



Derby Public Schools Business Manager's Report November 8, 2018

This financial detail provides the operating budget information for the month ending October 31, 2018 as follows:

<u>Line</u>	<u>Description</u>	<u>Proj. Balance</u>
100	Salaries (Certified and Non-Certified)	\$293,197
200	Benefits	(\$42,670)
300	Professional Services	\$330,835
400	Property Services	\$105,823
500	Other Purchased Services	(\$155,539)
600	Supplies and Materials	\$323,059
700	Equipment	\$23,369
800	Dues and Fees	\$11,246
	Operating Financial Report	\$889,319
	Insurance waiver/unemploy reimb	\$ 47,342
	Operating Financial Report - Adjusted	\$936,661

Operating Budget Major Variance Drivers

100 SALARIES – as reported

200 BENEFITS – as reported /City to reimburse unemployment and waiver funds

300 PROFESSIONAL SERVICES – need to complete POs for pupil services

400 PROPERTY SERVICES – as reported

500 OTHER PURCHASED SERVICES – monitoring SPED costs / looking for offsets

600 SUPPLIES & MATERIALS – continue to set up POs

700 EQUIPMENT – as reported

800 DUES & FEES – as reported

State and Federal Grants Summary FY18 – FY19

Total Federal/State Grants	<u>Projected Balance</u> \$1,275,245
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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:

- Working applications for Title I, Title II, Title IV and School Improvement Grant (SIG FY19 for DHS Math).
- Application for Round 4 of School Security grant has been released; due 12/4/18. This is reimbursement-type grant so will require City to fund ~25% of the final cost.

Financial Summary

Motion: *The Board of Education approve the financial report for the period through October 31, 2018, as recommended by the Superintendent of Schools.*

Motion: *The Board of Education authorize the budget transfer presented, 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 2018-2019
- 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:

- FY17-18 Audit: auditor on-site reviewing sample data.

Derby Food Service

STATEMENT OF ACTIVITY

October 2018

	TOTAL	
	OCT 2018	JUL - OCT, 2018 (YTD)
Revenue		
Income		
Catering Income	262.00	5,942.00
Intergovernmental		
Government - NSL	52,381.50	112,997.54
Government-Breakfast	19,725.79	42,310.42
Government-Snacks	2,245.88	4,559.10
Matching Funds	11,576.00	11,576.00
Total Intergovernmental	85,929.17	171,443.06
Revenue	7,613.62	15,964.54
Revenue-Mealpay	7,221.50	13,371.35
Total Income	101,026.29	206,720.95
Total Revenue	\$101,026.29	\$206,720.95
Cost of Goods Sold		
Cost of Goods Sold		
Beverage Purchases	1,675.76	5,076.95
Food Purchases	31,052.15	81,463.01
Paper Supplies	2,450.76	7,403.86
Total Cost of Goods Sold	35,178.67	93,943.82
Total Cost of Goods Sold	\$35,178.67	\$93,943.82
GROSS PROFIT	\$65,847.62	\$112,777.13
Expenditures		
Beverage Purchasesv	2,383.84	3,959.98
Computer Expense		5,201.65
Other Business Expenses	873.54	3,906.54
Outside Services		500.00
Payroll		
Salaries & Wages	34,867.24	94,665.44
Total Payroll	34,867.24	94,665.44
Purchases	697.52	4,562.99
Repairs & Maintenance		615.88
Student Rebate		29.01
Total Expenditures	\$38,822.14	\$113,441.49
NET OPERATING REVENUE	\$27,025.48	\$ -664.36
NET REVENUE	\$27,025.48	\$ -664.36

Bank account balance as of 11/5/18 = \$59,560
CSDE Claims not paid = \$146,425
Estimate cash position = \$205,985

Respectfully submitted,

Mark G. Izzo

11/8/18

Derby Public Schools
Monthly Financial Report - October 2018

November 1, 2018

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2018 - 2019	TRANSFERS 2018 - 2019	ADJ BUDGET 2018 - 2019	EXPENDITURES 2018 - 2019	ENCUMBERED 2018 - 2019	BALANCE 2018 - 2019	ESTIMATED ADJUSTMENTS	PROJECTED YEAR-END
Central Administration	\$ 308,457	\$ -	\$ 308,457	\$ 89,920	\$ 220,103	\$ (1,567)	\$ -	\$ (1,567)
School Principals/Directors	\$ 926,255	\$ (6,956)	\$ 919,299	\$ 268,897	\$ 653,964	\$ (3,562)	\$ -	\$ (3,562)
Teachers - Regular	\$ 6,418,808	\$ 6,956	\$ 6,425,764	\$ 1,245,034	\$ 5,138,466	\$ 42,264	\$ -	\$ 42,264
Teachers Substitutes	\$ 75,600	\$ -	\$ 75,600	\$ 4,095	\$ -	\$ 71,505	\$ -	\$ 71,505
Teachers - Special Education	\$ 746,006	\$ -	\$ 746,006	\$ 114,888	\$ 559,205	\$ 71,913	\$ -	\$ 71,913
Pupil Services	\$ 729,179	\$ -	\$ 729,179	\$ 151,554	\$ 582,503	\$ (4,878)	\$ -	\$ (4,878)
Library/Media	\$ 63,729	\$ -	\$ 63,729	\$ 12,256	\$ 51,473	\$ -	\$ -	\$ -
Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total Certified Salaries	\$ 9,268,034	\$ -	\$ 9,268,034	\$ 1,886,644	\$ 7,205,714	\$ 175,676	\$ -	\$ 175,676
Secretaries, Clerical	\$ 466,565	\$ -	\$ 466,565	\$ 121,572	\$ 307,121	\$ 37,873	\$ -	\$ 37,873
Technology	\$ 96,479	\$ -	\$ 96,479	\$ 26,245	\$ 70,234	\$ (0)	\$ -	\$ (0)
Custodians/Facilities	\$ 786,466	\$ -	\$ 786,466	\$ 258,954	\$ 466,109	\$ 61,404	\$ 61,404	\$ (0)
Nurses	\$ 197,555	\$ -	\$ 197,555	\$ 39,955	\$ 157,101	\$ 499	\$ -	\$ 499
Paraprofessionals	\$ 25,786	\$ -	\$ 25,786	\$ 4,864	\$ 17,606	\$ 3,316	\$ -	\$ 3,316
Spec. Educ.Paraprofess/Tutors	\$ 810,400	\$ -	\$ 810,400	\$ 131,180	\$ 608,881	\$ 70,339	\$ -	\$ 70,339
Coaching/Extra Curr. Stipends	\$ 146,990	\$ -	\$ 146,990	\$ 29,825	\$ 19,792	\$ 97,373	\$ 97,373	\$ (0)
Security	\$ 16,630	\$ -	\$ 16,630	\$ 1,374	\$ 9,283	\$ 5,972	\$ -	\$ 5,972
Salaries, Miscellaneous	\$ 26,164	\$ -	\$ 26,164	\$ 5,986	\$ 20,655	\$ (477)	\$ -	\$ (477)
Sub-Total Non-Certified Salaries	\$ 2,573,035	\$ -	\$ 2,573,035	\$ 619,956	\$ 1,676,781	\$ 276,298	\$ 158,777	\$ 117,521
Total Salaries	\$ 11,841,069	\$ -	\$ 11,841,069	\$ 2,506,600	\$ 8,882,495	\$ 451,974	\$ 158,777	\$ 293,197
FICA	\$ 443,000	\$ -	\$ 443,000	\$ 61,945	\$ -	\$ 381,055	\$ 381,055	\$ (0)
Medical Insurance	\$ 5,000	\$ -	\$ 5,000	\$ 584	\$ 1,744	\$ 2,672	\$ -	\$ 2,672
Life Insurance	\$ 21,000	\$ -	\$ 21,000	\$ 6,571	\$ 12,429	\$ 2,000	\$ -	\$ 2,000
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment Compensation	\$ -	\$ -	\$ -	\$ 13,304	\$ -	\$ (13,304)	\$ -	\$ (13,304)
Other Employee Benefits	\$ (13,750)	\$ -	\$ (13,750)	\$ 20,288	\$ -	\$ (34,038)	\$ -	\$ (34,038)
Total Benefits	\$ 455,250	\$ -	\$ 455,250	\$ 102,691	\$ 14,174	\$ 338,385	\$ 381,055	\$ (42,670)

Derby Public Schools
Monthly Financial Report - October 2018

November 1, 2018

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2018	TRANSFERS	ADJ BUDGET	EXPENDITURES	ENCUMBERED	BALANCE 2018 -	ESTIMATED	PROJECTED
	2019	2018 - 2019	2018 - 2019	2018 - 2019	2018 - 2019	2019	ADJUSTMENTS	YEAR-END
Adult Education	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ -	\$ 110,000	\$ -	\$ 110,000
Homebound/Tutors	\$ 25,858	\$ -	\$ 25,858	\$ 3,413	\$ 22,445	\$ -	\$ -	\$ -
Professional Development	\$ 4,000	\$ -	\$ 4,000	\$ (785)	\$ -	\$ 4,785	\$ -	\$ 4,785
Intern Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pupil Services	\$ 182,956	\$ -	\$ 182,956	\$ (11,148)	\$ 9,930	\$ 184,174	\$ -	\$ 184,174
Audit/Legal Services	\$ 80,200	\$ -	\$ 80,200	\$ 10,500	\$ 60,700	\$ 9,000	\$ -	\$ 9,000
Other Purchased Services	\$ 241,000	\$ -	\$ 241,000	\$ 78,624	\$ 151,801	\$ 10,575	\$ -	\$ 10,575
School Physician	\$ 12,300	\$ -	\$ 12,300	\$ -	\$ -	\$ 12,300	\$ -	\$ 12,300
Total Professional Services	\$ 656,314	\$ -	\$ 656,314	\$ 80,604	\$ 244,876	\$ 330,835	\$ -	\$ 330,835
Water, Electricity, Natural Gas	\$ 527,000	\$ -	\$ 527,000	\$ 103,338	\$ 423,662	\$ -	\$ -	\$ -
Repairs Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services Office	\$ 3,726	\$ -	\$ 3,726	\$ 2,165	\$ 42	\$ 1,519	\$ -	\$ 1,519
Repairs Maintenance of Buildings	\$ 273,398	\$ -	\$ 273,398	\$ 152,984	\$ 23,795	\$ 96,619	\$ -	\$ 96,619
Lease/Rentals	\$ 79,000	\$ -	\$ 79,000	\$ 22,552	\$ 48,764	\$ 7,685	\$ -	\$ 7,685
Total Property Services	\$ 883,124	\$ -	\$ 883,124	\$ 281,038	\$ 496,263	\$ 105,823	\$ -	\$ 105,823
Pupil Transportation-Regular,504	\$ 722,526	\$ -	\$ 722,526	\$ 209,545	\$ 506,783	\$ 6,198	\$ -	\$ 6,198
Pupil Transportation - Spec. Educ.	\$ 518,387	\$ -	\$ 518,387	\$ 161,504	\$ 450,710	\$ (93,827)	\$ -	\$ (93,827)
Transportation-Fuel	\$ 75,000	\$ -	\$ 75,000	\$ 22,734	\$ 52,266	\$ -	\$ -	\$ -
Voc-Educ. Transportation	\$ 18,000	\$ -	\$ 18,000	\$ -	\$ -	\$ 18,000	\$ -	\$ 18,000
Athletic/Student Act. Transport.	\$ 67,789	\$ -	\$ 67,789	\$ 7,584	\$ 49,158	\$ 11,048	\$ -	\$ 11,048
Insurance-General Liability	\$ 7,500	\$ -	\$ 7,500	\$ 5,827	\$ -	\$ 1,673	\$ -	\$ 1,673
Communication Services	\$ 254,050	\$ -	\$ 254,050	\$ 74,219	\$ 163,291	\$ 16,540	\$ -	\$ 16,540
Advertising	\$ 1,000	\$ -	\$ 1,000	\$ 565	\$ -	\$ 435	\$ -	\$ 435
Tuition-Out of District Regular	\$ 168,000	\$ -	\$ 168,000	\$ 3,411	\$ 3,411	\$ 161,177	\$ -	\$ 161,177
Tuition - Out of District SPED	\$ 2,284,812	\$ -	\$ 2,284,812	\$ 679,619	\$ 1,893,775	\$ (288,582)	\$ -	\$ (288,582)
Travel/Meetings	\$ 22,000	\$ -	\$ 22,000	\$ 5,201	\$ 5,000	\$ 11,799	\$ -	\$ 11,799
Total Other Purchased Services	\$ 4,139,064	\$ -	\$ 4,139,064	\$ 1,170,209	\$ 3,124,394	\$ (155,539)	\$ -	\$ (155,539)
Instructional/General Supplies	\$ 41,610	\$ -	\$ 41,610	\$ 13,536	\$ 7,016	\$ 21,058	\$ -	\$ 21,058
Interscholastic Athletics	\$ 97,247	\$ -	\$ 97,247	\$ 3,180	\$ 9,500	\$ 84,567	\$ -	\$ 84,567
Licensing/Software Maintenance	\$ 169,050	\$ -	\$ 169,050	\$ 48,738	\$ 38,410	\$ 81,902	\$ -	\$ 81,902
Office Supplies	\$ 15,325	\$ -	\$ 15,325	\$ 2,805	\$ 2,924	\$ 9,596	\$ -	\$ 9,596
Postage/Mailings	\$ 12,239	\$ -	\$ 12,239	\$ 1,457	\$ 1,720	\$ 9,063	\$ -	\$ 9,063
Custodial/Maintenance Supplies	\$ 132,935	\$ -	\$ 132,935	\$ 21,166	\$ 15,395	\$ 96,374	\$ -	\$ 96,374
School Health Supplies	\$ 6,425	\$ -	\$ 6,425	\$ 2,766	\$ 59	\$ 3,600	\$ -	\$ 3,600
Heating Oil	\$ 87,750	\$ -	\$ 87,750	\$ 4,525	\$ 83,225	\$ -	\$ -	\$ -
Textbooks	\$ 13,005	\$ -	\$ 13,005	\$ 261	\$ 708	\$ 12,036	\$ -	\$ 12,036
Library/AV Books and Supplies	\$ 3,200	\$ -	\$ 3,200	\$ (2,014)	\$ 351	\$ 4,863	\$ -	\$ 4,863
Total Supplies and Materials	\$ 578,785	\$ -	\$ 578,785	\$ 96,418	\$ 159,308	\$ 323,059	\$ -	\$ 323,059

Derby Public Schools
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November 1, 2018

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2018 - 2019	TRANSFERS 2018 - 2019	ADJ BUDGET 2018 - 2019	EXPENDITURES 2018 - 2019	ENCUMBERED 2018 - 2019	BALANCE 2018 - 2019	ESTIMATED ADJUSTMENTS	PROJECTED YEAR-END
New Equipment - Instructional	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 998	\$ 502	\$ -	\$ 502
New Equipment - Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace Equipment - Instructional	\$ 1,650	\$ -	\$ 1,650	\$ 539	\$ 422	\$ 688	\$ -	\$ 688
Replace Equipment - Support	\$ 26,350	\$ -	\$ 26,350	\$ 3,554	\$ 616	\$ 22,179	\$ -	\$ 22,179
Security Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Equipment	\$ 29,500	\$ -	\$ 29,500	\$ 4,094	\$ 2,037	\$ 23,369	\$ -	\$ 23,369
Dues and Fees	\$ 33,500	\$ -	\$ 33,500	\$ 21,974	\$ 280	\$ 11,246	\$ -	\$ 11,246
Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Dues and Fees	\$ 33,500	\$ -	\$ 33,500	\$ 21,974	\$ 280	\$ 11,246	\$ -	\$ 11,246
TOTAL ADOPTED BUDGET	\$ 18,616,606	\$ -	\$ 18,616,606	\$ 4,263,627	\$ 12,923,827	\$ 1,429,151	\$ 539,832	\$ 889,319
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City - unemployment/waiver							\$ -	\$ 47,342
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
						\$ -	\$ -	\$ -
TOTAL FINANCIAL REPORT	\$ 18,616,606	\$ -	\$ 18,616,606	\$ 4,263,627	\$ 12,923,827	\$ 1,429,151	\$ 539,832	\$ 936,661

Budget Transfers

TRANSFERS FROM:

TRANSFERS TO:

Description	Amount	Description	Amount	Explanation
Salary - HR Coordinator	\$ 12,000.00	Consultant Services - HR	\$ 12,000.00	Purchased service vs. salary (interim)
TOTALS	\$ 12,000.00			

to be reviewed and approved by the Board of Education

Derby Public Schools
Monthly Financial Report - October 2018

November 1, 2018

GRANT DESCRIPTION	GRANT AWARD	GRANT CASH RECEIVED	EXPENDITURE	ENCUMBERED	AVAILABLE BALANCE	ESTIMATED ADJUSTMENT	YEAR END BALANCES
STATE OF CT GRANTS							
Adult Education	\$ 128,626	\$ 85,751	\$ 85,751	\$ -	\$ 42,875	\$ -	\$ 42,875
School Readiness	\$ 121,813	\$ 40,084	\$ 28,964	\$ 92,849	\$ -	\$ -	\$ -
Alliance	\$ 1,218,472	\$ -	\$ 171,962	\$ 776,076	\$ 270,434	\$ -	\$ 270,434
Alliance C-0	\$ 79,785	\$ -	\$ 20,634	\$ 8,291	\$ 50,861	\$ -	\$ 50,861
PSD	\$ 619,185	\$ -	\$ 91,488	\$ 310,316	\$ 217,381	\$ -	\$ 217,381
PSD C-O	\$ 245,678	\$ -	\$ 1,510	\$ -	\$ 244,168	\$ -	\$ 244,168
Summer School	\$ 30,286	\$ -	\$ 188	\$ -	\$ 30,098	\$ -	\$ 30,098
Summer School C-O	\$ 8,421	\$ -	\$ -	\$ 0	\$ 8,421	\$ -	\$ 8,421
AD After School C-O	\$ 7,361	\$ -	\$ -	\$ -	\$ 7,361	\$ -	\$ 7,361
PDG	\$ 491,531	\$ 155,000	\$ 116,583	\$ 349,299	\$ 25,649	\$ -	\$ 25,649
Smart Start	\$ 150,000	\$ 45,000	\$ 32,011	\$ 117,207	\$ 782	\$ -	\$ 782
After School	\$ 14,804	\$ -	\$ -	\$ -	\$ 14,804	\$ -	\$ 14,804
In Service Training Competitive	\$ 3,881	\$ -	\$ -	\$ -	\$ 3,881	\$ -	\$ 3,881
FEDERAL GRANTS							
Title I Improving Basic Education	\$ 523,104	\$ -	\$ 72,206	\$ 377,971	\$ 72,927	\$ -	\$ 72,927
Title I Improve Educ. C-O	\$ 69,745	\$ 69,745	\$ -	\$ -	\$ 69,745	\$ -	\$ 69,745
Title I Improving Basic Education - 1003a	\$ 79,568	\$ 79,568	\$ 20,574	\$ 80,470	\$ (21,476)	\$ -	\$ (21,476)
Title I Improving Basic Education - 1003a	\$ 51,547	\$ 51,547	\$ 4,945	\$ -	\$ 46,603	\$ -	\$ 46,603
Title II Part A Teachers	\$ 73,737	\$ -	\$ -	\$ -	\$ 73,737	\$ -	\$ 73,737
Title II Part A Teachers C-O	\$ 1,727	\$ -	\$ -	\$ -	\$ 1,727	\$ -	\$ 1,727
Title IV - Student Support & Enrichment	\$ -	\$ -	\$ 342	\$ -	\$ (342)	\$ -	\$ (342)
IDEA Part B - Section 611	\$ 351,244	\$ 80,000	\$ 52,351	\$ 197,666	\$ 101,228	\$ -	\$ 101,228
IDEA Part B - Section 611 C-O	\$ 34,681	\$ 34,681	\$ 118	\$ 1,599	\$ 32,964	\$ -	\$ 32,964
IDEA Pre School	\$ 14,211	\$ 2,211	\$ 9,666	\$ 37,329	\$ (32,784)	\$ -	\$ (32,784)
National School Lunch Pgm Equip Assist	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000
Carl Perkins	\$ -	\$ 1,905	\$ 350	\$ 451	\$ (801)	\$ -	\$ (801)
TOTAL FEDERAL/STATE GRANTS	\$ 4,334,410	\$ 645,492	\$ 709,641	\$ 2,349,524	\$ 1,275,245	\$ -	\$ 1,275,245

* Grants so-marked have not been awarded

Note: CO denotes carryover funding from the prior year