



Derby Public Schools Business Manager's Report December 8, 2016

This financial detail provides the operating budget information for the month ending November 30, 2016 as follows:

<u>Line</u>	<u>Description</u>	<u>Proj. Balance</u>
100	Salaries (Certified and Non-Certified)	\$150,617
200	Benefits	\$2,244
300	Professional Services	\$138,193
400	Property Services	\$96,436
500	Other Purchased Services	(\$50,595)
600	Supplies and Materials	\$330,354
700	Equipment	\$11,309
800	Dues and Fees	\$16,653
Operating Financial Report		<u>\$695,210</u>
	Unemployment compensation	\$ 9,303
	Insurance Waiver	\$23,209
	Operating Financial Report - Adjusted	<u>\$727,722</u>

Operating Budget Major Variance Drivers

100 SALARIES – as reported

200 BENEFITS – as reported

300 PROFESSIONAL SERVICES – as reported

400 PROPERTY SERVICES – as reported

500 OTHER PURCHASED SERVICES – it is expected that one (1) additional student will be outplaced; under review.

600 SUPPLIES & MATERIALS – as reported

700 EQUIPMENT – as reported

800 DUES & FEES – as reported

State and Federal Grants Summary FY16 – FY17

Total Federal/State Grants	<u>Projected Balance</u> \$2,116,429
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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:

- Smart Start (operations): construction of indoor playground complete – ready to issue purchase orders for playground equipment.
- Learning Center @ Irving (Alliance) – reviewing various options and timeline.
- Windows @ DHS and Bradley (Building Improvement grant) – continuing to work with architect to develop specs for RFQ; project will be completed in summer '17.
- Title I/II: although an entitlement grant, working to submit application to CSDE by 12/13.
- Alliance/PSD grant meeting held with Turn-around office program manager on 11/28; expenditures on plan.

Other items of interest

- City auditor has been completed on-site testing for BOE FY16 expenditures; final revisions made to year-end reporting to CSDE.
- Auditor has received requested data from Food Services and will be scheduling on-site review; final, audited financial statements pending outcome of the review.
- Only open item from FY16 spend-down is outside stairs at Irving – will be completed over Christmas break.
- Request budget transfer request be approved by BOE.

Financial Summary

It is recommended that the Derby Board of Education approve the November 2016 financial statement information, review of expenditures and transfer request 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

Respectfully submitted,

Mark G. Izzo

12/8/16

Derby Public Schools
Monthly Financial Report - November 2016

December 1, 2016

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
Central Administration	\$ 310,088	\$ -	\$ 310,088	\$ 125,894	\$ 183,172	\$ 1,022	\$ -	\$ 1,022
School Principals/Directors	\$ 867,013	\$ -	\$ 867,013	\$ 369,352	\$ 497,661	\$ (0)	\$ -	\$ (0)
Teachers - Regular	\$ 6,349,333	\$ -	\$ 6,349,333	\$ 1,761,464	\$ 4,597,328	\$ (9,459)	\$ -	\$ (9,459)
Teachers Substitutes	\$ 75,600	\$ (33,900)	\$ 41,700	\$ 8,967	\$ 9,900	\$ 22,833	\$ -	\$ 22,833
Teachers - Special Education	\$ 754,971	\$ -	\$ 754,971	\$ 201,528	\$ 509,520	\$ 43,923	\$ -	\$ 43,923
Pupil Services	\$ 697,011	\$ -	\$ 697,011	\$ 187,845	\$ 440,297	\$ 68,868	\$ -	\$ 68,868
Library/Media	\$ 59,435	\$ -	\$ 59,435	\$ 16,196	\$ 43,433	\$ (195)	\$ -	\$ (195)
Retirement	\$ 36,000	\$ -	\$ 36,000	\$ 35,585	\$ -	\$ 416	\$ -	\$ 416
Sub-Total Certified Salaries	\$ 9,149,451	\$ (33,900)	\$ 9,115,551	\$ 2,706,831	\$ 6,281,312	\$ 127,408	\$ -	\$ 127,408
Secretaries, Clerical	\$ 454,314	\$ -	\$ 454,314	\$ 154,689	\$ 288,415	\$ 11,210	\$ -	\$ 11,210
Technology	\$ 90,810	\$ -	\$ 90,810	\$ 39,207	\$ 56,431	\$ (4,829)	\$ -	\$ (4,829)
Custodians/Facilities	\$ 745,769	\$ -	\$ 745,769	\$ 322,473	\$ 384,005	\$ 39,291	\$ -	\$ 39,291
Nurses	\$ 184,473	\$ -	\$ 184,473	\$ 60,254	\$ 140,651	\$ (16,433)	\$ (16,433)	\$ 0
Paraprofessionals	\$ 24,487	\$ -	\$ 24,487	\$ 7,362	\$ 19,632	\$ (2,507)	\$ -	\$ (2,507)
Spec. Educ.Paraprofess/Tutors	\$ 785,836	\$ -	\$ 785,836	\$ 219,617	\$ 587,953	\$ (21,734)	\$ -	\$ (21,734)
Coaching/Extra Curr. Stipends	\$ 149,167	\$ -	\$ 149,167	\$ 52,362	\$ 8,061	\$ 88,745	\$ 88,745	\$ (0)
Security	\$ 15,000	\$ -	\$ 15,000	\$ 3,318	\$ 11,081	\$ 601	\$ -	\$ 601
Salaries, Miscellaneous	\$ 48,238	\$ -	\$ 48,238	\$ 16,874	\$ 30,187	\$ 1,177	\$ -	\$ 1,177
Sub-Total Non-Certified Salaries	\$ 2,498,094	\$ -	\$ 2,498,094	\$ 876,158	\$ 1,526,416	\$ 95,521	\$ 72,312	\$ 23,209
Total Salaries	\$ 11,647,545	\$ (33,900)	\$ 11,613,645	\$ 3,582,988	\$ 7,807,728	\$ 222,929	\$ 72,312	\$ 150,617
FICA	\$ 465,600	\$ -	\$ 465,600	\$ 143,096	\$ -	\$ 322,504	\$ 322,504	\$ 0
Medical Insurance	\$ 23,000	\$ -	\$ 23,000	\$ 560	\$ 1,684	\$ 20,756	\$ -	\$ 20,756
Life Insurance	\$ 20,000	\$ -	\$ 20,000	\$ 5,786	\$ 214	\$ 14,000	\$ -	\$ 14,000
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment Compensation	\$ -	\$ -	\$ -	\$ 9,303	\$ -	\$ (9,303)	\$ -	\$ (9,303)
Other Employee Benefits	\$ -	\$ -	\$ -	\$ 23,209	\$ -	\$ (23,209)	\$ -	\$ (23,209)
Total Benefits	\$ 508,600	\$ -	\$ 508,600	\$ 181,954	\$ 1,898	\$ 324,748	\$ 322,504	\$ 2,244

Derby Public Schools
Monthly Financial Report - November 2016

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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	\$ 108,161	\$ -	\$ 1,839	\$ -	\$ 1,839
Homebound/Tutors	\$ 44,800	\$ -	\$ 44,800	\$ 3,808	\$ 11,973	\$ 29,019	\$ -	\$ 29,019
Professional Development	\$ 9,000	\$ -	\$ 9,000	\$ 855	\$ 1,565	\$ 6,580	\$ -	\$ 6,580
Intern Program	\$ -	\$ 33,900	\$ 33,900	\$ 15,000	\$ 7,500	\$ 11,400	\$ -	\$ 11,400
Pupil Services	\$ 127,950	\$ -	\$ 127,950	\$ 30,607	\$ 40,651	\$ 56,691	\$ -	\$ 56,691
Audit/Legal Services	\$ 65,000	\$ -	\$ 65,000	\$ 14,381	\$ 35,619	\$ 15,000	\$ -	\$ 15,000
Other Purchased Services	\$ 242,545	\$ -	\$ 242,545	\$ 102,218	\$ 122,663	\$ 17,664	\$ -	\$ 17,664
School Physician	\$ 12,000	\$ -	\$ 12,000	\$ 3,300	\$ 18,985	\$ (10,285)	\$ (10,285)	\$ -
Total Professional Services	\$ 611,295	\$ 33,900	\$ 645,195	\$ 278,331	\$ 238,956	\$ 127,908	\$ (10,285)	\$ 138,193
Water, Electricity, Natural Gas	\$ 610,500	\$ -	\$ 610,500	\$ 81,092	\$ 517,898	\$ 11,510	\$ 11,510	\$ (0)
Repairs Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services Office	\$ 4,140	\$ -	\$ 4,140	\$ -	\$ -	\$ 4,140	\$ -	\$ 4,140
Repairs Maintenance of Buildings	\$ 303,775	\$ -	\$ 303,775	\$ 162,788	\$ 48,727	\$ 92,260	\$ -	\$ 92,260
Lease/Rentals	\$ 70,000	\$ -	\$ 70,000	\$ 35,783	\$ 34,181	\$ 36	\$ -	\$ 36
Total Property Services	\$ 988,415	\$ -	\$ 988,415	\$ 279,663	\$ 600,806	\$ 107,946	\$ 11,510	\$ 96,436
Pupil Transportation-Regular,504	\$ 610,000	\$ -	\$ 610,000	\$ 121,627	\$ 488,373	\$ -	\$ -	\$ -
Pupil Transportation - Spec. Educ.	\$ 380,000	\$ -	\$ 380,000	\$ 165,008	\$ 372,952	\$ (157,960)	\$ 10,000	\$ (167,960)
Transportation-Fuel	\$ 66,000	\$ -	\$ 66,000	\$ 16,755	\$ 49,245	\$ -	\$ -	\$ -
Voc-Educ. Transportation	\$ 16,965	\$ -	\$ 16,965	\$ -	\$ -	\$ 16,965	\$ -	\$ 16,965
Athletic/Student Act. Transport.	\$ 63,045	\$ -	\$ 63,045	\$ 10,792	\$ 43,308	\$ 8,945	\$ -	\$ 8,945
Insurance-General Liability	\$ 7,500	\$ -	\$ 7,500	\$ 6,677	\$ -	\$ 823	\$ -	\$ 823
Communication Services	\$ 242,000	\$ -	\$ 242,000	\$ 73,441	\$ 173,359	\$ (4,800)	\$ -	\$ (4,800)
Advertising	\$ 1,000	\$ -	\$ 1,000	\$ 535	\$ -	\$ 465	\$ -	\$ 465
Tuition-Out of District Regular	\$ 93,600	\$ -	\$ 93,600	\$ -	\$ 13,646	\$ 79,954	\$ -	\$ 79,954
Tuition - Out of District SPED	\$ 1,760,000	\$ -	\$ 1,760,000	\$ 613,211	\$ 1,087,109	\$ 59,680	\$ 52,000	\$ 7,680
Travel/Meetings	\$ 15,000	\$ -	\$ 15,000	\$ 5,453	\$ 2,214	\$ 7,334	\$ -	\$ 7,334
Total Other Purchased Services	\$ 3,255,110	\$ -	\$ 3,255,110	\$ 1,013,499	\$ 2,230,206	\$ 11,405	\$ 62,000	\$ (50,595)
Instructional/General Supplies	\$ 69,086	\$ -	\$ 69,086	\$ 18,525	\$ 7,029	\$ 43,532	\$ -	\$ 43,532
Interscholastic Athletics	\$ 123,192	\$ -	\$ 123,192	\$ 29,170	\$ 54,884	\$ 39,138	\$ -	\$ 39,138
Licensing/Software Maintenance	\$ 184,000	\$ -	\$ 184,000	\$ 56,004	\$ 32,013	\$ 95,983	\$ -	\$ 95,983
Office Supplies	\$ 29,196	\$ -	\$ 29,196	\$ 3,336	\$ 8,312	\$ 17,548	\$ -	\$ 17,548
Postage/Mailings	\$ 12,929	\$ -	\$ 12,929	\$ 1,898	\$ 2,901	\$ 8,130	\$ -	\$ 8,130
Custodial/Maintenance Supplies	\$ 166,169	\$ -	\$ 166,169	\$ 41,962	\$ 10,926	\$ 113,281	\$ -	\$ 113,281
School Health Supplies	\$ 5,400	\$ -	\$ 5,400	\$ 3,178	\$ 357	\$ 1,865	\$ -	\$ 1,865
Heating Oil	\$ 87,000	\$ -	\$ 87,000	\$ 276	\$ 86,724	\$ -	\$ -	\$ -
Textbooks	\$ 10,611	\$ -	\$ 10,611	\$ 539	\$ 637	\$ 9,435	\$ -	\$ 9,435
Library/AV Books and Supplies	\$ 1,900	\$ -	\$ 1,900	\$ 457	\$ -	\$ 1,443	\$ -	\$ 1,443
Total Supplies and Materials	\$ 689,483	\$ -	\$ 689,483	\$ 155,346	\$ 203,783	\$ 330,354	\$ -	\$ 330,354

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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	\$ 264	\$ 5,665	\$ (3,929)	\$ -	\$ (3,929)
New Equipment - Support	\$ -	\$ -	\$ -	\$ 170	\$ -	\$ (170)	\$ -	\$ (170)
Replace Equipment - Instructional	\$ 1,650	\$ -	\$ 1,650	\$ -	\$ 224	\$ 1,426	\$ -	\$ 1,426
Replace Equipment - Support	\$ 26,350	\$ -	\$ 26,350	\$ 11,562	\$ 807	\$ 13,981	\$ -	\$ 13,981
Security Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Equipment	\$ 30,000	\$ -	\$ 30,000	\$ 11,996	\$ 6,695	\$ 11,309	\$ -	\$ 11,309
Dues and Fees	\$ 31,500	\$ -	\$ 31,500	\$ 14,847	\$ -	\$ 16,653	\$ -	\$ 16,653
Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Dues and Fees	\$ 31,500	\$ -	\$ 31,500	\$ 14,847	\$ -	\$ 16,653	\$ -	\$ 16,653
TOTAL ADOPTED BUDGET	\$ 17,761,948	\$ -	\$ 17,761,948	\$ 5,518,624	\$ 11,090,073	\$ 1,153,251	\$ 458,041	\$ 695,210
Unemployment compensation								\$ 9,303
Excess Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance Waiver								\$ 23,209
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
								\$ -
TOTAL FINANCIAL REPORT	\$ 17,761,948	\$ -	\$ 17,761,948	\$ 5,518,624	\$ 11,090,073	\$ 1,153,251	\$ 458,041	\$ 727,722

Budget Transfer					
Account #	Fm/To	Account Description	Amount	Description	
1-01-2161-211-12, -20 & -30	Fm	Salary - OT (Bradley, DMS & DHS)	\$45,000.00	Outsource one (1) OT position	
1-01-2161-211-41-346	To	OT Purchased Services	\$45,000.00	Outsource one (1) OT position	

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GRANT DESCRIPTION	GRANT AWARD	GRANT CASH RECEIVED	EXPENDITURE	ENCUMBERED	AVAILABLE BALANCE	ESTIMATED ADJUSTMENT	YEAR END BALANCES
STATE OF CT GRANTS							
Adult Education	\$ 121,993	\$ 81,329	\$ -	\$ 124,415	\$ (2,422)	\$ (2,422)	\$ -
School Readiness	\$ 141,012	\$ 50,428	\$ 44,176	\$ 96,092	\$ 744	\$ -	\$ 744
Alliance	\$ 1,095,817	\$ 543,000	\$ 385,295	\$ 522,197	\$ 188,325	\$ -	\$ 188,325
Alliance Building Grant	\$ 1,225,000	\$ 1,225,000	\$ 196,843	\$ 66,304	\$ 961,853	\$ -	\$ 961,853
PSD	\$ 988,371	\$ 335,000	\$ 110,466	\$ 405,099	\$ 472,806	\$ -	\$ 472,806
PSD C-O	\$ 41,092	\$ 20,546	\$ 5,836	\$ 7,980	\$ 27,276	\$ -	\$ 27,276
Pre-School Development	\$ 519,305	\$ 220,000	\$ 130,285	\$ 337,506	\$ 51,514	\$ -	\$ 51,514
Smart Start - Renovations	\$ 150,000	\$ 150,000	\$ 126,614	\$ 16,028	\$ 7,358	\$ -	\$ 7,358
Smart Start - Operations	\$ 150,000	\$ 85,000	\$ 22,456	\$ 62,664	\$ 64,881	\$ -	\$ 64,881
After School Program C-O	\$ 113	\$ 113	\$ -	\$ -	\$ 113	\$ -	\$ 113
In Service Training Competitive	\$ 3,881	\$ 1,941	\$ 2,083	\$ 1,798	\$ -	\$ -	\$ -
FEDERAL GRANTS							
Title I Improving Basic Education *	\$ 480,887	\$ -	\$ 112,366	\$ 235,633	\$ 132,888	\$ -	\$ 132,888
Title I Improve Educ. C-O	\$ 71,323	\$ 71,323	\$ 4,981	\$ 3,390	\$ 62,952	\$ -	\$ 62,952
Title II Part A Teachers *	\$ 58,167	\$ -	\$ 1,845	\$ -	\$ 56,322	\$ -	\$ 56,322
Title II Part A Teachers C-O	\$ 3,672	\$ 3,672	\$ -	\$ -	\$ 3,672	\$ -	\$ 3,672
IDEA Part B - Section 611	\$ 342,297	\$ 175,000	\$ 121,327	\$ 193,500	\$ 27,471	\$ -	\$ 27,471
IDEA Part B - Section 611 C-O	\$ 18,723	\$ 18,723	\$ -	\$ 500	\$ 18,223	\$ -	\$ 18,223
IDEA Pre School	\$ 15,697	\$ 8,000	\$ 218	\$ 364	\$ 15,115	\$ -	\$ 15,115
USDA NSLP Equipment Assistance	\$ 16,990	\$ 16,715	\$ 16,715	\$ -	\$ 275	\$ -	\$ 275
Carl Perkins *	\$ 24,797	\$ -	\$ -	\$ 268	\$ 24,529	\$ -	\$ 24,529
TOTAL FEDERAL/STATE GRANTS	\$ 5,469,250	\$ 3,005,903	\$ 1,281,506	\$ 2,073,737	\$ 2,114,007	\$ (2,422)	\$ 2,116,429

* Grants so-marked have not been awarded

Note: CO denotes carryover funding from the prior year