



**Torrington Public Schools**

**Packet for Regular Board of Education Meeting**  
*November 29, 2017*



**TORRINGTON PUBLIC SCHOOLS  
BOARD OF EDUCATION REGULAR MEETING  
Wednesday, November 29, 6:30 p.m.  
THS Media Center, 50 Major Besse Drive**

***AGENDA***

1. **CALL TO ORDER**

- A. Pledge of Allegiance
- B. Roll Call

2. **SCHOOL/COMMUNITY SESSION**

Public Participation: *The Board invites members of the community to speak on topics to be addressed in the agenda or on other topics of interest. Individuals wishing to make comments are requested to fill out the speaker sign-up sheet, including name and address, which must be stated at the beginning of your comment. The Board will not allow comments regarding specific staff members or personal grievances. Courtesy is expected in this limited public forum. The participating time will be limited to three (3) minutes per person and ten (10) minutes overall to guarantee efficient operation of the entire meeting.*

3. **APPROVAL OF AGENDA**

4. **INFORMATION SHARING SESSION**

A. Staff Recognitions:

- 1. Hillary Sterling – TMS
- 2. Leanne Maguire – TMS
- 3. Emily DiCostanzo – Tarringford
- 4. Brendan Eckert – Tarringford
- 5. Diane Hart – Forbes

B. Student Recognitions:

- 1. Jay Barrera – Forbes
- 2. Steven Robertson – Forbes
- 3. Jocelyn Smith – Forbes
- 4. Hannah Turgeon – Forbes
- 5. Abbey Young – Forbes
- 6. Avianna Tjeda – Southwest
- 7. Saige Zolla – Southwest
- 8. Austin Shewchuk – Southwest
- 9. Jazmine Cote – Southwest
- 10. Nathan Gryniuk – Tarringford

C. Superintendent's Report

D. Alliance District

E. Monthly Financials – Change due to Board of Finance Approved Budget  
(\$396,048.00) \$74,149,114.00

F. YTD Budget

G. Proposed Capital Budget Plan

H. Torrington Public School Restructure

I. Student Funds and PTO Use List

J. RFP – Occupational Therapist

- K. Energy Projection for Southwest School
- L. Contract Extension for Burlington Construction on State Project No. 143-0072CV
- M. Contract Extension for Jespersen's Landscaping for Mowing and Grounds
- N. The Torrington High School Fuel Storage Replacement Project
- O. Web Filter Renewal
- P. Director of HR Salary
- Q. Field Trips
  - 1. THS Field Trip – Overnight trip, Niantic, CT, May 2018
  - 2. TMS Field Trip – Washington, D. C., May 2019
  - 3. THS Field Trip – Ireland, England and Wales, April 2019
- R. Food Service Charging Policy #6194
- S. Attendance Policy #6066

5. **COMMITTEE REPORTS**

- A. Budget Committee
- B. Grievance Committee
- C. Personnel Committee
- D. Policy Committee
- E. School Improvement Committee
- F. Ed-Advance
- G. Curriculum Committee
- H. Torrington Public School Restructure Ad Hoc Committee

6. **ACTION ITEMS**

- A. Proposed Capital Budget Plan
- B. Torrington Public School Restructure
- C. RFP – Occupational Therapist
- D. Energy Projection for Southwest School
- E. Contract Extension for Burlington Construction on State Project No. 143-0072CV
- F. Contract Extension for Jespersen's Landscaping for Mowing and Grounds
- G. The Torrington High School Fuel Storage Replacement Project
  - “The Torrington High School Fuel Storage replacement Project State #143-0073CV has reached substantial completion phase. The Building Committee of said project is asking The Torrington Board of Education to close the project at this time.”
- H. Web Filter Renewal
- I. Director of HR Salary
- J. Field Trips
  - 1. THS Field Trip – Overnight trip, Niantic, CT, May 2018
  - 2. TMS Field Trip – Washington, D. C., May 2019
  - 3. THS Field Trip – Ireland, England and Wales, April 2019
- K. Food Service Charging Policy #6194
- L. Attendance Policy #6066
- M. Possible Action On the Pension Agreement Between the City, Board and Local 1579
- N. Possible Action Concerning the Tentative Agreement Between the Board and Local 1579 For a Successor Collective Bargaining Agreement
- O. Approval of Board of Education Meeting Minutes – October 25, 2017
- P. Approval of Special Meeting Minutes – November 6, 2017 (5:30PM)

Q. Approval of Special Meeting Minutes – November 6, 2017 (6:30PM)

R. Approval of Consent Agenda

1. Approval of Monthly Financials
2. Receive Subcommittee Minutes:
  - i. Policy Committee – October 24, 2017
  - ii. School Improvement Committee – October 4, 2017
  - iii. Budget Committee – October 18, 2017
  - iv. TPS Restructure Ad Hoc Committee – August 22, 2017 & November 15, 2017
3. Appointments & Resignations

7. **COMMENTS FOR THE GOOD OF THE ORDER**

8. **ITEMS FOR UPCOMING AGENDA**

9. **FUTURE MEETINGS**

*Wednesday, December 6, 2017 (at Forbes School)*

~~6:00 p.m. – School Improvement and Community~~

~~Relations Committee~~ **POSTPONED**

~~7:00 p.m. – Policy Committee~~ **POSTPONED**

*Wednesday, December 13, 2017 (at Migeon Ave.)*

6:30 p.m. – Personnel Committee

7:00 p.m. – Budget Committee

*Wednesday, December 20, 2017 (at THS)*

6:30 p.m. – Regular Board of Education Meeting

(sched. for 3<sup>rd</sup> Wednesday due to Winter Break)

10. **ADJOURNMENT**





# Monthly Financial Report

Fiscal Year to Date 11/21/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 5100 - General Fund BOE	EXPENSE									
5111	Administrators Salaries									
5111.01	Administrators Salaries	2,428,292.00	.00	2,428,292.00	91,991.86	.00	933,210.28	1,495,081.72	38	2,471,109.77
5111.07	Expulsion Program Teacher	86,267.00	.00	86,267.00	11,442.08	.00	56,351.48	29,915.52	65	74,288.48
5111.15	Teachers	22,930,759.00	.00	22,930,759.00	1,723,976.29	.00	8,508,023.34	14,422,735.66	37	22,912,751.35
5111.16	Administrative PD/ Education	14,500.00	.00	14,500.00	.00	.00	.00	14,500.00	0	.00
5111.31	Social Worker	732,071.00	.00	732,071.00	50,639.62	.00	224,986.06	507,084.94	31	684,900.97
5111.40	Media Specialist	418,901.00	.00	418,901.00	28,253.16	.00	133,617.60	285,283.40	32	404,424.16
5111.46	Psychologist	436,401.00	.00	436,401.00	31,683.24	.00	144,589.09	291,811.91	33	412,836.81
5111.47	Behaviorist	290,043.00	.00	290,043.00	7,307.68	.00	66,012.96	224,030.04	23	212,495.86
5111.50	Stipends	79,310.00	.00	79,310.00	.00	.00	17,981.00	61,329.00	23	54,112.00
5111.51	Stipends-Athletics Middle School	15,651.00	.00	15,651.00	3,223.50	.00	3,896.67	11,754.33	25	18,112.84
5111.52	Stipends-Athletics High School	204,499.00	.00	204,499.00	20,856.00	.00	59,243.17	145,255.83	29	192,574.18
5111.56	Teacher Lunch Coverage	.00	.00	.00	.00	.00	.00	.00	+++	225.00
5111.57	Stipend Arts Drama Music	19,869.00	.00	19,869.00	120.00	.00	120.00	19,749.00	1	19,425.00
5111.58	Stipend - Guidance	27,197.00	.00	27,197.00	.00	.00	.00	27,197.00	0	.00
5111.59	Stipend - Curriculum	25,760.00	.00	25,760.00	.00	.00	15,768.00	9,992.00	61	.00
5111.60	Speech Pathologist	758,131.00	.00	758,131.00	57,739.98	.00	273,822.86	484,308.14	36	673,169.80
5111.65	Guidance Counselor	510,857.00	.00	510,857.00	38,912.08	.00	203,537.07	307,319.93	40	498,621.52
5111.67	OOD Coordinator	67,346.00	.00	67,346.00	.00	.00	.00	67,346.00	0	33,250.94
5111.75	Coordinating Teacher	64,820.00	.00	64,820.00	4,986.16	.00	24,149.24	40,670.76	37	50,549.18
5111 - Administrators Salaries Totals		\$29,110,674.00	\$0.00	\$29,110,674.00	\$2,071,131.65	\$0.00	\$10,665,308.82	\$18,445,365.18	37%	\$28,712,847.86
5112	Paraprofessionals									
5112.01	Paraprofessionals	2,915,428.00	.00	2,915,428.00	171,967.35	.00	667,555.83	2,247,872.17	23	2,359,802.75
5112.02	Paraprofessional - Bristol Tech	20,156.00	.00	20,156.00	1,520.01	.00	5,573.37	14,582.63	28	21,280.14
5112.05	Non certified support staff	186,213.00	.00	186,213.00	9,218.89	.00	60,232.27	125,980.73	32	158,716.92
5112.10	Technician	361,900.00	.00	361,900.00	13,885.10	.00	65,695.30	296,204.70	18	78,270.80
5112.25	Occupational Therapy	406,131.00	.00	406,131.00	22,144.98	.00	102,354.86	303,776.14	25	337,820.72
5112.26	Physical Therapy	3,760.00	.00	3,760.00	.00	.00	.00	3,760.00	0	.00
5112.29	Other fess and penalties	.00	.00	.00	2,825.75	.00	2,825.75	(2,825.75)	+++	132.00
5112.30	Clerical	1,317,127.00	.00	1,317,127.00	75,461.57	.00	502,619.25	814,507.75	38	1,335,382.24
5112.32	Board Clerk	16,880.00	.00	16,880.00	954.45	.00	6,363.00	10,517.00	38	9,722.27
5112.34	Drivers - Athletics	15,656.00	.00	15,656.00	1,945.00	.00	4,620.00	11,036.00	30	12,729.00
5112.35	Non League Officials	.00	.00	.00	1,465.00	.00	4,190.00	(4,190.00)	+++	12,671.00
5112.36	Misc Game Personnel	38,550.00	.00	38,550.00	.00	.00	.00	38,550.00	0	8,479.35
5112.70	Nurses	501,654.00	.00	501,654.00	37,707.82	.00	190,126.62	311,527.38	38	528,369.57
5112.80	Custodians	1,376,456.00	.00	1,376,456.00	76,348.36	.00	509,798.73	866,657.27	37	1,323,984.90
5112.90	Longevity	136,732.00	.00	136,732.00	533.25	.00	3,771.00	132,961.00	3	135,351.25
5112 - Paraprofessionals Totals		\$7,296,643.00	\$0.00	\$7,296,643.00	\$415,977.53	\$0.00	\$2,125,725.98	\$5,170,917.02	29%	\$6,322,712.91



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Fiscal Year to Date 11/21/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 5100	General Fund BOE									
	EXPENSE									
5120	Substitutes-Clerical									
5120.02	Substitutes-Clerical	4,000.00	.00	4,000.00	.00	.00	166.65	3,833.35	4	5,422.71
5120.03	Substitutes-Nurse	20,000.00	.00	20,000.00	1,868.75	.00	4,843.75	15,156.25	24	23,605.17
	5120 - Substitutes-Clerical Totals	\$24,000.00	\$0.00	\$24,000.00	\$1,868.75	\$0.00	\$5,010.40	\$18,989.60	21%	\$29,027.88
5121	Tutors - OLL									
5121.01	Tutors - OLL	37,648.00	.00	37,648.00	3,056.00	.00	8,176.00	29,472.00	22	39,676.00
5121.06	Tutors - HOMEBOUND SERVICES	9,000.00	.00	9,000.00	2,444.00	.00	7,151.00	1,849.00	79	29,718.00
5121.15	Tutors - Special Ed	18,000.00	.00	18,000.00	4,551.00	.00	12,085.00	5,915.00	67	25,275.50
5121.28	Tutors - ELL THS	91,685.00	.00	91,685.00	8,039.50	.00	19,679.00	72,006.00	21	52,222.50
5121.87	Tutors - Summer School Special Ed	2,820.00	.00	2,820.00	.00	.00	.00	2,820.00	0	2,820.00
	5121 - Tutors - OLL Totals	\$159,153.00	\$0.00	\$159,153.00	\$18,090.50	\$0.00	\$47,091.00	\$112,062.00	30%	\$149,712.00
5123	Long Term Certified Subs	80,000.00	.00	80,000.00	.00	.00	2,248.92	77,751.08	3	169,149.60
5130	OT Wages-Clerical									
5130.30	OT Wages-Clerical	17,000.00	.00	17,000.00	797.35	.00	2,086.13	14,913.87	12	25,431.59
5130.80	OT Wages-Custodian	70,200.00	.00	70,200.00	4,324.86	.00	17,883.58	52,316.42	25	54,415.79
5130.82	OT Wage Labor Board Cust	1,400.00	.00	1,400.00	.00	.00	.00	1,400.00	0	576.67
	5130 - OT Wages-Clerical Totals	\$88,600.00	\$0.00	\$88,600.00	\$5,122.21	\$0.00	\$19,969.71	\$68,630.29	23%	\$80,424.05
5210	Health & Life Insurance									
5210	Health & Life Insurance	14,524,450.00	.00	14,524,450.00	136.80	8,669,661.90	5,781,578.38	73,209.72	99	12,891,924.74
5210.01	HSA Deductible	461,000.00	.00	461,000.00	.00	215,500.00	244,916.67	583.33	100	488,616.70
	5210 - Health & Life Insurance Totals	\$14,985,450.00	\$0.00	\$14,985,450.00	\$136.80	\$8,885,161.90	\$6,026,495.05	\$73,793.05	100%	\$13,380,541.44
5211	Life/LTD Insurance	98,990.00	.00	98,990.00	.00	.00	36,231.71	62,758.29	37	71,430.13
5220	Social Security/Medicare	1,086,639.00	.00	1,086,639.00	69,142.91	.00	359,282.32	727,356.68	33	1,010,258.70
5230	Early Retirement	430,000.00	.00	430,000.00	.00	.00	182,570.77	247,429.23	42	492,195.09
5231	Retirement Contributions									
5231	Retirement Contributions	546,702.00	.00	546,702.00	1,614.06	.00	65,446.89	481,255.11	12	464,989.65
5231.01	Administrator Annuity union	31,350.00	.00	31,350.00	.00	.00	19,841.97	11,508.03	63	.00
5231.02	Non union Annuity	24,396.00	.00	24,396.00	.00	.00	.00	24,396.00	0	20,416.70
	5231 - Retirement Contributions Totals	\$602,448.00	\$0.00	\$602,448.00	\$1,614.06	\$0.00	\$85,288.86	\$517,159.14	14%	\$485,406.35
5250	Tuition Reimbursement	21,506.00	.00	21,506.00	.00	.00	.00	21,506.00	0	9,500.00
5260	Unemployment Compensation	150,000.00	.00	150,000.00	.00	.00	57,929.23	92,070.77	39	173,026.16
5270	Workers Compensation	547,751.00	.00	547,751.00	.00	280,028.86	280,028.18	(12,306.04)	102	501,912.20
5280	Retiree Insurance	294,672.00	.00	294,672.00	23,184.26	.00	112,936.03	181,735.97	38	258,312.84
5290	Severance	160,000.00	.00	160,000.00	.00	.00	20,242.93	139,757.07	13	138,783.26
5295	Clothing Allowance	9,375.00	.00	9,375.00	.00	.00	9,000.00	375.00	96	8,625.00
5320	Prof Educ Services	139,156.00	.00	139,156.00	.00	.00	126,985.00	12,171.00	91	114,591.00
5330	Professional Development	48,900.00	.00	48,900.00	1,184.00	3,158.23	12,361.18	33,380.59	32	15,659.03
5340	Other Professional Svcs	435,446.00	.00	435,446.00	47,283.38	21,406.12	115,618.33	298,421.55	31	583,215.31



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Fiscal Year to Date 11/21/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 5100	General Fund BOE									
	EXPENSE									
5340	Other Professional Svcs									
5340.01	Legal/Consulting Fees	200,000.00	.00	200,000.00	.00	.00	.00	200,000.00	0	263,090.16
5340.02	Hospitalized-Tutor Svcs	30,766.00	.00	30,766.00	.00	.00	.00	30,766.00	0	14,604.00
5340.04	Misc Professional Svcs	10,000.00	.00	10,000.00	236.25	.00	2,336.50	7,663.50	23	13,627.91
5340.05	Translation Services	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	1,856.70
5340.59	Board of Education Contracted Services	.00	.00	.00	.00	.00	.00	.00	+++	16,000.00
	5340 - Other Professional Svcs Totals	\$691,212.00	\$0.00	\$691,212.00	\$47,519.63	\$21,406.12	\$117,954.83	\$551,851.05	20%	\$892,394.08
5341	Substitute Svcs-TE	520,000.00	.00	520,000.00	72,533.96	.00	76,975.31	443,024.69	15	451,809.67
5342	Substitute Svcs-Para	150,000.00	.00	150,000.00	17,002.81	.00	17,084.14	132,915.86	11	166,353.52
5350	Technical Services	290,612.00	.00	290,612.00	500.00	11,340.00	39,022.32	240,249.68	17	586,721.91
5352	OthrTechSvcs-League Offl	36,068.00	.00	36,068.00	4,250.25	.00	12,215.58	23,852.42	34	30,596.86
5411	Utility-Water									
5411	Utility-Water	60,252.00	.00	60,252.00	3,963.94	12,040.02	12,457.18	35,754.80	41	53,621.59
5411.01	Sewer	26,113.00	.00	26,113.00	.00	.00	24,087.37	2,025.63	92	22,847.90
	5411 - Utility-Water Totals	\$86,365.00	\$0.00	\$86,365.00	\$3,963.94	\$12,040.02	\$36,544.55	\$37,780.43	56%	\$76,469.49
5420	Disposal Services	85,628.00	.00	85,628.00	6,814.00	54,512.00	27,636.97	3,479.03	96	81,878.49
5430	Repair Equipment									
5430	Repair Equipment	116,245.00	.00	116,245.00	2,937.19	3,482.31	17,296.53	95,466.16	18	110,467.57
5430.03	General Maint	452,926.00	.00	452,926.00	20,440.09	102,787.54	196,174.32	153,964.14	66	437,930.70
5430.10	Snow Plowing Contracted Services	99,900.00	.00	99,900.00	.00	.00	.00	99,900.00	0	99,900.00
5430.20	Landscaping	142,500.00	.00	142,500.00	.00	47,500.00	95,000.00	.00	100	140,500.01
	5430 - Repair Equipment Totals	\$811,571.00	\$0.00	\$811,571.00	\$23,377.28	\$153,769.85	\$308,470.85	\$349,330.30	57%	\$788,798.28
5440	Copier Services									
5440.02	Copier Services	165,500.00	.00	165,500.00	13,456.76	40,729.66	55,533.43	69,236.91	58	140,772.38
5440.03	Other Rental Services	6,380.00	.00	6,380.00	.00	680.00	340.00	5,360.00	16	3,928.06
5440.05	Athletic Rental	42,006.00	.00	42,006.00	22,861.34	.00	42,006.00	.00	100	40,372.60
	5440 - Copier Services Totals	\$213,886.00	\$0.00	\$213,886.00	\$36,318.10	\$41,409.66	\$97,879.43	\$74,596.91	65%	\$185,073.04
5441	Sports Complex - Annual Maintenance Contract									
5441.10	Sports Complex - Annual Maintenance Contract	6,500.00	.00	6,500.00	.00	5,775.00	.00	725.00	89	5,050.00
	5441 - Sports Complex - Annual Maintenance Contract Totals	\$6,500.00	\$0.00	\$6,500.00	\$0.00	\$5,775.00	\$0.00	\$725.00	89%	\$5,050.00
5510	Student Transport-									
5510	Student Transport-	4,686,115.00	.00	4,686,115.00	38,215.33	2,738,360.82	1,529,709.62	418,044.56	91	4,413,161.61
5510.01	Transport-Summer School	55,191.00	.00	55,191.00	.00	.00	47,641.96	7,549.04	86	35,015.64
	5510 - Student Transport- Totals	\$4,741,306.00	\$0.00	\$4,741,306.00	\$38,215.33	\$2,738,360.82	\$1,577,351.58	\$425,593.60	91%	\$4,448,177.25
5520	Liability Insurance									
5520	Liability Insurance	210,000.00	.00	210,000.00	1,782.00	120,253.25	105,023.55	(15,276.80)	107	214,762.80
5520.02	Athletic Insurance	10,000.00	.00	10,000.00	.00	.00	9,984.00	16.00	100	10,446.00
	5520 - Liability Insurance Totals	\$220,000.00	\$0.00	\$220,000.00	\$1,782.00	\$120,253.25	\$115,007.55	(\$15,260.80)	107%	\$225,208.80



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Fund 5100	General Fund BOE									
	EXPENSE									
5530	Communications									
5530	Communications	116,704.00	.00	116,704.00	11,635.35	53,853.29	47,459.96	15,390.75	87	101,532.36
5530.04	Postage	26,333.00	.00	26,333.00	297.52	1,118.57	12,300.59	12,913.84	51	25,455.19
5530.05	Licensing & Warranty Contract	322,972.00	.00	322,972.00	55,109.88	.00	244,943.96	78,028.04	76	245,384.67
	5530 - Communications Totals	\$466,009.00	\$0.00	\$466,009.00	\$67,042.75	\$54,971.86	\$304,704.51	\$106,332.63	77%	\$372,372.22
5540	Advertising-Recruitment	15,000.00	.00	15,000.00	.00	655.00	655.00	13,690.00	9	930.64
5550	Printing & Binding	1,350.00	.00	1,350.00	.00	550.00	361.60	438.40	68	9,018.16
5560	TUITION -VO-AG									
5560	TUITION -VO-AG	.00	.00	.00	.00	.00	(750.00)	750.00	+++	.00
5560.15	Tuition - Vo-Ag SPED	258,276.00	.00	258,276.00	.00	73,432.00	.00	184,844.00	28	227,217.33
5560.18	Tuition - Vo-Ag	594,070.00	.00	594,070.00	.00	.00	.00	594,070.00	0	594,893.60
	5560 - TUITION -VO-AG Totals	\$852,346.00	\$0.00	\$852,346.00	\$0.00	\$73,432.00	(\$750.00)	\$779,664.00	9%	\$822,110.93
5561	Tuition - Public Sped DCF									
5561.01	Tuition - Public Sped DCF	106,854.00	.00	106,854.00	.00	.00	.00	106,854.00	0	46,125.67
5561.02	Tuition - Sped Exploration	149,750.00	.00	149,750.00	.00	.00	.00	149,750.00	0	152,385.58
5561.12	Tuition - Regular Ed	.00	.00	.00	.00	.00	.00	.00	+++	17,212.00
5561.15	Tuition - SPED Public	42,487.00	.00	42,487.00	.00	.00	.00	42,487.00	0	26,215.93
5561.19	Tuition - Magnet School	417,511.00	.00	417,511.00	.00	.00	.00	417,511.00	0	281,675.00
5561.20	Tuition - Highlander	506,628.00	.00	506,628.00	117,600.00	117,600.00	123,025.00	266,003.00	47	233,912.00
5561.25	Tuition - Magnet School SPED	105,860.00	.00	105,860.00	.00	.00	.00	105,860.00	0	136,241.24
5561.98	Tuition - Pre - K In District	.00	.00	.00	.00	.00	250.00	(250.00)	+++	40,675.00
	5561 - Tuition - Public Sped DCF Totals	\$1,329,090.00	\$0.00	\$1,329,090.00	\$117,600.00	\$117,600.00	\$123,275.00	\$1,088,215.00	18%	\$934,442.42
5563	Tuition-Detention Center									
5563.01	Tuition-Detention Center	24,000.00	.00	24,000.00	.00	.00	.00	24,000.00	0	22,537.05
5563.04	Tuition - Private Sped DCF	200,000.00	.00	200,000.00	6,050.00	144,350.00	24,200.00	31,450.00	84	260,075.85
5563.06	Tuition - Court placed	155,000.00	.00	155,000.00	.00	.00	.00	155,000.00	0	65,721.51
5563.15	Tuition - Private -SPED	5,968,974.00	.00	5,968,974.00	597,541.68	4,882,706.31	1,143,116.28	(56,848.59)	101	6,177,286.90
5563.25	Tuition - Summer Placements	30,000.00	.00	30,000.00	.00	.00	28,025.00	1,975.00	93	23,800.00
	5563 - Tuition-Detention Center Totals	\$6,377,974.00	\$0.00	\$6,377,974.00	\$603,591.68	\$5,027,056.31	\$1,195,341.28	\$155,576.41	98%	\$6,549,421.31
5580	Travel									
5580	Travel	10,262.00	.00	10,262.00	567.19	.00	1,549.11	8,712.89	15	7,270.62
5580.01	Administrators Travel	10,200.00	.00	10,200.00	1,300.00	.00	6,600.00	3,600.00	65	9,450.09
	5580 - Travel Totals	\$20,462.00	\$0.00	\$20,462.00	\$1,867.19	\$0.00	\$8,149.11	\$12,312.89	40%	\$16,720.71
5610	Instructional Supplies									
5610.01	Instructional Supplies	168,520.00	.00	168,520.00	10,126.71	39,780.78	64,753.51	63,985.71	62	271,121.12
5610.02	Audio/Visual Supl-	1,990.00	.00	1,990.00	.00	333.91	431.50	1,224.59	38	1,077.92
5610.04	Cleaning Supplies	151,583.00	.00	151,583.00	15,483.15	28,865.27	40,105.43	82,612.30	46	110,622.96
5610.05	Non Instructional Supply	109,905.00	.00	109,905.00	10,488.27	14,624.69	33,656.53	61,623.78	44	128,621.16
5610.20	Program Supplies	6,775.00	.00	6,775.00	72.10	445.45	135.80	6,193.75	9	1,280.73



# Monthly Financial Report

Fiscal Year to Date 11/21/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 5100 - General Fund BOE	EXPENSE									
	5610 - Instructional Supplies Totals	\$438,773.00	\$0.00	\$438,773.00	\$36,170.23	\$84,050.10	\$139,082.77	\$215,640.13	51%	\$512,723.89
5620	Bus Fuel									
5620.02	Bus Fuel	207,700.00	.00	207,700.00	16,548.14	114,429.11	49,610.09	43,660.80	79	239,657.54
	5620 - Bus Fuel Totals	\$207,700.00	\$0.00	\$207,700.00	\$16,548.14	\$114,429.11	\$49,610.09	\$43,660.80	79%	\$239,657.54
5621	Natural Gas	347,340.00	.00	347,340.00	12,592.50	.00	62,352.90	284,987.10	18	355,156.20
5622	Electricity	995,652.00	.00	995,652.00	58,469.98	18,697.41	274,014.37	702,940.22	29	948,954.34
5623	Bottled Gas	250.00	.00	250.00	.00	.00	.00	250.00	0	.00
5624	Oil	116,580.00	.00	116,580.00	.00	.00	114,556.00	2,024.00	98	123,158.70
5640	Textbooks									
5640.1	Textbooks	12,977.00	.00	12,977.00	.00	1,967.42	653.85	10,355.73	20	21,645.23
5640.2	Library Books	17,594.00	.00	17,594.00	495.34	2,018.93	6,167.01	9,408.06	47	1,786.23
5640.3	Subscriptions	22,559.00	.00	22,559.00	1,023.00	6,429.12	9,196.30	6,933.58	69	21,813.69
	5640 - Textbooks Totals	\$53,130.00	\$0.00	\$53,130.00	\$1,518.34	\$10,415.47	\$16,017.16	\$26,697.37	50%	\$45,245.15
5650	Instructional Tech Supply									
5650	Instructional Tech Supply	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	5,101.44
5650.01	Non Instr Tech Supply	750.00	.00	750.00	.00	.00	395.24	354.76	53	177.41
5650.02	East	1,000.00	.00	1,000.00	.00	500.00	.00	500.00	50	773.94
5650.03	Forbes	1,000.00	.00	1,000.00	.00	500.00	.00	500.00	50	661.60
5650.04	Vogel	1,000.00	.00	1,000.00	222.21	277.79	222.21	500.00	50	610.08
5650.05	High School	3,500.00	.00	3,500.00	.00	1,101.75	648.25	1,750.00	50	1,882.43
5650.06	Middle School	2,000.00	.00	2,000.00	389.97	457.45	542.55	1,000.00	50	991.85
5650.08	Southwest	1,000.00	.00	1,000.00	.00	500.00	.00	500.00	50	530.35
5650.09	Torrington	1,000.00	.00	1,000.00	.00	384.12	115.88	500.00	50	57.94
	5650 - Instructional Tech Supply Totals	\$16,250.00	\$0.00	\$16,250.00	\$612.18	\$3,721.11	\$1,924.13	\$10,604.76	35%	\$10,787.04
5743	Non Instructional Equip	34,432.00	.00	34,432.00	.00	.00	2,644.45	31,787.55	8	14,739.40
5746	Instructional Equipment	17,430.00	.00	17,430.00	403.09	1,241.23	1,934.78	14,253.99	18	108,790.59
5810	Dues and Fees	66,339.00	.00	66,339.00	776.74	660.00	23,306.24	42,372.76	36	36,897.50
5811	Entry Fees	1,150.00	.00	1,150.00	.00	.00	.00	1,150.00	0	605.00
5890	Miscellaneous Expenditure	800.00	.00	800.00	.00	.00	.00	800.00	0	.00
5950	Cafeteria Subsidy									
5950.18	Cafeteria Subsidy	.00	.00	.00	.00	.00	.00	.00	+++	895.37
	5950 - Cafeteria Subsidy Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$895.37
	EXPENSE TOTALS	\$74,545,162.00	\$0.00	\$74,545,162.00	\$3,776,922.79	\$17,834,695.31	\$24,918,028.59	\$31,792,438.10	57%	\$71,165,274.00
Fund 5100 - General Fund BOE Totals		\$74,545,162.00	\$0.00	\$74,545,162.00	\$3,776,922.79	\$17,834,695.31	\$24,918,028.59	\$31,792,438.10		\$71,165,274.00
Fund 5101 - Capital	EXPENSE									
5905	Capital-THS	.00	.00	.00	.00	.00	1,745.00	(1,745.00)	+++	874,584.32



# Monthly Financial Report

Fiscal Year to Date 11/21/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund	<b>5101 - Capital</b>									
	EXPENSE									
5906	Capital-TMS	.00	.00	.00	.00	.00	.00	.00	+++	82,500.00
5908	Capital-SW	.00	.00	.00	.00	.00	.00	.00	+++	8,175.00
5915	Capital Technology	.00	.00	.00	.00	.00	.00	.00	+++	171,519.89
	EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,745.00	(\$1,745.00)	+++	\$1,136,779.21
Fund	<b>5101 - Capital Totals</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,745.00	(\$1,745.00)		\$1,136,779.21
	Grand Totals	\$74,545,162.00	\$0.00	\$74,545,162.00	\$3,776,922.79	\$17,834,695.31	\$24,919,773.59	\$31,790,693.10		\$72,302,053.21

TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
17/18-21/22

CAPITAL BUDGET REQUEST FORM 1  
(CBF-1)  
SUMMARY OF PROJECT REQUESTS

TOTAL EXPENDITURES BY YEAR						
	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
EAST SCHOOL	4,020,120	179,520	1,465,860	822,000	770,540	782,200
FORBES SCHOOL	300,000	-	-	25,000	125,000	150,000
VOGEL-WETMORE SCHOOL	398,000	-	248,000	150,000	-	-
HIGH SCHOOL	1,262,000	8,000	288,000	391,000	425,000	150,000
MIDDLE SCHOOL	2,385,380	649,000	587,180	541,200	193,000	415,000
SOUTHWEST SCHOOL	91,000	38,000	20,000	33,000	-	-
TORRINGFORD SCHOOL	10,000	-	10,000	-	-	-
ADMINISTRATION BLDG	561,175	98,700	382,475	80,000	-	-
ENERGY EFFICIENCY PROJECT	0	-	-	-	-	-
SUBTOTAL - FACILITIES	9,027,675	973,220	3,001,515	2,042,200	1,513,540	1,497,200
TECHNOLOGY	3,434,083	713,117	628,866	595,775	610,035	886,290
<b>TOTAL</b>	<b>12,461,758</b>	<b>1,686,337</b>	<b>3,630,381</b>	<b>2,637,975</b>	<b>2,123,575</b>	<b>2,383,490</b>

Estimated State Construction Grant Reimbursement						
EAST SCHOOL	0					
FORBES SCHOOL	0					
HIGH SCHOOL	125,000			125,000		
MIDDLE SCHOOL	167,160	167,160				
SOUTHWEST SCHOOL	0					
ADMINISTRATION BLDG	0					
<b>TOTAL GRANT MONIES</b>	<b>292,160</b>	<b>167,160</b>				

<b>COST TO CITY OF TORRINGTON</b>	<b>12,169,598</b>	<b>1,519,177</b>	<b>3,630,381</b>	<b>2,512,975</b>	<b>2,123,575</b>	<b>2,383,490</b>
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TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
FY 17/18-21/22

CAPITAL BUDGET REQUEST FORM 1  
(CBF-1)  
SUMMARY OF PROJECT REQUESTS

East School

LIST OF PROJECTS	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Masonry Restoration	1	321,950	-	-	-	-	321,950
Plumbing Fixtures & Bathrooms	1	595,950	-	-	595,950	-	-
Energy Controls	1	301,400	-	301,400	-	-	-
Repave Main Parking Lot	1	205,500	-	-	-	205,500	-
Security Upgrade	1	338,400	-	338,400	-	-	-
Roof Repairs	1	172,620	-	-	-	-	172,620
Boiler Replacement	1,4	390,450	179,520	210,930	-	-	-
Sidewalk Repair	1	126,040	-	-	-	126,040	-
Field Upgrade	1	64,390	-	-	-	-	64,390
Roof Top Units	1	326,060	-	326,060	-	-	-
Interior Painting	1	165,700	-	-	-	-	165,700
Kitchen Upgrade	1	439,000	-	-	-	439,000	-
Spill Upgrade	1	18,460	-	18,460	-	-	-
Hot Water Heater	1	45,210	-	45,210	-	-	-
Upgrade Ceilings	1	57,540	-	-	-	-	57,540
Lighting Upgrades	1	226,050	-	-	226,050	-	-
Unit Ventilator	1	225,400	-	225,400	-	-	-
<b>TOTALS</b>		<b>4,020,120</b>	<b>179,520</b>	<b>1,465,860</b>	<b>822,000</b>	<b>770,540</b>	<b>782,200</b>

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO  
(8) Grant Funding



## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Masonry Restoration</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
IVa.		IVb.		Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		321,950	-	-	-	-	321,950
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-	-	-	-	-	-
TOTAL		321,950	-	-	-	-	321,950

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Plumbing Fixtures &amp; Bathrooms</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		595,950	-	-	595,950	-	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-	-	-	-	-	-
TOTAL		595,950	-	-	595,950	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT:  Energy Controls				II. SCHOOL OR SITE:  East School			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		301,400	-	301,400	-	-	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-	-	-	-	-	-
TOTAL		301,400	-	301,400	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Repave Main Parking Lot</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		205,500	-	-	-	205,500	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-	-	-	-	-	-
TOTAL		205,500	-	-	-	205,500	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Security Upgrade</div>				II. SCHOOL OR SITE: <div style="text-align: center;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:   							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		338,400	-	338,400	-	-	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-		-	-	-	-
TOTAL		338,400	-	338,400	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Roof Repairs</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		172,620	-	-	-	-	172,620
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-	-	-	-	-	-
TOTAL		172,620	-	-	-	-	172,620

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Boiler Replacement</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
IVa.		IVb.		Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		390,450	179,520	210,930	-	-	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-	-	-	-	-	-
TOTAL		390,450	179,520	210,930	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Sidewalk Repair</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
IVa.		IVb.		Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		126,040	-	-	-	126,040	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-	-	-	-	-	-
TOTAL		126,040	-	-	-	126,040	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO



## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Field Upgrade</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		64,390	-	-	-	-	64,390
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-	-	-	-	-	-
TOTAL		64,390	-	-	-	-	64,390

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Roof Top Units</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		326,060	-	326,060	-	-	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-		-	-	-	-
TOTAL		326,060	-	326,060	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Interior Painting</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
IVa.		IVb.		Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		165,700	-	-	-	-	165,700
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-	-	-	-	-	-
TOTAL		165,700	-	-	-	-	165,700

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Kitchen Upgrade</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		439,000	-	-	-	439,000	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-	-	-	-	-	-
TOTAL		439,000	-	-	-	439,000	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Spill Upgrade</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		18,460		18,460	-	-	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-		-	-	-	-
TOTAL		18,460	-	18,460	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Hot Water Heater</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		45,210		45,210	-	-	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-		-	-	-	-
TOTAL		45,210	-	45,210	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT:  Upgrade Ceilings			II. SCHOOL OR SITE:  East School				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		57,540	-	-	-	-	57,540
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-	-	-	-	-	-
TOTAL		57,540	-	-	-	-	57,540

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Lighting Upgrades</div>				II. SCHOOL OR SITE: <div style="text-align: center;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:   							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		226,050	-	-	226,050	-	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-		-	-	-	-
TOTAL		226,050	-	-	226,050	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO



## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Unit Ventilator</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		225,400		225,400	-	-	
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-		-	-	-	-
TOTAL		225,400	-	225,400	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
17/18-21/22

CAPITAL BUDGET REQUEST FORM 1  
(CBF-1)  
SUMMARY OF PROJECT REQUESTS

Forbes School

LIST OF PROJECTS	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Gymnasium Resurface and Paint	1	25,000		-	25,000	-	-
Repave Parking Lot	1	125,000	-	-	-	125,000	-
Temperature Controls	1	150,000	-	-	-	-	150,000
<b>TOTALS</b>		<b>300,000</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>125,000</b>	<b>150,000</b>

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

17/18-21/22

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Gymnasium Resurface and Paint</div>				II. SCHOOL OR SITE: <div style="text-align: center;">Forbes School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  <div style="text-align: center;">Remove many years of build up and repaint lines.</div>							
IV. RECOMMENDED FINANCING      IVa.      IVb.      Estimated Expenditures by Fiscal Year							
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-	-	-	-	-	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement	1	25,000		-	25,000	-	-
TOTAL		25,000	-	-	25,000	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT:  Repave parking lot			II. SCHOOL OR SITE:  Forbes School				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Repave deteriorating blacktop.							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-					
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	125,000				125,000	
TOTAL		125,000	-	-	-	125,000	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT:  Temperature Controls			II. SCHOOL OR SITE:  Forbes School				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Upgrade controls to maximize efficiency of new heating and air conditioning units							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		15,000	-	-	-	-	15,000
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement	1	135,000	-	-	-	-	135,000
TOTAL		150,000	-	-	-	-	150,000

\*(1) General Revenues

(2) Long Term Bonds

(3) Short Term Bonds

(4) State Aid

(5) Federal Aid

(6) Special Assessments

(7) Other

TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
FY 17/18-21/22

CAPITAL BUDGET REQUEST FORM 1  
(CBF-1)  
SUMMARY OF PROJECT REQUESTS

Vogel-Wetmore School

LIST OF PROJECTS	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Carpet Media Center & Stairwell	1	48,000	-	48,000	-	-	-
Snow Removal Equipment	1	20,000	-	-	20,000	-	-
Window Repair	1	-	-	-	-	-	-
Upgrade bathrooms	1	200,000	-	200,000	-	-	-
Parking Lot Repaving	1	130,000	-	-	130,000	-	-
<b>TOTALS</b>		<b>398,000</b>	<b>-</b>	<b>248,000</b>	<b>150,000</b>	<b>-</b>	<b>-</b>

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT:  Carpet - Media Center and stairwell tread replacement				II. SCHOOL OR SITE:  Vogel-Wetmore School			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Media Center carpet is showing heavy signs of wear. Replace rubber stair treads, South well window treatment.							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-	-	-	-	-	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement	1	48,000	-	48,000	-	-	
TOTAL		48,000	-	48,000	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Snow removal equipment</div>				II. SCHOOL OR SITE: <div style="text-align: center;">Vogel-Wetmore School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center;">To purchase snow removal equipment.</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-					
B: Land		-					
C: Construction		-					
D: Equipment Purchase	1	20,000			20,000		
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement		-					
TOTAL		20,000	-	-	20,000	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO



## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Window Repair</div>				II. SCHOOL OR SITE: <div style="text-align: center;">Vogel-Wetmore School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center;">To repair window exterior throughout the building.</div>							
IV. RECOMMENDED FINANCING							
IVa.		IVb.		Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-					
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	-	-				-
TOTAL		-	-	-	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT:  Upgrade bathrooms			II. SCHOOL OR SITE:  Vogel-Wetmore School				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Bathroom plumbing upgrade with new sinks, partitions, and IR faucets.							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	20,000		20,000			
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	180,000		180,000			-
TOTAL		200,000	-	200,000	-	-	-

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT:  Parking Lot Repaving			II. SCHOOL OR SITE:  Vogel-Wetmore School				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	5,000	-	-	5,000		
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	125,000	-	-	125,000		-
TOTAL		130,000	-	-	130,000	-	-

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO

TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
FY 17/18-21/22

CAPITAL BUDGET REQUEST FORM 1  
(CBF-1)  
SUMMARY OF PROJECT REQUESTS

High School

LIST OF PROJECTS	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Gymnasium Painting	1	30,000	-	30,000	-	-	-
Plumbing Fixtures	1	-	-	-	-	-	-
Accoustic Sound Suppression	1	25,000	-	25,000	-	-	-
Repave Main Parking Lot	1	265,000	-	-	265,000	-	-
Repave Upper Parking lot	1	118,000	-	-	118,000	-	-
Roof Repairs	1	150,000	-	-	-	-	150,000
Gym Floor	1,4	425,000	-	-	-	425,000	-
Sidewalk Repair	1	140,000	-	140,000	-	-	-
Exterior Painting	1	-	-	-	-	-	-
Music Wing Remodel	1	85,000	-	85,000	-	-	-
ADA carry over Room Modifications	1,4	-	-	-	-	-	-
Under Ground Fuel Tank Replacement	1,4	-	-	-	-	-	-
ADA B Building Elevator	1,4	-	-	-	-	-	-
Window Treatments	1	24,000	8,000	8,000	8,000	-	-
<b>TOTALS</b>		<b>1,262,000</b>	<b>8,000</b>	<b>288,000</b>	<b>391,000</b>	<b>425,000</b>	<b>150,000</b>

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Gymnasium Painting</div>				II. SCHOOL OR SITE: <div style="text-align: center;">High School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center; margin-top: 20px;">Repaint walls and ceiling at Principal's request.</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	2,000	-	2,000			
B: Land		-	-	-	-	-	
C: Construction		-	-	-	-	-	
D: Equipment Purchase		-	-	-	-	-	
E: Interest Cost		-	-	-	-	-	
F: Other Costs		-	-	-	-	-	
G: Repair and Replacement	1	28,000	-	28,000			-
TOTAL		30,000	-	30,000	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Plumbing Fixtures</div>				II. SCHOOL OR SITE: <div style="text-align: center;">High School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center;">Replace Fixtures not updated at Renovation</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	-		-			
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	-		-			-
TOTAL		-	-	-	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Accoustic Sound Suppression</div>				II. SCHOOL OR SITE: <div style="text-align: center;">High School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  <div style="text-align: center;">Install accoustic sound suppression in choral and band rooms at teacher and principal requests.</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	2,000	-	2,000			
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	23,000	-	23,000			-
TOTAL		25,000	-	25,000	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT:  Repave Parking Lot			II. SCHOOL OR SITE:  High School				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Repave main parking lot from entry road. Stripe the parking lot.							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	25,000	-		25,000		
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	240,000	-		240,000		-
TOTAL		265,000	-	-	265,000	-	-

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO



## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT:  Repave Parking Lot - Upper level				II. SCHOOL OR SITE:  High School			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Was never addressed during renovation							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-	-	-	-	-	
B: Land		-	-	-	-	-	
C: Construction		-	-	-	-	-	
D: Equipment Purchase		-	-	-	-	-	
E: Interest Cost		-	-	-	-	-	
F: Other Costs		-	-	-	-	-	
G: Repair and Replacement	1	118,000	-	-	118,000	-	-
TOTAL		118,000	-	-	118,000	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Roof Maintenance &amp; Repairs</div>				II. SCHOOL OR SITE: <div style="text-align: center;">High School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center;">To maintain and repair roof</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	10,000			-	-	10,000
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	140,000			-	-	140,000
TOTAL		150,000	-	-	-	-	150,000

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Gymnasium Floor</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">High School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  <div style="text-align: center; margin-top: 20px;">Gym Floor Replacement NOTE: Some state aid may be available for the replacement portion (\$380,000) of this construction. Reimbursement rate will be approximately 70%.</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	20,000		-	-	20,000	
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1, 4	405,000		-	-	405,000	-
TOTAL		425,000	-	-	-	425,000	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Sidewalk repair</div>				II. SCHOOL OR SITE: <div style="text-align: center;">High School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center; margin-top: 20px;">Repair sidewalk along the entire front of A Building.</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	10,000	-	10,000			
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	130,000	-	130,000			
TOTAL		140,000	-	140,000	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">THS Music Room Remodel</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">High School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center; margin-top: 10px;">Due to the size of the program, the original space has become to small.</div>							
IV. RECOMMENDED FINANCING							
IVa.		IVb.		Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		5,000	-	5,000	-	-	
B: Land		-	-	-	-	-	
C: Construction		80,000	-	80,000	-	-	
D: Equipment Purchase	1	-	-	-	-	-	
E: Interest Cost		-	-	-	-	-	
F: Other Costs		-	-	-	-	-	
G: Repair and Replacement		-	-	-	-	-	
TOTAL		85,000	-	85,000	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT:  ADA Compliant Elevator, B Building				II. SCHOOL OR SITE:  High School			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  <p style="text-align: center;">Due to ADA non-compliance, we must construct a new elevator for B Building.</p> <p style="text-align: center;">This has not been assigned a definitive action based on our Action Plan narrative in the VCHP.</p> <p style="text-align: center;">State reimbursement will be approximately 70%.</p>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-	-	-	-	-	
B: Land		-	-	-	-	-	
C: Construction	1, 4	-	-	-	-	-	
D: Equipment Purchase		-	-	-	-	-	
E: Interest Cost		-	-	-	-	-	
F: Other Costs		-	-	-	-	-	
G: Repair and Replacement		-	-	-	-	-	
TOTAL		-	-	-	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT:  Window Treatments				II. SCHOOL OR SITE:  High School			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Add New window treatment throughout building beginning with A Building							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	-					
B: Land		-					
C: Construction	1	24,000	8,000	8,000	8,000		
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement		-					
TOTAL		24,000	8,000	8,000	8,000	-	-

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO

TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
FY 17/18-21/22

CAPITAL BUDGET REQUEST FORM 1  
(CBF-1)  
SUMMARY OF PROJECT REQUESTS

Middle School

LIST OF PROJECTS	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Athletic Field Irrigation and Field Upgrade	1	250,000	-	-	-	-	250,000
Parking Lot Maintenance	1	-	-	-	-	-	-
Replace Windows	1,4	649,000	649,000	-	-	-	-
Restore Metal Roof	1	899,200	-	-	541,200	193,000	165,000
Replace Flat Roof	1, 4	587,180	-	587,180	-	-	-
<b>TOTALS</b>		<b>2,385,380</b>	<b>649,000</b>	<b>587,180</b>	<b>541,200</b>	<b>193,000</b>	<b>415,000</b>

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO



## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT:  Athletic Field Irrigation and Field Upgrade				II. SCHOOL OR SITE:  Middle School			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Install drainage to eliminate standing water and maintain appearance on a heavily used athletic field. We will explore discussions with the City on joint funding due to heavy use of fields by recreation programs.							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	25,000	-		-		25,000
B: Land		-	-				
C: Construction	1	225,000			-		225,000
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement		-					
TOTAL		250,000	-	-	-	-	250,000

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT:  Parking lot surface maintenance				II. SCHOOL OR SITE:  Middle School			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Maintain parking lot by filling cracks, replacing curbs, cut and patch deteriorated areas.							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	-					
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	-					
TOTAL		-	-	-	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Window Replacement</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">Middle School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  <div style="text-align: center; margin-top: 20px;">           Windows are broken beyond repair. Need to be replaced with a commercial grade unit. Note: State reimbursement is based on Energy Efficiency Review by SDE and the percentage paid will only be for windows, not labor or other costs. Estimating approximately 50% of the \$455K construction cost may be reimbursed. Estimate as of 1/26/2012. Moved back as complaints have subsided with new chiller installation.         </div>							
IV. RECOMMENDED FINANCING							
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	50,000	50,000				
B: Contingencies		52,000	52,000				
C: Construction	1, 4	495,000	495,000				
D: Escalation	1	37,000	37,000				
E: Construction Management Fees	1	15,000	15,000				
F: Hazardous materials abatement		-					
G: Repair and Replacement		-					
<b>TOTAL</b>		649,000	649,000	-	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Restore surface of metal roof</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">Middle School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center; margin-top: 10px;">Restore metal coating</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	85,000		-	85,000	-	
B: Land		-	-	-	-	-	
C: Management Fees	1	14,000		-	14,000	-	
D: Reimbursables	1	54,300		-	54,300	-	
E: Contingency	1	100,900		-	67,900	33,000	
F: Other Costs		-	-	-	-	-	
G: Repair and Replacement	1	645,000		-	320,000	160,000	165,000
TOTAL		899,200	-	-	541,200	193,000	165,000

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Replace flat roof</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">Middle School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center; margin-top: 10px;">State reimbursement will be approximately 70% of the \$450K replacement cost.</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	45,000	-	45,000			
B: Management Fees	1	8,800	-	8,800			
C: Reimbursables	1	35,000	-	35,000			
D: Equipment Purchase		-	-				
E: Contingency	1	48,380	-	48,380			
F: Other Costs		-	-				
G: Repair and Replacement	1, 4	450,000	-	450,000			
TOTAL		587,180	-	587,180	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
FY 17/18-21/22

CAPITAL BUDGET REQUEST FORM 1  
(CBF-1)  
SUMMARY OF PROJECT REQUESTS

Southwest School

LIST OF PROJECTS	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Increased Parking Area	1	33,000	-	-	33,000	-	
Emergency Lights	1	-	-	-	-	-	-
Roof wall flashing repair	1	20,000	-	20,000	-	-	-
Flooring	1	38,000	38,000	-	-	-	-
<b>TOTALS</b>		<b>91,000</b>	<b>38,000</b>	<b>20,000</b>	<b>33,000</b>	<b>-</b>	<b>-</b>

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Design and increase of parking area</div>				II. SCHOOL OR SITE: <div style="text-align: center;">Southwest School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Increase parking area by 6-8 spaces to accommodate added teachers and staff. Insufficient on-site parking for staff, parents and visitors and limited on-street parking.							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	3,000			3,000	-	
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	30,000			30,000	-	
TOTAL		33,000	-	-	33,000	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Upgrade emergency lights</div>				II. SCHOOL OR SITE: <div style="text-align: center;">Southwest School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  <div style="text-align: center;">To replace batteries in emergency lighting for safety and code. This has to be done every five (5) years.</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-					
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	-					
TOTAL		-	-	-	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO



## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT:  Resurface sidewalk on Charles and Tarringford West Streets				II. SCHOOL OR SITE:  Tarringford School			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Sidewalk not resurfaced during renovation							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-					
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	10,000		10,000			
TOTAL		10,000	-	10,000	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Roof wall flashing repair</div>				II. SCHOOL OR SITE: <div style="text-align: center;">Southwest School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center;">Flashing repair and roof patching</div>							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	2,000	-	2,000			
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	18,000	-	18,000			
TOTAL		20,000	-	20,000	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT:  Flooring Replacement			II. SCHOOL OR SITE:  Southwest School				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Hallway - Upgrades to damaged flooring							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1	3,000	3,000				
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	35,000	35,000				
TOTAL		38,000	38,000	-	-	-	-

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO

TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
FY 17/18-21/22

CAPITAL BUDGET REQUEST FORM 1  
(CBF-1)  
SUMMARY OF PROJECT REQUESTS

Torrington School

LIST OF PROJECTS	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Resurface sidewalk at Charles & Torrington West Sts.	1	10,000	-	10,000	-	-	-
<b>TOTALS</b>		<b>10,000</b>	-	<b>10,000</b>	-	-	-

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO

TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
FY 17/18-21/22

CAPITAL BUDGET REQUEST FORM 1  
(CBF-1)  
SUMMARY OF PROJECT REQUESTS

Administration Bldg-Migeon

TOTAL EXPENDITURES BY YEAR							
LIST OF PROJECTS	SOURCE OF FUNDS	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Exterior repair	1	190,000		190,000	-	-	-
Main Entrance from parking lot	1	12,500		12,500	-	-	-
Asphalt repaving	1	80,000	-		80,000	-	-
Windows	1	18,000		18,000	-	-	-
Heating system	1	62,475		62,475	-	-	-
Underground fuel tank	1	24,500		24,500	-	-	-
Roof	1	75,000		75,000	-	-	-
Moving exspense estimate	1	98,700	98,700				
<b>TOTAL</b>		<b>561,175</b>	<b>98,700</b>	<b>382,475</b>	<b>80,000</b>	-	-

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Exterior Repair</div>				II. SCHOOL OR SITE: <div style="text-align: center;">Administration Bldg</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  <div style="text-align: center;">Brick repointing &amp; repair; Facia; Dentil soffitt &amp; gutters.</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-					
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	190,000		190,000			
TOTAL		190,000	-	190,000	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT:  Exterior Repair- Main Entrance from parking lot			II. SCHOOL OR SITE:  Administration Bldg				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Repair façade and replace door							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-					
B: Land		-					
C: Construction	1	12,500		12,500			
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement		-					
TOTAL		12,500	-	12,500	-	-	-

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT:  Repave parking lot, driveway and sidewalks				II. SCHOOL OR SITE:  Administration Bldg			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Deteriorating asphalt							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-					
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	80,000			80,000		
TOTAL		80,000	-	-	80,000	-	-

\*(1) General Revenues  
(2) Long Term Bonds  
(3) Short Term Bonds

(4) State Aid  
(5) Federal Aid  
(6) Special Assessments

(7) Other-PTO



## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Windows &amp; window trim, wrap aluminum</div>				II. SCHOOL OR SITE: <div style="text-align: center;">Administration Bldg</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center;">24 units, 2nd floor</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-					
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	18,000		18,000			
TOTAL		18,000	-	18,000	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Heating System</div>				II. SCHOOL OR SITE: <div style="text-align: center;">Administration Bldg</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center;">Non-electric radiator valves; steam boiler; heat-timer controls</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		2,500	2,500				
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1	59,975		59,975			
TOTAL		62,475	2,500	59,975	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

## PROJECT PROPOSAL

I. PROJECT:  Underground fuel tank      REMOVAL ONLY				II. SCHOOL OR SITE:  Administration Bldg			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  <p style="text-align: center;">#2 Fuel oil underground tank expires and needs replacement. NOTE: At this time to reduce liability I propose not to replace the tank and to put natural gas into building and upgrade boiler system.</p>							
IV. RECOMMENDED FINANCING							
IVa.		IVb.		Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering	1, 4	3,000		3,000			
B: Land		-					
C: Construction		-					
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement	1, 4	21,500		21,500			
TOTAL		24,500	-	24,500	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Roof replacement</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">Administration Bldg</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES: <div style="text-align: center; margin-top: 10px;">30 yr roof, strip old add ice and water shields add gutters to valley base and over entrances.</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-					
B: Land		-					
C: Construction	1	75,000		75,000			
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement		-					
TOTAL		75,000	-	75,000	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

## CAPITAL BUDGET REQUEST FORM 2

FY 17/18-21/22

PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center;">Moving Estimate</div>				II. SCHOOL OR SITE: <div style="text-align: center;">Administration Bldg</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  <div style="text-align: center;">Moving cost related to Admin. Building for communication, set up and space needs and build outs</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
A: Planning and Engineering		-					
B: Land		-					
C: Construction	1	98,700	98,700				
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement		-					
TOTAL		98,700	98,700	-	-	-	-

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
FY 17/18-21/22

CAPITAL BUDGET REQUEST FORM 1  
(CBF-1)  
SUMMARY OF PROJECT REQUESTS

Technology - Districtwide

TOTAL EXPENDITURES BY YEAR						
TECHNOLOGY	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
EAST SCHOOL	219,350	52,850	55,500	55,500	55,500	-
FORBES SCHOOL	276,594	54,594	55,500	55,500	55,500	55,500
VOGEL-WETMORE	301,540	18,500	116,540	55,500	55,500	55,500
HIGH SCHOOL	477,592	321,147	17,835	113,755	17,835	7,020
MIDDLE SCHOOL	464,020	7,020	62,520	62,520	158,440	173,520
SOUTHWEST SCHOOL	171,356	9,250	97,356	55,500	-	9,250
TORRINGFORD SCHOOL	301,010	9,250	55,500	55,500	125,260	55,500
ADMINISTRATION BLDG	1,222,621	240,506	168,115	142,000	142,000	530,000
<b>TOTAL</b>	<b>3,434,083</b>	<b>713,117</b>	<b>628,866</b>	<b>595,775</b>	<b>610,035</b>	<b>886,290</b>

CAPITAL BUDGET REQUEST FORM 2  
 FY 17/18-21/22  
 PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Technology</div>			II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING      IVa.      IVb.      Estimated Expenditures by Fiscal Year							
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Replace Adult Computers \$872 x 50	1	43,600	43,600				
Chrome Books \$ 290 X 150	1	130,500		43,500	43,500	43,500	-
Chrome Book Carts \$ 2000 X 6	1	36,000		12,000	12,000	12,000	-
Chromebooks \$290 x 25	1	7,250	7,250				
Chromebook Carts \$2,000 x 1	1	2,000	2,000				
		-					
		-		-	-	-	
		-					
		-		-	-	-	
		-		-	-	-	
		-		-	-	-	
		-		-	-	-	
		-		-	-	-	
		-		-	-	-	
		-		-	-	-	
<b>TOTAL</b>		219,350	52,850	55,500	55,500	55,500	-

- \*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

CAPITAL BUDGET REQUEST FORM 2  
FY 17/18-21/22  
PROJECT PROPOSAL

I. PROJECT: Technology				II. SCHOOL OR SITE: Forbes School			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Replace Adult Computers \$ 872 X 52	1	45,344	45,344				
Chrome Books \$ 290 X 150	1	174,000		43,500	43,500	43,500	43,500
Chrome Book Cart \$ 2000 X 6	1	48,000		12,000	12,000	12,000	12,000
Chrome Books \$ 290 X 25	1	7,250	7,250				
Chrome Book Cart \$ 2000 X 1	1	2,000	2,000				
		-					
		-			-	-	
		-					
		-			-	-	
		-			-	-	
		-			-	-	
		-			-	-	
		-			-	-	
		-			-	-	
<b>TOTAL</b>		276,594	54,594	55,500	55,500	55,500	55,500

- \*(1) General Revenues

(2) Long Term Bonds

(3) Short Term Bonds

(4) State Aid

(5) Federal Aid

(6) Special Assessments

(7) Other-PTO



CAPITAL BUDGET REQUEST FORM 2  
 FY 17/18-21/22  
 PROJECT PROPOSAL

I. PROJECT: Technology			II. SCHOOL OR SITE: Vogel-Wetmore Elementary				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Chrome Books \$ 290 X 150	1	174,000	-	43,500	43,500	43,500	43,500
Chrome Book Carts \$ 2000 X 6	1	48,000	-	12,000	12,000	12,000	12,000
Replace Adult Computers \$872 x 70	1	61,040		61,040	-	-	
Chromebooks \$290 x 50	1	14,500	14,500	-	-	-	
Chromebook Carts \$2,000 x 2	1	4,000	4,000	-	-	-	
		-		-	-	-	
		-		-	-	-	
		-		-	-	-	
		-	-		-	-	
TOTAL		301,540	18,500	116,540	55,500	55,500	55,500

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

CAPITAL BUDGET REQUEST FORM 2  
 FY 17/18-21/22  
 PROJECT PROPOSAL

I. PROJECT: Technology				II. SCHOOL OR SITE: High School			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Carts for Laptops \$2,000 x 28 Carts	1	56,000	56,000				
Elmos/Doc Cams \$585 x 12	1	35,100	7,020	7,020	7,020	7,020	7,020
Mobile Lab Laptops \$290 x 728	1	211,120	211,120				
Replace Mac Lab Room 104 \$1,179 x 24	1	28,296	28,296		-	-	
SMART Boards \$3,605 x 3	1	43,260	10,815	10,815	10,815	10,815	
TV/Monitors \$1,975 x 4	1	7,896	7,896		-	-	
Adult computers \$872 x 110	1	95,920			95,920		
				-	-	-	
		-					
		-					
TOTAL		477,592	321,147	17,835	113,755	17,835	7,020

- |                       |                         |               |
|-----------------------|-------------------------|---------------|
| *(1) General Revenues | (4) State Aid           | (7) Other-PTO |
| (2) Long Term Bonds   | (5) Federal Aid         |               |
| (3) Short Term Bonds  | (6) Special Assessments |               |

CAPITAL BUDGET REQUEST FORM 2  
 FY 17/18-21/22  
 PROJECT PROPOSAL

I. PROJECT: Technology			II. SCHOOL OR SITE: MS				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Elmos/Doc Cams \$585 x 12	1	35,100	7,020	7,020	7,020	7,020	7,020
Replace Lab \$872 x 8	1	-			-	-	
3D Printer	1	-			-	-	
Adult Computers \$872 x 110	1	95,920			-	95,920	
Chrome Books \$ 290 X 150	1	130,500		43,500	43,500	43,500	
Chrome Book Cart \$ 2000 X 6	1	36,000		12,000	12,000	12,000	
Chrome Books \$ 290 X 450	1	130,500					130,500
Chrome Book Cart \$ 2000 X 18	1	36,000					36,000
		-		-	-	-	
		-		-	-	-	
TOTAL		464,020	7,020	62,520	62,520	158,440	173,520

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

CAPITAL BUDGET REQUEST FORM 2  
 FY 17/18-21/22  
 PROJECT PROPOSAL

I. PROJECT: Technology			II. SCHOOL OR SITE: Southwest Elementary				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Replace Adult Computers \$872 X 48	1	41,856		41,856			
Chrome Books \$ 290 X 150	1	87,000		43,500	43,500	-	
Chrome Book Carts \$ 2000 X 6	1	24,000	-	12,000	12,000	-	
Chromebook Cart \$2,000 x 1	1	2,000	2,000				
Chromebooks \$872 x 25	1	7,250	7,250				
Chromebook Cart \$2,000 x 1	1	2,000	-				2,000
Chromebooks \$290 x 25	1	7,250					7,250
		-		-	-	-	
		-		-	-	-	
		-		-	-	-	
		-		-	-	-	
		-		-	-	-	
		-		-	-	-	
		-		-	-	-	
TOTAL		171,356	9,250	97,356	55,500	-	9,250

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

CAPITAL BUDGET REQUEST FORM 2  
 FY 17/18-21/22  
 PROJECT PROPOSAL

I. PROJECT: Technology			II. SCHOOL OR SITE: Torrington Elementary				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
Replace Adult Computers \$ 872 X 80	1	69,760				69,760	
Chromebooks \$290 X 150	1	174,000	-	43,500	43,500	43,500	43,500
Chromebook Cart \$ 2000 X 6	1	48,000	-	12,000	12,000	12,000	12,000
Chromebooks \$290 X 25	1	7,250	7,250				
Chromebook Cart \$ 2000 X 1	1	2,000	2,000				
		-					
		-					
		-			-	-	-
		-			-	-	-
		-			-	-	-
		-			-	-	-
		-			-	-	-
		-			-	-	-
TOTAL		301,010	9,250	55,500	55,500	125,260	55,500

\*(1) General Revenues  
 (2) Long Term Bonds  
 (3) Short Term Bonds

(4) State Aid  
 (5) Federal Aid  
 (6) Special Assessments

(7) Other-PTO

CAPITAL BUDGET REQUEST FORM 2  
FY 16/17- 20/21  
PROJECT PROPOSAL

I. PROJECT: Technology				II. SCHOOL OR SITE: Administration Building			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:							
IV. RECOMMENDED FINANCING							
	IVa.	IVb.	Estimated Expenditures by Fiscal Year				
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 17/18 \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$
10 GB upgrade for CEN connection	1	203,506	203,506				
Smartboard Replacement \$2,000 x 200	1	400,000					400,000
Hardware and Expansion Options	1	404,915		104,915	100,000	100,000	100,000
Hardware Expansion Updates	1	20,000		5,000	5,000	5,000	5,000
Projectors 2500 X 10	1	125,000	25,000	25,000	25,000	25,000	25,000
Smartbulbs \$300x40	1	48,000	12,000	12,000	12,000	12,000	
Large Lab Color Printer	1	21,200		21,200	-	-	-
<b>TOTAL</b>		1,222,621	240,506	168,115	142,000	142,000	530,000

- |                       |                         |               |
|-----------------------|-------------------------|---------------|
| *(1) General Revenues | (4) State Aid           | (7) Other-PTO |
| (2) Long Term Bonds   | (5) Federal Aid         |               |
| (3) Short Term Bonds  | (6) Special Assessments |               |



## Torrington Public Schools

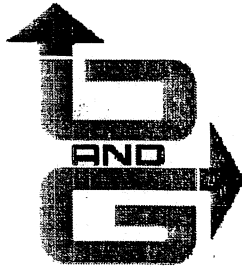
DAVID BASCETTA  
DIRECTOR OF FACILITIES

November 22, 2017

In reference to the restructuring and redistricting of the Torrington Public School system, this is the proposed Capital Budget Plan, pending the decisions made by the Board of Education.

355 MIGEON AVENUE  
TORRINGTON, CONNECTICUT 06790  
www.torrington.org • (860) 489-2327 • fax (860) 489-0726

*The Torrington Board of Education does not discriminate in any of its programs, activities or employment practices on the basis of any protected class status.*



**TORRINGTON ELEMENTARY SCHOOL**

**215 HOGAN DRIVE**

**TORRINGTON, CONNECTICUT 06790**

**ADDITIONS & RENOVATIONS: OPTION A  
&  
NEW CONSTRUCTION: OPTION B**

**CONCEPTUAL DESIGN ESTIMATE**

**June 20, 2017**

**ARCHITECT**

**JOSEPH S. ALICATA ARCHITECT  
EAST HARTLAND, CT**

**PREPARED BY: BRUCE GELBAR  
SENIOR ESTIMATOR**

**KEN BIEGA  
ASSISTANT VICE PRESIDENT**



**EAST ELEMENTARY SCHOOL**  
**TORRINGTON, CONNECTICUT 06790**  
**CONCEPTUAL DESIGN ESTIMATE**  
**ADDITIONS & RENOVATIONS: OPTION A**  
 June 20, 2017

**PROJECT COST SUMMARY SHEET**



DRAFT

NUMBER OF STUDENTS:	550
NEW CONSTRUCTION (GSF):	14,770
RENOVATIONS (GSF):	67,130
TOTAL PROJECT (GSF):	81,900

EAST ELEMENTARY SCHOOL	QTY	U/M	COST U/M	ADDITIONS / RENOVATION CONCEPTUAL DESIGN ESTIMATE
DESCRIPTION				
<b>CONSTRUCTION COSTS</b>				
1. INTERIOR HAZARDOUS ABATEMENT	-			-
A. ASBESTOS ABATEMENT - ALLOWANCE	67,130	SF	6.00	402,780
B. PCB ABATEMENT - ALLOWANCE	67,130	SF	12.00	805,560
2. DEMOLITION OF EXISTING BUILDING - NONE	-			-
3. SITE	6.0	AC	440,000	2,640,000
4. NEW BUILDING CONSTRUCTION	-			-
A. CLASSROOM WING, 1 STORY	9,405	SF	310.00	2,915,550
B. OFFICE WING, 1 STORY	5,365	SF	315.00	1,689,975
5. BUILDING CONSTRUCTION - RENOVATIONS	-		-	-
A. MEDIUM RENOVATION	13,426	SF	195.00	2,618,070
B. HEAVY RENOVATION	53,704	SF	240.00	12,888,960
6. PORTABLE CLASSROOMS - 8 ROOMS	24	MO		813,120
7. PHASING	1	LS		220,000
TRADE SUBTOTAL:	81,900	GSF	\$305.18	24,994,015
NET SF:	79,443	NSF		
8. BUILDING PERMIT FEE (ASSUMED WAIVED BY MUNICIPALITY)				WAIVED
9. C.M. REIMBURSABLES	30	MO		2,070,000
SUBTOTAL:				2,070,000
<b>ESCALATION, CONTINGENCY</b>				
1. CONCEPTUAL ESTIMATE CONTINGENCY	10.00	%		2,706,402
2. ESCALATION - BID DATE: JUNE 2019, 24 MO., 4.5% / YR	9.00	%		2,679,337
3. CMR: GMP CONTINGENCY ( CM CONTRACT: NOT REQUIRED)	-	%		-
SUBTOTAL:				5,385,739
<b>C.M. FEES</b>				
1. PRE-CONSTRUCTION PHASE	1	LS		75,000
2. CONSTRUCTION PHASE, BASED ON TTL PJT	2.50	%		813,119
SUBTOTAL:				888,119
<b>C.M. BOND &amp; INSURANCE</b>				
1. PERFORMANCE & PAYMENT BOND	0.60	%		378,000
2. INSURANCE GL / PL	0.85	%		535,500
SUBTOTAL:				913,500
<b>TOTAL CONSTRUCTION COSTS:</b>			<b>\$418.21</b>	<b>\$ 34,251,373</b>



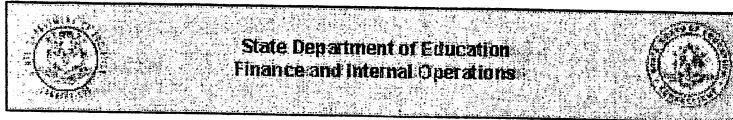
# PROJECT COST SUMMARY SHEET

**DRAFT**

NUMBER OF STUDENTS:	550
NEW CONSTRUCTION (GSF):	14,770
RENOVATIONS (GSF):	67,130
TOTAL PROJECT (GSF):	81,900

EAST ELEMENTARY SCHOOL					ADDITIONS / RENOVATION
DESCRIPTION	QTY	U/M	COST U/M		CONCEPTUAL DESIGN ESTIMATE
<b>OWNERS ESTIMATED "SOFT" COSTS - TO BE CONFIRMED BY TOWN</b>					
1. LAND ACQUISITION, APPRAISALS					EXISTING
2. MISCELLANEOUS ADMINISTRATION COSTS	30	MO	1,000		30,000
3. ARCHITECT / ENGINEER FEES, CONSULTANTS	6.00	%			2,055,082
A. A/E REIMBURSABLES	1	LS			80,000
B. A/E FEES, CONSULTANTS ( CONST. SERVICES - ALLOWANCE )					IN ABOVE
4. ASBESTOS / PCB CONSULTANT	10	%	1,208,340		120,834
5. SURVEYS, BORINGS, GEOTECHNICAL REPORT	1	LS			30,000
6. TRAFFIC STUDY		LS			8,000
7. TESTING, INSPECTIONS, SPECIAL INSPECTIONS	1	LS			30,000
8. INDEPENDENT STRUCTURAL REVIEW	1	LS			20,000
9. INDEPENDENT CODE COMPLIANCE REVIEW	1	LS			22,000
10. HISTORICAL CONSULTANT					N/A
11. PRINTING, MAILING, ADVERTISING	1	LS			14,000
12. FURNITURE, EQUIPMENT - ( ALL NEW )	550	STDT	1,600		880,000
13. TELEPHONE SYSTEM	81,900	SF	1.00		81,900
14. TECHNOLOGY	550	STDT	1,650		907,500
A. TECHNOLOGY CONSULTANT	10	%	907,500		90,750
15. SECURITY SYSTEM	81,900	SF	2.00		163,800
16. BUILDER'S RISK INSURANCE	0.27	%			92,479
17. MOVING EXPENSES, STORAGE	81,900	SF	0.75		61,425
18. LEGAL / BONDING COSTS (ALLOWANCE)	1	LS			35,000
19. INTERIM FINANCING (ALLOWANCE)	1	LS			300,000
20. STATE PERMIT FEE (0.26 / 1000 OF CONST. COST)	0.26	/K			12,220
21. COMMISSIONING (FUNDAMENTAL) / LEED	81,900	SF	1.50		122,850
22. OWNERS CONTINGENCY , 5%, ON PROJECT COSTS	5.00	%	\$39,409,213		1,970,461
23. OWNER REPRESENTATIVE (NONE)					N/A
<b>TOTAL OF OWNERS "SOFT" COSTS:</b>					<b>7,128,301</b>
<b>TOTAL PROJECT COST:</b>			<b>\$ 505.25</b>	<b>\$</b>	<b>41,379,674</b>
<b>ESTIMATED ELIGIBLE PROJECT COST:</b>					<b>36,734,823</b>
<b>REIMBURSEMENT REDUCTION</b>	(10,929)	SF			(5,053,490)
<b>STATE ALLOWABLE SF per STUDENT</b>	124.6	SF/SDT			
<b>NET ELIGIBLE VALUE</b>					<b>31,681,333</b>
<b>STATE REIMBURSEMENT - % TO BE CONFIRMED BY OWNER</b>	74.29%	2017-2018			<b>23,536,063</b>
<b>ESTIMATED NET COST TO TORRINGTON</b>				<b>\$</b>	<b>17,843,611</b>

**CONNECTICUT STATE DEPARTMENT OF EDUCATION (CT-SDE)  
SCHOOL FACILITIES UNIT (SFU)**



**SPACE STANDARDS WORKSHEET**

Project: **EAST ELEMENTARY SCHOOL**

**ADDITIONS & RENOVATIONS: OPTION A**

Worksheet Date: **Jun. 20, 2017**

Estimate Level: **CONCEPTUAL  
DESIGN ESTIMATE**

INSTRUCTIONS: The enclosed worksheet will assist you in computing the maximum facility total square footage eligible for reimbursement for this project. This worksheet must be submitted with your school construction grant application package for any N\_(new), E\_(extension), A\_(alteration), or RENO\_(renovation) project, or combination of such types of project. Please refer to the worksheet itself for direction. It is self-explanatory.

**State Standard Space Specifications**

Projected Enrollment	Pre-K and K	<u>Grades</u>											
		1	2	3	4	5	6	7	8	9	10	11	12
0 - 350	124	124	124	124	124	156	156	180	180	180	194	194	194
351 - 750	120	120	120	120	120	152	152	176	176	176	190	190	190
751 - 1500	116	116	116	116	116	148	148	170	170	170	184	184	184
Over 1500	112	112	112	112	112	142	142	164	164	164	178	178	178

- Under the column headed "Projected Enrollment", find the range within which your school's highest projected 8 year enrollment falls.
- Using the figures on that line, complete the grid below for only those grades housed within the school.

Grade	Included? (enter y/n)		Grade	Included? (enter y/n)	
Pre-K	Y	120	6		-
K	Y	120	7		-
1	Y	120	8		-
2	Y	120	9		-
3	Y	120	10		-
4	Y	120	11		-
5	Y	152	12		-
		(a) Total (grades Pre-K through 12)			872
		(b) Number of grades housed			7
		(c) Average [(a)/(b)]			124.57
		(d) Highest Projected 8-year Enrollment			550
		(e) Maximum NET Square Footage [(c) x (d)]			68,514

3. Total square footage at completion of project:

- Existing area constructed pre-1950
- Multiply "a." by 80%
- Completed areas (new, reno & post-1950)
- Square footage for space standards computation (b+c)

(All sq.ft areas must be NET = 0.97 x GSF)

0
0
79,443

79,443

If line 2(e) is greater than line 3(d) there is no grant reduction.

**GRANT REDUCTION (see factor below)**

If line 3(d) is greater than line 2(e), divide line 2(e) by line 3(d).

86.2% \*

\* This factor will be used to reduce total eligible costs because of space in excess of the maximum eligible for reimbursement.

If a project exceeds the standards solely as the result of extraordinary programmatic requirements, the superintendent may submit a request to the Commissioner for a waiver. A detailed list of space allocations for all extraordinary programs with explanations must be included with the request.

**PROJECT REIMBURSEMENT WORKSHEET**

Maximum Net Sq.Ft.:	68,514	sq. ft. 2(e)
Actual Net Sq.Ft.:	79,443	sq. ft. 3(d)
Reduction Area:	10,929	sq. ft. ( 13.76% )
Reimbursement Rate:	74.29%	2017-2018

Total Project Cost:	\$ 41,379,674
Eligible Project Cost:	\$ 36,734,823
Reimbursement Reduction:	\$ (5,053,490)
Eligible Reimbursement:	\$ 31,681,333
State Reimbursement:	\$ 23,536,063
NET COST TO OWNER:	\$ 17,843,611

# TORRINGTON ELEMENTARY SCHOOL

TORRINGTON, CONNECTICUT 06790

## CONCEPTUAL DESIGN ESTIMATE

### NEW CONSTRUCTION: OPTION B

June 20, 2017

#### PROJECT COST SUMMARY SHEET



DRAFT

NUMBER OF STUDENTS:	800
NEW CONSTRUCTION (GSF):	97,000
RENOVATIONS (GSF):	0
TOTAL PROJECT (GSF):	97,000

TORRINGTON ELEMENTARY SCHOOL				
DESCRIPTION	QTY	U/M	COST U/M	ADDITIONS / RENOVATION CONCEPTUAL DESIGN ESTIMATE
<b>CONSTRUCTION COSTS</b>				
1. INTERIOR HAZARDOUS ABATEMENT - NONE	-			-
2. DEMOLITION OF EXISTING BUILDING - NONE	-			-
3. SITE	11.0	AC	425,000	4,675,000
4. NEW BUILDING CONSTRUCTION	-			-
A. NEW SCHOOL	97,000	SF	295.00	28,615,000
5. BUILDING CONSTRUCTION - RENOVATIONS: NONE	-		-	-
6. PORTABLE CLASSROOMS - 0 ROOMS : NONE	-			-
7. PHASING - NONE	-			-
TRADE SUBTOTAL:	97,000	GSF	\$343.20	33,290,000
NET SF:	94,090	NSF		
8. BUILDING PERMIT FEE (ASSUMED WAIVED BY MUNICIPALITY)				<i>WAIVED</i>
9. C.M. REIMBURSABLES	20	MO		1,380,000
SUBTOTAL:				1,380,000
<b>ESCALATION, CONTINGENCY</b>				
1. CONCEPTUAL ESTIMATE CONTINGENCY	10.00	%		3,467,000
2. ESCALATION - BID DATE: JUNE 2019, 24 MO., 4.5% / YR	9.00	%		3,432,330
3. CMR: GMP CONTINGENCY ( CM CONTRACT: NOT REQUIRED)	-	%		-
SUBTOTAL:				6,899,330
<b>C.M. FEES</b>				
1. PRE-CONSTRUCTION PHASE	1	LS		75,000
2. CONSTRUCTION PHASE, BASED ON TTL PJT	2.50	%		1,041,108
SUBTOTAL:				1,116,108
<b>C.M. BOND &amp; INSURANCE</b>				
1. PERFORMANCE & PAYMENT BOND	0.60	%		378,000
2. INSURANCE GL / PL	0.85	%		535,500
SUBTOTAL:				913,500
<b>TOTAL CONSTRUCTION COSTS:</b>			<b>\$449.47 \$</b>	<b>43,598,938</b>



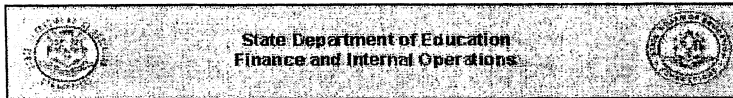
# PROJECT COST SUMMARY SHEET

**DRAFT**

NUMBER OF STUDENTS:	800
NEW CONSTRUCTION (GSF):	97,000
RENOVATIONS (GSF):	0
TOTAL PROJECT (GSF):	97,000

TORRINGTON ELEMENTARY SCHOOL					ADDITIONS / RENOVATION CONCEPTUAL DESIGN ESTIMATE
DESCRIPTION	QTY	U/M	COST U/M		
<b>OWNERS ESTIMATED "SOFT" COSTS - TO BE CONFIRMED BY TOWN</b>					
1. LAND ACQUISITION, APPRAISALS					EXISTING
2. MISCELLANEOUS ADMINISTRATION COSTS	20	MO	1,000		20,000
3. ARCHITECT / ENGINEER FEES, CONSULTANTS	6.00	%			2,615,936
A. A/E REIMBURSABLES	1	LS			80,000
B. A/E FEES, CONSULTANTS ( CONST. SERVICES - ALLOWANCE )					IN ABOVE
4. ASBESTOS / PCB CONSULTANT - NOT REQUIRED	-	%	-		-
5. SURVEYS, BORINGS, GEOTECHNICAL REPORT	1	LS			45,000
6. TRAFFIC STUDY		LS			10,000
7. TESTING, INSPECTIONS, SPECIAL INSPECTIONS	1	LS			45,000
8. INDEPENDENT STRUCTURAL REVIEW	1	LS			25,000
9. INDEPENDENT CODE COMPLIANCE REVIEW	1	LS			22,000
10. HISTORICAL CONSULTANT					N/A
11. PRINTING, MAILING, ADVERTISING	1	LS			18,000
12. FURNITURE, EQUIPMENT - ( ALL NEW )	800	STDT	1,600		1,280,000
13. TELEPHONE SYSTEM	97,000	SF	1.00		97,000
14. TECHNOLOGY	800	STDT	1,650		1,320,000
A. TECHNOLOGY CONSULTANT	10	%	1,320,000		132,000
15. SECURITY SYSTEM	97,000	SF	2.00		194,000
16. BUILDER'S RISK INSURANCE	0.27	%			117,717
17. MOVING EXPENSES, STORAGE	97,000	SF	0.75		72,750
18. LEGAL / BONDING COSTS (ALLOWANCE)	1	LS			40,000
19. INTERIM FINANCING (ALLOWANCE)	1	LS			340,000
20. STATE PERMIT FEE (0.26 / 1000 OF CONST. COST)	0.26	/ K			14,638
21. COMMISSIONING (FUNDAMENTAL) / LEED	97,000	SF	1.50		145,500
22. OWNERS CONTINGENCY , 5%, ON PROJECT COSTS	5.00	%	\$50,233,480		2,511,674
23. OWNER REPRESENTATIVE (NONE)					N/A
<b>TOTAL OF OWNERS "SOFT" COSTS:</b>					<b>9,146,215</b>
<b>TOTAL PROJECT COST:</b>				<b>\$ 543.76</b>	<b>\$ 52,745,154</b>
<b>ESTIMATED ELIGIBLE PROJECT COST:</b>					<b>48,536,330</b>
<b>REIMBURSEMENT REDUCTION</b>	n/a	SF			
<b>STATE ALLOWABLE SF per STUDENT</b>	124.6	SF/SDT			
<b>NET ELIGIBLE VALUE</b>					<b>48,536,330</b>
<b>STATE REIMBURSEMENT - % TO BE CONFIRMED BY OWNER</b>	64.29%	2017-2018			<b>31,204,007</b>
<b>ESTIMATED NET COST TO TORRINGTON</b>				<b>\$</b>	<b>21,541,147</b>

**CONNECTICUT STATE DEPARTMENT OF EDUCATION (CT-SDE)  
SCHOOL FACILITIES UNIT (SFU)**



**SPACE STANDARDS WORKSHEET**

Project: **TORRINGTON ELEMENTARY SCHOOL**  
**NEW CONSTRUCTION: OPTION B**

Worksheet Date: **Jun. 20, 2017**  
Estimate Level: **CONCEPTUAL DESIGN ESTIMATE**

INSTRUCTIONS: The enclosed worksheet will assist you in computing the maximum facility total square footage eligible for reimbursement for this project. This worksheet must be submitted with your school construction grant application package for any N\_(new), E\_(extension), A\_(alteration), or RENO\_(renovation) project, or combination of such types of project. Please refer to the worksheet itself for direction. It is self-explanatory.

**State Standard Space Specifications**

Projected Enrollment	Pre-K and K	<u>Grades</u>											
		1	2	3	4	5	6	7	8	9	10	11	12
		Allowable Square Footage per Pupil											
0 - 350	124	124	124	124	124	156	156	180	180	180	194	194	194
351 - 750	120	120	120	120	120	152	152	176	176	176	190	190	190
751 - 1500	116	116	116	116	116	148	148	170	170	170	184	184	184
Over 1500	112	112	112	112	112	142	142	164	164	164	178	178	178

- Under the column headed "Projected Enrollment", find the range within which your school's highest projected 8 year enrollment falls.
- Using the figures on that line, complete the grid below for only those grades housed within the school.

Grade	Included? (enter y/n)		Grade	Included? (enter y/n)	
Pre-K	Y	120	6		-
K	Y	120	7		-
1	Y	120	8		-
2	Y	120	9		-
3	Y	120	10		-
4	Y	120	11		-
5	Y	152	12		-
(a) Total (grades Pre-K through 12)			872		
(b) Number of grades housed			7		
(c) Average [(a)/(b)]			124.6		
(d) Highest Projected 8-year Enrollment			800		
(e) Maximum NET Square Footage [(c) x (d)]			99,657		

3. Total square footage at completion of project:

a. Existing area constructed pre-1950

b. Multiply "a." by 80%

c. Completed areas (new, reno & post-1950)

d. Square footage for space standards computation (b+c)

(All sq.ft areas must be NET = 0.97 x GSF)

0
0
94,090

94,090

If line 2(e) is greater than line 3(d) there is no grant reduction.

- NO Grant Reduction -

If line 3(d) is greater than line 2(e), divide line 2(e) by line 3(d).

n/a

\* This factor will be use to reduce total eligible costs because of space in excess of the maximum eligible for reimbursement.

If a project exceeds the standards solely as the result of extraordinary programmatic requirements, the superintendent may submit a request to the

**PROJECT REIMBURSEMENT WORKSHEET**

Maximum Net Sq.Ft.: **99,657** sq. ft. 2(e)

Total Project Cost: **\$ 52,745,154**

Actual Net Sq.Ft.: **94,090** sq. ft. 3(d)

Eligible Project Cost: **\$ 48,536,330**

Reduction Area: **n/a** sq. ft. ( - )

Reimbursement Reduction: **\$ -**

Eligible Reimbursement: **\$ 48,536,330**

Reimbursement Rate: **64.29%** 2017-2018

State Reimbursement: **\$ 31,204,007**

NET COST TO OWNER: **\$ 21,541,147**

ACCOUNT NAME	BANK	ACCOUNT #	ACCOUNT TYPE	BOOK BALANCE 7/1/16	TOTAL RECEIPTS	TOTAL DISBURSEMENTS	BOOK BALANCE 6/30/17	O/S CHECKS	BANK @ 6/30/17
Southwest	TMTFCU DIT	16660	Checking	15,049.06	8,326.00	4,142.56	\$ 19,232.50	\$ -	\$ 19,232.50
		16660	Savings	5.00			\$ 5.00		\$ 5.00
				15,054.06	8,326.00	4,142.56	19,237.50	0.00	19,237.50
Torrington	TMTFCU	15930	Checking	39,115.17	178.50	22,478.00	\$ 16,815.67	\$ -	\$ 16,815.67
		15930	Savings	5.00			\$ 5.00		\$ 5.00
				39,120.17	178.50	22,478.00	16,820.67	0.00	16,820.67
Vogel-Wetmore	TMTFCU	3130	Checking	29,752.18	5,095.26	18,005.25	\$ 16,842.19	\$ -	\$ 16,842.19
		3130-A	Savings	10.71			\$ 10.71		\$ 10.71
				29,762.89	5,095.26	18,005.25	16,852.90	0.00	16,852.90
East	TMTFCU DIT	40810	Checking	10,948.88	907.94	2,740.67	\$ 9,116.15	\$ -	\$ 9,116.15
			Savings	5.00			\$ 5.00	\$ -	\$ 5.00
				10,953.88	907.94	2,740.67	9,121.15	0.00	9,121.15
Forbes	TMTFCU	46610	Checking	13,926.73	6,696.39	4,780.57	\$ 15,842.55	\$ -	\$ 15,842.55
			Savings	5.00			\$ 5.00		\$ 5.00
				13,931.73	6,696.39	4,780.57	15,847.55	0.00	15,847.55
Torrington Middle	TMTFCU DIT	40801	Checking	72,107.97	42,086.14	16,943.20	\$ 97,250.91	\$ -	\$ 97,250.91
High School	TMTFCU	42200	Checking	\$ 54,692.18	43,368.23	13,273.52	\$ 84,786.89	\$ -	\$ 84,786.89
	TMTFCU	42200	Savings	\$ 5.00	0.00		\$ 5.00		\$ 5.00
	0.10% Torr. Savings	72201	Passbook	\$ 2,564.99	0.85		\$ 2,565.84	\$ -	\$ 2,565.84
	0.45% TMTFCU	42200	CD	\$ 67,533.74	101.05		\$ 67,634.79		\$ 67,634.79
	0.10% Torr. Savings	2020281	Passbook	\$ 1,368.35	0.45		\$ 1,368.80	\$ -	\$ 1,368.80
	0.13% Torr. Savings	50002055	Money Market	\$ 13,538.99	5.71		\$ 13,544.70	\$ -	\$ 13,544.70
	1.24% Torr. Savings	2024525	CD	\$ 89,125.31	368.54		\$ 89,493.85	\$ -	\$ 89,493.85
	0.00%	n/a	Petty Cash	\$ 35.00			\$ 35.00	\$ -	\$ 35.00
	0.01% Bank of America	1579007164	Passbook	\$ 840.84	0.04		\$ 840.88		\$ 840.88
				229,704.40	43,844.86	13,273.52	260,275.74	0.00	260,275.74
PTO									
East School	TMTFCU	46650		6,007.12	14,179.03	5,728.53	\$ 14,457.62	\$ -	\$ 14,457.62
Forbes School	TMTFCU	46610		7,925.58	8,258.87	6,084.33	\$ 10,100.12	\$ -	\$ 10,100.12
Vogel Wetmore	TMTFCU	46630		4,282.12	1,963.15	1,160.92	\$ 5,084.35	\$ -	\$ 5,084.35
Southwest	TMTFCU	46590		3,364.50	6,119.13	1,256.39	\$ 8,227.24	\$ -	\$ 8,227.24

Torrington	TMTFCU	46620	1,133.21	14,114.11	5,074.25	\$	10,173.07	\$	-	\$	10,173.07
High School	TMTFCU	46570	3,015.83	120.00	881.60	\$	2,254.23	\$	-	\$	2,254.23
Middle School	TMTFCU	46640	2,064.69	0.00	63.00	\$	2,001.69	\$	-	\$	2,001.69
Project Graduation	TMTFCU	46600	8,486.54	0.00	0.00	\$	8,486.54	\$	-	\$	8,486.54
SUMMARY TOTALS			\$ 446,914.69	\$ 151,889.38	\$ 102,612.79	\$	496,191.28	\$	-	\$	496,191.28



Southwest	Deposits	Withdrawals	Torrington	Deposits	Withdrawals	Vogel	Deposits	Withdrawals	East	Deposits	Withdrawals	Forbes	Deposits	Withdrawals	TMS	Deposits	Withdrawals	THS	Deposits	Withdrawals			
July	-	-	July	-	13,839.00	July	161.76	889.64	July	-	79.80	July	1,051.42	1,321.39	July	255.96	1,254.82	July	1,272.73	1,143.22			
August	150.00	1,554.10	August	-	3,427.49	August	-	1,502.95	August	607.94	2,417.12	August	-	657.43	August	2,408.00	6,566.09	August	779.16	5,979.60			
September	157.00	695.46	September	-	2,646.87	September	-	75.00	September	300.00	243.75	September	-	-	September	8,017.00	471.92	September	41,316.34	6,150.70			
October	8,019.00	1,893.00	October	178.50	2,564.64	October	4,933.50	15,537.66	October	-	-	October	5,644.97	2,801.75	October	31,405.18	8,650.37	October	-	-			
November	-	-	November	-	-	November	-	-	November	-	-	November	-	-	November	-	-	November	-	-			
December	-	-	December	-	-	December	-	-	December	-	-	December	-	-	December	-	-	December	-	-			
January	-	-	January	-	-	January	-	-	January	-	-	January	-	-	January	-	-	January	-	-			
February	-	-	February	-	-	February	-	-	February	-	-	February	-	-	February	-	-	February	-	-			
March	-	-	March	-	-	March	-	-	March	-	-	March	-	-	March	-	-	March	-	-			
April	-	-	April	-	-	April	-	-	April	-	-	April	-	-	April	-	-	April	-	-			
May	-	-	May	-	-	May	-	-	May	-	-	May	-	-	May	-	-	May	-	-			
June	-	-	June	-	-	June	-	-	June	-	-	June	-	-	June	-	-	June	-	-			
	8,326.00	4,142.56		178.50	22,478.00		5,095.26	18,005.25	907.94	2,740.67		13,926.73	6,696.39	4,780.57		42,086.14	16,943.20		43,368.23	13,273.52			
15,049.06	19,232.50		39,115.17	16,815.67		29,752.18	16,842.19		9,116.15		10,948.88		15,842.55		72,107.97	97,250.91		54,692.18	84,786.89				
PTO	Deposits	Withdrawals	Forbes School	Deposits	Withdrawals	Vogel Wetmore	Deposits	Withdrawals	Southwest	Deposits	Withdrawals	Torrington	Deposits	Withdrawals	High School	Deposits	Withdrawals	Middle School	Deposits	Withdrawals	Project Graduation	Deposits	Withdrawals
East School	Deposits	Withdrawals	Forbes School	Deposits	Withdrawals	Vogel Wetmore	Deposits	Withdrawals	Southwest	Deposits	Withdrawals	Torrington	Deposits	Withdrawals	High School	Deposits	Withdrawals	Middle School	Deposits	Withdrawals	Project Graduation	Deposits	Withdrawals
July	193.00	3,424.35	July	-	-	July	719.40	13.90	July	-	147.00	July	2,152.61	-	July	120.00	881.60	July	1,908.02	63.00	July	-	-
August	313.70	504.23	August	-	1,675.28	August	-	705.45	August	359.38	204.99	August	-	330.95	August	-	-	August	(1,908.02)	-	August	-	-
September	-	431.83	September	-	255.00	September	112.75	78.23	September	86.00	669.80	September	1,218.00	167.78	September	-	-	September	-	-	September	-	-
October	13,672.33	1,368.12	October	8,258.87	4,154.05	October	1,131.00	363.34	October	5,673.75	234.60	October	10,743.50	4,575.52	October	-	-	October	-	-	October	-	-
November	-	-	November	-	-	November	-	-	November	-	-	November	-	-	November	-	-	November	-	-	November	-	-
December	-	-	December	-	-	December	-	-	December	-	-	December	-	-	December	-	-	December	-	-	December	-	-
January	-	-	January	-	-	January	-	-	January	-	-	January	-	-	January	-	-	January	-	-	January	-	-
February	-	-	February	-	-	February	-	-	February	-	-	February	-	-	February	-	-	February	-	-	February	-	-
March	-	-	March	-	-	March	-	-	March	-	-	March	-	-	March	-	-	March	-	-	March	-	-
April	-	-	April	-	-	April	-	-	April	-	-	April	-	-	April	-	-	April	-	-	April	-	-
May	-	-	May	-	-	May	-	-	May	-	-	May	-	-	May	-	-	May	-	-	May	-	-
June	-	-	June	-	-	June	-	-	June	-	-	June	-	-	June	-	-	June	-	-	June	-	-
	14,179.03	5,728.53		8,258.87	6,084.33		1,963.15	1,160.92	6,119.13	1,256.39		14,114.11	5,074.25		120.00	881.60		-	63.00		-	-	
6,007.12	14,457.62	7,925.58	10,100.12	4,282.12	5,084.35	3,364.50	8,227.24	1,133.21	10,173.07	3,015.83	2,254.23	2,001.69	8,486.54	8,486.54	2,001.69	2,001.69	8,486.54	8,486.54	8,486.54	8,486.54	8,486.54	8,486.54	
	14457.62		10,100.12		5,084.35		8,227.24		10,173.07		2,254.23	2,001.69			-	-	-	-	-	-	-	-	
	-		-		-		-		-		-	-			-	-	-	-	-	-	-	-	

Name	Position	Adress	email	School	Home Phone #	Work #	Cell phone #	Active
Tiffany Marsh	treasurer		<a href="mailto:tiffany_a_marshall@gmail.com">tiffany_a_marshall@gmail.com</a>	East PTO	860-806-2571		860-485-8514	Yes
Kim Pretzel	secretary			East PTO				Yes
Michelle Steck	President		<a href="mailto:msteck@torrington.org">msteck@torrington.org</a>	East PTO				Yes
Tara Curry			<a href="mailto:tc Curry@torrington.org">tc Curry@torrington.org</a>	East Stud Act	ext 1513			Yes
Bobbi Jo Klug	Treasurer	67 Albrecht Road Torrington	<a href="mailto:bobbiklug1980@gmail.com">bobbiklug1980@gmail.com</a> <a href="mailto:bklug@unionsavings.com">bklug@unionsavings.com</a>	Forbes PTO	860-309-6973	860-491-3861		Yes
Peggy Robinson	President		<a href="mailto:probinson@sbcglobal.net">probinson@sbcglobal.net</a>	Forbes PTO			860-309-0673	Yes
Susan Smail			<a href="mailto:ssmail@torrington.org">ssmail@torrington.org</a>	Forbes Stud Act	ext 2401			Yes
Ann Marie Dixon			<a href="mailto:dixona@region10ct.org">dixona@region10ct.org</a>	<a href="#">Proj Grad</a>			860-673-0423	Yes
Yolanda Cifladi			<a href="mailto:ycifladi@torrington.org">ycifladi@torrington.org</a>	SW PTO				Yes
Kaitlin Marchand	treasurer		<a href="mailto:kmarchand@torrington.org">kmarchand@torrington.org</a>	SW PTO				Yes
Jenn Lopez	President		<a href="mailto:jlopez@torrington.org">jlopez@torrington.org</a>	SW PTO				Yes
Stephanie Elliot				SW PTO				Yes
Lisa Todd			<a href="mailto:ltodd@torrington.org">ltodd@torrington.org</a>	SW Stud Act	ext 2509			Yes
Amber Gurtowsky			<a href="mailto:gurtowsky_family@yahoo.com">gurtowsky_family@yahoo.com</a>	TFD PTO	860-480-4938			Yes
Tracy Cravanzola			<a href="mailto:tcravanzola@torrington.org">tcravanzola@torrington.org</a>	TFD Stud Act	ext 1400			Yes
Bernadette Rossi	Treasurer		<a href="mailto:nogolf@don@sbcglobal.net">nogolf@don@sbcglobal.net</a>	THS PTO	860-482-9062			Yes
Darlene Battle	Treasurer/secretary		<a href="mailto:dbattle99@yahoo.com">dbattle99@yahoo.com</a>	THS PTO				Yes
Sharon Karkut			<a href="mailto:skarkut@torrington.org">skarkut@torrington.org</a>	THS Stud Act	ext 2205			Yes
Nicole Minard			<a href="mailto:nminard@yahoo.com">nminard@yahoo.com</a>	TMS PTO			860-601-1260	Yes
Sherry Kennerson			<a href="mailto:keele1978@aol.com">keele1978@aol.com</a>	TMS PTO			860-309-8403	Yes
Mary Graziani			<a href="mailto:mgraziani@torrington.org">mgraziani@torrington.org</a>	TMS Stud Act	Ext 1199			Yes
Valerie Bruneau			<a href="mailto:vbruneau@torrington.org">vbruneau@torrington.org</a>	TMS Stud Act				Yes
Charlie McSpirit			<a href="mailto:cmcspriti@torrington.org">cmcspriti@torrington.org</a>	TMS Stud Act				Yes
Maryann Buchanan			<a href="mailto:mbuchanan@torrington.org">mbuchanan@torrington.org</a>	TMS Stud Act				Yes
Ashley Goletz	President	67 High Street	<a href="mailto:ashley.goletz@hotmail.com">ashley.goletz@hotmail.com</a>	VW PTO	860-618-0745		860-294-1488	Yes
Hilary Meza	Co-Treasurer	13 Holt St., #45, Terryville	<a href="mailto:hmeza@torrington.org">hmeza@torrington.org</a>	VW PTO			860-307-3503	Yes
Rachel Placentino			<a href="mailto:rplacentino@torrington.org">rplacentino@torrington.org</a>	VW PTO				Yes
Amy Dippipo				VW PTO				Yes
Wendy Alfano	Administrative Assistant		<a href="mailto:walfano@torrington.org">walfano@torrington.org</a>	VW Stud Act	ext 2301			Yes

Account Name	School	End bal 7/1/17	End bal 8/1/17	End bal 9/1/17	End bal 10/1/17	End bal 11/1/17
East PTO	East PTO	\$6,007.12	\$2,775.77	\$2,392.24	\$2,153.41	\$14,457.62
BESB	East Stud Act	\$190.60	\$190.60	\$190.60	\$190.60	
Field Trip	East Stud Act	\$390.58	\$390.58	\$390.58	\$80.58	
Media	East Stud Act	\$1,074.07	\$1,074.07	\$1,074.07	\$327.33	
Media 2	East Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	
Music	East Stud Act	\$635.00	\$635.00	\$635.00	\$635.00	
PDG	East Stud Act	\$0.00	\$0.00	\$0.00	\$300.00	
Principal's Fund	East Stud Act	\$5,791.15	\$5,791.15	\$3,938.22	\$3,450.97	
Reading	East Stud Act	\$183.26	\$183.26	\$183.26	\$183.26	
RISE	East Stud Act	\$2,019.02	\$2,019.02	\$2,019.02	\$0.00	
Shark Bites CookBook	East Stud Act	\$491.00	\$491.00	\$491.00	\$491.00	
Sharks	East Stud Act	\$58.14	\$58.14	\$58.14	\$58.14	
Student Council	East Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	
Forbes PTO	Forbes PTO	\$7,925.58	\$7,925.58	\$6,250.30	\$5,995.30	\$10,100.12
Action for Healthy Kids	Forbes Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BESB	Forbes Stud Act	\$34.51	\$88.51	\$88.51	\$88.51	\$88.51
Campership	Forbes Stud Act	\$479.32	\$479.32	\$479.32	\$479.32	\$479.32
Field Trip	Forbes Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Forbes Flyers	Forbes Stud Act	\$3,358.04	\$3,358.04	\$3,358.04	\$3,358.04	\$5,893.73
Forbes Flyers scholarship	Forbes Stud Act	\$1,683.29	\$1,683.29	\$1,683.29	\$1,683.29	\$1,683.29
Grade 1	Forbes Stud Act	\$604.70	\$604.70	\$604.70	\$604.70	\$604.70
Grade 2	Forbes Stud Act	\$466.57	\$466.57	\$466.57	\$466.57	\$466.57
Grade 3	Forbes Stud Act	\$688.31	\$78.31	\$78.31	\$78.31	\$78.31
Grade 4	Forbes Stud Act	\$333.97	\$333.97	\$333.97	\$333.97	\$333.97
Grade 5	Forbes Stud Act	\$69.33	\$69.33	\$69.33	\$69.33	\$1,034.94
Grade K	Forbes Stud Act	\$148.83	\$148.83	\$148.83	\$148.83	\$148.83
ING (run for something better)	Forbes Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lost/Damaged books/equipment	Forbes Stud Act	\$338.79	\$351.79	\$351.79	\$351.79	\$322.64
Media	Forbes Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Music	Forbes Stud Act	\$2,217.57	\$2,217.57	\$1,841.42	\$1,841.42	\$1,624.97
One Town One Book	Forbes Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PTO	Forbes Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
School Supply Fund	Forbes Stud Act	\$1,864.49	\$1,702.15	\$1,420.87	\$1,420.87	\$1,382.15
Stop & Shop	Forbes Stud Act	\$1,159.26	\$1,594.63	\$1,594.63	\$1,594.63	\$1,220.87
Student Council	Forbes Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Target	Forbes Stud Act	\$20.69	\$20.69	\$20.69	\$20.69	\$20.69
Whole Kids School Garden	Forbes Stud Act	\$459.06	\$459.06	\$459.06	\$459.06	\$459.06
Project Graduation	Project Graduation	\$8,486.54	\$8,486.54	\$8,486.54	\$8,486.54	\$8,486.54
SouthWest PTO	SouthWest PTO	\$3,364.50	\$3,217.50	\$3,371.89	\$2,788.09	\$8,227.24
Book Fair/Media	SW Stud Act	\$830.38	\$830.38	\$535.76	\$535.76	\$651.76
Box Top Account	SW Stud Act	\$907.49	\$907.49	\$907.49	\$907.49	\$907.49
Charity	SW Stud Act	\$2,158.82	\$2,158.82	\$2,158.82	\$1,579.82	\$1,499.82
Haiti	SW Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Harambe	SW Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Music Instrument	SW Stud Act	\$2,028.04	\$2,028.04	\$2,028.04	\$2,028.04	\$2,422.71
One Town One School	SW Stud Act	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00
Principal's Fund	SW Stud Act	\$8,294.06	\$8,294.06	\$7,184.58	\$7,225.12	\$12,095.45
PTO	SW Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Social	SW Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$825.00
Student Council	SW Stud Act	\$770.27	\$770.27	\$770.27	\$770.27	\$770.27
THS PTO	THS PTO	\$3,015.83	\$2,254.23	\$2,254.23	\$2,254.23	\$2,254.23
Automotive	THS Stud Act	\$500.00	\$500.00	\$500.00	\$500.00	
Baseball	THS Stud Act	\$1,757.24	\$1,757.24	\$1,757.24	\$1,757.24	
Boys' Basketball	THS Stud Act	\$7.30	\$7.30	\$7.30	\$7.30	
Chess Club	THS Stud Act	\$104.85	\$104.85	\$104.85	\$104.85	
Class of 2018	THS Stud Act	\$3,474.47	\$3,474.47	\$3,150.47	\$4,157.47	
Class of 2019	THS Stud Act	\$2,344.36	\$2,344.36	\$2,344.36	\$3,585.36	
Class of 2020	THS Stud Act	\$722.96	\$722.96	\$638.84	\$1,238.84	
Class of 2021	THS Stud Act	\$0.00	\$0.00	\$0.00	\$883.00	
Coed Cross Country	THS Stud Act	\$146.98	\$146.98	\$146.98	\$146.98	
Drama Club	THS Stud Act	\$2,850.59	\$2,850.59	\$2,850.59	\$2,850.59	
French Club	THS Stud Act	\$250.72	\$250.72	\$250.72	\$250.72	
Friends of Rachel	THS Stud Act	\$10.75	\$0.00	\$0.00	\$0.00	
Football Club	THS Stud Act	\$117.79	\$0.00	\$117.79	\$117.79	
FBLA	THS Stud Act	\$831.45	\$831.45	\$831.45	\$831.45	
Gay-Straight Alliance	THS Stud Act	\$132.00	\$132.00	\$132.00	\$132.00	
Girls' Swimming Club	THS Stud Act	\$735.81	\$735.81	\$276.81	\$276.81	
Greener Grass	THS Stud Act	\$23.25	\$0.00	\$0.00	\$0.00	
Guitar Club	THS Stud Act	\$215.43	\$215.62	\$215.62	\$215.62	
Imagination Club	THS Stud Act	\$46.00	\$0.00	\$0.00	\$0.00	
Interact Club	THS Stud Act	\$1,533.71	\$1,533.71	\$1,533.71	\$1,533.71	
Golf Account	THS Stud Act	\$2.00	\$2.00	\$2.00	\$2.00	
Graphic Arts	THS Stud Act	\$500.83	\$500.83	\$500.83	\$500.83	
Journey for Autism Club	THS Stud Act	\$78.60	\$78.60	\$78.60	\$78.60	
JROTC Cadet Club	THS Stud Act	\$2,583.20	\$2,583.20	\$2,174.60	\$12,506.39	
Latin Club	THS Stud Act	\$51.53	\$0.00	\$0.00	\$0.00	
Leo Club	THS Stud Act	\$2,428.17	\$2,428.17	\$2,428.17	\$2,428.17	
Life Skills Club	THS Stud Act	\$88.23	\$88.23	\$88.23	\$88.23	
Lungs for Jenny	THS Stud Act	\$767.51	\$767.51	\$767.51	\$767.51	
Multicultural Club	THS Stud Act	\$337.79	\$389.32	\$389.32	\$389.32	
Music in Common	THS Stud Act	\$0.19	\$0.00	\$0.00	\$0.00	
National Honor Society	THS Stud Act	\$469.84	\$469.84	\$469.84	\$469.84	

Photography Club	THS Stud Act	\$331.63	\$331.63	\$331.63	\$331.63	
Photography - Samsel	THS Stud Act	\$753.35	\$753.35	\$753.35	\$753.35	
Project Unify Club	THS Stud Act	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
Raider Crazy Club	THS Stud Act	\$6.60	\$6.60	\$6.60	\$6.60	
Raider Shack	THS Stud Act	\$2,705.76	\$2,705.76	\$2,705.76	\$2,705.76	
Raiders Rally	THS Stud Act	\$212.21	\$234.94	\$234.94	\$234.94	
Rho Kappa Nat'l S.S. H.S.	THS Stud Act	\$1,095.51	\$1,095.51	\$1,095.51	\$1,095.51	
Science Club	THS Stud Act	\$1,919.33	\$1,919.33	\$1,919.33	\$1,919.33	
Ski Club	THS Stud Act	\$461.42	\$461.42	\$461.42	\$461.42	
Softball Club	THS Stud Act	\$146.54	\$146.54	\$146.54	\$146.54	
Spanish Club	THS Stud Act	\$622.54	\$622.54	\$622.54	\$622.54	
Student Council	THS Stud Act	\$7,893.59	\$7,798.59	\$6,789.36	\$6,789.36	
Teenage Republicans	THS Stud Act	\$340.75	\$340.75	\$340.75	\$340.75	
Thespians	THS Stud Act	\$495.52	\$495.52	\$400.52	\$1,083.78	
Torringtonian	THS Stud Act	\$14,473.36	\$14,473.36	\$14,473.36	\$14,473.36	
Torrington Booster Club	THS Stud Act	\$2,515.00	\$2,015.00	\$2,015.00	\$2,015.00	
Varsity Club	THS Stud Act	\$212.70	\$212.70	\$212.70	\$212.70	
Video Production Club	THS Stud Act	\$8.47	\$8.47	\$8.47	\$8.47	
Volleyball Club - Girls	THS Stud Act	\$16.30	\$16.30	\$16.30	\$16.30	
Walking Club	THS Stud Act	\$150.00	\$150.00	\$150.00	\$150.00	
Young Democrats	THS Stud Act	\$460.00	\$460.00	\$460.00	\$460.00	
Football Gate receipts	THS Stud Act	\$0.00	\$0.00	\$0.00	\$2,385.00	
Miscellaneous Exp	THS Stud Act	\$0.00	\$0.00	-\$572.24	-\$687.67	
Soccer Receipts	THS Stud Act	\$0.00	\$0.00	\$0.00	\$568.00	
Swimming receipts	THS Stud Act	\$0.00	\$0.00	\$0.00	\$222.00	
Volleyball receipts	THS Stud Act	\$0.00	\$0.00	\$0.00	\$366.00	
Volleyball - Boys	THS Stud Act	\$0.00	\$0.00	-\$456.00	-\$456.00	
Admin - Balance to start	THS Stud Act	\$24,072.50	\$24,072.50	\$24,072.50	\$24,072.50	
Art Dept. - Good	THS Stud Act	\$72.00	\$72.00	\$72.00	\$72.00	
Art Dept. - Jerram	THS Stud Act	\$562.12	\$562.12	\$562.12	\$562.12	
Admin - Scholarship Fund	THS Stud Act	\$1,594.11	\$1,594.11	\$1,594.11	\$1,594.11	
Athletic Director's Fund	THS Stud Act	\$3,607.71	\$3,468.32	\$3,590.32	\$3,617.61	
Biology Books	THS Stud Act	\$152.72	\$152.72	\$152.72	\$152.72	
Book Account	THS Stud Act	\$2,540.87	\$2,540.87	\$2,318.48	\$2,318.48	
Campus Beautification	THS Stud Act	\$2,098.36	\$2,098.36	\$2,098.36	\$2,098.36	
Chemistry - Tobin	THS Stud Act	\$159.50	\$159.50	\$159.50	\$159.50	
Close-Up	THS Stud Act	\$335.79	\$335.79	\$335.79	\$335.79	
Computer Account	THS Stud Act	\$606.77	\$606.77	\$606.77	\$606.77	
Dance Team-002	THS Stud Act	\$541.50	\$541.50	\$541.50	\$541.50	
Drama - Fall Prod	THS Stud Act	\$3,852.66	\$3,852.66	\$3,852.66	\$3,852.66	
Drama - Spring Prod.	THS Stud Act	\$10,075.07	\$10,014.03	\$10,386.53	\$10,486.53	
Drama - Winter Prod.	THS Stud Act	\$1,079.40	\$1,079.40	\$1,079.40	\$1,079.40	
EMT Cuffs	THS Stud Act	\$416.79	\$416.79	\$416.79	\$416.79	
Elevator Keys	THS Stud Act	\$24.00	\$24.00	\$24.00	\$24.00	
Family & Consumer Science	THS Stud Act	\$40.01	\$40.01	\$40.01	\$40.01	
Field trip - Metropolitan	THS Stud Act	\$652.50	\$652.50	\$652.50	\$652.50	
F. T. - Gamari	THS Stud Act	\$16.10	\$16.10	\$16.10	\$16.10	
F. T. - Maggi	THS Stud Act	\$182.00	\$182.00	\$182.00	\$182.00	
F. T. - Leger	THS Stud Act	\$442.00	\$442.00	\$442.00	\$442.00	
F. T. - Marchand	THS Stud Act	\$1,789.00	\$1,789.00	\$1,789.00	\$1,789.00	
F. T. - Science	THS Stud Act	\$1,371.73	\$1,371.73	\$205.73	\$205.73	
Field Trip - Social Studies	THS Stud Act	\$14.99	\$14.99	\$14.99	\$14.99	
F. T. - Italy	THS Stud Act	\$402.93	\$402.93	\$402.93	\$402.93	
Field Trip - Univ. of Hartford	THS Stud Act	\$1,460.00	\$1,460.00	\$1,460.00	\$1,460.00	
Field Trip -Wadsworth	THS Stud Act	\$21.00	\$21.00	\$21.00	\$21.00	
Gold T	THS Stud Act	\$522.75	\$522.75	\$522.75	\$522.75	
Guidance	THS Stud Act	\$2.00	\$0.00	\$0.00	\$0.00	
Guidance - Misc. Exp.	THS Stud Act	\$19.62	\$21.62	\$21.62	\$21.62	
Hall of Fame	THS Stud Act	\$6,327.42	\$6,327.42	\$6,327.42	\$6,327.42	
History Day	THS Stud Act	\$34.00	\$34.00	\$34.00	\$34.00	
Humanities	THS Stud Act	\$262.50	\$262.50	\$262.50	\$262.50	
In & Out - Professional	THS Stud Act	\$544.22	\$544.22	\$544.22	\$544.22	
Cap & Gown	THS Stud Act	\$1,340.48	\$1,340.48	\$1,380.48	\$1,380.48	
In & Out - Locks	THS Stud Act	\$31.21	\$0.00	\$0.00	\$0.00	
In & Out - Buffered Latin Prize	THS Stud Act	\$392.99	\$392.99	\$392.99	\$392.99	
In & Out-Nejame-Nichol School	THS Stud Act	\$516.70	\$516.70	\$516.70	\$516.70	
In & Out-Nat. Env. - School	THS Stud Act	\$1,641.54	\$1,641.54	\$1,641.54	\$1,641.54	
In & Out - Testing	THS Stud Act	\$385.70	\$488.70	\$488.70	\$488.70	
Vocabulary Workbooks	THS Stud Act	\$4,352.80	\$4,352.80	\$4,352.80	\$4,352.80	
Field trip - Art	THS Stud Act	\$615.77	\$615.77	\$615.77	\$615.77	
F. T. - English	THS Stud Act	\$1,134.00	\$1,134.00	\$1,134.00	\$1,134.00	
In & Out - Marquis Scholarship	THS Stud Act	\$320.72	\$1,570.72	\$1,570.72	\$1,570.72	
Instrument Usage - EL	THS Stud Act	\$475.46	\$475.46	\$475.46	\$475.46	
Instrument Usage - HS	THS Stud Act	\$839.14	\$839.14	\$314.17	\$1,256.17	
Instrument Usage - TMS	THS Stud Act	\$2,393.55	\$2,393.55	\$2,393.55	\$2,393.55	
International Studies	THS Stud Act	\$1,692.17	\$1,692.17	\$1,692.17	\$1,692.17	
Lanyards	THS Stud Act	\$1,423.65	\$1,423.65	\$1,423.65	\$1,423.65	
Latin Exams	THS Stud Act	\$103.00	\$0.00	\$0.00	\$0.00	
Library	THS Stud Act	\$743.34	\$743.34	\$566.39	\$566.39	
Lock Account	THS Stud Act	\$26.46	\$57.67	\$57.67	\$57.67	
Long Wharf	THS Stud Act	\$1,539.75	\$1,539.75	\$1,539.75	\$771.75	
Math	THS Stud Act	\$750.00	\$750.00	\$750.00	\$750.00	
Model UN	THS Stud Act	\$98.17	\$98.17	\$98.17	\$98.17	

Music Dept.	THS Stud Act	\$592.75	\$0.00	\$0.00	\$31,681.04	
Music - Band	THS Stud Act	\$15,128.34	\$15,504.64	\$12,882.04	\$0.00	
Music - Chorus	THS Stud Act	\$131.34	\$0.00	\$0.00	\$0.00	
Nursery School	THS Stud Act	\$25,665.26	\$25,665.26	\$24,411.64	\$27,231.64	
Peace Jam	THS Stud Act	\$692.51	\$692.51	\$692.51	\$692.51	
PE Activity Fund	THS Stud Act	\$231.89	\$231.89	\$231.89	\$231.89	
PE Uniforms	THS Stud Act	\$1,423.00	\$1,423.00	\$1,423.00	\$1,423.00	
Principal's Fund	THS Stud Act	\$4,950.44	\$4,950.44	\$3,950.46	\$3,950.46	
Raiders Night Athletic Fund	THS Stud Act	\$1,426.50	\$1,426.50	\$1,426.50	\$1,426.50	
Scholarships	THS Stud Act	\$2,488.65	\$2,488.65	\$2,488.65	\$2,488.65	
Scholarship - Class of 2008	THS Stud Act	\$618.88	\$618.88	\$618.88	\$618.88	
Scholarship - Board of Ed	THS Stud Act	\$5.00	\$5.00	\$5.00	\$5.00	
Scholarship - "couch Lou"	THS Stud Act	\$1,140.00	\$1,140.00	\$1,140.00	\$1,140.00	
Scholarship - CTE	THS Stud Act	\$799.00	\$799.00	\$799.00	\$799.00	
Scholarship-Francis B. Kahn	THS Stud Act	\$3,120.00	\$3,120.00	\$3,120.00	\$3,120.00	
Scholarship - Lydia T. Zaccheo	THS Stud Act	\$700.00	\$700.00	\$700.00	\$700.00	
Scholarship - Perfect Attendance	THS Stud Act	\$500.00	\$500.00	\$500.00	\$500.00	
Scholarship - Spletstoeszer	THS Stud Act	\$230.00	\$230.00	\$230.00	\$230.00	
Science	THS Stud Act	\$325.31	\$325.31	\$325.31	\$325.31	
Symphony Literary Magazine	THS Stud Act	\$903.78	\$903.78	\$903.78	\$903.78	
Testing - AP	THS Stud Act	\$6,354.08	\$6,354.08	\$6,354.08	\$6,354.08	
Theatre - Walmart Grant	THS Stud Act	\$200.00	\$200.00	\$200.00	\$200.00	
THS Care Closet	THS Stud Act	\$1,890.70	\$1,970.70	\$1,970.70	\$1,970.70	
THS Links	THS Stud Act	\$754.72	\$754.72	\$754.72	\$754.72	
THS Renaissance	THS Stud Act	\$5,553.55	\$5,553.55	\$5,267.04	\$5,267.04	
Track & Field	THS Stud Act	\$754.81	\$754.81	\$754.81	\$754.81	
Unified Art	THS Stud Act	\$350.00	\$350.00	\$350.00	\$350.00	
Unified Sports	THS Stud Act	\$355.69	\$355.69	\$355.69	\$355.69	
Woodworking	THS Stud Act	\$2,682.70	\$2,682.70	\$2,682.70	\$2,682.70	
Work Program - PAVE	THS Stud Act	\$1,600.57	\$1,600.57	\$1,600.57	\$1,600.57	
M.T. Conway	THS Stud Act	\$2,564.99	\$2,564.99	\$2,564.99	\$2,564.99	
Scoville History Award	THS Stud Act	\$840.84	\$840.84	\$840.84	\$840.84	
<b>TMS PTO</b>	<b>TMS PTO</b>	<b>\$2,064.69</b>	<b>\$3,909.71</b>	<b>\$2,001.69</b>	<b>\$2,001.69</b>	<b>\$2,001.69</b>
6th Grade Funds	TMS Stud Act	\$3,601.44	\$3,601.44	\$3,601.44	\$10,141.44	\$5,561.44
7th Grade Funds	TMS Stud Act	\$1,277.93	\$1,277.93	\$1,277.93	\$1,277.93	\$1,277.93
7th Grade Scholarship Fund	TMS Stud Act	\$485.00	\$485.00	\$485.00	\$485.00	\$485.00
8th Grade Funds	TMS Stud Act	\$1,936.82	\$1,936.82	\$1,936.82	\$1,936.82	\$1,936.82
ATP	TMS Stud Act	\$4.54	\$4.54	\$4.54	\$4.54	\$143.29
Band	TMS Stud Act	\$64.02	\$64.02	\$64.02	\$736.02	\$1,116.02
Chorus	TMS Stud Act	\$1,672.86	\$1,672.86	\$1,672.86	\$1,672.86	\$1,672.86
Class Night	TMS Stud Act	\$2,392.94	\$1,888.12	\$1,888.12	\$1,888.12	\$1,888.12
CocaCola	TMS Stud Act	\$826.15	\$826.15	\$826.15	\$826.15	\$621.73
Debate Club	TMS Stud Act	\$362.91	\$362.91	\$362.91	\$362.91	\$362.91
Drama	TMS Stud Act	\$6,466.35	\$6,466.35	\$5,733.15	\$5,733.15	\$5,733.15
Foreign/World Language	TMS Stud Act	\$8.39	\$238.15	\$238.15	\$238.15	\$238.15
History/Social Studies	TMS Stud Act	\$111.00	\$111.00	\$111.00	\$111.00	\$111.00
Honor Society	TMS Stud Act	\$1,075.02	\$325.02	\$325.02	\$325.02	\$325.02
Individual Student accounts	TMS Stud Act	\$0.00	\$0.00	\$18,384.82	\$18,384.82	\$18,541.32
Intramural Sports	TMS Stud Act	\$802.14	\$802.14	\$802.14	\$802.14	\$802.14
Invention Convention	TMS Stud Act	\$2,546.54	\$2,546.54	\$2,546.54	\$2,546.54	\$2,546.54
Language Arts	TMS Stud Act	\$423.34	\$423.34	\$423.34	\$423.34	\$423.34
Lifeskills	TMS Stud Act	\$1,918.13	\$1,918.13	\$1,918.13	\$1,948.13	\$2,088.13
Lost/Damaged Book Account	TMS Stud Act	\$1,620.74	\$1,620.74	\$1,620.74	\$1,454.28	\$951.19
Math	TMS Stud Act	\$329.75	\$329.75	\$329.75	\$329.75	\$329.75
Media Center	TMS Stud Act	\$3,363.29	\$3,363.29	\$1,434.37	\$1,434.37	\$1,434.37
Nature Trail - Phase 1	TMS Stud Act	\$834.84	\$834.84	\$834.84	\$834.84	\$834.84
Orchestra	TMS Stud Act	\$512.53	\$512.53	\$512.53	\$1,287.53	\$1,287.53
PBIS	TMS Stud Act	\$956.67	\$956.67	\$956.67	\$956.67	\$956.67
Petty Cash	TMS Stud Act	\$658.18	\$658.18	\$658.18	\$658.18	\$658.18
Principal's Account	TMS Stud Act	\$322.72	\$323.92	\$324.02	\$324.02	\$324.02
Ski Club	TMS Stud Act	\$170.68	\$170.68	\$170.68	\$170.68	\$170.68
Soccer	TMS Stud Act	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00
Student Activity	TMS Stud Act	\$2,242.45	\$2,242.45	\$746.38	\$746.38	\$26,074.44
Student Council	TMS Stud Act	\$1,735.20	\$1,735.20	\$1,735.20	\$1,735.20	\$1,485.25
Student Scholarship Fund	TMS Stud Act	\$3,725.73	\$3,725.73	\$3,725.73	\$3,725.73	\$3,725.73
Technology 3D	TMS Stud Act	\$14.14	\$14.14	\$14.14	\$14.14	\$14.14
Unified Sports	TMS Stud Act	\$3,310.79	\$3,310.79	\$3,310.79	\$3,310.79	\$4,810.79
Washington D.C. Trip	TMS Stud Act	\$25,884.59	\$25,884.59	\$7,499.77	\$7,499.77	\$7,843.27
Yearbook	TMS Stud Act	\$318.05	\$343.05	\$343.05	\$343.05	\$343.05
Youth Literacy Grant	TMS Stud Act	\$2.10	\$2.10	\$2.10	\$2.10	\$2.10
<b>Torringford PTO</b>	<b>TFD PTO</b>	<b>\$2,351.21</b>	<b>\$4,503.82</b>	<b>\$4,172.27</b>	<b>\$4,005.09</b>	<b>\$10,173.07</b>
5th Grade Boulder Ridge Trip	TFD Stud Act	\$1,395.49	\$1,395.49	\$1,395.49	\$1,395.49	\$995.49
AKC Grant	TFD Stud Act	\$15,598.34	\$1,759.34	\$1,759.34	\$1,759.34	\$1,759.34
Art	TFD Stud Act	\$114.67	\$114.67	\$114.67	\$114.67	\$114.67
Box Tops	TFD Stud Act	\$1,637.77	\$1,637.77	\$1,637.77	\$1,637.77	\$1,637.77
Buddy Bench	TFD Stud Act	\$227.05	\$227.05	\$227.05	\$227.05	\$227.05
CocaCola	TFD Stud Act	\$866.44	\$866.44	\$866.44	\$866.44	\$936.94
Dress Down	TFD Stud Act	\$2,692.86	\$2,692.86	\$2,692.86	\$2,671.88	\$2,131.88
Food Drive	TFD Stud Act	\$67.00	\$67.00	\$0.00	\$0.00	\$0.00
KidsMarathon	TFD Stud Act	\$1,684.00	\$1,684.00	\$1,684.00	\$1,684.00	\$1,684.00
General - Other	TFD Stud Act	\$966.61	\$966.61	\$563.61	\$563.61	\$563.61
Grade 5	TFD Stud Act	\$2,211.87	\$2,211.87	\$2,211.87	\$2,211.87	\$2,211.87
Grant Funds	TFD Stud Act	\$45.99	\$45.99	\$45.99	\$45.99	\$45.99

Instrumental Music	TFD Stud Act	\$1,019.36	\$1,019.36	\$1,019.36	\$1,019.36	\$1,019.36
Janet Kenney Memorial Fund	TFD Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lost/Damaged Books	TFD Stud Act	\$65.52	\$58.52	\$58.52	\$58.52	-\$67.92
media	TFD Stud Act	\$976.18	\$976.18	\$976.18	\$850.29	\$185.22
Music	TFD Stud Act	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00
One Town/One Book	TFD Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Physical Education	TFD Stud Act	\$3,535.01	\$3,535.01	\$1,863.02	\$1,863.02	\$1,775.13
Principal Account	TFD Stud Act	\$460.35	\$460.35	\$332.85	\$332.85	\$297.85
Special Initiative	TFD Stud Act	\$2,522.75	\$2,522.75	\$2,522.75	\$22.75	\$22.75
Student Senate	TFD Stud Act	\$2,900.54	\$2,900.54	\$1,742.54	\$1,742.54	\$1,183.85
Volunteers	TFD Stud Act	\$99.37	\$99.37	\$99.37	\$99.37	\$99.37
Unclassified	TFD Stud Act	-\$7.00	\$0.00	\$0.00	\$0.00	-\$43.55
Vogel PTO	VW PTO	\$4,267.72	\$4,987.62	\$4,282.17	\$4,316.69	\$5,084.35
Assemblies	VW Stud Act	\$365.05	\$365.05	\$365.05	\$365.05	\$131.19
Box Tops	VW Stud Act	\$7,743.33	\$7,743.33	\$7,743.33	\$7,743.33	\$7,743.33
Building Enhancements	VW Stud Act	\$781.10	\$781.10	\$605.07	\$605.07	\$0.04
Chorus	VW Stud Act	\$3,377.03	\$3,377.03	\$3,377.03	\$3,302.03	\$4,612.03
Coca Cola	VW Stud Act	\$1,513.50	\$1,513.50	\$1,513.50	\$1,513.50	\$0.00
Family Resource Center	VW Stud Act	\$30.83	\$30.83	\$30.83	\$30.83	\$30.83
Field Trips	VW Stud Act	\$787.90	\$918.28	\$918.28	\$918.28	\$0.00
Fundraisers	VW Stud Act	\$6,134.93	\$6,134.93	\$5,599.29	\$5,599.29	\$0.00
Library	VW Stud Act	\$4,234.71	\$3,369.07	\$3,369.07	\$3,369.07	\$3,369.07
Literacy	VW Stud Act	\$399.68	\$399.68	\$399.68	\$399.68	\$0.00
Playground	VW Stud Act	\$751.79	\$751.79	\$751.79	\$751.79	\$0.00
Positive Behavior Program	VW Stud Act	\$621.01	\$621.01	\$621.01	\$621.01	\$0.00
Power Hour Reading	VW Stud Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Principal's Fund	VW Stud Act	\$1,102.86	\$1,110.24	\$318.96	\$318.96	\$318.96
Recess	VW Stud Act	\$910.00	\$910.00	\$910.00	\$910.00	\$0.00
Scholarship	VW Stud Act	\$351.19	\$351.19	\$351.19	\$351.19	\$351.19
Staff Room	VW Stud Act	\$285.55	\$285.55	\$285.55	\$285.55	\$285.55
Student Incentives	VW Stud Act	\$361.72	\$361.72	\$361.72	\$361.72	\$0.00

Account Name	School	Person in charge
<b>East PTO</b>	<b>East PTO</b>	<b>Tiffany Marsh/Kim Pretzel/Michelle Steck</b>
BESB	East Stud Act	Sue Fergusson
Field Trip	East Stud Act	Sue Fergusson/Tara Curry
Media	East Stud Act	Mark Caldwell
Media 2	East Stud Act	Mark Caldwell
Music	East Stud Act	Ashley Casko
PDG	East Stud Act	Kelly MacDonald
Principal's Fund	East Stud Act	Sue Fergusson
Reading	East Stud Act	Kim Bushka/Sue Fergusson
RISE	East Stud Act	Gordon Myers TRX to VW
Shark Bites CookBook	East Stud Act	Sue Fergusson/Tara Curry
Sharks	East Stud Act	Erica McMurdy
Student Council	East Stud Act	Erica McMurdy
<b>Forbes PTO</b>	<b>Forbes PTO</b>	<b>Peggy Robinson/Bobbi Jo Klug</b>
Action for Healthy Kids	Forbes Stud Act	Joanne Creedon/Susan Smail
BESB	Forbes Stud Act	Joanne Creedon/Susan Smail
Campership	Forbes Stud Act	Joanne Creedon/Susan Smail
Field Trip	Forbes Stud Act	Joanne Creedon/Susan Smail
Forbes Flyers	Forbes Stud Act	Joanne Creedon/Susan Smail
Forbes Flyers scholarship	Forbes Stud Act	Joanne Creedon/Susan Smail
Grade 1	Forbes Stud Act	Joanne Creedon/Susan Smail
Grade 2	Forbes Stud Act	Joanne Creedon/Susan Smail
Grade 3	Forbes Stud Act	Joanne Creedon/Susan Smail
Grade 4	Forbes Stud Act	Joanne Creedon/Susan Smail
Grade 5	Forbes Stud Act	Joanne Creedon/Susan Smail
Grade K	Forbes Stud Act	Joanne Creedon/Susan Smail
ING (run for something better)	Forbes Stud Act	Joanne Creedon/Susan Smail
Lost/Damaged books/equipment	Forbes Stud Act	Joanne Creedon/Susan Smail
Media	Forbes Stud Act	Joanne Creedon/Susan Smail
Music	Forbes Stud Act	Joanne Creedon/Susan Smail
One Town One Book	Forbes Stud Act	Joanne Creedon/Susan Smail
PTO	Forbes Stud Act	Joanne Creedon/Susan Smail
School Supply Fund	Forbes Stud Act	Joanne Creedon/Susan Smail
Stop & Shop	Forbes Stud Act	Joanne Creedon/Susan Smail
Student Council	Forbes Stud Act	Joanne Creedon/Susan Smail
Target	Forbes Stud Act	Joanne Creedon/Susan Smail
Whole Kids School Garden	Forbes Stud Act	Joanne Creedon/Susan Smail
<b>Project Graduation</b>	<b>Project Graduation</b>	<b>Ann Marie Dixon</b>
<b>SouthWest PTO</b>	<b>SouthWest PTO</b>	<b>Yolanda Cifaldi/Kaitlin Marchand/Jenn LopezStephanie Elliot</b>
Book Fair/Media	SW Stud Act	Maureen Vint
Box Top Account	SW Stud Act	Judy Theeb/Lisa Todd
Charity	SW Stud Act	Judy Theeb/Lisa Todd
Haiti	SW Stud Act	Judy Theeb/Lisa Todd
Harambe	SW Stud Act	Judy Theeb/Lisa Todd
Music Instrument	SW Stud Act	Judy Theeb/Lisa Todd/Michelle Castellano
One Town One School	SW Stud Act	Judy Theeb/Lisa Todd
Principal's Fund	SW Stud Act	Judy Theeb/Lisa Todd
PTO	SW Stud Act	Kaitlin Marchand/Lana Cifaldi
Social	SW Stud Act	Judy Theeb/Lisa Todd
Student Council	SW Stud Act	Michelle McCotter/tara Bruno
<b>THS PTO</b>	<b>THS PTO</b>	<b>Bernadette Rossi/Darlene Battle</b>
Automotive	THS Stud Act	Paul Sarrazin
Baseball	THS Stud Act	Pat Richardson
Boys' Basketball	THS Stud Act	Eric Gamari



Chess Club	THS Stud Act	Dave Ressel
Class of 2018	THS Stud Act	Shawn Tobin & Mike Schieb
Class of 2019	THS Stud Act	Shawn Tobin & Mike Schieb
Class of 2020	THS Stud Act	Shawn Tobin & Mike Schieb
Class of 2021	THS Stud Act	
Coed Cross Country	THS Stud Act	Drake Waldron
Drama Club	THS Stud Act	Victor Leger
French Club	THS Stud Act	Kathy Martin-Ocain
Friends of Rachel	THS Stud Act	
Football Club	THS Stud Act	Gaitan Rodriguez
FBLA	THS Stud Act	Andrew Marchand
Gay-Straight Alliance	THS Stud Act	Jessica Varley
Girls' Swimming Club	THS Stud Act	Christine McCarthy
Greener Grass	THS Stud Act	
Guitar Club	THS Stud Act	Jared Sheikh
Imagination Club	THS Stud Act	
Interact Club	THS Stud Act	Robin Magistrali
Golf Account	THS Stud Act	Mike McKenna
Graphic Arts	THS Stud Act	Tom Lutka
Journey for Autism Club	THS Stud Act	
JROTC Cadet Club	THS Stud Act	Sgt. Sullivan & Col. Studley
Latin Club	THS Stud Act	
Leo Club	THS Stud Act	Mike Schieb
Life Skills Club	THS Stud Act	Jill Baranowitz
Lungs for Jenny	THS Stud Act	Elena Sileo
Multicultural Club	THS Stud Act	Armando Zarazu
Music in Common	THS Stud Act	Account to be closed
National Honor Society	THS Stud Act	Sue Comito & Mary Costa
Photography Club	THS Stud Act	Tom Lutka
Photography - Samsel	THS Stud Act	
Project Unify Club	THS Stud Act	Jill Baranowitz
Raider Crazy Club	THS Stud Act	Erin Sullivan
Raider Shack	THS Stud Act	Renata Ahearn
Raiders Rally	THS Stud Act	Erin Sullivan
Rho Kappa Nat'l S.S. H.S.	THS Stud Act	Jamie Rowland
Science Club	THS Stud Act	Lisa Debany
Ski Club	THS Stud Act	Bernie Niehaus
Softball Club	THS Stud Act	Amanda Shortt
Spanish Club	THS Stud Act	Mary Grace Hanusch
Student Clouncil	THS Stud Act	Shawn Tobin & Michael Schieb
Teenage Republicans	THS Stud Act	Drake Waldron
Thespians	THS Stud Act	Mary McVerry
Torringtonian	THS Stud Act	Alana Crosby
Torrington Booster Club	THS Stud Act	Pat Fairchild
Varsity Club	THS Stud Act	R. J. Poniatoski
Video Production Club	THS Stud Act	Tom Lutka
Volleyball Club - Girls	THS Stud Act	
Walking Club	THS Stud Act	Maggie McGillicuddy & Amanda Shortt
Young Democrats	THS Stud Act	Pat Conroy
Miscellaneous Exp	THS Stud Act	
Volleyball - Boys	THS Stud Act	
Admin - Balance to start	THS Stud Act	
Art Dept. - Good	THS Stud Act	Elaine Good
Art Dept. - Jerram	THS Stud Act	Cindy Amoroso
Admin - Scholarship Fund	THS Stud Act	



Athletic Director's Fund	THS Stud Act	Mike McKenna
Biology Books	THS Stud Act	Mike Tyler
Book Account	THS Stud Act	
Campus Beautification	THS Stud Act	
Chemistry - Tobin	THS Stud Act	Shawn Tobin
Close-Up	THS Stud Act	
Computer Account	THS Stud Act	
Dance Team-002	THS Stud Act	
Drama - Fall Prod	THS Stud Act	Mary McVerry
Drama - Spring Prod.	THS Stud Act	Mary McVerry
Drama - Winter Prod.	THS Stud Act	Mary McVerry
EMT Cuffs	THS Stud Act	Amanda Cannon
Elevator Keys	THS Stud Act	
Family & Consumer Science	THS Stud Act	Jean Randazzo
Field trip - Metropolitan	THS Stud Act	
F. T. - Gamari	THS Stud Act	Eric Gamari
F. T. - Maggi	THS Stud Act	
F. T. - Leger	THS Stud Act	Victor Leger
F. T. - Marchand	THS Stud Act	Andrew Marchand
F. T. - Science	THS Stud Act	Mike Tyler
Field Trip - Social Studies	THS Stud Act	Pat Conroy
F. T. - Italy	THS Stud Act	Fran Lascari
Field Trip - Univ. of Hartford	THS Stud Act	Mary DeMarchi
Field Trip -Wadsworth	THS Stud Act	Victor Leger
Gold T	THS Stud Act	Mike McKenna
Guidance	THS Stud Act	Guidance Dept.
Guidance - Misc. Exp.	THS Stud Act	Guidance Dept.
Hall of Fame	THS Stud Act	Pat Fairchild
History Day	THS Stud Act	Pat Conroy
Humanities	THS Stud Act	English Dept.
In & Out - Professional	THS Stud Act	
Cap & Gown	THS Stud Act	Sr. Class advisor
In & Out - Locks	THS Stud Act	
In & Out - Buffered Latin Prize	THS Stud Act	
In & Out-Nejame-Nichol School	THS Stud Act	
In & Out-Nat. Env. - School	THS Stud Act	
In & Out - Testing	THS Stud Act	Guidance Dept.
Vocabulary Workbooks	THS Stud Act	Mary DeMarchi
Field trip - Art	THS Stud Act	Victor Leger
F. T. - English	THS Stud Act	Mary DeMarchi
In & Out - Marquis Scholarship	THS Stud Act	
Instrument Usage - EL	THS Stud Act	Chuck Beyer
Instrument Usage - HS	THS Stud Act	Wayne Spletstoeszer
Instrument Usage - TMS	THS Stud Act	Chuck Beyer
International Studies	THS Stud Act	Eric Gamari
Lanyards	THS Stud Act	
Latin Exams	THS Stud Act	
Library	THS Stud Act	Robin Magistrali
Lock Account	THS Stud Act	
Long Wharf	THS Stud Act	Mary DeMarchi
Math	THS Stud Act	Pat Strawson
Model UN	THS Stud Act	Eric Gamari
Music Dept.	THS Stud Act	Wayne Spletstoeszer
Music - Band	THS Stud Act	Wayne Spletstoeszer
Music - Chorus	THS Stud Act	Brittany Rondeau

Nursery School	THS Stud Act	Barbara Morris & Donna DuCotey
Peace Jam	THS Stud Act	Pat Conroy
PE Activity Fund	THS Stud Act	Katie Gregory
PE Uniforms	THS Stud Act	Mike McKenna
Principal's Fund	THS Stud Act	
Raiders Night Athletic Fund	THS Stud Act	Eric Gamari
Scholarships	THS Stud Act	
Scholarship - Class of 2008	THS Stud Act	
Scholarship - Board of Ed	THS Stud Act	
Scholarship - "couch Lou"	THS Stud Act	
Scholarship - CTE	THS Stud Act	
Scholarship-Francis B. Kahn	THS Stud Act	
Scholarship - Lydia T. Zaccaro	THS Stud Act	
Scholarship - Perfect Attendance	THS Stud Act	
Scholarship - Splettstoeser	THS Stud Act	
Science	THS Stud Act	Mike Tyler
Symphony Literary Magazine	THS Stud Act	Mary DeMarchi
Testing - AP	THS Stud Act	Guidance Dept.
Theatre - Walmart Grant	THS Stud Act	Mary McVerry
THS Care Closet	THS Stud Act	
THS Links	THS Stud Act	Cheryl Pecha
THS Renaissance	THS Stud Act	
Track & Field	THS Stud Act	Mike Tyler
Unified Art	THS Stud Act	
Unified Sports	THS Stud Act	Jill Baranowitz & Mike McKenna
Woodworking	THS Stud Act	Scott Samsel
Work Program - PAVE	THS Stud Act	Renata Ahearn
M.T. Conway	THS Stud Act	
Scoville History Award	THS Stud Act	
<b>TMS PTO</b>	<b>TMS PTO</b>	<b>Nicole Minard/Sherry Kennerson</b>
6th Grade Funds	TMS Stud Act	6th Grade teachers
7th Grade Funds	TMS Stud Act	7th Grade Teachers
7th Grade Scholarship Fund	TMS Stud Act	Joan Schroeder
8th Grade Funds	TMS Stud Act	8th Grade Teachers
ATP	TMS Stud Act	Julie Browning & Bernadette Schwartz
Band	TMS Stud Act	Dan Hodgkins
Chorus	TMS Stud Act	Nicole Sisson
Class Night	TMS Stud Act	Susan Fritch, Dora Carr
CocaCola	TMS Stud Act	Administration
Debate Club	TMS Stud Act	Angelo Calabrese, Tara Minnerly
Drama	TMS Stud Act	Veronica Gelormino
Foreign/World Language	TMS Stud Act	World Language Teachers
History/Social Studies	TMS Stud Act	History Teachers
Honor Society	TMS Stud Act	Alana Crosby and Nicole Cianciolo
Individual Student accounts	TMS Stud Act	Jason Lafreniere
Intramural Sports	TMS Stud Act	Michael Fritch, Head Coach
Invention Convention	TMS Stud Act	Patricia Dawson and Dawn Frazer
Language Arts	TMS Stud Act	LA Teachers
Lifeskills	TMS Stud Act	Sue Diaferio & Rhea Mulligan
Lost/Damaged Book Account	TMS Stud Act	Mary Lee Quinn
Math	TMS Stud Act	Math Dept
Media Center	TMS Stud Act	Mary Lee Quinn
Nature Trail - Phase 1	TMS Stud Act	Administration/Heidi Wilson
Orchestra	TMS Stud Act	Tia Ward de Leon
PBIS	TMS Stud Act	Administration

Petty Cash	TMS Stud Act	Principal
Principal's Account	TMS Stud Act	Principal
Ski Club	TMS Stud Act	Brian Kiernan
Soccer	TMS Stud Act	Brian Kiernan
Student Activity	TMS Stud Act	Administration
Student Council	TMS Stud Act	Joan Schroeder
Student Scholarship Fund	TMS Stud Act	Mary Ann Buchanan
Technology 3D	TMS Stud Act	Tech Ed Dept- Nick Molino
Unified Sports	TMS Stud Act	Henry Marchand, Head Coach
Washington D.C. Trip	TMS Stud Act	Jason Lafreniere
Yearbook	TMS Stud Act	Debbie Carroll
Youth Literacy Grant	TMS Stud Act	Stacey Pollock
<b>Torrington PTO</b>	<b>TFD PTO</b>	<b>Amber Gurtowsky</b>
5th Grade Boulder Ridge Trip	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
AKC Grant	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Art	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Box Tops	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Buddy Bench	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
CocaCola	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Dress Down	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Food Drive	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
KidsMarathon	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
General - Other	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Grade 5	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Grant Funds	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Instrumental Music	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Janet Kenney Memorial Fund	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Lost/Damaged Books	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
media	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Music	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
One Town/One Book	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Physical Education	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Principal Account	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Special Initiative	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Student Senate	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Volunteers	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
Unclassified	TFD Stud Act	Kelly Galullo/Tracy Cravanzola
<b>Vogel PTO</b>	<b>VW PTO</b>	<b>Ashley Goletz/Hilary Meza/Rachel Placentino/Amy Dippipo</b>
Assemblies	VW Stud Act	Peter Michelson & Wendy Alfano
Box Tops	VW Stud Act	Hilary Meza
Building Enhancements	VW Stud Act	Peter Michelson & Wendy Alfano
Chorus	VW Stud Act	Tim Brandt
Coca Cola	VW Stud Act	Peter Michelson & Wendy Alfano
Family Resource Center	VW Stud Act	Michelle Anderson
Field Trips	VW Stud Act	Peter Michelson & Wendy Alfano
Fundraisers	VW Stud Act	Peter Michelson & Wendy Alfano
Library	VW Stud Act	Peter Michelson & Wendy Alfano
Literacy	VW Stud Act	Peter Michelson & Wendy Alfano
Playground	VW Stud Act	Peter Michelson & Wendy Alfano
Positive Behavior Program	VW Stud Act	Peter Michelson & Wendy Alfano
Power Hour Reading	VW Stud Act	Peter Michelson & Wendy Alfano
Principal's Fund	VW Stud Act	Peter Michelson & Wendy Alfano
Recess	VW Stud Act	Peter Michelson & Wendy Alfano
Scholarship	VW Stud Act	Peter Michelson & Wendy Alfano
Staff Room	VW Stud Act	Peter Michelson & Wendy Alfano

Student Incentives	VW Stud Act	Peter Michelson & Wendy Alfano
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**TORRINGTON BOARD OF EDUCATION  
REQUEST FOR PROPOSALS**

The Torrington Board of Education hereby invites the submission of sealed Proposals for:

**SPECIAL EDUCATION SERVICES: Proposal # PTS-010-010318**

for the remainder of the 2017 - 2018 school year. The proposals will be received at the offices of the Torrington Board of Education, 355 Migeon Avenue, Torrington, Connecticut 06790, until 2:00pm, on January 3rd, 2018, at which time they will be publicly opened and read aloud. All proposals received after the time specified, at the place and on the date above stated, will be returned unopened. Faxed proposals will not be accepted.

Specifications and other information may be obtained at the Board's offices between 8:00 a.m. and 4:00 p.m. Monday through Friday.

Le'Tanya Lawrence  
Director of Student Services  
Torrington Board of Education  
355 Migeon Avenue  
Torrington, CT 06790

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER  
MBE'S WBE'S AND SBE'S ARE ENCOURAGED TO APPLY**

**TORRINGTON BOARD OF EDUCATION  
INSTRUCTIONS TO PROPOSERS**

**I. Definitions**

- A. "Addendum" means written documents issued by the Board prior to the date and time in Article IIE which modify these Instructions to Proposers by additions, deletions, clarifications or corrections.
- B. "Board" means the Torrington Board of Education.
- C. "City" means the City of Torrington, Connecticut.
- D. "Contract" means the document that the Contractor executes with the Board to provide the special education services described in these Proposal Documents, in the form of Exhibit B, attached hereto and made a part hereof.
- E. "Contractor" means the Proposer who is selected by the Board to provide the special education services described in these Proposal Documents and executes the Contract.
- F. "Proposal" means a submission by a Proposer to provide the special education services that conform to the Proposal Documents.
- G. "Proposal Documents" means the Request for Proposals and these Instructions to Proposers, all exhibits attached hereto, and any Addendum.
- H. "Proposal Price" means the rate or rates, as shown on Exhibit A, at which the Proposer offers to perform the services described in the Proposal Documents.
- I. "Proposer" means the person or entity who submits a Proposal.
- J. "Request for Proposals" means the published notice of the acceptance of Proposals.

Unless otherwise defined, these definitions shall apply to the Proposal Documents and the Contract.

**II. Proposal Instructions**

- A. Proposals shall be received from Proposers for the furnishing of all personnel and services necessary to perform the special education services described in Article IV.

- B. When executed and submitted by Proposer, the Proposer acknowledges it has full knowledge of and agrees with the general specifications, conditions and requirements of the Proposal Documents.
- C. Proposals must be mailed or delivered to the Director of Finance and Operations in an envelope clearly marked "Proposal# PTS-010-010318 SPECIAL EDUCATION SERVICES."
- D. The Proposer must submit its Proposal in a sealed envelope marked with the Proposer's name and address in the upper left hand corner. The sealed envelope is to be plainly marked in the lower left hand corner with the name of Proposal, the Proposal number and the opening date and time.
- E. The Proposals shall be submitted no later than 11:00 AM, Wednesday, January 3, 2018 to the Director of Finance and Operations at 355 Migeon Avenue, Torrington, CT 06790. Proposals received later than that date and time will not be considered and will be returned unopened. Amendments to or withdrawals of Proposals received later than that date and time will not be considered. In the event of the closure of the Torrington Board of Education, proposals will be opened on the following business day that the Torrington Board of Education is opened. Amendments to or withdrawal of any section of the submitted proposal received later than the time & date set for the bid opening will not be considered. Bid proposals must remain in effect for a minimum of 30 days unless otherwise noted elsewhere in the bid specifications
- F. The bidder hereby acknowledges receipt of and agrees this submittal is based on the proposal and the following addenda. Failure to indicate receipt of any addenda may result in the bidder being rejected as nonresponsive.

ADDENDUM# \_\_\_\_\_ DATED \_\_\_\_\_ ADDENDUM# \_\_\_\_\_ DATED \_\_\_\_\_  
 ADDENDUM# \_\_\_\_\_ DATED \_\_\_\_\_ ADDENDUM# \_\_\_\_\_ DATED \_\_\_\_\_

(if additional addenda are issued, attach a complete listing of these addenda when submitting proposal)

- G. The Proposer shall submit 1 original and 4 duplicate copies of the Proposal.
- H. The Contractor shall comply with the laws, rules, regulations and policies of federal, state, and local governments. It shall be the responsibility of the Contractor to ensure that all personnel employed are familiar with all of the aforesaid State of Connecticut laws, rules, regulations and policies as well as the contents of any manual or other rules, regulations and policies which the Board might publish.
- I. The Board reserves the right to waive technical defects in Proposals, to reject any and all Proposals, in whole or in part, and to make such awards, in whole or in part, including accepting a Proposal or a part of the

Proposal, although not the low Proposal, that in its judgment will be in the best interest of the Board and/or the City.

- J. Each Proposer is responsible for making sure it gets the information it needs to make a responsible Proposal that allows it to execute the Contract if it is awarded the Contract. Any modification to the Proposal Documents will be made by Addendum. Each Proposer is responsible for submitting Addenda Each Proposer shall confirm prior to submitting its Proposal that it has received all Addendum. Deadline for questions is **December 15, 2017 by 12:00 noon**. A written request does not in any way diminish a Proposer's responsibility to get the information it needs to make a Proposal All questions about the bid requirements shall be addressed to the DIRECTOR OF FINANCE AND OPERATIONS. Questions will be answered through an addendum that shall be posted on the city and state websites. It is the vendor's responsibility to check these websites for addenda's. Interested firms should check the website 48 hours before the closing date. All information given by the TBOE except by written addendum shall be informal and shall not be binding upon the Board nor shall it furnish a basis for legal action by any Proposers against the TBOE. Any alleged oral agreement made by a bidder or contractor with any agency or employee of the TORRINGTON BOARD OF EDUCATION shall be disregarded.

- K. **NONAPPROPRIATION:** All funds for payment by the TBOE under this contract are subject to the availability of an annual appropriation for this purpose by the TBOE. In the event of non-appropriation of funds by the Torrington Board of Education for the goods or services provided under the contract, the TBOE will terminate the contract, without termination charge or other liability, on the last day of the then-current fiscal year or when the appropriation made for the then-current year for the goods or services covered by this contract is spent, whichever event occurs first. If at any time funds are not appropriated for the continuance of this contract, cancellation shall be accepted by the Seller on thirty (30) days prior written notice, but failure to give such notice shall be of no effect and the TBOE shall not be obligated under this contract beyond the date of termination.

### III. Proposal Requirements

- A. The Torrington Public School District invites the submission of Proposals for the provision of the services described above ("Proposals") shall be submitted with all of the information described in this Article III.



- B. All Proposers must read and execute the Non-Discrimination Memorandum, in the form of Exhibit C, attached hereto and made a part hereof.
- C. All Proposers must read and fill out the reference check form attached as Exhibit D ("Reference Check"). Each Proposer must provide five recent client references (from within the past three years). Provide the client's name, email address, as well as address and telephone number (including contact name, e-mail and phone numbers). The Vendor is encouraged to submit any other information they believe will enhance their position in the evaluation criteria. The BOE reserves the right to contact these references as part of its evaluation and award process and the BUSINESS MANAGER reserves the right to use that information to determine the qualifications and merit of each proposal. The Proposer, by submitting a Proposal, hereby authorizes the Board or its authorized agent to contact such references listed on the Reference Check without obtaining any other consent from the Proposer. Such Reference Check is incorporated into and made a part of this Proposal.
- D. All Proposers must disclose all pending and threatened litigation in which such Proposer is named (either suing or being sued), in the form listed on Exhibit E, attached hereto and made a part hereof.
- E. Each Proposer must declare that this Proposal is made without any connection with any other person or entity making any proposal for the same services, that it is in all respects fair and without collusion or fraud and that no person acting for or employed by the Board is directly or indirectly interested in the Proposal or in the services to which it relates, or in any portion of the profits therefrom, in the form attached as Exhibit F, attached hereto and made a part hereof.
- F. Each Proposer must fill out the "Proposal Form" in the form of Exhibit A. Proposers may include one rate or a schedule of rates for different types of work or personnel performing work within the scope of services. Such schedule must be clear as to what service or personnel is included within the rate. All prices and notations must be typed or printed in ink. No erasures will be permitted. Mistakes may be crossed out and any corrections initialed in ink by the person signing the proposal. Proposals must show unit and total prices if requested. In case of mistakes in price extension, unit pricing shall govern.
- G. Each Proposer shall provide to the Board a list of personnel proposed to be used to perform services under the Contract and their resumes. Each Proposer shall describe each key personnel's experience with the special education services described in these Proposal Documents. The successful Proposer shall, prior to the execution of the Contract, provide the name of the contact person required in the Contract, including regular and emergency phone numbers to contact the Contractor.

#### IV. Scope of Work

- A. Background: Physical Therapy is a related service, offered through the Torrington Public School District, to address the varying needs of students.
- B. Licensure: Provide Physical Therapist(s) licensed in the State of Connecticut. To support contracted service hours across seven school buildings throughout the Torrington School District.
- C. Requirements: The Contractor shall perform the following services:

According to the State of Connecticut's "*Guidelines for Physical Therapy in Educational Settings*" (1999), A Physical Therapist's Role Physical therapy (PT) can help students with disabilities resulting from prenatal causes, birth trauma, illness, or injury. Intervention can:

- reduce the functional impact of the disability;
- prevent secondary problems (e.g., contractions);
- prevent or minimize impairments, functional limitations and disabilities which interfere with participation in educational activities;
- relieve pain which may occur during educational activities;
- develop and improve motor function needed in school;
- control postural deviations;
- establish/maintain educationally related performance within students' physical capabilities.

In an educational setting, PT services enable students to benefit from special and/or regular education in the least restrictive environment. PT services develop and maintain the students' physical potential for independence in all educationally related activities. PTs also collaborate with regular and special education teachers, physical education teachers, maintenance personnel and others to modify and adapt the student's physical environment, enabling participation in the educational process to the fullest extent possible. The practice act under Connecticut statutes requires physical therapists to obtain a written or verbal referral from a licensed physician before commencing direct interventions. Based on APTA guidelines, intervention in all settings includes three major elements:

1. coordination, communication and documentation;
2. patient/client (i.e. student)-related instruction; and
3. direct intervention.

School physical therapists:

- document impairments and their severity;
- document students' functional performance level at school;
- modify students' positioning, methods of functional performance, and mobility;

- modify the environment to compensate for or accommodate existing impairments;
- instruct parents, students, and teachers about precautions students with disabilities should take at school;
- advise teachers on how they can incorporate equipment, positioning and exercise to promote students' educational performance;
- advise parents how (at home) they can use equipment, positioning and exercise to maintain or promote their students' educational performance; and
- establish lines of communication with physicians and therapists who are treating students in the wider health care arena where students receive health and medical services.

Physical therapists offer collaborative, student-related services including:

- direct service in small groups or individually;
- staff training and family education concerning activities and strategies to help achieve individualized education program (IEP) goals;
- periodic consultation to staff, students, and parents concerning IEP goals;
- monitoring progress with PT-related IEP goals;
- maximizing safe and effective access and movement in school environments.

3. Through direct and indirect services, physical therapists use remediation, prevention and compensation. With direct therapy, PTs interact directly with students in small groups or one-on-one. Best practice to promote the least restrictive environment is direct physical therapy, which develops a specific skill, phasing therapy out when students can incorporate it into daily routines. Direct therapy should be considered when:

- the physical therapist is the only person who can safely provide a necessary intervention;
- the PT has particular skills or judgment necessary for ongoing intervention and assessment;
- the team decides that alternatives to direct therapy would be unsafe or ineffective.

- A. In direct physical therapy, often called consultation, occurs when PTs use their knowledge and skills to help students without direct interaction between the two. Through collaboration with educational professionals or paraprofessionals, PTs enable someone other than themselves to implement specific activities. However, since the physical therapist had ultimate responsibility for the children's PT programs, there is always an element of direct contact with the children in an indirect service model. Through indirect intervention, PTs collaborate with teachers or other school staff to help students:

- practice and integrate newly acquired skills;
- incorporate positioning and movement techniques into classroom routines;
- use adaptive equipment with staff and family assistance; and
- use transportation safely to and from school and on school related trips.

- B. Physical therapists educate staff about specific motor diagnoses and their impact upon school activities. The practice act under Connecticut statutes requires physical therapists to obtain written or verbal referral from a licensed physician before commencing direct interventions. PTs may provide direct service which enables students to participate fully in school, such as:
- facilitating movement and sensorimotor skills development;
  - instructing students in compensatory strategies;
  - providing an opportunity for motor learning and skill acquisition;
  - designing exercises or activities to remediate motoric deficits; and
  - measuring for adaptive equipment.

D. Monthly billing for Medicaid.

E. Attendance at district wide professional learning opportunities

F. Monthly meeting with the Director.

G. The schedule and placement of the Contractor personnel at the Board's locations will be at the Board's sole discretion except that such scheduling and placement shall comply with the Board's accepted policies and procedures.

H. The Contractor personnel shall follow and adhere to all the Board policies, administrative regulations, and procedures.

I. The special education services requested in these Proposal Documents cover all personnel and services required to complete the special education services, and shall also incorporate any other labor, materials, supplies, overhead, taxes and profit of the Proposer, and the Proposal Price shall be "all-inclusive." The Board shall be responsible for no other charges other than the rate or rates set forth on Exhibit A.

J. The period of the Contract shall be for the remainder of the 2017-18 school year. The parties may agree to extend the Contract as long as the pricing and services remain the same. Otherwise the TBOE will need to go out to bid for the services.

K. Any contract entered into by the TBOE and the successful bidder shall provide that the Torrington Board of Education may terminate the contract upon thirty (30) day notice to the bidder.

L. The successful Proposer must execute the Contract substantially in the form attached as Exhibit B. The terms, conditions and provisions of the Contract are incorporated into and made a part of this Proposal. **Each Proposer should be thoroughly familiar with all the terms, conditions and provisions of the Contract.**



### **CERTIFICATION:**

The Proposer has read and understood the Proposal Documents, INCLUDING ALL EXHIBITS, which are Exhibit A through Exhibit F, all attached hereto and made a part hereof, and the following addendum: \_\_\_\_\_

\_\_\_\_\_ (if any. If none, state "None"), and the Proposal conforms to the terms and conditions of the Proposal Documents.

I hereby certify, as an officer of \_\_\_\_\_, that, as the Proposer under these Proposal Documents, all of the information and material supplied to the Board as required by these Proposal Documents are complete and true. I, as an officer of \_\_\_\_\_, understand that all of the terms and conditions of these Proposal Documents shall be included in the Contract executed with the Board, if awarded the Contract. I, as an officer of \_\_\_\_\_, further understand that any information that is found to be incomplete or false or, any attempt to mislead the Board is discovered, either during the evaluation or subsequent to any award may result in the disqualification of the Proposal or the immediate termination of the Contract.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Notary Public \_\_\_\_\_ [Seal]

### **Proposer Information**

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

## EXHIBIT A

### PROPOSAL FORM

The undersigned, having become thoroughly familiar with the terms and conditions affecting the performance and costs of the special education services described in the Proposal Documents, hereby proposes and agrees to fully perform the special education services in strict accordance with the Proposal Documents and the "Independent Contractor Services Agreement," including furnishing any and all labor and materials, and to do all of the services required to complete said special education services in accordance with the Proposal Documents and the "Independent Contractor Services Agreement," for the following rate or rates: (Proposers may attach additional pages outlining rates).

Services	Rate (per hour*)
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

\*if Proposer is proposing a rate other than an hourly rate, please indicate what the rate covers.

Proposers may include one rate or a schedule of rates for different types of work or personnel performing work within the scope of services. Such schedule must be clear as to what service or personnel is included within the rate.

Signed: \_\_\_\_\_

\_\_\_\_\_  
Proposer's Name

By: \_\_\_\_\_  
Name

\_\_\_\_\_  
Its

\_\_\_\_\_  
Street

\_\_\_\_\_  
City/State      Zip

\_\_\_\_\_  
Date

**EXHIBIT B**

**FORM OF INDEPENDENT CONTRACTOR SERVICES AGREEMENT**



## EXHIBIT C

### NON-DISCRIMINATION MEMORANDUM

TO: All Vendors

FROM:

SUBJECT: Non-Discrimination

The Torrington Board of Education (the "Board") is an Equal Opportunity Employer. The Board of Education has made it a matter of policy that it will not transact business with firms which are not in compliance with all Federal and State Statutes and Executive Orders pertaining to non-discrimination.

A copy of the Board Non-Discrimination Statement is printed on the bottom of this letter. In order to have your firm listed on our acceptable vendor's list and thereby be eligible for consideration as a source for goods and services, please complete and return the following Statement of Policy to us.

#### STATEMENT OF POLICY

It is the employment policy of \_\_\_\_\_ that there shall be no discrimination against anyone on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, physical disability or sexual orientation in the hiring, upgrading, demotions, recruitment, termination and selections for training.

In addition, this form is in full compliance with the letter and intent of the various Equal Employment Opportunities and Civil Rights Statutes noted above.

_____	_____
Date	Signed (Name/Title of Company Officer)
_____	_____
Telephone Number	Street Address
_____	_____
Fax Number	City/State

## EXHIBIT D

### REFERENCE CHECK SPECIAL EDUCATION SERVICES

RFP # PTS -010-010318

List at least three (3) references that demonstrate your ability to supply material and services included in the scope of the specifications. The City reserves the right to contact each of the references listed for additional information regarding your company's qualifications.

#### Reference No. 1

Project/Building Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_  
\_\_\_\_\_

Phone No: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Film Type Used: \_\_\_\_\_

Film Quantity Installed: \_\_\_\_\_ Completion Date: \_\_\_\_\_

#### Reference No. 2

Project/Building Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_  
\_\_\_\_\_

Phone No: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Film Type Used: \_\_\_\_\_

Film Quantity Installed: \_\_\_\_\_ Completion Date: \_\_\_\_\_

#### Reference No. 3

Project/Building Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_  
\_\_\_\_\_

Phone No: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Film Type Used: \_\_\_\_\_

Film Quantity Installed: \_\_\_\_\_ Completion Date: \_\_\_\_\_

#### Reference No. 4

Project/Building Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_  
\_\_\_\_\_

Phone No: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Film Type Used: \_\_\_\_\_

Film Quantity Installed: \_\_\_\_\_ Completion Date: \_\_\_\_\_

**Reference No. 5**

Project/Building Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone No:

\_\_\_\_\_

Contact Email: \_\_\_\_\_

Film Type Used: \_\_\_\_\_

Film Quantity Installed: \_\_\_\_\_ Completion Date: \_\_\_\_\_

## **EXHIBIT E**

### **PENDING OF THREATENED LITIGATION**

For cases pending, please provide the following information for each matter:

1. Parties (suing or being sued)
2. Docket Number and Court
3. Brief Description and Status
4. Likely Outcome

(Attach additional sheets, if necessary.)

## EXHIBIT F

### NON-COLLUSION STATEMENT

The undersigned hereby declares that this Proposal is made without any connection with any other person or person making any proposal for the same services, that it is in all respects fair and without collusion or fraud and that no person acting for or employed by the Board is directly or indirectly interested in the proposal or in the services to which it relates, or in any portion of the profits therefrom.

Signed: \_\_\_\_\_

\_\_\_\_\_  
Proposer's Name

By: \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Its

\_\_\_\_\_  
Street

\_\_\_\_\_  
City/State      Zip

\_\_\_\_\_  
Date

STATE OF CONNECTICUT:

Ss

COUNTY OF:

Subscribed and sworn to before me on this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Notary Public\



61 Mattatuck Heights Road, Waterbury, CT 06705

INITIAL PROPOSAL FOR:

DATE: August 15, 2017

NAME: Torrington Southwest School  
ADDRESS: 340 Litchfield Street  
Torrington, CT 06790  
CONTACT: David Bascetta  
PHONE: 860-489-2327

The following is a summary of proposed retrofit work.

End use: **Energy Efficient Lighting**

Estimated annual energy savings (KWH):	128,890
Estimated electric cost savings:	\$23,883.39
Estimated payback period (After incentive in years):	4.19
Return on investment (ROI)	23.9%
<u>Customer Cost Summary:</u>	
Material/Labor:	\$151,981.00
Sales tax: (exempt)	\$0.00
Total project cost:	\$151,981.00
<b>Estimated Utility incentive:</b>	\$51,275.56
<b>Customer Unfinanced Balance / Buydown:</b>	\$705.44
<b>Customer balance:</b>	<b>\$100,000.00</b>
Estimated monthly savings:	\$1,990.28
Estimated monthly payment:	\$2,083.33
# of payments	48
Monthly net after payment:	-\$93.05

The lighting estimates described above are based on a review of a sample of lighting fixtures in your facility. For all measures, operating hour estimates provided by representatives of your facility are used to calculate savings. All existing lighting fixtures are assumed to be fully operational. Conditions found during the installation phase may require revisions to the proposed estimates. Changes in processes, operations, equipment or operating hours will impact the savings estimates.

The documentation for this agreement consists of this agreement and the line by line assessment of your facility.

By signing this document you acknowledge that there will be effort and expense by Sarracco Mechanical Services Inc. on their behalf going forward. Sarracco Mechanical Services Inc. will be submitting your project to the Utility. Additional detailed Utility documentation will be following shortly.

This agreement shall be valid for 30 days and may be rendered void if not signed by

September 14, 2017

I have read this document and reviewed the assessment report. I understand that the values described above are estimates and that actual results may vary.



61 Mattatuck Heights Road, Waterbury, CT 06705  
(203) 723-0935 Fax (203) 720-4034 Email: info@sarracco.com

# Torrington Southwest School

Energy Assessment

August 15, 2017

Sarracco Agent: Tony Lipeika  
Phone Number: (203) 720-3812

- Since 1975 -

Affirmative Action - Equal Opportunity Employer

CT LIC. No's S1 391019 - P1 204325 - E1 181223 - F1 10891

# **SARRACCO MECHANICAL SERVICES**

61 Mattatuck Heights Rd.  
Waterbury, CT 06705

**Project: CT17-1059765**

August 15, 2017

TORRINGTON SOUTHWEST  
ELEMENTARY SCH  
355 MIGEON AVE  
TORRINGTON, CT 06790

Dear David:

The following is a summary of proposed retrofit work to be performed in accordance with the Connecticut Light and Power Company, doing business as Eversource Energy ("Eversource") Small Business Energy Advantage program:

## **Customer Cost Summary:**

	<b><u>Electric Summary</u></b>	<b><u>Natural Gas Summary</u></b>
Non-Taxable Amount:	\$0.00	
Taxable Amount:	\$151,981.00	
<b>Conservation Fund Incentive:</b>	\$51,275.56	
Sales Tax:	\$9,650.79	
<b>Net Total Cost to Customer:</b>	<b>\$110,356.23</b>	

## **Project Description:**



End Use: Lighting

Business Area Serviced: 001-Covered Entry, 002-Office-Nurse, 003-Office- Nurse Beds, 004-Office-Nurse Closet, 005-Office-Nurse Restroom, 006-Foyer, 007-Main Office, 008-Conference Room, 009-Office-Principal, 010-Office-Principal, 011-Hallway to Copier, 012-Copier Room, 014-Stock Room, 016-Lobby Left, 017-Lobby Left, 018-Lobby Left, 019-Lobby Restrooms, 021-Hallway to Gym, 022-Gym, 023-Gym, 024-Gym, 025-Office-Gym, 026-Storage-Gym, 027-Bus Loop Exit, 028-Kindergarten Hallway, 029-Kindergarten Hallway, 030-Kindergarten Hallway, 031-Classrooms 1-3, 032-Classrooms 1-3, 033-Classrooms 1-3, 034-Media Center, 035-Media Center, 036-Media Center, 037-Media Center, 038-IT Closet, 039-Workrooms, 040-Computer Lab, 041-Computer Lab, 042-Computer Lab, 043-Lobby Right, 044-Lobby Right, 045-Cafeteria Hallway, 046-Cafeteria Hallway, 047-Cafeteria Hallway, 047-Student Restrooms, 050-Cafeteria, 051-Cafeteria, 052-Kitchen, 053-Kitchen, 054-Office-Kitchen, 055-Receiving Dock, 056-Receiving Restroom, 058-West Side Exit Hallway, 059-Dry Storage, 060-Custodial Closet, 061-Faculty Restroom, 063-Faculty Dining Room, 064-Faculty Dining Room, 065-Vending Machine Area, 066-Stairwell, 067-Stairwell, 068-Lower Level, 069-Office-Custodian, 070-Room 105A, 071-Electric Room, 072-Boiler Room, 073-Music Room, 074-Music Room, 075-Music Room-Soffit, 076-Music Room, 077-Music Room, 078-Music Room, 079-LL Storage Room Small, 080-LL Storage Room Large, 082-Level 1 Hallway, 083-Level 1 Hallway, 084-Room 102 Custodian, 085-Room 103 Active Storage, 086-Faculty Restroom, 087-Showcase, 088-Student Restrooms, 089-Room 107 Computer Lab, 090-Room 107 Computer Lab, 091-Room 107 Active Storage, 092-Room 108 Office, 093-Room 109, 094-Room 110 Office, 095-Room 104 Art, 096-Room 104 Art Storage, 097-Restroom, 099-Southwest Stairwell, 100-Southwest Stairwell, 101-Room 204 Classroom, 103-Level 2 Hallway, 104-Level 2 Hallway, 105-Faculty Restroom, 106-Student Restrooms, 107-Room 208 Classroom, 108-Room 207 Classroom, 109-Room 203 Classroom, 110-Room 202C Storage, 111-West Stairwell, 112-West Stairwell, 113-Room 206 Classroom, 114-Room 202 Classroom, 115-Room 202 B/C Storage, 116-Room 200 Storage, 117-Room 205 Classroom, 118-Room 201 Classroom, 119-Room 200 Classroom, 121-Level 3 Hallway, 122-Level 3 Hallway, 123-Level 3 Hallway, 124-Room 300A Storage, 125-Room 300C Storage, 126-Room 300, 127-Room 301, 128-Room 302, 129-Restroom, 130-Room 306 Classroom, 131-Room 307 Classroom, 132-Room 303 Classroom, 133-Room 303 A/B Storage, 134-Room 303C Custodian, 136-Restroom, 137-Room 304 Classroom, 138-Room 308 Classroom, 139-Student Restrooms, 140-Room 305 Classroom, 141-Room 309 Classroom, 142-Restroom, 143-Electric Room 14C, 144-Exterior Front Parking Lot, 144A-Exterior Front Parking Lot, 145-Exterior Front Parking Lot, 145A-Exterior Front Parking Lot, 146-Exterior Front Parking Lot, 146A-Exterior Front Parking Lot, 147-Exterior Bus Drop Off, 147A-Exterior Bus Drop Off, 148-Exterior Bus Drop Off, 148A-Exterior Bus Drop Off, 149-Exte

	<u>Electric End Uses</u>	<u>Natural Gas End Uses</u>
Annual Energy Savings	128,890KWH	
Estimated Cost Savings	\$23,883.39	
Estimated Payback Period (before Incentive)	6Year(s)	
Material	\$91,988.51	
Labor	\$59,992.49	
Sub-total	\$151,981.00	

End Use: None

Business Area Serviced: Incentive Cap Adjustment

	<u>Electric End Uses</u>	<u>Natural Gas End Uses</u>
Annual Energy Savings	0KWH	
Estimated Cost Savings	\$0.00	
Estimated Payback Period (before Incentive)	0Year(s)	
Material	\$0.00	
Labor	\$0.00	
Sub-total	\$0.00	

Summary Page:

Estimated Annual Energy Savings:	128,890	kWh
Estimated Cost Savings:	\$23,883.39	
Estimated Payback Period (After incentive):	5	Year(s)
Non-Taxable Amount:	\$0.00	
Taxable Amount:	\$151,981.00	
Sales Tax:	\$9,650.79	
Total Project Cost:	\$161,631.79	

**Project Financial Summary:**

Non-Taxable Amount:	\$0.00
Taxable Material / Labor:	\$151,981.00
Sub-total Project Costs:	\$151,981.00
Sales Tax:	\$9,650.79
Total Project Costs:	\$161,631.79
<b>Conservation Incentive:</b>	\$51,275.56
Net Total Cost to Customer:	\$110,356.23
Customer Unfinanced Balance / Buydown:	\$0.00
Customer Loan Amount:	\$0.00
Monthly Payment:	\$0.00
# of Months:	0

The lighting estimates described above are based on a review of a sample of lighting fixtures in your facility. For all measures, operating hour estimates provided by representatives of your facility are used to calculate savings. All existing lighting fixtures are assumed to be fully operational. The Energy Advantage Customer Assessment report explains the proposed retrofit in detail. Conditions found during the installation phase may require revisions to the proposed estimates, based on actual measures installed. Changes in processes, operations, equipment or operating hours will impact the savings estimates.

The documentation for this agreement consists of the Customer Application - Agreement, Customer Assessment and this document.

This Agreement shall be valid only if accepted and signed by the customer by 10/13/2017. Failure to sign this agreement by this date may render this agreement null and void. Project must be completely installed and submitted to utility within one-hundred-eighty (180) calendar days from when customer signs this document. Beyond 180 days, project is subject to cancellation at the Utility's discretion.

Thank you for considering the Small Business Energy Advantage Program.

I have read this document and reviewed the Assessment report. I understand that the values described above are the estimates and that actual results may vary.

X

Customer Signature

Date

Customer Print Name

Customer Title



BURLINGTON CONSTRUCTION CO., INC.  
67 PROSPECT ST.  
TORRINGTON, CT 06790  
(860) 482-5017 PHONE

November 3, 2017

Mr. David Bascetta, Director of Facilities  
Torrington Board of Education  
355 Migeon Ave  
Torrington, CT 06790

Ref: Agreement Extension

Dear Mr. Bascetta,

Pursuant to our conversation on October 31, 2017 Burlington Construction Co Inc., (BCC) is requesting an extension of the agreement between BCC and The Torrington Board of Education (BOE), State Project No. 143-0072CV, executed on March 13, 2017. The current agreement expires on December 31, 2017. This request is for a one (1) year extension for the completion of the BCC base contract work and future additional work as outlined by the BOE. This request comes as a result of BCC and the BOE's desire to continue our working relationship and does not represent an extension required by delays caused by either BCC nor The Torrington BOE. All complete and incomplete work has been executed under the mutual understanding and agreement of both parties to date.

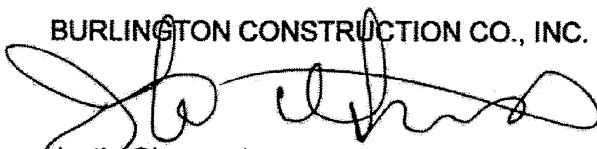
If you are in agreement with this extension please sign below.

\_\_\_\_\_  
David Bascetta  
Director Of Facilities  
Torrington Board of Education

\_\_\_\_\_  
Date

Sincerely,

BURLINGTON CONSTRUCTION CO., INC.

  
Justin Giampaolo  
Vice President

# Jespersen's Landscaping LLC

1741 Tarringford St, Torrington CT 06790

860-605-7937 jespersenlandscaping@yahoo.com

October 5, 2017

David Bascetta

Attn: David Bascetta

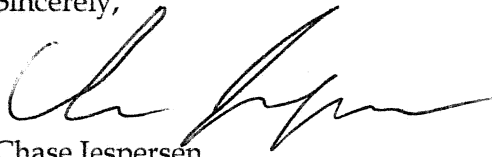
355 Migeon Avenue

Torrington CT 06790

Dear David Bascetta,

Jespersen's Landscaping LLC will be able to continue providing services for the Torrington Board of Education at the current pricing of \$142,500.00 for each of the next three years. All specifications and services will be provided exactly as required in the previous contractual agreement. We can maintain the high quality of our services meeting all requirements with no price increase to the City or Board of Education. Please contact me with any questions, concerns or requests. As a Torrington based business, we are vested in our city and community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Chase Jespersen', written over a horizontal line.

Chase Jespersen

Jespersen's Landscaping LLC

## Web Filter Renewal

The update subscription and warranty for the existing, on premise Barracuda Web Filter is up for renewal on 1/17/2018. The cost for this renewal is quite expensive. Since it is over \$10,000 Torrington will need to go out for RFP. I did gather 3 initial quotes ranging from \$27,031.30 to \$29,998.00. These prices are for a one-year renewal.

\$45,000 was budgeted for this renewal for 2017-18.

G/L Account	Transaction	Number of Units	Cost per Unit	Total Amount
5100-15-32 5350	Barracuda Services Supports	1	\$ 45,500.00	\$ 45,500.00

An alternative to this large annual expense is to incorporate the web filtering capabilities into a new next-generation firewall. Last year Torrington applied for ERate category 2 funding to replace the existing firewall. The ERate application process requires a specific bidding procedure which has already been accomplished. Torrington submitted the application, awarded a vendor, and has already been approved for 80% reimbursement up to \$34,937.60.

The filter that was selected can add web filtering capabilities for an additional \$6,840.00 per year. This is significantly less than the annual cost to operate the Barracuda unit. Because \$34,937.60 has already been approved the total cost for implementing a brand new next-generation firewall with web filtering capabilities would be \$29,254.40. This is only \$2,000.00 more than simply paying for updates and warranty on our old filter and leaving the aging firewall in place. The \$29,254.40 is a \$16,245.60 savings below the budgeted amount of \$45,500.00

There is one downside to utilizing the firewall as a web filter instead of a dedicated appliance, the firewall only keeps 30 days of history on the device. Logs can be exported and kept for longer retention, but reporting may be cumbersome. Fortunately, web history requests in Torrington have not been very frequent. In the past 5 months only 3 have been requested and they were for actions within 2 days of the request.

Replacing the aging firewall and filtering appliance with a single new unit will reduce complexities as well as replacement, support and warranty costs for years to come.

### Attachments

3 Barracuda Renewal Quotes – SHI, DBO, and CDW

1 Next Generation Firewall Quote from DBO



Pricing Proposal  
Quotation #: 14353279  
Created On: 10/30/2017  
Valid Until: 10/31/2017

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## TORRINGTON PUBLIC SCHOOLS

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### Steven Manley

355 MIGEON AVENUE TORRINGTON BOARD OF ED ATTN: A/P  
TORRINGTON, CT 06790  
United States  
Phone: 8604892327  
Fax:  
Email: smanley@torrington.org

---

## Inside Account Executive

---

### Monique Chedid

Somerset NJ 08873  
Phone: (732) 652-7663  
Fax:  
Email: Monique\_Chedid@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 BARRACUDA NETWORKS : 1 Year Energize Updates for Barracuda Web Security Gateway 1010 Barracuda Networks - Part#: BYF1010A-E1	1	\$14,867.30	\$14,867.30
2 BARRACUDA NETWORKS : 1 Year Instant Replacement for Barracuda Web Security Gateway 1010 Barracuda Networks - Part#: BYF1010A-H1	1	\$12,164.00	\$12,164.00
3 BARRACUDA NETWORKS : Web Security Gateway 1010 1 Year ATD Barracuda Networks - Part#: BYF1010A-A1	1	\$11,301.60	\$11,301.60
Subtotal			\$38,332.90
Total			\$38,332.90

### Additional Comments

---

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.  
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

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*The Products offered under this proposal are subject to the SHI Return Policy posted at [www.shi.com/returnpolicy](http://www.shi.com/returnpolicy), unless there is an existing agreement between SHI and the Customer.*

# QUOTE CONFIRMATION



DEAR STEVEN MANLEY,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
JJCK951	10/20/2017	BARRACUDA 1010 1YR NO ATP	1475531	\$27,058.20

## QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<b>Barracuda Energize Updates virus definitions update - 1 year</b> Mfg. Part#: BYF1010A-E1 UNSPSC: 81111812 Electronic distribution - NO MEDIA Contract: PEPPM 2014 Catalog Agreement (PEPPM2014)	1	2954749	\$14,882.10	\$14,882.10
<b>Barracuda Instant Replacement extended service agreement - 1 year - shipmen</b> Mfg. Part#: BYF1010A-H1 UNSPSC: 81111812 Electronic distribution - NO MEDIA Contract: PEPPM 2014 Catalog Agreement (PEPPM2014)	1	2178394	\$12,176.10	\$12,176.10

PURCHASER BILLING INFO	SUBTOTAL	\$27,058.20
<b>Billing Address:</b> TORRINGTON BOARD OF EDUCATION ATTN ACCTS PAYABLE 355 MIGEON AVE TORRINGTON, CT 06790-4822 <b>Phone:</b> (860) 489-2320 <b>Payment Terms:</b> NET 30 Days-Govt/Ed	SHIPPING	\$0.00
	GRAND TOTAL	\$27,058.20
	<b>Please remit payments to:</b>  CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	
DELIVER TO		
<b>Shipping Address:</b> TORRINGTON BOARD OF EDUCATION STEVEN MANLEY 355 MIGEON AVE TORRINGTON, CT 06790-4822 <b>Phone:</b> (860) 489-2320 <b>Shipping Method:</b> ELECTRONIC DISTRIBUTION		

## Need Assistance? CDW•G SALES CONTACT INFORMATION



Sean Ryan

(866) 819-5018

seanrya@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>  
For more information, contact a CDW account manager

© 2017 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

November 1, 2017

Mr. Steve Manley  
Director of Information Technology  
Torrington Public Schools  
50 Major Besse Drive  
Torrington, CT 06790

**Re: Quote for Next Generation Internet Filter & Firewall**

Dear Mr. Manley:

Advanced Corporate Networking, dba, Digital BackOffice is pleased to provide Torrington Public Schools with this quote for next generation firewall services in partnership with Palo Alto Networks. Cyber threats, malware and network breaches have rendered current perimeter-centric security strategies untrustworthy. After careful product evaluation, the DBO management team has selected Palo Alto's next-generation firewall platform to augment our current perimeter based services for private cloud customers and new account sales.

The benefits of Palo Alto Next Generation Firewalls Include:

- Delivers advanced threat prevention to private and hybrid cloud computing environments
- Enforces segmentation of applications and data to strengthen security and maintain compliance.
- Streamlines policy updates so that security keeps pace with the rate of technology change

**Palo Alto Model 3060 Next Generation Firewall**

Palo Alto Networks PA-3060	1	\$34,200.00
Premium support year 1, PA-3060	1	\$5,472.00
Threat prevention subscription year 1, PA-3060	1	\$6,840.00
Internet Filtering subscription year 1, PA-3060	1	\$6,840.00
Wildfire subscription year 1, PA-3060	1	\$6,840.00
Install/Configuration (Estimate)		<u>\$4,000.00</u>
<b>Grand Total for Option #2 On-Site Firewall</b>		<b>\$64,192.00</b>
<b>USF Discount for 2017-2018 Funding Year</b>		<b>(\$34,937.60)</b>
<b>Cost to Torrington Public Schools</b>		<b>\$29,254.40</b>

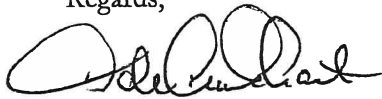
*This document is the property of and proprietary to Advanced Corporate Networking. It is not to be disclosed in whole or in part without written consent of Advanced Corporate Networking and shall be returned upon request.*



Advanced Corporate Networking is an authorized USF Service Provider. SPIN #143004600

Please address and send your purchase order to Advanced Corporate Networking, 192 Naugatuck Avenue,  
Milford, CT 06460.

Regards,

A handwritten signature in black ink, appearing to read "Dale Bruckhart", written in a cursive style.

Dale Bruckhart  
Public Sector Sales



## Advanced Corporate Networking, Inc.

tel: 203.874-5545 · fax: 203.876-1788 · e-mail: sales@digitalbackoffice.com  
http://www.digitalbackoffice.com 192 Naugatuck Ave. · Milford, Connecticut 06460

---

November 1, 2017

Mr. Steve Manley  
Director of Information Technology  
Torrington Public Schools  
50 Major Besse Drive  
Torrington, CT 06790

### **Re: Quote for Barracuda Renewal**

Dear Mr. Manley:

Advanced Corporate Networking, dba, Digital BackOffice is pleased to provide Torrington Public Schools with this quote for renewing services on the Barracuda web security gateway.

#### **Barracuda Web Security Gateway (Renewal)**

Barracuda Web Security Gateway 1010 1 Year ATP	\$12,499.00
Barracuda Web Security Gateway 1010 1 Year EU	\$16,499.00
Barracuda Web Security Gateway 1010 1 Year IR	<u>\$13,499.00</u>
<b>Grand Total</b>	<b>\$42,497.00</b>

Please address and send your purchase order to Advanced Corporate Networking, 192 Naugatuck Avenue, Milford, CT 06460.

Regards,

Dale Bruckhart  
Public Sector Sales

*This document is the property of and proprietary to Advanced Corporate Networking. It is not to be disclosed in whole or in part without written consent of Advanced Corporate Networking and shall be returned upon request.*

## COVER SHEET

This cover sheet must accompany the Field Trip Application Form for all steps of approval and then be returned to the trip organizer upon completion of the proposal/approval process.

- Local/In-State/One day Field Trips must be submitted to Central Office at least 30 days prior to the date of the proposed field trip.
- Out-of-State/Overnight/Out-of-Country Field Trips must be submitted to Central Office at least 60 days prior to the date of the proposed field trip.
- The steps for proposal and possible approval of all field trips must follow the below steps. Each step should be checked, signed and dated when complete.
- This form must be completed in its entirety. Incomplete forms will be returned to trip organizer. Section 9 must have all necessary signatures before district approval will be given.

\* Please note that field trips in September and June are highly discouraged.

Task	Date and Signed
<input checked="" type="checkbox"/> Trip organizer completes Field Trip Application Form and submits to school nurse for review.	<u>Rachel Sullivan</u>
<input checked="" type="checkbox"/> School nurse reviews all information and signs off on form.	<u>Michael O'Brien</u> <i>rw</i>
<input checked="" type="checkbox"/> Once signed by school nurse, trip organizer submits application with all necessary information to building principal for approval. Building principal approves or denies field trip proposal. If denied, notify trip organizer.	<u>[Signature]</u>
<input checked="" type="checkbox"/> If approved, building AA enters proposed field trip on shared outlook calendar and sends proposal to district administration.	<u>[Signature]</u>
<input checked="" type="checkbox"/> District administration receives trip proposal.	<u>11/9/17</u> <u>[Signature]</u>
<input checked="" type="checkbox"/> District administration approves or denies field trip proposal.	<u>11/20/17</u> <u>[Signature]</u>
<input type="checkbox"/> For local/in-state/one day trips District administration notifies the trip organizer of decision. Information is updated on shared field trip outlook calendar.	
<input type="checkbox"/> For out-of-state, out-of-country, or overnight field trips district administration submits field trip proposal to the full BOE for approval.	
<input type="checkbox"/> BOE approves or denies field trip proposal.	
<input type="checkbox"/> BOE notifies district administration of decision and District Administrative Assistant updates information on shared field trip outlook calendar.	
<input type="checkbox"/> Trip organizer receives cover sheet with decision noted.	
<input type="checkbox"/> Trip organizer notifies all necessary staff of approval or denial of field trip within one week of approval: (check and initial when complete)	
<input type="checkbox"/> Administration _____ <input type="checkbox"/> Nurse _____ <input type="checkbox"/> Cafeteria _____ <input type="checkbox"/> Other: _____	

Central Office Final Decision:

☐ TRIP APPROVED☐ TRIP DENIED

Torrington Public Schools Field Trip Application Form

1. LOGISTICS

Date of Application: 6 Nov 2017 Person Proposing Field Trip: Msgr Sullivan

Date(s) of Trip: 9-11 May 2018 Departure Time: 0900 Return Time: 1400

Specific Destination: Camp Niantic, Niantic CT (event/site and specific city, state)

(Must be submitted to Central Office at least 30 days prior to trip.)

☐ In State One Day Trip

(Must be submitted to Central Office at least 60 days prior to trip. All trips will require BOE approval.)

☒ Overnight In State Trip ☐ One day out of State Trip ☐ Multi-Day out of State Trip ☐ Out of Country Trip

Transportation: Army National Guard Bus (be specific/company name/if walking the route)

2. PARTICIPANTS

Class(es)/Students that are participating: JROTC (attach list of names) ✓

Is this list subject to change? Yes If yes, explain: Cadets could be removed for failing Grades/discipline or could choose not to attend for a variety of reasons

3. CHAPERONES

(Please note the number of chaperones needed along with names)

Teachers: \_\_\_\_\_

Paras/Support Staff: Msgr Sullivan, Michelle Mahreshia, Robin Corvelli

Parents/Volunteers: \_\_\_\_\_

Nurse: \_\_\_\_\_

☐ Actual count or ☒ Estimated Count

If an estimated count, explain: could be 1 more or less depending on number of cadets

4. POSSIBLE COST OF TRIP TO DISTRICT

How many teacher substitutes will be needed to cover students not going on the trip? 1

How many para substitutes will be needed to cover students not going on the trip? 2

Number of days above substitutes will be needed: Teachers: 3 Paras: 3 Nurse: \_\_\_\_\_

Cost of above substitutes for class coverage (@\$100/day): 900

The above number of substitutes is an ☐ Actual or ☒ Estimated count.

If an estimated count, explain: may not need Para Subs

If trip is outside of regularly scheduled school hours or on a weekend, will a custodian be needed for entry into the building? ☐ Yes (Additional OT costs may apply) ☒ No

Possible additional costs (please check all that apply)

☐ special transportation ☒ 1:1 chaperone ☐ food/meal ☐ IEP mandates ☐ chaperone background checks (overnight only)

☐ other: (specify) \_\_\_\_\_

Explain all checked boxes as specifically as possible and how the additional costs will be funded:

one cadet requires 1:1 Chaperone. Not sure if she will attend trip

Torrington Public Schools Field Trip Application Form

5. TRIP COST PER PERSON

Total cost of trip: 1,500.00 Explain the cost of the trip per person (admission, transportation, meals etc.): Dinner on 9<sup>th</sup>. Breakfast lunch and dinner on 10<sup>th</sup>. Breakfast on 11<sup>th</sup>

6. FUNDING SOURCE – How will the trip be paid for

<input type="checkbox"/> Student	\$ _____	<input type="checkbox"/> District Budget	\$ _____
<input type="checkbox"/> Fundraising	\$ _____	<input type="checkbox"/> Grant (specify)	\$ _____
<input checked="" type="checkbox"/> School Activity Funds	\$ <u>1,500.00</u>	<input type="checkbox"/> Other (specify)	\$ _____
<input type="checkbox"/> PTO	\$ _____		

How much of the total cost will each student be expected to pay? \$ 0

Will financial assistance be provided for those in need? ☐ Yes ☐ No Funding Source: \_\_\_\_\_

7. EDUCATIONAL PURPOSE

Educational Objective and Assessment Strategy: (attach additional pages as necessary)

Cadets will Participate in a 3 day "Curriculum in Action" field trip. They will Put in to action some of the lessons from This SY. Survival Curriculum. Including Land Navigation/Orientation, Shelter building, Food Procurement, First aid. They will complete the Leadership Reaction course (LRC). We are hoping to get an orientation flight on an H-60 Blackhawk Helicopter.

8. ALTERNATE ACTIVITY

Description of what class(es)/Students not going on the trip will be doing during the trip:

Cadets not attending will Prepare for the final Exam.

Torrington Public Schools Field Trip Application Form

9. SIGNATURES

Nurse: *[Signature]* (Signature indicates the nurse will be able to process all paperwork prior to date of field trip.)

Glucagon accommodations may be needed ☒ Yes ☐ No Nurse required to attend field trip? ☐ Yes ☐ No *unknown at this time*

Designated person responsible for medication Administration on the trip: Msgr Sullivan

Principal: *[Signature]* ☒ Approved ☐ Denied

Assistant Superintendent/Designee: *[Signature]* ☒ Approved ☐ Denied

For out of state, out of country or overnight field trips only:

Superintendent/Designee: *[Signature]* ☒ Approved ☐ Denied

BOE Approval: \_\_\_\_\_ ☐ Approved ☐ Denied

School: TMS: J. LafreniereGrade(s): 8thLocation: Washington, D.C.Date(s): 5/21/19- 5/24/19May 2019**COVER SHEET**

This cover sheet must accompany the Field Trip Application Form for all steps of approval and then be returned to the trip organizer upon completion of the proposal/approval process.

- Local/In-State/One day Field Trips must be submitted to Central Office at least 30 days prior to the date of the proposed field trip.
- Out-of-State/Overnight/Out-of-Country Field Trips must be submitted to Central Office at least 60 days prior to the date of the proposed field trip.
- The steps for proposal and possible approval of all field trips must follow the below steps. Each step should be checked, signed and dated when complete.
- This form must be completed in its entirety. Incomplete forms will be returned to trip organizer. Section 9 must have all necessary signatures before district approval will be given.

\* Please note that field trips in September and June are highly discouraged.

	Task	Date and Signed
<input type="checkbox"/>	Trip organizer completes Field Trip Application Form and submits to school nurse for review.	
<input checked="" type="checkbox"/>	School nurse reviews all information and signs off on form.	10/31/17 <i>K. Cohen RN</i>
<input checked="" type="checkbox"/>	Once signed by school nurse, trip organizer submits application with all necessary information to building principal for approval. Building principal approves or denies field trip proposal. If denied, notify trip organizer.	10/31/17 <i>John C. Galt</i>
<input checked="" type="checkbox"/>	If approved, building AA enters proposed field trip on shared outlook calendar and sends proposal to district administration.	10/31/17 <i>Mary Mazza</i>
<input checked="" type="checkbox"/>	District administration receives trip proposal.	11/6/17 <i>(Signature)</i>
<input checked="" type="checkbox"/>	District administration approves or denies field trip proposal.	11/20/17 <i>(Signature)</i>
<input type="checkbox"/>	For local/in-state/one day trips District administration notifies the trip organizer of decision. Information is updated on shared field trip outlook calendar.	
<input type="checkbox"/>	For out-of-state, out-of-country, or overnight field trips district administration submits field trip proposal to the full BOE for approval.	
<input type="checkbox"/>	BOE approves or denies field trip proposal.	
<input type="checkbox"/>	BOE notifies district administration of decision and District Administrative Assistant updates information on shared field trip outlook calendar.	
<input type="checkbox"/>	Trip organizer receives cover sheet with decision noted.	
<input type="checkbox"/>	Trip organizer notifies all necessary staff of approval or denial of field trip within one week of approval: (check and initial when complete)	
	<input type="checkbox"/> Administration _____ <input type="checkbox"/> Nurse _____ <input type="checkbox"/> Cafeteria _____ <input type="checkbox"/> Other: _____	

Central Office Final Decision:

☐ TRIP APPROVED☐ TRIP DENIED

Torrington Public Schools Field Trip Application Form

**1. LOGISTICS**

Date of Application: **10/23/2017**

Person Proposing Field Trip: **Jason Lafreniere**

Date(s) of Trip: **Tue. 5/21/19-Fri. 5/24/19**

Departure Time: **5:00am 5/21/19**

Return Time: **11:00pm 5/24/19**

Specific Destination: **Washington DC** (event/site and specific city, state)

(Must be submitted to Central Office at least 30 days prior to trip.)

☐ In State One Day Trip

(Must be submitted to Central Office at least 60 days prior to trip. All trips will require BOE approval.)

☐ Overnight In State Trip ☐ One day out of State Trip ☒ Multi-Day out of State Trip ☐ Out of Country Trip

Transportation: **Peter Pan Bus** (be specific/company name/if walking the route)

**2. PARTICIPANTS**

Class(es)/Students that are participating: **2018-2019 8<sup>th</sup> Grade Class (currently 351 students)** (attach list of names)

Is this list subject to change? **YES** If yes, explain: **Everyone is eligible to go but not all do. Students can't register until the trip is approved.**

**3. CHAPERONES**

(Please note the number of chaperones needed along with names)

**10-15 Teachers: 1 adult for every 10 students is needed for the trip and they are complimentary. Half of the complimentary chaperones will be teachers, half will be parents who volunteer.**

**0** Paras/Support Staff: \_\_\_\_\_

**10-20 Parents/Volunteers: 1 adult for every 10 students is needed for the trip and they are complimentary. Half of the complimentary chaperones will be teachers, half will be parents who volunteer. Parents can also pay to go on the trip. If parents sign up to pay to go on the trip the # of students per chaperone could be less than 10.**

**1 Nurse: Unsure if a nurse is needed - 5 students with glucagon needs, parents often choose to travel with student to deal with medical needs.**

☐ Actual count or ☒ Estimated Count

If an estimated count, explain: **The number of chaperones is an estimate depending on the number of students that sign up and how many parents volunteer to go. We need a minimum 1:10 adult:student ratio. If students who are medically fragile or have IEP needs attend the trip and their parents choose not to go or can't there will be a need for a nurse and/or para to attend the trip.**

**4. POSSIBLE COST OF TRIP TO DISTRICT**

How many teacher substitutes will be needed to cover students not going on the trip? **0 - cover in house**

How many para substitutes will be needed to cover students not going on the trip? **0**

Number of days above substitutes will be needed: Teachers: **0** Paras: **0** Nurse: **0**

Cost of above substitutes for class coverage (@\$100/day): **0**

The above number of substitutes is an ☒ Actual or ☐ Estimated count.

If an estimated count, explain: **Students who don't go are covered by the teachers who don't go.**

If trip is outside of regularly scheduled school hours or on a weekend, will a custodian be needed for entry into the building? ☒ **Yes** (Additional OT costs may apply) ☐ **No**

Possible additional costs (please check all that apply)

☐ special transportation ☒ 1:1 chaperone ☐ food/meal ☒ IEP mandates ☒ chaperone background checks (overnight only)

☒ other: (specify) **Custodial overtime due to early departure.**



Explain all checked boxes as specifically as possible and how the additional costs will be funded: The current 7<sup>th</sup> grade has 5 students that are medically fragile (diabetic) and have glucagon needs. The ATP program has a 7<sup>th</sup> grader that is IEP'd for a 1:1 IA all day and the Life Skills class has 1 student that is also IEP'd with a 1:1 IA all day for academic and behavior issues. If these students register for this trip, parents often prefer to attend this trip to monitor these students, but if they choose not to the district will need to provide adults to take care of these needs. Custodial overtime is needed the morning of the trip to open the building. Staff arrival is 4:00 am, student arrival is 4:30 am and departure is 5:00 am. Due to the trip being overnight and out of state ANY parent chaperone must be fingerprinted and a background check conducted per BOE policy.

## 5. TRIP COST PER PERSON

Total cost of trip: Early registration (register before June 6, 2018) is \$839 per person; Base Trip Price (after June 6, 2018) is \$879 per person Explain the cost of the trip per person (admission, transportation, meals etc.): The cost of the trip is all inclusive. Transportation, Hotel, Food, all Admission, and Insurance

## 6. FUNDING SOURCE – How will the trip be paid for

<input checked="" type="checkbox"/> Student	\$TBD	<input checked="" type="checkbox"/> District Budget	\$0
<input checked="" type="checkbox"/> Fundraising	\$TBD	<input checked="" type="checkbox"/> Grant (specify)	\$Worldstrides Flag Scholarship
<input type="checkbox"/> School Activity Funds	\$_____	<input checked="" type="checkbox"/> Other (specify)	\$DC Club Scholarship account
<input type="checkbox"/> PTO	\$_____		

How much of the total cost will each student be expected to pay? \$The student/family is fully responsible for the cost of the trip. Students have had the opportunity since 6<sup>th</sup> grade to raise funds for this trip. Many fundraising activities have and will take place to help defray the cost.

Will financial assistance be provided for those in need? ☒ Yes ☐ No Funding Source: Worldstrides provides a FLAG scholarship to all participants and is based on household income. The Washington DC Club also has scholarship money available to help defray the cost to those who apply. Various other community grant/scholarship opportunities are pursued.

## 7. EDUCATIONAL PURPOSE

Educational Objective and Assessment Strategy: *(attach additional pages as necessary)*

Visiting Washington DC meets many important educational objectives for the 8th grade History Curriculum. Students see government and history come alive. Students will be exposed to docent talks, self-guided tours of museums, and along with the Worldstrides Course Leader they will engage in discussions, interactive activities and be able to read about events, people and places in the Worldstrides Travel Journal.

## 8. ALTERNATE ACTIVITY

Description of what class(es)/Students not going on the trip will be doing during the trip:

Students who do not attend the Washington DC Trip are required to attend school. An alternate less expensive 1-day trip to NYC will be planned for Wednesday 5/22/19, pending BOE approval. Students also will watch the Wreath Laying Ceremony streamed live through the school that TMS students on the trip participate in. Teams also organize various activities based on Washington DC and its history (movies, speakers etc.)

9. SIGNATURES

Nurse: K. Carlsen RN (Signature indicates the nurse will be able to process all paperwork prior to date of field trip.)  
Glucagon accommodations may be needed ☒ Yes ☐ No Nurse required to attend field trip? ☐ Yes ☐ No

Designated person responsible for medication Administration on the trip: \_\_\_\_\_

Principal: [Signature] ☒ Approved ☐ Denied

Assistant Superintendent/Designee: S. McLaughlin ☒ Approved ☐ Denied

For out of state, out of country or overnight field trips only:

Superintendent/Designee: [Signature] ☒ Approved ☐ Denied

BOE Approval: \_\_\_\_\_ ☐ Approved ☐ Denied



## Discover D.C. with WorldStrides

An Educational Travel Program for  
Torrington Middle School

### PROGRAM INCLUSIONS (Included in base trip price)

#### Safety Features and On-site Team

- Night supervision on each hotel floor with students
- WorldStrides hotel coordinator at the hotel during entire stay
- WorldStrides Name Tags with detailed emergency contact information for all participants
- 24/7 in-hotel medical care/medical consultation through an exclusive partnership with George Washington Hospital Department of Emergency Medicine
- Comprehensive liability coverage
- \$1 million USTOA Travelers Assistance Program
- Accident, medical, and dental coverage for participants
- Access to staffed WorldStrides offices in Washington, D.C., Williamsburg, VA, and New York City, NY
- Hospitality suite available at hotel each evening for Program Leader and chaperones

#### Educational Components for Students and Teachers

- Educational activities with a specially-trained and licensed Course Leader
- Educational materials, including student journals and teacher support materials
- Opportunity for students to earn high school credit
- Program Leader can earn free professional development

#### All-inclusive Planning and Financial Services

- Paper and electronic registration, as well as promotion materials for parents and students
- Accounting services provided by WorldStrides
- Complete customer support for parents
- Discounted pricing is available for the family of Program Leader and chaperones
- Free trip for Program Leader and/or chaperones for each 10 full-paying participants

#### Transportation, Accommodations, Sightseeing, and Meals

- Round-trip transportation
- Ground transportation to and from all activities
- Quality hotel accommodations (quad occupancy for students)
- Three hearty meals per full day
- 4 personalized TMS Washington DC Trip T-Shirts to be worn on the trip
- All admissions, fees, and gratuities for scheduled activities

### ITINERARY OVERVIEW\*

**Day One:** Arrive in Washington, D.C. at lunch time, Holocaust Museum, Lincoln, Korean and Vietnam Memorials

**Day Two:** Capitol Hill, Library of Congress, Smithsonian Museums, Washington Nationals baseball game (schedule permitting)

**Day Three:** Mount Vernon, White House, National Museum of African American History and Culture, WWII, MLK, FDR, and Jefferson Memorials

**Day Four:** Arlington National Cemetery wreath-laying ceremony, Iwo Jima, September 11<sup>th</sup> Pentagon Memorial, depart for home

### PROGRAM INFORMATION

Program Leader: Jason Lafreniere

**Departure Date:** May 2019, pending school calendar

**Number of Days:** 4 days

**Registration Deadline:** June 6, 2018

### PROGRAM PRICING INFORMATION

Early Registration Price: \$839  
(Registrations prior to June 6, 2018 will receive a \$40 discount)

Base Trip Price: \$879  
(Includes a \$49 non-refundable deposit prior to June 6, 2018 after June 6, 2018 a \$99 non-refundable deposit)

### ADDITIONAL ITEMS

Optional Full Refund Program for parents and students in case of cancellation.

worldstrides.com/washington  
800-688-8584

**Discoveries**

Educational Journeys for students

School: HS: E. SullivanGrade(s): 9-11 (current)Location: Ireland, England, WalesDate(s): April Vacation 2019**COVER SHEET**

This cover sheet must accompany the Field Trip Application Form for all steps of approval and then be returned to the trip organizer upon completion of the proposal/approval process.

- Local/In-State/One day Field Trips must be submitted to Central Office at least 30 days prior to the date of the proposed field trip.
- Out-of-State/Overnight/Out-of-Country Field Trips must be submitted to Central Office at least 60 days prior to the date of the proposed field trip.
- The steps for proposal and possible approval of all field trips must follow the below steps. Each step should be checked, signed and dated when complete.
- This form must be completed in its entirety. Incomplete forms will be returned to trip organizer. Section 9 must have all necessary signatures before district approval will be given.

\* Please note that field trips in September and June are highly discouraged.

Task	Date and Signed
<input checked="" type="checkbox"/> Trip organizer completes Field Trip Application Form and submits to school nurse for review.	<u>g. Sude</u> 10/27/17
<input checked="" type="checkbox"/> School nurse reviews all information and signs off on form.	<u>g. Sude</u> 10/27/17
<input type="checkbox"/> Once signed by school nurse, trip organizer submits application with all necessary information to building principal for approval. Building principal approves or denies field trip proposal. If denied, notify trip organizer.	<u>[Signature]</u> 11/8/17
<input type="checkbox"/> If approved, building AA enters proposed field trip on shared outlook calendar and sends proposal to district administration.	
<input checked="" type="checkbox"/> District administration receives trip proposal.	11/8/17 <u>[Signature]</u>
<input checked="" type="checkbox"/> District administration approves or denies field trip proposal.	<u>[Signature]</u> 11/20/17
<input type="checkbox"/> For local/in-state/one day trips District administration notifies the trip organizer of decision. Information is updated on shared field trip outlook calendar.	
<input type="checkbox"/> For out-of-state, out-of-country, or overnight field trips district administration submits field trip proposal to the full BOE for approval.	
<input type="checkbox"/> BOE approves or denies field trip proposal.	
<input type="checkbox"/> BOE notifies district administration of decision and District Administrative Assistant updates information on shared field trip outlook calendar.	
<input type="checkbox"/> Trip organizer receives cover sheet with decision noted.	
<input type="checkbox"/> Trip organizer notifies all necessary staff of approval or denial of field trip within one week of approval: (check and initial when complete)	
<input type="checkbox"/> Administration _____ <input type="checkbox"/> Nurse _____ <input type="checkbox"/> Cafeteria _____ <input type="checkbox"/> Other: _____	

Central Office Final Decision:

☐ TRIP APPROVED☐ TRIP DENIED



## Procedures for submitting a field trip application form:

1. Trip organizer completes Field Trip Application Form and submits to school nurse for review.
2. School nurse reviews all information and signs off on form.
3. Once signed by school nurse, trip organizer submits application with all necessary information to building principal for approval. Building principal approves or denies field trip proposal. If denied, notify trip organizer.
4. If approved, building AA enters proposed field trip on shared outlook calendar and sends proposal to district administration.
5. District administration receives trip proposal.
6. District administration approves or denies field trip proposal.
7. For local/in-state/one day trips District administration notifies the trip organizer of decision. Information is updated on shared field trip outlook calendar.
8. For out-of-state, out-of-country, or overnight field trips district administration submits field trip proposal to the full BOE for approval.
9. BOE approves or denies field trip proposal.
10. BOE notifies district administration of decision and District Administrative Assistant updates information on shared field trip outlook calendar.
11. Trip organizer receives cover sheet with decision noted.
12. Trip organizer notifies all necessary staff of approval or denial of field trip within one week of approval: (check and initial when complete) <div style="margin-left: 20px;"> <input type="checkbox"/> Administration _____  <input type="checkbox"/> Nurse _____  <input type="checkbox"/> Cafeteria _____  <input type="checkbox"/> Other: _____         </div>

**\* Please note that field trips in September and June are highly discouraged.**

- Local/In-State/One day Field Trips must be submitted to the Superintendent/Designee at least 30 days prior to the date of the proposed field trip.
- Out-of-State/ Overnight/Out-of-Country Field Trips must be submitted to the BOE at least 60 days prior to the date of the proposed field trip.

### Steps to complete upon Final Approval of Field Trip:

1. Provisions for parent/guardian permission slips and student contracts and, where appropriate as a requirement, student contracts for behavior and learning expectations.
2. Notify cafeteria and nurses of the trip approval providing them with dates, time and # of passengers.
3. Supply grade level secretaries with a complete list of participants.
4. Have all permission slips and medications forms to the nurse at least 10 days prior to departure.
5. Designate staff to be in charge of medications and any other medical needs.
6. Make sure all volunteers meet BOE Policy 7025 and have had all necessary background checks as needed.
7. Alert now list, if trip is out-of-country, state or overnight are prepared and given to secretary and the building principal.
8. Inform staff and chaperones prior to leaving of their responsibilities while on the trip.

These steps are not an exhaustive list of the steps that you may have to complete in order to have a successful field trip, but they are the steps that must be completed based on BOE Policy 6088. If you have any questions or concerns regarding the process please consult with your building principal.

## 1. LOGISTICS

☐ other: (specify) \_\_\_\_\_

Explain all checked boxes as specifically as possible and how the additional costs will be funded:

\_\_\_\_\_

\_\_\_\_\_

PAGE 2 OF 4

### 5. TRIP COST PER PERSON

Total cost of trip: \$3565/\$3365 (there is a \$200 early enrollment discount being offered). Explain the cost of the trip per person (admission, transportation, meals etc.): Cost covers all transportation, lodging, food and activities with the exception of lunch every day. See attached itinerary for more detail.

### 6. FUNDING SOURCE – How will the trip be paid for

<input type="checkbox"/> Student	\$3565/\$3365	<input type="checkbox"/> District Budget	\$ _____
<input type="checkbox"/> Fundraising	\$ _____	<input type="checkbox"/> Grant (specify)	\$ _____
<input type="checkbox"/> School Activity Funds	\$ _____	<input type="checkbox"/> Other (specify)	\$ _____
<input type="checkbox"/> PTO	\$ _____		

How much of the total cost will each student be expected to pay? \$3565/\$3365

Will financial assistance be provided for those in need? ☐ Yes ☐ No Funding Source: \_\_\_\_\_

### 7. EDUCATIONAL PURPOSE

**Educational Objective and Assessment Strategy:** (attach additional pages as necessary)

A trip of this nature provides students with authentic experiences that reinforce the curriculum. The 9-12 English curriculum for Torrington High School highlights key canonical texts that will be put into better context over the course of the trip. In Ireland, we will be walking in the footsteps of James Joyce, W.B. Yeats, and Jonathon Swift. We will be examining the history of Irish and English culture, with particular attention to the English Reformation with our visit to the Rock of Cashel. In England, we will visit Stratford-upon-Avon and study the life of William Shakespeare. In London, we will visit the Globe Theatre to continue our discussion of Shakespeare, and also examine the locations that inspired the works of Charles Dickens. Poets' Corner at Westminster Abbey will lend to our discussion of Tennyson, Kipling, and Spenser. Visiting the Houses of Parliament will lend to our discussion of British history, and how the imperialism of the 19<sup>th</sup> and 20<sup>th</sup> centuries affected global literature.

Through weShare, a product offered by our tour company, the students will identify topics of particular interest before the tour, and then use the weShare app to study those topics. By reflecting on what they learned in a post-trip project, students can earn additional high school or college credit.

More information is provided on the attached itinerary.

### 8. ALTERNATE ACTIVITY

Description of what class(es)/Students not going on the trip will be doing during the trip: n/a, as the trip is not during school hours.

3 OF 4

9. SIGNATURES

Nurse: *[Signature]* (Signature indicates the nurse will be able to process all paperwork prior to date of field trip.)

Glucagon accommodations may be needed ☐ Yes ☐ No Nurse required to attend field trip? ☐ Yes ☒ No

Designated person responsible for medication Administration on the trip: *Erin Sullivan*

Principal: *[Signature]* ☒ Approved ☐ Denied

Assistant Superintendent/Designee: *[Signature]* ☒ Approved ☐ Denied

For out of state, out of country or overnight field trips only:

Superintendent/Designee: *[Signature]* ☒ Approved ☐ Denied

BOE Approval: \_\_\_\_\_ ☐ Approved ☐ Denied

PAGE 4 OF 4





***Educational Tours***

# **TORRINGTON HIGH SCHOOL GLOBAL EDUCATION PROGRAM**

*England, Ireland, and Wales*

Prepared for: Erin Sullivan

Torrington High School

## *Your partner in global education*

As the **World Leader in International Education**, we've partnered with educators around the world for over 50 years to help students gain new perspectives and build skills for the future through experiential learning. We provide a range of travel programs—Educational Tours, Language Immersion Tours, Service Learning Tours, Global Student Leaders Summits and Custom-Designed Tours—that provide in-depth exploration, authentic connections and hands-on experience. Every EF global program is designed to:

- Explore international destinations to gain awareness of global perspectives and connections
  - Promote international understanding, respect for different cultures, language learning and global citizenship
  - Align with school curricula to bring subjects, people, places and events to life
  - Provide global settings to sharpen key 21<sup>st</sup> century skills—critical thinking, problem solving, communication, collaboration and global competence
  - Develop interpersonal and leadership skills necessary to navigate new experiences with confidence and adaptability
- 

## *What we'll cover in this document*

### **PAGE**

1	Your partner in global education
2	Our commitment to education
3	Our commitment to safety
4	We'll handle the details
5	A day-by-day look at your tour
6-7	What your hotels will be like
8	What your meals will be like
9	Price details
10	Important final details

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## *Our commitment to education*

We believe the best way to help students gain new perspectives and build skills for the future is through experiential learning.

### **Accreditation**

EF is accredited, just like your school, and recognized by the following regional, national and international organizations: Middle States Association of Colleges and Schools (MSA-CES); Western Association of Schools and Colleges (WASC); Southern Association of Colleges and Schools (SACS-CASI) North Central Association (NCA-CASI); National Council for Private Schools Accreditation (NCPSA); and Accreditation International (AI).

### **A standard of excellence**

Our educational travel programs bring to life the knowledge and skills that are called for in many education initiatives, including:

- Partnership for 21<sup>st</sup> Century Skills (P21)
- International Baccalaureate – PYP, MYP, Diploma, IBCC
- Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science and Technical Subjects
- Global Competence Criteria—defined by the Asia Society and Council of Chief State School Officers
- Global Connection Standards in the National Curriculum Standards for Social Studies
- Culture and Connections Standards in the Standards for Foreign Language Learning
- Standards of Professional Learning—defined by Learning Forward

### **weShare, A More Engaging Learning Experience**

You know students learn on a deeper level when what you're teaching connects to their own lives. That's why every tour comes with weShare, a personalized learning experience powered by your students' curiosity. Using EF's guided learning model, students use their strengths to investigate an issue or topic that inspires them. They reflect on what they've learned through a post-tour project that gives even more meaning to travel—and can earn them academic credit.

### **Earning credit**

Students can earn credit by traveling on an EF tour and completing required coursework. We offer choices, so you can find the credit option that best fits you and your students' needs.

- Students in grades 7-12 can earn elective credit for completing assignments before, during and after their EF tour, setting themselves apart from other college applicants.
- Students can earn college credit through our partnerships with accredited universities.

### **Accredited by:**



## *Our commitment to safety*

Our demonstrated commitment to safety and risk management is proven with our preventative procedures and extensive measures taken to ensure each traveler's safety.

### **Worldwide presence**

As the largest international student travel organization, we have 500 schools and offices in more than 50 countries worldwide. With 43,000 EF staff and teachers around the globe, we're accessible wherever and whenever you need us.

### **General Liability Policy**

- All EF Group Leaders and schools are automatically insured under our \$50 million General Liability Policy, regardless of whether or not the tour is considered a school event.
- This policy safeguards Group Leaders and schools in case of claims from on-tour incidents, such as personal injury and provides a legal defense and covers all associated legal fees.
- EF's Commercial General Liability Insurance is provided by nationally recognized insurance companies with A.M. Best Ratings of A-.
- All customer payments are protected by a \$1 million customer protection plan.
- EF's General Liability Policy allows for schools and districts to receive a certificate of insurance that names you or your school as a certificate holder. To receive a certificate of insurance that details coverage, talk to your Tour Consultant.

### **Global Travel Protection Plan**

Designed specifically with EF travelers in mind, all travelers have the option to purchase the Global Travel Protection Plan. This plan helps travelers protect their investment from common claims, including: flight delay, loss of job by a parent, death or illness of a family member, and medical coverage on tour in case of sickness or an emergency. While this plan is not required, many Group Leaders choose to make this comprehensive and affordable protection plan mandatory for their travelers.

### **EF's Peace of Mind Program**

At EF, we understand that plans can change due to unforeseen circumstances. EF's exclusive Peace of Mind Program ensures:

- Teachers can work with EF Educational Tours to change their tour's travel dates, modify their tour plans, find an all-new tour or cancel their tour up until 45 days prior to departure. If unforeseen circumstances cause you to cancel within this time period, all travelers will receive a transferable travel voucher.
- With 44 days or less left until departure, teachers may still choose any of the above options if a formal Travel Warning is issued by the US Department of State for any country on your itinerary.

**Highly respected in the industry by:**



## *We'll handle the details*

As your educational travel partner, we work with teachers, students and parents to ensure a seamless experience—before, during and after tour. In other words, we're with you every step of the way.

### **BEFORE TOUR**

#### **Support Team and resources**

Dedicated Tour Consultants guide teachers through the planning process, while Local Representatives from your area work face-to-face to provide support. We give teachers their own personal tour website with helpful tools to share tour information, manage deadlines and more. In addition to online resources, we also provide an array of printed materials for teacher, students and parents.

#### **International Training Tours**

Ensuring teachers are fully prepared to lead an EF tour is our commitment to your school community. Through our blended learning model, all first-time EF Group Leaders receive complimentary international training. Conducted by EF personnel and experienced EF Group Leaders, the program includes online, classroom and experiential learning components. In the event a Group Leader cannot attend one of these complimentary tours, we offer live webinars to prepare them and answer questions before they travel.

#### **Traveler account management**

Our knowledgeable and friendly Customer Service Representatives help travelers and their parents with all billing transactions, protection plans and tour activity questions. We also offer flexible and convenient payment options that allow parents to choose when—and how—they want to pay.

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### **WHILE ON TOUR**

#### **Everything is included**

This all-inclusive global experience makes it easy for teachers and students to explore the world. From flights and hotels to most meals and experiential activities, we take care of every detail so travelers can focus on the experience.

#### **Guided travel**

A personal bilingual Tour Director stays with your group 24/7. They handle every on-tour detail to ensure a smooth travel experience while also providing unique local insight. Expert local guides, meanwhile, share their knowledge of history, art, architecture and more during guided tours.

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### **AFTER TOUR**

#### **Program development**

We'll work with you to build a travel program at your school so even more students have the opportunity to experience the world.

## A day-by-day look at your tour

This is the itinerary page that students and parents will see in their tour itinerary guide. It's just one of the many resources they'll receive in preparation for your tour.

### What you'll experience on your tour

#### Day 1: Fly overnight to Ireland

#### Day 2: Shannon | Killarney

- Meet your Tour Director at the airport
- Travel to Killarney

#### Day 3: Killarney

- Take an excursion to the Ring of Kerry and encounter Ireland's famed mystical beauty. This stunning 112-mile coastal route wraps around the Iveragh Peninsula. Here you can experience everything from the Old Monastery to unspoiled beaches to Killarney National Park. On your visit, make your way along lush rolling hills and take in magnificent views of the Atlantic Ocean and the placid Lakes of Killarney. You'll also pass by the misty peaks of Macgillicuddy's Reeks. This range reaches its zenith at Carrauntoohil, Ireland's tallest mountain. In Glenbeigh, visit the Bog Village. Wander through a re-creation of an Irish village from the early 1800s as costumed guides demonstrate the way of life that prevailed in 19th-century rural Ireland.
- Visit the Bog Museum
- Watch a live sheep dog demonstration (seasonal)

#### Day 4: Killarney | Dublin

- Visit Blarney Castle
- See Rock of Cashel
- Travel to Dublin, Ireland's capital city scenically situated between Dun Laoghaire (pronounced "dun leery") and Howth Head's rocky peaks. Literary history greets you at every turn, from Trinity College, where playwright Samuel Beckett and satirist Jonathan Swift studied, to the Long Room of the Old Library, where you'll see the Book of Kells. Irish monks created this calligraphic manuscript over 1,000 years ago. Admire St. Patrick's Cathedral, whose presence honors the patron saint of Ireland, and when you ride through Dublin's elegant Georgian squares, be sure to ask your guide about the colorful doors.

#### Day 5: Dublin

- Take an expertly guided tour of Dublin: Georgian squares: O'Connell Street; St. Stephen's Green
- See the Book of Kells at Trinity College
- Visit St. Patrick's Cathedral

#### Day 6: Dublin | Holyhead | Coventry

- Travel by ferry to Holyhead
- Visit a Welsh castle
- Continue on to Coventry

#### Day 7: Stratford | London

- Take a tour of Stratford
- Visit Shakespeare's Birthplace
- Visit the gardens at Anne Hathaway's Cottage
- Travel to London, a city of 8 million people that has become one of the world's great melting pots while maintaining a distinct character that's all its own. From the London Bridge to the Houses of Parliament, Great Britain's royal tradition and rich history greet you at every turn. Admire architectural marvels like the Baroque domes and spires of St. Paul's Cathedral, the 17th-century church designed by Sir Christopher Wren. Check out the lively five-way intersection at Piccadilly Circus as well as Hyde Park's urban greenery. You may even get a chance to witness the ceremonial Changing of the Guard. And don't forget to snap a picture of Big Ben from the banks of the River Thames.

#### Day 8: London

- Take an expertly guided tour of London: Big Ben and Houses of Parliament; Piccadilly Circus; St. Paul's Cathedral; Changing of the Guard at Buckingham Palace (if scheduled)
- Time to see more of London or
- Visit Windsor Castle

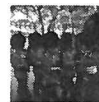
#### Day 9: Depart for home

#### 2-DAY TOUR EXTENSION

##### Days 9-10: Paris

- Travel by Eurostar train to Paris
- Take an expertly guided tour of Paris: Place de la Concorde; Champs-Élysées; Arc de Triomphe; Les Invalides; Eiffel Tower
- Visit the Louvre
- Take a walking tour of Paris: Latin Quarter
- Visit Notre Dame Cathedral

##### Day 11: Depart for home



Words can't express how much I truly fell in love with #London it was an incredible experience #efnurs #summer #travel #Europe #ILoveLondon

...MACY, TRAVELER



Via Instagram

I am going to Ireland this summer with EFT :D

...JACKIE, TRAVELER



Via Facebook

Optional and excursions

### TOP THREE THINGS I WILL SEE, DO, TRY OR EXPLORE

1.

2.

3.

## *What your hotels will be like*

A good night's sleep is important, so you can count on safe, clean and comfortable hotels with private bathrooms. Every hotel we work with is required to meet our high standards for quality, safety and cleanliness. Three to four students of the same gender will share a room, which will have a combination of twin and shared double beds. Please be aware that hotels may have different amenities than you find in American hotels.

### **HERE ARE EXAMPLES OF THE TYPES OF HOTELS YOU'LL STAY AT ON TOUR:**



#### **Aspect Hotel Park West**

Park West Business Campus, Nangor Road, Dublin 12  
Ireland

[www.aspecthotelparkwest.com](http://www.aspecthotelparkwest.com)

Aspect Hotel Dublin Park West is located within the award-winning Park West Business Campus, close to the city and all the major road networks. Access to and from the hotel is easy and convenient; it is situated just four miles West of Dublin City Centre. Guests can visit the many popular attractions including Dublin Castle and The Guinness Brewery.



#### **Tara Towers Hotel**

Merrion Road, Dublin 4  
Ireland

[www.taratowers.com/en](http://www.taratowers.com/en)

Tara Towers Hotel has 111 bedrooms, many boasting views of Dublin Bay or of the Dublin Mountains, and is just 20 minutes from the city. The hotel boasts a friendly and helpful staff, excellent value, delicious food from their restaurant and bar, free newspapers and Wi-Fi, as well as 24-hour reception.



#### **Holiday Inn Express Watford Junction**

Watford Junction, 19 Bridle Path, St. Albans Road

[www.galahotels.com](http://www.galahotels.com)

Holiday Inn Express Watford Junction is only a 2-minute walk away from the Watford Junction Train Station, and the fast train takes you to Central London or Wembley in just 20 minutes. Heathrow and Luton Airports are only a 30-minute drive away. There is a shuttle service, continental breakfast, a seasonal dinner menu, and an abundance of night life in Watford.



### **PI Croydon**

Phillips House, 6 Lansdowne Road, Croydon CR0 2BX

[www.premierinn.com](http://www.premierinn.com)

Just a 15-minute train journey to Central London, this hotel is within walking distance of East Croydon Train Station. Whitgift Shopping Centre is also nearby. Our Croydon Town Centre Premier Inn has everything you'd expect: incredibly comfy beds in every room, the on site Thyme Restaurant and free Wi-Fi for 30 minutes in every bedroom.



### **The Pillo Hotel**

The Rath

Ashbourne

[www.pillohotelashbourne.com](http://www.pillohotelashbourne.com)

The four-star Pillo Hotel is situated on border of Meath, a lush countryside area rich with traditional Irish heritage and culture. Guests looking for excitement are only a 20-minute drive from central Dublin's hip cafes and nightlife. Each of the hotel's 148 bedrooms are decorated to the highest standard.

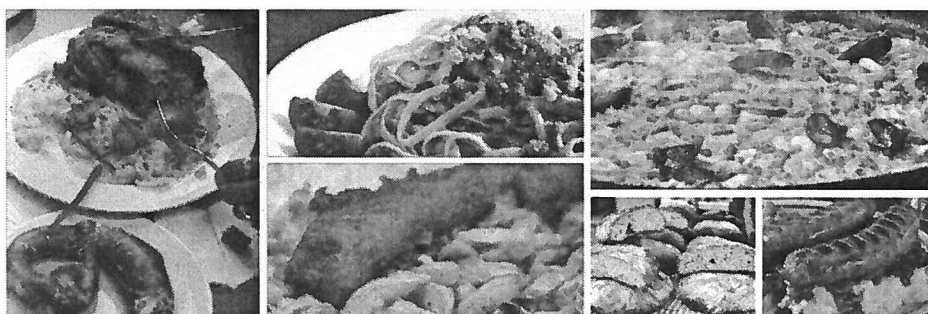


## *What your meals will be like*

These are examples of the types of meals you and your students will be served on tour.

### **SAMPLE MENUS: EUROPE**

Discovering new foods can be one of the best parts of traveling. The sample menus below are just a few examples of the types of traditional, local favorites you will have the opportunity to try on tour. Every meal will include table water (or bottled water if deemed necessary by locals) and you can usually buy other beverages if you wish. All meals are served as a group—not à la carte—and a vegetarian option will be available if requested in advance. Please notify EF of any other dietary restrictions or food allergies you may have. Enjoy!



#### **AUSTRIA**

Soup  
Wiener schnitzel  
Chocolate cake

#### **CZECH REPUBLIC**

Soup  
Goulash  
Ice cream

#### **FRANCE**

Menu 1  
Cheese quiche  
Turkey with rice, sauce,  
mushroom and beans  
Apple tart

#### **Menu 2**

Salad  
Flammekueche  
Chocolate mousse

#### **Menu 3**

Couscous with  
vegetables and meat  
Fruit salad

#### **GERMANY**

##### **Menu 1**

Pretzel with  
cream cheese  
Turkey with  
spaetzle dumplings  
Fruit

##### **Menu 2**

Vegetable soup  
Bratwurst with kraut  
and mashed potatoes  
Ice cream

#### **GREECE**

##### **Menu 1**

Spinach pie  
Moussaka  
Rice pudding

##### **Menu 2**

Greek salad  
Chicken with oven-  
baked pasta  
Walnut pie

#### **ITALY**

##### **Menu 1**

Tomato bruschetta  
Cannellini beans with  
garlic and sage  
Lasagna  
Gelato

##### **Menu 2**

Spaghetti with pesto  
Pork loin with spinach  
and potatoes  
Fruit salad

#### **IRELAND**

##### **Soup**

Chicken with mashed  
potatoes and gravy  
Fruit salad

#### **SPAIN**

Spanish Tortilla  
Pork loin with potatoes  
and mushrooms  
Ice cream

#### **SWITZERLAND**

Soup  
Alpine Macaroni  
Chocolate mousse

#### **UNITED KINGDOM**

##### **Menu 1**

Fish and chips  
Ice cream

##### **Menu 2**

Chicken and hummus  
Flan

##### **Menu 3**

Naan bread  
Chicken curry

## *Price details*

In addition to the support you receive before and after tour, along with the logistical support you receive on tour, your guaranteed lowest price covers all of the details.

# **PRICE DETAILS**

## *England, Ireland and Wales*

<b>Program Price* <sup>1</sup></b>	<b>\$2,980</b>
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Includes:

- Round-trip airfare and on tour transportation
- Hotels with private bathrooms
- Breakfast and dinner (see your itinerary for meal details)
- Full-time Tour Director
- Daily activities, tours and entrances to attractions

<b>Private Group (20-24 Paying)</b>	<b>\$350</b>
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<b>Weekend Supplement</b>	<b>\$70</b>
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<b>Global Travel Protection</b>	<b>\$165</b>
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<b>EF's Peace of Mind Program *</b>	<b>Free</b>
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<b>Total for Students (under 20)</b>	<b>\$3,565</b>
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17 monthly payments	\$205/mo
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<b>Adult Supplement <sup>2</sup></b>	<b>\$450</b>
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<b>Total for Adults</b>	<b>\$4,015</b>
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17 monthly payments	\$231/mo
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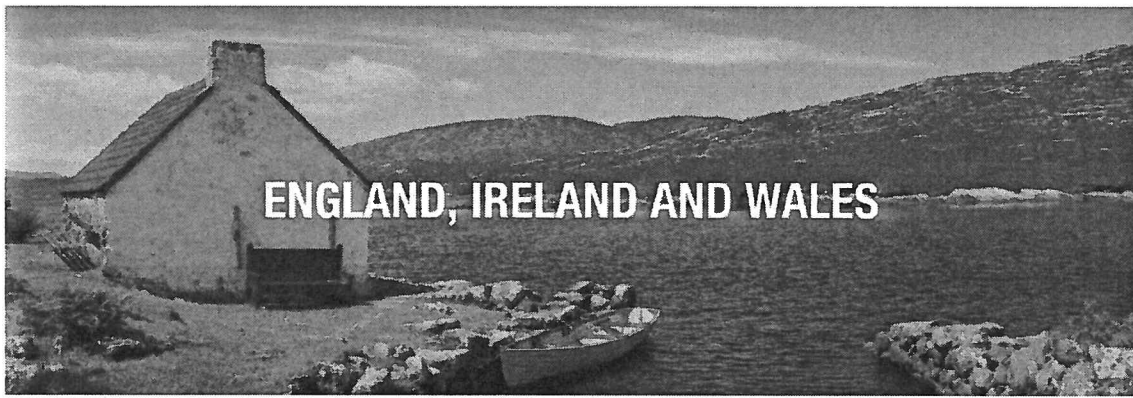
## *Important final details*

### **The EF Price Guarantee**

We're dedicated to making travel accessible to as many students as possible. Our unmatched global presence and longstanding relationship with airlines and hotels ensure you will always give your students the best experience at the lowest price, guaranteed.

What it means for you:

- The guaranteed lowest price—if you find a similar tour for less, we'll beat it.
- One simple price—no enrollment or departure fees.
- Once a student enrolls, their price will never change.



I hope this document has been helpful! Please don't hesitate to contact me with any questions.

**Sincerely,**

Shaylyn Livingston

Tour Consultant

860-266-2755

[shaylyn.livingston@ef.com](mailto:shaylyn.livingston@ef.com)

THE SCHOOL DISTRICT OF TORRINGTON, CONNECTICUT

**Food Service Charging Policy  
(Formerly: "Students with Outstanding Food  
Service Account Balances")**

STATEMENT

The school nutrition program is an extension of the Torrington Board of Education's educational programs and it is the District's vision to have a partnership among students, staff, school family and the community in offering access to and providing nutritious meals, which are attractively presented at an affordable price.

The Torrington Board of Education (Board) has an agreement with the Connecticut State Department of Education to participate in one or more school Child Nutrition Programs and accepts full responsibility for adhering to the federal and state guidelines and regulations pertaining to these school Child Nutrition Programs. The Board also accepts full responsibility for providing free and reduced price meals to elementary and secondary students enrolled in the District's schools. Meals are planned to meet the specified nutrient standards outlined by the United States Department of Agriculture for children based on their age or grade group.

Although not required by law, because of the District's participation in the Child Nutrition Programs, the Board approves the establishment of a system to allow a student to charge a meal.

The Board realizes that funds cannot be used to cover the cost of charged meals from the non-profit school food service account, according to federal regulations.

Moreover, federal funds are intended to subsidize the meals of children and may not be used to subsidize meals for adults (teachers, staff and visitors). Adults are not allowed to charge meals and shall pay for such meals at the time of service or through pre-paid accounts.

The Board strongly discourages meal charges, but understands that an occasional emergency makes it necessary. On those occasions that a student does not have money, they will be offered an alternate meal.

The cost of providing this alternate meal cannot be incurred by the school food service account however there will be no charge to the student for the alternate meal.

**"Alternate Meals"** are not clearly defined in federal and state regulations. The use of alternate meals refers to any meal served to a student that is different from the day's advertised reimbursable meal. Alternate meals are most often provided to those students who have forgotten their meal payment(s) or have a negative account balance.

### **Elementary Students**

1. No elementary or middle school student shall be deprived a reimbursable meal due to forgotten or lost meal money. The District uses an automated system, which allows parents/guardians to view their child's meal account balance and purchases, receive low-balance notifications, as well as, make deposits, to their child's school meal account. Any student whose account has insufficient funds (i.e., is at the charging limit) and does not bring a meal from home may charge up to 2 meals. When the charge limit is reached, all other a-la-carte items shall not be charged and an alternate meal will be provided until the charges are paid in full. This meal will not be charged to the student's meal account. When a charge occurs, a written notification shall be sent home to parents. The status of the school meal account will not be discussed with the student.

2. Parents shall be notified of negative balances. In situations in which a student is consistently without meal money, attempts will be made to discuss the issue with the parents/guardians and encourage them to complete a free and reduced meal application.

### **Secondary Students**

1. The District uses an automated system, which allows parents/guardians to view their child's meal account balance and purchases, receive low-balance notifications, as well as,

make deposits, to their child's school meal account. Any student whose account has insufficient funds may charge up to 2 meals. After which, no snacks or a-la-carte items may be charged. When the charge limit is reached, an alternate meal will be provided until the charges are paid in full. This alternate meal will not be charged to the student's account. A student with a negative balance shall be allowed to purchase a-la-carte items with cash, regardless of his/her balance.

2. If a student requests his/her balance, the student shall be informed that his/her balance is low. After the allowed two meals are charged they will be informed that they will be given an alternate meal. Parents of students who charge shall be notified. If a pattern of charging continues, attempts will be made to discuss the issue with the parents/guardians and encourage them to complete a free and reduced meal application.

The Board authorizes the Superintendent to develop rules which address a process to communicate with parents/guardians when a student has a low balance on their meal account or when the account exceeds 2 charges.

This policy and alternate meal procedures shall be included in student/parent handbooks, placed on the District's website, on the website of each school, and published at the beginning of each school year at the time information is distributed regarding free and reduced price meals.

(cf. [3542](#) - Food Service)

(cf. [3542.31](#) - Free or Reduced Price Lunch Program)

Legal Reference: Connecticut General Statutes

[10-215](#) Lunches, breakfasts and other feeding programs for public school children and employees.

[10-215a](#) Nonpublic school and nonprofit agency participation in feeding programs.

[10-215b](#) Duties of State Board of Education re feeding programs.

State Board of Education Regulations

Operational Memorandum #19-10, State of Connecticut, Bureau of Health/Nutrition, Family Services and Adult Education

"Unallowable Charges to No-profit School Food Service Accounts and the Serving of Meals to No-paying Full and Reduced Price Students

National School Lunch Program and School Breakfast Program; Competitive Foods. (7 CFR Parts 210 and 220, Federal Register, Vol 45 No. 20, Tuesday, January 29, 1980, pp 6758-6772

Policy adopted:

**Torrington Elementary and Middle School Alternate Meal Procedure**

1. Cafeteria Managers will notify parents when \$10 remains in the student account.
2. When a student has a negative balance Managers will contact the parents three times via phone and paper notification. The cafeteria manager will keep a log of all calls and paper

notifications sent to parents. The cafeteria manager informs parent/guardian that if the account is not paid, the student will receive an alternate lunch. The cafeteria manager reminds the family of the free account management resource.

3. Students will be able to charge 2 meals before alternate meal is given.
4. Cafeteria managers will place the list of those students needing alternate lunches in the teacher's boxes every morning. The teacher will notify the student of the alternate lunch for that day without discussing balances, money owed, etc. The student will know the lunch she/he is receiving prior to arriving at the cafeteria.
5. Cafeteria staff will not discuss student lunch account balances with the student.
6. The alternate lunch will consist of the bagel meal and will qualify as a reimbursable. The alternate breakfast will consist of the regular meal. Paying students will be charged for alternate meals at breakfast and lunch at the current meal rate.
7. Cafeteria managers will notify the principal and social worker when alternate meals are provided by giving them a copy of the list of students given to the teacher.
8. The social worker at each school will work with families to ensure parents are supported and notified of balances due as well as how to complete the free and reduced lunch applications.



## **Torrington High School Alternate Lunch Procedure**

1. Student is made aware at point of sale, when \$10 remains in the student's account.
2. Student is allowed to charge 2 meals after the balance reaches zero.
3. When a student has a negative balance, managers will contact the parents three times via phone and paper notification. The cafeteria manager will keep a log of all calls and paper notifications sent to parents. The cafeteria manager informs parent/guardian that if the account is not paid, the student will receive an alternate lunch. The cafeteria manager reminds the family of the free account management resource.
4. Student receives alternate lunch at point of sale. If they selected items they cannot purchase, those are set aside. After the line clears, the main entrée must be disposed of, but the rest of the items are in sealed packages and can be sold.
5. The alternate lunch will consist of the bagel meal and will qualify as a reimbursable. The alternate breakfast will consist of the regular meal. Paying students will be charged for alternate meals at breakfast and lunch at the current meal rate.
6. After 3 attempts to contact families about a negative balance the cafeteria manager gives the names to the school social worker.
7. The social worker at each school will work with families to ensure parents are supported and notified of balances due as well as how to complete the free and reduced lunch applications.

**STUDENT ATTENDANCE, TRUANCY AND CHRONIC  
ABSENTEEISM POLICY**

STATEMENT

Regular and punctual student attendance in school is essential to the educational process. Connecticut state law places responsibility for assuring that students attend school with the parent or guardian. To assist parents and guardians in meeting this responsibility, the Board of Education, through its Superintendent, will adopt and maintain procedures to implement this policy.

In addition, the Board of Education takes seriously the issue of chronic absenteeism. To address this issue, the Board of Education, through its Superintendent, will adopt and maintain procedures regarding chronic absenteeism in accordance with state law.

**ADMINISTRATIVE REGULATIONS REGARDING  
ATTENDANCE, TRUANCY AND CHRONIC ABSENTEEISM**

Connecticut state law requires parents to cause their children to attend school regularly during the hours and terms the public school is in session. The responsibility for regular attendance rests with the students' parent, guardians or with the student themselves when they become of legal age.

In order for students to develop to their full potential the Torrington Board of Education deems it essential that students attend school on a regular basis. Students who are absent from class for any reason are deprived of a variety of educational opportunities, meaningful student-teacher interactions, and learning experiences shared with their classmates.

**I. Attendance and Truancy**

A. Definitions for Section I

1. "Absence" - any day during which a student is not considered "in attendance" at his/her assigned school, or on a school sponsored activity (e.g. field trip), for at least one half of the school day.
2. "Disciplinary absence" - Any absence as a result of school or district disciplinary action. Any student serving an out-of-school suspension or expulsion should be considered absent. Such absence is not considered excused or unexcused for attendance and truancy purposes.
3. "Educational evaluation" - for purposes of this policy, an educational evaluation is an assessment of a student's educational development, which, based upon the student's presenting characteristics, would assess (as appropriate) the following areas: health, vision, hearing, social and emotional status, general intelligence, academic performance, communicative status and motor abilities.
4. "Excused absence" - a student is considered excused from school if the school has received written documentation describing the reason for the absence within ten (10) school days of the student's return to school, or if the child has been excluded from school in accordance with section 10-210 of the Connecticut General Statutes (regarding communicable diseases), and the following criteria are met:
  - a. Any absence before the student's tenth (10<sup>th</sup>) absence is considered excused when the student's parent/guardian approves such absence and submits appropriate written documentation in accordance with this regulation.
  - b. For the student's tenth (10<sup>th</sup>) absence and all absences thereafter, a student's absences from school are, with appropriate documentation in

accordance with this regulation,  
considered excused only for the  
following reasons:

- i. student illness (verified by an appropriately licensed medical professional);
  - ii. religious holidays;
  - iii. mandated court appearances (documentation required);
  - iv. funeral or death in the family, or other emergency beyond the control of the student's family;
  - v. extraordinary educational opportunities pre-approved by the district administrators and in accordance with Connecticut State Department of Education guidance and this regulation;
  - vi. lack of transportation that is normally provided by a district other than the one the student attends.
- c. A student, age five (5) to eighteen (18), whose parent or legal guardian is an active duty member of the armed forces who has been called for duty, is on leave from or has immediately returned from deployment to a combat zone or combat support posting, shall be granted ten (10) days of excused absences in any school year, and, in the discretion of the administration, additional excused absences to visit such student's parent or legal guardian with respect to the parent's leave or deployment. In the case of such excused absences, the student and parent or legal guardian are responsible for obtaining assignments from the student's teacher prior to any

period of excused absence, and for ensuring that such assignments are completed by the student prior to his or her return to school.

5. "In Attendance" - Any day during which a student is present at the student's assigned school, or an activity sponsored by the school, for at least half of the regular school day.
6. "Student" - a student enrolled in the Torrington Public Schools.
7. "Truant" - any student **five (5) to eighteen (18)** years of age, inclusive, who has **four (4)** unexcused absences from school in any one month or **ten (10)** unexcused absences from school in any school year. Excessive absences will result in loss of credit at the high school level. "Excessive" is defined by 5 or more unexcused absences in a semester course and 10 or more unexcused absences in a full year course.
8. "Unexcused absence" - any absence from a regularly scheduled school day for at least one half of the school day, which is not excused or considered a disciplinary absence.

The determination of whether an absence is excused will be made by the building principal or his/her designee. Parents or guardians may appeal that decision to the Superintendent or his/her designee, whose decision shall be final.

B. Written Documentation Requirements for Absences

1. Written documentation must be submitted for each incidence of absence within ten (10) school days of the student's return to school.
2. The first nine (9) days of absence will be excused upon receipt of a signed note from

the student's parent/guardian, a signed note from a school official that spoke in person with the parent/guardian regarding the absence, or a note confirming the absence by the school nurse or by a licensed medical professional, as appropriate.

3. For the student's tenth (10<sup>th</sup>) absence, and all absences thereafter, documentation of the absence must be submitted in accordance with paragraphs 1 and 2 above, and must also include the reason for the absence and the following additional information:

- a. student illness:

- i. a signed note from a medical professional, who may be the school nurse, who has evaluated the student confirming the absence and giving an expected return date; or
- ii. a signed note from school nurse who has spoken with the student's medical professional and confirmed the absence, including the date and location of the consultation.

- b. religious holidays: none.

- c. mandated court appearances:

- i. a police summons;
- ii. a subpoena;
- iii. a notice to appear;
- iv. a signed note from a court official; or
- v. any other official, written documentation of the legal requirement to appear in court.

- d. funeral or death in the family, or other emergency beyond the control of the student's family: a written document explaining the nature of the emergency.
  - e. extraordinary educational opportunity pre-approved by the district administrators and in accordance with Connecticut State Department of Education guidance and this policy: written pre-approval from the administration, in accordance with this regulation.
  - f. lack of transportation that is normally provided by a district other than the one the student attends: none.
- 4. Neither e-mail nor text message shall serve to satisfy the requirement of written documentation. In rare and extraordinary circumstances, a building administrator may, in his/her own discretion, accept the delivery of written documentation through a scanned copy sent by e-mail.
  - 5. The Torrington Public Schools reserves the right to randomly audit written documentation received, through telephone and other methods of communication, to determine its authenticity.
  - 6. Any absence that is not documented in accordance with this regulation within ten (10) school days after the incidence of absence will be recorded as unexcused. If documentation is provided within ten (10) school days, but is incomplete, the building principal may, at his/her own discretion, grant up to a five (5) school day extension for provision of the completed documentation.

C. Extraordinary Educational Opportunities

1. To qualify as an extraordinary educational opportunity, the opportunity must:
  - a. be educational in nature and must have a learning objective related to the student's course work or plan of study;
  - b. be an opportunity not ordinarily available to the student;
  - c. be grade and developmentally appropriate; and
  - d. include content that is highly relevant to the student; while some opportunities will be relevant to all students, others will contain very specific content that would limit their relevance to a smaller group of students.
2. Family vacations do not qualify as extraordinary educational opportunities.
3. All requests for approval of extraordinary educational opportunities must:
  - a. be submitted to the building principal in writing prior to the opportunity, but no later than ten (10) school days prior to the opportunity except in exceptional circumstances at the discretion of the building administrator;
  - b. contain the signatures of both the parent/guardian and the student;
  - c. include an outline of the learning objective of the opportunity and include detail as to how the objective is linked to the student's coursework or plan of study; and



- d. include additional documentation, where available, about the opportunity.
- 4. The building principal shall provide a response in writing and include the following:
  - a. either approval or denial of the request;
  - b. brief reason for any denial;
  - c. any requirements placed upon the student as a condition of approval;
  - d. the specific days approved as excused absences for the opportunity;
  - e. the understanding that the building administrator may withdraw its approval if the opportunity is canceled or the student fails to meet the agreed-upon requirements of the approval.
- 5. All decisions of the building principal relating to extraordinary educational opportunities shall be final.
- 6. Students who are granted excusal from school to participate in extraordinary educational opportunities are expected to share their experiences with other students and/or school staff when they return.
- 7. Approval for an extraordinary educational opportunity is determined on a case-by-case basis and the analysis of individualized factors. An opportunity approved for one student may not be approved for another.

D. Truancy Exceptions:

- 1. A student **five (5) or six (6) years of age** shall not be considered truant if the parent or person having control over such student

has appeared personally at the school district office and exercised the option of not sending the child to school at five (5) or six (6) years of age.

2. A student **seventeen (17) years of age** shall not be considered truant if the parent or guardian consents to such student's withdrawal from school. Such parent or guardian shall personally appear at the school district office and sign a withdrawal form indicating such consent. Such withdrawal form must include an attestation from a guidance counselor or school administrator from the school that the district provided the parent/guardian with information on the educational options available in the school system and community.
3. If a parent or guardian of an expelled student chooses not to enroll the student in an alternative program, the student shall not be considered to be "truant."

E. Readmission to School Following Voluntary Withdrawal

1. Except as noted in paragraph 2 below, if a student voluntarily withdraws from school (in accordance with Section D.2, above) and subsequently seeks readmission after ten (10) school days, the Board may deny school accommodations to the student for up to ninety (90) school days from the date of the student's withdrawal from school.
2. If a student who has voluntarily withdrawn from school (in accordance with Section D.2, above) seeks readmission within ten (10) school days of his/her withdrawal, the Board shall provide school accommodations to the student not later than three (3) school days after the student requests readmission.

F. Determinations of Whether a Student is "In Attendance":

1. A student serving an out of school suspension or expulsion shall be reported as absent unless he or she receives an alternative educational program for at least one half of the regular school day. In any event, the absence is considered a disciplinary absence, and will not be designated as excused or unexcused.
2. On early dismissal days and days shortened due to inclement weather, the regular school day for attendance purposes is considered to be the amount of instructional time offered to students on that day. For example, if school is open for four hours on a shortened day scheduled, a student must be present for a minimum of two hours in order to be considered "in attendance."
3. Students placed on homebound instruction due to illness or injury in accordance with applicable regulations and requirements are counted as being "in attendance" for every day that they receive instruction from an appropriately certified teacher for an amount of time deemed adequate in accordance with applicable law.

G. Procedures for students in grades K-12

1. Notification
  - a. Annually at the beginning of the school year and upon the enrollment of any child during the school year, the administration shall notify the parent or guardian enrolled in grades K -12 in writing of the obligations pursuant to Conn. Gen. Stat. § 10-184 to ensure that such a student attends school regularly or to show that the child is elsewhere receiving equivalent instruction in the studies taught in the Torrington Public Schools.

- b. Annually at the beginning of the school year and upon the enrollment of any child during the school year, the administration shall obtain from the parent or guardian in grades K-12 a telephone number or other means of contacting such parent or other person during the school day.

2. Monitoring

Each school shall implement a system of monitoring individual unexcused absences of students in grades K-12. Whenever such a student fails to report to school on a regularly scheduled school day, the building principal or his/her designee shall make a reasonable effort to notify the parent or guardian by telephone and by mail of the student's absence, unless school personnel have received an indication that the parent or other person is aware of the student's absence. Any person who, in good faith, gives or fails to give such notice shall be immune from liability, civil or criminal, which might otherwise be incurred or imposed and shall have the same immunity with respect to any judicial proceeding which results from such notice or failure to give notice.

- H. **Procedures applicable to students ages five (5) to eighteen (18)-New**

1. Intervention

- a. When a student is truant, the building principal or his/her designee shall schedule a meeting with the parent or guardian and appropriate school personnel to review and evaluate the reasons for the student's truancy. This meeting shall be held no later than **ten (10) days** after the student becomes truant. The district shall document the meeting, and if parent or other person declines to attend the

meeting, or is otherwise is non responsive, that fact shall also be documented and the meeting shall proceed with school personnel in attendance.

- b. When a student is truant, the Superintendent or his/her designee shall coordinate services with and referrals of students to community agencies providing child and family services, as appropriate. The district shall document efforts to contact and include families and to provide early intervention in truancy matters.
- c. On or before August 15, 2018, if the Commissioner of Education determines that any school under the jurisdiction of Torrington Board of Education has a disproportionately high rate of truancy, the district shall implement a truancy intervention model identified by the Department Education pursuant to Conn. Gen. Stat. § 10-198e. (TPS does have an Attendance Review Team model, stated under Section II.B.)
- d. In addition to the procedures specified in subsections (a) through (c) above, a regular education student who is experiencing attendance problems should be referred to the building Attendance Review Team to consider the need for additional interventions and/or assistance. A special education student who is experiencing attendance problems should be referred to a PPT meeting for program review.

## **I. Attendance Records**

All attendance records developed by the Board shall include the individual student's state-assigned student identifier (SASID).

## **II. Chronic Absenteeism**

### **A. Definitions for Section II**

1. "Chronically absent child" - a child who is enrolled in a school under the jurisdiction of the Torrington Board of Education and whose total number of absences at any time during a school year is equal to or greater than ten percent (10%) of the total number of days that such student has been enrolled at such school during such school year;
2. "Absence" - an excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education pursuant to section 10-198b of the general statutes and these administrative regulations;
3. "District chronic absenteeism rate" - the total number of chronically absent children under the jurisdiction of the Torrington Board of Education in the previous school year divided by the total number of children under the jurisdiction of the Board of Education for such school year; and
4. "School chronic absenteeism rate" - the total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.
5. Excessive absences will result in loss of credit at the high school level. "Excessive" is defined by 5 or more unexcused absences in a semester course and 10 or more unexcused absences in a full year course.

### **B. Establishment of Attendance Review Teams**

1. If the Torrington Board of Education has a district chronic absenteeism rate of ten

percent (10%) or higher, it shall establish an attendance review team for the school district.

If a school under the jurisdiction of the Torrington Board of Education has a school chronic absenteeism rate of fifteen percent (15%) or higher, it shall establish an attendance review team for that school.

2. If the Torrington Board of Education has more than one school with a school chronic absenteeism rate of fifteen percent (15%) or higher, it shall establish an attendance review team for the school district or at each such school.

3. If the Torrington Board of Education has a district chronic absenteeism rate of ten percent (10%) or higher and one or more schools with a school chronic absenteeism rate of fifteen percent (15%) or higher, it shall establish an attendance review team for the school district or at each such school.

#### C. Composition and Role of Attendance Review Teams

Any Attendance Review Team established under these regulations may include school administrators, guidance counselors, school social workers, teachers, representatives from community-based programs who address issues related to student attendance by providing programs and services to truants, as defined under I.A.7, and chronically absent children and their parents or guardians.

Each school's Attendance Review Team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each school's Attendance Review Team shall meet as needed.

D. State Chronic Absenteeism Prevention and Intervention Plan

The Torrington Board of Education and its Attendance Review Teams, if needed, will consider any chronic absenteeism prevention and intervention plan developed by the State Department of Education.

**III. Reports to the State Regarding Truancy Data**

Annually, each local and regional board of education shall include information regarding the number of truants and chronically absent children in the strategic school profile report for each school under its jurisdiction and for the school district as a whole submitted to the Commissioner of Education. Measures of truancy include the type of data that is required to be collected by the Department of Education regarding attendance and unexcused absences in order for the department to comply with federal reporting requirements and the actions taken by the board of education to reduce truancy in the school district.

Legal References:

Public Act 17-14, An Act Implementing the Recommendations of the Department of Education

Public Act 16-147, An Act Concerning the Recommendations of the Juvenile Justice Policy and Oversight Committee

Connecticut General Statutes § 10-220

Connecticut General Statutes § 10-184

Connecticut General Statutes § 10-186

Connecticut General Statutes § 10-198a

Connecticut General Statutes § 10-198b



Connecticut General Statutes § 10-198c

Connecticut General Statutes § 10-198d

Connecticut General Statutes § 10-198e

Guidelines for Reporting Student Attendance in the  
Public School Information System (Connecticut State  
Department of Education, January 2008)

Connecticut State Board of Education Memorandum,  
*Definitions of Excused and Unexcused Absences* (June  
27, 2012)

Connecticut State Department of Education, *Guidelines  
for Implementation of the Definitions of Excused and  
Unexcused Absences and Best Practices for Absence  
Prevention and Intervention* (April 2013)

Connecticut State Department of Education, *Reducing  
Chronic Absence in Connecticut's Schools: A Prevention  
and Intervention Guide for Schools and Districts*  
(April 2017)

APPROVED: \_\_\_\_\_

REVISED: \_\_\_\_\_



**TORRINGTON PUBLIC SCHOOLS  
BOARD OF EDUCATION REGULAR MEETING  
Wednesday, October 25, 2017, 6:30PM  
50 Major Besse Drive**

**CALL TO ORDER:** The meeting was called to order at 6:32PM.

**Pledge of Allegiance**

**Roll Call:**

**Present:** Fiona Cappabianca; Joanne Brogis; Ellen G. Hoehne; Bill Knight; Armand Maniccia; Wendy Pataky; Jessica Richardson; Kenneth P. Traub 6:58PM); Daniel Thibault; Peter Vegaro

Administration: David Bascetta, Director of Facilities; Denise L. Clemons, Superintendent; Le'Tanya Lawrence, Director of Student Services; Susan M. Lubomski, Assistant Superintendent; Steven Manley, IT Director

**Absent:** None

**SCHOOL/COMMUNITY SESSION**

Jason Lafreniere spoke. He wanted to say thank you to the members of the Board of Education that are not returning after the elections and current board member running for re-election. He thanked the board for their dedication and service to the public school and the students.

**APPROVAL OF AGENDA**

Mr. Knight made a motion to approve the agenda, seconded by Dr. Brogis. All in favor.

**INFORMATION SHARING SESSION**

**A. Faculty Recognition:** The following staff members were presented with certificates by Ms. Clemons and the Chair for various outstanding reasons.

- Wendy Alfano – Vogel Wetmore
- Sandy Mangan – Torrington
- Julia Michaelis – Torrington
- Jennifer Borelli – Forbes
- Philippa Howe-Ivain – Forbes
- Barbara Oles – Forbes
- Diana Steck – Forbes
- Marina Putnam – Forbes
- Lisa Owens – Forbs

- B. Student Recognition:** The following students were presented with certificates by Ms. Clemons and the Chair for various outstanding reasons.

- Jazlyn Serrano – grade 1, Forbes
- Safoora Sayed – grade 2, Forbes
- Stephanie Dorado Salazar – grade 3, Forbes
- Antonio Polanco – grade 4, Forbes
- Jaslene Torres – grade 5, Forbes

**C. Superintendent's Report**

Ms. Clemons reported that another recognition comes from the Torrington Area Parkinson's Support Group and they wanted to recognize our educational leaders for the Walk in the Wood Parkinson fundraiser that was held in September. TMS has reopened their nature trail. Ms. Clemons stated that they have been working hard getting ready for the upcoming budget news.

**D. Executive Session – Interim Principal Torrington Middle School**

The Chair entertained the motion to enter into executive session inviting in Ms. Clemons. Mr. Knight made the motion, seconded by Dr. Brogis. All in favor. The board entered into executive session at 6:44PM. The board returned to open session at 6:55PM.

**E. Student Council Representative Report**

Unable to attend.

**F. Project Closing – The ADA exterior site work project at the Torrington High School has reached its substantial completion phase. The Building Committee of State Project #143-0071CV is asking The Torrington Board of Education to close the project at this time.**

Mr. Bascetta reiterated that the project has reached its substantial completion phase and the board should close the project at this time.

**G. Delta T**

Delta T is only approved to use for filling special ed program para-educators, Kelly Services is used to fill all others. The staff was reminded of this information. Ms. Clemons reported that she is looking to raise the sub rates for our district since we pay the lowest out of all the other surrounding districts. Dr. Brogis stated that we need to do something because if we cannot fill all of the positions then the school cannot run.

**H. Food Service**

The chair reported that before prices change, the board and central office should be notified. Ms. Clemons also stated that the new prices should be on the district website so that everyone has been informed of the change. This was an issue this year because Ed-Advance did not inform central office of the price increase.

**I. Data Review for Special Education**

Ms. Lawrence presented a PowerPoint Special Education data review. In order to tackle this task, the Special Education Department of the Torrington Public Schools will need to explore the different models and structure used by other districts. These are the following data based conclusions:

- Torrington is one of at least 14 school districts in the State of CT with rising prevalence rates for students with disabilities.
- Torrington is understaffed with one less clerical staff and one less administrator compared to other districts.
- Torrington is one of at least 13 school district in CT facing a consistent decline in

student enrollment.

Torrington has 51% of English language learners -also identified as special education students.

There was a parent in the audience that thanked central office and the board for all that they have done to ensure his daughter who has autism can thrive in an education system. More information will come.

**J. AP Testing**

Ms. Lubomski and Mr. Skarzynski presented information on AP testing. The policy states that AP exams are encouraged but not required. There was much discussion in reference to how many AP and/or UConn courses did a student take and if they took the AP test. A lot of students are not aware that they can take the AP test, if they do not like their score they have two options: 1) Retake the AP test or 2) Request that the score be left off of their transcript. Mr. Traub brought up the fact that the AP tests were offered during SAT's last year and the students chose to take the SATs because that is the test that will get them into college.

This topic was moved to School Improvement Committee.

**K. Contract Agreement – Torrington Area Health District and the BOE**

Ms. Clemons reported that we were asked to enter into this agreement to utilize TMS and THS as an area of preparedness if there is an emergency. If there are drills, they will be done when school is not in session.

**L. Microsoft Renewal**

Mr. Manley reported that if we renew the Microsoft contract right now for 3 years we will lock in the price for those 3 years. There is no way to renegotiate the price.

**M. Enrollment Review**

The chair reported that this was on the agenda for information purposes only for people to start thinking about the limited room we have and the cuts that will have to be made if the state takes away our budget.

**N. Capital Projects**

For information purposes only.

**O. Field Trip – Sturbridge Village, Sturbridge MA, June 6, 2018**

No report.

**P. Policy Regarding Pesticide Application**

Legally we need to have this policy, but for the record, we do not use pesticides.

**Q. 2017/2018 Budget Discussion**

If the agreement is not made soon, we will have to make cuts starting December 1, 2017. We will have to cut 1.5million dollars every month starting December 1.

**R. Monthly Financials**

Mr. Traub reported that the numbers look good.

**S. Budget Transfer**

There were no budget transfers this month.

**T. Executive Session – Contract Negotiations with Local 1579**

The chair entertained the motion to go into executive session inviting in Ms. Clemons. Mr. Knight made the motion, Mr. Thibault seconded. The board went into executive session at 8:14PM. The board came back into open session at 8:31PM.

## **COMMITTEE REPORTS**

### **A. Budget Committee**

Mr. Traub covered everything in the meeting.

### **B. Grievance Committee**

None.

### **C. Personnel Committee**

Nothing to report.

### **D. School Improvement Committee**

Ms. Richardson reported that we had our first building based meeting at TMS. We had an amazing outcome, we are hoping that having these at different schools will bring more people. Wendy gave a report at TMS which included positives and some needs for improvement. In November, we will be meeting at Each School.

### **E. Ed-Advance**

No report. Last meeting was the regional meeting for administrators.

### **F. Policy Committee**

Ms. Hoehne reported that they completed the Policy Regarding Pesticide Application. There was a lot of discussion in reference to the Attendance Policy and Food Service and Grading policies were also discussed.

### **G. Curriculum Committee**

Mr. Maniccia reported that the meeting was on October 5<sup>th</sup>. It was the initial meeting so there was a lot of discussion on setting up and what is being done in the district regarding curriculum.

### **H. Torrington Public School Restructure Ad Hoc Committee**

Mr. Traub reported that they are waiting on some dates for availability and then they will meet.

## **ACTION ITEMS**

### **A. Appointment of Interim Principal Torrington Middle School**

Mr. Knight made the motion to appoint James Augustine as the interim principal of TMS, seconded by Dr. Brogis. All in favor.

### **B. Project Closing – The ADA exterior site work project at the Torrington High School has reached its substantial completion phase. The Building Committee of State Project #143-0071CV is asking The Torrington Board of Education to close the project at this time.**

Mr. Knight made the motion that The ADA exterior site work project at the Torrington High School has reached its substantial completion phase. The Building Committee of State Project #143-0071CV is asking The Torrington Board of Education to close the project at this time, seconded by Mr. Thibault. All in favor.

### **C. Contract Agreement – Torrington Area Health District and the BOE**

Mr. Thibault made the motion to approve the contract agreement, seconded by Dr. Brogis. All in favor.

### **D. Microsoft Renewal**

Mr. Thibault made the motion to renew the Microsoft contract, seconded by Mr. Knight. 8-Y, 1-N (Traub). Motion carries.

**E. Field Trip – Sturbridge Village, Sturbridge MA, June 6, 2018**

Mr. Knight made the motion to approve this field trip, seconded by Mr. Thibault. All in favor.

**F. Policy Regarding Pesticide Application**

Ms. Hoehne made the motion to approve the Policy Regarding Pesticide Application, seconded by Ms. Pataky. All in favor.

**G. Local 1579 Contract**

Mr. Thibault made the motion to approve the Local 1579 Contract, seconded by Mr. Knight. All in favor.

**H. Approval of Board of Education Meeting Minutes – September 27, 2017**

Dr. Brogis made the motion to approve the minutes, seconded by Ms. Pataky. 1-Abstain (Thibault). Motion passes.

**I. Approval of Consent Agenda**

**1. Approval of Monthly Financials**

**2. Receive Subcommittee Minutes**

**i. Policy Committee – September 6, 2017**

**ii. School Improvement Committee – September 6, 2017**

**iii. Budget Committee – September 13, 2017**

**3. Appointments & Resignations**

Mr. Knight made the motion to approve the consent agenda, seconded by Ms. Pataky. All in favor.

**COMMENTS FOR THE GOOD OF THE ORDER**

Mr. Vegaro – Commended various staff for all of their work during this terrible financial time.

Mr. Mannicia – Attended the Fall Festival and reported that the staff and the students did a great job.

Dr. Brogis – Thanked the Superintendent for meeting with the Mayor and the State rep. She appreciated the team effort.

Ms. Hoehne – East School celebrated their garden harvest and reported that there will be a Halloween party in the gym this Friday, October 27 from 6:00PM-8:00PM and East School is looking forward to hosting the School Improvement Committee on November 1.

Ms. Richardson – Reported that the Fall Festival was very neat and thanked the staff who volunteered their time. She also thanked the Homecoming volunteers.

Mr. Thibault – Stated that it has been a pleasure to work on the Local 1579 Contract.

The Chair – Reported that she was one of the chaperones at the Homecoming dance and overall the kids behaved very well. She encouraged everyone to reach out to their State Reps so we can get this budget across the finish line.

**ITEMS FOR UPCOMING AGENDA**

1. Monthly Financials

2. Part 2 Special Education

### **FUTURE MEETINGS**

#### ***Wednesday, November 1, 2017 (at East School)***

6:00 p.m. – School Improvement and Community Relations Committee

7:00 p.m. – Policy Committee

#### ***Wednesday, November 8, 2017 (at Migeon Ave.)***

6:30 p.m. – Personnel Committee

7:00 p.m. – Budget Committee

#### ***Wednesday, November 29, 2017 (at THS)***

6:30 p.m. – Regular Board of Education Meeting (scheduled for 5<sup>th</sup> Wednesday)

### **ADJOURNMENT**

Mr. Thibault made a motion to adjourn. Mr. Traub seconded the motion. All in favor. Meeting adjourned at 8:48PM.



## **Torrington Board of Education**

FIONA CAPPABIANCA  
BOE CHAIR

DENISE L. CLEMONS  
SUPERINTENDENT

### **Torrington Board of Education Special Meeting Discussion of Confidential Student Matter Wednesday, November 6, 2017, 5:30 p.m. 355 Migeon Avenue**

Members Present – Ms. Cappabianca (chair), Ms. Hoehne, Ms. Pataky, Mr. Vergaro

1. Call to Order – Approximately 5:42PM
2. Motion to go into executive session made by Mr. Vergaro, seconded by Ms. Hoehne. All in favor. Board enters in Executive Session to discuss a confidential student matter.

The Board invited the following individuals (in addition to Board members and its counsel, Jessica Ritter) into the executive session:

Denise Clemons, Superintendent

Michael McKeon, Attorney for the Administration

Andrew Skarzynski, Principal

Dr. Jeffrey Shannon, Assistant Principal

Student who is the subject of the hearing, his father and his aunt

Jeffrey Nichols, Esq., Family Friend

Joanne Herkime, MDMT

Everyone is excused for Board deliberations except for Board counsel, Jessica Ritter at approximately 6:15PM.

Meeting resumes in open session at approximately 6:30PM. All participants return. Mr. Vergaro makes the following motion:

*The Torrington Board of Education has determined that there was insufficient evidence presented during tonight's proceeding and therefore it cannot make a factual conclusion that the student who is the subject of this hearing did, in fact, commit an expellable offense.*



These minutes have not yet been approved by the Torrington Board of Education.

Seconded by Ms. Cappabianca. All in favor.

3. Ms. Vergaro moved to adjourn the meeting, seconded by Ms.Hoehne. All in favor.  
Meeting adjourned at approximately 6:35PM.

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## **Torrington Board of Education**

FIONA CAPPABIANCA  
BOE CHAIR

DENISE L. CLEMONS  
SUPERINTENDENT

### **Torrington Board of Education Special Meeting Discussion of Confidential Student Matter Wednesday, November 6, 2017, 6:30 p.m. 355 Migeon Avenue**

Members Present – Ms. Cappabianca (chair), Ms. Hoehne, Ms. Pataky, Mr. Vergaro

1. Call to Order – Approximately 6:30PM
2. Motion to go into executive session made by Mr. Vergaro, seconded by Ms. Hoehne. All in favor. Board enters in Executive Session to discuss a confidential student matter.

The Board invited the following individuals (in addition to Board members and its counsel, Jessica Ritter) into the executive session:

Denise Clemons, Superintendent

Michael McKeon, Attorney for the Administration

Andrew Skarzynski, Principal

Dr. Jeffrey Shannon, Assistant Principal

Student who is the subject of the hearing and several family members

Everyone is excused for Board deliberations except for Board counsel, Jessica Ritter at approximately 6:45PM.

Meeting resumes in open session at approximately 6:50PM. All participants return.

Mr. Vergaro makes the following motion:

*That the Torrington Board of Education finds, based on the evidence in the record that the student who is the subject of this hearing did, on or about October 21, 2017 engage in the following conduct: possess and distribute a marijuana cigarette to another student at a school sponsored activity. Such conduct violated publicized policies of the Board, endangered persons, and was seriously disruptive of the educational process. As a result*

These minutes have not yet been approved by the Torrington Board of Education.

*of the above findings, the Torrington Board of Education concludes that the student who is the subject of this hearing did commit an expellable offense.*

Motion to go into executive session made by Mr.Vergaro, seconded by Ms.Cappabianca.  
All in favor.

Moved that the Board enter executive session to discuss a confidential student matter. The Board invited the individuals above.

Everyone excused for Board deliberations, except for Board counsel, Jessica Ritter at approximately 7:10PM

Meeting resumes at approximately 7:26PM. All meeting participants return. Mr. Vergaro makes the following motion in open session:

*That the student who is the subject of this hearing shall be expelled from the Torrington Public Schools for one calendar year from the date of the incident, October 21, 2017. During the period of the expulsion the student who is the subject of this hearing shall not be allowed to enter any school property and/or participate in any school sponsored events and activities.*

*During the expulsion period, the student shall receive an alternative educational opportunity as deemed appropriate by the Superintendent.*

*The Student may be permitted early readmission to school on the first day of the second semester if the Superintendent finds, in her sole discretion, that the student has met the following conditions:*

- 1) The Student regularly participates, is cooperative, receives passing grades, and has no unexcused absences in the alternative educational program;*
- 2) The Student avoids any serious disciplinary incident that would result in an out of school suspension or expulsion as determined by the Superintendent;*
- 3) The Student avoids any action that results in an arrest;*
- 4) The Student submits to a drug test and passes such test.*

*If readmitted early, the Student will be on probation for the remainder of the original expulsion period. During the probation period, the Student must:*

- 1) Maintain passing grades;*
- 2) Avoid any serious disciplinary incident that would result in an out of school suspension or expulsion as determined by the Superintendent;*
- 3) Avoid any action that results in an arrest;*

*If the Student violates any of the conditions of this probationary period, the Superintendent is authorized to reinstate the remaining term of his expulsion without the necessity of any further action by the Board.*

Seconded by Ms.Hoehn. All in favor.

These minutes have not yet been approved by the Torrington Board of Education.

3. Mr.Vergaro moved to adjourn the meeting, seconded by Ms.Hoehne. All in favor. Meeting adjourned at approximately 7:30PM.

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## Torrington Public Schools

SUSAN M. LUBOMSKI  
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS  
SUPERINTENDENT

### Policy Committee Meeting Tuesday, October 24 2017, 6:00PM TMS

#### *Minutes*

1. Call to Order – 6:05PM
2. Roll Call – Ms. Richardson (Chair), Ms. Hoehne, Ms. Pataky (alternate)  
Absent: Mr. Thibault, Mr. Mangelix (Teacher Representative)  
Administrators: Mr. Bascetta, Ms. Lubomski, Mr. Skarzynski
3. Approval of Agenda – Ms. Richardson made the motion, Ms. Hoehne second. All in favor.
4. Approval of Minutes – Ms. Richardson made the motion, Ms. Hoehne second. All in favor.
5. Discussion Items:
  - a. Pesticide Application on School Property – When the lawn services were selected by the board, pesticide application was raised as an issue by Mr. Bascetta. The state is now requiring districts to use an IPM program and designate who to call in the event of a problem. Mr. Bascetta will make sure pesticide information binders will be kept at each school. Notification to parents will occur at the beginning of every year. If parents want to know what we are using, they can request the information. If parents request notifications, they can receive these automatically throughout the year. The information for the organization and any chemicals used will be clarified.
    - How frequently do we have to apply pesticides?  
Mr. Bascetta-We stopped fertilizing the football field. The Pre-k program at THS is also a further consideration. Instead the district, aerates the lawns without using chemicals.
    - Inside the schools are pesticides used, like in the kitchen?  
Mr. Bascetta-No, they cannot use any chemicals within the schools. The district uses caulk and seals the crack, not pesticides. Even vinegar and water have to be registered with the DEP now.  
Committee: Send the pesticide policy to the full board for Wednesday with draft watermark to signify it has not been yet been approved.
  - b. Attendance #6006 – Protocols need to be established at all schools for Attendance Review Teams. Designated staff would be involved in the parent notifications of continuous student absences. Changes to the policy and edits will be reviewed at the next meeting.
  - c. Food Service Charging Policy #6194 – Ms. Lubomski to contact Ms. Tyrrell at EdAdvance Food Service to clarify purchasing rates for those students designated

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reduced meal status. Edits to the procedures related to the policy will be reviewed at the next meeting.

- d. Grading – On hold until next meeting.
- 6. Comments for the Good of Order – none
- 7. Topics for Future Meetings:
  - a. Attendance – #6006
  - b. Charging Policy – #6194
  - c. Grading – #6111
- 8. Adjournment-8:59PM; Ms. Richardson made the motion, Ms. Hoehne second. All in favor.
- 9. Next meeting: November 1, 2017, 7:00PM, East School

DRAFT



## **Torrington Public Schools**

SUSAN M. LUBOMSKI  
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS  
SUPERINTENDENT

### **School Improvement Committee Meeting Wednesday, October 4, 2017, 6:00PM 355 Migeon Avenue**

#### *Minutes*

1. Call to Order-6:03PM
2. Roll Call – Ms. Richardson (Chair), Ms. Pataky, Mr. Maniccia, Ms. Cappabianca  
Administrators – Ms. Clemons, Ms. Lubomski, Ms. Creedon
3. Approval of Agenda – Motion to approve made by Mr. Maniccia, Ms. Pataky second.  
All in favor.
4. Approval of Minutes – Motion to approve made by Ms. Pataky, Mr. Maniccia second.  
All in favor.
5. Public Participation:
  - Ms. Richardson: Superintendent Clemons had made the suggestion to visit the as part of the SIC Meetings. This would make it easier for the public to participate as well. The SIC welcomes public participation.
  - Parent Comment: Mr. Brian Skarupa: Question: What is the district's policy on keeping the parents informed of administrative leadership changes? What is an acceptable amount of time to find out about the change? When that message is communicated, what are the means of communication?
  - Ms. Cappabianca requested the parent's email, so a response could be provided. Ms. Richardson thanked the parent.
6. Information Sharing and Discussion Items:
  - a. TMS Visit and Highlights – Ms. Richardson explained a board member will also be visiting each school prior to the SIC Meeting.
    - Ms. Pataky commented on her visits to the classrooms. She was impressed with what the students were doing as well as the dedication of the teachers. They are doing a great deal with very little resources. The staff has also volunteered much of their time to beautify the building and are continuing to do the Viking Helmets for individual student recognitions and the Teacher Tree.
    - Dr. Buchanan provided an update on the upcoming school events. She also noted the dedication of the staff in all areas, particularly related to the after school unified sports program. More students have participated than was anticipated.
    - Ms. Richardson requested the numbers of students participating in the after school programs and the sports being offered.

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- b. Communications Update – Ms. Clemons said there is a New Facebook page. This is a way to share some of the district’s successes. Ms. Brown, Ms. Clemons’ Administrative Assistant, is the coordinator for the Facebook page.
  - c. SGC Updates – Last month: THS didn’t receive the Lowes grant, but they will reapply. On November 28, students will have an opportunity to have breakfast with local businesses. The Chamber of Commerce and members of the community will be present to develop school relationships with students.
  - d. Comments for the Good of Order:
    - Ms. Pataky thanked the middle school for the visit.
    - Mr. Maniccia also thanked the middle school staff for sharing.
    - Ms. Richardson provided the new date for the prom, May 17<sup>th</sup>.
7. Topics for Future Meetings:
- a. East School Visit and Highlights
  - b. Communications Update
  - c. Curriculum Council, Next Meeting: 2:15-3:45PM-THS Media Classroom, October 5, 2017
8. Adjournment – 6:54PM; Motion by Mr. Maniccia, Ms. Richardson second. All in favor.
9. Next meeting: November 1, 2017, 6:00PM, East School



These minutes were not yet approved by the Torrington Board of Education.



## **Torrington Board of Education**

SUSAN M. LUBOMSKI  
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS  
SUPERINTENDENT

### **Budget Committee Meeting Wednesday, October 18, 2017, 7:00 p.m. 355 Migeon Avenue**

1. Call to Order – 7:00PM
  2. Roll Call – Mr. Traub (chair), Dr. Brogis, Mr. Vegaro, Ms. Cappabianca  
Teacher Representative – Mr. LaFreniere  
District Personnel – Ms. Clemons (via phone), Mr. Bascetta, Ms. Bradshaw-Hill, Ms. Lawrence, Ms. Lubomski, Mr. Manley, Mr. Michelson  
Teachers – Ms. Whaley, Ms. Cassidy, Ms. Gelormino
  3. Approval of Agenda – Dr. Brogis made the motion, seconded by Mr. Vegaro. All in favor.
  4. Public Comment – None
  5. Discussion Items:
    - a. Monthly Financials – Line items that are over budget: Liability Insurance and Workers' Comp is over by 102%  
Mr. LaFreniere asked if the paper rationing at TMS was worth the trouble. Copiers are breaking, because teachers put their allotted amount of paper in and out of the copy machine. Ms. Clemons said the staff would need to ask the site administrators in order to resolve this issue. Dr. Brogis suggested having copy codes.
    - b. Budget Transfers – none
    - c. Student Use List – Student Use Policy: Everyone who uses the district tax identification number needs to account for their funds. Ms. Clemons said each PTO's account will be on one spreadsheet.
    - d. RFP – Ms. Lawrence presented an RFP draft combining speech and occupational therapy services. The City helped to write the draft. Mr. Traub was concerned with the timeline. Ms. Lawrence said this would allow the budget sub-committee the month to review the draft.
    - e. Capital Projects – Mr. Bascetta presented the status report listing all current Capital Projects. The Department of Administrative Services letter stated the state allowed for 20%. Mr. Alacata and construction contractor are working together to get more compensation for the district. Mr. Bascetta requested that the board bring the final request for payment to close out.
- Updates:

These minutes were not yet approved by the Torrington Board of Education.

Next month: request for the budget committee to close out the Oil Tank project. Elevator Project: the state has to approve.

Winter Project: Mr. Bascetta is trying to consolidate change orders, so there is less to present to the state. Each change order will increase the cost.

- f. 2017/2018 Budget Adjustments to Address Revenue Reduction – Ms. Cappabianca requested that the committee start to brainstorm ideas. Mr. Vegaro and Dr. Brogis said it might be better to wait until we know what we need to cut rather than panicking the community. Ms. Cappabianca reminded the sub-committee that the district plan would need to be established by December 1<sup>st</sup>, if there is no state budget or if there are cuts to the City as a result of the approved state budget.
  - g. Enrollment Numbers By School and Grade – This information was just for reference. There was a request that outplaced students be separated from site enrollments. This request was to be presented to the full board.
  - h. Vogel-Wetmore Student Activity Accounts – Mr. Traub clarified that these documents are to help the district do their job more efficiently. Ms. Cappabianca stated that the board wants the all student activity funds to be used by the students in the years when the funds were raised. Mr. Traub said not to include the names of people who got reimbursed in the Student Activity Account report.
  - i. Microsoft Renewal – Mr. Manley reviewed the renewal status. Currently, we are renting. When we renew, the district can't lock this rate for three more years or lock it in for one more year. The renewal date is October 30<sup>th</sup>. Mr. Traub requested the quote for next year be moved forward. Propriety Services are excluded from the \$10,000 policy of going out to bid. Mr. Traub requested that the board have this clarification.
6. Action Items:
- a. Monthly Financials – Dr. Brogis made the motion, seconded by Mr. Vegaro. All in favor.
  - b. Budget Transfer – none
  - c. RFPs – none
  - d. Capital Projects – Dr. Brogis made the motion, seconded by Mr. Vegaro. All in favor. Closing of ADA project and status reports to full board, reference 143-0073CV.
  - e. Microsoft Renewal – Dr. Brogis made the motion, seconded by Mr. Vegaro. All in favor.
7. Approval of Minutes:
- a. September 13, 2017 – Dr. Brogis made the motion, seconded by Mr. Vegaro. All in favor.
8. Comments for the Good of the Order – Mr. Vegaro asked for suggestions from the public on cuts. What would hurt the least in impacting the classroom? Dr. Brogis: Asked for the date when a budget plan would have to be created, if a state budget was not passed. Ms. Bradshaw-Hill stated this would need to be done by November 1<sup>st</sup>. Mr. Traub said they may need to schedule an emergency budget meeting.
9. Upcoming Agenda Items
- a. Monthly Financials
  - b. Budget Transfers
  - c. Student Activity Account Use List
  - d. Capital Projects
  - e. RFPs
10. Adjournment – Dr. Brogis made the motion, seconded by Mr. Vegaro. All in favor. Meeting adjourned at 8:06PM.



## **Torrington Board of Education**

SUSAN M. LUBOMSKI  
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS  
SUPERINTENDENT

### **Torrington Public School Restructure Ad Hoc Committee Tuesday, August 22, 2017, 8:00 p.m. 355 Migeon Avenue**

1. Call to Order – 7:53PM
2. Roll Call – Mr. Traub (chair), Mr. Maniccia  
Also Present – Dr. Brogis, Ms. Cappabianca  
Teacher Representative – Mr. LaFreniere  
Administrators – Ms. Clemons, Mr. Bascetta, Ms. Lubomski
3. Task: Look at Torrington Elementary School
4. The Proposal: O&G

Option A – East renovate as new, add 5 classrooms; adds 125 students; total of 550 students;

Total cost: \$41,379,674

Estimated net cost to the district \$17,843,000

Estimated reimbursement from the state is \$23,536,063 at a rate of 74.29% from 2017-2018.

All students would have to be moved out during the renovations; portable classrooms would have to be used.

Option B – Put larger school on the TMS property; use East school plan and place at TMS; the school would fit on that lot. 800 students; 250 students more than Option A.

The City would have to approve of the use of the fields. Mr. Traub asked if 3 floors might help conserve space or fields.

Total Cost: 52,745,154

Net Cost \$21,541,147 with state reimbursement

Ms. Clemons said could look at grade level configurations. Mr. Traub said the funding for the project would come from the closing of other schools. Ms. Clemons will use the NESDEC enrollment projections. Ms. Cappabianca said there would need to be 2 administrators at the new, larger elementary schools.

5. Motion made by Mr. Maniccia to adjourn, second by Mr. Traub. All in Favor.  
Meeting adjourned 8:57PM
6. Next meeting: mid-September, October



## **Torrington Board of Education**

SUSAN M. LUBOMSKI  
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS  
SUPERINTENDENT

### **Torrington Public School Restructure Ad Hoc Committee Wednesday, November 15, 2017, 5:00 p.m. 355 Migeon Avenue**

1. Call to Order – 5:17PM
2. Roll Call – Mr. Traub (chair), Mr. Maniccia, Ms. Richardson, Ms. Hoehne  
Absent – Dr. Brogis  
Teacher Representative – Mr. LaFreniere  
Administrators – Ms. Clemons, Mr. Bascetta, Ms. Lubomski
3. No public comment.
4. Purpose of the meeting – Mr. Traub wanted to finalize this stage of the Ad Hoc Committee.
5. The Committee looked at Option A and B from the last meeting.

Option C – Ms. Clemons presented another option: Close one elementary, the closing and selection of school would be the choice of the board. The closing would allow for redistricting and addressing the racial imbalance as well as reduce the middle school bullying that occurs, because students of different racial backgrounds are not together at each of the elementary schools. The downtown area would be the hub of the cut and students would be dispersed.

Mr. Traub questioned whether grade level schools or neighborhood schools would be appropriate? Ms. Clemons said it would be hard to change to grade level schools the way the buildings are built. Kindergarten needs to be placed on the first floor.

The committee agreed that the needs of East School must be addressed. Whether renovated or shuttered, the school has to be closed or be fixed. The board would have to agree on this decision.

Would East School students would fit into all the other schools, even if there is a renovation or closure?

Mr. Maniccia proposed the motion: Close East school, then redistrict the other 4 schools with the understanding that the board will look at “renovate as new” for East School (plans for renovation would be developed), and then the plans would be brought to referendum. Mr. Traub noted that it would take 5-7 years to complete the whole project.

These minutes have not yet been approved by the Torrington Board of Education.

6. Motion to move to the full BOE by Mr. Maniccia and Ms. Hoehne second. All in Favor. Mr. Bascetta commented that the cost will be increased over time.
7. Motion made by Mr. Maniccia to adjourn, seconded by Ms. Hoehne. All in favor.  
Meeting adjourned 5:43PM.

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