

SIMSBURY BOARD OF EDUCATION  
REGULAR MEETING  
April 25, 2023  
Tariffville School  
6:30 p.m.  
AGENDA

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC AUDIENCE
- IV. COMMITTEE REPORTS/BOE COMMUNICATIONS
- V. RECOMMENDED ACTIONS
  - A. Approval of Minutes of March 21, 2023 Meeting EXHIBIT I
  - B. Approval of Minutes of March 28, 2023 Special Mtg. EXHIBIT II
  - C. Personnel EXHIBIT III
  - D. Non-Renewal of Non-Tenured Teachers EXHIBIT IV
  - E. Adoption of Healthy Food & Beverage for 2023-24 EXHIBIT V
  - F. Approval of Abigail Harris Memorial Hockey Scholarship EXHIBIT VI
- VI. INFORMATION AND REPORTS
  - A. Tariffville School Report EXHIBIT VII
  - B. Quarterly Budget Analysis EXHIBIT VIII
- VII. PUBLIC AUDIENCE
- VIII. FUTURE BUSINESS
  - A. Next Board Meeting, Tuesday, May 9, 2023,  
BOE Conference Room

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**TOWN OF SIMSBURY  
BOARD OF EDUCATION**

Record of Proceedings

Special Meeting

March 21, 2023

Ms. Susan Salina called the meeting to order at 6:30 p.m. in the Board of Education conference room.

Roll Call:

**Members present:** Mmes. Susan Salina, Tara Willerup, Lydia Tedone and Jen Batchelar. Messrs. Jeff Tindall and Brian Watson. Sharon Thomas arrived at 6:35 p.m.

**Members absent:** Mr. Todd Burrick.

**Also present:** Superintendent Matt Curtis, Assistant Superintendent Sue Homrok-Lemke, Assistant Superintendent Neil Sullivan, BOE Student Representative Grace Myers and Recording Secretary Katie Wilde.

PUBLIC AUDIENCE

None.

Public Audience

COMMITTEE REPORTS/BOE COMMUNICATIONS

Ms. Myers reported that spring sports are back, the end of the quarter has been pushed to March 30 due to snow days, and SAT Day for juniors is March 22. She noted that students are enjoying the return to free lunches.

Ms. Willerup reported that the Curriculum Committee received updates on the math and science curriculum. The district has submitted a waiver for the reading curriculum and will hear from the CSDE in July. Ms. Willerup stated that 16 elementary teachers are evaluating the math curriculum as there has been a change in the texts used.

Ms. Tedone reported on recently passed bills at the state legislature. She stated that the Education Committee has held hearings on 38 proposed bills. Funding of the Excess Cost Grant and universal free lunch are still being discussed.

Ms. Lemke stated a successful full day of professional development was held on March 17. She noted the keynote speaker, Dr. Lisa Sanetti from UCONN, works with our school psychologists. Teachers choose 3 sessions, led by peers for their professional development. Mr. Sullivan noted that the Policy Committee will meet tomorrow to review changes to the policies based on last year's state legislation.

Ms. Willerup asked Ms. Myers about Equity Week at SHS. Ms. Myers stated that she learned a lot from the session led by the Chinese teacher.

Ms. Thomas reported on Gertrude Banks funeral, noting there was a large number of people from the district, as well as the Gospel Choir who performed during the service. She stated that she learned a lot about Ms. Banks and what she did in the community during the service. Ms. Thomas noted that Roszena Haskins, Executive Director of Equity Advancement in West Hartford, will be moving on to become

Communications

Deputy Superintendent for former Superintendent Tom Moore in Illinois.

**RECOMMENDED ACTIONS**

**A. Approval of Minutes of February 22, 2023 Meeting**

Ms. Willerup: MOVE to approve the minutes of the February 22, 2023 meeting.

Ms. Thomas: Seconded. So moved.

**B. Approval of Minutes of February 28, 2023 Meeting**

Ms. Thomas: MOVE to approve the minutes of the February 28, 2023 meeting.

Ms. Batchelar: Seconded. So moved.

**C. Personnel**

Ms. Thomas: MOVE that the Board of Education accept the resignations of Valerie Podolski effective March 1, 2023 and Kori Haven effective June 30, 2023.

Mr. Watson: Seconded. So moved.

**D. Approval of Lexy Adams World Language Scholarship**

Ms. Batchelar: MOVE that the Board of Education approve the Lexy Adams Language Scholarship, to be disbursed in 2023.

Mr. Tindal: Seconded. So moved.

**E. Approval of Gertrude Banks Scholarship**

Ms. Tedone: MOVE that the Board of Education approve the Gertrude Banks Scholarship, to be disbursed starting in 2023.

Ms. Thomas: Seconded. So moved.

**F. Adoption of Revised 2023-24 School Budget**

Mr. Curtis reviewed the process that brought the budget down to a 6.95% increase. He stated that after the presentation to the Board of Finance a discussion took place relative to the effect of revaluation and the proposed budget increases from the BOE and Board of Selectmen. The Board of Finance asked the BOE to relook at their budget and make any possible reductions.

Mr. Curtis reviewed the reduction items that were included in the 6.95% budget. These include taking advantage of a HJMS library media specialist retirement and shifting the Latimer Lane School library media specialist to HJMS for one year while the Latimer Lane library is closed next year due to the renovation project. A shared mechanic with the town had been proposed, but is being eliminated. Based on class registration at SHS, a reduction of 1 FTE will still allow us to stay within class size

Approval of February 22, 2023 Minutes

Approval of February 28, 2023 Minutes

Personnel

Approval of Lexy Adams Scholarship

Approval of Gertrude Banks Scholarship

Adoption of Revised 2023-24 Budget

guidelines. The replacement of an administrative position with an unaffiliated position will provide savings in the maintenance department. Due to retirements, and the request for additional special education teachers, a reduction of 3 non-certified staff positions brought the budget to 6.95% and provided offsets to the requested 4 new positions.

Mr. Sullivan addressed additional reductions to the budget. He noted that the Continuing Education secretary is retiring and holds a fulltime full year position. A couple of years ago we contracted with the Farmington Continuing Education Department and they now provide the adult education programs for Simsbury residents. Mr. Sullivan stated that the department has struggled to recover since COVID and this is an opportune time to look at the department. The BOE currently pays half of the secretary salary and anticipates a fulltime person will not be necessary in the department going forward.

Mr. Sullivan stated that the Director of Health Services and her secretary are retiring which provides an opportunity to gain some efficiencies and savings in that department. He stated that Pay for Play will increase from \$175 to \$200 per sport per season. The Pay for Play fee has not increased in more than 10 years. Mr. Sullivan noted that we are also looking at rental assessments for hockey and swimming.

Mr. Sullivan stated that a reduction in summer curriculum results in fewer projects being supported. He explained that Department Supervisors and Principals put in requests and the lower priority items will not be addressed. The elimination of the Communications Coordinator/Webmaster will result in those responsibilities being distributed among other staff members. Mr. Sullivan noted that website responsibilities are currently distributed throughout the district. He pointed out that this reduction is outside of the classroom. Mr. Sullivan summarized that the additional reductions total \$204,542 beyond the \$480,148 reduction.

Ms. Salina stated her appreciation for the due diligence in keeping the reductions as far away from students as possible. Ms. Thomas questioned whether Continuing Education will still need secretarial supports. Mr. Sullivan responded that Continuing Ed funds half of that salary and could support a part time person.

Ms. Thomas asked if Pay for Play is per season. Ms. Salina stated it is, and noted that there is a family maximum for the year. Mr. Sullivan stated that we do address a family with a hardship. Mr. Curtis pointed out that lower enrollment results in less revenue for the athletic programs. Ms. Thomas asked where the parking fees at the high school are used. Mr. Sullivan stated that parking fees go into an activity fund which offsets the cost of the late bus and can be used to start a new activity at the principal's discretion.

Mr. Tindall: MOVE to reduce the 2023-24 Board of Education budget by \$204,542, which represents a 6.68% overall increase.

Ms. Thomas: Seconded. So moved.

Ms. Willerup stated she appreciates the depth of the information provided. Ms. Thomas stated she appreciates the second look at the budget and attempting to not affect students with the budget reductions. Mr. Curtis stated that the Board of

Finance will meet on Thursday to move the budgets to the Public Hearing on April 4.

PUBLIC AUDIENCE

None.

Public Audience

EXECUTIVE SESSION

Mr. Watson: MOVE to enter Executive Session at 7:16 p.m.

Executive Session

Ms. Willerup: Seconded. So moved.

ADJOURNMENT

Ms. Willerup: MOVE to adjourn the meeting at 7:47 p.m.

Adjournment

Ms. Batchelar: Seconded. So moved.

\_\_\_\_\_  
Jennifer Batchelar  
Secretary

\_\_\_\_\_  
Katie Wilde  
Recording Secretary

**TOWN OF SIMSBURY  
BOARD OF EDUCATION**

Record of Proceedings

Regular Meeting

March 28, 2023

Ms. Susan Salina called the meeting to order at 6:33 p.m. in the Tootin' Hills School cafeteria.

Roll Call:

**Members present:** Mmes. Susan Salina, Tara Willerup and Jen Batchelar. Messrs. Todd Burrick and Brian Watson. Sharon Thomas arrived at 6:40 p.m.

**Members absent:** Mrs. Lydia Tedone and Mr. Jeff Tindall.

**Also present:** Superintendent Matt Curtis, Assistant Superintendent Sue Homrok-Lemke, Assistant Superintendent Neil Sullivan, Director of Finance Amy Meriwether, BOE Student Representative Grace Myers and Recording Secretary Katie Wilde.

PUBLIC AUDIENCE

None.

Public Audience

COMMITTEE REPORTS/BOE COMMUNICATIONS

Ms. Myers reported that the SHS choral concert will be held March 29 and spring break is April 10-14. She noted that students in the Music Department participated in a trip to Washington D.C. Ms. Willerup noted that High School Musical Junior will be performed at HJMS this coming weekend.

Communications

Ms. Lemke reported on a successful SAT school day. She stated that Capstone presentations are scheduled on May 25 with 5 sessions between 7:46 a.m. and 10:27 a.m.

Mr. Sullivan stated that the hiring season has begun with recruiting fairs at UCONN, St. Joseph's, CCSU, Mount Holyoke and CREC. He reported on the TEAM program for new teachers, stating that he and Ms. Seidel presented the 5<sup>th</sup> module to the group, Professional Ethics and Responsibility.

Mr. Curtis reported that education funding H.B. 5300 made it out of committee. He suggested the board write a letter of support for the bill. Mr. Curtis stated that he has been on a listening tour with the leadership teams at each building around the engagement work of the district. These discussions include what works well, what are the challenges being faced, and how can we tangibly improve as a district.

Ms. Salina noted that tomorrow's spring concert at SHS is dedicated to Gertrude Banks.

RECOMMENDED ACTIONS

A. Personnel

Personnel

Mr. Watson: MOVE that the Board of Education accept the retirement of Barbara Barker effective June 30, 2023.

Ms. Willerup: Seconded. So moved.

**B. Acceptance of Gift from Central School PTO**

Ms. Batchelar: MOVE that the proposed gift of \$8,558.43 to Central School by the Central School Parent-Teacher Organization be approved.

Ms. Thomas: Seconded. So moved

**C. Review and Approval of 2024-25 School Calendar**

Mr. Burrick: MOVE to adopt the 2024-25 school calendar as presented.

Ms. Batchelar: Seconded. So moved

**D. Cancellation of April 11, 2023 Regular Meeting**

Ms. Willerup: MOVE to cancel the Board of Education meeting scheduled on April 11, 2023.

Mr. Watson: Seconded. So moved.

**INFORMATION AND REPORTS**

**A. Tootin' Hills School Report**

Mr. Curtis stated that Professional Learning Communities (PLCs) are an impactful piece of the work in the district. Ms. Lemke introduced Kindergarten teachers Katie Bristol, Sophie Huff and Jess Burgess. She stated that at specific times grade level teachers come together to look at student work and discuss intervention where needed.

Anjanette Belmonte, Tootin' Hills School Principal, stated equity and access are at the core of the school's work. Reducing the achievement gap, ensuring tiered intervention supports and providing teachers with what they need to grow are all part of this work. Ms. Belmonte reviewed the 3 tiers of instruction relative to intervention. She noted that 80% of students are in Tier 1 and receive all instruction from their classroom teacher. Ms. Belmonte stated that student centered PLCs meet 4 times per year, twice to discuss LAC data and twice to discuss math data. Grade level teachers collaborate with colleagues to analyze student data in order to make their next instructional moves. Ms. Belmonte noted that regular PLCs happen weekly.

Ms. Burgess stated that the focus of the student centered PLCs is to review individual student and team data, identify celebrations and concerns. She stated that she feels like she knows her students inside and out. Included in the student centered PLCs are special education case managers, coaches and the principal.

Ms. Huff gave examples of areas for celebration resulting from progress that has been made over the course of the year. She discussed some of the strategies used to assist students in math. Ms. Huff noted that decisions around moving students in and out of intervention are also discussed.

Acceptance of Gift from Central School PTO

Approval of 2024-25 School Calendar

Cancellation of April 11, 2023 Meeting

Tootin' Hills School Report

Mr. Burrick asked what data is being utilized for review. Ms. Bristol responded that formalized assessments, observations, student worksheets and data from small group intervention are all reviewed. Ms. Burgess noted that universal screenings are administered 3 times per year. Ms. Lemke explained that data markers are placed on a spreadsheet that is then color coded by skill, down to the specific assessment questions.

Ms. Thomas asked about the difference in intervention before COVID versus now. Ms. Bristol stated that the math instruction was pared down during COVID and instruction wasn't quite the same. This year specific skills are being addressed Ms. Bristol reviewed trends and action steps in the area of math. She noted that the School Information Management System (SIMS) breaks down each assessment item and associates it with a learning target to show what learning targets need to be addressed.

Ms. Thomas asked if the assessments are done at all of the schools. Ms. Belmonte responded that the assessments are done at all of the elementary schools. Tootin' Hills School is piloting additional assessment in math for potential use in the other elementary schools.

In response to Ms. Salina, Ms. Belmonte stated that moving in and out of intervention is fluid throughout the year.

Ms. Batchelar asked how often teachers meet across grade level in the district. Ms. Bristol responded that they collaborate during professional development 3 or 4 times per year.

Ms. Belmonte summarized the presentation, noting that all students are discussed during the student centered PLCs, solid action plans are developed for entry and exit from intervention, planning for differentiated groups based on need and enrichment, and determinations as to whether we are over or under assessing students.

Ms. Thomas asked if students in intervention are tracked from the start of the year to the end of the year and the end of year expectations. Ms. Belmonte responded that we track students over the course of the year and the hope is that students meet and master all goals. Ms. Thomas asked if more of the interventions are for math. Ms. Belmonte responded that there are for math.

Ms. Batchelar asked if teachers the following year have access to the data. Ms. Belmonte responded that teachers do have access and once students adjust to the next grade level those who were still in intervention are reviewed. Ms. Batchelar asked if all schools have math coaches. Ms. Lemke responded yes. Ms. Thomas asked about transition from 6<sup>th</sup> grade to HJMS. Ms. Belmonte responded that the middle school is aware of those who received intervention in elementary school.

#### B. 2021-22 Audit Report

2021-22 Audit Report

Ms. Meriwether reviewed the official statement from the auditors. She outlined the final 2021-22 budget number, actual revenues and expenditures, and the variance. The year ended with \$1.8 million in excess revenue. Ms. Meriwether noted that there was an increase in the tax collection of \$960,000 more than budgeted, \$400,000 in



additional state and federal COVID grant funding, a \$265,000 increase in records and conveyance fees due to the housing boom, \$250,000 in increased ECS grant funding, and \$120,000 in unanticipated FEMA grant funding. The overall surplus is \$1,000,932. Ms. Meriwether noted that CNR is consistent with prior years.

Ms. Meriwether discussed the auditors' comments. The auditor recommends the town and BOE consider development of a comprehensive accounting procedures manual for their finance offices. Completion of the manual is anticipated to be completed once the Munis conversion is complete in FY24. The auditor also recommends the town and BOE have a Fraud Risk Assessment performed. Funding for a Fraud Risk Assessment was made during the FY24 budget process.

Mr. Curtis asked if the Board of Finance has discussed changing the tax collection rate in this year's budget process. Ms. Meriwether responded that there is no indication of the projected rate changing.

PUBLIC AUDIENCE

None

Public Audience

ADJOURNMENT

Mr. Watson: MOVE to adjourn the meeting at 7:22 p.m.

Ms. Willerup: Seconded. So moved.

Adjournment

\_\_\_\_\_  
Jennifer Batchelar  
Secretary

\_\_\_\_\_  
Katie Wilde  
Recording Secretary

MEMORANDUM TO: Members of the Board of Education  
FROM: Matthew T. Curtis  
DATE: April 25, 2023  
RE: Personnel Recommendations

**I. Retirements**

**Deborah Manning**

Experience 24 years  
Assignment Business Teacher, Simsbury High School  
Effective June 30, 2023

**Steve Patrina**

Experience 38 years  
Assignment Principal, Simsbury High School  
Effective June 30, 2023

**BOARD MOTION:**

“MOVE that the Board of Education accept the retirements of Deborah Manning and Steve Patrina effective June 30, 2023.”

**II. Resignations**

**Kim Zisa**

Experience 2 years  
Assignment Elementary Teacher, Tootin’ Hills  
Effective June 30, 2023

**Erin Jones**

Experience 1 year  
Assignment Elementary Teacher, Central School  
Effective June 30, 2023

**BOARD MOTION:**

“MOVE that the Board of Education accept the resignations of Kim Zisa and Erin Jones effective June 30, 2023.”

MTC:cdf

MEMORANDUM TO: Members of the Board of Education

FROM: Matthew T. Curtis  
Superintendent of Schools

DATE: April 25, 2023

RE: Non-Renewal of Non-Tenured Teachers

In accordance with Section 10-151 of the Connecticut General Statutes, local Boards of Education must vote to non-renew prior to May 1 the contracts of any non-tenured teachers whose positions are influenced by declining enrollment, program changes and teachers returning from guaranteed leave. Neil Sullivan, Assistant Superintendent for Administration, has met personally with the teacher who is being recommended for non-renewal to inform her of the Board's anticipated action and the reason for the non-renewal of her teaching contract. Therefore, in my capacity as Superintendent of Schools, I am recommending that the Board of Education non-renew the teaching contract of the following teacher at the conclusion of the 2022-23 school year.

Cristina Riloff, Elementary Spanish Teacher

Board Motion:

"Move that the contract of employment of Cristina Riloff be non-renewed effective June 30, 2023, and that the Superintendent of Schools, or designee, is directed to advise such person(s) in writing of this action."

MTC:cdf

TO: Members of the Board of Education

FROM: Matthew T. Curtis, Superintendent of Schools

RE: Healthy Food and Beverages in Schools (Public Act 06-63)

DATE: April 25, 2023

Public Act 06-63, An Act Concerning Healthy Food and Beverages in Schools, directs the Connecticut State Department of Education to develop and publish nutrition standards for food items offered for sale to students at schools. The Act further provides funding to National School Lunch Program participants including each local and regional board of education that annually certifies compliance with these nutrition standards. In order to receive additional funding, the local board of education must certify that all food items sold to students separately from a reimbursable breakfast or lunch will meet the Connecticut Nutrition Standards. These items include food offered for sale to students at all times, in all schools, and from all sources, including, but not limited to school stores, vending machines, school cafeterias, and any fundraising activities on school premises.

The Connecticut Nutrition Standards focus on limiting fat, saturated fat, trans fat, sugars and sodium, moderating portion sizes, and promoting increased intake of fruits, vegetables and whole grains. They were developed by a committee representing a broad range of stakeholders, including a pediatrician, dieticians; food service directors and state health organizations and associations.

The district's participation in the Healthy Foods Certification program must be approved by the Board of Education and executed documents sent to the Connecticut Department of Education by July 1, 2023.

The administration is recommending the Board of Education adopt the following motions:

"Move that pursuant to C.G.S. Section 10-215f, the Simsbury Board of Education certifies that all food items offered for sale to students in the schools under its jurisdictions, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2023 through June 30, 2024. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school store, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups. "

"MOVE that pursuant to Sections **10-215f** of the C.G.S., the Simsbury Board of Education hereby will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held, and must be the same place as the food sales."

"MOVE that the Simsbury Board of Education will allow the sale to students of beverages not listed in Section 10-221g of the C.G.S. provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The "school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held, and must be the same place as the food sales."

TO: Members of the Board of Education  
FROM: Matthew T. Curtis, Superintendent of Schools  
DATE: April 25, 2023  
RE: The Abigail Harris Memorial Hockey Scholarship

The Board of Education approves all proposed scholarships available to Simsbury Public School students. Below are the guidelines for the Abigail Harris Memorial Hockey Scholarship. This has been reviewed by Steve Patrino, Simsbury High School Principal, Greg Stillman, Director of School Counseling, and central office administrators. We recommend the approval of this scholarship.

This scholarship will commemorate the life and interests of Abigail Harris who graduated in the Class of 2020 after playing varsity ice hockey for four years. Abby was a playmaker and watched out for her teammates on and off the ice. Her hockey teammates, classmates, and friends knew her as a devoted friend, fiercely loyal, and always ready with a kind, affirming word when someone was down. After playing Division III ice hockey at Manhattanville College, Abby died of brain cancer on December 29, 2022, one day short of her twentieth birthday.

AMOUNT: One scholarship in the amount of \$750 awarded to a graduating senior in the Class of 2023.

CRITERIA: A graduating student who has committed to play Division III women's ice hockey. The awardee must be a good teammate, and of good character. Preference will be given to students who have overcome obstacles to play at the college level, including being a student of color, mental health challenges, or being undersized.

SELECTION: George and Lourdes Harris and a small committee

DISBURSEMENT: A check will be presented directly to the recipient on Awards Night by George and Lourdes Harris.

CONTACT: George Harris  
20 Fairview St.  
Simsbury, CT 06070  
Phone: 860-651-9128  
Email address: [gharris@fccsimsbury.org](mailto:gharris@fccsimsbury.org) / [Lordes163@comcast.net](mailto:Lordes163@comcast.net)

"MOVE that the Board of Education approve the Abigail Harris Memorial Hockey Scholarship, to be disbursed in 2023."

MTC:da

MEMORANDUM TO: Members of the Board of Education  
FROM: Matthew T. Curtis, Superintendent of Schools  
DATE: April 25, 2023  
RE: Tariffville School Report

A theme of the 2022-2023 school year has been engagement of families, staff and students. After a brief introduction by Mrs. Homrok-Lemke, Tariffville Principal Steve Matyczyk and Social Worker Erin Naspo will share the ways in which Tariffville School has been engaging students by providing opportunities for student voice and leadership throughout the school year. More specifically, they will communicate how they use the tenets of their character education (CLIMB) program, social emotional learning and equity as the foundation of multiple student council activities to increase students' sense of belonging at Tariffville.

Board of Education members will get a first-hand look at one conducted activity - Student Council Equity Walks. Initially conducted by Tariffville staff members, participants walked through various parts of the school building - classrooms, hallways, offices and common spaces (i.e. cafeteria, gymnasium, library media center) - and made observations of the physical space. Anchored in various questions about the physical space, staff and students provided feedback for additional considerations to increase a sense of welcoming for all in the school community. Board of Education members will break down into two smaller groups and conduct their own observations of Tariffville School.

There will be an opportunity to ask questions of the Tariffville team throughout their presentation.

MTC:kdw

TO: Members of the Board of Education  
 FROM: Matthew T. Curtis, Superintendent of Schools  
 RE: Financial Report/Quarterly Budget Analysis  
 DATE: April 25, 2023

Below is the third quarter budget analysis of the Simsbury Public Schools for the fiscal year 2022-23.

#### Revenues

Below is a summary of the District's State grant awards:

- **Open Choice Academic and Social Support** – Funding is used to promote academic and social success for students participating in the Hartford Region Choice program. Simsbury was awarded \$197,575 in the current fiscal year, an increase of \$675 compared to the prior fiscal year.
- **Open Choice Attendance & Early Learning** - Funding is used to support salaries and benefits for 7 FTE certified staff, tutors, magnet school tuitions, additional Choice student supports, equipment and preschool development. Simsbury's current year entitlement, based on the district's 10/1/22 enrollment, will be \$1,770,000, an increase of \$118,000 compared to the prior fiscal year's original entitlement received.
- **Special Education Placements & Excess Cost** – Funding is provided to reimburse the District for special education costs in excess of 4.5 times the cost of educating a regular education student. Simsbury's preliminary current year estimate is \$2,362,190. The prior year reimbursement award totaled \$1,827,251.
- **Adult Education** – Funding to support Connecticut mandated adult education programs is administered through a cooperative program with the Farmington Continuing Education Department. Simsbury was awarded \$6,213 in the current fiscal year. The prior year award totaled \$15,533.
- **Talent Development (TEAM)** – Funding provides partial reimbursement for TEAM mentor stipends. The current year award is not, as yet, determined. The prior year award totaled \$3,532.
- **Private School Health Services** – Funding to support private school health services provided by the District's health services staff as required by Connecticut statute. Simsbury was awarded \$20,219 in the current fiscal year. The prior year award totaled \$20,940.

Below is a summary of the District's Federal grant awards:

- **Title I – Improving Basic Programs** – Funding is used to pay for tutor costs as well as instructional materials and equipment. Simsbury has received an award of \$121,122 in the current fiscal year, an increase of \$2,788 compared to the prior fiscal year.
- **Title II Part A – Teacher Quality** – Funding is used to recruit and retain highly qualified teachers and provide professional development to teachers and principals. Simsbury has received an award of \$59,994 in the current fiscal year, an increase of \$3,391 compared to the prior fiscal year.
- **Title III Part A – English Language Acquisition** - Funding is used to assist students whose native language is other than English in order to obtain English proficiency and literacy. Simsbury has received an award of \$10,137 in the current fiscal year, an increase of \$676 compared to the prior fiscal year.
- **Title IV, Part A – Student Support & Academic Enrichment** – Funding is used to (1) provide all students with access to a well-rounded education, (2) improve school conditions for student learning and (3) improve the use of technology in order to improve the academic achievement and digital literacy of all students. Simsbury has received an award of \$10,000 in the current fiscal year. No change from prior year funding.
- **IDEA – Part B and Pre-School** - Funding is used to support the education of identified students; salaries for teaching and support staff, professional development, outside consulting, tutoring services, instructional supplies and equipment, and technology licensing. Simsbury has received a final award of \$1,119,885 in the current fiscal year, an increase of \$41,194 compared to the prior fiscal year.

- **Carl Perkins** – Funding is used to develop the academic, career and technical skills of secondary students who elect to enroll in career and technical education programs. Specific expenditures supported by the grant include substitute coverage for professional development, student transportation and equipment. Simsbury was awarded \$34,280, plus a supplemental award of \$41,096 in the current fiscal year. This is an increase of \$10,655 compared to the prior fiscal year.
- **Medicaid School Based Child Health Program** – Section 51 of PA17-2 mandates the district’s participation in the Medicaid School Based Child Health Program. Net reimbursements are approximately \$20,000 annually.

**Expenditures**

<u>General Fund</u>	<u>2022-23</u>		<u>2021-22</u>	<u>2022-23</u>	<u>2021-22</u>
	<u>Original Budget</u>	<u>YTD Expenditures</u>	<u>YTD Expenditures</u>	<u>% Spent</u>	<u>% Spent</u>
General Control	2,299,033	1,710,973	1,582,920	74.42%	73.95%
Instruction	47,748,381	31,497,357	31,048,272	65.97%	68.14%
Health Services	780,627	550,456	557,818	70.51%	77.44%
Pupil Transportation	2,928,619	2,466,645	1,984,270	84.23%	71.13%
Operation of Plant	5,073,617	3,799,214	3,748,728	74.88%	75.61%
Maint of Plant/Equipment	1,267,319	1,115,864	1,005,224	88.05%	81.29%
Insurance/Pension	14,063,424	10,115,764	11,164,553	71.93%	78.37%
Food Services	8,896	8,896	8,896	100.00%	100.00%
Student Body Activities	759,306	448,541	406,756	59.07%	60.18%
Community Services	32,563	37,132	20,682	114.03%	63.51%
Equipment-New/Replace	78,000	78,000	88,984	100.00%	100.00%
Out of District Tuition	1,417,000	355,661	310,167	25.10%	21.89%
<b>Total Public Budget</b>	<b>76,456,785</b>	<b>52,184,504</b>	<b>51,927,270</b>	<b>68.25%</b>	<b>70.28%</b>
<b>Total Non-Public Budget</b>	<b>574,034</b>	<b>407,171</b>	<b>411,356</b>	<b>70.93%</b>	<b>72.85%</b>
<b>Total General Fund</b>	<b>77,030,819</b>	<b>52,591,674</b>	<b>52,338,627</b>	<b>68.27%</b>	<b>70.30%</b>

**Instruction** – The rate of spending is lower in the third quarter because of the timing of the first school year payroll, i.e. early September versus late August as in previous years. The reasons included the timing of the 27 payrolls for 2022-23 and also the timing of the return to school date for the instructional staff.

**Transportation** – Increase in rate of spending is due to an increased number of special education outplacements that require transportation. In addition, the district has seen a significant increase in fuel costs in the current year.

**Maintenance of Plant and Equipment** – Increase in rate of spending is due to the timing of maintenance projects and subsequent vendor payments. Maintenance costs that were put off in the prior year due to the spending freeze were completed early in this fiscal year.

**Insurance and Pension** – The rate of spending is lower than the prior year due to a change in accounting of health insurance costs; insurance costs will be allocated based on a 10-month school year versus a 12-month fiscal year.

**Student Body Activities** – Increase in rate of spending is due to an increased number of student clubs and activities being offered and pursued coming out of COVID.



Community Services – The rate of spending is higher than the prior year as school facilities are being rented out more often this year compared to the prior year. These expenditures represent the custodial overtime associated with the building rentals. We are reimbursed for the custodian's time.

**Enrollment Comparison 2022-23 to 2021-22**

<b>Grade</b>	<b>Actual 10/1/2022</b>	<b>Actual 10/1/2021</b>	<b>Difference</b>
K-6	2176	2084	92
7-8	627	643	(16)
9-12	1261	1302	(41)
<b>Total</b>	<b>4064</b>	<b>4029</b>	<b>35</b>

**Staffing Comparison (FTE)**

	<b>2022-23</b>	<b>2021-22</b>	<b>Difference</b>
<b>Certified</b>	388.59	377.49	+11.1
<b>Non-Certified</b>	252.87	251.64	+1.23
<b>Administrative</b>	<u>21</u>	<u>22</u>	<u>-1.0</u>
<b>Total</b>	<b>662.46</b>	<b>651.13</b>	<b>+11.33</b>