

F.O.I. Compliance – Subject to BOE approval

REGION 4 BOARD OF EDUCATION

Date: June 16, 2020

Special Meeting – REMOTE MEETING held

(To view a recording of this meeting, please visit our website www.reg4.k12.ct.us and select “Remote Meeting Recordings” under the BOARD OF EDUCATION Heading)

Attendance:	<u>Region 4 BOE</u>		<u>Administration:</u>		<u>Other:</u>	
(√ = attended)	Kate Sandmann	√	Brian White	√	Kelly Sterner	√
	John Stack	√	Kristina Martineau	√		
	Lori Ann Clymas	√	Sarah Smalley	√		
	Jane Cavanaugh	√	Michael Barile	√		
	Rick Daniels	√	Matt Espinosa	√		
	Trisha Brookhart	√	Richard Huot	√		
	Jennifer Clark	√				
	Paula Weglarz					
	DG Fitton					

Call To Order: at 6:25 pm by Kate Sandmann

Public Comment –

Jim Carey, of Essex, thanked everyone during this time of epic change for continuing to provide the kids with education and make it work, and to also provide a graduation for the kids. He also voiced his opinion regarding the possibility of re-appointing Shipman and Goodwin as the Board’s legal counsel for 2020-21. He voiced his dislike for the firm and his belief that the representing attorney did not serve the Board, but instead served the past superintendent. He asked the Board that if they do choose to continue with Shipman and Goodwin, they consider asking for a different representing attorney for the district.

Consent Agenda

On motion duly made by Jane Cavanaugh and seconded by Jennifer Clark, the Board unanimously VOTED to approve the consent agenda consisting of the minutes of Budget Workshop IV on March 02, 2020; the Special Meeting on April 21, 2020; the Special Meeting on May 07, 2020; the Special Meeting on May 14, 2020; and the Special Meeting on May 28, 2020

Before moving on to the rest of the agenda, Chair Sandmann expressed the Board’s appreciation for everything Superintendent White he has been doing this year, as well as all of the information he has been providing at the request of the Board, including updates to be shared this evening.

Superintendent's Update

Superintendent White and Assistant Superintendent Kristina Martineau presented a district update which included ongoing efforts to plan for school in the fall. Principals Matt Espinosa and Mike Barile shared updates on past and ongoing district efforts to foster a sense of school community for students and teachers during the COVID-19 closure, as well as end-of-year celebrations for students at John Winthrop Middle School and Valley Regional High School (see attached presentation).

Status Updates

Superintendent White provided the Board with an update on a variety of issues from earlier in the year, including the following: (virtual "handouts" regarding some of these matters were shared on screen, and will be attached to the minutes as indicated)

- At their May 14th meeting the Board had requested that Mr. White reach out to each of the three towns to ask that they consider an appropriation to return the 2018-19 Region 4 surplus (which the Board voted to return to the towns), back to the Region 4 Board for the purpose of applying those funds to reduce the capital fund deficit. The towns of Chester and Essex approved the requested appropriation conditional on approval by all three of the towns. The Town of Deep River, at a meeting last week, voted not to approve the appropriation of those surplus funds. Therefore the surplus dollars will be returned to all three towns as previously voted on by the Board.
- The Town of Deep River notified Mr. White that they have directed their tax collector to remove the tax lien on land owned by Regional School District No. 4, and moving forward to consider Region 4 owned property to be tax exempt.
- There was an update on Region 4 facility work to date as well as what is planned to occur over the upcoming summer. Interim Business Manager Richard Huot reviewed a handout of past and future projects as currently completed or planned. (handout attached)
- Mr. White updated the Board on the developments since learning, post budget development, that the towns of Essex and Deep River intended to stop participating in the Region 4 Medical Insurance Plan. The Joint BOE previously held a special meeting on April 30th to discuss the potential impact of that, and what a withdrawal from the fund should entail. Absent the ability of any of the participating entities to locate an original agreement document outlining what the terms of separation from the fund would be, Mr. White and his administration have instead proceeded conversationally with each of the two towns. Conversations were held initially with Essex, as they were the first to formally announce their withdrawal from the plan. Superintendent White has now also had an opening conversation with Angus McDonald, First Selectman of Deep River. They will continue that conversation, in consultation with legal counsel, to determine what a responsible separation will entail. Once a separation agreement is in place, Mr. White will report back to the Board.
- Mr. White shared an update on the technology lease that was first discussed during budget development earlier in the year. This lease provides technology for students and staff and has been a practice in Region 4 for approximately the last 10 years. Mr. Huot reviewed details of the lease. (handout attached)

- Mr. White shared an update with regards to a Region 4 Energy Audit. He noted that this was originally discussed at one of their first meetings at the beginning of the year, and as they may recall, the district had initiated an energy audit that was underway when he arrived in the district last fall. Mr. Huot reviewed the current status of the energy audit, which was originally supposed to be completed this spring, but has been delayed due to COVID-19. (handout attached)
- Mr. White said that upon his arrival in district, many stakeholders had expressed a desire for the district to be more diligent about obtaining bids for services that had not traditionally been put out to bid in the past. He asked Mr. Huot to share an update regarding the recent bid process for Region 4 Grounds and Maintenance work. Mr. Huot reviewed the RFP and its outcome, noting that best practices were followed throughout the process. (handout attached)

There was a discussion regarding what procedure the Board may wish to direct the administration to follow in the future when considering future multi-year contracts, given that payment for those contracts may span over multiple years. That would in turn create a financial obligation for the Board beyond an approved budget year's appropriation, whereas a single-year contract can be administered by administration within an already approved budget appropriation. Chair Sandmann asked Board members to share their thoughts on this and their preference for future contract approval. The Board's consensus was that given the circumstances of the current pandemic and the particulars of this contract, they did not have an issue with this particular multi-year contract. However, they agree that moving forward, under non-pandemic circumstances, the Board would request that they be allowed to have final approval over any multi-year bid contract that would require payment from a future, not yet appropriated, budget year.

- Mr. White asked Mr. Huot to provide an update on the planned installation of security cameras covered under current year funds, and a possible request for more cameras that the board will be asked to consider during future budget deliberations.
- Mr. White asked Mr. Huot to provide an update on the possible receipt of funds from the CARES act, as well as the FEMA application process with regards to COVID-19 costs. Mr. White will update the Board if/when any funds are received (handout attached)
- Update on contract negotiations – three of our contracts are currently set to expire June 30th (Paraprofessional, Cafeteria, and Region 4 Secretaries and Nurses). Negotiations had been scheduled to commence on a date just after the shutdown of our schools due to COVID-19. Social distancing restrictions enacted at that time necessitated placing negotiations temporarily on hold. Mr. White hopes to be able to commence with the planned negotiations this summer, once health guidelines will allow for it. There has been ongoing dialogue with the unions, their representatives, and legal counsel. Mr. White will keep the Board informed of any developments once more is known.
- Mr. White shared that the corrective action plan required by the 2018-19 Region 4 financial audit has been developed in close consultation with Mahoney Sabol and has been submitted by them to OPM as required. Mr. White thanked incoming Finance Director, Kelly Sterner, who has been integral in the development of this plan, along with the rest of the administration, as she will be the one ultimately overseeing the implementation of the plan.
- Finally, Mr. White asked Mr. Huot to share an update on the status of the Region 4 Medical Insurance Reserve Fund. Mr. Huot reviewed the current financial

status of the reserve. The reserve balance is currently much higher than anticipated due to a drop off in non-emergency procedures during the ongoing pandemic. However, he strongly cautioned that it is likely that there will be a sharp uptick in claims and costs, once restrictions on these types of procedures begin to lift, and as more people become comfortable with scheduling procedures that they are currently choosing to delay. (handout attached)

Action Items

Superintendent White prefaced the upcoming requested action items by letting the board know that he would be presenting recommendations for possible options that the board may, or may not, wish to consider approving. These options include things that have been discussed in the past, but due to financial constraints had not been included as part of the final 2020-21 Region 4 budget. However, due to the pandemic, the district now has a higher than anticipated amount of unexpended current year (2019-20) funds as June 30th approaches. Therefore, certain options have now become financially possible, using some of these unexpended funds, should the board be interested in moving forward with them.

Mr. Huot reviewed the current Region 4 financial status update, which is included as part of enclosure #6, and includes a year-end projection. He did share the caveat that there remains the possibility of some outstanding invoices that are yet to be received which could cause a change in the current year-end calculation. However, accounting for that possibility, and even if the board were to approve all of the recommendations that will be presented this evening, it is anticipated that there would still be a very sizable surplus to be returned to the member towns once the 2019-20 audit has been completed.

There was a discussion regarding a request for the purchase of COVID-19 related materials and supplies for use during 2020-21.

On motion duly made by Jane Cavanaugh and seconded by Rick Daniels, the Board unanimously VOTED to approve the purchase of COVID-19 related materials and supplies for use during 2020-21 as presented.

There was a discussion regarding the Superintendent's recommendation to use unexpended 2019-20 funds to make a transfer of funds in the amount of \$106,248 for the purpose of reducing the deficit. Mr. White noted that administration had spent a lot of time discussing and researching the maximum amount that the Board would be able to consider transferring from unexpended 2019-20 funds to be applied to reduce the capital deficit. Mr. Huot further discussed the various options and calculations, he reported that it was determined that the maximum possible and recommended amount to apply to deficit reduction would be \$106,248. Mr. White noted that this amount was reached in collaboration with Mike VanDeventer of Mahoney Sabol and is considered the simplest, most straightforward, transparent option for the Board to consider.

On motion duly made by Lori Ann Clymas and seconded by Jane Cavanaugh, the Board unanimously VOTED to approve the Superintendent's recommendation to use unexpended 2019-20 funds in the amount of \$106,248, to make a transfer of funds for the purpose of reducing the deficit.

Superintendent White spoke to the request for possible approval of an architectural services bid. He briefly reviewed steps to date, regarding a possible security project at JWMS. The review began that last spring, on March 7, 2019, prior to his arrival in district. The Board had approved \$50,000 to be spent for a double door, "mantrap", security project at JWMS. Upon his entry to the district, when he was reviewing the proposed project, he saw that there were factors and expense variables that had not been considered in the planning for the original project. He tasked the School Security Advisory Committee with taking another look at the project, and to determine a variety of

feasible options. Around the same time, the status of the capital sinking fund was determined, and at that point he froze any capital expenditures until the health of the fund was better understood, which it now is. Therefore, based on the Security Committee's work, the business office put out an RFP to get a bid for the architectural design, as recommended by the Committee, for the Board's consideration this evening. Mr. Huot then reviewed in detail the process and rationale behind the recommendation as presented in enclosure #8.

There was a discussion by Board members regarding the recommendation to approve the bid. The board also requested that in the future, when any RFP is distributed that a copy also be sent to BOE members at the same time.

On motion duly made by Jennifer Clark and seconded John Stack the Board unanimously VOTED to approve the Superintendent's recommendation to accept the architectural services bid from QAM for the design of a secured entry at JWMS, to be paid in the amount of \$62,500 from unexpended 2019-20 funds.

Superintendent White spoke to the request for possible approval of a bid to create an athletic fields and land use study as described in enclosure #9. This recommendation arose from conversations with the board, and a variety of stakeholders, regarding varied issues connected to land use, the state of our athletic fields in general, and the determination of possible future bonding initiatives. He believes that the data that would come from such a study would be beneficial to board for a variety of budgeting considerations in the future.

There was a discussion regarding this request. Some members again voiced their request that in the future, an RFP such as this, be sent to the Board at the same time it is put out to vendors.

On motion duly made by Trish Brookhart and seconded by Lori Ann Clymas, the Board unanimously VOTED to approve the Superintendent's recommendation to accept the bid from BSC, for an athletic fields and land use study as presented, to be paid for with unexpended 2019-20 funds in the amount of \$27,700.

Upon a question raised by a board member, there was a discussion regarding whether or not there would be a need for an additional special meeting in order to specify the transfers (i.e. out of what specific account(s) and into what specific account) for each vote regarding the use of unexpended 2019-20 funds that had been approved this evening.

After considerable discussion, it was the Board's consensus that the best and most transparent process would be to schedule an additional meeting for this. (note: at the end of the meeting, the Board directed Superintendent White to schedule an additional meeting for the purpose of voting on the specific line item transfers for any votes already approved this evening, that involve the use of unexpended 2019-20 funds)

On motion duly made by Rick Daniels and seconded by LoriAnn Clymas, the Board unanimously VOTED to approve the end-of-year transfers as presented (see attached).

Superintendent White spoke to his recommendation to continue engaging services with Mahoney Sabol as auditors for the Region 4 2019-20 financials. He shared that in light of previous discussions with the Board regarding the audit timeframe, he, Mr. Huot and Mike VanDeventer have had several discussions regarding a commitment to a time-frame for the 2019-20 audit. The discussion included the ability of both sides to engage in the field work needed to move forward and stay on schedule for the completion of the 2019-20 audit within that desired time frame.

There was a discussion regarding this recommendation, including some members voicing their desire that Mike VanDeventer again take the lead on the Region 4 audit based on the

quality of his work completed for the 2018-19 audit. Superintendent White confirmed that he anticipates Mr. VanDeventer would continue to take the lead for the 2019-20 audit.

On motion duly made by Rick Daniels and seconded by Jane Cavanaugh the Board unanimously VOTED to approve the Superintendent's recommendation to appoint Mahoney Sabol as auditors for 2019-20.

Superintendent White spoke to his recommendation to continue with Shipman and Goodwin as legal counsel. He noted the importance of both their general, historical knowledge of past issues and the continuity that goes along with that, as well as their knowledge of the unique governance structure that we have in our districts. He also spoke to his ongoing awareness of legal costs, and his discussions with the firm regarding efforts to reduce future costs. He reported that the firm has been very open to finding ways to reduce those costs moving forward.

There was a discussion. Some members expressed a desire that if the district continues with Shipman and Goodwin, the district should ask to engage with a different specific counsel member, than previously used. Some also expressed a desire to reengage with a new legal RFP, once times have normalized, and we are no longer dealing with the pandemic situation. Mr. White noted he has already made efforts during the current year to utilize lower cost associates whenever the work warrants it.

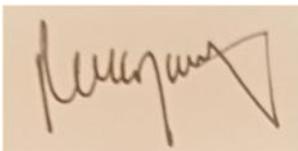
On motion duly made by Jennifer Clark and seconded by John Stack, the Board unanimously VOTED to approve Shipman and Goodwin as legal counsel for 2020-21.

Superintendent White asked the Board to clarify if they would like him to schedule an additional meeting for the purpose of voting on the specific line item transfers for the items they approved this evening that are to be paid out of unexpended 2019-20 funds. The Board confirmed that they were directing him to schedule such a meeting. Mr. White said his office would reach out tomorrow with the date for the requested meeting.

ADJOURNMENT:

On motion duly made by Jennifer Clark and seconded by John Stack, the Board unanimously VOTED to adjourn at 9:00 pm.

Respectfully submitted,

A rectangular area containing a handwritten signature in dark ink on a light-colored background. The signature is cursive and appears to read 'Rick Daniels'.

Rick Daniels
Secretary
Regional District #4 Board of Education

Region 4 Board of Education District Update

Tuesday, June 16, 2020

Update on E-Learning

- Lessons Learned:
- Survey Feedback
- End of Year Grading and Progress Reports
- Social and Emotional Wellness
- Teaching and Learning Priorities
- District Reopening Committee

Fostering Sense of School Community for Staff and Students

- VRHS
 - Weekly communication to students, staff, and families
 - Letters to students
 - Photo Video Montage
 - Twitter Posts for Celebrations and #celebrateVRHSclassof2020
 - Student Banners and Signs of Support throughout three towns
 - Senior Spring Sports Spotlights
 - Virtual Underclassmen and Senior Awards Programs
 - Graduation Planning Committee (students, parents, BOE, teachers, admin)
 - CIAC Scholar Athlete on Fox 61
 - CAS Arts Award on Fox 61
 - Peer Advocates - social integration by students for students
 - Trivia Game Competitions
 - Netflix Movie Nights
 - Underclassmen Steering Committees made videos for seniors
 - Staff made videos for seniors

Summer Learning Opportunities

- JWMS and VRHS
 - Summer Reading Program
 - SAT Review through Kahn Academy and College Board
 - Online resources: IXL Math
 - Extended School Year (ESY)- offered to students with IEPs who qualify

Reopening of Schools: Planning and Considerations

- Student needs and support (social and emotional wellness)
- Assessing and planning for academic needs, learning gaps
- Summer committee work
- Professional development
- Summer communications and ongoing updates
- Environmental and facility considerations

Next Board of Education Meeting

Thursday, September 3, 2020

REGIONAL SCHOOL DISTRICT NO. 4

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June 8, 2020

Regional School District 4 Facilities Projects

Purpose

The purpose of this report is to provide weekly updates on facilities initiatives during summer 2020.

JWMS Projects	Start Date	Duration	Budget	Funding Source	% Complete
Server Room HVAC Replacement	5/26/2020 6/1/ finish	2 days Wx delay	\$7900	4126004-5430 19/20	100%
Roof Drain Lining	6/2/2020	2 Days	\$8100	4126004-5430 19/20	100%
Camera Project - Combined w/VRHS	June	Summer 2020	\$35,565	4126004-5430-30001 19/20	
Painting - In house workforce	Ongoing	Summer 2020	\$3000	4126004-5430 19/20 & 20/21	40%
Kitchen Storeroom Floor Replacement - In House	TBD	3 Days	\$300	4126004-5430 20/21	100%
Loading Dock Canopy Prep & Paint – In House	TBD	1 Week	\$200	4126004-5430 20/21	
Curb Patching	TBD	1 Week	\$500	4126004-5430 20/21	
VRHS Projects	Start Date	Duration	Budget	Funding Source	% Complete
2.5K UGT Removal AGT Installation	NTP 7/1/2020 Start - TBD	1 Week	\$11,000	20-21 Capital	

GWM Well Cap/Closure	NTP 7/1/2020 Start - TBD	2 Weeks	\$5,000	20-21 Capital	
Concrete Sidewalk Replacement	Pending Approval	3 Weeks	\$60,000	20-21 Capital	
Irrigation System (Comp Field) Restoration	Mid July	1 Week	\$11,700	4229014-5430 20/21	
Camera Project	June	Summer 2020	\$29,788	4226004-5430-30002 19/20	
Painting – In house workforce	Ongoing	Summer 2020	\$3000	4226004-5430 19/20 – 20/21	30%

Routine Summer Maintenance	JWMS % Complete	VRHS % Complete
Classroom/Office moves	15%	
Strip & Wax Floors		20%
Gym Floor Refinish		
Life Safety Inspections – Sprinkler, Fire Alarm, FE, Dry Systems		
HVAC Service & Planned Maintenance	25%	25%
Locker Combo Change		
Crosswalk Painting		
Athletic Field Maintenance – Aeration, top dress, seed, water		10%
Fire Marshal Inspection		
J W Sidewalk Repair – by staff		
JW & VR Security Camera Installation by staff		

Leigh Rankin
Director of Facilities

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Interim Business Manager
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June 12, 2020

To: Brian J. White, Superintendent

From: Richard Huot, Interim Business Manager

Re: Lease Purchase of Technology

On Friday, May 1, 2020, the Business Office completed the paperwork and executed the 2019-2020 Technology Lease. The total amount of the lease is \$265,671.96 at an interest rate of 2.46% for a term of 60 months and there is no pre-payment penalty. The lease holder is TD Bank. The first payment will be take place on July 16, 2020 in the amount of \$56,033.38. As leases go in Region 4, this is smaller than is usually executed.

Annual lease agreements for technology equipment has been a practice in Connecticut and Region 4 for about a decade. I have discussed with TD Bank the development of a "Master" lease. The concept is to combine all the leases into a master lease to reduce the paperwork involved. Since the term for all the leases is 60 months, one lease drops off as next one is opened. We will also be changing the timing of the lease. The next lease for the school year 2020-21 will open in late July of 2020. The purchases for 2021 are expected to be about \$350,000 maximum.

Instead of the district purchasing the equipment and then being reimbursed, the district will buy the equipment and TD Bank will pay the bills. The bank is then has documentation regarding the collateral for their loan and Region 4 will not be concern about their cash flow as has occurred this past year.

The lease purchase of technology using lease purchase agreements is widespread among school districts in Connecticut. As low interests persist, this is an effective tool for funding tech equipment.

Attached is an up-to-date listing of the leases, interest rates and payment schedule.

Lease Debt Obligations

Annual Lease Total	Rate	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
\$ 324,054	1.96%	\$ 67,351	\$ 67,351	\$ 67,351	\$ 67,351	\$ 67,351		
\$ 443,421	2.25%		\$92,656	\$92,656	\$92,656	\$92,656	\$92,656	Active
\$ 428,428	3.66%			\$91,954	\$91,954	\$91,954	\$91,954	\$91,954 Active
\$ 329,672	2.99%				\$69,876	\$69,876	\$69,876	\$69,876 Active
\$ 265,672	2.46%					\$56,033	\$56,033	\$56,033 Active
\$ 350,000	Est						\$69,500	\$69,500 Active
							\$91,954	\$91,954
							\$91,954	\$91,954

Lease Payments

\$321,837 \$377,870 \$380,019 \$379,316 \$287,363

REGIONAL SCHOOL DISTRICT NO. 4

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June 12, 2020

To: Brian J. White, Superintendent

From: Leigh Rankin, Director of Facilities

Re: R4 Energy Audit Update

OVERVIEW AND GENERAL BACKGROUND: The NEEC-PTE Project Team was authorized by Region #4 in late 2019 and has completed the initial Energy Audits (EA's) for the first of three (3) Fiscal Years (FY 2018-19). A multi-year analysis develops a good "base-line" that minimizes annual differences in climate and building operations. The NEEC-PTE Project Team is the same team that implemented energy conservation measures for the Town of Deep River and the Deep River Elementary School in 2019. The installation team did an excellent job and initial review of savings has been quite favourable.

The next phase will be to complete a subsequent engineering feasibility study to determine those ECM's (Energy Conservation Measures) that will yield the lowest Simple Paybacks (SP's) or those with the highest Return-on Investment. At that time the Project Team will further review a draft of this Feasibility Report with Region #4 so individual ECM's can be evaluated and prioritized prior to any possible implementation option(s). With BOE approval, Region #4 will submit the EA/ECM Feasibility Report (once completed and approved) along with a "non-binding" application to Eversource for their "peer review" and confirmation of our estimated Project cost-sharing incentives and the necessary 0% financing under the CT Energy Efficiency Fund's Energy Opportunities (EO) program. There is "no-risk" to Region #4 for Eversource Submission. Since March, the incentives have actually increased to \$0.75 /kWh.

As a general preview of the lighting" and "non-lighting" ECM that are being investigated within the Feasibility Report and the typical ranges of net simple paybacks of ECM's from other energy projects as follows:

ECM-1: Low Cost Interior Lighting Retrofit Strategy with only replacement of remaining fixtures currently without LED'S..... Typical SP = 3-5 yrs.

ECM-1A: Higher Cost Inter Lighting Retrofit Strategy with comprehensive replacement all targeted areas with entire new fixtures and enhanced LED technology including automated occupancy sensors Lumen sensors for "daylight harvesting" etc..... Typical SP = 5-10 yrs.

NOTE: While ECM 1A would obviously cost more: (a) there would be higher utility incentives and (b) there are life-cycle "trade-off" with benefits of deferred future fixture replacements.

ECM-2: Electrical Transformer replacements..... Typical SP = 3-7 yrs.

ECM-3: Power Correction Equipment and Electrical Submetering

NOTE: While there are no direct utility cost-sharing incentives for this ECM there are customer Benefits on the monthly electrical bill and submetering not currently available through the customer's BMS (Building Management System) there is a need to better synchronize the current daily solar production vs. lighting and non-lighting HVAC KWH Consumption and kw Demand profiles with possible load shedding strategies.

ECM-4: Replacement/Upgrade of the existing BMS/EMS control System including enhanced Web-based monitoring, alarming and with additional graphic features and new Room RH/CO2/PIR HVAC Occupancy sensors, new VAV Discharge Air Temperature (DAT) sensors (for automatic reset of room conditions along with VFD/AHU terminal static pressure vs. current global static pressure sequencing further augmented with optimum start/stop, dual enthalpy dewpoint, CO2 DCV controls.....depending on actual sc..... Typical SP = 5-10 yrs.

ECM-5: HW/CW Energy Smart valves for individual GPM optimization vs. existing global wet pressure sensor control of pump VFD's..... Typical SP = 5-10 yrs.

ECM-6 HVAC destratification fans for high-ceiling area (i.e. Gymnasiums etc.)..... Typical SP = 4-8 yrs.

ECM-7: Hybrid Heat Pump Domestic Hot Water (DHW) Heaters (primarily at JWMS). Typical SP = 2-4 yrs.

ECM-8: Window Film (1.e. south building envelope exposures w/high cooling loads).....Typical SP = 5-8 yrs.

I anticipate the Energy Audity (EA) and Energy Conservation Measure (ECM) Feasibility Report for both JWMS and VRHS will be complete by the end of June. The next step will be to schedule time with the Region 4 BOE to discuss findings and potential next steps. At this meeting, I would like to invite the project team in to present.

Cc:

REGIONAL SCHOOL DISTRICT NO. 4

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June 12, 2020

To: Brian J. White, Superintendent
From: Richard Huot, Interim Business Manager
Leigh Rankin, Director of Facilities
Re: Athletic Field and Grounds Maintenance

In May, the Facilities Department prepared specifications and went to bid for Athletic Field and Grounds Maintenance. In addition to distributing the bid specifications to seven firms within 25 miles, the bid was advertised in the New Haven Register. On May 1, 2020 there was a mandatory pre bid meeting to familiarize the prospective bidders with the athletic facilities and grounds at Valley Regional High School and John Winthrop Middle School. Three vendors attended the pre-bid conference.

The bid specifications we set up by the Director of Facilities to potentially split the award. One part going to the low bid for Athletic Fields and the second for lawn mowing and grounds keeping. This strategy could potentially save dollars for the Region.

On May 29, 2020, two bids were received and opened. Below are the bids that were received.

Athletic Fields & Grounds Maintenance Bid									
Bidder	Athletic Fields 3 YRS		Grounds 3 YRS		Athletic Fields Year 4 & 5		Grounds Years 4 & 5		Total for 5 years
	YRS	Per Yr	YRS	Per Year	Per Year	Per Year	Per Year	Per Year	
Professional Field Care	\$ 237,333	\$ 79,111	\$ 127,795	\$ 42,598	\$ 162,968	\$ 81,484	\$ 87,752	\$ 43,876	\$ 615,848
Diamond Landscape	\$ 238,140	\$ 79,380	\$ 170,100	\$ 56,700	\$ 161,900	\$ 80,950	\$ 115,000	\$ 57,500	\$ 685,140

As you can see, the bids were very close for the athletic field work, but not for the grounds work. The incumbent was Professional Field Care, and both portions of the bid were awarded to them for the initial three years. At the end of three years it will be determined if Region 4 wants to extend the contract or rebid the work. The district has been very pleased with the work provided by Professional.

Given the difference of \$534 in the bids for years four and five, it would be difficult to move from a vendor who you are pleased to a vendor you have had no experience.

A copy of the specifications are attached for your information.

INVITATION TO BID

Athletic Fields and Grounds Maintenance at Valley Regional High School and John Winthrop Jr. High School. Specifications may be obtained on the Regional School District 4 website at www.reg4.k12.ct.us under "Request for Proposals"

Bids will be received at the Office of the Superintendent of Schools, until **3:00 P.M. Friday, May 29, 2020**, at which time they will be publicly opened and read.

There will be a **MANDATORY** pre-bid meeting and walk thru of both schools starting at a gathering in the flagpole circle in front of the John Winthrop Middle School, 1 Winthrop Rd, Deep River, CT at **10:00 AM on Friday, May 1, 2020**. All bidders are encouraged to attend.

All bids are subject to terms and conditions set forth in bid documents and it is the sole responsibility of all bidders to comply with all terms and conditions.

Regional School District #4 Board of Education reserves the right to waive any informalities or irregularities in bidding, to reject any or all bids in full or in part and to accept any bid it deems is in the public interest.

The Region #4 Board of Education is an equal opportunity employer and does not discriminate on the basis of race, sex and / or handicap.

All questions pertaining to the bid shall be directed to:

Mr. Richard Huot, Business Manager
Regional School District #4
Office of the Superintendent
P.O. Box 187 Deep River, CT 06417
860-526-2417
Fax 860-526-5469

**REGIONAL SCHOOL DISTRICT 4
REQUEST FOR PROPOSAL
GROUNDS AND FIELDS MAINTENANCE
APRIL 9, 2020**

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REGIONAL SCHOOL DISTRICT 4
REQUEST FOR PROPOSALS
GROUNDS AND FIELDS MAINTENANCE
APRIL 9, 2020

The REGIONAL SCHOOL DISTRICT 4 will receive sealed bids for grounds and fields maintenance until 3 PM on May 29, 2020. At that time proposals will be opened in public and read aloud.

The documents comprising the Request for Proposals may be obtained from on the Region 4 Board of Education website www.reg4.k12.ct.us under "Requests for Proposal".

The REGIONAL SCHOOL DISTRICT 4 reserves the rights to amend or terminate this Request for Proposals, accept all or any part of a proposal, reject all proposals, waive any informalities or non-material deficiencies in a proposal, and award the proposal to the proposer that, in the BOE's judgment, will be in the District's best interests.

REGIONAL SCHOOL DISTRICT 4, CONNECTICUT
REQUEST FOR PROPOSALS FOR GROUNDS AND FIELDS MAINTENANCE

Proposal Opening Date: May 29th, 2020

Proposal Opening Time: 3 PM

Proposal Opening Place: Central Office, Conference Room

The REGIONAL SCHOOL DISTRICT 4 is seeking proposals for the maintenance of grounds and athletic fields.

One (1) original and (1) copy of sealed written proposals must be received in the Regional School District 4, Central Office Building, PO Box 187, 1 Winthrop Rd, Deep River, CT by the date and time noted above. The REGIONAL SCHOOL DISTRICT 4 (the "District") will not accept submissions by e-mail or fax. The District will reject proposals received after the date and time noted above.

The documents comprising this Request for Proposals may be obtained from the Regional School District 4 Board of Education website, www.reg4.k12.ct.us, under "Requests for Proposal". Each proposer is responsible for checking the District's website to determine if the District has issued any addenda and, if so, to complete its proposal in accordance with the RFP as modified by the addenda.

Proposals must be held firm and cannot be withdrawn for sixty (60) calendar days after the opening date.

The District reserves the rights to amend or terminate this Request for Proposals, accept all or any part of a proposal, reject all proposals, waive any informalities or non-material deficiencies in a proposal, and award the proposal to the proposer that, in the District's judgment, will be in the District's best interests.

This Request for Proposals ("RFP") includes:

- Standard Instructions to Proposers
- Specifications
- Insurance Requirements
- Proposal Form
- Proposer's Legal Status Disclosure
- Proposer's Non-Collusion Affidavit
- Proposer's References
- Addenda

REGIONAL SCHOOL DISTRICT 4
GROUNDS AND FIELDS MAINTENANCE

SECTION A: INSTRUCTIONS TO PROPOSERS

1. INTRODUCTION

The REGIONAL SCHOOL DISTRICT 4 (the "District") Board of Education is soliciting proposals for Athletic Fields Maintenance as set forth in Section B of this RFP, and the for Lawn and Grounds Maintenance at John Winthrop Middle School, Valley Regional High School and Central Office as set forth in Section C of this RFP. The contract will be for a three (3) year period with an option to renew for year 4 & 5 at the discretion of the District. This RFP is not a contract offer, and no contract will exist unless and until a written contract is signed by the District and the successful proposer.

Interested parties should submit a proposal in accordance with the requirements and directions contained in this RFP. Proposers are prohibited from contacting any District employee (with the exception of the Director of Facilities or Interim Business Manager), officer or official concerning this RFP, except as set forth in Section 6, below.

A proposer's failure to comply with this requirement may result in disqualification. For all purposes herein, the word "DISTRICT" shall be deemed to include the REGIONAL SCHOOL DISTRICT 4, acting through its Board of Education.

The Board of Education shall be the awarding body for the Contract for the work set forth in Section B and C.

If there are any conflicts between the provisions of these Standard Instructions to Proposers and any other documents comprising this RFP, these Standard Instructions to Proposers shall prevail.

2. RIGHT TO AMEND OR TERMINATE THE RFP OR CONTRACT

The District may, before or after proposal opening and in its sole discretion, clarify, modify, amend or terminate this RFP if the District determines it is in the District's best interest. Any such action shall be effected by a posting on the District's website, www.reg4.K12.ct.us. Each proposer is responsible for checking the District's website to determine if the District has issued any addenda and, if so, to complete its proposal in accordance with the RFP as modified by the addenda.

If this RFP provides for a multi-year agreement, the District also reserves the right to terminate the Contract at the end of the last fiscal year for which funds have been appropriated, and the

District shall have no obligation or liability to the successful proposer for any unfunded year or years.

3. KEY DATES

Pre-Proposal Conference /Site Visit: There will be mandatory walkthrough of all locations on **April 29, 2020**, beginning at **10:00 AM**, start at Central Office 1 Winthrop Rd, Deep River, CT

Proposal Opening: **May 29, 2020 @ 12:00**

Interviews of one or more proposers (if deemed necessary).

Preliminary Notice of Award: **June 19, 2020**

Contract Execution: June 19, 2020– with contract effective July 1, 2020 through June 30, 2025.

4. OBTAINING THE RFP

All documents that are a part of this RFP may be obtained on the District's website, www.reg4.K12.ct.us, under "Requests for Proposal" which can be found under the DISTRICT, then Facilities tab..

5. PROPOSAL SUBMISSION INSTRUCTIONS

Proposals must be received in the Regional School District 4, Central Office Building, PO Box 187, 1 Winthrop Rd, Deep River, CT 06417, prior to the date and time the proposals are scheduled to be opened publicly. Postmarks before the opening date and time but not received in the Central Office do NOT satisfy this condition. The District will not accept submissions by e-mail or fax. Proposers are solely responsible for ensuring timely delivery. The District will NOT accept late proposals.

One (1) original and (1) copy of all proposal documents must be submitted in sealed, opaque envelopes clearly labeled with the proposer's name, the proposer's address, the words "PROPOSAL DOCUMENTS," the Proposal Title and Proposal Opening Date. The District may decline to accept proposals submitted in unmarked envelopes that the District opens in its normal course of business. The District may, but shall not be required to, return such proposal documents and inform the proposer that the proposal documents may be resubmitted in a sealed envelope properly marked as described above.

Proposal prices must be submitted on the Proposal Form included in this RFP. All blank spaces for proposal prices must be completed in ink or be typewritten; proposal prices must be stated in both words and figures. The person signing the Proposal Form must initial any errors, alterations or corrections on that form. Ditto marks or words such as "SAME" shall not be used in the Proposal Form.

Proposals may be withdrawn personally or in writing provided that the District receives the withdrawal prior to the time and date the proposals are scheduled to be opened. Proposals are considered valid, and may not be withdrawn, cancelled or modified, for sixty (60) days after the opening date, to give the District sufficient time to review the proposals, investigate the proposers' qualifications, secure any required municipal approvals, and execute a binding contract with the successful proposer.

An authorized person representing the legal entity of the proposer must sign the Proposal Form and all other forms included in this RFP.

6. QUESTIONS AND AMENDMENTS

Questions concerning this RFP, if related to section B or C are to be submitted by e-mail and directed to:

Name: Leigh Rankin

Title: Director of Facilities

E-mail: Lrankin@reg4.k12.ct.us

Proposers are prohibited from contacting any other District employee, officer or official concerning this RFP. A proposer's failure to comply with this requirement may result in disqualification.

The appropriate District representative listed above must receive any questions from proposers no later than seven (7) business days before the proposal opening date. That representative will confirm receipt of a proposer's questions by e-mail. The District will answer all written questions by issuing one or more addenda, which shall be a part of this RFP and the resulting Contract, containing all questions received as provided for above and decisions regarding same.

At least four (4) calendar days prior to proposal opening, the District will post any addenda on the District's website, www.reg4.k12.ct.us. Each proposer is responsible for checking the website to determine if the District has issued any addenda and, if so, to complete its proposal in accordance with the RFP as modified by the addenda. Failure to submit a response that does not address any changes or addenda may result in disqualification of a proposal submission.

No oral statement of the District, including oral statements by the District representatives listed above, shall be effective to waive, change or otherwise modify any of the provisions of this RFP, and no proposer shall rely on any alleged oral statement.

7. ADDITIONAL INFORMATION

The District reserves the right, either before or after the opening of proposals, to ask any proposer to clarify its proposal or to submit additional information that the District in its sole discretion deems desirable.

8. COSTS FOR PREPARING PROPOSAL

Each proposer's costs incurred in developing its proposal are its sole responsibility, and the District shall have no liability for such costs.

9. OWNERSHIP OF PROPOSALS

All proposals submitted become the District's property and will not be returned to proposers.

10. FREEDOM OF INFORMATION ACT

All information submitted in a proposal or in response to a request for additional information is subject to disclosure under the Connecticut Freedom of Information Act as amended and judicially interpreted. A proposer's responses may contain financial, trade secret or other data that it claims should not be public (the "Confidential Information"). A proposer must identify specifically the pages and portions of its proposal or additional information that contain the claimed Confidential Information by visibly marking all such pages and portions. Provided that the proposer cooperates with the District as described in this section, the District shall, to the extent permitted by law, protect from unauthorized disclosure such Confidential Information.

If the District receives a request for a proposer's Confidential Information, it will promptly notify the proposer in writing of such request and provide the proposer with a copy of any written disclosure request. The proposer may provide written consent to the disclosure, or may object to the disclosure by notifying the District in writing to withhold disclosure of the information, identifying in the notice the basis for its objection, including the statutory exemption(s) from disclosure. The proposer shall be responsible for defending any complaint brought in connection with the nondisclosure, including but not only appearing before the Freedom of Information Commission, and providing witnesses and documents as appropriate.

11. REQUIRED DISCLOSURES

Each proposer must, in its Proposal Form, make the disclosures set forth in that form. A proposer's acceptability based on those disclosures lies solely in the District's discretion.

12. REFERENCES

Each proposer must complete and submit the Proposer's Statement of References form included in this RFP.

13. LEGAL STATUS

If a proposer is a corporation, limited liability company, or other business entity that is required to register with the Connecticut Secretary of the State's Office, it must have a current registration on file with that office. The District may, in its sole discretion, request acceptable evidence of any proposer's legal status. Each proposer must complete and submit the Proposer's Legal Status Disclosure form included in this RFP.

14. AWARD & AUTHORITY

The requested services shall be awarded to the bidder whose proposal is deemed to provide the services desired, taking into account the requirements, terms and conditions contained in the request, responsiveness of bid, and the criteria for evaluating proposals. That decision rests solely with the Board of Education as to Section B – Fields Maintenance, Section C – Lawn and Grounds Maintenance. The District reserves the right to award the contract for the work in Section B and the contract for the work in Section C to two different contractors. The District will issue notification of award(s) in writing.

15. PRESUMPTION OF PROPOSER'S FULL KNOWLEDGE

Each proposer is responsible for having read and understood each document in this RFP and any addenda issued by the District. A proposer's failure to have reviewed all information that is part of or applicable to this RFP, including but not only any addenda posted on the District's website, shall in no way relieve it from any aspect of its proposal or the obligations related thereto.

Each proposer is deemed to be familiar with and is required to comply with all federal, state and local laws, regulations, ordinances, codes and orders that in any manner relate to this RFP or the performance of the work described herein.

By submitting a proposal, each proposer represents that it has thoroughly examined and become familiar with the scope of work outlined in this RFP, and it is capable of performing the work to achieve the District's objectives. If applicable, each proposer shall visit the site, examine the

areas and thoroughly familiarize itself with all conditions of the property before preparing its proposal.

16. WORK REGULATIONS AND STANDARDS

All work activities performed in association with this request must be performed and completed for the District in accordance with current Federal, State and Local regulations. All services shall also conform to the latest OSHA standards and/or regulations.

17. TAX EXEMPTIONS

The District is exempt from the payment of federal excise taxes and Connecticut sales and use taxes. Federal Tax Exempt # 06-6001604. CT Tax Exempt #6708101000

18. INSURANCE

CONTRACTOR shall, at its own expense, provide and keep in force:

Page 18a. Workers' Compensation insurance in the State required amount, and Employers' Liability insurance in the following amounts:

Bodily injury by accident- \$100,000 each accident

Bodily injury by disease- \$500,000 each accident and,

Bodily injury by disease- \$100,000 each employee

The policy must provide coverage for benefits payable under the Connecticut Workers Compensation Act, and include the Voluntary Compensation endorsement.

18b. During the term of the contract, CONTRACTOR shall provide General Liability insurance for bodily injury and property damage. The Public Liability insurance shall be written on a comprehensive form and include, without limitation, coverage for premises and operations, completed operations, independent contractors, broad form property damage, pollution, blanket contractual and personal injury. The required limits of liability are:

\$2,000,000- General Aggregate

\$2,000,000- Product-Completed Operations Aggregate

\$1,000,000- Personal and Advertising Injury

\$1,000,000- Each Occurrence

\$ 50,000- Fire Damage/Fire

\$ 5,000- Medical Expense/Person

18c. Automobile Liability insurance shall be written with a Comprehensive Form and include coverage for owned, hired, and non-owned vehicles. The limit for any one accident or loss shall be \$1,000,000.

18d. Insurance Certification: An Insurance certificate shall be required to be filed with the DISTRICT, certifying coverage and limits of insurance required above. "Regional School District 4" to be named as Additional Insured on the Insurance coverage named herein (except for Worker's Compensation) for the claims arising out of the COMPANY'S performance of the contract herein".

18e. Defense of DISTRICT: All insurance companies shall have the duty to defend the DISTRICT against liability or property damage claims arising from the conduct of CONTRACTOR and/or agents or employees.

19. TERM OF CONTRACT

This contract shall begin effective July 1, 2020 and end on June 30, 2023. The District may renew this contract for an 2 additional years at the price stated in the bid response form by giving the contractor at least thirty (30) days written notice.

The District requires firmed fixed prices for a period of one (1) year following bid opening and nothing elsewhere in this bid shall abrogate this firm period.

20. PERFORMANCE, TERMINATION AND CANCELLATION

The type of service requested is essential for the day-to-day operations of District facilities and, therefore, time is of the essence. The contractor shall perform this service consistent with good professional practice and in accordance with the standards and specifications set forth herein. In the event of unacceptable performance, the District may terminate any contract award. The District reserves the right to cancel this contract, at any time, with thirty (30) days prior written notice to the contractor should any of the following conditions exist: (1) funds are not appropriated by the District for the continuance of this agreement, (2) the District, through changes in its requirements, method of operation, or program operation no longer has a need for this service.

21. AWARD CRITERIA; SELECTION; CONTRACT EXECUTION

All proposals will be publicly opened and read aloud as received on the date, at the time, and at the place identified in this RFP. Proposers may be present at the opening.

The District reserves the right to correct, after proposer verification, any mistake in a proposal that is a clerical error, such as a price extension, decimal point error or FOB terms. If an error

exists in an extension of prices, the unit price shall prevail. In the event of a discrepancy between the price quoted in words and in figures, the words shall control.

The District reserves the rights to accept all or any part of a proposal, reject all proposals, and waive any informalities or non-material deficiencies in a proposal. The District also reserves the right, if applicable, to award the purchase of individual items under this RFP to any combination of separate proposals or proposers. The District reserves the right to award the contract for the work in Section B and the contract for the work in Section C to two different contractors.

The District will accept the proposal that, all things considered, the District determines is in its best interests. Although price will be an important factor, it will not be the only basis for award. Due consideration may also be given to a proposer's experience, references, service, ability to respond promptly to requests, past performance, and other criteria relevant to the District's interests, including compliance with the procedural requirements stated in this RFP.

The District will not award the proposal to any business that or person who is in arrears or in default to the District with regard to any tax, debt, contract, security or any other obligation.

The District will select the proposal that it deems to be in the District's best interest and issue a Preliminary Notice of Award to the successful proposer. The award may be subject to further discussions with the proposer. The making of a preliminary award to a proposer does not provide the proposer with any rights and does not impose upon the District any obligations. The District is free to withdraw a preliminary award at any time and for any reason. A proposer has rights, and the District has obligations, only if and when a Contract is executed by the District and the proposer.

If the proposer does not execute the Contract within ten (10) business days of the date of the Preliminary Notice of Award, unless extended by the District, the District may call any proposal security provided by the proposer and may enter into discussions with another proposer.

The District will post the Preliminary Notice of Award and related information on its website, www.reg4.k12.ct.us, under "Requests for Proposal".

The Preliminary Notice of Award and Contract Execution dates in Section 3's Key Dates are anticipated, not certain, dates.

21a. QUALIFICATIONS:

Contractor required to have a minimum of five (5) years practical experience in the care and maintenance of a Middle and High School based multi-location athletic field complex, located within U.S.D.A. designated hardiness zones five (5) through seven (7), with applicable references for same to be listed in Exhibit D. Contractor shall possess superior expertise in the

specific methods utilized in the ongoing maintenance and repair of safe and aesthetic playing grounds and fields.

The Contractor:

Must have the ability to access in a timely manner all materials and equipment to accomplish all outlined maintenance objectives.

Must be able to effectively communicate with various District officials and coordinate duties with scheduling of events at all locations.

Contractor shall be available at all times by telephone. Work duties may need to be performed outside normal working hours (i.e. early or late hours, and weekends).

Contractor shall not subcontract any portion of the contract without the approval of the Director of Facilities.

Must demonstrate a practical knowledge of horticulture and plant health care.

Must maintain a detailed record of all services performed and exact times spent by all personnel at each location

It is preferred that contractor place of business is within 30 miles of Deep River.

22. COMPLIANCE WITH IMMIGRATION LAWS

By submitting a proposal, each proposer confirms that it has complied, and during the term of the Contract will comply, with the Immigration Reform and Control Act ("IRCA") and that each person it provides under the Contract will at all times be authorized for employment in the United States of America. Each proposer confirms that it has a properly completed Employment Eligibility Verification, Form I-9, for each person who will be assigned under the Contract and that it will require each subcontractor, if any, to confirm that it has a properly completed Form I-9 for each person who will be assigned under the Contract.

The successful proposer shall defend, indemnify, and hold harmless the District, its employees, officers, officials, agents, volunteers and independent contractors, including any of the foregoing sued as individuals (collectively, the "District Indemnified Parties"), against any and all proceedings, suits, actions, claims, damages, injuries, awards, judgments, losses or expenses, including fines, penalties, punitive damages, attorney's fees and costs, brought or assessed against, or incurred by, the District Indemnified Parties related to or arising from the obligations under IRCA imposed upon the successful proposer or its subcontractor. The successful proposer

shall also be required to pay any and all attorney's fees and costs incurred by the District Indemnified Parties in enforcing any of the successful proposer's obligations under this provision, whether or not a lawsuit or other proceeding is commenced, which obligations shall survive the termination or expiration of the Contract.

23. NON COLLUSION AFFIDAVIT

Each proposer shall submit a completed Proposer's Non Collusion Affidavit that is part of this RFP.

24. CONTRACT TERMS

The following provisions will be mandatory terms of the District's Contract with the successful proposer. If a proposer is unwilling or unable to meet any of these Contract Terms, the proposer must disclose that inability or unwillingness in its Proposal Form (see Section 11 of these Standard Instructions to Proposers).

24a. DEFENSE, HOLD HARMLESS AND INDEMNIFICATION

The successful proposer agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless the District, its employees, officers, officials, agents, volunteers and independent contractors, including any of the foregoing sued as individuals (collectively, the "District Indemnified Parties"), from and against all proceedings, suits, actions, claims, damages, injuries, awards, judgments, losses or expenses, including attorney's fees, arising out of or relating, directly or indirectly, to the successful proposer's malfeasance, misconduct, negligence or failure to meet its obligations under the RFP or the Contract. The successful proposer's obligations under this section shall not be limited in any way by any limitation on the amount or type of the successful proposer's insurance. Nothing in this section shall obligate the successful proposer to indemnify the District Indemnified Parties against liability for damage arising out of bodily injury to persons or damage to property caused by or resulting from the negligence of the District Indemnified Parties.

In any and all claims against the District Indemnified Parties made or brought by any employee of the successful proposer, or anyone directly or indirectly employed or contracted with by the successful proposer, or anyone for whose acts or omissions the successful proposer is or may be liable, the successful proposer's obligations under this section shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by the successful proposer under workers' compensation acts, disability benefit acts, or other employee benefits acts.

The successful proposer shall also be required to pay any and all attorney's fees incurred by the District Indemnified Parties in enforcing any of the successful proposer's obligations under this section, which obligations shall survive the termination or expiration of this RFP and the Contract.

As a municipal agency of the State of Connecticut, the District will NOT defend, indemnify, or hold harmless the successful proposer.

24b. ADVERTISING

The successful proposer shall not name the District in its advertising, news releases, or promotional efforts without the District's prior written approval. If it chooses, the successful proposer may list the District in a Statement of References or similar document required as part of its response to a public procurement. The District's permission to the successful proposer to do so is not a statement about the quality of the successful proposer's work or the District's endorsement of the successful proposer.

24c. W-9 FORM

The successful proposer must provide the District with a completed W-9 form before Contract execution.

24d. PAYMENTS

Payments shall be made in ten (12) equal installments, upon receipt of invoice, and as approved by appropriate representative.

24e. DISTRICT INSPECTION OF WORK

Being public property, the contractor's work is visible to the entire community as well as its athletic competitors. The District reserves the right to inspect the successful proposer's work at all reasonable times. This right of inspection is solely for the District's benefit and does not transfer to the District the responsibility for discovering patent or latent defects. The successful proposer has the sole and exclusive responsibility for performing in accordance with the Contract.

24f. REJECTED WORK OR MATERIALS

The successful proposer, at its sole cost and expense, shall remove from the District's property rejected items, commodities and/or work within 48 hours of the District's notice of rejection. Immediate removal may be required when safety or health issues are present.

24g. LICENSES AND PERMITS

The successful proposer certifies that, throughout the Contract term, it shall have and provide proof of all approvals, permits and licenses required by the District and/or any state or federal authority. The successful proposer shall immediately and in writing notify the District of the loss or suspension of any such approval, permit or license.

24h. CESSATION OF BUSINESS/BANKRUPTCY/RECEIVERSHIP

If the successful proposer ceases to exist, dissolves as a business entity, ceases to operate, files a petition or proceeding under any bankruptcy or insolvency laws or has such a petition or proceeding filed against it, the District has the right to terminate the Contract effective immediately. In that event, the District reserves the right, in its sole discretion as it deems appropriate and without prior notice to the successful proposer, to make arrangements with another person or business entity to provide the services described in the Contract.

24i. AMENDMENTS

The Contract may not be altered or amended except by the written agreement of both parties.

24j. ENTIRE AGREEMENT

It is expressly understood and agreed that the Contract contains the entire agreement between the parties, and that the parties are not, and shall not be, bound by any stipulations, representations, agreements or promises, oral or otherwise, not printed or inserted in the Contract or its attached exhibits.

24k. VALIDITY

The invalidity of one or more of the phrases, sentences or clauses contained in the Contract shall not affect the remaining portions so long as the material purposes of the Contract can be determined and effectuated.

24l. CONNECTICUT LAW AND COURTS

The Contract shall be governed by and construed in accordance with the internal laws (as opposed to the conflicts of law provisions) of the State of Connecticut, and the parties

irrevocably submit in any suit, action or proceeding arising out of the Contract to the jurisdiction of the United States District Court for the District of Connecticut or of any court of the State of Connecticut, as applicable.

24m. NON-EMPLOYMENT RELATIONSHIP

The District and the successful proposer are independent parties. Nothing contained in the Contract shall create, or be construed or deemed as creating, the relationships of principal and agent, partnership, joint venture, employer and employee, and/or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the terms and conditions of the Contract. The successful proposer understands and agrees that it is not entitled to employee benefits, including but not limited to workers compensation and employment insurance coverage, and disability. The successful proposer shall be solely responsible for any applicable taxes.

END OF STANDARD INSTRUCTIONS TO PROPOSERS

REGIONAL SCHOOL DISTRICT 4, CONNECTICUT

SECTION B: SPECIFICATIONS FOR FIELDS MAINTENANCE

LOCATIONS: Valley Regional High School, John Winthrop Middle School, Regional School District 4 Central Office

CONTRACT TERM: July 1, 2020 – June 30, 2023

CONTRACTOR DUTIES: (inclusive of, but not limited to, and defined as follows)

1. GENERAL DAILY ACTIVITY: Contractor shall monitor all areas, with particular attention to athletic fields, to maintain integrity and aesthetics. He/she shall promptly communicate problems and/or areas of deterioration to Director of Facilities to discuss and implement remedies. Contractor shall keep all locations clean and neat in appearance at all times.

2. MOWING, STRING TRIMMING AND LITTER REMOVAL: Mow all fields as needed, but at a minimum average of **twice** per week during the respective sports seasons to promote dense playing surface and ensure no more than 1/3 leaf blade is removed during each mowing. All fields shall be maintained in excellent condition for sporting events, practices and aesthetics. Contractor shall review all field activity schedules, and prepare fields as warranted. Excessive rainfall shall also be accommodated. All clippings shall be removed from fields. Litter shall be removed prior to mowing.

In season mowing heights will be as follows:

Football, soccer, lacrosse, baseball outfields	1.5" – 2.5"
Field Hockey, Baseball infields	1.0" – 2.5"
Multi-use Fields	2.0" – 3.0"

Common areas surrounding the fields shall be mowed at least weekly, and shall at all times be kept neat and orderly. Caution must be exercised when cutting irrigated fields so as not to damage irrigation systems (i.e. heads, etc.). Currently, only the competition field has an irrigation system.

The "Athletic Fields" at Valley Regional consist of the following areas:

- Competition field and track = all areas within the perimeter fence.
- Combination Field Hockey field and Lacrosse = all areas within the perimeter fence.
- Rear playing fields = all areas in the rear of Valley Regional, bounded by perimeter fence.

- Softball Field
- Soccer Field 1 & 2
- Baseball Field
- Soccer Field 3 & 4
- Lower field = area used for shot put, discus and practice football.
- Tennis Courts = area inside fence.

The "Athletic Fields" at John Winthrop Jr. High School consist of the following areas:

- Soccer Field 1
- Soccer Field 2
- Field Hockey Field
- Softball Field
- Baseball Field

For the purpose of this bid, these areas will be collectively referred to as the "Athletic Fields." Refer to Maps

3. BRUSH CLEARING: All listed locations shall be kept clear of excessive brushy growth, including vines, brambles and saplings. Approximately once per month, or as needed during the growing season, the contractor shall cut brush in the following areas:

- Inside the fence around the fields.
- On the eastern most fence, clear brush inside and outside to clear a walking path.
- Along all roadways, outside guard rails, and along the road side at the Middle School
- Cross Country Trail

4. TRASH REMOVAL/MANAGEMENT: Prior to any mowing, contractor shall police work area and remove all litter, i.e. paper, bottles and any unsightly debris. Contractor will be sure all trash receptacles provided by the District (15 HS & 7 MS) are in proper placement. Empty barrels on a regular basis into the District's rolling dumpsters for pick up. Dugouts shall be swept, and kept neat at all times. Tennis courts shall be cleaned up on a weekly basis.

5. LINING AND MEASURING FIELD DIMENSIONS: Contractor shall measure, lay out and set up all athletic fields prior to each season in accordance with the "Designated Standard Rules of Play", as they apply to each sport. Contractor is responsible, with assistance from the Director of Athletics, to ensure that field dimensions are accurate, and correspond to all state and local sports organization standards and rules of play at the HS and MS. Contractor shall line all athletic fields for both practices and games with both paint and marking lime as appropriate (an average of twice per week). Contractor shall make every effort to accommodate changes to the

schedule, especially at short notice, due to weather and other scheduling difficulties, and may additionally be required to add or remove field configurations at the discretion of the Director of Athletics and/or the Director of Facilities. The District will provide all paint and lining materials. See Schedule 1 – Lining (Sample).

6. FIELD DRAGGING: Baseball and softball infields and baselines shall be regularly dragged with appropriate equipment, and manually when needed, to maintain aesthetic appearance and integrity of the fields. Special attention shall be paid to ensure that no “lip” forms on turf areas where outfield meets infield. Base paths and infield/outfield turf area lines shall be preserved by cutting the edge with a power edger or sod cutter periodically. See Schedule 2 – Field Dragging (sample).

Contractor shall add clay provided by the District to low areas prior to the beginning of the season and as needed during the season to maintain a level playing surface at the MS and HS infields, including the pitchers’ mounds and home plate areas. Contractor will be responsible to move, spread, grade and finish rake the infields, baselines and mounds. Contractor shall be responsible to place and remove District-supplied tarps on pitchers’ mounds and home plate areas as needed to protect the clay during inclement weather.

7. MAINTENANCE AND ORGANIZATION OF FIELD EQUIPMENT: The contractor shall transport, install, clean and repair all equipment related to athletic activities on the field. This includes, but is not limited to, batting cages, soccer goals, field hockey goals, player’s benches, portable bleachers, tennis nets, shot put nets, discus nets, etc. Responsibilities include moving equipment at the discretion of District officials, and may require assembly and placement of new equipment and/or removal of old or damaged equipment. The District will supply wire ties, duct tape, soccer and field hockey net clips, and other items as may be necessary. See Schedule 3 – Field Equipment Maintenance/Organization (Sample).

8. SPRING AND FALL CLEAN-UPS: Twice per year, contractor shall conduct focused clean-up of all locations including, but not limited to, removal of leaves, brush, branches, twigs and litter. Specific attention shall be paid to:

JWMS & VRHS: clean all areas of the schools up to the sidewalk dividing the school from the athletic fields. This includes the dugouts, areas around the storage sheds, goal storage area, inside and outside the tennis courts, inside and outside the track, and along all roads, guard rails and fences.

10. AERATION, SEEDING AND SODDING: This will be performed by staff maintenance personnel. Separate pricing would be solicited for any sodding projects.

11. CLAY MAINTENANCE AND GROOMING:

JWMS and VRHS Baseball and Softball field areas shall be maintained utilizing only DuraEdge Classic Infield Mix and Pitcher's Mound Clay. Infields shall be groomed for all scheduled games and practices. Water removal methods must not result in the formation of lips or the creation of grade irregularities that may affect proper drainage. The uses of approved drying agents are permitted to aid in gaining maximum playability on the fields, however all minor amounts of the material must be nail dragged/tilled and fully incorporated into the main body of the infield. When extreme measures are needed to prepare a field for play, any concentrated amounts of drying agent remaining must be removed and replaced with appropriate clay product for the specific field and area within. The raking of displaced clay material into depressions must precede the addition of more clay. All clay/grass perimeters must be raked or blown back weekly to avoid buildup from grooming and drag matting.

12. IRRIGATION SYSTEMS: The District shall mark all irrigation heads. The contractor will monitor all systems for proper water usage, determined by each field's needs and communicate the same to the Director of Facilities.

13. COORDINATION OF WORK WITH DISTRICT OFFICIALS/FIELD USERS:

Contractor shall be provided with contact information for the Director of Facilities and the Director of Athletics for all sports to be played at all fields. He/she will be furnished the District's athletic schedule, and will take such into account when planning field maintenance (seeding, aeration, fertilization, etc.). Contractor shall communicate with any of the foregoing persons in the order listed to ensure that all fields are in good condition and able to be used when needed.

14. MISCELLANEOUS: Contractor shall ensure that the work area(s) are left neat and clean at the end of the workday (i.e. remove all clippings, etc. and equipment).

REGIONAL SCHOOL DISTRICT 4, CONNECTICUT
FIELDS MAINTENANCE

SCHEDULE 1 – LINING (SAMPLE)

JWMS

Spring softball – foul lines, coaches' boxes and batters' circles in white; base paths and batters' boxes with marking lime prior to every game

Spring baseball – foul lines, coaches' boxes and batters' circles in white; base paths and batters' boxes with marking lime prior to every game

Summer soccer – work with Valley Soccer Club

Fall soccer – (2) large fields in white

Field Hockey – modified, not competition size

Cross Country – line route and hang flags

VRHS

Spring – Track and field markings in white (discus and javelin)

Spring softball – foul lines, coaches' boxes and batters' circles in white; base paths and batters' boxes with marking lime prior to every game

Spring baseball – foul lines, coaches' boxes and batters' circles in white; base paths and batters' boxes with marking lime prior to every game

Lacrosse – Boys & Girls

Summer – work with Valley Soccer Club

Fall Field #1 – Girls soccer in white

Fall Field #3 – Boys soccer in white;

Practice Football Field (JV schedule)

Competition Field – Football, Boys & Girls Varsity Soccer Home game schedule

REGIONAL SCHOOL DISTRICT 4, CONNECTICUT FIELDS MAINTENANCE
SCHEDULE 2 – FIELD DRAGGING (SAMPLE)

VRHS

Spring – baseball and softball dragged before each game, including warning track and foul areas. Base paths shall be cleared of weeds/debris. The foregoing shall also apply to weekends if applicable, according to game schedule.

Spring – track and field jumping pits groomed regularly and on home meet days, add sand when requested/provided.

Summer – baseball and softball dragged and kept free of vegetation to preserve integrity and appearance

Fall – baseball and softball dragged and kept free of vegetation to preserve integrity and appearance.

JWMS

Spring – baseball and softball dragged according to game schedule, and as needed to remain free of vegetation to preserve integrity and appearance

Summer – baseball and softball dragged to remain free of vegetation to preserve integrity and appearance

Fall – baseball and softball dragged to remain free of vegetation to preserve integrity and appearance

REGIONAL SCHOOL DISTRICT 4, CONNECTICUT FIELDS MAINTENANCE
SCHEDULE 3 – FIELD EQUIPMENT MAINTENANCE/ORGANIZATION (SAMPLE)

JWMS

Baseball/Softball - Install softball bases with mounds and plates, and baseball bases with mounds and plates. Install portable outfield fences if provided and remove and store at the conclusion of the season.

Soccer – construct and install 4 large soccer goal nets and place goals on appropriate fields, with proper weight systems [Soccer #1 and Soccer #2].

VRHS

Spring:

Lacrosse – install safety net along parking lot boundary, place goals

Tennis – install tennis nets on courts. Install windscreen. Blow off rain puddles for practice and matches as requested by Director of Facilities. Ensure courts are dry and clear on match day; check net heights. Check crank systems weekly and on home match days.

Baseball/Softball - Install softball bases with mounds and plates, and baseball bases with mounds and plates. Install portable outfield fences if provided and remove and store at the conclusion of the season. Install batting cages and maintain throughout season.

Track & Field – Erect discus net at throwing cage. Set team benches and scorer's table. At end of season, break down discus net and store in track shed, cover jumping sand pits with covers provide.

Fall:

Football – install upright pads before each home game on competition field. Install pads on practice field for duration of season, check regularly for secure neat installation. Remove and store at end of season.

Soccer – construct and install 4 large soccer goal nets and place goals on appropriate fields, with proper weight systems [Fields #1, #2, #3, #4].

Field Hockey – Construct, place goals and install nets on field hockey goals and place goals on appropriate field. Maintain frames, boards and nets weekly and inspect for game days, throughout season.

End of season - Remove and store all benches, goals and nets (including batting cages and windscreens), label, and store in plastic bags in shed on site.

Remove all field hockey and soccer goals from fields and store in designated area on site.

END OF SPECIFICATIONS – FIELD MAINTENANCE

SECTION C: SPECIFICATIONS FOR LAWN AND GROUNDS MAINTENANCE

A high level of expertise, communication and cooperation are essential to successful maintenance of the extensive grounds around the school sites covered by this contract.

The contractor will coordinate his work as needed with a variety of school personnel including but not limited to: The District Superintendent, the Director of Facilities, the Athletic Director, School Principals, School office staff, custodial staff and volunteer organizations.

Contractor shall be available by telephone during working hours.

It is understood that carrying out the terms of this contract may require crews to work early in the morning, late at night and on weekends to accommodate school schedules.

1. DESCRIPTION OF WORK:

LAWN & GROUNDS MAINTENANCE AT REGIONAL SCHOOL DISTRICT 4 SCHOOLS TO INCLUDE THE FOLLOWING SERVICES:

MOWING/TRIMMING AND TRASH REMOVAL NOTE: No athletic fields are part of this Section C.

All grassy areas will be mowed around each school as needed to keep the grounds looking neat and tidy at all times. Parking areas and islands are included. Regular mowing service includes: cutting all lawn areas, trimming around shrubs and obstacles, clearing clippings from walks and drives and removing any trash on lawns prior to mowing. Mowing will be done in a careful manner to eliminate damage to trees, buildings, and other outside installations. String-trimming will be accomplished to preserve a neat appearance of the landscape.

***The fully enclosed Courtyard in the High School will be mowed on a special schedule to avoid school activities. Power equipment and mowers cannot be operated inside the building and must therefore be hand propelled through the school hallways for courtyard access. Timing and access will be coordinated with custodial staff after school hours.

2. WORK SCHEDULE: GENERAL TIMING - NO MOWING OR POWER EQUIPMENT MAY BE OPERATED DURING SCHOOL HOURS OR WHEN BUSES ARE ARRIVING OR DEPARTING DUE TO NOISE AND SAFETY CONCERNS.

Hours where no power equipment applies are approximated as follows: John Winthrop Middle School 7:10 - 2:30 and Valley Regional High School 7.15 - 2:45 All work will be done to minimize disruption and noise and based around school schedules and also take account of

athletic activities and other special events. The contractor is expected to complete work if necessary, at the weekends and on holidays.

Work will be planned so that the landscape is left neat and clean at the end of the work day. Accumulations of grass clippings and other material will be removed from grounds and sidewalks at the end of the workday, when school is in attendance.

Close communication with school administrators and custodial staff is an essential part of this contract so that grounds care coincides with special events and other public use of the school facilities. Particular attention will be paid to making sure the grounds look their best before the new school year begins at the end of the summer.

3. WEEDING BEDS AND CURBS: AT THE HIGH SCHOOL: Weeding of all areas including the mulched beds, foundation beds, parking areas, curbs and cracks around buildings shall be accomplished on a regular basis to maintain a neat appearance of these areas. Weed control will be accomplished with a mixture of hand pulling and the use of other methods to prevent weeds such as mulching and string trimming. Contractor also continue to investigate other weed control options. Options and strategies should be regularly discussed with the Director of Facilities.

AT THE MIDDLE SCHOOL: Connecticut has passed legislation banning the use of ALL pesticides after July 1st 2010 in schools up to and including Grade 8. This includes a complete ban on herbicides such as Round Up for weed control and also other pre-emergent herbicides used to prevent weeds and undesirable vegetation germinating in beds and cracks around buildings. The contractor will be unable to use any chemical control for weeds of any kind, including poison ivy, crabgrass, dandelions, chickweed and clover after this date. The contractor will continue to aggressively hand weed and use other methods to prevent weeds such as mulching and string trimming and will also continue to investigate other weed control options. Options and strategies should be regularly discussed with the Superintendent of Schools.

4. EDGING BEDS AND SIDEWALKS: Mulched and landscaped areas and foundation beds will be edged as appropriate. Sidewalks will also be edged as necessary to prevent grass encroaching on pathways.

5. PRUNING SHRUBS, SMALL TREES, PERENNIALS AND GRASSES: All shrubs and ornamental plantings including small trees will be pruned, trimmed, and shaped as needed during the year dependent on species and appropriateness of plant reduction. Perennials and grasses will be cared for and maintained.

Trimming and pruning shall be done by hand as much as possible to avoid bushes becoming boxlike or unnatural looking. Grasses must be cut back in March, to a height of about 6-8 inches and all old foliage removed

All other plants will be cared for as appropriate, perennials will be monitored, and dead annual plants and large weeds will be removed. Suckers shall be removed from ornamental trees and trees will be pruned up to enable clear visibility for traffic and students. Dead shrubs or ornamental trees will be removed.

The landscape plantings are a valuable asset to the Board and the District and therefore the contractor will monitor the general health and condition of the ornamental landscaped plants and take appropriate action to maintain their health and appearance. The contractor shall have experience and training in caring for a variety of plant material in a large-scale setting.

6. MULCHING LANDSCAPED AREAS, INCLUDING ORNAMENTAL BEDS, FOUNDATION BEDS AND SMALL TREES: THE TOTAL AMOUNT OF MULCH TO BE APPLIED SHALL BE NOT LESS THAN 20 YARDS FOR BOTH SCHOOLS

All areas at all schools will be mulched as needed once a year. Mulching should be done primarily at the end of the summer in preparation for the re-opening of school. However, some mulching in the front of the High school is required prior to graduation to ensure the grounds look neat at that time of year. Beds around the buildings and in the common areas and islands as well as isolated tree beds will be mulched as appropriate to minimize damage to trunks and to protect their root systems. Mulching is essential to keep plants from drying out in summer and freezing in winter. It also helps with weed control and stops soil erosion. Hardwood mulch of a good quality shall be used.

7. FALL, SPRING and ONGOING SEASONAL CLEAN UPS In the fall and spring, leaves, sticks and debris will be removed from lawns, beds, roads, entrances, doorways and parking areas.

- Clean ups will always be completed as soon as possible bearing in mind seasonal conditions. Leaves will be cleaned up on a continuing basis during the fall.
- Clean ups will usually have to be done at the weekends or on holidays to avoid noise disturbance during class time and because the parking lots can only effectively be cleaned when empty of vehicles.
- During the season the grounds will be kept clean of debris at all times, for example after rain and wind storms bring down twigs and leaves. Particular attention will be taken to keep grounds and parking areas clean for the opening of school in Sept.

HURRICANE OR OTHER UNUSUAL STORM CLEAN UP IS NOT INCLUDED IN THIS CONTRACT.

8. WINTER SAND CLEAN UP OF PATHWAYS, ROADS and PARKING AREAS: The contractor shall clean off all sand and salt on paths and walkways and entrances in the Spring.

9. QUALIFICATIONS EQUIPMENT REQUIRED/DOCUMENTATION:

- a. Contractor must demonstrate a practical knowledge of horticulture and plant health care.
- b. Equipment required: commercial mowing and trimming equipment, leaf clean up equipment such as bagging devices, vacuum and blowers.
- c. Contractor will maintain a detailed record of all services performed and exact times spent by all personnel at each location.

END OF SPECIFICATIONS – GROUNDS MAINTENANCE

REGIONAL SCHOOL DISTRICT 4, CONNECTICUT
GROUNDS AND FIELDS MAINTENANCE

EXHIBIT A: PROPOSAL FOR GROUNDS AND FIELDS MAINTENANCE CONTRACT

PROPOSER'S FULL LEGAL NAME: _____

Pursuant to and in full compliance with the RFP, the undersigned proposer, having visited the site or property if applicable, and having thoroughly examined each and every document comprising the RFP, including any addenda, hereby offers and agrees as follows:

To provide the services proposed and upon the first three year terms and conditions of the RFP as set forth in Section B (Fields Maintenance) for the sum of _____ (write out in words)

\$ _____

To provide the services proposed and upon the first three year terms and conditions of the RFP as set forth in Section C (Specifications for: Lawn and Grounds Maintenance at Regional School District 4 for the sum of _____ (write out in words)

\$ _____

Option pricing (District's option to renew):
Year (4 & 5) for work set forth in Section B for the sum of _____ (write out in words)

\$ _____

Option pricing (District's option to renew):
Year (4 & 5) for work set forth in Section C for the sum of _____ (write out in words)

\$ _____

ACKNOWLEDGEMENT
In submitting this Proposal Form, the undersigned proposer acknowledges that the price(s) include all labor, materials, transportation, hauling, overhead, fees and insurances, bonds or letters of credit, profit, security, permits and licenses, and all other costs to cover the completed work called for in the RFP. Except as otherwise expressly stated in the RFP, no additional payment of any kind will be made for work accomplished under the price(s) as proposed.

REQUIRED DISCLOSURES

1. Exceptions to or Modifications or Clarifications of the RFP

_____ This proposal does not take exception to or seek to modify or clarify any requirement of the RFP, including but not only any of the Contract Terms set forth in Section 26 of the Standard Instructions to Proposers.

OR

_____ This proposal takes exception(s) to or seeks to modify or clarify certain of the RFP requirements, including but not only the following Contract Terms set forth in Section 26 of the Standard Instructions to Proposers. Attached is a sheet fully describing each such exception.

2. Occupational Safety and Health Law Violations

Has the proposer or any firm, corporation, partnership or association in which it has an interest (1) been cited for three (3) or more willful or serious violations of any occupational safety and health act or of any standard, order or regulation promulgated pursuant to such act, during the three-year period preceding the proposal (provided such violations were cited in accordance with the provisions of any state occupational safety and health act or the Occupational Safety and Health Act of 1970, and not abated within the time fixed by the citation and such citation has not been set aside following appeal to the appropriate agency or court having jurisdiction) or (2) received one or more criminal convictions related to the injury or death of any employee in the three-year period preceding the proposal?

_____ Yes

_____ No

If "yes," attach a sheet fully describing each such matter.

4. Arbitration/Litigation

Has either the proposer or any of its principals (regardless of place of employment) been involved for the most recent ten (10) years in any pending or resolved arbitration or litigation?

_____ Yes

_____ No

If "yes," attach a sheet fully describing each such matter.

5. Criminal Proceedings

Has the proposer or any of its principals (regardless of place of employment) ever been the subject of any criminal proceedings?

_____ Yes

_____ No

If "yes," attach a sheet fully describing each such matter.

6. Ethics and Offenses in Public Projects or Contracts

Has either the proposer or any of its principals (regardless of place of employment) ever been found to have violated any state or local ethics law, regulation, ordinance, code, policy or standard, or to have committed any other offense arising out of the submission of proposals or bids or the performance of work on public works projects or contracts?

_____ Yes

_____ No

If "yes," attach a sheet fully describing each such matter.

NOTE: THIS DOCUMENT, IN ORDER TO BE CONSIDERED A VALID PROPOSAL, MUST BE SIGNED BY A PRINCIPAL OFFICER OR OWNER OF THE BUSINESS ENTITY THAT IS SUBMITTING THE PROPOSAL. SUCH SIGNATURE CONSTITUTES THE PROPOSER'S REPRESENTATIONS THAT IT HAS READ, UNDERSTOOD AND FULLY ACCEPTED EACH AND EVERY PROVISION OF EACH DOCUMENT COMPROMISING THE RFP, UNLESS AN EXCEPTION IS DESCRIBED ABOVE.

BY TITLE: _____

(PRINT NAME) _____

(SIGNATURE) _____

DATE: _____

END OF PROPOSAL FORM

REGIONAL SCHOOL DISTRICT 4, CONNECTICUT
GROUNDS AND FIELDS MAINTENANCE

EXHIBIT B: PROPOSER'S LEGAL STATUS DISCLOSURE:

Please fully complete the applicable section below, attaching a separate sheet if you need additional space.

For purposes of this disclosure, "permanent place of business" means an office continuously maintained, occupied and used by the proposer's regular employees regularly in attendance to carry on the proposer's business in the proposer's own name. An office maintained, occupied and used by a proposer only for the duration of a contract will not be considered a permanent place of business. An office maintained, occupied and used by a person affiliated with a proposer will not be considered a permanent place of business of the proposer.

IF A SOLELY OWNED BUSINESS:

Proposer's Full Legal Name

Street Address

Mailing Address (if different from Street Address)

Owner's Full Legal Name

Number of years engaged in business under sole proprietor or trade name

Does the proposer have a "permanent place of business" in Connecticut, as defined above?

___ Yes ___ No

If yes, please state the full street address (not a post office box) of that "permanent place of business."

IF A CORPORATION:

Proposer's Full Legal Name

Street Address

Mailing Address (if different from Street Address)

Owner's Full Legal Name

Number of years engaged in business

Names of Current Officers President Secretary Chief Financial Officer

Does the proposer have a "permanent place of business" in Connecticut, as defined above?

___ Yes ___ No

If yes, please state the full street address (not a post office box) of that "permanent place of business."

IF A LIMITED LIABILITY COMPANY:

Proposer's Full Legal Name Street Address

Mailing Address (if different from Street Address)

Owner's Full Legal Name Number of years engaged in business

Names of Current Manager(s) and Member(s)

Name & Title (if any) Residential Address (street only)

Name & Title (if any) Residential Address (street only)

Does the proposer have a "permanent place of business" in Connecticut, as defined above?

___ Yes ___ No

If yes, please state the full street address (not a post office box) of that "permanent place of business."

IF A PARTNERSHIP:

Proposer's Full Legal Name

Street Address

Mailing Address (if different from Street Address) _____

Owner's Full Legal Name

Number of years engaged in business _____

Names of Current Partners

Name & Title (if any) Residential Address (street only)

Name & Title (if any) Residential Address (street only)

Does the proposer have a "permanent place of business" in Connecticut, as defined above?

___ Yes ___ No

If yes, state full street address (not P.O. Box)

Proposer's Full Legal Name (print)

Name and Title of Proposer's Authorized Representative

Proposer's Representative, Duly Authorized

(signature)

(date)

END OF LEGAL STATUS DISCLOSURE FORM

REGIONAL SCHOOL DISTRICT 4, CONNECTICUT
GROUNDS AND FIELDS MAINTENANCE

EXHIBIT C: PROPOSER'S NON COLLUSION AFFIDAVIT:

The undersigned proposer, having fully informed himself/herself/itself regarding the accuracy of the statements made herein, certifies that:

- (1) the proposal is genuine; it is not a collusive or sham proposal;
- (2) the proposer developed the proposal independently and submitted it without collusion with, and without any agreement, understanding, communication or planned common course of action with, any other person or entity designed to limit independent competition;
- (3) the proposer, its employees and agents have not communicated the contents of the proposal to any person not an employee or agent of the proposer and will not communicate the proposal to any such person prior to the official opening of the proposal; and
- (4) no elected or appointed official or other officer or employee of the REGIONAL SCHOOL DISTRICT 4 is directly or indirectly interested in the proposer's proposal, or in the supplies, materials, equipment, work or labor to which it relates, or in any of the profits thereof.

The undersigned proposer further certifies that this affidavit is executed for the purpose of inducing the REGIONAL SCHOOL DISTRICT 4 to consider its proposal and make an award in accordance therewith.

Legal Name of Proposer

(signature)

Proposer's Representative, Duly Authorized

Name of Proposer's Authorized Representative

Title of Proposer's Authorized Representative

Date

Subscribed and sworn to before me this day of _____, 2020

Notary Public My Commission Expires:

REGIONAL SCHOOL DISTRICT 4, CONNECTICUT
GROUNDS AND FIELDS MAINTENANCE

EXHIBIT D: PROPOSER'S STATEMENT OF REFERENCES:

Provide at least five (5) references:

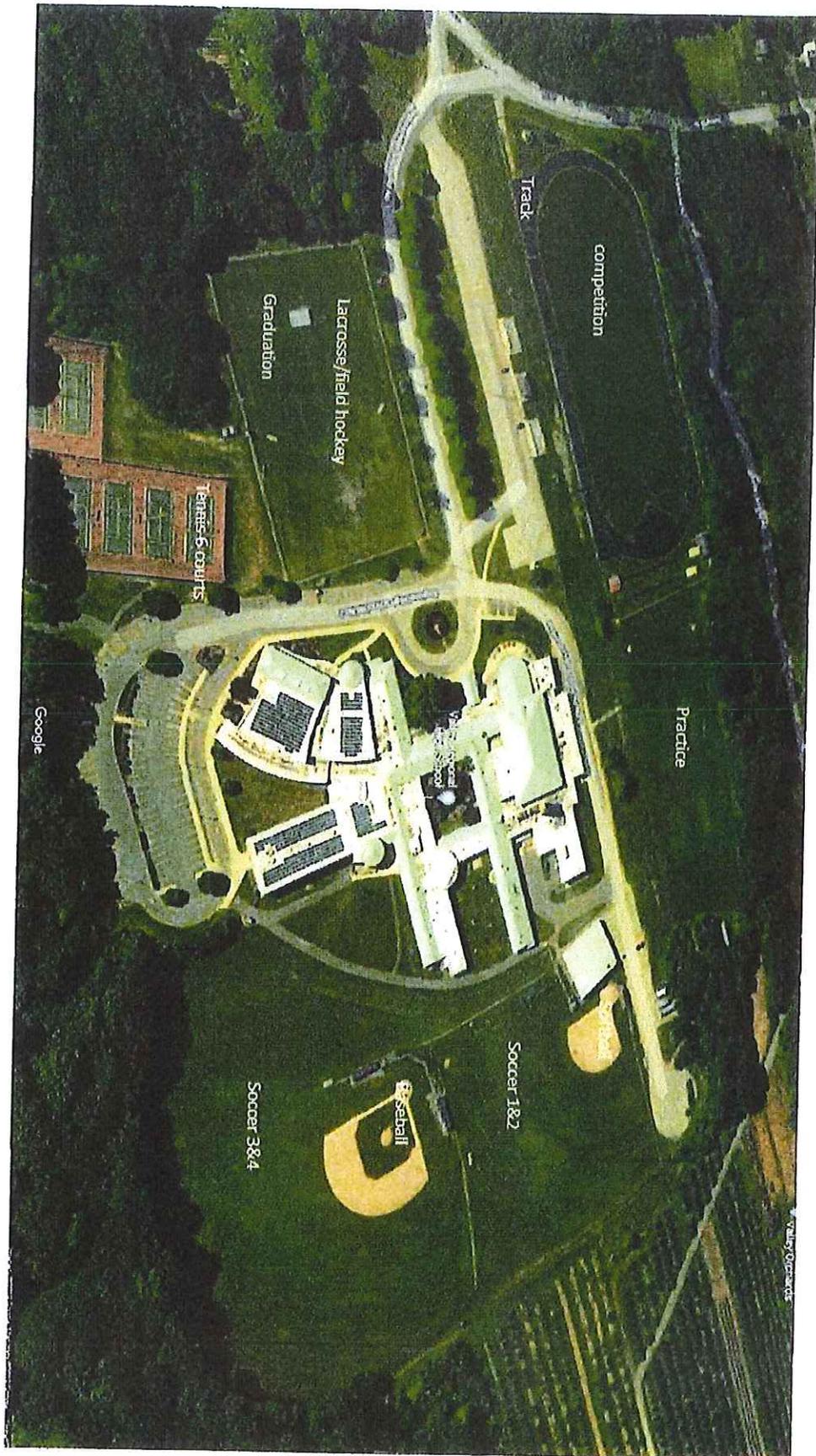
1. BUSINESS NAME: _____
ADDRESS: _____
CITY, STATE: _____
TELEPHONE: _____
CONTACT NAME/POSITION:

2. BUSINESS NAME: _____
ADDRESS: _____
CITY, STATE: _____
TELEPHONE: _____
CONTACT NAME/POSITION:

3. BUSINESS NAME: _____
ADDRESS: _____
CITY, STATE: _____
TELEPHONE: _____
CONTACT NAME/POSITION:

END OF STATEMENT OF REFERENCES





REGIONAL SCHOOL DISTRICT NO. 4
CHESTER • DEEP RIVER • ESSEX

Brian J. White
Superintendent of Schools
bwhite@reg4.k12.ct.us

Sarah Smalley
Director of Pupil Services
ssmalley@reg4.k12.ct.us



Kristina Martineau, Ed.
Assistant Superintendent of Schools
kmartineau@reg4.k12.ct.us

Richard A. Huot
Interim Business Manager
rhuot@reg4.k12.ct.us

June 12, 2020

To: Brian J. White, Superintendent
From: Richard Huot, Interim Business Manager
Re: Potential Revenue from Covid - 19

The State of Connecticut has announced the distribution of Federal stimulus money for school districts. Here is a listing for Region 4.

Chester	\$23,407
Deep River	\$27,888
Essex	\$14,016
Region 4	<u>\$24,567</u>
Total	\$89,878

In addition, the Business Office, in conjunction with the new Finance Director, is filing a FEMA Application to recover funds for expenses that have been incurred. First, the salaries of the cafeteria workers involved in grab and go meals and the special equipment and supplies for the schools that are being ordered as a result of Covid -19. The expense will be in the vicinity of \$230,000. Should the government fund our application, it could potentially bring about 75% or \$175,500 back to the district.

Certainly it is worth the time to file the application to see if some of these funds can be brought back to the district. The district should not count on the FEMA funds. It is not clear if the expenses are eligible and FEMA grants are generally slow in materializing.

Since the Cafeteria balances are discussed here, I have attached the May Cafeteria profit and loss statement for your review.

Deep River 2020-2021

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Eligible Students - Free	64	64	64	64	64	65	68	68	69	69	69	69	600
Eligible - Reduced	22	13	14	14	14	14	14	14	14	14	14	14	133
Eligible - Full Pay	149	158	156	158	156	157	155	156	153	153	153	153	1,390
Total Enrollment	0	235	234	235	234	236	237	238	236	236	236	0	2,123
Breakfast - Free meals served	281	357	335	357	335	189	396	356	191	500	589		3,194
Breakfast - Reduced meals served	65	85	74	85	74	45	76	70	35	0	0		450
Breakfast - Full Pay meals served	109	190	198	190	198	94	211	167	88	0	0		1,057
Lunch - Free meals served	938	992	842	992	842	595	1,075	918	465	500	589		6,914
Lunch- Reduced meals served	327	262	222	262	222	145	251	205	96	0	0		1,508
Lunch - Full Pay meals served	1,290	1,419	1,280	1,419	1,280	893	1,526	1,277	648	0	0		8,333
Total Meal Count	0	3,305	2,951	3,305	2,951	1,961	3,535	2,993	1,523	1,000	1,178	0	21,436
190 Miscellaneous Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 108	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 108
160 Caf� Lunch Cash Sales	\$ 860	\$ 4,348	\$ 4,574	\$ 4,363	\$ 4,574	\$ 1,926	\$ 6,235	\$ 4,659	\$ 2,383	\$ 48	\$ 9	\$ -	\$ 29,405
60 State & Fed Grants - Claims breakfast	\$ -	\$ 775	\$ 939	\$ 1,006	\$ 939	\$ 530	\$ 1,081	\$ 968	\$ 1,612	\$ 920	\$ 1,084	\$ -	\$ 8,915
60 State & Fed Grants - Claims lunch	\$ -	\$ 4,596	\$ 3,949	\$ 4,625	\$ 3,949	\$ 2,751	\$ 4,910	\$ 4,166	\$ 2,675	\$ 1,705	\$ 2,008	\$ -	\$ 31,385
60 State & Fed Grants - 6 Cent	\$ -	\$ 179	\$ 164	\$ 187	\$ 164	\$ 114	\$ 200	\$ 168	\$ 107	\$ 35	\$ 41	\$ -	\$ 1,196
60 State & Fed Grants - Healthy Foods	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,434	\$ -	\$ -	\$ 860	\$ -	\$ -	\$ 2,294
60 State & Fed Grants - CN State Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 656	\$ -	\$ -	\$ 274	\$ 274	\$ -	\$ -	\$ 1,204
60 State & Fed Grants - State School Breakfast	\$ -	\$ -	\$ -	\$ 2,867	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,867
61 USDA commodities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,538	\$ 8,538
890 Transfer In	\$ -	\$ -	\$ -	\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,000
Total Revenue	\$ -	\$ 860	\$ 9,898	\$ 39,048	\$ 9,626	\$ 6,086	\$ 13,860	\$ 9,961	\$ 7,051	\$ 3,842	\$ 3,142	\$ 8,538	\$ 111,913
1111 Administrator Salary	\$ 1,462	\$ 3,194	\$ 1,462	\$ 1,462	\$ 1,170	\$ 1,170	\$ 1,755	\$ 1,170	\$ 1,170	\$ 1,170	\$ 1,170	\$ -	\$ 16,355
1114 Secretary Salary	\$ -	\$ 29	\$ 794	\$ 637	\$ 600	\$ 510	\$ 689	\$ 540	\$ 532	\$ 475	\$ 475	\$ -	\$ 5,280
1118 Food Service Salary	\$ -	\$ -	\$ 4,246	\$ 4,507	\$ 5,289	\$ 4,507	\$ 6,651	\$ 4,705	\$ 4,264	\$ 4,057	\$ 4,301	\$ -	\$ 42,527
124 Sub Sec'y Caf�	\$ 2,000	\$ 89	\$ 132	\$ 215	\$ 132	\$ 44	\$ 113	\$ -	\$ 195	\$ -	\$ -	\$ -	\$ 788
138 OT Cafeteria Salary	\$ 1,000	\$ 602	\$ 210	\$ 154	\$ 210	\$ 77	\$ 97	\$ 267	\$ 305	\$ 299	\$ 4	\$ -	\$ 2,014
Total Salaries	\$ 7,694	\$ 3,222	\$ 7,194	\$ 6,975	\$ 7,400	\$ 6,308	\$ 9,305	\$ 6,681	\$ 6,466	\$ 6,001	\$ 5,949	\$ -	\$ 66,964
210 Health Insurance	\$ 956	\$ 956	\$ 765	\$ 956	\$ 765	\$ 765	\$ 765	\$ 765	\$ 765	\$ 765	\$ 765	\$ -	\$ 7,269
214 Life Insurance	\$ 200	\$ 13	\$ 14	\$ 16	\$ 14	\$ 14	\$ 14	\$ 14	\$ 14	\$ 14	\$ 14	\$ -	\$ 130
222 MERF	\$ 11,473	\$ 305	\$ 957	\$ 928	\$ 998	\$ 860	\$ 1,262	\$ 917	\$ 861	\$ 824	\$ 817	\$ -	\$ 8,931
223 Fical/Medicare	\$ 5736.27	\$ 109	\$ 530	\$ 513	\$ 550	\$ 469	\$ 696	\$ 495	\$ 478	\$ 443	\$ 439	\$ -	\$ 4,888
Total Benefits	\$ 26,946	\$ 472	\$ 2,457	\$ 2,414	\$ 2,327	\$ 2,108	\$ 2,737	\$ 2,192	\$ 2,119	\$ 2,046	\$ 2,035	\$ -	\$ 21,218
Total Salary & Benefit Cost	\$ 103,930	\$ 1,772	\$ 9,651	\$ 9,389	\$ 9,727	\$ 8,416	\$ 12,043	\$ 8,873	\$ 8,585	\$ 8,047	\$ 7,984	\$ -	\$ 88,182
430 Repairs & Maintenance	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50
600 All - Supplies / Energy	\$ 212	\$ 590	\$ 467	\$ 467	\$ 190	\$ 1,538	\$ 503	\$ 263	\$ 214	\$ 1,277	\$ -	\$ -	\$ 5,254
601 USDA Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,538	\$ 8,538
610 General Supplies	\$ 1,397	\$ 4,665	\$ 4,379	\$ 4,379	\$ 3,096	\$ 2,689	\$ 4,261	\$ 3,657	\$ 2,135	\$ 1,942	\$ 1,552	\$ -	\$ 29,774
8800 All - Other Misc. Expense	\$ 569	\$ 85	\$ 81	\$ 113	\$ 81	\$ -	\$ 81	\$ 186	\$ 21	\$ 0	\$ -	\$ -	\$ 1,136
890 Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Product Cost	\$ -	\$ 2,178	\$ 5,390	\$ 4,959	\$ 3,367	\$ 4,227	\$ 4,845	\$ 4,106	\$ 2,370	\$ 3,219	\$ 1,552	\$ 8,538	\$ 44,751
Total Product, salary & Benefit Costs	\$ 1,772	\$ 5,873	\$ 15,041	\$ 14,348	\$ 13,094	\$ 12,643	\$ 16,888	\$ 12,980	\$ 10,955	\$ 11,266	\$ 9,537	\$ 8,538	\$ 132,933
Profit (Loss)	\$ (1,772)	\$ (5,013)	\$ (5,143)	\$ 24,700	\$ (3,468)	\$ (6,557)	\$ (3,028)	\$ (3,019)	\$ (3,904)	\$ (7,423)	\$ (6,394)	\$ -	\$ (21,020)
Operating Days	0	21	18	21	18	12	21	18	21	21	20	13	186
Lunch Participation	#DIV/0!	51.8%	55.7%	54.2%	55.7%	57.7%	57.3%	56.0%	24.4%	10.1%	12.5%	#DIV/0!	4.2%
Breakfast Participation	#DIV/0!	9.2%	14.4%	12.8%	14.4%	11.6%	13.7%	13.8%	6.3%	10.1%	12.5%	#DIV/0!	1.2%
Meals Product Cost	#DIV/0!	\$ 1.79	\$ 1.14	\$ 1.50	\$ 1.14	\$ 2.16	\$ 1.37	\$ 1.37	\$ 1.56	\$ 3.22	\$ 1.32	#DIV/0!	
Labor/Meal	#DIV/0!	\$ 3.21	\$ 3.30	\$ 2.84	\$ 3.30	\$ 4.29	\$ 3.41	\$ 2.96	\$ 5.64	\$ 8.05	\$ 6.78	#DIV/0!	
unpaid lunch balances - monthly value	#DIV/0!	\$ 5.00	\$ 4.44	\$ 4.34	\$ 4.44	\$ 6.45	\$ 4.78	\$ 4.34	\$ 7.19	\$ 11.27	\$ 8.10	#DIV/0!	
lunch account balances- monthly value	\$ -	\$ (1,013)	\$ (1,188)	\$ (1,188)	\$ (1,172)	\$ -	\$ (1,263)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Month End Checking Account Balance	\$ -	\$ 4,066	\$ -	\$ 30,218	\$ 29,388	\$ -	\$ 31,865	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

notes

Essex ES 2019-2020

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Eligible Students - Free	57	59	57	57	59	57	57	59	61	61	61	61	551
Eligible - Reduced	16	10	9	7	10	9	7	7	7	7	7	7	80
Eligible - Full Pay	256	261	260	261	260	260	261	258	259	259	259	259	2,333
Total Enrollment	0	329	329	330	329	326	325	324	327	327	327	0	2,944
Breakfast - Free meals served	186	240	106	142	228	106	210	142	57	939	1,112		3,220
Breakfast - Reduced meals served	26	28	19	11	35	19	10	11	6	0	0		135
Breakfast - Full Pay meals served	153	171	86	177	166	86	226	177	75	0	0		1,054
Lunch - Free meals served	639	785	461	672	671	461	750	672	323	939	1,112		6,352
Lunch - Reduced meals served	213	181	84	93	137	84	115	93	51	0	0		874
Lunch - Full Pay meals served	1,662	1,894	1,279	1,818	1,748	1,279	2,020	1,818	890	0	0		11,311
Total Meal Count	0	2,879	2,035	2,913	2,985	2,035	3,331	2,913	1,402	1,878	2,224	0	22,946
4090 Miscellaneous Income	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$ 360
4100 Cafeteria Cash Sales	\$ 556	\$ 6,089	\$ 3,289	\$ 7,882	\$ 7,104	\$ 3,289	\$ 7,882	\$ 7,166	\$ 4,112	\$ 121	\$ 108	\$	\$ 42,269
4360 State & Fed Grants - Claims breakfast	\$	\$ 430	\$ 538	\$ 538	\$ 525	\$ 251	\$ 472	\$ 333	\$ 1,566	\$ 1,728	\$ 2,046	\$	\$ 7,889
4360 State & Fed Grants - Claims lunch	\$	\$ 3,352	\$ 3,828	\$ 2,234	\$ 3,260	\$ 2,234	\$ 3,550	\$ 3,153	\$ 2,311	\$ 3,202	\$ 3,792	\$	\$ 28,681
4360 State & Fed Grants - 6 Cent	\$	\$ 176	\$ 200	\$ 128	\$ 179	\$ 128	\$ 202	\$ 181	\$ 118	\$ 66	\$ 78	\$	\$ 1,328
4360 State & Fed Grants - Healthy Foods	\$	\$	\$	\$	\$	\$	\$ 1,443	\$	\$	\$ 939	\$	\$	\$ 2,382
4360 State & Fed Grants - CN State Match	\$	\$	\$ 660	\$	\$	\$ 660	\$	\$	\$ 295	\$ 296	\$	\$	\$ 1,251
4360 State & Fed Grants - State School Breakfast	\$	\$ 2,867	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$ 2,867
4361 USDA commodities	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$ 8,597	\$ 8,597
4890 Transfer In	\$	\$ 556	\$ 10,070	\$ 48,275	\$ 11,067	\$ 6,562	\$ 13,549	\$ 10,833	\$ 8,462	\$ 6,352	\$ 6,301	\$ 8,597	\$ 130,623
Total Revenue	\$ 1,462	\$ 3,194	\$ 1,462	\$ 1,462	\$ 1,170	\$ 1,170	\$ 1,755	\$ 1,170	\$ 1,170	\$ 1,170	\$ 1,170	\$ 1,170	\$ 16,355
5111 Administrator Salary	\$ 29	\$ 794	\$ 637	\$ 600	\$ 600	\$ 510	\$ 689	\$ 540	\$ 532	\$ 475	\$ 475	\$	\$ 5,280
5114 Secretary Salary	\$	\$ 4,760	\$ 5,069	\$ 4,674	\$ 5,779	\$ 4,674	\$ 7,402	\$ 4,776	\$ 5,173	\$ 4,616	\$ 4,916	\$	\$ 47,165
5118 Food Service Salary	\$	\$ 139	\$ 55	\$ 333	\$ 105	\$ 333	\$ 250	\$ 905	\$ 157	\$	\$	\$	\$ 1,943
5124 Sub Sec'y/Café	\$	\$ 1,295	\$ 51	\$ 178	\$ 178	\$ 265	\$ 32	\$ 127	\$ 242	\$	\$	\$	\$ 2,191
5138 OT Cafeteria Salary	\$ 81971	\$ 3,222	\$ 8,451	\$ 7,273	\$ 7,831	\$ 6,951	\$ 10,128	\$ 7,518	\$ 7,274	\$ 6,261	\$ 6,561	\$	\$ 72,933
5210 Health Insurance	\$	\$ 2,427	\$ 3,897	\$ 3,705	\$ 3,705	\$ 3,705	\$ 3,705	\$ 3,705	\$ 3,705	\$ 3,705	\$ 3,705	\$	\$ 32,261
5214 Life Insurance	\$	\$ 13	\$ 16	\$ 14	\$ 14	\$ 14	\$ 14	\$ 14	\$ 14	\$ 14	\$ 14	\$	\$ 130
5222 MERF	\$ 201	\$ 305	\$ 1,040	\$ 991	\$ 1,061	\$ 909	\$ 1,356	\$ 908	\$ 977	\$ 860	\$ 901	\$	\$ 9,509
5223 Fica/Medicare	\$ 109	\$ 167	\$ 591	\$ 481	\$ 528	\$ 463	\$ 703	\$ 504	\$ 485	\$ 408	\$ 431	\$	\$ 4,869
Total Benefits	\$ 310	\$ 472	\$ 4,071	\$ 5,385	\$ 5,308	\$ 5,091	\$ 5,779	\$ 5,131	\$ 5,182	\$ 4,987	\$ 5,051	\$	\$ 46,769
Total Salary & Benefit Cost	\$ 1,772	\$ 3,695	\$ 12,521	\$ 12,659	\$ 13,140	\$ 12,042	\$ 15,908	\$ 12,649	\$ 12,456	\$ 11,248	\$ 11,612	\$	\$ 119,702
5430 Repairs & Maintenance	\$	\$ 190	\$ 747	\$ 563	\$ 523	\$ 299	\$ 512	\$ 374	\$ 256	\$ 1,595	\$ 442	\$	\$ 5,501
5600 All - Supplies / Energy	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$ 8,597	\$ 8,597
5601 USDA Donations	\$	\$ 2,271	\$ 5,816	\$ 5,702	\$ 3,259	\$ 3,870	\$ 6,430	\$ 4,150	\$ 1,689	\$ 4,508	\$ 2,543	\$	\$ 40,237
5610 General Supplies	\$	\$ 699	\$ 223	\$ 236	\$ 41	\$ 60	\$ 63	\$ 115	\$ 29	\$ 45	\$	\$	\$ 1,511
5800 All - Other Misc. Expense	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
5890 Other Objects	\$	\$ 3,160	\$ 8,536	\$ 6,501	\$ 3,823	\$ 4,229	\$ 7,005	\$ 4,639	\$ 2,049	\$ 6,148	\$ 2,985	\$ 8,597	\$ 57,671
Total Product Cost	\$ 1,772	\$ 6,855	\$ 21,057	\$ 19,160	\$ 16,963	\$ 16,271	\$ 22,913	\$ 17,288	\$ 14,504	\$ 17,396	\$ 14,597	\$ 8,597	\$ 177,373
Total Product, Salary & Benefit Costs	\$ (1,772)	\$ (6,299)	\$ (10,987)	\$ 29,115	\$ (5,895)	\$ (9,709)	\$ (9,364)	\$ (6,455)	\$ (6,043)	\$ (11,045)	\$ (8,296)	\$	\$ (46,750)
Profit (Loss)	2	19	18	15	21	18	21	18	21	21	20	13	189
Operating Days	#DIV/0!	40.2%	41.3%	37.3%	42.3%	44.3%	42.3%	44.3%	18.4%	13.7%	17.0%	#DIV/0!	3.3%
Lunch Participation	#DIV/0!	5.8%	6.3%	4.3%	6.5%	5.7%	6.5%	5.7%	2.0%	13.7%	17.0%	#DIV/0!	0.8%
Breakfast Participation	#DIV/0!	\$ 2,96	\$ 1,97	\$ 2,08	\$ 2,10	\$ 1,59	\$ 4,78	\$ 4,34	\$ 1,46	\$ 3,27	\$ 1,34	#DIV/0!	
Meals Product Cost	#DIV/0!	\$ 4,35	\$ 3,84	\$ 5,92	\$ 4,40	\$ 4,78	\$ 6,88	\$ 5,93	\$ 8,88	\$ 5,99	\$ 5,22	#DIV/0!	
Labor/Meal	#DIV/0!	\$ 7,31	\$ 5,81	\$ 8,00	\$ 5,68	\$ 6,88	\$ (933)	\$ (1,414)	\$ 10,35	\$ 9,26	\$ 6,56	#DIV/0!	
unpaid lunch balances - monthly value													
lunch account balances - monthly value													
Month End Checking Account Balance													\$ 4,163

notes

25387

John Winthrop MS 2019-2020													
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Eligible Students - Free	53	51	53	51	52	52	52	53	54	54	54	54	475
Eligible - Reduced	19	15	19	15	15	15	15	15	15	15	15	15	139
Eligible - Full Pay	185	191	185	191	191	191	191	192	193	193	193	193	1,720
Total Enrollment	0	257	257	257	258	258	258	260	262	262	262	0	2,334
Breakfast - Free meals served	162	219	162	219	164	85	164	130	66	0	0	0	990
Breakfast - Reduced meals served	20	39	20	39	46	27	39	40	27	0	0	0	238
Breakfast - Full Pay meals served	51	109	51	109	88	45	87	73	31	0	0	0	484
Lunch - Free meals served	644	685	644	685	540	335	577	502	261	0	0	0	3,544
Lunch - Reduced meals served	222	218	222	218	179	110	173	145	81	0	0	0	1,128
Lunch - Full Pay meals served	1,327	1,552	1,327	1,552	1,334	821	1,413	1,180	606	0	0	0	8,233
Total Meal Count	0	2,426	2,426	2,822	2,351	1,423	2,453	2,070	1,072	0	0	0	14,617
4090 Miscellaneous Income													
4160 Cafe Lunch Cash Sales	\$ 1,295	\$ 7,417	\$ 7,207	\$ 7,417	\$ 5,242	\$ 3,970	\$ 7,128	\$ 3,560	\$ 3,119	\$ 380	\$ 165		\$ 1,479
4360 State & Fed Grants - Claims breakfast		\$ 345	\$ 497	\$ 497	\$ 400	\$ 212	\$ 389	\$ 323	\$ 173				\$ 2,338
4360 State & Fed Grants - Claims lunch		\$ 3,289	\$ 3,489	\$ 3,289	\$ 2,807	\$ 1,736	\$ 2,940	\$ 2,526	\$ 1,328				\$ 18,115
4360 State & Fed Grants - 6 Cent		\$ 154	\$ 172	\$ 154	\$ 144	\$ 89	\$ 151	\$ 128	\$ 66				\$ 903
4360 State & Fed Grants - Healthy Foods							\$ 705			\$ 538			\$ 1,243
4360 State & Fed Grants - CN State Match						\$ 323			\$ 165				\$ 653
4360 State & Fed Grants - State School Breakfast		\$ 717		\$ 717									\$ 717
4361 USDA commodities													
4890 Transfer In		\$ 25,000		\$ 25,000									\$ 25,000
Total Revenue	\$ 1,295	\$ 10,994	\$ 37,291	\$ 37,291	\$ 8,593	\$ 6,329	\$ 12,397	\$ 6,561	\$ 4,850	\$ 1,454	\$ 165	\$ -	\$ 89,929
5111 Administrator Salary	15665	731	731	731	1,170	1,170	1,755	1,170	1,170	1,170	1,170		12,561
5114 Secretary Salary	5838	14	397	319	600	510	690	540	526	475	475		4,544
5118 Food Service Salary	55687	4,824	4,807	4,807	5,655	4,816	6,216	5,239	5,043	4,406	4,406		45,412
5124 Sub Secty\ Cafe	2000		47					50					97
5138 OT Cafeteria Salary	1000		101		27		21	102	39	128			1,861
Total Salaries	\$ 731	\$ 1,608	\$ 7,393	\$ 6,004	\$ 7,452	\$ 6,495	\$ 8,681	\$ 7,101	\$ 6,778	\$ 6,180	\$ 6,051	\$ -	\$ 64,475
5210 Health Insurance	33378		478	3,418	3,705	3,705	3,705	3,705	3,688	3,602	3,705		29,713
5214 Life Insurance	200		5	5	8	8	8	8	11	14	14		81
5222 MERF	12116	100	1,015	818	1,023	892	1,192	968	931	848	831		8,772
5223 Fical/Medicare	6058	55	520	394	499	428	511	472	448	403	392		4,205
Total Benefits & Benefit Cost	\$ 155	\$ 236	\$ 2,018	\$ 4,635	\$ 5,235	\$ 5,033	\$ 5,416	\$ 5,154	\$ 5,078	\$ 4,868	\$ 4,942	\$ -	\$ 42,772
Total Salary & Benefit Cost	\$ 886	\$ 1,844	\$ 9,412	\$ 10,640	\$ 12,687	\$ 11,529	\$ 14,097	\$ 12,255	\$ 11,856	\$ 11,048	\$ 10,993	\$ -	\$ 107,247
5430 Repairs & Maintenance			777	150									927
5600 All - Supplies / Energy		336	490	1,716	138	524	1,079		6,138	(4,709)			5,711
5601 USDA Donations													
5610 General Supplies		2452	4,578	5,097	3,658	2,733	4,762	3,300	4,668				31,247
5800 All - Other Misc. Expense		924	235	290	124	77	236	97	152	11			2,146
5890 Other Objects													
Total Product Cost	\$ -	\$ 3,712	\$ 6,080	\$ 7,252	\$ 3,919	\$ 3,334	\$ 6,076	\$ 3,397	\$ 10,958	\$ (4,698)	\$ -	\$ -	\$ 40,030
Total Product, Salary & Benefit Costs	\$ 886	\$ 5,556	\$ 15,491	\$ 17,892	\$ 16,606	\$ 14,863	\$ 20,174	\$ 15,652	\$ 22,814	\$ 6,349	\$ 10,993	\$ -	\$ 147,277
Profit (Loss)	\$ (886)	\$ (4,261)	\$ (4,498)	\$ 19,399	\$ (8,013)	\$ (8,534)	\$ (7,776)	\$ (9,091)	\$ (17,964)	\$ (4,895)	\$ (10,829)	\$ -	\$ (57,348)
Operating Days	2	19	19	21	18	14	20	17	21	21	20	13	186
Lunch Participation	0.0%	44.9%	44.9%	45.5%	44.2%	35.0%	41.9%	41.3%	17.2%	0.0%	0.0%	#DIV/0!	3.0%
Breakfast Participation	#DIV/0!	4.8%	4.8%	6.8%	6.4%	4.3%	5.6%	5.5%	2.3%	0.0%	0.0%	#DIV/0!	0.4%
Meals Product Cost	#DIV/0!	\$ 2.51	\$ 2.51	\$ 2.57	\$ 1.67	\$ 2.34	\$ 2.48	\$ 1.64	\$ 10.22	#DIV/0!	#DIV/0!	#DIV/0!	
Labor/Mcal	#DIV/0!	\$ 3.88	\$ 3.77	\$ 3.77	\$ 5.40	\$ 8.10	\$ 5.75	\$ 6	\$ 11	#DIV/0!	#DIV/0!	#DIV/0!	
unpaid lunch balances - monthly value		\$ 6.39	\$ 6.34	\$ 6.34	\$ 7.06	\$ 10.44	\$ 8.22	\$ 7.56	\$ 21.28	#DIV/0!	#DIV/0!	#DIV/0!	
lunch account balances- monthly value													\$ 236,883
Month End Checking Account Balance													\$ 219,035

33718

no lunch or breakfast served on half days (5) and last day of school, no lunch served = 174 serving days

Valley Reg. HS 2019-2020

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Eligible Students - Free	93	86	86	87	87	88	88	88	88	88	88	88	791
Eligible - Reduced	24	17	17	17	17	15	15	15	14	14	14	14	147
Eligible - Full Pay	466	481	480	479	480	479	479	479	479	479	479	479	4,301
Total Enrollment	583	584	584	583	584	583	580	582	581	581	581	0	5,239
Breakfast - Free meals served	142	182	182	165	165	91	173	170	104	0	0	0	1,027
Breakfast - Reduced meals served	3	4	4	8	8	10	13	2	0	0	0	0	40
Breakfast - Full Pay meals served	33	90	90	83	83	45	149	73	34	0	0	0	507
Lunch - Free meals served	894	961	961	846	846	499	718	833	442	0	0	0	5,193
Lunch - Reduced meals served	223	173	173	156	156	104	124	116	54	0	0	0	950
Lunch - Full Pay meals served	2,632	2,913	2,913	2,607	2,607	1,672	2,375	2,417	1,267	0	0	0	15,883
Total Meal Count	3,927	4,323	4,323	3,865	3,865	2,421	3,552	3,611	1,901	0	0	0	23,600
Subject													
4090 Miscellaneous Income	\$ -	\$ 55	\$ 55	\$ 29	\$ 29	\$ 32	\$ 44	\$ 52	\$ -	\$ 1,817	\$ 325	\$ -	\$ 2,354
4160 Caf� Lunch Cash Sales	\$ 3,705	\$ 14,990	\$ 12,294	\$ 13,077	\$ 13,077	\$ 9,168	\$ 13,053	\$ 6,379	\$ 9,048	\$ 265	\$ 755	\$ -	\$ 82,733
4160 State & Fed Grants - Claims breakfast	\$ -	\$ 276	\$ 369	\$ 342	\$ 342	\$ 197	\$ 385	\$ 342	\$ 202	\$ -	\$ -	\$ -	\$ 2,112
4360 State & Fed Grants - Claims lunch	\$ -	\$ 4,563	\$ 4,730	\$ 4,189	\$ 4,189	\$ 2,550	\$ 3,582	\$ 3,967	\$ 2,075	\$ -	\$ -	\$ -	\$ 25,655
4360 State & Fed Grants - 6 Cent	\$ -	\$ 262	\$ 283	\$ 253	\$ 253	\$ 159	\$ 225	\$ 236	\$ 123	\$ -	\$ -	\$ -	\$ 1,542
4360 State & Fed Grants - Healthy Foods	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,115	\$ -	\$ -	\$ 1,615	\$ -	\$ -	\$ 3,730
4360 State & Fed Grants - CN State Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 968	\$ -	\$ -	\$ 495	\$ -	\$ -	\$ -	\$ 1,958
4360 State & Fed Grants - State School Breakfast	\$ -	\$ -	\$ 2,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,150
4360 USDA commodities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4361 Transfer In	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Total Revenue	\$ 3,705	\$ 20,091	\$ 94,881	\$ 17,889	\$ 17,889	\$ 13,073	\$ 19,403	\$ 10,976	\$ 11,943	\$ 4,192	\$ 1,080	\$ -	\$ 197,233
5111 Administrator Salary	15665	731	731	1,170	1,170	510	690	540	552	475	475	1,170	11,833
5114 Secretary Salary	5838	397	319	600	600	510	690	540	552	475	475	1,170	4,570
5118 Food Service Salary	89943	7,240	7,679	9,054	9,054	7,534	9,105	7,524	7,436	5,805	5,805	1,199	67,183
5124 Sub Secty\ Caf�	2000	108	-	50	50	41	327	23	757	1,286	1,286	-	3,878
5138 OT Cafeteria Salary	1000	1,885	51	76	76	215	114	76	39	519	-	-	2,973
Total Salaries	114,446	10,361	8,779	10,949	10,949	9,469	11,991	9,333	9,954	9,255	8,736	-	90,438
5210 Health Insurance	9539	478	478	765	765	765	765	765	783	869	765	-	6,433
5214 Life Insurance	300	8	8	14	14	14	14	14	14	15	14	-	120
5222 MERF	17357	1,408	1,205	1,496	1,496	1,295	1,601	1,281	1,361	1,271	1,199	-	12,371
5223 Fica/Medicare	8755	84	782	821	821	711	901	698	742	690	652	-	6,796
Total Benefits & Benefit Cost	35,951	2,676	2,356	3,097	3,097	2,785	3,282	2,758	2,899	2,844	2,631	-	25,720
Total Salary & Benefit Cost	155	1,847	13,037	14,046	14,046	12,254	15,273	12,092	12,853	12,098	11,367	-	116,158
5430 Repairs & Maintenance	-	0	654	-	-	-	397	-	-	-	-	-	1,051
5600 All - Supplies / Energy	-	0	365	383	383	532	740	381	309	1,114	-	-	4,987
5601 USDA Donations	-	0	-	-	-	-	-	-	-	-	-	-	-
5610 General Supplies	-	4,606	7,974	5,500	5,500	5,255	4,911	6,322	4,192	-	-	-	46,325
5800 All - Other Misc. Expense	-	924	473	128	128	77	411	79	152	11	-	-	2,550
5890 Other Objects	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Product Cost	5,530	8,403	10,083	6,011	6,011	5,864	6,460	6,782	4,654	1,125	-	-	54,913
Total Product, Salary & Benefit Costs	155	7,377	21,440	20,057	20,057	18,118	21,733	18,874	17,507	13,224	11,367	-	171,071
Profit (Loss)	(155)	(3,672)	(1,348)	(2,169)	(2,169)	(5,046)	(2,330)	(7,898)	(5,563)	(9,032)	(10,287)	-	26,162
Operating Days	2	19	21	18	18	14	20	17	21	21	20	13	186
Lunch Participation		35.5%	35.2%	36.8%	36.8%	29.7%	30.6%	36.5%	15.6%	0.0%	0.0%	#DIV/0!	2.4%
Breakfast Participation		#DIV/0!	1.6%	2.4%	2.4%	1.8%	2.9%	2.5%	1.1%	0.0%	0.0%	#DIV/0!	0.2%
Meals Product Cst		\$ 2.14	\$ 2.33	\$ 1.56	\$ 1.56	\$ 2.42	\$ 1.82	\$ 1.88	\$ 2.45	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Labor/Meal		\$ 3.32	\$ 2.58	\$ 3.63	\$ 3.63	\$ 5.06	\$ 4.30	\$ 3.35	\$ 6.76	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
unpaid lunch balances - monthly value		\$ 5.46	\$ 4.91	\$ 5.19	\$ 5.19	\$ 7.48	\$ 6.12	\$ 5.23	\$ 9.21	#DIV/0!	#DIV/0!	#DIV/0!	(6,728)
lunch account balances - monthly value		\$ -	\$ (6,016)	\$ (6,483)	\$ (6,483)	\$ (7,235)	\$ -	\$ (7,235)	\$ -	\$ -	\$ -	\$ -	\$ -
Month End Checking Account Balance		\$ -	\$ 12,637	\$ 228,425	\$ 228,425	\$ 219,035	\$ -	\$ 236,883	\$ 219,035	\$ -	\$ -	\$ -	\$ 236,883

no lunch or breakfast served on half days (5) last day of school, no lunch served on exam days (7) total of 13 days = 167 serving days

REGIONAL SCHOOL DISTRICT NO. 4
CHESTER • DEEP RIVER • ESSEX

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Sarah Smalley
Director of Pupil Services
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Kristina Martineau, Ed.D.
Assistant Superintendent of Schools
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Richard A. Huot
Interim Business Manager
rhuot@reg4.k12.ct.us

June 12, 2020

To: Brian J. White, Superintendent
From: Richard Huot, Interim Business Manager
Re: Medical Tracking

A handwritten signature in black ink, appearing to read 'Richard Huot', is written over the 'From' and 'Re' lines of the header.

Attached is the Medical Reserve Tracking spreadsheet for the end of May. It is clear since our staff has quarantined because of the Covid-19 pandemic hit in mid- March, the medical claims have dropped precipitously. Most medical insurance brokers are cautioning, once we out of quarantine the claims are expected jump.

Non-emergency procedures have been postponed and doctors have only been dealing with emergency situations. People have been concerned about exposure to the virus if they visit a hospital, and thus the drop in our claims. While the Region is in a good position with respect to the medical reserve fund, our true fiscal position is being clouded by the pandemic.

I would expect the claims to rise as the quarantine conditions are eased in the months to come. A real gauge of our fiscal position will be what our balance is twelve (12) months from now. I believe the supplemental payments to the reserve fund are still valid. If the fiscal position twelve months from now is positive, another supplemental appropriation may be reduced or waived.

I caution not to feel too confident about the current balance until the pandemic is over for several months. Medical claims need time to return to normal. The Region should look to our professional insurance broker for recommendations. He will have the pulse of what is happening in the state and nation.

The medical tracking sheet will be very important in judging the districts ongoing "health" of the medical reserve account and should be part of the financial monthly reports.

Medical Reserve Tracking 2019-2020

Region 4

Expenses	July	August	Sept.	October	Nov.	Dec.	January	February	March	April	May	June	Total	Budget
First Week	149,873	65,722	186,832	173,299	65,434	228,347	89,080	153,349	141,885	129,614	114,903	129,371	1,627,711	
2nd Week	173,417	174,426	267,727	75,284	144,173	164,291	50,341	133,782	231,284	118,870	45,002		1,578,597	
3rd Week	81,889	100,764	162,964	163,428	88,737	113,464	158,485	92,759	138,974	40,621	83,921		1,226,006	
4th Week	119,784	180,506	85,107	168,053	89,331	137,265	115,713	152,613	166,507	41,736	91,252		1,347,867	
5th week			102,533				162,771		57,469	48,669			371,443	
H S A Payments	195,850	2,500	93,250				91,750						383,350	
Medicare Supp.		4,719	4,719	4,719	27,480	21,951	14,415	9,567		39,135	10,405		137,110	
Miscellaneous exp				10,000	30,464	12,513							52,977	
Grants					150,000								150,000	2019-2020
Total Expenses	720,813	528,637	800,600	697,316	595,619	677,831	668,140	532,503	736,119	418,646	335,078	129,371	6,840,673	Anticipated Revenue
Supv Dist.	300,000	185,129	200,000	209,741	124,195	100,000	64,467	64,467	64,467	64,467	64,467	64,467	1,305,865	1,205,864
Reg 4	540,000	300,000	200,000	200,000	200,000	300,000	130,879	129,380	129,381	129,381	129,631	129,381	2,318,033	2,327,783
Chest. BOE		106,781	53,391	53,391	53,391	53,391	53,391	53,391	53,391	53,391	53,391	53,391	640,689	640,692
Deep River BOE				192,560	48,140	48,140	48,140	48,140	48,338	48,140	48,140	48,140	577,878	577,680
Deep River Town				161,066	6,375			166,546	6,375	181,317	32,779		554,458	167,441
Essex BOE	73,277	73,277	73,277	73,277	73,277	73,277	73,277	73,277	73,277	73,277	73,277	73,277	879,321	879,324
Essex Town	93,628	7,097	83,163	83,163	71,824	40,191	40,267	43,797	36,737	43,797	40,267	36,737	537,505	255,712
First Pay EE	240	736	44,964	57,955	57,356	58,540	57,531	57,805	58,107	57,408	57,463	57,751	565,856	1,368,000
Second Pay EE	274	736	57,089	57,500	57,872	57,182	57,758	57,903	57,408	57,408	58,285	57,300	576,714	
TRB	23,448		12,119				13,659		13,924				63,150	49,575
Retirees	38,088	35,798	22,638	22,160	26,934	32,976	44,082	26,951	19,857	33,892	23,579	25,975	352,931	369,622
Grants	150,000												150,000	
Other Rev.	240				300								540	540
Total Revenue	1,219,195	524,425	636,487	922,931	719,663	763,696	583,449	721,656	482,870	756,401	581,278	581,278	7,912,053	7,842,233
Net Rev/Exp/Month	498,382	(4,212)	(164,112)	225,615	124,044	85,865	(84,690)	189,153	(253,249)	337,755	246,200	246,200	7,912,053	7,842,233
Reserve Status	\$54,926	\$ 230,466	\$ 706,808	\$ 716,371	\$ 464,170	\$ 886,711	\$ 583,147	\$ 901,312	\$ 349,387	\$ 943,814	\$ 1,123,041	\$ 1,123,041	Revenue	7,912,053
		2019-20	2020-21	Increase									Expenses	6,840,673
Total Exp Costs	\$ 7,826,723	8,606,707	779,984										Net Position	1,071,380
Total Expected Claims	\$ 7,173,424	8,500,507												
Incurred But Not Reported	600,000	708,000												
1/12 IBNR														
		2019-2020	2020-20											

Health Savings Account Policy
 CGS 10-183 (T) requires that retired/certified employees be given the opportunity to purchase the Health insurance of the last employing BOE at the group rate.

This document is a working projection of medical revenue and expenses as a tool for projecting the District's fiscal position.

Encl #6

REGIONAL SCHOOL DISTRICT NO. 4
CHESTER • DEEP RIVER • ESSEX

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Richard A. Huot
Interim Business Manager
rhuot@reg4.k12.ct.us

June 10, 2020

To: Brian J. White, Superintendent
From: Richard Huot, Interim Business Manager
Re: Region 4 Covid – 19 Orders and Transfers

A handwritten signature in black ink, appearing to read 'R. Huot', is written over the 'From' line of the email header.

Attached you will find three items. First, is a transfer request to cover the cost of an order for Covid-19 supplies. The second item is the June 1, 2020, Region 4 financial projection showing the balances in accounts in order for Board Members to see those that are being requested. The third item is a list of the requested items from the school.

There is a second set of transfers to cover the shortfall in debt service and a smaller transfer to cover supplies for repairs and painting done by our staff at John Winthrop and Valley Regional HS.

Region 4

COVID – 19 Supply Request For John Winthrop & Valley Regional HS

1. (4) Handheld and (2) Backpack electrostatic sprayers \$6300 however -	\$6,300
2. Smart Touch/Smart Shield disinfectant \$2800 for 6 month supply	\$2,800
3. Upgrade HVAC filters from MERV 8 to MERV 13 \$2500	\$2,500
4. 4 x 8 sheets of 1/4" plexiglass to make barriers \$5,000	\$5,000
5. 8 (JW & VR) No-touch infrared forehead thermometer \$110@	\$880
6. Disposable masks 2 cases of 1,000=\$650@	\$1,300
7. Disposable gloves 2 case of 1,000X10=\$500@	\$1,000
8. 12 Sanitizer Station - Touch Free Stand alone 156.25@	\$1,875
Total	\$21,655

Region 4 2019-2020 Budget Projection

6-1-2020 R

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	YTD EXPENDED	ES	ENCUMBRANC AVAILABLE		EST. YEAR END
							BUDGET	BUDGET	
4000	4124101	5111	PRINCIPAL SALARY	272,532	233,076.32	0	39,455.68	0	0
4000	4224101	5111	PRINCIPAL SALARY	302,998	279,690.48	0	21,307.52	2,000	2,000
4000	4111001	5112	DEPARTMENT CHAIR SALARY	25,298	13,873.50	0	0.00	11,425	11,425
4000	4211001	5112	DEPARTMENT CHAIR SALARY	50,814	25,191.00	0	0.00	25,623	25,623
4000	4111011	5113	TEACHER SALARY ART	72,247	55,574.60	0	16,672.40	0	0
4000	4111031	5113	TEACHER SALARY ENGLISH	281,036	234,572.68	0	61,284.00	-14,821	-14,821
4000	4111041	5113	TEA SALARY FGN LANGUAGE	150,286	120,626.40	0	36,188.00	-6,528	-6,528
4000	4111051	5113	TEA SALARY HOME EC	44,149	33,960.60	0	10,188.20	0	0
4000	4111061	5113	TEACHER SALARY TECH ED	68,482	42,450.54	0	4,191.97	1,839	1,839
4000	4111081	5113	JW SALARY MATH	223,146	171,977.60	0	51,593.40	-425	-425
4000	4111091	5113	TEACHER SALARY MUSIC	65,165	46,613.58	0	13,267.77	5,284	5,284
4000	4111101	5113	TEACHER SALARY PHYS ED	170,753	131,348.40	0	39,404.60	0	0
4000	4111121	5113	TEACHER SALARY SCIENCE	259,805	197,010.80	0	59,103.20	3,691	3,691
4000	4111131	5113	JW SALARY SOC STDY	233,923	179,940.80	0	53,982.20	0	0
4000	4111141	5113	TEACHER SALARY COMP ED	71,592	55,070.80	0	16,521.20	0	0
4000	4112101	5113	JW SALARY G&T	27,912	21,470.40	1	6,441.10	1	1
4000	4112151	5113	JW SALARY SPEC ED	357,215	187,163.32	0	64,847.80	95,204	95,204
4000	4121131	5113	TEACHER SALARY SOC WKR	31,964	24,587.40	0	7,376.24	0	0
4000	4121201	5113	TEACHER SALARY GUIDANCE	182,772	139,826.20	0	44,796.40	-1,851	-1,851
4000	4121401	5113	JW TEACHER SALARY PSYCH	65,979	50,753.00	0	15,226.00	0	0
4000	4121501	5113	TEACHER SALARY	26,048	20,037.00	0	6,011.04	0	0
4000	4122221	5113	TEACHER SALARY LIBRARY	65,120	50,092.40	0	15,027.60	0	0
4000	4211011	5113	TEACHER SALARY ART	149,585	115,065.40	0	34,519.60	0	0
4000	4211021	5113	TEACHER SALARY BUSINESS	147,790	113,794.31	0	34,105.40	-110	-110
4000	4211031	5113	TEACHER SALARY ENGLISH	470,678	356,225.97	0	103,095.35	11,357	11,357
4000	4211041	5113	TEACHER SALARY FOREIGN	257,476	186,340.10	0	55,213.33	15,923	15,923
4000	4211051	5113	TEACHER SALARY HOME EC	84,763	65,202.40	0	19,560.60	0	0
4000	4211061	5113	VR TECH ED TEACHER SALARY	238,795	192,565.36	0	55,021.93	-8,792	-8,792
4000	4211081	5113	VR MATH TEACHER SALARY	425,352	325,953.27	0	97,665.00	1,734	1,734
4000	4211091	5113	TEACHER SALARY MUSIC	151,866	117,485.00	0	35,046.00	-665	-665
4000	4211101	5113	TEACHER SALARY PHYS ED	300,466	197,107.20	0	59,131.80	38,227	38,227
4000	4211111	5113	TEACHER SALARY READING	0	11,901.39	0	3,570.40	-15,472	-15,472

Region 4 2019-2020 Budget Projection

6-1-2020 R

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL		YTD		ENCUMBRANC AVAILABLE		EST. YEAR END
				APPROP	EXPENDED	ES	BUDGET	BUDGET		
4000	4211121	5113	VR SCIENCE TEACHER SALARY	431,400	331,846.20	99,553.80	0	0	0	0
4000	4211131	5113	VR SALARY SOC STDY	447,721	318,286.33	89,038.40	40,396	40,396	40,396	40,396
4000	4212101	5113	VR SALARY G&T	55,823	21,470.40	6,441.10	27,912	27,912	27,912	27,912
4000	4212151	5113	TEACHER SALARY SPEC ED	508,308	447,028.73	134,009.40	-72,730	-72,730	-72,730	-72,730
4000	4221131	5113	TEACHER SALARY SOC WKR	213,297	153,278.00	45,983.36	14,036	14,036	14,036	14,036
4000	4221201	5113	TEACHER SALARY GUIDANCE	249,918	188,762.47	61,113.63	42	42	42	42
4000	4221501	5113	TEACHER SALARY	39,072	30,055.40	9,016.56	0	0	0	0
4000	4222221	5113	TEACHER SALARY LIBRARY	89,004	68,791.60	20,637.40	-425	-425	-425	-425
4000	4124101	5114	P/O SECRETARY SALARY	113,575	102,157.76	16,735.68	-5,318	-5,318	-5,318	-5,318
4000	4221201	5114	SEC SALARY GUIDANCE	61,924	55,584.86	8,317.68	-1,979	-1,979	-1,979	-1,979
4000	4224101	5114	SEC SALARY P/O	167,534	139,936.19	23,476.68	4,121	4,121	4,121	4,121
4000	4229011	5114	SEC SALARY ATHLETIC	20,383	18,369.98	0.00	2,013	2,013	2,013	2,013
4000	4126001	5115	CUSTODIAN SALARY	294,663	253,214.08	41,841.47	-393	-393	-393	-393
4000	4226001	5115	CUSTODIAN SALARY	354,327	310,941.97	39,189.28	4,196	4,196	4,196	4,196
4000	4121341	5116	NURSE SALARY	51,994	56,207.60	2,951.00	-7,165	-7,165	-7,165	-7,165
4000	4221341	5116	NURSE SALARY	55,544	40,806.00	11,998.60	2,739	2,739	2,739	2,739
4000	4111161	5119	PARA-EDUCATOR SALARY	6,000	5,675.34	1,300.01	-975	-975	-975	-975
4000	4112151	5119	PARA SALARY SPEC ED	275,176	200,715.81	42,058.71	32,401	32,401	32,401	32,401
4000	4211161	5119	VR SECURITY SALARY	52,842	45,337.74	8,571.36	-1,067	-1,067	-1,067	-1,067
4000	4212151	5119	SPEC ED PARA SALARY	315,919	341,924.65	67,064.05	-50,172	-50,172	-50,172	-50,172
4000	4221131	5119	SOCIAL WORK PARA SALARY	33,307	350.00	0.00	32,957	32,957	32,957	32,957
4000	4222221	5119	LIBRARY PARA SALARY	29,905	19,217.82	10,893.78	-207	-207	-207	-207
4000	4111151	5123	JW SUBSTITUTE TEACHER SALARY	50,000	17,150.53	0.00	32,849	32,849	32,849	32,849
4000	4211151	5123	VR SUBSTITUTE TEACHER SALARY	70,000	113,519.32	0.00	-43,519	-43,519	-43,519	-43,519
4000	4111161	5124	JW SUB PARA SALARY	2,500	2,594.48	0.00	-94	-94	-94	-94
4000	4124101	5124	SUB SECTY	1,000	0.00	0.00	1,000	1,000	1,000	1,000
4000	4126001	5124	SUB CUST	0	401.00	0.00	-401	-401	-401	-401
4000	4211161	5124	VR SUB PARA	3,500	316.11	0.00	3,184	3,184	3,184	3,184
4000	4226001	5124	SUB VR CUST	0	85.00	0.00	-85	-85	-85	-85
4000	4124111	5133	TEAM LEADERS SALARY	14,376	6,042.00	0.00	8,334	8,334	8,334	8,334
4000	4129001	5133	EXTRA CURR ACTIV SALARY	24,783	13,201.55	0.00	11,581	11,581	11,581	11,581
4000	4129011	5133	ATHLETIC SALARY	60,538	29,860.63	605.37	30,072	30,072	30,072	30,072

Region 4 2019-2020 Budget Projection

6-1-2020 R

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL		YTD		ENCUMBRANC		AVAILABLE		EST. YEAR END
				APPROP	EXPENDED	ES	ES	BUDGET	BUDGET			
4000	4129011	5133	COACH\MENTOR\EXTRA-CURRICULAR	0	5,960.00	0.00	0.00	0.00	-5,960	-5,960	-5,960	
4000	4129011	5133	COACH\MENTOR\EXTRA-CURRICULAR	0	5,419.00	0.00	0.00	0.00	-5,419	-5,419	-5,419	
4000	4129011	5133	COACH\MENTOR\EXTRA-CURRICULAR	0	1,651.00	0.00	0.00	0.00	-1,651	-1,651	-1,651	
4000	4129011	5133	COACH\MENTOR\EXTRA-CURRICULAR	0	2,061.00	0.00	0.00	0.00	-2,061	-2,061	-2,061	
4000	4212111	5133	MENTOR SALARY	1,500	1,143.00	0.00	0.00	0.00	357	357	357	
4000	4229001	5133	EXTRA CURR ACTIV SALARY	107,028	62,966.55	0.00	0.00	0.00	44,061	44,061	44,061	
4000	4229011	5133	ATHLETIC SALARY	0	21,065.47	1,412.53	0.00	0.00	-22,478	-22,478	-22,478	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	23,158	0.00	0.00	0.00	0.00	23,158	23,158	23,158	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	7,860	3,033.50	0.00	0.00	0.00	4,827	4,827	4,827	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	13,806	17,115.50	0.00	0.00	0.00	-3,310	-3,310	-3,310	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	8,118	10,832.00	0.00	0.00	0.00	-2,714	-2,714	-2,714	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	6,245	0.00	0.00	0.00	0.00	6,245	6,245	6,245	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	9,558	9,749.00	0.00	0.00	0.00	-191	-191	-191	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	26,229	26,754.00	0.00	0.00	0.00	-525	-525	-525	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	7,608	9,831.00	0.00	0.00	0.00	-2,223	-2,223	-2,223	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	16,237	16,562.00	0.00	0.00	0.00	-325	-325	-325	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	16,237	14,525.00	0.00	0.00	0.00	1,712	1,712	1,712	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	0	3,433.00	0.00	0.00	0.00	-3,433	-3,433	-3,433	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	8,118	12,740.00	0.00	0.00	0.00	-4,622	-4,622	-4,622	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	6,123	0.00	0.00	0.00	0.00	6,123	6,123	6,123	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	9,371	0.00	0.00	0.00	0.00	9,371	9,371	9,371	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	13,536	0.00	0.00	0.00	0.00	13,536	13,536	13,536	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	7,258	0.00	0.00	0.00	0.00	7,258	7,258	7,258	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	6,176	0.00	0.00	0.00	0.00	6,176	6,176	6,176	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	6,743	0.00	0.00	0.00	0.00	6,743	6,743	6,743	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	2,488	0.00	0.00	0.00	0.00	2,488	2,488	2,488	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	4,144	0.00	0.00	0.00	0.00	4,144	4,144	4,144	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	3,300	0.00	0.00	0.00	0.00	3,300	3,300	3,300	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	9,371	0.00	0.00	0.00	0.00	9,371	9,371	9,371	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	9,371	0.00	0.00	0.00	0.00	9,371	9,371	9,371	
4000	4229011	5133	COACH\MENTOR\EXTRA-CURRICULAR	3,300	2,288.66	0.00	0.00	0.00	1,011	1,011	1,011	
4000	4129001	51331	ATHLETIC EXTRA DUTY	0	105.00	0.00	0.00	0.00	-105	-105	-105	

Region 4 2019-202 Budget Projection

6-1-2020 R

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	YTD EXPENDED	ENCUMBRANC ES	AVAILABLE		EST. YEAR END
							BUDGET	BUDGET	
4000	4129001	51331	ATHLETIC EXTRA DUTY	0	175.00	0.00	0.00	-175	-175
4000	4129001	51331	ATHLETIC EXTRA DUTY	0	175.00	0.00	0.00	-175	-175
4000	4129001	51331	ATHLETIC EXTRA DUTY	0	140.00	0.00	0.00	-140	-140
4000	4129001	51331	ATHLETIC EXTRA DUTY	0	670.00	0.00	0.00	-670	-670
4000	4129001	51331	ATHLETIC EXTRA DUTY	0	510.00	0.00	0.00	-510	-510
4000	4229001	51331	ATHLETIC EXTRA DUTY	0	40.00	0.00	0.00	-40	-40
4000	4229001	51331	ATHLETIC EXTRA DUTY	0	480.00	0.00	0.00	-480	-480
4000	4229001	51331	ATHLETIC EXTRA DUTY	0	475.00	0.00	0.00	-475	-475
4000	4229001	51331	ATHLETIC EXTRA DUTY	0	427.50	0.00	0.00	-428	-428
4000	4229001	51331	ATHLETIC EXTRA DUTY	0	427.50	0.00	0.00	-428	-428
4000	4229001	51331	ATHLETIC EXTRA DUTY	0	145.00	0.00	0.00	-145	-145
4000	4229001	51331	ATHLETIC EXTRA DUTY	0	970.00	0.00	0.00	-970	-970
4000	4229001	51331	ATHLETIC EXTRA DUTY	0	495.00	0.00	0.00	-495	-495
4000	4229001	51331	ATHLETIC EXTRA DUTY	0	2,400.00	0.00	0.00	-2,400	-2,400
4000	4229001	51331	ATHLETIC EXTRA DUTY	0	2,845.00	0.00	0.00	-2,845	-2,845
4000	4123101	5134	BOE OT SEC SALARY	400	100.00	0.00	0.00	300	300
4000	4223101	5134	OT SECRETARY SALARY	600	0.00	0.00	0.00	600	600
4000	4126001	5135	OT CUST SALARY	15,000	630.76	0.00	0.00	14,369	11,369
4000	4226001	5135	OT CUSTODIAN SALARY	12,000	3,505.76	0.00	0.00	8,494	8,494
4000	4129001	5190	BUILDING RENTAL REIMBURSABLE	0	-2,509.23	0.00	0.00	2,509	2,509
4000	4229001	5190	BUILDING RENTAL REIMBURSABLE	3,000	3,385.18	0.00	0.00	-385	-385
4000	4160001	5198	SUPV DIST SALARY	413,973	379,475.20	34,497.80	34,497.80	0	0
4000	4260001	5198	SUPV DIST SALARY	620,960	569,212.80	51,746.40	51,746.40	1	1
			100 Total Salaries	10,769,156	8,521,087.92	1,908,269.78	346,696	323,142	323,142
4000	4120011	5210	CITIZENS BANK HEALTH	964,168	879,261.00	51,852.20	51,852.20	33,055	0
4000	4220011	5210	CITIZENS BANK HEALTH	1,363,615	1,318,891.50	77,778.30	77,778.30	-5,751	0
4000	4111011	5214	LIFE INSURANCE	81	66.96	0.00	0.00	14	14
4000	4111031	5214	LIFE INSURANCE	406	254.82	0.00	0.00	151	151
4000	4111041	5214	LIFE INSURANCE	174	133.92	0.00	0.00	40	40
4000	4111051	5214	LIFE INSURANCE	81	0.00	0.00	0.00	81	81
4000	4111061	5214	LIFE INSURANCE	81	0.00	0.00	0.00	81	81

Region 4 2019-2020 Budget Projection

6-1-2020 R

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL		YTD		ENCUMBRANC AVAILABLE		EST. YEAR END
				APPROP	EXPENDED	ES	BUDGET	BUDGET		
4000	4111081	5214	LIFE INSURANCE	325	200.88	0.00	0.00	124		
4000	4111091	5214	LIFE INSURANCE	87	66.96	0.00	0.00	20		
4000	4111101	5214	LIFE INSURANCE	162	133.92	0.00	0.00	28		
4000	4111121	5214	LIFE INSURANCE	330	200.88	0.00	0.00	129		
4000	4111131	5214	LIFE INSURANCE	243	200.88	0.00	0.00	42		
4000	4111141	5214	LIFE INSURANCE	81	66.96	0.00	0.00	14		
4000	4111151	5214	LIFE INSURANCE	3	0.93	0.00	0.00	2		
4000	4111161	5214	LIFE INSURANCE	8	15.11	0.00	0.00	-7		
4000	4111901	5214	LIFE INSURANCE	81	0.00	0.00	0.00	81		
4000	4112151	5214	LIFE INSURANCE	970	591.59	0.00	0.00	378		
4000	4121131	5214	LIFE INSURANCE	12	26.82	0.00	0.00	-15		
4000	4121201	5214	LIFE INSURANCE	162	133.92	0.00	0.00	28		
4000	4121341	5214	LIFE INSURANCE	103	76.68	0.00	0.00	26		
4000	4121401	5214	LIFE INSURANCE	75	66.96	0.00	0.00	8		
4000	4121501	5214	JW LIFE INSURANCE SP & HR	0	26.82	0.00	0.00	-27		
4000	4122221	5214	LIFE INSURANCE	94	66.96	0.00	0.00	27		
4000	4124101	5214	LIFE INSURANCE	1,079	1,103.94	0.00	0.00	-25		
4000	4124102	5214	LIFE INSURANCE	81	0.00	0.00	0.00	81		
4000	4126001	5214	LIFE INSURANCE	355	375.23	0.00	0.00	-20		
4000	4129011	5214	LIFE INSURANCE	6	0.00	0.00	0.00	6		
4000	4211011	5214	LIFE INSURANCE	232	133.92	0.00	0.00	98		
4000	4211021	5214	LIFE INSURANCE	150	133.92	0.00	0.00	16		
4000	4211031	5214	LIFE INSURANCE	514	435.24	0.00	0.00	79		
4000	4211041	5214	LIFE INSURANCE	289	256.68	0.00	0.00	32		
4000	4211051	5214	LIFE INSURANCE	75	66.96	0.00	0.00	8		
4000	4211061	5214	LIFE INSURANCE	214	133.92	0.00	0.00	80		
4000	4211081	5214	LIFE INSURANCE	438	401.76	0.00	0.00	36		
4000	4211091	5214	LIFE INSURANCE	75	133.92	0.00	0.00	-59		
4000	4211101	5214	LIFE INSURANCE	301	200.88	0.00	0.00	100		
4000	4211111	5214	LIFE INSURANCE	0	16.74	0.00	0.00	-17		
4000	4211121	5214	LIFE INSURANCE	439	401.76	0.00	0.00	37		
4000	4211131	5214	LIFE INSURANCE	451	342.24	0.00	0.00	109		

Region 4 2019-2020 Budget Projection

6-1-2020 R

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL	YTD	ENCUMBRANC AVAILABLE		EST. YEAR END
				APPROP	EXPENDED	ES	BUDGET	
4000	4211151	5214	LIFE INSURANCE	106	90.82	0.00	0.00	15
4000	4211161	5214	LIFE INSURANCE	0	129.04	0.00	0.00	-129
4000	4212033	5214	LIFE INSURANCE	97	1.11	0.00	0.00	96
4000	4212071	5214	LIFE INSURANCE	81	0.00	0.00	0.00	81
4000	4212151	5214	LIFE INSURANCE	677	1,242.52	0.00	0.00	-566
4000	4221131	5214	LIFE INSURANCE	211	178.60	0.00	0.00	32
4000	4221201	5214	LIFE INSURANCE	356	248.94	0.00	0.00	107
4000	4221341	5214	LIFE INSURANCE	0	76.68	0.00	0.00	-77
4000	4221501	5214	VR LIFE INSURANCE - SP & HR	0	40.14	0.00	0.00	-40
4000	4222221	5214	LIFE INSURANCE	60	66.96	0.00	0.00	-7
4000	4224101	5214	LIFE INSURANCE	1,240	1,287.00	0.00	0.00	-47
4000	4226001	5214	LIFE INSURANCE	434	408.43	0.00	0.00	26
4000	4229001	5214	LIFE INSURANCE	0	1.68	0.00	0.00	-2
4000	4229011	5214	LIFE INSURANCE	57	38.34	0.00	0.00	19
4000	4112071	5222	MERF	5,317	0.00	0.00	0.00	5,317
4000	4121341	5222	MERF	5,917	6,864.02	0.00	0.00	-947
4000	4124101	5222	MERF	12,925	13,672.72	0.00	0.00	-748
4000	4124102	5222	MERF P/O	3,450	1,248.00	0.00	0.00	2,202
4000	4126001	5222	MERF	36,270	35,448.68	0.00	0.00	821
4000	4126002	5222	MERF PLANT	620	1,040.00	0.00	0.00	-420
4000	4212071	5222	MERF	5,781	0.00	0.00	0.00	5,781
4000	4221201	5222	MERF	8,267	7,631.70	0.00	0.00	635
4000	4221341	5222	MERF	5,773	5,491.40	0.00	0.00	282
4000	4224101	5222	MERF	24,609	17,114.86	0.00	0.00	7,494
4000	4224102	5222	MERF P/O	3,152	1,872.00	0.00	0.00	1,280
4000	4226001	5222	MERF	36,310	40,134.11	0.00	0.00	-3,824
4000	4226002	5222	MERF PLANT	3,321	1,560.00	0.00	0.00	1,761
4000	4229001	5222	MERF	0	995.10	0.00	0.00	-995
4000	4229011	5222	MERF	2,403	2,522.24	0.00	0.00	-119
4000	4111001	5223	FICA/MED	433	201.17	0.00	0.00	232
4000	4111011	5223	FICA/MEDICARE	995	738.30	0.00	0.00	257
4000	4111031	5223	FICA/MEDICARE	4,109	3,151.56	0.00	0.00	957

Region 4 2019-2020 Budget Projection

6-1-2020 R

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL		YTD		ENCUMBRANC		AVAILABLE		EST. YEAR END
				APPROP	YTD	EXPENDED	ES	BUDGET	BUDGET			
4000	4111041	5223	FICA/MEDICARE	2,490		1,615.46		0.00		0.00	875	
4000	4111051	5223	FICA/MEDICARE	1,128		465.58		0.00		0.00	662	
4000	4111061	5223	FICA/MEDICARE	0		677.45		0.00		0.00	-677	
4000	4111081	5223	FICA/MEDICARE	2,326		2,163.02		0.00		0.00	163	
4000	4111091	5223	FICA/MEDICARE	997		559.36		0.00		0.00	438	
4000	4111101	5223	FICA/MEDICARE	980		847.78		0.00		0.00	132	
4000	4111121	5223	FICA/MEDICARE	3,830		2,676.80		0.00		0.00	1,153	
4000	4111131	5223	FICA/MEDICARE	3,276		2,350.70		0.00		0.00	925	
4000	4111141	5223	FICA/MEDICARE	986		755.22		0.00		0.00	231	
4000	4111151	5223	FICA/MEDICARE	2,295		1,303.34		0.00		0.00	992	
4000	4111161	5223	FICA/MEDICARE	268		590.50		0.00		0.00	-323	
4000	4111901	5223	FICA/MEDICARE	377		212.63		0.00		0.00	164	
4000	4111903	5223	FICA/MEDICARE	0		48.95		0.00		0.00	-49	
4000	4112033	5223	FICA/MEDICARE	1,030		0.00		0.00		0.00	1,030	
4000	4112071	5223	FICA/MEDICARE	3,574		0.00		0.00		0.00	3,574	
4000	4112101	5223	FICA/MEDICARE	0		311.20		0.00		0.00	-311	
4000	4112151	5223	FICA/MEDICARE	25,569		16,624.34		0.00		0.00	8,945	
4000	4121131	5223	FICA/MEDICARE	440		356.40		0.00		0.00	84	
4000	4121201	5223	FICA/MEDICARE	2,765		1,992.79		0.00		0.00	772	
4000	4121341	5223	FICA/MEDICARE	3,978		4,298.70		0.00		0.00	-321	
4000	4121353	5223	FICA/MEDICARE	200		0.00		0.00		0.00	200	
4000	4121401	5223	FICA/MEDICARE	900		615.28		0.00		0.00	285	
4000	4121501	5223	FICA/MEDICARE	632		263.42		0.00		0.00	369	
4000	4122221	5223	FICA/MEDICARE	897		699.22		0.00		0.00	198	
4000	4123101	5223	FICA/MEDICARE	48		7.65		0.00		0.00	40	
4000	4124101	5223	FICA/MEDICARE	14,470		10,566.10		0.00		0.00	3,904	
4000	4124102	5223	FICA/MED P/O	316		0.00		0.00		0.00	316	
4000	4124111	5223	FICA/MEDICARE	0		87.60		0.00		0.00	-88	
4000	4126001	5223	FICA/MEDICARE	22,933		18,410.11		0.00		0.00	4,523	
4000	4129001	5223	FICA/MEDICARE	1,925		1,015.30		0.00		0.00	910	
4000	4129001	5223	FICA/MEDICARE	0		8.03		0.00		0.00	-8	
4000	4129001	5223	FICA/MEDICARE	0		8.03		0.00		0.00	-8	

Region 4 2019-2020 Budget Projection

6-1-2020 R

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL	YTD	ENCUMBRANC AVAILABLE		EST. YEAR END
				APPROP	EXPENDED	ES	BUDGET	
4000	4129001	5223	FICA/MEDICARE	0	13.37	0.00	0.00	-13
4000	4129001	5223	FICA/MEDICARE	0	10.71	0.00	0.00	-11
4000	4129001	5223	FICA/MEDICARE	0	51.27	0.00	0.00	-51
4000	4129001	5223	FICA/MEDICARE	0	39.04	0.00	0.00	-39
4000	4129011	5223	FICA/MEDICARE	3,876	2,284.32	0.00	0.00	1,592
4000	4129011	5223	FICA/MEDICARE	0	455.95	0.00	0.00	-456
4000	4129011	5223	FICA/MEDICARE	0	414.56	0.00	0.00	-415
4000	4129011	5223	FICA/MEDICARE	0	126.30	0.00	0.00	-126
4000	4129011	5223	FICA/MEDICARE	0	157.66	0.00	0.00	-158
4000	4211001	5223	FICA/MED	615	329.47	0.00	0.00	286
4000	4211011	5223	FICA/MEDICARE	2,110	1,527.66	0.00	0.00	582
4000	4211021	5223	FICA/MEDICARE	2,501	1,548.07	0.00	0.00	953
4000	4211031	5223	FICA/MEDICARE	7,494	4,693.63	0.00	0.00	2,800
4000	4211041	5223	FICA/MEDICARE	4,579	2,701.61	0.00	0.00	1,877
4000	4211051	5223	FICA/MEDICARE	0	808.98	0.00	0.00	-809
4000	4211061	5223	FICA/MEDICARE	3,302	2,518.71	0.00	0.00	783
4000	4211081	5223	FICA/MEDICARE	6,116	4,516.09	0.00	0.00	1,600
4000	4211091	5223	FICA/MEDICARE	2,144	1,590.24	0.00	0.00	554
4000	4211101	5223	FICA/MEDICARE	4,314	2,698.54	0.00	0.00	1,615
4000	4211111	5223	FICA/MEDICARE	0	156.94	0.00	0.00	-157
4000	4211121	5223	FICA/MEDICARE	5,879	3,593.38	0.00	0.00	2,286
4000	4211131	5223	FICA/MEDICARE	5,785	4,541.87	0.00	0.00	1,243
4000	4211151	5223	FICA/MEDICARE	5,244	8,568.98	0.00	0.00	-3,325
4000	4211161	5223	FICA/MEDICARE	2,650	2,869.42	0.00	0.00	-219
4000	4212033	5223	FICA/MEDICARE	3,041	1,871.20	0.00	0.00	1,170
4000	4212071	5223	FICA/MEDICARE	3,832	0.00	0.00	0.00	3,832
4000	4212101	5223	FICA/MEDICARE	0	311.40	0.00	0.00	-311
4000	4212111	5223	FICA/MEDICARE	80	16.57	0.00	0.00	63
4000	4212151	5223	FICA/MEDICARE	27,854	30,889.13	0.00	0.00	-946
4000	4221131	5223	FICA/MEDICARE	3,093	2,226.63	0.00	0.00	866
4000	4221201	5223	FICA/MEDICARE	4,802	6,709.85	0.00	0.00	-1,908
4000	4221341	5223	FICA/MEDICARE	3,881	2,542.21	0.00	0.00	1,339

Region 4 2019-2020 Budget Projection

6-1-2020 R

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL	YTD	ENCUMBRANC AVAILABLE		EST. YEAR END
				APPROP	EXPENDED	ES	BUDGET	
4000	4221501	5223	FICA/MEDICARE	753	395.30	0.00	358	
4000	4222133	5223	FICA/MEDICARE	89	0.00	0.00	89	
4000	4222221	5223	FICA/MEDICARE	1,289	2,427.60	0.00	-1,139	
4000	4224101	5223	FICA/MEDICARE	20,267	13,696.85	0.00	6,570	
4000	4226001	5223	FICA/MEDICARE	24,509	21,908.68	0.00	2,600	
4000	4229001	5223	FICA/MEDICARE	8,500	5,154.83	0.00	3,345	
4000	4229001	5223	FICA/MEDICARE	0	36.73	0.00	-37	
4000	4229001	5223	FICA/MEDICARE	0	36.33	0.00	-36	
4000	4229001	5223	FICA/MEDICARE	0	32.68	0.00	-33	
4000	4229001	5223	FICA/MEDICARE	0	32.75	0.00	-33	
4000	4229001	5223	FICA/MEDICARE	0	11.08	0.00	-11	
4000	4229001	5223	FICA/MEDICARE	0	74.21	0.00	-74	
4000	4229001	5223	FICA/MEDICARE	0	37.88	0.00	-38	
4000	4229001	5223	FICA/MEDICARE	0	183.58	0.00	-184	
4000	4229001	5223	FICA/MEDICARE	0	217.67	0.00	-218	
4000	4229011	5223	FICA/MEDICARE	21,035	3,016.32	0.00	18,019	
4000	4229011	5223	FICA/MEDICARE	0	1,541.40	0.00	-1,541	
4000	4229011	5223	FICA/MEDICARE	0	828.64	0.00	-829	
4000	4229011	5223	FICA/MEDICARE	0	745.80	0.00	-746	
4000	4229011	5223	FICA/MEDICARE	0	2,046.67	0.00	-2,047	
4000	4229011	5223	FICA/MEDICARE	0	752.07	0.00	-752	
4000	4229011	5223	FICA/MEDICARE	0	1,266.99	0.00	-1,267	
4000	4229011	5223	FICA/MEDICARE	0	1,111.17	0.00	-1,111	
4000	4229011	5223	FICA/MEDICARE	0	262.63	0.00	-263	
4000	4229011	5223	FICA/MEDICARE	0	974.62	0.00	-975	
4000	4229011	5223	FICA/MEDICARE	0	175.08	0.00	-175	
4000	4229066	5223	FICA/MEDICARE	0	38.25	0.00	-38	17,091
4000	4111162	5250	UNEMPLOYMENT COMP	10,000	1,031.49	2,668.51	6,300	6000
4000	4211162	5250	UNEMPLOYMENT COMP	53,500	2,561.11	14,355.49	36,583	36000
4000	4111162	5260	WORKERS COMP	28,920	28,263.47	0.00	657	657
4000	4211162	5260	WORKERS COMP	43,380	21,864.81	0.00	21,515	250
4000	4111161	5291	ANNUITIES	0	54.73	0.00	-55	-55

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FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	YTD		ENCUMBRANC AVAILABLE		EST. YEAR END
					EXPENDED	ES	BUDGET		
4000	4112151	5291	PARA-EDUCATOR ANNUITY	5,769	1,505.23	0.00	4,264	4,264	4,264
4000	4124101	5291	JW ADMIN ANNUITIES	500	2,000.00	0.00	-1,500	-1,500	-1,500
4000	4211151	5291	PARA-EDUCATOR ANNUITY	0	216.74	0.00	-217	-217	-217
4000	4211161	5291	ANNUITIES	0	400.00	0.00	-400	-400	-400
4000	4212151	5291	PARA-EDUCATOR ANNUITY	4,911	795.01	0.00	4,116	4,116	4,116
4000	4222221	5291	PARA-EDUCATOR ANNUITY	4,000	273.17	0.00	3,727	3,727	3,727
4000	4224101	5291	VR ADMIN ANNUITY	0	8,000.00	0.00	-8,000	-8,000	-8,000
4000	4160002	5298	SUPV DIST FRINGE BENES	130,667	119,778.00	10,889.00	0	0	0
4000	4260002	5298	SUPV DIST FRINGE BENES	196,000	179,667.00	16,333.20	0	0	0
			2300 Total Employee Benefits	3,254,923	2,931,848.99	173,876.70	178,590	178,590	68,275
4000	4111093	5321	PURCH SERV MUSIC	650	325.00	0.00	325	325	325
4000	4224103	5321	PURCH SERV P/O	2,000	900.59	1,099.41	0	0	0
4000	4229043	5321	PURCH SERV NHS	2,000	385.00	0.00	1,615	1,615	1,615
4000	4111033	5322	ENGLISH WORKSHOP	1,500	1,500.00	0.00	0	0	0
4000	4111901	5322	JW AFTERSCHOOL PROGRAM	5,400	2,779.32	0.00	2,621	2,621	2,621
4000	4111903	5322	ASSEMBLY SPEAKERS	2,500	639.98	0.00	1,860	1,860	1,860
4000	4121203	5322	ASSEMBLY PROGRAMS	400	0.00	0.00	400	400	400
4000	4123103	5322	COURSE REIMBURSEMENT	9,000	4,077.00	0.00	4,923	4,923	4,923
4000	4211903	5322	ASSEMBLY SPEAKERS	1,000	0.00	0.00	1,000	1,000	1,000
4000	4223103	5322	COURSE REIMBURSEMENT	10,000	8,836.00	0.00	1,164	1,164	1,164
4000	4112153	5330	PSYCHOLOGY FEES	4,300	5,080.00	1,020.00	-1,800	-1,800	-1,800
4000	4121353	5330	OCC THERAPY FEES	5,700	4,115.92	0.00	1,584	1,584	1,584
4000	4123103	5330	OTHER PROF SERVICES	0	1,036.40	0.00	-1,036	-1,036	-1,036
4000	4129013	5330	ATHLETIC OFFICIAL FEES	6,000	2,875.20	0.00	3,125	3,125	3,125
4000	4129013	5330	OTHER PROFESSIONAL SERVICES	0	371.72	0.00	-372	-372	-372
4000	4129013	5330	OTHER PROFESSIONAL SERVICES	0	278.79	0.00	-279	-279	-279
4000	4212033	5330	HOMEBOUND INSTRUCTION	33,000	24,484.83	0.00	8,515	8,515	8,515
4000	4212153	5330	PSYCHOLOGY FEES	48,000	17,095.48	10,836.12	20,068	20,068	20,068
4000	4221343	5330	HEALTH PHYS FES	1,000	0.00	0.00	1,000	1,000	1,000
4000	4221353	5330	OCC THERAPY FEES	3,942	4,650.00	1,850.00	-2,558	-2,558	-3,600
4000	4223103	5330	OTHER PROF SERVICES	35,658	4,881.28	7,000.50	23,776	23,776	25,750

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FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	YTD EXPENDED	ES	ENCUMBRANC AVAILABLE		EST. YEAR END
							BUDGET	BUDGET	
4000	4223103	5330	OTHER PROFESSIONAL SERVICES	0	23,333.34	11,666.66	-35,000	-23,333	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	12,286	0.00	0.00	11,261	11,261	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	3,579	2,534.30	95.27	949	949	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	5,804	2,527.04	0.00	3,277	3,277	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	325	291.16	0.00	34	34	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	163	0.00	0.00	163	163	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	3,222	2,630.81	0.00	591	591	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	4,206	4,197.37	420.00	289	289	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	2,981	3,301.31	0.50	4	4	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	4,366	4,053.58	89.50	223	223	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	6,540	5,734.14	180.00	626	626	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	1,460	716.30	0.00	744	744	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	785	0.00	0.00	785	785	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	1,529	0.00	130.00	1,399	1,399	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	0	0.00	30.00	-30	-30	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	1,814	0.00	0.00	1,814	1,814	
4000	4229013	5330	OTHER PROFESSIONAL SERVICES	940	0.00	0.00	940	940	
4000	4123103	5340	BOE TECHNICAL SERVICES	40,000	21,364.91	6,777.91	11,857	8,850	
4000	4126003	5340	PLANT TECH SERVICES	3,500	684.00	0.00	2,816	2,816	
4000	4126003	5340	TECHNICAL SERVICES	0	-276.00	0.00	276	276	
4000	4223103	5340	BOE TECHNICAL SERVICES	50,000	38,170.49	6,269.09	5,560	5,560	
4000	4226003	5340	PLANT TECH SERVICES	23,000	14,663.20	5,004.04	3,333	3,333	
4000	4226003	5340	TECHNICAL SERVICES	0	2,503.67	0.00	-2,504	-2,504	
4000	4226003	5340	TECHNICAL SERVICES	0	3,332.76	0.00	-3,333	-3,333	
4000	4226003	5340	TECHNICAL SERVICES	0	-552.00	0.00	552	552	
4000	4226003	5340	TECHNICAL SERVICES	0	-276.00	0.00	276	276	
4000	4160003	5398	SUPV DIST PURCHASED SERV	60,828	55,759.20	5,069.20	0	0	
4000	4260003	5398	SUPV DIST PURCHASED SERV	91,243	83,638.80	7,603.80	0	0	
			300 Total Purchased Professional Services	490,621	352,644.89	65,142.00	72,834	79,910	
4000	4126004	5412	ELECTRICITY	140,000	102,032.06	25,430.44	12,538	31,538	
4000	4226004	5412	VR ELECTRICITY	218,000	134,026.38	43,556.62	40,417	75,417	

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FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	YTD EXPENDED	ENCUMBRANC ES	AVAILABLE		EST. YEAR END
							BUDGET	BUDGET	
4000	4126004	5422	SNOW PLOWING	12,000	6,761.25	0.00	0.00	5,239	5,239
4000	4226004	5422	SNOW PLOWING	12,000	7,253.75	0.00	0.00	4,746	4,746
4000	4124104	5430	P/O REPAIRS	11,000	8,461.01	0.00	0.00	2,539	2,539
4000	4126004	5430	PLANT REPAIRS	136,572	174,626.97	10,684.31	10,684.31	-9,229	-9,229
4000	4126004	5430	REPAIRS & MAINTENANCE	14,900	1,937.00	12,963.00	12,963.00	0	0
4000	4129014	5430	ATHLETIC REPAIRS	15,000	13,510.55	1,486.00	1,486.00	3	3
4000	4211054	5430	REPAIRS HOME EC	800	0.00	0.00	0.00	800	800
4000	4211064	5430	REPAIRS TECH ED	3,000	2,026.88	0.00	0.00	973	973
4000	4211094	5430	REPAIRS MUSIC	1,000	300.00	0.00	0.00	700	700
4000	4211124	5430	REPAIRS SCIENCE	1,200	0.00	0.00	0.00	1,200	1,200
4000	4212074	5430	REPAIRS & MAINTENANCE	3,000	1,889.47	0.00	0.00	1,111	1,111
4000	4224104	5430	REPAIRS P/O	3,000	2,127.96	0.00	0.00	872	872
4000	4226004	5430	REPAIRS PLANTS	182,697	177,088.36	5,608.64	5,608.64	0	0
4000	4226004	5430	REPAIRS & MAINTENANCE	20,600	1,937.00	18,663.00	18,663.00	0	0
4000	4226004	5430	REPAIRS & MAINTENANCE	6,100	3,780.00	2,351.86	2,351.86	-32	-32
4000	4229014	5430	REPAIRS ATHLETICS	20,000	16,065.54	3,934.00	3,934.00	0	0
4000	4229014	5430	REPAIRS & MAINTENANCE	5,000	0.00	5,000.00	5,000.00	0	0
4000	4111904	5440	RENTALS COPIERS	19,894	20,392.28	5,708.10	5,708.10	-6,206	-6,206
4000	4112074	5440	RENTALS TECH SERVICES	80,012	0.00	0.00	0.00	80,012	0
4000	4126004	5440	RENTALS PLANT	1,500	412.50	0.00	0.00	1,088	1,088
4000	4211904	5440	RENTALS COPIERS	38,866	32,530.17	15,885.35	15,885.35	-9,550	-9,550
4000	4212074	5440	RENTALS TECH SERVICES	107,980	-31,360.38	0.00	0.00	139,340	0
4000	4224104	5440	ACTIVITY VEHICLE RENTAL	3,000	2,810.60	89.40	89.40	100	100
4000	4226004	5440	RENTALS PLANT	1,400	907.50	0.00	0.00	493	493
4000	4229034	5440	RENTALS GRADUATION	5,000	-337.50	5,328.15	5,328.15	9	0
4000	4160004	5498	SUPV DIST PUR PROPERTY	8,678	7,954.40	723.20	723.20	0	0
4000	4260004	5498	SUPV DIST PURCH PROPERTY	13,016	11,931.60	1,084.80	1,084.80	0	0
400 Total Purchased Property Services				1,085,215	699,065.35	158,496.87	158,496.87	267,163	101,802
4000	4212055	5510	TRANS VOC ED	52,941	35,208.30	0.00	0.00	17,733	17,733
4000	4112705	5511	OOD TRANSPORTATION	95,885	61,398.40	0.00	0.00	34,487	20,500
4000	4212705	5511	OOD TRANSPORTATION	208,784	251,261.37	3,348.67	3,348.67	-45,826	-45,826

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FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	YTD EXPENDED	ENCUMBRANC ES	AVAILABLE		EST. YEAR END
							BUDGET	BUDGET	
4000	4111015	5515	FIELD TRIPS ART	800	0.00	0.00	800	800	800
4000	4111095	5515	FIELD TRIPS MUSIC	1,400	0.00	0.00	1,400	1,400	1,400
4000	4112105	5515	FIELD TRIPS	800	0.00	0.00	800	800	800
4000	4127005	5515	FIELD TRIPS TRANS	2,800	2,208.37	0.00	592	592	592
4000	4227005	5515	FIELD TRIPS TRANS	5,000	6,233.71	0.00	-1,234	-1,234	-1,234
4000	4129015	5516	ATHLETICS TRANSPORTATION	10,000	2,477.19	0.00	7,523	7,523	7,523
4000	4129015	5516	ATHLETICS TRANSPORTATION	0	352.25	0.00	-352	-352	-352
4000	4129015	5516	ATHLETICS TRANSPORTATION	0	456.07	0.00	-456	-456	-456
4000	4129015	5516	ATHLETICS TRANSPORTATION	0	250.88	0.00	-251	-251	-251
4000	4229015	5516	TRANS ATHLETICS	0	159.27	0.00	-159	-159	-159
4000	4229015	5516	ATHLETICS TRANSPORTATION	960	357.98	0.00	602	602	602
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,800	3,955.02	0.00	-2,155	-2,155	-2,155
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,800	4,575.25	0.00	-2,775	-2,775	-2,775
4000	4229015	5516	ATHLETICS TRANSPORTATION	650	880.22	0.00	-230	-230	-230
4000	4229015	5516	ATHLETICS TRANSPORTATION	650	880.25	0.00	-230	-230	-230
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,250	3,622.70	0.00	-2,373	-2,373	-2,373
4000	4229015	5516	ATHLETICS TRANSPORTATION	4,000	5,679.27	0.00	-2,679	-2,679	-2,679
4000	4229015	5516	ATHLETICS TRANSPORTATION	3,800	3,927.95	0.00	-128	-128	-128
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,300	4,048.64	0.00	-2,749	-2,749	-2,749
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,800	3,302.15	0.00	-1,502	-1,502	-1,502
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,800	4,129.99	0.00	-2,330	-2,330	-2,330
4000	4229015	5516	ATHLETICS TRANSPORTATION	0	750.52	0.00	-751	-751	-751
4000	4229015	5516	ATHLETICS TRANSPORTATION	0	677.52	0.00	-678	-678	-678
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,200	987.43	0.00	213	213	213
4000	4229015	5516	ATHLETICS TRANSPORTATION	250	0.00	0.00	250	250	250
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,200	987.42	0.00	213	213	213
4000	4229015	5516	ATHLETICS TRANSPORTATION	3,800	6,903.90	0.00	-3,104	-3,104	-3,104
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,800	0.00	0.00	1,800	1,800	1,800
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,800	0.00	0.00	1,800	1,800	1,800
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,250	0.00	0.00	1,250	1,250	1,250
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,250	0.00	0.00	1,250	1,250	1,250
4000	4229015	5516	ATHLETICS TRANSPORTATION	2,250	0.00	0.00	2,250	2,250	2,250

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FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL	YTD	ENCUMBRANC AVAILABLE		EST. YEAR END
				APPROP	EXPENDED	ES	BUDGET	
4000	4229015	5516	ATHLETICS TRANSPORTATION	2,250	0.00	0.00	2,250	2,250
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,250	0.00	0.00	1,250	1,250
4000	4229015	5516	ATHLETICS TRANSPORTATION	1,250	0.00	0.00	1,250	1,250
4000	4229015	5516	ATHLETICS TRANSPORTATION	2,000	0.00	0.00	2,000	2,000
4000	4229015	5516	ATHLETICS TRANSPORTATION	750	0.00	0.00	750	750
4000	4229015	5516	ATHLETICS TRANSPORTATION	750	0.00	0.00	750	750
4000	4229015	5516	ATHLETICS TRANSPORTATION	400	681.60	0.00	-282	-282
4000	4127005	5517	LATE BUS	10,081	7,882.04	0.00	2,199	2,199
4000	4227005	5517	VR LATE BUS	22,000	13,833.67	0.00	8,166	8,166
4000	4123105	5520	BOE INSURANCE	50,111	48,054.10	0.00	2,057	2,057
4000	4223105	5520	BOE INSURANCE	69,634	69,004.62	0.00	629	629
4000	4124105	5530	COMMUNICATIONS P/O	8,000	3,958.17	699.12	3,343	3,343
4000	4224105	5530	COMMUNICATIONS P/O	4,500	5,633.08	1,266.92	-2,400	-2,400
4000	4123105	5540	ADVERTISING	500	39.50	0.00	461	461
4000	4223105	5540	ADVERTISING	0	66.84	0.00	-67	-67
4000	4112105	5560	MAGNET SCHOOL TUITION	0	3,245.00	0.00	-3,245	-3,245
4000	4212105	5560	MAGNET SCHOOL	64,244	62,292.00	0.00	1,952	1,952
4000	4112705	5561	OOD TUITION	235,364	102,750.03	19,535.52	113,078	113,078
4000	4212015	5561	TUITION ADULT ED	61,592	61,592.00	0.00	0	0
4000	4212705	5561	TUITION OOD	1,175,207	982,817.10	168,303.20	-48,204	-48,204
4000	4124105	5580	TRAVEL P/O	4,000	2,629.23	112.98	1,258	1,258
4000	4224105	5580	TRAVEL P/O	13,000	12,025.84	630.24	344	344
4000	4226005	5580	R4 VR PLANT TRAVEL	100	0.00	0.00	100	100
4000	4229015	5580	TRAVEL ATHLETICS	2,000	49.99	0.00	1,950	1,950
4000	4229015	5580	TRAVEL & CONFERENCE	0	137.66	0.00	-138	-138
4000	4160005	5598	SUPV DIST OTHER PURCH	161,248	147,811.20	13,437.20	0	0
4000	4260005	5598	SUPV DIST OTHER PURCH	241,873	221,716.80	20,155.80	0	0
500 Total Other Purchased Services				2,545,124	2,151,892.49	227,489.65	92,451	78,464
4000	4121206	5610	SUPPLIES GUIDANCE	920	887.66	0.00	32	32
4000	4121346	5610	SUPPLIES NURSE	1,200	931.09	0.00	269	269
4000	4124106	5610	SUPPLIES P/O	11,000	6,220.72	3,314.99	1,395	500

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FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	YTD EXPENDED	ENCUMBRANC ES	AVAILABLE		EST. YEAR END
							BUDGET	BUDGET	
4000	4211096	5610	GENERAL SUPPLIES MUSIC	1,000	503.00	0.00	0.00	497	497
4000	4221206	5610	GENERAL SUPPLIES GUIDANCE	1,000	314.60	27.75	27.75	658	658
4000	4221346	5610	GENERAL SUPPLIES	2,100	1,101.22	0.00	0.00	999	999
4000	4224106	5610	GENERAL SUPPLIES P/O	39,000	24,047.70	6,560.00	6,560.00	8,392	5,000
4000	4229016	5610	SUPPLIES HS BOWL	250	0.00	0.00	0.00	250	250
4000	4229036	5610	GENERAL SUPPLIES - GRADUATION	4,950	4,828.76	49.44	49.44	72	0
4000	4229066	5610	VR MUSICAL PROD SUPPLIES	10,000	9,945.68	0.00	0.00	54	54
4000	4111016	5611	SUPPLIES ART	3,740	3,509.79	0.00	0.00	230	230
4000	4111036	5611	SUPPLIES ENGLISH	1,800	402.37	0.00	0.00	1,398	1,398
4000	4111046	5611	SUPPLIES FGN LANG	300	295.00	0.00	0.00	5	5
4000	4111056	5611	SUPPLIES HOME EC	3,000	1,099.03	0.00	0.00	1,901	1,901
4000	4111066	5611	SUPPLIES TECH ED	2,720	2,645.86	54.53	54.53	20	20
4000	4111086	5611	SUPPLIES MATH	2,834	3,076.16	0.00	0.00	27	27
4000	4111096	5611	SUPPLIES MUSIC	2,300	2,148.85	0.00	0.00	151	151
4000	4111106	5611	JW SUPPLIES PHYS ED	700	769.16	0.00	0.00	0	0
4000	4111116	5611	SUPPLIES READING	2,500	565.67	0.00	0.00	1,934	1,934
4000	4111126	5611	SUPPLIES SCIENCE	1,330	689.64	0.00	0.00	640	640
4000	4111136	5611	SUPPLIES SOC STDY	1,200	0.00	0.00	0.00	1,200	1,200
4000	4111146	5611	SUPPLIES COMP ED	800	800.00	0.00	0.00	0	0
4000	4111906	5611	SUPPLIES O/INST	13,000	6,562.64	3,605.40	3,605.40	2,832	2,832
4000	4112076	5611	SUPPLIES TECH	7,900	5,868.44	103.99	103.99	1,928	1,928
4000	4112106	5611	SUPPLIES G&T	1,500	0.00	0.00	0.00	1,500	1,500
4000	4112156	5611	SUPPLIES SPEC ED	5,200	3,910.27	0.00	0.00	1,290	1,290
4000	4112206	5611	SUPPLIES SOCIAL DEVELOPMENT	1,000	247.62	0.00	0.00	752	752
4000	4121206	5611	SUPPLIES GUIDANCE	2,400	341.69	0.00	0.00	2,058	2,058
4000	4121346	5611	JW SUPPLIES HEALTH	130	106.37	0.00	0.00	24	24
4000	4122226	5611	SUPPLIES LIBRARY	5,000	4,723.61	0.00	0.00	276	276
4000	4122236	5611	SUPPLIES AUDIO VISUAL	2,125	0.00	0.00	0.00	2,125	2,125
4000	4124106	5611	SUPPLIES P/O	2,400	769.25	0.00	0.00	1,631	1,631
4000	4129016	5611	SUPPLIES ATHLETICS	2,365	1,205.97	0.00	0.00	1,159	1,159
4000	4129016	5611	INSTRUCTIONAL SUPPLIES	0	166.00	0.00	0.00	-166	-166
4000	4129016	5611	INSTRUCTIONAL SUPPLIES	0	210.00	0.00	0.00	-210	-210

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FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	YTD EXPENDED	ES	ENCUMBRANC AVAILABLE		EST. YEAR END
							BUDGET	BUDGET	
4000	4211016	5611	SUPPLIES ART	15,000	14,945.97	54.03	0	0	0
4000	4211026	5611	SUPPLIES BUSINESS	4,521	3,910.34	0.00	611	611	611
4000	4211036	5611	SUPPLIES ENGLISH	100	90.93	0.00	9	9	9
4000	4211056	5611	SUPPLIES HOME EC	6,000	4,545.86	0.00	1,454	1,454	1,454
4000	4211066	5611	SUPPLIES TECH ED	19,500	9,466.78	3,845.08	6,188	6,188	6,188
4000	4211086	5611	SUPPLIES MATH	3,076	3,020.88	0.00	55	55	55
4000	4211096	5611	SUPPLIES MUSIC	4,310	2,013.01	0.00	2,297	2,297	2,297
4000	4211106	5611	VR SUPPLIES PHYS ED	1,000	250.47	0.00	750	750	750
4000	4211126	5611	SUPPLIES SCIENCE	10,200	5,276.69	210.00	4,713	4,713	4,713
4000	4211136	5611	SUPPLIES SOC STDY	210	0.00	0.00	210	210	210
4000	4211906	5611	SUPPLIES OTHER INST	18,900	5,602.50	1,020.50	12,277	12,277	12,277
4000	4212076	5611	SUPPLIES TECH	15,000	11,487.45	0.00	3,513	3,513	3,513
4000	4212106	5611	SUPPLIES G & T	1,500	1,500.00	0.00	0	0	0
4000	4212156	5611	SUPPLIES SPEC ED	7,718	5,463.74	125.00	2,129	2,129	2,129
4000	4221136	5611	SUPPLIES SOC WORKER	200	145.82	0.00	54	54	54
4000	4221206	5611	SUPPLIES GUIDANCE	8,507	0.00	0.00	8,507	8,507	8,507
4000	4222226	5611	SUPPLIES LIBRARY	2,153	73.36	0.00	2,080	2,080	2,080
4000	4222236	5611	SUPPLIES AUDIO VISUAL	5,360	4,393.64	0.00	966	966	966
4000	4229016	5611	ATHLETIC SUPPLIES	4,575	5,743.66	0.00	-169	-169	-169
4000	4229016	5611	ATHLETIC SUPPLIES	1,200	793.00	0.00	407	407	407
4000	4229016	5611	ATHLETIC SUPPLIES	1,200	353.00	0.00	847	847	847
4000	4229016	5611	ATHLETIC SUPPLIES	100	78.00	0.00	22	22	22
4000	4229016	5611	INSTRUCTIONAL SUPPLIES	100	78.00	0.00	22	22	22
4000	4229016	5611	ATHLETIC SUPPLIES	550	682.96	0.00	-133	-133	-133
4000	4229016	5611	ATHLETIC SUPPLIES	12,375	12,000.45	0.00	375	375	375
4000	4229016	5611	ATHLETIC SUPPLIES	175	0.00	0.00	175	175	175
4000	4229016	5611	ATHLETIC SUPPLIES	800	2,341.29	0.00	-1,541	-1,541	-1,541
4000	4229016	5611	ATHLETIC SUPPLIES	700	382.20	0.00	318	318	318
4000	4229016	5611	ATHLETIC SUPPLIES	700	382.20	0.00	318	318	318
4000	4229016	5611	INSTRUCTIONAL SUPPLIES	0	695.69	0.00	-696	-696	-696
4000	4229016	5611	ATHLETIC SUPPLIES	250	0.00	0.00	250	250	250
4000	4229016	5611	ATHLETIC SUPPLIES	175	485.00	0.00	-310	-310	-310

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FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	YTD EXPENDED	ENCUMBRANCE AVAILABLE		EST. YEAR END
						ES	BUDGET	
4000	4229016	5611	INSTRUCTIONAL SUPPLIES	250	0.00	0.00	250	250
4000	4229016	5611	ATHLETIC SUPPLIES	125	0.00	0.00	125	125
4000	4229016	5611	ATHLETIC SUPPLIES	175	0.00	0.00	175	175
4000	4229016	5611	ATHLETIC SUPPLIES	3,550	3,475.50	0.00	75	75
4000	4229016	5611	ATHLETIC SUPPLIES	1,250	2,126.00	0.00	-876	-876
4000	4229016	5611	ATHLETIC SUPPLIES	1,300	284.00	0.00	1,016	1,016
4000	4229016	5611	ATHLETIC SUPPLIES	1,300	773.00	0.00	527	527
4000	4229016	5611	ATHLETIC SUPPLIES	750	0.00	0.00	750	750
4000	4229016	5611	INSTRUCTIONAL SUPPLIES	750	56.45	0.00	694	694
4000	4229016	5611	ATHLETIC SUPPLIES	450	156.00	0.00	294	294
4000	4229016	5611	ATHLETIC SUPPLIES	450	1,306.95	0.00	-857	-857
4000	4229016	5611	ATHLETIC SUPPLIES	850	360.00	0.00	490	490
4000	4229016	5611	ATHLETIC SUPPLIES	250	0.00	0.00	250	250
4000	4229016	5611	INSTRUCTIONAL SUPPLIES	250	0.00	0.00	250	250
4000	4229016	5611	INSTRUCTIONAL SUPPLIES	400	982.85	0.00	-583	-583
4000	4126006	5613	SUPPLIES MAINTENANCE	18,500	16,043.64	2,456.36	0	0
4000	4226006	5613	SUPPLIES MAINTENANCE	20,000	18,996.94	1,294.64	-292	-292
4000	4226006	5623	BOTTLED GAS	500	118.03	181.97	200	200
4000	4126006	5624	FUEL OIL	59,700	67,865.96	4,875.00	-13,041	-13,041
4000	4226006	5624	FUEL OIL	99,500	132,421.65	0.00	-32,922	-32,922
4000	4126006	5626	GASOLINE	400	312.74	87.26	0	0
4000	4226006	5626	GASOLINE	500	220.39	279.61	0	0
4000	4111036	5641	TEXTBOOKS ENGLISH	4,753	1,956.88	0.00	2,796	2,796
4000	4111086	5641	TEXTBOOKS MATH	2,400	1,753.00	0.00	378	378
4000	4111096	5641	TEXTBOOKS MUSIC	700	646.35	0.00	54	54
4000	4111136	5641	TEXTBOOKS SOC STDY	777	757.89	0.00	19	19
4000	4111146	5641	TEXTBOOKS COMP ED	875	453.96	0.00	421	421
4000	4112156	5641	TEXTBOOKS SPEC ED	1,400	108.50	0.00	1,292	1,292
4000	4121206	5641	TEXTBOOKS GUIDANCE	800	391.56	0.00	408	408
4000	4211016	5641	TEXTBOOKS ART	600	600.00	0.00	0	0
4000	4211026	5641	TEXTBOOKS BUSINESS	4,859	2,811.06	0.00	2,048	2,048
4000	4211036	5641	TEXTBOOKS ENGLISH	2,741	2,393.85	0.00	347	347

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FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL		YTD		ENCUMBRANC AVAILABLE		EST. YEAR END
				APPROP	EXPENDED	ES	BUDGET	BUDGET	EST. YEAR END	
4000	4211046	5641	TEXTBOOKS FOREIGN LANG	870	36.87	0.00	833	833	833	
4000	4211056	5641	TEXTBOOKS HOME EC	200	56.81	0.00	143	143	143	
4000	4211086	5641	TEXTBOOKS MATH	1,000	941.57	0.00	58	58	58	
4000	4211096	5641	TEXTBOOKS MUSIC	900	55.00	0.00	845	845	845	
4000	4211126	5641	TEXTBOOKS SCIENCE	3,425	233.05	0.00	3,192	3,192	3,192	
4000	4211136	5641	TEXTBOOKS SOC STUDY	5,040	4,257.79	0.00	782	782	782	
4000	4211906	5641	TEXTBOOKS OTHER	12,705	7,477.41	0.00	5,228	5,228	5,228	
4000	4212106	5641	TEXTBOOKS G&T	500	500.00	0.00	0	0	0	
4000	4212156	5641	TEXTBOOKS SPEC ED	5,250	736.40	0.00	4,514	4,514	4,514	
4000	4122226	5642	PROF BOOKS LIBRARY	8,000	5,907.37	0.00	2,093	2,093	2,093	
4000	4222226	5642	LIBRARY BOOKS	10,051	1,613.49	0.00	388	388	388	
4000	4160006	5698	SUPV DIST SUPPLIES	23,494	21,536.40	1,958.00	0	0	0	
4000	4260006	5698	SUPV DIST SUPPLIES	35,242	32,304.60	2,937.00	0	0	0	
			600 Total Materials & Supplies	621,601	518,126.62	33,040.55	63,384	63,384	59,025	
4000	4111097	5730	EQUIPMENT MUSIC	3,210	2,166.93	0.00	1,043	1,043	1,043	
4000	4126007	5730	EQUIPMENT PLANT	11,850	5,088.22	3,998.50	-747	-747	-747	
4000	4211037	5730	EQUIPMENT ENGLISH	300	0.00	0.00	300	300	300	
4000	4212157	5730	EQUIPMENT SPEC ED	2,600	2,456.89	0.00	143	143	143	
			700 Total Equipment	17,960	9,712.04	3,998.50	739	739	739	
4000	4122228	5810	DUES & FEES LIBRARY	5,100	4,168.09	0.00	932	932	932	
4000	4123108	5810	DUES & FEES BOE	0	2,283.00	0.00	-2,283	-2,283	-2,283	
4000	4124108	5810	DUES & FEES P/O	6,800	6,103.05	0.00	697	697	697	
4000	4129018	5810	JW ATHLETIC DUES & FEES	585	155.00	0.00	430	430	430	
4000	4129018	5810	DUES & FEES	0	130.00	0.00	-130	-130	-130	
4000	4211018	5810	DUES & FEES ART	620	301.63	0.00	318	318	318	
4000	4211038	5810	DUES & FEES ENGLISH	365	0.00	0.00	365	365	365	
4000	4211048	5810	DUES & FEES FOREIGN LANG	500	118.99	0.00	381	381	381	
4000	4211068	5810	DUES & FEES TECH ED	375	310.00	0.00	65	65	65	
4000	4211098	5810	DUES & FEES MUSIC	6,450	4,820.00	100.00	1,530	1,530	1,530	
4000	4211128	5810	DUES & FEES SCIENCE	120	0.00	0.00	120	120	120	

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FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL	YTD	ENCUMBRANC AVAILABLE		EST. YEAR END
				APPROP	EXPENDED	ES	BUDGET	
4000	4211138	5810	DUES & FEES SOC STDY	492	0.00	0.00	492	492
4000	4212108	5810	DUES & FEES G & T	1,000	1,000.00	0.00	0	0
4000	4212158	5810	DUES & FEES SPEC ED	350	305.00	0.00	45	45
4000	4221208	5810	DUES & FEES GUIDANCE	740	710.00	0.00	30	30
4000	4222228	5810	DUES & FEES LIBRARY	0	7,885.18	0.00	165	165
4000	4223108	5810	DUES & FEES BOE	2,499	2,561.00	0.00	-62	-62
4000	4224108	5810	DUES & FEES P/O	12,530	12,277.80	0.00	252	252
4000	4226008	5810	DUES & FEES PLANT	450	290.00	0.00	160	160
4000	4229018	5810	DUES & FEES ATHLETICS	0	1,500.00	0.00	-1,500	-1,500
4000	4229018	5810	DUES & FEES	4,750	2,667.12	0.00	2,083	2,083
4000	4229018	5810	DUES & FEES	250	434.00	0.00	-184	-184
4000	4229018	5810	DUES & FEES	250	348.00	0.00	-98	-98
4000	4229018	5810	DUES & FEES	275	782.50	0.00	-508	-508
4000	4229018	5810	DUES & FEES	275	976.50	0.00	-702	-702
4000	4229018	5810	DUES & FEES	500	530.00	0.00	-30	-30
4000	4229018	5810	DUES & FEES	500	4,899.00	117.20	-4,516	-4,516
4000	4229018	5810	DUES & FEES	225	0.00	0.00	225	225
4000	4229018	5810	DUES & FEES	250	264.00	0.00	-14	-14
4000	4229018	5810	DUES & FEES	200	100.00	0.00	100	100
4000	4229018	5810	DUES & FEES	200	450.00	0.00	-250	-250
4000	4229018	5810	DUES & FEES	225	575.00	0.00	-350	-350
4000	4229018	5810	DUES & FEES	200	30.00	0.00	170	170
4000	4229018	5810	DUES & FEES	225	575.00	0.00	-350	-350
4000	4229018	5810	DUES & FEES	225	0.00	0.00	225	225
4000	4229018	5810	DUES & FEES	225	0.00	0.00	225	225
4000	4229018	5810	DUES & FEES	225	0.00	0.00	225	225
4000	4229018	5810	DUES & FEES	225	450.00	0.00	-225	-225
4000	4229018	5810	DUES & FEES	225	0.00	0.00	225	225
4000	4229018	5810	DUES & FEES	225	0.00	0.00	225	225
4000	4229018	5810	DUES & FEES	2,250	400.00	0.00	1,850	1,850
4000	4229018	5810	DUES & FEES	2,250	860.00	0.00	1,390	1,390
4000	4229018	5810	DUES & FEES	225	0.00	0.00	225	225

Region 4 2019-2020 Budget Projection

6-1-2020 R

FUND	ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	YTD EXPENDED	ENCUMBRANC AVAILABLE		EST. YEAR END
						ES	BUDGET	
4000	4229018	5810	DUES & FEES	225	0.00	0.00	225	225
4000	4229018	5810	DUES & FEES	225	450.00	0.00	-225	-225
4000	4229018	5810	DUES & FEES	500	0.00	0.00	500	500
4000	4229018	5810	DUES & FEES	500	0.00	0.00	500	500
4000	4229018	5810	DUES & FEES	500	132.00	0.00	368	368
4000	4229088	5810	DUES & FEES VIRTUAL HS	28,600	27,572.84	0.00	1,027	1,027
			800 Total Dues & Fees	83,926	87,414.70	217.20	4,344	4,344
4000	4151008	5830	DEBT SERVICE INTEREST	81,290	81,290.00	0.00	0	0
4000	4251008	5830	DEBT SERVICE INTEREST	121,935	88,872.50	0.00	33,063	33,063
4000	4160008	5898	SUPV DIST OTHER OBJS	1,970	1,806.00	163.60	0	0
4000	4260008	5898	SUPV DIST OTHER OBJS	2,955	2,709.00	246.00	0	0
4000	4151009	5910	DEBT SERVICE PRINCIPAL	506,000	604,051.25	0.00	-98,051	-98,051
4000	4251009	5910	DEBT SERVICE PRINCIPAL	759,000	834,011.25	0.00	-75,011	-75,011
4000	4031000	5930	TRANSFERS OUT	100,000	100,000.00	0.00	0	0
4000	4032000	5930	TRANSFERS OUT	131,000	131,000.00	0.00	0	0
			900 Total Debt Service	1,704,150	1,843,740.00	409.60	-140,000	-140,000
			Grand Total Region 4	20,572,676	17,115,533	2,570,941	886,203	575,702