

Southington Board of Education Meeting

Thursday, September 14, 2023 6:30 PM
John Weichsel Municipal Center Public Assembly Room
200 North Main Street
Southington, CT 06489



COMMITTEE OF THE WHOLE - OPERATIONS

1. CALL TO ORDER
2. Executive Session
 - a. Unaffiliated Compensation
 1. Technology Department Staff
 2. Director of Pupil Services
 3. Substitute Teacher
3. Reconvene Meeting - Regular Session 7:00 p.m.
4. Pledge of Allegiance - Moment of Silence
5. Approval of Minutes
 - a. June 8, 2023
 - b. June 29, 2023 Special Meeting
 - c. August 17, 2023 Special Meeting
6. Public Communications
 - a. Communications from Student Board Representatives
 - b. Communications from Board of Education
 - c. Communications from Administration
 - d. Communications from Public - Agenda Items Only
7. Committee Reports
 - a. Finance Committee Meeting - September 11, 2023
8. Superintendent's Report
 - a. Personnel Report
9. Old Business
 - a. Town Government Communications
10. New Business
 - a. Summer School Update 2023
11. Public Communications
 - a. Public
12. Adjournment

Board of Education

Administrative Report

September 14, 2023



1. Opening of School
2. Summer Work Update
3. Redistricting
4. Plantsville Center 9/11 Memorial Service



SOUTHINGTON PUBLIC SCHOOLS

FINANCE COMMITTEE MEETING

Monday, September 11, 2023, 6:30 p.m.

STEVEN G. MADANCY
SUPERINTENDENT OF SCHOOLS

FRANK M. PEPE
ASSISTANT SUPERINTENDENT
OF SCHOOLS

BOARD OF EDUCATION

COLLEEN W. CLARK
BOARD CHAIRPERSON

JOSEPH M. BACZEWSKI
VICE CHAIRPERSON

DAWN L. ANASTASIO
SECRETARY

TERRI C. CARMODY

SEAN M. CARSON

JAMES J. CHRZANOWSKI

DAVID J. DERYNOSKI

ZAYA G. OSHANA

JASPER P. WILLIAMS

200 NORTH MAIN STREET
SOUTHINGTON, CT
06489

WWW.SOUTHINGTONSCHOOLS.ORG

OFFICE TELEPHONE
(860) 628-3202

FAX
(860) 628-3205

Board Members Present: James Chrzanowski, Chair; David Derynoski, Zaya Oshana

Present from Administration: Jennifer Mellitt, Director of Business & Finance; Kyle Fickel, Accounting Manager

The Finance Committee meeting was called to order at 6:30pm.

FY-23 Financial update on the Board of Education:

Mrs. Mellitt provided the final update on the FY23 budget to actual expenditures to the committee. The update included total expenditures of \$105,487,401 with an unexpended balance of \$103,708. A copy of the financial report is attached to these minutes.

As of June 30th, there is an expected unemployment liability in the amount of \$17,342 for a former employee. The board was notified about the claim in March of 2023. A purchase order was entered into the system but has not yet been paid. The claim is expected to be paid out through the ReEmployCT website later this year. The Committee agreed that the \$17,342 should be paid using the unexpended funds.

FY-23 Financial update for Food Services:

Mrs. Mellitt reviewed the unaudited financial results for the Food Service operations. The revenues were mainly generated through the grant funding for the National School Lunch Program and the SMART funds provided for the 2022-23 school year. Meals were provided free to all students this year until the SMART funds ran out in early December. From December 6th through February 28th, the program returned to students paying for meals.

The SMART Funds 2.0 began March 1st.

The results of operations generated a net profit of \$684,603 for FY2022-23.



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Mobile Device Management 5-Year Agreement update:

Mrs. Mellitt shared an update to the previously approved Mobile Device Management software. Mr. Savage, our Network Manager, was able to reduce the number of devices covered and co-term the agreement to mirror our fiscal year. The new agreement reduced the annual cost from \$24,452 to \$14,612.

MISCELLANEOUS:

Mrs. Mellitt introduced Mr. Kyle Fickel as our new Accounting Manager.

Mrs. Mellitt notified the committee that the Food Service Operations will have a review of the program performed by the State of Connecticut. These reviews usually occur every few years but have been delayed due to the pandemic. The reviewers plan to be on site in late March 2024.

The meeting adjourned at 7:05pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jennifer Mellitt".

Jennifer Mellitt
Director of Business & Finance

Southington Public Schools
Financial Summary
Fiscal Year end June 30, 2023

ACCTNUM	Adopted Budget	Ytd Adjustments	Adjusted Budget	Encumbrance YTD	Expenditures YTD	Available YTD
10 - REGULAR EDUCATION						
11110 - ADMINISTRATIVE SALARIES	866,699	0	866,699	0	864,988	1,711
11120 - CLERICAL SALARIES	385,133	0	385,133	0	389,413	(4,280)
11135 - TECHNOLOGY DEPT PERSONNEL SALARIES	717,472	0	717,472	0	738,765	(21,293)
11140 - FISCAL SALARIES	408,125	53,000	461,125	0	457,747	3,378
11210 - PRINCIPALS & COORDINATORS SALARIES	3,856,850	(16,200)	3,840,650	0	3,804,554	36,096
11300 - TEACHER SALARIES	33,204,237	0	33,204,237	0	32,646,323	557,914
11500 - LIBRARY/MEDIA SALARIES	570,839	0	570,839	0	560,893	9,946
11600 - SCHOOL SECRETARY SALARIES	1,635,347	(53,000)	1,582,347	0	1,568,044	14,303
11710 - SCHOOL PHYSICIAN SALARY	16,000	0	16,000	0	13,840	2,160
11715 - STUDENT PHYSICALS	1,200	0	1,200	0	1,496	(296)
11720 - REGISTERED NURSES SALARIES	801,100	0	801,100	0	764,382	36,718
11740 - LICENSED PRAC. NURSES SALARIES	243,865	0	243,865	0	249,012	(5,147)
11810 - CUSTODIAL SALARIES	1,901,909	0	1,901,909	0	1,887,241	14,668
11820 - MAINTENANCE SALARIES	1,022,798	0	1,022,798	0	1,015,141	7,657
11900 - GUIDANCE SALARIES	1,387,211	(138,544)	1,248,667	0	1,198,997	49,670
11910 - COACHING SALARIES	443,660	16,200	459,860	0	435,537	24,323
11915 - ATHL. ATTENDENTS SALARIES	10,000	0	10,000	0	3,276	6,724
11916 - EVENT SUPERVISOR & CHAPERONES	45,000	0	45,000	0	55,837	(10,837)
11920 - STIPEND SALARIES	85,800	0	85,800	0	85,189	612
11922 - DETENTION SALARIES	9,000	0	9,000	0	9,118	(118)
12100 - PARAPROFESSIONAL SALARIES	669,370	0	669,370	0	633,063	36,307
12150 - RETIREMENT COMPENSATION	226,365	0	226,365	0	395,501	(169,136)
12200 - TEACHER SUBSTITUTES	520,000	0	520,000	0	1,069,219	(549,219)
12220 - SECRETARY SUBSTITUTES	2,500	0	2,500	0	5,355	(2,855)
12230 - CUSTODIAL SUBSTITUTES	20,000	0	20,000	0	55,830	(35,830)
12400 - PARAPROFESSIONAL SUBSTITUTES	1,000	0	1,000	0	18,542	(17,542)
12500 - STEPS SALARIES	38,035	0	38,035	0	37,945	90
12700 - NURSE SUBSTITUTES	38,000	0	38,000	0	44,733	(6,733)
12820 - SUMMER MAINT. SALARIES	24,000	0	24,000	0	24,436	(436)

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12830 - CROSSING GUARD SALARIES	108,000	0	108,000	0	115,164	(7,164)
12840 - SECUR. ATTENDANTS SALARIES	184,723	0	184,723	0	181,940	2,782
14100 - WORK STUDY SALARIES	3,000	0	3,000	0	2,644	356
20110 - MUNICIPAL RETIREMENT ADMIN. FEE	1,496,898	0	1,496,898	0	1,537,770	(40,872)
20210 - SOCIAL SECURITY FEES	477,369	0	477,369	0	480,217	(2,848)
20230 - MEDICARE FEES	673,351	0	673,351	0	705,490	(32,139)
20310 - HEALTH INSURANCE	10,335,127	0	10,335,127	0	10,118,722	216,405
20320 - LIFE & DISABILITY INSURANCE	89,000	0	89,000	0	97,502	(8,502)
20410 - UNEMPLOYMENT INSURANCE	35,000	0	35,000	17,342	23,460	(5,802)
20510 - WORKERS' COMPENSATION	633,500	0	633,500	0	610,801	22,699
31200 - PROFESSIONAL DEVELOPMENT	80,000	0	80,000	0	69,801	10,199
31300 - TUITION REIMBURSEMENT-SEA	20,000	0	20,000	0	20,000	(0)
31800 - LEGAL FEES	99,000	0	99,000	0	41,930	57,071
31850 - MEDICAL & ATHLETIC TRAINING SERVICES	37,075	0	37,075	0	38,020	(945)
31900 - PROFESSIONAL & TECHNICAL SERVICES	65,000	0	65,000	0	83,168	(18,168)
32110 - WATER AND SEWER	91,000	0	91,000	0	93,654	(2,654)
32120 - ELECTRICITY	1,520,400	0	1,520,400	0	1,336,181	184,219
32125 - ENERGY MGMT SYST MAINTENANCE	30,000	0	30,000	0	26,500	3,500
32135 - ENERGY PERFORMANCE CONTRACT	795,741	0	795,741	0	795,741	0
32140 - CONTRACTED REFUSE	74,000	0	74,000	0	76,006	(2,006)
32200 - CONTRACTED CUSTODIAL SERVICES	235,741	0	235,741	0	235,741	0
32201 - HVAC REPAIRS & MAINTENANCE	46,000	0	46,000	0	63,705	(17,705)
32301 - UPKEEP OF GROUNDS	14,809	0	14,809	0	13,160	1,649
32302 - MAINTENANCE OF ATHLETIC FIELDS	72,300	0	72,300	0	68,431	3,869
32303 - REPL. OF WINDOW COVERINGS	2,500	0	2,500	0	4,353	(1,853)
32304 - REPAIR OF GLASS	6,000	0	6,000	0	6,184	(184)
32305 - BURNER/BOILER REPAIR SERVICES	17,000	0	17,000	0	14,506	2,494
32306 - HEAT REPAIR SERVICES	57,500	0	57,500	0	57,317	183
32307 - CLOCK & BELL REPAIR SERVICES	500	0	500	0	1,194	(694)
32308 - PUBLIC ADDRESS SYSTEM SERVICES	5,500	0	5,500	0	6,373	(873)

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32309 - CONTRACT SERVICE ELEVATORS	26,937	0	26,937	0	26,727	210
32310 - OTHER EXPENSES FOR REPAIR	15,000	0	15,000	0	6,437	8,563
32313 - COPIER REPAIR	53,500	0	53,500	0	52,966	534
32317 - MUSICAL INSTRUMENT REPAIR	13,300	0	13,300	0	11,255	2,045
32318 - INSTRUCTIONAL EQUIPMENT REPAIRS	10,000	0	10,000	0	11,041	(1,041)
32319 - OTHER EQUIPMENT REPAIR	52,000	0	52,000	0	70,073	(18,073)
32320 - SPECIAL EQUIPMENT REPAIR	22,000	0	22,000	0	15,146	6,854
32322 - ROOF REPAIR	32,000	0	32,000	0	22,894	9,106
32323 - DISTRICTWIDE COMPUTER MAINTENANCE	268,549	0	268,549	0	243,932	24,617
32324 - DISTRICTWIDE COMPUTER HARDWARE	32,000	0	32,000	0	35,148	(3,148)
32325 - DISTRICTWIDE SOFTWARE	415,663	0	415,663	0	366,248	49,415
32405 - PROPERTY/LIABILITY/ AUTO INSURANCE	247,765	0	247,765	0	293,373	(45,608)
32415 - STUDENT INSURANCE	82,514	0	82,514	0	82,514	0
32510 - RENTAL & LEASING OF EQUIPMENT	614,776	0	614,776	0	570,038	44,738
32520 - RENTAL OF FACILITIES	40,500	0	40,500	0	41,236	(736)
32900 - CARE OF GROUNDS	77,712	0	77,712	0	77,250	462
32910 - CARE OF DRIVES & WALKS	335,993	0	335,993	0	318,750	17,243
33100 - SYSTEMWIDE TRANSPORTATION	2,347,155	0	2,347,155	0	2,433,489	(86,334)
33300 - VOCATIONAL EDUCATION TRANSPORTATION	209,886	0	209,886	0	164,956	44,930
33700 - NON-PUBLIC SCHOOL TRANSPORTATION	196,243	0	196,243	0	145,479	50,764
33800 - MAGNET SCHOOL TUITIONS	531,275	0	531,275	0	395,738	135,537
33810 - PRINCIPALS / TEACHERS PROF. CONFERENCES	10,000	0	10,000	0	4,628	5,372
33900 - BOARD OF EDUCATION EXPENSES	8,200	0	8,200	0	4,830	3,370
33905 - ADMINISTRATIVE EXPENSES	1,000	0	1,000	0	30	970
33910 - CENTRAL OFFICE CONFERENCES AND TRAVEL	14,000	0	14,000	0	10,695	3,305
33920 - BUSINESS OFFICE TRAVEL EXPENSES	150	0	150	0	105	45
33925 - OTHER ADMINISTRATIVE TRAVEL EXPENSES	14,000	0	14,000	0	16,900	(2,900)
33930 - TEACHERS' TRAVEL EXPENSES	5,000	0	5,000	0	5,477	(477)
34100 - POSTAGE	28,000	0	28,000	0	21,049	6,951
34200 - TELEPHONE	245,000	0	245,000	0	176,244	68,756

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35100 - RECRUITING	1,750	0	1,750	0	266	1,484
35200 - ADVERTISING	1,800	0	1,800	0	2,543	(743)
36100 - PRINTING EXPENSES	8,000	0	8,000	0	9,328	(1,328)
36200 - RECYCLING SERVICES	7,750	0	7,750	0	3,840	3,910
39200 - MIDDLE SCHOOL ATHLETIC TRANSPORTATION	16,810	0	16,810	0	13,285	3,525
39300 - HIGH SCHOOL ATHLETIC TRANSPORTATION	138,865	0	138,865	0	142,625	(3,760)
39440 - BAND & ORCHESTRA FIELD TRIPS	36,000	0	36,000	0	23,329	12,671
39450 - SYSTEMWIDE FIELD TRIPS	22,000	0	22,000	0	23,967	(1,967)
39470 - STUDENT ACTIVITIES	26,500	0	26,500	0	20,235	6,265
40110 - CENTRAL OFFICE CLERICAL SUPPLIES	17,000	0	17,000	0	11,192	5,808
40210 - AUDIO VISUAL SUPPLIES	12,705	0	12,705	0	3,882	8,823
40300 - GENERAL TEACHING SUPPLIES	207,375	0	207,375	0	124,256	83,119
40305 - CONTENT AREA LITERACY SUPPORT	73,390	0	73,390	0	46,437	26,953
40310 - KINDERGARTEN CLASSROOM SUPPLIES	13,000	0	13,000	0	4,991	8,009
40320 - COORDINATORS PROGRAM SUPPLIES	14,500	0	14,500	0	6,956	7,544
40400 - ART SUPPLIES	47,188	0	47,188	0	27,743	19,445
40600 - TECHNOLOGY EDUCATION SUPPLIES	50,526	0	50,526	0	39,700	10,826
40700 - FAMILY & CONSUMER SCIENCE SUPPLIES	25,184	0	25,184	0	19,091	6,094
40900 - MUSIC SUPPLIES	25,156	0	25,156	0	16,032	9,124
40910 - INSTRUMENTAL MUSIC SUPPLIES	11,780	0	11,780	0	3,121	8,659
40920 - PHYSICAL EDUCATION SUPPLIES	15,185	0	15,185	0	6,340	8,845
41100 - TESTING SUPPLIES	27,562	0	27,562	0	17,510	10,052
41150 - MATH SUPPLIES	18,945	0	18,945	0	21,545	(2,600)
41200 - SCIENCE SUPPLIES	72,012	0	72,012	0	41,767	30,245
41300 - HEALTH SUPPLIES	19,290	0	19,290	0	14,116	5,174
41310 - OTHER HEALTH SUPPLIES	1,000	0	1,000	0	0	1,000
41410 - CUSTODIAL SUPPLIES	177,000	0	177,000	0	162,683	14,317
41420 - OPERATION OF VEHICLES	40,000	0	40,000	0	52,279	(12,279)
41430 - REPAIR OF BUILDINGS	207,000	0	207,000	0	202,992	4,008
41440 - ENVIRONMENTAL & SAFETY	24,000	0	24,000	0	14,605	9,395

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41500 - OIL HEAT	108,000	0	108,000	0	165,225	(57,225)
41650 - GAS HEAT	444,875	0	444,875	0	523,072	(78,197)
41800 - MISCELLANEOUS EXPENSES	13,000	0	13,000	0	15,664	(2,664)
41850 - GRADUATION EXPENSES	15,000	0	15,000	0	22,535	(7,535)
41950 - COPIER SUPPLIES	32,500	0	32,500	0	30,015	2,485
42100 - TEXTBOOK REPLACEMENT	35,510	0	35,510	0	3,216	32,294
42250 - MATH CONSUMABLE WORKBOOKS	80,449	0	80,449	0	91,515	(11,066)
42300 - CONSUMABLE ACTIVITY BOOKS	46,475	0	46,475	0	23,487	22,988
42500 - SCHOOL BASED SOFTWARE	399,166	0	399,166	0	400,521	(1,355)
42600 - SCHOOL BASED COMPUTER SUPPLIES	29,850	0	29,850	0	2,066	27,784
42800 - HEALTH EDUCATION SUPPLIES	3,512	0	3,512	0	1,339	2,173
43100 - LIBRARY BOOKS	34,080	0	34,080	0	17,297	16,783
43200 - OTHER LIBRARY EXPENSES	6,098	0	6,098	0	3,312	2,786
44100 - SUBSCRIPTIONS	10,480	0	10,480	0	7,087	3,393
44200 - NEW MUSIC EQUIPMENT	11,000	0	11,000	0	2,169	8,831
46200 - ALTHLETIC EQUIPMENT HIGH SCHOOL	24,350	0	24,350	0	19,370	4,980
46470 - HIGH SCHOOL FIRST AID SUPPLIES	5,775	0	5,775	0	5,727	48
46472 - AWARDS AND PROGRAMS	10,500	0	10,500	0	7,095	3,405
46473 - OFFICIATING EXPENSES	47,000	0	47,000	0	36,000	11,000
46600 - ATHLETIC SUPPLIES HIGH SCHOOL	35,700	0	35,700	0	26,293	9,407
46700 - ATHLETIC UNIFORMS	26,265	0	26,265	0	25,825	440
48100 - PETTY CASH	1,600	0	1,600	0	1,182	418
49310 - BUSINESS EDUCATION SUPPLIES	5,950	0	5,950	0	2,807	3,143
49600 - ALTERNATIVE EDUCATION PROGRAM	15,000	0	15,000	0	3,869	11,131
49700 - GUIDANCE SUPPLIES	9,653	0	9,653	0	2,805	6,848
54100 - EQUIPMENT ADMINISTRATION	10,000	0	10,000	0	3,553	6,448
54300 - TECHNOLOGY EQUIPMENT CONTING.	18,000	0	18,000	0	9,702	8,299
64000 - DUES & MEMBERSHIP FEES	48,000	0	48,000	0	49,150	(1,150)
80200 - JUMPSTART	21,200	0	21,200	0	19,627	1,573
81418 - ADULT EDUCATION	37,000	0	37,000	0	36,654	346

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82113 - ASTE - TEACHER SALARIES	398,986	0	398,986	0	394,404	4,582
82116 - ASTE - CLERICAL SALARIES	43,756	0	43,756	0	42,382	1,374
82117 - ASTE - TECHNOLOGY ASSISTANT	33,979	0	33,979	0	33,979	0
82118 - ASTE - CUSTODIAL SALARIES	114,670	0	114,670	0	114,670	0
82119 - ASTE - SECURITY SALARIES	30,701	0	30,701	0	31,016	(315)
82203 - ASTE - HEALTH INSURANCE	197,764	0	197,764	0	197,764	0
82319 - ASTE - WATER & SEWER	2,200	0	2,200	0	2,015	185
82320 - ASTE - GAS	21,560	0	21,560	0	26,916	(5,356)
82321 - ASTE - ELECTRICITY	40,000	0	40,000	0	34,905	5,095
82323 - ASTE - PROPERTY SERVICES	10,200	0	10,200	0	9,758	442
82324 - ASTE - PROPERTY INSURANCE	6,500	0	6,500	0	6,500	0
82338 - ASTE - TRAVEL	3,000	0	3,000	0	2,381	619
82342 - ASTE - TELEPHONE	1,400	0	1,400	0	446	954
82394 - ASTE - FIELD TRIPS	4,500	0	4,500	0	4,500	0
82401 - ASTE - OFFICE SUPPLIES	800	0	800	0	575	225
82402 - ASTE - AUDIO VISUAL SUPPLIES	750	0	750	0	750	0
82403 - ASTE - TEACHING SUPPLIES	21,600	0	21,600	0	16,863	4,737
82414 - ASTE - CUSTODIAL SUPPLIES	4,000	0	4,000	0	3,860	140
82423 - ASTE - WORKBOOKS	500	0	500	0	55	445
82425 - ASTE - COMPUTER SOFTWARE	2,150	0	2,150	0	0	2,150
82426 - ASTE - COMPUTER SUPPLIES	500	0	500	0	73	427
82431 - ASTE - LIBRARY BOOKS	300	0	300	0	0	300
82440 - ASTE - PERIODICALS	200	0	200	0	0	200
82445 - ASTE EQUIPMENT	5,000	0	5,000	0	1,316	3,684
90100 - APPROPRIATED REVENUES	0	2,920	2,920	0	0	2,920
10 - REGULAR EDUCATION	76,297,943	(135,624)	76,162,319	17,342	75,144,704	1,000,273

15 - SPECIAL EDUCATION

20110 - MUNICIPAL RETIREMENT ADMIN. FEE	1,275,136	0	1,275,136	0	1,378,248	(103,112)
20210 - SOCIAL SECURITY FEES	398,155	0	398,155	0	442,668	(44,513)

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20230 - MEDICARE FEES	224,450	0	224,450	0	246,222	(21,772)
83110 - CLERICAL SALARIES	269,320	0	269,320	0	281,540	(12,220)
83111 - PRINCIPAL SALARY	59,125	0	59,125	0	57,295	1,830
83112 - ADMINISTRATIVE SALARIES	599,408	0	599,408	0	601,823	(2,415)
83113 - TEACHER SALARIES	4,936,593	(59,300)	4,877,293	0	4,883,185	(5,892)
83114 - OT & PT SALARIES	664,925	0	664,925	0	638,472	26,453
83115 - SPEECH PATHOLOGISTS SALARIES	724,048	0	724,048	0	690,722	33,326
83116 - PSYCHOLOGISTS SALARIES	833,434	0	833,434	0	847,889	(14,455)
83117 - SOCIAL WORKERS SALARIES	568,150	162,993	731,143	0	689,782	41,361
83118 - GUIDANCE SALARIES	244,802	(24,449)	220,353	0	208,510	11,843
83119 - IDEA PART B SALARIES	0	0	0	0	61,000	(61,000)
83120 - PRESCHOOL TEACHER SALARIES	330,537	59,300	389,837	0	394,677	(4,840)
83121 - PARAPROFESSIONAL SALARIES	5,726,951	0	5,726,951	0	5,694,657	32,294
83122 - SUBSTITUTES SALARIES	165,000	0	165,000	0	165,000	0
83123 - HOMEBOUND INSTRUCTOR SALARIES	85,000	0	85,000	0	99,987	(14,987)
83124 - PARAPROFESSIONAL SUBSTITUTES	32,000	0	32,000	0	29,329	2,671
83125 - EXTENDED SCHOOL YEAR SALARIES	170,000	0	170,000	0	170,000	0
83127 - NEXXUS SALARIES	0	0	0	0	275,066	(275,066)
83129 - BCBA & ABA THERAPISTS SALARIES	983,551	0	983,551	0	1,075,549	(91,998)
83203 - HEALTH INSURANCE	3,910,075	0	3,910,075	0	3,841,541	68,534
83205 - WORKERS' COMPENSATION	168,500	0	168,500	0	162,374	6,126
83206 - LIFE & DISABILITY INSURANCE	30,730	0	30,730	0	36,678	(5,948)
83313 - OCCUPATIONAL / PHYSICAL THERAPY	2,000	0	2,000	0	1,112	888
83314 - EVALUATION & DIAGNOSTIC	60,000	0	60,000	0	72,762	(12,762)
83315 - VOCATIONAL SERVICES	6,000	0	6,000	0	4,000	2,000
83316 - SPEC ED FIELD TRIPS	0	0	0	0	2,617	(2,617)
83318 - LEGAL SERVICES	75,000	0	75,000	0	124,275	(49,275)
83319 - PURCHASED SERVICES	52,900	0	52,900	0	930,950	(878,050)
83320 - DIAGNOSTIC CENTER	180,000	0	180,000	0	439,549	(259,549)
83332 - IN-TOWN TRANSPORTATION	718,687	0	718,687	0	845,849	(127,162)

Southington Public Schools
Financial Summary
Fiscal Year end June 30, 2023

ACCTNUM	Adopted Budget	Ytd Adjustments	Adjusted Budget	Encumbrance YTD	Expenditures YTD	Available YTD
83335 - OUT OF TOWN TRANSPORTATION	1,811,236	0	1,811,236	0	2,086,615	(275,379)
83336 - TRAVEL FOR INSTRUCTION	22,606	0	22,606	0	21,270	1,336
83337 - PROFESSIONAL DEVELOPMENT	18,000	0	18,000	0	11,962	6,038
83338 - PROFESSIONAL MEETINGS	1,200	0	1,200	0	700	500
83339 - ADMINISTRATIVE TRAVEL	8,100	0	8,100	0	8,100	0
83340 - TRAVEL FOR INSTRUCTION	3,500	0	3,500	0	1,302	2,198
83350 - AUDIOLOGICAL SERVICES	81,600	0	81,600	0	46,232	35,368
83369 - APPLIED BEHAVIOR ANALYSIS PROGRAM	30,000	0	30,000	0	9,613	20,387
83370 - OUT OF TOWN TUITION	2,327,970	0	2,327,970	0	2,565,395	(237,425)
83371 - AGENCY PLACEMENT TUITION	128,699	0	128,699	0	24,177	104,522
83372 - SPEC ED-RENTAL OF FACILITIES	49,185	0	49,185	0	40,985	8,200
83400 - CLERICAL SUPPLIES	2,000	0	2,000	0	0	2,000
83401 - OFFICE SUPPLIES	2,000	0	2,000	0	357	1,643
83403 - GENERAL TEACHING SUPPLIES	6,180	0	6,180	0	2,847	3,333
83411 - TESTING SUPPLIES	40,000	0	40,000	0	34,030	5,970
83412 - ACHIEVE SUPPLIES	2,500	0	2,500	0	1,985	515
83417 - PROFESSIONAL MATERIALS	450	0	450	0	0	450
83425 - COMPUTER SOFTWARE	33,000	0	33,000	0	38,272	(5,272)
83431 - CLP SUPPLIES	1,500	0	1,500	0	1,111	389
83494 - SYSTEMWIDE SPEECH SUPPLIES	2,500	0	2,500	0	8,218	(5,718)
83495 - INSTRUCTIONAL SUPPLIES	18,000	0	18,000	0	21,898	(3,898)
83496 - SPECIALIZED MATERIALS	18,000	0	18,000	0	270	17,730
83497 - VOCATIONAL SUPPLIES	2,500	0	2,500	0	6,257	(3,757)
83498 - PRESCHOOL SPEECH SUPPLIES	1,000	0	1,000	0	764	236
83499 - PRESCHOOL PROGRAM SUPPLIES	8,000	0	8,000	0	6,384	1,616
83542 - EQUIPMENT FOR INSTRUCTION	6,000	0	6,000	0	10,625	(4,625)
90100 - APPROPRIATED REVENUES	0	1,170,043	1,170,043	0	0	1,170,043
15 - SPECIAL EDUCATION	28,120,203	1,308,587	29,428,790	0	30,342,697	(913,907)

Total Southington Public Schools	104,418,146	1,172,963	105,591,109	17,342	105,487,401	86,366
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**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date September 2023

Decision Requested X Agenda Code 8 a

AGENDA REPORTING FORM

Agenda Topic: Personnel Report

Summary of Issue: This Personnel Report includes appointments, resignations, retirements, and transfers for certified and classified personnel for the 2023-2024 school year. This report includes activity for the month of August 2023.

Background: The human resource department provides the Board of Education with a monthly update of personnel additions/reductions/changes.

Alternative Strategies: _____

Cost (if applicable): N/A **Funding Source:** Board of Education

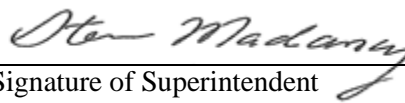
Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Recommend that the Board of Education approve the Personnel Report as submitted by the human resource department.



Signature of Staff Member Submitting Report



Signature of Superintendent

Included:
Personnel Report
Agenda – August 2023

**Personnel Report
August 2023**

APPOINTMENTS

	NAME	POSITION	SCHOOL	FTE	EFFECTIVE	DEGREE	SALARY
CLASS	Abrams, Scott	Paraeducator, FT	SES	1.0	8-29-2023	N/A	\$18.36
CLASS	Albrycht, Trisha	Paraeducator, PT	HES	0.88	8-29-2023	N/A	\$18.36
CLASS	Amnott, Donald	Paraeducator, FT	DES	1.0	8-29-2023	N/A	\$20.56
CERT	Anderson, Marisa	Kindergarten Teacher	HES	1.0	8-28-2023	MA	\$56,000
CERT	Babin, Samantha	Grade 4 Teacher, 1 year	SEES	1.0	8-28-2023	MA	\$56,000
CLASS	Bakal, Nicholas	Custodian, FT	FES	1.0	9-11-2023	N/A	\$24.69
CERT	Beierle, Karen	Family Consumer Science Teacher	JFK	1.0	8-28-2023	6 th +30	\$83,600
CLASS	Billingsley, Amy	Clerk	FES	0.43	8-31-2023	N/A	\$17.42
CERT	Butler, Beatrice	World Language Spanish	JAD/JFK	1.0	8-28-2023	MA	\$82,400
CLASS	Carr, Marianne	Paraeducator, FT	FES	1.0	8-29-2023	N/A	\$18.36
CERT	Chase, Christina	Mathematics Teacher	SHS	1.0	8-28-2023	MA	\$89,000
CLASS	Cleary, Marcie	Paraeducator, PT	SES	0.88	8-31-2023	N/A	\$18.36
CLASS	Concepcion, Anissa	Paraeducator, FT	JAD	1.0	9-6-2023	N/A	\$18.36
CLASS	Donato, Angelina	EL Tutor, PT	JAD	0.51	8-29-2023	N/A	\$18.36
CERT	Effend, Caitlin	Grade 5 Teacher	DES	1.0	8-28-2023	MA	\$59,300
CERT	Fickel, Kyle	Accounting Manager	CO	1.0	9-14-2023	BA	\$83,000
CLASS	Flores, Darlene	Paraeducator, FT	SHS	1.0	9-6-2023	N/A	\$18.36
CERT	Fortin, Sara	Special Ed. Teacher, 1 year	FES	0.75	8-28-2023	MA	\$49,425
CLASS	Garuti, Karen	Paraeducator, PT	SES	0.80	9-19-2023	N/A	\$18.36
CLASS	Greaves, Marissa	Paraeducator, FT	JAD	1.0	8-30-2023	N/A	\$18.36
CLASS	Green, Joanna	Attendance Clerk, PT	HES	0.54	8-31-2023	N/A	\$17.42
CLASS	Haddad, Jamie	Paraeducator, FT	HES	1.0	8-29-2023	N/A	\$19.59
CERT	Hammell, Lindsey	Social Worker	DES	1.0	8-28-2023	6 th	\$74,000
CLASS	Hammersley, John	Custodian, PT	OES	0.5	8-31-2023	N/A	\$16.38
CLASS	Harris, Paul	Security Attendant, FT	SHS	1.0	8-31-2023	N/A	\$20.44
CLASS	Hill, William	Custodian, PT	SHS	0.49	8-28-2023	N/A	\$16.38
CLASS	Holmes, Courtney	Paraeducator, FT	OES	1.0	9-11-2023	N/A	\$18.36
CLASS	Jackson, Nina	ABA Therapist, FT, TLC	KES	1.0	8-29-2023	N/A	\$19.59
CLASS	Lefkowitz, Shantel	Paraeducator, PT	KES	0.5	8-30-2023	N/A	\$18.36
CLASS	Lounsbury, Cheryl	Paraeducator, PT	FES	0.88	9-6-2023	N/A	\$18.36
CERT	Mattson Riston, Carlane	Special Ed. Teacher	FES	1.0	8-28-2023	MA	\$65,900
CERT	Matyszewski, Andrea	Grade 3 Teacher	HES	1.0	8-28-2023	MA	\$54,000
CERT	McNamara, Morgan	Grade 5, LTS	OES	1.0	8-28-2023	MA	\$56,000
CERT	Monte, Jessica	Kindergarten Teacher	DES	1.0	8-28-2023	BA	\$50,000
CLASS	Mukai, Rachele	Paraeducator, PT	KES	0.5	8-29-2023	N/A	\$19.59
CLASS	Najarian, Isabel	Paraeducator, FT	FES	1.0	9-18-2023	N/A	\$18.36
CLASS	Naparstek, Cassandra	ABA Therapist, SLC	HES	1.0	8-29-2023	N/A	\$19.59
CLASS	Oquendo, Luz	EL Tutor	DES/OES	1.0	8-28-2023	AS	\$18.36
CLASS	Hepple, George	Crossing Guard	HES	1.0	8-31-2023	N/A	\$19.44
CLASS	Patterson, Silah	Secretary, Class II	SHS	1.0	8-28-2023	N/A	\$24.64
CLASS	Petrosino, Aidan	Paraeducator, CLC	JFK	1.0	8-29-2023	N/A	\$9.59
CERT	Pyle, Natalie	Grade 4 Teacher	HES	1.0	8-28-2023	BA	\$50,000
CERT	Pytlak, Melissa	World Language Spanish	SHS	1.0	10-2-2023	MA	\$94,967
CERT	Salerno, Christiana	Social Worker	DES/KES	1.0	9-8-2023	6 th	\$70,500
CLASS	Santiago, Dyana	Paraeducator, FT	OES	1.0	8-29-2023	N/A	\$18.36
CERT	Sica, Kayla	Grade 2 Teacher	DES	1.0	8-28-2023	MA	\$56,000
CERT	Sita, Leandra	SLP	DES	0.5	9-25-2023	MA +30	\$42,250
CLASS	Smith, Mallorie	Paraeducator, FT	JAD	1.0	8-29-2023	N/A	\$18.36
CLASS	Stasi, Rocio	Paraeducator, PT	FES	0.43	9-6-2023	N/A	\$18.36

Personnel Report

August 2023

CLASS	Wadman, Kirsten	Paraeducator, PT	SES	0.88	8-29-2023	N/A	\$18.36
CLASS	Williamson, Elizabeth	ABA Therapist, FT, SLC	HES	1.0	8-29-2023	N/A	\$19.59

RESIGNATIONS/RETIREMENTS

	NAME	POSITION	SCHOOL	EFFECTIVE	YRS	RET/RES
CLASS	Amato, Gabrielle	Paraeducator, FT	JAD	8-8-2023	1	RESIGN
CLASS	Armintrout, Maura	Paraeducator, PT	TES	8-18-2023	4	RESIGN
CLASS	Banks, Barbara	Crossing Guard	KES	6-15-2023	22	RETIRE
CLASS	Bartolini, Sara	Paraeducator, FT	HES	8-29-2023	7 mo.	RESIGN
CLASS	Bates, Cheryl	Paraeducator, PT	SES	8-29-2023	6 mo.	RESIGN
CLASS	Butler, Gabrielle	Paraeducator, FT	SES	8-9-2023	1	RESIGN
CLASS	Campbell, Richard	Technology Analyst	District	9-15-2023	25	RESIGN
CLASS	Cassan, Elizabeth	ABA Therapist, FT	JFK	8-14-2023	7 mo.	RESIGN
CLASS	Cerella, Lexy	Food Service Technician	JFK	8-3-2023	2	RESIGN
CLASS	Chambers, Gretchen	Paraeducator, PT	SES	8-25-2023	3	RESIGN
CLASS	Harvey, Shea	Paraeducator, PT	HES	8-22-2023	6 mo.	RESIGN
CERT	Hughes, Melissa	Special Education Teacher	FES	8-7-2023	5	RESIGN
CERT	King, Jennifer	Special Education Teacher	JFK	9-14-2023	9 mo.	RESIGN
CLASS	Letkowski, Paul	Evening Custodian, PT	SHS	8-18-2023	2 mo.	RESIGN
CLASS	Mordarski, Kathryn	Paraeducator, FT	DES	8-11-2023	5	RESIGN
CLASS	Mroz, Hanna	Paraeducator, FT	JAD	8-14-2023	1	RESIGN
CLASS	Osborn-Ingrassia, Kelly	Permanent Substitute RN	District	9-7-2023	4	RESIGN
CERT	Peckrul, Carissa	Social Worker	KES	8-4-2023	1	RESIGN
CLASS	Peyton, Amy	Paraeducator, FT	HES	8-15-2023	4	RESIGN
CERT	Phelps, Kristen	Special Education Teacher	JAD	8-8-2023	9	RESIGN
CERT	Pierce, Heather	Biology Teacher	SHS	10-2-2023	5	RESIGN
CLASS	Tracy, Caitlin	Paraeducator, FT	JAD	8-24-2023	1	RESIGN
CERT	Tunderman, Megan	Out-of-District PPT Facilitator	SHS	9-15-2023	7 mo.	RESIGN
CERT	Verderame, Kayla	Grade 3 Teacher	HES	9-13-2023	7	RESIGN

ASSIGNMENT CHANGE

NAME	FROM (PREVIOUS ASSIGN)		TO (NEW ASSIGN)		
	POSITION/SCHOOL	FTE	POSITION/SCHOOL	FTE	EFFECTIVE
Andreini, Linda	Paraeducator, SHS	0.88	Paraeducator, JFK	1.0	8-29-2023
Berk-Pocock, Stephanie	Paraeducator, HES	0.88	Paraeducator, KES	1.0	8-29-2023
Collins, Andrew	Social Worker, OES	1.0	Social Worker, OES/SES	1.0	8-28-2023
Hayden-Epperson, Andrea	Paraeducator, KES	.50	Paraeducator, KES	1.0	8-28-2023
Kopka, Lisa	Paraeducator, SES	.50	Paraeducator, HES	.50	9-11-2023
Lubrico, Linda	Paraeducator, JFK	0.88	Paraeducator, JFK	1.0	8-28-2023
Marek, Christine	Paraeducator, OES	1.0	Attendance Secretary, SHS	1.0	8-31-2023
McNamara, Jordyn	Paraeducator, SHS	0.88	ABA Therapist, JFK	1.0	8-29-2023
Meade, Lorraine	Paraeducator, JAD	1.0	Paraeducator, STELLAR	1.0	8-29-2023
Nivison, Sharon	Clerk, FES	.50	Attendance Secretary, SHS	1.0	8-28-2023
Olsen, Dean	Evening Custodian, FES	1.0	Evening Custodian, SHS	1.0	8-28-2023
O'Neil, Melissa	Grade 4 Teacher, HES	1.0	Grade 3 Teacher, SEES	1.0	8-28-2023
Wagner, Jyllian	Paraeducator, HES	0.88	ABA Therapist, HES	1.0	8-29-2023

**Personnel Report
August 2023**

TRANSFERS

FROM (PREVIOUS ASSIGN)		TO (NEW ASSIGN)			
CERT NAME	POSITION/SCHOOL	FTE	POSITION/SCHOOL	FTE	EFFECTIVE

None to report

STIPENDS

COACHING

Resignations/Non-Renewals

Cozza, Jena	Freshman Softball Coach	SHS	RESIGN
Massarelli, Michael	Asst. Junior Varsity Baseball Coach	SHS	RESIGN
Raniolo, Antonino	Asst. Boys Tennis Coach	SHS	RESIGN
Swanson, Monica	Asst. Cross Country Coach	SHS	RESIGN
Westendorp, Mark	Freshman Girls Basketball Coach	SHS	RESIGN

Appointments

Bushi, Kaltrina	Asst. Cheerleading Coach	SHS	STIPEND
Cuomo-Lewia, Carol	Freshman Girls Soccer Coach	SHS	STIPEND
Perrone, Lauren	Asst. Girls Swimming & Diving Coach	SHS	STIPEND

OTHER

Resignations/Non-Renewals

Tunderman, Megan	Special Education Dept. Leader	SHS	RESIGN
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Appointments

DiNello, James J.	Freshman Class Advisor	SHS	STIPEND
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Southington Summer Academy

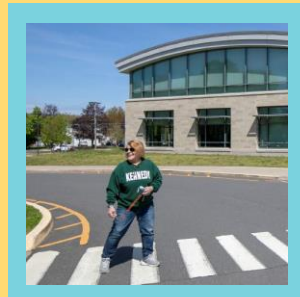
Tom Hinman
Director of Summer Programming, K - 12

Our amazing team of teachers!



K - 5 Program @ JAD

Dan Murdzek (AD), Kim Angelillo, Devin Bernaiche, Lori Danko, Rachel Evenski, Eric Glaviano, Gabrielle Grasso, Rob Jacques, Haley Kolesnik, Gina Krar, Melanie Krupinski, Angela McMinn, Keith O'Brien, Katie Prinzhorn, Courtney Scotto, Sabina Vance



6 - 8 Program @ JFK

Heather Allenback (Interim AD), Cara DaPonte, Bethany Eisle, Emily Emery, Kristin Hardy, Casie Messina, Elvira Volpe



9 - 12 Program @ SHS

Tom Hinman, Caitlyn Archambault, Kurt Armintrout, Michelle Barbour, Kathryn Bolduc, Mark Bugnacki, Erin Caouette, Maureen Coleman, Max Connolly, Kyle Courtemanche, Christine Cristelli, Megan Croce, Jaime Hatch, Rob Levesque, Lisa Meccariello, Rebecca Migliaro, Maritza Nadeau, Kelly Osborn-Ingrassia, Liz Pasqua, Patty Pettit, Kathy Reilly, Than Southard, Josh Vazquez



Streamlining the Program

Completely Online

Hyperlinked in
Attendance Sheets

Frontline Time &
Attendance

Researched & Reviewed
MyPayments+

REGISTRATION

IEP & 504

TIME SHEETS

TUITION PAYMENT



2022 Session Dates and Times



	7am	8	9	10	11	12pm	1	2
K – 5 Summer Academy			Session A 9:00 – 10:25am		Session B 10:30am – 12:00pm			
6 – 8 Summer Academy			Session A 9:00 – 10:25am		Session B 10:30am – 12:00pm			
High School Credit Recovery		Session I 8:00 – 9:55am		Session II 10:00 – 11:55am		Session III 12:00pm – 1:55pm		
High School Enrichment		Session I 8:00 – 9:55am		Session II 10:00 – 11:55am		Session III 12:30pm – 2:25pm		

All programs ran from July 3rd through July 27th
 18 days of instruction for 9 – 12 programming, 16 days of instruction for K – 8



Elementary Academy

Joseph A. DePaolo Middle School

Reading & Math Intervention

- Tier III Students
- 8 Teachers
- Co-teaching Model
- PD & Curriculum Provided by Literacy Specialists and Math Coordinator

	# of Students	vs. 2022	vs. 2021
Elementary	103	-63	-219
Kindergarten	20	-5	-33
Grade 1	32	-8	-34
Grade 2	14	-20	-50
Grade 3	20	-8	-42
Grade 4	10	-7	-32
Grade 5	7	-15	-28

Attendance Rates: 61% - 85%





Elementary Enrichment



Reintroduction of Open Enrollment
Tuition Based Programming

Pinspiration

Storybook STEM

Acting Out!

3D Digital Design with TinkerCAD

Let's Get Moving!



Middle School Academy

John F. Kennedy Middle School

Reading & Math Intervention + Course Recovery

- Interim Associate Director
- Tier III Students
- 4 Teachers
- PD & Curriculum Provided by Literacy Specialists and Math Coordinator

	# of Students	vs. 2022	vs. 2021
Middle	19	-28	-8
Grade 6	1	-18	-4
Grade 7	2	-14	-2
Grade 8	16	+4	-2

Attendance Rates: ~91.4%



Courses Run	Enrollment	v. 2022
English I	1	-3
English II	8	+3
English III	9	0
English IV	1	-2
Foundations of Algebra	3	+1
Algebra I	9	+6
Geometry	4	-3
Algebra II	12	+7
Modern US History	2	0
World History	3	+2
Citizenship	2	0
Earth Science	4	+1
Biology	8	0
Chemistry	7	0
Health (I – IV)	12	+6
Totals:	85	+18

High School Academy

Collaboration & Partnership with KSA

- Eligibility List from Mr. Levin & Mr. Hill
- 100% of Students Enrolled

Entire Program Specifics

- 11 Teachers
- Full-Time Nursing Staff
- Part-Time Summer Counselor
- Creative Scheduling
- Individualized Instruction for Students
- Curriculum Provided by SHS DLs



88% Success Rate





Planning for 2024

- Enrollment Timeline for Enrichment & Remediation Programs
- Tuition Costs for All Programs & Support for Families with Financial Need
- Teacher Compensation
- Structural Redesign (based on enrollment)
- Digital Access to Payment Platform
- Staff Time & Attendance

