

**NEW MILFORD PUBLIC SCHOOLS
USERS GUIDE TO THE 2013 – 2014
BUDGET BOOK**

One of the most challenging aspects in presenting a budget is to provide it to a wide range of readers in a way that each will understand. There is no standard method that will satisfy all readers. We attempt to keep the presentation as clear and as concise. We also strive to maintain consistency from year to year in order to have transparency and not to confuse the readers.

In this budget book, the 2013-2014 budget is compared to both the 2010-2011 and 2011-2012 actual results, and to the 2012-2013 budget. This allows for the inclusion of transfers that have been made among accounts since the original budget was approved by the public, and more approximates a current estimate of the present year. It is helpful to note how the budget book is organized:

- First by Department # (i.e., school or district wide)
- Then by Programs (i.e., English, Math, PE, etc.)
- Then by Objects within the Program (i.e., supplies, books, etc.)

The Program detail of the budget also contains budget fields for Capital Programs: Facilities (7001), Technology (7002), and Capital Equipment (7003). The District's Capital budget requests are itemized in the Appendix. The distinction between Operating and Capital budgets allows for a better understanding of the use of funds budgeted in each section and the overall impact of these expenditures on the educational mission of the district. Cost Center (17) was set up in the 2011-2012 budget year. It will handle the District's Capital requests so the reader can see all the district's requests, and compare them to prior years.

The reader should also note that a short Glossary of Terms is included which gives a quick explanation of many of the abbreviations and acronyms used throughout the budget presentation.

GLOSSARY

ABA	Applied Behavioral Analysis
ADM	Average Daily Membership
AESOP	Automated Substitute Placement & Absence Management
ARRA	American Recovery and Reinvestment Act - Two year entitlement grants
ASO	Administrative Services Only
AYP	Adequate Yearly Progress
BIP	Behavioral Intervention Program
CAS	CT Association of Schools
CAPT	Connecticut Academic Performance Test
CC	Cost Center (Refers to school or department #)
CBI	Computer Based Instruction
CCS	Common Core Standards
CERT SAL	Certified Salaries include those individuals for whom the CT State Dept. of Education requires a certificate. Administrators, teachers, counselors, psychologists, social workers, etc. would be included in this category.
Consumable	Materials, supplies or books that are used up or worn out doing the course of a year
COTA	Certified Occupational Therapy Assistant
CSDE	Connecticut State Department of Education
DDD	Data Driven Decisions
DOGA	Department of General Administration
DOI	Department of Instruction
DOM	Department of Maintenance
DOPP	Department of Pupil Personnel
DOSE	Department of Special Education
DRG	District Reference Group - School districts throughout the state are grouped by social/economic factors
ECS	Educational Cost Sharing - This is the major source of state aid for local education
EEI	Energy Education Initiative (Formerly Cost Center #13 Bridge Street)
ELL	English Language Learners
EQU	Equipment
ESY	Extended School Year
EXCEL	Experiential Center for Early Learning (Pre K special education program)

GLOSSARY

FSA	Flexible Spending Account
FTE	Full Time Equivalent (Unit of measure to count employees)
GL	General Ledger
HPS	Hill & Plain School
IEP	Individualized Education Plan
IDEA	Federal legislation pertaining to Individuals with Disabilities Education Act
ILC	Individualized Learning Centers
Inclusion	Inclusion students are enrolled in the Pre K special education program (EXCEL) on a reverse mainstream basis. A fee is assessed to parents of these students.
JPS	John Pettibone School
LRE	Least Restrictive Environment
LEA	Local Education Agency
LHTC	Litchfield Hills Transition Center: 18-21 year old program for special education students requiring an educational program beyond high school focusing on life skills, community access skills, and vocational skills
MPR	Multi-Purpose Room
NCLB	No Child Left Behind (Federal Legislation)
NEASC	New England Association of Schools and Colleges
NES	Northville Elementary School
NMHS	New Milford High School
NON CERT SAL	Salaries for those employees who are not required to have a certificate from the CT State Dept. of Education. Secretaries, custodians, nurses, paraeducators, and technicians are among those who would be included in this category.
ODP	Out of District Placement (Usually associated with special education tuition accounts)
OT	Overtime or Occupational Therapy depending upon context
PT	Physical Therapy
PPT	Pupil Planning and Placement Team
ProTraxx	Software to Track Professional Development/C.E.U.'s for Certified Staff
SAT	Scholastic Aptitude Test
Section 504	A law (The Rehabilitation Act of 1973) that requires accommodations in general education for identified students
SRO	School Resource Officer

GLOSSARY

SLP	Speech/Language Pathologist (Requires certification from both the State Dept. of Education and State Health Department)
SMS	Schaghticoke Middle School
SNIS	Sarah Noble Intermediate School
SPED	Special Education
SRBI	Scientific Research-Based Interventions
SRR	Smart Response Receivers
TEAM	Teacher Education and Monitoring
TONM	Town of New Milford
TPA	Third Party Administrator
TRF	Transfer
UOB	Use of Building
USF	Universal Service Fund (e-rate) - This federal program pays a portion of telephone and Internet related expenses for school and libraries.

[illegible]