



**Regional School District #4
Chester – Deep River – Essex – Region 4**

ESSEX BOARD OF EDUCATION

AGENDA

Public – please note:

We anticipate being able to provide a hybrid option for this meeting.

If desired, please use dial-in information to join the anticipated hybrid meeting.

To: Members of the Essex Board of Education
Subject: **Essex Board of Education meeting - Thursday, January 11, 2024**
Time: **6:00 p.m.**
Place: **Essex Elementary School Media Center** or Dial (339) 788-5750 PIN: 833 888 785#

(We kindly ask that if participating remotely, you **please mute your phone immediately** upon connecting to the meeting as this will improve the audio quality for all participants. Google Meet may do this automatically, depending on the number of people already connected to the call. If so, pressing ***6** will unmute your phone when it's time to speak)

Mission Statement

We, the communities of Chester, Deep River, Essex and Region 4, engage all students in a rigorous and collaborative educational program. We prepare our learners to be respectful citizens who are empowered to contribute in a globalized society.

1. Call to order 6:00 p.m. – L. Seidman

2. Verbal roll call for BOE members

3. Consent agenda. The following items are to be handled as combined and by single vote. Any Board member may request that an item be pulled out for further discussion.

- 3.1.** Minutes from the Regular meeting of Nov. 09, 2023 (*encl #1*)
- 3.2.** Minutes from the Special Meeting of December 05, 2023 (*encl #2*)
- 3.3.** Accounts Payable Report (*encl #3*)

4. Public comment

The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Board to hear citizen comment related to educational matters

5. Reports and Other Items:

5.1. Superintendent's Report – B. White

- a. District update
- b. Information and communication

5.2. Assistant Superintendent's Report – S. Brzozowy

- a. General update
- b. Right to Read Legislation Grant Update

5.3. Finance Office Report – R. Grissom

- a. Financial Status Updates
 - o Current Year to Date Financial Status Update (*encl #4*)
 - o Cafeteria Fund Update (*encl #5*)
 - o Medical Reserve Tracking (*encl #6*)
 - o Grants update (*as needed*)

5.4 Principal's Report (*as needed*)

David Kitzman – EES

5.5 Other Items (*as needed*)

- a. None this evening

5.6 Committee Reports (*Chair or designated representative of each Comm.*)

- a. Joint PK-12 Committees – Policy – *L. Seidman*; Curriculum – *N. Johnston*; Finance – *R. Daniels*

Curriculum	Finance	Policy
Oct. 18 th , 2023 @ Noon	Oct. 18 th , 2023 @ Noon	Oct. 19 th , 2023 @ Noon
Dec. 13 th , 2023 @ Noon	Dec. 13 th , 2023 @ Noon	Dec. 14 th , 2023 @ Noon
Feb. 14 th , 2024 @ Noon	Feb. 14 th , 2024 @ Noon	Feb. 15 th , 2024 @ Noon
Apr. 17 th , 2024 @ Noon	Apr. 17 th , 2024 @ Noon	Apr. 18 th , 2024 @ Noon

- b. Supervision District Committee update – *L. Seidman*

- c. Other committee reports

- c.1 LEARN Committee update – *TBD*

- c.2 Discussion regarding any pending policies for all BOEs – *standing item*

None pending

6. **Public Comment-** The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Board to hear citizen comment related to educational matters

7. Future Agenda Items

- 7.1. Joint BOE Meeting February 22, 2024 @ 6:30 p.m. at VRHS Media Center
- 7.2. Essex BOE Budget Workshops January 22, February 08, March 11 (as needed), 2024 @ 6:00 p.m. @ EES Media Center
- 7.3. Essex BOE next regular meeting March, 14 2024 @ 6:00 p.m. @ EES Media Center

8. Adjournment



Regional School District 4
Chester – Deep River – Essex – Region 4
Boards of Education Committees – School Year 2023-24 (Updates in Progress)

<u>Joint BOE Standing Committees</u> (standing committees have regularly scheduled meetings)			
*Joint PK-12 Policy Sub-Committee	R4(Clark/Strauss) CH(Taigen/Scherber) DR(Maikowski/Grunko) ES (Seidman/TBD)		
*Joint PK-12 Curriculum Sub-Comm.	R4(Cavanaugh/Silva) CH(Bernardoni/Johnson) DR(McIntyre/Whelan) ES (Johnston/Russell)		
*Joint PK-12 Finance Sub-Committee	R4 (Clark/Daniels/Fearon) CH (Rice/Connelly) DR (Rioux/TBD) ES (Seidman/Watson)		
Supervision District Committee (2 yr terms end in Nov. of the year listed after each name)	R4 (Sandmann 25 / Cavanaugh 25 / Stack 25) CH (Fitzgibbons 25 / Bernardoni 25 / Greenberg-Ellis 25) DR (Maikowski 25 / Ferretti 25 / Whelan 25) ES (Seidman 25 / Russell 25 / Johnston 25)		
<u>Joint Ad Hoc Committees</u> (ad hoc committees meet for a designated period or as needed)			
Personnel & Negotiations	<u>Contract duration</u>		<u>Initiate negotiations</u>
- Joint BOE Teacher negotiations	R4 (Daniels/Sandmann/Strauss) CH (Taigen) DR (TBD) ES (Watson)	Expires 7/2025	6/2024
- Joint BOE Administrator negotiations	Same as ABOVE for Teacher negotiations		Expires 7/2026
- Joint BOE Paraeducator negotiations	Same as BELOW for Net Techs et al.		Expires 7/2026
- Joint BOE NetTechs et al negotiations (ElemSec/Elem Nurses/ElemNetTech/R4NetTEch/ElemCustodians)	R4 (Daniels/Sandmann/Strauss) CH (Fitzgibbons) DR (Maikowski/Ferretti) ES (Watson)	Expires 7/2026	3/2026
- Cafeteria (all schools)		Expires 7/2025	4/2025
Technology	R4(Seidman), CH(TBD), ES (Seidman), DR (TBD)		
School Calendar	R4(Sandmann/Daniels), CH (TBD), ES (TBD), DR (TBD)		
LEARN Joint BOE representative(s)	R4(Cavanaugh), CH(Bernardoni), ES(TBD), DR(TBD)		
School Safety Committee	R4(Cavanaugh, Daniels), CH(Greenberg-Ellis), DR(TBD), ES(TBD)		
Tuition Committee	R4(Cavanaugh/Sandmann/Daniels), CH (Johnson), DR (TBD), ES (Seidman Alt.)		
RFP Review	R4(Cavanaugh/Daniels), CH (Scherber), DR (TBD), ES (Seidman/Johnston)		
<u>Individual BOE Ad Hoc Committees</u> (ad hoc committees meet for a designated period or as needed)			
<u>Chester BOE</u>			
CATV Advisory Council (Cable TV)	For Discussion		
<u>Deep River BOE</u>			
Facilities	Ferretti		
CATV Advisory Council (Cable TV)	TBD		
<u>Essex BOE</u>			
Building	Seidman		
Essex Foundation	TBD		
CATV Advisory Council (Cable TV)	TBD		
<u>Region 4 BOE</u>			
Personnel & Negotiations	<u>Contract duration</u>		<u>Initiate negotiations</u>
▪ R4 Secretaries/Nurses	Daniels/Sandmann/Strauss	Expires 7/2025	4/2025
▪ R4 Custodians	Daniels/Sandmann/Strauss	Expires 7/2024	3/2024
R4 Grounds and Buildings Maintenance & Oversight Committee	Stack/Seidman (alt. Sandmann)		
JWMS Security Project Building Committee	Daniels/ Cavanaugh/ Sandmann / Stack		
R4 Educational Foundation	TBD		
Region 4 Extra compensation points committee	Clark/Daniels/Sandmann (only 1 rep needed)		
R4 Fields Renovation Advisory Committee	Strauss / Fearon / Stack / Sandmann		

ESSEX BOARD OF EDUCATION

Welcome to tonight's meeting of the Essex Board of Education. We appreciate your interest and attendance.

WHO WE ARE:

We are fellow residents of Essex, elected by the community to serve 6 years (2 at each biennial election) without compensation.

Lon Seidman , Chair	2027	Cassandra Sweet	2025	Marjorie Russell	2029
Kristen Pillion	2027	Mark Watson , Vice Chair	2025	Nancy Johnston , Secretary	2029
apptd. until Nov. '25 for term ending 2027)		(apptd. to complete term until Nov. '25 for term ending 2025)			

Our contact information is listed in the school calendar and the school web site. Our annual goals are also listed on the school web site (www.reg4.k12.ct.us).

We are assisted in the meeting by our school administration:

Brian J. White, Superintendent of Schools, Region 4
Sarah Brzozowy, Ed.D., Assistant Superintendent

David Kitzman, Principal
Bob Grissom, Finance Director

Our BOE Clerk is: **Kelley Frazier**

HOW YOU CAN CONTRIBUTE AND PARTICIPATE:

We typically have two "audiences of citizens" during the meeting. During this part of the meeting, you can make comments, suggestions and ask questions. We ask you to limit comments to 3 minutes. If you share a common topic with others, we encourage the use of a single spokesperson for the group. As the intention of the audience of citizens is for the Board to listen to you, the Board will not respond immediately since we may not have discussed or taken a position on the topic...please don't take this as a sign of disinterest. Our standard of courtesy and respect for the opinions of others is the same as the one expected of our students.

We encourage written input to the Board to include suggestions on future agenda items. Upon request, letters can be read at the meeting as long as they focus on issues or policies and not people.

While we value your input, please know the Board of Education meeting is a "Meeting in Public" and not a "Public Meeting." We appreciate your helping us accomplish our agenda in a time effective manner.

REGULAR MEETINGS:

Our regular meetings are normally held on the second Thursday of every other month, unless there is a conflict with school vacation or a holiday. In addition we participate in meetings of the Joint Board of Education Committee every other month along with the Boards of Education of Chester, Deep River and Region 4. Our agenda is posted a week ahead of time on the bulletin board next to the cafeteria entrance and on the school website at (www.reg4.k12.ct.us).

EXECUTIVE SESSION:

The Board may occasionally meet in "Executive Session." This closed-door meeting is for discussing items of a sensitive nature, such as personnel issues or negotiation strategy.

SPECIAL MEETINGS:

Special meetings may be called with 24 hours advanced notice, to discuss specific items. The agenda will be posted on the bulletin board by the cafeteria and the meeting will be limited to those items.

We appreciate your attendance this evening and invite your continued interest on behalf of the children and residents of Essex.

**ESSEX ELEMENTARY SCHOOL
BOARD OF EDUCATION REGULAR MEETING
EES MEDIA CENTER
THURSDAY, November 09, 2023 7:00pm**

F.O.I. Compliance – Subject to BOE approval at a future meeting

CALL TO ORDER

Mr. Seidman called the meeting to order at 7:00pm.

VERBAL ROLL CALL FOR BOE MEMBERS

Attendance:	Essex BOE	Administration:
	Lon Seidman	Brian White
	Mark Watson	David Kitzman
	Nancy Johnston	Bob Grissom
	Marjorie Russell	
	Cassandra Sweet	
	Other attendees: Kelley Frazier, Clerk	

ELECTION OF OFFICERS

Mr. White opened the floor for the nominations for the office of chairman.

A motion was made by Mark Watson to nominate Lon Seidman as the Chairman of the Essex Elementary Board of Education. Nancy Johnston seconded the motion. The motion passed unanimously.

Chairman Seidman opened the floor for the following nominations:

A motion made by Nancy Johnston to nominate Mark Watson as the Vice Chair of the Essex Elementary Board of Education. Marjorie Russell seconded the motion. The motion passed unanimously.

A motion made by Marjorie Russell to nominate Nancy Johnston as the Secretary of the Essex Elementary Board of Education. Mark Watson seconded the motion. The motion passed unanimously.

CONSENT AGENDA

Upon a motion duly made and seconded the Essex Board of Education unanimously **VOTED** to approve the minutes from the regular meeting of September 14, 2023 and the Accounts Payable report as written.

PUBLIC COMMENT

No Comment.

Superintendent's Report

District Update – Information and Communication

No update.

Assistant Superintendent's Report

General Update

Ms. Brzozowy held her report until her presentation.

Financial Status Updates

Current Year to Date Financial Status Update

This report is through October. All financial obligations are expected to be met. The committed budget is 90%. Mr. Grissom discussed the encumbrances. EES is expected to be in a positive position by the end of the year.

Cafeteria Fund Update

Mr. Grissom gave the cafeteria reporting. Final bills for the equipment upgrades are being paid. The Fund is where it is expected to be. Questions regarding the number of milks given at breakfast will be discussed with the Food Service Director.

Medical Reserve Tracking

The fund is tracking as expected and is expected to trend as budgeted. The Fund Balance was discussed with the Insurance Consultant. The Finance Committee will continue to meet with the insurance consultant to discuss strategies on how to slow the rate of contributions.

ADM Calculation Methodology

Mr. Grissom discussed the ADM calculation in detail for EES and how the percentages are calculated for this year.

Grants Update

Mr. Grissom discussed the standard and recurring grants in detail.

PRINCIPAL'S REPORT- D. Kitzman

Mr. Kitzman gave a brief update. He discussed the initiatives for this year. Discussion held in how to support staff and students after COVID. It was suggested that paraprofessionals be informed in how to greet and comfort the children. This may be included in the paraprofessional meetings. Discussion held regarding the positive ways they are promoting positive behavior.

Other Items

Enrollment Projections and Section Analysis.

Dr. Brzozowy discussed the enrollment projections.

Presentation of 2021-22 Performance Profile Reports for EES

Dr. Brzozowy discussed the profile reports. This is 2 year old data. She also discussed the accountability matrix which measures the district with other districts. Additional information has become available and will be shared in an upcoming meeting. Measures of success were discussed. This will be discussed more extensively in December at the Joint Board meeting. The Universal Screener will be included next year's budget numbers. Mr. Kitzman discussed why the school needs a Universal Screener.

iReady was discussed and how it helps to know where students are in their academics and how to best support them.

Presentation of 2022-23 School Performance EES

Mr. Kitzman discussed School Performance at EES. Math is a focus. Comparison data was discussed.

Discussion and possible VOTE to accept a donation of \$53,480 from the Essex Foundation to be used at the discretion of administration to support enrichment activities at EES for the 2023-24 school year.

Upon a motion duly made and seconded the Essex Elementary Board of Education unanimously **VOTED** to accept a donation of \$53,400 from the Essex Foundation to be used at the discretion of administration to support enrichment activities at EES for the 2023-2024 school year.

Committee Reports**Curriculum**

No Update.

Finance

No Update.

Policy

No Update.

Supervision District Committee Updates

There is a vacancy. Marjorie Russell will be on this Board.

Other Committee Reports**LEARN Committee Update**

No Update.

Discussion Regarding any Pending Policy for all BOE's

No policies to approve.

PUBLIC COMMENT

No Comments.

EXECUTIVE SESSION-Negotiations- Review and Discussion RFP for HVAC Services

Upon a motion duly made and seconded the Region 4 Board unanimously **VOTED** to go into Executive Session at 9:22pm. Mr. White and Mr. Grissom were invited to attend.

Executive Session ended at 9:28pm.

Action Items:**Possible VOTE to approve the recommended firm's bid and direct the Superintendent or his designee to engage in contract negotiations.**

On motion duly made and seconded, the board unanimously **VOTED** to approve the recommended firm's bid and to direct the Superintendent or his designee to engage in contract negotiations.

FUTURE AGENDA ITEMS

Joint BOE Meeting Thursday, October 5, 2023 @ 7:00pm at Valley Regional High School

Regular Essex BOE Meeting Thursday, November 9, 2023 at 7:00pm @ EES Media Center

ADJOURNMENT

On motion duly made and seconded the Region 4 Board of Education unanimously **VOTED** to adjourn at 9:29p.m.

Respectfully Submitted,

Kelley Frazier Clerk

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

ESSEX BOARD of EDUCATION

Date: December 05, 2023

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:	Lon Seidman	√	Administration:	Others:	
(√ = attended)	Nancy Johnston	√		Mark Watson	√
	Cassandra Sweet				
	Marjorie Russell	√			

Call To Order: approx. 1:00 p.m.

A verbal roll call was held.

On motion duly made and seconded, the Board unanimously VOTED to appoint Mark Watson to fill a 2 year vacancy for a term ending Nov. 2025.

ADJOURNMENT:

On motion duly made and seconded, the Board unanimously VOTED to adjourn at approx. 1:01 p.m.

REGIONAL SCHOOL DIST # 4

AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 3000 1040

FOR: Cleared and Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
71323	11/01/2023	PRINTED	006432 UBE0 LLC	1,593.04			
71324	11/01/2023	PRINTED	002539 ALL WASTE, INC.	1,044.48			
71325	11/01/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	2,370.54			
71326	11/01/2023	PRINTED	002197 ESSEX HARDWARE CO	73.23			
71327	11/01/2023	PRINTED	002550 GIROUX LANDSCAPING, LLC	900.00			
71328	11/01/2023	PRINTED	002506 GRAINGER	288.20			
71329	11/01/2023	PRINTED	003086 JW PEPPER & SON, INC	578.32			
71330	11/01/2023	PRINTED	005508 SCHOOL SPECIALTY LLC	67.11			
71331	11/01/2023	PRINTED	007180 TREASURER - STATE OF CONN	735.00			
71332	11/01/2023	PRINTED	008974 STEM TEACHERS CLUB	144.00			
71333	11/01/2023	PRINTED	004016 STEWART'S MUSIC LLC	424.10			
71334	11/01/2023	PRINTED	003804 SUPER DUPER INC.	149.75			
71335	11/01/2023	PRINTED	007866 TEACHER SYNERGY, LLC	238.83			
71336	11/01/2023	PRINTED	002436 TREASURER REGIONAL SCHOOL	3,166.34			
71337	11/01/2023	PRINTED	002436 TREASURER REGIONAL SCHOOL	2,172.01			
71338	11/01/2023	PRINTED	002297 W.B.MASON	6.19			
71339	11/15/2023	PRINTED	002467 ALLSTON SUPPLY CO INC	468.67			
71340	11/15/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	779.58			
71341	11/15/2023	PRINTED	005835 CITIZENS BANK - HEALTH B	73,603.67			
71342	11/15/2023	PRINTED	006999 CT COMPUTER SERVICES, INC	5,718.38			
71343	11/15/2023	PRINTED	006771 CT SOLAR LEASE 2, LLC	1,830.87			
71344	11/15/2023	PRINTED	007064 EBSCO	289.09			
71345	11/15/2023	PRINTED	002197 ESSEX HARDWARE CO	86.14			
71346	11/15/2023	PRINTED	006719 EVERSOURCE	36.05			
71347	11/15/2023	PRINTED	006678 FRONTIER	334.17			
71348	11/15/2023	PRINTED	002550 GIROUX LANDSCAPING, LLC	5,110.00			
71349	11/15/2023	PRINTED	002506 GRAINGER	112.71			
71350	11/15/2023	PRINTED	006008 IXL LEARNING, INC.	320.00			
71351	11/15/2023	PRINTED	003086 JW PEPPER & SON, INC	36.99			
71352	11/15/2023	PRINTED	005959 LEAF	1,814.71			
71353	11/15/2023	PRINTED	007874 MICHAEL LUSTICK, M.D.	3,000.00			
71354	11/15/2023	PRINTED	005080 MCKESSON MEDICAL	148.86			
71355	11/15/2023	PRINTED	008686 MILLER, CARISSA	29.09			
71356	11/15/2023	PRINTED	003805 MITCHILL, RENEE	90.00			
71357	11/15/2023	PRINTED	005713 NEW ENGLAND INDUSTRIAL SU	555.00			
71358	11/15/2023	PRINTED	004613 BROOKE PARAKILAS	99.00			
71359	11/15/2023	PRINTED	007486 PEARSON CLINICAL ASSESME	273.59			
71360	11/15/2023	PRINTED	005171 TCI	228.00			
71361	11/15/2023	PRINTED	007866 TEACHER SYNERGY, LLC	8.40			
71362	11/15/2023	PRINTED	002436 TREASURER REGIONAL SCHOOL	615.12			
71363	11/15/2023	PRINTED	002436 TREASURER REGIONAL SCHOOL	284.25			
71364	11/15/2023	PRINTED	002518 TREASURER SUPERVISION DIS	212,745.42			
71365	11/15/2023	PRINTED	003374 SHANNON VANDERMALE	532.00			
71366	11/15/2023	PRINTED	002297 W.B.MASON	3,716.19			
71367	11/15/2023	PRINTED	002587 WALTHAM SERVICES, INC	111.00			
71368	11/15/2023	PRINTED	006019 ZORO TOOLS ACCOUNTS RECEI	206.23			
71370	12/01/2023	PRINTED	008516 ADAPT AND LEARN, LLC	1,500.00			
71371	12/01/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	254.78			
71372	12/01/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	185.12			
71373	12/01/2023	PRINTED	002849 CURTIN MOTOR LIVERY, INC.	5,922.00			
71374	12/01/2023	PRINTED	006877 DOGHOUSE PIANOS	175.00			
71375	12/01/2023	PRINTED	006719 EVERSOURCE	2,739.19			

REGIONAL SCHOOL DIST # 4

AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 3000 1040

FOR: Cleared and Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
71376	12/01/2023	PRINTED	008533 FOLLETT CONTENT SOLUTIONS	871.92			
71377	12/01/2023	PRINTED	008533 FOLLETT CONTENT SOLUTIONS	419.62			
71378	12/01/2023	PRINTED	003086 JW PEPPER & SON, INC	101.90			
71379	12/01/2023	PRINTED	006934 MULTISENSORY LEARNING ASS	95.00			
71380	12/01/2023	PRINTED	008517 PRISM ACADEMY, LLC	13,536.03			
71381	12/01/2023	PRINTED	006624 SOUTHERN CONNECTICUT GAS	2,208.07			
71382	12/01/2023	PRINTED	002580 UNITED ART & EDUCATION	815.80			
71383	12/01/2023	PRINTED	005938 WPS	158.40			
71384	12/06/2023	PRINTED	005794 ADAMS HOMETOWN MARKETS	40.00			
71385	12/06/2023	PRINTED	002467 ALLSTON SUPPLY CO INC	283.62			
71386	12/06/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	23.30			
71387	12/06/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	198.37			
71388	12/06/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	115.92			
71389	12/06/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	6.59			
71390	12/06/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	17.00			
71391	12/06/2023	PRINTED	006999 CT COMPUTER SERVICES, INC	240.62			
71392	12/06/2023	PRINTED	002195 ESSEX ELEMENTARY SCHOOL C	106.22			
71393	12/06/2023	PRINTED	002197 ESSEX HARDWARE CO	14.15			
71394	12/06/2023	PRINTED	006678 FRONTIER	316.46			
71395	12/06/2023	PRINTED	005994 FUSS & O'NEILL INC.	3,900.00			
71396	12/06/2023	PRINTED	002550 GIROUX LANDSCAPING, LLC	4,875.00			
71397	12/06/2023	PRINTED	008246 GLOBAL INDUSTRIAL	537.37			
71398	12/06/2023	PRINTED	002581 HILLYARD	866.47			
71399	12/06/2023	PRINTED	008519 IMPACT FIRE SERVICES, LLC	381.76			
71400	12/06/2023	PRINTED	002365 INTERSTATE BATTERY SYSTEM	277.50			
71401	12/06/2023	PRINTED	007281 MACK FIRE PROTECTION, LLC	1,257.63			
71402	12/06/2023	PRINTED	002612 SCHOLASTIC INC	30.25			
71403	12/06/2023	PRINTED	002436 TREASURER REGIONAL SCHOOL	2,834.23			
71404	12/06/2023	PRINTED	002297 W.B.MASON	34.63			
71405	12/06/2023	PRINTED	002587 WALTHAM SERVICES, INC	111.00			
71406	12/06/2023	PRINTED	006019 ZORO TOOLS ACCOUNTS RECEI	319.98			
71407	12/13/2023	PRINTED	008516 ADAPT AND LEARN, LLC	2,062.50			
71408	12/13/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	86.34			
71409	12/13/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	23.98			
71410	12/13/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	11.35			
71411	12/13/2023	PRINTED	004951 AMERICAN INDUSTRIAL TECHN	305.00			
71412	12/13/2023	PRINTED	002357 CIRMA	13,499.77			
71413	12/13/2023	PRINTED	005835 CITIZENS BANK - HEALTH B	73,603.67			
71414	12/13/2023	PRINTED	002849 CURTIN MOTOR LIVERY, INC.	5,076.00			
71415	12/13/2023	PRINTED	008934 KATHLEEN ERICSON	2,252.50			
71416	12/13/2023	PRINTED	002197 ESSEX HARDWARE CO	1.99			
71417	12/13/2023	PRINTED	006719 EVERSOURCE	36.81			
71418	12/13/2023	PRINTED	002411 PITNEY BOWES GLOBAL FIN S	153.42			
71420	12/13/2023	PRINTED	008518 SPEAKOLOGY, LLC	13,500.00			
71421	12/13/2023	PRINTED	002518 TREASURER SUPERVISION DIS	212,919.80			
71422	12/13/2023	PRINTED	002297 W.B.MASON	894.72			
98 CHECKS CASH ACCOUNT TOTAL				697,333.07	.00		

AP CHECK RECONCILIATION REGISTER

		UNCLEARED	CLEARED
98 CHECKS	FINAL TOTAL	697,333.07	.00

** END OF REPORT - Generated by Robert Grissom **

Essex Board of Education
FY 2023-2024 Year-to-Date Report as of 12-31-2023

Object		Description	2023-2024 Original Budget	2023-2024 Transfers	2023-2024 Revised Budget	2023-2024 Actual Expense YTD	2023-2024 Encumbrances	2023-2024 Available
<u>OBJECT 100 - SALARIES:</u>								
TOTAL SALARIES			5,161,052	-	5,161,052	2,495,764	2,549,180	116,109
<u>OBJECT 200 - EMPLOYEE BENEFITS:</u>								
TOTAL EMPLOYEE BENEFITS			1,639,855	-	1,639,855	1,067,004	543,803	29,047
<u>OBJECT 300 - PURCHASED & TECHNICAL SERVICES:</u>								
TOTAL PURCHASED & TECHNICAL SERVICES			167,600	-	167,600	89,261	63,120	15,220
<u>OBJECT 400 - PURCHASED PROPERTY SERVICES:</u>								
TOTAL PURCHASED PROPERTY SERVICES			440,175	-	440,175	181,129	227,521	31,525
<u>OBJECT 500 - OTHER PURCHASED SERVICES:</u>								
TOTAL OTHER PURCHASED SERVICES			675,019	-	675,019	346,274	264,118	64,626
<u>OBJECT 600 - SUPPLIES:</u>								
TOTAL SUPPLIES			281,331	-	281,331	131,495	98,883	50,954
<u>OBJECT 700 - PROPERTY:</u>								
TOTAL PROPERTY			7,350	-	7,350	1,463	-	5,887
<u>OBJECT 800 - OTHER OBJECTS:</u>								
TOTAL OTHER OBJECTS			5,790	-	5,790	4,656	1,017	117
SUBTOTAL			<u>8,378,172</u>	<u>-</u>	<u>8,378,172</u>	<u>4,317,046</u>	<u>3,747,641</u>	<u>313,485</u>

Essex Board of Education
FY 2023-2024 Year-to-Date Report as of 12-31-2023

Object		Description	2023-2024 Original Budget	2023-2024 Transfers	2023-2024 Revised Budget	2023-2024 Actual Expense YTD	2023-2024 Encumbrances	2023-2024 Available
OBJECT 100 - SALARIES:								
5111		Administration	164,329	-	164,329	68,810	80,453	15,066
5113		Teachers' Salaries	2,161,477	-	2,161,477	812,072	1,295,332	54,072
5114		Secretary Salaries	157,268	-	157,268	71,741	84,480	1,046
5115		Custodial Salaries	268,105	-	268,105	126,321	133,595	8,189
5116		Nurse Salary	58,767	-	58,767	23,898	35,876	(1,007)
5118		Food Service Dir/Bookkeeper/Cafeteria Salaries	84,382	-	84,382	34,807	53,800	(4,225)
5119		Para Educators	451,834	-	451,834	178,165	267,489	6,180
5123		Substitute Teachers	101,140	-	101,140	37,081	37,361	26,698
5124		Substitute Secretary/Para-Educators	10,108	-	10,108	2,107	-	8,001
5125		Sub Custodians	5,380	-	5,380	2,694	-	2,686
5126		Summer Part Time Custodian Salary	12,910	-	12,910	21,908	-	(8,998)
5133		Coaches/Extra-Curricular	26,998	-	26,998	10,426	10,426	6,146
5134		Secretary OT	2,414	-	2,414	1,404	-	1,010
5135		Custodian OT	4,841	-	4,841	1,354	-	3,487
5138		Cafeteria OT	-	-	-	2,242	-	(2,242)
5198		Supervision District Salary	1,651,099	-	1,651,099	1,100,733	550,366	-
TOTAL SALARIES			5,161,052	-	5,161,052	2,495,764	2,549,180	116,109
OBJECT 200 - EMPLOYEE BENEFITS:								
5210		Health Insurance	883,244	-	883,244	588,829	294,415	-
5214		Life Insurance	4,898	-	4,898	1,471	104	3,322
5222		MERF	-	-	-	4,965	3,993	(8,957)
5223		FICA/Medicare	106,434	-	106,434	50,334	51,190	4,910
5250		Unemployment Compensation	18,000	-	18,000	-	18,000	-
5260		Worker's Compensation	33,387	-	33,387	19,568	13,819	-
5290		Other Employee Benefits	92,480	-	92,480	77,270	-	15,210
5291		Annuities	14,562	-	14,562	-	-	14,562
5298		Supervision District Fringe Benefits	486,850	-	486,850	324,567	162,283	-
TOTAL EMPLOYEE BENEFITS			1,639,855	-	1,639,855	1,067,004	543,803	29,047

Essex Board of Education
FY 2023-2024 Year-to-Date Report as of 12-31-2023

Object		Description	2023-2024 Original Budget	2023-2024 Transfers	2023-2024 Revised Budget	2023-2024 Actual Expense YTD	2023-2024 Encumbrances	2023-2024 Available
<u>OBJECT 300 - PURCHASED & TECHNICAL SERVICES:</u>								
5322		Professional Development Programs	17,270	-	17,270	-	-	17,270
5330		<u>Other Professional Services</u>						
	1109	Sound Equipment Services	-	-	-	-	-	-
	1215	Special Education	17,000	-	17,000	9,759	9,760	(2,519)
	2134	Health	-	-	-	-	-	-
	2135	Physical Therapy	11,643	-	11,643	5,609	8,911	(2,877)
	2139	Testing & Therapy	7,500	-	7,500	3,000	1,155	3,345
	2310	Other Services	34,000	-	34,000	17,435	16,565	-
		TOTAL OTHER PROF SERVICES	70,143	-	70,143	35,803	36,391	(2,051)
5398		Supervision District Purchased Svcs	80,187	-	80,187	53,458	26,729	-
TOTAL PURCHASED & TECHNICAL SERVICES			167,600	-	167,600	89,261	63,120	15,220
<u>OBJECT 400 - PURCHASED PROPERTY SERVICES:</u>								
5411		Water	9,300	-	9,300	3,633	5,667	-
5412		Electricity	57,500	-	57,500	22,334	35,164	2
5430		<u>Repairs & Maintenance</u>						
	1101	Art	300	-	300	-	300	-
	1109	Music	2,050	-	2,050	794	1,256	-
	1114	Computer Education	10,000	-	10,000	302	-	9,698
	1215	Special Education	3,550	-	3,550	-	-	3,550
	2134	Health	2,590	-	2,590	75	-	2,515
	2223	Audio/Visual	650	-	650	90	-	560
	2410	Contracts	850	-	850	822	-	28
	2600	Plant Operations Repairs	249,420	-	249,420	135,382	101,366	12,672
	3000	Cafeteria	2,500	-	2,500	-	-	2,500
		TOTAL REPAIRS & MAINTENANCE	271,910	-	271,910	137,464	102,922	31,523
5440		Leases	95,906	-	95,906	13,992	81,914	-
5498		Supervision District Purchased Property Services	5,559	-	5,559	3,706	1,853	-
TOTAL PURCHASED PROPERTY SERVICES			440,175	-	440,175	181,129	227,521	31,525

Essex Board of Education
FY 2023-2024 Year-to-Date Report as of 12-31-2023

Object		Description	2023-2024 Original Budget	2023-2024 Transfers	2023-2024 Revised Budget	2023-2024 Actual Expense YTD	2023-2024 Encumbrances	2023-2024 Available
<u>OBJECT 500 - OTHER PURCHASED SERVICES:</u>								
5511		Out-of-District Transportation	76,090	-	76,090	26,085	17,135	32,870
5515		Field Trips & School Events	5,515	-	5,515	149	4,366	1,000
5520		Comprehensive Insurance	31,120	-	31,120	21,005	10,115	-
5530		Communications	7,508	-	7,508	2,771	4,737	-
5540		Advertising	200	-	200	-	-	200
5561		Out-of-District Tuition	349,656	-	349,656	97,740	128,687	123,229
55611		Excess Cost Reimbursement	(106,000)	-	(106,000)	-	-	(106,000)
5580		Travel & Conferences	15,002	-	15,002	1,239	436	13,327
5598		Supervision District Other Purchased Services	295,928	-	295,928	197,285	98,643	-
TOTAL OTHER PURCHASED SERVICES			675,019	-	675,019	346,274	264,118	64,626
<u>OBJECT 600 - SUPPLIES:</u>								
5610		<u>General Supplies</u>						
	1114	Computer Education	8,000	-	8,000	3,786	1,125	3,089
	2134	Health	1,600	-	1,600	544	956	100
	2410	Office Supplies	11,000	-	11,000	4,604	4,166	2,229
		TOTAL INSTRUCTIONAL SUPPLIES	20,600	-	20,600	8,934	6,248	5,418
5611		<u>Instructional Supplies</u>						
	1101	Art	5,400	-	5,400	816	4,584	-
	1103	Language Arts	8,654	-	8,654	4,313	-	4,341
	1104	Foreign Language (FLES)	470	-	470	174	-	296
	1107	Kindergarten	1,879	-	1,879	1,834	-	45
	1108	Mathematics	7,989	-	7,989	4,789	251	2,949
	1109	Music	2,009	-	2,009	1,669	-	340
	1110	Physical Education	3,100	-	3,100	3,068	22	10
	1111	Reading	4,061	-	4,061	3,624	265	172
	1112	Science	4,641	-	4,641	1,143	-	3,498
	1113	Social Studies	1,705	-	1,705	1,101	-	604
	1190	Testing	2,970	-	2,970	1,495	349	1,126
	1209	Enrichment Projects	3,364	-	3,364	1,839	1,520	5
	1215	Special Education	2,363	-	2,363	1,069	500	794
	2222	Library	810	-	810	796	-	14
	2223	Audio Visual	8,020	-	8,020	7,775	-	245
		TOTAL INSTRUCTIONAL SUPPLIES	57,435	-	57,435	35,506	7,491	14,438

Essex Board of Education
FY 2023-2024 Year-to-Date Report as of 12-31-2023

Object		Description	2023-2024 Original Budget	2023-2024 Transfers	2023-2024 Revised Budget	2023-2024 Actual Expense YTD	2023-2024 Encumbrances	2023-2024 Available
5613		Operations Maintenance Supplies	22,000	-	22,000	10,888	8,451	2,661
5624		Heating Fuel Natural Gas	44,780	-	44,780	9,243	35,537	-
5626		Gasoline	50	-	50	-	-	50
5629		General Instructional Supplies	25,500	-	25,500	10,351	12,666	2,484
5641		Instructional Materials						
	1103	Language Arts	5,086	-	5,086	1,546	1,169	2,372
	1104	Foreign Language (FLES)	368	-	368	99	-	269
	1107	Kindergarten	6,773	-	6,773	2,989	-	3,784
	1108	Mathematics	8,979	-	8,979	6,163	1,251	1,565
	1109	Music	1,425	-	1,425	1,192	218	15
	1111	Reading	16,612	-	16,612	5,964	9,582	1,066
	1112	Science	2,700	-	2,700	-	-	2,700
	1113	Social Studies	403	-	403	352	-	51
	1114	Computer Education	21,882	-	21,882	7,049	5,339	9,494
	1116	Study Skill Program	1,064	-	1,064	24	-	1,040
	1209	Enrichment Projects	2,950	-	2,950	1,039	-	1,911
	1215	Special Education	2,979	-	2,979	1,503	300	1,176
	2120	Guidance	863	-	863	255	168	440
	2222	Library	7,560	-	7,560	7,518	23	20
		TOTAL INSTRUCTIONAL MATERIALS	79,644	-	79,644	35,692	18,050	25,903
5698		Supervision District Supplies	31,322	-	31,322	20,881	10,441	-
TOTAL SUPPLIES			281,331	-	281,331	131,495	98,883	50,954
OBJECT 700 - PROPERTY:								
5730		Equipment	7,350	-	7,350	1,463	-	5,887
5798		Supervision District Equipment	-	-	-	-	-	-
TOTAL PROPERTY			7,350	-	7,350	1,463	-	5,887
OBJECT 800 - OTHER OBJECTS:								
5810		Dues & Fees						
	2310	Board of Education	3,100	-	3,100	3,034	-	66
	2410	School Dues & Fees	690	-	690	289	350	51
		TOTAL DUES & FEES	3,790	-	3,790	3,323	350	117
5898		Supervision District Other Objects	2,000	-	2,000	1,333	667	-
TOTAL OTHER OBJECTS			5,790	-	5,790	4,656	1,017	117
SUBTOTAL			8,378,172	-	8,378,172	4,317,046	3,747,641	313,485

Essex Cafeteria Expense and Revenue Tracking

Essex 2023-2024		July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Eligible Students - Free		0	49	53	53	52	52							259
Eligible Students - Reduced		0	15	11	12	12	14							64
Eligible Students - Full Pay		0	232	234	237	237	233							1,173
Total Enrollment		0	296	298	302	301	299	0	0	0	0	0	0	1,496
Breakfast - Free meals served		0	10	233	320	288	232							1,083
Breakfast - Reduced meals served		0	4	53	52	54	37							200
Breakfast - Full Pay meals served		0	40	703	1,008	799	618							3,168
Lunch - Free meals served		0	56	578	667	581	447							2,329
Lunch - Reduced meals served		0	24	158	175	154	137							648
Lunch - Full Pay meals served		0	170	1,639	1,934	1,724	1,383							6,850
object	Total Meal Count	0	304	3,364	4,156	3,600	2,854	0	0	0	0	0	0	14,278
4090	Miscellaneous Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106							\$ 106
4160	Café Lunch Cash Sales	\$ -	\$ 622	\$ 5,399	\$ 6,052	\$ 5,095	\$ 3,697							\$ 20,865
4360	State & Fed Grants - Claims breakfast	\$ -	\$ -	\$ 949	\$ 1,216	\$ 1,067								\$ 3,232
4360	State & Fed Grants - Claims lunch	\$ -	\$ -	\$ 4,119	\$ 4,282	\$ 3,752								\$ 12,153
4360	State & Fed Grants - 6 Cent	\$ -	\$ -	\$ 210	\$ 222	\$ 197								\$ 629
4360	State & Fed Grants - Healthy Foods	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
4360	State & Fed Grants - CN State Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
4360	State & Fed Grants - State School Breakfast	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
4360	State & Fed Grants - STABLE Funds	\$ -	\$ -	\$ 1,502	\$ 2,001	\$ 1,596								\$ 5,098
4360	State & Fed Grants - Supply Chain Assistance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,835							\$ 11,835
4360	State & Fed Grants - Emerg. Oper. Costs Reimb.	\$ -	\$ -	\$ -	\$ 653	\$ -	\$ -							\$ 653
4361	USDA commodities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
Total Revenue		\$ -	\$ 622	\$ 12,179	\$ 14,426	\$ 11,706	\$ 15,639	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,571
5111	Administrator Salary													\$ -
5114	Secretary Salary													\$ -
5118	Food Service Salary													\$ -
5124	Sub Secty\ Café													\$ -
5138	OT Cafeteria Salary													\$ -
Total Salaries		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5210	Health Insurance													\$ -
5214	Life Insurance													\$ -
5222	MERF													\$ -
5223	Fica/Medicare													\$ -
Total Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Salary & Benefit Cost		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5430	Repairs & Maintenance	\$ -	\$ -	\$ 500	\$ -	\$ -								\$ 500
5600	All - Supplies / Energy	\$ -	\$ 734	\$ 387	\$ 1,214	\$ 755								\$ 3,090
5601	USDA Donations	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
5610	General Supplies	\$ -	\$ 4,820	\$ 6,065	\$ 6,089	\$ 6,038								\$ 23,011
5800	All - Other Misc. Expense	\$ -	\$ 60	\$ 288	\$ 237	\$ 220								\$ 805
5890	Other Objects	\$ -	\$ -	\$ -	\$ -	\$ 25,141								\$ 25,141
Total Product Cost		\$ -	\$ 5,614	\$ 7,239	\$ 7,540	\$ 32,154	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 52,547
Total Product, Salary & Benefit Costs		\$ -	\$ 5,614	\$ 7,239	\$ 7,540	\$ 32,154	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 52,547
Profit (Loss)		\$ -	\$ (4,992)	\$ 4,939	\$ 6,886	\$ (20,447)	\$ 15,639	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,025
Operating Days		0	2	19	21	18	15	20	19	19	17	22	7	179
Lunch Participation		#DIV/0!	42.2%	41.9%	43.8%	45.4%	43.9%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	3.7%
Breakfast Participation		#DIV/0!	9.1%	17.5%	21.8%	21.1%	19.8%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1.7%
Meals Product Cost		#DIV/0!	\$ 18.47	\$ 2.15	\$ 1.81	\$ 8.93	\$ -	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Labor/M meal		#DIV/0!	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
		#DIV/0!	\$ 18.47	\$ 2.15	\$ 1.81	\$ 8.93	\$ -	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
unpaid lunch balances - monthly value		0	\$ (100)	\$ (432)	\$ (651)	\$ (882)	\$ (1,198)							
lunch account balances- monthly value		6495	\$ 6,143	\$ 6,741	\$ 6,345	\$ 6,345	\$ 6,152							
Month End Checking Account Balance		\$ 75,191	\$ 80,064	\$ 85,768	\$ 84,163	\$ 65,575	\$ 83,448							

Medical Reserve Tracking
Chester, Deep River, Essex, Regional School
District No. 4, and the Supervision District

2023-2024

As of: 12.31.2023

Monthly Revenue	July	August	September	October	November	December	January	February	March	April	May	June	Total
First Week	68,153	55,608	96,577	9,287	50,414	55,444							335,482
2nd Week	171,769	153,805	114,680	227,404	199,354	359,717							1,226,729
3rd Week	100,774	68,488	96,861	142,191	294,007	139,050							841,372
4th Week	34,431	138,013	58,230	111,499	58,751	116,245							517,169
5th week	75,766			89,834									165,600
H S A Payments	177,205	22,037	128,693	51,404	31,996	15,903							427,238
Medicare Supp.	7,883	7,754	8,271	8,271	8,229	8,224							48,632
Miscellaneous exp	1,272												1,272
Total Expenses	637,254	445,705	503,311	639,891	642,750	694,583	-	-	-	-	-	-	3,563,494
Monthly Revenue	July	August	September	October	November	December	January	February	March	April	May	June	Total
Supv Dist.	110,659	110,659	110,659	110,659	110,659	110,659							663,954
Reg 4	191,580	191,580	191,580	191,580	191,580	191,580							1,149,480
Chest. BOE	50,647	50,647	50,647	50,647	50,647	50,647	50,647						354,531
Deep River BOE	55,557	55,557	55,557	55,557	55,557	55,557							333,345
Essex BOE	73,604	73,604	73,604	73,604	73,604	73,604	73,604						515,226
First Pay EE	-	-	56,389	64,851	64,242	64,432							249,914
Second Pay EE	238	-	64,862	65,869	64,646								195,616
TRB				18,959									18,959
Retirees	27,624	16,903	8,310	19,076	16,171	14,603							102,688
Other Rev.													-
Total Revenue	509,910	498,950	611,609	650,803	627,106	561,082	124,251	-	-	-	-	-	3,583,711
Net Rev/Exp/Month	(127,344)	53,245	108,297	10,912	(15,644)	(133,500)	124,251	-	-	-	-	-	
Self Insured cash balance at month end	\$ 6,822,206	\$ 7,086,296	\$ 7,064,974										

Revenue (YTD) 3,583,711
Expenses (YTD) 3,563,494
Net Position 20,217