

August 26, 2013

Staples High School

WESTPORT BOARD OF EDUCATION

***AGENDA**

(Agenda Subject to Modification in Accordance with Law)

PUBLIC CALL TO ORDER:

6:00 p.m., Staples High School, Principals Conference Room 1025C

ANTICIPATED EXECUTIVE SESSION: Strategies for Negotiations

RESUME PUBLIC SESSION

PLEDGE OF ALLEGIANCE: Staples High School, Cafeteria B (Room 301), 7:30 p.m.

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

MINUTES: June 17 and June 27, 2013

PUBLIC QUESTIONS/COMMENTS ON NON-AGENDA ITEMS (15 MINUTES)

INFORMATION:

- | | |
|--|--------------------------------------|
| 1. Administrative Training: Administrator and Teacher Evaluation Mandate | Ms. Cion
Ms. Comm
Ms. Gilcrest |
| 2. Report on Summer Maintenance Projects | Mr. Longo |

DISCUSSION/ACTION:

- | | | |
|---|---------|------------|
| 1. 2012-13 End-of-Year Financial Report | (Encl.) | Mr. Longo |
| 2. 2014-15 Budget Preparation and Approval Calendar | (Encl.) | Mr. Longo |
| 3. Acceptance of Gift | (Encl.) | Dr. Landon |

ADJOURNMENT

*A 2/3 vote is required to go to executive session, to add a topic to the agenda of a regular meeting, or to start a new topic after 10:30 p.m. The meeting can also be viewed on cable TV on channel 78; AT&T channel 99 and by video stream @www.westport.k12.ct.us

PUBLIC PARTICIPATION WELCOME USING THE FOLLOWING GUIDELINES:

- Comment on non-agenda topics will occur during the first 15 minutes *except* when staff or guest presentations are scheduled.
- Board will not engage in dialogue on non-agenda items.
- Public may speak as agenda topics come up for discussion or information.
- Speakers on non-agenda items are limited to 2 minutes each, except by prior arrangement with chair.
- Speakers on agenda items are limited to 3 minutes each, except by prior arrangement with chair.
- Speakers must give name and use microphone.
- Responses to questions may be deferred if answers not immediately available.
- Public comment is normally not invited for topics listed for action after having been publicly discussed at one or more meetings.

WESTPORT PUBLIC SCHOOLS

ELLIOTT LANDON
Superintendent of Schools

110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880
TELEPHONE: (203) 341-1010
FAX: (203) 341-1029

To: Board of Education
From: Elliott Landon
Subject: 2012-13 End of Year Financial Report
Date: August 26, 2013

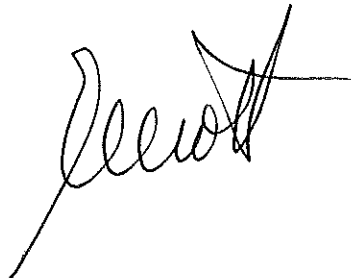
Enclosed with this memorandum is the above-referenced 2012-13 end of year financial report and budget closeout as prepared by Nancy Harris just prior to her retirement and reviewed by Elio Longo, Director of School Business Operations.

It is recommended that the Board approve the 2012-13 End of Year Financial Report, as presented.

ADMINISTRATIVE RECOMMENDATION

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the transfer of funds within its 2012-13 budget in the amount of \$632,854, as shown in the materials accompanying this memorandum, and

Be It Further Resolved, That the Board of Education approves the 2012-13 End of Year Financial Report, as prepared by Nancy Harris and reviewed by Elio Longo.



INTEROFFICE MEMORANDUM

TO: ELLIOTT LANDON
SUPERINTENDENT OF SCHOOLS

FROM: NANCY J. HARRIS
RETIRED ASSISTANT SUPERINTENDENT FOR BUSINESS

SUBJECT: 2012-2013 END OF YEAR FINANCIAL REPORT

DATE: AUGUST 19, 2013

CC: F. MEILAN, BUDGET FILE

The 2012-2013 fiscal year has been closed and reconciled with the Town of Westport's records. The year ended having spent \$100,226,554 or 100.00% of the \$100,226,554 budget with a \$0.00 fund balance.

The following are the final general fund balances in the designated line items (*see Exhibit A for detailed references*):

ACCOUNT CATEGORY	AMOUNT
Salaries	\$(222,039)
Employee Benefits	(158,372)
Contracted Services	(218,930)
Purchased Property Services	(5,846)
Other Purchased Services	353,331
Supplies and Materials	255,586
Equipment	(27,667)
Other Expenses	23,937
Net Surplus/Deficit	<u>\$0</u>

The Board of Education traditionally approves final transfer of funds to enable administration to make a final adjustment to the budgeted line items which reflect the actual expenditures for the year. The adopted budget remains as adopted which will allow appropriate comparison

between budget and final expenditures should the need arise. Therefore we are requesting the following:

~~~~~  
**I. ADMINISTRATIVE RECOMMENDATION:**

**It is requested that the Board approve the following transfers:**

**Transfer from:**

|                          |                   |
|--------------------------|-------------------|
| Other Purchased Services | \$ 353,331        |
| Supplies and Materials   | 255,586           |
| Other Expenses           | 23,937            |
|                          | <u>\$ 632,854</u> |

**Transfer to:**

|                             |                   |
|-----------------------------|-------------------|
| Salaries                    | \$ 222,039        |
| Employee Benefits           | 158,372           |
| Purchased Property Services | 218,930           |
| Contracted Services         | 5,846             |
| Equipment                   | 27,667            |
|                             | <u>\$ 632,854</u> |

~~~~~

A review of Exhibit A, Expenditures by Object Codes indicates the following:

Salaries - \$67,002,468 was expended to 100.33% of the budget appropriation. The extensive use of substitute teachers and non-certified staff overtime caused this budget shortfall. Funds that would traditionally be transferred from the teacher accounts to cover the substitute teachers were unavailable as higher than budgeted enrollments required staffing additional teaching positions.

Employee Benefits – \$15,448,872 or 101.04% was expended in this category leaving a fund shortfall of \$158,372 in these accounts. The higher costs for Unemployment Compensation continue to reflect the staff laid off over the past few years as the Board undertook reduction of staff positions.

Contracted Services – \$1,357,734 was expended (119.22% of budget) in this category of accounts leaving a fund shortfall of \$218,930. Costs for homebound tutoring were higher than budgeted. In addition, legal fees were higher than budgeted, thus causing this budget shortfall.

Purchased Property Services - A total of \$5,212,229 was expended or 100.11% of this budget category leaving a fund balance shortfall of \$5,846. Electricity is the single largest expenditure in this category with an adjusted budget and expenditures of \$1,649,123 from the General Fund. In addition, \$64,500 was funded for electricity from the Rentals and Reimbursements Fund. Adult and Continuing Education also contributed \$145,000 towards Electricity payments. The warmer than normal winter season was a large factor in reduced consumption of heating energy. Our favorable contract rates for electricity and oil/natural gas have proven to be very beneficial to the BOE this year. We also continue to manage consumption with various cost saving techniques including use of high efficiency light bulbs, occupancy sensors, and containment of electrical consumption for computers. The savings in these energy accounts provided the funds to pay for a number of unanticipated indoor air quality (IAQ) projects required throughout the school district.

Other Purchased Services – This represents \$7,276,634 or 95.37% of the category leaving a fund balance of \$353,331. A fund balance in special education tuition of \$185,129 in Public and Private Tuitions is net of the Excess Cost reimbursements from the State Department of Education. A total of \$708,896 was received by the Board of Education from the State Excess Cost Grant in order to reduce the high costs of certain special education programs, transportation and outside placements. These funds were applied to both special education transportation and tuition costs as applicable. A credit of \$8,547 from the Universal Services Fund (USF) was netted to the Communication/Telephone account that helped to improve other network and communications linkages as has been done in previous years.

Supplies and Materials – These accounts reflect expenditures of \$2,247,319 or 89.79% with an unexpended balance of \$255,586. The Board will note that we discussed anticipated staffing and legal fee shortfalls with all cost center managers and each made decisions which allowed us to obtain the needed fund balance in these accounts to help offset the shortfalls.

Equipment – A category deficit balance of (\$27,667) was generated. A total of \$1,217,753 or 102.32% of the category was expended.

Other Expenses – A total of \$463,546 was expended or 95.09% of this budget category, leaving a fund balance of \$23,937.

Included in this report are several exhibits that help to explain the activities of the fiscal year as follows:

Exhibit A General Fund Operating Expenditures by Object
This report details the financial records by object, i.e. what types of goods and services were purchased during the year.

Exhibit B General Fund Operating Expenditures by Functional Area
This report shows the financial records by functional area, i.e. the purpose of the purchases or why the funds were used.

Exhibit C Tuition Based Budgets
This report represents expenditures supported by tuition payments received from other school districts and Preschool participants. No expenditures are made from this fund without the corresponding revenue to support the payments. Comparison to budget is merely a reference and does not generate "turnback" funds to the town.

Exhibit D Private School Services
This report represents mandated program expenditures such as a school nurse and transportation for Green's Farms Academy.

Exhibit E State & Federal School Grants
This report details the total state and federal grants received and expended during the fiscal year. The two largest grants received are IDEA Part B to support special education children and Title I ESEA for programs supporting children who are educationally at risk. Most federal grants are of a two year duration which allows funds to be "carried over" to the following fiscal year.

Exhibit F Rentals & Reimbursements Summary
This report summarizes the activity indicating the source of the revenue (Activity Code) and the total expenditures made for each activity. The Board of Finance and RTM use this report to appropriate the funds expended as part of the Town's year end closing process.

Exhibit G Project Summary
Robert Woosley, Director of Facilities, has prepared the report of Maintenance Projects that were completed during the 2012-2013 fiscal year, displayed by school.

II. ADMINISTRATIVE RECOMMENDATION:
It is requested that the Board approve the End of Year Financial Report as presented.

WESTPORT PUBLIC SCHOOLS
EXPENDITURES BY OBJECT CODES
as of June 30, 2013

Object Codes	Descriptions	2008-09 Adjusted Budget	2009-10 Year-End Expense	2010-11 Year-End Expense	2011-12 Year-End Expense	2012-13 Adjusted Budget	2012-13 Year-End Expense	DIFFERENCE
	SALARIES							
110	Certified Personnel	47,134,142	48,674,747	49,393,727	50,916,719	52,650,692	52,650,931	(239)
120	Non-Certified Personnel	11,982,341	12,386,071	12,348,127	12,492,138	12,757,655	12,746,330	11,325
140	Continuing Education Director & Teachers	-	-	-	-	-	-	-
150	Temporary Certified Personnel	1,204,956	980,588	1,059,030	1,105,517	996,931	1,145,107	(148,176)
155	Temporary Non-Certified Personnel	437,666	386,937	357,081	434,191	375,151	460,100	(84,949)
	ARRA Salary Hold	-	182,843	182,843	-	-	-	-
	Total Salaries (Object 100)	60,759,105	62,611,186	63,340,808	64,948,565	66,780,429	67,002,468	(222,039)
	BENEFITS							
210	Employee Insurance	11,540,219	11,907,589	12,566,364	12,573,168	12,582,000	12,622,436	(40,436)
211	Group Term Life	259,227	262,035	272,589	284,462	278,727	278,727	0
212	Child Care	19,762	29,165	27,662	29,500	26,500	42,000	(15,500)
213	Health Insurance Waiver	44,500	51,250	36,500	44,725	45,206	45,206	(0)
220	Social Security	1,641,912	1,699,533	1,669,911	1,731,120	1,780,000	1,795,398	(15,398)
240	Course Reimb & In-Service Training	26,569	33,584	33,875	32,228	28,217	28,217	0
250	Unemployment Compensation	27,858	103,901	115,197	145,488	140,000	220,523	(80,523)
260	Workers' Compensation	261,261	255,334	279,176	316,027	345,094	351,610	(6,516)
287	Uniform Allowances	32,375	32,082	33,670	32,923	33,644	33,644	0
290	Other Employee Benefits - Relocation	1,846	17,804	25,852	27,751	31,112	31,112	0
200	Benefits Hold	-	-	-	-	-	-	-
	Total Benefits (Object 200)	13,855,529	14,392,277	15,060,796	15,217,392	15,290,500	15,448,872	(158,372)

WESTPORT PUBLIC SCHOOLS
EXPENDITURES BY OBJECT CODES
as of June 30, 2013

Object Codes	Descriptions	2008-09 Adjusted Budget	2009-10 Year-End Expense	2010-11 Year-End Expense	2011-12 Year-End Expense	2012-13 Adjusted Budget	2012-13 Year-End Expense	DIFFERENCE
	CONTRACTED SERVICES							
320	Homebound	118,642	173,418	114,936	100,161	100,000	137,408	(37,408)
321	Gifted Activities	12,527	16,874	20,183	24,956	27,692	27,692	0
322	Educational Interns	117,042	141,357	116,626	20,295	-	-	-
323	Inst'l Program Improvements	276,401	254,170	226,595	225,653	237,187	237,444	(257)
324	Pupil Services	44,120	18,784	15,047	8,015	8,017	8,017	(0)
325	PPT Consultations	131,284	69,556	58,702	115,509	104,127	104,127	(0)
327	Student Evaluations-Outside	54,644	95,161	58,490	78,295	91,500	102,822	(11,322)
328	Medical Advisor	20,571	32,097	20,450	25,435	20,000	20,763	(763)
330	Other Prof/Technical Services	328,332	250,791	273,231	238,497	181,600	199,235	(17,635)
331	Legal/Negotiations Services	377,435	386,638	291,277	264,514	334,729	486,273	(151,544)
332	Licenses/Fees	100,944	43,176	26,231	42,046	33,952	33,952	0
	Total Contracted Services (Object 300)	1,591,942	1,482,022	1,221,768	1,143,376	1,138,804	1,357,734	(218,930)

WESTPORT PUBLIC SCHOOLS
EXPENDITURES BY OBJECT CODES
as of June 30, 2013

Object Codes	Descriptions	2008-09 Adjusted Budget	2009-10 Year-End Expense	2010-11 Year-End Expense	2011-12 Year-End Expense	2012-13 Adjusted Budget	2012-13 Year-End Expense	DIFFERENCE
	PURCHASED PROPERTY SERVICES							
410	Water & Sewer	83,938	74,493	83,025	84,181	87,196	87,195	1
413	Electricity	2,381,732	2,005,862	1,934,775	1,774,810	1,649,124	1,649,123	1
414	Natural Gas	1,185,036	876,472	939,664	817,686	829,248	829,247	1
415	Heating Oil	204,055	211,798	19,461	20,188	22,692	22,691	1
421	Contracted Maintenance/Refuse Removal	461,775	429,014	505,069	440,929	398,640	398,640	0
431	Building Maintenance	356,705	386,894	551,204	450,718	418,012	418,011	1
432	Grounds Maintenance	147,244	200,300	209,275	229,639	197,421	197,421	(0)
433	Equipment Repair - Instructional	83,941	83,176	84,490	86,790	64,586	64,585	1
434	Equipment Repair - Non Instructional	31,690	37,442	66,276	49,606	56,243	56,243	0
435	Building Projects	183,367	78,984	63,975	543,673	552,712	558,567	(5,855)
436	Grounds Projects	58,830	46,000	105,240	30,260	30,946	30,946	-
437	Restorative/Preventative Maintenance	395,219	138,517	105,570	80,961	202,630	202,628	2
440	Copier Rentals	158,820	185,090	190,598	184,438	184,125	184,124	1
450	Gasoline for Vehicles	14,342	10,100	14,869	14,405	14,599	14,599	0
451	Custodial Supplies	187,941	213,036	225,423	226,357	185,203	185,203	0
452	Maintenance Supplies	258,520	293,613	248,036	262,176	241,880	241,880	(0)
490	School Security	80,846	74,917	74,762	79,970	71,126	71,125	1
492	Capital Non-Recurring Fund/Facilities Hold	-	-	-	-	-	-	-
	Total Property Services (Object 400)	6,274,001	5,345,798	5,421,712	5,376,787	5,206,383	5,212,229	(5,846)

WESTPORT PUBLIC SCHOOLS
EXPENDITURES BY OBJECT CODES
as of June 30, 2013

Object Codes	Descriptions	2008-09 Adjusted Budget	2009-10 Year-End Expense	2010-11 Year-End Expense	2011-12 Year-End Expense	2012-13 Adjusted Budget	2012-13 Year-End Expense	DIFFERENCE
	OTHER PURCHASED SERVICES							
510	Pupil Transportation	3,902,397	3,594,515	3,608,025	3,790,791	3,956,596	3,871,643	84,953
519	Pupil Transportation - Voc Tech	-				6,000		6,000
520	Property Insurance	186,146	158,415	154,820	162,490	200,000	155,426	44,574
521	Flood Insurance	12,507	12,507	12,962	13,385	14,366	14,366	-
523	Liability Insurance	307,925	286,112	254,535	256,455	303,335	303,335	0
529	Athletic Insurance	22,765	25,765	26,825	33,639	48,500	48,500	0
530	Communication/Telephone Systems	461,159	465,513	425,302	445,256	476,555	476,555	0
532	Postage	75,680	57,463	56,543	55,023	45,000	30,410	14,590
540	Advertising & Recruiting	85,105	69,518	107,278	86,677	115,000	106,194	8,806
550	Printing & Binding	45,036	42,483	31,777	30,855	46,071	46,070	1
560	Tuition--Special Education	1,825,730	2,154,855	2,435,384	2,562,511	2,377,192	2,192,063	185,129
580	Staff Travel	26,879	32,715	33,783	50,501	41,350	32,073	9,277
500	ARRA - Other Purchased Services Hold	-	100,811	100,811	-	-	-	-
	Total Other Purchased Services (Object 500)	6,951,329	7,000,672	7,248,045	7,487,583	7,629,965	7,276,634	353,331
	SUPPLIES AND MATERIALS							
611	Instructional Supplies	885,693	798,944	840,644	823,407	882,734	814,905	67,829
612	Software	401,129	440,743	516,650	540,230	583,160	527,755	55,405
613	Technology Supplies	127,102	108,849	119,937	153,302	124,000	122,397	1,603
615	Graduation Expense	26,477	26,637	29,749	31,966	31,764	30,715	1,049
641	Textbooks	610,415	458,540	472,392	447,010	527,760	440,072	87,688
642	Library Books & Periodicals	141,543	137,206	146,707	141,921	131,530	131,530	(0)
643	Audio/Visual Materials	21,314	21,274	22,772	10,417	9,870	9,870	0
690	Other Supplies	183,835	165,013	152,984	149,596	183,628	151,863	31,765
691	Health Supplies	24,428	23,219	22,852	25,471	28,459	18,212	10,247
	Total Supplies and Materials(Object 600)	2,421,936	2,180,425	2,324,687	2,323,317	2,502,905	2,247,319	255,586

WESTPORT PUBLIC SCHOOLS
EXPENDITURES BY OBJECT CODES
 as of June 30, 2013

Object Codes	Descriptions	2008-09 Adjusted Budget	2009-10 Year-End Expense	2010-11 Year-End Expense	2011-12 Year-End Expense	2012-13 Adjusted Budget	2012-13 Year-End Expense	DIFFERENCE
	EQUIPMENT							
731,733	Instructional Equipment	104,536	68,813	70,746	71,986	64,092	64,092	0
732,734	Non Instructional Equipment	57,897	40,846	38,459	37,198	66,046	66,047	(1)
735	Furniture	91,837	18,527	40,969	36,295	35,763	35,763	(0)
736	Instructional Technology	1,042,569	920,434	810,219	946,575	967,236	994,903	(27,666)
737	Non-instructional Equipment/Technology	43,233	86,340	45,691	39,688	56,948	56,948	0
739	Capital Expenditures for Transportation	-	-	-	-	-	-	-
	Total Equipment (Object 700)	1,340,072	1,134,960	1,006,084	1,131,742	1,190,085	1,217,763	(27,667)
	OTHER EXPENSES							
810	Dues and Fees	66,207	63,030	71,817	81,535	90,687	75,492	15,195
811	Student Activities/Awards	23,880	29,576	28,070	22,309	27,899	21,517	6,382
812	Student Athletics	349,315	328,801	355,872	362,512	368,897	366,537	2,360
800	Other Expenses Hold	-	-	-	-	-	-	-
	Total Other Expenses (Object 800)	439,402	421,407	455,759	466,356	487,483	463,546	23,937
	TOTALS	93,623,316	94,568,657	96,079,659	98,095,118	100,226,554	100,226,554	0

WESTPORT PUBLIC SCHOOLS
EXPENDITURES BY FUNCTIONAL AREAS
as of June 30, 2013

Functional Areas	Descriptions	2008-09 Year-End Expense	2009-10 Year-End Expense	2010-11 Year-End Expense	2011-12 Year-End Expense	2012-13 Adjusted Budget	2012-13 Expended & Encumbered	Unexpended Balance	Percent of Budget Expended
1100	INSTRUCTION - REGULAR EDUCATION (Including salaries)	\$35,963,725	\$38,518,600	\$37,879,666	\$38,608,560	\$15,786,091	\$16,335,437	(\$549,346)	103.5%
	Other Program Expenses (excluding salaries)								
1102	- Art	51,755	45,427	53,976	56,915	1,494,099	1,519,411	(25,312)	101.7%
1105	- Language Arts	24,735	24,750	24,177	51,409	3,143,476	3,162,773	(19,297)	100.6%
1106	- Foreign Language	46,588	43,766	47,566	72,970	3,277,602	3,300,563	(23,061)	100.7%
1107	- Health	4,676	3,074	7,802	-	336,693	340,689	(3,996)	
1108	- Physical Education	38,881	22,722	34,849	20,844	2,088,762	2,082,356	(6,406)	100.7%
1109	- Culinary	38,995	37,372	44,670	40,826	318,262	322,922	(4,660)	101.5%
1110	- Child Development					1,451	470	981	32.4%
1111	- Mathematics	35,828	32,937	22,169	157,743	3,112,732	3,123,824	(11,092)	100.4%
1112	- Music	91,510	83,058	63,411	62,128	2,446,743	2,467,034	(20,291)	100.8%
1113	- Sciences	61,553	58,062	57,558	137,186	3,460,670	3,497,592	(36,922)	101.1%
1114	- Reading					1,583	1,484	99	
1115	- Social Studies	33,683	29,300	33,481	31,214	2,541,148	2,566,408	(25,260)	101.0%
1116	- Instructional Technology	1,805,779	1,729,270	1,551,261	1,808,046	1,818,154	1,808,793	9,361	99.5%
1117	- Vocational Ed	14,565	13,413	10,328	8,918	105,897	107,291	(1,394)	101.3%
1118	- Reg. Ed. ESOL				168	480	480	-	
1120	- Pre-School								
1122	- Computer Science	5,048	1,517	1,730	800	567,967	610,217	(42,250)	107.4%
1123	- Television	6,441	2,381	2,373	2,331	206,033	207,335	(1,302)	100.6%
1124	- Theater	10,371	10,653	12,363	11,612	333,924	333,598	326	99.9%
1190	- Co-curricular					688,790	708,353	(19,563)	102.8%
	Total Regular Education	\$38,234,114	\$38,654,302	\$39,647,378	\$41,072,670	\$41,710,557	\$42,497,130	\$ (786,573)	101.9%
1200	SPECIAL EDUCATION	10,079,203	10,840,662	10,727,003	11,190,373	10,878,298	10,940,690	\$ (62,392)	100.6%
1300/1600	CONTINUING EDUCATION	\$90	\$0	\$600	\$0	\$0	\$0	\$0	0.0%
2111	STUDENT SUPPORT SERVICES (Including salaries)								
2111	Nursing Services	989,027	1,064,503	1,053,000	1,095,193	1,020,333	1,107,220	(86,887)	108.5%
2113	Social Work Services	275,979	296,567	272,972	279,978	283,775	286,300	(2,525)	100.9%
2120	Guidance	1,421,937	1,378,740	1,432,644	1,372,205	1,518,018	1,539,710	(21,692)	101.4%
2130	Health Services	42,548	50,362	38,520	40,805	59,504	61,794	(2,290)	103.2%
2140	Psychological Services	1,533,173	1,601,282	1,601,277	1,646,414	1,730,962	1,764,417	(33,455)	101.9%
2150	Speech Pathology & Audiology	857,880	915,441	928,001	988,675	1,013,723	1,026,866	(13,143)	101.3%
2160	Occupational & Physical Therapy	469,329	533,262	538,580	551,610	549,615	593,991	(44,376)	108.1%
2190	Other Support - Students	35,542	50,812	38,464	20,764	55,048	40,726	14,322	74.0%
2210	Improvement of Instructional Services	2,372,856	1,876,341	1,430,331	1,200,704	989,244	991,733	(2,489)	100.3%
2220	Educational Media Services (libraries/AV)	986,055	1,013,742	1,027,865	1,041,738	1,041,291	1,060,164	(18,873)	101.8%
2225	Instructional Technology Support	671,779	711,923	722,198	768,697	790,297	839,398	(49,101)	106.2%
	Total Student Support Services	\$9,636,105	9,492,974	9,083,862	9,006,783	9,052,210	9,312,319	(\$260,109)	102.9%

WESTPORT PUBLIC SCHOOLS
EXPENDITURES BY FUNCTIONAL AREAS
as of June 30, 2013

Functional Areas	Descriptions	2008-09 Year-End Expense	2009-10 Year-End Expense	2010-11 Year-End Expense	2011-12 Year-End Expense	2012-13 Adjusted Budget	2012-13 Expended & Encumbered	Unexpended Balance	Percent of Budget Expended
	ADMINISTRATION AND SUPERVISION (including salaries)								
2300	General Administrative Support - District Wide	65,846	49,833	48,033	65,059	76,356	60,574	15,782	79.3%
2310	Board of Education	306,758	229,994	246,386	190,482	223,458	444,112	(220,654)	198.7%
2320	Office of Superintendent	535,982	488,196	409,596	428,445	397,993	414,639	(16,646)	104.2%
2400	School Administrative Support Services					356,210	361,389	(5,179)	101.5%
2410	Office of the Principals	4,959,852	5,529,941	5,666,883	5,739,356	5,492,988	5,246,976	245,992	95.5%
2420	Pupil Personnel Services	176,123	184,258	193,382	237,927	270,885	270,885	-	100.0%
2490	Graduation	26,477	26,637	29,749	31,966	31,764	30,715	1,049	96.7%
2510	Financial Services	694,685	734,149	759,430	775,651	724,257	785,539	(61,282)	108.5%
2590	Rental of Copiers - TSO	11,520	8,841	15,057	8,514	9,000	8,190	810	91.0%
2600	Operations and Maintenance	10,026,916	8,972,642	9,126,495	9,150,716	8,640,158	9,186,864	(546,706)	106.3%
2660	Security	140,697	140,350	134,455	142,170	132,905	137,446	(4,541)	103.4%
	Total Administrative and Supervision	\$16,964,855	\$16,364,842	\$16,629,466	\$16,763,686	\$16,355,954	\$16,947,329	(\$591,375)	103.6%
	TRANSPORTATION (including salaries)								
2700	Student Transportation - Reimbursable	3,253,330	2,946,512	2,949,911	3,095,618	3,382,381	3,346,649	35,732	98.9%
2700	Student Transportation - Special Ed - In District	637,063	560,836	540,138	612,726	649,876	645,676	4,200	99.4%
2700	Student Transportation - Special Ed out-of district	310,011	299,934	332,926	301,478	347,471	305,229	42,242	87.8%
2790	Student Transportation - Non-Reimbursable	4,493	6,135	1,742	2,598	35,220	24,994	10,226	71.0%
	Total Transportation	\$4,104,896	\$3,813,417	\$3,824,717	\$4,012,420	\$4,414,948	\$4,322,748	\$92,200	97.9%
	ADMINISTRATIVE SUPPORT SERVICES (including salaries)								
2810	Planning, Research & Development								
2820	Information Services	15,843	6,561	5,858	4,345	0	4,141	(4,141)	#DIV/0!
2830	Staff Services	117,406	222,089	253,647	259,139	239,847	253,926	(14,079)	105.9%
2832	Personnel Recruitment and Placement	69,911	54,141	96,346	76,641	100,000	100,152	(152)	100.2%
2840	Data Processing Services	489,900	493,372	464,256	505,451	513,128	533,028	(19,900)	103.9%
	Total Administrative Support Services	\$693,060	\$776,164	\$920,107	\$845,576	\$852,975	\$891,247	(\$38,272)	104.5%

WESTPORT PUBLIC SCHOOLS
EXPENDITURES BY FUNCTIONAL AREAS
as of June 30, 2013

Functional Areas	Descriptions	2008-09 Year-End Expense	2009-10 Year-End Expense	2010-11 Year-End Expense	2011-12 Year-End Expense	2012-13 Adjusted Budget	2012-13 Expended & Encumbered	Unexpended Balance	Percent of Budget Expended
2900	Other Support Services								
	Switchboard Operator/Courier	24,761	58,072	60,961	62,645	37,638	36,048	(410)	101.1%
	Other Support Services	15,556	3,012	-	634	11,000	1,042	9,958	9.5%
	Liability & other non-empl insurance (excluding trans. & athletics)	506,578	457,034	422,317	432,330	517,701	473,127	44,574	91.4%
	Workers Compensation	261,261	255,334	279,176	316,027	345,094	351,610	(6,516)	101.9%
	Unemployment Insurance	27,858	103,901	115,187	145,468	140,000	220,523	(80,523)	157.5%
	Medical Insurance	11,584,719	11,958,939	12,602,864	12,617,893	12,644,206	12,683,922	(39,716)	100.3%
	Group Term Life	259,227	262,034	272,550	284,462	278,727	278,727	-	100.0%
	Child Care	19,762	29,165	27,662	29,500	26,500	42,000	(15,500)	158.5%
	Social Security	5,087	7,853	6,951	7,664	1,780,000	5,952	1,774,048	0.3%
	Total Other Support Services	12,704,808	13,135,244	13,787,718	13,896,643	15,780,866	14,094,951	\$1,685,915	89.3%
3200	ATHLETICS AND EXTRA-CURRICULAR ACTIVITIES	\$1,206,186	\$1,207,398	\$1,275,154	\$1,306,967	\$1,180,746	\$1,220,140	(\$39,394)	103.3%
ARRA	PAYMENTS TO TOWN IN LIEU OF ECS GRANT FUNDS		\$283,654	\$283,654	\$0	\$0	\$0	\$0	
4000	CAPITAL PROJECTS - CAPITAL NON-RECURRING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	n/a
	TOTAL EXPENDITURES	\$93,623,316	\$94,568,657	\$96,079,659	\$98,095,118	\$100,226,554	\$100,226,554	\$0	100.00%

WESTPORT PUBLIC SCHOOLS
2012-2013 REVENUE OFFSET BUDGETS
 NO EXPENDITURES ARE MADE WITHOUT CORRESPONDING REVENUE

	#	PROJ RETURN & SPED (310)	# STUD ENTS	PRE SCHOOL (305)	TOT REV OFFSET BUDGETS
PROJECTED REVENUE		41,519		118,745	160,264
<i>REFLECTS BUDGET - NOT EXPENDITURES</i>					
TUITION TYPE					
PROJECT RETURN/SPECIAL ED					
SELF CONTAINED	1	41,519			41,519
PARTIAL SELF CONTAINED		32,498			
PRE-SCHOOL					
5 DAYS PER WEEK	3			17,130	17,130
4 DAYS PER WEEK					
EXTENDED DAY	10			90,320	90,320
EMPLOYEE EXTENDED DAY	5			11,295	11,295
TUITION PER PARAPROFESSIONAL		\$ 28,000			
APPROPRIATION REQUESTED		\$ 41,519		\$ 118,745	\$ 160,264
ACTUAL REVENUE		\$ 55,635		\$ 116,674	\$ 172,309
REVENUE GENERATED BUT NO APPROPRIATION REQUESTED FOR:					
NON RESIDENT TUITION					\$ 102,990
EMPLOYEE TUITION					\$ 102,990

	# STUD ENTS	PROJ RETURN & SPED (310)	# STUD ENTS	PRE SCHOOL (305)	TOT REV OFFSET BUDGETS
2012-2013 ACTUAL EXPENSES					
CERTIFIED STAFF:					
TEACHERS					
CLASSROOM		49,370		19,664	69,034
HEARING IMPAIRED TCHR				-	-
ADAPTIVE PHYS ED				-	-
OCCUPATIONAL THERAPY TCHR				-	-
PHYSICAL THERAPIST				-	-
PSYCHOLOGIST				-	-
SOCIAL WORKER				-	-
SPEECH & LANGUAGE				-	-
SUB TOTAL CERT SAL		49,370		19,664	69,034
NON-CERTIFIED STAFF:					
NURSE					
CUSTODIANS					
PARAPROFESSIONALS					
SUB TOTAL NON CERT SAL				78,098	78,098
BENEFITS:					
HEALTH & LIFE INSURANCE		6,265		10,000	16,265
SOCIAL SECURITY				4,577	4,577
WORKERS COMP					
SUB TOTAL BENEFITS		6,265		14,577	20,842
CONTRACTED SERVICES:					
OT/PT					
CONSULTATIONS					
EVALUATIONS					
OTHER CONTRACTED SERVICES					
SUB TOTAL CONTRACT SVCS				0	
STUDENT REFUNDS				4,335	4,335
SUPPLIES					
EQUIPMENT					
PROJECTED EXPENDITURES		55,635		116,674	172,309

WESTPORT PUBLIC SCHOOLS
Private School Budget
as of June 30, 2013

Object Codes	Descriptions	2008-09 Year-End Actual	2009-10 Year-End Actual	2010-11 Year-End Actual	2011-12 Year-End Actual	2012-13 Adopted Budget	2012-13 Expended & Encumbered	Account Balance
111	Certified Personnel	\$27,946	\$44,089	\$45,412	\$46,798	\$49,160	\$49,160	\$0
112	Non-Certified Personnel	\$38,672	\$40,218	\$41,425	\$41,843	\$42,784	\$42,784	\$0
113	Continuing Education Director & Teachers							
121	Temporary Certified Personnel							
122	Temporary Non-Certified Personnel	\$257	\$1,161				\$945	(\$945)
210	Employee Insurance	\$11,000	\$13,000	\$13,500	\$13,770	\$14,045	\$14,045	\$0
220	Social Security	\$3,389	\$3,589	\$2,796	\$3,709	\$2,888	\$3,872	(\$984)
240	Course Reimbursements & In-Service Training							
250	Unemployment Compensation							
260	Workers' Compensation							
510	Pupil Transportation							
519	Pupil Transp--Voc Tech							
517	Gasoline/diesel	\$150,668	\$155,188	\$158,008	\$164,400	\$173,270	\$169,804	\$3,466
523	Liability Insurance	\$10,350	\$16,792	\$15,888	\$17,486	\$25,600	\$27,137	(\$1,537)
529	Athletic Insurance							
530	Telephone & Alarm Systems							
550	Printing & Binding							
580	Staff Travel							
810	Dues and Fees							
	TOTALS	\$242,282	\$274,036	\$277,029	\$288,005	\$307,747	\$307,747	\$0

WESTPORT PUBLIC SCHOOLS
STATE & FEDERAL PUBLIC SCHOOL GRANTS
as of June 30, 2013

Descriptions	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Expended/ Encumbered	Current Balances	% Expended
Investing & Personal Finance	0	0	0	0	17,435	17,435	0	
Space Camp	67,360	0	0	0	0	0	0	
Open Choice	102,541	105,000	111,663	114,000	126,000	126,000	0	100.0%
Title 1 - ESEA Carry Over	6,709	44,528	24,957	944	4,953	4,953	0	100.0%
Title 1 - ESEA	122,628	117,076	149,400	129,034	160,771	149,884	10,887	93.2%
Carl D. Perkins	33,297	35,645	39,224	31,702	37,653	37,666	87	99.8%
Title II - Tech ARRA	50	1,541	202	0	0	0	0	0.0%
Title II - Tech Carry Over	8	818	0	0	0	0	0	0.0%
Title II - Teacher	56,130	73,685	85,037	87,846	91,624	91,624	0	100.0%
Title II - Teacher Carry Over	45,921	48,416	29,408	21,349	1,455	1,455	0	100.0%
Title III English	156	171	0	1,281	9,365	1,111	8,254	11.9%
Title III English Carry Over	1,278	12,151	11,898	9,930	7,681	7,589	92	98.8%
Title III English w/New Canaan	0	0	0	2,070	4,460	3,531	929	79.2%
Title III English w/New Canaan Carry Over	3,292	2,942	2,860	0	0	0	0	0.0%
Title IV - Safe & Drug Free Schools	3,224	3,119	7,627	0	0	0	0	0.0%
Title IV - Safe & Drug Free Schools Carryover	5,735	7,639	0	0	3,967	3,967	0	100.0%
Title V - Not Funded 09-10	0	0	0	0	0	0	0	0.0%
Title V Carry Over	1,587	0	0	0	0	0	0	0.0%
IDEA Part B Carryover	10,254	103,387	191,087	202,097	120,761	120,761	0	0.0%
IDEA Part B	761,168	738,679	788,422	879,150	1,019,117	821,035	198,082	80.6%
Section 619 Pre-School Grants Carryover	162	0	0	0	767	767	0	0.0%
Section 619 Pre-School	23,486	23,607	23,609	22,932	23,617	23,617	0	100.0%
Immigrant & Youth Carryover	6,236	19,737	36,252	35,765	0	0	0	0.0%
Immigrant & Youth	0	4,593	891	0	0	0	0	0.0%
ARRA IDEA Part B	0	507,239	622,194	0	0	0	0	0.0%
ARRA IDEA PreSchool	0	32,858	15,052	0	0	0	0	0.0%
ARRA Ed Stabilization	0	182,843	182,843	0	0	0	0	0.0%
ARRA Ed Job funds	0	100,811	116,255	1,717	0	0	0	0.0%
ARRA Gov. Serv	0	100,811	100,811	0	0	0	0	0.0%
Total Public Grants	\$1,251,222	\$2,166,484	\$2,539,692	\$1,539,817	\$1,629,626	\$1,411,295	\$218,331	86.6%

CARRYOVER - Balance will Carryover to following year

NON-PUBLIC SCHOOL GRANTS

Descriptions	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Expended/ Encumbered	Current Balances	% Expended
Adult Ed	2,082	2,055	2,034	2,094	1,418	1,418	0	100%
Title I Neglected & Delinquent	6,044	4,573	4,108	3,988	2,313	2,313	0	100%
Title I N&D Carryover	1,331	963	500	0	0	0	0	0%
Title II - Tech ARRA	30	59	0	0	0	0	0	0%
Title II - Tech Carry Over	0	2	5	0	0	0	0	0%
Title II - Teacher	379	208	280	296	450	177	273	39%
Title II - Teacher Carry Over	0	86	30	545	61	61	0	100%
Title IV - Safe & Drug Free Schools Carryover	374	22	0	0	0	0	0	0%
Title IV - Safe & Drug Free Schools	0	368	0	0	0	0	0	0%
Title V - Innovative Educ Strategies - Not Funded	0	0	0	0	0	0	0	0%
IDEA Part B Carryover	31,768	30,883	41,841	583	1,317	1,317	0	100%
IDEA Part B	0	23,159	2,700	2,183	3,250	183	3,067	6%
Section 619 Pre-School Grants	0	0	0	0	0	0	0	0%
Section 619 Pre-School Carryover	0	0	0	0	0	0	0	0%
ARRA IDEA Part B	0	75,833	5,029	0	0	0	0	0%
Total Non Public Grants	\$42,008	\$138,211	\$56,527	\$9,689	\$8,809	\$5,469	\$3,340	62.1%

CARRYOVER - Balance will Carryover to following year

WESTPORT PUBLIC SCHOOL
 RENTALS & REIMBURSEMENTS
 as of June 30, 2013

	REVENUES RECEIVED 6/30/2013	EXPENDITURE DETAIL	EXPEN- DITURES 6/30/2013	BALANCE TO TOWN
ACCOUNT 848				
WESTPORT EDUCATION ASSOCIATION	\$ -		\$ -	\$ -
PAYROLL				
FICA/MED				
ACCOUNT 852				
OUTSIDE ACTIVITIES & SCHOOL USE				
TOTAL OUTSIDE ACTIVITIES	\$ 131,596.50		\$ 131,596.50	\$ -
PAYROLL			\$ 54,060.33	
BOE staff		\$ 50,344.51		
FICA/MED		\$ 3,715.82		
PAYMENTS TO VENDORS			\$ 77,536.17	
TOTAL	\$ 131,596.50		\$ 131,596.50	\$ -

WESTPORT PUBLIC SCHOOL
 RENTALS & REIMBURSEMENTS
 as of June 30, 2013

2012-13 RENTAL & REIMBURSEMENTS
 REVENUE & EXPENSE DETAIL

REVENUES

CAMP GAN ISRAEL	\$ 45,459.71
WYWL CREATIVE ARTS FESTIVAL	\$ 16,104.27
LEVITT PAVILLION	\$ 11,688.00
ACADEMY OF DANCE	\$ 10,676.74
CONGREGATION FOR HUMANISTIC JUDAISM	\$ 6,570.54
MUSIC THEATER OF CT	\$ 6,050.90
ALL OTHERS (UNDER \$5,000)	\$ 35,046.34
	<u>\$ 131,596.50</u>

EXPENDITURES

PAYROLL

\$ 54,060.33

VENDOR PAYMENTS

ELECTRICITY

\$ 64,500.67

REFUND TO CAMP GAN ISRAEL FOR ESCROW PAYMENT

\$ 10,000.00

FINGERPRINTING

\$ 3,035.50

TOTAL PAYMENTS TO VENDORS

\$ 77,536.17

\$ 131,596.50

WESTPORT PUBLIC SCHOOLS
PROJECT SUMMARY
as of JUNE 30, 2013

<u>SCHOOL</u>	<u>PROJECT DESCRIPTION</u>	<u>AMOUNT</u>	
CES	Mold Remediation	\$ 12,800.00	
	Septic Pump Replacements	\$ 12,319.00	
	Classroom Refurbishing	\$ 11,875.00	
	Sand Gym Floor	\$ 8,714.00	
	Public Address Upgrade	\$ 4,750.00	
	Storm Sandy	\$ 4,423.00	
	Occupancy Sensor Installations	\$ 2,041.00	
	Fuel Tank Repairs	\$ 650.00	
	Sub Total	\$ 57,572.00	
	GFS	Rear of Building Stone Wall Leak Repair	\$ 14,800.00
Mold Remediation		\$ 12,800.00	
Fuel Tank Repairs		\$ 10,765.00	
Classroom Refurbishing		\$ 10,000.00	
Replace Window & Door by Fountain		\$ 9,750.00	
Repoint End of Building by Fountain		\$ 8,700.00	
Auditorium Painting		\$ 8,180.00	
Install Security Card Access		\$ 6,127.00	
Replace Bathroom Partitions		\$ 5,535.00	
Repair Stone Wall		\$ 4,100.00	
Replace Metal Handrails and Fencing		\$ 2,895.00	
Storm Sandy		\$ 2,540.00	
Sub Total		\$ 96,192.00	
KHS		Lead Remediation	\$ 336,941.00
		Unit Vent Upgrades	\$ 17,208.00
	Storm Sandy	\$ 12,855.00	
	Repair DOA V.F.D. & Transformer	\$ 11,185.11	
	Replace Front Doors	\$ 9,980.00	
	Pipe Insulation	\$ 9,500.00	
	Front Porch/Stairs Restoration	\$ 7,850.00	
	Replace Bathroom Partitions	\$ 6,550.00	
	Boiler Repairs	\$ 5,820.00	
	Public Address Upgrade	\$ 3,950.00	
	Replace Main Water Valve	\$ 2,200.00	
	Fuel Tank Repairs	\$ 1,675.00	
	Sub Total	\$ 425,714.11	
	LLS	HVAC Control Upgrade	\$ 20,050.00
		Exterior (Art Room) - repairs for sewer line back up	\$ 11,717.00
Install ADA Compliant Lever Handles		\$ 8,815.00	
Classroom Refurbishing		\$ 7,115.00	
Tinting Skylights		\$ 4,785.00	
Storm Sandy		\$ 4,350.00	
Boiler Repairs		\$ 1,510.00	
Occupancy Sensor Installation	\$ 1,123.71		
Sub Total	\$ 59,465.71		

WESTPORT PUBLIC SCHOOLS
PROJECT SUMMARY
as of JUNE 30, 2013

<u>SCHOOL</u>	<u>PROJECT DESCRIPTION</u>	<u>AMOUNT</u>
SES	HVAC Control Upgrade	\$ 24,995.00
	Install Pipe Insulation	\$ 22,300.00
	Classroom Refurbishing	\$ 11,650.00
	Roof Repairs	\$ 9,126.00
	Boiler Repairs	\$ 7,580.00
	Generator Repairs	\$ 3,665.00
	Storm Sandy	\$ 1,903.00
	Fuel Tank Repairs	\$ 525.00
	Sub Total	\$ 81,744.00
	BMS	Storm Sandy
Locker Restoration		\$ 34,335.00
Classroom Refurbishing		\$ 22,468.00
Install ADA Compliant Lever Handles		\$ 15,500.00
Repair Chiller Line		\$ 7,704.00
Sewer Maintenance		\$ 4,792.00
Occupancy Sensor Installations		\$ 1,995.00
Generator Repairs		\$ 767.00
Sub Total		\$ 123,761.00
CMS		Hypalon Roof Re-Coating Project
	Mold Remediation	\$ 20,770.00
	HVAC Control Upgrade	\$ 19,280.00
	Locker Replacement	\$ 17,500.00
	Classroom Refurbishing	\$ 14,340.00
	Septic Pumps Replacement	\$ 9,246.00
	Install Camera Outside Walls	\$ 3,885.00
	Storm Sandy	\$ 3,504.00
	Music Room Soundproofing	\$ 2,208.00
	Carpet to Tile Replacement	\$ 2,191.00
	Install Occupancy Sensors	\$ 1,222.92
	Sub Total	\$ 245,246.92
	SHS	Pool Roof Replacement (Offset by Insurance)
Painting of Auditorium Lobby		\$ 17,480.00
Classroom Refurbishing		\$ 15,505.00
Carpet to Tile Replacement		\$ 13,976.00
Gym Ventilation Reconfiguration		\$ 9,468.00
Storm Sandy		\$ 7,700.00
Generator Repairs		\$ 6,163.00
Fuel Tank Repairs		\$ 5,657.00
Boiler Repairs		\$ 5,380.00
Masonry Repairs		\$ 3,550.00
Field House Lights		\$ 3,200.00
Bathroom Floor restoration		\$ 2,475.00
Sub Total		\$ 115,554.00

WESTPORT PUBLIC SCHOOLS
 PROJECT SUMMARY
 as of JUNE 30, 2013

<u>SCHOOL</u>	<u>PROJECT DESCRIPTION</u>	<u>AMOUNT</u>
System Wide	Storm Sandy (Custodial & Maintainers salaries & mileage)	\$ 31,918.00
	Elementary school area rug cleanings	\$ 11,315.00
	TSO Office Renovations	\$ 6,919.00
	Fibar for playgrounds	\$ 6,500.00
	Sub Total	\$ 56,652.00
TOTAL ALL SCHOOLS & SYSTEMWIDE		\$ 1,261,901.74

WESTPORT PUBLIC SCHOOLS

ELLIOTT LANDON
Superintendent of Schools

110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880
TELEPHONE: (203) 341-1010
FAX: (203) 341-1029

To: Members of the Board of Education
From: Elliott Landon
Subject: 2014-15 Budget Preparation and Approval Calendar
Date: August 26, 2013

We have prepared for review and approval by the Board a DRAFT Budget Calendar for Fiscal Year 2014-15. As it has in the past, it has guided our budget process through the entire school year.

Once again, of particular interest are the following:

1. December 2, 2013: Board of Education meets with Board of Finance and RTM Education and Finance Committee Chairs for preliminary budget discussions, including major budget assumptions (such as enrollment, capital projects, etc.).
2. January 3, 2014: Proposed 2014-15 Budget of the Superintendent of Schools is distributed to the Board of Education
3. January 21, 2014: Joint Meeting of the Board of Education, Board of Finance and the RTM Education and Finance Committee Chairs to discuss health and medical insurance and capital projects.
4. February 14, 2014: Board of Education submits its Proposed 2014-15 Budget of the Board of Education to the Town of Westport.

It is recommended that the Board approved the DRAFT budget calendar at our meeting of August 26.

ADMINISTRATIVE RECOMMENDATION

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education approves the contents of the document entitled, "Westport Public Schools Draft Budget Calendar for Fiscal Year 2014-15.



**WESTPORT PUBLIC SCHOOLS
DRAFT BUDGET CALENDAR FOR FISCAL YEAR 2014-2015**

October 15, 2013	Superintendent holds budget discussion with Principals and distributes forms and Handbook to Administrators (Room 307/309 at 2:00 pm Principals Meeting)
Oct/Nov 2013	Administrators work with staff to develop budget plan(s)
November 4, 2013	Administrators submit budget plans, Pentamation input and required forms to Director of School Business Operations. Request Narrative from Administrators
Nov 11 & Nov 12, 2013	Superintendent and TSO Administrators meet with Cost Center Administrators to review budget requests (Agenda in Handbook)
December 2, 2013	Board of Ed meets with Board of Finance (BOF), & RTM Education and Finance Chair for preliminary budget discussions including major budget assumptions (such as enrollment, capital projects etc.)
December 3, 2013	Superintendent and TSO Administrators meet with Cost Center Administrators to review budget requests (Room 307/309 at 2:00 pm Principals Meeting)
January 3, 2014	Superintendent's Proposed Budget distributed to Board of Ed
January 6, 2014	Board of Education Meeting – Superintendent presents Budget
January 10, 2014	Board of Education Meeting – Budget Discussions (all day meeting beginning 8:30 am) McManus Room, Westport Public Library
January 13, 2014	Board of Education (Regular Meeting) – Budget Discussions
January 21, 2014	Board of Education (Regular Meeting) – Budget Discussions <ul style="list-style-type: none"> • Board of Finance/RTM Education and Finance Chairs Joint Budget Meeting – Insurance and Capital Projects
January 22, 2014	Superintendent meets with Cost Center Administrators re Budget (Room 307/309 at 2:00 pm Principals Meeting)
January 27, 2014	Board of Education (Regular Meeting) – Budget Discussions
February 3, 2014	Board of Education (Regular Meeting) – Board Approves Budget Submission
February 14, 2014	Board of Education Submits Budget Request to Town of Westport
March 2014	Board of Finance Meeting – Budget Workshops (<i>dates determined by BOF</i>) February school vacation – February 17-21
March 2014	Board of Finance Meeting – Acts on Board of Education Budget (<i>dates determined by BOF</i>)
April 7, 2014	Board of Education (Regular Meeting) – Determine need for restoration request
April 2014	Board of Finance Restoration meeting if needed
April 2014	Representative Town Meeting (RTM) – Budget Workshops with Sub Committees (<i>dates determined by RTM</i>) Restoration request as needed April school vacation – April 14-18
May 2014	Representative Town Meeting (RTM) – Adopts Budget (<i>dates determined by RTM</i>)
April/May 2014	Board of Education (Regular Meetings) - Develops 2014-2015 Goals & Objectives
May/June 2014	Board of Education (Regular Meetings) - Adopts 2014-2015 Budget

WESTPORT PUBLIC SCHOOLS

ELLIOTT LANDON
Superintendent of Schools

110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880
TELEPHONE: (203) 341-1010
FAX: (203) 341-1029

To: Members of the Board of Education
From: Elliott Landon
Subject: Acceptance of Gifts
Date: August 26, 2013

Kathie Bennewitz, Westport Schools Permanent Art Committee (WSPAC) Co-Chair and Town of Westport Curator, has advised us that WSPAC has received a gift of an important monumental sculpture, *Woman's Head* (c. 1980) by Joseph Goto. WSPAC, with my support and that of Staples High School Principal John Dodig, would like to install this sculpture in the grassy courtyard to the left of the Staples main entrance and in front of the art studio wing.

Woman's Head, a photo of which is appended to this memorandum, is being donated by Mr. and Mrs. Ronald Schulman, longtime Westport residents, whose grandchildren currently attend Bedford Middle School and Long Lots School.

The appraised value of this sculpture is \$75,000. It is considered one Joseph Goto's finest works. Created from 1979 to 1981, it is made of Corten Steel and measures 9 feet high by 7 feet 6 inches wide, and 4 feet 2 inches deep. It sits on a steel base measuring five feet by six feet.

Goto is listed in the Smithsonian's index of American Sculpture citing the placement of his works at the Butler Art Institute, the Kresge Art Museum, the Nelson Atkins Museum of Art and the University of Michigan Museum of Art.

I recommend acceptance of this most generous gift with thanks and appreciation to Carolyn and Ron Schulman.

ADMINISTRATIVE RECOMMENDATION

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education accepts with thanks and appreciation a gift valued at \$75,000 of a monumental sculpture, *Woman's Head*, from Carolyn and Ron Schulman, to be placed in the grassy courtyard in front of the art studio wing at Staples High School.



