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**TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT**

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**Budget Meeting – December 6, 2012**

Long Hill Administration Building

Lorraine R. Smith Assembly Room

**6:30 p.m.\***

AGENDA

**I. CALL TO ORDER**

**II. PRELIMINARY BUSINESS**

- A. Pledge of Allegiance
- B. Correspondence
- C. Comments and Questions

**III. CONSENT AGENDA**

- A. Approval/Financial Reports as of 10/30/12 – Mr. O’Keefe

**IV. REPORTS/ACTION ITEMS**

- A. Approval/Trumbull Loves Children Agreement – Mr. Ken McCabe
- B. 2013-14 Budget Presentation & Discussion – Mr. Iassogna, Mr. O’Keefe, Staff

Part V – TECEC – Elementary Schools

Part VI - Divisions

- PPS
- Technology
- Curriculum
- Transportation
- Plant Operations
- Assistant Superintendent

Part VII - General

**IV. OTHER**

(Budget agenda items will be reviewed and discussed in sequence. Any area not addressed on a particular evening will carry over to the next session.)

**\*NOTE: If needed, the Board may choose to hold an Executive Session upon two-thirds vote of the members present and voting.**

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Budget Session – December 6, 2012

Mr. O’Keefe

Agenda Item III - A

Financial Reports

<u>Description</u>	<u>Page</u>
a) Summary Expense Report with Budget transfers as of 10/31/12.....	1
b) Board of Education Expense Report for the 4 months ended 10/31/12 .....	4
c) Grant Expense Report for the 4 months ended 10/31/12.....	7
d) Consolidated Financial Statement as of and for the 4 months ended 10/31/12.....	8
e) BOE Programs Detail Report as of 10/31/12.....	9
f) Expendable Trust Detail as of 10/31/12.....	10
g) Student Activity Detail as of 10/31/12.....	11

Recommendation:

Accept the Trumbull Board of Education Financial reports for the  
4 months ended 10/31/12

# Summary Expense Report As Of October 31 2012

Attainment Analysis (\$K)

	2012/13 YTD Oct	FY 2012/13 Budget	YTD Attain %	2011/12 YTD Oct	FY 2011/12 Actual	YTD Attain %	2010/11 YTD Oct	FY 2010/11 Actual	YTD Attain %	Prior 2Yrs Avg Att %
Total Trumbull BOE Spend	\$ 22,475.3	\$ 91,353.7	24.6%	\$ 22,166.3	\$ 86,569.3	25.6%	\$ 21,684.5	\$ 84,211.8	25.7%	25.7%
- Salaries	\$ 12,159.3	\$ 60,641.7	20.1%	\$ 11,954.8	\$ 57,541.8	20.8%	\$ 13,862.4	\$ 57,816.4	24.0%	22.4%
- Benefits	\$ 4,460.9	\$ 13,923.1	32.0%	\$ 4,205.7	\$ 12,417.0	33.9%	\$ 3,997.5	\$ 11,921.2	33.5%	33.7%
S/Tot Salary & Benefits	\$ 16,620.2	\$ 74,564.8	22.3%	\$ 16,160.4	\$ 69,958.8	23.1%	\$ 17,859.9	\$ 69,737.7	25.6%	24.4%
- Svcs Prof / Tech	\$ 347.1	\$ 1,233.3	28.1%	\$ 423.1	\$ 1,160.3	36.5%	\$ 355.8	\$ 1,149.3	31.0%	33.7%
- Svcs Property (Util/Repairs/Copiers)	\$ 809.4	\$ 4,055.4	20.0%	\$ 821.5	\$ 3,714.3	22.1%	\$ 784.2	\$ 3,614.0	21.7%	21.9%
- Svcs Purch'd Oth (Transport/Tuition)	\$ 3,472.2	\$ 8,480.8	40.9%	\$ 3,667.8	\$ 8,754.6	41.9%	\$ 1,965.8	\$ 7,928.3	24.8%	33.8%
- Supplies	\$ 1,008.1	\$ 2,372.9	42.5%	\$ 954.5	\$ 2,257.7	42.3%	\$ 559.3	\$ 1,389.7	40.2%	41.5%
- Property (Off Equip/Furn)	\$ 167.2	\$ 396.0	42.2%	\$ 54.0	\$ 505.2	10.7%	\$ 41.4	\$ 118.8	34.8%	15.3%
- Other	\$ 51.1	\$ 250.5	20.4%	\$ 85.0	\$ 218.4	38.9%	\$ 118.1	\$ 274.2	43.1%	41.2%

- YTD October 2012/13 Actual Expense is \$22.5M (24.6% Attainment of FY Budget)

' - LOWER overall attainment vs AVG of prior two years (25.7%)



' - Lower or similar Attainment by Category (vs prior two year avg):

- o Salaries & Benefits
- o Svcs Prof / Tech
- o Svcs Property (Util/Repairs/Copiers)
- o Other

' - Higher Attainment by Category:

- o Svcs Purch'd Oth (Transport/Tuition)
- o Supplies
- o Property (Off Equip/Furn)

# Summary Expense Report As Of October 31 2012

## Year-to-Year (YTY) Analysis (\$K)

	FY 2012/13 <u>Budget</u>	FY 2011/12 <u>Actual</u>	Budget YTY %	2012/13 <u>YTD Oct</u>	2011/12 <u>YTD Oct</u>	YTD YTY %
Total Trumbull BOE Spend	\$ 91,353.7	\$ 86,569.3	5.5%	\$ 22,475.3	\$ 22,166.3	1.4%
- Salaries	\$ 60,641.7	\$ 57,541.8	5.4%	\$ 12,159.3	\$ 11,954.8	1.7%
- Benefits	\$ 13,923.1	\$ 12,417.0	12.1%	\$ 4,460.9	\$ 4,205.7	6.1%
S/Tot Salary & Bebefits	\$ 74,564.8	\$ 69,958.8	6.6%	\$ 16,620.2	\$ 16,160.4	2.8%
- Svcs Prof / Tech	\$ 1,233.3	\$ 1,160.3	6.3%	\$ 347.1	\$ 423.1	-18.0%
- Svcs Property (Util/Repairs/Copiers)	\$ 4,055.4	\$ 3,714.3	9.2%	\$ 809.4	\$ 821.5	-1.5%
- Svcs Purch'd Oth (Transport/Tuition)	\$ 8,480.8	\$ 8,754.6	-3.1%	\$ 3,472.2	\$ 3,667.8	-5.3%
- Supplies	\$ 2,372.9	\$ 2,257.7	5.1%	\$ 1,008.1	\$ 954.5	5.6%
- Property (Off Equip/Furn)	\$ 396.0	\$ 505.2	-21.6%	\$ 167.2	\$ 54.0	209.9%
- Other	\$ 250.5	\$ 218.4	14.7%	\$ 51.1	\$ 85.0	-39.8%

Appears OK
Inspect
Action

- 2012/13 FY Budget is \$91.4M (+5.5% YTY vs 2011/12 Actual)

'- YTD October overall growing +1.4% YTY, LOWER compared to FY budgeted growth rate of +5.5%

'- Categories growing SLOWER or at the budgeted growth rate:

- o Salaries & Benefits
- o Svcs Prof & Tech
- o Svcs Property (Util/Repairs/Copiers)
- o Svcs Purch'd Other
- o Other

'- Categories growing FASTER than budgeted growth rate:

- o Supplies - due to incr in Teaching Supplies partly offset by decr in Text/Workbooks
- o Property (Off Equip/Furn) - due to incr for Classroom Equip & Furn for FDK

Budget Transfers For Trumbull BOE  
Operating Account for Oct—12

<u>Ac#</u>	<u>CC-Function-Description</u>	<u>Inc/Dec</u>	<u>Amount</u>	<u>Description</u>	<u>OBJ#</u>	
<u>Transfer # 1602</u>						
01412210-56110	Curr Dir-Admin-Office Supplies	Decrease	4,000	on line subscription needed	620	
01412214-56426	Curr Dir-District Wide-On-Line Subscriptions	Increase	4,000	on line subscription needed	645	
		<u>Transfer total</u>	<u>0</u>			
<u>Transfer # 1603</u>						
01531001-56411	DFE-Classroom-Text & Workbooks	Decrease	2,000	Transfer needed for classroom supplies	640	
01531001-56111	DFE-Classroom-Classroom Supplies	Increase	2,000	Transfer needed for classroom supplies	610	
		<u>Transfer total</u>	<u>0</u>			
<u>Transfer # 1606</u>						
01532220-56901	DFE-Library-Supplies	Decrease	500	transfer to buy printers	610	
01532220-57302	DFE-Library-Equipment Inst.	Increase	500	transfer to buy printers	730	
		<u>Transfer total</u>	<u>0</u>			
	Increases		<table border="1"><tr><td>\$6,500</td></tr></table>	\$6,500		
\$6,500						
	Decreases		<table border="1"><tr><td>\$6,500</td></tr></table>	\$6,500		
\$6,500						

Object Description	Object#	Budget		Revised	Expended	Commitments/ Estimates	Available/ (Over)	% Spent
		Original	Transfers					
<u>Salaries</u>	<u>100</u>							
Admin./Supervisors	110	4,076,560	0	4,076,560	1,380,538	2,660,178	35,844	99.12%
Teachers	120	43,716,113	0	43,716,113	7,247,955	36,176,899	291,259	99.33%
Custodians/Maintenance	130	3,535,689	0	3,535,689	1,076,238	2,288,728	170,723	95.17%
Tech Support	140	561,293	0	561,293	188,923	353,097	19,273	96.57%
Secretaries	150	2,225,044	(6,500)	2,218,544	689,222	1,465,477	63,844	97.12%
Paras & Aides	160	2,742,093	0	2,742,093	599,038	1,790,037	353,018	87.13%
Substitutes	170	874,400	0	874,400	103,499	711,662	59,239	93.23%
Coaches & Advisors	180	497,769	0	497,769	-3,177	500,946	0	100.00%
Salaries Other	190	2,001,830	(45,000)	1,956,830	649,550	1,295,786	11,494	99.41%
Misc Salary Items	195	455,903	0	455,903	227,518	0	228,385	49.90%
Salaries Total		60,686,694	(51,500)	60,635,194	12,159,302	47,242,812	1,233,080	97.97%
<u>Benefits</u>	<u>200</u>							
Health Insurance	210	12,270,590	0	12,270,590	4,064,851	8,141,468	64,271	99.48%
FICA	220	1,461,574	0	1,461,574	344,770	988,540	128,264	91.22%
Insurances	280	127,900	0	127,900	39,717	89,024	(841)	100.66%
Benefits Other	290	63,000	0	63,000	11,555	46,504	4,942	92.16%
Benefits Total		13,923,064	0	13,923,064	4,460,893	9,265,535	196,636	98.59%
<u>Services - Prof. &amp; Technical</u>	<u>300</u>							
Professional Development	320							
Legal	330	96,401	5,000	101,401	22,298	7,481	71,622	29.37%
Service Contracts	340	272,000	0	272,000	47,590	224,410	0	100.00%
Consultants	360	216,005	0	216,005	179,500	5,103	31,402	85.46%
Other Prof Services	390	280,000	45,000	325,000	41,678	267,843	15,479	95.24%
Services - Prof. & Technical Total		318,845	0	318,845	55,999	81,249	181,597	43.05%
Services - Property	400	1,183,251	50,000	1,233,251	347,066	586,086	300,099	75.67%

Object Description	Object#	Budget		Revised	Expended	Commitments/ Estimates	Available/ (Over)	% Spent
		Original	Transfers					
Utilities	410	1,777,800	0	1,777,800	385,063	1,254,969	137,768	92.25%
Energy	415	1,063,169	0	1,063,169	47,383	888,478	127,308	88.03%
Repairs & Service Fees	430	391,130	19	391,149	103,436	68,625	219,087	43.99%
Communication	440	184,120	0	184,120	80,802	96,707	6,611	96.41%
Copiers	445	265,904	0	265,904	91,341	191,808	(17,244)	106.49%
Building Improvements	450	106,000	0	106,000	25,072	0	80,928	23.65%
Other Purch Prop Services	490	267,244	0	267,244	76,294	130,525	60,425	77.39%
Services - Property	Total	4,055,367	19	4,055,386	809,391	2,631,112	614,884	84.84%
Services - Purchased	500							
Other								
Transportation	510	4,692,362	6,500	4,698,862	2,146,425	2,282,529	269,909	94.26%
Postage	530	64,354	0	64,354	20,973	45,727	(2,346)	103.65%
Advertising	540	2,500	0	2,500	540	0	1,960	21.60%
Interns	550	261,250	0	261,250	125,136	108,280	27,834	89.35%
Tuition	560	3,336,910	0	3,336,910	1,143,438	2,494,402	(300,930)	109.02%
Printing	570	41,925	0	41,925	14,186	0	27,739	33.84%
Other Purch Services	590	81,471	(19)	81,452	21,513	4,605	55,334	32.07%
Services - Purchased	Total	8,480,772	6,481	8,487,253	3,472,209	4,935,543	79,501	99.06%
Other								
Supplies	600							
Supplies Teaching	610	780,880	17,788	798,668	388,976	97,643	312,048	60.93%
Supplies Office	620	203,935	(9,000)	194,935	39,599	10,427	144,909	25.66%
Supplies Custodial	630	140,400	0	140,400	48,544	12,046	79,811	43.15%
Supplies Maintenance	635	276,750	0	276,750	57,466	27,585	191,699	30.73%
Text & Workbooks	640	570,583	(4,000)	566,583	273,415	69,274	223,894	60.48%
Subscriptions	645	54,187	4,000	58,187	34,837	2,590	20,760	64.32%
Testing Materials	650	64,151	0	64,151	12,434	22,633	29,085	54.66%
Books & A/V	655	82,028	0	82,028	19,709	19,873	42,447	48.25%

Object Description	Object#	Budget		Revised	Expended	Commitments/ Estimates	Available/ (Over)	% Spent
		Original	Transfers					
Software	660	161,546	0	161,546	124,226	795	36,525	77.39%
Other Supplies	690	30,600	0	30,600	8,908	0	21,692	29.11%
Supplies Total		2,365,060	8,788	2,373,848	1,008,113	262,866	1,102,869	53.54%
<u>Property</u>	<u>700</u>							
Office Equipment	710	2,000	(393)	1,607	0	0	1,607	0.00%
Office Furniture	720	500	0	500	0	0	500	0.00%
Classroom Equipment	730	312,653	(1,395)	311,258	140,319	30,903	140,036	55.01%
Classroom Furniture	740	51,700	(12,000)	39,700	15,788	4,673	19,239	51.54%
Building Equipment	750	38,450	0	38,450	11,092	0	27,358	28.85%
Other equipment	790	3,575	0	3,575	0	0	3,575	0.00%
Property Total		408,878	(13,788)	395,090	167,199	35,576	192,315	51.32%
<u>Other Objects</u>	<u>800</u>							
Dues, Fees and Memberships	810	111,538	0	111,538	53,277	6,504	51,757	53.60%
Unemployment	825	72,000	0	72,000	-2,156	49,160	24,996	65.28%
Other Objects	890	67,000	0	67,000	0	0	67,000	0.00%
Other Objects Total		250,538	0	250,538	51,121	55,664	143,753	42.62%
Report total		<u>\$91,353,624</u>	<u>\$0</u>	<u>\$91,353,624</u>	<u>\$22,475,294</u>	<u>\$65,015,194</u>	<u>\$3,863,137</u>	<u>95.77%</u>



Grant Summary Budget Report  
for the 4 Months Ended 10/31/12

Printed 11/28/12

	<u>Total</u> <u>Budget</u>	<u>Pr Year</u> <u>Expended</u>	<u>Budget @</u> <u>BOY</u>	<u>--This Year--</u>		<u>Available</u>	<u>%</u> <u>Spent</u>
				<u>Expended</u>	<u>Encumbered</u>		
<b><u>Grants Ending 9/30/12</u></b>							
Headstart ABCD	283,693	233,430	50,263	49,347	38	878	100%
9/30/12 Totals	283,693	233,430	50,263	49,347	38	878	100%
<b><u>Grants Ending 6/30/13</u></b>							
IDEA 611	1,327,057	1,014,336	312,721	91,355	112	221,254	83%
IDEA 619 PK	38,280	18,181	20,099	3,378	0	16,721	56%
Partnership for Success	75,000		75,000	10,249	20,516	44,236	41%
Perkins	41,121		41,121	109	0	41,012	0%
Title 1	174,452	144,875	29,577	21,733	1,895	5,949	97%
Title 2-A	86,896	56,829	30,067	9,712	650	19,705	77%
Title 2-D	1,132	245	887			887	22%
Title 3-A	16,602	1,697	14,905	2,043	1,263	11,599	30%
Title 4-A	2,300		2,300			2,300	0%
Title 5	12,853	2,718	10,135	2,155	0	7,980	38%
6/30/13 Totals	1,775,693	1,238,881	536,812	140,733	24,435	371,644	79%
<b><u>Grants Ending 9/30/13</u></b>							
Headstart ABCD	283,693		283,693	22,039	175,745	85,909	70%
9/30/13 Totals	283,693		283,693	22,039	175,745	85,909	70%
<b><u>Grants Ending 6/30/14</u></b>							
IDEA 611	1,327,057		1,327,057	136,189	1,007,801	183,067	86%
IDEA 619 PK	38,280		38,280	3,569	26,767	7,945	79%
Title 1	176,209		176,209	27,126	108,466	40,617	77%
Title 2-A	72,740		72,740	2,764	30,408	39,568	46%
Title 3-A							
Title 4-A							
Title 5							
6/30/14 Totals	1,614,286		1,614,286	169,648	1,173,442	271,196	83%
Report total	\$3,957,365	\$1,472,311	\$2,485,054	\$381,767	\$1,373,660	\$729,627	

Balance Sheet as of 10/31/12					
	Special Revenue		Trust & Agency Funds		Total
	School Lunch	BOE Programs	Expendable Trust	Student Activity	
<b>Assets:</b>					
Cash	\$ 616,644	\$ 489,059	\$ 168,788	\$ 313,752	\$ 1,588,244
Receivables	77,034		99,956		176,990
Inventory	41,465				41,465
Prepaid Expense					-
Due From Others		84,117	95		
<b>Total Assets:</b>	<b>735,143</b>	<b>573,176</b>	<b>268,839</b>	<b>313,752</b>	<b>1,890,911</b>
<b>Liabilities:</b>					
Accounts Payable	117,685				117,685
Deferred Revenue	79,698		99,956		179,654
Due to others	24,189			313,752	337,941
<b>Total Liabilities:</b>	<b>221,572</b>	<b>-</b>	<b>99,956</b>	<b>313,752</b>	<b>635,280</b>
<b>Fund Balances:</b>	<b>\$ 513,571</b>	<b>\$ 573,176</b>	<b>\$ 168,883</b>	<b>\$ 0</b>	<b>\$ 1,255,631</b>
<b>Statement of Revenues, Expenditures and Changes in Fund Balances for the 4 months ended 10/31/12</b>					
<b>Revenue/increases:</b>					
Food Sales/Charges for Service	\$ 529,478	\$ 635,714	\$ -		\$ 1,165,193
Intergovernmental	84,582	7,174			91,756
Other Income/Interest			95		95
Donations			1,600		1,600
<b>Increases</b>				\$ 110,727	110,727
<b>Total revenue/increases</b>	<b>614,060</b>	<b>642,889</b>	<b>1,695</b>	<b>110,727</b>	<b>1,369,372</b>
<b>Expenses/decreases</b>					
Wages	187,331	275,228			462,559
FICA	10,802	7,540			
Medical	161,274				161,274
Other Expenses/Scholarships	20,722	133,962			154,684
Supplies	22,222	39,005			61,226
Cost of Food	268,030	9,359			277,390
Equipment/Capital	13,051	99,052			112,102
<b>Decreases</b>				114,475	114,475
<b>Total Expenditures/Increases</b>	<b>683,432</b>	<b>564,146</b>	<b>-</b>	<b>\$ 114,475</b>	<b>1,362,052</b>
<b>Increase (decrease) in fund balances before operating transfers</b>	<b>(69,372)</b>	<b>78,743</b>	<b>1,695</b>	<b>(3,747)</b>	<b>7,319</b>
Operating Transfers in/(out)	-		-		-
<b>Increase (decrease) in fund balances after operating transfers</b>	<b>\$ (69,372)</b>	<b>\$ 78,743</b>	<b>\$ 1,695</b>		<b>11,066</b>
<b>Fund Balances:</b>					
Beginning of year	\$ 582,944	\$ 494,433	\$ 167,188	\$ -	\$ 1,244,565
End of period	\$ 513,573	\$ 573,176	\$ 168,883	\$ -	\$ 1,255,631
<b>Increase (decrease) for the month</b>	<b>\$ 115,505</b>	<b>\$ (38,772)</b>		<b>\$ -</b>	<b>\$ 76,733</b>

Org#	Description	7/1/12 to 6/30/13						Fund Balance (Deficit) as of	
		Revenues	Expenditures	Revenues over (under) Expenditures before operating transfers	Operating transfers in/(out)	Revenues over (under) Expenditures after operating transfers	7/1/12	10/31/12	
2051660	ACE Foundation							58	58
2051121	Athletics	133,929	105,686	28,243		28,243	(20,166)	8,077	8,077
2059390	BEI Mini-Grants	(2,447)	391	(2,838)		(2,838)	2,998	160	160
2051650	Continuing Ed	38,144	13,828	24,316		24,316	(19,322)	4,994	4,994
2051100	Driver's Education	50,165	44,714	5,451		5,451	49,309	54,760	54,760
2051717	Elementary Strings Enhancement Program	27,802	34,369	(6,567)		(6,567)	3,637	(2,930)	(2,930)
2051070	Program						1,858	1,858	1,858
2056230	Guidance/Testing	12,796	1,008	11,788		11,788	30,829	42,617	42,617
2059360	Headstart Food	7,174	9,359	(2,185)		(2,185)	78,737	76,552	76,552
2059240	Interdistrict	77,465	48,378	29,086		29,086	30,867	59,953	59,953
2059540	Madison Grant Magnet						368	368	368
2059520	Transportation		2,500	(2,500)		(2,500)	101,400	98,900	98,900
2059490	Miscellaneous						9,962	9,962	9,962
2059460	Open Choice		31,241	(31,241)		(31,241)	186,637	155,396	155,396
2051019	PE Day						1,609	1,609	1,609
2055904	Rebates	71,790	103,416	(31,625)		(31,625)	86,958	55,333	55,333
2059500	South Korea Fund Summer	420	1,404	(984)		(984)	5,790	4,807	4,807
2051600	Explorations	225,475	167,818	57,656		57,656	(72,109)	(14,453)	(14,453)
2059400	THS Connections	176		176		176	350	526	526
2055400	THS Musical		33	(33)		(33)	11,665	11,633	11,633
2059510	Typical or Troubled Grant						852	852	852
2056207	Used Books						2,146	2,146	2,146
	Grand Total	\$ 642,889	\$ 564,146	\$ 78,743	\$ -	\$ 78,743	\$ 494,434	\$ 573,176	\$ 573,176

Sort	Description	7/1/12 to 6/30/13			Fund Balance as of 10/31/12			
		Revenues	Expenditures	Revenues Over (Under) Expenditures	Permanent Res	Unrestricted	Total	
Bastien	Bastien			\$ -	\$ -	\$ 400	\$ 400	\$ 400
Brewster	Brewster			-	1,685	3	1,688	1,688
Burke	Peter Burke			-		10,140	10,140	10,140
Capabianco	K. Capabianco			-	-	2,914	2,914	2,914
Cassidy	Donna Cassidy			-	-	32,000	32,000	32,000
Cella Music	Cella Music			-	-	110	110	110
Citizenship	Citizenship Foundation			-	-	1,778	1,778	1,778
Crooks	William Crooks Scholarship			-		145	145	145
Dick	S. Dick Electronics	-		-	10,000	1,065	11,065	11,065
Education	Education	95		95	-	8,925	8,925	9,020
Gerard	R. Gerard	600		600	-	5,411	5,411	6,011
Grinnell	Ran Grinnell	-		-	-	982	982	982
Hampford	Clare Hampford			-	-	7,344	7,344	7,344
Hartz	G. Hartz			-	-	209	209	209
Klein	Klein/ Danaher			-	-	2,911	2,911	2,911
Lorimer	Lorimer			-		70	70	70
Lungi	L.J. Lungi			-	-	328	328	328
McDougall	Loretta McDougall	-		-	-	12,872	12,872	12,872
Mraz	Karen Mraz			-	-	10,478	10,478	10,478
National Merit	National Merit			-	-	482	482	482
PHNA	PHNA			-	8,000	115	8,115	8,115
Resnick	Jill Resnick			-	18,100	519	18,619	18,619
Rossomando	R. Rossomando	-		-	5,190	842	6,032	6,032
Simses	R. Simses	-		-	2,500	27	2,527	2,527
Stowe	R. Stowe			-	2,200	24	2,224	2,224
	Senior Class Awards			-	-	4,500	4,500	4,500
Trumbull High	Trumbull High	1,000		1,000	-	-	-	1,000
Van Duren	Van- Duren			-		1,822	1,822	1,822
Vaum	Skip Vaum	-		-		410	410	410
Watche	Mabelle Watche			-	2,500	183	2,683	2,683
Zink	Zink	-		-	10,000	3	10,003	10,003
	<b>Total</b>	<b>\$ 1,695</b>	<b>\$ -</b>	<b>\$ 1,695</b>	<b>\$ 60,175</b>	<b>\$ 107,013</b>	<b>\$ 167,188</b>	<b>\$ 168,883</b>

Trumbull Board of Education  
Student Activity Detail Report

<u>Org#</u>	<u>Description</u>	<u>As of 7/1/12</u>	<u>Increases</u>	<u>Decreases</u>	<u>As of 10/31/12</u>
20628	AV Club	30	0	0	30
20604	Band	619	1,000	0	1,619
20251	Booth Hill School	1,021	2,946	419	3,548
20609	Broken shells	2,530	0	0	2,530
20614	Choral Group	7	0	0	7
20220	Class of 2007	6,660	0	0	6,660
20157	Class of 2010	7,369	0	0	7,369
20159	Class of 2012	8,238	0	0	8,238
20160	Class of 2013	13,359	28,812	1,180	40,991
20161	Class of 2014	5,479	0	0	5,479
20253	Daniels Farm School	0	192	0	192
20603	Distributive Ed	4,377	2,768	5,536	1,609
20607	FCCLA Home Economics	147	0	0	147
20825	Fingerprinting	243	1,320	1,337	226
20620	French Club	160	0	0	160
20252	Frenchtown School	2,160	2,500	0	4,660
20617	Future Business Leaders	235	0	0	235
20180	Future Farmers	3,062	3,422	937	5,547
20550	General	4,586	400	1,475	3,511
20643	Graduation Cap and Gown	20,154	2,135	0	22,289
20152	Hillcrest MS	31,472	12,951	23,829	20,594
20615	Italian Club	378	0	0	378
20255	Jane Ryan School	556	0	0	556
20605	Key Club	492	0	0	492
20613	Latin Club	582	0	0	582
20101	Library Club	2,474	0	0	2,474
20608	Lost Textbooks	9,030	223	1,101	8,152
20156	Madison MS	39,781	12,521	30,833	21,468
20254	Middlebrook School	2,200	0	0	2,200
20639	Model U.N. Club	491	3,189	392	3,288
20702	Peer Leaders	6,700	0	3,829	2,871
20703	Peer Mediation Club	2,308	0	138	2,169
20634	Reconnecting Youth	1,611	0	0	1,611
20644	Robotics Club	99	0	0	99
20642	SADD	199	0	0	199
20624	Spanish Club	385	0	0	385

Trumbull Board of Education  
Student Activity Detail Report

<u>Org#</u>	<u>Description</u>	<u>As of 7/1/12</u>	<u>Increases</u>	<u>Decreases</u>	<u>As of 10/31/12</u>
20510	Student Council	9,065	4,008	727	12,346
20629	Sunshine Fund	888	1,533	165	2,256
20258	Tashua School	4,461	6,419	4,653	6,227
20641	Thespian Club	17	889	95	810
20611	THS Academic Decathlon	116	0	0	116
20709	THS Alternate	3,024	0	0	3,024
20130	THS Bookstore	1,868	4,764	4,283	2,348
20622	THS In/Out	7,387	10,460	215	17,632
20621	THS Miscellaneous	1,726	1,038	478	2,286
20707	THS National Honor Society	905	0	0	905
20133	THS Newspaper	30	0	0	30
20625	THS Soda Machine	68	113	56	125
20734	THS Work Experience	7,585	0	0	7,585
20190	VO-AG Farm	25,487	0	2,293	23,194
20633	We the People	16,366	0	0	16,366
20139	Yearbook	54,494	1,701	20,885	35,310
20163		1,000	0	0	1,000
20728		0	8,434	2,849	5,585
<b>Total Student Activity Funds</b>		<b>\$313,677</b>	<b>\$113,738</b>	<b>\$107,704</b>	<b>\$319,711</b>

TRUMBULL PUBLIC SCHOOLS  
TRUMBULL, CONNECTICUT

Report to the Board of Education  
Budget Session – December 6, 2012

Mr. Iassogna, Mr. McCabe

Agenda Item – IV-A

Trumbull Loves Children Agreement

As the Board is aware, Trumbull Loves Children (TLC) has been meeting with both the First Selectman and Superintendent on a construction project that will expand their program housed on the Daniels Farm School campus.

A thorough review of the project has been conducted by Town/Board of Education attorneys, including finalizing the monetary aspects of the proposed agreement.

All parties involved in the aforementioned process are recommending approval of the project, particularly since TLC has provided an invaluable benefit to our community.

Attached is an overview of the project, as well as the Letter and Memorandum of Understanding. Ken McCabe, TLC Director, will be at the Board meeting to answer any questions the Board of Education may have.

Administrative Recommendation:

Approve the attached Letter and Memorandum of Understanding between TLC, the Town of Trumbull and Board of Education.

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# TLC

## New building project

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### Background

TLC is in its 30<sup>th</sup> year in Trumbull and is pleased to have offered continuous service to Trumbull residents in care of their children in a joint effort with the Trumbull Public Schools and the Town for generations.

### Project

Construction of a new building connected to TLC's portable classroom space.

### Benefits

The new building and programs offered in it by TLC will provide child care for Trumbull residents, Town employees, and teachers in a safe and convenient setting.

TLC's new building will provide a safe harbor alternative on campus for emergency purposes.

TLC will fund the installation of expanded parking on campus, relieving the Town of its current obligation to do so.

TLC 's program and location meets the Governor's goal for Connecticut, and Trumbull could set an example statewide as a result.

### Status and Timing

TLC is currently conducting a traffic study to ensure that traffic concerns are addressed in the design of the building and parking lot.

TLC is currently working with Newtown Savings Bank with regard to financing of the new building—to be paid for at TLC's expense.

TLC is currently working with the Town's building development official to coordinate the building location and design with Town objectives.

Construction is projected to take 4 months and will be done so not to interfere with school concerns. The new building will not reduce the baseball fields on campus.

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Location: Daniels Farm School Campus

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### Cost FAQs

TLC will pay for the cost of construction.

TLC will also pay for the cost of expanding parking.

If TLC leaves, it leaves the new building for the Town to own and use. TLC has proposed a reimbursement schedule during the initial years, and that schedule allows for the Town to have the new building for less than half of its cost.

### Items of note

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TLC is in its 30<sup>th</sup> year providing child care services in Trumbull and has acted as a not for profit since inception

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Other day care providers have opened during TLC's 30 years, including one that opened recently. TLC is one of several day care providers in town.

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TLC pays a fee to the Town annually in an agreement that provides for annual increases that exceed the rate of current inflation.



## LETTER OF UNDERSTANDING

November 26, 2012

Hon. Timothy M. Herbst, First Selectman  
Town of Trumbull  
Town Hall  
5866 Main Street  
Trumbull, CT 06611

Mr. Ralph Iassogna  
Superintendent of Schools  
Education Department Administration  
6254 Main Street  
Trumbull, CT 06611

Kenneth McCabe, Executive Director  
Trumbull Loves Children, Inc.  
P.O. Box 162  
Trumbull, CT 06611

**Re: TLC Expansion on Daniels Farm School Campus**

Gentlemen:

This letter of understanding serves to document the agreement among the above named parties: the Town of Trumbull ("Town"), the Trumbull Public Schools ("Board of Education"), and Trumbull Loves Children, Inc. ("TLC") (collectively, the "Parties") with regard to expansion of space and construction by TLC on the Daniels Farm School ("DFS") campus. TLC currently owns portable classroom space and operates programs in that portable classroom space on the DFS campus. TLC desires to expand its program offering and space, and it desires to construct additional space adjacent to its portable classroom space on the DFS campus. The Town and Board of Education by Mr. Herbst and Mr. Iassogna, are in agreement, as TLC provides an invaluable benefit to the Town. By signing this letter, the Parties agree to the following terms:

1. TLC will, at its discretion, build additional space on the DFS campus ("new building") adjacent to its portable classroom space; TLC is not under any obligation to undertake construction of the new building.
2. Construction of the new building will be at TLC's expense.

3. **TLC will use its best efforts so that construction does not interfere with public school classes and student activities during normal school hours.**
4. **The new building design and layout will be determined exclusively by TLC, subject to Department of Public Health requirements for the business TLC is in and provides and subject to available ground adjacent to the TLC portable classroom space; the new building need not be portable classroom space. TLC agrees that the building design will be consistent in appearance with new school buildings, and it agrees to provide the design plans to the Town for review.**
5. **TLC may construct a fenced playground adjacent to the new building (as a playground is required for TLC's license), the use of which will be exclusive to TLC. Said playground may have a canopy over it.**
6. **TLC agrees that the new building will not reduce in size or infringe on the baseball fields behind DFS.**
7. **TLC agrees to advise the Town, Board of Education and DFS school principal routinely about progress and construction of the new building.**
8. **New building construction can commence immediately.**
9. **The Town and Board of Education will cooperate fully and promptly in providing any documents or signatures required by the Town or State regulatory and/or licensing agencies and/or financial institutions as they relate to matters including, but not limited to, the construction, inspections, licensing, permitting or financing of the new building.**
10. **The new building will be owned by TLC and for the exclusive use by TLC. The Town will continue to own the ground upon which the new building will be built. As such, TLC will be responsible for all building maintenance, utilities and custodial expenses for the new building; TLC will be permitted to maintain a separate entrance to the new building for use exclusively by TLC; TLC employees and patrons will have free access to the new building for TLC related matters including, but not limited to, classroom, child care, administrative and corporate offices.**
11. **TLC will be permitted to display reasonable signage on the new building.**
12. **The Town and Board of Education grant TLC a ground lease for the land on which the new building will be constructed. Said ground lease will be for a term of thirty four (34) years, which equals the remaining term of the Memorandum of Understanding among the Parties, as amended in the First Amendment to**

Memorandum of Understanding, or for as many years as TLC remains in operation in Trumbull, (irrespective of whether TLC continues to operate in any of the six classroom spaces in Trumbull Public School buildings), whichever is longer; and said ground lease will be renewable thereafter.

13. TLC agrees that the ground lease is not assignable without the prior written agreement of the Town and Board of Education; however, TLC may encumber the ground lease for the new building's construction financing, and by signing this document, the Town and Board of Education hereby authorize the assignment of the ground lease for TLC's purposes of obtaining financing.
14. TLC will install at its expense a parking lot for ten (10) or more vehicles adjacent to the existing portable classroom space and/or the new building; in doing so, TLC relieves the Town of its obligation to install at its expense a parking lot for a minimum of 10 vehicles adjacent to the TLC portable classroom space at DFS as agreed to in the October 4, 2004 Letter of Understanding paragraph 6 among the Parties; it is agreed that the payment for and construction of said parking lot by TLC is full consideration for the ground lease for the new building for the full term of said ground lease; TLC is under no obligation to install said parking lot unless it constructs the new building. The Town remains obligated to do so under the October 4, 2004 Letter of Understanding if TLC does not build the new building and parking lot; In either circumstance, the Town will maintain the new parking lot and keep it reasonably free and clear of snow and ice at no additional expense to TLC.
15. TLC will have exclusive use of the new parking spaces during its normal hours of operation, and TLC may install signs to indicate the same.
16. In the event that TLC permanently ceases to operate in Trumbull, TLC will be permitted one year or as much more time as is reasonably necessary thereafter to vacate the new building, but at no time will TLC be required to vacate the building prior to September 30, 2042. In the event that TLC permanently ceases to operate in Trumbull, the Town will reimburse TLC for the new building at the following price (that scales down over the term of the ground lease):
  - a. If during 2013 through 2017 \$525,500;
  - b. If during 2018 through 2022 \$432,000;
  - c. If during 2023 through 2027 \$338,000;
  - d. If during 2028 through 2032 \$261,000;
  - e. If during 2033 through 2043 \$100,000;
  - f. If any time after 2043, \$100,000 or the fair market value of the building, whichever is less.

These funds are to be paid first to satisfy any outstanding balance due to the lender who financed the construction of the new building and has at such time of reimbursement by the town a mortgage or other security interest for such financing.

17. The Parties agree to cooperate and work as expeditiously as possible to achieve all of the above terms and necessary acts incident to TLC's construction of the new building and new parking spaces.
18. Nothing in this Agreement is intended to change the rights and obligations of the Parties of the Memorandum of Understanding of October 1994, the First Amendment to Memorandum of Understanding of July 2004 or the Second Amendment to Memorandum of Understanding of even date herewith.

IN WITNESS WHEREOF, the Parties hereto execute this **LETTER OF UNDERSTANDING** as of the Effective Date and warrant their authority to bind the respective entity for which he is signing.

  
Hon. Timothy M. Herbst, First Selectman  
Town of Trumbull

date: 11-28-12

  
Mr. Ralph Iasogna  
Superintendent of Schools

date: 11/28/12

  
Kenneth McCabe, Executive Director  
Trumbull Loves Children, Inc.

date: 11/28/12

## **SECOND AMENDMENT TO MEMORANDUM OF UNDERSTANDING**

**Introductory Clause.** This Second Amendment to Memorandum of Understanding made November 26, 2012, by, between and among the **Town of Trumbull**, a Connecticut municipal corporation, acting herein by Hon. Timothy M. Herbst, First Selectman, Town Hall, Trumbull, CT 06611 (hereinafter called the "**Town**"), and the Board of Education of the Town of Trumbull, acting herein by Mr. Ralph Iassogna, Superintendent of Schools, 6254 Main Street, Trumbull, CT 06611 (hereinafter called the "**Trumbull Public Schools**"); and **Trumbull Loves Children, Inc.**, (hereinafter called "**TLC**") a Connecticut non-stock private independent not-for-profit corporation, P.O. Box 162, Trumbull, CT 06611, acting herein by its President, Alexis Haakonsen, and Dannell Lyne, its Treasurer, hereunto duly authorized by the TLC Board of Directors (hereinafter called "**TLC**"); (hereinafter collectively called the "**Parties**");

WHEREAS, the Parties entered into a Memorandum of Understanding dated January 19, 1994, and a First Amendment to Memorandum of Understanding in July 2004, hereinafter collectively called the **Current Agreement**, and

WHEREAS, the Current Agreement provides that the Town and the Trumbull Public Schools will provide space (six rooms) and support, among other things, to TLC in the Trumbull Public School facilities and TLC will operate programs within those settings and TLC will make annual payments to the Town for use of the six rooms, and

WHEREAS, the Current Agreement provides that TLC will make an annual payment to the Trumbull Public Schools, the amount of said annual payment is specified in the Amended Schedule of Payments contained in the First Amendment to Memorandum of Understanding. Said Amended Schedule of Payments provides a schedule of payments through the year 2026. The Memorandum of Understanding dated January 19, 1994, ratified in the First Amendment to Memorandum of Understanding provides at its paragraph 5 that the "term of this agreement will be three years renewable annually by TPS each January for one additional year so that TLC is assured of continuity of use of the centers for approximately a three-year horizon."

WHEREAS, the annual payment specified in the Current Agreement was originally based on the fact that the Town and/or Trumbull Public Schools had to pay back a bond or bonds the funds from which were used toward construction and improvements of school facilities. Although the bond or bonds were refinanced to a more favorable rate for the Town and/or Trumbull Public Schools without decrease to the amount of TLC's annual payment, and although the Town and/or Trumbull Public Schools will finish paying the bond or bonds, the Parties envision future costs of renovations to the school facilities. Given these facts, TLC's annual payment will continue forward at the same rate of increase agreed upon in the Current Agreement, thereby contributing in advance toward the cost of future renovations and improvements to the school facilities.

WHEREAS, the Current Agreement provides for modifications and amendments at its Paragraph 21, and

WHEREAS, the Parties are desirous of modifying and amending the Current Agreement and the Parties are agreeable to the modifications and amendments contained herein,

NOW, THEREFORE, IT IS AGREED:

**FIRST**

**Amendment to Schedule of Payments.** The illustrative schedule of payments referenced within Paragraph 16 of and appended to the Memorandum of Understanding dated January 19, 1994 and the Amended Schedule of Payments of the First Amendment to Memorandum of Understanding is hereby amended to include payments for an additional twenty (20) years, all at the same rate of increase and to include the Frenchtown School payment as follows:

**SECOND AMENDED SCHEDULE OF PAYMENTS**

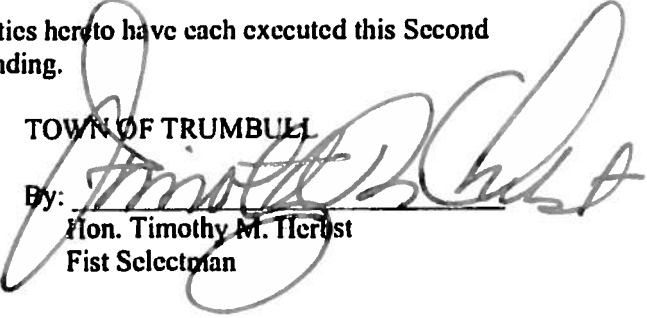
Year	Payment Due	Annual payment
31	June 2027	\$ 61,166
32	June 2028	\$ 61,166
33	June 2029	\$ 61,166
34	June 2030	\$ 66,838
35	June 2031	\$ 66,838
36	June 2032	\$ 66,838
37	June 2033	\$ 73,036
38	June 2034	\$ 73,036
39	June 2035	\$ 73,036
40	June 2036	\$ 79,808
41	June 2037	\$ 79,808
42	June 2038	\$ 79,808
43	June 2039	\$ 87,208
44	June 2040	\$ 87,208
45	June 2041	\$ 87,208
46	June 2042	\$ 95,295
47	June 2043	\$ 95,295
48	June 2044	\$95,295
49	June 2045	\$104,131
50	June 2046	\$104,131

**SECOND**

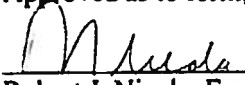
**Current Agreement Shall Remain in Full Force and Effect. The Current Agreement shall in all other respects remain in full force and effect.**

**IN WITNESS WHEREOF, the Parties hereto have each executed this Second Amendment to Memorandum of Understanding.**

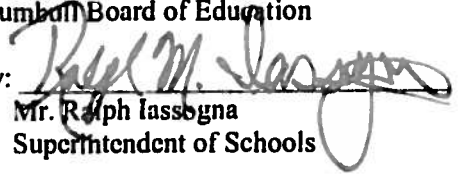
TOWN OF TRUMBULL

By:   
Hon. Timothy M. Herbst  
First Selectman

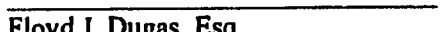
Approved as to form, by:

  
Robert J. Nicola, Esq.  
Owens, Schine & Nicola, P.C.  
(Attorneys for the Town of Trumbull)  
799 Silver Lane  
Trumbull, CT 06611


TRUMBULL PUBLIC SCHOOLS and the  
Trumbull Board of Education

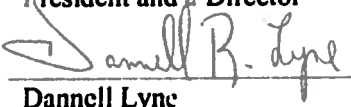
By:   
Mr. Ralph Iassogna  
Superintendent of Schools

Approved as to form, by:

  
Floyd J. Dugas, Esq.  
Berchem, Moses & Devlin, P.C.  
(Attorneys for the Trumbull Public Schools)  
75 Broad Street  
Milford, CT 06460

TRUMBULL LOVES CHILDREN, INC.

By:   
Alexis Haakonsen  
President and a Director

and By:   
Dannell Lync  
Treasurer and Finance Committee  
Chairperson