



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

CHESTER BOARD OF EDUCATION

AGENDA

Via Google Meet
Dial +1 (617) 675-4444
PIN: 456 593 664 8317#
Jan. 28, 2021 @ **7:00 p.m.**

To: Members of the Chester Board of Education
Subject: **Chester Board of Education meeting on Thursday, January 28, 2021**
Time: This Board meeting will begin promptly at 7:00 p.m.
Place: **Via Google Meet – To listen remotely please dial (US)+1 (617) 675-4444 PIN: 456 593 664 8317#**
(We kindly ask that 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.**
2. **Verbal roll call for BOE members**
3. **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.
 - 3.1. Minutes from the special meeting of November 23, 2020 (encl #1)
 - 3.2. Accounts Payable report (encl #2)
4. **Public comment** (In the interest of creating the best remote meeting experience for all participating parties, we would ask that you please keep your phone on mute until such time when the Chair calls for Public Comment. Please continue to keep your phone on mute unless you are requesting to be recognized by the Chair to make a comment. Once you have been recognized by the Chair to make your comment, the following standard public comment guidelines will still apply): **PLEASE NOTE: Upon dialing in, Google Meet may have shared a message that your phone has been automatically muted due to the number of callers on the line and instructed you to press *6 if you would like to unmute your phone. When you are done speaking, please remember to press *6 (or your phone's mute button) again to reduce background noise.**

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 and Other Items:**
 - 5.1. Superintendent's Report – *B. White*
 - a. District update
 - b. Information and communication
 - c. Sharing of Superintendent's Goals
 - 5.2. Financial Status Report –
 - a. Financial Status Updates
 - o Current Year to Date Financial Status Update (encl #3)
 - o Cafeteria Fund Update (encl #4)
 - o Medical Reserve Tracking (encl #5)

5.3. Principal's Update (as needed) – *T. Stoddard*

5.4. Possible **VOTE** to approve *Memorandum of Agreement between The Chester, Deep River, Essex, Regional School District No. 4, and Supervision Boards of Education, and the Supervision District and the Regional School District No. 4 Education Association as presented (encl #6)*

5.5. Committee reports (*Chair*)

a. Joint PK-12 Committees (*comm. chairs*) – Policy – *TBD*; Curriculum – *J. Stack*; Finance, *R. Daniels*

Finance	Policy	Curriculum
TBD	TBD	TBD

b. Supervision District Committee Update – *C. Fearon, D. Fitzgibbons, T. Englert*

c. LEARN Committee Update – *D. Bernardoni*

d. Other committee reports

d.1 Discussion regarding any Pending Policies – *standing item*

None pending

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 Board to hear citizen comment related to educational matters.

7. Future Agenda Items

7.1 Chester BOE Budget Workshops: February 04; February 23; March 23, 2021 @ 6:00 p.m.

7.2 Joint BOE meeting February 25, 2021 @ 7:00 p.m.

7.3 Chester BOE regular meeting March 25, 2021 @ 7:00 p.m.

8. Adjournment



Regional School District 4
Chester – Deep River – Essex – Region 4
Boards of Education Committees – School Year 2020-21 (Updates in Progress)

Joint BOE Standing Committees (standing committees have regularly scheduled meetings)	
*Joint PK-12 Policy Sub-Committee	R4(Sandmann/Clymas) CH(Bernardoni/Scherber) DR(Maikowski/Campbell) ES (Seidman/McCluskey)
*Joint PK-12 Curriculum Sub-Comm.	R4(Cavanaugh/Stack) CH(Bibbiani/Fearon) DR(T.Dickson/Grunko) ES(Johnston/Sweet)
*Joint PK-12 Finance Sub-Committee	R4 (Clark/Daniels; Stack Alt.) CH (Pollock/Englert) DR (Hallden/Lewis) ES (Seidman/Watson)
Supervision District Committee (2 yr terms end in Nov. of the year listed after each name)	R4 (Sandmann 21 / Cavanaugh 21 / Stack 21) CH (Fearon 21 /Fitzgibbons 21 / Englert 21) DR (Weglarz 21 / Ferretti 21 / Morrissey 21) ES (Fitton 21 /McCluskey 21 / Seidman 21)

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/Clymas/Fitton.) CH (TBD/Englert Alt.) DR (Morrissey/Weglarz Alt.) ES (Fitton/Watson)	Expires 7/2022	6/2021
- Joint BOE Administrator negotiations	Same as ABOVE for Teacher negotiations	Expires 7/2023	9/2022
- Joint BOE Paraeducator negotiations	Same as BELOW for Net Tech et al.	Expires 7/2021	3/2021
- Joint BOE NetTechs et al negotiations (ElemSec/Elem Nurses/ElemNetTech/R4NetTech/ElemCustodians)	R4 (Daniels/Clymas/Fitton) CH (Fitzgibbons, TBD) DR (Campbell/Ferretti Alt.) ES (Fitton/Watson)	Expires 7/2021	3/2021
- Cafeteria (all schools)		Expires 7/2021	3/2021
Public Relations & Community Outreach	R4(TBD/TBD), CH (Bibbiani), ES (Seidman), DR (Weglarz/TBD)		
Technology	R4(TBD), CH(Englert), ES (Seidman), DR (TBD)		
School Calendar	R4(TBD/Daniels), CH (Englert), ES (McCluskey), DR (Weglarz)		
LEARN Joint BOE representative(s)	R4(TBD; Cavanaugh Alt.), CH(Bernardoni), ES(TBD), DR(TBD)		
School Security Advisory Committee	R4(Fitton/Weglarz/Cavanaugh), CH(Greenberg-Ellis, Bibbiani), DR(Weglarz), ES(Fitton)		
Tuition Committee	R4(TBD), CH (TBD), DR (Morrissey), ES (McCluskey/Seidman Alt.)		
RFP Transportation Bid Review	R4(Clymas/Daniels/Fitton), CH (Englert), DR (Weglarz), ES (Seidman/Fitton)		
RFP Legal Bid Review	R4(Clymas/Daniels/Fitton), CH (Bibbiani), DR (Weglarz), ES (Seidman/Fitton)		
Wellness Committee (Food Services)	R4(TBD), CH (Scherber), DR(Weglarz), ES(TBD)		

Individual BOE Ad Hoc Committees (ad hoc committees meet for a designated period or as needed)			
<u>Chester BOE</u>			
Facilities	Englert		
Internal Marketing	TBD		
PTO	Smith		
CATV Advisory Council (Cable TV)	For Discussion		
<u>Deep River BOE</u>			
Facilities	Morrissey/Ferretti		
PTO	rotating		
School Improvement Team	Weglarz		
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		<u>Contract duration</u>	<u>Initiate negotiations</u>
▪ R4 Secretaries/Nurses	Clymas/Daniels/Fitton	Expires 7/2021	3/2021
▪ R4 Custodians	ClymasDaniels/Fitton	Expires 7/2021	3/2021
R4 Audit & Finance	TBD/TBD		
R4 Financial Task Force	Sandmann/Clark/Daniels/Clymas		
School Improvement Team	TBD/TBD/TBD		
R4 Grounds and Buildings Maintenance and Oversight Committee	Sandmann/Weglarz/TBD		
R4 Building Committee	TBD/TBD		
R4 Educational Foundation	TBD		
Region 4 Extra compensation points committee	Clymas/Fitton/Daniels (only 1 rep needed)		
Public Relations & Outreach	TBD		
R4 Safety	TBD		
R4 Facilities Study Committee	TBD		

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.

Kristin Smith (apptd to complete term) 2021	Tom Englert, Vice Chair 2021	Robert Bibbiani 2021
Kris Pollock (electd to complete term) 2021	Maria Scherber 2021	Dale Bernardoni 2023
Rebecca Greenberg-Ellis, Sec. 2021 (electd to complete term)	Charlene Fearon 2023	David Fitzgibbons, Chair 2023

Our contact information is listed in the school calendar and the school web site. Our annual goals are also listed on 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
, 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.

Encl #1

**CHESTER ELEMENTARY SCHOOL
BOARD OF EDUCATION REGULAR MEETING
REMOTE MEETING
NOVEMBER 23, 2020 7:00pm**

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

Attendance: (√ = attended)	<u>Chester BOE</u> David Fitzgibbons Rob Bibbiani Charlene Fearon Tom Englert Rebecca Greenberg-Ellis Dale Bernardoni Kris Pollock Kristin Smith Maria Scherber	√ √ √ √ √ √ √ √ √ √	<u>Administration:</u> Brian White Kristina Martineau Sarah Smalley Kelly Sterner Tyson Stoddard	√ √ √ √ √
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CALL TO ORDER

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

ELECTION OF OFFICERS

Mr. White opened the floor for the nominations for the office of chairman.

A motion was made by Charlene Fearon to nominate David Fitzgibbons as the Chairman of the Chester Elementary Board of Education. Tom Englert seconded the motion. The motion passed unanimously.

Chairman Fitzgibbons opened the floor for the following nominations:

A motion made by Rob Bibbiani to nominate Tom Englert as the Vice Chair and Rebecca Greenberg-Ellis as Secretary of the Chester Elementary Board of Education. Kris Pollock seconded the motion. The motion passed unanimously.

Committee assignments were reviewed. Kristin Smith will be the PTO representative. The Negotiations Committee member will be decided at a later date.

CONSENT AGENDA

Upon a motion duly made by Tom Englert and seconded by Maria Scherber the Chester Board of Education unanimously **VOTED** to approve the minutes from the special meeting of September 23, 2020 and the Accounts Payable report.

PUBLIC COMMENT

Lol Fearon is also in attendance.

REPORTS and OTHER ITEMS:

Superintendent's Report

District Update

Mr. White gave a brief report. He continues to work through issues with Covid. He has met with the Health Departments from all three towns and remote learning will continue through December 4th. Decisions will continue to be made based on the metrics.

Information and Communication

An Employee Assistance Program EAP program is now being offered to employees and will be discussed later in the agenda.

December 1st special Joint Board of Education meeting has been scheduled. Long range planning and data for budgets will be discussed. A Supervision District budget workshop will occur December 16th.

Kelly Sterner and Kristina Martineau were thanked for their work in the district as they move to other opportunities.

Assistant Superintendent's Report

General Update

Dr. Martineau discussed the survey results which teachers completed for professional development. The focus was the social and emotion wellness of students and how to bring meaningful learning to the students during Covid.

Grants Update

Funding has been received for Covid relief. The State allowed a reallocation of funds. Dr. Martineau discussed other grant funding received and how these funds will be used. Corona relief funds have covered most Covid expenses. There has not been significant budget strain due to Covid seen at this time.

Presentation of 2018-2019 Performance Profile Report for CES

Dr. Martineau discussed the 2018-2019 Performance Profile Report for CES. Dr. Martineau was able to answer Board member questions regarding assessments going forward. Assessment practices and intervention models are being reviewed to decide how to meet student needs. Ms. Greenberg-Ellis discussed her concern for lack of data. She would like more information about what the plan is for assessments and the plan for possible gaps in learning. She noted that kids who need enrichment have needs that are also not being met. She suggested doing assessments in person. Mr. Stoddard discussed what he is doing to assess students.

Director of Pupil Services Report

Ms. Smalley did not have a report.

Finance Office Report

Current Year to Date Financial Status Update

Finance Director Kelly Sterner reviewed board enclosures and answered questions from board members. She discussed the transfers from last year. Trending is as expected. Excess cost funds have not been received, but will offset some of the expenses.

Cafeteria Fund Update

The reports were reviewed. The cafeteria reporting looks different because the state is providing the ability to use the Grab and Go program during remote learning. All food offerings are free. Participation for this program is low.

Medical Reserve Tracking

Ms. Sterner noted that the first four months have trended well. When things return to a typical environment our reserve account will be more robust. The RFP for group medical/prescription and dental services will be received by November 20th.

Update on EAP

Ms. Sterner discussed the cost and services to provide an Employee Assistance Plan. This service will be provided through Anthem Blue Cross Blue Shield. This service is encouraged to be used when needed.

ADM Calculation Methodology

Ms. Sterner gave an overview of the methodology for the ADM calculation.

Ms. Sterner discussed the action plan for the auditor's response.

Ms. Sterner answered questions from the Board regarding her report.

Principal's Update

Mr. Fitzgibbons congratulated Mr. Stoddard and the staff regarding the Niche ranking of CES. Mr. Stoddard gave a brief update. Students have been compliant with mask wearing. Outdoor tents have been purchased for outdoor lunch and other activities. Money has been collected for the Chester Community Fund to help local families in need. A celebration was held for Veteran's Day with a video and photo collage. Report cards will be sent home December 9th.

HVAC and Ventilation System Update

Mr. Grzybowski discussed the HVAC and Ventilation system updates. He answered Board questions regarding the HVAC and Ventilation system. State guidelines have been met in regards to air exchange.

Outdoor Learning Space

A donation from Charlene and Lol Fearon was received in honor of their grandson who graduated last year. Funds will go towards an outdoor learning space. Fundraising is being done for a structure and picnic tables so students can learn in a safe outdoor environment. Mr. Stoddard thanked the community for their support.

Committee Reports

Finance – Next Meeting is January 27, 2021

Curriculum – Next meeting is January 16, 2021

Policy – Next meeting is January 27, 2021

Facilities – Will be scheduled soon.

Supervision District:

The budget is being worked on.

Other Committee Reports

LEARN Committee Report

Dale Bernardoni discussed the LEARN meetings she has attended. As all districts at this time the focus is how to teach during Covid. The dual Arts and Language Middle School in Waterford has closed. The building that held the school was faltering. Students were asked if they were interested in going to the Goodwin campus. Staffing issues have been difficult because of Covid. Professional development support is a focus. The audit went very well.

Discussion regarding and Pending Policies

None Pending.

PUBLIC COMMENT

Maria Scherber wished Dr. Martineau the best on her new position. She also wanted to note that she agrees with Ms. Greenberg-Ellis and her assessment comments.

FUTURE AGENDA ITEMS

7.1 Next Joint BOE Meeting is December 3, 2020 @ 7:00pm

7.2 Next Chester BOE Regular Meeting is January 28, 2021 @ 7:00pm

ADJOURNMENT

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:36p.m.

Respectfully Submitted,

Kelley Frazier, Secretary

11/13/2020 14:14
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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 1
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CASH ACCOUNT: 1000		1040		CHESTER CASH		VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME								
INVOICE DTL DESC											
419637	11/13/2020	PRTD	3061 A-DEC COMMUNICATIONS	107361	00-9738			11/13/2020	21100301	CH111320	65.00
	Invoice: 00-9738 WALKIE TALKIE BATTERY										
				107362	00-9735			11/13/2020	21100301	CH111320	470.00
	Invoice: 00-9735 REPLACEMENT WALKIE TALKIES										
								CHECK	419637	TOTAL:	535.00
419638	11/13/2020	PRTD	7353 BLICK ART MATERIALS	107363	4896894			11/13/2020	21100297	CH111320	186.97
	Invoice: 4896894 EARTHENWARE GLAZES										
								CHECK	419638	TOTAL:	186.97
419639	11/13/2020	PRTD	7307 HILARY CLARK	107364	101720			11/13/2020	21100307	CH111320	15.99
	Invoice: 101720 REIMB. FOR GR. 4 BATTERIES										
								CHECK	419639	TOTAL:	15.99
419640	11/13/2020	PRTD	6593 CRYSTAL ROCK LLC	107365	17730296 111020			11/13/2020	21100117	CH111320	53.71
	Invoice: 17730296 111020 NOV. 2020 FILTERED WATER SVC & ENERGY SURCHARGE										
								CHECK	419640	TOTAL:	53.71
419641	11/13/2020	PRTD	2534 DE LAGE LANDEN	107366	70251883			11/13/2020	21100112	CH111320	203.00
	Invoice: 70251883 NOV. 2020 OFFICE COPIER LEASE										
								CHECK	419641	TOTAL:	203.00
419642	11/13/2020	PRTD	2197 ESSEX HARDWARE CO	107367	2011-037650			11/13/2020	21100197	CH111320	105.25
	Invoice: 2011-037650 WEATHERSEALING SUPPLIES										
								CHECK	419642	TOTAL:	105.25
419643	11/13/2020	PRTD	5857 ELAINE FLEISCHER	107368	110520			11/13/2020	21100313	CH111320	65.00
	Invoice: 110520 REIMB. FOR BOOMCARDS SUBSCRIPTION										
								CHECK	419643	TOTAL:	65.00
419644	11/13/2020	PRTD	7696 GRE FUND III PROJECT	107369	110920			11/13/2020	21100119	CH111320	451.48
	Invoice: 110920 OCT. 2020 SOLAR SVC.										
								CHECK	419644	TOTAL:	451.48

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 2
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CASH ACCOUNT: 1000	1040	CHESTER CASH										
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	Invoice: ORD127475							LIBRARY BOOKS				
								CHECK	419645	TOTAL:		2,268.36
419646	11/13/2020	PRTD	6989 LISA HANDFIELD	107372	110220	11/13/2020	21100306	CH111320	88.03			
	Invoice: 110220							REIMB. FOR ELL RESOURCES				
								CHECK	419646	TOTAL:		88.03
419647	11/13/2020	PRTD	5959 LEAF	107373	1197964	11/13/2020	21100113	CH111320	515.00			
	Invoice: 1197964							NOV. 2020 WORKRM COPIER LEASE				
								CHECK	419647	TOTAL:		515.00
419648	11/13/2020	PRTD	8164 MCCORMICK'S GROUP, L	107374	436699	11/13/2020	21100263	CH111320	1,067.20			
	Invoice: 436699							COVID-19: INSTRUMENT BELL COVERS				
								CHECK	419648	TOTAL:		1,067.20
419649	11/13/2020	PRTD	5675 KARA MCKENNA	107375	102820	11/13/2020	21100305	CH111320	85.00			
	Invoice: 102820							REIMB. FOR CLINICIANS WEBINAR				
								CHECK	419649	TOTAL:		85.00
419650	11/13/2020	PRTD	5713 NEW ENGLAND INDUSTRI	107376	IN134676	11/13/2020	21100049	CH111320	629.50			
	Invoice: IN134676							MAINT. SUPPLIES				
								CHECK	419650	TOTAL:		629.50
419651	11/13/2020	PRTD	2267 SCHOOL SPECIALTY	107377	208126535898	11/13/2020	21100303	CH111320	23.40			
	Invoice: 208126535898							GR. 5/6 COMPOSITION BOOKS				
								CHECK	419651	TOTAL:		23.40
419652	11/13/2020	PRTD	7431 SETON	107378	9344904013	11/13/2020	21100298	CH111320	30.85			
	Invoice: 9344904013							DOOR NAME PLATE-MINER				
								CHECK	419652	TOTAL:		30.85
419653	11/13/2020	PRTD	8048 ██████████	107379	103120	11/13/2020	21100230	CH111320	75.90			
	Invoice: 103120							OCT. 2020 OOD TRANS-				

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 3
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CASH ACCOUNT: 1000		1040		CHESTER CASH						
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						INVOICE DTL	DESC			
						CHECK	419653	TOTAL:		75.90
419654	11/13/2020	PRTD	5171 TCI - ORDER DEPARTME	107380	INV72912	11/13/2020	21100274	CH111320		26.00
Invoice: INV72912						GR. 1	STUDENT NOTEBOOKS			
						CHECK	419654	TOTAL:		26.00
419655	11/13/2020	PRTD	2436 TREASURER REGIONAL S	107382	2020-OCTOBER	11/13/2020	21100293	CH111320		2,141.57
Invoice: 2020-OCTOBER						OCT. 2020	CAFE SALARIES/BENEFITS			
						CHECK	419655	TOTAL:		2,141.57
419656	11/13/2020	PRTD	5105 WB MASON	107383	215038586	11/13/2020	21100188	CH111320		388.20
Invoice: 215038586						COPY PAPER				
						CHECK	419656	TOTAL:		388.20
NUMBER OF CHECKS						20	*** CASH ACCOUNT TOTAL ***			8,955.41
							COUNT	AMOUNT		
TOTAL PRINTED CHECKS						20		8,955.41		
						*** GRAND TOTAL ***				8,955.41

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 4
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JOURNAL ENTRIES TO BE CREATED

CLERK: 9781dpea

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2021 5 199									
APP 1000-2000	11/13/2020	CH111320 DP				CHESTER ACCOUNTS PAYABLE		8,955.41	
						AP CASH DISBURSEMENTS JOURNAL			
APP 1000-1040	11/13/2020	CH111320 DP				CHESTER CASH			8,955.41
						AP CASH DISBURSEMENTS JOURNAL			
JOURNAL 2021/05/199 TOTAL								8,955.41	8,955.41

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 5
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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
1000 CHESTER 1000-1040 1000-2000	2021 5	199	11/13/2020	CHESTER CASH CHESTER ACCOUNTS PAYABLE	8,955.41	8,955.41
				FUND TOTAL	8,955.41	8,955.41

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

12/07/2020 09:20
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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 1
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CASH ACCOUNT: 1000		1040		CHESTER CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT		NET	
INVOICE DTL DESC											
419657	12/07/2020	PRTD	3061 A-DEC COMMUNICATIONS	107704	00-9744	12/04/2020	21100320	CH120420		168.00	
	Invoice: 00-9744					WALKIE ANTENNAS/CLIPS					
							CHECK	419657 TOTAL:		168.00	
419658	12/07/2020	PRTD	2082 ADMIN, UNEMPLOYMENT	107666	110320	12/04/2020	21100226	CH120420		44.72	
	Invoice: 110320					SEPT. 2020 UNEMPLOYMENT CHARGES					
							CHECK	419658 TOTAL:		44.72	
419659	12/07/2020	PRTD	2532 ALARM SYSTEMS	107668	54489	12/04/2020	21100065	CH120420		3,864.97	
	Invoice: 54489					ANNUAL FIRE INSPECT./CAMERA INSTALL.					
							CHECK	419659 TOTAL:		3,864.97	
419660	12/07/2020	PRTD	2539 ALL WASTE, INC.	107669	3-58813-2-1120	12/04/2020	21100134	CH120420		318.55	
	Invoice: 3-58813-2-1120					NOV. 2020 WASTE DISPOSAL					
							CHECK	419660 TOTAL:		318.55	
419661	12/07/2020	PRTD	2467 ALLSTON SUPPLY CO IN	107670	132966	12/04/2020	21100309	CH120420		1,727.88	
	Invoice: 132966					CRF: SANITIZER					
							CHECK	419661 TOTAL:		1,727.88	
419662	12/07/2020	PRTD	2836 SYNCB/AMAZON	107672	468969879598	12/04/2020	21100275	CH120420		25.86	
	Invoice: 468969879598					HEALTH OFFICE SNACKS					
				107674	789795768787	12/04/2020	21100286	CH120420		32.78	
	Invoice: 789795768787					COVID-19: STEP ON TRASH CAN					
				107675	467356858497	12/04/2020	21100265	CH120420		56.29	
	Invoice: 467356858497					SOCIAL DEV. SUPPLIES					
				107676	634939339988	12/04/2020	21100287	CH120420		113.97	
	Invoice: 634939339988					WATERCOLOR PACKS					
				107677	445698737333	12/04/2020	21100302	CH120420		115.99	
	Invoice: 445698737333					MAGIC TREE HOUSE BOOK SET					
				107678	678944676797	12/04/2020	21100280	CH120420		187.42	
	Invoice: 678944676797					CHARGERS AND ADAPTERS					
				107679	469957333489	12/04/2020	21100295	CH120420		13.40	
	Invoice: 469957333489					WIRED MOUSE					
				107683	469957333489 CRF	12/04/2020	21100295	CH120420		349.95	

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 1000 1040 CHESTER CASH
CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						CHECK		419669 TOTAL:	76.67
419670	12/07/2020	PRTD	2197 ESSEX HARDWARE CO	107708	2011-041125	12/04/2020	21100197	CH120420	3.18
Invoice: 2011-041125						PVC TEE			
Invoice: 2012-042743						107709	2012-042743	12/04/2020 21100331 CH120420	25.44
						CRF: PLEXIGLASS INSTALL. SUPPLIES			
Invoice: 2012-043035						107710	2012-043035	12/04/2020 21100197 CH120420	73.63
						MAINT. SUPPLIES			
Invoice: 2012-042862						107712	2012-042862	12/04/2020 21100331 CH120420	135.62
						CRF: PLEXIGLASS INSTALL. SUPPLIES			
Invoice: 2012-043544						107760	2012-043544	12/04/2020 21100332 CH120420	9.54
						CRF: PLEXIGLASS INSTALL. SUPPLIES			
Invoice: 2012-043452						107761	2012-043452	12/04/2020 21100332 CH120420	39.60
						CRF: PLEXIGLASS INSTALL. SUPPLIES			
						CHECK		419670 TOTAL:	287.01
419671	12/07/2020	PRTD	6719 EVERSOURCE	107714	111720	12/04/2020	21100118	CH120420	503.89
Invoice: 111720						ENERGY LOAN PAY'T 1			
Invoice: 111720A						107715	111720A	12/04/2020 21100118 CH120420	3,121.47
						ELECTRICITY SVC.-10/19-11/17/20			
						CHECK		419671 TOTAL:	3,625.36
419672	12/07/2020	PRTD	6809 FOLLETT SCHOOL SOLUT	107717	767631A	12/04/2020	21100290	CH120420	325.58
Invoice: 767631A						LIBRARY BOOKS			
Invoice: 767631						107718	767631	12/04/2020 21100290 CH120420	1,412.23
						LIBRARY BOOKS			
						CHECK		419672 TOTAL:	1,737.81
419673	12/07/2020	PRTD	6678 FRONTIER	107720	111920	12/04/2020	21100114	CH120420	197.62
Invoice: 111920						TELEPHONE SVC.-11/19-12/18/20			
						CHECK		419673 TOTAL:	197.62
419674	12/07/2020	PRTD	3967 IDVILLE	107721	3706145	12/04/2020	21100318	CH120420	36.45
Invoice: 3706145						REEL BADGE HOLDERS			

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 1000		1040	CHESTER CASH		VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME							
INVOICE DTL DESC										
							CHECK	419674	TOTAL:	36.45
419675	12/07/2020	PRTD	7511 K & S DISTRIBUTORS	107722	422091	12/04/2020	21100325	CH120420	SOLUTION HOSE KIT	55.00
			Invoice: 422091							
			Invoice: 422317	107723	422317	12/04/2020	21100310	CH120420	CRF: KAIVAC AND AUTO SCRUBBER	10,040.00
							CHECK	419675	TOTAL:	10,095.00
419676	12/07/2020	PRTD	5713 NEW ENGLAND INDUSTRI	107725	IN135438	12/04/2020	21100311	CH120420	CRF: SANITIZER	1,230.00
			Invoice: IN135438							
			Invoice: IN135485	107726	IN135485	12/04/2020	21100049	CH120420	FLOOR CLEANER/FACILIPRO FOAM	2,150.70
			Invoice: IN135311	107727	IN135311	12/04/2020	21100049	CH120420	DISINFECTANT/SANITIZER	3,187.60
							CHECK	419676	TOTAL:	6,568.30
419677	12/07/2020	PRTD	8024 RIVERSIDE INSIGHTS	107729	INV054417	12/04/2020	21100284	CH120420	COGAT MATERIALS	519.20
			Invoice: INV054417							
							CHECK	419677	TOTAL:	519.20
419678	12/07/2020	PRTD	2264 SCHOOL HEALTH CORPOR	107730	3801371-02	12/04/2020	21100129	CH120420	NITRILE GLOVES	32.35
			Invoice: 3801371-02							
							CHECK	419678	TOTAL:	32.35
419679	12/07/2020	PRTD	2270 SHAGBARK LUMBER	107731	708881/1	12/04/2020	21100326	CH120420	CRF: PLEXIGLASS INSTALL. SUPPLIES	6.84
			Invoice: 708881/1							
			Invoice: 709188/1	107732	709188/1	12/04/2020	21100326	CH120420	CRF: PLEXIGLASS INSTALL. SUPPLIES	55.97
			Invoice: 709442/1	107733	709442/1	12/04/2020	21100326	CH120420	CRF: PLEXIGLASS INSTALL. SUPPLIES	63.29
			Invoice: 709295/1	107734	709295/1	12/04/2020	21100326	CH120420	CRF: PLEXIGLASS INSTALL. SUPPLIES	78.15
			Invoice: 708882/1	107736	708882/1	12/04/2020	21100326	CH120420	CRF: PLEXIGLASS	1,244.16
				107762	709569/1	12/04/2020	21100326	CH120420		414.72

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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NUMBER OF CHECKS 30 *** CASH ACCOUNT TOTAL *** 231,538.35

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	30	231,538.35

*** GRAND TOTAL *** 231,538.35

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: 9781dpea

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2021	6	83									
APP	1000-2000		12/07/2020	CH120420	DP			CHESTER ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		212,374.17	
APP	1000-1040		12/07/2020	CH120420	DP			CHESTER CASH AP CASH DISBURSEMENTS JOURNAL			231,538.35
APP	1210-2000		12/07/2020	CH120420	DP			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		19,164.18	
GENERAL LEDGER TOTAL										231,538.35	231,538.35
APP	1000-1421		12/07/2020	CH120420	DP			DUE FROM FEDERAL & STATE GRANT		19,164.18	
APP	1210-1411		12/07/2020	CH120420	DP			DUE FROM/DUE TO CHESTER			19,164.18
SYSTEM GENERATED ENTRIES TOTAL										19,164.18	19,164.18
JOURNAL 2021/06/83 TOTAL										250,702.53	250,702.53

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
1000 CHESTER	2021 6	83	12/07/2020	CHESTER CASH		231,538.35
1000-1040				DUE FROM FEDERAL & STATE GRANT	19,164.18	
1000-1421				CHESTER ACCOUNTS PAYABLE	212,374.17	
1000-2000						
				FUND TOTAL	231,538.35	231,538.35
1210 CHESTER SPECIAL REVENUE FUNDS	2021 6	83	12/07/2020	DUE FROM/DUE TO CHESTER		19,164.18
1210-1411				ACCOUNTS PAYABLE	19,164.18	
1210-2000						
				FUND TOTAL	19,164.18	19,164.18

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REGIONAL SCHOOL DIST # 4
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JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
1000 CHESTER	19,164.18	
1210 CHESTER SPECIAL REVENUE FUNDS		19,164.18
TOTAL	19,164.18	19,164.18

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 1000		1040		CHESTER CASH		VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME								
INVOICE DTL DESC											
419687	12/14/2020	PRTD	2625 APPLE, INC.		107898	AD30005551		12/11/2020	21100343	CH121120	497.95
	Invoice: AD30005551							MACBOOK REPAIR - M.M.			
								CHECK	419687	TOTAL:	497.95
419688	12/14/2020	PRTD	2357 CIRMA		107899	20176		12/11/2020	21100016	CH121120	4,747.80
	Invoice: 20176							W/C PREMIUM #3 OF 4			
					107900	20184		12/11/2020	21100017	CH121120	10,596.14
	Invoice: 20184							LAP INSURANCE PREMIUM #3 OF 4			
								CHECK	419688	TOTAL:	15,343.94
419689	12/14/2020	PRTD	2155 CONNECTICUT WATER CO		107901	120320		12/11/2020	21100211	CH121120	899.96
	Invoice: 120320							PUBLIC WATER SVC.-8/31-12/2/20			
								CHECK	419689	TOTAL:	899.96
419690	12/14/2020	PRTD	6593 CRYSTAL ROCK LLC		107902	17730296 120820		12/11/2020	21100117	CH121120	47.96
	Invoice: 17730296 120820							DEC. 2020 FILTERED WATER SVC.			
								CHECK	419690	TOTAL:	47.96
419691	12/14/2020	PRTD	2534 DE LAGE LANDEN		107903	70534304		12/11/2020	21100112	CH121120	203.00
	Invoice: 70534304							DEC. 2020 OFFICE COPIER LEASE			
								CHECK	419691	TOTAL:	203.00
419692	12/14/2020	PRTD	7556 DIME OIL, LLC		107904	86066		12/11/2020	21100156	CH121120	13,535.02
	Invoice: 86066							HEATING OIL			
								CHECK	419692	TOTAL:	13,535.02
419693	12/14/2020	PRTD	7696 GRE FUND III PROJECT		107905	120420		12/11/2020	21100119	CH121120	326.13
	Invoice: 120420							NOV. 2020 SOLAR SVC.			
								CHECK	419693	TOTAL:	326.13
419694	12/14/2020	PRTD	8204 HALOVATCH MECHANICAL		107906	5195		12/11/2020	21100324	CH121120	600.00
	Invoice: 5195							CRF: DRYER VENT INSTALLATION			
								CHECK	419694	TOTAL:	600.00

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 1000		1040		CHESTER CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT		NET	
						INVOICE DTL	DESC				
419695	12/14/2020	PRTD	5959 LEAF	107907	11292277	12/11/2020	21100113	CH121120		515.00	
Invoice: 11292277						DEC. 2020	WORKROOM	COPIER LEASE			
						CHECK	419695	TOTAL:		515.00	
419696	12/14/2020	PRTD	5713 NEW ENGLAND INDUSTRI	107908	IN135686	12/11/2020	21100341	CH121120		1,050.00	
Invoice: IN135686						REPLACEMENT	ECOLAB	DISPENSERS			
Invoice: IN135689						107909	IN135689	12/11/2020	21100341	CH121120	1,050.00
						REPLACEMENT	ECOLAB	DISPENSERS			
Invoice: IN135680						107916	IN135680	12/11/2020	21100311	CH121120	1,258.00
						CRF: HANDS FREE	TOWEL	DISPENSERS			
Invoice: IN135847						107917	IN135847	12/11/2020	21100311	CH121120	314.00
						CRF: TOUCHLESS	DISPENSERS				
						CHECK	419696	TOTAL:		3,672.00	
419697	12/14/2020	PRTD	2267 SCHOOL SPECIALTY	107911	208126483006	12/11/2020	21100296	CH121120		119.58	
Invoice: 208126483006						ART ROOM	SUPPLIES				
						CHECK	419697	TOTAL:		119.58	
419698	12/14/2020	PRTD	2518 TREASURER SUPERVISIO	107912	NOV2020	12/11/2020	21100116	CH121120		101.06	
Invoice: NOV2020						NOV. 2020	CELL	PHONE CHARGES			
						CHECK	419698	TOTAL:		101.06	
419699	12/14/2020	PRTD	7910 TYPING AGENT	107913	5205732 CES	12/11/2020	21100342	CH121120		510.60	
Invoice: 5205732 CES						2020-21	SUBSCRIPTION				
						CHECK	419699	TOTAL:		510.60	
419700	12/14/2020	PRTD	5775 VAN IWAARDEN ASSOCIA	107914	120420	12/11/2020	21100281	CH121120		2,000.00	
Invoice: 120420						FY2021	GASB 75	VALUATION			
						CHECK	419700	TOTAL:		2,000.00	
419701	12/14/2020	PRTD	7016 WINSUPPLY	107915	434745-01	12/11/2020	21100308	CH121120		3,549.60	
Invoice: 434745-01						CRF: TOUCHLESS	FAUCETS				
						CHECK	419701	TOTAL:		3,549.60	

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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NUMBER OF CHECKS 15 *** CASH ACCOUNT TOTAL *** 41,921.80

	<u>COUNT</u>	<u>AMOUNT</u>
TOTAL PRINTED CHECKS	15	41,921.80

*** GRAND TOTAL *** 41,921.80

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: 9781dpea

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2021	6	177									
APP	1000-2000		12/14/2020	CH121120	DP			CHESTER ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		36,200.20	
APP	1000-1040		12/14/2020	CH121120	DP			CHESTER CASH AP CASH DISBURSEMENTS JOURNAL			41,921.80
APP	1210-2000		12/14/2020	CH121120	DP			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		5,721.60	
GENERAL LEDGER TOTAL										41,921.80	41,921.80
APP	1000-1421		12/14/2020	CH121120	DP			DUE FROM FEDERAL & STATE GRANT		5,721.60	
APP	1210-1411		12/14/2020	CH121120	DP			DUE FROM/DUE TO CHESTER			5,721.60
SYSTEM GENERATED ENTRIES TOTAL										5,721.60	5,721.60
JOURNAL 2021/06/177 TOTAL										47,643.40	47,643.40

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
1000 CHESTER	2021 6	177	12/14/2020	CHESTER CASH		41,921.80
1000-1040				DUE FROM FEDERAL & STATE GRANT	5,721.60	
1000-1421				CHESTER ACCOUNTS PAYABLE	36,200.20	
1000-2000						
				FUND TOTAL	41,921.80	41,921.80
1210 CHESTER SPECIAL REVENUE FUNDS	2021 6	177	12/14/2020	DUE FROM/DUE TO CHESTER		5,721.60
1210-1411				ACCOUNTS PAYABLE	5,721.60	
1210-2000						
				FUND TOTAL	5,721.60	5,721.60

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
1000 CHESTER	5,721.60	
1210 CHESTER SPECIAL REVENUE FUNDS		5,721.60
	TOTAL	
	5,721.60	5,721.60

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 1000		1040	CHESTER CASH		VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME							
INVOICE DTL DESC										
419709	01/08/2021	PRTD	2534 DE LAGE LANDEN	108274	70693247	01/07/2021	21100112	CH010721		440.00
	Invoice: 70693247					DEC. 2020 DOWNSTAIRS COPIER LEASE				
						CHECK	419709	TOTAL:		440.00
419710	01/08/2021	PRTD	2168 DEEP RIVER HARDWARE	108275	433532	01/07/2021	21100196	CH010721		19.99
	Invoice: 433532					MISC. HARDWARE				
						CHECK	419710	TOTAL:		19.99
419711	01/08/2021	PRTD	2447 EPCO-NBF GROUP	108276	19590	01/07/2021	21100351	CH010721		232.48
	Invoice: 19590					A/P CHECKS				
						CHECK	419711	TOTAL:		232.48
419712	01/08/2021	PRTD	2197 ESSEX HARDWARE CO	108278	2012-045938	01/07/2021	21100197	CH010721		73.47
	Invoice: 2012-045938					GAS CAN, SAFETY MARKERS				
						CHECK	419712	TOTAL:		73.47
419713	01/08/2021	PRTD	6719 EVERSOURCE	108279	121720	01/07/2021	21100118	CH010721		503.89
	Invoice: 121720					ENERGY LOAN PAY'T 2				
				108280	121720A	01/07/2021	21100118	CH010721		3,333.56
	Invoice: 121720A					ELECTRICITY SVC.-11/17-12/17/20				
						CHECK	419713	TOTAL:		3,837.45
419714	01/08/2021	PRTD	6809 FOLLETT SCHOOL SOLUT	108281	767631F	01/07/2021	21100290	CH010721		238.95
	Invoice: 767631F					LIBRARY BOOKS				
				108282	767631B	01/07/2021	21100290	CH010721		361.38
	Invoice: 767631B					LIBRARY BOOKS				
						CHECK	419714	TOTAL:		600.33
419715	01/08/2021	PRTD	6678 FRONTIER	108283	121920	01/07/2021	21100114	CH010721		197.62
	Invoice: 121920					TELEPHONE SVC.-12/19/20-1/18/21				
						CHECK	419715	TOTAL:		197.62
419716	01/08/2021	PRTD	2126 JAMES GRZYBOWSKI	108284	123020	01/07/2021	21100352	CH010721		267.93
	Invoice: 123020					REIMB. FOR AQUARIUM SUPPLIES				

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 1000		1040		CHESTER CASH												
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET							
										INVOICE DTL	DESC					
										CHECK	419716	TOTAL:	267.93			
419717	01/08/2021	PRTD	8212 HP INC.	108285	6419773770	01/07/2021	21100348	CH010721	165.00	DAMAGED	CHROMEBOOK REPAIR					
										Invoice: 6419773770	CHECK	419717	TOTAL:	165.00		
419718	01/08/2021	PRTD	2217 KONE INC.	108286	959755541	01/07/2021	21100022	CH010721	877.62	ELEVATOR MAINT.	CONTRACT-1/1-3/31/21					
										Invoice: 959755541	CHECK	419718	TOTAL:	877.62		
419719	01/08/2021	PRTD	5959 LEAF	108287	11405228	01/07/2021	21100113	CH010721	515.00	JAN. 2021	WORKROOM COPIER LEASE					
										Invoice: 11405228	CHECK	419719	TOTAL:	515.00		
419720	01/08/2021	PRTD	7360 MCKESSON MEDICAL - S	108289	17105078	01/07/2021	21100340	CH010721	164.33	NITRILE	GLOVES					
										Invoice: 17105078	CHECK	419720	TOTAL:	164.33		
419721	01/08/2021	PRTD	6110 PKF O'CONNOR DAVIES,	108290	523039	01/07/2021	21100216	CH010721	6,200.00	2020	AUDIT PROGRESS BILLING					
										Invoice: 523039	CHECK	419721	TOTAL:	6,200.00		
419722	01/08/2021	PRTD	2417 SCHOOL OUTFITTERS	108291	INV13514119	01/07/2021	21100327	CH010721	1,568.99	CAFETERIA	TABLE					
										Invoice: INV13514119	CHECK	419722	TOTAL:	1,568.99		
419723	01/08/2021	PRTD	2267 SCHOOL SPECIALTY	108292	208126722565	01/07/2021	21100296	CH010721	27.60	SKETCH	PADS					
										Invoice: 208126722565	CHECK	419723	TOTAL:	27.60		
419724	01/08/2021	PRTD	8048 ██████████	108293	123120	01/07/2021	21100230	CH010721	55.66	DEC. 2020	OOD TRANS					
										Invoice: 123120	CHECK	419724	TOTAL:	55.66		

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

P 5
apshdsb

NUMBER OF CHECKS 29 *** CASH ACCOUNT TOTAL *** 212,910.04

	<u>COUNT</u>	<u>AMOUNT</u>
TOTAL PRINTED CHECKS	29	212,910.04

*** GRAND TOTAL *** 212,910.04

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: 9781dpea

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2021 7 73									
APP 1000-2000	01/08/2021	CH010721 DP				CHESTER ACCOUNTS PAYABLE		212,910.04	
						AP CASH DISBURSEMENTS JOURNAL			
APP 1000-1040	01/08/2021	CH010721 DP				CHESTER CASH			212,910.04
						AP CASH DISBURSEMENTS JOURNAL			
						JOURNAL 2021/07/73	TOTAL	212,910.04	212,910.04

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REGIONAL SCHOOL DIST # 4
A/P CASH DISBURSEMENTS JOURNAL

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apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
1000 CHESTER 1000-1040 1000-2000	2021 7	73	01/08/2021	CHESTER CASH CHESTER ACCOUNTS PAYABLE	212,910.04	212,910.04
				FUND TOTAL	212,910.04	212,910.04

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

Object	Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Encumbrances	2020-2021 Available Balance
OBJECT 100 - SALARIES:							
TOTAL SALARIES		3,081,487	-	3,081,487	1,380,542	1,674,720	26,225
OBJECT 200 - EMPLOYEE BENEFITS:							
TOTAL EMPLOYEE BENEFITS		1,124,149	-	1,124,149	562,598	505,876	55,675
OBJECT 300 - PURCHASED & TECHNICAL SERVICES:							
TOTAL PURCHASED & TECHNICAL SERVICES		100,088	-	100,088	36,928	46,746	16,414
OBJECT 400 - PURCHASED PROPERTY SERVICES:							
TOTAL PURCHASED PROPERTY SERVICES		209,481	-	209,481	67,172	116,198	26,111
OBJECT 500 - OTHER PURCHASED SERVICES:							
TOTAL OTHER PURCHASED SERVICES		246,987	-	246,987	111,568	96,354	39,065
OBJECT 600 - SUPPLIES:							
TOTAL SUPPLIES		193,464	-	193,464	130,221	24,862	38,381
OBJECT 700 - PROPERTY:							
TOTAL PROPERTY		4,800	-	4,800	1,410	1,569	1,821
OBJECT 800 - OTHER OBJECTS:							
TOTAL OTHER OBJECTS		3,991	-	3,991	3,027	735	229
TOTAL		4,964,447	-	4,964,447	2,293,466	2,467,060	203,922

Chester Board of Education
 FY 2020-2021 Year-to-Date Report as of December 30, 2020

Object	Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Encumbrances	2020-2021 Available Balance	
OBJECT 100 - SALARIES:								
5111	Administration	154,227	-	154,227	84,481	71,182	(1,435)	
5113	Teachers' Salaries	1,204,752	-	1,204,752	463,472	741,899	(619)	
5114	Secretary Salaries	100,353	-	100,353	51,104	49,905	(656)	
5115	Custodial Salries	185,470	-	185,470	84,630	101,316	(476)	
5116	Nurse Salary	52,534	-	52,534	20,309	32,329	(104)	
5118	Food Service Dir/Bookkeeper/Cafeteria Salaries	71,053	-	71,053	21,462	40,234	9,357	
5119	Para Educators	238,591	-	238,591	99,879	133,066	5,646	
5123	Substitute Teachers	25,000	-	25,000	15,847	-	9,153	(A)
5124	Substitute Secretary/Para-Educators/Custodian	9,000	-	9,000	32,345	-	(23,345)	
5133	Coaches/Extra-Curricular	24,326	-	24,326	1,541	-	22,786	
5134	Secretary OT	600	-	600	100	-	500	
5135	Custodian OT Salary	6,000	-	6,000	582	-	5,418	(A)
5198	Supervision District Salary	1,009,581	-	1,009,581	504,791	504,791	-	
TOTAL SALARIES		3,081,487	-	3,081,487	1,380,542	1,674,720	26,225	
OBJECT 200 - EMPLOYEE BENEFITS:								
5210	Health Insurance	708,065	-	708,065	363,735	344,330	-	
5214	Life Insurance	2,729	-	2,729	1,113	86	1,530	
5223	FICA/Medicare	73,773	-	73,773	29,482	1,482	42,810	
5250	Unemployment Compensation	6,500	-	6,500	1,703	4,797	-	
5260	Worker's Compensation	21,848	-	21,848	14,244	7,604	-	
5290	Other Employee Benefits	12,752	-	12,752	3,556	2,812	6,385	
5291	Annuities	8,951	-	8,951	4,000	-	4,951	
5298	Supervision District Fringe Benefits	289,531	-	289,531	144,765	144,766	-	
TOTAL EMPLOYEE BENEFITS		1,124,149	-	1,124,149	562,598	505,876	55,675	

Chester Board of Education
 FY 2020-2021 Year-to-Date Report as of December 30, 2020

Object	Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Encumbrances	2020-2021 Available Balance
OBJECT 300 - PURCHASED & TECHNICAL SERVICES:							
5322	Professional Development Programs	6,000	-	6,000	-	5,436	564
5330	Other Professional Services						
	Health	450	-	450	-	-	450
	Occupational Therapy	12,622	-	12,622	-	12,622	-
	Psychiatric Services	16,000	-	16,000	2,400	-	13,600
	Other Services	25,000	-	25,000	14,520	8,680	1,800
5398	Supervision District Professional Services	40,016	-	40,016	20,008	20,008	-
TOTAL PURCHASED & TECHNICAL SERVICES		100,088	-	100,088	36,928	46,746	16,414
OBJECT 400 - PURCHASED PROPERTY SERVICES:							
5411	Water	3,800	-	3,800	1,516	2,284	-
5412	Electricity	48,600	-	48,600	12,741	24,259	11,600
5430	Repairs & Maintenance						
	Music	600	-	600	-	600	-
	Physical Ed	1,200	-	1,200	-	1,200	-
	Computer Education	3,100	-	3,100	1,296	165	1,639
	Special Education	266	-	266	-	-	266
	Health	660	-	660	75	-	585
	Library	800	-	800	763	-	37
	Principal's Office	8,000	-	8,000	513	7,487	-
	Plant Operations Repairs	72,867	-	72,867	40,503	20,920	11,444
	Security	540	-	540	-	-	540
5440	Leases	64,234	-	64,234	7,359	56,875	-
5498	Supervision District Purchased Services	4,814	-	4,814	2,407	2,407	-
TOTAL PURCHASED PROPERTY SERVICES		209,481	-	209,481	67,172	116,198	26,111

Chester Board of Education
FY 2020-2021 Year-to-Date Report as of December 30, 2020

Object	Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Encumbrances	2020-2021 Available Balance	
OBJECT 500 - OTHER PURCHASED SERVICES:								
5511	Out-of-District Transportation	1,000	-	1,000	137	863	-	
5515	Field Trips & School Events	14,121	-	14,121	-	300	13,821	
5520	Comprehensive Insurance	44,709	-	44,709	31,790	10,600	2,319	
5530	Communications	6,800	-	6,800	1,501	5,219	80	
5561	In State Tuition	16,045	-	16,045	-	-	16,045	
5580	Travel & Conferences	8,370	-	8,370	170	1,400	6,800	
5598	Supervision District Other Purchased Services	155,942	-	155,942	77,971	77,971	-	
TOTAL OTHER PURCHASED SERVICES		246,987	-	246,987	111,568	96,354	39,065	
OBJECT 600 - SUPPLIES:								
5610	General Supplies							
	Board of Education	300	-	300	-	-	300	
	Principal's Office	7,850	-	7,850	12,003	931	(5,084)	(A)
	TOTAL GENERAL SUPPLIES	8,150	-	8,150	12,003	931	(4,784)	
5611	Instructional Supplies							
	Art	3,665	-	3,665	2,652	674	339	
	Language Arts	7,094	-	7,094	6,031	260	802	
	Foreign Language (FLES)	820	-	820	771	-	49	
	Kindergarten	1,383	-	1,383	1,001	-	382	
	Mathematics	3,327	-	3,327	2,997	110	220	
	Music	1,261	-	1,261	1,197	-	64	(A)
	Physical Education	997	-	997	531	-	466	
	Reading	4,000	-	4,000	3,973	-	27	
	Science	6,376	-	6,376	2,258	1,091	3,028	
	Social Studies	2,238	-	2,238	1,742	-	496	
	Technology Education	3,500	-	3,500	117	554	2,829	
	Other Instruction & Testing	15,000	-	15,000	4,544	1,758	8,698	
	Social-Wide Enrichment / G&T	12,575	-	12,575	214	-	12,361	
	Technology	3,039	-	3,039	299	1,484	1,256	
	Special Education	3,628	-	3,628	3,585	-	43	
	Health	4,090	-	4,090	1,752	203	2,134	
	Social Development	6,000	-	6,000	891	1,875	3,234	
	Speech & Language	1,864	-	1,864	1,139	-	725	
	Library	1,200	-	1,200	1,178	-	22	
	TOTAL INSTRUCTIONAL SUPPLIES	82,057	-	82,057	36,874	8,009	37,174	
5613	Operations Maintenance Supplies	27,000	-	27,000	25,456	844	700	(A)
5624	Heating Fuel	27,600	-	27,600	23,433	4,167	-	
5626	Gasoline	600	-	600	-	500	100	

Chester Board of Education
FY 2020-2021 Year-to-Date Report as of December 30, 2020

Object	Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Encumbrances	2020-2021 Available Balance
5641	Instructional Materials						
	Language Arts	1,200	-	1,200	802	232	166
	Kindergarten	700	-	700	442	-	258
	Mathematics	3,000	-	3,000	2,943	-	57
	Reading	7,700	-	7,700	6,830	-	870
	Science	1,423	-	1,423	1,071	-	352
	Social Studies	350	-	350	-	-	350
	Software	5,250	-	5,250	3,524	675	1,051
	Special Education	3,264	-	3,264	2,940	-	324
	TOTAL INSTRUCTIONAL MATERIALS	22,887	-	22,887	18,551	907	3,429
5642	Library & Professional Books	10,067	-	10,067	6,353	1,952	1,762
5698	Supervision District Supplies	15,103	-	15,103	7,551	7,552	-
TOTAL SUPPLIES		193,464	-	193,464	130,221	24,862	38,381
OBJECT 700 - PROPERTY:							
5730	Equipment	4,800	-	4,800	1,410	1,569	1,821
TOTAL PROPERTY		4,800	-	4,800	1,410	1,569	1,821
OBJECT 800 - OTHER OBJECTS:							
5810	Dues & Fees						
	Health/Nurse	150	-	150	141	-	9
	Board of Education	1,809	-	1,809	1,809	-	0
	Principal's Office	786	-	786	304	262	220
	Projects	300	-	300	300	-	-
	TOTAL DUES & FEES	3,045	-	3,045	2,554		229
5898	Supervision District Dues & Fees	946	-	946	473	473	-
TOTAL OTHER OBJECTS		3,991	-	3,991	3,027	735	229
TOTAL		4,964,447	-	4,964,447	2,293,466	2,467,060	203,922
(A) - includes COVID related expenditures that will be moved to CRF grant in fund #1210							

Encl #4	Chester 2020-2021	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
	Eligible Students - Free	188	188	49	45	46	46							562
	Eligible - Reduced	0	0	7	6	4	4							21
	Eligible - Full Pay	0	0	145	150	153	152							600
	Total Enrollment	188	188	201	201	203	202	0	0	0	0	0	0	1,183
	Breakfast - Free meals served	143	24	41	342	273	274							1,097
	Breakfast - Reduced meals served	0	0	0	0	0	0							0
	Breakfast - Full Pay meals served	0	0	0	0	0	0							0
	Lunch - Free meals served	143	24	297	1,306	584	928							3,282
	Lunch- Reduced meals served	0	0	0	0	0	0							0
	Lunch - Full Pay meals served	0	0	0	0	0	0							0
	Total Meal Count	\$ 286	48	338	1,648	857	1,202	0	0	0	0	0	0	4,379
	4090 Miscellaneous Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	4160 Caf� Lunch Cash Sales	\$ -	\$ -	\$ 325	\$ 98	\$ 15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 438
	4360 State & Fed Grants - Claims breakfast	\$ 270	\$ 45	\$ 77	\$ 773	\$ 617	\$ 619	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,402
	4360 State & Fed Grants - Claims lunch	\$ 502	\$ 84	\$ 1,042	\$ 4,584	\$ 2,050	\$ 3,257	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,520
	4360 State & Fed Grants - 6 Cent	\$ 10	\$ 2	\$ 21	\$ 91	\$ 41	\$ 65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 229
	4360 State & Fed Grants - Healthy Foods	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	4360 State & Fed Grants - CN State Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	4360 State & Fed Grants - State School Breakfast	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	4361 USDA commodities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	4890 Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Revenue	\$ 782	\$ 131	\$ 1,466	\$ 5,546	\$ 2,723	\$ 3,941	\$ -	\$ 14,590					
	5111 Administrator Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5114 Secretary Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5118 Food Service Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5124 Sub Secty\ Caf�	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5138 OT Cafeteria Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Salaries	0	0	0	0	0	0	0	0	0	0	0	0	0
	5210 Health Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5214 Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5222 Merf	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5223 Fica/Medicare	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Benefits	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Salary & Benefit Cost	0	0	0	0	0	0	0	0	0	0	0	0	0
	5430 Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5600 All - Supplies / Energy	\$ -	\$ -	\$ -	\$ 592	\$ 178	\$ 129	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 899
	5601 USDA Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	5610 General Supplies	\$ 183	\$ 1,232	\$ 1,110	\$ 2,996	\$ 544	\$ 1,418	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,482
	5800 All - Other Misc. Expense	\$ -	\$ -	\$ 60	\$ 280	\$ 27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 367
	5890 Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Product Cost	\$ 183	\$ 1,232	\$ 1,170	\$ 3,869	\$ 749	\$ 1,547	\$ -	\$ 8,749					
	Total Product, Salary & Benefit Costs	\$ 183	\$ 1,232	\$ 1,170	\$ 3,869	\$ 749	\$ 1,547	\$ -	\$ 8,749					
	Profit (Loss)	\$ 599	\$ (1,101)	\$ 296	\$ 1,677	\$ 1,974	\$ 2,395	\$ -	\$ 5,841					
	Operating Days	22	17	20	21	17	17							92
	Lunch Participation	3.5%	0.8%	7.4%	30.9%	16.9%	27.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	3.0%
	Breakfast Participation	3.5%	0.8%	1.0%	8.1%	7.9%	8.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1.0%
	Meals Product Cost	\$ 0.64	\$ 25.67	\$ 3.46	\$ 2.35	\$ 0.87	\$ 1.29	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
	Labor/M Meal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
	unpaid lunch balances - monthly value	\$ 0.64	\$ 25.67	\$ 3.46	\$ 2.35	\$ 0.87	\$ 1.29	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
	lunch account balances- monthly value	\$ -	\$ -	\$ (229)	\$ (178)	\$ -	\$ (178)							
	Month End Checking Account Balance	\$ 582.06	\$ 10,948	\$ 10,763	\$ 10,656	\$ 8,169	\$ 12,869							

Region 4 Medical Reserve Tracking 2020-2021

Expenses	July	August	Sept.	October	Nov.	Dec.	January	February	March	April	May	June	Total
First Week	66,826	86,057	67,443	95,622	80,670	88,607							485,224
2nd Week	322,925	218,030	143,857	242,838	123,158	137,495							1,188,903
3rd Week	74,341	74,247	80,233	39,791	93,929	104,250							466,792
4th Week	32,710	94,033	119,007	76,994	77,797								400,541
5th week		26,420		75,953									102,373
H S A Payments	220,490	29,429	47,279	33,405	30,855	16,188							377,646
Medicare Supp.	9,186		12,538	14,179	9,076								44,979
Miscellaneous exp	1,527	10,000		10,000			10,000				10,000		41,527
Total Expenses	717,292	528,216	470,356	512,830	491,439	346,540							3,066,673
Monthly Revenue	July	August	Sept.	October	Nov.	Dec.	January	February	March	April	May	June	Total
Supv Dist.	103,364	103,364	103,364	103,364	103,364	103,364	103,370	103,371	103,372	103,373	103,374	103,375	1,240,419
Reg 4	329,834	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	2,952,289
Chest. BOE	76,790	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	631,279
Deep River BOE	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	652,704
Essex BOE	118,784	85,260	85,260	85,260	85,260	85,260	85,260	85,260	85,260	85,260	85,260	85,260	1,056,644
First Pay EE	679	51,794	62,380	62,314	61,417	61,786	67,600	67,600	67,600	67,600	67,600	67,600	643,590
Second Pay EE					60,935	62,909	67,600	67,600	67,600	67,600	67,600	67,600	654,388
TRB	12,274			14,474									26,748
Retirees	58,363	19,741	23,169	40,124	32,533	30,784							204,713
Other Rev.													-
Total Revenue	754,480	558,551	676,153	718,285	693,695								8,062,774
Net Rev/Exp/Month	37,189	30,335	205,796	205,455	202,255	(346,540)							
Self insured cash balance at month end	\$ 1,115,568	\$ 1,003,654	\$ 1,250,117	\$ 1,455,662									

Revenue 8,062,774
 Expenses 3,066,673
 Net Position 4,996,101

Health Savings Account Policy
 CGS 10-183 (T) requires that retired/certified employees be given the opportunity to purchase the Health insurance of the last employing BOE at the group rate.
 This document is a working projection of medical revenue and expenses as a tool for projecting the District's fiscal position.

MEMORANDUM OF AGREEMENT

BETWEEN

**THE CHESTER, DEEP RIVER, ESSEX, REGIONAL SCHOOL DISTRICT
NO. 4 AND SUPERVISION DISTRICT**

AND

REGIONAL SCHOOL DISTRICT NO. 4 EDUCATION ASSOCIATION

The Chester, Deep River, Essex, Regional School District No. 4, and Supervision Boards of Education, and the Supervision District (collectively, the "Boards") and the Regional School District No. 4 Education Association (the "Association") hereby enter into the following Memorandum of Agreement (the "MOA") regarding remote work due to school closures, hybrid work week models, and/or other such work arrangements related to COVID-19 working conditions for the July 1, 2020 – June 30, 2021 work year:

1. The parties understand and acknowledge that, during the 2020-2021 work year, the schools may be closed in whole or in part for an unknown period of time, and during a period in which school otherwise would have been in session, for reasons related to COVID-19, and that such closure(s) may be directed by the Board and/or the Superintendent, or by an authority outside the District.
2. The parties understand and acknowledge that, during the 2020-2021 work year, the Board may require various work arrangements including working in-school, working remotely from an alternate location and/or hybrid work weeks providing both in-person and remote learning and/or other work arrangements for reasons related to COVID-19, and that such work arrangements may be directed by the Board and/or the Superintendent, or by an authority outside the District.
3. In the event of remote work due to school closures, a hybrid work week model, and/or other such work arrangements during the 2020-2021 work year, each member of the bargaining unit shall, if so directed by the Superintendent and/or his/her designee(s) (the "Administration"), perform work as described in this Memorandum of Agreement and with the parties' collective bargaining agreement.
4. Bargaining unit members working in classrooms shall be provided a work space that is no less than six (6) feet away from the first row of students.

5. One disposable surgical mask per bargaining unit members shall be provided to bargaining unit members daily unless bargaining unit members will provide their own masks as outlined below. Additional personal protective equipment as available through the supply chain ("PPE") (N95/KN95 masks, face shields, gloves, gowns, etc.) shall be available for high-risk bargaining unit members, bargaining unit members assigned to special programs, and where six (6) feet of social distancing between students and the bargaining unit member cannot be achieved. Bargaining unit members must wear a mask at all times while at work except when alone in their room at his or her work station or in a designated areas for mask break. Bargaining unit members may provide their own mask in lieu of the District-provided mask (there may be no neck gaiters or masks with valves and there must be at least two layers covering the nose and mouth).
6. Classrooms shall be equipped with appropriate cleaning materials and hand sanitizers. Bargaining unit members may not bring in their own cleaners. Bargaining unit members may use their own hand sanitizers; however, a bargaining unit member shall not share his or her hand sanitizers with students. Bargaining unit members shall be required upon leaving a classroom to clean bargaining unit member workstation touch points.
7. Unless otherwise required by law, Executive Order or regulation, meetings (open house, parent teacher conferences, and full staff meetings) shall be conducted remotely. This provision shall not preclude smaller group meetings. In such instances, appropriate social distancing measures shall be applied, however, a bargaining unit member may opt to remote into such meetings as well.
8. The work-day shall be defined by the collective bargaining agreement. During a hybrid teaching model, bargaining unit members shall be required to attend school in-person four (4) days a week. On the fifth (5th) day, bargaining unit members shall work remotely. There may be limited access to school buildings if desired on the fifth (5th) day and with prior approval of the building principal unless closed due to law, regulation, Executive Order or due to public health concerns.
9. At John Winthrop Middle School and Valley Regional High School, the teachers will follow an A/B Day block schedule on Mondays, Tuesdays, Thursdays, and Fridays with a "skinny" day schedule on Wednesdays. Each teacher shall have one (1) individual preparation period per day equal in length to the student class period.

10. Indoor and outdoor spaces shall be provided solely for the use of bargaining unit members during their lunch and preparation periods. Bargaining unit members may be required to supervise student lunch in their classrooms or in the cafeteria, depending upon assignment. Such supervision shall not occur during the fully remote model.
11. Bargaining unit members may be required to cover in-person classroom supervision in the event other bargaining unit members are unavailable for in-person duty, but able to work remotely.
12. A bargaining unit member working from a remote location shall be available to students and parents through existing District platforms including but not limited to email, google classroom or phone. In no event are they required to use personal cell phones or other personal electronic devices.
13. Should bargaining unit members or students need assistance with technological issues after making reasonable efforts to mitigate the concern, they should contact the district Information Technology personnel.
14. Regardless of model of instruction, synchronous and live-streaming shall be defined as time when students and/or teachers are interacting remotely (including but not limited to group activities, collaboration, direct instruction, social skills, and team building) during an instructional block. Bargaining unit members shall be required to provide daily synchronous/live-streaming instructional sessions of at least fifty percent (50%) of each course offered and/or instructional block/period and remain available for students throughout the entire instructional block/period. These sessions will be recorded by the bargaining unit member and made available to students in that class.
15. During remote work due to fully remote, hybrid work week, and/or other such work arrangements, if the Administration determines that a bargaining unit member does not have teaching responsibilities that can be accomplished via an electronic platform, those bargaining unit members shall be required to engage in student support, specific job-related responsibilities, coverage in accordance with the CT State Department of Education "certification flexibilities," and/or professional development activities as set forth by the Board of Education.

16. Should a student demonstrate a pattern of absenteeism and/or a pattern of failure to complete assigned work for distance learning, the hybrid teaching model, and/or other such work arrangements, bargaining unit members shall first communicate via an email to parents regarding the lack of participation, follow up with a phone call, and if the problem persists, then report same to the Administration.
17. In the event a bargaining unit member requires absence from work responsibilities during fully remote, during the hybrid-teaching model, and/or during other such work arrangements, the bargaining unit member shall report such absences through normal means and the contractual requirements and restrictions relating to such absences will apply. The bargaining unit member shall be responsible for informing parents of the absence, to the extent possible, via a post on the relevant electronic platform or an out-of-office reply and supply lesson plans for substitute teachers.
18. Bargaining unit members may volunteer to pack and bag materials from students' desks, cubbies, or lockers in the event students are unable to accomplish same. In the event there are insufficient volunteers, all efforts shall be made to make other arrangement.
19. Instructional-related and leadership positions shall be paid in accordance with the parties' collective bargaining agreement. Should the Board determine to fill coaching and /or extracurricular positions, such positions shall also be paid in accordance with the collective bargaining agreement. If any such sport or activity is shortened, such positions shall be compensated on a pro-rated basis.
20. All provisions of the collective bargaining agreement between the Board and the Association shall remain in effect except to the extent such provisions have been modified by this Agreement.
21. Notwithstanding the foregoing, the Board and the Association agree that they may revisit the terms of this Memorandum of Agreement in the future if circumstances related to COVID-19 and/or its impact on the District change or otherwise evolve following the execution of this Agreement by both parties.
22. This Memorandum of Agreement shall not be used as precedent or cited as practice by either the Board or the Association in any proceeding whatsoever except to enforce the terms of this Agreement.

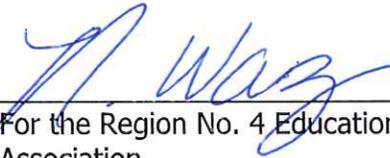
23. This Agreement shall terminate either upon the full reopening of schools for regular classes or June 30, 2021, whichever is earlier. In the event circumstances warrant returning to remote work due to school closures, hybrid work week models, and/or other such work arrangements related to COVID-19 working conditions for the July 1, 2020 – June 30, 2021, this agreement shall resume until June 30, 2021.



For the Chester, Deep River, Essex,
Regional School District No. 4
Boards of Education and Supervision
District

08/21/20

Date



For the Region No. 4 Education
Association

8/28/20

Date