



## Derby Public Schools Business Manager's Report August 17, 2017

This financial detail provides the operating budget information for the year ending June 30, 2017 as follows:

<u>Line</u>	<u>Description</u>	<u>Proj. Balance</u>
100	Salaries (Certified and Non-Certified)	\$22,877
200	Benefits	(\$29,057)
300	Professional Services	\$55,963
400	Property Services	(\$47,465)
500	Other Purchased Services	\$193,916
600	Supplies and Materials	(\$47,485)
700	Equipment	(\$16,186)
800	Dues and Fees	\$13,351
<b>Operating Financial Report</b>		<b><u>\$145,913</u></b>

### Operating Budget Major Variance Drivers

**100 SALARIES** – as reported

**200 BENEFITS** – as reported

**300 PROFESSIONAL SERVICES** – positive variance driven by homebound tutors and pupil services.

**400 PROPERTY SERVICES** – negative variance driven by building repairs/maintenance; partially offset by underrun in utilities (gas, electricity)

**500 OTHER PURCHASED SERVICES** – \$170K positive variance driven by excess cost grant funds

**600 SUPPLIES & MATERIALS** – negative variance due to required building materials and supplies

**700 EQUIPMENT** – as reported

**800 DUES & FEES** – as reported

## State and Federal Grants Summary FY16 – FY17

<b>Total Federal/State Grants</b>	<u>Projected Balance</u> <b>\$161,019</b>
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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.

Noteworthy grant information:

- FY16 Building Improvement grant: Bradley and DHS window projects underway – DHS in complete with Bradley working toward 8/25 completion date
- FY17 Building Improvement grant: application request for \$580K submitted; majority of funds for completion of DHS windows. Awaiting input on award of funds / release of funds by Bond Commission (next meeting 8/25)
- Excess cost grant: final funding of \$342K applied to general ledger.
- Submitted Perkins Secondary Supplemental Enhancement grant (\$95,489) on 8/2/17 (separate agenda item)
- We received notification of the release of the 2017 School Security Competitive Grant Program (round 3); applications are due 10/2/17.
- Alliance/PSD funding: due to the uncertainty of the CT education budgets, we are reviewing the PLANNED expenditures to determine what initiatives/projects could be eliminated for F17-18.

## **Financial Summary**

***It is recommended that the Derby Board of Education approve the July 2017 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 2016-2017
- 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:

- Electricity/gas bids: contracts have been approved by the city.
- Working to close FY17 books – this effort continues; ED001 must/will be filed by 9/1/17.

## Derby Food Services

Nutmeg Avenue  
Derby, CT 06418

### Profit & Loss Statement

July 2016 through June 2017

8/15/2017  
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Income		
Revenue		\$145,475.58
Government - NSL		\$400,861.64
Matching Funds		\$34,883.00
Government - Breakfast		\$130,779.18
Government - Snacks		\$41,498.94
Catering Income		\$20,142.00
Total Income		<u>\$773,640.34</u>
Cost of Sales		
Food Purchases		\$303,159.13
Beverage Purchases		\$37,025.74
Paper Supplies		\$21,992.39
Total Cost of Sales		<u>\$362,177.26</u>
Gross Profit		<u>\$411,463.08</u>
Expenses		
Purchases		\$11,061.64
Office Supplies		\$420.04
Repairs		
Repairs	\$4,810.99	
Student Rebate		\$414.26
Laundry and Cleaning		\$2,872.60
Bad Debt		\$120.00
Maintenance		\$10.00
Outside Services		\$5,780.50
Payroll		
Wages	\$340,112.37	
Postage		\$31.98
Computer Expenses		\$2,002.83
Total Expenses		<u>\$367,637.21</u>
Operating Profit		<u>\$43,825.87</u>
Other Income		
Prior Period Income		\$43,962.87
Total Other Income		<u>\$43,962.87</u>
Other Expenses		
Prior Period Expense		\$743.36
Total Other Expenses		<u>\$743.36</u>
Net Profit / (Loss)		<u>\$87,045.38</u>
	<b>Bank account balance 8/15/17</b>	<b>\$180,505</b>

Respectfully submitted,

*Mark G. Izzo*

8/16/17

**Derby Public Schools**  
**Monthly Financial Report - FY17-18 Projected Year-End**

August 15, 2017

<b>OBJECT &amp; ACCOUNT DESCRIPTION</b>	<b>BUDGET 2016 - 2017</b>	<b>TRANSFERS 2016 - 2017</b>	<b>ADJ BUDGET 2016 - 2017</b>	<b>EXPENDITURES 2016 - 2017</b>	<b>ENCUMBERED 2016 - 2017</b>	<b>BALANCE 2016 - 2017</b>	<b>ESTIMATED ADJUSTMENTS</b>	<b>PROJECTED YEAR-END</b>
Central Administration	\$ 310,088	\$ -	\$ 310,088	\$ 307,003	\$ -	\$ 3,085	\$ -	\$ 3,085
School Principals/Directors	\$ 867,013	\$ -	\$ 867,013	\$ 876,179	\$ -	\$ (9,166)	\$ -	\$ (9,166)
Teachers - Regular	\$ 6,349,333	\$ -	\$ 6,349,333	\$ 6,378,372	\$ -	\$ (29,039)	\$ -	\$ (29,039)
Teachers Substitutes	\$ 75,600	\$ (33,900)	\$ 41,700	\$ 48,417	\$ -	\$ (6,717)	\$ -	\$ (6,717)
Teachers - Special Education	\$ 754,971	\$ -	\$ 754,971	\$ 683,214	\$ -	\$ 71,757	\$ -	\$ 71,757
Pupil Services	\$ 652,011	\$ -	\$ 652,011	\$ 624,831	\$ -	\$ 27,181	\$ -	\$ 27,181
Library/Media	\$ 59,435	\$ -	\$ 59,435	\$ 60,406	\$ -	\$ (971)	\$ -	\$ (971)
Retirement	\$ 36,000	\$ -	\$ 36,000	\$ 35,585	\$ -	\$ 416	\$ -	\$ 416
<b>Sub-Total Certified Salaries</b>	<b>\$ 9,104,451</b>	<b>\$ (33,900)</b>	<b>\$ 9,070,551</b>	<b>\$ 9,014,006</b>	<b>\$ -</b>	<b>\$ 56,545</b>	<b>\$ -</b>	<b>\$ 56,545</b>
Secretaries, Clerical	\$ 454,314	\$ -	\$ 454,314	\$ 462,482	\$ -	\$ (8,168)	\$ -	\$ (8,168)
Technology	\$ 90,810	\$ -	\$ 90,810	\$ 90,838	\$ -	\$ (28)	\$ -	\$ (28)
Custodians/Facilities	\$ 745,769	\$ -	\$ 745,769	\$ 815,634	\$ -	\$ (69,865)	\$ -	\$ (69,865)
Nurses	\$ 184,473	\$ -	\$ 184,473	\$ 209,537	\$ -	\$ (25,065)	\$ -	\$ (25,065)
Paraprofessionals	\$ 24,487	\$ -	\$ 24,487	\$ 26,526	\$ -	\$ (2,039)	\$ -	\$ (2,039)
Spec. Educ.Paraprofess/Tutors	\$ 785,836	\$ -	\$ 785,836	\$ 729,764	\$ -	\$ 56,072	\$ -	\$ 56,072
Coaching/Extra Curr. Stipends	\$ 149,167	\$ (4,787)	\$ 144,380	\$ 124,731	\$ -	\$ 19,649	\$ -	\$ 19,649
Security	\$ 15,000	\$ -	\$ 15,000	\$ 12,685	\$ -	\$ 2,315	\$ -	\$ 2,315
Salaries, Miscellaneous	\$ 48,238	\$ -	\$ 48,238	\$ 54,778	\$ -	\$ (6,540)	\$ -	\$ (6,540)
<b>Sub-Total Non-Certified Salaries</b>	<b>\$ 2,498,094</b>	<b>\$ (4,787)</b>	<b>\$ 2,493,307</b>	<b>\$ 2,526,975</b>	<b>\$ -</b>	<b>\$ (33,668)</b>	<b>\$ -</b>	<b>\$ (33,668)</b>
<b>Total Salaries</b>	<b>\$ 11,602,545</b>	<b>\$ (38,687)</b>	<b>\$ 11,563,858</b>	<b>\$ 11,540,980</b>	<b>\$ -</b>	<b>\$ 22,877</b>	<b>\$ -</b>	<b>\$ 22,877</b>
FICA	\$ 465,600	\$ -	\$ 465,600	\$ 411,733	\$ -	\$ 53,867	\$ 4,000	\$ 49,867
Medical Insurance	\$ 23,000	\$ -	\$ 23,000	\$ 2,124	\$ -	\$ 20,876	\$ -	\$ 20,876
Life Insurance	\$ 20,000	\$ -	\$ 20,000	\$ 14,000	\$ -	\$ 6,000	\$ -	\$ 6,000
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment Compensation	\$ -	\$ -	\$ -	\$ 15,872	\$ -	\$ (15,872)	\$ -	\$ (15,872)
Other Employee Benefits	\$ -	\$ -	\$ -	\$ 89,928	\$ -	\$ (89,928)	\$ -	\$ (89,928)
<b>Total Benefits</b>	<b>\$ 508,600</b>	<b>\$ -</b>	<b>\$ 508,600</b>	<b>\$ 533,657</b>	<b>\$ -</b>	<b>\$ (25,057)</b>	<b>\$ 4,000</b>	<b>\$ (29,057)</b>

## Derby Public Schools

### Monthly Financial Report - FY17-18 Projected Year-End

August 15, 2017

August 15, 2017								
OBJECT & ACCOUNT DESCRIPTION	BUDGET 2016 - 2017	TRANSFERS 2016 - 2017	ADJ BUDGET 2016 - 2017	EXPENDITURES 2016 - 2017	ENCUMBERED 2016 - 2017	BALANCE 2016 - 2017	ESTIMATED ADJUSTMENTS	PROJECTED YEAR-END
Adult Education	\$ 110,000	\$ -	\$ 110,000	\$ 104,520	\$ -	\$ 5,480	\$ -	\$ 5,480
Homebound/Tutors	\$ 44,800	\$ -	\$ 44,800	\$ 20,860	\$ -	\$ 23,940	\$ -	\$ 23,940
Professional Development	\$ 9,000	\$ -	\$ 9,000	\$ 4,367	\$ 3,100	\$ 1,533	\$ -	\$ 1,533
Intern Program	\$ -	\$ 33,900	\$ 33,900	\$ 30,000	\$ -	\$ 3,900	\$ -	\$ 3,900
Pupil Services	\$ 172,950	\$ -	\$ 172,950	\$ 140,710	\$ -	\$ 32,240	\$ 5,000	\$ 27,240
Audit/Legal Services	\$ 65,000	\$ -	\$ 65,000	\$ 68,167	\$ -	\$ (3,167)	\$ -	\$ (3,167)
Other Purchased Services	\$ 242,545	\$ (2,500)	\$ 240,045	\$ 244,009	\$ -	\$ (3,964)	\$ -	\$ (3,964)
School Physician	\$ 12,000	\$ -	\$ 12,000	\$ 11,000	\$ -	\$ 1,000	\$ -	\$ 1,000
Total Professional Services	\$ 656,295	\$ 31,400	\$ 687,695	\$ 623,632	\$ 3,100	\$ 60,963	\$ 5,000	\$ 55,963
Water, Electricity, Natural Gas	\$ 610,500	\$ -	\$ 610,500	\$ 473,797	\$ -	\$ 136,703	\$ -	\$ 136,703
Repairs Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services Office	\$ 4,140	\$ (2,500)	\$ 1,640	\$ -	\$ -	\$ 1,640	\$ -	\$ 1,640
Repairs Maintenance of Buildings	\$ 303,775	\$ -	\$ 303,775	\$ 423,051	\$ 46,991	\$ (166,267)	\$ 18,000	\$ (184,267)
Lease/Rentals	\$ 70,000	\$ -	\$ 70,000	\$ 71,541	\$ -	\$ (1,541)	\$ -	\$ (1,541)
Total Property Services	\$ 988,415	\$ (2,500)	\$ 985,915	\$ 968,390	\$ 46,991	\$ (29,465)	\$ 18,000	\$ (47,465)
Pupil Transportation-Regular,504	\$ 610,000	\$ -	\$ 610,000	\$ 597,237	\$ -	\$ 12,763	\$ -	\$ 12,763
Pupil Transportation - Spec. Educ.	\$ 380,000	\$ -	\$ 380,000	\$ 435,983	\$ -	\$ (55,983)	\$ -	\$ (55,983)
Transportation-Fuel	\$ 66,000	\$ -	\$ 66,000	\$ 68,434	\$ -	\$ (2,434)	\$ -	\$ (2,434)
Voc-Educ. Transportation	\$ 16,965	\$ -	\$ 16,965	\$ -	\$ -	\$ 16,965	\$ -	\$ 16,965
Athletic/Student Act. Transport.	\$ 63,045	\$ (2,515)	\$ 60,530	\$ 53,176	\$ -	\$ 7,354	\$ -	\$ 7,354
Insurance-General Liability	\$ 7,500	\$ -	\$ 7,500	\$ 6,677	\$ -	\$ 823	\$ -	\$ 823
Communication Services	\$ 242,000	\$ -	\$ 242,000	\$ 236,298	\$ -	\$ 5,702	\$ -	\$ 5,702
Advertising	\$ 1,000	\$ -	\$ 1,000	\$ 535	\$ -	\$ 465	\$ -	\$ 465
Tuition-Out of District Regular	\$ 93,600	\$ -	\$ 93,600	\$ 102,634	\$ -	\$ (9,034)	\$ -	\$ (9,034)
Tuition - Out of District SPED	\$ 1,760,000	\$ -	\$ 1,760,000	\$ 1,508,951	\$ -	\$ 251,049	\$ 25,000	\$ 226,049
Travel/Meetings	\$ 15,000	\$ -	\$ 15,000	\$ 23,754	\$ -	\$ (8,754)	\$ -	\$ (8,754)
Total Other Purchased Services	\$ 3,255,110	\$ (2,515)	\$ 3,252,595	\$ 3,033,679	\$ -	\$ 218,916	\$ 25,000	\$ 193,916
Instructional/General Supplies	\$ 69,086	\$ 10,858	\$ 79,943	\$ 69,170	\$ 6,830	\$ 3,943	\$ 9,000	\$ (5,057)
Interscholastic Athletics	\$ 123,192	\$ 8,127	\$ 131,319	\$ 125,038	\$ 1,406	\$ 4,875	\$ 2,000	\$ 2,875
Licensing/Software Maintenance	\$ 184,000	\$ -	\$ 184,000	\$ 108,973	\$ 69,443	\$ 5,584	\$ 5,000	\$ 584
Office Supplies	\$ 29,196	\$ (2,300)	\$ 26,896	\$ 28,778	\$ 1,979	\$ (3,861)	\$ -	\$ (3,861)
Postage/Mailings	\$ 12,929	\$ 100	\$ 13,029	\$ 10,561	\$ 1,215	\$ 1,253	\$ 2,000	\$ (747)
Custodial/Maintenance Supplies	\$ 166,169	\$ -	\$ 166,169	\$ 194,927	\$ 13,911	\$ (42,669)	\$ -	\$ (42,669)
School Health Supplies	\$ 5,400	\$ -	\$ 5,400	\$ 5,167	\$ -	\$ 233	\$ -	\$ 233
Heating Oil	\$ 87,000	\$ -	\$ 87,000	\$ 63,870	\$ 23,130	\$ -	\$ -	\$ -
Textbooks	\$ 10,611	\$ (3,172)	\$ 7,439	\$ 5,850	\$ 1,154	\$ 436	\$ -	\$ 436
Library/AV Books and Supplies	\$ 1,900	\$ -	\$ 1,900	\$ 1,179	\$ -	\$ 721	\$ -	\$ 721
Total Supplies and Materials	\$ 689,483	\$ 13,612	\$ 703,095	\$ 613,513	\$ 119,067	\$ (29,485)	\$ 18,000	\$ (47,485)

**Derby Public Schools**  
**Monthly Financial Report - FY17-18 Projected Year-End**

August 15, 2017

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2016 - 2017	TRANSFERS 2016 - 2017	ADJ BUDGET 2016 - 2017	EXPENDITURES 2016 - 2017	ENCUMBERED 2016 - 2017	BALANCE 2016 - 2017	ESTIMATED ADJUSTMENTS	PROJECTED YEAR-END
New Equipment - Instructional	\$ 2,000	\$ -	\$ 2,000	\$ 6,479	\$ 10,051	\$ (14,530)	\$ -	\$ (14,530)
New Equipment - Support	\$ -	\$ -	\$ -	\$ 170	\$ -	\$ (170)	\$ -	\$ (170)
Replace Equipment - Instructional	\$ 1,650	\$ -	\$ 1,650	\$ 1,649	\$ -	\$ 1	\$ -	\$ 1
Replace Equipment - Support	\$ 26,350	\$ (190)	\$ 26,160	\$ 26,937	\$ 710	\$ (1,487)	\$ -	\$ (1,487)
Security Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Equipment</b>	<b>\$ 30,000</b>	<b>\$ (190)</b>	<b>\$ 29,810</b>	<b>\$ 35,235</b>	<b>\$ 10,761</b>	<b>\$ (16,186)</b>	<b>\$ -</b>	<b>\$ (16,186)</b>
Dues and Fees	\$ 31,500	\$ (1,120)	\$ 30,380	\$ 17,029	\$ -	\$ 13,351	\$ -	\$ 13,351
Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Dues and Fees</b>	<b>\$ 31,500</b>	<b>\$ (1,120)</b>	<b>\$ 30,380</b>	<b>\$ 17,029</b>	<b>\$ -</b>	<b>\$ 13,351</b>	<b>\$ -</b>	<b>\$ 13,351</b>
<b>TOTAL ADOPTED BUDGET</b>	<b>\$ 17,761,948</b>	<b>\$ (0)</b>	<b>\$ 17,761,948</b>	<b>\$ 17,366,116</b>	<b>\$ 179,919</b>	<b>\$ 215,913</b>	<b>\$ 70,000</b>	<b>\$ 145,913</b>
								\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
								\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
								\$ -
<b>TOTAL FINANCIAL REPORT</b>	<b>\$ 17,761,948</b>	<b>\$ (0)</b>	<b>\$ 17,761,948</b>	<b>\$ 17,366,116</b>	<b>\$ 179,919</b>	<b>\$ 215,913</b>	<b>\$ 70,000</b>	<b>\$ 145,913</b>

**Derby Public Schools**  
**Monthly Financial Report - FY17-18 Projected Year-End**

August 15, 2017

GRANT DESCRIPTION	GRANT AWARD	GRANT CASH RECEIVED	EXPENDITURE	ENCUMBERED	AVAILABLE BALANCE	ESTIMATED ADJUSTMENT	YEAR END BALANCES
<b>STATE OF CT GRANTS</b>							
Adult Education	\$ 125,634	\$ 127,303	\$ 125,634	\$ -	\$ -		\$ -
School Readiness	\$ 141,012	\$ 130,604	\$ 140,267	\$ -	\$ 745		\$ 745
Alliance	\$ 1,036,699	\$ 1,036,699	\$ 1,002,483	\$ 57,102	\$ (22,886)	\$ (22,886)	\$ (0)
Alliance Building Grant	\$ 1,225,000	\$ 1,225,000	\$ 958,754	\$ 262,131	\$ 4,115		\$ 4,115
PSD	\$ 988,371	\$ 988,371	\$ 786,468	\$ 129,045	\$ 72,859	\$ 72,859	\$ (0)
PSD C-O	\$ 41,092	\$ 41,092	\$ 41,092	\$ -	\$ -	\$ -	\$ -
Pre-School Development	\$ 519,305	\$ 519,305	\$ 517,116	\$ 1,381	\$ 808		\$ 808
Smart Start - Renovations	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ (0)		\$ (0)
Smart Start - Operations	\$ 150,000	\$ 150,000	\$ 127,438	\$ 207	\$ 22,355		\$ 22,355
After School Program	\$ 29,608	\$ 29,608	\$ 20,367	\$ -	\$ 9,241		\$ 9,241
After School Program C-O	\$ 33,738	\$ 33,738	\$ 26,146	\$ 2,302	\$ 5,290		\$ 5,290
In Service Training Competitive	\$ 3,881	\$ 3,881	\$ 3,881	\$ -	\$ -	\$ -	\$ -
<b>FEDERAL GRANTS</b>							
Title I Improving Basic Education	\$ 480,887	\$ 480,887	\$ 395,539	\$ 974	\$ 84,375		\$ 84,375
Title I Improve Educ. C-O	\$ 71,323	\$ 71,323	\$ 70,419	\$ 753	\$ 151	\$ 151	\$ 0
Title II Part A Teachers	\$ 58,167	\$ 58,167	\$ 58,127	\$ -	\$ 41		\$ 41
Title II Part A Teachers C-O	\$ 3,672	\$ 3,672	\$ 3,672	\$ -	\$ -	\$ -	\$ -
IDEA Part B - Section 611	\$ 344,292	\$ 344,292	\$ 328,152	\$ 703	\$ 15,437		\$ 15,437
IDEA Part B - Section 611 C-O	\$ 18,723	\$ 18,723	\$ 18,723	\$ -	\$ -	\$ -	\$ -
IDEA Pre School	\$ 15,697	\$ 15,697	\$ 1,024	\$ 790	\$ 13,883		\$ 13,883
USDA NSLP Equipment Assistance	\$ 16,715	\$ 16,715	\$ 16,715	\$ -	\$ 0	\$ -	\$ 0
Carl Perkins	\$ 24,797	\$ 24,797	\$ 20,066	\$ -	\$ 4,731	\$ -	\$ 4,731
<b>TOTAL FEDERAL/STATE GRANTS</b>	<b>\$ 5,478,613</b>	<b>\$ 5,469,874</b>	<b>\$ 4,812,083</b>	<b>\$ 455,387</b>	<b>\$ 211,143</b>	<b>\$ 50,124</b>	<b>\$ 161,019</b>

\* Grants so-marked have not been awarded

**Note: CO denotes carryover funding from the prior year**