



Derby Public Schools Business Manager's Report January 17, 2019

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

<u>Line</u>	<u>Description</u>	<u>Proj. Balance</u>
100	Salaries (Certified and Non-Certified)	\$164,432
200	Benefits	(\$80,433)
300	Professional Services	\$112,098
400	Property Services	\$66,004
500	Other Purchased Services	(\$264,708)
600	Supplies and Materials	\$239,273
700	Equipment	\$15,907
800	Dues and Fees	\$11,056
	Operating Financial Report	<u>\$263,629</u>
	Insurance waiver/unemploy reimb	\$ 84,684
	SSOs funded by E-Rate \$	\$ 57,944
	Operating Financial Report - Adjusted	<u>\$406,258</u>

Operating Budget Major Variance Drivers

100 SALARIES – as reported / E-rate funds for SSOs

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

300 PROFESSIONAL SERVICES – need to set remaining POs for pupil services

400 PROPERTY SERVICES – as reported

500 OTHER PURCHASED SERVICES – monitoring SPED costs / pursuing cost 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> \$1,246,861
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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:

- Submitted Low-Performing Schools grant application for further renovation of classrooms in lower level @ DHS.
- Need to submit grant applications for Title IV and School Improvement Grant (SIG FY19 for DHS Math).

Financial Summary

Motion: *The Board of Education approve the financial report for the period through December 31, 2018, 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:

- Finance subcommittee meeting held 1/14/19 to review FY20 budget status; significant gap between BoAT-desired goal of 0% and current roll-up.

Derby Food Service		
Statement of Activity		
December 2018		
	Dec 2018	Jul - Dec, 2018 (YTD)
Revenue		
Income	19.62	49.62
Catering Income	1,695.00	12,245.00
Intergovernmental		
Government - NSL	34,125.79	188,715.61
Government-Breakfast	12,627.95	70,389.63
Government-Snacks	1,462.37	7,751.38
Matching Funds		15,356.00
Total Intergovernmental	\$ 48,216.11	\$ 282,212.62
Revenue	5,240.42	26,302.24
Revenue-Mealpay	4,985.25	24,067.45
Total Income	\$ 60,156.40	\$ 344,876.93
Total Revenue	\$ 60,156.40	\$ 344,876.93
Cost of Goods Sold		
Cost of Goods Sold		
Beverage Purchases	778.92	7,135.43
Food Purchases	25,357.31	135,132.82
Paper Supplies	1,460.56	12,336.35
Total Cost of Goods Sold	\$ 27,596.79	\$ 154,604.60
Total Cost of Goods Sold	\$ 27,596.79	\$ 154,604.60
Gross Profit	\$ 32,559.61	\$ 190,272.33
Expenditures		
Bank Charges & Fees		20.00
Beverage Purchasesv	1,122.55	7,209.31
Computer Expense		5,201.65
Other Business Expenses	15,000.00	18,976.28
Outside Services		500.00
Payroll		
Salaries & Wages	32,852.91	162,280.45
Total Payroll	\$ 32,852.91	\$ 162,280.45
Purchases	377.46	5,480.25
Repairs & Maintenance		615.88
Student Rebate		29.01
Total Expenditures	\$ 49,352.92	\$ 200,312.83
Net Operating Revenue	-\$ 16,793.31	-\$ 10,040.50
Net Revenue	-\$ 16,793.31	-\$ 10,040.50
	15,000.00	15,000.00 <i>Equip. expense to be capitalized (Van)</i>
	-\$ 1,793.31	\$ 4,959.50

Bank account balance as of 1/15/19 = \$66,487
 CSDE Claims not paid = \$160,872
 Estimate cash position (less A/R) = \$180,584

Respectfully submitted,

Mark G. Izzo

1/17/19

Derby Public Schools
Monthly Financial Report - December 2018

January 2, 2019

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	\$ 147,431	\$ 162,592	\$ (1,567)	\$ -	\$ (1,567)
School Principals/Directors	\$ 926,255	\$ (6,956)	\$ 919,299	\$ 440,784	\$ 483,298	\$ (4,783)	\$ -	\$ (4,783)
Teachers - Regular	\$ 6,418,808	\$ 6,956	\$ 6,425,764	\$ 2,501,389	\$ 3,850,351	\$ 74,024	\$ -	\$ 74,024
Teachers Substitutes	\$ 75,600	\$ -	\$ 75,600	\$ 28,559	\$ -	\$ 47,041	\$ -	\$ 47,041
Teachers - Special Education	\$ 746,006	\$ -	\$ 746,006	\$ 253,599	\$ 419,622	\$ 72,786	\$ -	\$ 72,786
Pupil Services	\$ 729,179	\$ -	\$ 729,179	\$ 292,860	\$ 443,549	\$ (7,230)	\$ -	\$ (7,230)
Library/Media	\$ 63,729	\$ -	\$ 63,729	\$ 24,621	\$ 39,218	\$ (110)	\$ -	\$ (110)
Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total Certified Salaries	\$ 9,268,034	\$ -	\$ 9,268,034	\$ 3,689,243	\$ 5,398,630	\$ 180,161	\$ -	\$ 180,161
Secretaries, Clerical	\$ 466,565	\$ -	\$ 466,565	\$ 223,690	\$ 275,443	\$ (32,567)	\$ (29,232)	\$ (3,335)
Technology	\$ 96,479	\$ -	\$ 96,479	\$ 41,938	\$ 54,542	\$ (0)	\$ -	\$ (0)
Custodians/Facilities	\$ 786,466	\$ -	\$ 786,466	\$ 415,382	\$ 351,544	\$ 19,540	\$ 30,000	\$ (10,460)
Nurses	\$ 197,555	\$ -	\$ 197,555	\$ 95,101	\$ 103,519	\$ (1,064)	\$ -	\$ (1,064)
Paraprofessionals	\$ 25,786	\$ -	\$ 25,786	\$ 11,415	\$ 11,305	\$ 3,066	\$ -	\$ 3,066
Spec. Educ.Paraprofess/Tutors	\$ 810,400	\$ -	\$ 810,400	\$ 327,868	\$ 427,330	\$ 55,202	\$ -	\$ 55,202
Coaching/Extra Curr. Stipends	\$ 146,990	\$ -	\$ 146,990	\$ 65,793	\$ 13,147	\$ 68,050	\$ 68,050	\$ (0)
Security	\$ 16,630	\$ -	\$ 16,630	\$ 18,977	\$ 55,597	\$ (57,944)	\$ -	\$ (57,944)
Salaries, Miscellaneous	\$ 26,164	\$ -	\$ 26,164	\$ 14,264	\$ 13,092	\$ (1,192)	\$ -	\$ (1,192)
Sub-Total Non-Certified Salaries	\$ 2,573,035	\$ -	\$ 2,573,035	\$ 1,214,427	\$ 1,305,519	\$ 53,089	\$ 68,818	\$ (15,729)
Total Salaries	\$ 11,841,069	\$ -	\$ 11,841,069	\$ 4,903,670	\$ 6,704,149	\$ 233,250	\$ 68,818	\$ 164,432
FICA	\$ 443,000	\$ -	\$ 443,000	\$ 189,550	\$ -	\$ 253,450	\$ 253,450	\$ (0)
Medical Insurance	\$ 5,000	\$ -	\$ 5,000	\$ 1,122	\$ 1,627	\$ 2,252	\$ -	\$ 2,252
Life Insurance	\$ 21,000	\$ -	\$ 21,000	\$ 11,899	\$ 7,101	\$ 2,000	\$ -	\$ 2,000
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment Compensation	\$ -	\$ -	\$ -	\$ 29,853	\$ -	\$ (29,853)	\$ -	\$ (29,853)
Other Employee Benefits	\$ (13,750)	\$ -	\$ (13,750)	\$ 41,081	\$ -	\$ (54,831)	\$ -	\$ (54,831)
Total Benefits	\$ 455,250	\$ -	\$ 455,250	\$ 273,505	\$ 8,727	\$ 173,017	\$ 253,450	\$ (80,433)

Derby Public Schools
Monthly Financial Report - December 2018

January 2, 2019

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	\$ 103,000	\$ 7,000
Homebound/Tutors	\$ 25,858	\$ -	\$ 25,858	\$ 9,826	\$ 16,032	\$ -	\$ -	\$ -
Professional Development	\$ 4,000	\$ -	\$ 4,000	\$ (1,360)	\$ -	\$ 5,360	\$ 5,360	\$ (0)
Intern Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pupil Services	\$ 182,956	\$ -	\$ 182,956	\$ 38,376	\$ 75,935	\$ 68,645	\$ -	\$ 68,645
Audit/Legal Services	\$ 80,200	\$ -	\$ 80,200	\$ 31,296	\$ 40,704	\$ 8,200	\$ -	\$ 8,200
Other Purchased Services	\$ 241,000	\$ -	\$ 241,000	\$ 112,996	\$ 109,850	\$ 18,154	\$ -	\$ 18,154
School Physician	\$ 12,300	\$ -	\$ 12,300	\$ 2,200	\$ -	\$ 10,100	\$ -	\$ 10,100
Total Professional Services	\$ 656,314	\$ -	\$ 656,314	\$ 193,335	\$ 242,521	\$ 220,458	\$ 108,360	\$ 112,098
Water, Electricity, Natural Gas	\$ 527,000	\$ -	\$ 527,000	\$ 203,216	\$ 323,784	\$ -	\$ -	\$ -
Repairs Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services Office	\$ 3,726	\$ -	\$ 3,726	\$ 2,185	\$ 22	\$ 1,519	\$ -	\$ 1,519
Repairs Maintenance of Buildings	\$ 273,398	\$ -	\$ 273,398	\$ 200,737	\$ 15,472	\$ 57,189	\$ -	\$ 57,189
Lease/Rentals	\$ 79,000	\$ -	\$ 79,000	\$ 35,022	\$ 36,683	\$ 7,296	\$ -	\$ 7,296
Total Property Services	\$ 883,124	\$ -	\$ 883,124	\$ 441,159	\$ 375,961	\$ 66,004	\$ -	\$ 66,004
Pupil Transportation-Regular,504	\$ 722,526	\$ -	\$ 722,526	\$ 292,417	\$ 423,911	\$ 6,198	\$ -	\$ 6,198
Pupil Transportation - Spec. Educ.	\$ 518,387	\$ -	\$ 518,387	\$ 272,359	\$ 330,576	\$ (84,548)	\$ -	\$ (84,548)
Transportation-Fuel	\$ 75,000	\$ -	\$ 75,000	\$ 34,406	\$ 40,594	\$ -	\$ -	\$ -
Voc-Educ. Transportation	\$ 18,000	\$ -	\$ 18,000	\$ -	\$ -	\$ 18,000	\$ -	\$ 18,000
Athletic/Student Act. Transport.	\$ 67,789	\$ -	\$ 67,789	\$ 19,364	\$ 41,003	\$ 7,422	\$ -	\$ 7,422
Insurance-General Liability	\$ 7,500	\$ -	\$ 7,500	\$ 5,827	\$ -	\$ 1,673	\$ -	\$ 1,673
Communication Services	\$ 254,050	\$ -	\$ 254,050	\$ 98,139	\$ 139,491	\$ 16,420	\$ -	\$ 16,420
Advertising	\$ 1,000	\$ -	\$ 1,000	\$ 565	\$ -	\$ 435	\$ -	\$ 435
Tuition-Out of District Regular	\$ 168,000	\$ -	\$ 168,000	\$ 76,380	\$ 43,911	\$ 47,708	\$ -	\$ 47,708
Tuition - Out of District SPED	\$ 2,284,812	\$ -	\$ 2,284,812	\$ 1,062,555	\$ 1,510,839	\$ (288,582)	\$ -	\$ (288,582)
Travel/Meetings	\$ 22,000	\$ -	\$ 22,000	\$ 6,934	\$ 4,500	\$ 10,566	\$ -	\$ 10,566
Total Other Purchased Services	\$ 4,139,064	\$ -	\$ 4,139,064	\$ 1,868,947	\$ 2,534,826	\$ (264,708)	\$ -	\$ (264,708)
Instructional/General Supplies	\$ 41,610	\$ -	\$ 41,610	\$ 20,626	\$ 4,383	\$ 16,600	\$ -	\$ 16,600
Interscholastic Athletics	\$ 97,247	\$ -	\$ 97,247	\$ 23,042	\$ 35,316	\$ 38,890	\$ -	\$ 38,890
Licensing/Software Maintenance	\$ 169,050	\$ -	\$ 169,050	\$ 63,073	\$ 35,108	\$ 70,870	\$ -	\$ 70,870
Office Supplies	\$ 15,325	\$ -	\$ 15,325	\$ 12,283	\$ 1,018	\$ 2,024	\$ -	\$ 2,024
Postage/Mailings	\$ 12,239	\$ -	\$ 12,239	\$ 3,161	\$ 905	\$ 8,173	\$ -	\$ 8,173
Custodial/Maintenance Supplies	\$ 132,935	\$ -	\$ 132,935	\$ 42,871	\$ 6,421	\$ 83,644	\$ -	\$ 83,644
School Health Supplies	\$ 6,425	\$ -	\$ 6,425	\$ 2,975	\$ 407	\$ 3,043	\$ -	\$ 3,043
Heating Oil	\$ 87,750	\$ -	\$ 87,750	\$ 8,538	\$ 79,212	\$ -	\$ -	\$ -
Textbooks	\$ 13,005	\$ -	\$ 13,005	\$ 1,295	\$ 108	\$ 11,602	\$ -	\$ 11,602
Library/AV Books and Supplies	\$ 3,200	\$ -	\$ 3,200	\$ (1,663)	\$ 435	\$ 4,428	\$ -	\$ 4,428
Total Supplies and Materials	\$ 578,785	\$ -	\$ 578,785	\$ 176,200	\$ 163,312	\$ 239,273	\$ -	\$ 239,273

Derby Public Schools
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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	\$ 372	\$ 626	\$ 502	\$ -	\$ 502
New Equipment - Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace Equipment - Instructional	\$ 1,650	\$ -	\$ 1,650	\$ 962	\$ -	\$ 688	\$ -	\$ 688
Replace Equipment - Support	\$ 26,350	\$ -	\$ 26,350	\$ 11,478	\$ 156	\$ 14,717	\$ -	\$ 14,717
Security Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Equipment	\$ 29,500	\$ -	\$ 29,500	\$ 12,812	\$ 782	\$ 15,907	\$ -	\$ 15,907
Dues and Fees	\$ 33,500	\$ -	\$ 33,500	\$ 22,194	\$ 250	\$ 11,056	\$ -	\$ 11,056
Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Dues and Fees	\$ 33,500	\$ -	\$ 33,500	\$ 22,194	\$ 250	\$ 11,056	\$ -	\$ 11,056
TOTAL ADOPTED BUDGET	\$ 18,616,606	\$ -	\$ 18,616,606	\$ 7,891,822	\$ 10,030,527	\$ 694,257	\$ 430,628	\$ 263,629
SSOs - E-Rate \$								\$ 57,944
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City - unemployment/waiver								\$ 84,684
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
						\$ -	\$ -	\$ -
TOTAL FINANCIAL REPORT	\$ 18,616,606	\$ -	\$ 18,616,606	\$ 7,891,822	\$ 10,030,527	\$ 694,257	\$ 430,628	\$ 406,258

Derby Public Schools
Monthly Financial Report - December 2018

January 2, 2019

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	\$ 57,932	\$ 47,778	\$ 74,035	\$ -	\$ -	\$ -
Alliance	\$ 1,218,472	\$ 450,000	\$ 360,108	\$ 586,038	\$ 272,327	\$ -	\$ 272,327
Alliance C-0	\$ 79,775	\$ 79,775	\$ 55,530	\$ 15,245	\$ 9,000	\$ -	\$ 9,000
PSD	\$ 619,185	\$ 75,000	\$ 15,486	\$ 248,527	\$ 355,172	\$ -	\$ 355,172
PSD C-O	\$ 236,442	\$ 236,442	\$ 192,952	\$ -	\$ 43,490	\$ -	\$ 43,490
Summer School	\$ 30,286	\$ -	\$ 188	\$ -	\$ 30,098	\$ -	\$ 30,098
Summer School C-O	\$ 8,421	\$ 8,421	\$ -	\$ 0	\$ 8,421	\$ -	\$ 8,421
AD After School C-O	\$ 7,361	\$ 7,361	\$ -	\$ -	\$ 7,361	\$ -	\$ 7,361
PDG	\$ 491,531	\$ 200,000	\$ 195,920	\$ 276,356	\$ 19,256	\$ -	\$ 19,256
Smart Start	\$ 150,000	\$ 60,000	\$ 67,937	\$ 82,593	\$ (529)	\$ -	\$ (529)
Project ExeCEL	\$ 15,000	\$ -	\$ 719	\$ 564	\$ 13,718	\$ -	\$ 13,718
Commissioner's Network	\$ 49,750	\$ -	\$ -	\$ -	\$ 49,750	\$ -	\$ 49,750
After School	\$ 14,804	\$ 3,000	\$ -	\$ -	\$ 14,804	\$ -	\$ 14,804
In Service Training Competitive	\$ 3,881	\$ -	\$ -	\$ -	\$ 3,881	\$ -	\$ 3,881
FEDERAL GRANTS							
Title I Improving Basic Education	\$ 523,104	\$ 75,000	\$ 88,586	\$ 299,745	\$ 134,772	\$ -	\$ 134,772
Title I Improve Educ. C-O	\$ 69,745	\$ 69,745	\$ 69,745	\$ -	\$ -	\$ -	\$ -
Title I Improving Basic Education - 1003a	\$ 79,568	\$ 79,568	\$ 43,164	\$ 61,384	\$ (24,980)	\$ (24,980)	\$ 0
Title I Improving Basic Education - 1003a	\$ 51,547	\$ 20,000	\$ 4,945	\$ -	\$ 46,603	\$ 24,980	\$ 21,623
Title II Part A Teachers	\$ 73,737	\$ -	\$ -	\$ -	\$ 73,737	\$ -	\$ 73,737
Title II Part A Teachers C-O	\$ 1,727	\$ 1,727	\$ -	\$ -	\$ 1,727	\$ -	\$ 1,727
Title IV - Student Support & Enrichment	\$ -	\$ -	\$ 342	\$ -	\$ (342)	\$ -	\$ (342)
IDEA Part B - Section 611	\$ 351,244	\$ 150,000	\$ 73,291	\$ 146,711	\$ 131,241	\$ -	\$ 131,241
IDEA Part B - Section 611 C-O	\$ 34,696	\$ 34,696	\$ 32,860	\$ 1,836	\$ 0	\$ -	\$ 0
IDEA Pre School	\$ 15,104	\$ 7,500	\$ 17,009	\$ 18,927	\$ (20,832)	\$ (20,832)	\$ 0
National School Lunch Pgm Equip Assist	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -
Carl Perkins	\$ 26,607	\$ 15,000	\$ 844	\$ 11,285	\$ 14,478	\$ -	\$ 14,478
TOTAL FEDERAL/STATE GRANTS	\$ 4,417,428	\$ 1,731,918	\$ 1,368,154	\$ 1,823,246	\$ 1,226,029	\$ (20,832)	\$ 1,246,861