

**How much was each department's surplus last budget year?**

This information is available in the Annual Comprehensive Financial Report for the year ended 6/30/23.

Exhibit RSI-2 (pages 87-92)

**How much of Contingency has been used in the current & prior fiscal year?**

	2023	2024
Misc Exp (General)	77,824.00	80,450.00
Accrued Expenses (Payroll)	<u>92,000.00</u>	<u>-</u>
Total	<u>169,824.00</u>	<u>80,450.00</u>

**What town buildings are occupied by outside organizations?**

Building	Organization	Rent
Train Station	New Haven Society of Model Engines	1.00
Library	Library	1.00
SCOW	SCOW	1.00
Senior Center	Senior Center	2.00



*Town of Wallingford, Connecticut*

RICHARD HENDERSHOT  
DIRECTOR

DEPARTMENT OF PUBLIC UTILITIES  
100 JOHN STREET  
WALLINGFORD, CONNECTICUT 06492

TELEPHONE 203-284-4016  
FAX 203-294-2267

## MEMORANDUM

TO: Vincent Cervoni, Mayor

FROM: Richard Hendershot, Director of Public Utilities

DATE: April 23, 2024

SUBJECT: Response to Initial Town Council Questions on the Proposed 2024-2025 Fiscal year Budget

At the bottom of the second page of Councilor Tatta's list of budget questions, she asks about the PUC budget, and if it "comes out of taxpayer money, or rate payer money?" As we all (should) know, every dollar of funds spent by each of the Divisions of the Department of Public Utilities is collected from retail rates for electricity, potable water, and waste water services, and no tax dollars are received or used by any of the Divisions of this Department.

WED General Manager Arborio has already responded to Ms. Tatta's questions on page three of her list, and she did not raise any questions about either the Water or Sewer Divisions' budgets.

With respect to her question No.2 for the Electric Division, in addition to Mr. Arborio's response I would add that the former A. L. Pierce generating station building and land is currently leased to Hull Street Energy, who own and operate that generating facility housed within the former Pierce station, having purchased this asset from CMEEC in 2022.

I trust that this response is adequate but please let me know if additional information is needed.

Richard Hendershot

RAH/mlb


c. J. Arborio  
N. Amwake



# TOWN OF WALLINGFORD

**JAMES R. HUTT, JR.**  
Human Resources Director  
Telephone (203) 294-2080  
Fax (203) 294-2084

## MEMORANDUM

**TO:** Mayor Vincent Cervoni  
**FROM:** James R. Hutt, Jr., Human Resources Director   
**DATE:** April 24, 2024  
**SUBJECT:** Town Council Request for Information

In response to the questions from Councilor Tatta and Councilor Reynolds, the below positions are current vacancies:

DEPARTMENT	POSITION	PAY	REMARKS
Animal Control	PT Assistant	\$24,775	
Electric	Various		See 4/22/2024 Response from GM- Electric
Finance (Tax)	Clerk Typist II	\$41,642	Interviewing Applicants
Fire	Fire Chief	\$159,899	
Fire	Firefighter/EMT	\$61,183.20	Exam in progress
GOVAC-TV	PT Video Tech 1	\$18.00 per hour	
Health	PT Health Educator	\$23,811	
Human Resources	HR Assistant	\$47,430	New employee starting on 5/2/2024
Law	PT Secretary	\$16,640	
Police	Police Officer (4)	\$320,488	Exam in progress/2 conditional offers out
Police	Dispatcher	\$56,743	Exam in progress
Police	Senior Clerk	\$57,798	Eligibility list available
Program Planning	PT Work Study	\$7,800	Interviewing Applicants
Public Works	Maintainer IV	\$62,920	Exam in progress
Public Works	Maintainer II (6)	\$310,380	1 new Maintainer I hire pending
Sewer	Coll. Maintainer II	\$62,962	Interviewing Applicants
Sewer	Coll. Maintainer I	\$53,914	Interviewing Applicants
Sewer	Attendant I (Trainee)	\$50,898	Exam in progress
Water	Water Quality Inspector	\$65,187	Exam in progress
Water	Maintainer I	\$54,267	New hire pending start date
Water	Water Trt. Op. I	\$64,230	New hire starting 5/20/24
Water	Water Trt. Op. Supv.	\$84,794	Exam in progress
Water/Sewer	Junior Engineer	\$73,247	
Water/Sewer	Clerk Typist II	\$52,541	Interviewing Applicants
Youth & Soc. Services	PT- Counselor	\$35,490	

Please do not hesitate to contact me should you have any questions or need additional information.

JRH/

# Memo

To: Mayor Cervoni  
Chairperson Marrone & Town Council Members

From: Danielle Bellizzi, Superintendent

Date: 4.26.24

Subject: Follow-up From Town Council Meeting held on Tuesday, April 23, 2024, Administrator Numbers

---

## District Administrator Comparison of Administrators

The number of administrators in our district was referenced during Tuesday night's Town Council Meeting, which I feel the need to explain. Below is a district comparison chart of schools within our DRG indicating the total student population for the district, the number of administrators, curriculum administrators and special education administrators. We are very much aligned regarding the number of administrators in our DRG, district size in terms of total number of student population, and number of administrators.

District/ DRG D	Total Admin	Number of High Schools	Number of Schools	Number of Students	*Number of Cert. FTE	Building Admin	Curric. Admin	Sped Curric.
Wallingford	**29	2	12	5362	612.4	20	6	3
Milford	35	2	13	5382	622.2	23	9	3
Windsor	23	1	6	3337	402.2	14	6	3
Southington	25	1	11	6284	611.2	19	4	2
Shelton	17	1	8	4512	394.1	13	2	2
New Milford	17	1	5	3683	385.9	12	3	2
Berlin	12	1	5	2682	276.9	7	2	3
Wethersfield	16	1	7	3646	332.5	10	3	3
Branford	16	1	6	2651	305.8	9	4	3

\*Total number of Administrators and Teachers

\*\*The chart I shared with the TC Members on Tuesday night indicates 34 administrators because that salary line includes Superintendent, Assistant Superintendents, and Business Manager salaries.

Below is a chart comparing districts that are outside of our DRG and have two high schools.

<b>Two High School Towns</b>	<b>Total Admin Population</b>	<b>Number of High Schools</b>	<b>Number of Schools</b>	<b>Number of Students</b>
<b>West Hartford</b>	56	2	16	9231
<b>Fairfield</b>	54	2	16	9379
<b>Stratford</b>	43	2	13	6762
<b>Meriden</b>	39	2	13	8630

Please don't hesitate to reach out with any questions.

Sincerely,  
Danielle



# Wallingford Public Schools

2024-2025

Proposed Board of  
Education Budget

April 23, 2024

*Board of Education  
Budget Request  
Mayor's Recommendation*

## Wallingford Public Schools 2024-2025 Budget Message Summary

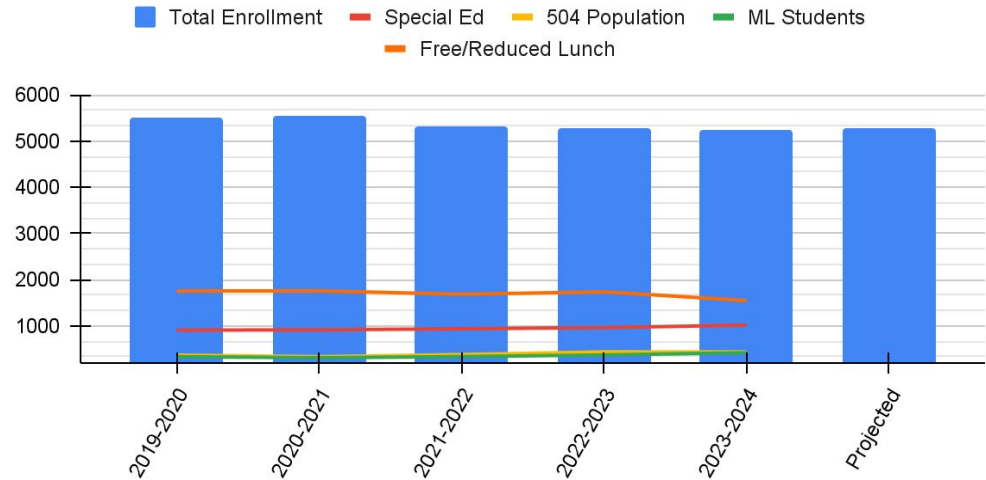
2024-2025 Budget Request	Financial Cost	Financial Increase	Percentage Increase
<b>*Revised Sustained Budget</b>	120,048,216	6,536,297	5.758%
<b>Strategic Budget</b>	804,335	804,335	0.709%
<b>Total</b>	120,852,551	7,340,632	6.467%
<b>Mayor's Allocation</b>	116,917,277	3,405,358	3.00%
<b><i>Difference</i></b>	<b>-3,935,274</b>	<b>-3,935,274</b>	<b>-3.467%</b>



# *Sustained Budget Services Certified and Non-Certified Staff*

# District Enrollment

## Enrollment, Special Ed, 504 Population, EL Students and Free/Reduced Lunch



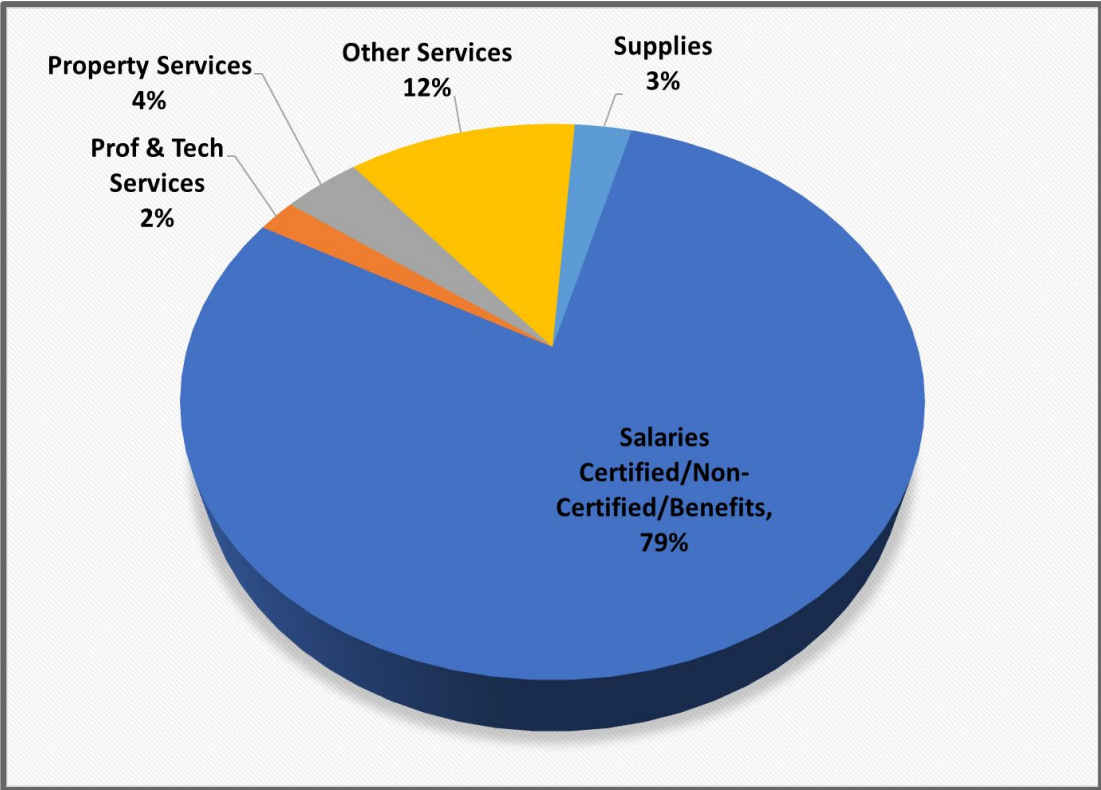
	Total Enrollment	Special Ed	504 Population	ML Students	Free/Reduced Lunch
2019-2020	5530	909	369	335	1757
2020-2021	5538	916	334	310	1760
2021-2022	5324	939	381	336	1686
2022-2023	5297	965	439	372	1739
2023-2024	5253	1017	437	398	1867
Projected 2024-2025	5274				

# *Sustained Budget Services Contractual Obligations*

# Wallingford Public Schools Sustained Services Budget

## Town Council Member Question:

What portion of the proposed budget are “locked” by contract? The estimated amount is acceptable.



# Wallingford Public Schools Sustained Services Budget

Union	Number of Members	Contractual Wage Percentage Increase	Total Cost	Increase
Teachers	584	3.57%	53,963,226	2,110,664
Administrators	34	1.99%	5,470,252	299,082
<b>Non-Certified Staff</b>				
Paraeducators	208	In Negotiations	5,713,452	In Negotiations
Clerical	60	In Negotiations	2,940,505	In Negotiations
Custodians/Maintenance	38	In Negotiations	2,197,733	In Negotiations
Managers	3	In Negotiations	368, 831	In Negotiations
Nurses	13	2.25%	979,833	84,751
IT-Techs	9	In Negotiations	572,288	In Negotiations

# Wallingford Public Schools Sustained Services Budget

	Operating Budget Cost	Increase to Operating Budget	% of Proposed Budget Increase	% of Total Budget
<b>Wages - Certified &amp; Non-Certified</b>	77,848,153	3,714,239	56.82%	64.85%
<b>Health Insurance Benefits</b>	15,040,376	1,469,106	22.48%	12.53%
<b>Transportation</b>	7,522,298	396,946	6.07%	6.27%
<b>Tuition</b>	6,704,185	400,955	6.13%	5.58%
<b>Services</b>	3,982,513	470,187	7.19%	3.32%
<b>Maintenance</b>	2,944,355	(50,713)	-0.78%	2.45%
<b>Utilities</b>	2,786,350	(218,100)	-3.34%	2.32%
<b>Supplies</b>	1,849,941	326,813	5.0%	1.54%
<b>Soc/Sec/Medicare</b>	1,370,045	26,864	.41%	1.14%
<b>Total</b>	120,048,216	6,536,297	100%	100%

# Wallingford Public Schools Department Budget Drivers

<u>Area</u>	<u>Approximate Cost</u>	<u>Reason</u>
<b>Facilities</b>	<b>\$448,759</b>	Fire Alarm Inspections, Fire Extinguisher Inspections, Emergency & Exit Light Inspection, Integrated Turf/Pest management, Fire Sprinkler Inspections, Elevator Inspections, Boiler Inspections, Environmental Inspection/Monitoring, Snow Removal- System Wide
<b>Operations</b>	<b>\$19,889,169</b>	Health Insurance, Unemployment, Worker's Compensation, Medicare, Social Security, Financial Audit, Nursing for Parochial Schools, Transportation (including Parochial Schools)
<b>Technology</b>	<b>\$580,785</b>	Student Management System/Performance Matters (data analysis), Parent Forms, Computers for Teachers, Student Devices, Website, Nursing Software, Sielox Software, Internet Access between buildings and to the CEN (Connecticut Educators Network), Phones and Intercom repair and maintenance, Wireless Network Support, Mass Notification Support, Visitor Management

# Wallingford Public Schools Department Budget Drivers

<u>Area</u>	<u>Approximate Cost</u>	<u>Reason</u>
Special Education	\$10,737,916	Mandated Services according to IDEA/IEPs, including tuition, transportation, assistive technology, outside evaluations, services and equipment.
Excess Cost Grant	\$2,456,303	<p>Pays towns for current year Special Education costs that exceed 4.5% times the cost to educate a student without disabilities in that town. Payments for this capped grant have been based on three tiers determined by town wealth. Wallingford is in the second tier.</p> <p>Excess Cost capped average percentage amounts:</p> <ul style="list-style-type: none"> <li>❑ 2023-2024 = 70.5%</li> <li>❑ 2024-2025 = 70%</li> </ul>
Personnel	\$2,073,543	TEAM, Trainings/Licenses (CDC); Vaccines/Physicals, Medical Advisor, Policy Review, Legal Fees, Police coverage at Sporting Events, Ambulance Service, CPR/First Aid Certification, Lifeguards, Minimum Wage Increase, and contractual obligations, Professional Evaluation Software, and Substitute Daily Pay increase.



# Wallingford Public Schools Department Budget Drivers

<u>Area</u>	<u>Approximate Cost</u>	<u>Reason</u>
<b>Curriculum and Instruction</b>	<b>\$826,626</b>	Instructional Software, Instructional Consultants, Curriculum Writing, Chemical Hygiene, Professional Development/Outside Conferences, Instructional Supplies, Textbooks, Instructional Equipment
<b>Crossing Guards</b>	<b>\$188,000</b>	Transfer of the cost of Crossing Guards to the education budget (9 School Crossing Guard Posts)
<b>Contingency</b>	<b>\$617,110</b>	Contingency: Potential Negotiated Salary Increases, Contracted Services, Unanticipated Staff Hires, Athletic Trainers anticipated cost increase
<b>Total</b>	<b>\$37,818,211</b>	

# Wallingford Public Schools Budget Assumptions– Adult Education

<u>Assumption</u>	<u>Description</u>
<b>Wallingford Adult Education Relocation</b>	Currently, Wallingford Adult Education is located in a town owned building, Wallingford Railroad Station. The Town is pursuing other opportunities for this building. The figures below reflect approximate costs associated with the relocation of this program.
<b>Annual Operating Costs</b> (Annual lease, utilities, custodial costs)	153,000
<b>Estimated One Time Costs</b> (Buildout costs, moving costs, prevailing wages)	345,992

# *Instructional Consultants, Facility Studies, & Attorney Fees*

# Wallingford Public Schools Sustained Services Budget

## Town Council Member Questions:

- ❑ How much money did the BOE spend last year (2022-2023 budget) and in the current budget year (2023-2024) on consultants, studies and lawyers, respectively?
- ❑ How much money is budgeted in the BOE proposed budget (2024-2025) for consultants, studies, and lawyers, respectively?

Fiscal Year	Instructional Consultants	Facilities Studies	Attorney Fees
2022-2023	0	89,560	127,000
2023-2024	0	0	135,000 budget, 100,625 ytd
2024-2025	113,900	0	135,000

# *Instructional Coaches, Instructional Leaders*

# Wallingford Public Schools Sustained Services Budget

**Town Council Member Questions:**

- ❑ How much money did the BOE spend on coaches (instructional, curriculum, other) in the prior closed fiscal year? How much this year is budgeted for coaches? How much is proposed for coaches in the 2024-2025 budget?

Fiscal Year	Cost of Instructional Coaches Grades Pk-8	Number of Instructional Coaches Grades Pk-8	Cost of Instructional Leaders Grades 9-12	Number of Instructional Leaders Grades 9-12
2022-2023	537,951	6	406,136	4
2023-2024	576,669	6	403,278	4
2024-2025	605,722	6	413,441	4
2024-2025 Strategic	257,276*	4	0	0

# *Contingency Account*

# Wallingford Public Schools Sustained Services Budget

**Town Council Member Question:**

- ❑ How much of the BOE Contingency (Line 100) has been used each year over the past 3 budget years?

Fiscal Year	BOE Contingency	BOE Surplus
2021-2022	290,256	34,935
2022-2023	499,844	107,905
2023-2024	336,113	**397,000
2024-2025 Proposed Amount	*617,110	N/A

\*Reflects 5 Union Contract that are under negotiations.

\*\*Projection from April 15, 2024 Operations Committee meeting.



# *2% Fund Summary*

# Wallingford Public Schools 2% Fund Summary

## Town Council Member Question:

- ❑ How much money is currently in the 2% Fund Account?

Category	Amount
Energy Efficiency	201,034
Equipment	264,071
Project Based	404,859
Security	224,462
Unallocated	182,134
Special Education Contingency	647,973
<b>Total</b>	<b>1,924,533</b>

# Wallingford Public Schools Unencumbered Fund Balance April 15, 2024

	<b>April 15, 2024</b>
Contingency	299,000
Benefits	384,000
Special Education	
Tuition	-591,000
Excess Cost Estimate	-48,000
Transportation	493,000
Salaries	-537,000
Unemployment	49,000
Medicare/SS	0
Other Accounts	-170,000
Utilities	406,000
Plant/ Maintenance	112,000
23-24 operating budget projection	397,000

- These projections based on the 23-24 allocated Board of Education Budget \$113,511,919
- Projection assumes the use of \$2,580,000 of Covid Relief Grants during the 23-24 fiscal year

# *How Does this Impact the Proposed 2024-2025 BOE Budget?*

# Wallingford Public Schools 2024-2025

## Town Council Member Questions:

- ❑ What portions of your proposed budget will have to be cut- given the Mayor's response-that is in your opinion, necessary?
- ❑ What portions of your proposed budget contain items not funded from prior years? If any, which ones will require removal - given the Mayor's response- that are in your opinions necessary?

Impacted Areas Proposed Budget Cuts	Unfunded Proposed Budget Request	Staffing Impact	Percentage of Overall Unfunded Budget Request
Strategic Enhancement Budget Items	804,335	9.5 FTE	20.4%
Department Budgets	460,278	N/A	11.7%
Building Budgets	90,680	N/A	2.3%
Certified and Non-Certified Staff Members	2,579,981	65.75 FTE	65.6%
<b>Total</b>	<b>3,935,274</b>		<b>100%</b>

# *Strategic Enhancement Requests*



# Wallingford Public Schools 2024-2025 Strategic Enhancement Requests

**District Goal/Objective: Increase achievement for all students through a standards-driven, rigorous curriculum.**

School	Description	Budgeted Cost
District	<b>Center for Innovation and Design Director</b> <ul style="list-style-type: none"> <li>• Responsibility of bridging the K-12 science standards with STEM innovation for students and community stakeholders.</li> </ul>	84,319
Elementary	<b>4.0 Instructional Coaches</b> <ul style="list-style-type: none"> <li>• Adult support for the district in the areas of lesson planning, implementation of instructional strategies and data analysis to inform small group instruction.</li> </ul>	337,276
District	<b>Speech and Language Assistant</b> <ul style="list-style-type: none"> <li>• Provide direct service to students based on their Individualized Education Plans.</li> </ul>	54,464

# Wallingford Public Schools 2024-2025 Strategic Enhancement Requests

**District Goal/Objective: Expand support for students' social, emotional and behavioral competencies.**

School	Description	Budgeted Cost
<b>District</b>	<b>Full-Time School Psychologist</b> <ul style="list-style-type: none"> <li>• Provide counseling support to students and conduct psychoeducational evaluations based on student needs.</li> </ul>	<b>84,319</b>
<b>Adult Education</b>	<b>Part-Time Social Worker</b> <ul style="list-style-type: none"> <li>• Provide counseling support to students based on student needs.</li> </ul>	<b>38,000</b>

**District Goal/Objective: Implementation of 10-Year capital items plan, compliance with current safety guidelines and applicable regulatory codes.**

School	Description	Budgeted Cost
<b>Maintenance</b>	<b>Assistant to Building and Grounds</b> <ul style="list-style-type: none"> <li>• Assist the Building and Grounds Supervisor with management of 14 buildings and associated fields.</li> </ul>	<b>110,000</b>



# Wallingford Public Schools 2024-2025 Strategic Enhancement Requests

**District Goal/Objective: Provide a safe, secure learning environment for staff, and students.**

School	Description	Budgeted Cost
<b>Lyman Hall High School</b>	<b>Securly E-Hall Pass</b> <ul style="list-style-type: none"> <li>• An electronic hall pass system will allow administrators and teachers to issue and track hall passes. Pass helps admins and teachers track how many passes are in use and by whom to improve student accountability and shore up safety concerns.</li> </ul>	<b>3,450</b>
<b>Mark T. Sheehan High School</b>	<b>Securly E-Hall Pass</b> <ul style="list-style-type: none"> <li>• An electronic hall pass system will allow administrators and teachers to issue and track hall passes. Pass helps admins and teachers track how many passes are in use and by whom to improve student accountability and shore up safety concerns.</li> </ul>	<b>3,450</b>

# Wallingford Public Schools 2024-2025 Strategic Enhancement Requests

**District Goal/Objective: Provide a safe, secure learning environment for staff, and students.**

School	Description	Budgeted Cost
<b>Lyman Hall High School</b>	<b>School Nurse</b> <ul style="list-style-type: none"> <li>Additional Full-Time Nurse to review and maintain student health records; tend to students who are sick.</li> </ul>	74,386
<b>Pond Hill Elementary School</b>	<b>Part-Time Health Office Assistant</b> <ul style="list-style-type: none"> <li>Assist the school nurse.</li> </ul>	9,991

**District Goal/Objective: Improve student academic achievement through the integration of technology.**

School	Description	Budgeted Cost
<b>District</b>	<b>Lead Information Technology Technician Stipend</b> <ul style="list-style-type: none"> <li>This person will oversee the duties of other technicians and part-time workers and provide guidance/instruction for tasks that need to be completed.</li> </ul>	4,680
<b>Strategic Enhancement Grand Total</b>		<b>804,335</b>

# *Capital Item Requests*

# Wallingford Public Schools 2024-2025 Budget Capital Items

This year the Board of Education created a 10 year Capital Improvement Plan. This 10 year plan identifies facility improvement needs for each school building that have been identified by the Director of Building and Grounds along with Building administrators. This document is very fluid as it is based on prioritized building needs and funding.

The Board of Education recommends the following capital items from the 10 Year Capital Improvement Plan:

School	Description	Estimated Cost
Maintenance	<b>Replace Boilers (2)</b> <ul style="list-style-type: none"> <li>• Pond Hill Elementary School</li> </ul>	731,159
Maintenance	<b>Replace Boilers (3)</b> <ul style="list-style-type: none"> <li>• Lyman Hall High School</li> </ul>	1,089,743
Maintenance	<b>Replace Back Playscape</b> <ul style="list-style-type: none"> <li>• Moses Y. Beach Elementary School</li> </ul>	225,861
Maintenance	<b>Renovate Softball Field</b> <ul style="list-style-type: none"> <li>• Lyman Hall High School</li> </ul>	504,176
Maintenance	<b>Renovate Ballfield (Baseball and Softball)</b> <ul style="list-style-type: none"> <li>• Dag Hammarskjöld Middle School (100,000 is allocated in the 2% fund - needs additional funding)</li> </ul>	93,598

# Wallingford Public Schools 2023-2024 Budget Capital Items

The Board of Education recommends the following Capital items:

School	Description	Estimated Cost
Maintenance	<b>Resurface and Repaint Tennis Courts</b> <ul style="list-style-type: none"> <li>• Lyman Hall High School</li> </ul>	38,609
Maintenance	<b>Resurface and Repaint Tennis Courts</b> <ul style="list-style-type: none"> <li>• Mark T. Sheehan High School</li> </ul>	28,678
Maintenance	<b>Sidewalk Repair</b> <ul style="list-style-type: none"> <li>• Mark T. Sheehan High School</li> </ul>	46,798
	<b>Total Capital Items Request</b>	<b>2,758,622</b>

## Wallingford Public Schools 2024-2025 Budget Message Summary

2024-2025 Budget Request	Financial Cost	Financial Increase	Percentage Increase
<b>*Revised Sustained Budget</b>	120,048,216	6,536,297	5.758%
<b>Strategic Budget</b>	804,335	804,335	0.709%
<b>Total</b>	120,852,551	7,340,632	6.467%
<b>Mayor's Allocation</b>	116,917,277	3,405,358	3.00%
<b><i>Difference</i></b>	-3,935,274	-3,935,274	-3.467%