

May Facilities, Finance & Operations
Friday, May 17, 2024 9:00 AM
Remote Session

- I. Update of Facilities and Grounds Maintenance
- II. Discussion on the Healthy Building Initiative
- III. Review of IAQ Report
- IV. FY24 Monthly Financial Update (through April) Including Internal Services Fund (for Dental)
- V. Review of Recent RFP Results
- VI. Review of FY25 Pre-School Tuition Rates
- VII. Review of FY25 Tuition Rates for Non-Residents
- VIII. Review of Utility and User Fees for Facility Rentals
- IX. Discussion on Selling Grounds Equipment
- X. Discussion on RFP Waivers
- XI. Approval of March Financial, Facilities and Operations Committee Minutes
- XII. Other Business



May 17, 2024

TO: Weston Board of Education
FROM: Phillip Cross, Director of Finance and Operations
SUBJECT: Indoor Air Quality Inspection Results

This past February the District contracted with Hygenix/Pennoni to conduct an indoor air quality (IAQ) test in all four schools. This was done in response to recently passed legislation that requires boards of education to provide for a uniform inspection and evaluation program of the IAQ within each school building using the EPA's Indoor Air Quality Tools for Schools Program.

Average levels recorded for all categories did not exceed the suggested maximum level.

Results are attached here.



**ANNUAL INDOOR AIR QUALITY UNIFORM INSPECTION
AND EVALUATION PROGRAM REPORT**

Weston Public Schools

24 School Road
Weston, CT 06883

Performed by:
Hygenix Division of Pennoni
49 Woodside Street
Stamford, CT 06902
203-324-2222

SECTION 1

PROJECT INFORMATION

PROJECT # WSTPSS24001

EVALUATION / INSPECTION PERIOD:

February 2024

CLIENT:

Weston Public Schools
Attn. Andrew Galli
24 School Road
Weston, CT 06883

SITE:

Weston High School
Weston Middle School
Weston Intermediate School
Hurlbutt Elementary School

CONSULTANT:

Hygenix Div. of Pennoni
Attn. Ted Tio, Project Manager
49 Woodside Street
Stamford, CT 06902

PROJECT SUMMARY:

HYGENIX Division of Pennoni (HDP) was contracted by Weston Public Schools and asked to perform the recently passed legislation required that the Department of Administrative Services (DAS) develop two forms for schools to utilize to comply with reporting requirements relating to indoor air quality. Those forms are now available on the DAS website, and are as follows:

Annual Reporting Form for Indoor Air Quality – On January 1, 2024, and annually thereafter, each local or regional board of education shall provide for a uniform inspection and evaluation program of the indoor air quality within each school building using the Environmental Protection Agency's Indoor Air Quality Tools for Schools Program and shall submit the results of such inspection and evaluation to DAS. See CGS § 10-220(d), PA 22-118, and PA 23-167.

The site evaluation and air sampling were conducted in early February 2024 at WHS, WMS, WIS, HES when the schools were in session.

SECTION 2
INDOOR AIR QUALITY EVALUATION REPORT

INDOOR AIR QUALITY EVALUATION REPORT
FEBRUARY 2024 ASSESSMENT



INDOOR AIR ASSESSMENT REPORT

SITE: Weston Public Schools

CLIENT: **Weston Public School**
Attn. Andrew Galli
Finance and Operations Office Manager
24 School Road
Weston, CT 06883

JOB #: WSTPS24001

PROJECT MANAGER: Ted Tio

ASSESSMENT FIRM: Hygenix Division of Pennoni
49 Woodside Street
Stamford, CT 06902

ASSESSMENT DATES: February 5-9, 2024

BUILDING TYPES: Public Educational

HYGENIX Division of Pennoni (HDP) completed the February 2024 indoor air quality assessment for Weston Public Schools. The purpose of the assessment was to meet the Connecticut Department of Administrative Services requirements for annual uniform inspection and evaluation program of the indoor air quality within each school building. In addition, the assessment was also performed to demonstrate Weston Public Schools proactive approach to providing a healthy indoor environment for the school community.

To achieve this objective, air sampling and general air quality monitoring was performed check for indoor air quality issues that frequently cause problems in buildings, allow for prompt correction of any indoor air quality deficiencies and to provide a healthy indoor environment at the below listed schools.

- Weston High School
- Weston Middle School
- Weston Intermediate School
- Hurlbutt Elementary School

VENTILATION - GENERAL AIR QUALITY AND THERMAL COMFORT

Indoor air quality is a dynamic system, influenced by many factors. Undoubtedly, the most important of these factors ventilation. The National Institute of Occupational Safety and Health has estimated that more than seventy-five percent of indoor air quality problems are attributed directly or indirectly to inadequate building ventilation. Mechanical ventilation systems control the movement of fresh air into an occupied space and remove undesirable byproducts of occupancy. In a properly functioning ventilation system, carbon dioxide, humidity, odors, microbes, and volatile compounds which constantly “off gas” from furnishings are exhausted to the outdoors. If the system is not functioning properly, these compounds can accumulate, causing discomfort or health problems for the building occupants.

To gauge the operation of the ventilation system, temperature, relative humidity, and carbon dioxide levels were monitored using TSI IAQ - 9565 Analyzers (carbon monoxide is also measured to ensure that combustion sources are not being drawn into the ventilation system). In spaces where there is no mechanical ventilation, or the ventilation equipment is not functioning properly, this testing demonstrates rising carbon dioxide levels throughout the day. In areas where the carbon dioxide levels exceed 1000 PPM, the occupants of the space are likely to report fatigue, headaches, and sensation of “stuffy” or “stale” air. Monitoring data are summarized in Table 1..

TABLE 1. IAQ Monitoring Data

Location	CO2 (ppm)	Temp (deg F)	rh (%)	CO (ppm)
HES Room N24	398	74.7	11.8	0
HES Room N16	579	68.3	12.9	0.2
HES Room N102	503	77.7	8.4	0
HES Room C12	521	64.7	14.8	0
HES Main Office	451	67.8	9.4	0
HES E House Cafeteria	558	73.2	18.9	0
HES Room S44	479	67.8	20.2	0
HES Room E37 Kindergarten	475	63.1	21.2	0
WIS Main Office	439	74.5	14.2	0
WIS Room 201	510	73.9	10.6	0.2
WIS Room 212	548	72.1	12.9	0
WIS Cafeteria	502	71.5	12.7	0
WIS Room 111	546	68.7	16.5	0
WIS Room 226	607	71.4	15.9	0
WIS Room 104	559	71.3	16.7	0.3
WIS Room 222	521	71.2	14.8	0
WMS Main Office	539	78.5	17.9	0
WMS Room F2	798	69.4	30.5	0
WMS Room C20 Science	646	75.6	17.9	0
WMS Room H8	533	77.4	20.3	0
WMS Library	516	75.3	16.7	0

Location	CO2 (ppm)	Temp (deg F)	rh (%)	CO (ppm)
WMS Cafeteria	503	70.8	21.9	0
WMS Room B7	517	74.9	13.2	0.2
WHS Library	468	66.5	18.8	0
WHS Room D11	967	67.8	22.2	0.2
WHS Room H5	622	69.2	15.9	0
WHS Training Room	510	75.4	12.5	0
WHS Room G4	476	66.7	19.7	0
WHS Main Office	461	70.7	17.8	0
Suggested maximum or comfort level	1000 PPM	67-79 ° F	30-60%	<9ppm

General Air Quality and Thermal Comfort - Data Summary

- Carbon Dioxide – Average levels recorded did not exceed the suggested maximum level at all monitoring locations.
- Carbon Monoxide – Average levels recorded at five (5) locations did not exceed the suggested maximum level. None detected at all other locations.
- Temperature – Average temperature recorded was below the suggested comfort range at four (4) locations. Average temperature recorded was within the suggested comfort range at all other locations.
- Relative Humidity - Average relative humidity recorded was with the suggested comfort range at one (1) location. Average levels were below the suggested comfort range at all other locations.

General Air Quality and Thermal Comfort – Discussion / Recommendations

Although relative humidity levels are low during the heating season, RH levels at all monitoring locations should be maintained between 30-60% RH. Maintaining humidity levels within the comfort range can be achieved by making adjustments to the existing HVAC system servicing each location. Listed on the table below are the recommended ranges of Temperature and Relative humidity.

RH %	Winter Temp (deg F)	Summer Temp (deg F)
30	68.5 – 75.5	74.0 - 80.0
40	68.0 – 75.0	73.5 – 80.0
50	68.0 – 74.5	73.0 – 79.0
60	67.5 – 74.0	73.0 – 78.5

AIRBORNE DUST MONITORING

Airborne dust levels were monitored continuously for 24 hours at representative locations at each school. Measurements were taken with a TSI Aerosol Monitor.

AIRBORNE DUST MONITORING RESULTS

Monitoring Location	Total Dust, Average (mg/m3)
HES - Room C12	0.009
HES - Room N24	0.011
HES - Room S44	0.019
HES - East House Café	0.010
WIS - Room 201	0.014
WIS - Café	0.011
WIS - Room 226	0.012
WIS - Main Office	0.011
WMS Room B7	0.021
Library	0.019
Main Office	0.013
C20 Science	0.013
WHS - Room C11/C12	0.021
Room H5	0.019
Training Room	0.028
Library	0.016
EPA Ambient Air Quality - 24 Hour Average	.15 mg/m3

Airborne Dust – Average dust levels recorded during the monitoring period at all indoor locations did not exceed the EPA Ambient Air Quality Standard of 0.15 mg/m3

AIRBORNE MOLD TEST

To quantify for airborne mold, indoor air samples and one outdoor reference air sample were collected using Zefon Air-O-Cell cassettes in accordance with the manufacturer’s recommended protocol. All samples were delivered to Aerobiology Environmental Laboratory Inc., where they were analyzed for mold by direct microscopic examination. Table 1 on the following page is a summary of the attached lab results:

TABLE 1. AIR-O-CELL SAMPLE RESULTS

Location	Total Counts Spr/m3	Predominant Species	Individual Counts Spr/m3
Outdoors 2/5/24	693	<i>Ascospores</i> <i>Basidiospores</i> <i>Cladosporium</i>	160 160 373
HES – N24	320	<i>Ascospores</i> <i>Cladosporium</i> <i>Smuts/Periconia/Myxomycetes</i>	53 213 53
HES – N16	107	<i>Ascospores</i> <i>Cladosporium</i>	53 53
HES – N102	373	<i>Ascospores</i> <i>Basidiospores</i> <i>Cladosporium</i> <i>Penicillium / Aspergillus Group</i>	53 53 160 107
HES – C12 ART	160	<i>Ascospores</i> <i>Cladosporium</i>	53 107
HES – Main OFFICE	320	<i>Cladosporium</i> <i>Hyphal Elements</i> <i>Smuts / Periconia / Myxomycetes</i>	213 53 53
HES - E House Café	160	<i>Cladosporium</i>	160
HES – E37 K Room	213	<i>Ascospores</i> <i>Basidiospores</i> <i>Cladosporium</i>	53 53 107
HES – S44	107	<i>Ascospores</i> <i>Cladosporium</i>	53 53
WIS – Café	107	<i>Ascospores</i> <i>Cladosporium</i>	53 53
WIS – Room 104	160	<i>Ascospores</i> <i>Basidiospores</i> <i>Cladosporium</i>	53 53 53
WIS – Room 111	320	<i>Ascospores</i> <i>Basidiospores</i> <i>Cladosporium</i>	107 107 107
WIS - Main Office	107	<i>Cladosporium</i>	107
WIS – Room 226 Science	107	<i>Ascospores</i>	107
WIS – Room 222	213	<i>Ascospores</i> <i>Cladosporium</i>	107 107

Location	Total Counts Spr/m3	Predominant Species	Individual Counts Spr/m3
WIS – Room 212	640	<i>Ascospores</i>	107
		<i>Cladosporium</i>	427
		<i>Penicillium / Aspergillus Group</i>	53
		<i>Smuts / Periconia / Myxomycetes</i>	53
WIS – Room 201	160	<i>Ascospores</i>	107
		<i>Cladosporium</i>	53
Outdoors 2/8/24	213	<i>Ascospores</i> <i>Cladosporium</i> <i>Smuts / Periconia / Myxomycetes</i>	53 53 267
WHS – Library	373	<i>Ascospores</i>	53
		<i>Cladosporium</i>	53
		<i>Smuts / Periconia / Myxomycetes</i>	267
WHS – Main Office	213	<i>Ascospores</i>	107
		<i>Cladosporium</i>	107
WHS – Training by Fitness	160	<i>Ascospores</i>	107
		<i>Smuts / Periconia / Myxomycetes</i>	53
WHS – Room G4	107	<i>Cladosporium</i>	53
		<i>Smuts / Periconia / Myxomycetes</i>	53
WHS – Room D11	640	<i>Ascospores</i>	213
		<i>Cladosporium</i>	427
WHS – Room H5	160	<i>Ascospores</i>	107
		<i>Cladosporium</i>	53
WHS – C11	160	<i>Cladosporium</i>	160
WHS – B11	107	<i>Hyphal Elements</i>	53
		<i>Cladosporium</i>	53
WMS – Main Office	267	<i>Hyphal Elements</i>	107
		<i>Cladosporium</i>	160
WMS – Room F2	53	<i>Ascospores</i>	53
WMS – C20 Science Room	213	<i>Cladosporium</i>	107
		<i>Penicillium / Aspergillus Group</i>	107
WMS – Room H8	213	<i>Hyphal Elements</i>	53
		<i>Cladosporium</i>	160
WMS – Library	213	<i>Ascospores</i>	53
		<i>Basidiospores</i>	107
		<i>Cladosporium</i>	53
WMS – Café	213	<i>Ascospores</i>	107
		<i>Cladosporium</i>	107
WMS – Room B7	53	<i>Cladosporium</i>	53
WMS – Room A8	Overloaded Sample	<i>Cladosporium – Occasional</i> <i>Ascospores - Occasional</i>	Overloaded Sample

The following typical indoor mold spore concentration ranges were suggested as a “guide to evaluating the relative degree of indoor airborne mold spore amplification” by Daniel Baxter, the inventor of the Air-O-Cell mold spore trap, the most widely used bioaerosol sampling device:

TABLE 2.

Description	Spores(CTS/M3)	Predominant Types
“Clean” building	less than 2,000	Total for all spores
	less than 700	<i>Penicillium,Aspergillus</i>
Possible Indoor Amplification	1,000-5,000	<i>Penicillium, Aspergillus, Cladosporium</i>
Indoor Amplification likely present	5,000-10,000	
Chronic Indoor Amplification	10,000-500,000	<i>Penicillium, Aspergillus, Cladosporium</i>
Inadequate flood cleanup or active indoor demolition of contaminated surfaces	50,000-10,000,000	<i>Penicillium, Aspergillus, Stachybotrys, Cladosporium, Chaetomium, Basidiomycetes, Trichoderma, Ulocladium,etc.</i>

When compared to table 2, total counts recorded at the indoor sampling locations were “Clean” and not elevated.

VOLATILE ORGANIC COMPOUNDS

Sixteen Summa canisters equipped with flow regulators were deployed to sample the air over a 24-hour interval at each location. The canister was retrieved by HDP and courier to Phoenix Environmental Laboratories, Inc. The contents of the sampling canister were analyzed for a battery of important volatile organic compounds included in Title III of the Clean Air Act Amendments (EPA Method TO-15).

For each volatile compound that was recorded at a detectable level, references a listing of occupational exposure standards set by the US Occupational Safety and Health Administration (OSHA PEL’s). These standards apply to workplace exposures over an 8-hour workday and are included to provide a benchmark for comparison. Please note that exposure standards for the general public are typically more rigorous than occupational standards, but for most organic compounds, residential exposure standards have not been established.

Comparing the concentrations of the organic compounds identified in the air samples with the OSHA standards, the recorded concentrations were lower than the reference standards by several orders of magnitude. The compounds recorded by the TO-15 analysis were unremarkable and were not present in concentrations that would be considered hazardous.

As highlighted on Attachment 2 – TO-15 Analysis report and VOC PEL / INFO Sheet, the organic compounds identified (highlighted) in the indoor air samples are widely distributed in the environment and can be found in many commonly used household and industrial products. Considering the widespread distribution and use of these compounds it is not unusual to detect trace amounts indoors. Airborne concentrations of these and other volatile compounds can

change rapidly depending upon temperature, ventilation, and environmental conditions. Although there are many substances that were not included in the TO-15 analysis that may be responsible for the transient odors, the trace concentrations of the compounds reported were insignificant and are not known to represent a hazard to building occupants.

SAMPLING RESULTS SUMMARY

- Airborne Mold – Total mold counts were not elevated at all sampling locations.
- Volatile Organic Compounds – recorded concentrations were lower than the reference standards by several orders of magnitude. The compounds recorded by the TO-15 analysis were unremarkable and were not present in concentrations that would be considered hazardous.
- General Air Quality and Thermal Comfort
 - Carbon Dioxide – Average levels recorded did not exceed the suggested maximum level at all monitoring locations.
 - Carbon Monoxide – Average levels recorded at five (5) locations did not exceed the suggested maximum level. None detected at all other locations.
 - Temperature – Average temperature recorded was below the suggested comfort range at four (4) locations. Average temperature recorded was within the suggested comfort range at all other locations.
 - Relative Humidity - Average relative humidity recorded was with the suggested comfort range at one (1) location. Average levels were below the suggested comfort range at all other locations.
 -
- Airborne Dust – Average dust levels recorded during the monitoring period at all indoor locations did not exceed the EPA Ambient Air Quality Standard of 0.15 mg/m³

RECOMMENDATIONS

- Relative Humidity – Average RH should be maintained at the recommended levels comfort range.

Please call me at 203-324-2222 if you have any questions about the test procedures or results.

Thank you.
Sincerely,

TED TIO

Ted Tio, MS, CIEC
Senior Industrial Hygienist

INDOOR AIR QUALITY EVALUATION REPORT
DECEMBER 2022 RADON RE-EVALUATION

RADON SAMPLING REPORT

CLIENT Weston Public School
Attn. Andrew Galli
24 School Road
Weston, CT 06883

PROJECT #: WSTPS22001

SAMPLING DATES: December 6-9, 2022

Attached are the laboratory results for the radon re-evaluation recently conducted at Weston Public Schools.

Testing was conducted from December 6-9, 2022 at the below listed schools. As reported in attached laboratory results, samples from all schools returned results below the Environmental Protection Agency action level of 4 pCi/l.

- Weston High School
- Weston Middle School
- Weston Intermediate School
- Hurlbutt Elementary School

The radon samples were deployed and collected by a team from Hygenix. I am certified by the National Radon Safety Board (Certification Number 6SS0041), and listed on the Connecticut Department of Public Health list of "Radon Measurement Professional". This testing program meets the requirements of Connecticut General Statute Section 10-220(d) for radon testing at public schools.

This letter should be kept in the main offices of each school, so it is available to parents, staff, and other interested parties. If you have any questions or require additional information, please call me at (203) 324-2222.

Regards,



Ted Tio, MS, CIEC

December 15, 2022

**** LABORATORY ANALYSIS REPORT ****

Radon test result report for:

**WHS
MAIN**

Kit #	Room Id	Started	Ended	pCi/L	Analyzed
11615985	1FBBB	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	< 0.3	2022-12-12
11616087	A5	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	< 0.3	2022-12-12
11616078	B4	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	0.8 ± 0.3	2022-12-12
11616077	B4	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	0.8 ± 0.3	2022-12-12
11616080	C3	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	0.7 ± 0.3	2022-12-12
11616079	C5	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	< 0.3	2022-12-12
11616082	D11	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	0.9 ± 0.3	2022-12-12
11616081	D8	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	0.6 ± 0.3	2022-12-12
11616083	E6	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	0.7 ± 0.3	2022-12-12
11616084	E7	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	0.7 ± 0.3	2022-12-12
11616086	F6	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	< 0.3	2022-12-12
11616085	G5	2022-12-06 @ 3:00 pm	2022-12-09 @ 3:00 pm	< 0.3	2022-12-12

Air Chek 1936 Butler Bridge Rd, Mills River, NC 28759-3892 Phone: (828) 684-0893 Fax: (828) 684-8498

December 15, 2022

**** LABORATORY ANALYSIS REPORT ****

Radon test result report for:

**WMS
MAIN**

Kit #	Room Id	Started	Ended	pCi/L	Analyzed
11616095	1FBBBB	2022-12-06 @ 4:00 pm	2022-12-09 @ 4:00 pm	< 0.3	2022-12-12
11616090	A01	2022-12-06 @ 4:00 pm	2022-12-09 @ 4:00 pm	< 0.3	2022-12-12
11616092	A05	2022-12-06 @ 4:00 pm	2022-12-09 @ 4:00 pm	< 0.3	2022-12-12
11616091	A06	2022-12-06 @ 4:00 pm	2022-12-09 @ 4:00 pm	< 0.3	2022-12-12
11616093	A09	2022-12-06 @ 4:00 pm	2022-12-09 @ 4:00 pm	< 0.3	2022-12-12
11616094	B12	2022-12-06 @ 4:00 pm	2022-12-09 @ 4:00 pm	< 0.3	2022-12-12
11615988	B13	2022-12-06 @ 4:00 pm	2022-12-09 @ 4:00 pm	< 0.3	2022-12-12
11616088	C13	2022-12-06 @ 4:00 pm	2022-12-09 @ 4:00 pm	< 0.3	2022-12-12
11616089	C13	2022-12-06 @ 4:00 pm	2022-12-09 @ 4:00 pm	< 0.3	2022-12-12

Air Chek 1936 Butler Bridge Rd, Mills River, NC 28759-3892 Phone: (828) 684-0893 Fax: (828) 684-8498

December 15, 2022

**** LABORATORY ANALYSIS REPORT ****

Radon test result report for:

**WIS
MAIN**

Kit #	Room Id	Started	Ended	pCi/L	Analyzed
11615992	107	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	< 0.3	2022-12-12
11615993	107	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	< 0.3	2022-12-12
11615943	112	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	< 0.3	2022-12-12
11615942	115	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	0.6 ± 0.3	2022-12-12
11615940	118	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	< 0.3	2022-12-12
11615941	118	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	< 0.3	2022-12-12
11615987	1FB	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	< 0.3	2022-12-12

Air Chek 1936 Butler Bridge Rd, Mills River, NC 28759-3892 Phone: (828) 684-0893 Fax: (828) 684-8498

December 15, 2022

**** LABORATORY ANALYSIS REPORT ****

Radon test result report for:

**HES
MAIN**

Kit #	Room Id	Started	Ended	pCi/L	Analyzed
11616099	1FFB	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	2.4 ± 0.3	2022-12-12
11615997	C12	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	1.1 ± 0.3	2022-12-12
11615998	C15 E15	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	1.0 ± 0.3	2022-12-12
11615986	E27	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	< 0.3	2022-12-12
11616096	E30	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	1.5 ± 0.3	2022-12-12
11615996	N15	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	1.2 ± 0.3	2022-12-12
11615995	N23	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	0.7 ± 0.3	2022-12-12
11615994	N23	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	0.6 ± 0.3	2022-12-12
11616097	S38	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	1.3 ± 0.3	2022-12-12
11616098	S44	2022-12-06 @ 5:00 pm	2022-12-09 @ 5:00 pm	1.7 ± 0.3	2022-12-12

Air Chek 1936 Butler Bridge Rd, Mills River, NC 28759-3892 Phone: (828) 684-0893 Fax: (828) 684-8498



May 17, 2024

TO: BOE Finance Committee

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: FY 2023-24 Financial Report for the Period Ending April 30, 2024

Financial Summary

Below is the year- to-date financial summary for the period ending April 30, 2024:

FY 2023-24 CATEGORY SUMMARY								
Object Series	Adjusted Budget	YTD Actuals	Encumbrance	Anticipated	Total Projected Expenditures	Available Balance	Previous Month Balance- Feb	Month Over Month Change
Salaries (1000's)	35,291,095	25,482,120	8,759,299	453,905	34,695,323	595,772	451,584	144,188
Benefits (2000's)	10,267,746	8,345,508	1,494,243	111,999	9,951,750	315,997	271,848	44,148
Professional Services (3000's)	1,561,743	1,173,526	638,723	98,369	1,910,618	(348,875)	(347,521)	(1,354)
Property Services (4000s)	2,143,534	1,600,213	511,716	31,605	2,143,534	-	(230,000)	230,000
Other Services (5000s)	6,721,993	5,210,868	1,555,746	40,263	6,806,877	(84,884)	(26,869)	(58,015)
Supplies (6000s)	2,848,163	2,112,065	774,102	126,943	3,013,111	(164,948)	(119,259)	(45,689)
Equipment (7000s)	182,091	165,559	62,394	-	227,953	(45,862)	(45,862)	-
Other Objects (8000s)	123,195	117,463	11,533	(5,801)	123,195	-	-	-
Revenue (9000s)	(1,194,505)	(1,075,163)	8,300	(394,663)	(1,461,526)	267,021	265,684	1,336
Total	\$ 57,945,055	\$43,132,158	\$ 13,816,057	\$ 462,620	\$ 57,410,835	\$534,219	\$219,606	\$314,614

Month over Month Changes:

The change since February is \$314,614

The breakdown of the changes are as follows:

Salaries - \$144,188

- Turnover savings - \$55,322
- FMLA savings – Unpaid maternity leave - \$62,162
- Workers Comp reimbursement - \$9,052
- Salary reclassified to the sick bank object code - \$17,652

Benefits - \$44,148

- Unemployment - Based on current claim reimbursements we have reduced the projected full year projected expenditures.

Professional Fees – (1,354)

- Contracted Services Educational – We have reduced the anticipated expenditures for the remainder of the year - \$58,896
- Consulting cost for school construction grant submittal and related services – (\$60,250)

Property Services - \$230,000

- Release of \$230,000 previously held for capital projects.

Other Services – (\$58,015)

- Changed needs of Special Education students (transportation, tuition & settlement) – (\$58,015)

Electricity – (\$45,690)

- This increase is to account for significant increases in the Eversource delivery charge.

Revenue Offset – \$1,336

- Medicare reimbursement - \$1,336

Internal Services Fund

Dental claims and fees are in-line with historical averages.

**WESTON PUBLIC SCHOOLS
INTERNAL SERVICES FUND
FOR HEALTH BENEFITS PROGRAM**

Fiscal Year Ended							2024
STATEMENT OF REVENUES AND EXPENDITURES							
Fund Balance -July 1, 2023							\$ 418,466
Revenues:							
General Fund							\$ 434,330
Reimbursements							\$ -
Total Contributions							\$ 434,330
Total Revenues (A)							<u>\$ 434,330</u>
Actual Claims:							
Delta Dental:							
Claims							\$ 411,980
Administrative Fees							\$ 22,350
Total Dental Claims (B)							<u>\$ 434,330</u>
Net Change (A-B)							<u>\$ -</u>
Projected Fund balance June 30, 2024							\$ 418,466
Dental- Actual Claims & Fees							
Month							Claims & Fees
July							33,350
August							40,186
September							20,239
October							28,564
November							34,292
December							26,288
January							27,039
February							34,543
March							36,821
April							27,167
Total							<u>\$ 308,489</u>
Actual YTD Spend Rate							71.0%
Theoretical YTD Spend Rate							83.3%
YTD Theoretical variance %							-12.3%

WESTON PUBLIC SCHOOLS

FYE 24 FINANCIAL REPORT

As of April 30, 2024

Period: 10 of 12

2020-2021 Year-End Expense	2021-2022 Year-End Expense	2022-2023 Year-End Expense	Object Code	Description	2023-2024							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Salaries & Wages (1000s)</i>								
2,721,241	2,881,354	2,854,614	1110	Administrators	3,289,372	40,000	3,329,372	2,690,646	645,492		3,336,137	(6,765)
13,925,352	14,465,388	14,827,266	1111	General Ed. Teachers	15,410,044	-	15,410,044	10,894,937	4,306,552		15,201,489	208,555
2,372,055	2,303,563	2,522,780	1112	Special Ed. Teachers	2,419,305	-	2,419,305	1,647,258	716,213		2,363,471	55,834
1,031,899	983,206	1,021,018	1113	Guidance	1,071,301	(80,193)	991,108	664,438	283,885		948,323	42,785
503,136	468,881	397,172	1114	Psychologist	418,788	-	418,788	289,930	128,858		418,788	-
162,383	202,927	353,558	1115	Social Worker	382,038	80,193	462,231	302,837	108,408		411,245	50,986
555,781	543,134	539,131	1116	Speech & Hearing	605,719	-	605,719	408,253	102,516		510,769	94,950
1,046,642	1,184,208	887,328	1117	Academic Assistants	1,207,351	59,724	1,267,075	910,894	365,604		1,276,498	(9,423)
210,287	169,686	110,854	1118	Talented & Gifted	119,448	(59,724)	59,724	41,347	18,377		59,724	(0.07)
412,193	403,577	400,239	1119	Library/Media	430,504	-	430,504	316,213	141,996		458,209	(27,705)
47,413	46,587	57,886	1135	Transition Coordinator	66,427	-	66,427	42,982	8,792		51,774	14,653
785,011	832,301	847,138	1139	Certified Stipends	952,246	-	952,246	666,323	59,050	201,221	926,594	25,652
577,980	574,562	651,668	1140	Academic Leader (CIL's)	1,011,911	-	1,011,911	706,674	263,012		969,686	42,225
1,779	2,650	1,852	1141	Mentor Teacher	3,000	-	3,000	50	-	2,950	3,000	-
277,908	187,872	113,090	1142	Behavioral Analyst	233,099	-	233,099	-	-		-	233,099
45,069	45,835	58,267	1145	English Language Learner	83,614	-	83,614	48,300	22,205	-	70,504	13,110
\$ 24,676,129	\$ 25,295,731	\$ 25,643,861		Sub-Total Certified Salaries	\$ 27,704,167	\$ 40,000	\$ 27,744,167	\$ 19,631,082	\$ 7,170,958	\$ 204,171	\$ 27,006,211	737,957
					8.03%			70.8%	25.8%	0.7%	97.3%	2.7%
				<i>Other Certified Salaries</i>								
28,996	45,700	40,788	1131	Homebound Tutor	44,500	-	44,500	15,414	-	29,086	44,500	-
-	-	-	1136	Degree Level Change	44,390	-	44,390	-	-	-	-	44,390
164,963	278,078	246,814	1137	Substitute Teacher	178,801	-	178,801	157,933	12,480	8,388	178,801	-
243,990	212,521	189,064	1138	Summer Work -Certified Staff	180,408	-	180,408	127,152	-	53,256	180,408	-
106,600	99,315	127,403	1143	Building Substitutes	203,175	-	203,175	111,248	49,833	42,095	203,175	-
608,730	295,291	385,336	1144	Long term Substitute	118,000	-	118,000	141,752	62,404	(86,156)	118,000	-
-	-	-	1160	Turnover Savings	(170,000)	-	(170,000)	-	-	-	-	(170,000)
\$ 1,153,278	\$ 930,904	\$ 989,404		Sub-Total Other Certified Salaries	\$ 599,274	\$ -	\$ 599,274	\$ 553,499	\$ 124,717	\$ 46,669	\$ 724,884	\$ (125,610)
								92.4%	20.8%	7.8%	121.0%	-21.0%

WESTON PUBLIC SCHOOLS

FYE 24 FINANCIAL REPORT

As of April 30, 2024

Period: 10 of 12

2020-2021 Year-End Expense	2021-2022 Year-End Expense	2022-2023 Year-End Expense	Object Code	Description	2023-2024							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Non-Certified Salaries</i>								
373,111	381,506	413,013	1210	Non-Cert. Supervisors	399,263	-	399,263	392,744	103,914	-	496,658	(97,395)
234,060	223,520	213,706	1211	Nurses	231,336	6,981	238,317	179,988	58,329	-	238,317	-
297,217	306,924	247,373	1215	Occupational & Physical Therapists	318,970	6,385	325,355	206,552	82,733	-	289,286	36,069
1,199,438	1,140,104	1,156,839	1221	Administrative Support	1,245,726	53,677	1,299,403	996,273	328,655	(25,525)	1,299,403	-
1,837,631	1,767,360	1,697,360	1231	Para Educators	1,754,083	141,928	1,896,012	1,437,207	421,522	37,283	1,896,012	-
129,307	146,862	156,413	1234	Bus Aides	147,297	-	147,297	105,454	-	41,843	147,297	-
600,663	485,773	495,877	1235	Technicians	495,836	13,924	509,760	398,432	108,310	-	506,743	3,017
61,157	61,996	65,017	1237	Vocational Specialist	63,818	1,915	65,733	33,267	16,583	-	49,850	15,883
246,331	247,175	262,406	1241	Safety Monitors	292,184	5,341	297,525	221,028	60,220	-	281,248	16,277
509,851	506,491	513,999	1251	Custodians	515,130	17,225	532,355	404,433	118,870	-	523,303	9,052
492,769	460,027	477,370	1261	Maintenance Mechanics & Grounds	531,335	13,232	544,567	422,377	121,668	-	544,045	522
74,781	84,861	90,458	1269	Athletic Support Staff	114,325	-	114,325	75,306	19,424	19,595	114,325	-
182,698	197,442	192,939	1280	Non Certified Stipends	197,155	-	197,155	119,336	23,395	54,424	197,155	-
\$ 6,239,015	\$ 6,010,040	\$ 5,982,771		Sub-Total Non-Certified Salaries	\$ 6,306,458	\$ 260,607	\$ 6,567,065	\$ 4,992,398	\$ 1,463,624	\$ 127,619	\$ 6,583,641	\$ (16,575)
				<i>Other Non-Certified Salaries</i>				76.0%	22.3%	1.9%	100.3%	-0.3%
28,910	47,199	39,524	1213/122 3/1233	Non-Certified Substitutes	47,500	-	47,500	29,050	-	18,450	47,500	-
135,970	176,085	199,553	1212/22/ 38/42/52/ 62	Overtime	203,700	-	203,700	176,843	-	26,857	203,700	-
104,948	127,252	114,912	1268	Summer Work-Non-Cert.	129,388	-	129,388	99,248	-	30,140	129,388	-
-	-	-	1270	Salary Differential	300,607	(300,607)	-	-	-	-	-	-
\$ 269,828	\$ 350,536	\$ 353,988		Sub-Total Other Salaries	\$ 681,195	\$ (300,607)	\$ 380,588	\$ 305,142	\$ -	\$ 75,446	\$ 380,588	-
								80.2%	0.0%	19.8%	100.0%	0.0%
\$ 32,338,250	\$ 32,587,211	\$ 32,970,025		TOTAL SALARIES	\$ 35,291,095	0.00	\$ 35,291,095	\$ 25,482,120	\$ 8,759,299	\$ 453,905	\$ 34,695,323	\$ 595,772
					7.04%			72.2%	24.8%	1.3%	98.3%	1.7%

WESTON PUBLIC SCHOOLS

FYE 24 FINANCIAL REPORT

As of April 30, 2024

Period: 10 of 12

2020-2021 Year-End Expense	2021-2022 Year-End Expense	2022-2023 Year-End Expense	Object Code	Description	2023-2024							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Benefits (2000's)</i>								
8,324,773	8,412,125	9,202,598	2000	Health Insurance	8,789,192	-	8,789,192	7,613,897	1,131,516	-	8,745,413	43,779
(1,437,860)	(1,508,844)	(1,705,489)	2022	Premium Cost Share	(1,437,949)	-	(1,437,949)	(1,202,778)	(214,262)	-	(1,417,040)	(20,909)
562,991	540,802	548,959	2001	Social Security	433,234	-	433,234	412,738	20,497	-	433,234	-
464,653	465,667	471,544	2002	Medicare	560,567	-	560,567	355,096	205,472	-	560,567	-
175,279	175,275	175,214	2003	Workers Compensation	175,214	-	175,214	180,451	-	-	180,451	(5,237)
56,973	25,494	14,660	2004	Unemployment Compensation	60,000	-	60,000	852	15,000	-	15,852	44,148
468,582	149,718	130,080	2005	Early Retirement Incentive	-	-	-	-	-	-	-	-
1,072,998	1,177,822	1,328,122	2007	Pension Contributions	1,489,387	-	1,489,387	906,286	328,886	-	1,235,172	254,215
75,005	83,227	91,124	2010	Tuition Reimbursement	85,500	-	85,500	-	-	85,500	85,500	-
63,528	63,952	63,051	2011-12	Life & Disability Insurance	67,600	-	67,600	59,320	7,135	1,145	67,600	-
86,591	105,506	56,400	2014	Sick Bank	45,000	-	45,000	19,646	-	25,354	45,000	-
\$9,913,513	\$9,690,744	\$10,376,262		TOTAL BENEFITS	\$10,267,746	\$ -	\$10,267,746	\$8,345,508	\$1,494,243	\$111,999	\$9,951,750	\$315,997
					-1.05%			81.3%	14.6%	1.1%	96.9%	3.08%
				<i>Professional & Technical Services (3000s)</i>								
174,773	545,611	504,232	3210	Contracted Services Educational	285,176	-	285,176	397,503	176,298	-	573,801	(288,625)
139,888	128,921	149,405	3220-21	Consulting Services	174,835	-	174,835	99,739	67,512	7,584	174,835	-
89,901	123,549	75,937	3235	Testing	94,270	-	94,270	70,514	35,450	(11,694)	94,270	-
210,355	6,158	106,990	3239	Other Pupil Services	292,400	-	292,400	181,905	99,095	11,400	292,400	-
220,134	64,991	66,056	3303	Management Services	47,243	-	47,243	30,088	7,684	9,472	47,243	-
2,015	1,775	2,064	3304	License Fees-Facilities	3,500	-	3,500	3,077	240	183	3,500	-
204,996	245,731	232,999	3306	Legal Fees-SPED	240,000	-	240,000	128,753	71,247	40,000	240,000	-
164,948	167,193	187,860	3306	Legal Fees- Districtwide	150,000	-	150,000	131,640	63,241	(44,881)	150,000	-
83,425	95,138	106,091	3308	Police/Fire	117,799	-	117,799	70,326	37,517	9,956	117,799	-
72,208	67,382	67,685	3309	Professional Technical Services	102,978	-	102,978	59,980	26,898	76,350	163,228	(60,250)
21,917	49,966	41,996	3310	Sports Officials	53,542	-	53,542	-	53,542	-	53,542	-
\$ 1,384,560	\$ 1,496,415	\$ 1,541,315		TOTAL PROF. & TECH SERVICES	\$ 1,561,743	\$ -	\$ 1,561,743	\$ 1,173,526	\$ 638,723	\$ 98,369	\$ 1,910,618	\$ (348,875)
								75.1%	40.9%	6.3%	122.3%	-22.3%

WESTON PUBLIC SCHOOLS

FYE 24 FINANCIAL REPORT

As of April 30, 2024

Period: 10 of 12

2020-2021 Year-End Expense	2021-2022 Year-End Expense	2022-2023 Year-End Expense	Object Code	Description	2023-2024							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Property Services (4000s)</i>								
848,529	859,036	907,204	4200	Cleaning Services	979,576	-	979,576	807,646	161,530	10,400	979,576	-
39,855	48,405	50,825	4202	Rubbish Removal	67,547	-	67,547	51,913	13,980	1,654	67,547	-
68,301	122,591	82,370	4302	Equipment Repairs	165,551	-	165,551	107,125	58,047	378	165,551	-
155,864	164,029	184,530	4400	Equipment Rental	164,217	-	164,217	123,887	58,217	(17,887)	164,217	-
121,171	74,770	213,171	4500	Repair Allowance	150,000	-	150,000	79,411	24,904	45,686	150,000	-
64,302	29,913	30,182	4514	Fire Alarm System	32,000	-	32,000	37,562	868	(6,430)	32,000	-
167,812	172,720	201,994	4518	Sewer System Plant Maintenance	144,795	-	144,795	102,601	46,594	(4,400)	144,795	-
145,229	171,669	205,809	4520	Service Contracts	166,899	-	166,899	170,999	50,341	(54,440)	166,899	-
58,389	61,247	93,203	4530	Parks & Recreation	77,759	-	77,759	27,563	34,437	15,759	77,759	-
12,703	16,959	39,271	4540	Athletic Facilities Repairs	59,500	-	59,500	18,550	20,130	20,820	59,500	-
151,315	186,270	195,029	4541	Contracted Services	89,300	-	89,300	31,480	38,545	19,275	89,300	-
53,702	122,304	109,755	4600	Special Projects	-	-	-			-	-	-
9,450	2,366	11,275	4604	Snow Plowing	10,500	-	10,500	6,377	4,124	-	10,500	-
81,552	138,631	35,888	4701	Security System Monitoring	35,890	-	35,890	35,100	-	790	35,890	-
\$ 1,978,173	\$ 2,170,908	\$ 2,360,505		TOTAL PROPERTY SERVICES	\$ 2,143,534	\$ -	\$ 2,143,534	\$ 1,600,213	\$ 511,716	\$ 31,605	\$ 2,143,534	\$ -
								74.7%	23.9%	1.5%	100.0%	0.0%

WESTON PUBLIC SCHOOLS

FYE 24 FINANCIAL REPORT

As of April 30, 2024

Period: 10 of 12

2020-2021 Year-End Expense	2021-2022 Year-End Expense	2022-2023 Year-End Expense	Object Code	Description	2023-2024							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Other Services (5000s)</i>								
1,509,158	1,589,157	1,592,600	5100	Regular Transportation	1,687,804	-	1,687,804	1,709,695	21,428	-	1,731,123	(43,319)
490,473	729,788	843,911	5101	SPED Transportation	1,010,779	-	1,010,779	772,371	168,969	-	941,340	69,439
54,105	96,953	218,024	5104	Athletic Transportation	175,062	-	175,062	59,751	58,897	12,989	131,637	43,425
-	1,537	12,802	5105	Extra-Curricular Transportation	15,497	-	15,497	1,397	2,888	11,212	15,497	-
67,457	104,190	160,181	5112	Diesel & Gasoline	115,670	-	115,670	80,888	44,816	(10,034)	115,670	-
89,784	103,321	128,142	5200	General Liability Insurance	142,980	-	142,980	136,003	-	-	136,003	6,977
16,650	15,525	14,400	5202	Athletic Insurance	14,400	-	14,400	15,008	-	-	15,008	(608)
97,536	100,707	104,154	5205	Property Insurance	109,362	-	109,362	106,579	-	-	106,579	2,783
87,620	89,975	87,714	5300	Communications	94,106	-	94,106	67,124	23,539	3,443	94,106	-
30,801	30,990	27,469	5400	Postage	29,383	-	29,383	25,963	1,434	1,985	29,383	-
2,592	4,440	853	5500	Advertising	4,000	-	4,000	924	544	2,532	4,000	-
14,386	17,176	16,962	5501	Printing	24,437	-	24,437	16,419	2,738	5,280	24,437	-
1,528,352	2,007,688	2,367,437	5600	Out of District Tuition	2,335,763	-	2,335,763	1,758,038	515,706	-	2,273,744	62,019
1,044,742	923,345	1,063,918	5601	Tuition Settlements	903,461	-	903,461	422,044	707,018	-	1,129,062	(225,601)
286,110	-	-	5605	Tuition - ESS Contract	-	-	-	-	-	-	-	-
29,716	15,346	41,076	5800	Travel & Conference	42,227	-	42,227	34,176	4,334	3,716	42,227	-
6,106	3,163	3,803	5801	Mileage Reimbursement	10,430	-	10,430	2,330	483	7,616	10,430	-
3,190	2,349	5,684	5900	Other Purchased Services	6,632	-	6,632	2,156	2,952	1,524	6,632	-
\$ 5,358,780	\$ 5,835,649	\$ 6,689,130		TOTAL OTHER SERVICES	\$ 6,721,993	\$ -	\$ 6,721,993	\$ 5,210,868	\$ 1,555,746	\$ 40,263	\$ 6,806,877	\$ (84,884)
								77.5%	23.1%	0.6%	101.3%	-1.3%
				<i>Supplies & Materials (6000's)</i>								
418,014	395,832	884,656	6110	Materials	547,140	-	547,140	335,533	386,874	112,078	834,484	(287,344)
17,064	22,091	36,390	6120	Office Materials	32,908	-	32,908	17,277	9,335	6,296	32,908	-
136,447	184,684	174,050	6130	Maintenance Materials	181,624	-	181,624	91,065	58,586	31,973	181,624	-
37,883	71,587	95,137	6131	Custodial Materials	78,348	-	78,348	70,650	14,960	(7,261)	78,348	-
12,891	16,815	21,943	6132	Security Materials	17,184	-	17,184	23,233	2,857	(8,906)	17,184	-
489,133	522,319	517,581	6140	Software	566,868	-	566,868	561,804	6,892	(1,828)	566,868	-
324,134	196,324	98,833	6410	Books	103,552	-	103,552	70,230	21,249	28,597	120,076	(16,524)
358,623	388,111	325,229	6510	Heating Oil	454,796	-	454,796	435,393	53,607	(34,204)	454,796	-
705,182	722,884	482,463	6520	Electricity	862,742	-	862,742	505,224	218,598	-	723,822	138,920
1,431	2,079	2,890	6530	Propane	3,000	-	3,000	1,656	1,144	200	3,000	-
\$ 2,500,801	\$ 2,522,725	\$ 2,639,172		TOTAL SUPPLIES & MATERIALS	\$ 2,848,163	\$ -	\$ 2,848,163	\$ 2,112,065	\$ 774,102	\$ 126,943	\$ 3,013,111	\$ (164,948)
								74.2%	27.2%	4.5%	105.8%	-5.8%

WESTON PUBLIC SCHOOLS

FYE 24 FINANCIAL REPORT

As of April 30, 2024

Period: 10 of 12

2020-2021 Year-End Expense	2021-2022 Year-End Expense	2022-2023 Year-End Expense	Object Code	Description	2023-2024							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Equipment (7000's)</i>								
629,991	541,176	192,826	7300	Equipment	182,091	-	182,091	165,559	62,394	-	227,953	(45,862)
\$ 629,991	\$ 541,176	\$ 192,826		TOTAL EQUIPMENT	\$ 182,091	\$ -	\$ 182,091	\$ 165,559	\$ 62,394	\$ 0	\$ 227,953	\$ (45,862)
				<i>Other Objects (8000's)</i>				90.9%	34.3%	0.0%	125.2%	-25.2%
80,424	87,211	87,938	8100	Dues, Fees and Memberships	97,850	-	97,850	87,637	1,262	8,951	97,850	-
20,110	24,317	32,434	8900	Other Objects	25,345	-	25,345	29,827	10,271	(14,753)	25,345	-
\$ 100,534	\$ 111,528	\$ 120,372		TOTAL OTHER OBJECTS	\$ 123,195	\$ -	\$ 123,195	\$ 117,463	\$ 11,533	(\$5,801)	\$ 123,195	\$ -
				<i>Revenue Offset (9000's)</i>				95.3%	9.4%	-4.7%	100.0%	0.0%
(22,498)	(29,042)	(29,462)	9200	Technology Revenue	(29,903)	-	(29,903)	(29,903)	-	-	(29,903)	-
(61,920)	(73,800)	(74,800)	9201	Participation Fees, Athletics	(63,761)	-	(63,761)	(60,100)	8,300	(11,961)	(63,761)	-
-	(18,350)	(21,689)	9202	Gate Receipts, Athletics	(14,000)	-	(14,000)	(13,475)	-	(525)	(14,000)	-
(134,377)	(77,445)	(89,987)	9204	Transportation Credits	-	-	-	(25,495)	-	-	(25,495)	25,495
(859,340)	(812,440)	(928,213)	9205	Excess Cost SPED	(787,045)	-	(787,045)	(643,253)	-	(214,418)	(857,671)	70,626
(74,625)	(79,561)	(121,242)	9206	Pre School Tuition	(64,062)	-	(64,062)	(133,083)	-	(27,847)	(160,930)	96,868
(76,283)	(75,981)	(119,873)	9207	Non-Resident Tuition	(87,478)	-	(87,478)	(135,570)	-	(5,591)	(141,161)	53,683
(37,813)	(19,878)	(61,203)	9208	Revenue from Town for Fields	(42,681)	-	(42,681)	-	-	(42,681)	(42,681)	-
(11,000)	(40,000)	(30,800)	9209	Parking Fees	(31,050)	-	(31,050)	-	-	(31,050)	(31,050)	-
(14,161)	(46,050)	(42,223)	9210	Theater Receipts	(51,025)	-	(51,025)	(7,935)	-	(43,090)	(51,025)	-
-	-	-	9212	Facility Use Rental	(17,500)	-	(17,500)	-	-	(17,500)	(17,500)	-
(6,815)	(4,768)	(14,336)	9215	Medicaid Revenue	(6,000)	-	(6,000)	(26,348)	-	-	(26,348)	20,348
(\$1,298,832)	(\$1,277,316)	(\$1,533,828)		Total Revenue Offset	(\$1,194,505)	\$ -	(\$1,194,505)	(\$1,075,163)	\$8,300	(\$394,663)	(\$1,461,526)	\$ 267,021
								90.0%	-0.7%	33.0%	122.4%	-22.4%
\$ 52,905,769	\$ 53,679,039	\$ 55,355,779		GRAND TOTAL	\$ 57,945,055	\$ 0	\$ 57,945,055	\$ 43,132,158	\$ 13,816,057	\$ 462,620	\$ 57,410,835	\$534,220
								74.44%	23.84%	0.80%	99.08%	0.92%



May 17, 2024

TO: Weston Board of Education

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: Out of District Transportation Award Recommendation

Below are the responses to our out of district transportation RFP:

OUT of District Transportation RFP Results			
Route	Sunrise/Relia	Quality Transportation Services	Connecticut Transportation Solutions
1	72,563	71,400	56,304
2	85,403	81,000	-
3	72,776	68,340	-
4	96,232	85,950	-
5	97,015	89,445	-
6	89,638	75,030	-
7	61,200	63,240	-
8	80,425	86,925	45,201
9	67,206	67,320	80,784
Total	722,457	688,650	182,289

Based on the above pricing we recommend awarding the routes as follows:

Route Award				
Route	Sunrise/Relia	Quality Transportation Services	Connecticut Transportation Solutions	Total
1	-	-	56,304	56,304
2	-	81,000	-	81,000
3	-	68,340	-	68,340
4	-	85,950	-	85,950
5	97,015	-	-	97,015
6	-	75,030	-	75,030
7	61,200	-	-	61,200
8	-	-	45,201	45,201
9	67,206	-	-	67,206
Total	225,420	310,320	101,505	637,245



May 17, 2024

TO: Weston Board of Education

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: Cleaning Services Award Recommendation

In April, eleven vendors attended the mandatory cleaning service walkthrough. Of the eleven, six submitted a response to our request for proposal for cleaning services. A summary of the responses are below:

FY24 Cleaning Services Bid Results					
Cost with Contractor Providing Supplies					
Contractor	Year 1	Year 2	Year 3	Total	Employees
<i>SJ Services</i>	867,300.00	893,319.00	920,138.00	2,680,757.00	24
<i>% Increase</i>		3.00%	3.00%		
<i>Affineco</i>	993,653.29	994,737.07	1,032,932.77	3,021,323.13	32
<i>% Increase</i>		0.11%	3.84%		
<i>GDI</i>	1,023,048.00	1,053,104.00	1,084,044.00	3,160,196.00	17.5
<i>% Increase</i>		2.94%	2.94%		
<i>Shamrock</i>	1,027,847.00	1,083,083.00	1,116,413.00	3,227,343.00	27
<i>% Increase</i>		5.37%	3.08%		
<i>Coastal Cleaning</i>	1,033,128.00	1,084,704.00	1,125,961.00	3,243,793.00	22
<i>% Increase</i>		4.99%	3.80%		
<i>SMG</i>	1,095,688.00	1,148,878.00	1,179,806.00	3,424,372.00	37
<i>% Increase</i>		4.85%	2.69%		
Cost with Weston Providing Supplies					
Contractor	Year 1	Year 2	Year 3	Total	Employees
<i>SJ Services</i>	839,700.00	864,891.00	890,736.00	2,595,327.00	24
<i>Affineco</i>	981,851.39	982,935.17	1,020,761.77	2,985,548.33	32
<i>GDI</i>	1,001,208.00	1,031,264.00	1,062,204.00	3,094,676.00	17.5
<i>Shamrock</i>	1,000,845.00	1,056,080.00	1,089,408.00	3,146,333.00	27
<i>Coastal Cleaning</i>	1,033,128.00	1,084,704.00	1,125,961.00	3,243,793.00	22
<i>SMG</i>	1,043,760.00	1,091,595.00	1,119,926.00	3,255,281.00	37
<i>Note: the above pricing excludes the Weston cost of supplies & equipment</i>					

After careful review, we recommend remaining with our current vendor, Affineco. There are several reasons for this recommendation. They include:

- 1) Knowledge of the buildings.
- 2) Prompt response to identified concerns.
- 3) Accommodating our requests for additional cleaning.
- 4) Appropriately staffing buildings, providing equipment and supplies at the most economical cost.

We further recommend that Affineco continues to provide equipment and supplies, as the cost would be significantly higher if the district were to purchase. The annual estimated cost if Weston were to purchase supplies is \$110,000.



May 17, 2024

TO: Weston Board of Education
FROM: Phillip Cross, Director of Finance and Operations
SUBJECT: Recommended 2024-25 Pre-School Tuition Rates

The full rates for our integrated pre-school are established by the Pupil Services Department in collaboration with the Business Office. For the past several years, the annual tuition has been increased by the approved budget percentage increase.

Periodically, we compare our tuition with our DRG A counterparts and local private pre-schools to ensure that our tuition remains competitive. The result of the comparison is below:

FY24 DRG A Preschool Tuition		
District	FY24 Tuition	Hours
Westport	11,907	4.75
Darien	7,630	4.00
Wilton	8,100	4.25
Weston	7,315	4.75
Redding	6,818	5.00
Easton	6,463	5.00
Average	8,039	

FY24 Private Preschool Tuition		
School	FY24 Tuition	Hours
Children's Academy	20,800	11.50
Westport/Weston Co-Op	13,600	4.00
A Child's Place	13,000	4.75
Zion's Hill	8,730	3.50
Norfield Children's Ctr.	7,600	3.00

There are two options for the FY25 Pre-K tuition:

- 1) Increase by the approved budget increase of 2.41% to \$7,491
- 2) Increase by the average DRG A tuition \$8,039.

To align with the DRG A tuition and to minimize an even greater increase to families in the future, it is our recommendation that the FY25 Pre-K tuition for Weston residents' children without special needs be increased to \$8,039. Per Federal mandate, Weston's residents with special needs are admitted to the program tuition free.



May 17, 2024

TO: Weston Board of Education

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: FY24/25 Non-Resident Tuition Rates

Each year we increase the District's Non-Resident Tuition Rates by that year's approved budget increase. We are recommending that the FY24/25 tuition rate for non-resident students be increased by 2.41%.

**WESTON PUBLIC SCHOOLS
FY24/25 NON-RESIDENT TUITION RATES**

Description	FY24-25 Recommended		FY24 Rates	
<u>ELEMENTARY GRADES K-5</u>	<u>Total</u>	<u>Semester</u>	<u>Total</u>	<u>Semester</u>
KINDERGARTEN	\$21,514.88	\$10,757.44	\$21,008.57	\$10,504.29
REGULAR	\$21,514.88	\$10,757.44	\$21,008.57	\$10,504.29
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	
 <u>MIDDLE SCHOOL GRADES 6-8</u>				
REGULAR	\$21,678.52	\$10,839.26	\$21,168.36	\$10,584.18
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	
 <u>HIGH SCHOOL GRADES 9-12</u>				
REGULAR	\$23,335.48	\$11,667.74	\$22,786.33	\$11,393.16
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	
 <u>CERTIFIED STAFF NON-RESIDENT PUPILS</u>				
 <u>ELEMENTARY GRADES K-5</u>	<u>Total</u>	<u>Semester</u>	<u>Total</u>	<u>Semester</u>
KINDERGARTEN	\$5,378.73	\$2,689.36	\$5,252.15	\$2,626.07
REGULAR	\$5,378.73	\$2,689.36	\$5,252.15	\$2,626.07
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	
 <u>MIDDLE SCHOOL GRADES 6-8</u>				
REGULAR	\$5,419.63	\$2,709.81	\$5,292.09	\$2,646.05
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	
 <u>HIGH SCHOOL GRADES 9-12</u>				
REGULAR	\$5,833.87	\$2,916.93	\$5,696.58	\$2,848.29
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	

Rates are increased annually by the approved budget percentage increase. The approved FY 25 budget increase is 2.41 %

For approval by Weston Board of Education at the May BOE Meeting.

Weston Board of Education Policy 5118



May 17, 2024

TO: Weston Board of Education

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: FY24/25 Building/Facility Use – Hourly Rates

Each year we increase the District's utility and user fees for outside groups by the March year over year CPI. This year's CPI, less food and energy, is 3.8% We are recommending that the FY24/25 utility and user fees be increased by this amount.

WESTON PUBLIC SCHOOLS
FY 24-25 BUILDING/FACILITY USE – HOURLY RATES

Building	Capacity	Group I School/Town	Group II Community		Group III Private		Energy Rates	
			2024-2025	2023-2024	2024-2025	2023-2024	2024-2025	2023-2024
Hourly Building Rental Fees								
High School								
Auditorium & Stage	602 seated	No Fee	\$79.51	\$76.60	\$159.03	\$153.21	\$20.29	\$19.55
Gymnasium	577 seated, 1,320 standing	No Fee	\$91.21	\$87.87	\$183.59	\$176.87	\$20.29	\$19.55
New Gymnasium	1,100 seated, 1,603 standing	No Fee	\$91.21	\$87.87	\$180.08	\$173.49	\$20.29	\$19.55
Cafeteria/Kitchen	250 seated, 600 standing	No Fee	\$79.51	\$76.60	\$159.03	\$153.21	\$20.29	\$19.55
Middle School								
New Gymnasium	360 seated, 770 standing	No Fee	\$91.21	\$87.87	\$183.59	\$176.87	\$20.29	\$19.55
Old Gymnasium	360 seated, 780 standing	No Fee	\$91.21	\$87.87	\$183.59	\$176.87	\$20.29	\$19.55
Cafeteria Kitchen	236 seated, 507 standing	No Fee	\$79.51	\$76.60	\$159.03	\$153.21	\$20.29	\$19.55
Library		No Fee	\$79.51	\$76.60	\$159.03	\$153.21	\$20.29	\$19.55
Intermediate School								
Gymnasium	398 (no bleachers)	No Fee	\$91.21	\$87.87	\$183.59	\$176.87	\$20.29	\$19.55
Cafetorium/Kitchen	626/stage 63	No Fee	\$79.51	\$76.60	\$159.03	\$153.21	\$20.29	\$19.55
Elementary School								
Gymnasium	300	No Fee	\$47.75	\$46.00	\$93.54	\$90.12	\$20.29	\$19.55
South House All Purpose	100 seated, 225 standing	No Fee	\$42.56	\$41.00	\$81.86	\$78.86	\$20.29	\$19.55
South Cafeteria/Kitchen	112 seated, 240 standing	No Fee	\$40.48	\$39.00	\$81.86	\$78.86	\$20.29	\$19.55
East Cafeteria/Kitchen	99 seated, 212 standing	No Fee	\$42.56	\$41.00	\$81.86	\$78.86	\$20.29	\$19.55
Classrooms								
All Buildings	25	No Fee	\$42.59	\$41.03	\$81.86	\$78.86	\$13.51	\$13.02
Fields								
*Turf I		No Fee	N/A	N/A	N/A	N/A	N/A	N/A
*Turf II		No Fee	N/A	N/A	N/A	N/A	N/A	N/A
*All Other Fields		No Fee						

Rate Increase based on March 2024 CPI (less food and energy) of 3.8%

Minutes
Financial, Facilities & Operations Committee
March 15, 2024

Present:

Steve Ezzes, Committee Chair
Michael Guido, Committee Member
Peter Gordon, Committee Member
Phil Cross, Director of Finance and Operations
Mike DelMastro, Director of Facilities

Absent:

Lisa Barbiero, Superintendent of Schools

The meeting was called to order by Mr. Ezzes at 9:33 a.m.

The Committee discussed the following items regarding an update of facilities and grounds maintenance:

- Mr. DelMastro reported that it has been a quiet month facilities-wise, with nothing more than the typical repairs and maintenance. The grounds staff has been preparing the athletic fields and tennis courts for spring sports. And while the facilities staff is still down three individuals, he reported that all work is being completed by shuffling coverage and is confident that additional help will not be needed.
- Mr. DelMastro informed the Committee that a meeting was held with Town administration regarding the demolition of the current Annex building portables, and he has provided the Town with a layout of the District staff spacing needs if indeed the plan moves forward. He is also working on providing alternate pricing for repairing the roof and rooftop units, which would extend the life of the current structure. Mr. Cross added that there is still a lot to be determined, and Board of Finance funding still needs to be approved before anything moves forward.

The Committee discussed the following regarding the Healthy Building Initiative:

- Mr. Gordon reported to the Committee that while the District is still in the running to be a test district for the initiative, it does appear that Weston is an alternate at this point, as the Boston Public Schools seem to have been chosen. Mr. DelMastro will still provide the Department of Energy with the information they require in case anything changes. Even if the District does not actually participate in the program, it will receive information and feedback from the study.

The Committee discussed the following items regarding the FY24 (through February) financial report including internal services fund (for dental):

- Mr. Cross informed the Committee that the current end of year balance is \$219,606, which represents a \$257,001 month over month change. The main contributors to this change are \$69,281 in the salaries account, due to administrator turnover savings, and FMLA savings, and \$184,610 in the electricity account. The primary cause of the electricity savings is due to virtual net metering (VNM) credits and savings. Earlier in the fiscal year the District reported that as of August the Board of Education and the town earned the maximum annual credit allowed (approximately \$244,000) on two of our VNM contracts.

For the fiscal year ended June 30, 2023, the credits exceeded both the electricity generation and delivery charges by \$107,780. These credits were carried forward and applied to charges for fiscal year 2024. The combined projected credits for the period January to June 2024, and the carry forward credits are projected to be greater than budget by \$49,276.

In addition, as the Board of Education was no longer receiving credits, there was no associated fee for generation for the period August to December. Based on historical generation Mr. Cross estimates a savings of approximately \$112,000. Further, the Eversource delivery charge is projected to be below budget by \$22,624.

- Mr. Cross reported that there could still be some variability between now and the end of the year. There is currently \$230,000 in the operating budget that is earmarked for capital expenditures if needed. If the Board of Finance decides that they prefer not to have this money used for capital projects, then the budget surplus will increase by \$230,000. Mr. Cross and Mr. Ezzes will have a conversation with the Board of Finance.
- Mr. Cross reported that dental claims and fees are currently in-line with historical averages.

The Committee discussed the following regarding RFPs for expiring contracts:

- Mr. Cross informed the Committee that the District will go out to bid for all the contracts that are scheduled to expire on June 30. These include student in-district transportation, student out-of-district transportation, foodservice, and janitorial services. By going out to bid, it will provide the opportunity to truly verify that the prices the District is receiving are truly the best available. Additionally, while the Board of Education has its own procurement policy, going out to bid for these contracts will also align with the Board of Finance's policy.

The Committee discussed the following regarding approval of the February minutes:

- The Committee approved the February minutes without any changes.

There being no further business to discuss, the meeting adjourned at 10:06 a.m.

Respectfully submitted:

Andrew Galli

Administrative Assistant to the Director of Finance and Operations

DRAFT