



**Torrington Public Schools**

**Packet for Regular Board of Education Meeting**  
*December 20, 2017*



**TORRINGTON PUBLIC SCHOOLS  
BOARD OF EDUCATION REGULAR MEETING  
Wednesday, December 20, 6:30 p.m.  
THS Media Center, 50 Major Besse Drive**

***AGENDA***

**1) CALL TO ORDER**

- A. Pledge of Allegiance
- B. Roll Call

**2) WELCOME NEW BOARD MEMBERS**

Mr. Coury, Mr. Giasanti, Mr. Kissko, and Mrs. Spino

**3) ACTION ITEM**

- A. Nomination and Election of Board Chair
- B. Nomination and Election of Board Vice Chair
- C. Nomination and Election of Secretary

**4) APPROVAL OF AGENDA**

**5) INFORMATION SHARING SESSION (Part 1)**

- A. Superintendent's Recognition
  - 1. Cynthia Amoroso
  - 2. Wayne Splettstoesz
  - 3. Brandy Zima
  - 4. Nathaly Ruis (Student – Vogel Wetmore)
  - 5. Melisa Duman (Student – Vogel Wetmore)
- B. Superintendent's Report
- C. Presentation of Options for Torrington Public School Restructure Effective July 1, 2018.

**6) 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*

**7) INFORMATION SHARING SESSION (Part 2)**

- D. Field Trip – THS Boston, MA, April 2018
- E. Monthly Financial
- F. 2017/2018 Budget Update
- G. Capital Improvements Proposal
- H. Director of Human Resources
- I. Network Manager

- J. Food Charging Policy #6194
- K. M.O.U. For Consolidated Business Offices
- L. Executive Session – Review the Tentative Agreement Between the Torrington Board of Education and the Torrington Education Association

8) **COMMITTEE REPORTS**

- A. Budget Committee
- B. Ed-Advance
- C. Curriculum Committee

9) **ACTION ITEMS**

- A. Field Trip – THS Boston, MA, April 2018
- B. Closure of Current Torrington Public Schools Restructure Committee
- C. Creation of Ad Hoc Committee for Implementation of Torrington Public Schools Restructure with Board Members, Central Office, Administration, Building Level Administration, Teacher, Para & Parent from each building as well as a Secretary, Nurse and Custodian District Wide.
- D. Capital Improvement Plan to City
- E. Director of Human Resources
- F. Network Manager
- G. Food Charging Policy #6194
- H. M.O.U. For Consolidated Business Offices
- I. Possible Action – Approve the Tentative Agreement Between the Torrington Board of Education and the Torrington Education Association
- J. Approval of Board of Education Meeting Minutes – November 29, 2017
- K. Approval of Special Meeting Minutes – December 12, 2017
- L. Approval of Consent Agenda
  - 1. Approval of Monthly Financials
  - 2. Receive Subcommittee Minutes:
    - i. School Improvement Committee – November 1, 2017
    - ii. Budget Committee – November 8, 2017
  - 3. Appointments & Resignations

10) **COMMENTS FOR THE GOOD OF THE ORDER**

11) **ITEMS FOR UPCOMING AGENDA**

12) **FUTURE MEETINGS**

***Wednesday, January 3, 2018 (at Forbes School)***

6:00 p.m. – School Improvement and Community Relations Committee

7:00 p.m. – Policy Committee

***Wednesday, January 10, 2018 (at Migeon Ave.)***

6:30 p.m. – Personnel Committee

7:00 p.m. – Budget Committee

***Wednesday, January 24, 2018 (at THS)***

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

13) **ADJOURNMENT**

**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>David Yell</u> 4/22
<input checked="" type="checkbox"/> School nurse reviews all information and signs off on form.	<u>[Signature]</u> 4/22
<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.	11/27/17 <u>[Signature]</u>
<input type="checkbox"/> District administration approves or denies field trip proposal.	
<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.	<u>_____</u>
<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: 11/21/17 Person Proposing Field Trip: Andrew Marchand

Date(s) of Trip: 4/4/2017 4/4/18 Departure Time: 7:00am Return Time: 5pm

Specific Destination: State Street Bank and Trust, Boston Federal Reserve and Black Rock Securities (event/site and specific city, state) - Boston, MA

(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 Lines (be specific/company name/if walking the route)

2. PARTICIPANTS

Class(es)/Students that are participating: Personal Finance and Marketing Class (attach list of names)

Is this list subject to change? YES If yes, explain: depending on students after school sports and activities.

3. CHAPERONES

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

3 Teachers: Mary DeMarchi, Andrew Marchand, Scott Samsel

Paras/Support Staff: \_\_\_\_\_

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

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

☐ Actual count or ☐ Estimated Count

If an estimated count, explain: \_\_\_\_\_

4. POSSIBLE COST OF TRIP TO DISTRICT

How many teacher substitutes will be needed to cover students not going on the trip? 3

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: 1 Paras: \_\_\_\_\_ Nurse: \_\_\_\_\_

Cost of above substitutes for class coverage (@\$100/day): \$300 (Perkins Grant)

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

If an estimated count, explain: \_\_\_\_\_

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:

**5. TRIP COST PER PERSON**

Total cost of trip: \$1800.00\_ Explain the cost of the trip per person (admission, transportation, meals etc.):\_\_The cost will be \$36.00 per person covered by the Perkins Grant. Each student will be charged \$10.00 per person to attend the trip to bring for Lunch.

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

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

How much of the total cost will each student be expected to pay? \$10 - \$20 \_\_\_\_\_

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

**7. EDUCATIONAL PURPOSE**

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

Students will have a personal tour of two of the top financial companies in the Country. They will receive presentations by the President of the Equities division as well a vice president of the Portfolio Transition division. They will be introduced to different types of investments and see first-hand what an office environment looks like in the financial industry and understand the expectations.

Students will also have a chance to see the infrastructure necessary to keep a City like Boston a top place to want to live and work.

Students may have an opportunity to visit Fenway Park for a Marketing Tour or the Boston Garden. I am currently working on the connections for this visit.

**8. ALTERNATE ACTIVITY**

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

Students will be conducting a research article on State Street Bank and Trust, Black Rock Securities and the important role Mutual Funds will play in their financial life.

PAGE 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 *Unknown at this time*

Designated person responsible for medication Administration on the trip: Andrew Marchand

Principal: [Signature] ☒ Approved ☐ Denied

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

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

Superintendent/Designee: \_\_\_\_\_ ☐ Approved ☐ Denied

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





# Expense Budget Performance Report

Fiscal Year to Date 11/30/17

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									
<b>5111</b>	<b>Administrators Salaries</b>									
5111.01	Administrators Salaries	2,428,292.00	67,346.00	2,495,638.00	184,915.37	.00	1,026,133.79	1,469,504.21	41	2,471,109.77
5111.07	Expulsion Program Teacher	86,267.00	.00	86,267.00	17,163.12	.00	62,072.52	24,194.48	72	74,288.48
5111.15	Teachers	22,930,759.00	(44,379.00)	22,886,380.00	2,582,586.40	.00	9,366,633.45	13,519,746.55	41	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	75,959.43	.00	250,305.87	481,765.13	34	684,900.97
5111.40	Media Specialist	418,901.00	.00	418,901.00	42,379.74	.00	147,744.18	271,156.82	35	404,424.16
5111.46	Psychologist	436,401.00	.00	436,401.00	47,524.86	.00	160,430.71	275,970.29	37	412,836.81
5111.47	Behaviorist	290,043.00	(101,262.00)	188,781.00	10,961.52	.00	69,666.80	119,114.20	37	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	6,423.50	.00	7,096.67	8,554.33	45	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	86,609.97	.00	302,692.85	455,438.15	40	673,169.80
5111.65	Guidance Counselor	510,857.00	.00	510,857.00	58,368.12	.00	222,993.11	287,863.89	44	498,621.52
5111.67	OOD Coordinator	67,346.00	(67,346.00)	.00	.00	.00	.00	.00	+++	33,250.94
5111.75	Coordinating Teacher	64,820.00	.00	64,820.00	7,479.24	.00	26,642.32	38,177.68	41	50,549.18
<b>5111 - Administrators Salaries Totals</b>		<b>\$29,110,674.00</b>	<b>(\$145,641.00)</b>	<b>\$28,965,033.00</b>	<b>\$3,141,347.27</b>	<b>\$0.00</b>	<b>\$11,735,524.44</b>	<b>\$17,229,508.56</b>	<b>41%</b>	<b>\$28,712,847.86</b>
<b>5112</b>	<b>Paraprofessionals</b>									
5112.01	Paraprofessionals	2,915,428.00	.00	2,915,428.00	279,255.64	.00	774,844.12	2,140,583.88	27	2,359,802.75
5112.02	Paraprofessional - Bristol Tech	20,156.00	.00	20,156.00	2,533.35	.00	6,586.71	13,569.29	33	21,280.14
5112.05	Non certified support staff	186,213.00	.00	186,213.00	16,010.15	.00	67,023.53	119,189.47	36	158,716.92
5112.10	Technician	361,900.00	(71,000.00)	290,900.00	22,270.05	.00	74,080.25	216,819.75	25	78,270.80
5112.25	Occupational Therapy	406,131.00	.00	406,131.00	33,217.47	.00	113,427.35	292,703.65	28	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	125,180.24	.00	552,337.92	764,789.08	42	1,335,382.24
5112.32	Board Clerk	16,880.00	.00	16,880.00	1,590.75	.00	6,999.30	9,880.70	41	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	2,105.00	.00	4,830.00	(4,830.00)	+++	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	56,561.73	.00	208,980.53	292,673.47	42	528,369.57
5112.80	Custodians	1,376,456.00	.00	1,376,456.00	127,248.64	.00	560,699.01	815,756.99	41	1,323,984.90
5112.90	Longevity	136,732.00	.00	136,732.00	888.75	.00	4,126.50	132,605.50	3	135,351.25
<b>5112 - Paraprofessionals Totals</b>		<b>\$7,296,643.00</b>	<b>(\$71,000.00)</b>	<b>\$7,225,643.00</b>	<b>\$671,632.52</b>	<b>\$0.00</b>	<b>\$2,381,380.97</b>	<b>\$4,844,262.03</b>	<b>33%</b>	<b>\$6,322,712.91</b>



# Expense Budget Performance Report

Fiscal Year to Date 11/30/17

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	2,162.50	.00	5,137.50	14,862.50	26	23,605.17
	5120 - Substitutes-Clerical Totals	\$24,000.00	\$0.00	\$24,000.00	\$2,162.50	\$0.00	\$5,304.15	\$18,695.85	22%	\$29,027.88
5121	Tutors - OLL									
5121.01	Tutors - OLL	37,648.00	.00	37,648.00	4,928.00	.00	10,048.00	27,600.00	27	39,676.00
5121.06	Tutors - HOMEBOUND SERVICES	9,000.00	.00	9,000.00	3,653.00	.00	8,360.00	640.00	93	29,718.00
5121.15	Tutors - Special Ed	18,000.00	.00	18,000.00	6,535.00	.00	14,069.00	3,931.00	78	25,275.50
5121.28	Tutors - ELL THS	91,685.00	.00	91,685.00	11,680.00	.00	23,319.50	68,365.50	25	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	\$26,796.00	\$0.00	\$55,796.50	\$103,356.50	35%	\$149,712.00
5123	Long Term Certified Subs	80,000.00	.00	80,000.00	693.72	.00	2,942.64	77,057.36	4	169,149.60
5130	OT Wages-Clerical									
5130.30	OT Wages-Clerical	17,000.00	.00	17,000.00	1,410.57	.00	2,699.35	14,300.65	16	25,431.59
5130.80	OT Wages-Custodian	70,200.00	.00	70,200.00	4,697.97	.00	18,256.69	51,943.31	26	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	\$6,108.54	\$0.00	\$20,956.04	\$67,643.96	24%	\$80,424.05
5210	Health & Life Insurance									
5210	Health & Life Insurance	14,524,450.00	(73,209.00)	14,451,241.00	1,445,080.45	7,224,718.25	7,226,522.03	.72	100	12,891,924.74
5210.01	HSA Deductible	461,000.00	39,500.00	500,500.00	.00	215,500.00	244,916.67	40,083.33	92	488,616.70
	5210 - Health & Life Insurance Totals	\$14,985,450.00	(\$33,709.00)	\$14,951,741.00	\$1,445,080.45	\$7,440,218.25	\$7,471,438.70	\$40,084.05	100%	\$13,380,541.44
5211	Life/LTD Insurance	98,990.00	.00	98,990.00	7,248.40	.00	43,480.11	55,509.89	44	71,430.13
5220	Social Security/Medicare	1,086,639.00	.00	1,086,639.00	109,124.73	.00	399,264.14	687,374.86	37	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	22,569.32	.00	86,402.15	460,299.85	16	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	\$22,569.32	\$0.00	\$106,244.12	\$496,203.88	18%	\$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	(26.31)	280,028.86	280,001.87	(12,279.73)	102	501,912.20
5280	Retiree Insurance	294,672.00	.00	294,672.00	46,660.98	.00	136,412.75	158,259.25	46	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	1,549.00	7,853.23	12,726.18	28,320.59	42	15,659.03
5340	Other Professional Svcs	435,446.00	.00	435,446.00	51,500.88	36,148.62	119,835.83	279,461.55	36	583,215.31



# Expense Budget Performance Report

Fiscal Year to Date 11/30/17

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	(40,000.00)	160,000.00	.00	.00	.00	160,000.00	0	263,090.16
5340.02	Hospitalized-Tutor Svcs	30,766.00	(10,000.00)	20,766.00	.00	.00	.00	20,766.00	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	(13,500.00)	1,500.00	.00	.00	.00	1,500.00	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	(\$63,500.00)	\$627,712.00	\$51,737.13	\$36,148.62	\$122,172.33	\$469,391.05	25%	\$892,394.08
5341	Substitute Svcs-TE	520,000.00	(50,000.00)	470,000.00	94,380.15	.00	98,821.50	371,178.50	21	451,809.67
5342	Substitute Svcs-Para	150,000.00	.00	150,000.00	22,366.29	.00	22,447.62	127,552.38	15	166,353.52
5350	Technical Services	290,612.00	.00	290,612.00	500.00	26,848.20	39,022.32	224,741.48	23	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	3,969.11	47,667.40	18,328.45	50,249.15	57	110,467.57
5430.03	General Maint	452,926.00	.00	452,926.00	26,503.40	113,982.98	202,237.63	136,705.39	70	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	47,500.00	.00	142,500.00	.00	100	140,500.01
	5430 - Repair Equipment Totals	\$811,571.00	\$0.00	\$811,571.00	\$77,972.51	\$161,650.38	\$363,066.08	\$286,854.54	65%	\$788,798.28
5440	Copier Services									
5440.02	Copier Services	165,500.00	.00	165,500.00	20,776.60	33,409.82	62,853.27	69,236.91	58	140,772.38
5440.03	Other Rental Services	6,380.00	.00	6,380.00	85.00	595.00	425.00	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	\$43,722.94	\$34,004.82	\$105,284.27	\$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	48,568.73	2,725,185.02	1,540,063.02	420,866.96	91	4,413,161.61
5510.01	Transport-Summer School	55,191.00	(7,549.00)	47,642.00	.00	.00	47,641.96	.04	100	35,015.64
	5510 - Student Transport- Totals	\$4,741,306.00	(\$7,549.00)	\$4,733,757.00	\$48,568.73	\$2,725,185.02	\$1,587,704.98	\$420,867.00	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



# Expense Budget Performance Report

Fiscal Year to Date 11/30/17

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									
5530	Communications	116,704.00	.00	116,704.00	11,706.40	53,782.24	47,531.01	15,390.75	87	101,532.36
5530.04	Postage	26,333.00	.00	26,333.00	305.09	1,119.06	12,308.16	12,905.78	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	\$67,121.37	\$54,901.30	\$304,783.13	\$106,324.57	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	.00	.00	.00	.00	.00	(750.00)	750.00	+++	.00
5560.15	Tuition - Vo-Ag SPED	258,276.00	.00	258,276.00	36,513.90	36,918.10	36,513.90	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	\$36,513.90	\$36,918.10	\$35,763.90	\$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	285,013.75	.00	(135,263.75)	190	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	404,395.00	.00	13,116.00	97	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	\$807,008.75	\$123,275.00	\$398,806.25	70%	\$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	31,550.00	118,850.00	49,700.00	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	1,216,209.03	4,616,939.46	1,761,783.63	(409,749.09)	107	6,177,286.90
5563.25	Tuition - Summer Placements	30,000.00	(1,975.00)	28,025.00	.00	.00	28,025.00	.00	100	23,800.00
	5563 - Tuition-Detention Center Totals	\$6,377,974.00	(\$1,975.00)	\$6,375,999.00	\$1,247,759.03	\$4,735,789.46	\$1,839,508.63	(\$199,299.09)	103%	\$6,549,421.31
5580	Travel									
5580	Travel	10,262.00	.00	10,262.00	567.19	62.06	1,549.11	8,650.83	16	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	\$62.06	\$8,149.11	\$12,250.83	40%	\$16,720.71
5610	Instructional Supplies									
5610.01	Instructional Supplies	168,520.00	.00	168,520.00	12,329.25	37,567.42	66,956.05	63,996.53	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	(21,674.00)	129,909.00	15,483.15	28,895.27	40,105.43	60,908.30	53	110,622.96
5610.05	Non Instructional Supply	109,905.00	.00	109,905.00	17,214.62	10,372.21	40,382.88	59,149.91	46	128,621.16
5610.20	Program Supplies	6,775.00	(1,000.00)	5,775.00	150.71	366.84	214.41	5,193.75	10	1,280.73



# Expense Budget Performance Report

Fiscal Year to Date 11/30/17

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	(\$22,674.00)	\$416,099.00	\$45,177.73	\$77,535.65	\$148,090.27	\$190,473.08	54%	\$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	2,305.67	62,352.90	282,681.43	19	355,156.20
5622	Electricity	995,652.00	.00	995,652.00	77,167.39	.00	292,711.78	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	722.17	1,245.25	1,376.02	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	\$2,240.51	\$9,693.30	\$16,739.33	\$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	1,436.74	190.00	23,966.24	42,182.76	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	(\$396,048.00)	\$74,149,114.00	\$7,464,044.83	\$16,749,518.39	\$28,605,150.63	\$28,794,444.98	61%	\$71,165,274.00
Fund 5100 - General Fund BOE	Totals	\$74,545,162.00	(\$396,048.00)	\$74,149,114.00	\$7,464,044.83	\$16,749,518.39	\$28,605,150.63	\$28,794,444.98		\$71,165,274.00
Grand Totals		\$74,545,162.00	(\$396,048.00)	\$74,149,114.00	\$7,464,044.83	\$16,749,518.39	\$28,605,150.63	\$28,794,444.98		\$71,165,274.00

TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
FY18/19-19/20

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

TOTAL EXPENDITURES BY YEAR			
	TOTAL ESTIMATED COST \$	FY 18/19 ** \$	FY 19/20 \$
EAST SCHOOL	4,060,120	40,000	1,645,380
FORBES SCHOOL	300,000	-	-
VOGEL-WETMORE SCHOOL	398,000	-	248,000
HIGH SCHOOL	1,263,500	-	297,500
MIDDLE SCHOOL	2,444,098	645,898	1,190,200
SOUTHWEST SCHOOL	91,000	-	38,000
TORRINGFORD SCHOOL	10,000	-	10,000
ADMINISTRATION BLDG	521,175	58,700	382,475
ENERGY EFFICIENCY PROJECT	0	-	-
SUBTOTAL - FACILITIES	9,087,893	744,598	3,811,555
TECHNOLOGY	3,405,787	175,560	1,228,232
<b>TOTAL</b>	<b>12,493,680</b>	<b>920,158</b>	<b>5,039,787</b>
<b>Estimated State Construction Grant Reimbursement</b>			
EAST SCHOOL	13,942		
FORBES SCHOOL	0		
HIGH SCHOOL	0		
MIDDLE SCHOOL	309,000		
SOUTHWEST SCHOOL	0		
ADMINISTRATION BLDG	20,458		
<b>TOTAL GRANT MONIES</b>	<b>343,400</b>	<b>-</b>	<b>-</b>

<b>COST TO CITY OF TORRINGTON</b>	<b>12,321,980</b>	<b>920,158</b>	<b>5,039,787</b>
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\*\* Several projected start dates for the coming fiscal year have been amended. As a result of pending Alliance status and redistricting discussions, Facilities is proposing that Torrington Public Schools suspend all but the most essential projects such as the flat roof project and the window replacements at Torrington Middle School and the moving costs for East School and the Administration building projects until further notice. The increase in the total amount for FY 18/19 is due to the increased cost for the Torrington Middle School flat roof project. The original estimates for the roof project are from 2012.

\*\*\*State Funded Projects must meet eligibility standards and are reimbursable at a rate specific to each project at the time of submission. Therefore, all projected reimbursable items on the capital plan are subject to SDE review and are not guaranteed.

TORRINGTON, CONNECTICUT  
CAPITAL IMPROVEMENT PROGRAM, PROJECT PROPOSAL  
FY 18/19-22/23

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

East School

LIST OF PROJECTS	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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	-	390,450	-	-	-
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	-	-	-
Moving Costs	1	40,000	40,000	-	-	-	-
<b>TOTALS</b>		<b>4,060,120</b>	<b>40,000</b>	<b>1,645,380</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 18/19-22/23

## PROJECT PROPOSAL

I. PROJECT:  Masonry Restoration			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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT:  <div style="text-align: center;">Plumbing Fixtures &amp; Bathrooms</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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Energy Controls</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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Security 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT:  Roof Repairs			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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT:  <div style="text-align: center;">Boiler Replacement</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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
A: Planning and Engineering		390,450		390,450	-	-	-
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		-	-	-	-	-	-
G: Repair and Replacement		-		-	-	-	-
TOTAL		390,450	-	390,450	-	-	-

\*(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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT:  Field Upgrade			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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Lighting Upgrades</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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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



## CAPITAL BUDGET REQUEST FORM 2

FY 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Moving Costs</div>				II. SCHOOL OR SITE: <div style="text-align: center; margin-top: 10px;">East School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Cost for Moving, Communications, O/T							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
A: Planning and Engineering		-			-	-	
B: Land		-	-	-	-	-	-
C: Construction		-	-	-	-	-	-
D: Equipment Purchase		-	-	-	-	-	-
E: Interest Cost		-	-	-	-	-	-
F: Other Costs		40,000	40,000	-	-	-	-
G: Repair and Replacement		-		-	-	-	-
TOTAL		40,000	40,000	-	-	-	-

\*(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  
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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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

FY 18/19 - 22/23

## PROJECT PROPOSAL

<b>I. PROJECT:</b>  Gymnasium Resurface and Paint			<b>II. SCHOOL OR SITE:</b>  Forbes School				
<b>III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:</b>  Remove many years of build up and repaint lines.							
<b>IV. RECOMMENDED FINANCING</b>		<b>IVa.</b>	<b>IVb.</b>	<b>Estimated Expenditures by Fiscal Year</b>			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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	-	-
<b>TOTAL</b>		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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

<b>I. PROJECT:</b>  <div style="text-align: center;">Temperature Controls</div>			<b>II. SCHOOL OR SITE:</b>  <div style="text-align: center;">Forbes School</div>				
<b>III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:</b>  <div style="text-align: center;">Upgrade controls to maximize efficiency of new heating and air conditioning units</div>							
<b>IV. RECOMMENDED FINANCING</b>		<b>IVa.</b>	<b>IVb.</b>	<b>Estimated Expenditures by Fiscal Year</b>			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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
<b>TOTAL</b>		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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT:  Snow removal equipment			II. SCHOOL OR SITE:  Vogel-Wetmore School				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  To purchase snow removal equipment.							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT:  Window Repair				II. SCHOOL OR SITE:  Vogel-Wetmore School			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  To repair window exterior throughout the building.							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

<b>I. PROJECT:</b>  <div style="text-align: center;">Upgrade bathrooms</div>			<b>II. SCHOOL OR SITE:</b>  <div style="text-align: center;">Vogel-Wetmore School</div>				
<b>III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:</b>  <div style="text-align: center;">Bathroom plumbing upgrade with new sinks, partitions, and IR faucets.</div>							
<b>IV. RECOMMENDED FINANCING</b>		<b>IVa.</b>	<b>IVb.</b>	<b>Estimated Expenditures by Fiscal Year</b>			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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			-
<b>TOTAL</b>		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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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	25,500	-	17,500	8,000	-	-
<b>TOTALS</b>		<b>1,263,500</b>	<b>0</b>	<b>297,500</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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT:  Gymnasium Painting			II. SCHOOL OR SITE:  High School				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  Repaint walls and ceiling at Principal's request.							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Plumbing Fixtures</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;">Replace Fixtures not updated at Renovation</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT:  <div style="text-align: center;">Repave Parking Lot</div>			II. SCHOOL OR SITE:  <div style="text-align: center;">High School</div>				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  <div style="text-align: center;">Repave main parking lot from entry road. Stripe the parking lot.</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT: <div style="text-align: center; margin-top: 10px;">Repave Parking Lot - Upper level</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;">Was never addressed during renovation</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT:  Roof Maintenance & Repairs			II. SCHOOL OR SITE:  High School				
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  To maintain and repair roof							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

<b>I. PROJECT:</b>  <div style="text-align: center;">Gymnasium Floor</div>			<b>II. SCHOOL OR SITE:</b>  <div style="text-align: center;">High School</div>				
<b>III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:</b>  <div style="text-align: center;">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>							
<b>IV. RECOMMENDED FINANCING</b>		<b>IVa.</b>	<b>IVb.</b>	<b>Estimated Expenditures by Fiscal Year</b>			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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	-
<b>TOTAL</b>		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 18/19 - 22/23

## 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;">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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## 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 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
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 18/19 - 22/23

## PROJECT PROPOSAL

I. PROJECT:  <div style="text-align: center;">Window Treatments</div>				II. SCHOOL OR SITE:  <div style="text-align: center;">High School</div>			
III. PROJECT BACKGROUND, PURPOSE, and OBJECTIVES:  <div style="text-align: center;">Add New window treatment throughout building beginning with A Building</div>							
IV. RECOMMENDED FINANCING		IVa.	IVb.	Estimated Expenditures by Fiscal Year			
	SOURCE OF FUNDS*	TOTAL ESTIMATED COST \$	FY 18/19 \$	FY 19/20 \$	FY 20/21 \$	FY 21/22 \$	FY 22/23 \$
A: Planning and Engineering	1	-					
B: Land		-					
C: Construction	1	25,500		17,500	8,000		
D: Equipment Purchase		-					
E: Interest Cost		-					
F: Other Costs		-					
G: Repair and Replacement		-					
<b>TOTAL</b>		25,500	-	17,500	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

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. Paying students will be charged for alternate meals at breakfast and lunch at the current meal rate.

**"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.

Policy 6194: Students with Outstanding Food Service Account Balances Adopted: March 18, 2015. Revised November 1, 2017. Approved by the Torrington Board of Education on November 29, 2017. Updated December 17, 2017.



**TORRINGTON PUBLIC SCHOOLS  
BOARD OF EDUCATION REGULAR MEETING  
Wednesday, November 29, 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; Daniel Thibault; Peter Vegaro

Administration: David Bascetta, Director of Facilities; Denise L. Clemons, Superintendent; Susan M. Lubomski, Assistant Superintendent; Steven Manley, IT Director

**Absent:** None

**SCHOOL/COMMUNITY SESSION**

Public participation was held after Discussion Item C – Torrington Public School Restructure per the approval of the amended agenda.

Keri Hoehne spoke about East School closure.

Jason Lafreniere spoke about the DC Trip and Capital Budget.

Kathleen Pelky spoke about East School closure.

**APPROVAL OF AGENDA**

The Chair entertained the motion to amend the agenda as follows: Move item H, Torrington Public School Restructure after Item B. Also, move School/Community Session Public Participation after Torrington Public School Restructure item is discussed. This motion was made by Mr. Knight, seconded by Mr. Maniccia. All in favor.

Ms. Hoehne made a motion to approve the amended agenda, seconded by Ms. Richardson. All in favor.

8:50PM - The Chair entertained the motion to extend the meeting till 9:15PM. Ms. Richardson made the motion to approve the extension, Mr. Knight seconded. Y-8, N-1 (Thibault). Motion carries. Meeting is extended till 9:15PM.

9:08PM - The Chair entertained the motion to extend the meeting till 9:20PM. Ms. Richardson made the motion to approve the extension, Mr. Vegaro seconded. Y-7, N-2 (Thibault and Traub). Motion carries. Meeting is extended till 9:20PM.

9:18PM - The Chair entertained the motion to extend the meeting till 9:30PM. Ms. Richardson made the motion to approve the extension, Mr. Traub seconded. Y-7, N-2 (Thibault and knight). Motion carries. Meeting is extended till 9:30PM.

### **INFORMATION SHARING SESSION**

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

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

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

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 – Torrington

**C. Torrington Public School Restructure**

There was a lot of discussion on this topic. The TPS Ad Hoc Committee met a few times and discussed the following options:

- 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; Total Cost: 52,745,154, Net Cost \$21,541,147 with state reimbursement Ms. Clemons said could look at grade level configurations.
- Option C- Close one elementary school, 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 TPS Restructure Ad Hoc Committee's recommendation is to close East School while the board decides how they want to go forward. The new board would have to evaluate all of these different options which would be done beginning of next year and it would be incorporated into next year's budget.

-The Superintendent stated that at this time she believes it can be done since there was preliminary work done prior to her coming into the district. The projects that we have received have shown a downward trend in Torrington and we would lose approximately 100 students per year. If we place the East School students in other schools we would still be in the constructional domains. In doing this, we would show good faith efforts for the racial imbalance citation.

-East school would be closed for about 4-5 years, give or take.

-There is space in other schools that could be repurposed back into the classroom if needed.

-The Superintendent stated that when she dealt with a similar situation in a different district, she held public forums after the decision was made and there was a lot of support from community and staff to help with the logistics.

-The Superintendent also stated that if we became an Alliance District, we should have money freed up to use it for enhancement programs because the state would give us resources to help the kids who are struggling educationally.

-It was said that the parents would know as soon as spring what school their child would be attending. Pre-planning is key.

-The Chair stated that when we look at the amount of work that East School needs, the cost is over 4 million dollars that we do not have and that does not include any of the additional things that should be done. She has concern about renovating East School because of asbestos and other issues that would arise once we actually start to inspect the building.

-If we created a new elementary school, we would be closing down two elementary schools.

#### **D. Superintendent's Report**

The Superintendent presented a PowerPoint on Alliance District. She also thanked and commended the board members that were leaving.

#### **E. Alliance District**

PowerPoint presentation presented by the Superintendent. CT General Statute Section 10-262U establishes a process and allocates increased Education Cost Sharing funds "to support district strategies to dramatically increase student outcomes and close achievement gaps by pursuing bold and innovative reforms." The Priorities for designated Alliance Districts are: Transition to Common Core State Standards and next generation assessments, Educator Evaluation and Support, Interventions in Low-Performing Schools, and K-3 Literacy. All districts are expected to develop systems, processes and infrastructure in these critical areas. This is something the state assigns to us, we did not apply for it.

#### **F. Monthly Financials – Change due to Board of Finance Approved Budget**

#### **G. (\$396,048.00) \$74,149,114.00**

The reduction that the Board of Finance needed us to do was done. There was no impact on our budget, this was the budget the board voted on, just updated numbers.

#### **H. YTD Budget**

We are right where we need to be. The only concern is if the Governor implements another cut, in which case we would need to come up with another \$100,000.



**I. Proposed Capital Budget Plan**

Same Capital Budget plan as last year because there was no existence of capital this year. Deadline to go to the City Department is January 1, 2018. It was decided that this plan would go back to the Budget Committee for some corrections.

**J. Student Funds and PTO Use List**

There needs to be work done to the list to make it “useable.” The people who are responsible for accounts need to be assigned and the money that is in the accounts needs to go towards whatever the money was meant for.

**K. RFP – Occupational Therapist**

The name was changed, it went from being Business Manager to Director of Finance and Operation. The RFP did go through Budget and they were fine with it.

**L. Energy Projection for Southwest School**

This is a four year pack back plan with a \$51,000 incentive. Our Electric bill would go down by a \$100.00 a month. Budget believes it is good to move forward.

**M. Contract Extension for Burlington Construction on State Project No. 143-0072CV**

This was vetted in Budget. The capital project was not able to be finished this summer and we need to extend the completion date another year so they can finish the project.

**N. Contract Extension for Jespersen’s Landscaping for Mowing and Grounds**

We received good feedback about this Landscaper. They have proved themselves and they are willing to keep his pricing level for 2 years beyond. Budget approves.

**O. 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.

**P. Web Filter Renewal**

This is yearly subscription service. It would save us a substantial amount of money to add the Web Filter capability to the Firewall.

**Q. Director of HR Salary**

The request to increase the HR salary to what it was in the past, about \$30,000, in order to become competitive.

**R. 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**

The fieldtrip information is included in the packet. There was discussion on the THS Field Trip to Ireland, England and Wales regarding the high cost of the trip.

**S. Food Service Charging Policy #6194**

This was discussed at length in Policy and it is believed to be a good policy.

**T. Attendance Policy #6066**

This was decided to be brought forward after much discussion. There are areas that need to be further discusses but those will be discussed in the future. The building administrators did have input into this policy. There was concern about this being a mid-year rollout. The board decided that is it better to have something in place than nothing and they can change the policy as needed.

## **COMMITTEE REPORTS**

### **A. Budget Committee**

Nothing new to report besides what was covered in tonight's meeting.

### **B. Grievance Committee**

Nothing to report.

### **C. Personnel Committee**

Nothing to report.

### **D. Policy Committee**

Food Service Charging Policy and Attendance Policy was discussed and decided to be brought forward to the full board.

### **E. School Improvement Committee**

This meeting they met at East School. Ms. Richardson was given a lengthy tour in which she received feedback. One of the main highlights was that there is a true family sense of community there. The negative is that the building has issues. They are doing a good job of making the best of what they got.

### **F. Ed-Advance**

Dr. Brogis will e-mail to the board the update.

### **G. Curriculum Committee**

Nothing to report.

### **H. Torrington Public School Restructure Ad Hoc Committee**

This was covered in the discussion item.

## **ACTION ITEMS**

### **A. Proposed Capital Budget Plan**

This item is being moved off of the agenda and is being sent back to the Budget Committee.

### **B. Torrington Public School Restructure**

Mr. Thibault made the motion to temporarily shutter East School beginning in the 2018/2019 fiscal year, while keeping it under Torrington Public School control, for the evaluation of the building and grounds for future during which time there will be redistricting of students to other buildings. Mr. Knight seconded the motion. Y-6, N-3 (Hoehne, Richardson, and Pataky). Motion carries.

### **C. RFP – Occupational Therapist**

Mr. Knight made the motion to approve this item, Mr. Traub seconded. All in favor.

### **D. Energy Projection for Southwest School**

Mr. Knight made the motion to approve this item, Mr. Thibault seconded. All in favor.

### **E. Contract Extension for Burlington Construction on State Project No. 143-0072CV**

Mr. Traub made a motion to approve this extension, Dr. Brogis seconded. All in favor.

### **F. Contract Extension for Jespersen's Landscaping for Mowing and Grounds**

Mr. Traub made a motion to approve this extension, Dr. Brogis seconded. All in favor.

### **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.”**

Mr. Traub made a motion to close this project, Dr. Brogis seconded. All in favor.

**H. Web Filter Renewal**

Mr. Thibault made a motion to approve this renewal, Mr. Maniccia seconded. All in favor.

**I. Director of HR Salary**

Dr. Brogis made a motion to approve the new HR Salary range, Mr. Knight seconded. All in favor.

**J. Field Trips**

**1. THS Field Trip – Overnight trip, Niantic, CT, May 2018**

Mr. Knight made a motion to approve this field trip, Dr. Brogis seconded. All in favor.

**2. TMS Field Trip – Washington, D. C., May 2019**

Mr. Knight made a motion to approve this field trip, Dr. Brogis seconded. All in favor.

**3. THS Field Trip – Ireland, England and Wales, April 2019**

Mr. Thibault made a motion to approve this field trip, Dr. Brogis seconded.

Y-7, N-2 (Hoehne and Traub). Motion carries.

**K. Food Service Charging Policy #6194**

Ms. Hoehne made a motion to approve this policy, Dr. Brogis seconded. All in favor.

**L. Attendance Policy #6066**

Ms. Hoehne made a motion to approve this policy, Dr. Brogis seconded.

Y-7, N-2 (Vegaro and Knight). Motion carries.

**M. ~~Possible Action On the Pension Agreement Between the City, Board and Local 1579~~**

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

**N. ~~Possible Action Concerning the Tentative Agreement Between the Board and Local 1579 For a Successor Collective Bargaining Agreement~~**

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

**O. Approval of Board of Education Meeting Minutes – October 25, 2017**

Ms. Hoehne made a motion to approve these minutes, seconded by Mr. Maniccia. All in favor.

**P. Approval of Special Meeting Minutes – November 6, 2017 (5:30PM)**

Ms. Hoehne made a motion to approve these minutes, seconded by Ms. Pataky. Y-6, N-0, Obstain-3 (Knight, Thibault, and Traub)

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

Ms. Hoehne made a motion to approve these minutes, seconded by Ms. Pataky. Y-6, N-0, Obstain-3 (Knight and Thibault)

**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-none**

Mr. Knight made a motion to approve the consent agenda, Mr. Traub seconded. All in favor.

### **COMMENTS FOR THE GOOD OF THE ORDER**

Mr. Traub – Goodbye to the board members, it has been fun and I am leaving much more educated.

Mr. Thibault – It has been an amazing 7 years working with Ken, a great 3 years working with Jess and Bill, and a great 6 months working with Wendy.

Mr. Vegaro – Words are not adequate for the thanks to the outgoing board members. I am going to miss Ken when budget starts. Thank you Denise for all your hard work, I believe it is important to thank you and cheer you on publically.

Mr. Maniccia – Thank you to all the board members, it is truly a lot of work.

Dr. Brogis – Echo the same thoughts as Mr. Vegaro. I will miss Ken's wealth of knowledge.

Mr. Knight – I learned a new language when I came onto the board. It has been a pleasure of serving with you and I wish the incoming board success.

Ms. Pataky – Thank you, it has been a long road even though I have had a short time here. I have bitter sweet emotions to saying goodbye to all of you. Thank you to Fiona. Denise, you are doing a great job and I have full confidence in you and your vision.

Ms. Hoehne – East School had a Veteran's Day celebration, they honored 42 veterans. First grade is sponsoring a coat drive. Thank you to the board members that are leaving, a special thanks to Ken.

Ms. Richardson – I voted against the closure of East School because I did not feel like I had enough information but I am confident in Denise's leadership and the board that you will handle this in the best way possible. Thank you everyone.

Chair – It is very sad to be losing half the board. We may not always agree at times but as a group we worked good together and we made a lot of progress and tried to fix a lot of things. I appreciate all the sacrifices all of you have made and all your families have made. We will miss all of you.

### **ITEMS FOR UPCOMING AGENDA**

1. Monthly Financials
2. Plan for the Redistrict
3. Community Group Together for Board members to Determine Next Steps

## **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)

## **ADJOURNMENT**

Mr. Thibault made a motion to adjourn. Mr. Traub seconded the motion. All in favor. Meeting adjourned at 9:35PM.

These minutes have not yet been approved by the Torrington Board of Education.



## **Torrington Board of Education**

FIONA CAPPABIANCA  
BOE CHAIR

DENISE L. CLEMONS  
SUPERINTENDENT

### **Torrington Board of Education Special Meeting Discussion of Confidential Student Matter Wednesday, December 5, 5:30 p.m. 355 Migeon Avenue**

Members Present – Ms. Cappabianca (chair), Ms. Hoehne, Mr. Kissko, Mr. Vegaro

1. Call to Order – Approximately 5:36PM
2. Motion to go into executive session made by Mr. Vegaro, 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

Dr. Jeffrey Shannon, Assistant Principal

Student who is the subject of the hearing, his father and his mother

Jeffrey Nichols, Esq., Attorney for the Family

Approximately 6:30PM-Everyone excused for Board deliberations, except for Board counsel, Jessica Ritter.

Approximately 6:42PM/ Meeting resumes. All meeting participants return. Mr. Vergaro makes the following motion in open session:

*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: engage in the unauthorized possession of a controlled substance on school grounds. Such conduct violated publicized policies of the Board, endangered persons, and was seriously disruptive of the educational process. As a result of the above*

These minutes have not yet been approved by the Torrington Board of Education.

*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. Hoehne. All in favor.

Moved that the Board enter executive session to discuss a confidential student matter. The Board invited the individuals above.

Approximately 7:15PM-Everyone excused for Board deliberations, except for Board counsel, Jessica Ritter.

Approximately 7:25PM-Meeting resumes. 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;*

*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.*

These minutes have not yet been approved by the Torrington Board of Education.

*If the student satisfactorily completes his probationary period, he and his family may petition the Board for expungement in accordance with state law.*

Seconded by Mr. Kissko. All in favor.

3. Adjournment: Mr. Vergaro moved to adjourn the meeting, seconded by Ms. Hoehne. All in favor. Meeting adjourned at approximately 7:30PM.

DRAFT





## **Torrington Public Schools**

SUSAN M. LUBOMSKI  
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS  
SUPERINTENDENT

### **School Improvement Committee Meeting Wednesday, November 1, 2017, 6:00PM East School**

#### *Minutes*

1. Call to Order – 6:04PM
2. Roll Call – Ms. Richardson (Chair), Ms. Pataky, Mr. Maniccia
3. Approval of Agenda – Motion to approve made by Mr. Maniccia, Ms. Pataky second.  
All in favor.
4. Approval of Minutes: October 4, 2017 – Motion to approve made by Ms. Pataky, Mr. Maniccia second.  
All in favor.
5. Information Sharing and Discussion Items:
  - a. East School Visit and Highlights by Ms. Richardson:
    - Beautiful setting: the staff and school community have decorated the school. There is also a School Garden. They are making the most of what they have.
    - Building is old, many issues: boiler, parking already limited with the addition of the pre-k and snow-even more limited. School seems very full. No closets; no storage space.
    - Active, but positive learning environment. Behavior is very good.
    - Literacy and numeracy RTI supports are making a difference.
    - Special education: 10.8%.
    - Free and reduced meal population: 43%, but not designated Title I as per the state. The demographics of East are changing. There are many challenges at East School as there are at the other schools throughout the district. The school staff wants to increase their diversity and address racial imbalance.
    - There were questions from parents about closing East School. Mr. Maniccia addressed these concerns. He spoke about the Ad Hoc Committee progress.
  - b. Communications Update – On-going process.
  - c. SGC Updates – There was on-line voting regarding the 2 vacant board positions.
  - d. AP Discussion – The Full board agreed that SIC would address the district AP Policy, AP courses and requirements:
    - In the future the following would be discussed: (this is not an exhaustive list, but reflective of the initial brainstorming)
      - Test scores
      - DRG comparison data
      - Class sizes

These minutes have not yet been approved by the Torrington Board of Education.

- Numbers of students who took the test
  - Philosophical discussion: AP exams “mandatory” vs “encouraged”
  - Success measures
  - Looking at pass rates
  - When is the AP administered
  - Parent and student education and information events/methods of sharing communication
  - Student rights and information
  - AP scholar awards
  - Offer AP classes earlier
  - Which colleges and universities accept AP exams for credit
  - Who should take the AP classes? Pre-requisites?
  - UCONN vs AP-teaching syllabi.
  - Do other districts face the lack of participation in taking the test?
  - What are the resources and qualifications for teachers?
  - Who has been trained for UCONN and AP courses?
6. Comments for the Good of Order:  
Mr. Maniccia thanked Ms. Richardson and Ms. Pataky.
  7. Topics for Future Meetings:
    - a. Forbes Visit and Highlights
    - b. Communications Update
    - c. AP Discussion
  8. Adjournment – 7:04PM; Motion by Mr. Maniccia, Ms. Pataky second. All in favor.
  9. Next meeting: January 3, 2017, 6:00PM, Forbes School



## **Torrington Board of Education**

SUSAN M. LUBOMSKI  
ASSISTANT SUPERINTENDENT

DENISE L. CLEMONS  
SUPERINTENDENT

### **Budget Committee Meeting Wednesday, November 8, 2017, 7:00 p.m. 355 Migeon Avenue**

1. Call to Order – 7:05PM
2. Roll Call – Mr. Traub (chair), Dr. Brogis, Mr. Vegaro  
Other Board Members – Ms. Hoehne  
Teacher Representative – Mr. LaFreniere  
District Personnel – Ms. Clemons, Ms. Lubomski, Mr. Bascetta, Mr. Duva, Ms. Bradshaw-Hill, Mr. Manley, Mr. Fimbers
3. Approval of Agenda – Mr. Vegaro made the motion, seconded by Dr. Brogis. All in favor.
4. Public Comment – None
5. Discussion Items:
  - a. Monthly Financials – Ms. Clemons reviewed the monthly financial report. The question was raised: Is there a way to track if students who go to WAMAGO are really enrolled in agricultural programs? Also, Mr. Lafreniere questioned if there would be special education coordinators? Ms. Clemons said she was looking into taking them out of IDEA.
  - b. Budget Transfers – none
  - c. Student Funds and PTO Use List – presented for all schools, except THS.
  - d. 2017/2018 Budget Impact of New State Budget – The state will have to make up the \$5-6M short fall. The City will be okay until end of December.
  - e. 2018/2019 Budget Schedule/Process – Ms. Clemons said she wanted to start the process December 1. Now that the district is an Alliance District the board members were hoping for some funding. Ms. Clemons said the Alliance status still hasn't been voted on. The first few years addresses the needs and support, not funding. The state offers oversight. The third year, the funding comes.  
Ms. Clemons is checking on attendance at WAMAGO making sure that those students are still Torrington residents.  
Three business managers ago, Mr. Traub requested any contracts with expiration dates be presented to the board. He is requesting this again.
  - f. RFP Occupational Therapists – Do the OT's have to attend the PPT meetings? The consultants will have to share their report 3 days before the PPT. This will be a part of the procedures, not in the RFP. Mr. Traub wanted to change the title of Business Manager to

These minutes have not yet been approved by the Torrington Board of Education.

the Director of Financial Operations in the RFP draft to reflect the new title of this position.

- g. Capital Projects – Mr. Bascetta’s update: This has not changed since last month’s report.
  - h. Request to Close State Project No. 143-0073CV-Mr. Bascetta reviewed the document of substantial completion of the THS Oil Tank. He suggested it be brought forward to the board.
  - i. Energy Projection for Southwest School – Mr. Bascetta said the lighting project for SW School was reaching the expiration date. Of the \$100K budgeted, \$93.00 was an overage. The board approved this, but the state budget was frozen. The extension was moved forward to December 1<sup>st</sup>.
  - j. Contract Extension for Burlington Construction on State Project No. 143-0072CV – Mr. Bascetta said this is the ADA project at THS, Phase I and II, Dept of Admin Services. Phase I not complete: the auditorium and seismic shifts. The counter and ticket booths. Asking for an extension in case it is not possible to complete the project. Calendar extension. Next summer is a realistic timeline to complete these projects.
  - k. Letter from CT Department of Administrative Services-Project No 143-0072CV – Mr. Bascetta and Ms. Bradshaw-Hill: state notified the district of \$47,000 of ineligible costs. TPS has to prove they are “eligible costs” for reimbursement. The district can’t submit again until December. The district shouldn’t be expecting any funds back until February, maybe later.
  - l. Contract Extension for Jespersen’s Landscaping for Mowing and Grounds – Mr. Bascetta presented that the company is willing to keep the current contract rate for two more years. Everyone accepted the fixed contract proposal.
  - m. Web Filter Renewal – Mr. Manley presented the Web Filter Bid due 1/17/18. Web filter and firewall were quoted at \$29,254 by Palo Alto Networks with the USF Discount. The district budgeted \$45,000.
  - n. Director of HR Salary – Ms. Clemons stated there were two great candidates, but the salary was too low. Ms. Clemons made the proposal for \$115,000-\$130,000, so we can offer this amount to one of the candidates. Two HR people directors prior, this position was at an elementary principal rate. Currently, the salary is at \$95,000. The Business Manager salary is capped at \$100,000 for this year.
6. Action Items:
- a. Monthly Financials – Mr. Vegaro made the motion, seconded by Dr. Brogis. All in favor. Full board.
  - b. Budget Transfer – none
  - c. RFPs – Occupational Therapists – Mr. Vegaro made the motion, seconded by Dr. Brogis. All in favor. As modified to full board.
  - d. Capital Projects – Close project 143-00073CV – Mr. Vegaro motion and Dr. Brogis second. All in favor.
  - e. Energy Projection for Southwest School Reaching Expiration – Mr. Vegaro motion and Dr. Brogis second. All in Favor. Move to full board.
  - f. Contract Extension for Burlington Construction on State Project No. 143-0072CV – Mr. Vegaro motion and Dr. Brogis second. All in Favor. Move to full board.
  - g. Letter from the CT Department of Administrative Services Project No 143-0072CV – Mr. Vegaro motion and Dr. Brogis second. Information purposes only.
  - h. Contract Extension for Jespersen’s Landscaping for Mowing and Grounds – Mr. Vegaro motion and Dr. Brogis second. All in Favor. Moved to the full board
  - i. Web Filter Renewal – Mr. Vegaro motion and Dr. Brogis second. All in Favor. Moved to the full board as presented by Mr. Manley.

These minutes have not yet been approved by the Torrington Board of Education.

- j. Director of HR Salary – flexibility range of salary – \$115,000-\$130,000  
Mr. Vegaro motion and Dr. Brogis second. All in Favor.
- 7. Approval of Minutes:
  - a. October 18, 2017 – Mr. Vegaro made the motion, seconded by Dr. Brogis. All in favor.
- 8. Comments for the Good of the Order – Members thanked Ken for all his years and volunteering his time. Dr. Brogis requested cost estimates for security guards. Mr. Vegaro requested cost estimates for grade level schools.
- 9. Upcoming Agenda Items
  - a. Capital – January 1 to City has to go to the Board in December
- 10. Adjournment – Mr. Vegaro made the motion, seconded by Dr. Brogis. All in favor. Meeting adjourned at 8:41PM.