

Approve 09/11/2012.

5.1

## NEWPORT SCHOOL COMMITTEE

Special Meeting

Tuesday, August 14, 2012, 4:00 p.m.

### MINUTES

#### 1.0 OPENING ITEMS.

1.1 **Call to Order.** Chairperson Patrick K. Kelley called the Special Meeting of the Newport School Committee to order at 4:00 p.m. at the Newport Public Schools' Administration Center, Conference Room 924.

1.2 **Roll Call.** Attendance was as follows: School Committee Members: Chairperson Patrick K. Kelley, Vice Chairperson Rebecca Bolan, Sandra J. Flowers, Ph.D., Jo Eva Gaines (arrived at approximately 4:02 p.m.), Robert J. Leary, Thomas S. Phelan, and Dr. Charles P. Shoemaker. School Department: Superintendent of Schools John H. Ambroggi, Ed.D., Director of Administrative Services Joan Tracey, Director of Grants, Professional Development, and Community Involvement Jacqueline Naspo, Ed.D, Thompson Middle School Principal Jaime Crowley, Director of Curriculum and Instruction Caroline Frey, Ed.D., Director of Property Services Paul Fagan, and Director of Human Resources Fran Eames.

1.3 **Pledge of Allegiance.** The Pledge of Allegiance was recited.

#### 2.0 DISCUSSION ITEMS.

2.1 **Review of FY13 Budget.** Superintendent of Schools Dr. Ambroggi reviewed the recommended Newport Public Schools' Budget for Fiscal Year 2013 (attached) in the total amount of \$36,210,122. Review and discussion followed regarding the changes in revenues and expenditures—

##### Revenues

- Appropriation increases:  
Impact Aid, Medicaid, and Re-appropriation of Fund Balance;
- Appropriation decreases:  
Unanticipated tuitions and no appropriation increase received from the City for FY13;

- Net revenue decrease of \$322,514 from the Committee's approved budget of June 26, 2012, for a bottom line revenue of \$36,210,122.

Expenditures

- These changes reflect previous reductions as a result of: Loss of federal funds from Title I (three [3] Reading Teachers), .5 Spanish Teacher, one (1) Physical Education Teacher, and elimination of Home-Bound Tutor;
- Substantial savings realized through changes in Teachers' Association of Newport Contract;
- Close Identification of Special Education Tuitions;
- Net expenditure decrease mirrors the revenue decrease of \$322,514, for a bottom line expenditure of \$36,210,122.

Discussion followed.

Dr. Ambrogi then reviewed: Projected Enrollment, Federal Grants—Title I, II, and III and Special Education Program Grant Funding, Capital Improvement Budget, and Thompson Middle School Teaming.

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Discussion followed.

The following items will be researched and reported out later this evening at the 7 p.m. Newport School Committee Meeting under the Action Item—Approval of FY13 Budget.

1. Three-year average for Impact Aid Revenue
  2. Reduction from 10 to 8 third-grade classrooms
  3. Apply savings of third-grade classrooms to reading and mathematics interventions.
  4. Thompson Middle School Teaming—Sixth and Eighth Grade Split Model—Generalist vs. Specialist. Mr. Kelley, Mrs. Gaines, and Dr. Shoemaker indicated support for not changing the clusters/teaming model. Note: Implement either Generalist or Split Cluster Model.
  5. Director of Technology—Vacant Position. Create New Position of Assistant Superintendent, Contract Out, or Amend Job Description.
  6. Examine: Teacher/Administrative Pension/Benefit Line, Technical Services; Purchased Services; Electricity; and Technology Plan.
  7. Transfer to Capital Improvement Fund—one percent (1%)
  8. Recalls
  9. ALP Redesign
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**3.0 EXECUTIVE SESSION.**

- 3.1** At 5:24 p.m., Ms. Bolan made a motion to go into Executive Session under jurisdiction of Rhode Island State Law, Chapter 46, 42-46-5 – Exceptions (a)(1) Personal Matters, and the person or persons affected have been notified in advance in writing and advised that they may require that the discussion be held in an open session; and (a)(2) Collective Bargaining and Litigation. Mrs. Gaines seconded the motion, which carried unanimously (7-0)

**EXECUTIVE SESSION**

**SEALED MINUTES—CONFIDENTIAL**

**OPEN SESSION**

At approximately 5:54 p.m., Mr. Bolan made a motion to call the meeting into open session. Dr. Shoemaker seconded the motion, which carried unanimously (7-0).

**5.0 ADJOURNMENT.**

At 5:55 p.m., Mr. Phelan made a motion to adjourn the meeting. Ms. Bolan seconded the motion, which carried unanimously (7-0).

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Patrick K. Kelley  
Chairperson

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John H. Ambrogi, Ed.D.  
Clerk



NEWPORT PUBLIC SCHOOLS

John H. Ambrogio, Ed.D.  
*Superintendent of Schools*

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**MEMORANDUM**

**TO:** Newport School Committee

**FROM:** John H. Ambrogio, Ed.D.  
Superintendent of Schools

**RE:** **Review of FY 13 Budget**

**DATE:** August 10, 2012

Please find attached the first piece of information that we will discuss on Tuesday at 4 p.m.

What I am initially presenting to you is a balanced Budget. A tremendous amount of credit goes to Joan Tracey, our new Business Manager, for conducting a thorough and complete audit of some previous mistakes stemming from the previous Business Administrator's work.

On the first page, you will see the changes that we have been able to effect on both the Revenue and Expenditure side. With regard to revenues, we increased the appropriation of Impact Aid, Medicaid, and Fund Balance based upon a careful analysis of those three items. However, our tuitions were not as anticipated and, as you know, we received no additional monies from the City. Therefore, the Revenue changes from the Budget that you have approved on June 26<sup>th</sup> to this Budget result in a net decrease of revenue of \$322,514. This results in a total Revenue of \$36,210.122.

Next, you will find the changes in expenditures. These changes reflect previous reductions as a result of a loss of federal funds from Title I (three [3] Reading Teachers), a .5 Spanish Teacher, one (1) Physical Education Teacher, and the elimination of the home-bound Tutor. As you can see, we were able to save, through the changes in the TAN Contract, a substantial amount of money, and we were able to more closely identify Special Education tuitions. Therefore, the net expenditure decrease mirrors the revenue decrease of \$322,514, for a bottom line expenditure of \$36,210,122.

**ATTACHMENTS:**  
Documentation

JHA:wjg

**NEWPORT PUBLIC SCHOOLS**  
**Budget 2013 -**  
**Proposed Changes from 6/26/12 to 8/14/12**

	<u><b>Changes</b></u> <u><b>FY 2013 Budget</b></u>
<b>Revenues:</b>	
PL-847 Impact Aid	\$ 48,000
Medicaid	\$ 100,000
Reappropriation Of Fund Balance	\$ 186,661
Tuitions	\$ (77,670)
City Taxes Appropriation	<u>\$ (579,505)</u>
Net decrease in revenues	<u><u>\$ (322,514)</u></u>
<b>Expenditures:</b>	
Tan Contract:	
Salaries - 1% increase	\$ 153,295
FICA/Medicare	\$ 2,223
Pension	\$ 17,491
Health Benefits Plan Change	\$ (265,886)
Co Share	\$ (124,479)
Buy back change	<u>\$ (142,380)</u>
Net Change from TAN Contract	\$ (359,736)
Director of Grants 45% of salary and benefits	\$ 64,200
Rogers Text books not orded in 2012	\$ 30,000
Erate internal connections for Thompson	\$ 87,022
Tuitions to Educational Agencies	<u>\$ (144,000)</u>
Net decrease in expenses	<u><u>\$ (322,514)</u></u>

**NEWPORT PUBLIC SCHOOLS  
REVENUE REPORT  
For 8/14/12 Meeting  
2013 BUDGET FORECAST**

Description	Budget 2011-2012	Actual 2012	Over (Under)	6/26/2012 Budget 2012-2013	8/14/2012 Budget 2012-2013	Difference since last 2013 Budget	Difference 2012 versus 2013 Budget
<b><u>FEDERAL REVENUES:</u></b>							
PL-847 Impact Aid	\$ 400,000	\$ 717,900	\$ 317,900	\$ 502,000	\$ 550,000	\$ 48,000	\$ 150,000
E-RATE REFUND	\$ 45,000	\$ 45,382	\$ 382	\$ 45,000	\$ 45,000	\$ -	\$ -
JROTC REIMBURSEMENT	\$ 56,000	\$ 67,148	\$ 11,148	\$ 30,000	\$ 30,000	\$ -	\$ (26,000)
INDIRECT COSTS	\$ 25,000	\$ 23,059	\$ (1,941)	\$ 25,096	\$ 25,096	\$ -	\$ 96
MEDICAID	\$ 450,000	\$ 649,891	\$ 199,891	\$ 400,000	\$ 500,000	\$ 100,000	\$ 50,000
<b>TOTAL FEDERAL REVENUES</b>	<b>\$ 976,000</b>	<b>\$ 1,503,380</b>	<b>\$ 527,380</b>	<b>\$ 1,002,096</b>	<b>\$ 1,150,096</b>	<b>\$ 148,000</b>	<b>\$ 174,096</b>
<b><u>STATE REVENUES</u></b>							
<b><u>Unrestricted</u></b>							
OPERATIONS AID	\$ 10,717,390	\$ 10,205,734	\$ (511,656)	\$ 10,661,062	\$ 10,661,062	\$ -	\$ (56,328)
TEXTBOOK AID		\$ 1,599	\$ 1,599				
<b>TOTAL STATE AID</b>	<b>\$ 10,717,390</b>	<b>\$ 10,207,333</b>	<b>\$ (510,057)</b>	<b>\$ 10,661,062</b>	<b>\$ 10,661,062</b>	<b>\$ -</b>	<b>\$ (56,328)</b>
<b><u>LOCAL REVENUES</u></b>							
REAPPROPRIATION OF FUND BALANCE	\$ 1,370,211	\$ 1,370,211	\$ -	\$ 325,000	\$ 511,661	\$ 186,661	\$ (858,550)
TUITIONS	\$ 820,800	\$ 730,112	\$ (90,688)	\$ 757,670	\$ 680,000	\$ (77,670)	\$ (140,800)
RENTAL INCOME	\$ 36,200	\$ 70,610	\$ 34,410	\$ 50,335	\$ 50,335	\$ -	\$ 14,135
TRUST FUND INCOME		\$ 136,771	\$ 136,771	\$ 90,010	\$ 90,010	\$ -	\$ 90,010
MISCELLANEOUS		\$ 264	\$ 264			\$ -	\$ (264)
<b>TOTAL LOCAL REVENUES</b>	<b>\$ 2,227,211</b>	<b>\$ 2,307,968</b>	<b>\$ 80,757</b>	<b>\$ 1,223,015</b>	<b>\$ 1,332,006</b>	<b>\$ 108,991</b>	<b>\$ (895,469)</b>
<b>ARRA - Education Jobs Fund</b>				\$ 502,800	\$ 502,800	\$ -	\$ 502,800
<b>CITY TAXES APPROPRIATION</b>	<b>\$22,564,158</b>	<b>\$ 22,564,157</b>	<b>\$ (1)</b>	<b>\$23,143,663</b>	<b>\$22,564,158</b>	<b>\$ (579,505)</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 36,484,759</b>	<b>\$ 36,582,838</b>	<b>\$ 98,079</b>	<b>\$ 36,532,636</b>	<b>\$ 36,210,122</b>	<b>\$ (322,514)</b>	<b>\$ (274,901)</b>
<b>Unused fund balance in 2011 (\$1,487,167 - \$1,370,211)</b>			<b>\$ 116,956</b>				
<b>Excess of Revenue over expenditures 2012 *</b>			<b>\$ 454,733</b>				
<b>Maximum balance available for 2013</b>			<b>\$ 669,768</b>				

\* Increase from 6/26/12 FY 2012 forecast due primarily to corrections of errors in accrued expenses and deferring erate and text book expenditures to 2013.

<b>NEWPORT PUBLIC SCHOOLS</b>							
<b>FY 2013 Budget Request to School Committee</b>							
<b>August 14, 2012</b>							
				<b>6/26/2012</b>	<b>8/14/2012</b>	<b>Difference</b>	<b>Difference</b>
	<b>Budget</b>	<b>Actual</b>	<b>Over</b>	<b>Budget</b>	<b>Budget</b>	<b>since last</b>	<b>2012 versus</b>
<b>Description</b>	<b>2011-2012</b>	<b>2012</b>	<b>(Under)</b>	<b>2012-2013</b>	<b>2012-2013</b>	<b>2013 Budget</b>	<b>2013 Budget</b>
Regular Salaries	18,627,450	18,566,151	(61,299)	18,798,522	18,997,317		
Vacation	23,000	22,747	(253)	23,460	23,460		
Differential Pay	119,450	104,767	(14,683)	123,540	123,540		
			0				
Regular Overtime	96,928	71,086	(25,842)	98,866	98,866		
Severance	120,000	66,006	(53,994)	75,621	75,621		
Salaries - Non-Pensionable	98,206	102,477	4,271	99,170	99,170		
<b>Total Salaries</b>	<b>19,085,034</b>	<b>18,933,234</b>	<b>(151,800)</b>	<b>19,219,179</b>	<b>19,417,974</b>	<b>198,795</b>	<b>332,940</b>
Health and Medical Premiums	3,354,610	2,966,171	(388,439)	2,947,989	2,564,924		
Life	79,587	66,642	(12,945)	78,665	78,765		
Dental	242,892	143,809	(99,083)	218,362	218,862		
Medical Buyback Payments	383,707	394,676	10,969	377,995	235,615		
Retiree Benefits	4,185,747	4,200,224	14,477	3,851,636	3,851,636		
Teacher/Administrative Pension	2,263,423	2,396,002	132,579	2,718,610	2,746,301		
FICA/Medicare	537,839	515,549	(22,290)	544,737	547,560		
Unemployment Insurance	83,002	46,499	(36,503)	75,322	75,322		
Worker's Compensation Premium	127,655	126,131	(1,524)	143,827	143,827		
Auto Allowance	19,800	20,675	875	15,700	15,700		
<b>Total Benefits</b>	<b>11,278,262</b>	<b>10,876,378</b>	<b>(401,884)</b>	<b>10,972,843</b>	<b>10,478,512</b>	<b>(494,331)</b>	<b>(799,750)</b>

<b>NEWPORT PUBLIC SCHOOLS</b>							
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<b>August 14, 2012</b>							
				<b>6/26/2012</b>	<b>8/14/2012</b>	<b>Difference</b>	<b>Difference</b>
	<b>Budget</b>	<b>Actual</b>	<b>Over</b>	<b>Budget</b>	<b>Budget</b>	<b>since last</b>	<b>2012 versus</b>
<b>Description</b>	<b>2011-2012</b>	<b>2012</b>	<b>(Under)</b>	<b>2012-2013</b>	<b>2012-2013</b>	<b>2013 Budget</b>	<b>2013 Budget</b>
Therapists	36,906	55,328	18,422	37,635	37,635		
Psychologists - Contracted	6,500	13,040	6,540	7,600	7,600		
Interpreters	5,813	6,120	307	7,982	7,982		
Bus Assistants/Monitors	166,764	176,172	9,408	17,416	17,416		
Evaluation Services	20,741	19,331	(1,410)	21,155	21,155		
Tutoring Services	11,690		(11,690)	12,603	12,603		
Professional Ed. Services	181,536	191,425	9,889	187,929	187,929		
Professional Development and Training	41,368	30,765	(10,603)	44,368	44,368		
Conference / Workshop	12,300	17,826	5,526	15,000	15,000		
Other Professional Services	0		0				
Legal	45,000	68,817	23,817	60,000	60,000		
Other Services	0	17,029	17,029	5,875	5,875		
Crossing Guards	41,982	36,646	(5,336)	36,550	36,550		
Medicaid Claims Provider	25,000	27,182	2,182	25,000	25,000		
Officials/Referees	35,566	35,188	(378)	35,566	35,566		
Data Processing and Coding Services		13,500	13,500	0	0		
Other Technical Services		30,850	30,850				
Testing	53,762		(53,762)	46,317	46,317		
Other Charges			0				
Postage	32,577	26,051	(6,526)	25,041	25,041		
<b>Total Prof and Tech Services</b>	<b>717,505</b>	<b>765,270</b>	<b>47,765</b>	<b>586,037</b>	<b>586,037</b>	<b>0</b>	<b>(131,468)</b>

<b>NEWPORT PUBLIC SCHOOLS</b>							
<b>FY 2013 Budget Request to School Committee</b>							
<b>August 14, 2012</b>							
				6/26/2012	8/14/2012	Difference	Difference
	Budget	Actual	Over	Budget	Budget	since last	2012 versus
Description	2011-2012	2012	(Under)	2012-2013	2012-2013	2013 Budget	2013 Budget
Rubbish Disposal Services	35,902	28,833	(7,069)	28,526	28,526		
Custodial Services	0		0				
Goundskeeping Services	21,559	25,952	4,393	21,850	21,850		
Maintenance	42,723	40,962	(1,761)	42,426	42,426		
Furniture/Fixtures & Equipment	38,560	41,324	2,764	31,850	31,850		
Grounds	95,622	174,793	79,171	129,736	129,736		
Maintenance	17,900	6,469	(11,431)	16,326	16,326		
Water/Sewage	77,545	79,719	2,174	97,345	97,345		
Communications to Telephone	62,340	73,836	11,496	72,542	72,542		
Energy Management Services & interest	146,887	124,971	(21,916)	146,887	146,887		
Equipment	21,128	1,270	(19,858)				
Alarm & Fire Safety Services	20,245	11,837	(8,408)	20,709	20,709		
<b>Total Purchased Property Services</b>	<b>580,411</b>	<b>609,966</b>	<b>29,555</b>	<b>608,197</b>	<b>608,197</b>	<b>0</b>	<b>27,786</b>
Transportation Contractors	966,433	1,069,662	103,229	1,086,459	1,086,459		
Property/Liability Insurance	108,695	108,082	(613)	129,419	129,419		
Advertising Costs	29,132	21,946	(7,186)	17,000	17,000		
Printing	14,906	9,385	(5,521)	8,433	8,433		
Tuition to Educational Service Agencies	2,034,294	1,941,438	(92,856)	2,285,919	2,141,919		
Employee Travel - Non-Teachers	4,800	1,082	(3,718)	2,500	2,500		
Employee Travel - Teachers	6,200	8,320	2,120	8,400	8,400		
<b>Total Other Purchased Services</b>	<b>3,164,460</b>	<b>3,159,915</b>	<b>(4,545)</b>	<b>3,538,130</b>	<b>3,394,130</b>	<b>(144,000)</b>	<b>229,670</b>

<b>NEWPORT PUBLIC SCHOOLS</b>							
<b>FY 2013 Budget Request to School Committee</b>							
<b>August 14, 2012</b>							
				6/26/2012	8/14/2012	Difference	Difference
	Budget	Actual	Over	Budget	Budget	since last	2012 versus
Description	2011-2012	2012	(Under)	2012-2013	2012-2013	2013 Budget	2013 Budget
General Supplies, Materials	230,148	209,879	(20,269)	192,699	192,699		
Software	0		0				
Library and Audio-Visual	150	150	0				
Graduation Supplies	5,088	1,730	(3,358)	1,858	1,858		
Medical Supplies	10,482	27,323	16,841	6,758	6,758		
Athletic Supplies	19,311	19,000	(311)	16,150	16,150		
Natural Gas	264,470	197,633	(66,837)	171,047	171,047		
Gasoline	14,000	8,517	(5,483)	9,073	9,073		
Diesel Fuel	118,897	117,684	(1,213)	120,000	120,000		
Fuel Oil	102,248	91,229	(11,019)	93,225	93,225		
Electricity	342,814	376,703	33,889	383,714	383,714		
Custodial Supplies	162,033	159,872	(2,161)	146,181	146,181		
Textbooks	148,674	249,429	100,755	58,474	88,474		
Library Books	4,010	6,995	2,985	4,905	4,905		
Reference Books	1,644	1,677	33	3,025	3,025		
Subscriptions and Periodicals	4,204	3,552	(652)	3,809	3,809		
Technology-Related Supplies	31,725	10,974	(20,751)	15,614	15,614		
<b>Total Supplies</b>	<b>1,459,898</b>	<b>1,482,347</b>	<b>22,449</b>	<b>1,226,532</b>	<b>1,256,532</b>	<b>30,000</b>	<b>(203,366)</b>

<b>NEWPORT PUBLIC SCHOOLS</b>							
<b>FY 2013 Budget Request to School Committee</b>							
<b>August 14, 2012</b>							
				6/26/2012	8/14/2012	Difference	Difference
	Budget	Actual	Over	Budget	Budget	since last	2012 versus
Description	2011-2012	2012	(Under)	2012-2013	2012-2013	2013 Budget	2013 Budget
Building Improvements	0						
Technology-Related Hardware	42,647	44,102	1,455	72,445	159,467		
Technology Software	111,532	81,727	(29,805)	91,006	91,006		
Other Equipment	19,000	27,834	8,834				
<b>Total Property</b>	<b>173,179</b>	<b>153,663</b>	<b>(19,516)</b>	<b>163,451</b>	<b>250,473</b>	<b>87,022</b>	<b>77,294</b>
Professional Organization Fees	26,011	49,254	23,243	38,267	38,267		
Interest							
Transfer to Capital	0			180,000	180,000		
<b>Total Miscellaneous</b>	<b>26,011</b>	<b>49,254</b>	<b>23,243</b>	<b>218,267</b>	<b>218,267</b>	<b>0</b>	<b>192,256</b>
<b>Grand Total Newport Public School</b>	<b>36,484,760</b>	<b>36,030,027</b>	<b>(454,733)</b>	<b>36,532,636</b>	<b>36,210,122</b>	<b>(322,514)</b>	<b>(274,638)</b>
TOTAL SALARIES & BENEFITS	30,363,296	29,809,612	(553,684)	30,192,022	29,896,486	(295,536)	(466,810)
TOTAL ALL EXPENSE ACCOUNTS	6,121,464	6,220,415	98,951	6,340,614	6,313,636	(26,978)	192,172
GRAND TOTAL	36,484,760	36,030,027	(454,733)	36,532,636	36,210,122	(322,514)	(274,638)