

AGENDA
FINANCE & AUDIT COMMITTEE
CREC COUNCIL
Wednesday, May 10, 2017
11:30 – 1:00 pm
147 Charter Oak Avenue
Hartford, CT. 06106

Call to order

New Business:

Discussion re: May 17 Council meeting

- Review Council Exhibits
- Review of 3rd quarter financials
- Leadership Budget 2017-2018

Adjournment

Lunch will be served.

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Attachment A

International Magnet School for Global Citizenship: 2016 – 2017
Capital Projects Fund
Construction Division

The International Magnet School for Global Citizenship has an approved school construction grant for \$31,581,500.

The school, opened in January 2014, is situated on 14.35 acres at 625 Chapel Road, South Windsor. The 62,233 square foot facility has current enrollment of 440 students, grades pre-K to 5.

The CREC Construction Services Division is starting the formal closeout of the building project, a process necessary to receive the final grant payment. Council's acceptance of the project "as complete" must take place before the formal closeout can begin.

RECOMMENDED ACTION: Approve the International Magnet School for Global Citizenship #241-0098 building project as complete.

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Attachment B

Reggio Magnet School of the Arts: 2016 – 2017
Capital Projects Fund
Construction Division

The Reggio Magnet School of the Arts has an approved school construction grant for \$32,987,694.

The school, opened in January 2014, is situated on 10.5 acres at 59 Waterville Road, Avon. The 64,120 square foot facility has current enrollment of 440 students, grades pre-K through 5.

The CREC Construction Services Division is starting the formal closeout of the building project, a process necessary to receive the final grant payment. Council's acceptance of the project "as complete" must take place before the formal closeout can begin

RECOMMENDED ACTION: Approve the Reggio Magnet School for the Arts #241-0095 building project as complete.

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Attachment C

Polaris Center: 2016 – 2017 (Revision)

General Fund

Division of Student Services

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.

This revision of \$161,475 is due to an increased demand for services, which resulted in increased temporary staffing.

Revenue:

Tuition	\$4,211,785
Child Nutrition Program	30,000
DCF Contract	76,000
Provision of Services	539,150
Other Revenues	430,000
	<u>\$5,286,935</u>

Staffing:

No action necessary

RECOMMENDED ACTION: Adopt a revised 2016-2017 Polaris Center program budget of \$5,286,935 with additional revenue as set forth above.

(Budget and Staffing Roster on following pages)

Polaris Center : 2016 - 2017 (Revision)

General Fund # 130

Division of Student Services

	<u>5/18/2016</u>	<u>Inc./ (Dec.)</u>	<u>5/17/2017</u>
<u>Salaries</u>	\$3,049,644		\$3,199,644
101 Certified Administrative (0.80)	\$114,781		\$114,781
102 Other Certified (15.50)	1,032,720		1,032,720
122 Paraprofessionals (3.00)	74,421		74,421
123 Support Staff (21.61)	707,561		707,561
129 Other Non-Certified (15.16)	1,055,861		1,055,861
139 Other Temporary	64,300		214,300
		\$150,000	
<u>Benefits</u>	906,400		917,875
210 Health Insurance	616,779		616,779
220 FICA	162,151	11,475	173,626
250 Unemployment Comp.	19,823		19,823
260 Workers' Comp.	39,646		39,646
270 Retirement Benefits	68,001		68,001
<u>Professional/Tech Services</u>	595,026		595,026
311 CREC Supervision	189,831		189,831
312 CREC Support	189,831		189,831
314 Computer Services	59,355		59,355
315 Management Services	50,000		50,000
320 Professional Education Consultant	4,000		4,000
32101 Special Education Services	5,000		5,000
322 External Staff Development	2,000		2,000
32210 CREC Staff Development	7,009		7,009
332 Medical Services	80,000		80,000
343 Auto Repair	8,000		8,000
<u>Property Services</u>	125,418		125,418
411 Safety & Security	3,000		3,000
423 Custodial Services	3,000		3,000
430 Maintenance & Repair	45,000		45,000
442 Equipment Rental	9,500		9,500
450 Remodel/Renovation	64,918		64,918
<u>Other Services</u>	57,472		57,472
521 Property Insurance	9,000		9,000
522 Liability Insurance	9,472		9,472
523 Auto Insurance	5,000		5,000
531 Postage	3,500		3,500
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	4,500		4,500
592 Other Purchased Services	6,000		6,000
<u>Supplies</u>	368,000		368,000
611 Instructional Supplies	6,000		6,000
612 Food - Instructional Supplies	1,000		1,000
613 Maintenance Supplies	8,000		8,000
614 Other Materials & Supplies	32,000		32,000
615 Medical Supplies	1,000		1,000
616 Office Supplies	15,000		15,000
617 Pupil Incentives	4,000		4,000
620 Utilities/Energy	100,000		100,000
626 Transportation Supplies	8,000		8,000
630 School Food Services	189,000		189,000
641 Text/Workbooks	1,500		1,500
642 Library Books	500		500
643 Computer Software	2,000		2,000
<u>Property</u>	21,500		21,500
733 Equipment >\$1,000	13,500		13,500
735 Equipment <\$1,000	8,000		8,000
<u>Other Objects</u>	2,000		2,000
810 Dues & Fees	2,000		2,000
Totals	\$5,125,460	\$161,475	\$5,286,935

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Attachment D

Audit Required Budget Authorizations: 2016-2017 (Revision)
Internal Service Fund

CREC uses several internal service fund accounts to receive and disburse funds. Our auditors require that the CREC Council formally authorize these accounts.

		Budget <u>2016-2017</u>	Budget(Revision) <u>2016-2017</u>
Employee Benefits	Health, Life, Disability insurance funded from this source.	\$31,000,000	\$32,500,000
Workers' Compensation	Workers' Compensation claims funded from this source.	\$1,400,000	\$1,900,000

RECOMMENDED ACTION: Adopt a revised budget for the above accounts for 2016-2017 in order to receive and disburse funds in accordance with CREC Council action.

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Attachment E

Community Education Provision of Services: 2016 – 2017 (Revision)
Enterprise Fund
Division of Community Education

This fund serves the community through initiatives in adult education, career development, workforce preparedness and training in disability awareness.

The fund provides services through enterprise activities, including conference management, workplace education, training and the provision of educational materials.

This revision of \$98,164 is due to increased demand for conference management and customer service training.

Revenue:

Provision of Services	\$313,526
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Staffing:

Create 0.23 non-certified administrative position

Create 0.26 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a revised 2016 - 2017 Community Education Provision of Services program budget of \$313,526 with additional revenue as set forth above.
- (2) Create 0.23 non-certified administrative position bringing the current roster to 0.60 fte.
- (3) Create 0.26 other non-certified position bringing the current roster to 1.70 ftes.

(Budget on Reverse)

Community Education Provision of Services: 2016-2017 (Revision)
Enterprise Fund #75001
Division of Community Education

	<u>5/18/2016</u>	<u>Inc./Dec.</u>	<u>5/17/2017</u>	
<u>Salaries</u>				
	\$139,116		\$185,055	
121 Non-Certified Administrative (0.60)	\$45,510	\$30,135	\$75,645	
129 Other Non-Certified (1.70)	90,606	18,804	109,410	
139 Temporary	3,000	(3,000)		
<u>Benefits</u>	38,301		49,912	
210 Health Insurance	19,910	5,390	25,300	
220 FICA	10,642	3,515	14,157	
250 Unemployment Comp.	904	298	1,202	
260 Workers' Comp.	1,809	597	2,406	
270 Retirement Benefits	5,036	1,811	6,847	
<u>Professional/Tech Services</u>	20,304		30,290	
311 CREC Supervision	9,789	4,462	14,251	
312 CREC Support	9,789	4,462	14,251	
320 Professional Education Consultant	500	1,000	1,500	
32210 CREC Staff Development	226	62	288	
<u>Property Services</u>	9,050		11,950	
441 Operating Facility/Rent	9,050	2,900	11,950	
<u>Other Services</u>	8,591		33,459	
522 Liability Insurance	391	178	569	
581 Travel		750	750	
591 Workshop Expenses	8,200	23,940	32,140	
<u>Supplies</u>			2,860	
611 Instructional Supplies		2,860	2,860	
Total	<u>\$215,362</u>	<u>\$98,164</u>	<u>\$313,526</u>	

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Attachment F

Soundbridge: 2017 – 2018

General Fund

Division of Student Services

The CREC Soundbridge program provides highly specialized audiological and educational services to help children with hearing loss learn to listen and talk. The program serves children from birth to 21 years of age, with more than 94% of the students served in their home school districts. Last year, services were delivered to students in 100 school districts by Soundbridge teachers of the hearing impaired, auditory-verbal therapists, and audiologists. Soundbridge also runs a National Association for the Education of Young Children (NAEYC) - accredited preschool for typically developing 3 to 5 year-olds, who model normal spoken language and behavior for the preschoolers who have hearing loss. Soundbridge provides academic year services, as well as Extended School Year services and audiological services to adults. Soundbridge also provides educational consulting services to a program with cochlear implants in Kuwait.

Revenue:

Tuition	\$1,567,020
Tuition - ELC	162,000
Provision of Services	4,194,318
DDS contract	1,025,000
	<hr/> \$6,948,338

Staffing:

Create 0.22 certified administrative position
Create 0.48 other certified position
Delete 2.00 paraprofessional positions
Create 1.00 support staff position
Create 0.14 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 Soundbridge program budget of \$6,948,338 and open an appropriate account with revenue as set forth above.
- (2) Create 0.22 certified administrative position bringing the current roster to 2.90 ftes.
- (3) Create 0.48 other certified position bringing the current roster to 26.45 ftes.
- (4) Delete 2.00 paraprofessional positions bringing the current roster to 16.00 ftes.
- (5) Create 1.00 support staff position bringing the current roster to 16.00 ftes.
- (6) Create 0.14 other non-certified position bringing the current roster to 10.71 ftes.

(Budget and Staffing Roster on following pages)

Soundbridge: 2017 - 2018
General Fund #122
Division of Student Services

	<u>2016 - 2017</u>	<u>2017 - 2018</u>	<u>Change</u>
<u>Staffing Roster:</u>			
101 Director	1.00	1.00	0.00
101 Assistant Director	1.00	1.00	0.00
101 Supervisor	0.68	0.90	0.22
102 Teachers	25.97	26.45	0.48
122 Paraprofessionals	18.00	16.00	(2.00)
123 Audiologist Technicians and Assistant	4.00	6.00	2.00
123 Custodian	1.00	1.00	0.00
123 Early Childhood Asst. Instructors	3.00	3.00	0.00
123 Early Childhood Instructors	2.00	2.00	0.00
123 Office Staff	4.00	3.00	(1.00)
123 Student Services Coordinator	1.00	1.00	0.00
129 Audiologists	9.00	9.00	0.00
129 Counselor	0.61	0.61	0.00
129 Nurse	0.10	0.10	0.00
129 Accountant	0.86	1.00	0.14
Total	<u>72.22</u>	<u>72.06</u>	<u>(0.16)</u>

Summary by Salary Code:

101	2.68	2.90	0.22
102	25.97	26.45	0.48
122	18.00	16.00	(2.00)
123	15.00	16.00	1.00
129	<u>10.57</u>	<u>10.71</u>	<u>0.14</u>
Total	<u>72.22</u>	<u>72.06</u>	<u>(0.16)</u>

Soundbridge: 2017 - 2018
General Fund #122
Division of Student Services

	<u>2016 - 2017</u>		<u>2017 - 2018</u>	
<u>Salaries</u>		\$4,003,583		\$4,160,263
101 Certified Administrative (2.90)	\$328,212		\$338,030	
102 Other Certified (26.45)	1,937,872		2,027,104	
122 Paraprofessionals (16.00)	379,816		365,523	
123 Support Staff (16.00)	570,964		625,645	
129 Other Non-Certified (10.71)	786,719		803,961	
<u>Benefits</u>		1,102,554		1,152,985
210 Health Insurance	794,420		835,896	
220 FICA	165,777		171,622	
250 Unemployment Comp.	26,023		24,962	
260 Workers' Comp.	52,046		54,084	
270 Retirement Benefits	64,288		66,421	
<u>Professional/Tech Services</u>		749,179		807,122
311 CREC Supervision	247,579		257,345	
312 CREC Support	247,579		257,345	
314 Computer Services	55,993		73,667	
315 Management Services	50,000		50,000	
320 Professional Education Consultant	11,000		1,000	
321 Special Education Consultant	125,000		-	
32101 Special Education Services	-		110,000	
322 External Staff Development	1,500		1,757	
32210 CREC Staff Development	9,028		9,008	
34100 External Staffing	-		45,000	
343 Auto Repair	1,500		2,000	
<u>Property Services</u>		106,000		70,000
430 Maintenance & Repair	59,000		60,000	
441 Operating Facility/Rent	40,000		-	
442 Equipment Rental	7,000		10,000	
<u>Other Services</u>		273,965		355,793
521 Property Insurance	11,826		9,645	
522 Liability Insurance	12,403		12,840	
523 Auto Insurance	10,236		10,285	
531 Postage	7,000		7,500	
532 Telephone	16,000		21,000	
540 Advertising	1,000		1,000	
550 Printing	1,200		1,500	
551 Copying	300		300	
561 Pupil Tuition	-		70,000	
581 Travel	115,000		115,000	
591 Workshop Expenses	1,000		1,723	
592 Other Purchased Services	98,000		105,000	
<u>Supplies</u>		280,622		196,558
611 Instructional Supplies	500		1,000	
613 Maintenance Supplies	6,000		10,000	
614 Other Materials & Supplies	196,515		90,000	
615 Medical Supplies	-		550	
616 Office Supplies	5,607		10,993	
620 Utilities/Energy	72,000		75,000	
630 School Food Services	-		4,015	
641 Text/Workbooks	-		5,000	
<u>Property</u>		109,792		151,117
733 Equipment >\$1,000	22,500		48,000	
735 Equipment <\$1,000	87,292		103,117	
<u>Other</u>		84,000		54,500
810 Dues & Fees	-		500	
830 Interest	84,000		54,000	
Total	\$6,709,695		\$6,948,338	

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Attachment G

Soundbridge Summer School: 2017 – 2018
General Fund
Division of Student Services

CREC Soundbridge conducts a summer school for students who are hearing impaired and who are in great need of continued programming to maintain skills in speech, language, audition and academic areas. This year, summer school will take place from June 26th to July 20th.

Revenue:

Tuition	\$95,550
Provision of Services	<u>15,000</u>
	\$110,550

Staffing:

No action necessary

RECOMMENDED ACTION: Adopt a 2017-2018 Soundbridge Summer School program budget of \$110,550 and open an appropriate account with revenue as set forth above.

(Budget on Reverse)

Soundbridge Summer School: 2017 - 2018

General Fund #12201

Division of Student Services

	<u>2016 - 2017</u>	<u>2017 - 2018</u>
<u>Salaries</u>	\$42,147	\$49,200
139 Other Temporary	\$42,147	\$49,200
<u>Benefits</u>	2,452	3,768
220 FICA	1,249	2,040
250 Unemployment Comp.	274	295
260 Workers' Comp.	548	640
270 Retirement Benefits	381	793
<u>Professional/Tech Services</u>	22,188	23,188
311 CREC Supervision	3,519	4,094
312 CREC Support	3,519	4,094
32101 Special Education Services	9,000	9,000
332 Medical Services	3,150	3,000
341 Clerical Services	3,000	3,000
<u>Property Services</u>	2,000	3,000
430 Maintenance & Repair	2,000	3,000
<u>Other Services</u>	17,626	21,904
519 Pupil Transportation	200	200
51901 Field Trips	500	500
522 Liability Insurance	176	204
531 Postage	500	500
532 Telephone	500	500
581 Travel	10,750	10,000
592 Other Purchased Services	5,000	10,000
<u>Supplies</u>	2,087	2,990
614 Other Materials & Supplies	387	500
615 Medical Supplies	50	50
616 Office Supplies	400	1,000
630 School Food Services	1,000	1,000
641 Text/Workbooks	250	440
<u>Property</u>	6,500	6,500
733 Equipment > \$1,000	2,500	2,500
735 Equipment < \$1,000	4,000	4,000
Total	\$95,000	\$110,550

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Attachment H

Polaris Center: 2017 – 2018

General Fund

Division of Student Services

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.

Revenue:

Tuition	\$4,051,586
Child Nutrition Program	35,000
DCF Contract	82,000
Provision of Services	571,769
Other Revenues	<u>472,000</u>
	\$5,212,355

Staffing:

Create 0.10 certified administrative position
Create 1.22 support staff positions
Create 0.46 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 Polaris Center program budget of \$5,212,355 and open an appropriate account with revenue as set forth above.
- (2) Create 0.10 certified administrative position bringing the current roster to 0.90 fte.
- (3) Create 1.22 support staff positions bringing the current roster to 22.83 ftes.
- (4) Create 0.46 other non-certified position bringing the current roster to 15.62 ftes.

(Budget and Staffing Roster on following pages)

Polaris Center : 2017-2018
General Fund # 130
Division of Student Services

	<u>2016-2017</u>	<u>2017-2018</u>	<u>Change</u>
<u>Staffing Roster:</u>			
101 Principal	0.50	0.50	0.00
101 Director	0.30	0.40	0.10
102 Case Manager	1.00	1.00	0.00
102 Certified Clinicians	4.00	4.00	0.00
102 Certified Teachers	9.50	9.50	0.00
102 Certified Counselor	1.00	1.00	0.00
122 Paraprofessionals	3.00	3.00	0.00
123 Associate Instructors	8.00	10.00	2.00
123 Chef Assistant	2.77	3.82	1.05
123 Secretary	4.59	4.76	0.17
123 Job Coach	1.50	1.50	0.00
123 Behavior Manager	1.00	1.00	0.00
123 Behavior Interventionist	2.00	0.00	(2.00)
123 School Coordinator	1.00	1.00	0.00
123 Accountant	0.75	0.75	0.00
129 Transportation Manager	0.08	0.08	0.00
129 Kitchen Manager	1.93	1.93	0.00
129 Chef Supervisor	1.00	1.00	0.00
129 Community Liaison	1.42	1.57	0.15
129 Custodians	1.50	1.50	0.00
129 Facilities Manager I	1.00	1.00	0.00
129 Non-Certified Clinicians	4.83	4.74	(0.09)
129 Non-Certified Psychologist	1.00	1.00	0.00
129 Nurse	2.40	2.80	0.40
Total	56.07	57.85	1.78

<u>Summary by Salary Code</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>Change</u>
101	0.80	0.90	0.10
102	15.50	15.50	0.00
122	3.00	3.00	0.00
123	21.61	22.83	1.22
129	15.16	15.62	0.46
Total	56.07	57.85	1.78

Polaris Center : 2017-2018
General Fund # 130
Division of Student Services

	<u>2016 - 2017</u>	<u>2017 - 2018</u>
<u>Salaries</u>	\$3,199,644	\$3,131,549
101 Certified Administrative (0.90)	\$114,781	\$117,064
102 Other Certified (15.50)	1,032,720	1,032,490
122 Paraprofessionals (3.00)	74,421	75,903
123 Support Staff (22.83)	707,561	745,910
129 Other Non-Certified (15.62)	1,055,861	1,080,082
139 Other Temporary	214,300	80,100
141 Student Personnel		20,000
<u>Benefits</u>	917,875	971,174
210 Health Insurance	616,779	671,102
220 FICA	173,626	169,822
250 Unemployment Comp.	19,823	18,909
260 Workers' Comp.	39,646	40,970
270 Retirement Benefits	68,001	70,371
<u>Professional/Tech Services</u>	595,026	605,500
311 CREC Supervision	189,831	193,050
312 CREC Support	189,831	193,050
314 Computer Services	59,355	54,168
315 Management Services	50,000	50,000
320 Professional Education Consultant	4,000	
32101 Special Education Services	5,000	5,000
322 External Staff Development	2,000	2,000
32210 CREC Staff Development	7,009	7,232
332 Medical Services	80,000	80,000
334 Stipends		16,000
343 Auto Repair	8,000	5,000
<u>Property Services</u>	125,418	92,000
411 Safety & Security	3,000	2,000
423 Custodial Services	3,000	2,000
430 Maintenance & Repair	45,000	45,000
442 Equipment Rental	9,500	11,000
450 Remodel/Renovation	64,918	32,000
<u>Other Services</u>	57,472	55,132
521 Property Insurance	9,000	8,000
522 Liability Insurance	9,472	9,632
523 Auto Insurance	5,000	5,000
531 Postage	3,500	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	4,500	3,000
592 Other Purchased Services	6,000	7,000
<u>Supplies</u>	368,000	326,000
611 Instructional Supplies	6,000	7,000
612 Food - Instructional Supplies	1,000	1,000
613 Maintenance Supplies	8,000	8,000
614 Other Materials & Supplies	32,000	29,000
615 Medical Supplies	1,000	1,000
616 Office Supplies	15,000	6,000
617 Pupil Incentives	4,000	4,000
620 Utilities/Energy	100,000	106,000
626 Transportation Supplies	8,000	5,000
630 School Food Services	189,000	154,000
641 Text/Workbooks	1,500	1,500
642 Library Books	500	1,000
643 Computer Software	2,000	2,500
<u>Property</u>	21,500	10,000
733 Equipment >\$1,000	13,500	10,000
735 Equipment <\$1,000	8,000	
<u>Other Objects</u>	2,000	1,000
810 Dues & Fees	2,000	1,000
Totals	\$5,286,935	\$5,212,355

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Attachment I

Farmington Valley Diagnostic Center: 2017 – 2018
General Fund
Division of Student Services

CREC continues to work in collaboration with local school districts in the Farmington Valley area to provide education services for children who are having difficulties in achieving success in their local school districts. The local districts include Avon, Canton, East Granby, Farmington, Granby, Plainville, RSD #10, Simsbury, Southington and Suffield.

The program has the ability to serve approximately 40 middle and high school-aged students at any one time for short term diagnostic assessment or extended transition placement.

The goal of the Farmington Valley Diagnostic Center is to assist students in successfully transitioning back into their sending district schools, into post-secondary academic programs or into employment.

Revenue

Tuition	\$1,049,460
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Staffing

Delete 2.00 other certified positions
Delete 3.50 paraprofessional positions
Create 2.50 support staff positions
Delete 0.50 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 Farmington Valley Diagnostic Center program budget of \$1,049,460 and open an appropriate account with revenue as set forth above.
- (2) Delete 2.00 other certified positions bringing the current roster to 5.50 ftes.
- (3) Delete 3.50 paraprofessional positions bringing the current roster to 0.00 fte.
- (3) Create 2.50 support staff positions bringing the current roster to 3.50 ftes.
- (4) Delete 0.50 other non-certified position bringing the current roster to 0.00 fte.

(Budget on Reverse)

Farmington Valley Diagnostic Center: 2017-2018

General Fund #129

Division of Student Services

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$782,866	\$669,769
101 Certified Administrative (1.00)	\$112,270	\$126,000
102 Other Certified (5.50)	510,443	399,743
122 Paraprofessionals (0.00)	95,660	-
123 Support Staff (3.50)	32,000	118,537
129 Other Non-Certified (0.00)	19,000	-
139 Other Temporary	13,493	25,489
<u>Benefits</u>	191,354	151,827
210 Health Insurance	148,500	116,000
220 FICA	21,281	18,641
250 Unemployment Comp.	6,263	4,019
260 Workers' Comp.	10,177	8,707
270 Retirement Benefits	5,133	4,460
<u>Professional/Tech Services</u>	112,158	107,941
311 CREC Supervision	45,447	38,869
312 CREC Support	45,447	38,869
314 Computer Services	7,000	8,377
320 Professional Education Consultant	1,000	4,500
32101 Special Education Services	-	500
322 External Staff Development	500	500
32210 CREC Staff Development	1,688	1,250
332 Medical Services	8,000	-
333 Other Consultants	-	12,000
334 Stipends	1,076	1,076
343 Auto Repair	2,000	2,000
<u>Property Services</u>	80,700	63,558
411 Safety & Security	2,000	1,700
423 Custodial Services	18,000	9,768
430 Maintenance & Repairs	19,800	9,090
441 Operating Facility/Rent	25,000	25,000
442 Equipment Rental	1,200	3,000
490 Other Property Service	14,700	15,000
<u>Other Services</u>	12,743	12,515
51901 Field Trips	1,000	1,000
521 Property Insurance	1,000	1,000
522 Liability Insurance	2,268	1,940
523 Auto Insurance	2,000	2,000
531 Postage	500	250
532 Telephone	4,500	4,500
550 Printing	300	150
551 Copying	200	-
581 Travel	175	175
591 Workshop Expenses	150	500
59101 Parent Workshop	150	500
592 Other Purchased Services	500	500
<u>Supplies</u>	46,285	42,150
611 Instructional Supplies	8,600	5,600
612 Food-Instructional Supplies	1,500	1,500
613 Maintenance Supplies	5,000	5,000
614 Other Materials & Supplies	300	300
615 Medical Supplies	500	-
616 Office Supplies	3,100	4,000
617 Pupil Incentives	300	300
620 Utilities/Energy	15,000	16,000
626 Transportation Supplies	500	200
630 School Food Services	6,735	3,000
641 Text/Workbooks	1,000	1,000
642 Library Books	1,500	1,000
643 Computer Software	2,250	4,250
<u>Equipment</u>	800	1,500
735 Equipment < \$1,000	800	1,500
<u>Other Objects</u>	150	200
810 Dues & Fees	150	200
Total	\$1,227,056	\$1,049,460

CREC
Council Meeting
5/17/17

Attachment J

Lincoln Academy: 2017 – 2018
General Fund
Division of Student Services

CREC works in collaboration with local school districts that are part of the Regional Interdistrict Collaborative (RIC) to provide short term, specialized diagnostic and education services for children who are having difficulties in achieving success in their local school districts.

The program operates on the campus of the John J. Allison Polaris Center in East Hartford. It serves up to 30 middle and high school-aged students at any one time. Students participate in a 5.5 hour day of instructional, recreational and group activities. Individual, group and family counseling are integral components of each student's program. Ongoing psychiatric consultation to the program is available as needed. The commitment of the program is to identify needed areas of improvement and to develop an action plan for each student's return to their home district or other agreed upon placement. Some follow-up transition services are included at no additional charge.

Revenue:

Tuition	\$620,170
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Staffing:

No action necessary

RECOMMENDED ACTION: Adopt a 2017-2018 Lincoln Academy program budget of \$620,170 and open an appropriate account with revenue as set forth above.

(Budget on Reverse)

Lincoln Academy: 2017-2018General Fund # 128Division of Student Services

	<u>2016 - 2017</u>	<u>2017 - 2018</u>
<u>Salaries</u>	\$417,838	\$431,307
101 Certified Administrative (0.60)	\$72,822	\$75,176
102 Other Certified (3.50)	244,596	258,344
123 Support Staff (3.00)	95,420	97,787
139 Other Temporary	5,000	-
<u>Benefits</u>	102,064	106,491
210 Health Insurance	78,100	82,360
220 FICA	12,285	12,318
250 Unemployment Comp.	2,716	2,588
260 Workers' Comp.	5,432	5,607
270 Retirement Benefits	3,531	3,618
<u>Professional/Tech Services</u>	56,932	57,126
311 CREC Supervision	22,272	22,969
312 CREC Support	22,272	22,969
32101 Special Education Services	1,200	-
322 External Staff Development	300	300
32210 CREC Staff Development	888	888
332 Medical Services	10,000	10,000
<u>Property Services</u>	2,100	2,100
430 Maintenance & Repair	1,200	1,200
442 Equipment Rental	900	900
<u>Other Services</u>	5,611	6,446
522 Liability Insurance	1,111	1,146
523 Auto Insurance	-	1,200
532 Telephone	3,300	3,000
550 Printing	500	500
581 Travel	200	100
591 Workshop Expenses	500	500
<u>Supplies</u>	13,800	13,700
611 Instructional Supplies	800	800
612 Food-Instructional Supplies	300	200
613 Maintenance Supplies	2,100	2,000
614 Other Materials & Supplies	2,100	2,000
616 Office Supplies	1,700	2,000
617 Pupil Incentives	600	500
620 Utilities/Energy	5,200	5,200
641 Text/Workbooks	800	800
642 Library Books	200	200
<u>Property</u>	3,000	3,000
733 Equipment > \$1,000	3,000	3,000
Total	\$601,345	\$620,170

CREC
Council Meeting
5/17/17

Attachment K

Made in the Shade: 2017 – 2018
General Fund
Division of Student Services

CREC works in collaboration with the local school districts in the Farmington Valley to provide an extended school year program for students with varying abilities entering first through fifth grade. The Made in the Shade program serves up to 14 students who are experiencing challenges with peer and adult interactions, behavioral and recreational activities.

Revenue

Tuition	\$42,063
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Staffing

No action necessary

RECOMMENDED ACTION: Adopt a 2017-2018 Made in the Shade program budget of \$42,063 and open an appropriate account with revenue as set forth above.

(Budget on Reverse)

Made in the Shade: 2017 - 2018

General Fund #12000

Division of Student Services

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$17,065	\$17,406
139 Other Temporary	\$17,065	\$17,406
<u>Benefits</u>	1,638	1,662
220 FICA	1,305	1,332
250 Unemployment Comp	111	104
260 Workers' Comp	222	226
<u>Professional/Tech Services</u>	16,386	18,824
311 CREC Supervision	1,693	1,912
312 CREC Support	1,693	1,912
320 Professional Education Consultant		2,000
333 Other Consultant	13,000	13,000
<u>Other Services</u>	1,263	3,271
519 Pupil Transportation	775	775
51901 Field Trips	350	350
522 Liability Insurance	68	76
531 Postage	20	20
551 Copying	50	50
591 Workshop Expenses		1,000
592 Other Purchased Services		1,000
<u>Supplies</u>	900	900
611 Instructional Supplies	700	700
612 Food-Instructional Supplies	200	200
Total	\$37,252	\$42,063

CREC
Council Meeting
5/17/17

Attachment L

STRIVE: 2017-2018
General Fund
Division of Student Services

The Southern Transition Real-world and Independent Vocational Education Program (STRIVE) is a partnership between the Guilford, Madison and Clinton public schools and CREC. The STRIVE program is a community-based program, which can serve up to 12 students with disabilities aged 18-21 years old. Students spend a majority of their day in community-based work experiences developing independent living, social and employment skills.

<u>Revenue</u>	
Tuition	\$450,126

Staffing
Delete 0.90 paraprofessional position
Create 0.90 support staff position

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 STRIVE program budget of \$450,126 and open an appropriate account with revenue as set forth above.
- (2) Delete 0.90 paraprofessional position bringing the current roster 2.50 ftes.
- (3) Delete 0.90 support staff position bringing the current roster to 1.50 ftes.

(Budget on Reverse)

STRIVE: 2017 - 2018
General Fund #132
Division of Student Services

	2016 - 2017		2017 - 2018	
<u>Salaries</u>		\$202,615		\$218,924
102 Other Certified (1.00)	\$67,890		\$72,159	
122 Paraprofessionals (2.50)	84,313		59,879	
123 Support Staff (1.50)	17,850		52,906	
139 Other Temporary	7,562		8,980	
141 Student Personnel	25,000		25,000	
<u>Benefits</u>		74,122		78,607
210 Health Insurance	55,000		58,000	
220 FICA	11,291		12,274	
250 Unemployment Comp.	1,621		1,314	
260 Workers' Comp.	2,634		2,846	
270 Retirement Benefits	3,576		4,173	
<u>Professional/Tech Services</u>		79,551		90,332
311 CREC Supervision	15,363		16,671	
312 CREC Support	15,363		16,671	
314 Computer Services	4,000		8,451	
320 Professional Education Consultant	35,700		36,414	
32210 CREC Staff Development	625		625	
332 Medical Services	-		500	
333 Other Consultants	3,500		6,000	
343 Auto Repairs	5,000		5,000	
<u>Property Services</u>		24,724		28,681
423 Custodial Services	1,500		2,500	
430 Maintenance & Repair	800		800	
44100 Operating Facility/Rent	16,524		17,081	
442 Equipment Rental	2,300		2,300	
450 Remodel/Renovation	-		1,000	
490 Other Property Services	3,600		5,000	
<u>Other Services</u>		13,038		12,932
51901 Field Trips	500		1,000	
521 Property Insurance	700		700	
522 Liability Insurance	767		832	
523 Auto Insurance	2,400		2,400	
531 Postage	171		100	
532 Telephone	3,800		3,800	
540 Advertising	-		200	
550 Printing	200		200	
551 Copying	500		200	
581 Travel	2,000		1,500	
591 Workshop Expenses	1,000		1,000	
592 Other Purchased Services	1,000		1,000	
<u>Supplies</u>		14,550		14,450
611 Instructional Supplies	4,000		4,000	
612 Food -Instructional Supplies	2,000		2,000	
613 Maintenance Supplies	650		650	
614 Other Materials & Supplies	1,000		1,000	
615 Medical Supplies	300		200	
616 Office Supplies	1,600		1,600	
620 Utilities/Energy	4,000		4,000	
641 Text/Workbooks	500		500	
642 Library Books	500		500	
<u>Equipment</u>		4,000		4,000
735 Equipment <\$1,000	4,000		4,000	
<u>Other Objects</u>		2,000		2,200
810 Dues & Fees	200		200	
890 Miscellaneous	2,000		2,000	
Totals		\$414,800		\$450,126

CREC
Council Meeting
5/17/17

Attachment M

Early Intervention Birth to Three Services: 2017 – 2018
Special Revenue Fund
Division of Student Services

The mission of the Birth to Three services is to strengthen the capacity of families to meet the developmental and health-related needs of their infants and toddlers (0-36 months of age) who have learning delays or varying learning abilities. A Child Development Infoline serves as the single point of entry into Connecticut's Early Intervention System. Specialists describe the program and service options to families and refer children for evaluation and eligibility determination. A Parent Handbook is provided to the family and additional information is provided as needed.

Children assessed but not eligible for Birth to Three Services may participate in the Ages & Stages periodic monitoring by Infoline, which tracks a child's development to determine if a subsequent referral for evaluation is needed.

In 2017-2018, CREC anticipates serving 700 children and families in the region. The CT Office of Early Childhood (OEC) is the lead state agency for Connecticut's Birth to Three system.

Revenue:
DDS Contract \$1,952,747

Staffing:
Delete 1.00 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017 – 2018 Early Intervention Birth to Three Services program budget of \$1,952,747 and open an appropriate account with revenue as set forth above.
- (2) Delete 1.00 other non-certified position bringing the current roster to 14.00 ftes.

(Budget on Reverse)

Early Intervention Birth to Three Services: 2017-2018Special Revenue Fund #34505Division of Student Services

	<u>2016 - 2017</u>	<u>2017 - 2018</u>
<u>Salaries</u>	\$1,390,208	\$1,305,396
121 Non-Certified Administrative (0.96)	\$103,998	\$100,800
123 Support Staff (0.88)	37,028	38,272
129 Other Non-Certified (14.00)	1,159,182	1,081,324
139 Other Temporary	90,000	85,000
<u>Benefits</u>	366,808	353,564
210 Health Insurance	185,240	183,744
220 FICA	106,351	99,863
250 Unemployment Comp.	9,036	7,832
260 Workers' Comp.	18,073	16,970
270 Retirement Benefits	48,108	45,155
<u>Professional/Tech Services</u>	182,363	190,628
311 CREC Supervision	75,629	72,324
312 CREC Support	75,629	72,324
314 Computer Services	7,000	7,000
315 Management Services	11,000	15,000
321 Special Education Consultant	10,000	10,000
322 External Staff Development	1,000	1,000
32210 CREC Staff Development	2,105	1,980
334 Stipends		11,000
<u>Property Services</u>	18,880	18,200
430 Maintenance & Repair	1,300	1,400
441 Operating Facility/Rent	15,900	15,200
442 Equipment Rental	1,680	1,600
<u>Other Services</u>	77,574	78,409
522 Liability Insurance	3,774	3,609
531 Postage	2,000	2,000
532 Telephone	6,500	6,500
550 Printing	3,300	3,300
581 Travel	58,000	58,000
591 Workshop Expenses	2,500	2,500
592 Other Purchased Services	1,500	2,500
<u>Supplies</u>	2,800	3,200
611 Instructional Supplies	1,000	1,000
616 Office Supplies	1,800	2,200
<u>Property</u>	3,000	3,000
735 Equipment < \$1,000	3,000	3,000
<u>Other Objects</u>	350	350
810 Dues & Fees	350	350
 Total	 \$2,041,983	 \$1,952,747

CREC
Council Meeting
5/17/17

Attachment N

Parenting Support Services (formerly Positive Parenting Program (Triple P)): 2017 – 2018
Special Revenue Fund
Division of Student Services

Parenting Support Services is a home-based program, which serves clients of the State Department of Children and Families who reside in Hartford. These clients are at-risk families with children from birth to 18 years of age. Staff are certified in using the Triple P Model, an evidence-based education and support system for families. The model features a structured 16-week, step by step approach for parent educators, parents, and their children. Focus is on problem behaviors with specific expectations for the child. Rewards are built into the behavior plans and measurable data is collected to ensure progress. Families gain confidence in the use of positive discipline techniques and are better able to provide a protective and nurturing environment. Children grow and develop with improved mental and physical health and social competence. Case management services support the family in connecting to community services and working in collaboration with their children's schools.

Revenue:

DCF Grant \$131,822

Staffing:

Create 0.10 support staff position

RECOMMENDED ACTION:

- (1) Adopt a 2017 – 2018 Parenting Support Services budget of \$131,822 and open an appropriate account with revenue as set forth above.
- (2) Create 0.10 support staff position bringing the current roster to 0.49 fte.

(Budget on Reverse)

Parenting Support Services: 2017-2018
Special Revenue Fund #33202
Division of Student Services

	<u>2016 - 2017</u>	<u>2017 - 2018</u>
<u>Salaries</u>	\$81,800	\$87,692
121 Non-Certified Administrative (0.04)	\$4,333	\$4,200
123 Support Staff (0.49)	15,980	20,841
129 Other Non-Certified (1.00)	61,487	62,651
<u>Benefits</u>	26,610	29,367
210 Health Insurance	15,730	17,748
220 FICA	6,258	6,708
250 Unemployment Comp.	532	526
260 Workers' Comp.	1,063	1,140
270 Retirement Benefits	3,027	3,245
<u>Professional/Tech Services</u>	5,149	4,531
311 CREC Supervision	2,360	1,920
312 CREC Support	2,360	1,920
322 External Staff Development	250	500
32210 CREC Staff Development	179	191
<u>Property Services</u>	4,300	4,300
441 Operating Facility/Rent	4,300	4,300
<u>Other Services</u>	4,456	4,955
522 Liability Insurance	236	255
531 Postage	20	-
532 Telephone	200	600
581 Travel	4,000	4,100
<u>Supplies</u>	300	527
616 Office Supplies	300	527
<u>Other Objects</u>	100	450
810 Dues & Fees	100	450
Total	\$122,715	\$131,822

CREC
Council Meeting
5/17/17

Attachment O

Minority Teacher Recruiting: 2017-2018
General Fund
Division of Teaching and Learning

The CREC Minority Teacher Recruiting (MTR) program is a product of the combined efforts of approximately 20 local school districts. Program services support the recruitment, development and retention of African American, Hispanic/Latino, Native American, and Asian American teachers and administrators in the region's public schools. Long and short term goals align with the overall objective of the development of a teaching and administrative workforce that more closely represents the diversity of the general population we serve.

The RESC MTR Alliance is Connecticut's premier program for the recruitment and retention of minority educators. The RESC MTR Alliance is a collaborative effort between the six RESCs and school districts from all regions of Connecticut. CREC serves as the lead and fiscal agent for the RESC MTR Alliance. A state grant, funded through legislation, will be used, primarily, by the RESC MTR Alliance to: 1) increase the number of minority teacher graduates from alternate route to certification programs in Connecticut, 2) increase participation in the Pathways to Teaching program for minority high school and college students interested in pursuing a teaching career, and 3) support minority teachers via peer networking meetings.

Revenue:

SDE Grant	\$300,000
Local Districts	<u>15,000</u>
	\$315,000

Staffing:

Create 0.04 certified administrative position
Delete 0.21 other certified position
Delete 0.14 support staff position
Create 0.02 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017–2018 Minority Teacher Recruiting program budget of \$315,000 and open an appropriate account with revenue as set forth above.
- (2) Create 0.04 certified administrative position bringing the current roster to 0.04 fte.
- (3) Delete 0.21 other certified position bringing the current roster to 0.00 fte.
- (4) Delete 0.14 support staff position bringing the current roster to 0.06 fte.
- (5) Create 0.02 other non-certified position bringing the current roster to 0.27 fte.

(Budget on Reverse)

Minority Teacher Recruiting: 2017-2018

General Fund # 12100 & 12101

Division of Teaching and Learning

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$44,954	\$37,850
101 Certified Administrative (0.04)	\$ -	\$6,254
102 Other Certified (0.00)	20,992	-
123 Support Staff (0.06)	8,911	3,392
129 Other Non-Certified (0.27)	15,051	28,204
<u>Benefits</u>	11,161	8,687
210 Health Insurance	7,260	4,292
220 FICA	2,138	2,507
250 Unemployment Comp.	292	227
260 Workers' Comp.	584	492
270 Retirement Insurance	887	1,169
<u>Professional Tech Services</u>	89,752	89,897
311 CREC Supervision	4,849	4,925
312 CREC Support	4,820	4,925
32210 CREC Staff Development	83	47
334 Stipends	80,000	80,000
<u>Other Services</u>	167,775	178,066
519 Pupil Transportation	12,000	12,000
522 Liability Insurance	613	609
531 Postage	85	-
550 Printing	300	-
551 Copying	550	1,000
561 Pupil Tuition	30,000	30,000
581 Travel	3,500	1,000
591 Workshop Expenses	8,400	3,655
592 Other Purchased Services*	112,327	129,802
<u>Supplies</u>	858	500
616 Office Supplies	858	500
<u>Other Objects</u>	2,000	-
810 Dues & Fees	2,000	-
	<hr/> \$314,500	<hr/> \$315,000

* Pass through to other RESC's

CREC
Council Meeting
5/17/17

Attachment P

Reading Recovery®: 2017 – 2018
General Fund
Division of Teaching and Learning

Reading Recovery® is an early intervention program for children most at risk of reading failure in the first grade.

The program has two professional development components:

- Reading Recovery® training for teachers and teacher leaders; and
- Ongoing professional development for trained Reading Recovery® teachers

Training of new Reading Recovery® teachers occurs at a Middletown facility serving the entire state while ongoing professional development for trained teachers is offered at selected districts.

The University of Connecticut, in partnership with the Ohio State University and 15 other universities, has received funds to support the training of new teachers whose districts commit to participating in the Reading Recovery® program. Local districts fund the continuing professional development for Reading Recovery® trained teachers.

Revenue:
Local Districts \$25,991

Staffing:
Delete 0.03 support staff position

RECOMMENDED ACTION:

- (1) Adopt a 2017 – 2018 Reading Recovery® program budget of \$25,991 and open an appropriate account with revenue as set forth above.
- (2) Delete 0.03 support staff position bringing the current roster to 0.02 fte.

(Budget on Reverse)

Reading Recovery®: 2017 - 2018
General Fund #13800
Division of Teaching and Learning

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$2,228	\$1,131
123 Support Staff (0.02)	\$2,228	\$1,131
<u>Benefits</u>	845	383
210 Health Insurance	550	232
220 FICA	170	87
250 Unemployment Comp.	14	7
260 Worker's Comp.	29	15
270 Retirement Benefits	82	42
<u>Professional/Tech Services</u>	16,284	21,929
311 CREC Supervision	889	963
312 CREC Support	889	963
320 Professional Education Consultant	13,500	20,000
322 External Staff Development	1,000	-
32210 CREC Staff Development	6	3
<u>Other Services</u>	4,343	2,548
522 Liability Insurance	44	48
531 Postage	100	-
581 Travel	3,699	2,500
591 Workshop Expenses	500	-
<u>Other Objects</u>	1,500	-
810 Dues & Fees	1,500	-
Total	\$25,200	\$25,991

CREC
Council Meeting
5/17/17

Attachment Q

North Central Accreditation Facilitation Project/United Way: 2017-2018
Special Revenue Fund
Division of Teaching and Learning

The United Way of Connecticut, on behalf of the Office of Early Childhood Education, funds training opportunities, educational events and resources to members and to the general early childhood teacher community.

CREC is the grantee agency for the North Central Accreditation Facilitation Project (NC AFP). The intent of the regional projects is to provide support to programs seeking NAEYC Accreditation and reaccreditation. The project serves about 30 selected sites and provides onsite support, and offers training and study groups in cooperation with CREC Early Childhood Services to all programs serving young children. The NC AFP delivers training on the Early Learning Guidelines, Connecticut's document for caregivers of young children. The project is supported through grant funds from the Office of Early Childhood. CREC provides direct supervision of the NC AFP staff and maintains fiscal responsibility for the grant.

Revenue:

United Way \$155,337

Staffing:

Delete 0.18 support staff position

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 North Central Accreditation Facilitation Project budget of \$155,337 and open an appropriate account with revenue as set forth above.
- (2) Delete 0.18 support staff position bringing the current roster to 0.03 fte.

(Budget on Reverse)

North Central Accreditation Facilitation Project/United Way: 2017-2018
Special Revenue Fund #338
Division of Teaching and Learning

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$119,720	\$115,982
123 Support Staff (0.03)	\$7,128	\$1,696
129 Other Non-Certified (1.55)	112,592	114,286
<u>Benefits</u>	18,233	15,368
21010 Health Insurance	2,310	-
220 FICA	9,159	8,873
250 Unemployment Comp.	778	696
260 Workers' Comp.	1,556	1,508
270 Retirement Benefits	4,430	4,291
<u>Professional/Tech Services</u>	49,516	11,700
311 CREC Supervision	4,273	5,753
312 CREC Support	4,273	5,753
315 Management Services	2,310	-
320 Professional Education Consultant	38,384	-
322 External Staff Development	250	-
32210 CREC Staff Development	26	194
<u>Property Services</u>	3,500	-
441 Operating Facility/Rent Internal	3,500	-
<u>Other Services</u>	6,954	10,537
522 Liability Insurance	304	287
531 Postage	300	-
532 Telephone	1,500	1,500
550 Printing	100	-
551 Copying	1,500	1,500
581 Travel	2,000	3,000
591 Workshop Expenses	1,250	1,250
592 Other Purchased Services	-	3,000
<u>Supplies</u>	3,277	1,500
611 Instructional Supplies	2,580	1,000
616 Office Supplies	697	500
<u>Property</u>	500	-
735 Equipment < \$1,000	500	-
<u>Other Objects</u>	300	250
810 Dues & Fees	300	250
 Total	 \$202,000	 \$155,337

CREC
Council Meeting
5/17/17

Attachment R

Summer Youth Employment and Learning Program: 2017 - 2018
Special Revenue Fund
Division of Teaching and Learning

The Division will act as the lead agent for the 2017-2018 Summer Youth Employment and Learning Program for East Hartford, Enfield, and Manchester. CREC will assist the targeted communities to recruit, certify and engage students and manage the payroll process for 100 young people involved in work readiness and subsidized work placement programming.

Revenue:

Capital Workforce Partners	\$171,200
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Staffing:

Delete 0.16 support staff position

Delete 0.17 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 Youth Employment & Learning Program budget of \$171,200 and open an appropriate account with revenue as set forth above.
- (2) Delete 0.16 support staff position bringing the current roster to 0.04 fte.
- (3) Delete 0.17 other non-certified position bringing the current roster to 0.10 fte.

(Budget on Reverse)

Summer Youth Employment and Learning Program: 2017 - 2018
Special Revenue Fund #31301
Division of Teaching and Learning

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$284,475	\$149,354
123 Support Staff (0.04)	\$7,600	\$1,368
129 Other Non-Certified (0.10)	16,721	5,831
139 Other Temporary	38,970	20,955
141 Student Personnel	221,184	121,200
<u>Benefits</u>	31,940	16,154
210 Health Insurance	5,170	1,624
220 FICA	21,761	11,426
250 Unemployment Comp.	411	896
260 Workers' Comp.	3,698	1,942
270 Retirement Benefits	900	266
<u>Professional/Tech Services</u>	6,107	2,398
311 CREC Supervision	2,249	1,190
312 CREC Support	2,249	1,190
315 Management Services	1,550	-
32210 CREC Staff Development	59	18
<u>Property Services</u>	1,000	-
44110 Rent Internal	1,000	-
<u>Other Services</u>	7,361	3,294
519 Transportation	-	500
522 Liability Insurance	661	337
531 Postage	200	-
551 Copying	200	100
581 Travel	1,500	1,700
591 Workshop Expenses	4,800	657
<u>Supplies</u>	4,561	-
611 Instructional Supplies	1,105	-
616 Office Supplies	3,456	-
Total	\$335,444	\$171,200

CREC
Council Meeting
5/17/17

Attachment S

21st Century After School Program: 2017 – 2018
Special Revenue Fund
Division of Teaching and Learning

CREC will receive funds from the State Department of Education, to provide professional development, training and technical assistance to after school programs throughout the state. CREC will manage the State's data collection system and provide 21st Century Community Learning Center ("CCLC") grantees with technical assistance to report data and analyze information for program improvement.

Specifically, the program will provide family literacy, family engagement, Welcoming Walk Through, Raising Readers Parent Club training and National Out-of-School Assessment of Program Practices Tool Training, other opportunities for after school program staff including three networking meetings.

Revenue:
SDE Contract \$457,925

Staffing:
Create 0.19 support staff position
Create 0.26 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 21st Century After School Program budget of \$457,925 and open an appropriate account with revenue as set forth above.
- (2) Create 0.19 support staff position bringing the current roster to 0.97 fte.
- (3) Create 0.26 other non-certified position bringing the current roster to 2.85 ftes.

(Budget on Reverse)

21st Century After School Program: 2017-2018
Special Revenue Fund #33104
Division of Teaching and Learning

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$186,184	\$210,884
123 Support Staff (0.97)	\$26,684	\$33,147
129 Other Non-Certified (2.85)	159,500	177,737
<u>Benefits</u>	61,832	72,254
210 Health Insurance	37,070	44,312
220 FICA	14,243	16,133
250 Unemployment Comp.	1,210	1,265
260 Workers' Comp.	2,420	2,741
270 Retirement Benefits	6,889	7,803
<u>Professional/Tech Services</u>	37,006	29,462
311 CREC Supervision	7,192	6,992
312 CREC Support	7,193	6,992
320 Professional Education Consultant	15,000	10,000
322 External Staff Development	5,000	5,000
32210 CREC Staff Development	421	478
334 Stipends	2,200	
<u>Other Services</u>	235,413	142,825
522 Liability Insurance	1,049	886
531 Postage	150	
532 Telephone	2,500	2,500
550 Printing	500	
551 Copying	1,500	1,500
581 Travel	3,500	5,000
591 Workshop Expenses	66,214	30,000
592 Other Purchased Services*	160,000	102,939
<u>Supplies</u>	19,565	2,500
611 Instructional Supplies	15,000	1,000
616 Office Supplies	4,565	1,500
Totals	\$540,000	\$457,925

* Pass through to other organizations

CREC
Council Meeting
5/17/17

Attachment T

CT Support of Pregnant and Parenting Teens Program (CT SPPT): 2017 – 2018
Special Revenue Fund
Division of Teaching and Learning

Funds for this project will be used to develop a school-based program and a Nurturing Family Network System to support five school districts: Bridgeport, Hartford, New Britain, New Haven and Waterbury. These five municipalities have the highest teen pregnancy and school dropout rates in the state. The project will support pregnant and parenting teens in grades 9-12. It will help students remain in school and graduate by improving health, education and social outcomes.

Revenue:

SDE Contract	\$295,000
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Staffing:

Create 0.29 support staff position

Delete 0.16 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 CT SPPT program budget of \$295,000 and open an appropriate account with revenue as set forth above.
- (2) Create 0.29 support staff position bringing the current roster to 0.96 fte.
- (3) Delete 0.16 other non-certified position bringing the current roster to 1.75 ftes.

(Budget on Reverse)

CT Support of Pregnant and Parenting Teens Program (CT SPPT): 2017-2018
Special Revenue Fund #33105
Division of Teaching and Learning

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$138,187	\$166,911
123 Support Staff (0.96)	\$23,581	\$32,843
129 Other Non-Certified (1.75)	114,606	134,068
<u>Benefits</u>	46,758	53,551
210 Health Insurance	28,380	31,436
220 FICA	10,571	12,769
250 Unemployment Comp.	898	1,000
260 Workers' Comp.	1,796	2,170
270 Retirement Benefits	5,113	6,176
<u>Professional/Tech Services</u>	20,323	339
320 Professional Education Consultant	12,000	-
32200 External Staff Development	8,000	-
32210 CREC Staff Development	323	339
<u>Other Services</u>	182,957	72,699
522 Liability Insurance	807	589
531 Postage	150	-
532 Telephone	2,000	1,500
550 Printing	2,000	-
551 Copying	3,000	1,000
581 Travel	5,000	5,000
591 Workshop Expenses	30,000	14,610
592 Other Purchased Services*	140,000	50,000
<u>Supplies</u>	14,150	1,500
611 Instructional Supplies	8,250	-
616 Office Supplies	5,000	1,500
617 Pupil Incentives	900	-
<u>Property</u>	1,750	-
735 Equipment <\$1,000	1,750	-
Total	\$404,125	\$295,000

* Connecticut Health Organizations

CREC
Council Meeting
5/17/17

Attachment U

Youth Service Programs: 2017 - 2018
Special Revenue Fund
Division of Teaching and Learning

Teaching and Learning will operate the following youth service programs for 2017 – 2018:

The division will provide data system training, collection and on-site technical assistance to 74 Family Resource Centers statewide and Cayen systems management as requested by the State Department of Education, passed through a contract with EdAdvance.

The division will also provide professional development, training and on-site technical assistance to schools and community partners on family engagement, Welcoming Schools and school governance councils.

Revenue:

EdAdvance Contract	\$28,500
Provision of Services	<u>25,000</u>
	\$53,500

Staffing:

Delete 0.29 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 Youth Service Programs budget of \$53,500 and open an appropriate account with revenue as set forth above.
- (2) Delete other non-certified position bringing the current roster to 0.30 fte.

(Budget on Reverse)

Youth Service Programs: 2017 - 2018
Special Revenue Fund #331 (#33106, 33107)
Division of Teaching and Learning

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$49,965	\$18,725
129 Other Non-Certified (0.30)	\$33,165	\$18,725
139 Other Temporary	16,800	-
<u>Benefits</u>	12,513	5,960
21010 Health Insurance	6,490	3,480
220 FICA	3,822	1,432
250 Unemployment Comp.	325	112
260 Workers' Comp.	649	243
270 Retirement Benefits	1,227	693
<u>Professional/Tech Services</u>	4,612	11,890
311 CREC Supervision	1,769	926
312 CREC Support	1,769	926
320 Professional Education Consultant	-	10,000
32210 CREC Staff Development	74	38
334 Stipends	1,000	-
<u>Other Services</u>	178	16,925
522 Liability Insurance	128	103
532 Telephone	-	500
551 Copying	50	650
581 Travel	-	4,102
591 Workshop Expenses	-	10,000
592 Other Purchased Services	-	1,570
Total	<u>\$67,268</u>	<u>\$53,500</u>

CREC
Council Meeting
5/17/17

Attachment V

Transportation Services: 2017 - 2018
General Fund
Division of Choice Programs

This program serves districts by transporting students to their out-of-district school destinations. The program objectives are to increase service quality and reduce district costs. This is achieved by pairing up neighboring districts whose students go to the same out-of-district schools and by using CREC vehicles driven by well-trained CREC employees. In addition, students attending Regional School Choice Office/SDE programs are provided van transportation.

Revenue:

Provision of Services	\$2,272,216
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Staffing:

Delete 2.50 support staff positions

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 Transportation Services program budget of \$2,272,216 and open an appropriate account with revenue as set forth above.
- (2) Delete 2.50 support staff positions bringing the current roster to 27.50 ftes.

(Budget on Reverse)

Transportation Services: 2017 - 2018
General Fund #151
Division of Choice Programs

	<u>2016 - 2017</u>	<u>2017 - 2018</u>
<u>Salaries</u>	\$1,040,653	\$1,007,625
123 Support Staff (27.50)	\$667,847	\$634,362
129 Other Non-Certified (0.30)	\$22,806	\$23,263
139 Other Temporary	350,000	350,000
<u>Benefits</u>	225,456	245,840
210 Health Insurance	100,000	125,280
220 FICA	79,610	77,083
250 Unemployment Comp.	6,764	6,046
260 Workers' Comp.	13,528	13,099
270 Retirement Benefits	25,554	24,332
<u>Professional/Tech Services</u>	276,268	273,862
311 CREC Supervision	85,466	84,156
312 CREC Support	85,466	84,156
32200 External Staff Development	500	500
32210 CREC Staff Development	1,136	1,350
332 Medical Services	3,700	3,700
343 Auto Repair	100,000	100,000
<u>Property Services</u>	39,800	39,740
44110 Operating Facility/Rent	20,000	20,000
442 Equipment Rental	19,800	19,740
<u>Purchased Services</u>	423,065	422,799
519 Pupil Transportation	320,500	320,500
51901 Field Trips	30,000	30,000
522 Liability Insurance	4,265	4,199
523 Auto Insurance	60,000	60,000
531 Postage		100
532 Telephone	5,000	5,000
540 Advertising	1,000	1,000
581 Travel	300	500
591 Workshop Expenses	1,000	1,000
592 Other Purchased Services	1,000	500
<u>Supplies</u>	200,350	180,350
613 Maintenance Supplies	250	250
616 Office Supplies	100	100
626 Transportation Supplies	200,000	180,000
<u>Property</u>	100,000	100,000
732 Vehicles	100,000	100,000
<u>Other Objects</u>	2,000	2,000
810 Dues & Fees	2,000	2,000
Totals	\$2,307,592	\$2,272,216

CREC
Council Meeting
5/17/17

Attachment W

Center for Creative Youth (CCY): 2017-2018

General Fund

Division of Choice Programs

The Center for Creative Youth (CCY), located on the campus of Wesleyan University, is a multicultural, interdistrict, statewide and nationwide summer pre-college residency program for artistically talented high school students.

In its 40th year, the Center for Creative Youth brings together 119 students from 30 Connecticut school districts. The student population included 85 students residing in CT, 26 students from out-of-state and 8 international students.
(71% from CT, 22% out-of-state, 7% international)

CCY serves a diverse student body with 58% of the students enrolled identifying themselves as non-white.

Programming for 2017-2018 includes the following:

- Creative Writing
- Dance
- Filmmaking
- Music: Instrumental and Vocal
- Musical Theater
- Theater
- Photography
- Visual Arts

Local boards of education, foundations, private contributions (including parents), and a State Department of Education Interdistrict Grant provide the funding support.

Revenue

SDE Grant	\$150,000
Tuition, Parents and LEA's	295,000
Private Foundations/Individuals	73,072
Contributions and Donations	<u>10,000</u>
	\$528,072

Staffing:

No action necessary

RECOMMENDED ACTION: Adopt a 2017 - 2018 Center for Creative Youth (CCY) program budget of \$528,072 and open an appropriate account with revenue as set forth above.

(Budget on Reverse)

Center for Creative Youth (CCY): 2017-2018
General Fund #158
Division of Choice Programs

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$180,960	\$182,240
129 Other Non-Certified (1.00)	\$63,960	\$65,240
139 Other Temporary	117,000	117,000
<u>Benefits</u>	30,738	31,417
210 Health Insurance	11,000	11,600
220 FICA	13,843	13,941
250 Unemployment Comp.	1,176	1,093
260 Workers' Comp.	2,352	2,369
270 Retirement Benefits	2,367	2,414
<u>Professional/Tech Services</u>	24,331	22,495
311 CREC Supervision	7,878	8,435
312 CREC Support	7,828	8,435
320 Professional Education Consultant	8,500	5,500
32210 CREC Staff Development	125	125
<u>Property Services</u>	1,000	700
430 Maintenance & Repairs	200	200
442 Equipment Rental	800	500
<u>Other Services</u>	281,321	282,720
519 Pupil Transportation	3,500	3,500
51901 Field Trips	4,000	4,000
522 Liability Insurance	1,021	1,020
531 Postage	1,000	1,000
540 Advertising	500	1,000
550 Printing	3,600	4,000
581 Travel	200	200
591 Workshop Expenses	2,500	3,000
592 Other Purchased Services*	265,000	265,000
<u>Supplies</u>	8,750	8,300
611 Instructional Supplies	4,000	4,000
614 Other Materials & Supplies	1,850	1,500
615 Medical Supplies	300	200
616 Office Supplies	2,500	2,500
617 Pupil Incentives	100	100
<u>Other Objects</u>	150	200
810 Dues & Fees	150	200
	<u>\$527,250</u>	<u>\$528,072</u>

* includes Wesleyan room and board charges

CREC
Council Meeting
5/17/17

Attachment X

Sheff Technical Services Agreement: 2017-2018
Special Revenue Fund
Division of Choice Programs

The State Department of Education has contracted with CREC to implement and oversee various provisions of the 2008 settlement agreement in Sheff vs. O'Neill, as amended and extended in April 2013. As part of this year's contract, CREC will:

1. Participate in the implementation of major components of the Comprehensive Management Plan ("CMP");
2. Manage a regional transportation system for all interdistrict Sheff programs;
3. Develop, coordinate and implement a marketing, outreach and recruitment program for CREC magnet schools;
4. With the Hartford Public Schools and the State Department of Education, jointly operate a parent information, intake and support center to provide a single location of information and advice for parents and students interested in Sheff program opportunities;
5. Coordinate professional development opportunities for Choice programs.

Revenue:

SDE Contract	\$2,184,500
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Staffing:

Create 1.75 support staff positions

Delete 1.30 other non-certified positions

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 Sheff Technical Services Agreement program budget of \$2,184,500 and open an appropriate account with revenue as set forth above.
- (2) Create 1.75 support staff positions bringing the current roster to 12.75 ftes.
- (3) Delete 1.30 other non-certified positions bringing the current roster to 3.70 ftes.

(Budget on Reverse)

Sheff Technical Services Agreement: 2017-2018Special Revenue Fund # 304Division of Choice Programs

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$1,364,711	\$1,536,508
121 Non-Certified Administrative (2.35)	\$262,645	\$276,567
123 Support Staff (12.75)	457,250	768,009
129 Other Non-Certified (3.70)	437,156	281,932
139 Other Temporary	207,660	210,000
<u>Benefits</u>	375,039	414,452
210 Health Insurance	201,850	218,080
220 FICA	104,402	117,543
250 Unemployment Comp.	8,659	9,219
260 Workers' Comp.	17,317	19,974
270 Retirement Benefits	42,811	49,636
<u>Professional/Tech Services</u>	34,408	35,351
311 CREC Supervision	16,057	16,500
312 CREC Support	16,057	16,500
32210 CREC Staff Development	2,294	2,351
<u>Other Services</u>	174,151	175,189
522 Liability Insurance	3,771	4,269
531 Postage	1,000	5,500
532 Telephone	12,550	13,500
540 Advertising	90,000	86,620
550 Printing	35,000	43,600
551 Copying	4,075	3,550
581 Travel	800	-
591 Workshop Expenses	1,350	4,000
592 Other Purchased Services	25,605	14,150
<u>Supplies</u>	27,365	23,000
616 Office Supplies	7,365	1,000
643 Computer Software	20,000	22,000
<u>Property</u>	1,500	-
735 Equipment < \$1,000	1,500	-
Totals	\$1,977,174	\$2,184,500

CREC
Council Meeting
5/17/17

Attachment Y

Open Choice Early Beginnings Grant: 2017-2018
Special Revenue Fund
Division of Choice Programs

In support of the 2008 Sheff vs. O'Neill settlement agreement, the Early Childhood Department of the Division of Choice Programs received an Open Choice Early Beginnings grant from the State Department of Education to offer Hartford pre-kindergarten and kindergarten students a high quality, full-day educational experience in the suburban districts.

This grant provides 24 districts that accept five or more students in a building, a certified teacher to assist with the literacy and numeracy needs of the newly-placed students and to help ensure a smooth transition. The certified teacher is in the district one day per week.

Revenue:

SDE Grant	\$2,294,303
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Staffing:

Delete 0.25 certified administrative position
Delete 1.24 other certified positions
Delete 0.10 support staff position
Delete 0.98 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 Open Choice Early Beginnings Grant program budget of \$2,294,303 and open an appropriate account with revenue as set forth above.
- (2) Delete 0.25 certified administrative position bringing the current roster to 0.75 fte.
- (3) Delete 1.24 other certified positions bringing the current roster to 7.76 ftes.
- (4) Delete 0.10 support staff position bringing the current roster to 0.25 fte.
- (5) Delete 0.98 other non-certified position bringing the current roster to 1.00 fte.

(Budget on Reverse)

Open Choice Early Beginnings Grant: 2017 - 2018
Special Revenue Fund #33500
Division of Choice Programs

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$849,307	\$741,374
101 Certified Administrative (0.75)	\$115,429	\$110,134
102 Other Certified (7.76)	610,016	564,284
123 Support Staff (0.25)	16,152	7,749
129 Other Non-Certified (1.00)	107,710	59,207
<u>Benefits</u>	176,769	144,680
210 Health Insurance	135,630	113,216
220 FICA	19,995	14,901
250 Unemployment Comp.	5,520	4,448
260 Workers' Comp.	11,041	9,638
270 Retirement Benefits	4,583	2,477
<u>Professional/Tech Services</u>	14,041	13,920
314 Computer Services	7,000	5,000
320 Professional Educational Consultant	4,000	-
322 External Staff Development	1,500	7,700
32210 CREC Staff Development	1,541	1,220
<u>Other Services</u>	1,326,620	1,369,829
522 Liability Insurance	4,770	4,579
531 Postage	50	50
532 Telephone	3,000	3,000
550 Printing	300	100
551 Copying	500	100
581 Travel	13,000	10,000
591 Workshop Expenses	2,000	1,000
59101 Parent Workshop	2,500	1,000
592 Other Purchased Services *	1,300,500	1,350,000
<u>Supplies</u>	21,775	23,000
611 Instructional Supplies	21,675	22,500
616 Office Supplies	100	500
<u>Property</u>	1,000	1,000
735 Equipment < \$1,000	1,000	1,000
<u>Other Objects</u>	500	500
810 Dues & Fees	500	500
Total	\$2,390,012	\$2,294,303

* Districts

CREC
Council Meeting
5/17/17

Attachment Z

Community Education Provision of Services: 2017 - 2018
Enterprise Fund
Division of Community Education

This fund serves the community through initiatives in adult education, career development, workforce preparedness and developmental awareness.

The fund provides services through enterprise activities, including conference management, workplace education, training and the provision of educational materials.

Revenue:

Provision of Services	\$226,475
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Staffing:

Delete 0.08 non-certified administrative position
Delete 0.42 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017 - 2018 Community Education Provision of Services program budget of \$226,475 and open an appropriate account with revenue as set forth above.
- (2) Delete 0.08 non-certified administrative position bringing the current roster to 0.52 fte.
- (3) Delete 0.42 other non-certified position bringing the current roster to 1.28 ftes.

(Budget on Reverse)

Community Education Provision of Services: 2017-2018
Enterprise Fund #75001
Division of Community Education

	<u>2016 - 2017</u>	<u>2017 - 2018</u>
<u>Salaries</u>	\$185,055	\$149,943
121 Non-Certified Administrative (0.52)	\$75,645	\$65,559
129 Other Non-Certified (1.28)	109,410	84,384
139 Temporary	-	
<u>Benefits</u>	49,912	40,690
210 Health Insurance	25,300	20,822
220 FICA	14,157	11,471
250 Unemployment Comp.	1,202	900
260 Workers' Comp.	2,406	1,949
270 Retirement Benefits	6,847	5,548
<u>Professional/Tech Services</u>	30,290	20,812
311 CREC Supervision	14,251	10,294
312 CREC Support	14,251	10,294
320 Professional Education Consultant	1,500	-
32210 CREC Staff Development	288	224
<u>Property Services</u>	11,950	14,620
441 Operating Facility/Rent	11,950	14,620
<u>Other Services</u>	33,459	410
522 Liability Insurance	569	410
581 Travel	750	
591 Workshop Expenses	32,140	-
<u>Supplies</u>	2,860	
611 Instructional Supplies	2,860	
Total	\$313,526	\$226,475

CREC
Council Meeting
5/17/17

Attachment AA

Career and Technical Education Initiatives: 2017 – 2018
Special Revenue Fund
Division of Community Education

CREC manages and coordinates professional development and capacity building activities for SDE through the provision of state-wide conferences and training on career pathways and a collaborative program improvement program process with Bolton, Canton and Somers.

Revenue:

SDE Grants \$183,472

Staffing:

Delete 0.03 non-certified administrative position

Delete 0.12 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017 – 2018 Career and Technical Initiatives program budget of \$183,472 and open an appropriate account with revenue as set forth above.
- (2) Delete 0.03 non-certified administrative position bringing the current roster to 0.00 fte.
- (3) Delete 0.12 other non-certified position bringing the current roster to 0.51 fte.

(Budget on Reverse)

Career and Technical Education Initiatives: 2017 – 2018
Special Revenue Fund #303 and 316 (#30301, 31620)
Division of Community Education

	<u>2016-2017</u>		<u>2017-2018</u>
<u>Salaries</u>	\$64,547		\$73,278
121 Non-Certified Administrative (0.00)	\$3,690	\$	-
129 Other Non-Certified (0.51)	39,857		33,278
139 Other Temporary	21,000		40,000
<u>Benefits</u>	15,068		14,145
210 Health Insurance	7,260		5,916
220 FICA	4,938		5,606
250 Unemployment Comp.	420		440
260 Workers' Comp.	839		952
270 Retirement Benefits	1,611		1,231
<u>Professional/Tech Services</u>	29,697		31,606
311 CREC Supervision	3,957		3,571
312 CREC Support	3,957		3,571
320 Professional Education Consultant	5,000		12,000
321 Special Education Consultant	14,200		9,900
322 External Staff Development	2,500		2,500
32210 CREC Staff Development	83		64
<u>Property Services</u>	4,375		2,800
430 Repairs & Maintenance	375		100
441 Operating Facility/Rent	3,600		2,600
442 Equipment Rental	400		100
<u>Other Services</u>	47,326		9,502
519 Pupil Transportation	2,800		1,500
522 Liability Insurance	376		352
531 Postage	50		
532 Telephone	400		400
551 Copying	500		200
581 Travel	850		50
591 Workshop Expenses	38,100		7,000
592 Other Purchased Services *	4,250		
<u>Supplies</u>	18,117		13,141
611 Instructional Supplies	17,232		12,286
616 Office Supplies	885		855
<u>Other Objects</u>	17,000		39,000
810 Dues & Fees	17,000		39,000
Total	\$196,130		\$183,472

* minigrants and passthroughs

CREC
Council Meeting
5/17/17

Attachment BB

Transition to Employment Services: 2017 – 2018
Special Revenue Fund
Division of Community Education

This unit provides basic and occupational skills training programs to adults and out-of-school youth with a focus on training for the unemployed and underemployed. The program includes job readiness, pre-vocational training, English Language Learner, GED preparation and computer literacy. In addition, Transition to Employment Services (TES) is now offering Advanced ESL and Medical Office Assistant at Manchester Community College, where students will earn up to 6 college credits. TES also offers training for the Second Chance Initiative, where individuals can obtain credentials/nationally recognized certification and or the GED diploma.

The Family Literacy Project will provide basic skills and/or secondary school completion instruction and support for up to 25 families in Hartford. The program integrates adult education, parent education, Parent and Child Together (PACT) time and early childhood education. By linking the early education program and family literacy instruction, the program will provide comprehensive intergenerational skills to participants.

The Advanced English Language Learner (ELL) training program includes a college preparation course, time management skills, financial aid, college application, college interviewing skills and search for scholarships.

Revenue

Capital Workforce Partners	\$263,226
SDE Grant	200,000
Hartford Foundation Public Giving (HFPG) Grants	225,000
Workforce Alliance	40,000
Community Renewal Team (CRT)	30,219
Provision of Services	<u>53,695</u>
	\$812,140

Staffing:

Delete 0.02 support staff position

Create 0.07 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 Transition to Employment Services program budget of \$812,140 and open an appropriate account with revenue as set forth above.
- (2) Delete 0.02 support staff position bringing the current roster to 0.98 fte.
- (3) Create 0.07 other non-certified position bringing the current roster to 3.07 ftes.

(Budget on Reverse)

Transition to Employment Services: 2017 - 2018

Special Revenue Fund #330 (#33004, 33006, 33007, 33008, 33009, 33010, 33011, 33012, 33013, 33014)

Division of Community Education

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$477,846	\$ 507,357
102 Other Certified (0.10)	\$18,090	\$17,572
121 Non-Cert. Administrative (0.20)	25,365	25,215
123 Support Staff (0.98)	45,020	44,994
129 Other Non-Certified (3.07)	196,897	196,346
139 Other Temporary	192,474	223,230
<u>Benefits</u>	102,146	106,722
210 Health Insurance	47,354	49,442
220 FICA	35,433	37,725
250 Unemployment Comp.	3,398	3,097
260 Workers' Comp.	6,211	6,596
270 Retirement Benefits	9,750	9,862
<u>Professional/Tech Services</u>	30,766	36,638
311 CREC Supervision	14,314	15,997
312 CREC Support	14,314	16,020
320 Professional Education Consultant	600	200
321 Special Education Consultant	200	1,600
322 External Staff Development	800	2,275
32210 CREC Staff Development	538	546
<u>Property Services</u>	51,484	39,817
430 Maintenance & Repair	350	1,150
441 Operating Facility/Rent	50,097	37,027
442 Equipment Rental	1,037	1,640
<u>Other Services</u>	71,173	87,182
519 Pupil Transportation	8,200	19,474
522 Liability Insurance	1,472	1,556
531 Postage	325	335
532 Telephone	1,320	1,870
581 Travel	1,456	2,480
592 Other Purchased Services	58,400	61,467
<u>Supplies</u>	32,100	34,424
611 Instructional Supplies	14,058	9,564
614 Other Materials & Supplies	1,248	2,095
616 Office Supplies	7,419	7,439
617 Pupil Incentives	3,000	3,000
641 Text/Workbooks	6,375	12,326
Total	\$765,515	\$812,140

Adult Training & Development Network (ATDN) of Connecticut: 2017-2018
Special Revenue Fund #35001
Division of Community Education

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$354,328	\$321,613
121 Non-Certified Administrative (0.25)	\$49,200	\$31,519
129 Other Non-Certified (3.55)	260,103	242,714
139 Temporary	45,025	47,380
<u>Benefits</u>	93,309	84,941
210 Health Insurance	47,850	44,080
220 FICA	27,106	24,603
250 Unemployment Comp.	2,303	1,930
260 Workers' Comp.	4,606	4,181
270 Retirement Benefits	11,444	10,147
<u>Professional/Tech Services</u>	17,843	15,417
311 CREC Supervision	7,424	6,849
312 CREC Support	7,375	6,893
322 External Staff Development	2,500	1,200
32210 CREC Staff Development	544	475
<u>Property Services</u>	13,000	11,000
430 Maintenance & Repair	600	600
441 Operating Facility/Rent	12,000	10,000
442 Equipment Rental	400	400
<u>Other Services</u>	17,768	14,045
522 Liability Insurance	968	871
531 Postage	300	100
532 Telephone	3,000	1,800
540 Advertising	500	500
550 Printing	500	500
551 Copying	500	300
581 Travel	8,000	7,200
591 Workshop Expenses	4,000	2,774
<u>Supplies</u>	3,252	2,484
611 Instructional Supplies	500	484
616 Office Supplies	2,752	2,000
<u>Other Objects</u>	500	500
810 Dues & Fees	500	500
 Total	 \$500,000	 \$450,000

CREC
Council Meeting
5/17/17

Attachment DD

Adult Education Network: 2017 – 2018
Special Revenue Fund
Division of Community Education

The Division of Community Education is the recipient of an award from the Hartford Foundation for Public Giving (HFPG) to initiate an effort to be known as the Contextualized Learning Institute. The Institute will provide training to adults using the Integrated Basic Education/Skills Training (IBEST) model. This model aims to improve basic education skills while at the same time teaches occupational skills, which will lead to a certification. In addition, these lessons will be added to the existing regional curriculum provided for the members of the MOVE UP! Adult Literacy Partnership. Development of these lessons will center on contextualization of content related to employment sectors in demand, such as healthcare, manufacturing, transportation and hospitality.

Revenue:

HFPG Grants	\$49,455
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Staffing:

Create 0.04 non-certified administrative position
Delete 0.05 other non-certified position

RECOMMENDED ACTION:

- (1) Adopt a 2017–2018 Adult Education Network program budget of \$49,455 and open an appropriate account with revenue as set forth above.
- (2) Create 0.04 non-certified administrative position bringing the current roster to 0.04 fte.
- (3) Delete 0.05 other non-certified position bringing the current roster to 0.33 fte.

(Budget on Reverse)

Adult Education Network: 2017-2018
Special Revenue Fund #350 (#35004, 35012)
Division of Community Education

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$43,490	\$ 38,075
121 Non-Certified Administrative (0.04)	\$ -	\$5,043
129 Other Non-Certified (0.33)	23,015	18,782
139 Other Temporary	20,475	14,250
<u>Benefits</u>	9,207	8,811
210 Health Insurance	4,180	4,292
220 FICA	3,327	2,913
250 Unemployment Comp.	283	229
260 Workers' Comp.	565	495
270 Retirement Benefits	852	882
<u>Professional/Tech Services</u>	2,922	2,402
311 CREC Supervision	1,287	1,178
312 CREC Support	1,287	1,178
322 CREC External Staff Development	300	-
32210 CREC Staff Development	48	46
<u>Other Services</u>	4,114	94
522 Liability Insurance	114	94
561 Pupil Tuition	3,000	-
581 Travel	300	-
591 Workshop Expenses	700	-
<u>Supplies</u>		73
616 Office Supplies	-	73
 Total	 \$59,733	 \$49,455

CREC
Council Meeting
5/17/17

Attachment EE

Construction Services: 2017 – 2018
Enterprise Fund
Construction Division

CREC'S Construction Division provides full service Project/Program Management and Owner's Representation services for school districts and non-profit organizations, as well as CREC school construction projects.

The Construction Division services include:

- Capital planning and facility surveys
- Writing of educational specifications and construction grant applications
- Department of Construction Services required filing and coordination
- Professional Services procurement for construction projects
- Architectural services, management and oversight
- Construction management services, management and oversight
- Project budgeting and financial management
- Furniture, fixtures and equipment (FF&E) procurement, coordination and management

In 2017-2018, the Construction Division is providing a wide variety of Project Management, Owner's Representation and Project Financial services to the following districts:

New London Public Schools	CREC's Sheff Magnet Schools
Stratford Public Schools	Regional School District 17
West Haven Public Schools	Rocky Hill Public Schools
Town of North Stonington	Town of Tolland
Town of Burlington	

Revenue:

Provision of Services	\$2,301,915
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Staffing:

Delete 3.00 other non-certified positions

RECOMMENDED ACTION:

- (1) Adopt a 2017-2018 Construction Services program budget of \$2,301,915 and open an appropriate account with revenue as set forth above.
- (2) Delete 3.00 other non-certified positions bringing the current roster to 12.00 ftes.

(Budget on Reverse)

Construction Services: 2017 - 2018
Enterprise Fund #760
Construction Division

	<u>2016-2017</u>	<u>2017-2018</u>
<u>Salaries</u>	\$1,594,998	\$1,472,859
121 Non-Certified Administrative (2.00)	\$268,294	\$266,985
123 Support Staff (1.00)	53,007	54,060
129 Other Non-Certified (12.00)	1,248,697	1,106,814
139 Other Temporary	25,000	45,000
<u>Benefits</u>	431,209	367,489
210 Health Insurance	220,000	174,000
220 FICA	122,017	112,674
250 Unemployment Comp.	10,367	8,837
260 Workers' Comp.	20,735	19,147
270 Retirement Benefits	58,090	52,831
<u>Professional/Tech Services</u>	306,223	228,313
311 CREC Supervision	123,892	85,256
312 CREC Support	123,892	85,256
314 Computer Services	11,439	10,926
322 External Staff Development	7,500	5,000
32210 CREC Staff Development	2,500	1,875
333 Other Consultants	37,000	40,000
<u>Property Services</u>	898,483	107,000
441 Operating Facility/Rent	100,000	104,000
442 Equipment Rental	3,000	2,000
450 Remodel/Renovation	795,483	1,000
<u>Purchased Services</u>	78,182	90,254
522 Liability Insurance	6,182	4,254
525 Other Insurance	22,000	28,000
531 Postage	1,000	1,000
532 Telephone	20,000	20,000
540 Advertising	10,000	10,000
550 Printing	1,000	1,500
551 Copying	1,000	1,000
581 Travel	10,000	17,500
591 Workshop Expenses	5,000	5,000
592 Other Purchased Services	2,000	2,000
<u>Supplies</u>	13,500	13,500
611 Instructional Supplies		1,000
616 Office Supplies	13,500	12,500
<u>Property</u>	15,000	15,000
733 Equipment > \$1,000	5,000	5,000
735 Equipment < \$1,000	10,000	10,000
<u>Other Objects</u>	7,500	7,500
810 Dues & Fees	7,500	7,500
Total	\$3,345,095	\$2,301,915

CREC
Council Meeting
5/17/17

Attachment FF

Theater of the Performing Arts: 2017-2018
Enterprise Fund #702
Division of Choice Programs

The Greater Hartford Academy of the Arts' Theater of the Performing Arts, located at the Learning Corridor, generates revenue through the sale of tickets for performances given by visiting artists and theater rentals to outside groups.

	<u>2016 - 2017</u>	<u>2017 - 2018</u>
<u>Salaries</u>	\$64,119	\$67,308
129 Other non-certified (0.60)	\$64,119	\$63,808
139 Other Temporary	-	3,500
<u>Benefits</u>	15,128	15,749
210 Health Insurance	6,600	6,960
220 FICA	4,905	5,149
250 Unemployment Comp.	417	404
260 Workers' Comp.	834	875
270 Retirement Benefits	2,372	2,361
<u>Professional/Tech Services</u>	3,855	3,759
311 CREC Supervision	1,890	1,842
312 CREC Support	1,890	1,842
32210 CREC Staff Development	75	75
<u>Property Services</u>	1,000	500
430 Maintenance & Repairs	1,000	500
<u>Other Services</u>	3,168	4,684
522 Liability Insurance	168	184
592 Other Purchased Services	3,000	4,500
<u>Supplies</u>	500	3,800
613 Maintenance Supplies	-	300
614 Other Materials & Supplies	-	3,500
616 Office Supplies	500	-
Totals	<u>\$87,770</u>	<u>\$95,800</u>

Revenue:

Provision of Services \$95,800

Staffing:

No action necessary

RECOMMENDED ACTION:

Adopt a 2017-2018 Theater of the Performing Arts program budget of \$95,800 and open appropriate account with revenue as set forth above.

CREC
Council Meeting
5/17/17

Attachment GG

Learning Corridor Campus: 2017 – 2018
General Fund

The Learning Corridor is a 16-acre campus located in Hartford, CT. It has 350,000 square feet of facility space and houses four magnet schools; Montessori Magnet School (CREC), Greater Hartford Academy of the Arts (CREC) and the Hartford Magnet Trinity College Academy. The campus also has a Commons Building (cafeteria, office, gymnasium and pool), a theater, and a parking garage.

Revenue:

CREC magnet schools' occupancy charges	\$3,060,400
Hartford magnet school's occupancy charges	<u>750,000</u>
	\$3,810,400

Staffing:

No action necessary

RECOMMENDED ACTION: Adopt a 2017-2018 Learning Corridor Campus budget of \$3,810,400 and open an appropriate account with revenue as set forth above.

(Budget on Reverse)

The Learning Corridor Campus: 2017 - 2018
General Fund #150

	<u>2016-2017</u>		<u>2017-2018</u>	
<u>Salaries</u>		\$50,205		\$50,930
129 Other Non-Certified (.72)	\$48,205		\$48,930	
139 Other Temporary	2,000		2,000	
<u>Benefits</u>		14,617		15,116
210 Health Insurance	7,920		8,352	
220 FICA	3,931		3,896	
250 Unemployment Comp.	313		306	
260 Workers' Comp.	640		662	
270 Retirement Benefits	1,813		1,810	
32210 CREC Staff Development			90	
<u>Property Services</u>		1,995,000		1,980,000
411 Safety & Security	475,000		490,000	
423 Cleaning Service	900,000		990,000	
430 Maintenance & Repairs	350,000		220,000	
450 Remodel/Renovation	20,000		20,000	
490 Other Property Services	250,000		260,000	
<u>Other Services</u>		56,628		55,854
521 Property Insurance	32,000		32,000	
522 Liability Insurance	7,778		7,604	
532 Telephone	16,250		16,000	
550 Printing	200		-	
581 Travel	400		250	
<u>Supplies</u>		1,730,550		1,695,000
613 Maintenance Supplies	80,000		65,000	
614 Other Materials & Supplies	400			
616 Office Supplies	150			
620 Fuel	1,650,000		1,630,000	
<u>Equipment</u>		45,000		10,000
733 Equipment >\$1,000	45,000		10,000	
<u>Other Objects</u>		5,000		3,500
810 Dues & Fees	5,000		3,500	
Total	\$3,897,000		\$3,810,400	

CREC
Council Meeting
5/17/17

Attachment HH

Audit Required Budget Authorizations: 2017-2018
Internal Service Fund

CREC uses several internal service fund accounts to receive and disburse funds. Our auditors require that the CREC Council formally authorize these accounts.

		Budget <u>2016-2017</u>	Budget <u>2017-2018</u>
Employee Benefits	Health, Life, Disability insurance funded from this source.	\$32,500,000	\$34,000,000
Unemployment Compensation	Unemployment claims funded from this source.	\$650,000	\$650,000
Plan Employer Contributions 403B	Employer contributions funded from this source.	\$2,000,000	\$2,100,000
Workers' Compensation	Workers' Compensation claims funded from this source.	\$1,900,000	\$2,100,000

RECOMMENDED ACTION: Adopt a budget for the above accounts for 2017-2018 in order to receive and disburse funds in accordance with CREC Council action.

Capitol Region Education Council
Financial Statement for Period Ending: March 31, 2017
(Unaudited) (Non Accrual)

			REVISED BUDGET		REVENUE		EXPENDITURES			VARIANCE					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
	Fund		2016-2017	2015-2016	03/31/2017	03/31/2016	03/31/2017	03/31/2016	03/31/2017	8 + 10	(6 - 8)	(8/6)	(4-8)	(8/4)	
Program #	Type	Program	Date	Amount	Amount	Revenue TO DATE	Revenue TO DATE	Expended TO DATE	Expended TO DATE	ENCUMBRANCES TO DATE	12/31/16 TOTALS	Billed/Revenue less Exp Y-T-D	Expend Y-T-D as a % of Revenue	Budget minus YTD	Expended/Budget Y-T-D
101/102	GF	Executive Offices	5/18/2016	\$645,382	\$663,419	645,511	663,154	493,906	596,583	5,796	499,702	151,605	76.51%	151,476	76.53%
103	GF	Business Services	5/18/2016	4,263,737	4,224,629	4,272,049	4,234,093	3,060,615	2,911,124	597,709	3,658,324	1,211,434	71.64%	1,203,122	71.78%
104	GF	Human Resources	5/18/2016	1,143,210	1,098,419	1,143,210	1,098,419	767,008	789,129	3,637	770,646	376,202	67.09%	376,202	67.09%
105	GF	Communication Services	5/18/2016	1,030,988	940,932	1,051,795	967,383	659,339	745,191	1,605	660,944	392,456	62.69%	371,649	63.95%
106	GF	Student Services	6/15/2016	515,329	491,482	17,469	55,149	290,462	365,148	2,364	292,826	(272,993)	1662.76%	224,867	56.36%
109	GF	Grants and Development Office	5/18/2016	272,338	263,401	272,338	264,851	224,916	225,404	720	225,636	47,422	82.59%	47,422	82.59%
112	GF	Interdistrict Grants Office	4/20/2016	28,361	48,873	-	-	16,870	36,412	-	16,870	(16,870)	0.00%	11,491	59.48%
120	GF	Made In The Shade	4/20/2016	37,252	46,246	32,229	28,800	22,221	25,194	-	22,221	10,008	68.95%	15,031	59.65%
121	GF	Minority Teacher Recruiting	6/15/2016	316,500	319,500	240,097	166,500	97,060	154,637	-	97,060	143,037	40.43%	219,440	30.67%
122	GF	Soundbridge	5/18/2016	6,804,695	6,867,649	5,862,606	6,359,324	5,289,067	4,608,676	167,321	5,456,388	573,539	90.22%	1,515,628	77.73%
124	GF	River Street School (RSS)	6/15/2016	31,939,496	28,851,127	28,878,818	27,731,092	20,841,496	19,745,576	410,827	21,252,323	8,037,322	72.17%	11,098,000	65.25%
125	GF	Integrated Program Models (IPM)	6/15/2016	3,006,828	3,146,710	2,914,625	3,239,907	2,118,835	2,310,210	38,418	2,157,253	795,790	72.70%	887,993	70.47%
128	GF	Lincoln Academy	5/18/2016	601,345	596,360	290,351	367,009	314,243	338,097	1,656	315,899	(23,891)	108.23%	287,102	52.26%
129	GF	Farmington Valley Diagnostic Center	4/20/2016	1,227,056	1,185,985	722,483	679,246	790,569	827,794	68,963	859,532	(68,086)	109.42%	436,487	64.43%
130	GF	Polaris Center	5/18/2016	5,125,460	5,273,755	3,581,976	5,020,332	3,799,595	3,601,716	188,810	3,988,405	(217,619)	106.08%	1,325,865	74.13%
131	GF	Juvenile Detention Center	4/20/2016	1,168,351	1,397,487	513,989	738,392	796,604	880,075	7,593	804,197	(282,615)	154.98%	371,747	68.18%
132	GF	STRIVE	5/18/2016	414,800	426,064	401,799	401,106	257,589	274,290	12,229	269,818	144,210	64.11%	157,211	62.10%
134	GF	Central Office Facility Cost Center	5/20/2016	1,693,838	1,771,820	1,116,950	1,162,060	1,140,500	1,270,953	462,634	1,603,133	(23,550)	102.11%	553,338	67.33%
135	GF	Coltsville Facility	6/15/2016	1,472,400	1,414,400	-	576,066	493,969	576,066	212,174	706,142	(493,969)	0.00%	978,431	33.55%
138	GF	Project Literacy - Reading Recovery	1/18/2017	25,200	37,500	25,200	24,000	16,556	23,065	4,250	20,806	8,644	65.70%	8,644	65.70%

Capitol Region Education Council
Financial Statement for Period Ending: March 31, 2017
(Unaudited) (Non Accrual)

			REVISED BUDGET		REVENUE		EXPENDITURES				VARIANCE				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
	Fund		2016-2017	2015-2016	03/31/2017	03/31/2016	03/31/2017	03/31/2016	03/31/2017	8 + 10	(6 - 8)	(8/6)	(4-8)	(8/4)	
Program #	Type	Program	Date	Amount	Amount	Revenue TO DATE	Revenue TO DATE	Expended TO DATE	Expended TO DATE	ENCUMBRANCES TO DATE	12/31/16 TOTALS	Billed/Revenue less Exp Y-T-D	Expend Y-T-D as a % of Revenue	Budget minus YTD	Expended/Budget Y-T-D
150	GF	Learning Corridor Cost Center	6/15/2016	3,897,000	3,752,000	2,122,300	1,403,136	2,649,726	2,728,415	914,505	3,564,232	(527,426)	124.85%	1,247,274	67.99%
151	GF	Transportation Services	5/18/2016	2,307,592	2,364,525	1,207,817	539,563	1,452,650	1,429,987	272,170	1,724,819	(244,832)	120.27%	854,942	62.95%
152	GF	Montessori Magnet School	6/15/2016	5,885,437	6,070,970	3,876,065	3,957,523	3,777,099	3,820,322	53,275	3,830,374	98,967	97.45%	2,108,338	64.18%
153	GF	Glastonbury / East Hartford Magnet School	6/15/2016	6,750,682	6,603,455	5,059,164	4,724,520	4,229,512	4,190,879	100,311	4,329,822	829,652	83.60%	2,521,170	62.65%
154	GF	Academy of Aerospace and Engineering (GHAMAS)	6/15/2016	12,733,363	12,680,389	10,200,936	9,991,262	8,379,938	8,109,303	294,224	8,674,162	1,820,999	82.15%	4,353,425	65.81%
155	GF	Museum Academy	6/15/2016	8,136,955	7,856,360	5,534,944	5,311,268	5,438,916	5,216,015	504,158	5,943,073	96,029	98.27%	2,698,039	66.84%
156	GF	Metropolitan Learning Center Magnet School	6/15/2016	11,963,024	11,725,284	8,638,444	8,562,167	7,652,811	7,116,641	431,595	8,084,407	985,632	88.59%	4,310,213	63.97%
157	GF	Greater Hartford Academy of the Arts (GHAA)	6/15/2016	11,660,328	12,181,636	8,325,468	8,282,195	7,615,088	7,759,618	408,596	8,023,685	710,380	91.47%	4,045,240	65.31%
158	GF	Center for Creative Youth (CCY)	5/18/2016	527,250	525,600	193,020	201,427	459,941	448,329	128	460,069	(266,921)	238.29%	67,309	87.23%
159	GF	University of Hartford Magnet School (UHMS)	6/15/2016	8,181,886	8,388,058	5,464,400	5,599,018	5,100,961	5,254,097	361,074	5,462,035	363,439	93.35%	3,080,925	62.34%
160	GF	Magnet School Cost Center	6/15/2016	33,956,117	34,301,314	421,146	261,522	17,860,404	18,535,642	3,811,894	21,672,298	(17,439,258)	4240.90%	16,095,713	52.60%
161	GF	CREC's Public Safety Academy	6/15/2016	9,583,965	9,817,717	6,547,512	6,738,610	6,275,884	5,955,248	323,896	6,599,780	271,627	95.85%	3,308,081	65.48%
162	GF	Two Rivers Magnet Middle School	6/15/2016	9,840,201	10,136,850	8,017,213	7,995,132	6,140,090	6,095,381	304,617	6,444,707	1,877,122	76.59%	3,700,111	62.40%
164	GF	School Transportation Management Services	6/15/2016	20,888,750	21,158,200	12,076,050	12,319,750	10,734,886	9,776,531	2,517,156	13,252,041	1,341,164	88.89%	10,153,864	51.39%
165	GF	International Magnet School for Global Ctnshp	6/15/2016	6,660,472	6,832,428	5,426,386	5,522,456	4,358,097	4,228,415	149,019	4,507,116	1,068,289	80.31%	2,302,375	65.43%
166	GF	Reggio Magnet School of the Arts	6/15/2016	7,002,001	7,355,871	5,436,876	5,868,671	4,363,075	4,681,782	388,897	4,751,972	1,073,801	80.25%	2,638,926	62.31%
167	GF	CREC's Medical Professions and Teachers Prepara	6/15/2016	8,661,175	8,938,414	6,880,216	6,574,268	5,505,694	5,411,215	313,950	5,819,644	1,374,521	80.02%	3,155,481	63.57%
168	GF	Discovery Academy	6/15/2016	6,447,088	5,730,364	5,121,834	5,101,985	4,253,456	3,599,958	228,650	4,482,106	868,377	83.05%	2,193,632	65.97%
169	GF	Ana Grace Academy of the Arts Elementary School	6/15/2016	7,077,029	7,040,429	4,565,843	4,085,820	4,899,107	4,482,633	452,622	5,351,729	(333,264)	107.30%	2,177,922	69.23%
170	GF	Greater Hartford Academy of Arts Middle School	6/15/2016	6,321,180	6,659,203	4,607,667	4,459,518	3,869,170	4,239,265	347,038	4,216,208	738,497	83.97%	2,452,010	61.21%
171	GF	Two Rivers Magnet High School	6/15/2016	8,237,979	8,436,793	5,376,834	5,245,046	5,541,867	5,313,812	337,336	5,879,203	(165,033)	103.07%	2,696,112	67.27%

Capitol Region Education Council
Financial Statement for Period Ending: March 31, 2017
(Unaudited) (Non Accrual)

1	2	3	REVISED BUDGET		REVENUE		EXPENDITURES			VARIANCE				
			4	5	6	7	8	9	10	11	12	13	14	15
	<i>Fund</i>		2016-2017	2015-2016	03/31/2017	03/31/2016	03/31/2017	03/31/2016	03/31/2017	8 + 10	(6 - 8)	(8/6)	(4-8)	(8/4)
<i>Program #</i>	<i>Type</i>	<i>Program</i>	<i>Date</i>	<i>Amount</i>	<i>Amount</i>	<i>Revenue</i>	<i>Revenue</i>	<i>Expended</i>	<i>Expended</i>	<i>ENCUMBRANCES</i>	<i>12/31/16</i>	<i>Billed/Revenue</i>	<i>Expend Y-T-D</i>	<i>Budget</i>
					<i>TO DATE</i>	<i>TO DATE</i>	<i>TO DATE</i>	<i>TO DATE</i>	<i>TO DATE</i>	<i>TOTALS</i>	<i>less Exp Y-T-D</i>	<i>as a % of Revenue</i>	<i>minus YTD</i>	<i>Y-T-D</i>
172	GF	Academy of Aerospace and Engineering Elementary	6/15/2016	6,279,242	5,837,900	4,273,735	4,112,015	4,319,712	3,932,404	323,124	4,642,836	(45,978)	101.08%	1,959,530
		General Fund sub-total		264,731,282	263,459,518	171,357,364	170,833,755	166,369,503	162,631,232	15,024,942	181,394,445	4,987,861	97.09%	98,361,779
301	SR	Choice 4+Fitness-Nutrition & PE Pillars for Wellness i	6/15/2016	798,185	490,326	436,686	52,089	452,400	138,837	16,290	468,689	(15,714)	103.60%	345,785
30201	SR	Interdistrict Anytown Leadership Institute	6/15/2016	63,028	67,029	34,531	14,646	32,601	14,646	22,530	55,131	1,930	0.00%	30,427
30202	SR	Summer Institute for Psychology and Politics			203,390				5,754		-		0.00%	-
30205	SR	CCAT Catalyst Explorations in Sustainable Energy	6/15/2016	47,156	47,156	30,107	47,156	37,875	44,205		37,875	(7,768)	0.00%	9,281
30203	SR	Exploring Ecosystems through the Arts			20,445		20,445	0	6,118				0.00%	0.00%
30208	SR	Discovery Center	6/15/2016	169,256	180,000	114,923	169,256	148,049	163,532		148,049	(33,126)	128.82%	21,207
30244	SR	Summer Institute for Science and Math			200,160				5,662				0.00%	-
30261	SR	Project Transform	6/15/2016	30,082	31,992	20,426	14,534	26,313	14,534		26,313	(5,987)	128.82%	3,769
303	SR	Project PACT	5/18/2016	46,130	26,836	3,275		1,935	2,642		1,935	1,340	0.00%	44,195
304	SR	Sheff II Technical Services Agreement	4/19/2017	1,977,174	1,932,014	1,555,429	1,391,607	1,555,697	1,611,505	8,088	1,563,785	(268)	100.02%	421,477
30700	SR	Special Services Support Team	4/19/2017	2,956,271	2,866,750	1,797,116	1,813,997	1,513,624	1,661,525	16,619	1,530,244	283,491	84.23%	1,442,647
308	SR	21st Century Learning Centers (B&A Care)	6/15/2016	272,197	397,442	269,344	278,805	177,017	247,351	3,713	180,729	92,327	65.72%	95,180
310	SR	Connecticut Technical High School System Related :	4/19/2017	865,000	1,090,250	608,540	669,241	650,116	693,469	306,393	956,509	(41,576)	106.83%	214,884
31001	SR	TABS React	4/19/2017	3,000,000	2,482,725	1,629,966	1,713,052	1,567,004	1,756,767	145,691	1,712,695	62,962	96.14%	1,432,996
311	SR	CT Technical High Schools Events Management Ser	4/20/2016	600,000	700,000	308,437	357,781	330,880	445,506	78,330	409,210	(22,443)	107.28%	269,120
31201	SR	Technology Bond Fund & High Quality Grants			179,488		179,488						0.00%	-
313	SR	Youth Learning & Employment Program	6/15/2016	335,444	441,506	295,947	368,157	289,714	379,032		289,714	6,233	0.00%	45,730
315	SR	Capitol Region Choice Program	6/15/2016	14,814,000	16,027,697	6,740,408	8,514,314	8,092,797	7,627,253	2,643,358	10,736,155	(1,352,389)	120.06%	6,721,203
316	SR	Developing Tomorrow's Professionals/Perkins/Finan	5/18/2016	150,000	293,750	75,107	179,742	109,471	139,299	3,258	112,729	(34,364)	145.75%	40,529
317	SR	Supplemental Services	4/19/2017	1,452,588	1,796,235	679,808	1,134,188	585,435	933,402	759	586,193	94,373	86.12%	867,153

Capitol Region Education Council
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1	2	3	REVISED BUDGET		REVENUE		EXPENDITURES				VARIANCE			
			4	5	6	7	8	9	10	11	12	13	14	15
			2016-2017	2015-2016	03/31/2017	03/31/2016	03/31/2017	03/31/2016	03/31/2017	8 + 10	(6 - 8)	(8/6)	(4 - 8)	(8/4)
Program #	Fund Type Program	Date	Amount	Amount	Revenue TO DATE	Revenue TO DATE	Expended TO DATE	Expended TO DATE	ENCUMBRANCES TO DATE	TOTALS	Billed/Revenue less Exp Y-T-D	Expend Y-T-D as a % of Revenue	Budget minus YTD	Expended/Budget Y-T-D
318	SR Entitlement Grants	11/16/2016	390,616	457,905	1,585,874	1,190,795	242,475	199,424	75,068	317,542	1,343,399	15.29%	148,141	62.07%
330	SR Employment & Training Services	5/18/2016	765,515	982,014	390,359	226,351	568,433	495,044	32,099	600,532	(178,074)	145.62%	197,082	74.25%
331	SR Youth Service Programs	2/15/2017	1,011,893	985,272	599,915	753,467	467,608	547,898	87,695	555,303	132,307	77.95%	544,285	46.21%
332	SR Positive Parenting Program	5/18/2016	122,715	125,195	90,269	94,065	82,313	87,522	1,425	83,738	7,956	91.19%	40,402	67.08%
335	SR Early Education	5/18/2016	2,390,012	2,231,330	2,276,702	2,107,805	1,850,830	1,745,984	-	1,850,830	425,872	81.29%	539,182	77.44%
338	SR Hartford Association for the Education of Young Chik	4/19/2017	202,000	177,000	196,882	134,752	105,337	113,636	-	105,337	91,546	53.50%	96,663	52.15%
345	SR Early Intervention Birth to Three Services	5/18/2016	2,041,983	2,023,027	1,369,756	1,154,534	1,410,014	1,442,655	20,663	1,430,676	(40,257)	102.94%	631,969	69.05%
348	SR Year Round Hartford Youth Public Safety Program	6/15/2016	100,000	226,437		26,900	50,919	53,212		50,919	(50,919)	0.00%	49,081	50.92%
349	SR Dept. of Corrections - Professional Development & C	4/20/2016	68,554	272,100	40,636	27,775	47,961	59,565		47,961	(7,325)	118.03%	20,593	69.96%
350	SR Community Education	5/18/2016	559,733	793,010	423,963	450,717	355,070	488,401	1,742	356,812	68,893	83.75%	204,663	63.44%
361	SR Metacomet Ridge Interdistrict Academy			20,000		10,000		20,000				0.00%	-	0.00%
	Special Revenue Fund sub-total		35,229,532	37,768,481	21,574,406	23,095,659	20,751,888	21,144,380	3,463,719	24,215,607	822,518	96.19%	14,477,644	58.90%
501	CP Public Safety Academy	5/18/2016	3,748,787	5,761,073		1,845,194	946,212	1,426,127	104,325	1,050,537	(946,212)	0.00%	2,802,575	25.24%
502	CP Int. Magnet School for Global Citizenship	5/18/2016	1,113,147	920,258		351,899	22,380	292,751	25,263	47,643	(22,380)	0.00%	1,090,767	2.01%
503	CP Reggio Magnet School of the Arts	5/18/2016	1,135,869	3,137,018			5,550	623,143	7,460	13,010	(5,550)	0.00%	1,130,319	0.49%
505	CP Medical Professions and Teacher Prep.	5/18/2016	6,878,066	8,896,336		1,537,613	600,007	524,316	101,042	701,049	(600,007)	0.00%	6,278,059	8.72%
507	CP Academy of Aerospace and Engineering	5/18/2016	5,631,252	18,197,045		10,588,074	1,491,252	10,558,521	51,829	1,543,081	(1,491,252)	0.00%	4,140,000	26.48%
508	CP Museum Academy	5/18/2016	34,792,435	25,908,093	10,806,074	12,282,294	11,302,936	7,180,087	1,089,466	12,392,402	(496,862)	104.60%	23,489,499	32.49%
509	CP Discovery Academy	5/18/2016	4,852,830	16,257,832		16,787,734	688,051	9,322,929	50,819	738,870	(688,051)	0.00%	4,164,779	14.18%
510	CP G. H. Academy of the Arts Elementary School	5/18/2016	17,378,877	200,000	432,334		748,775	17,065	1,181,386	1,930,161	(316,441)	173.19%	16,630,102	4.31%
511	CP G. H. Academy of the Arts Middle School	5/18/2016	5,220,513	200,000	392,465		896,979	24,612	1,623,401	2,520,380	(504,514)	228.55%	4,323,534	17.18%

Capitol Region Education Council
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			REVISED BUDGET			REVENUE		EXPENDITURES			VARIANCE				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
	Fund		2016-2017	2015-2016	03/31/2017	03/31/2016	03/31/2017	03/31/2016	03/31/2017	8 + 10	(6 - 8)	(8/6)	(4-8)	(8/4)	
Program #	Type	Program	Date	Amount	Amount	Revenue TO DATE	Revenue TO DATE	Expended TO DATE	Expended TO DATE	ENCUMBRANCES TO DATE	12/31/16 TOTALS	Billed/Revenue less Exp Y-T-D	Expend Y-T-D as a % of Revenue	Budget minus YTD	Expended/Budget Y-T-D
512	CP	Two Rivers Magnet High School	5/18/2016	27,367,497	7,348,000	7,359,179	1,295,878	4,824,678	1,658,079	2,410,725	7,235,404	2,534,501	65.56%	22,542,819	17.63%
513	CP	Academy of Aerospace and Engineering Elementary	5/18/2016	7,393,470	400,000	1,436,830	164,698	417,175	79,613	1,713,150	2,130,325	1,019,655	29.03%	6,976,295	5.64%
		Capital Project Fund sub-total		115,512,743	87,225,655	20,426,882	44,853,384	21,943,995	31,707,243	8,358,866	30,302,861	(1,517,113)	107.43%	93,568,748	19.00%
701	EF	Montessori Training Ctr of New Eng.	4/19/2017	724,570	431,275	509,290	344,093	377,473	308,589	9,912	387,385	131,817	74.12%	347,097	52.10%
702	EF	Learning Corridor Theater	6/15/2016	87,770	80,000	109,319	69,973	64,315	29,335		64,315	45,004	58.83%	23,455	73.28%
70400	EF	Office for Regional Efficiencies & Cooperative Purch	4/20/2016	824,410	665,150	319,560	299,604	379,031	437,667	66,131	445,162	(59,471)	118.61%	445,379	45.98%
705	EF	Regional Fingerprinting Services	3/16/2016	170,063	168,225	118,959	126,792	101,559	98,941	33,115	134,674	17,399	85.37%	68,504	59.72%
734	EF	Conference Services			173,045		64,383	0	114,853				0.00%		0.00%
735	EF	Data Analysis, Research and Technology	6/15/2016	603,413	941,059	122,897	330,338	458,370	613,040	1,297	459,667	(335,474)	372.97%	145,043	75.96%
738	EF	School Improvement Center	9/21/2016	1,648,890	1,370,100	916,020	632,494	1,192,666	983,200	7,926	1,200,592	(276,646)	130.20%	456,224	72.33%
740/6/7/8	EF	TABS - General Provisions of Services	4/20/2016	359,727	366,300	250,634	230,903	298,263	317,261	2,039	300,302	(47,629)	119.00%	61,464	82.91%
750	EF	Adult Training & Development Network of Connectic	5/18/2016	215,362	273,224	161,205	89,090	219,822	234,961	33,942	253,764	(58,618)	136.36%	(4,460)	102.07%
760	EF	Construction Services	5/18/2016	3,345,095	3,437,348	1,022,560	1,228,990	1,924,264	2,047,916	56,066	1,980,330	(901,704)	188.18%	1,420,831	57.52%
		Enterprise Fund		7,979,300	7,905,726	3,530,443	3,416,660	5,015,764	5,185,763	210,427	5,226,192	(1,485,321)	142.07%	2,963,536	62.86%
GRAND TOTAL				423,452,857	396,359,380	216,889,095	241,999,458	214,081,151	220,668,618	27,057,954	241,139,105	2,807,944	98.71%	209,371,706	50.56%
SUMMARY by FUND TYPE															
100's		General Fund		264,731,282	263,459,518	171,357,364	170,633,755	166,369,503	162,631,232	15,024,942	181,394,445	4,987,861	97.09%	98,361,779	62.84%
300's		Special Revenue Fund		35,229,532	37,768,481	21,574,406	23,095,659	20,751,888	21,144,380	3,463,719	24,215,607	822,518	96.19%	14,477,644	58.90%
700's		Enterprise Fund		7,979,300	7,905,726	3,530,443	3,416,660	5,015,764	5,185,763	210,427	5,226,192	(1,485,321)	142.07%	2,963,536	62.86%
		Total Without Construction		307,940,114	309,133,725	196,462,213	197,146,074	192,137,155	188,961,375	18,699,088	210,836,243	4,325,058	97.80%	115,802,959	62.39%

CREC
Council Meeting
5/17/17

Attachment C

Leadership Budget 2017-2018

The Capitol Region Education Council Leadership Budget is presented to the CREC Council at the annual meeting for adoption.

Composition:

The CREC Leadership Budget represents the administrative and infrastructure costs associated with the management and operation of CREC's direct service programs. A primary goal of the leadership budget is to minimize costs to CREC's districts. The 2017 - 2018 Leadership Budget is \$7,182,995 and is \$172,660 or 2.3% less than the previous year's budget. The budgets below comprise the leadership budget:

1. Executive Offices
2. Office of Finance and Operations
3. Human Resources Office
4. Communications Office
5. Grants Office

Funding Sources:

Support for this budget is derived from the following sources:

1. Membership Dues
2. Interest Income
3. Supervision and Support Revenue

2017 - 2018 Leadership Budget Highlights:

1. Containment of the Leadership Budget, typically, within a range of 1.5% - 3% of the total CREC budget. This year's Leadership Budget represents 1.7% of the total CREC budget and 2.4% without capital projects.
2. Continued infrastructure support of Executive Offices, Office of Finance and Operations, Human Resources Office, Communications and the Grants Office. Net decrease of 2.96 FTEs. This includes the reduction of 2.76 FTEs in professional and support staff positions in the Office of Finance and Operations and the Grants Office.
3. An ongoing consideration in the Leadership Budget is the support and management of growth of direct services. The CREC operating budget is over \$420 million and the workforce is approximately 2,400 employees.

Recommended Actions:

- 1 Adopt the 2017-2018 Leadership Budget of \$7,182,995

Executive Offices	\$639,836
Office of Finance and Operations	4,102,824
Human Resources	1,185,233
Communications Office	1,034,073
Grants Office	221,029
Total Expenditures	<u>\$7,182,995</u>

- 2 Roster changes:
 - Delete 0.19 certified administrative position
 - Delete 2.87 other non-certified positions
 - Create 0.10 support staff position

Leadership Budget Overview
2016-17 Approved Budget Vs. 2017 -18 Requested Budget

<u>Expenditure Summary:</u>	<u>2016-17 Approved</u>	<u>2017-18 Requested</u>	<u>Increase / (Decrease)</u>	
			<u>\$ Amount</u>	<u>%</u>
Executive Offices	\$ 645,382	\$ 639,836	\$ (5,546)	-0.9%
Office of Finance and Operations	4,263,737	4,102,824	(160,913)	-3.8%
Human Resources Office	1,143,210	1,185,233	42,023	3.7%
Communications Office	1,030,988	1,034,073	3,085	0.3%
Grants Office	272,338	221,029	(51,309)	-18.8%
Total Expenditures	<u>\$ 7,355,655</u>	<u>\$ 7,182,995</u>	<u>\$ (172,660)</u>	<u>-2.3%</u>

<u>Revenue Summary:</u>	<u>2016-17 Approved</u>	<u>2017-18 Requested</u>	<u>Increase (Decrease)</u>	
			<u>\$ Amount</u>	<u>%</u>
Local Revenue:				
Membership Dues	\$ 28,101	\$ 28,000	\$ (101)	-0.4%
Interest & Other Income	65,000	55,000	(10,000)	-15.4%
Supervision	3,631,277	3,549,998	(81,279)	-2.2%
Support	3,631,277	3,549,997	(81,280)	-2.2%
State Revenue:				
10-66 Grant - Unrestricted				
Total Revenue	<u>7,355,655</u>	<u>7,182,995</u>	<u>(172,660)</u>	<u>-2.3%</u>
Surplus / (Deficit)	<u>\$ 0</u>	<u>\$ (0)</u>	<u>\$ (0)</u>	<u>0.0%</u>

TOTAL LEADERSHIP BUDGET REQUEST
2016-17 Approved Budget Vs. 2017 -18 Requested Budget

Code	Description	2016-17		2017-18		Increase / (Decrease)		
		Approved	FTE	Requested	FTE	\$ Amount	FTE	%
<u>(100) SALARIES</u>		\$ 4,520,347		\$ 4,451,084		\$ (69,263)		-1.5%
101	Administration	463,565	2.29	469,052	2.10	5,487	(0.19)	1.2%
121	Non-Certified Admin.	1,058,875	7.55	1,080,238	6.65	21,363	(0.90)	2.0%
123	Support Staff	944,164	18.47	980,881	19.47	36,717	1.00	3.9%
129	Other Non-Certified	1,995,242	27.11	1,862,412	24.24	(132,830)	(2.87)	-6.7%
139	Other Temporary	58,500		58,500				0.0%
<u>(200) BENEFITS</u>		\$ 1,202,768		\$ 1,159,707		\$ (43,062)		-3.6%
210	Health	609,620	55.42	608,536	52.46	(1,084)	(2.96)	-0.2%
220	FICA	317,065		311,427		(5,638)		-1.8%
250	Unemployment	29,382		26,707		(2,676)		-9.1%
260	Worker's Comp.	58,765		57,865		(899)		-1.5%
270	Retirement Benefits	187,936		155,172		(32,765)		-17.4%
<u>(300) PROF/TECH SERVICES</u>		\$ 406,307		\$ 492,631		\$ 86,324		21.2%
314	Computer Services	63,629		59,320		(4,309)		-6.8%
320	Professional Education Consultant	60,000		75,000		15,000		25.0%
32200	External Staff Development	14,250		17,250		3,000		21.1%
322	CREC Staff Development	6,928	55.42	6,561	52.46	(368)	(2.96)	-5.3%
331	Audit	67,000		65,000		(2,000)		-3.0%
333	Other Consultants	192,000		242,000		50,000		26.0%
341	Clerical Services	-		25,000		25,000		100.0%
343	Auto Repair	2,500		2,500				0.0%
<u>(400) PROPERTY SERVICES</u>		\$ 638,354		\$ 492,777		\$ (145,577)		-22.8%
430	Maintenance & Repairs	500		500				0.0%
441	Operating/Facility	630,854		484,027		(146,827)		-23.3%
442	Equipment Rental	7,000		8,250		1,250		17.9%
<u>(500) OTHER PURCHASED SERV.</u>		\$ 315,371		\$ 295,478		\$ (19,893)		-6.3%
521	Property Insurance	11,848		11,521		(326)		-2.8%
522	Liability Ins.	4,425		4,407		(19)		-0.4%
523	Auto Insurance	34,450		28,450		(6,000)		-17.4%
531	Postage	36,000		37,500		1,500		4.2%
532	Telephone	13,000		13,500		500		3.8%
540	Advertising	37,550		39,750		2,200		5.9%
550	Printing	37,498		13,400		(24,098)		-64.3%
551	Copying-Copy Ctr	56,150		56,500		350		0.6%
581	Travel - All	45,950		51,950		6,000		13.1%
591	Workshop Expenses	37,750		37,750				0.0%
592	Other Purch. Serv.	750		750				0.0%
<u>(600) SUPPLIES</u>		\$ 54,121		\$ 54,969		\$ 848		1.6%
614	Other	44,650		42,498		(2,152)		-4.8%
616	Office Supplies	9,471		12,471		3,000		31.7%
<u>(700) PROPERTY</u>		\$ 166,787		\$ 183,000		\$ 16,213		9.7%
733	Equipment	26,750		18,000		(8,750)		-32.7%
739	Other Capital Outlay & Leases	140,037		165,000		24,963		17.8%
<u>(800) OTHER OBJECTS</u>		\$ 51,600		\$ 53,350		\$ 1,750		3.4%
810	Dues & Fees	51,600		53,350		1,750		3.4%
	TOTAL	\$ 7,355,655		\$ 7,182,995		\$ (172,660)		-2.3%
	Dollar Increase / (Decrease)			\$ (172,660)				
	Percentage Increase / (Decrease)			-2.3%				

EXECUTIVE OFFICES BUDGET REQUEST
2016-17 Approved Budget Vs. 2017 -18 Requested Budget

#101 & #102

<u>Code</u>	<u>Description</u>	<u>2016-17</u>		<u>2017-18</u>		<u>Increase / (Decrease)</u>		
		<u>Approved</u>	<u>FTE</u>	<u>Requested</u>	<u>FTE</u>	<u>\$ Amount</u>	<u>FTE</u>	<u>%</u>
<u>(100) SALARIES</u>		\$ 417,071		\$ 452,732		\$ 35,661		8.6%
	101 Administration	417,071	2.00	452,732	2.00	35,661	0.00	8.6%
<u>(200) BENEFITS</u>		\$ 76,180		\$ 48,367		\$ (27,814)		-36.5%
	210 Health	22,000	2.00	23,200	2.00	1,200	0.00	5.5%
	220 FICA	6,048		6,565		517		8.6%
	250 Unemployment	2,711		2,716		5		0.2%
	260 Worker's Comp.	5,422		5,886		464		8.6%
	270 Retirement Benefits	40,000		10,000		(30,000)		-75.0%
<u>(300) PROF/TECH SERVICES</u>		\$ 12,892		\$ 12,910		\$ 18		0.1%
	314 Computer Services	10,142		9,410		(732)		-7.2%
	32200 External Staff Development			750		750		100.0%
	32210 CREC Staff Development	250	2.00	250	2.00			0.0%
	343 Auto Repair	2,500		2,500				0.0%
<u>(400) PROPERTY SERVICES</u>		\$ 119,000		\$ 101,000		\$ (18,000)		-15.1%
	441 Operating/Facility	112,000		93,500		(18,500)		-16.5%
	442 Equipment Rental	7,000		7,500		500		7.1%
<u>(500) OTHER PURCHASED SERV.</u>		\$ 11,988		\$ 16,827		\$ 4,839		40.4%
	522 Liability Ins.	1,288		1,277		(11)		-0.9%
	523 Auto Insurance	1,600		1,600				0.0%
	531 Postage	200		200				0.0%
	532 Telephone	4,000		5,250		1,250		31.3%
	551 Copying-Copy Ctr	1,000		750		(250)		-25.0%
	581 Travel - All	1,150		6,000		4,850		421.7%
	591 Workshop Expenses	2,750		1,750		(1,000)		-36.4%
<u>(600) SUPPLIES</u>		\$ 3,500		\$ 3,000		\$ (500)		-14.3%
	616 Office Supplies	3,500		3,000		(500)		-14.3%
<u>(700) PROPERTY</u>		\$ 1,750		\$ 1,500		\$ (250)		-14.3%
	733 Equipment	1,750		1,500		(250)		-14.3%
<u>(800) OTHER OBJECTS</u>		\$ 3,000		\$ 3,500		\$ 500		16.7%
	810 Dues & Fees	3,000		3,500		500		16.7%
	Total	\$ 645,382		\$ 639,836		\$ (5,546)		-0.9%

Dollar Increase / (Decrease)

(\$5,546)

Percentage Increase / (Decrease)

-0.9%

OFFICE OF FINANCE AND OPERATIONS BUDGET REQUEST
2016-17 Approved Budget Vs. 2017 -18 Requested Budget

#10300 - 10305

Code	Description	2016-17		2017-18		Increase / (Decrease)		
		Approved	FTE	Requested	FTE	\$ Amount	FTE	%
<u>(100) SALARIES</u>		\$ 2,464,288		\$ 2,411,029		\$ (53,259)		-2.2%
121	Non-Certified Admin.	620,998	3.65	633,604	3.65	12,606	0.00	2.0%
123	Support Staff	596,379	12.00	607,495	12.00	11,116	0.00	1.9%
129	Other Non-Certified	1,193,411	15.96	1,116,430	14.08	(76,981)	(1.88)	-6.5%
139	Other Temporary	53,500		53,500		-		0.0%
<u>(200) BENEFITS</u>		\$ 673,481		\$ 662,352		\$ (11,129)		-1.7%
210	Health	347,710	31.61	344,868	29.73	(2,842)	(1.88)	-0.8%
220	FICA	188,518		184,444		(4,073)		-2.2%
250	Unemployment	16,018		14,466		(1,552)		-9.7%
260	Worker's Comp.	32,036		31,344		(691)		-2.2%
270	Retirement Benefits	89,199		87,230		(1,970)		-2.2%
<u>(300) PROF/TECH SERVICES</u>		\$ 353,493		\$ 409,335		\$ 55,842		15.8%
314	Computer Services	29,042		27,119		(1,923)		-6.6%
320	Prof/Ed Consultants	60,000		75,000		15,000		25.0%
32200	External Staff Development	8,500		8,500		-		0.0%
322	CREC Staff Development	3,951	31.61	3,716	29.73	(236)	(1.88)	-6.0%
331	Audit	67,000		65,000		(2,000)		-3.0%
333	Other Consultants	185,000		205,000		20,000		10.8%
341	Clerical Services	-		25,000		25,000		100.0%
<u>(400) PROPERTY SERVICES</u>		\$ 337,938		\$ 187,930		\$ (150,008)		-44.4%
441	Operating/Facility	337,938		187,180		(150,758)		-44.6%
442	Equipment Rental	-		750		750		100.0%
<u>(500) OTHER PURCHASED SERV.</u>		\$ 214,249		\$ 194,330		\$ (19,919)		-9.3%
522	Liability Ins.	8,501		8,180		(321)		-3.8%
531	Postage	32,750		27,750		(5,000)		-15.3%
532	Telephone	21,500		18,750		(2,750)		-12.8%
540	Advertising	4,000		4,500		500		12.5%
550	Printing	27,750		31,750		4,000		14.4%
551	Copying-Copy Ctr	29,498		7,150		(22,348)		-75.8%
581	Travel - All	32,000		28,000		(4,000)		-12.5%
591	Workshop Expenses	32,500		42,500		10,000		30.8%
592	Other Purch. Serv.	25,750		25,750		-		0.0%
<u>(600) SUPPLIES</u>		\$ 29,150		\$ 25,498		\$ (3,652)		-12.5%
616	Office Supplies	29,150		25,498		(3,652)		-12.5%
<u>(700) PROPERTY</u>		\$ 153,037		\$ 175,500		\$ 22,463		14.7%
733	Equipment	13,000		10,500		(2,500)		-19.2%
739	Other Capital Outlay & Leases	140,037		165,000		24,963		17.8%
<u>(800) OTHER OBJECTS</u>		\$ 38,100		\$ 36,850		\$ (1,250)		-3.3%
810	Dues & Fees	38,100		36,850		(1,250)		-3.3%
Total		\$ 4,263,737		\$ 4,102,824		\$ (160,913)		-3.8%
Dollar Increase / (Decrease)				(160,913)				
Percentage Increase / (Decrease)				-3.8%				

HUMAN RESOURCES OFFICE BUDGET REQUEST
2016-17 Approved Budget Vs. 2017 -18 Requested Budget

#104

Code	Description	2016-17		2017-18		Increase / (Decrease)			
		Approved	FTE	Requested	FTE	\$ Amount	FTE	%	
<u>(100) SALARIES</u>		\$	776,253	\$	802,901	\$	26,648	3.4%	
	121 Non-Certified Admin.		314,877	2.00	321,174	2.00	6,297	0.00	2.0%
	123 Support Staff		217,592	4.47	233,162	4.47	15,570	0.00	7.2%
	129 Other Non-Certified		238,784	3.00	243,565	3.00	4,781	0.00	2.0%
	139 Other Temporary		5,000		5,000		-		0.0%
<u>(200) BENEFITS</u>		\$	207,227	\$	216,051	\$	8,825		4.3%
	210 Health		104,170	9.47	109,852	9.47	5,682	0.00	5.5%
	220 FICA		59,383		61,422		2,039		3.4%
	250 Unemployment		5,046		4,817		(228)		-4.5%
	260 Worker's Comp.		10,091		10,438		346		3.4%
	270 Retirement Benefits		28,536		29,522		986		3.5%
<u>(300) PROF/TECH SERVICES</u>		\$	19,948	\$	19,414	\$	(534)		-2.7%
	314 Computer Services		11,764		11,230		(534)		-4.5%
	32200 External Staff Development		5,000		5,000		-		0.0%
	32210 CREC Staff Development		1,184	9.47	1,184	9.47	-	0.00	0.0%
	333 Other Consultants		2,000		2,000		-		0.0%
<u>(400) PROPERTY SERVICES</u>		\$	75,250	\$	92,250	\$	17,000		22.6%
	430 Maintenance & Repairs		250		250		-		0.0%
	441 Operating/Facility		75,000		92,000		17,000		22.7%
<u>(500) OTHER PURCHASED SERV.</u>		\$	45,532	\$	38,116	\$	(7,416)		-16.3%
	522 Liability Ins.		2,282		2,366		84		3.7%
	531 Postage		6,000		6,000		-		0.0%
	532 Telephone		5,000		5,000		-		0.0%
	540 Advertising		500		500		-		0.0%
	550 Printing		5,000		3,500		(1,500)		-30.0%
	551 Copying-Copy Ctr		18,000		15,000		(3,000)		-16.7%
	581 Travel - All		7,000		4,000		(3,000)		-42.9%
	591 Workshop Expenses		1,000		1,000		-		0.0%
	592 Other Purch. Serv.		750		750		-		0.0%
<u>(600) SUPPLIES</u>		\$	7,000	\$	10,000	\$	3,000		42.9%
	616 Office Supplies		7,000		10,000		3,000		42.9%
<u>(700) PROPERTY</u>		\$	9,000	\$	4,500	\$	(4,500)		-50.0%
	733 Equipment		9,000		4,500		(4,500)		-50.0%
<u>(800) OTHER OBJECTS</u>		\$	3,000	\$	2,000	\$	(1,000)		-33.3%
	810 Dues & Fees		3,000		2,000		(1,000)		-33.3%
	Total	\$	1,143,210	\$	1,185,233	\$	42,023		3.7%
	Dollar Increase / (Decrease)			\$	42,023				
	Percentage Increase / (Decrease)				3.7%				

COMMUNICATIONS OFFICE BUDGET REQUEST
2016-17 Approved Budget Vs. 2017 -18 Requested Budget

#105

Code	Description	2016-17		2017-18		Increase / (Decrease)		
		Approved	FTE	Requested	FTE	\$ Amount	FTE	%
<u>(100) SALARIES</u>		\$ 674,926		\$ 664,923		\$ (10,003)		-1.5%
121	Non-Certified Admin.	123,000	1.00	125,460	1.00	2,460	0.00	2.0%
123	Support Staff	91,583	2.00	96,297	2.00	4,714	0.00	5.1%
129	Other Non-Certified	460,343	6.60	443,166	6.40	(17,177)	-0.20	-3.7%
<u>(200) BENEFITS</u>		\$ 195,365		\$ 197,142		\$ 1,777		0.9%
210	Health	105,600	9.60	109,040	9.40	3,440	-0.20	3.3%
220	FICA	51,632		50,867		(765)		-1.5%
250	Unemployment	4,387		3,990		(397)		-9.1%
260	Worker's Comp.	8,774		8,644		(130)		-1.5%
270	Retirement Benefits	24,972		24,602		(370)		-1.5%
<u>(300) PROF/TECH SERVICES</u>		\$ 13,389		\$ 14,494		\$ 1,105		8.3%
314	Computer Services	11,439		10,319		(1,120)		-9.8%
32200	External Staff Development	750		3,000		2,250		300.0%
32210	CREC Staff Development	1,200	9.60	1,175	9.40	(25)	-0.20	-2.1%
<u>(400) PROPERTY SERVICES</u>		\$ 90,250		\$ 93,750		\$ 3,500		3.9%
430	Maintenance & Repairs	250		250		-		0.0%
441	Operating/Facility	90,000		93,500		3,500		3.9%
<u>(500) OTHER PURCHASED SERV.</u>		\$ 37,058		\$ 39,764		\$ 2,706		7.3%
522	Liability Ins.	2,058		2,064		6		0.3%
531	Postage	1,500		500		(1,000)		-66.7%
532	Telephone	4,500		7,500		3,000		66.7%
540	Advertising	1,500		1,500		-		0.0%
550	Printing	9,300		7,500		(1,800)		-19.4%
551	Copying-Copy Ctr	2,000		2,000		-		0.0%
581	Travel - All	5,000		7,500		2,500		50.0%
591	Workshop Expenses	200		200		-		0.0%
592	Other Purch. Serv.	11,000		11,000		-		0.0%
<u>(600) SUPPLIES</u>		\$ 12,000		\$ 14,000		\$ 2,000		16.7%
616	Office Supplies	12,000		14,000		2,000		16.7%
<u>(700) PROPERTY</u>		\$ 3,000		\$ 1,500		\$ (1,500)		-50.0%
733	Equipment	3,000		1,500		(1,500)		-50.0%
<u>(800) OTHER OBJECTS</u>		\$ 5,000		\$ 8,500		\$ 3,500		70.0%
810	Dues & Fees	5,000		8,500		3,500		70.0%
Total		\$ 1,030,988		\$ 1,034,073		\$ 3,085		0.3%
Dollar Increase / (Decrease)				\$ 3,085				
Percentage Increase / (Decrease)				0.3%				

GRANTS OFFICE BUDGET REQUEST
2016-17 Approved Budget Vs. 2017 -18 Requested Budget

#109

<u>Code</u>	<u>Description</u>	<u>2016-17</u>		<u>2017-18</u>		<u>Increase / (Decrease)</u>		
		<u>Approved</u>	<u>FTE</u>	<u>Requested</u>	<u>FTE</u>	<u>\$ Amount</u>	<u>FTE</u>	<u>%</u>
<u>(100) SALARIES</u>		\$ 187,808		\$ 119,498		\$ (68,310)		-36.4%
101	Administration	46,494	0.29	16,320	0.10	(30,174)	-0.19	-64.9%
123	Support Staff	38,610	0.90	43,927	1.00	5,317	0.10	13.8%
129	Other Non-Certified	102,704	1.55	59,251	0.76	(43,453)	-0.79	-42.3%
<u>(200) BENEFITS</u>		\$ 50,516		\$ 35,794		\$ (14,722)		-29.1%
210	Health	30,140	2.74	21,576	1.86	(8,564)	-0.88	-28.4%
220	FICA	11,485		8,130		(3,355)		-29.2%
250	Unemployment	1,221		717		(504)		-41.3%
260	Worker's Comp.	2,442		1,553		(888)		-36.4%
270	Retirement Benefits	5,229		3,818		(1,411)		-27.0%
<u>(300) PROF/TECH SERVICES</u>		\$ 6,585		\$ 36,478		\$ 29,893		454.0%
314	Computer Services	1,242		1,242		-		0.0%
32210	CREC Staff Development	343	2.74	236	1.89	(107)	-0.85	-31.2%
333	Other Consultants	5,000		35,000		30,000		600.0%
<u>(400) PROPERTY SERVICES</u>		\$ 15,915		\$ 17,847		\$ 1,932		12.1%
441	Operating/Facility	15,915		17,847		1,932		12.1%
<u>(500) OTHER PURCHASED SERV.</u>		\$ 6,544		\$ 6,441		\$ (102)		-1.6%
522	Liability Ins.	544		441		(102)		-18.8%
532	Telephone	2,500		2,500		-		0.0%
581	Travel - All	3,500		3,500		-		0.0%
<u>(600) SUPPLIES</u>		\$ 2,471		\$ 2,471		\$ -		0.0%
616	Office Supplies	2,471		2,471		-		0.0%
<u>(800) OTHER OBJECTS</u>		\$ 2,500		\$ 2,500		\$ -		0.0%
810	Dues & Fees	2,500		2,500		-		0.0%
Total		\$ 272,338		\$ 221,029		\$ (51,309)		-18.8%
Dollar Increase / (Decrease)				\$ (51,309)				
Percentage Increase / (Decrease)				-18.8%				