



Derby Public Schools Business Manager's Report September 20, 2018

This financial detail provides the operating budget information for the month ending August 31, 2018 as follows:

<u>Line Item</u>	<u>Description</u>	<u>Proj. Balance</u>
100	Salaries (Certified and Non-Certified)	\$11,594,541
200	Benefits	\$425,751
300	Professional Services	\$404,516
400	Property Services	\$189,159
500	Other Purchased Services	\$2,976,320
600	Supplies and Materials	\$495,591
700	Equipment	\$26,805
800	Dues and Fees	\$16,561
	Operating Financial Report	<u>\$16,129,245</u>
	Insurance waiver/unemploy reimb	\$0
	Operating Financial Report - Adjusted	<u>\$16,129,245</u>

Operating Budget Major Variance Drivers

100 SALARIES – finalizing salary encumbrance file

200 BENEFITS – as reported

300 PROFESSIONAL SERVICES – setting up POs for purchased services

400 PROPERTY SERVICES – as reported

500 OTHER PURCHASED SERVICES – majority of SPED POs in place after report date; setting up POs for balance of major items

600 SUPPLIES & MATERIALS – setting up POs for supplies

700 EQUIPMENT – as reported

800 DUES & FEES – as reported

State and Federal Grants Summary FY18 – FY19

Total Federal/State Grants	<u>Projected Balance</u> \$3,947,677
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Derby has received grants for such purposes Title I, Title II, Title III, Special Education (IDEA), School Readiness, Alliance & Priority School District, Pre-School Development, Smart Start and Perkins. Each grant has spending criteria requiring careful monitoring to maintain the intention of each program.

Federal grants are typically two-year grants. Any grant noted with a C/O (carryover) is in its second year.

Noteworthy grant information:

- Alliance and PSD grants: application has been submitted; awaiting release of funds (\$1,218,472 and \$619,185 respectively).
- National School Lunch Program Equipment Assistance program: awarded \$15,000 – equipment has been ordered for Bradley School (steamer, range and dishwasher).
- Submitted application for additional School Improvement Grant funds (\$79,568) for DHS math programming; awaiting release of funds.

Financial Summary

It is recommended that the Derby Board of Education approve the September 2018 financial statement information and review of expenditures as presented; also approve the budget transfer as requested.

The information contained on the following financial report includes:

- Object & Account Description – A summary total of all object accounts and their descriptions as indicated in the school budget
- Budget – The approved and adopted budget for the fiscal year 2018-2019
- Transfers – Board of Education approved transfers (>\$5K) required to cover expenses not anticipated during budget deliberations
- Adjusted Budget – Reflects approved transfers
- Expenditures – Actual expenditures incurred through the date of the financial report
- Encumbered – Purchase orders or contracts obligating funds but not yet processed for payment through the date of the financial report
- Balance – The adjusted budget less expended and encumbered costs
- Estimated Adjustments – Funding not encumbered but anticipated to be obligated on a later financial report or obligations expected to be released on a later financial report
- Grant Cash Received – Found on the grant report (last page) and reflects the actual cash received from the state for this fiscal year through the date of the financial report

Other noteworthy information:

- FY17-18 Audit: all requested files have been presented to auditor; awaiting dates for on-site visit (BOE and Food Services).

Derby Food Service

STATEMENT OF ACTIVITY

August 2018

	TOTAL	
	AUG 2018	JUL - AUG, 2018 (YTD)
Revenue		
Income		
Catering Income	4,576.50	4,893.00
Intergovernmental		
Government - NSL		9,467.85
Government-Breakfast		4,898.39
Total Intergovernmental		14,366.24
Revenue	110.00	1,891.90
Revenue-Mealpay	1,709.10	1,709.10
Total Income	6,395.60	22,860.24
Total Revenue	\$6,395.60	\$22,860.24
Cost of Goods Sold		
Cost of Goods Sold		
Beverage Purchases	906.80	1,541.97
Food Purchases	20,383.65	22,441.16
Paper Supplies	2,725.67	2,725.67
Total Cost of Goods Sold	24,016.12	26,708.80
Total Cost of Goods Sold	\$24,016.12	\$26,708.80
GROSS PROFIT	\$ -17,620.52	\$ -3,848.56
Expenditures		
Computer Expense	510.00	510.00
Outside Services		500.00
Payroll		
Salaries & Wages	7,507.10	30,825.24
Total Payroll	7,507.10	30,825.24
Purchases	2,289.84	3,758.70
Repairs & Maintenance	615.88	615.88
Student Rebate	24.51	29.01
Total Expenditures	\$10,947.33	\$36,238.83
NET OPERATING REVENUE	\$ -28,567.85	\$ -40,087.39
NET REVENUE	\$ -28,567.85	\$ -40,087.39

Bank account balance as of 9/19/18 = \$124,658
FY17/18 & FY18/19 CSDE Claims not paid = \$110,073
Estimate cash position = \$234,731

Respectfully submitted,

Mark G. Izzo

9/20/18

Derby Public Schools
Monthly Financial Report - August 2018

September 5, 2018

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2018 - 2019	TRANSFERS 2018 - 2019	ADJ BUDGET 2018 - 2019	EXPENDITURES 2018 - 2019	ENCUMBERED 2018 - 2019	BALANCE 2018 - 2019	ESTIMATED ADJUSTMENTS	PROJECTED YEAR-END
Central Administration	\$ 308,457	\$ -	\$ 308,457	\$ 32,410	\$ -	\$ 276,047	\$ -	\$ 276,047
School Principals/Directors	\$ 926,255	\$ -	\$ 926,255	\$ 86,831	\$ -	\$ 839,424	\$ -	\$ 839,424
Teachers - Regular	\$ 6,418,808	\$ -	\$ 6,418,808	\$ 1,612	\$ -	\$ 6,417,196	\$ -	\$ 6,417,196
Teachers Substitutes	\$ 75,600	\$ -	\$ 75,600	\$ -	\$ -	\$ 75,600	\$ -	\$ 75,600
Teachers - Special Education	\$ 746,006	\$ -	\$ 746,006	\$ (21,903)	\$ -	\$ 767,910	\$ -	\$ 767,910
Pupil Services	\$ 729,179	\$ -	\$ 729,179	\$ 7,586	\$ -	\$ 721,593	\$ -	\$ 721,593
Library/Media	\$ 63,729	\$ -	\$ 63,729	\$ -	\$ -	\$ 63,729	\$ -	\$ 63,729
Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total Certified Salaries	\$ 9,268,034	\$ -	\$ 9,268,034	\$ 106,535	\$ -	\$ 9,161,499	\$ -	\$ 9,161,499
Secretaries, Clerical	\$ 466,565	\$ -	\$ 466,565	\$ 31,595	\$ -	\$ 434,970	\$ -	\$ 434,970
Technology	\$ 96,479	\$ -	\$ 96,479	\$ 9,503	\$ -	\$ 86,976	\$ -	\$ 86,976
Custodians/Facilities	\$ 786,466	\$ -	\$ 786,466	\$ 98,753	\$ -	\$ 687,714	\$ -	\$ 687,714
Nurses	\$ 197,555	\$ -	\$ 197,555	\$ 125	\$ -	\$ 197,430	\$ -	\$ 197,430
Paraprofessionals	\$ 25,786	\$ -	\$ 25,786	\$ -	\$ -	\$ 25,786	\$ -	\$ 25,786
Spec. Educ.Paraprofess/Tutors	\$ 810,400	\$ -	\$ 810,400	\$ -	\$ -	\$ 810,400	\$ -	\$ 810,400
Coaching/Extra Curr. Stipends	\$ 146,990	\$ -	\$ 146,990	\$ 17	\$ -	\$ 146,973	\$ -	\$ 146,973
Security	\$ 16,630	\$ -	\$ 16,630	\$ -	\$ -	\$ 16,630	\$ -	\$ 16,630
Salaries, Miscellaneous	\$ 26,164	\$ -	\$ 26,164	\$ -	\$ -	\$ 26,164	\$ -	\$ 26,164
Sub-Total Non-Certified Salaries	\$ 2,573,035	\$ -	\$ 2,573,035	\$ 139,992	\$ -	\$ 2,433,042	\$ -	\$ 2,433,042
Total Salaries	\$ 11,841,069	\$ -	\$ 11,841,069	\$ 246,527	\$ -	\$ 11,594,541	\$ -	\$ 11,594,541
FICA	\$ 443,000	\$ -	\$ 443,000	\$ 9,779	\$ -	\$ 433,221	\$ -	\$ 433,221
Medical Insurance	\$ 5,000	\$ -	\$ 5,000	\$ 80	\$ 640	\$ 4,280	\$ -	\$ 4,280
Life Insurance	\$ 21,000	\$ -	\$ 21,000	\$ 3,462	\$ 15,538	\$ 2,000	\$ -	\$ 2,000
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Employee Benefits	\$ (13,750)	\$ -	\$ (13,750)	\$ -	\$ -	\$ (13,750)	\$ -	\$ (13,750)
Total Benefits	\$ 455,250	\$ -	\$ 455,250	\$ 13,321	\$ 16,178	\$ 425,751	\$ -	\$ 425,751

Derby Public Schools
Monthly Financial Report - August 2018

September 5, 2018

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2018 - 2019	TRANSFERS 2018 - 2019	ADJ BUDGET 2018 - 2019	EXPENDITURES 2018 - 2019	ENCUMBERED 2018 - 2019	BALANCE 2018 - 2019	ESTIMATED ADJUSTMENTS	PROJECTED YEAR-END
Adult Education	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ -	\$ 110,000	\$ -	\$ 110,000
Homebound/Tutors	\$ 25,858	\$ -	\$ 25,858	\$ -	\$ -	\$ 25,858	\$ -	\$ 25,858
Professional Development	\$ 4,000	\$ -	\$ 4,000	\$ (485)	\$ -	\$ 4,485	\$ -	\$ 4,485
Intern Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pupil Services	\$ 182,956	\$ -	\$ 182,956	\$ (43,628)	\$ -	\$ 226,584	\$ -	\$ 226,584
Audit/Legal Services	\$ 80,200	\$ -	\$ 80,200	\$ -	\$ 71,200	\$ 9,000	\$ -	\$ 9,000
Other Purchased Services	\$ 241,000	\$ -	\$ 241,000	\$ 46,713	\$ 177,998	\$ 16,289	\$ -	\$ 16,289
School Physician	\$ 12,300	\$ -	\$ 12,300	\$ -	\$ -	\$ 12,300	\$ -	\$ 12,300
Total Professional Services	\$ 656,314	\$ -	\$ 656,314	\$ 2,600	\$ 249,198	\$ 404,516	\$ -	\$ 404,516
Water, Electricity, Natural Gas	\$ 527,000	\$ -	\$ 527,000	\$ 30,592	\$ 473,408	\$ 23,000	\$ -	\$ 23,000
Repairs Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services Office	\$ 3,726	\$ -	\$ 3,726	\$ -	\$ -	\$ 3,726	\$ -	\$ 3,726
Repairs Maintenance of Buildings	\$ 273,398	\$ -	\$ 273,398	\$ 97,280	\$ 23,685	\$ 152,433	\$ -	\$ 152,433
Lease/Rentals	\$ 79,000	\$ -	\$ 79,000	\$ 12,786	\$ 56,215	\$ 10,000	\$ -	\$ 10,000
Total Property Services	\$ 883,124	\$ -	\$ 883,124	\$ 140,658	\$ 553,307	\$ 189,159	\$ -	\$ 189,159
Pupil Transportation-Regular,504	\$ 722,526	\$ -	\$ 722,526	\$ 20,196	\$ 584,319	\$ 118,011	\$ -	\$ 118,011
Pupil Transportation - Spec. Educ.	\$ 518,387	\$ -	\$ 518,387	\$ 1,900	\$ 36,099	\$ 480,388	\$ -	\$ 480,388
Transportation-Fuel	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000
Voc-Educ. Transportation	\$ 18,000	\$ -	\$ 18,000	\$ -	\$ -	\$ 18,000	\$ -	\$ 18,000
Athletic/Student Act. Transport.	\$ 67,789	\$ -	\$ 67,789	\$ -	\$ -	\$ 67,789	\$ -	\$ 67,789
Insurance-General Liability	\$ 7,500	\$ -	\$ 7,500	\$ 5,718	\$ -	\$ 1,782	\$ -	\$ 1,782
Communication Services	\$ 254,050	\$ -	\$ 254,050	\$ 12,435	\$ 224,935	\$ 16,680	\$ -	\$ 16,680
Advertising	\$ 1,000	\$ -	\$ 1,000	\$ 565	\$ -	\$ 435	\$ -	\$ 435
Tuition-Out of District Regular	\$ 168,000	\$ -	\$ 168,000	\$ -	\$ -	\$ 168,000	\$ -	\$ 168,000
Tuition - Out of District SPED	\$ 2,284,812	\$ -	\$ 2,284,812	\$ (39,084)	\$ 307,526	\$ 2,016,370	\$ -	\$ 2,016,370
Travel/Meetings	\$ 22,000	\$ -	\$ 22,000	\$ 2,135	\$ 6,000	\$ 13,865	\$ -	\$ 13,865
Total Other Purchased Services	\$ 4,139,064	\$ -	\$ 4,139,064	\$ 3,865	\$ 1,158,879	\$ 2,976,320	\$ -	\$ 2,976,320
Instructional/General Supplies	\$ 41,610	\$ -	\$ 41,610	\$ 1,304	\$ 9,759	\$ 30,546	\$ -	\$ 30,546
Interscholastic Athletics	\$ 97,247	\$ -	\$ 97,247	\$ 385	\$ 998	\$ 95,864	\$ -	\$ 95,864
Licensing/Software Maintenance	\$ 169,050	\$ -	\$ 169,050	\$ 1,186	\$ 46,274	\$ 121,590	\$ -	\$ 121,590
Office Supplies	\$ 15,325	\$ -	\$ 15,325	\$ 211	\$ 1,774	\$ 13,340	\$ -	\$ 13,340
Postage/Mailings	\$ 12,239	\$ -	\$ 12,239	\$ 319	\$ 1,349	\$ 10,570	\$ -	\$ 10,570
Custodial/Maintenance Supplies	\$ 132,935	\$ -	\$ 132,935	\$ 4,710	\$ 13,616	\$ 114,610	\$ -	\$ 114,610
School Health Supplies	\$ 6,425	\$ -	\$ 6,425	\$ 1,069	\$ 1,096	\$ 4,260	\$ -	\$ 4,260
Heating Oil	\$ 87,750	\$ -	\$ 87,750	\$ -	\$ -	\$ 87,750	\$ -	\$ 87,750
Textbooks	\$ 13,005	\$ -	\$ 13,005	\$ -	\$ 807	\$ 12,198	\$ -	\$ 12,198
Library/AV Books and Supplies	\$ 3,200	\$ -	\$ 3,200	\$ (2,014)	\$ 351	\$ 4,863	\$ -	\$ 4,863
Total Supplies and Materials	\$ 578,785	\$ -	\$ 578,785	\$ 7,170	\$ 76,024	\$ 495,591	\$ -	\$ 495,591

Derby Public Schools
Monthly Financial Report - August 2018

September 5, 2018

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2018 - TRANSFERS		ADJ BUDGET	EXPENDITURES	ENCUMBERED	BALANCE 2018 -	ESTIMATED	PROJECTED
	2019	2018 - 2019	2018 - 2019	2018 - 2019	2018 - 2019	2019	ADJUSTMENTS	YEAR-END
New Equipment - Instructional	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 148	\$ 1,352	\$ -	\$ 1,352
New Equipment - Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace Equipment - Instructional	\$ 1,650	\$ -	\$ 1,650	\$ -	\$ 219	\$ 1,431	\$ -	\$ 1,431
Replace Equipment - Support	\$ 26,350	\$ -	\$ 26,350	\$ -	\$ 2,328	\$ 24,022	\$ -	\$ 24,022
Security Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Equipment	\$ 29,500	\$ -	\$ 29,500	\$ -	\$ 2,695	\$ 26,805	\$ -	\$ 26,805
Dues and Fees	\$ 33,500	\$ -	\$ 33,500	\$ 9,749	\$ 7,190	\$ 16,561	\$ -	\$ 16,561
Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Dues and Fees	\$ 33,500	\$ -	\$ 33,500	\$ 9,749	\$ 7,190	\$ 16,561	\$ -	\$ 16,561
TOTAL ADOPTED BUDGET	\$ 18,616,606	\$ -	\$ 18,616,606	\$ 423,891	\$ 2,063,470	\$ 16,129,245	\$ -	\$ 16,129,245
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FINANCIAL REPORT	\$ 18,616,606	\$ -	\$ 18,616,606	\$ 423,891	\$ 2,063,470	\$ 16,129,245	\$ -	\$ 16,129,245

Budget Transfers

<u>TRANSFER FROM:</u>		<u>TRANSFERS TO:</u>	
Description	Amount	Description	Amount Explanation
Salary - Assistant Principal DHS	\$ 6,956.00	Salary - Social Studies Teacher DHS	\$ 6,956.00 to cover 0.4 FTE due to new AD

Transfer to be reviewed and approved by the Board of Education

Derby Public Schools
Monthly Financial Report - August 2018

September 5, 2018

September 5, 2018

GRANT DESCRIPTION	GRANT AWARD	GRANT CASH RECEIVED	EXPENDITURE	ENCUMBERED	AVAILABLE BALANCE	ESTIMATED ADJUSTMENT	YEAR END BALANCES
STATE OF CT GRANTS							
Adult Education	\$ 128,626	\$ 85,751	\$ -	\$ -	\$ 128,626	\$ -	\$ 128,626
School Readiness	\$ 121,813	\$ 20,786	\$ -	\$ -	\$ 121,813	\$ -	\$ 121,813
Alliance	\$ 1,218,472	\$ -	\$ 6,959	\$ -	\$ 1,211,513	\$ -	\$ 1,211,513
Alliance C-O	\$ 79,785	\$ -	\$ -	\$ -	\$ 79,785	\$ -	\$ 79,785
PSD	\$ 619,185	\$ -	\$ 5,640	\$ 8,088	\$ 605,457	\$ -	\$ 605,457
PSD C-O	\$ 245,678	\$ -	\$ -	\$ -	\$ 245,678	\$ -	\$ 245,678
Summer School	\$ 30,286	\$ -	\$ 188	\$ -	\$ 30,098	\$ -	\$ 30,098
Summer School C-O	\$ 8,421	\$ -	\$ -	\$ -	\$ 8,421	\$ -	\$ 8,421
AD After School	\$ 14,804	\$ -	\$ -	\$ -	\$ 14,804	\$ -	\$ 14,804
AD After School C-O	\$ 7,361	\$ -	\$ -	\$ -	\$ 7,361	\$ -	\$ 7,361
PDG	\$ 491,531	\$ 45,000	\$ 33,944	\$ 90,075	\$ 367,512	\$ -	\$ 367,512
Smart Start	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ 150,000
In Service Training Competitive	\$ 3,881	\$ -	\$ -	\$ -	\$ 3,881	\$ -	\$ 3,881
FEDERAL GRANTS							
Title I Improving Basic Education	\$ 523,104	\$ 35,000	\$ (4,921)	\$ 151,563	\$ 376,463	\$ -	\$ 376,463
Title I Improve Educ. C-O	\$ 69,745	\$ -	\$ -	\$ -	\$ 69,745	\$ 342	\$ 69,403
Title I Improving Basic Education - 1003a	\$ 51,547	\$ 28,000	\$ 2,566	\$ -	\$ 48,981	\$ -	\$ 48,981
Title II Part A Teachers	\$ 73,737	\$ -	\$ -	\$ -	\$ 73,737	\$ -	\$ 73,737
Title II Part A Teachers C-O	\$ 1,727	\$ -	\$ -	\$ -	\$ 1,727	\$ -	\$ 1,727
Title IV - Student Support & Enrichment	\$ -	\$ -	\$ 342	\$ -	\$ (342)	\$ (342)	\$ -
IDEA Part B - Section 611	\$ 342,340	\$ 40,340	\$ 2,165	\$ 1,650	\$ 338,525	\$ -	\$ 338,525
IDEA Part B - Section 611 C-O	\$ 34,681	\$ 1,500	\$ -	\$ -	\$ 34,681	\$ -	\$ 34,681
IDEA Pre School	\$ 14,211	\$ -	\$ -	\$ -	\$ 14,211	\$ -	\$ 14,211
National School Lunch Pgm Equip Assist	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000
Carl Perkins	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Carl Perkins - Supplemental Grant (AMC)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FEDERAL/STATE GRANTS	\$ 4,245,935	\$ 256,377	\$ 46,883	\$ 251,375	\$ 3,947,677	\$ -	\$ 3,947,677

* Grants so-marked have not been awarded

Note: CO denotes carryover funding from the prior year