

Derby Public Schools Business Manager's Report April 21, 2016

This financial detail provides the operating budget information for the month ending March 31, 2016 as follows:

Line	Description	<u>Proj. Balance</u>
100	Salaries (Certified and Non-Certified)	(\$13,622)
200	Benefits	(\$9,035)
300	Professional Services	(\$20,024)
400	Property Services	(\$0)
500	Other Purchased Services	(\$232,897)
600	Supplies and Materials	(\$0)
700	Equipment	(\$1)
800	Dues and Fees	\$9,929
	Operating Financial Report	(\$265,650)
	City (Unemployment, Waiver)	\$50,817
	Excess Cost Grant (estimated)	\$211,760
	Health Services Grant	\$4,641
	Operating Financial Report - Adjusted	\$1,568

Operating Budget Major Variance Drivers

100 SALARIES – encumbrances have been revised based on current staffing.

200 BENEFITS – as reported; City to pay unemployment.

300 PROFESSIONAL SERVICES - as reported

400 PROPERTY SERVICES – as reported

500 OTHER PURCHASED SERVICES – expenses/encumbrance reflect current SPED students; excess cost funds (\$197K to date) will provide offset

600 SUPPLIES & MATERIALS – in the process of spending down

700 EQUIPMENT – as reported

800 DUES & FEES – as reported

State and Federal Grants Summary FY15 – FY16

Total Federal/State Grants

Projected Balance \$699,690

Derby has received grants for such purposes Title I, Title III, Special Education (IDEA), School Readiness, Alliance & Priority School District, Pre-School Development 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.

Other information:

- 1. Smart Start grant: was submitted in October (salaries and operating expenses); awaiting formal award notification.
- 2. DAS Grant: notified by DAS of pending award of \$1.225M for school building general improvements; funds to be received by the end of June. Projects include replacement of cafeteria equipment (DHS), windows and doors (DHS and Bradley) and security cameras (Bradley and Irving); RFQs are being prepared.
- 3. Inter-town Capital Equipment Purchasing Incentive (ICE) Program: the food service van has been delivered.
- 4. Low Performing Schools: application was submitted 1/26/16; major projects include Irving Learning Center, DHS Learning Center, playground equipment at Irving and repair of DHS auditorium seating.

Financial Summary

It is recommended that the Derby Board of Education approve the March 31, 2016 financial statement information and review of expenditures as presented.

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 2015-2016
- 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 items of interest

- Athletic Trainer: trainer started on March 10. Renovations to the trainer's room location in the DHS gymnasium have been completed.
- BOE budget review with the BoAT scheduled for April 26.
- Awaiting meeting with Capital Committee to review the five-year plan.

Derby Food Services Nutmeg Avenue Derby, CT 06418

Profit & Loss

April 2016

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	Selected Period	Year to Date
Income		
Revenue	\$3,875.45	\$95,268.31
Revnue - Mealpay	\$0.00	\$24,735.16
Government - NSL	\$36,284.59	\$241,536.92
Matching Funds	\$0.00	\$12,068.00
Gvernment - Breakfast	\$10,781.93	\$90,278.42
Government - Snacks	\$985.32	\$4,912.32
Catering Income	\$0.00	\$2,290.00
Total Income	\$51,927.29	\$471,089.13
Cost of Sales		
Food Purchases	\$6,469.35	\$270,891.73
Beverage Purchases	\$0.00	\$24,797.02
Paper Supplies	\$616.92	\$19,022.16
Total Cost of Sales	\$7,086.27	\$314,710.91
Gross Profit	\$44,841.02	\$156,378.22
Expenses		
Purchases	\$0.00	\$521.55
Rental	\$1,200.00	\$6,114.49
Office Supplies	\$310.00	\$1,069.72
Repairs		
Repairs	\$0.00	\$6,389.98
Student Rebate	\$0.00	\$134.18
Laundry and Cleaning	\$90.49	\$1,958.45
Banking Debits Payroll	\$0.00	\$60.00
Wages	\$24,732.44	\$149,627.07
Postage	\$0.00	\$177.47
Computer Expenses	\$0.00	\$1,806.00
Total Expenses	\$26,332.93	\$167,858.91
Operating Profit	\$18,508.09	(\$11,480.69)
Other Income		
Other Expenses		
Prior Period Expense	\$0.00	\$28,676.61
Total Other Expenses	\$0.00	\$28,676.61

Monthly Financial Report

March 2016 Data

OBJECT & ACCOUNT	BU	DGET 2015 ·	TR	RANSFERS	AΓ	J BUDGET	E	XPENDITURES	E	NCUMBERED	BAI	LANCE 2015 -	ESTIMATED	PROJ	ECTED
DESCRIPTION	20	2016		015 - 2016		015 - 2016		2015 - 2016		2015 - 2016	2.1	2016	ADJUSTMENTS		R-END
Central Administration	\$	272,675	\$	-	\$	272,675	\$	214,169	\$	68,938	\$	(10,432)	\$ -	\$	(10,432)
School Principals/Directors	\$	873,226	\$	-	\$	873,226	\$	599,790	\$	215,685	\$	57,751	\$ -	\$	57,751
Teachers - Regular	\$	6,164,435	\$	-	\$	6,164,435	\$	3,931,077	\$	2,328,331	\$	(94,973)	\$-	\$	(94,973)
Teachers Substitutes	\$	-	\$	-	\$	-	\$	38,970	\$		\$	(38,970)	\$ 16,000	\$	(54,970)
Teachers - Special Education	\$	718,445	\$	-	\$	718,445	\$	479,460	\$	257,495	\$	(18,510)	\$ (14,874)	\$	(3,636)
Pupil Services	\$	782,354	\$	(88,601)	\$	693,753	\$	435,461	\$	211,281	\$	47,011	\$ (9,195)	\$	56,206
Library/Media	\$	73,569	\$	-	\$	73,569	\$	9,493	\$	64,076	\$	-	\$ -	\$	-
Retirement	\$	120,000	\$	-	\$	120,000	\$	78,629	\$	-	\$	41,371	\$ -	\$	41,371
Sub-Total Certified Salaries	\$	9,004,704	\$	(88,601)	\$	8,916,103	\$	5,787,048	\$	3,145,806	\$	(16,751)	\$ (8,069)	\$	(8,682)
Secretaries, Clerical	\$	506,210	\$	(8,000)	\$	498,210	\$	299,138	\$	205,332	\$	(6,260)	\$ -	\$	(6,260)
Technology	\$	88,560	\$	-	\$	88,560	\$	81,782	\$	25,055	\$	(18,277)	\$ (16,847)	\$	(1,430)
Custodians/Facilities	\$	681,427	\$	-	\$	681,427	\$	565,933	\$	170,298	\$	(54,804)	\$ 15,000	\$	(69,804)
Nurses	\$	181,197	\$	-	\$	181,197	\$	145,780	\$	37,590	\$	(2,173)	\$ -	\$	(2,173)
Paraprofessionals	\$	81,353	\$	-	\$	81,353	\$	33,636	\$	14,907	\$	32,810	\$-	\$	32,810
Spec. Educ.Paraprofess/Tutors	\$	850,730	\$	18,300	\$	869,030	\$	558,710	\$	315,588	\$	(5,268)	\$ -	\$	(5,268)
Coaching/Extra Curr. Stipends	\$	157,629	\$	(16,830)	\$	140,799	\$	98,301	\$	-	\$	42,498	\$ 42,498	\$	(0)
Security	\$	60,859	\$	-	\$	60,859	\$	14,838	\$	-	\$	46,021	\$ 6,000	\$	40,021
Salaries, Miscellaneous	\$	54,822	\$	4,284	\$	59,106	\$	38,426	\$	13,517	\$	7,163	\$ -	\$	7,163
Sub-Total Non-Certified Salaries	\$	2,662,787	\$	(2,246)	\$	2,660,541	\$	1,836,544	\$	782,286	\$	41,711	\$ 46,651	\$	(4,940)
Total Salaries	\$	11,667,491	\$	(90,847)	\$	11,576,644	\$	7,623,592	\$	3,928,092	\$	24,960	\$ 38,582	\$	(13,622)
FICA	\$	425.000	\$	_	\$	425.000	\$	281.491	\$	_	\$	143.509	\$ 138.000	\$	5,509
Medical Insurance	Ψ \$	22,000	\$ \$	_	Ψ \$	22,000	ֆ \$	2,352	ф \$		ֆ Տ	19.228	\$ 138,000 \$ 3,000	\$ \$	16,228
Life Insurance	Ψ \$	15,000	\$	_	Ψ \$	15,000	\$	14,672	φ \$		φ \$	44	\$	Ψ \$	44
Workers Compensation	\$		\$	_	\$		\$	14,072	φ \$		ф \$	-	\$ -	\$	
Unemployment Compensation	\$	20,000	φ \$	_	Ψ \$	20,000	\$	21,677	φ \$		φ \$	(1,677)	Ψ	Ψ \$	(1,677)
Other Employee Benefits	\$	20,000	\$	_	\$	20,000	Ψ \$	29,140	ф \$		φ \$	(29,140)		Ψ \$	(29,140)
Total Benefits	ہ \$	482,000	\$	-	۰ \$	482,000	\$	349,331	ہ \$		<u>ب</u> \$	<u>(29,140)</u> 131,965	\$ 141,000	.թ \$	(9,035)

Monthly Financial Report March 2016 Data

March 2010 Data															
OBJECT & ACCOUNT DESCRIPTION	BU	DGET 2015 - 2016		ANSFERS)15 - 2016		J BUDGET 015 - 2016	E	XPENDITURES 2015 - 2016	E	NCUMBERED 2015 - 2016	BA	2016	ESTIMATED ADJUSTMENTS		DJECTED AR-END
Adult Education	\$	106,929	\$	-	\$	106,929	\$	105,678	\$	-	\$	1,251	\$-	\$	1,251
Homebound/Tutors	\$	43,919	\$	-	\$	43,919	\$	13,496	\$	30,424	\$	(1)	\$-	\$	(1)
Professional Development	\$	13,000	\$	-	\$	13,000	\$	27,366	\$	213	\$	(14,579)	\$ (22,000)	\$	7,421
Intern Program	\$	64,050	\$	(18,300)	\$	45,750	\$	15,510	\$	-	\$	30,240	\$ -	\$	30,240
Pupil Services	\$	48,000	\$	84,887	\$	132,887	\$	81,488	\$	23,180	\$	28,220	\$ 60,000	\$	(31,781)
Audit/Legal Services	\$	65,000	\$	-	\$	65,000	\$	87,923	\$	15,707	\$	(38,630)	\$ 8,000	\$	(46,630)
Other Purchased Services	\$	218,312	\$	2,500	\$	220,812	\$	147,679	\$	28,547	\$	44,585	\$ 25,000	\$	19,585
School Physician	\$	11,285	\$	-	\$	11,285	\$	6,600	\$	4,795	\$	(110)	\$ -	\$	(110)
Total Professional Services	\$	570,495	\$	69,087	\$	639,582	\$	485,740	\$	102,866	\$	50,976	\$ 71,000	\$	(20,024)
Water, Electricity, Natural Gas	\$	610,500	\$	-	\$	610,500	\$	320,900	\$	289,600	\$	-	\$ -	\$	-
Repairs Instructional	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$ -	\$	-
Contracted Services Office	\$	4,140	\$	-	\$	4,140	\$	-	\$	-	\$	4,140	\$ 4,140	\$	-
Repairs Maintenance of Buildings	\$	303,775	\$	-	\$	303,775	\$	246,256	\$	15,169	\$	42,350	\$ 40,775	\$	1,575
Lease/Rentals	\$	70,000	\$	(2,500)	\$	67,500	\$	60,216	\$	8,860	\$	(1,575)	\$ -	\$	(1,575)
Total Property Services	\$	988,415	\$	(2,500)	\$	985,915	\$	627,372	\$	313,629	\$	44,915	\$ 44,915	\$	(0)
Pupil Transportation-Regular,504	\$	560,560	\$	-	\$	560,560	\$	387,890	\$	172,670	\$	-	\$ (10,120)	\$	10,120
Pupil Transportation - Spec. Educ.	\$	377,251	\$	-	\$	377,251	\$	357,232	\$	132,072	\$	(112,053)	\$ 10,000	\$	(122,053)
Transportation-Fuel	\$	69,500	\$	-	\$	69,500	\$	57,950	\$	11,550	\$	-	\$ -	\$	-
Voc-Educ. Transportation	\$	16,965	\$	-	\$	16,965	\$	5,590	\$	6,955	\$	4,420	\$ -	\$	4,420
Athletic/Student Act. Transport.	\$	58,917	\$	-	\$	58,917	\$	33,101	\$	21,705	\$	4,111	\$ -	\$	4,111
Insurance-General Liability	\$	8,000	\$	-	\$	8,000	\$	6,680	\$	-	\$	1,320	\$ -	\$	1,320
Communication Services	\$	227,000	\$	-	\$	227,000	\$	119,369	\$	97,978	\$	9,654	\$ -	\$	9,654
Advertising	\$	1,000	\$	-	\$	1,000	\$	520	\$	-	\$	480	\$ -	\$	480
Tuition-Out of District Regular	\$	90,600	\$	-	\$	90,600	\$	132,139	\$	13,927	\$	(55,466)	\$ -	\$	(55,466)
Tuition - Out of District SPED	\$	1,305,730	\$	-	\$	1,305,730	\$	991,742	\$	396,396	\$	(82,407)	\$ -	\$	(82,407)
Travel/Meetings	\$	12,500	\$	-	\$	12,500	\$	14,076	\$	1,499	\$	(3,075)	\$ -	\$	(3,075)
Total Other Purchased Services	\$	2,728,023	\$	-	\$	2,728,023	\$	2,106,289	\$	854,751	\$	(233,017)	\$ (120)	\$	(232,897)
Instructional/General Supplies	\$	61,262	\$	7,430	\$	68,692	\$	35,233	\$	7,931	\$	25,528	\$ 25,528	\$	-
Interscholastic Athletics	\$	90,627	\$	16,830	\$	107,457	\$	73,805	\$	7,089	\$	26,563	\$ 26,563	\$	-
Licensing/Software Maintenance	\$	179,100	\$	-	\$	179,100	\$	113,234	\$	148	\$	65,718	\$ 65,718	\$	(0)
Office Supplies	\$	26,720	\$	2,850	\$	29,570	\$	26,632	\$	7,896	\$	(4,958)	\$ (4,958)	\$	-
Postage/Mailings	\$	10,429	\$	330	\$	10,759	\$	6,737	\$	1,783	\$	2,240	\$ 2,240	\$	-
Custodial/Maintenance Supplies	\$	166,169	\$	-	\$	166,169	\$	133,693	\$	10,008	\$	22,468	\$ 22,468	\$	0
School Health Supplies	\$	6,050	\$	-	\$	6,050	\$	3,391	\$	390	\$	2,269	\$ 2,269	\$	-
Heating Oil	\$	102,000	\$	-	\$	102,000	\$	70,074	\$	31,926	\$	-	\$ -	\$	-
Textbooks	\$	12,730	\$	(2,380)	\$	10,350	\$	3,740	\$	2,373	\$	4,237	\$ 3,396	\$	841
Library/AV Books and Supplies	\$	2,100	\$	(800)		1,300	\$	1,103	\$	374	\$	(177)	\$ 664	\$	(841)
Total Supplies and Materials	\$	657,187	\$	24,260	\$	681,447	\$	467,641	\$	69,919	\$	143,887	\$ 143,887	\$	(0)

Monthly Financial Report March 2016 Data

OBJECT & ACCOUNT DESCRIPTION	BU	DGET 2015 - 2016	ANSFERS 15 - 2016	 DJ BUDGET 2015 - 2016	E	XPENDITURES 2015 - 2016	Eľ	NCUMBERED 2015 - 2016	BA	LANCE 2015 - 2016	-	ESTIMATED DJUSTMENTS	OJECTED EAR-END
New Equipment - Instructional	\$	52,075	\$ -	\$ 52,075	\$	18,492	\$	32,200	\$	1,383	\$	1,352	\$ 31
New Equipment - Support	\$	-	\$ -	\$ -	\$	31	\$	-	\$	(31)	\$	-	\$ (31)
Replace Equipment - Instructional	\$	6,950	\$ -	\$ 6,950	\$	612	\$	612	\$	5,726	\$	5,726	\$ 0
Replace Equipment - Support	\$	36,850	\$ -	\$ 36,850	\$	25,824	\$	2,581	\$	8,445	\$	8,445	\$ (0)
Security Enhancements	\$	-	\$ -	\$ -	\$	-	\$	-	\$	-	\$	-	\$ -
Total Equipment	\$	95,875	\$ -	\$ 95,875	\$	44,960	\$	35,393	\$	15,522	\$	15,523	\$ (1)
Dues and Fees	\$	31,000	\$ -	\$ 31,000	\$	19,012	\$	59	\$	11,929	\$	2,000	\$ 9,929
Other Objects	\$	-	\$ -	\$ -	\$	-	\$	-	\$	-	\$	-	\$ -
Total Dues and Fees	\$	31,000	\$ -	\$ 31,000	\$	19,012	\$	59	\$	11,929	\$	2,000	\$ 9,929
TOTAL ADOPTED BUDGET	\$	17,220,486	\$ -	\$ 17,220,486	\$	11,723,936	\$	5,305,413	\$	191,137	\$	456,787	\$ (265,650)
City (Unemployment, Waiver)													\$ 50,817
Excess Cost Grant (estimated)	\$	-	\$ -	\$ -	\$	-	\$	-			\$	-	\$ 211,760
Health Services Grant													\$ 4,641
	\$	-	\$ -	\$ -	\$	-	\$	-	\$	-			\$ -
TOTAL FINANCIAL REPORT	\$	17,220,486	\$ -	\$ 17,220,486	\$	11,723,936	\$	5,305,413	\$	191,137	\$	456,787	\$ 1,568

Monthly Financial Report

				Marc	ch 2	016 Data					
GRANT DESCRIPTION		GRANT AWARD	GRANT CASH RECEIVED		EXPENDITURE ENCUMBERED		AVAILABLE BALANCE	ESTIMATED ADJUSTMENT		 EAR END LANCES	
STATE OF CT GRANTS											
Adult Education	\$	124,476	\$	82,984	\$	82,984	\$ 41,492	\$ -			\$ -
School Security / DHS Redesign	\$	60,884	\$	60,884	\$	25,984	\$ 27,788	\$ 7,113			\$ 7,113
Technology Grant	\$	31,800			\$	-	\$ -	\$ 31,800			\$ 31,800
Summer School	\$	34,189	\$	34,189	\$	-	\$ -	\$ 34,189	\$	34,189	\$ -
School Readiness	\$	141,012	\$	79,461	\$	76,597	\$ 39,415	\$ 25,000			\$ 25,000
Alliance	\$	1,135,825	\$	1,100,000	\$	879,802	\$ 341,808	\$ (85,786)	\$	(120,000)	\$ 34,214
PSD	\$	477,456	\$	425,000	\$	78,209	\$ -	\$ 399,247	\$	190,000	\$ 209,247
PDG	\$	466,391	\$	400,000	\$	190,846	\$ 151,660	\$ 123,885			\$ 123,885
After School	\$	30,582	\$	20,000	\$	-	\$ -	\$ 30,582			\$ 30,582
In Service Training Competitive	\$	3,881	\$	3,881	\$	-	\$ -	\$ 3,881	\$	3,881	\$ -
FEDERAL GRANTS											
Title I Improving Basic Education	\$	536,451	\$	475,000	\$	231,336	\$ 186,230	\$ 118,885	\$	15,000	\$ 103,885
Title I Improve Educ. C-O	\$	36,146	\$	36,146	\$	688	\$ 349	\$ 35,109			\$ 35,109
Title II Part A Teachers	\$	59,336	\$	59,336	\$	6,202	\$ 1,728	\$ 51,406			\$ 51,406
Title II Part A Teachers C-O	\$	4,046	\$	4,046	\$	4,015	\$ -	\$ 31			\$ 31
Title III English Language	\$	11,357	\$	11,357	\$	-	\$ -	\$ 11,357	\$	-	\$ 11,357
IDEA Part B - Section 611	\$	326,365	\$	300,000	\$	308,532	\$ 84,332	\$ (66,498)	\$	(70,000)	\$ 3,502
IDEA Part B - Section 611 C-O	\$	3,487	\$	3,487	\$	-	\$ -	\$ 3,487			\$ 3,487
IDEA Pre School	\$	15,165	\$	13,500	\$	329	\$ 1,362	\$ 13,474			\$ 13,474
IDEA Pre School C-O	\$	748	\$	748	\$	105	\$ 643	\$ -			\$ -
Carl Perkins	\$	24,430	\$	20,000	\$	450	\$ 8,382	\$ 15,598			\$ 15,598
TOTAL FEDERAL/STATE GRANTS	\$	3,524,027	\$	3,130,019	\$	1,886,079	\$ 885,189	\$ 752,760	\$	53,070	\$ 699,690

* Grants so-marked have not been awarded

Note: CO denotes carryover funding from the prior year