



Derby Public Schools Business Manager's Report March 15, 2016

This financial detail provides the operating budget information for the month ending February 29, 2016 as follows:

<u>Line</u>	<u>Description</u>	<u>Proj. Balance</u>
100	Salaries (Certified and Non-Certified)	\$72,469
200	Benefits	(\$6,594)
300	Professional Services	(\$45,741)
400	Property Services	\$0
500	Other Purchased Services	(\$267,040)
600	Supplies and Materials	(\$0)
700	Equipment	\$0
800	Dues and Fees	\$0
Operating Financial Report		(\$246,906)
	City (Unemployment, Waiver)	\$43,469
	Excess Cost Grant (1st pmt)	\$197,321
	Health Services Grant	\$4,641
	Operating Financial Report - Adjusted	(\$1,474)

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	<u>Projected Balance</u> \$877,385
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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: 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. Summer School grant: \$34,189 has been awarded (FY16 expenditures).
4. Technology grant: \$31,800 has been awarded.
5. Inter-town Capital Equipment Purchasing Incentive (ICE) Program: the food service van is on order; backlog of production orders has delayed delivery to late March/early April.
6. 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 February 29, 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

- Medicaid: district is working with CompuClaim to recoup costs for SPED students
- Athletic Trainer: trainer started on March 10. Renovations to the trainer's room location in the DHS gymnasium will be completed by 3/16.

Derby Public Schools
Monthly Financial Report

February 2016 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	\$ 191,117	\$ 91,652	\$ (10,094)	\$ -	\$ (10,094)
School Principals/Directors	\$ 873,226	\$ -	\$ 873,226	\$ 536,966	\$ 278,509	\$ 57,751	\$ -	\$ 57,751
Teachers - Regular	\$ 6,164,435	\$ -	\$ 6,164,435	\$ 3,426,635	\$ 2,804,566	\$ (66,766)	\$ -	\$ (66,766)
Teachers Substitutes	\$ -	\$ -	\$ -	\$ 30,410	\$ -	\$ (30,410)	\$ -	\$ (30,410)
Teachers - Special Education	\$ 718,445	\$ -	\$ 718,445	\$ 413,360	\$ 317,677	\$ (12,592)	\$ -	\$ (12,592)
Pupil Services	\$ 782,354	\$ (88,601)	\$ 693,753	\$ 377,164	\$ 266,412	\$ 50,177	\$ -	\$ 50,177
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	\$ 5,063,774	\$ 3,822,891	\$ 29,438	\$ -	\$ 29,438
Secretaries, Clerical	\$ 506,210	\$ (8,000)	\$ 498,210	\$ 266,610	\$ 228,931	\$ 2,669	\$ -	\$ 2,669
Technology	\$ 88,560	\$ -	\$ 88,560	\$ 73,632	\$ 33,205	\$ (18,277)	\$ (16,847)	\$ (1,430)
Custodians/Facilities	\$ 681,427	\$ -	\$ 681,427	\$ 507,507	\$ 204,818	\$ (30,898)	\$ 20,000	\$ (50,898)
Nurses	\$ 181,197	\$ -	\$ 181,197	\$ 124,623	\$ 69,186	\$ (12,612)	\$ -	\$ (12,612)
Paraprofessionals	\$ 81,353	\$ -	\$ 81,353	\$ 28,539	\$ 18,820	\$ 33,994	\$ -	\$ 33,994
Spec. Educ.Paraprofess/Tutors	\$ 850,730	\$ 18,300	\$ 869,030	\$ 473,355	\$ 371,966	\$ 23,709	\$ -	\$ 23,709
Coaching/Extra Curr. Stipends	\$ 157,629	\$ (16,830)	\$ 140,799	\$ 75,954	\$ -	\$ 64,844	\$ 64,844	\$ 0
Security	\$ 60,859	\$ -	\$ 60,859	\$ 12,911	\$ -	\$ 47,948	\$ 8,000	\$ 39,948
Salaries, Miscellaneous	\$ 54,822	\$ 4,284	\$ 59,106	\$ 32,859	\$ 18,597	\$ 7,650	\$ -	\$ 7,650
Sub-Total Non-Certified Salaries	\$ 2,662,787	\$ (2,246)	\$ 2,660,541	\$ 1,595,990	\$ 945,522	\$ 119,029	\$ 75,997	\$ 43,032
Total Salaries	\$ 11,667,491	\$ (90,847)	\$ 11,576,644	\$ 6,659,764	\$ 4,768,414	\$ 148,466	\$ 75,997	\$ 72,469
FICA	\$ 425,000	\$ -	\$ 425,000	\$ 247,110	\$ -	\$ 177,890	\$ 177,890	\$ (0)
Medical Insurance	\$ 22,000	\$ -	\$ 22,000	\$ 1,748	\$ 420	\$ 19,832	\$ 3,000	\$ 16,832
Life Insurance	\$ 15,000	\$ -	\$ 15,000	\$ 12,275	\$ 2,681	\$ 44	\$ -	\$ 44
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment Compensation	\$ 20,000	\$ -	\$ 20,000	\$ 21,034	\$ -	\$ (1,034)	\$ -	\$ (1,034)
Other Employee Benefits	\$ -	\$ -	\$ -	\$ 22,435	\$ -	\$ (22,435)	\$ -	\$ (22,435)
Total Benefits	\$ 482,000	\$ -	\$ 482,000	\$ 304,603	\$ 3,101	\$ 174,296	\$ 180,890	\$ (6,594)

Derby Public Schools
Monthly Financial Report

February 2016 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
Adult Education	\$ 106,929	\$ -	\$ 106,929	\$ 105,678	\$ -	\$ 1,251	\$ -	\$ 1,251
Homebound/Tutors	\$ 43,919	\$ -	\$ 43,919	\$ 11,438	\$ 32,482	\$ (1)	\$ -	\$ (1)
Professional Development	\$ 13,000	\$ -	\$ 13,000	\$ 8,756	\$ 658	\$ 3,586	\$ 3,586	\$ 0
Intern Program	\$ 64,050	\$ (18,300)	\$ 45,750	\$ 15,510	\$ -	\$ 30,240	\$ -	\$ 30,240
Pupil Services	\$ 48,000	\$ 84,887	\$ 132,887	\$ 66,123	\$ 38,545	\$ 28,220	\$ 60,000	\$ (31,781)
Audit/Legal Services	\$ 65,000	\$ -	\$ 65,000	\$ 86,744	\$ 15,707	\$ (37,451)	\$ 8,000	\$ (45,451)
Other Purchased Services	\$ 218,312	\$ 2,500	\$ 220,812	\$ 122,746	\$ 48,608	\$ 49,458	\$ 49,458	\$ 0
School Physician	\$ 11,285	\$ -	\$ 11,285	\$ 5,500	\$ 5,785	\$ -	\$ -	\$ -
Total Professional Services	\$ 570,495	\$ 69,087	\$ 639,582	\$ 422,494	\$ 141,785	\$ 75,303	\$ 121,044	\$ (45,741)
Water, Electricity, Natural Gas	\$ 610,500	\$ -	\$ 610,500	\$ 278,463	\$ 332,038	\$ -	\$ -	\$ -
Repairs Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services Office	\$ 4,140	\$ -	\$ 4,140	\$ -	\$ -	\$ 4,140	\$ 4,140	\$ -
Repairs Maintenance of Buildings	\$ 303,775	\$ -	\$ 303,775	\$ 217,508	\$ 13,890	\$ 72,377	\$ 71,323	\$ 1,054
Lease/Rentals	\$ 70,000	\$ (2,500)	\$ 67,500	\$ 54,811	\$ 13,743	\$ (1,054)	\$ -	\$ (1,054)
Total Property Services	\$ 988,415	\$ (2,500)	\$ 985,915	\$ 550,782	\$ 359,670	\$ 75,463	\$ 75,463	\$ 0
Pupil Transportation-Regular,504	\$ 560,560	\$ -	\$ 560,560	\$ 325,772	\$ 234,788	\$ -	\$ -	\$ -
Pupil Transportation - Spec. Educ.	\$ 377,251	\$ -	\$ 377,251	\$ 262,784	\$ 197,897	\$ (83,430)	\$ -	\$ (83,430)
Transportation-Fuel	\$ 69,500	\$ -	\$ 69,500	\$ 48,186	\$ 21,314	\$ -	\$ -	\$ -
Voc-Educ. Transportation	\$ 16,965	\$ -	\$ 16,965	\$ 3,575	\$ -	\$ 13,390	\$ -	\$ 13,390
Athletic/Student Act. Transport.	\$ 58,917	\$ -	\$ 58,917	\$ 20,434	\$ 31,717	\$ 6,767	\$ -	\$ 6,767
Insurance-General Liability	\$ 8,000	\$ -	\$ 8,000	\$ 6,680	\$ -	\$ 1,320	\$ -	\$ 1,320
Communication Services	\$ 227,000	\$ -	\$ 227,000	\$ 98,898	\$ 118,394	\$ 9,709	\$ -	\$ 9,709
Advertising	\$ 1,000	\$ -	\$ 1,000	\$ 520	\$ -	\$ 480	\$ -	\$ 480
Tuition-Out of District Regular	\$ 90,600	\$ -	\$ 90,600	\$ 125,983	\$ 17,083	\$ (52,466)	\$ -	\$ (52,466)
Tuition - Out of District SPED	\$ 1,305,730	\$ -	\$ 1,305,730	\$ 816,364	\$ 532,212	\$ (42,845)	\$ 119,000	\$ (161,845)
Travel/Meetings	\$ 12,500	\$ -	\$ 12,500	\$ 11,965	\$ 1,499	\$ (965)	\$ -	\$ (965)
Total Other Purchased Services	\$ 2,728,023	\$ -	\$ 2,728,023	\$ 1,721,160	\$ 1,154,904	\$ (148,040)	\$ 119,000	\$ (267,040)
Instructional/General Supplies	\$ 61,262	\$ 7,430	\$ 68,692	\$ 34,106	\$ 8,311	\$ 26,275	\$ 26,275	\$ -
Interscholastic Athletics	\$ 90,627	\$ 16,830	\$ 107,457	\$ 57,003	\$ 14,952	\$ 35,503	\$ 35,503	\$ -
Licensing/Software Maintenance	\$ 179,100	\$ -	\$ 179,100	\$ 111,541	\$ 252	\$ 67,307	\$ 67,307	\$ -
Office Supplies	\$ 26,720	\$ 1,000	\$ 27,720	\$ 17,170	\$ 7,782	\$ 2,768	\$ 2,768	\$ -
Postage/Mailings	\$ 10,429	\$ -	\$ 10,429	\$ 5,394	\$ 2,077	\$ 2,959	\$ 2,959	\$ -
Custodial/Maintenance Supplies	\$ 166,169	\$ -	\$ 166,169	\$ 116,447	\$ 20,151	\$ 29,571	\$ 29,571	\$ -
School Health Supplies	\$ 6,050	\$ -	\$ 6,050	\$ 3,380	\$ 105	\$ 2,564	\$ 2,564	\$ -
Heating Oil	\$ 102,000	\$ -	\$ 102,000	\$ 44,762	\$ 57,238	\$ -	\$ -	\$ -
Textbooks	\$ 12,730	\$ (1,000)	\$ 11,730	\$ 2,297	\$ 1,182	\$ 8,251	\$ 8,251	\$ -
Library/AV Books and Supplies	\$ 2,100	\$ -	\$ 2,100	\$ 1,103	\$ 333	\$ 664	\$ 664	\$ (0)
Total Supplies and Materials	\$ 657,187	\$ 24,260	\$ 681,447	\$ 393,204	\$ 112,382	\$ 175,861	\$ 175,862	\$ (0)

Derby Public Schools
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February 2016 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
New Equipment - Instructional	\$ 52,075	\$ -	\$ 52,075	\$ 18,492	\$ 31,840	\$ 1,743	\$ 1,743	\$ (0)
New Equipment - Support	\$ -	\$ -	\$ -	\$ 24	\$ -	\$ (24)	\$ -	\$ (24)
Replace Equipment - Instructional	\$ 6,950	\$ -	\$ 6,950	\$ 612	\$ -	\$ 6,338	\$ 6,338	\$ -
Replace Equipment - Support	\$ 36,850	\$ -	\$ 36,850	\$ 21,397	\$ 1,428	\$ 14,024	\$ 14,000	\$ 24
Security Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Equipment	\$ 95,875	\$ -	\$ 95,875	\$ 40,525	\$ 33,268	\$ 22,081	\$ 22,081	\$ 0
Dues and Fees	\$ 31,000	\$ -	\$ 31,000	\$ 24,405	\$ 195	\$ 6,400	\$ 6,400	\$ 0
Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Dues and Fees	\$ 31,000	\$ -	\$ 31,000	\$ 24,405	\$ 195	\$ 6,400	\$ 6,400	\$ 0
TOTAL ADOPTED BUDGET	\$ 17,220,486	\$ -	\$ 17,220,486	\$ 10,116,936	\$ 6,573,719	\$ 529,831	\$ 776,737	\$ (246,906)
City (Unemployment, Waiver)								\$ 43,469
Excess Cost Grant (1st pmt)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 197,321
Health Services Grant								\$ 4,641
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FINANCIAL REPORT	\$ 17,220,486	\$ -	\$ 17,220,486	\$ 10,116,936	\$ 6,573,719	\$ 529,831	\$ 776,737	\$ (1,474)

Derby Public Schools
Monthly Financial Report

February 2016 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	\$ 82,984	\$ 82,984	\$ 41,492	\$ -		\$ -
School Security / DHS Redesign	\$ 60,884	\$ 60,884	\$ 21,048	\$ 9,229	\$ 30,607		\$ 30,607
Technology Grant *	\$ 31,800		\$ -	\$ -	\$ 31,800		\$ 31,800
Summer School	\$ 34,189	\$ 34,189	\$ -	\$ -	\$ 34,189		\$ 34,189
School Readiness	\$ 141,012	\$ 79,461	\$ 57,262	\$ 58,750	\$ 25,000		\$ 25,000
Alliance	\$ 1,135,825	\$ 1,050,000	\$ 810,437	\$ 449,848	\$ (124,460)	\$ (190,000)	\$ 65,540
PSD	\$ 477,456	\$ 400,000	\$ 15,445	\$ -	\$ 462,011	\$ 190,000	\$ 272,011
PDG	\$ 466,391	\$ 350,000	\$ 152,698	\$ 180,160	\$ 133,533		\$ 133,533
After School	\$ 30,582	\$ 20,000	\$ -	\$ -	\$ 30,582		\$ 30,582
In Service Training Competitive	\$ 3,881	\$ 3,200	\$ -	\$ -	\$ 3,881		\$ 3,881
FEDERAL GRANTS							
Title I Improving Basic Education	\$ 536,451	\$ 425,000	\$ 200,062	\$ 212,413	\$ 123,975	\$ 15,000	\$ 108,975
Title I Improve Educ. C-O	\$ 36,146	\$ 36,146	\$ 453	\$ 584	\$ 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	\$ (0)		\$ (0)
Title III English Language	\$ 11,357	\$ 7,000	\$ -	\$ -	\$ 11,357	\$ -	\$ 11,357
IDEA Part B - Section 611	\$ 326,365	\$ 300,000	\$ 275,181	\$ 116,169	\$ (64,985)	\$ (64,985)	\$ (0)
IDEA Part B - Section 611 C-O	\$ 3,487	\$ 3,487	\$ -	\$ -	\$ 3,487		\$ 3,487
IDEA Pre School	\$ 15,165	\$ 13,500	\$ 329	\$ -	\$ 14,836		\$ 14,836
IDEA Pre School C-O	\$ 748	\$ 748	\$ 105	\$ -	\$ 643		\$ 643
Carl Perkins	\$ 24,430	\$ 15,000	\$ -	\$ -	\$ 24,430		\$ 24,430
TOTAL FEDERAL/STATE GRANTS	\$ 3,524,027	\$ 2,944,981	\$ 1,626,222	\$ 1,070,404	\$ 827,400	\$ (49,985)	\$ 877,385

* Grants so-marked have not been awarded

Note: CO denotes carryover funding from the prior year

Food Services Summary FY15 – FY16

PROFIT & LOSS STATEMENT YTD 1/31/16

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	Selected Period	% of Sales	Year to Date	% of YTD Sales
Income				
Revenue	\$3,473.12	6.2%	\$70,998.60	22.0%
Revenue - Mealpay	\$0.00	0.0%	\$20,554.46	6.4%
Government - NSL	\$38,716.86	68.9%	\$172,661.70	53.4%
Government - Breakfast	\$12,873.16	22.9%	\$55,811.48	17.3%
Government - Snacks	\$1,088.64	1.9%	\$3,102.12	1.0%
Catering Income	\$76.41	0.1%	\$265.41	0.1%
Total Income	<u>\$56,228.19</u>	<u>100.0%</u>	<u>\$323,393.77</u>	<u>100.0%</u>
Cost of Sales				
Food Purchases	\$10,847.45	19.3%	\$207,151.32	64.1%
Beverage Purchases	\$384.59	0.7%	\$18,304.97	5.7%
Paper Supplies	\$633.03	1.1%	\$15,013.37	4.6%
Total Cost of Sales	<u>\$11,865.07</u>	<u>21.1%</u>	<u>\$240,469.66</u>	<u>74.4%</u>
Gross Profit	<u>\$44,363.12</u>	<u>78.9%</u>	<u>\$82,924.11</u>	<u>25.6%</u>
Expenses				
Purchases	\$0.00	0.0%	\$459.80	0.1%
Rental	\$0.00	0.0%	\$1,911.19	1.5%
Office Supplies	\$0.00	0.0%	\$61.72	0.2%
Repairs				
Repairs	\$0.00	0.0%	\$6,199.28	1.9%
Student Rebate	\$67.09	0.1%	(\$7,302.92)	(2.3%)
Laundry and Cleaning	\$0.00	0.0%	\$1,434.53	0.4%
Banking Debits	\$0.00	0.0%	\$60.00	0.0%
Payroll				
Wages	\$0.00	0.0%	\$124,894.63	38.6%
Postage	\$49.00	0.1%	\$177.47	0.1%
Computer Expenses	\$0.00	0.0%	\$1,806.00	0.6%
Total Expenses	<u>\$116.09</u>	<u>0.2%</u>	<u>\$133,403.00</u>	<u>41.3%</u>
Operating Profit	<u>\$44,247.03</u>	<u>78.7%</u>	<u>(\$50,478.89)</u>	<u>(15.6%)</u>
Other Income				
Other Expenses				
Prior Period Expense	\$0.00	0.0%	\$21,239.51	6.6%
Total Other Expenses	<u>\$0.00</u>	<u>0.0%</u>	<u>\$21,239.51</u>	<u>6.6%</u>
Net Profit / (Loss)	<u>\$44,247.03</u>	<u>78.7%</u>	<u>(\$71,718.40)</u>	<u>(22.2%)</u>

February data in process

Mark G. Izzo

3/15/16