MEETING MINUTES – FY2015
Rowe School Committee
Monday, August 25, 2014 – 5:00pm - Rowe Town Hall

Present: Lisa Danek-Burke (LDB), Lisa Miller (LM), and Susie Zavotka (SZ)

Also Present: Supt. Jon Lev (JL), Business Manager Carrie Garivaltis (CG), Principal Bill Knittle (BK)

I. **Call to Order**: Chair Lisa Danek-Burke called the meeting to order at 5:00pm.

II. **Executive Session:** At 5:01pm there was a motion to enter into executive session pursuant to MGL c.30A, §21 to discuss strategy with respect to collective bargaining, and to reconvene in open session. The motion was seconded. Roll call vote to enter into executive session and reconvene in open session: LDB – aye, LM – aye, SZ – aye. Motion passed unanimously (3/0/0). Invited to attend: Supt. Lev, Business Manager Garivaltis, Principal Knittle

NOTE: At 6:00pm the SC reconvened in open session and the following persons joined the meeting: Ellen Miller (EM), Cindy Laffond and Rosemary Gordon.

III. **Minutes:** The following action was taken on meeting minutes:
- **July 28, 2014:** Motion by SZ to accept the minutes as written. LM seconded; passed unanimously (3/0/0).
- **June 4, 2014:** Motion by SZ to accept the minutes as written. LDB seconded; passed unanimously (3/0/0).
- **May 29, 2014:** Motion by SZ to accept the minutes with the addition that the meeting adjourned at 8:45pm. LM seconded; passed unanimously (3/0/0).
- **Nov 9, 2012:** Motion by LM to accept the minutes as written. LDB seconded; SZ abstained. Passed (2/0/1).
- **Oct 30, 2012:** Motion by LM to accept the minutes as written. LDB seconded; SZ abstained. Passed (2/0/1).
- **Sept 27, 2012:** Motion by LM to accept the minutes as written. LDB seconded; SZ abstained. Passed (2/0/1).
- **Aug 15, 2012:** Motion by LM to accept the minutes as written. LDB seconded; SZ abstained. Passed (2/0/1).
- **Disposition of Minutes:** Starting with current fiscal year (7-1-2014) NBSU will keep originals of approved minutes and will place copies on the school's website. Originals of minutes prior to 7-1-2014 will be retained at Rowe Elementary School. JL took originals of July 28th meeting; BK took all other originals.

IV. **Audience:**

A. **New School:** Rosemary Gordon stated that she and her husband had experienced what she believes was off-gassing from new fixtures or equipment at the new school. SZ stated there had been some "new smell" which any new building/equipment will have, and this was especially evident during this past week when thousands of items were delivered into the building. Windows were left open and a great deal of the odor has dissipated. There is also a fresh air handling system throughout the building. LDB suggested that perhaps the air turnover rate of the unit(s) be increased for the time being. She also asked that BK speak with the school nurse to ensure that any health issues/concerns re air quality are addressed. LM stated that it would be very helpful to have the students go outside more frequently for fresh air. Rosie was thanked for her comments.

B. **Use of School by outside groups:** Rosemary Gordon asked why the little league had to carry their own insurance for use of the school grounds. LDB stated that little league is not a school or town organization. LM stated that little leagues need their own insurance coverage at all locations where they play. LDB will get clarification from the little league for the next meeting. JL suggested that Rosemary contact the Selectmen if she has further questions regarding insurance. It was agreed to review the School Use policy. Rosie was thanked for her comments.

C. **Use of building:** Rosemary Gordon asked if the school can now be used for voting and town meetings. The SC stated that these events can be held at the school. The next SC meeting (Sept. 22nd) will be at the school.

- **All School Field Trip & Hike: Field trip:** Friday Sept. 26th Boston - Primary class: Boston Science Museum, Grades 3-6: hiking the Freedom Trail. **All School Hike:** Friday Oct. 10th - Adams Mountain.

VII. **Financial Statement:** FY15 updated Financial Statement and FY15 Budget vs. Actual as of 8-18-14 were provided.

VIII. **Superintendent's Report:**

A. **School Committees Contact Info:** Contact information for NBSU school committees was disseminated. Rowe information was updated.

B. **Review FY2015 Budget & Financial Statement:** 2.51% of budget has been expended as of 8/18/14. LDB asked that *9100-Tuition* be broken down by Mohawk and FC Tech, rather than by Middle School and High School. Change will be made. After bills come in they can perhaps break out the Sped tuition budget also.

- **Legal expense:** LDB asked about $75 legal charge on latest warrant. CG stated it was in error. The $75 will be deducted from the next $275 monthly retainer payment to law firm.
- **IT Consultant:** SZ asked about Graham's pay. CG stated he is paid b/w salary on Town of Rowe payroll. He is not in the Union central office expense. GC will add his salary to line *2451.113-Instructional Tech Salary.*
- **Budget updates needed:** 2451.113 *IT Tech salary*—add $3890 plus $2,000 summer 2014 pay; adjust for actual salary increases; add budget for Redeker. SZ stated *4120.116-Fuel* should indicate that it is Propane. *4130.116-Utilities* - delete word "gas" after Electricity.
- **Vendor & Payroll Warrants:** LDB asked a $3,235 payment to City of North Adams. GC said that is under Superintendent's line item "Other." That is for use of their KVS database. NBSU is looking at new software. North Adams gave NBSU their license to use for 2 years as a test run. CG will add account numbers to bills/warrants for tracking purposes. Tracy brings warrant to CO on Wed. Then brings it back to school Thurs. or Fri. Laurie brings to town hall Mon. about 4pm. School Committee can sign warrants at school every other Friday/Monday. After 4pm on Mondays warrants will be at town hall.
- **Approval:** SZ made a motion that the School Committee acknowledges receipt of the FY2015 Profit & Loss Budget vs. Actual for period of July 1 through August 18, 2014. LM seconded; passed unanimously (3/0/0).

C. **Out-of-State Tuition Request:** Weiss family of Readsboro VT has requested that their two children (3rd graders) be allowed to attend Rowe School on tuition basis. JL emailed to everyone the two different agreement forms he received from school attorney. One is for 1-year acceptance of the students if all stipulations in the agreement are met, and one is acceptance of the children as choice students—so they would be accepted through Gr 6. JL did get a call from a Readsboro School Committee member Karen Beaubien (sp?) who stated that if the Weiss family signs the agreement and pays the tuition up front that they have no problem with the agreement. JL suggested that probably the 1 year agreement would be better. He does not know if the Readsboro School Committee actually voted on this. He recommends that the Town of Readsboro sign the agreement first—and he presumes they would sign the agreement only after they had received the tuition payment. Then the Rowe School Committee could act on the agreement. If after testing it is determined that there are additional costs for Sped, then these costs would have to be paid. If these costs are not paid, the agreement is broken and the students could be sent back. This agreement does not set a precedent for other out-of-state requests. SZ asked when school records could be obtained; i.e., if we set up a policy covering such requests could there be a section asking that they sign a release of information as part of their application? JL believes that could be done. The agreement uses the same formula for Sped costs that current standard school choice laws/regulations allow. SZ suggested that a statement be added to the agreement that transportation is not provided. LDB stated that she's feeling reluctance to sign the agreement—that there hasn't been enough time to review this. BK stated that the 3rd grade teacher is in support of this, and that as far as the school is concerned they are willing and able to accept the students. There are school choice openings in that grade. JL stated that these children attend the Rowe summer rec programs so already know Rowe students. He thinks the agreement does cover the school's interests well. LM stated that she is not hesitant, and would even be agreeable to a multi-year agreement. JL stated that he can have counsel finalize the wording of the agreement tomorrow (will add transportation statement). SZ stated that since expenses will be covered and staff is on board she is amenable to going forward. SZ made a motion to approve the Tuition Contract Agreement between the Town of Readsboro VT and the Rowe Elementary School for the education of the Weiss children *[names to be inserted]* for the 2014-2015 school

year, provided that the Tuition Contract Agreement include the stipulation that transportation will not be provided and provided that the Tuition Contract Agreement first be approved and signed by the Readsboro Board of Selectmen. LM seconded; passed unanimously (3/0/0).

D. **PARCC Letter:** BK will be handing out to the teachers JL's memo of 8/26/14 concerning PARCC Assessments.

E. **Title I grant:** Discussed in VI. above.

F. **Meeting schedule:** JL provided meeting schedule for the year. The next NBSU meeting will be held at Rowe School on Mon., Oct 27th at 7pm following the regular Rowe SC meeting. May NBSU meeting will be held in Savoy on Mon., May 4th at 7pm. No regular meeting for Rowe SC has been set for May at this time.

IX. **Report of the Chair:**

A. **Charting the Course:** LDB gave SZ a flyer for the next course (for new school committee members) to be held in Lenox this month. SZ will be away at that time but will try to attend next session. JL has a *Charting the Course* binder that he can give SZ.

B. **Mohawk School Committee:** LDB mentioned that Mohawk School Committee (MSC) is working on three new policies (Background Checks, Use of Electronic Messaging and Social Media). She will send all three to SZ. See Item XIII.B.

C. **High School Tuition:** Mohawk had brought in consultant Mark Abrahams to look at the Rowe tuition. He made recommendations as to what the tuition calculation should be. Mohawk discussed this and voted unanimously to have their new business administrator do an analysis of the Rowe tuition, to look at the regional agreement and the Abrahams report, and to make some recommendations to the Budget Subcommittee, which would then go to the full Mohawk School Committee and possibly ultimately to town meetings. LDB met with the MSC chair following the meeting and briefly discussed the history as to why Rowe was asked to leave—and did leave—the 7-12 district. LDB stated that she would like to explore all options—even rejoining the 7-12 district. She discussed it with counsel (Adam Duperé) and he said it would make sense for her to present it to the SC. Rowe also is not required to pay capital costs. Rowe however has historically made other significant payments to Mohawk for various programs and capital items. LDB made a motion that the Rowe School Committee investigate options for our middle and high school students, which would include potentially rejoining the Mohawk District 7-12. SZ seconded motion; passed unanimously (3/0/0). JL will contact Franklin County Tech School District to see if we want to take up rejoining them also.

D. **Warrant/Payroll:** See VIII above.

E. **FY2016 Budget:** LDB stated that work on the budget typically starts in October. This will be placed on the October agenda. Will hopefully have loose draft for November meeting. LM stated that Joanne would issue schedule in September. BK will find last year's schedule and get it to GC/JL. LDB stated that generally we meet with BOS/FinCom in Jan., and adopt budget at Feb. SC budget hearing (or at a separate meeting in Feb.).

F. **Media/Press:** LDB noticed that the Negotiations Subcommittee meeting was in The Recorder. She wondered if JL had sent it there. JL stated that he had not sent it to them. EM stated that Diane Broncaccio of The Recorder checks the town website every Thursday for meeting information.

G. **Meeting Packets:** LDB asked that the packets be sent for receipt by at least Wednesday. Also, please include any newspaper articles. JL stated he receives Jack Williams' emails, so he can get Recorder articles that way.

X. **Unfinished Business:**

A. **Missing Minutes:** Couple of meeting minutes are still missing: 9/19/2012 at the museum and perhaps 1/29/2013 (EM doesn't believe meeting was held). LM checking for audio recordings; LDB checking packets.

B. **Thank you letter to Mohawk:** SZ made requested changes to the letter. SC signed the letter. BK will copy it onto school letterhead and send it to Mohawk.

C. **Pine Trees:** Pine trees on the school property were taken down after the school burned down (they were in the way of new building location). LDB's brother Tom Danek removed the trees and had them milled them into lumber and placed on stickers for use by the school. LDB will find out how much lumber there is and will email that information to everyone. Discuss what to do with lumber at next meeting. Agreement is that any lumber school did not want could be kept by Tom. There was no charge for this work.

XI. **New Business:**

A. **Morning Procedure/Parking:** BK gave out copies of a diagram of parking lot and the morning procedure/drop-off & pick-up procedure. This information was given to all families.

B. **School Choice Request:** A Heath family has requested that their son attend Rowe School via school choice this year. He had attended Rowe School through 2nd grade as a school choice student. BK said the issue is that when declaring school choice seats last spring for this school year, we did not declare any seats open in Gr. 5/6; however, he has spoken to the 5/6 teacher, and one student in that class has choiced out, so he is in favor of adding this student. BK and the other teachers are also in favor. When opening up a choice seat it has to be open through Friday in that particular week. There is the chance that we may get another application during that week. If so, it has to be handled by lottery. LM made a motion to declare one seat in Grade 5 open. SZ seconded; passed unanimously (3/0/0).

XII. **Action Item:**

A. **Settlement Agreement:** LDB reported that a settlement was reached between the Rowe School Committee and the Rowe Teachers' Association during executive session this evening. She asked for approval of this agreement. SZ made a motion to approve the Settlement Agreement between the Rowe School Committee and the Rowe Teachers' Association dated August 15, 2014 to August 14, 2017 (3-year agreement). LM seconded; passed unanimously (3/0/0). SC signed the agreement. BK will give the originals (2) to Sue Kranz.

XIII. **Subcommittee Reports:**

A. **Personnel/Negotiations:** See XII. Above

B. **Policy:** The following policies need to be reviewed/updated: **School Choice, School Use, Attendance.** BK will email the current Attendance policy to the SC. Also, should institute **Background Check** policy.

C. **Transportation:** No report

XIV. **Adjournment:** SZ made a motion to adjourn the meeting at 8:53pm. LM seconded; passed unanimously (3/0/0). The next meeting will be held on Monday, September 22, 2014 at 5:30pm at Rowe School. SZ will be absent.

Respectfully submitted by Ellen Miller,

Signature: _____

Lisa Danek-Burke, Chair

Date Approved: 10-27-14

Meeting Packet:

- Agenda
- Minutes: 2014: July 28, June 4, May 29. 2012: Nov 9, Oct 30, Sept 27, Aug 15
- NBSU School Committee contact information
- NBSU School Union School Committees - meeting schedule FY2015
- FY2015 Budget vs. Actual and Financial Statement
- Memo re PARCC Assessments

Handouts:

- Proposed Library Schedule
- Proposed Out-of-State Tuition Agreements (2 versions)
- Thank you letter to Mohawk
- Parking Lot Diagram & Morning Procedure/Drop-Off & Pick-Up Procedure
- School Choice application – Heath 5th grader
- Approved Settlement Agreement – Aug 15, 2014 to Aug 14, 2017

ROWE SCHOOL COMMITTEE MEETING AGENDA

Agenda Monday, August 25, 2014
5:00 pm at the Town Hall
Rowe, Massachusetts

I. Call to Order---

II. Executive Session: Per Chapter 30A, Section 21 MGL-
To discuss strategy with respect to collective bargaining.

III. **Approval of the Minutes**: July 28,June 4, May 29, 2014 & November 9, October 30, September 27, and August 15, 2012.

IV. **Audience of Citizens:**

V. Correspondence/Handouts

A. FY 15 updated Financial Statement and FY 15 Budget
B. July 28, June 4, May 29, 2014 & Nov. 9, Oct. 30, Sept. 27, and Aug. 15, 2012 Minutes.
C. School Committees Contact Information
D. NBSU School Committee Dates
E. PARCC Letter

VI. Principal's Report: Principal Bill Knittle will be present to discuss any pertinent items and concerns relative to staffing, physical plant, programs, and the overall operations of the Rowe School.

VII. Financial Statement: An FY 15 Financial Statement Dated July 1, 2014 through August 18, 2014 is included.

VIII. Superintendent's Report:

A. Review FY 15 Budget
B. Out of State Tuition Request
C. PARCC Letter
D. Title I

IX. Report of the Chair:

A. Mohawk School Committee
B. High School Tuition
C. Warrant/Payroll
D. FY 16 Budget
E. Media/Press

X. Unfinished Business: Missing Minutes

XI. New Business:

XII. Action Items: Vote to approve Settlement Agreement between the Rowe School Committee and the Rowe Teachers Association/MTA-August 15, 2014 to August 14, 2017.

XIII. Subcommittee Reports:

A. Personnel/Negotiations
B. Policy
C. Transportation

XIV. Adjournment:

11:54 AM
08/15/14
Accrual Basis

Rowe Public School
Profit & Loss Budget vs. Actual
July 1 through August 18, 2014

	Jul 1 - Aug 18, 14	Budget	$ Over Budget	% of Budget
Expense				
1110 · School Committee				
1110112 · Salary	0.00	1,800.00	-1,800.00	0.0%
1110116 · Advert/Bids/Print	0.00	3,425.00	-3,425.00	0.0%
1110 · School Committee - Other	0.00	0.00	0.00	0.0%
Total 1110 · School Committee	0.00	5,225.00	-5,225.00	0.0%
1210 · Superintendent's Office				
1210111 · Superintendent	2,570.36	16,707.00	-14,136.64	15.39%
1210112 · Clerical Salaries	1,447.30	11,598.00	-10,150.70	12.48%
1210115 · Office Supplies	21.67	300.00	-278.33	7.22%
1210116 · Other Expense	1,113.58	3,327.00	-2,213.42	33.47%
121A116 · Travel Out of District	0.00	336.00	-336.00	0.0%
1210 · Superintendent's Office - Other	0.00	0.00	0.00	0.0%
Total 1210 · Superintendent's Office	5,152.91	32,268.00	-27,115.09	15.97%
1400 · Finance and Admin Services				
1430 · Legal Services				
1430114 · Contracted Services	75.00	3,600.00	-3,525.00	2.08%
1430 · Legal Services - Other	0.00	0.00	0.00	0.0%
Total 1430 · Legal Services	75.00	3,600.00	-3,525.00	2.08%
1450 · Administrative Technology				
Admin Tech Salary	0.00	0.00	0.00	0.0%
1450111 · Administrative Tech Salary	0.00	0.00	0.00	0.0%
1450115 · Supplies	0.00	120.00	-120.00	0.0%
1450116 · Other	0.00	203.00	-203.00	0.0%
1450 · Administrative Technology - Other	0.00	0.00	0.00	0.0%
Total 1450 · Administrative Technology	0.00	323.00	-323.00	0.0%
1400 · Finance and Admin Services - Other	0.00	0.00	0.00	0.0%
Total 1400 · Finance and Admin Services	75.00	3,923.00	-3,848.00	1.91%

Rowe Public School
Profit & Loss Budget vs. Actual
July 1 through August 18, 2014

	Jul 1 - Aug 18, 14	Budget	$ Over Budget	% of Budget
2110 · Supervisory - Special Education				
2110111 · Admin of Special Education	1,888.44	12,275.00	-10,386.56	15.38%
2110112 · Secretary	0.00	2,058.00	-2,058.00	0.0%
2110114 · Sped Medicaid Filing Fees	0.00	1,500.00	-1,500.00	0.0%
2110115 · Supplies	27.68	375.00	-347.32	7.38%
2110116 · Other	4.43	525.00	-520.57	0.84%
211A116 · Travel	0.00	203.00	-203.00	0.0%
2110 · Supervisory - Special Education - Other	0.00	0.00	0.00	0.0%
Total 2110 · Supervisory - Special Education	1,920.55	16,936.00	-15,015.45	11.34%
2200 · School/Building Leadership				
2210 · School Leadership				
2210111 · Principal	8,598.36	79,719.00	-71,120.64	10.79%
2210112 · Principal's Secretary	5,136.16	34,470.00	-29,333.84	14.9%
2210115 · Principal's Supplies/contracts	0.00	2,000.00	-2,000.00	0.0%
2210116 · Principal's Other	0.00	1,050.00	-1,050.00	0.0%
221011A · Principal's Travel	0.00	1,000.00	-1,000.00	0.0%
2210 · School Leadership - Other	0.00	0.00	0.00	0.0%
Total 2210 · School Leadership	13,734.52	118,239.00	-104,504.48	11.62%
2220 · Curriculum Leader				
2220115 · Salaries	0.00	2,100.00	-2,100.00	0.0%
2220 · Curriculum Leader - Other	0.00	0.00	0.00	0.0%
Total 2220 · Curriculum Leader	0.00	2,100.00	-2,100.00	0.0%
2250 · Principal's Technology				
2250115 · Supplies	100.00	2,000.00	-1,900.00	5.0%
2250116 · Other	7,722.00	2,000.00	5,722.00	386.1%
2250 · Principal's Technology - Other	0.00	0.00	0.00	0.0%
Total 2250 · Principal's Technology	7,822.00	4,000.00	3,822.00	195.55%
2200 · School/Building Leadership - Other	0.00	0.00	0.00	0.0%
Total 2200 · School/Building Leadership	21,556.52	124,339.00	-102,782.48	17.34%

Rowe Public School
Profit & Loss Budget vs. Actual
July 1 through August 18, 2014

	Jul 1 - Aug 18, 14	Budget	$ Over Budget	% of Budget
2300 · Instruction - Teaching Services				
2305 · Teachers - Classroom				
Teachers - Regular	66.08	370,510.00	-370,443.92	0.02%
2305111 · Professional Salaries	0.00	0.00	0.00	0.0%
2305 · Teachers - Classroom - Other	0.00	0.00	0.00	0.0%
Total 2305 · Teachers - Classroom	66.08	370,510.00	-370,443.92	0.02%
2310 · Teachers - Specialists				
Salaries	0.00	53,639.00	-53,639.00	0.0%
2310111 · Professional Salaries	0.00	0.00	0.00	0.0%
2310 · Teachers - Specialists - Other	0.00	0.00	0.00	0.0%
Total 2310 · Teachers - Specialists	0.00	53,639.00	-53,639.00	0.0%
2320 · Medical Therapeutic Services				
2320111 · Speech/ OT/ PT Salaries	908.00	25,280.00	-24,372.00	3.59%
2320114 · Contracted Services	0.00	0.00	0.00	0.0%
2320 · Medical Therapeutic Services - Other	0.00	0.00	0.00	0.0%
Total 2320 · Medical Therapeutic Services	908.00	25,280.00	-24,372.00	3.59%
2325 · Substitutes				
2325113 · Salaries	0.00	3,720.00	-3,720.00	0.0%
2325 · Substitutes - Other	0.00	0.00	0.00	0.0%
Total 2325 · Substitutes	0.00	3,720.00	-3,720.00	0.0%
2330 · Teacher Aides				
2330113 · Salaries	0.00	53,805.00	-53,805.00	0.0%
233A113 · Teaching Other	0.00	0.00	0.00	0.0%
2330 · Teacher Aides - Other	0.00	0.00	0.00	0.0%
Total 2330 · Teacher Aides	0.00	53,805.00	-53,805.00	0.0%
2300 · Instruction - Teaching Services - Other	0.00	0.00	0.00	0.0%
Total 2300 · Instruction - Teaching Services	974.08	506,954.00	-505,979.92	0.19%

Rowe Public School
Profit & Loss Budget vs. Actual
July 1 through August 18, 2014

	Jul 1 - Aug 18, 14	Budget	$ Over Budget	% of Budget
2340 · Library				
2340113 · Librarian Salary	0.00	10,606.00	-10,606.00	0.0%
2340115 · Library Supplies	0.00	1,000.00	-1,000.00	0.0%
2340 · Library - Other	0.00	0.00	0.00	0.0%
Total 2340 · Library	0.00	11,606.00	-11,606.00	0.0%
2357 · Prof Development Expenses				
2357115 · Supplies	0.00	300.00	-300.00	0.0%
2357116 · Other	0.00	3,250.00	-3,250.00	0.0%
2357 · Prof Development Expenses - Other	0.00	0.00	0.00	0.0%
Total 2357 · Prof Development Expenses	0.00	3,550.00	-3,550.00	0.0%
2350 · Professional Developement - Other	0.00	0.00	0.00	0.0%
Total 2350 · Professional Developement	0.00	3,550.00	-3,550.00	0.0%
2400 · Instructional Materials & Equip				
2410 · Texts and related materials	0.00	5,750.00	-5,750.00	0.0%
2415 · Other instructional material	0.00	0.00	0.00	0.0%
2430114 · Contract serv/Tools of Mind	0.00	2,500.00	-2,500.00	0.0%
2430115 · General Classroom Supplies/ Reg	0.00	7,500.00	-7,500.00	0.0%
243011S · Class Room Supplies Sped	0.00	1,000.00	-1,000.00	0.0%
2451 · Instructional Tech				
2451113 · Instructional Tech Salary	0.00	500.00	-500.00	0.0%
2451114 · Tech Utilities	0.00	2,500.00	-2,500.00	0.0%
2451115 · Instruction Tech Supplies	0.00	2,500.00	-2,500.00	0.0%
2451116 · Instructional Tech Other	0.00	3,600.00	-3,600.00	0.0%
2451 · Instructional Tech - Other	0.00	0.00	0.00	0.0%
Total 2451 · Instructional Tech	0.00	9,100.00	-9,100.00	0.0%
Total 2400 · Instructional Materials & Equip	0.00	25,850.00	-25,850.00	0.0%

Rowe Public School
Profit & Loss Budget vs. Actual
July 1 through August 18, 2014

	Jul 1 - Aug 18, 14	Budget	$ Over Budget	% of Budget
2440 · Instructional Service, Other				
2440113 · Instructional Field Trip Transp	0.00	2,900.00	-2,900.00	0.0%
2440115 · Instructional Summer Tutoring	2,439.00	4,500.00	-2,061.00	54.2%
2440116 · Instructional Field Trip Other	0.00	10,970.00	-10,970.00	0.0%
2440 · Instructional Service, Other - Other	0.00	0.00	0.00	0.0%
Total 2440 · Instructional Service, Other	2,439.00	18,370.00	-15,931.00	13.28%
2700 · Guidance Counseling and Testing				
2710 · Guidance				
2710111 · Salaries	0.00	13,011.00	-13,011.00	0.0%
2710115 · Supplies	0.00	0.00	0.00	0.0%
Total 2710 · Guidance	0.00	13,011.00	-13,011.00	0.0%
Total 2700 · Guidance Counseling and Testing	0.00	13,011.00	-13,011.00	0.0%
3200 · Health Program				
3200115 · Supplies	0.00	2,000.00	-2,000.00	0.0%
3200116 · Travel	0.00	0.00	0.00	0.0%
320A111 · School Nurse	0.00	71,133.00	-71,133.00	0.0%
Total 3200 · Health Program	0.00	73,133.00	-73,133.00	0.0%
3300 · TRANSPORTATION				
3300113 · Transportation/ Late Bus	0.00	15,000.00	-15,000.00	0.0%
3300114 · Bus Contracts - Regular	0.00	54,450.00	-54,450.00	0.0%
330A114 · Bus Contracts - Mohawk	0.00	54,450.00	-54,450.00	0.0%
Total 3300 · TRANSPORTATION	0.00	123,900.00	-123,900.00	0.0%
3400 · Food Services				
3400114 · Staff	0.00	17,853.00	-17,853.00	0.0%
3400115 · Supplies	0.00	7,500.00	-7,500.00	0.0%
3400 · Food Services - Other	0.00	0.00	0.00	0.0%
Total 3400 · Food Services	0.00	25,353.00	-25,353.00	0.0%

Rowe Public School
Profit & Loss Budget vs. Actual
July 1 through August 18, 2014

	Jul 1 - Aug 18, 14	Budget	$ Over Budget	% of Budget
4000 · Operation and Maint of Plant				
4110 · Custodial Services				
Mileage	0.00	0.00	0.00	0.0%
4110113 · Salaries	2,435.20	33,714.00	-31,278.80	7.22%
4110115 · Supplies	0.00	5,000.00	-5,000.00	0.0%
4110116 · Travel	0.00	0.00	0.00	0.0%
4110 · Custodial Services - Other	0.00	0.00	0.00	0.0%
Total 4110 · Custodial Services	2,435.20	38,714.00	-36,278.80	6.29%
4120 · Fuel				
4120116 · Appropriation	0.00	8,000.00	-8,000.00	0.0%
4120 · Fuel - Other	0.00	0.00	0.00	0.0%
Total 4120 · Fuel	0.00	8,000.00	-8,000.00	0.0%
4130 · Utilities				
4130116 · Telephone	0.00	3,000.00	-3,000.00	0.0%
413A116 · Electricity	17.43	10,000.00	-9,982.57	0.17%
4130 · Utilities - Other	0.00	0.00	0.00	0.0%
Total 4130 · Utilities	17.43	13,000.00	-12,982.57	0.13%
4210 · Maintenance of Grounds				
4210116 · Appropriation	0.00	600.00	-600.00	0.0%
4210 · Maintenance of Grounds - Other	0.00	0.00	0.00	0.0%
Total 4210 · Maintenance of Grounds	0.00	600.00	-600.00	0.0%
4220 · Maintenance of Buildings				
4220115 · Supplies	0.00	2,500.00	-2,500.00	0.0%
4220116 · Other	0.00	3,400.00	-3,400.00	0.0%
4220 · Maintenance of Buildings - Other	0.00	0.00	0.00	0.0%
Total 4220 · Maintenance of Buildings	0.00	5,900.00	-5,900.00	0.0%

Rowe Public School
Profit & Loss Budget vs. Actual
July 1 through August 18, 2014

	Jul 1 - Aug 18, 14	Budget	$ Over Budget	% of Budget
4230 · Maintenance of Equipment				
4230116 · Local	0.00	3,000.00	-3,000.00	0.0%
423A116 · Union	7.50	758.00	-750.50	0.99%
4230 · Maintenance of Equipment - Other	0.00	0.00	0.00	0.0%
Total 4230 · Maintenance of Equipment	7.50	3,758.00	-3,750.50	0.2%
Total 4000 · Operation and Maint of Plant	2,460.13	69,972.00	-67,511.87	3.52%
5200 · Employee Benefits				
5200116 · Medical	957.92	11,521.00	-10,563.08	8.32%
Total 5200 · Employee Benefits	957.92	11,521.00	-10,563.08	8.32%
7300 · Improvement of Equipment				
General - Union	0.00	374.00	-374.00	0.0%
Total 7300 · Improvement of Equipment	0.00	374.00	-374.00	0.0%
7400 · Replacement of Equipment				
740A116 · Appropriation - Union	0.00	876.00	-876.00	0.0%
7400 · Replacement of Equipment - Other	0.00	0.00	0.00	0.0%
Total 7400 · Replacement of Equipment	0.00	876.00	-876.00	0.0%
9100 · Tuition				
9100.6A · Middle School	0.00	349,000.00	-349,000.00	0.0%
9100.6B · High School	0.00	0.00	0.00	0.0%
9100.6C · Special Eduation	0.00	0.00	0.00	0.0%
Total 9100 · Tuition	0.00	349,000.00	-349,000.00	0.0%
Total Expense	35,536.11	1,416,161.00	-1,380,624.89	2.51%

ROWE ELEMENTARY SCHOOL FY15

	DEPARTMENT	CATEGORY	ITEM	COST	QTY	TOTAL	SUB TOTAL	Mohawk #'s & Changes
1100.116	SCHOOL COMMITTEE	OTHER EXPENSE	DUES/MISC	$1,800	1	$1,800		3
			ADVERTISEMENTS, BIDS, POSTINGS, PRINTING	$600	1	$600		5
			OTHER	$2,825	1	$2,825		6&7
		SUB TOTAL					**$5,225**	9
1210.111	ADMINISTRATION	SUPERINTENDENT	SALARY	$111,382	0.15	$16,707		Union/Central
		SUB TOTAL					**$16,707**	Union/Central
1210.112	ADMINISTRATION	OFFICE STAFF	ADMIN/ BUSINESS					
			SALARY	$54,849	0.15	$8,227		Union/Central
			SECRETARY					
			SALARY	$21,470	0.15	$3,221		
			TRAVEL	$1,000	0.15	$150		
		SUB TOTAL					**$11,598**	Union/Central
1210.115	ADMINISTRATION	SUPPLIES/MATERIALS	STATIONERY, COPY PAPER	$2,000	0.15	$300		
				$0	0.15	$0		
		SUB TOTAL					**$300**	Union/Central
1210.116	ADMINISTRATION	OTHER EXPENSE	POSTAGE, PHONE, FAX SUPPLIES, MISC.	$3,500	0.15	$525		
			MASS & PUBLICATIONS	$3,500	0.15	$525		
			OFFICE EXPENCES/RENT	$15,178	0.15	$2,277		
		SUB TOTAL					**$3,327**	Union/Central
1210.116T	ADMINISTRATION	TRAVEL	OUT-OF-DISTRICT MEETINGS CONFERENCES, WKSHOPS	$1,000	0.15	$150		
			IN-DISTRICT TRAVEL BETWEEN SCHOOLS	$1,238	0.15	$186		
		SUB TOTAL					**$336**	
1430.116	ADMINISTRATION	OTHER EXPENSE	LEGAL FEES	$3,600	1	$3,600		4
								Removed from original
		SUB TOTAL					**$3,600**	Union Expense Budget
1450.113	ADMIN TECH SUPPORT		SALARY	$0	0.15	$0		

ROWE ELEMENTARY SCHOOL FY15

		SUB TOTAL					***$0***	
1450.115	ADMIN. TECHNOLOGY	SUPPLIES/MATERIALS	STATE IMS	$800	0.15	$120		
		SUB TOTAL					***$120***	*Union/Central*
1450.116	ADMIN. TECHNOLOGY	OTHER EXPENSE	TECH MAINT CONTRACT	$1,350	0.15	$203		
		SUB TOTAL					***$203***	*Union/Central*
2110.111	SUPERVISION - SPED	SPED DIRECTOR	SALARY	$81,832	0.15	$12,275		
		SUB TOTAL					***$12,275***	*Union/Central*
2110.112	SUPERVISION - SPED	OFFICE STAFF	SPED SECRETARY SALARY	$13,720	0.15	$2,058		
		SUB TOTAL					***$2,058***	*Union/Central*
2110.115	SUPERVISION - SPED	SUPPLIES/MATERIALS	OFFICE SUPPLIES	$2,500	0.15	$375		*Union/Central*
		MEDICAID FILING FEE		$1,500	1	$1,500		*38*
		SUB TOTAL					***$1,875***	*Union/Central & 38*
2110.116	SUPERVISION - SPED	OTHER EXPENSE	TEL POSTAGE DUES	$3,500	0.15	$525		
		SUB TOTAL					***$525***	*Union/Central*
2110.116T	SUPERVISION - SPED	TRAVEL	DIRECTOR TRAVEL	$1,350	0.15	$203		
		SUB TOTAL					***$203***	*Union/Central*
2210.111	PRINCIPAL	PRINCIPAL	SALARY	$79,719	1	$79,719		
		SUB TOTAL					***$79,719***	*11*
2210.112	PRINCIPAL	OFFICE STAFF	SECRETARY SALARY	$34,220	1	$34,220		*12*
			CLERICAL SUB SALARY	$250	1	$250		*13*
		SUB TOTAL					***$34,470***	
2210.115	PRINCIPAL	SUPPLIES/MATERIALS	GENERAL SUPPLIES	$1,000	1	$1,000		*14*
			PRINCIPAL TRAVEL	$1,000	1	$1,000		*15*
			PRINCIPAL CONTRACTED SERVIC	$1,000	1	$1,000		*16*
		SUB TOTAL					***$3,000***	
2210.116	PRINCIPAL	OTHER EXPENSE	DUES/OTHER	$1,050	1	$1,050		*17 & 18*
		SUB TOTAL					***$1,050***	
2220.115	CURRICULUM LEADER	STIPEND	CURRICULUM STIPEND	$14,000	0.15	$2,100		*Union/Central*

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ROWE ELEMENTARY SCHOOL FY15

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		SUB TOTAL					***$2,100***	
2250.115	PRINCIPAL - TECHNOLOG	SUPPLIES/MATERIALS	SUPPLIES	$2,000	1	$2,000		*98*
		SUB TOTAL					***$2,000***	
2250.116	PRINCIPAL - TECHNOLOG	OTHER EXPENSE	MEMBERSHIPS & LICENSES	$2,000	1	$2,000		*97 /increase for new memberships*
		SUB TOTAL					***$2,000***	
2305.111	TEACHERS CLASSROOM	PROF SALARIES	TEACHER SALARIES	$369,310	1	$369,310		*20*
			(INCLUDES ALL REG STAFF & SPECIALISTS					*$ 99,808.00 allocated to choice*
			LONGEVITY	$0	1	$0		
			MEDIATION COORDINATOR/TEAC	$200	1	$200		*25*
			HEAD TEACHER STIPEND	$1,000	1	$1,000		*23*
		SUB TOTAL					***$370,510***	
2310.111	TEACHERS SPECIALISTS	PROF SALARIES	TEACHER SALARIES	$51,917	1	$51,917		*21*
			SPED COORDINATOR	$11,500.00	15%	$1,725		*Union/Central*
		SUB TOTAL					***$53,642***	
2320.111	MEDICAL THER SERVICES	SPEECH SALARIES		$19,188	1	$19,188		*30 & 34*
		OT SALARIES		$2,102	1	$2,102		*31*
		PT SALARIES		$3,990	1	$3,990		*32*
		SUB TOTAL					***$25,280***	
2325.113	SUBSTITUTES	TEACHER SALARIES		$3,000	1	$3,000		*33*
		AIDE SALARIES		$720	1	$720		*49*
		SUB TOTAL					***$3,720***	
2330.113	TEACHER AIDES	SALARIES	REGULAR AIDES			$38,556		
			SPED AIDES			$15,249		
		SUB TOTAL					***$53,805***	*47*
2340.113	LIBRARIAN	SALARY	LIBRARY MANAGER	$10,606	1	$10,606		*50*
2340.115	LIBRARY	SUPPLIES	LIBRARY SUPPLIES/BOOKS/TECH	$1,000	$1	$1,000		*51, 52 &53*
		SUB TOTAL					**$11,606**	
2355.111	PROF. DEVELOPMENT	STAFF/SUBS	SUBSTITUTES	$70	0	$0		
			CURR IMPROVEMENT	$70	0	$0		
		SUB TOTAL					***$0***	
2357.115	PROF. DEVELOPMENT	SUPPLIES/MATERIALS		$300	1	$300		*54*
		SUB TOTAL					***$300***	
2357.116	PROF. DEVELOPMENT	OTHER EXPENSE						
			PRINCIPAL PD	$1,250	1	$1,250		*55*

ROWE ELEMENTARY SCHOOL FY15

			OUT OF DISTRICT	$2,000	1	$2,000		*56*
		SUB TOTAL					***$3,250***	
2410.115	TEXTBOOKS	REGULAR	Soc.St/Science/Math	$5,000	1	$5,000		*43*
		SPED	Soc.St/Science/Math	$750	1	$750		*44*
		SUB TOTAL					***$5,750***	
2430.115	INSTRUCTION	SUPPLIES/MATERIALS	REGULAR CLASSROOM	$7,500	1	$7,500		*41*
			TOOLS OF THE MIND	$2,500	1	$2,500		*40*
		SUB TOTAL					***$10,000***	
2430.115S	INSTRUCTION	SUPPLIES/MATERIALS	SPED SUPPLIES	$1,000	1	$1,000		*42*
		SUB TOTAL					***$1,000***	
2440.116	INSTR DL FIELD TRIPS		FIELD TRIPS	$10,970	1	$10,970		*39*
			TRANSPORTATION	$2,900	1	$2,900		*46*
		SUB TOTAL					***$13,870***	
2451.113	INSTRUCTIONAL TECH	COORDINATER	SALARY	$500	1	$500		*94*
		SUB TOTAL					***$500***	
2451.115	INSTRUCTIONAL TECH	CLASSROOM TECH	SOFTWARE	$2,500	1	$2,500		
		SUB TOTAL					***$2,500***	*96*
2451.116	INSTRUCTIONAL TECH	CLASSROOM TECH	INTERNET	$2,500	1	$2,500		*95*
			MEMBERSHIPS/LICENSES/SOFTW	$3,600	1	$3,600		
		SUB TOTAL					***$6,100***	
2710.111	GUIDANCE	PROF SALARIES	ADJ COUNSELOR SHARE	$13,011	1	$13,011.00		*27*
		SUB TOTAL					***$13,011***	
2720.115	GUIDANCE & TESTING	SUPPLIES/MATERIALS	STANDARDIZED TESTING	$0	1	$0		
		SUB TOTAL					***$0***	
2800.116	PSYCH. SERVICES	OTHER EXPENSE	CONTRACTED SERVICES	Evaluations	0	$0		
		SUB TOTAL					***$0***	
3200.111	HEALTH PROGRAM		CONTRACTED SERVICES	$150	1	$150		*85*
			NURSE SUB	$900	1	$900		*84*
			NURSE LEADER SALARY	$70,083	1	$70,083		*83*
		SUB TOTAL					***$71,133***	
3200.115	HEALTH PROGRAM	SUPPLIES/MATERIALS	GENERAL SUPPLIES	$2,000	1	$2,000		*86*
		SUB TOTAL					***$2,000***	
3300.114R	TRANSPORTATION	REGULAR	ELEMENTARY	$54,450	1	$54,450		*103*
			SECONDARY	$69,450	1	$69,450		*235 & 236 (secondary)*
		SUB TOTAL					***$123,900***	
3300.114S	TRANSPORTATION	SPECIAL	ALTERNATIVE TRANSPORT	$0		$0		

ROWE ELEMENTARY SCHOOL FY15

			OUT OF DISTRICT					
			Pre-School	$0	1			
		SUB TOTAL					***$0***	
3510.111	ATHLETIC/FOOD	STAFF	COACHING STIPENDS	$0	0			
3400.113	FOOD SERVICES	CAFETERIA SALARIES	SALARIES	$17,853	$1	$17,853		*87*
		SUB TOTAL					***$17,853***	
3400.115	FOOD SERVICES	SUPPLIES	SUPPLIES AS NEEDED	$7,500	1	$7,500		*88 & 89*
		SUB TOTAL					***$7,500***	
4110.113	MAINTENANCE	CUSTODIAL	HEAD CUSTODIAN SALARY	$32,574	1	$32,574		*63*
			(SUB, AND STIPEND)					
			Water system stipend	$500.00	1	$500		*52*
			Custodial Subs	$640.00	1	$640		*64*
			TRAVEL/MILEAGE	$0.50	0	$0		
		SUB TOTAL					***$33,714***	
4110.115	MAINTENANCE	SUPPLIES/MATERIALS	GENERAL SUPPLIES	$5,000	1	$5,000		*77*
			CLEANING & PAPER PROD					
		SUB TOTAL					***$5,000***	
4120.116	FUEL	OTHER EXPENSE	COUNTY OIL BID	$8,000	1	$8,000		*70*
		SUB TOTAL					***$8,000***	
4130.116	UTILITIES	ELECTRICITY/GAS	ANNUAL COSTS	$10,000	1	$10,000		*73*
		TELEPHONE	ANNUAL COSTS	$3,000	1	$3,000		*71*
		SUB TOTAL					***$13,000***	
4210.118	MAINTENANCE	GROUNDS	LANDSCAPING	$600	1	$600		*74*
		SUB TOTAL					***$600***	
4220.115	MAINTENANCE	BUILDING	BUILDING SUPPLIES	$1,500	1	$1,500		*75*
			FURNISHINGS	$1,000	1	$1,000		*78*
		SUB TOTAL					***$2,500***	
4220.116	MAINTENANCE	BUILDING/OTHER	HOUSATONIC BASIN	$0	8	$0		
			WATER TESTING					
			OTHER	$1,400	1	$1,400		*79*
			SEWER	$0	1	$0		
			COMMUNICATORS - ALARM	$0	1	$0		

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ROWE

ROWE ELEMENTARY SCHOOL FY15

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			CONTRACTED SERVICES	$2,000	1	$2,000		68
							$3,400	
		SUB TOTAL						
4230.118L	MAINTENANCE	EQUIPMENT/LOCAL	CONTRACTED SERVICES	$1,000	1	$1,000		66
			COPIER MAINT. (FAC RM)					
			COMPUTER MAINTENANCE	$2,000	1	$2,000		76
							$3,000	
		SUB TOTAL						
4230.111U	MAINTENANCE	EQUIPMENT/UNION	SERVICE CONTRACTS	$1,650	0.15	$248		Union/Central
			COMPUTERS/ WORD PROC					
			COPIER LEASE AGREEMENT	$2,400	0.15	$360		
			TONER, PM KIT, ETC.	$1,000	0.15	$150		
							$758	Union/Central
		SUB TOTAL						
5100.116	EMPLOYEE BENEFITS	HEALTH INSURANCE	EMPLOYEES AND UNION			$11,521		
							$11,521	Union/Central
		SUB TOTAL						
5200.118	INSURANCE SERVICES	LIABILITY	SCHOOL BD COVERAGE	$0	1	$0		
							$0	
		SUB TOTAL						
7300.118U	IMPROVEMENT/EQUIPME	GENERAL/UNION						
			OFFICE TECH	$1,100	.34	$374		
							$374	Union/Central
		SUB TOTAL						
7400.118L	REPLACEMENT/EQUIPME	GENERAL/LOCAL		$0	$0			
							$0	
		SUB TOTAL						
7400.118U	REPLACEMENT/EQUIPME	GENERAL/UNION	OFFICE EQUIPMENT	$2,575	.34	$876		
							$876	Union/Central
		SUB TOTAL						
9100.006	TUITION	REGULAR	SECONDARY LEVEL, MOHAWK &	$349,000	1	$349,000		
							$349,000	
		SUB TOTAL						
9100.006	TUITION	SPECIAL						
			SUMMER PROGRAMS	$4,500	1	$4,500		
							$4,500	36 &37
		SUB TOTAL						
		Total					***$1,416,161***	
					Rowe budget w/Mohawk		-$1,454,600.00	
						Difference	**-$38,438.65**	
						Grants	-$35,000.00	
					Total Savings		-$73,438.65	