



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

CHESTER BOARD OF EDUCATION

AGENDA

Public – please note:

We anticipate being able to provide a hybrid option for this meeting.

If desired, please use dial-in information to join the anticipated hybrid meeting.

To: Members of the Chester Board of Education
Subject: **Chester Board of Education meeting on Monday, November 20, 2023**
Time: **7:00 p.m.**
Place: **Chester Elementary Media Center** or Dial (318) 814-8367 PIN: 379 656 021#

(We kindly ask that if participating remotely, you **please mute your phone immediately** upon connecting to the meeting as this will improve the audio quality for all participants. Google Meet may do this automatically, depending on the number of people already connected to the call. If so, pressing ***6** will unmute your phone when it's time to speak)

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

Mission Statement

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

1. **Call to order 7:00 p.m.** – B. White
2. **Verbal roll call for BOE members**
3. **Discussion and Possible VOTE** to appoint Ken Rice to fill a 2 yr. vacancy for a term ending November 2025
4. **Discussion and Possible VOTE** to appoint Stuart Johnson to fill a 2 yr. vacancy for a term ending November 2025
5. **Election of Officers** for 1 yr. terms – Supt. White shall open the floor for nominations for the office of Chairman

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

Vice-Chairman
Secretary

Chair shall name 2 Supervision District Committee reps in addition to the newly elected Chair for 1 yr. terms

6. **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.
 - 6.1. Minutes from the Regular Meeting of September 28, 2023 (*encl #1*)
 - 6.2. Minutes from the Special Meeting of October 12, 2023 (*encl #2*)
 - 6.3. Minutes from the Special Meeting of October 19, 2023 (*encl #3*)
 - 6.4. Accounts Payable report (*encl #4*)

7. Public comment

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

8. Reports and Other Items:

8.1. Superintendent's Report – *B. White*

- a. District update
- b. Information and communication

8.2. Assistant Superintendent's Report – *S. Brzozowy*

- a. General update

8.3. Financial Status Report – *R. Grissom*

- a. Financial Status Updates
 - o Current Year to Date Financial Status Update (*encl #5*)
 - o Cafeteria Fund Update (*encl #6*)
 - o Medical Reserve Tracking (*encl #7*)
 - o ADM Calculation Methodology
 - o Grants update (*as needed*)

8.4. Principal's Report (*as needed*)

Tyson Stoddard, CES

8.5. Other Items

- a. Presentation of 2021-22 Performance Profile reports for CES – *S. Brzozowy*
- b. Presentation of 2022-23 School Performance CES – *S. Brzozowy, T. Stoddard*

8.6. Committee reports (Chair)

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

Curriculum	Finance	Policy
Oct. 18 th , 2023 @ Noon	Oct. 18 th , 2023 @ Noon	Oct. 19 th , 2023 @ Noon
Dec. 13 th , 2023 @ Noon	Dec. 13 th , 2023 @ Noon	Dec. 14 th , 2023 @ Noon
Feb. 14 th , 2024 @ Noon	Feb. 14 th , 2024 @ Noon	Feb. 15 th , 2024 @ Noon
Apr. 17 th , 2024 @ Noon	Apr. 17 th , 2024 @ Noon	Apr. 18 th , 2024 @ Noon

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

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

None Pending

9. 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

10. Future Agenda Items

- 10.1 Joint BOE Meeting December 07, 2023 @ 7:00 p.m. at VRHS Media Center Library (until further notice)
- 10.2 Chester BOE Regular Meeting January 25, 2023 @ 6:00 p.m. @ CES Media Center
- 10.3 Chester BOE Budget Workshops Feb. 01, Feb. 15, Mar. 25, 2024 @ 6:00 p.m. @ CES Media Center

11. Adjournment



Regional School District 4
Chester – Deep River – Essex – Region 4
Boards of Education Committees – School Year 2023-24 (Updates in Progress)

Joint BOE Standing Committees (standing committees have regularly scheduled meetings)			
*Joint PK-12 Policy Sub-Committee	R4(Clark/Strauss) CH(Taigen/Scherber) DR(Maikowski/Grunko) ES (Seidman/TBD)		
*Joint PK-12 Curriculum Sub-Comm.	R4(Cavanaugh/Silva) CH(Bernardoni/Johnson) DR(McIntyre/Whelan) ES (Johnston/Russell)		
*Joint PK-12 Finance Sub-Committee	R4 (Clark/Daniels/Fearon) CH (Rice/TBD) DR (Rioux/Scholfield) ES (Seidman/Watson)		
Supervision District Committee (2 yr terms end in Nov. of the year listed after each name)	R4 (Sandmann 23 / Cavanaugh 23 / Stack 23) CH (Fitzgibbons 23 / Bernardoni 23 / Greenberg-Ellis 23) DR (Morrissey 23 / Ferretti 23 / Maikowski 23) ES (Seidman 23 / TBD 23 / Johnston 23)		
Joint Ad Hoc Committees (ad hoc committees meet for a designated period or as needed)			
Personnel & Negotiations		<u>Contract duration</u>	<u>Initiate negotiations</u>
- Joint BOE Teacher negotiations	R4 (Daniels/Sandmann/Strauss) CH (Taigen) DR (Morrissey) ES (Watson)	Expires 7/2025	6/2024
- Joint BOE Administrator negotiations	Same as ABOVE for Teacher negotiations	Expires 7/2026	9/2025
- Joint BOE Paraeducator negotiations	Same as BELOW for Net Tech et al.	Expires 7/2026	3/2026
- Joint BOE NetTechs et al negotiations (ElemSec/Elem Nurses/ElemNetTech/R4NetTech/ElemCustodians)	R4 (Daniels/Sandmann/Strauss) CH (Fitzgibbons) DR (Maikowski/Ferretti) ES (Watson)	Expires 7/2026	3/2026
- Cafeteria (all schools)		Expires 7/2025	4/2025
Technology	R4(Seidman), CH(TBD), ES (Seidman), DR (TBD)		
School Calendar	R4(Sandmann/Daniels), CH (TBD), ES (TBD), DR (Morrissey)		
LEARN Joint BOE representative(s)	R4(Cavanaugh), CH(Bernardoni), ES(TBD), DR(TBD)		
School Safety Committee	R4(Cavanaugh, Daniels), CH(Greenberg-Ellis), DR(TBD), ES(TBD)		
Tuition Committee	R4(Cavanaugh/Sandmann/Daniels), CH (Johnson), DR (Morrissey), ES (Seidman Alt.)		
RFP Review	R4(Cavanaugh/Daniels), CH (Scherber), DR (Morrissey), ES (Seidman/Johnston)		
Individual BOE Ad Hoc Committees (ad hoc committees meet for a designated period or as needed)			
<u>Chester BOE</u>			
CATV Advisory Council (Cable TV)		For Discussion	
<u>Deep River BOE</u>			
Facilities		Morrissey/Ferretti	
CATV Advisory Council (Cable TV)		TBD	
<u>Essex BOE</u>			
Building		Seidman	
Essex Foundation		TBD	
CATV Advisory Council (Cable TV)		TBD	
<u>Region 4 BOE</u>			
Personnel & Negotiations		<u>Contract duration</u>	<u>Initiate negotiations</u>
▪ R4 Secretaries/Nurses		Daniels/Sandmann/Strauss Expires 7/2025	4/2025
▪ R4 Custodians		Daniels/Sandmann/Strauss Expires 7/2024	3/2024
R4 Grounds and Buildings Maintenance & Oversight Committee		Stack/Seidman/Strauss (alt. Sandmann)	
JWMS Security Project Building Committee		Daniels/ Cavanaugh/ Sandmann / Stack	
R4 Educational Foundation		TBD	
Region 4 Extra compensation points committee		Clark/Daniels/Sandmann (only 1 rep needed)	
R4 Fields Renovation Advisory Committee		Strauss / Fearon / Stack / Sandmann	

CHESTER BOARD OF EDUCATION

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

WHO WE ARE:

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

David Fitzgibbons , Chair(TBD)	2027	Maria Scherber	2025	VACANCY	2025
Dale Bernardoni Vice-Chair(TBD)	2027	Rebecca Greenberg-Ellis , Sec.(TBD)	2025	VACANCY	2025
Lorraine Connelly	2027	Jan Taigen	2025	VACANCY	2025

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

We are assisted in the meeting by our school administration:

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

Our board clerk is **Ms. Kelley Frazier**.

HOW YOU CAN CONTRIBUTE AND PARTICIPATE:

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

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

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

REGULAR MEETINGS:

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

EXECUTIVE SESSION:

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

SPECIAL MEETINGS:

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

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

**CHESTER ELEMENTARY SCHOOL
BOARD OF EDUCATION REGULAR MEETING
CHESTER ELEMENTARY MEDIA CENTER
SEPTEMBER 28, 2023 7:00pm**

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

Chester BOE

David Fitzgibbons
Jan Taigen
Dale Bernardoni
Stuart Johnson
Maria Scherber
Rebecca Greenberg-Ellis
Ken Rice
Lorraine Connelly
Other Attendees: Kelley Frazier, Clerk

Administration

Brian White
Bob Grissom
Sarah Brzozowy
Tyson Stoddard

CALL TO ORDER

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

VERBAL ROLL CALL FOR BOE MEMBERS

Mr. Fitzgibbons did a verbal roll call of members.

CONSENT AGENDA

Upon a motion duly made and seconded the Chester Board of Education unanimously **VOTED** to approve the minutes from the regular meeting of May 25, 2023 and the Accounts Payable report as written.

PUBLIC COMMENT

No Comment

REPORTS AND OTHER ITEMS:

Superintendent's Report

District Update – Information and Communication

Mr. White noted that the new year started out very positive.

Assistant Superintendent's Report

General Update

Ms. Brzozowy held her report until her presentation.

Financial Status Updates

End of Year Financial Status Update

The expended budget was 97.7%. The year has ended positively.

Current Year to Date Financial Status Update

All financial obligations are expected to be met. This is very early in the year.
The committed balance is 90.2% of the budget.

Cafeteria Fund Update

Discussion regarding the lunch and breakfast program. Revenue received was from the state grants and the Smart Funds from the state.

Medical Reserve Tracking

The reserve fund has increased and is in a healthy position. The insurance consultant will present at the next Finance Committee Meeting.

Grants Update

No update

Cafeteria Equipment Update

A needs assessment by building was done. Equipment for Chester Elementary was purchased from the reserve. Mr. Grissom gave an update on the new equipment purchased.

Principal's Report

Mr. Stoddard gave a brief update of the events and staffing at the school. Members also viewed a recording of the morning announcements by students. All sixth grade students participate for the first half of the year and fifth graders participate in the second half of the year. Discussion held regarding sending students to school in Kindergarten and the new age requirements.

Other Items

Early Grade Literacy

Ms. Brzozowy discussed the K-3 Literacy Program update. She discussed the Science of Reading and what it means to our students. Our district decided not to implement this program due to our success in literacy. The continued plan was discussed and how to support students to be successful. There are costs that will result in a state curriculum initiative. Paperwork has been submitted for a grant to help with costs. This is a nation wide movement.

Discussion and possible VOTE to accept a donation of \$100 from Brenda Smith to be used at the discretion of administration to help offset outstanding student lunch balances for families in need.

Upon a motion duly made and seconded the Chester Elementary Board of Education unanimously **VOTED** to accept a donation of \$100 from Brenda Smith to be used at the discretion of administration to help offset outstanding student lunch balances for families in need.

Discussion and possible VOTE to accept a donation of a used bell kit valued at \$300 from Dean Demond to be used at the discretion of administration to benefit the music program at CES.

Upon a motion duly made and seconded the Chester Elementary Board of Education unanimously **VOTED** to accept a donation of a used bell kit valued at \$300 from Dean Demond to be used at the discretion of administration to benefit the music program at CES.

Discussion and possible VOTE to accept a donation of \$4,000 from Tri-Town Sustainability Team to be used at the discretion of administration to support a pilot food scraps program at Chester Elementary for up to two years.

Upon a motion duly made and seconded the Chester Elementary Board of Education unanimously **VOTED** to accept a donation of \$4,000 from Tri-Town Sustainability Team to be used at the discretion of administration to support a pilot food scraps program at Chester Elementary for up to two years.

Committee Reports

Curriculum

No Update.

Finance

No Update.

Policy

No Update.

Supervision District Committee Updates

The Superintendent's contract was approved.

LEARN Committee Update

Staffing needs were discussed. Discussion held regarding para professionals and the training process they go through before being able to teach independently. There are now 45 teachers who are now teaching independently after going through this program. A new school will be built. The site will need much work until it is ready. This school will be for students from birth to second grade.

Other Committee Reports

Discussion Regarding any Pending Policy for all BOE's

No Action taken. The policies will be reviewed and voted on at the next Joint Board of Education meeting.

The municipal elects take place before the next regular meeting. There are three members on the ballot. There will be one opening.

PUBLIC COMMENT

No Comment

FUTURE AGENDA ITEMS

- Joint BOE Meeting October 5, 2023 @ 7:00pm VRHS Media Center Library
- Chester BOE Regular Meeting November 20, 2023 @7:00pm

ADJOURNMENT

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:18p.m.

Respectfully Submitted,

Kelley Frazier Clerk

F.O.I. Compliance - Minutes

**CHESTER BOARD of EDUCATION
SPECIAL MEETING**

Subject to approval at future meeting

Date: October 12, 2023 – **REMOTE MEETING was scheduled.**

There was no recording as a quorum was not reached and the meeting will need to be rescheduled.

SPECIAL MEETING

Attendance:		<u>Administration:</u>		<u>Others:</u> -
√ = present	David Fitzgibbons	√	Brian White	√
	Stuart Johnson		Robert Grissom	√
	Dale Bernardoni			
	Jan Taigen			
	Rebecca Greenberg-Ellis	√		
	Maria Scherber	√		
	Ken Rice			
	Lorraine Connelly	√		
	VACANCY			

Chair Fitzgibbons attempted to call the meeting to order at approx. 3:30 p.m., but a quorum could not be raised and at approx. 3:43 p.m. it was determined that the meeting would need to be rescheduled to a later date when a quorum can attend.

Public Comment: None made

F.O.I. Compliance - Minutes

CHESTER BOARD of EDUCATION SPECIAL MEETING *Subject to approval at future meeting*

Date: October 19, 2023 – **REMOTE MEETING**

(To view a recording of this meeting, please visit our website www.reg4.k12.ct.us and select “Remote Meeting Recordings” under the BOARD OF EDUCATION Heading)

SPECIAL MEETING

Attendance:		Administration:		Others: -
	David Fitzgibbons	✓	Brian White	✓
✓ = present	Stuart Johnson <i>(joined after votes were taken)</i>	✓	Robert Grissom	✓
	Dale Bernardoni			
	Jan Taigen	✓		
	Rebecca Greenberg-Ellis			
	Maria Scherber	✓		
	Ken Rice	✓		
	Lorraine Connelly	✓		
	VACANCY			

Chair Fitzgibbons called the meeting to order at 4:05 p.m.

The Board unanimously **VOTED** to approve the following items *(all of which were already approved by the Deep River, Essex, and Region 4 Boards of Education at the Joint BOE Meeting on October 5, 2023, at which the Chester Board did not have a quorum)*:

The Minutes of Regular Joint Board Meeting of June 01, 2023; and

The *Agreement Between the Chester Board of Education, Deep River Board of Education, Essex Board of Education and Region 4 Board of Education and Local 1303-421 AFSCME, Council 4, AFL-CIO, (Net Techs et al.– Elem. Non-certified)* negotiated for July 01, 2023 – June 30, 2026; and

The *Agreement Between the Chester, Deep River, Essex and Region 4 Boards of Education and Local 1303-098 Council 4, AFSCME, AFL-CIO (Cafeteria Employees)* negotiated for July 01, 2022 – June 30, 2025; and

The BOE meeting calendar for Jan – Dec of 2024; and

The CSDE approved *Flexibilities* amendment to the Educator Evaluation and Support Plan (adopted by the Joint BOE on June 04, 2015) for the 2023-24 school year; and

BOE Policy #5141 Student Health Services as recommended by the Joint BOE Policy Committee; and

BOE Policy #3542.44 Reserve Fund for School Food Service Accounts

Public Comment: None made

On motion duly made and seconded, the Board unanimously VOTED to adjourn at 4:12 p.m.

REGIONAL SCHOOL DIST # 4

AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 1000 1040

FOR: Cleared and Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
421032	09/07/2023	PRINTED	002532 ALARM SYSTEMS	920.22			
421033	09/07/2023	PRINTED	002539 ALL WASTE, INC.	418.45			
421034	09/07/2023	PRINTED	005390 CATHERINE ANOUAR	171.24			
421035	09/07/2023	PRINTED	003055 B & L CONSTRUCTION, INC.	4,255.00			
421036	09/07/2023	PRINTED	008932 BAVX RESOURCES, LLC	270.04			
421037	09/07/2023	PRINTED	002534 DE LAGE LANDEN	203.00			
421038	09/07/2023	PRINTED	002168 DEEP RIVER HARDWARE CO.	51.76			
421039	09/07/2023	PRINTED	002197 ESSEX HARDWARE CO	307.48			
421040	09/07/2023	PRINTED	006678 FRONTIER	352.89			
421041	09/07/2023	PRINTED	007696 GRE FUND III HOLDCO LLC	759.59			
421042	09/07/2023	PRINTED	008799 ELISA GROTE	26.48			
421043	09/07/2023	PRINTED	002126 JAMES GRZYBOWSKI	108.49			
421044	09/07/2023	PRINTED	002365 INTERSTATE BATTERY SYSTEM	340.20			
421045	09/07/2023	PRINTED	003086 JW PEPPER & SON, INC	719.12			
421046	09/07/2023	PRINTED	005959 LEAF	515.00			
421047	09/07/2023	PRINTED	007303 LIPIN DIETZ, ASSOCIATES,	75.00			
421048	09/07/2023	PRINTED	003129 AMY LIPPINCOTT	85.06			
421049	09/07/2023	PRINTED	008461 MUNICIPAL EMERGENCY SERVI	607.01			
421050	09/07/2023	PRINTED	005535 MINUTEMAN PRESS	2,088.55			
421051	09/07/2023	PRINTED	005713 NEW ENGLAND INDUSTRIAL SU	4,851.60			
421052	09/07/2023	PRINTED	003503 POSITIVE PROMOTIONS	372.75			
421053	09/07/2023	PRINTED	002267 SCHOOL SPECIALTY, LLC	1,328.68			
421054	09/07/2023	PRINTED	005105 WB MASON CO., INC	357.37			
421055	09/07/2023	PRINTED	006648 WILSON LANGUAGE TRAINING	89.00			
421056	09/19/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	6,036.69			
421057	09/19/2023	PRINTED	003055 B & L CONSTRUCTION, INC.	2,833.00			
421058	09/19/2023	PRINTED	007496 ADAM BOCCALATTE	1,360.00			
421059	09/19/2023	PRINTED	002357 CIRMA	15,542.69			
421060	09/19/2023	PRINTED	005835 CITIZENS BANK - HEALTH B	50,647.25			
421061	09/19/2023	PRINTED	002155 CONNECTICUT WATER CO	684.24			
421062	09/19/2023	PRINTED	006593 CRYSTAL ROCK LLC	53.96			
421063	09/19/2023	PRINTED	002534 DE LAGE LANDEN	399.00			
421064	09/19/2023	PRINTED	005857 ELAINE FLEISCHER	87.87			
421065	09/19/2023	PRINTED	006065 GENESIS	139.70			
421066	09/19/2023	PRINTED	002158 HEINEMANN PUBLISHING	66.00			
421067	09/19/2023	PRINTED	003086 JW PEPPER & SON, INC	137.50			
421068	09/19/2023	PRINTED	005713 NEW ENGLAND INDUSTRIAL SU	1,288.50			
421069	09/19/2023	PRINTED	007900 RIVERSIDE INSIGHTS	210.65			
421070	09/19/2023	PRINTED	002689 WILLIAM H. SADLIER, INC.	35.70			
421071	09/19/2023	PRINTED	002267 SCHOOL SPECIALTY, LLC	76.28			
421072	09/19/2023	PRINTED	006323 TYSON STODDARD	176.46			
421073	09/19/2023	PRINTED	005171 TCI	803.25			
421074	09/19/2023	PRINTED	007866 TEACHER SYNERGY, LLC	171.99			
421075	09/19/2023	PRINTED	002436 TREASURER REGIONAL SCHOOL	1,883.11			
421076	09/19/2023	PRINTED	002518 TREASURER SUPERVISION DIS	166,030.92			
421077	09/19/2023	PRINTED	003456 WINSLOW PLUMBING	786.00			
421078	10/03/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	26.62			
421079	10/03/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	89.97			
421080	10/03/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	501.62			
421081	10/03/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	503.78			
421082	10/03/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	565.34			
421083	10/03/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	1,343.22			

REGIONAL SCHOOL DIST # 4

AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 1000 1040

FOR: Cleared and Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
421084	10/03/2023	PRINTED	002087 CAS	48.00			
421085	10/03/2023	PRINTED	007307 HILARY CLARK	99.99			
421086	10/03/2023	PRINTED	002534 DE LAGE LANDEN	203.00			
421087	10/03/2023	PRINTED	002168 DEEP RIVER HARDWARE CO.	631.09			
421088	10/03/2023	PRINTED	002197 ESSEX HARDWARE CO	29.97			
421089	10/03/2023	PRINTED	006719 EVERSOURCE	3,309.36			
421090	10/03/2023	PRINTED	002332 FIRST STUDENT INC	131.71			
421091	10/03/2023	PRINTED	006678 FRONTIER	356.89			
421092	10/03/2023	PRINTED	003159 HIGH NOON BOOKS	46.05			
421093	10/03/2023	PRINTED	002704 JUNIOR LIBRARY GUILD	521.28			
421094	10/03/2023	PRINTED	003086 JW PEPPER & SON, INC	5.00			
421095	10/03/2023	PRINTED	004867 MATH COUNTS	240.00			
421096	10/03/2023	PRINTED	006879 NCTM	99.00			
421097	10/03/2023	PRINTED	006110 PKF O'CONNOR DAVIES, LLP	5,000.00			
421098	10/03/2023	PRINTED	002267 SCHOOL SPECIALTY, LLC	338.97			
421099	10/03/2023	PRINTED	007866 TEACHER SYNERGY, LLC	30.49			
421100	10/03/2023	PRINTED	002518 TREASURER SUPERVISION DIS	50.05			
421101	10/03/2023	PRINTED	002792 WILSON LANGUAGE TRAINING	190.00			
421102	10/16/2023	PRINTED	006432 A&A OFFICE SYSTEMS, INC	1,321.02			
421103	10/16/2023	PRINTED	002539 ALL WASTE, INC.	418.45			
421104	10/16/2023	PRINTED	005835 CITIZENS BANK - HEALTH B	50,647.25			
421105	10/16/2023	PRINTED	006593 CRYSTAL ROCK LLC	53.96			
421106	10/16/2023	PRINTED	002534 DE LAGE LANDEN	399.00			
421107	10/16/2023	PRINTED	007696 GRE FUND III HOLDCO LLC	575.12			
421108	10/16/2023	PRINTED	002365 INTERSTATE BATTERY SYSTEM	269.96			
421109	10/16/2023	PRINTED	006072 KIDS DISCOVER	192.00			
421110	10/16/2023	PRINTED	002217 KONE INC.	959.01			
421111	10/16/2023	PRINTED	005959 LEAF	515.00			
421112	10/16/2023	PRINTED	006310 SUPER TEACHER WORKSHEETS	24.95			
421113	10/16/2023	PRINTED	005171 TCI	289.00			
421114	10/16/2023	PRINTED	002436 TREASURER REGIONAL SCHOOL	4,098.18			
421115	10/16/2023	PRINTED	002518 TREASURER SUPERVISION DIS	166,131.64			
421116	10/16/2023	PRINTED	005105 WB MASON CO., INC	742.60			
421117	10/23/2023	PRINTED	008432 EMILY A ADAMCYK	59.26			
421118	10/23/2023	PRINTED	002126 JAMES GRZYBOWSKI	101.55			
421119	10/23/2023	PRINTED	008969 JAMES E GRZYBOWSKI JR	46.64			
421120	10/23/2023	PRINTED	006325 LEANNE MCKENNA	12.50			
421121	10/23/2023	PRINTED	008968 DONALD MCMORRAN	43.63			
421122	10/23/2023	PRINTED	008970 PHILIP A SHREFFLER	73.88			
91 CHECKS				CASH ACCOUNT TOTAL	510,060.74	.00	

REGIONAL SCHOOL DIST # 4

AP CHECK RECONCILIATION REGISTER

		UNCLEARED	CLEARED
91 CHECKS	FINAL TOTAL	510,060.74	.00

** END OF REPORT - Generated by Robert Grissom **

Chester Board of Education
FY 2023-2024 Year-to-Date Report as of 10-31-2023

Object	Description	2023-2024 Original Budget	2023-2024 Transfers	2023-2024 Revised Budget	2023-2024 Actual Expense YTD	2023-2024 Encumbrances	2023-2024 Available
<u>OBJECT 100 - SALARIES:</u>							
TOTAL SALARIES		3,714,929	-	3,714,929	1,030,204	2,625,196	59,529
<u>OBJECT 200 - EMPLOYEE BENEFITS:</u>							
TOTAL EMPLOYEE BENEFITS		1,154,097	-	1,154,097	459,265	678,113	16,719
<u>OBJECT 300 - PURCHASED & TECHNICAL SERVICES:</u>							
TOTAL PURCHASED & TECHNICAL SERVICES		126,799	-	126,799	38,602	74,733	13,464
<u>OBJECT 400 - PURCHASED PROPERTY SERVICES:</u>							
TOTAL PURCHASED PROPERTY SERVICES		216,391	-	216,391	51,372	138,879	26,141
<u>OBJECT 500 - OTHER PURCHASED SERVICES:</u>							
TOTAL OTHER PURCHASED SERVICES		294,523	-	294,523	102,631	155,841	36,051
<u>OBJECT 600 - SUPPLIES:</u>							
TOTAL SUPPLIES		239,346	-	239,346	83,611	81,275	74,460
<u>OBJECT 700 - PROPERTY:</u>							
TOTAL PROPERTY		2,800	-	2,800	1,981	-	819
<u>OBJECT 800 - OTHER OBJECTS:</u>							
TOTAL OTHER OBJECTS		4,995	-	4,995	2,928	1,366	701
SUBTOTAL		<u>5,753,880</u>	<u>-</u>	<u>5,753,880</u>	<u>1,770,594</u>	<u>3,755,401</u>	<u>227,885</u>

Chester Board of Education
FY 2023-2024 Year-to-Date Report as of 10-31-2023

Object		Description	2023-2024 Original Budget	2023-2024 Transfers	2023-2024 Revised Budget	2023-2024 Actual Expense YTD	2023-2024 Encumbrances	2023-2024 Available
OBJECT 100 - SALARIES:								
5111		Administration	166,329	-	166,329	51,178	115,151	-
5113		Teachers' Salaries	1,379,440	-	1,379,440	266,519	1,114,703	(1,782)
5114		Secretary Salaries	111,477	-	111,477	27,293	78,431	5,753
5115		Custodial Salaries	198,843	-	198,843	56,405	133,430	9,008
5116		Nurse Salary	57,292	-	57,292	11,055	44,710	1,527
5118		Food Service Dir/Bookkeeper/Cafeteria Salaries	65,543	-	65,543	9,353	37,412	18,778
5119		Para Educators	314,357	-	314,357	49,214	273,459	(8,316)
5123		Substitute Teachers	84,222	-	84,222	8,899	44,495	30,828
5124		Substitute Secretary/Para-Educators	8,000	-	8,000	4,860	-	3,140
5133		Coaches/Extra-Curricular	28,366	-	28,366	64	28,302	0
5134		Secretary OT	600	-	600	100	-	500
5135		Custodian OT	6,000	-	6,000	4,949	-	1,051
5138		Cafeteria OT	-	-	-	957	-	(957)
5198		Supervision District Salary	1,294,460	-	1,294,460	539,358	755,102	-
TOTAL SALARIES			3,714,929	-	3,714,929	1,030,204	2,625,196	59,529
OBJECT 200 - EMPLOYEE BENEFITS:								
5210		Health Insurance	607,767	-	607,767	253,236	354,531	-
5214		Life Insurance	3,393	-	3,393	584	84	2,725
5222		MERF	-	-	-	984	3,814	(4,798)
5223		FICA/Medicare	74,036	-	74,036	16,659	66,636	(9,259)
5250		Unemployment Compensation	6,500	-	6,500	-	-	6,500
5260		Worker's Compensation	22,504	-	22,504	9,778	9,779	2,948
5290		Other Employee Benefits	12,104	-	12,104	260	-	11,844
5291		Annuities	10,760	-	10,760	4,000	-	6,760
5298		Supervision District Fringe Benefits	417,033	-	417,033	173,764	243,269	-
TOTAL EMPLOYEE BENEFITS			1,154,097	-	1,154,097	459,265	678,113	16,719

Chester Board of Education
FY 2023-2024 Year-to-Date Report as of 10-31-2023

Object		Description	2023-2024 Original Budget	2023-2024 Transfers	2023-2024 Revised Budget	2023-2024 Actual Expense YTD	2023-2024 Encumbrances	2023-2024 Available
<u>OBJECT 300 - PURCHASED & TECHNICAL SERVICES:</u>								
5322		Professional Development Programs	7,850	-	7,850	1,360	6,171	319
5330		<u>Other Professional Services</u>						
	2134	Health	-	-	-	-	-	-
	2135	Physical Therapy	9,645	-	9,645	-	-	9,645
	2140	Other Services	7,500	-	7,500	-	4,000	3,500
	2310	BOE - Other Services	35,375	-	35,375	9,564	25,811	-
	2600	Building Study	-	-	-	-	-	-
		TOTAL OTHER PROF SERVICES	52,520	-	52,520	9,564	29,811	13,145
5398		Supervision District Purchased Svcs	66,429	-	66,429	27,679	38,750	-
TOTAL PURCHASED & TECHNICAL SERVICES			126,799	-	126,799	38,602	74,733	13,464
<u>OBJECT 400 - PURCHASED PROPERTY SERVICES:</u>								
5411		Water	4,800	-	4,800	684	4,116	-
5412		Electricity	45,000	-	45,000	10,381	34,619	-
5430		<u>Repairs & Maintenance</u>						
	1109	Music	800	-	800	145	-	655
	1110	Phys Ed	1,600	-	1,600	-	-	1,600
	1114	Computer Education	5,000	-	5,000	278	1,722	3,000
	2134	Health	250	-	250	75	-	175
	2150	Repairs & Maintenance	266	-	266	-	-	266
	2222	Library	800	-	800	822	-	(22)
	2410	Contracts	8,000	-	8,000	1,321	6,679	-
	2600	Plant Operations Repairs	83,303	-	83,303	31,009	35,379	16,915
		TOTAL REPAIRS & MAINTENANCE	100,019	-	100,019	33,650	43,780	22,589
5440		Leases	61,967	-	61,967	4,738	53,678	3,551
5498		Supervision District Purchased Property Services	4,605	-	4,605	1,919	2,686	-
TOTAL PURCHASED PROPERTY SERVICES			216,391	-	216,391	51,372	138,879	26,141

Chester Board of Education
FY 2023-2024 Year-to-Date Report as of 10-31-2023

Object		Description	2023-2024 Original Budget	2023-2024 Transfers	2023-2024 Revised Budget	2023-2024 Actual Expense YTD	2023-2024 Encumbrances	2023-2024 Available
OBJECT 500 - OTHER PURCHASED SERVICES:								
5511		Out-of-District Transportation	-	-	-	-	-	-
5515		Field Trips & School Events	22,350	-	22,350	132	15,068	7,150
5520		Comprehensive Insurance	44,755	-	44,755	21,309	21,312	2,134
5530		Communications	9,160	-	9,160	1,213	7,827	120
5561		Out-of-District Tuition	20,000	-	20,000	-	-	20,000
5580		Travel & Conferences	8,300	-	8,300	828	825	6,647
5598		Supervision District Other Purchased Services	189,958	-	189,958	79,149	110,809	-
TOTAL OTHER PURCHASED SERVICES			294,523	-	294,523	102,631	155,841	36,051
OBJECT 600 - SUPPLIES:								
5610		General Supplies						
	2310	Principal's Office	500	-	500	-	-	500
	2410	Office Supplies	7,850	-	7,850	2,823	2,225	2,802
		TOTAL INSTRUCTIONAL SUPPLIES	8,350	-	8,350	2,823	2,225	3,302
5611		Instructional Supplies						
	1101	Art	3,850	-	3,850	777	611	2,463
	1103	Language Arts	9,223	-	9,223	6,798	805	1,621
	1104	Foreign Language (FLES)	814	-	814	90	-	724
	1107	Kindergarten	1,763	-	1,763	1,330	-	433
	1108	Mathematics	5,291	-	5,291	3,814	450	1,027
	1109	Music	2,020	-	2,020	862	125	1,033
	1110	Physical Education	1,190	-	1,190	629	-	561
	1111	Reading	800	-	800	739	58	2
	1112	Science	9,306	-	9,306	2,169	1,895	5,242
	1113	Social Studies	3,578	-	3,578	1,925	389	1,264
	1114	Technology Education	3,500	-	3,500	-	-	3,500
	1190	Testing	16,054	-	16,054	3,487	3,757	8,809
	1207	Technology	13,100	-	13,100	1,314	-	11,786
	1210	Gifted and Talented	3,038	-	3,038	339	200	2,499
	1215	Special Education	1,976	-	1,976	1,776	115	85
	2134	Nurse	4,090	-	4,090	671	237	3,182
	2150	Speech Hearing	1,101	-	1,101	825	276	-
	2213	Social Development	6,000	-	6,000	4,024	76	1,900
	2222	Library	1,400	-	1,400	(40)	-	1,440
		TOTAL INSTRUCTIONAL SUPPLIES	88,094	-	88,094	31,529	8,994	47,571

Chester Board of Education
FY 2023-2024 Year-to-Date Report as of 10-31-2023

Object		Description	2023-2024 Original Budget	2023-2024 Transfers	2023-2024 Revised Budget	2023-2024 Actual Expense YTD	2023-2024 Encumbrances	2023-2024 Available
5613		Operations Maintenance Supplies	30,500	-	30,500	13,510	4,749	12,241
5624		Heating Fuel Natural Gas	42,000	-	42,000	-	42,000	-
5626		Gasoline	600	-	600	108	492	-
5641		Instructional Materials						
	1103	Language Arts	2,645	-	2,645	1,397	519	729
	1104	Foreign Language (FLES)	-	-	-	-	-	-
	1107	Kindergarten	1,000	-	1,000	300	-	700
	1108	Mathematics	5,356	-	5,356	5,166	-	190
	1111	Reading	14,075	-	14,075	11,023	92	2,960
	1112	Science	3,457	-	3,457	811	-	2,646
	1113	Social Studies	2,246	-	2,246	943	450	853
	1114	Computer Education	6,700	-	6,700	2,875	2,185	1,640
	1210	Gifted and Talented	-	-	-	-	-	-
	1215	Special Education	2,143	-	2,143	1,019	-	1,124
		TOTAL INSTRUCTIONAL MATERIALS	37,622	-	37,622	23,534	3,246	10,842
5642		Library Books	13,950	-	13,950	4,511	8,936	503
5698		Supervision District Supplies	18,230	-	18,230	7,596	10,634	-
TOTAL SUPPLIES			239,346	-	239,346	83,611	81,275	74,460
OBJECT 700 - PROPERTY:								
5730		Equipment	2,800	-	2,800	1,981	-	819
5798		Supervision District Equipment	-	-	-	-	-	-
TOTAL PROPERTY			2,800	-	2,800	1,981	-	819
OBJECT 800 - OTHER OBJECTS:								
5810		Dues & Fees						
	2134	Board of Education	150	-	150	-	141	9
	2310	School Dues & Fees	2,000	-	2,000	1,979	-	21
	2410	School Dues & Fees	809	-	809	259	259	291
	2905	School Dues & Fees	380	-	380	-	-	380
		TOTAL DUES & FEES	3,339	-	3,339	2,238	400	701
5898		Supervision District Other Objects	1,656	-	1,656	690	966	-
TOTAL OTHER OBJECTS			4,995	-	4,995	2,928	1,366	701
SUBTOTAL			5,753,880	-	5,753,880	1,770,594	3,755,401	227,885

Chester Cafeteria Expense and Revenue Tracking

Medical Reserve Tracking
Chester, Deep River, Essex, Regional School
District No. 4, and the Supervision District
As of: 10.31.2023

2023-2024

Monthly Revenue	July	August	September	October	November	December	January	February	March	April	May	June	Total
First Week	68,153	55,608	96,577	9,287									229,624
2nd Week	171,769	153,805	114,851	227,404									667,829
3rd Week	100,774	68,488	96,861	142,191									408,315
4th Week	34,431	138,013	58,230	111,499									342,173
5th week	75,766												75,766
H S A Payments	177,205	22,037	128,693										327,936
Medicare Supp.	7,883	7,754	8,271	17,479									41,387
Miscellaneous exp	1,272												1,272
Total Expenses	637,254	445,705	503,482	507,861	-	-	-	-	-	-	-	-	2,094,302
Monthly Revenue	July	August	September	October	November	December	January	February	March	April	May	June	Total
Supv Dist.	110,659	110,659	110,659	110,659									442,636
Reg 4	191,580	191,580	191,580	191,580									766,320
Chest. BOE	50,647	50,647	50,647	50,647	50,647								253,236
Deep River BOE	55,557	55,557	55,557	55,557									222,230
Essex BOE	73,604	73,604	73,604	73,604	73,604								368,018
First Pay EE	-	-	56,389	64,851									121,240
Second Pay EE	238	-	64,862	65,869									130,970
TRB													-
Retirees	27,624	16,903	8,310	19,076									71,914
Other Rev.													-
													-
Total Revenue	509,910	498,950	611,609	631,844	124,251	-	-	-	-	-	-	-	2,376,563
Net Rev/Exp/Month	(127,344)	53,245	108,126	123,983	124,251	-	-	-	-	-	-	-	
Self Insured cash													
balance at month end	\$ 6,822,206	\$ 7,086,296	\$ 7,064,974	\$ 7,139,935									

Revenue (YTD) 2,376,563
Expenses (YTD) 2,094,302
Net Position 282,261