



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

REGIONAL SUPERVISION DISTRICT COMMITTEE

AGENDA

To: Members of the Regional Supervision District Committee
Subject: **Committee meeting Thursday, June 06, 2019**
Time: Committee meeting will begin at **6:30 p.m.**
Place: Library, John Winthrop Middle School

Please contact Jennifer Bryan at Central Office- email jbryan@reg4.k12.ct.us if you are unable to attend.

Mission Statement

We, the communities of Chester, Deep River, Essex and Region 4, engage all students in a rigorous and collaborative educational program. We prepare our learners to be respectful citizens who are empowered to contribute in a globalized society.

1. **Call to order, 6:30 p.m.** – EES BOE Chair = Supv. Dist. Chair (yearly rotation at December mtg. – goes to Essex until Dec. 2019)
2. **Consent agenda.** The following items are to be handled as combined and by single vote. Any Board member may request that an item be pulled out for further discussion.
 - 2.1 Minutes from the Special Meeting of March 30, 2019 (*encl #1*)
 - 2.2 Minutes from the Regular Meeting of April 04, 2019 (*encl #2*)
 - 2.3 Accounts Payable report (*encl #3*)
3. **Other Items**
 - 3.1. End of Year Transportation Report – *F. Kulick*
4. **Public comment.** The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Board to hear citizen comment related to educational matters.
5. **Reports.**
 - 5.1 Financial Status Report (*K. Allen*)
 - a. Supervision District Budget Status Report (*encl #4*)
 - b. Discussion and possible VOTE on recommended Supervision District budget transfers for 2018-19 (*encl #5*)
 - 5.2 Reports and Communication (BOE chair from Chester, Deep River, Essex & Region 4)

5.3 Joint PK-12 Committees – (Comm. Chairs) Policy – TBD, Curriculum – T. Dickson, Finance – J. Clark
(hold for Joint BOE meeting)

Finance	Policy	Curriculum
Sept. 25, 2018 Oct. 16 th added as well	Sept. 17, 2018 Re-set to Oct. 15 th	Sept. 17, 2018
Nov. 27, 2018	Nov. 12, 2018 Re-set to Nov. 27 th	Nov. 12, 2018 Set on 2 nd Mon
Jan. 29, 2019	Jan. 28, 2019 Set on 4 th Mon.	Jan. 29, 2019 Set on 4 th Tues.
Feb. TBD 2019		
Mar. 19, 2019 Re-set to Mar. 25 th	Mar. 18, 2019 cancelled	Mar. 26, 2019
May 01, 2019 cancelled	Apr. 24, 2019 added	
May 28, 2019	May 20, 2019	May 14, 2019 Set on 2 nd Tues.
Sept. 24, 2019	Sept. 16, 2019	Sept. 17, 2019
Nov. 19, 2019 Set on 3 rd Tues.	Nov. 18, 2019	Nov. 19, 2019

5.4 **Assistant Superintendent's report.**

- a. District update. (hold for Joint BOE meeting)

5.5 **Superintendent's report.**

- a. District update. (hold for Joint BOE meeting)
- b. Information and communication.
- b.1 Discussion and possible VOTE to renew the *Agreement Concerning the Establishment and Operation of an Interim Collaborative Preschool Program* dated February 13, 2008. The original contract expires on June 30, 2012 and per agreement may be renewed in 1 year increments upon agreement of all signing parties (Boards of Education for Chester, Deep River, Essex and the Regional Supervision District Committee) no later than June 30, 2016 (*encl #6*)
- b.2 Discussion and possible VOTE to accept a donation of approx. \$11,040 from the Puzzle B Boat Raffle to be disbursed through the Essex Elementary School Foundation and used at the discretion of administration to benefit the Collaborative Preschool Program

6. **Public comment.**

The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Committee to hear citizen comment related to educational matters

7. **Future agenda items**

- 7.1 Next regular Supervision District Committee meeting – Aug. 26, 2019
7.2 Presentation of Superintendent's Goals (Aug.)

8. **Adjournment**



Regional School District 4
Chester – Deep River – Essex – Region 4
Boards of Education Committees – School Year 2018-19 (Updates in Progress)

Joint BOE Standing Committees (standing committees have regularly scheduled meetings)			
*Joint PK-12 Policy Sub-Committee	R4(Sandmann/Clymas/Grow) CH(Iselin/Scherber) DR(Resnisky/Campbell) ES(Seidman/McCluskey)		
*Joint PK-12 Curriculum Sub-Comm.	R4(Cavanaugh/Brookhart) CH(Bibbiani/Fearon) DR(T.Dickson/Grunko) ES(Rotella/McCann)		
*Joint PK-12 Finance Sub-Committee	R4 (Gioco/Clark/Daniels) CH (Stack/Englert) DR (Munawar/Berardis) ES (Fitton/Watson)		
Supervision District Committee (2 yr terms end in Nov. of the year listed after each name)	R4 (Cavanaugh 19 / Gioco 19 / Clark 19) CH (Fearon 19 / Fitzgibbons 19 / Stack 19) DR (Weglarz 19 / Ferretti 19 / Morrissey 19) ES (Fitton 19 / McCluskey 19 / Seidman 19)		
Joint Ad Hoc Committees (ad hoc committees meet for a designated period or as needed)			
Personnel & Negotiations		Contract duration	Initiate negotiations
- Joint BOE Teacher negotiations	R4 (Daniels/Brookhart Alt.) CH (Stack/Englert Alt.) DR (Morrissey/Weglarz Alt.) ES (Fitton/Watson)	Expires 7/2019	6/2018
- Joint BOE Administrator negotiations	Same as ABOVE for Teacher negotiations	Expires 7/2020	9/2019
- Joint BOE Paraeducator negotiations	Same as BELOW for Net Tech et al.	Expires 7/2020	3/2019
- Joint BOE NetTechs et al negotiations (ElemSec/Elem Nurses/ElemNetTech/R4NetTech/ElemCustodians)	R4 (Daniels/Brookhart Alt.) CH (Fitzgibbons, Stack) DR (Campbell/Ferretti Alt.) ES (Fitton/Watson)	Expires 7/2021	3/2021
- Cafeteria (all schools)		Expires 7/2020	3/2020
Public Relations & Community Outreach	R4(TBD/TBD), CH (Bibbiani), ES (Seidman), DR (Wegalarz/TBD)		
Technology	R4(Gioco), CH(Englert), ES (Seidman), DR (Munawar)		
School Calendar	R4(Brookhart/Daniels), CH (Englert), ES (McCluskey), DR (Weglarz)		
LEARN Joint BOE representative(s)	R4(Cavanaugh), CH(Myers), ES(Rotella), DR(Munawar)		
School Security Advisory Committee	R4(TBD), CH(Greenberg-Ellis), DR(Weglarz), ES(Fitton)		
Tuition Committee	R4(Grow), CH (Stack), DR (Morrissey), ES (McCluskey / Seidman Alt.)		
RFP Transportation Bid Review	R4(Cavanaugh), CH (Englert), DR (Weglarz), ES (Seidman/Fitton)		
RFP Legal Bid Review	R4(Daniels), CH (Bibbiani), DR (Weglarz), ES (Seidman/Fitton)		
Individual BOE Ad Hoc Committees (ad hoc committees meet for a designated period or as needed)			
<u>Chester BOE</u>			
Facilities	Enlgert		
Internal Marketing	TBD		
PTO	Greenberg-Ellis		
CATV Advisory Council (Cable TV)	For Discussion		
<u>Deep River BOE</u>			
Facilities (Grounds and Buildings)	Morrissey/Ferretti		
PTO	rotating		
School Improvement Team	Weglarz/Ciaglo		
CATV Advisory Council (Cable TV)	TBD		
<u>Essex BOE</u>			
Building	Seidman		
PTO	Rotating		
School Improvement Team	TBD		
Essex Foundation	McCluskey / Fitton		
Communications	Rotating		
CATV Advisory Council (Cable TV)	Fitton		
<u>Region 4 BOE</u>			
Personnel & Negotiations		Contract duration	Initiate negotiations
▪ R4 Secretaries/Nurses	Daniels/Brookhart Alt.	Expires 7/2020	3/2020
▪ R4 Custodians	Daniels/Brookhart Alt.	Expires 7/2021	3/2021
R4 Audit & Finance	TBD/Gioco		
School Improvement Team	TBD/TBD/TBD		
R4 Grounds and Buildings Maintenance and Oversight Committee	Fitton/Gioco/Grow/Clark		
R4 Building Committee	TBD/TBD		
R4 Educational Foundation	TBD		
Region 4 Extra compensation points committee	Clark (only 1 rep needed)		
Public Relations & Outreach	TBD		
R4 Safety	TBD		
R4 Advisory Council (PTO)	For Discussion		
R4 Facilities Study Committee	TBD		

REGIONAL SUPERVISION DISTRICT COMMITTEE

Welcome to tonight's meeting of the Supervision District Committee. We appreciate your interest and attendance.

WHO WE ARE:

The Supervision district is chartered through an agreement established in 1964 among the Boards of Education of Chester, Deep River, Essex and Region 4, and modified in 2000, to fund those programs and services that are best shared across the five schools in our communities. The Supervision District provides our communities the economies of scale of a larger multi-school district yet allows each town the autonomy to manage its own elementary school.

David Fitzgibbons	(CH)	2019	Paula Weglarz,	(DR)	2019	Lon Seidman, Chair	(ES)	2019
John Stack	(CH)	2019	Miriam Morrissey	(DR)	2019	Loretta McCluskey,	(ES)	2019
Charlene Fearon	(CH)	2019	Bob Ferretti	(DR)	2019	DG Fitton Sec/Trsr	(ES)	2019
Jane Cavanaugh	(R4)	2019	Jennifer Clark Vice-Chair	(R4)	2019	Mario Gioco	(R4)	2019

Our contact information is listed on the District web site: www.reg4.k12.ct.us Our annual goals are also listed.

We are assisted in the meeting by our school administration:

Ruth I. Levy, Ed.D., Superintendent of Schools
Kristina Martineau, Ed.D., Assistant Superintendent of Schools

Kimberly Allen, Business Manager
Sarah Smalley, Director of Pupil Services

Our committee clerk is **Jennifer Bryan.**

HOW YOU CAN CONTRIBUTE AND PARTICIPATE:

We typically have two "Audiences of Citizens" during the meeting. During this part of the meeting, you can make comments, suggestions and ask questions. We ask you to limit comments to 3 minutes. If you share a common topic with others, we encourage the use of a single spokesperson for the group. As the intention of the audience of citizens is for the Committee to listen to you, the Committee may not respond immediately since we may not have discussed or taken a position on the topic...please don't take this as a sign of disinterest. Our standard of courtesy and respect for the opinions of others is the same as the one expected of our students.

We encourage written input to the Committee to include suggestions on future agenda items. Upon request, letters can be read at the meeting as long as they focus on issues or policies and not people.

While we value your input, please know the Committee meeting is a "Meeting in Public" and not a "Public Meeting." We appreciate your helping us accomplish our agenda in a time effective manner.

REGULAR MEETINGS:

Regular Meeting Agendas and Special Meeting Agendas are posted in each of the Town Halls and on the school website (www.reg4.k12.ct.us).

EXECUTIVE SESSION:

The Committee may occasionally meet in "Executive Session." This closed-door meeting is for discussing items of a sensitive nature, such as personnel issues or negotiation strategy.

SPECIAL MEETINGS:

Special meetings may be called with a minimum of 24 hours advanced notice, to discuss specific items.

We appreciate your attendance this evening and invite your continued interest on behalf of the students and residents of Region 4, Chester, Deep River and Essex.

Encl #1

Supervision District Committee Special Meeting
March 30, 2019
John Winthrop Middle School Library

Meeting was called to order at 9:03 a.m.

Present:

Present: Lon Seidman, DG Fitton, Jennifer Clark, Jane Cavanaugh, Paul Weglarz, Robert Ferretti, Miriam Morrissey, David Fitzgibbons, John Stack, Charlene Fearon

Members heard presentations from CAFE, CES, and JE consulting. Two other firms, HYA and NESDEC, submitted RFP proposals but did not appear to present to the committee.

Following presentations the board moved into executive session. MOTION: DG Fitton, SECOND: Paul Weglarz. Vote unanimous

Supervision District returned to public session at 11:05 am.

DG Fitton moved to award the search contract to JE Consulting, seconded by Paul Weglarz. Vote unanimous.

Meeting adjourned at 11:15 a.m.

Respectfully submitted,

Lon Seidman

**THESE MINUTES ARE SUBJECT TO COMMITTEE APPROVAL AT THE
June 06, 2019 MEETING
REGIONAL SUPERVISION DISTRICT COMMITTEE**

April 04, 2019

A regular meeting of the Regional Supervision District Committee was held on Thursday, April 04, 2019 in the John Winthrop Middle School Library, with the following Committee members present:

CHESTER BOARD OF EDUCATION:	David Fitzgibbons, Charlene Fearon
DEEP RIVER BOARD OF EDUCATION:	Paula Weglarz, Miriam Morrissey, Bob Ferretti (6:32 arrival)
ESSEX BOARD OF EDUCATION:	Lon Seidman, DG Fitton, Loretta McCluskey
REGION 4 BOARD OF EDUCATION:	Jennifer Clark, Jane Cavanaugh

Also in attendance: Dr. Ruth Levy, Superintendent; Dr. Kristina Martineau, Assistant Superintendent; Kim Allen, Business Manager, and Jennifer Bryan, Committee Clerk.

Audience of Citizens: none present

CALL TO ORDER

Committee Chair Lon Seidman called the meeting to order at 6:30 p.m. (the position of Committee Chair rotates yearly among BOE Chairs, and moved to Essex this year.)

CONSENT AGENDA

On motion duly made and seconded the Committee unanimously VOTED to approve the consent agenda consisting of the Minutes from the regular meeting of February 21, 2019, Minutes from the Special Meeting of February 25, 2019, Minutes from the Special Meeting of March 09, 2019, and the Accounts Payable Report

OTHER ITEMS –

Chair Seidman gave an update on the search for a new Superintendent. All qualified bidders who responded to the Supervision District Committee's RFP for an executive search firm were invited to give a presentation to the Supervision District Committee at a special meeting on March 30th. The Supervision District Committee voted to award the contract to Dr. Joseph Erardi of JE Consulting, who will be here this evening at the Joint Board meeting to introduce himself to everyone.

PUBLIC COMMENT – No one present - None made

REPORTS AND COMMUNICATION

Business Manager Kim Allen reviewed the highlights of the Supervision District Budget Status Report.

Mrs. Allen presented recommended budget transfers for 2018-19.

On motion duly made and seconded, the Committee unanimously VOTED to approve the Supervision District budget transfers for 2018-19 as recommended. (see attached)

Individual BOE reports

Chester – Board Chair David Fitzgibbons reported that the Chester BOE unanimously VOTED to move their budget to the town for consideration. They will be presenting it to the Chester Board of Finance and Board of Selectmen early next week.

Deep River – Board Chair Paula Weglarz reported that the Deep River Board recently voted to move their budget to the town. They will present it to their Board of Finance next Tuesday.

Essex – Board Chair Lon Seidman reported that the Essex Board has already presented their budget to the Essex Board of Finance and were given a favorable reception. Governor Lamont recently visited the Collaborative Preschool Program, which is housed at Essex Elementary, as part of his interest in learning about the different ways that towns currently share services, and in what ways towns may be helped or encouraged to share more in the future.

Region 4 – Board Chair Jennifer Clark reported that the Region 4 Board continues to work on their budget for next year. They've held multiple workshops and two public comment periods. They will be revisiting it again at the end of the Joint Board meeting this evening.

ASSISTANT SUPERINTENDENT'S REPORT

Held until the Joint BOE meeting

SUPERINTENDENT'S REPORT

Information and Communication

Superintendent Levy's main district report was held until the Joint Board meeting.

PUBLIC COMMENT – none present - no comments were made

On motion duly made and seconded, the Committee unanimously VOTED to move into Executive Session at 6:42 p.m. to for the Superintendent to present her self-evaluation.

The Committee moved out of Executive Session at 7:00 p.m.

FUTURE AGENDA ITEMS

- Next regular Supervision District Committee meeting – June 06, 2019 @ 6:30 p.m. in JWMS library
- End-of-Year Transportation Report - *F. Kulick* (June)
- Discussion and possible VOTE to renew the *Agreement Concerning the Establishment and Operation of an Interim Collaborative Preschool Program* dated June, 2013 (June)

ADJOURNMENT:

On motion duly made and seconded, the Committee unanimously VOTED to adjourn at 7:00 p.m.

Respectfully Submitted,

DG Fitton, Secretary,
Jennifer Bryan, Clerk

Encl #6
REVISED

REGIONAL SCHOOL DISTRICT No. 4

CHESTER • DEEP RIVER • ESSEX

Ruth I. Levy, Ed.D.
Superintendent of Schools
rlevy@reg4.k12.ct.us

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

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



Kim Allen
Business Manager
kallen@reg4.k12.ct.us

To: Ruth Levy, Superintendent
From: Kim Allen, Business Manager
Date: April 4, 2019
Re: Supervision Requested Budget Transfers – 2018-2019

I would like to make the following request to the Board for 2018-2019 budget transfers. Please contact me prior to the next BOE meeting with any questions so that I will be prepared to answer them at the meeting.

Object 100:	Salaries	Decrease	\$36,409
Object 200:	Fringe Benefits		
Object 300:	Purchased Services	Increase	\$36,409
Object 400:	Rentals & Repairs		
Object 500:	Other Outside Services		
Object 600:	Supplies		
Object 700:	Equipment		
Object 800:	Other Miscellaneous		

Total
Transfers 0.00

Explanation:

1. Higher than anticipated contractual course reimbursement (\$6,349)
2. New module to automate some of the HR functions and will allow us to integrate with MUNIS payroll. This module sets the framework for more integration in the future and additional electronic processes. (\$15,060)
3. Superintendent Search Contract (\$15,000)

Encl #3

04/03/2019 09:31
9781dpea

REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 5000
CHECK NO CHK DATE

1040
TYPE VENDOR NAME

SUPERVISION CASH
VOUCHER INVOICE

INV DATE

PO

WARRANT

NET

INVOICE DTL DESC

13499 04/03/2019 PRD 6082 VERIZON WIRELESS 96174 9826245634-FEB-MAR 03/15/2019 19500025 SD040319 1,534.06
Invoice: 9826245634-FEB-MAR ACCT 587177501-00001

CHECK 13499 TOTAL: 1,534.06

NUMBER OF CHECKS 9 *** CASH ACCOUNT TOTAL *** 16,030.50

COUNT	AMOUNT
9	16,030.50

TOTAL PRINTED CHECKS

*** GRAND TOTAL *** 16,030.50



P 2
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04/03/2019 09:31
9781dpea

REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

P 3
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CLERK: 9781dpea

YEAR PER JNL

SRC ACCOUNT

CREDIT

DEBIT

T OB

ACCOUNT DESC
LINE DESC

REF 3

REF 2

REF 1

JNL DESC

EFF DATE

2019 10 55

APP 5000-2000

04/03/2019

APP 5000-1040

04/03/2019

SD040319

DP

DP

SD040319

SUPERVISION ACCOUNTS PAYABLE

AP CASH DISBURSEMENTS JOURNAL

SUPERVISION CASH

AP CASH DISBURSEMENTS JOURNAL

16,030.50

16,030.50

16,030.50

16,030.50

TOTAL

JOURNAL 2019/10/55

04/03/2019 09:31
9781dpea

REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 4
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FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
5000 SUPERVISION DISTRICT	2019 10	55	04/03/2019	SUPERVISION CASH		16,030.50
5000-1040				SUPERVISION ACCOUNTS PAYABLE	16,030.50	
5000-2000				FUND TOTAL	16,030.50	16,030.50

** END OF REPORT - Generated by Dawn Pearson **



P 1
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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

04/10/2019 11:10
9781dpea

CASH ACCOUNT: 5000
CHECK NO CHK DATE TYPE VENDOR NAME

1040
SUPERVISION CASH

VOUCHER INVOICE

NET

INVOICE DTL DESC

13500 04/10/2019 PRD 6171 EARTHLINK BUSINESS 96341 04/02/19-05/01/19 04/02/2019 19500009 SD041019 2,376.52
Invoice: 04/02/19-05/01/19 ACCOUNT 5214280

CHECK 13500 TOTAL: 2,376.52

13501 04/10/2019 PRD 7053 ESSEX ELEMENTARYSCHO 96342 EES 03292019 04/08/2019 19500031 SD041019 182.75
Invoice: EES 03292019 GOVERNORS VISIT

CHECK 13501 TOTAL: 182.75

13502 04/10/2019 PRD 2332 FIRST STUDENTS INC 96343 11565360 04/03/2019 19500016 SD041019 90,407.25
Invoice: 11565360 CUST 94420

CHECK 11565368 17,114.87

13503 04/10/2019 PRD 5450 JOHN WINTHROP CAFETE 96346 CO 2019 PTO 04/08/2019 19500031 SD041019 90.00
Invoice: CO 2019 PTO CUST 94420

CHECK 13502 TOTAL: 109,978.75

13504 04/10/2019 PRD 2249 REGIONAL SCHOOL DIST 96349 4/8/19 04/08/2019 19500028 SD041019 185.00
Invoice: 4/8/19 CO 2019 DLT

CHECK 13503 TOTAL: 525.00

13505 04/10/2019 PRD 2249 REGIONAL SCHOOL DIST 96356 4/10/19 04/03/2019 SD041019 18,008.50
Invoice: 4/10/19 CO 04092019 SELECT 2018/2019 1ST SELECTMAN MEETINGS

CHECK 13504 TOTAL: 214.00

13506 04/10/2019 PRD 2249 REGIONAL SCHOOL DIST 96357 4/10/19 04/03/2019 SD041019 18,008.50
Invoice: 4/10/19 CO 04092019 SELECT 2018/2019 1ST SELECTMAN MEETINGS

CHECK 13505 TOTAL: 18,008.50

13507 04/10/2019 PRD 2249 REGIONAL SCHOOL DIST 96358 4/10/19 04/03/2019 SD041019 18,008.50
Invoice: 4/10/19 CO 04092019 SELECT 2018/2019 1ST SELECTMAN MEETINGS

CHECK 13506 TOTAL: 18,008.50

13508 04/10/2019 PRD 2249 REGIONAL SCHOOL DIST 96359 4/10/19 04/03/2019 SD041019 18,008.50
Invoice: 4/10/19 CO 04092019 SELECT 2018/2019 1ST SELECTMAN MEETINGS

CHECK 13507 TOTAL: 18,008.50

13509 04/10/2019 PRD 2249 REGIONAL SCHOOL DIST 96360 4/10/19 04/03/2019 SD041019 18,008.50
Invoice: 4/10/19 CO 04092019 SELECT 2018/2019 1ST SELECTMAN MEETINGS

CHECK 13508 TOTAL: 18,008.50

13510 04/10/2019 PRD 2249 REGIONAL SCHOOL DIST 96361 4/10/19 04/03/2019 SD041019 18,008.50
Invoice: 4/10/19 CO 04092019 SELECT 2018/2019 1ST SELECTMAN MEETINGS

CHECK 13509 TOTAL: 18,008.50



04/10/2019 11:10
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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 2
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CASH ACCOUNT: 5000
CHECK NO CHK DATE

1040
TYPE VENDOR NAME

SUPERVISION CASH
VOUCHER INVOICE

INVOICE

WARRANT

NET

INVOICE DTL DESC

13506 04/10/2019 PRTD Invoice: 86360	2761 SUBURBAN PROPANE	96352	86360	03/30/2019 19500023 SD041019 ACCT 7335-152207	CHECK	13506 TOTAL:	756.93
13507 04/10/2019 PRTD Invoice: 4/10/19	2276 TOWN OF DEEP RIVER	96354	4/10/19	04/03/2019 SD041019 PAYMENT CAFE PART PRIOR YR & PART CURRENT YR	CHECK	13507 TOTAL:	3,653.50
13508 04/10/2019 PRTD Invoice: 4/10/19	2438 TREASURER TOWN OF CH	96353	4/10/19	04/03/2019 SD041019 PAYMENT FOR CAFE BAL PRIOR YR	CHECK	13508 TOTAL:	4,456.50
13509 04/10/2019 PRTD Invoice: 4/10/19	2434 TREASURER TOWN OF ES	96355	4/10/19	04/03/2019 SD041019 PAYMENT CAFE FOR CURRENT YR BAL	CHECK	13509 TOTAL:	8,428.25
13510 04/10/2019 PRTD Invoice: 041019	7552 JENNIFER VAN WINKLE	96357	041019	04/08/2019 SD041019 REIMBURSEMET FOR MILEAGE SEPT-MARCH 2018	CHECK	13510 TOTAL:	166.20
NUMBER OF CHECKS 11				*** CASH ACCOUNT TOTAL ***	148,746.90		

COUNT	AMOUNT
11	148,746.90

TOTAL PRINTED CHECKS

*** GRAND TOTAL *** 148,746.90

04/10/2019 11:10
9781dpea

REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

CLERK: 9781dpea
YEAR PER JNL
SRC ACCOUNT
EFF DATE

JNL	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2019 10 203								
APP 5000-2000					SUPERVISION ACCOUNTS PAYABLE		148,746.90	
04/10/2019	SD041019	DP			AP CASH DISBURSEMENTS JOURNAL			
APP 5000-1040					SUPERVISION CASH			148,746.90
04/10/2019	SD041019	DP			AP CASH DISBURSEMENTS JOURNAL			
					JOURNAL 2019/10/203 TOTAL		148,746.90	148,746.90

04/10/2019 11:10
9781dpea

REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 4
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FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
5000 SUPERVISION DISTRICT	2019 10	203	04/10/2019	SUPERVISION CASH		148,746.90
5000-1040				SUPERVISION ACCOUNTS PAYABLE	148,746.90	
5000-2000				FUND TOTAL	148,746.90	148,746.90

** END OF REPORT - Generated by Dawn Pearson **



04/26/2019 15:34 9781dpea				REGIONAL SCHOOL DIST # 4 A/P CASH DISBURSEMENTS JOURNAL				P 1 apcsdhsb			
CASH ACCOUNT: 5000	CHECK NO	CHK DATE	TYPE	VENDOR NAME	SUPERVISION CASH	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
INVOICE DTL DESC											
13511 04/26/2019 PRD 2836 SYNCB/AMAZON 96609 593764699963								04/04/2019 19500089 SD042619			32.50
Invoice: 593764699963								BUSINESS SOURCE DELUXE CATALOG			
								CHECK	13511	TOTAL:	32.50
13512 04/26/2019 PRD 2419 FRONTIER COMMUNICATI 96612 4/19/19								04/19/2019 19500019 SD042619			37.88
Invoice: 4/19/19								ACCT 860-526-2490-123179-5			
								CHECK	13512	TOTAL:	37.88
13513 04/26/2019 PRD 2419 AT & T MOBILITY 96608 282742481688X4122019								04/04/2019 19500006 SD042619			28.55
Invoice: 282742481688X4122019								ACCT 287242481688			
								CHECK	13513	TOTAL:	28.55
13514 04/26/2019 PRD 6999 CT COMPUTER SERVICES 96610 INV000159703								04/22/2019 19500008 SD042619			1,400.00
Invoice: INV000159703								BACKUP, OFFSITE BACKUP AND SUP			
								CHECK	13514	TOTAL:	1,400.00
13515 04/26/2019 PRD 6171 WINDSTREAM 96621 71199453								04/05/2019 19500009 SD042619			96.91
Invoice: 71199453								ACCOUNT 209485924			
								CHECK	13515	TOTAL:	96.91
13516 04/26/2019 PRD 5450 JOHN WINTHROP CAFETE 96613 CO08272018								04/11/2019 19500032 SD042619			729.40
Invoice: CO08272018								CONVOCATION 2018			
								04/12/2019 19500032 SD042619			445.34
Invoice: CO08222018								NEW TEACHER ORIENTATION			
								04/12/2019 19500031 SD042619			217.24
Invoice: CO04122019								SCHOOL SECURITY/TEACHER NEGO/COFFEE SER			
								04/12/2019 19500031 SD042619			161.53
Invoice: CO 02012019 CABE								CABE BREAKFAST 02/01/2019			
								CHECK	13516	TOTAL:	1,553.51
13517 04/26/2019 PRD 2165 EVERSOURCE 96611 APRIL 2019								04/23/2019 19500013 SD042619			404.77
Invoice: APRIL 2019								ACCT 5101 790 3063			
								CHECK	13517	TOTAL:	404.77



04/26/2019 15:34
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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 2
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CASH ACCOUNT: 5000
CHECK NO CHK DATE

1040
TYPE VENDOR NAME

SUPERVISION CASH
VOUCHER INVOICE

INVOICE

INV DATE PO

WARRANT

NET

INVOICE DTL DESC

13518 04/26/2019 PRPD 2944 PLAN ADMINISTRATION, 96622 APRIL2019 PAL 04/01/2019 SD042619 227.82
Invoice: APRIL2019

CHECK 13518 TOTAL: 227.82

13519 04/26/2019 PRPD 2944 PLAN ADMINISTRATION, 96623 APRIL 2019 PAL 04/01/2019 SD042619 2,510.56
Invoice: APRIL 2019

CHECK 13519 TOTAL: 2,510.56

13520 04/26/2019 PRPD 2249 REGIONAL SCHOOL DIST 96617 MARCH 2019 BILL R4 PAID SD MARCH BILL SD042619 464.14
Invoice: MARCH 2019 BILL

CHECK 13520 TOTAL: 464.14

13521 04/26/2019 PRPD 2381 TYLER TECHNOLOGIES I 96618 045-258804 04/01/2019 19500030 SD042619 450.00
Invoice: 045-258804

CHECK 13521 TOTAL: 450.00

13522 04/26/2019 PRPD 6082 VERIZON WIRELESS 96619 9828239082 MAR -APR 04/15/2019 19500025 SD042619 1,531.12
Invoice: 9828239082 MAR -APR

CHECK 13522 TOTAL: 1,531.12

13523 04/26/2019 PRPD 4765 WB MASON CO., INC 96620 I65172825 04/05/2019 19500026 SD042619 228.03
Invoice: I65172825

CHECK 13523 TOTAL: 228.03

NUMBER OF CHECKS 13 *** CASH ACCOUNT TOTAL *** 8,965.79

COUNT AMOUNT

TOTAL PRINTED CHECKS 13 8,965.79

*** GRAND TOTAL *** 8,965.79

04/26/2019 15:34
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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

CLERK: 9781dpea

YEAR PER JNL
SRC ACCOUNT

P 3
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CREDIT

DEBIT

T OB

ACCOUNT DESC
LINE DESC

2019 10	JNL	JNL DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
APP 5000-2000		04/26/2019	SD042619	DP			SUPERVISION ACCOUNTS PAYABLE		8,965.79	
APP 5000-1040		04/26/2019	SD042619	DP			AP CASH DISBURSEMENTS JOURNAL			8,965.79
							SUPERVISION CASH			
							AP CASH DISBURSEMENTS JOURNAL			
							JOURNAL 2019/10/358	TOTAL	8,965.79	8,965.79

04/26/2019 15:34
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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

P 4
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FUND	ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
5000	SUPERVISION DISTRICT	2019 10	358	04/26/2019	SUPERVISION CASH		8,965.79
	5000-1040				SUPERVISION ACCOUNTS PAYABLE	8,965.79	
	5000-2000				FUND TOTAL	8,965.79	8,965.79

** END OF REPORT - Generated by Dawn Pearson **

1040 SUPERVISION CASH VOUCHER INVOICE

INVOICE DTL DESC

13524 05/22/2019 PRD 7401 KIMBERLY ALLEN 97125 MAY 2019 05/20/2019 19500082 SD052019 1,750.00
Invoice: MAY 2019 SECOND HALF TRAVEL ALLOWANCE

1,750.00

13525 05/22/2019 PRD 2419 AT & T MOBILITY 97121 APR 5 - MAY 04 2019 05/02/2019 19500006 SD052019 33.55
Invoice: APR 5 - MAY 04 2019 ACCT 287242481688

33.55

13526 05/22/2019 PRD 7556 DIME OIL, LLC 97064 72666 05/09/2019 19500010 SD052019 12,939.59
Invoice: 72666 ACCT REG - 4D DIESEL FUEL FOR BUSES

12,939.59

13527 05/22/2019 PRD 7739 JOSEPH ERARDI 97217 INVOICE 2 05/22/2019 19500088 SD052019 3,000.00
Invoice: INVOICE 2 SUPERINTENDENT SEARCH CONSULTA

827.91

13528 05/22/2019 PRD 2332 FIRST STUDENTS INC 97066 11573280 05/22/2019 SD052019 827.91
Invoice: 11573280 SUPT SEARCH - ADDITIONAL EXPENSES

3,827.91

13529 05/22/2019 PRD 5764 ELIZABETH GRIEDER 97067 5/14/19 05/14/2019 SD052019 1,279.50
Invoice: 5/14/19 REIMBURSEMENT FOR COURSE

1,279.50

13530 05/22/2019 PRD 4131 KRYSTAL KLEER 97069 168107 05/01/2019 19500018 SD052019 43.00
Invoice: 168107 MONTHLY RENTAL - WATER PURIFIC

43.00

13531 05/22/2019 PRD 4149 RUTH LEVY 97124 MAY 2019 05/20/2019 19500084 SD052019 1,750.00
Invoice: MAY 2019 SECOND HALF TRAVEL ALLOWANCE

1,750.00

13524 TOTAL: 1,750.00

33.55

12,939.59

3,000.00

827.91

3,827.91

9,941.20

55,030.50

64,971.70

1,279.50

1,279.50

43.00

43.00

1,750.00

13532 05/22/2019 PRD 7362 LINDBERG AND RIPPLE 97070 176RSD4-0419
Invoice: 176RSD4-0419

13533 05/22/2019 PRD 4899 KRISTINA MARTINEAU 97123 MAY 2019
Invoice: MAY 2019

13534 05/22/2019 PRD 2636 PAM MURPHY 97126 MAY 2019
Invoice: MAY 2019

13535 05/22/2019 PRD 3239 NESDEC 97071 B3311
Invoice: B3311

13536 05/22/2019 PRD 5035 POWERSCHOOL GROUP LL 97072 INV174738
Invoice: INV174738

13537 05/22/2019 PRD 5282 SOCIAL THINKING 97073 129862
Invoice: 129862

13538 05/22/2019 PRD 2432 STAPLES ADVANTAGE 97074 3412970701
Invoice: 3412970701

Invoice: 3412970700

Invoice: 3412054489

CASH ACCOUNT: 5000

1040

CASH ACCOUNT: 5000 1040

SUPERVISION CASH

INVOICE	DTL	DESC
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13539	05/22/2019	PRTD	2761	SUBURBAN PROPANE-733	97077	52274	05/02/2019	19500023	SD052019	708.52
Invoice: 52274										
ACCT 7335-152207										

CHECK 13539 TOTAL: 708.52

13540 05/22/2019 PRTD
Invoice: APRIL 2019

05/06/2019
MILEAGE REIMBURSEMENT

05/06/2019 SD052019

22-27

CHECK

13540 TOTAL

22-27

13541 05/22/2019 PRTD
Invoice: I65746547

CUST C1024719
04/25

2019 19500026 SD052019

170 28

13541 TOTAL

170.28

NUMBER OF CHECKS	18	*** CASH ACCOUNT TOTAL ***	104,998.38
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	COUNT	AMOUNT
TOTAL PRINTED CHECKS	18	104,998.38

***	GRAND	***	104,998.38
***	TOTAL	***	

P 4
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05/22/2019 11:02 REGIONAL SCHOOL DIST # 4
9781dpea A/P CASH DISBURSEMENTS JOURNAL
CLERK: 9781dpea JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2019 11	434										
APP 5000-2000								SUPERVISION ACCOUNTS PAYABLE		104,998.38	
05/22/2019				SD052019	DP			AP CASH DISBURSEMENTS JOURNAL			
APP 5000-1040								SUPERVISION CASH			104,998.38
05/22/2019				SD052019	DP			AP CASH DISBURSEMENTS JOURNAL			
JOURNAL 2019/11/434 TOTAL										104,998.38	104,998.38

05/22/2019 11:02 REGIONAL SCHOOL DIST # 4 P 5
 9781dpea A/P CASH DISBURSEMENTS JOURNAL apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
5000 SUPERVISION DISTRICT	2019 11	434	05/22/2019	SUPERVISION CASH		104,998.38
5000-1040				SUPERVISION ACCOUNTS PAYABLE	104,998.38	
5000-2000				FUND TOTAL	104,998.38	104,998.38

** END OF REPORT - Generated by Dawn Pearson **



05/28/2019 14:58
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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 5000
CHECK NO CHK DATE TYPE VENDOR NAME

1040
SUPERVISION CASH

VOUCHER INVOICE

NET

INVOICE DTL DESC		INV DATE	PO	WARRANT	NET
13542 05/28/2019 PRD 2419 FRONTIER COMMUNICATI	97307	5/19/19			37.88
Invoice: 5/19/19					
ACCT 860-526-2490-123179-5					
CHECK	13542	TOTAL:			37.88
13543 05/28/2019 PRD 2159 CREC	97305	P10JV1KVKEMZ			275.00
Invoice: P10JV1KVKEMZ					
SCHOOL-BASED THREAT ASSESSMENTS INSTITUTE	6/26/19				
CHECK	13543	TOTAL:			275.00
13544 05/28/2019 PRD 6171 WINDSTREAM	97316	71307860/MAY			1,702.48
Invoice: 71307860/MAY					
ACCT 209485924					
CHECK	13544	TOTAL:			1,702.48
13545 05/28/2019 PRD 2165 EVERSOURCE	97306	51017903063/MAY			331.88
Invoice: 51017903063/MAY					
ACCT 5101 790 3063					
CHECK	13545	TOTAL:			331.88
13546 05/28/2019 PRD 2944 PLAN ADMINISTRATION, 97311		PAL 0868/MAY 2019			308.82
Invoice: PAL 0868/MAY 2019					
MAY 2019 VOLUNTARY LIFE					
CHECK	13546	TOTAL:			308.82
13547 05/28/2019 PRD 2944 PLAN ADMINISTRATION, 97312		MAY 2019			2,774.74
Invoice: MAY 2019					
PAL 0768,0769,0771,0770, 0744 REG LIFE					
CHECK	13547	TOTAL:			2,774.74
13548 05/28/2019 PRD 6082 VERIZON WIRELESS	97313	9830217727/MAY			1,531.12
Invoice: 9830217727/MAY					
ACCT 9809144644					
CHECK	13548	TOTAL:			1,531.12
13549 05/28/2019 PRD 4765 WB MASON CO., INC	97314	I66467447			179.60
Invoice: I66467447					
CUST C1024719					
CHECK	13549	TOTAL:			40.34
13549 05/28/2019 PRD 4765 WB MASON CO., INC	97315	I66468138			219.94
Invoice: I66468138					
CUST C1024719					
CHECK	13549	TOTAL:			219.94

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL



P 2
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NUMBER OF CHECKS	8	*** CASH ACCOUNT TOTAL ***	7,181.86
		COUNT	AMOUNT
		8	7,181.86
TOTAL PRINTED CHECKS			
		*** GRAND TOTAL ***	7,181.86

05/28/2019 14:58
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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

CLERK: 9781dpea
YEAR PER JNL
SRC ACCOUNT
EFF DATE

JNL	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2019 11	490							
APP 5000-2000					SUPERVISION ACCOUNTS PAYABLE		7,181.86	
05/28/2019	SD052819	DP			AP CASH DISBURSEMENTS JOURNAL			
APP 5000-1040					SUPERVISION CASH			7,181.86
05/28/2019	SD052819	DP			AP CASH DISBURSEMENTS JOURNAL			
					JOURNAL 2019/11/490 TOTAL		7,181.86	7,181.86

05/28/2019 14:58 REGIONAL SCHOOL DIST # 4 JOURNAL ENTRIES TO BE CREATED P 4
9781dpea A/P CASH DISBURSEMENTS JOURNAL apcsbdb

FUND	ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
5000	SUPERVISION DISTRICT	2019 11	490	05/28/2019	SUPERVISION CASH		7,181.86
	5000-1040				SUPERVISION ACCOUNTS PAYABLE	7,181.86	
	5000-2000				FUND TOTAL	7,181.86	7,181.86

** END OF REPORT - Generated by Dawn Pearson **

Encl #4

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

Ruth I. Levy, Ed.D.
Superintendent of Schools
rlevy@reg4.k12.ct.us

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



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

Kim Allen
Business Manager
kallen@reg4.k12.ct.us

To: Ruth I. Levy, Ed.D., Superintendent
From: Kim Allen, Business Manager
Date: June 6, 2019
Re: Supervision District 2018-2019 Budget Status Report through May 23, 2019

Attached is the 2018-2019 status report through March 28, 2019

Salaries: Overall surplus - savings from staff turnover after the budget was approved.

Line 5113 Teacher turnover allowed new hires with lower salaries.

Line 5118 Cafeteria – will be reimbursed throughout the year by the cafeteria accounts.

Benefits: Overall surplus– lower benefits directly correspond with lower salaries.

Purchased Services: Overall deficit

Line 5330 Other Professional Services – MUNIS upgrade costs higher than budgeted and ALICE Training for district-wide staff as recommended by the Joint Security Committee.

Also, new module purchased to begin automating some of the HR functions

Rentals/Repairs: Overall surplus – folding machine lease reduction.

Other Outside Services: Overall surplus – reduced field trip and communication costs.

Supplies: Overall Deficit

Line 5610 Deficit due to increase in cost to fill postage meter.

Line 5624 Deficit due to increase in oil.

Other: Overall surplus due to reduced membership dues.

SUPERVISION DISTRICT
FY2018-2019 BUDGET STATUS REPORT
through MAY 23, 2019

ACCOUNT DESCRIPTION	2018-2019 ORIGINAL BUDGET	2018-2019 TRANSFERS	2018-2019 REVISED BUDGET	2018-2019 YTD EXPENDED	2018-2019 ENCUMBERED	2018-2019 AVAILABLE BUDGET	% USED
5111 ADMINISTRATOR SALARY	883,242		883,242	816,222	67,020	0	100.00%
5113 TEACHER SALARY	2,856,004		2,856,004	2,085,110	683,368	87,526	96.94%
5114 SECRETARY SALARY	426,013		426,013	398,710	32,105	(4,803)	101.13%
5115 CUSTODIAN SALARY	8,541		8,541	1,519	0	7,022	17.78%
5116 NURSE SALARY	3,000		3,000	1,500	0	1,500	50.00%
5118 FOOD SERVICE SALARY	0		0	4,986	1,974	(6,960)	#DIV/0!
5119 PARA-EDUCATOR SALARY	3,000		3,000	0	0	3,000	0.00%
5123 SUBSTITUTE TEACHER SALARY	47,450		47,450	43,013	3,910	526	98.89%
5124 SUB SECTY\ PARA-ED\ \CUST\ \CUST	20,000		20,000	24,534	0	(4,534)	122.67%
5134 SECRETARY OT\ BOE CLERK	500		500	0	0	500	0.00%
5135 CUSTODIAN OVERTIME SALARY	1,000		1,000	6,602	0	(5,602)	660.21%
SUBTOTAL SALARY	4,248,750	(67,849)	4,248,750	3,382,197	788,377	78,176	98.16%
5210 HEALTH INSURANCE	920,868		920,868	920,868	0	0	100.00%
5214 LIFE INSURANCE	7,496		7,496	3,839	3,285	372	95.04%
5222 MERF	84,938		84,938	81,292	3,646	0	100.00%
5223 FICA/MEDICARE	121,989		121,989	97,024	21,798	3,167	97.40%
5250 UNEMPLOYMENT COMPENSATION	10,000		10,000	3,653	336	6,011	39.89%
5260 WORKER'S COMPENSATION	35,807		35,807	35,807	0	0	100.00%
5291 ANNUITIES	27,600		27,600	31,600	0	(4,000)	114.49%
SUBTOTAL BENEFITS	1,208,698	0	1,208,698	1,174,083	29,064	5,551	99.54%
5322 PROFESSIONAL DEVELOPMENT	89,740		89,740	89,221	2,244	(1,725)	101.92%
5330 OTHER PROFESSIONAL SERVICES	169,537		169,537	221,419	0	(51,882)	130.60%
SUBTOTAL PURCHASED SERVICES	259,277	66,864	259,277	310,640	2,244	(53,607)	120.68%

SUPERVISION DISTRICT
FY2018-2019 BUDGET STATUS REPORT
through MAY 23, 2019

ACCOUNT DESCRIPTION	2018-2019 ORIGINAL BUDGET	2018-2019 TRANSFERS	2018-2019 REVISED BUDGET	2018-2019 YTD EXPENDED	2018-2019 ENCUMBERED	2018-2019 AVAILABLE BUDGET	% USED
5412 ELECTRICITY	7,800		7,800	5,218	3,047	(464)	105.95%
5430 REPAIRS & MAINTENANCE	6,000		6,000	6,549	0	(549)	109.15%
5440 RENTALS	9,052		9,052	2,174	164	6,714	25.82%
SUBTOTAL RENTALS/REPAIRS	22,852	985	22,852	13,940	3,210	5,702	75.05%
5510 TRANSPORTATION DAILY	722,585		722,585	589,192	133,393	0	100.00%
5513 SPEC ED IN DIST TRANSP	123,034		123,034	103,917	19,319	(202)	100.16%
5515 FIELD TRIPS	34,033		34,033	19,809	5,000	9,224	72.90%
5520 COMPREHENSIVE INSURANCE	4,679		4,679	2,626	0	2,053	56.12%
5530 COMMUNICATIONS	50,000		50,000	27,689	10,003	12,308	75.38%
5540 ADVERTISING	750		750	1,395	0	(645)	186.00%
5580 TRAVEL & CONFERENCE	32,516		32,516	26,633	4,000	1,883	94.21%
SUBTOTAL OUTSIDE SERVICES	967,597	0	967,597	771,260	171,715	24,621	97.46%
5610 GENERAL SUPPLIES	13,500		13,500	13,723	3,613	(3,836)	128.42%
5611 INSTRUCTIONAL SUPPLIES	4,772		4,772	3,947	0	825	82.71%
5613 MAINTENANCE SUPPLIES	1,000		1,000	689	237	74	92.61%
5624 HEATING OIL	6,500		6,500	9,053	116	(2,669)	141.06%
5626 GASOLINE / FUEL OIL	82,000		82,000	73,066	8,934	0	100.00%
5641 TEXTBOOKS & WORKBOOKS	1,300		1,300	442	0	858	34.03%
5642 LIBRARY & PROFESSIONAL BOOKS	1,000		1,000	798	0	202	79.76%
SUBTOTAL SUPPLIES	110,072	0	110,072	101,718	12,900	(4,546)	104.13%
5810 DUES & FEES	8,924	0	8,924	8,241	0	683	92.35%
SUBTOTAL OTHER	8,924	0	8,924	8,241	0	683	92.35%
GRAND TOTAL	6,826,170	0	6,826,170	5,762,080	1,007,511	56,579	99.17%

Encl #5

REGIONAL SCHOOL DISTRICT NO. 4

CHESTER • DEEP RIVER • ESSEX

Ruth I. Levy, Ed.D.
Superintendent of Schools
rlevy@reg4.k12.ct.us

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



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

Kim Allen
Business Manager
kallen@reg4.k12.ct.us

To: Ruth Levy, Superintendent
From: Kim Allen, Business Manager
Date: June 6, 2019
Re: Supervision Requested Budget Transfers – 2018-2019

I would like to make the following request to the Board for 2018-2019 budget transfers. Please contact me prior to the next BOE meeting with any questions so that I will be prepared to answer them at the meeting.

Object 100:	Salaries	Decrease	\$53,607
Object 200:	Fringe Benefits		
Object 300:	Purchased Services	Increase	\$53,607
Object 400:	Rentals & Repairs		
Object 500:	Other Outside Services	Decrease	\$4,546
Object 600:	Supplies	Increase	\$5,546
Object 700:	Equipment		
Object 800:	Other Miscellaneous		

Total
Transfers 0.00

Explanation:

1. Higher than anticipated contractual course reimbursement (\$6,349)
2. New module to automate some of the HR functions and will allow us to integrate with MUNIS payroll. This module sets the framework for more integration in the future and additional electronic processes. (\$15,060)
3. Superintendent Search Contract (\$15,000)



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

Page 1 of 3

**AGREEMENT CONCERNING THE ESTABLISHMENT AND OPERATION OF AN
INTERIM COLLABORATIVE PRESCHOOL PROGRAM**

THIS COLLABORATIVE PRESCHOOL PROGRAM AGREEMENT, ("Agreement") is entered into on Feb. 13, 2008 by and among the undersigned boards of education of Chester, Deep River, Essex (collectively, the "Boards"), and the Regional Supervision District Committee.

WHEREAS, this Agreement is entered into pursuant to the authority granted by Connecticut General Statute Section 10-158a, which allows two or more boards of education to agree in writing to establish cooperative arrangements to provide special services, programs or activities to enable such boards to carry out the duties specified in the general statutes.

WHEREAS, the said Boards are desirous of establishing a cooperative arrangement regarding the operation of a collaborative preschool program (the "Program") to provide educational services to identified resident special education children ages three through five as required by State and Federal law.

NOW, THEREFORE, the Boards, intending to be legally bound, hereby agree as follows:

1. Each of the individual undersigned boards of education remains responsible for meeting the requirements of State and Federal law to the identified resident special education children of their respective Towns.
2. The Regional Supervision District Committee established by the Interdistrict Agreement entered into on September 28, 2000 by the Chester, Deep River, Essex, and Regional School District No. 4 Boards of Education, shall be responsible for the oversight and management of the Program.
3. This Agreement incorporates by reference the terms of the Interdistrict Agreement, including, but not limited to the authority and general powers of the Regional Supervision District Committee.
4. The teachers and staff dedicated to the Program shall be employees of the Regional Supervision District Committee. The Director of Pupil Services shall be responsible for oversight, staff supervision, evaluations, and general management of the Program. The school-based administrator for the school in which the program is housed shall be responsible for daily operations of the Program.
5. Each of the individual undersigned Boards shall be responsible for providing transportation through the Supervision District Committee for identified special education students participating in the Program consistent with the Interdistrict Agreement entered into on September 28, 2000.

6. Notwithstanding the provision of this Agreement to the contrary, the costs associated with housing and improvements associated with the Program should renovations and/or alternative space construction be necessary shall be based on the Average Daily Membership (ADM) among the participating Boards. *(For the purpose of determining shared costs for the subsequent school year, ADM = total number of students in each district K-6 or 7-12 based upon the October 1 census of the current year + PK special needs students (minus typical peers) assigned to the home district + students educated out of district assigned to the home district (special education, vocational agriculture) not including students attending Technical High Schools and Adult Education.)*
7. The Essex Board of Education has agreed to be the host district of the Program on an interim basis, providing two classroom spaces and an auxiliary space to the collaborative preschool program. Any addition to these space needs shall require a vote of the Essex Board of Education, which may decline to provide such additional space.
8. The Essex Board of Education shall not be obligated to accept more than 70 students in this Program including typical peers and in no case shall be obligated to provide more space than that which is provided in section 7 of this agreement.
9. The Essex Board of Education shall evaluate its participation as the host community each October while this agreement is in effect.
10. The undersigned Boards of Education recognize that the Essex Elementary School has limited space to host the program. Should The Essex Board of Education determine that elementary programs are negatively impacted by the space needs of the collaborative preschool program, the undersigned boards will discuss and act upon alternative space solutions.
11. The undersigned Boards of Education agree to promptly form a long-term plan for the collaborative pre-school program.
12. The Program is required by State and Federal law to provide the minimum of a one to one ratio of students with disabilities to students without disabilities otherwise known as "community children." This one to one ratio is accomplished through the participation of community children from the respective towns in the Program on a tuition* basis. The host district in which the Program is housed shall have the benefit of providing the Program to community children who reside in the host community tuition-free, and priority shall be given to such community children from the host district, who meet specific criteria and can provide the necessary benefit to the program to support the educational programs of our disabled students
13. In accordance with Connecticut General Statute Section 10-158a(b), any of the undersigned Boards of Education may withdraw from this Agreement provided it gives written notice of its intent to do so by October 31st to each of the other Boards. The withdrawal would be effective at the start of the next academic year.
14. The Boards of Education may amend this agreement.
15. This agreement shall expire on June 30, 2013. It may be renewed in one-year increments, with said renewal to be approved no later than June 30, 2012.

IN WITNESS WHEREOF, the parties hereto have authorized their designated representatives to set their hand this 13th day of February, 2008.

Chester Board of Education

Pamela M. Christman
Chairperson Pamela Christman

Deep River Board of Education

Lori Lenz
Chairperson Lori Lenz

Essex Board of Education

Lon Seidman
Chairperson Lon Seidman

Regional Supervision District Committee

Terry Stewart
Chairperson Terry Stewart