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Business Manager

To: Granby Board of Education
From: Anna Robbins, Business Manager
Date: November 15, 2023
Re: Statement of Accounts as of October 2023

The financial forecast for FY24, as of October 31, 2023, shows an unfavorable full-year forecast of \$269K which is \$21K worse than the previous month. Regular education is projected to overbudget \$95K which is \$67K worse than the previous month. Changes to the full-year forecast for electricity and substitute services within the district contribute to the projected increase. Electricity usage as well as the cost of generation has increased significantly. Building usage after school hours and on weekends has contributed significantly to the increase. Long-term conservation and efficiency programs are currently being considered. We continue to closely monitor the use of substitute services districtwide. The forecast reflects forty-one (out of a possible 180) days of usage and will continue to be updated.

The special education forecast is overbudget \$174K which is \$47K better than the previous month. The favorable change in the out-of-district tuition and transportation cost contribute to the improved forecast for special education. Savings in salaries due to transitioning staff also contributes to the favorable change.

Revenue to the Town is projected to be unfavorable \$211K. The forecast for the Special Education Excess Cost Grant is the only contributing factor at this time and is sure to fluctuate as the year progresses.

The forecast for the Quality & Diversity fund continues to be positive which is due to the strong opening balance from the previous fiscal year. Expenses and revenues are holding steady at this time.

**Granby Board of Education
FY 2023-2024
Statement of Accounts
for the period ended
October 31, 2023**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of October	This Month Forecast Compared to Prior Month
Certified Salaries:								
Administration	1,828,252	581,319	1,200,173	1,781,491	46,761	97.44%	(8,659)	0
Regular Education	11,546,140	2,252,145	8,903,441	11,155,586	390,554	96.62%	23,816	22,035
Special Education	2,023,752	404,450	1,532,081	1,936,531	87,221	95.69%	50,831	39,811
Total	15,398,144	3,237,914	11,635,695	14,873,609	524,536	96.59%	65,988	61,845
Substitute/Tutor/Support Salaries								
Substitutes	8,104	2,549	2,298	4,847	3,257	59.81%	0	0
Sped Support (Speech, O.T. & P.T.)	471,674	98,267	375,613	473,880	(2,206)	100.47%	(848)	(126)
Tech Support	270,464	103,411	242,252	345,663	(75,199)	127.80%	(67,184)	0
Tutors - Regular Education	39,291	4,257	19,811	24,068	15,223	61.25%	1,214	0
Tutors - Special Education	39,650	25,652	7,167	32,820	6,831	82.77%	(2,796)	0
Total	829,183	234,136	647,141	881,278	(52,094)	106.28%	(69,614)	(126)
Teaching Assistant Salaries:								
Regular Education TA	415,079	75,398	362,537	437,935	(22,856)	105.51%	(22,361)	(6,435)
Special Education TA	1,336,188	166,652	1,123,998	1,290,651	45,537	96.59%	27,654	(14,641)
Total	1,751,267	242,051	1,486,535	1,728,586	22,681	98.70%	5,293	(21,076)
School Secretaries' Salaries	698,450	177,452	509,204	686,656	11,794	98.31%	7,892	823
Central Office Salaries	625,582	178,052	447,747	625,799	(217)	100.03%	4,021	0
Custodial & Maintenance Salaries	1,441,472	433,878	950,932	1,384,810	56,662	96.07%	(16,607)	0
Bus Monitors	5,441	0	0	0	5,441		0	0
Salary Contingency	86,852	0	0	0	86,852		0	0
Total Salaries	20,836,391	4,503,483	15,677,254	20,180,737	655,654	96.85%	(3,026)	41,467
Employee Benefits	5,896,807	1,550,796	3,831,937	5,382,732	514,075	91.28%	0	0
Total Salaries & Employee Benefits	26,733,198	6,054,278	19,509,191	25,563,469	1,169,729	95.62%	(3,026)	41,467

**Granby Board of Education
FY 2023-2024
Statement of Accounts
for the period ended
October 31, 2023**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of October	This Month Forecast Compared to Prior Month
Purchased Services:								
Instructional Purchased Service	647,971	123,648	336,450	460,098	187,873	71.01%	20,100	(9,900)
Administration Purchased Service	500,043	141,917	285,753	427,670	72,373	85.53%	38,552	1,368
Maintenance Purchased Service	100,133	23,135	19,714	42,849	57,284	42.79%	0	0
Total	1,248,147	288,700	641,917	930,617	317,530	74.56%	58,652	(8,532)
Legal Services	55,000	18,902	20,098	39,000	16,000	70.91%	0	0
Repairs & Maintenance:								
Instructional Repairs & Maintenance	76,199	23,472	2,933	26,405	49,794	34.65%	0	0
Administration Repairs & Maintenance	8,500	0	0	0	8,500	0.00%	0	0
Maintenance Repairs & Maintenance	451,698	134,172	134,190	268,362	183,336	59.41%	0	0
Total	536,397	157,644	137,123	294,767	241,630	54.95%	0	0
Transportation:								
Transportation Regular Education	1,041,852	23,367	871,975	895,341	146,510	85.94%	0	0
Transportation Special Education	1,132,279	78,295	1,080,798	1,159,093	(26,814)	102.37%	(74,648)	25,059
Transportation Vocational Tech	118,350	(18,210)	122,678	104,468	13,882	88.27%	0	0
Total	2,292,481	83,452	2,075,451	2,158,903	133,578	94.17%	(74,648)	25,059
Insurance Property & Liability	109,200	60,918	50,141	111,059	(1,859)	101.70%	0	0
Communications	96,240	19,645	52,874	72,519	23,721	75.35%	0	0
Tuition:								
Tuition Special Education	2,131,185	583,489	1,687,902	2,271,391	(140,205)	106.58%	(174,082)	(3,216)
Tuition Adult Education	10,967	11,983	0	11,983	(1,016)	109.26%	0	0
Total	2,142,152	595,472	1,687,902	2,283,374	(141,221)	106.59%	(174,082)	(3,216)
Conference & Travel Expense	75,344	9,887	8,260	18,147	57,197	24.09%	0	0

**Granby Board of Education
FY 2023-2024
Statement of Accounts
for the period ended
October 31, 2023**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of October	This Month Forecast Compared to Prior Month
General Supplies:								
General Supplies Regular Education	336,106	117,415	65,183	182,598	153,508	54.33%	0	0
General Supplies Special Education	37,950	15,021	2,246	17,267	20,683	45.50%	0	0
General Supplies Administration	87,546	24,705	29,072	53,776	33,770	61.43%	0	0
General Supplies Maintenance	146,372	46,032	71,737	117,770	28,602	80.46%	0	0
Total	607,974	203,173	168,238	371,411	236,563	61.09%	0	0
Electricity	491,867	158,029	585,760	743,789	(251,922)	151.22%	(75,000)	(75,000)
Fuel/Natural Gas	228,631	113,899	84,745	198,644	29,987	86.88%	0	0
Textbooks/Workbooks	117,948	62,734	2,167	64,902	53,046	55.03%	0	0
Library/Media Center	67,971	23,444	4,626	28,070	39,901	41.30%	0	0
Software	426,051	298,537	87,643	386,180	39,871	90.64%	0	0
Dues & Fees	50,621	31,823	2,989	34,812	15,809	68.77%	0	0
Replacement Equipment:								
Replacement Equip Admin	2,500	2,966	0	2,966	(466)	118.65%	(466)	0
Replacement Equip Maintenance	6,000	0	0	0	6,000	0.00%	0	0
Total	8,500	2,966	0	2,966	5,534	34.90%	(466)	0
Student Activities	867,570	117,736	389,385	507,121	360,449	58.45%	0	0
Total General Fund	36,155,291	8,301,239	25,508,510	33,809,749	2,345,542	93.51%	(268,570)	(20,223)
SPED	7,342,704						(173,889)	46,887
GEN ED	28,812,587						(94,681)	(67,109)

Quality & Diversity	October		Better/(Worse) Than Budget
	Budget	Forecast	
Opening Balance	32,130	227,851	195,721
Expenses	1,085,711	1,092,127	(6,416)
Revenue	1,075,350	1,007,239	(68,111)
Ending Balance	21,769	142,962	121,193

**Granby Board of Education
FY 2023-2024
Statement of Accounts
for the period ending
October 31, 2023
For Selected Special Education Accounts**

II. Expenditures	FY23-24 Budget	Expended	Encumbered	Expended & Encumbered	Balance	Full Year Forecast October	This Month Forecast Compared to Prior Month
Legal Expense	27,500	5,456	6,044	11,500	16,000	0	0
Special Education Certified Staff	2,023,752	404,450	1,532,081	1,936,531	87,221	50,831	39,811
Teacher Assistants	1,336,188	166,652	1,123,998	1,290,651	45,537	27,654	(14,641)
Special Education Tutors	39,650	25,652	7,167	32,820	6,831	(2,796)	0
Evaluation, Therapy & Contracted Services	128,870	21,248	60,317	81,565	47,305	0	0
General Supplies Special Education	39,605	7,740	9,201	16,941	22,664	0	0
Conference & Travel Expense	12,000	1,501	4,782	6,283	5,717	0	0
Sped Support (Speech, O.T., & P.T.)	471,674	98,267	375,613	473,880	(2,206)	(848)	(126)
Special Ed Transportation	1,132,279	78,295	1,080,798	1,159,093	(26,814)	(74,648)	25,059
Out of District Tuition	2,131,185	583,489	1,687,902	2,271,391	(140,205)	(174,082)	(3,216)
Total Selected Special Education Accounts	7,342,704	1,392,751	5,887,903	7,280,654	62,050	(173,889)	46,887

**Granby Board of Education
FY 2023-2024
Statement of Accounts
for the period ending
October 31, 2023**

I. Revenue	FY 2023-2024 Budget	Currently Anticipated	Received To Date	Full Year Forecast October	This Month Forecast Compared to Last Month Forecast
Reg. Tuition from other Towns	736,893	736,983	0	90	0
SPED Tuition from other Towns	646,412	646,412	0	0	0
SDE Excess Cost Reimbursement	1,165,402	953,894		(211,508)	(32,336)
Rental Fees	5,000	5,000	0	0	0
Pay for Participation	42,000	42,000	22,518	0	0
Sub Total	<u>2,595,707</u>	<u>2,384,289</u>	<u>22,518</u>	<u>(211,418)</u>	<u>(32,336)</u>