AGENDA FINANCE & AUDIT COMMITTEE CREC COUNCIL Wednesday, September 12, 2018 11:30 – 1:00 pm Conference Call HARTFORD, CT. 06106

Call to order

New Business:

Discussion re: September 19 Council meeting

Review The Auditor's Communication with those charged with Governance regarding audit of Capitol Region Education Council

Review of Council Exhibits.

Review of 2017 - 2018 Financials (unaudited)

Adjournment

CREC Council Meeting 9/19/18

Attachment A

<u>Polaris Center: 2017 – 2018 (Revision)</u> <u>General Fund</u> <u>Division of Student Services</u>

CREC's John J. Allison Polaris Center is a treatment program that serves children with emotional, behavioral and psychiatric needs. The Center is comprised of a Special Education Day School, an Alternative Program for Expelled Students, an Outpatient Mental Health Clinic and a Department of Children and Families Multi-Disciplinary Examination ("DCF MDE") Clinic. Through close collaboration with local education and mental health agencies, we provide individualized services to children who are having problems within their families, schools and/or communities. It serves an average of 90 middle and high school-aged students.

This revision of \$265,000 is due to an increase in temporary staffing for a new Elementary Program and an increase in food service costs.

<u>Revenue:</u>	
Tuition	\$4,316,586
Child Nutrition Program	35,000
DCF Contract	82,000
Provision of Services	571,769
Other Revenues	472,000
	\$5,477,355

<u>Staffing:</u> No action necessary

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<u>RECOMMENDED ACTION</u>: Adopt a revised 2017-2018 Polaris Center program budget of \$5,477,355 with additional revenue as set forth above.

(Budget on reverse)

Polaris Center: 2017-2018 (Revision)

General Fund # 130

Division of Student Services

	5/17/2017		Inc./(Dec.)	9/19/2018	
Salaries		\$3,151,549		.	\$3,356,549
101 Certified Administrative (0.90)	\$117,064			\$117,064	
102 Other Certified (15.50)	1,032,490			1,032,490	
122 Paraprofessionals (3.00)	75,903			75,903	
123 Support Staff (22.83)	745,910			745,910	
129 Other Non-Certified (15.62)	1,080,082			1,080,082	
139 Other Temporary	80,100		\$205,000	285,100	
141 Student Personnel	20,000			20,000	
<u>Benefits</u>		971,174			986,174
210 Health Insurance	671,102			671,102	
220 FICA	169,822		15,000	184,822	
250 Unemployment Comp.	18,909			18,909	
260 Workers' Comp.	40,970			40,970	
270 Retirement Benefits	70,371			70,371	
Professional/Tech Services		605,500			605,500
311 CREC Supervision	193,050			193,050	
312 CREC Support	193,050			193,050	
314 Computer Services	54,168			54,168	
315 Management Services	50,000			50,000	
32101 Special Education Services	5,000			5,000	
322 External Staff Development	2,000			2,000	
32210 CREC Staff Development	7,232			7,232	
332 Medical Services	80,000			80,000	
334 Stipends	16,000			16,000	
343 Auto Repair	5,000			5,000	
Property Services		92,000			92,000
411 Safety & Security	2,000			2,000	
423 Custodial Sevices	2,000			2,000	
430 Maintenance & Repair	45,000			45,000	
442 Equipment Rental	11,000			11,000	
450 Remodel/Renovation	32,000			32,000	
Other Services		55,132			55,132
521 Property Insurance	8,000	,		8,000	
522 Liability Insurance	9,632			9,632	
523 Auto Insurance	5,000			5,000	
531 Postage	2,500			2,500	
532 Telephone	16,000			16,000	
540 Advertising	1,000			1,000	
550 Printing	1,500			1,500	
581 Travel	1,500			1,500	
591 Workshop Expenses	3,000			3,000	
592 Other Purchased Services	7,000			7,000	
<u>Supplies</u>	,	326,000			371,000
611 Instructional Supplies	7,000	,		7,000	, -
612 Food - Instructional Supplies	1,000			1,000	
613 Maintenance Supplies	8,000			8,000	
614 Other Materials & Supplies	29,000			29,000	
615 Medical Supplies	1,000			1,000	
616 Office Supplies	6,000			6,000	
617 Pupil Incentives	4,000			4,000	
620 Utilities/Energy	106,000			106,000	
626 Transportation Supplies	5,000			5,000	
630 School Food Services	154,000		45,000	199,000	
641 Text/Workbooks	1,500		10,000	1,500	
642 Library Books	1,000			1,000	
643 Computer Software	2,500			2,500	
-	2,300	10,000		2,500	10,000
Property 733 Equipment >\$1,000	10,000	10,000		10,000	10,000
Other Objects	10,000	1,000		10,000	1,000
810 Dues & Fees	1,000	1,000		1,000	1,000
Totals	\$5,212	355	\$265,000	\$5,477	355
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CREC Council Meeting 9/19/18

Attachment B

Regional Fingerprinting Service: 2017-2018 (Revision) Enterprise Fund #705

CREC continues to offer this service to its districts in response to the 1994 State of Connecticut law, which requires districts to have all newly-hired employees fingerprinted.

	4/19/2017		Inc./(Dec.)	<u>9/19/2018</u>	
<u>Salaries</u>	\$68,300				\$68,300
123 Support Staff (1.53)	\$63,300			\$63,300	
139 Other Temporary	5,000			5,000	
<u>Benefits</u>		26,613			26,613
210 Health Insurance	17,748			17,748	
220 FICA	5,225			5,225	
250 Unemployment Comp.	410			410	
260 Workers' Comp.	888			888	
270 Retirement Benefits	2,342			2,342	
Professional/Tech Services		191			191
32210 CREC Staff Development	191			191	
Property Services		9,000			9,000
430 Maintenace & Repair	500			500	
44110 Operating Facility/Rent Internal	8,500			8,500	
Other Services		61,810			85,810
522 Liability Insurance	315			315	
531 Postage	50			50	
532 Telephone	520			520	
551 Copying	900			900	
581 Travel	25			25	
592 Other Purchased Services*	60,000		\$24,000	84,000	
Supplies		200			200
616 Office Supplies	200			200	
Total	\$166,11	4	\$24,000	\$190,	114

The revision is due to the State of Connecticut State Police increasing their fingerprinting fee from \$50 to \$75.

<u>Revenue:</u> Provision of Services

\$190,114

<u>Staffing:</u> No action necessary

RECOMMENDED ACTION:

Adopt a revised 2017-2018 Regional Fingerprinting Services Program budget of \$190,114 with additional revenue as set forth above.

* FBI and State charge for fingerprinting processing fees