



Derby Public Schools Business Manager's Report October 22, 2015

This financial detail provides the operating budget information for the month ending September 30, 2015 as follows:

<u>Line</u>	<u>Description</u>	<u>Proj. Balance</u>
100	Salaries (Certified and Non-Certified)	\$ 590,419
200	Benefits	\$ 29,793
300	Professional Services	\$ 165,264
400	Property Services	\$ 176,420
500	Other Purchased Services	\$ 561,865
600	Supplies and Materials	\$ 269,986
700	Equipment	\$ 34,871
800	Dues and Fees	\$ 7,354
Operating Financial Report		<u>\$1,835,971</u>

Operating Budget Major Variance Drivers

100 SALARIES – initial encumbrances complete; in process of refining

200 BENEFITS – as reported

300 PROFESSIONAL SERVICES – in the process of issuing last of SPED-related purchase orders

400 PROPERTY SERVICES – as reported

500 OTHER PURCHASED SERVICES – in the process of completing SPED-related purchase orders

600 SUPPLIES & MATERIALS – in the process of issuing purchase orders

700 EQUIPMENT – as reported

800 DUES & FEES – as reported

State and Federal Grants Summary FY15 – FY16

Total Federal/State Grants	<u>Projected Balance</u> \$577,022
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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: will be re-submitted in October (salaries and operating expenses)
2. Title I, II and ESL grant applications will be submitted in October.
3. DAS Grant: opportunity for award of \$1.25M for school building general improvement. Multi-phased application process – initial application (due 10/30) will be for engineering feasibility study for ADA non-compliance, windows and DHS kitchen renovation.
4. Summer School and Extended School day grants: application submitted on 8/31 (\$34,189 / \$30,582); additional data provided for summer school – award pending.
5. American Honda Foundation grant: Connie Condon is preparing the application; purpose is “to meet the needs of American society in the areas of youth and scientific education by awarding grants to nonprofits, while strategically assisting communities in deriving long-term benefits.” The grant range is from \$20,000 to \$75,000 over a one-year period.
6. Technology grant: submitted on 7/10/15 (\$31,800) – release of funds pending next meeting of bond commission
7. Inter-town Capital Equipment Purchasing Incentive (ICE) Program: expenditure of \$7,500 for Derby’s share of food services van was approved by the Board of Aldermen. Working with Ansonia on execution of the formal agreement and purchase of the vehicle. Have fixed-price quote from dealer including van and required refrigeration unit.

Financial Summary

It is recommended that the Derby Board of Education approve:

- 1. The September 30, 2015 financial statement information and review of expenditures***
- 2. Budget transfer request of \$18,300 for Bradley School – move funds from “Intern Program” to add one (1) additional paraprofessional based on increased enrollment.***

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 disbursed by the state for this fiscal year through the date of the financial report

Other items of interest

- DHS re-design: classroom furniture has been installed - library/media center renovations to be completed during Christmas break.
- Annual financial audit: in process – all requested data has been made available to the lead auditor for review.
- Athletic Field application: awaiting update from state - pending approval by the Bond Commission
- Report on food services will be provided at the November BOE meeting.

Mark G. Izzo

10/22/15

Derby Public Schools
Monthly Financial Report

September 2015 Data

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2015 - 2016	TRANSFERS 2015 - 2016	ADJ BUDGET 2015 - 2016	EXPENDITURES 2015 - 2016	ENCUMBERED 2015 - 2016	BALANCE 2015 - 2016	ESTIMATED ADJUSTMENTS	PROJECTED YEAR-END
Central Administration	\$ 272,675	\$ -	\$ 272,675	\$ 64,696	\$ 225,604	\$ (17,625)	\$ -	\$ (17,625)
School Principals/Directors	\$ 873,226	\$ -	\$ 873,226	\$ 185,440	\$ 539,697	\$ 148,088	\$ -	\$ 148,088
Teachers - Regular	\$ 6,164,435	\$ -	\$ 6,164,435	\$ 729,440	\$ 5,263,725	\$ 171,270	\$ -	\$ 171,270
Teachers Substitutes	\$ -	\$ -	\$ -	\$ 3,750	\$ 18,020	\$ (21,770)	\$ -	\$ (21,770)
Teachers - Special Education	\$ 718,445	\$ -	\$ 718,445	\$ 71,229	\$ 693,788	\$ (46,571)	\$ -	\$ (46,571)
Pupil Services	\$ 782,354	\$ (88,601)	\$ 693,753	\$ 77,988	\$ 563,994	\$ 51,770	\$ -	\$ 51,770
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	\$ 1,220,665	\$ 7,368,905	\$ 326,533	\$ -	\$ 326,533
Secretaries, Clerical	\$ 506,210	\$ (8,000)	\$ 498,210	\$ 73,758	\$ 351,776	\$ 72,676	\$ -	\$ 72,676
Technology	\$ 88,560	\$ -	\$ 88,560	\$ 28,818	\$ 74,402	\$ (14,660)	\$ -	\$ (14,660)
Custodians/Facilities	\$ 681,427	\$ -	\$ 681,427	\$ 172,764	\$ 505,254	\$ 3,409	\$ -	\$ 3,409
Nurses	\$ 181,197	\$ -	\$ 181,197	\$ 22,591	\$ 168,435	\$ (9,829)	\$ -	\$ (9,829)
Paraprofessionals	\$ 81,353	\$ -	\$ 81,353	\$ 5,183	\$ 38,797	\$ 37,373	\$ -	\$ 37,373
Spec. Educ. Paraprofess/Tutors	\$ 850,730	\$ -	\$ 850,730	\$ 64,400	\$ 656,943	\$ 129,388	\$ -	\$ 129,388
Coaching/Extra Curr. Stipends	\$ 157,629	\$ -	\$ 157,629	\$ -	\$ 1,425	\$ 156,204	\$ 156,204	\$ (0)
Security	\$ 60,859	\$ -	\$ 60,859	\$ 5,765	\$ 17,617	\$ 37,477	\$ -	\$ 37,477
Salaries, Miscellaneous	\$ 54,822	\$ 4,284	\$ 59,106	\$ 5,608	\$ 45,447	\$ 8,051	\$ -	\$ 8,051
Sub-Total Non-Certified Salaries	\$ 2,662,787	\$ (3,716)	\$ 2,659,071	\$ 378,886	\$ 1,860,095	\$ 420,089	\$ 156,204	\$ 263,885
Total Salaries	\$ 11,667,491	\$ (92,317)	\$ 11,575,174	\$ 1,599,551	\$ 9,229,000	\$ 746,623	\$ 156,204	\$ 590,419
FICA	\$ 425,000	\$ -	\$ 425,000	\$ 64,802	\$ -	\$ 360,198	\$ 360,198	\$ (0)
Medical Insurance	\$ 22,000	\$ -	\$ 22,000	\$ 694	\$ 420	\$ 20,886	\$ -	\$ 20,886
Life Insurance	\$ 15,000	\$ -	\$ 15,000	\$ 9,997	\$ 4,960	\$ 44	\$ -	\$ 44
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment Compensation	\$ 20,000	\$ -	\$ 20,000	\$ 11,136	\$ -	\$ 8,864	\$ -	\$ 8,864
Other Employee Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Benefits	\$ 482,000	\$ -	\$ 482,000	\$ 86,629	\$ 5,380	\$ 389,991	\$ 360,198	\$ 29,793

Derby Public Schools
Monthly Financial Report

September 2015 Data

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2015 - TRANSFERS		ADJ BUDGET	EXPENDITURES	ENCUMBERED	BALANCE 2015 -	ESTIMATED	PROJECTED
	2016	2015 - 2016	2015 - 2016	2015 - 2016	2015 - 2016	2016	ADJUSTMENTS	YEAR-END
Adult Education	\$ 106,929	\$ -	\$ 106,929	\$ -	\$ -	\$ 106,929	\$ 106,929	\$ -
Homebound/Tutors	\$ 43,919	\$ -	\$ 43,919	\$ 1,848	\$ 42,072	\$ (1)	\$ -	\$ (1)
Professional Development	\$ 13,000	\$ -	\$ 13,000	\$ 23,074	\$ -	\$ (10,074)	\$ -	\$ (10,074)
Intern Program	\$ 64,050	\$ -	\$ 64,050	\$ -	\$ -	\$ 64,050	\$ -	\$ 64,050
Pupil Services	\$ 48,000	\$ 84,887	\$ 132,887	\$ 5,668	\$ 70,333	\$ 56,887	\$ -	\$ 56,887
Audit/Legal Services	\$ 65,000	\$ -	\$ 65,000	\$ 34,811	\$ -	\$ 30,189	\$ 30,189	\$ (0)
Other Purchased Services	\$ 218,312	\$ -	\$ 218,312	\$ 88,113	\$ 75,797	\$ 54,402	\$ -	\$ 54,402
School Physician	\$ 11,285	\$ -	\$ 11,285	\$ 1,100	\$ 10,185	\$ -	\$ -	\$ -
Total Professional Services	\$ 570,495	\$ 84,887	\$ 655,382	\$ 154,614	\$ 198,386	\$ 302,382	\$ 137,118	\$ 165,264
Water,Electricity, Natural Gas	\$ 610,500	\$ -	\$ 610,500	\$ 58,717	\$ 551,783	\$ -	\$ -	\$ -
Repairs Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services Office	\$ 4,140	\$ -	\$ 4,140	\$ -	\$ -	\$ 4,140	\$ -	\$ 4,140
Repairs Maintenance of Buildings	\$ 303,775	\$ -	\$ 303,775	\$ 161,482	\$ 12,359	\$ 129,934	\$ -	\$ 129,934
Lease/Rentals	\$ 70,000	\$ -	\$ 70,000	\$ 27,612	\$ 42	\$ 42,346	\$ -	\$ 42,346
Total Property Services	\$ 988,415	\$ -	\$ 988,415	\$ 247,811	\$ 564,184	\$ 176,420	\$ -	\$ 176,420
Pupil Transportation-Regular,504	\$ 560,560	\$ -	\$ 560,560	\$ -	\$ 560,560	\$ -	\$ -	\$ -
Pupil Transportation - Spec. Educ.	\$ 377,251	\$ -	\$ 377,251	\$ 83,590	\$ 262,137	\$ 31,524	\$ -	\$ 31,524
Transportation-Fuel	\$ 69,500	\$ -	\$ 69,500	\$ 8,137	\$ 61,363	\$ -	\$ -	\$ -
Voc-Educ. Transportation	\$ 16,965	\$ -	\$ 16,965	\$ -	\$ -	\$ 16,965	\$ -	\$ 16,965
Athletic/Student Act. Transport.	\$ 58,917	\$ -	\$ 58,917	\$ -	\$ 49,804	\$ 9,113	\$ -	\$ 9,113
Insurance-General Liability	\$ 8,000	\$ -	\$ 8,000	\$ 6,680	\$ -	\$ 1,320	\$ -	\$ 1,320
Communication Services	\$ 227,000	\$ -	\$ 227,000	\$ 29,505	\$ 197,635	\$ (140)	\$ -	\$ (140)
Advertising	\$ 1,000	\$ -	\$ 1,000	\$ 520	\$ (520)	\$ 1,000	\$ -	\$ 1,000
Tuition-Out of District Regular	\$ 90,600	\$ -	\$ 90,600	\$ -	\$ -	\$ 90,600	\$ -	\$ 90,600
Tuition - Out of District SPED	\$ 1,305,730	\$ -	\$ 1,305,730	\$ 287,202	\$ 613,936	\$ 404,592	\$ -	\$ 404,592
Travel/Meetings	\$ 12,500	\$ -	\$ 12,500	\$ 4,110	\$ 1,499	\$ 6,891	\$ -	\$ 6,891
Total Other Purchased Services	\$ 2,728,023	\$ -	\$ 2,728,023	\$ 419,743	\$ 1,746,414	\$ 561,865	\$ -	\$ 561,865
Instructional/General Supplies	\$ 61,262	\$ 7,430	\$ 68,692	\$ 12,715	\$ 15,323	\$ 40,654	\$ -	\$ 40,654
Interscholastic Athletics	\$ 90,627	\$ -	\$ 90,627	\$ 20,979	\$ 14,781	\$ 54,868	\$ -	\$ 54,868
Licensing/Software Maintenance	\$ 179,100	\$ -	\$ 179,100	\$ 119,536	\$ 18,784	\$ 40,780	\$ -	\$ 40,780
Office Supplies	\$ 26,720	\$ -	\$ 26,720	\$ 3,290	\$ 6,327	\$ 17,103	\$ -	\$ 17,103
Postage/Mailings	\$ 10,429	\$ -	\$ 10,429	\$ 962	\$ 1,979	\$ 7,488	\$ -	\$ 7,488
Custodial/Maintenance Supplies	\$ 166,169	\$ -	\$ 166,169	\$ 52,466	\$ 20,485	\$ 93,218	\$ -	\$ 93,218
School Health Supplies	\$ 6,050	\$ -	\$ 6,050	\$ 1,994	\$ 781	\$ 3,275	\$ -	\$ 3,275
Heating Oil	\$ 102,000	\$ -	\$ 102,000	\$ -	\$ 102,000	\$ -	\$ -	\$ -
Textbooks	\$ 12,730	\$ -	\$ 12,730	\$ 435	\$ 1,027	\$ 11,268	\$ -	\$ 11,268
Library/AV Books and Supplies	\$ 2,100	\$ -	\$ 2,100	\$ 750	\$ 16	\$ 1,333	\$ -	\$ 1,333
Total Supplies and Materials	\$ 657,187	\$ 7,430	\$ 664,617	\$ 213,127	\$ 181,504	\$ 269,986	\$ -	\$ 269,986

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OBJECT & ACCOUNT DESCRIPTION	BUDGET 2015 - TRANSFERS		ADJ BUDGET	EXPENDITURES	ENCUMBERED	BALANCE 2015 -	ESTIMATED	PROJECTED
	2016	2015 - 2016	2015 - 2016	2015 - 2016	2015 - 2016	2016	ADJUSTMENTS	YEAR-END
New Equipment - Instructional	\$ 52,075	\$ -	\$ 52,075	\$ 18,492	\$ 31,840	\$ 1,743	\$ -	\$ 1,743
New Equipment - Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace Equipment - Instructional	\$ 6,950	\$ -	\$ 6,950	\$ -	\$ -	\$ 6,950	\$ -	\$ 6,950
Replace Equipment - Support	\$ 36,850	\$ -	\$ 36,850	\$ 8,852	\$ 1,820	\$ 26,178	\$ -	\$ 26,178
Security Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Equipment	\$ 95,875	\$ -	\$ 95,875	\$ 27,345	\$ 33,660	\$ 34,871	\$ -	\$ 34,871
Dues and Fees	\$ 31,000	\$ -	\$ 31,000	\$ 23,491	\$ 155	\$ 7,354	\$ -	\$ 7,354
Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Dues and Fees	\$ 31,000	\$ -	\$ 31,000	\$ 23,491	\$ 155	\$ 7,354	\$ -	\$ 7,354
TOTAL ADOPTED BUDGET	\$ 17,220,486	\$ -	\$ 17,220,486	\$ 2,772,311	\$ 11,958,684	\$ 2,489,491	\$ 653,520	\$ 1,835,971
Security Grants								
Excess Cost Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Clearing Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FINANCIAL REPORT	\$ 17,220,486	\$ -	\$ 17,220,486	\$ 2,772,311	\$ 11,958,684	\$ 2,489,491	\$ 653,520	\$ 1,835,971

Derby Public Schools
Monthly Financial Report

September 2015 Data

GRANT DESCRIPTION	GRANT AWARD	GRANT CASH RECEIVED	EXPENDITURE	ENCUMBERED	AVAILABLE BALANCE	ESTIMATED ADJUSTMENT	YEAR END BALANCES
STATE OF CT GRANTS							
Adult Education	\$ 124,476	\$ -	\$ -	\$ -	\$ 124,476		\$ 124,476
School Security	C-O \$ 39,405	\$ 39,405	\$ -	\$ -	\$ 39,405		\$ 39,405
Bilingual Education	* \$ -	\$ -	\$ -	\$ -	\$ -		\$ -
School Readiness/Child Day Care	* \$ 141,012	\$ -	\$ -	\$ -	\$ 141,012		\$ 141,012
DHS Redesign	\$ 32,542	\$ 32,542	\$ 10,183	\$ 7,955	\$ 14,404		\$ 14,404
Competitive School Readiness	\$ 3,881	\$ -	\$ -	\$ -	\$ 3,881		\$ 3,881
FEDERAL GRANTS							
Title I Improving Basic Education	* \$ -	\$ -	\$ 41,610	\$ 402,681	\$ (444,291)		\$ (444,291)
Title I Improve Education	C-O \$ 36,156	\$ 36,156	\$ (160)	\$ -	\$ 36,316		\$ 36,316
Alliance	\$ 1,135,825	\$ 600,000	\$ 229,760	\$ 873,113	\$ 32,952		\$ 32,952
Alliance	C-O \$ (54,289)	\$ -	\$ 236	\$ -	\$ (54,525)	\$ (70,437)	\$ 15,912
Title II Part A Teachers	* \$ -	\$ -	\$ 3,560	\$ -	\$ (3,560)		\$ (3,560)
Title II Part A Teachers	C-O \$ 487	487+	\$ -	\$ 327	\$ 160		\$ 160
Title III English Language	* \$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Priority School District	\$ 477,456	\$ 250,000	\$ -	\$ -	\$ 477,456		\$ 477,456
Preschool Development	\$ 466,391	\$ 125,000	\$ 37,793	\$ 213,878	\$ 214,720		\$ 214,720
Early Childhood Development Ctr	* \$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,437	\$ (70,437)
IDEA Part B - Section 611	\$ 326,365	\$ 49,322	\$ 143,584	\$ 232,093	\$ (49,312)		\$ (49,312)
IDEA Part B - Section 611	C-O \$ 4,020	\$ 4,020	\$ -	\$ -	\$ 4,020		\$ 4,020
IDEA Pre School	\$ 15,165	\$ 2,276	\$ 329	\$ -	\$ 14,836		\$ 14,836
IDEA Pre School	C-O \$ 748	\$ 748	\$ 36	\$ 69	\$ 643		\$ 643
Carl Perkins	\$ 24,430	\$ -	\$ -	\$ -	\$ 24,430		\$ 24,430
TOTAL FEDERAL/STATE GRANTS	\$ 2,774,070	\$ 1,139,469	\$ 466,932	\$ 1,730,116	\$ 577,022	\$ -	\$ 577,022

* Grants so-marked have not been awarded

Note: CO denotes carryover funding from the prior year