

# Derby Public Schools Business Manager's Report May 21, 2020

This financial detail provides the operating budget information for the month ending April 30, 2020 as follows:

Line	Description	Pro	<u>j. Balance</u>				
100	Salaries (Certified and Non-Certified)		\$34,413				
200	Benefits	(	\$285,491)				
300	Professional Services		(\$54,416)				
400	Property Services		(\$29,815)				
500	Other Purchased Services	(	\$573,682)				
600	Supplies and Materials		\$15,025				
700	Equipment		\$4,618				
800	Dues and Fees	(\$0)					
	(	\$889,348)					
	Insurance waiver/unemploy reimb	\$	96,709				
	School Security Officers	\$	87,755				
	Excess Cost Grant - final payment	\$	778,102				
	\$	-					
	<b>Operating Financial Report - Adjusted</b>		\$73,218				

## **Operating Budget Major Variance Drivers**

**100 SALARIES** – includes reduction for one (1) furlough day; pending discussion on spring coaching stipend.

**200 BENEFITS** – as reported (furlough day impact included in salary accounts)

300 PROFESSIONAL SERVICES - as reported

**400 PROPERTY SERVICES** – as reported; managing building maintenance costs

**500 OTHER PURCHASED SERVICES** – as reported.

**600 SUPPLIES & MATERIALS** – as reported; custodial supplies usage increased due to detailed facilities cleaning protocol.

700 EQUIPMENT – as reported

800 DUES & FEES – as reported

# State and Federal Grants Summary FY19 – FY20

### Total Federal/State Grants

Projected Balance \$598,567

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:

- Funding applications have been submitted for the following grants:
  - FY21 IDEA 611/619 grant application submitted 5/12/20

### Financial Summary

*Motion:* The Board of Education approve the financial report for the period through April 30, 2020, as recommended by the Superintendent of Schools.

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 2019-2020
- 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:

- FY21 budget book delivered to Derby Finance Director 4/15/20 budget presentation to BoAT scheduled for 5/19.
- As Federal Emergency Management Agency (FEMA) has approved Connecticut's request for a major disaster declaration, Incurred costs related for COVID-19 are being earmarked.
- Awaiting release of CARES act funds by CSDE; Derby has been allocated \$378,589. A simple grant application form will be required.

### Derby Food Service

#### STATEMENT OF ACTIVITY April 2020

	TOTAL								
	APR 2020	JUL 2019 - APR 2020 (YTD							
Revenue									
Income		344.0							
Catering Income		19,374.7							
Intergovernmental									
Government - NSL	12,254.03	392,709.2							
Government-Breakdast	7,008.63	147,778.4							
Government-Snacks	5,706.00	26,021.9							
Matching Funds	1,782.00	18,877.0							
Total Intergovernmental	26,750.66	585,386.6							
Revenue		21,393.0							
Revenue-Mealpay		5,457.9							
Total Income	26,750.66	631,956.3							
Total Revenue	\$26,750.66	\$631,956.3							
Cost of Goods Sold									
Cost of Goods Sold									
Beverage Purchases	1,434.09	32,417.3							
Food Purchases	2,422.35	242,535.8							
Paper Supplies		21,944.3							
Total Cost of Goods Sold	3,856.44	296,897.5							
Total Cost of Goods Sold	\$3,856.44	\$296,897.5							
GROSS PROFIT	\$22,894.22	\$335,058.8							
Expenditures									
Bank Charges & Fees		50.0							
Beverage Purchasesv		0.0							
Computer Expense		4,949.2							
Maintenance		657.8							
Other Business Expenses		370.0							
Outside Services		500.0							
Payroll									
Salaries & Wages	36,364.91	271,787.3							
Total Payroll	36,364.91	271,787.3							
Purchases	203.92	12,016.6							
Repairs & Maintenance	908.24	5,649.2							
Student Rebate	21.85	67.6							
Total Expenditures	\$37,498.92	\$296,048.0							
NET OPERATING REVENUE	\$-14,604.70	\$39,010.7							
NET REVENUE	\$ -14,604.70	\$39,010.7							

Bank account balance as of 4/30/20 = \$88,113 Accounts Receivable = \$222,058 Estimated cash position (above less A/P) = \$266,380\* \*decrease in cash position due to payment of full staff during shutdown not being offset by claim \$

Respectfully submitted,

Mark G. Izzo

5/21/20

#### **Monthly Financial Report - April 2020**

May 4, 2020 BUDGET 2019 · TRANSFERS ADJ BUDGET EXPENDITURES ENCUMBERED BALANCE 2019 · **OBJECT & ACCOUNT** ESTIMATED PROJECTED DESCRIPTION 2020 2019 - 2020 2019 - 2020 2019 - 2020 2019 - 2020 2020 ADJUSTMENTS YEAR-END 312.750 \$ 312.750 \$ 242.987 10.327 \$ Central Administration \$ - \$ \$ 59.436 \$ (1.500) \$ 11.827 \$ 191,992 \$ School Principals/Directors \$ 926,445 \$ 926,445 \$ 744,408 \$ (9,955) \$ (8,000) \$ (1,955)-Teachers - Regular 6,256,823 \$ \$ 6,256,823 \$ 4,411,752 \$ 1,832,046 \$ 13,024 13,024 \$ -\$ **Teachers Substitutes** \$ \$ 75,600 \$ (7,800) \$ 67,800 \$ 68,682 \$ -(882) \$ 3.000 \$ (3,882)Teachers - Special Education \$ 695,197 \$ - \$ 695,197 \$ 474,912 \$ 204,971 \$ 15,315 \$ \$ 15,315 -**Pupil Services** \$ - \$ 508,918 \$ 189,254 \$ \$ 721,378 \$ 721,378 \$ 23,206 \$ 23,206 \_ Library/Media \$ 65,076 \$ - \$ 65,076 \$ 44,850 \$ 19,876 \$ 350 \$ \$ 350 \$ \$ \$ \$ \$ - \$ \$ \$ Retirement \_ \_ -\_ \_ \_ **Sub-Total Certified Salaries** \$ 2,497,574 9.053.270 \$ (7,800) \$ 9,045,470 \$ 6,496,510 \$ \$ 51.385 \$ (6.500) \$ 57,885 476.230 \$ 476.230 \$ 365.521 88.731 \$ 21.978 \$ Secretaries, Clerical \$ - \$ \$ (2.500) \$ 24,478 Technology \$ 65,414 \$ - \$ 65,414 \$ 60,955 \$ 6,290 \$ (1,831) \$ (2,831) \$ 1,000 Custodians/Facilities \$ 769,276 \$ - \$ 769,276 \$ 589,616 \$ 135,950 \$ 43,709 \$ 38,000 \$ 5,709 - \$ 44,797 \$ Nurses \$ 210,215 \$ 210,215 \$ 168,707 (3,289) \$ (1,500) \$ (1,789)\$ - \$ Paraprofessionals \$ 4.104 \$ 4.104 \$ 2.782 \$ 1.134 \$ 188 \$ - \$ 188 Spec. Educ.Paraprofess/Tutors \$ 799,974 \$ - \$ 799,974 \$ 647,890 \$ 139,871 \$ 12,213 \$ (4,500) \$ 16,713 - \$ Coaching/Extra Curr. Stipends \$ 154,998 \$ 154,998 \$ 115,571 3,811 \$ 35,615 \$ 16,000 \$ \$ 19,615 - \$ 17,046 \$ Security \$ 17.046 \$ 68,185 \$ 36,616 \$ (87,755) \$ - \$ (87,755)Salaries, Miscellaneous \$ 35,740 \$ - \$ 35,740 \$ 12,921 \$ \$ (1,632)24,451 \$ (1,632) \$ **Sub-Total Non-Certified Salaries** \$ 2.532.997 \$ - \$ 2.532.997 \$ 2,043,678 \$ 470.121 \$ 19,197 \$ 42,669 \$ (23, 472)**Total Salaries** \$ 11,586,266 \$ (7,800) \$ 11,578,466 \$ 8,540,188 \$ 2,967,696 \$ 70,582 \$ 36,169 \$ 34,413 **FICA** \$ 420.000 \$ - \$ 420.000 \$ 324.783 \$ \$ 95.217 \$ 91.217 \$ 4,000 -\$ 5,000 \$ \$ 3,020 \$ Medical Insurance 5,000 \$ 1,871 \$ 109 \$ 3,020 \$ \$ - \$ Life Insurance \$ 21.000 21,000 \$ 21.781 \$ \$ (781) \$ 2,000 \$ (2,781)\$ \$ \$ \$ \$ \$ - \$ \$ Workers Compensation --(33,826) Unemployment Compensation \$ \_ \$ \$ \$ 33,826 \$ \$ (33,826) \$ -\$ --\_ \$ \$ \$ \$ (157,883)Other Employee Benefits (95,000) \$ (95,000) \$ 62,883 \$ (157, 883)-- \$ \$ (94,253) **Total Benefits** 351.000 351.000 \$ 445,144 \$ 109 -\$ 96,237 \$ (190,491)

# Monthly Financial Report - April 2020

May 4, 2020															
<b>OBJECT &amp; ACCOUNT</b>		BUDGET 2019 · TRANSFERS		ADJ BUDGET			EXPENDITURES		ENCUMBERED		LANCE 2019 -	ESTIMATED	PROJECTED		
DESCRIPTION		2020		9 - 2020		019 - 2020		2019 - 2020	2019 - 2020			2020	ADJUSTMENTS	YEAR-END	
Adult Education	\$	110,000	\$	-	\$	110,000	\$	50,400	\$	50,400	\$	9,200	\$ -	\$ 9,200	
Homebound/Tutors	\$	26,502	\$	-	\$	26,502	\$	16,206	\$	10,400	\$	(103)	\$ -	\$ (103)	
Professional Development	\$	3,000	\$	-	\$	3,000	\$	1,540	\$	-	\$	1,460	\$ -	\$ 1,460	
Intern Program	\$	-	\$	7,800	\$	7,800	\$	15,600	\$	-	\$	(7,800)		\$ (7,800)	
Pupil Services	\$	199,650	\$	-	\$	199,650	\$	155,950	\$	146,213	\$	(102,513)	\$ (20,000)	\$ (82,513)	
Audit/Legal Services	\$	74,000	\$	-	\$	74,000	\$	64,916	\$	2,854	\$	6,230	\$ -	\$ 6,230	
Other Purchased Services	\$	205,000	\$	-	\$	205,000	\$	82,462	\$	84,428	\$	38,110	\$ 19,000	\$ 19,110	
School Physician	\$	12,300	\$	-	\$	12,300	\$	6,600	\$	5,700	\$	-	\$ -	\$ -	
<b>Total Professional Services</b>	\$	630,452	\$	7,800	\$	638,252	\$	393,674	\$	299,994	\$	(55,416)	\$ (1,000)	\$ (54,416)	
Water, Electricity, Natural Gas	\$	532,500	\$	-	\$	532,500	\$	362,502	\$	176,588	\$	(6,590)	\$ 30,000	\$ (36,590)	
Repairs Instructional	\$	-	\$	-	\$	-	\$	-	\$		\$	-	\$ -	\$ -	
Contracted Services Office	\$	4,140	\$	-	\$	4,140	\$	2,213	\$	271	\$	1,655	\$ 1,655	\$ 0	
Repairs Maintenance of Buildings	\$	293,033	\$	-	\$	293,033	\$	113,836	\$	37,465	\$	141,732	\$ 141,732	\$ 0	
Lease/Rentals	\$	79,000	\$	-	\$	79,000	\$	48,773	\$	17,453	\$	12,774	\$ 6,000	\$ 6,774	
<b>Total Property Services</b>	\$	908,673	\$	-	\$	908,673	\$	527,325	\$	231,776	\$	149,572	\$ 179,387	\$ (29,815)	
Pupil Transportation-Regular,504	\$	735,000	\$	-	\$	735,000	\$	444,410	\$	294,715	\$	(4,125)	\$ (85,000)	\$ 80,875	
Pupil Transportation - Spec. Educ.	\$	569,062	\$	-	\$	569,062	\$	510,563	\$	440,668	\$	(382,169)	\$ (93,300)	\$ (288,869)	
Transportation-Fuel	\$	81,500	\$	-	\$	81,500	\$	50,013	\$	31,487	\$	-	\$ -	\$ -	
Voc-Educ. Transportation	\$	18,000	\$	-	\$	18,000	\$	-	\$		\$	18,000	\$ -	\$ 18,000	
Athletic/Student Act. Transport.	\$	71,192	\$	(3,735)	\$	67,457	\$	33,517	\$	32,690	\$	1,250	\$ -	\$ 1,250	
Insurance-General Liability	\$	7,500	\$	-	\$	7,500	\$	5,939	\$		\$	1,561	\$ -	\$ 1,561	
Communication Services	\$	254,050	\$	-	\$	254,050	\$	178,630	\$	59,130	\$	16,290	\$ 16,290	\$ -	
Advertising	\$	1,000	\$	-	\$	1,000	\$	580	\$		\$	420	\$ -	\$ 420	
Tuition-Out of District Regular	\$	184,000	\$	-	\$	184,000	\$	129,365	\$	- 5	\$	54,635		\$ 54,635	
Tuition - Out of District SPED	\$	2,497,309	\$	-	\$	2,497,309	\$	2,360,921	\$	567,968	\$	(431,580)	\$ 26,000	\$ (457,580)	
Travel/Meetings	\$	30,000	\$	-	\$	30,000	\$	9,670	\$	3,303	\$	17,027	\$ 1,000	\$ 16,027	
<b>Total Other Purchased Services</b>	\$	4,448,613	\$	(3,735)	\$	4,444,878	\$	3,723,610	\$	1,429,960	\$	(708,692)	\$ (135,010)	\$ (573,682)	
Instructional/General Supplies	\$	42,991	\$	4,235	\$	47,226	\$	29,616	\$	2,520	\$	15,089	\$ 15,089	\$ 0	
Interscholastic Athletics	\$	123,217	\$	-	\$	123,217	\$	65,187	\$	16,571	\$	41,458	\$ 41,458	\$ 0	
Licensing/Software Maintenance	\$	159,050	\$	-	\$	159,050	\$	97,870	\$	28,042	\$	33,137	\$ 38,157	\$ (5,020)	
Office Supplies	\$	24,325	\$	-	\$	24,325	\$	37,322	\$	1,443	\$	(14,441)	\$ -	\$ (14,441)	
Postage/Mailings	\$	13,020	\$	-	\$	13,020	\$	5,983	\$	2,774	\$	4,263	\$ 2,000	\$ 2,263	
Custodial/Maintenance Supplies	\$	166,169	\$	-	\$	166,169	\$	49,731	\$	24,635	\$	91,803	\$ 101,803	\$ (10,000)	
School Health Supplies	\$	6,425	\$	-	\$	6,425	\$	5,563	\$	642	\$	220	\$ -	\$ 220	
Heating Oil	\$	76,200	\$	-	\$	76,200	\$	42,302	\$	61,305	\$	(27,407)	\$ (61,305)	\$ 33,898	
Textbooks	\$	8,005	\$	-	\$	8,005	\$	1,884	\$	43	\$	6,078	\$ -	\$ 6,078	
Library/AV Books and Supplies	\$	3,200	\$	-	\$	3,200	\$	1,131	\$	<b>4</b> 4	\$	2,025	\$ -	\$ 2,025	
<b>Total Supplies and Materials</b>	\$	622,602	\$	4,235	\$	626,837	\$	336,590	\$	138,020	\$	152,227	\$ 137,202	\$ 15,025	

# Monthly Financial Report - April 2020

						M	ay 4	4, 2020								
OBJECT & ACCOUNT DESCRIPTION		BUDGET 2019 - 2020		• TRANSFERS 2019 - 2020		ADJ BUDGET 2019 - 2020		EXPENDITURES 2019 - 2020		ENCUMBERED 2019 - 2020		BALANCE 2019 - 2020		ESTIMATED ADJUSTMENTS		OJECTED EAR-END
New Equipment - Instructional	\$	1,500	\$	-	\$	1,500	\$	1,255	\$	38	\$	206	\$	-	\$	206
New Equipment - Support	\$	-	\$	-	\$	-	\$	220	\$	-	\$	(220)	\$	-	\$	(220)
Replace Equipment - Instructional	\$	1,650	\$	-	\$	1,650	\$	1,356	\$	99	\$	195	\$	-	\$	195
Replace Equipment - Support	\$	26,350	\$	(500)	\$	25,850	\$	3,970	\$	2,443	\$	19,437	\$	15,000	\$	4,437
Security Enhancements	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Total Equipment	\$	29,500	\$	(500)	\$	29,000	\$	6,802	\$	2,580	\$	19,618	\$	15,000	\$	4,618
Dues and Fees	\$	39,500	\$	-	\$	39,500	\$	25,581	\$	250	\$	13,669	\$	13,669	\$	(0)
Other Objects	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Total Dues and Fees	\$	39,500	\$	-	\$	39,500	\$	25,581	\$	250	\$	13,669	\$	13,669	\$	(0)
TOTAL ADOPTED BUDGET	\$	18,616,606	\$	0	\$	18,616,606	\$	13,998,914	\$	5,070,385	\$	(452,694)	\$	341,654	\$	(794,348)
	\$	-	\$	-	\$	-	\$	-	\$	-			\$	-	\$	-
City - unemployment/waiver													\$	-	\$	96,709
School Security Officers	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	87,755
											\$	-	\$	-	\$	-
TOTAL FINANCIAL REPORT	\$	18,616,606	\$	0	\$	18,616,606	\$	13,998,914	\$	5,070,385	\$	(452,694)	\$	341,654	\$	(609,884)

### Monthly Financial Report - April 2020

May 4, 2020 GRANT CASH **ESTIMATED** GRANT **AVAILABLE** YEAR END EXPENDITURE ENCUMBERED AWARD RECEIVED BALANCE ADJUSTMENT BALANCES **GRANT DESCRIPTION** STATE OF CT GRANTS \$ 129,440 \$ 86,293 \$ 86,293 \$ 43.147 \$ - \$ - \$ Adult Education School Readiness \$ 121,813 \$ 102,480 \$ 87,008 \$ 34,805 \$ \$ \$ \_ -Alliance \$ 1.654.675 \$ 1.350.000 \$ 1.103.565 \$ 409.448 \$ 141.662 \$ 33.440 \$ 108.222 Alliance C-0 \$ 133,725 \$ 133,725 \$ 54,117 \$ 82,681 \$ (3,073) \$ (3,073) \$ (0)PSD \$ 434,593 \$ 360,000 \$ 285,523 \$ 72,877 \$ 76,193 \$ - \$ 76,193 PSD C-O \$ 173.273 \$ 173.273 \$ 80.986 \$ 34.940 \$ \$ 57.347 \$ 57,347 \_ \$ 29,025 \$ 29.025 \$ Summer School - \$ - \$ - \$ -\$ 29,025 \$ 7,257 \$ 7,257 \$ 2,801 \$ - \$ 4,456 \$ - \$ 4,456 Summer School C-O Commissioner's Network \$ 70.000 \$ 38,189 45.000 \$ 19,512 \$ 12,300 \$ 38,189 \$ - \$ 77,257 \$ PDG \$ 119,650 \$ 106,890 \$ 29.122 \$ 13,271 \$ - \$ 13,271 PDG C-O \$ 23.248 \$ 23,248 \$ 23,248 \$ - \$ - \$ - \$ \$ \$ 33,569 \$ (30,367) \$ Smart Start 150.000 124,000 \$ 146,799 \$ (30,367) \$ (0)\$ 7,402 \$ After School \$ \$ - \$ 7.402 \$ - \$ 7.402 -\$ 3,881 \$ \$ \$ \$ 3,881 \$ - \$ In Service Training Competitive -3,881 --FEDERAL GRANTS Title I Improving Basic Education \$ 350.000 \$ 288.687 \$ 117.590 \$ 50.382 \$ - \$ 50.382 456.658 \$ Title I Improve Educ. C-O \$ - \$ 74,109 \$ 74,109 \$ 74,109 \$ - \$ - \$ Title I Improving Basic Education - 1003a \$ 240,935 \$ 64,000 \$ 113,406 \$ 55,821 \$ 71,707 \$ 71,707 \$ 0 Title I Improving Basic Education - 1003a \$ 29,479 \$ 15.937 \$ 49.789 29.479 \$ 35.461 \$ (21.918) \$ (71.707) \$ \$ Title I Improving Basic Education - 1003a \$ 945 \$ 945 \$ - \$ - \$ 945 - \$ 21,763 \$ Title I Improving Basic Education - 1003a \$ 29,449 \$ 22,000 \$ 6,956 \$ 730 \$ - \$ 21,763 Title II Part A Teachers \$ 57.081 \$ 13.589 \$ \$ 43,492 52,000 \$ - \$ 43,492 \$ -\$ \$ 3,914 \$ 1.998 \$ 550 \$ Title II Part A Teachers C-O 3,914 1,366 \$ - \$ 1,366 \$ 5,417 \$ - \$ - \$ - \$ Title III English Language (5,016) \$ 10,433 \$ 10,433 Title IV - Student Support & Enrichment \$ 34.619 \$ 15,000 \$ 4,778 \$ - \$ 15.115 29,841 \$ 14,726 \$ \$ 19,534 \$ (0)Title IV - Student Support & Enrichment C-O 19,534 \$ 16,067 \$ 18,193 \$ (14,726) \$ (14,726) \$ IDEA Part B - Section 611 \$ 338.590 \$ 280,000 \$ 226.793 \$ 98,598 \$ 13.199 \$ 807 \$ 12.392 \$ \$ 33,291 - \$ IDEA Part B - Section 611 C-O 37,566 37,566 \$ \$ 4,275 \$ (807) \$ 807 **IDEA Pre School** \$ 15,320 \$ 14,000 \$ 12,378 \$ 121 \$ 2,821 \$ - \$ 2,821 IDEA Pre School C-O \$ 98 \$ 98 \$ 98 \$ - \$ - \$ - \$ McKinney-Vento Homeless C-O \$ 33,551 \$ 23,552 \$ 33,551 - \$ - \$ 33,551 \$ - \$ Project Excel \$ 2,305 \$ 2,305 \$ 424 \$ - \$ 1,881 \$ - \$ 1,881 Carl Perkins \$ 4,221 \$ 4.344 \$ - \$ 16,748 25,313 \$ 15,000 \$ 16,748 \$ \$ - \$ **TOTAL FEDERAL/STATE GRANTS** 4,462,865 \$ 3,515,668 \$ 2,781,662 \$ 1,082,636 \$ 598,567 \$ 598,567

\* Grants so-marked have not been awarded

Note: CO denotes carryover funding from the prior year