

## Derby Public Schools Business Manager's Report February 8, 2018

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

<u>Line</u>	Description	<u>Proj. Balance</u>
100	Salaries (Certified and Non-Certified)	\$196,140
200	Benefits	(\$23,552)
300	Professional Services	\$130,883
400	Property Services	\$62,823
500	Other Purchased Services	(\$147,764)
600	Supplies and Materials	\$201,668
700	Equipment	\$13,683
800	Dues and Fees	\$9,370
	<b>Operating Financial Report</b>	\$443,250
	Excess Cost Grant (Preliminary)	\$292,533
		\$0
	<b>Operating Financial Report - Adjusted</b>	\$735,783

#### **Operating Budget Major Variance Drivers**

100 SALARIES - as reported

**200 BENEFITS** – as reported

**300 PROFESSIONAL SERVICES** – SPED transportation and tuition driving overrun; will be offset by Excess Cost Grant funds

400 PROPERTY SERVICES – as reported

500 OTHER PURCHASED SERVICES – as reported

600 SUPPLIES & MATERIALS – spend-down or supplies in process

**700 EQUIPMENT** – as reported

800 DUES & FEES – as reported

#### State and Federal Grants Summary FY17 – FY18

#### Total Federal/State Grants

Projected Balance \$1,965,631

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:

- Alliance, PSD, Extended School Hours and Summer School grants: grant applications have been submitted; revisions made per Turnaround Office request.
- School Security grant (Round 3): total of \$175K with City commitment to fund \$45K. Grant funds not awarded to Derby – per program manager, not all schools that applied were awarded funds -- first priority given to schools not receiving funds in either rounds one or two (we have received total of \$492K).
- Received notification of estimate excess cost funds grant (\$292,533) first payment should be later this month.

#### Financial Summary

# It is recommended that the Derby Board of Education approve the January 2018 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 2017-2018
- 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:

• Nothing to report.

	od Servic			
	t of Activi	τy		
Janu	ary 2018			
	T	otal	2017 - Jan	
	Jan 2018		2017 - Jan 018 (YTD)	
Revenue		_		
Income		_		
Catering Income	1,355.50	0	12,859.19	
Government-Breakfast	12,832.7	7	73,003.77	
Government-Snacks	10,480.24	4	18,299.98	
Matching Funds			15,338.00	
Rebates			250.00	
Revenue	45,107.82	2	248,678.08	
Revenue-Mealpay	6,847.3	7	37,426.62	
Total Income	\$ 76,623.7	D \$	405,855.64	
Total Revenue	\$ 76,623.7	D \$	405,855.64	
Cost of Goods Sold				
Cost of Goods Sold				
Beverage Purchases	4,740.3	5	15,512.22	
Food Purchases	23,867.3	Э	172,655.04	
Paper Supplies	1,626.03	3	14,372.99	
Total Cost of Goods Sold	\$ 30,233.7	7 \$	202,540.25	
Total Cost of Goods Sold	\$ 30,233.7	7 \$	202,540.25	
Gross Profit	\$ 46,389.93	3 \$	203,315.39	
Expenditures				
Computer Expense			15,459.14	
Laundry and Cleaning			588.95	
Office Supplies			106.97	
Other Business Expenses			60.00	
Outside Services			618.75	
Payroll				
Salaries & Wages	38,914.69	Э	183,129.74	
Total Payroll	\$ 38,914.6	9 \$	183,129.74	
Purchases	1,245.53		5,280.17	
Repairs & Maintenance	1,396.13		2,893.65	
Student Rebate			9.00	
Total Expenditures	\$ 41,556.3	5\$	208,146.37	
Net Operating Revenue	\$ 4,833.5		4,830.98	
Net Revenue	\$ 4,833.5	-	4,830.98	
		· ·		Computer expense to be capitalized
Adjusted Net Revenue		<b>\$</b> 1	10,628.16	

Bank account balance 2/6/18

\$ 86,900

Respectfully submitted, Mark G. Jzzo

2/8/18

## Monthly Financial Report - January 2018

February 1, 2018															
OBJECT & ACCOUNT DESCRIPTION	BU	DGET 2017 - 2018		ANSFERS 17 - 2018		DJ BUDGET 2017 - 2018		XPENDITURES 2017 - 2018	E	NCUMBERED 2017 - 2018	BA	LANCE 2017 - 2018	ESTIMATED ADJUSTMENTS		ROJECTED (EAR-END
Central Administration	\$	308,381	\$	-	\$	308,381	\$	172,138	\$	128,637	\$	7,606	\$ -	\$	7,606
School Principals/Directors	\$	890,415	\$	-	\$	890,415	\$	509,128	\$	383,911	\$	(2,625)	\$ -	\$	(2,625)
Teachers - Regular	\$	6,453,380	\$	(6,500)	\$	6,446,880	\$	2,943,149	\$	3,391,189	\$	112,542	\$ -	\$	112,542
Teachers Substitutes	\$	75,600	\$	(30,600)	\$	45,000	\$	11,421	\$	-	\$	33,579	\$ -	\$	33,579
Teachers - Special Education	\$	734,840	\$	-	\$	734,840	\$	341,641	\$	376,231	\$	16,968	\$ -	\$	16,968
Pupil Services	\$	703,096	\$	-	\$	703,096	\$	343,020	\$	365,681	\$	(5,604)	\$ (7,000)	) \$	1,396
Library/Media	\$	61,396	\$	-	\$	61,396	\$	28,942	\$	33,059	\$	(605)	\$ -	\$	(605)
Retirement	\$	36,000	\$	-	\$	36,000	\$	35,585	\$	-	\$	416	\$ -	\$	416
Sub-Total Certified Salaries	\$	9,263,108	\$	(37,100)	\$	9,226,008	\$	4,385,022	\$	4,678,709	\$	162,277	\$ (7,000)	) \$	169,277
Secretaries, Clerical	\$	451,253	\$	-	\$	451,253	\$	251,025	\$	200,461	\$	(233)	\$ -	\$	(233)
Technology	\$	94,636	\$	-	\$	94,636	\$	56,102	\$	38,023	\$	511	\$ -	\$	511
Custodians/Facilities	\$	749,658	\$	-	\$	749,658	\$	481,307	\$	270,766	\$	(2,415)	\$ -	\$	(2,415)
Nurses	\$	190,115	\$	-	\$	190,115	\$	101,401	\$	94,343	\$	(5,629)	\$ (10,000)	) \$	4,371
Paraprofessionals	\$	25,349	\$	-	\$	25,349	\$	14,723	\$	10,763	\$	(137)	\$ -	\$	(137)
Spec. Educ.Paraprofess/Tutors	\$	830,961	\$	-	\$	830,961	\$	393,152	\$	414,072	\$	23,737	\$ -	\$	23,737
Coaching/Extra Curr. Stipends	\$	141,889	\$	-	\$	141,889	\$	80,970	\$	5,666	\$	55,253	\$ 55,253	\$	(1)
Security	\$	10,597	\$	-	\$	10,597	\$	5,730	\$	4,536	\$	331	\$ -	\$	331
Salaries, Miscellaneous	\$	35,141	\$	-	\$	35,141	\$	15,964	\$	/	\$	698	\$ -	\$	698
Sub-Total Non-Certified Salaries	\$	2,529,599	\$		\$	2,529,599	\$	1,400,373	\$	1,057,110	\$	72,116	\$ 45,253	\$	26,863
Total Salaries	\$	11,792,707	\$	(37,100)	\$	11,755,607	\$	5,785,395	\$	5,735,819	\$	234,393	\$ 38,253	\$	196,140
FICA	\$	481.000	\$	_	\$	481.000	\$	199,550	\$	_	\$	281,450	\$ 281,450	\$	0
Medical Insurance	\$	5,000	\$		\$	5,000		1,361	\$		\$	2,470	\$ -	\$	2,470
Life Insurance	\$	21,000	\$	-	\$	21,000	\$	10,106	\$	· · · · · ·	\$	6,000	\$ -	\$	6,000
Workers Compensation	\$		\$	-	\$		\$		\$		\$		\$ -	\$	
Unemployment Compensation	\$	-	\$	-	\$	-	\$	11,724	\$		\$	(11,724)	Ψ	\$	(11,724)
Other Employee Benefits	\$	20,442	\$	-	\$	20,442	\$	40,740	\$		\$	(20,298)		\$	(20,298)
Total Benefits	\$	527,442	\$	-		527,442		263,480	\$		\$	257,898	\$ 281,450	\$	(23,552)

# Monthly Financial Report - January 2018

February 1, 2018																
OBJECT & ACCOUNT BUDGET 2017 · TRANSFERS						J BUDGET	EXPENDITURES			NCUMBERED	BA	LANCE 2017 -	ESTIMATED	PROJECTED		
DESCRIPTION		2018	2017	7 - 2018	2	017 - 2018		2017 - 2018		2017 - 2018		2018	ADJUSTMENTS	YEAR-END		
Adult Education	\$	110,000	\$	-	\$	110,000	\$	102,675	\$	-	\$	7,325	\$ -	\$ 7,325		
Homebound/Tutors	\$	42,881	\$	-	\$	42,881	\$	9,471	\$	11,652	\$	21,758	\$-	\$ 21,758		
Professional Development	\$	15,000	\$	-	\$	15,000	\$	2,835	\$	2,008	\$	10,157	\$-	\$ 10,157		
Intern Program	\$	-	\$	30,600	\$	30,600	\$	15,300	\$	15,300	\$	-	\$ -	\$-		
Pupil Services	\$	181,050	\$	-	\$	181,050	\$	70,372	\$	49,131	\$	61,547	\$ -	\$ 61,547		
Audit/Legal Services	\$	67,000	\$	-	\$	67,000	\$	26,976	\$	36,874	\$	3,150	\$ -	\$ 3,150		
Other Purchased Services	\$	255,675	\$	-	\$	255,675	\$	136,105	\$	93,924	\$	25,646	\$ -	\$ 25,646		
School Physician	\$	12,300	\$	-	\$	12,300	\$	3,300	\$	7,700	\$	1,300	\$ -	\$ 1,300		
<b>Total Professional Services</b>	\$	683,906	\$	30,600	\$	714,506	\$	367,034	\$	216,589	\$	130,883	\$ -	\$ 130,883		
Water, Electricity, Natural Gas	\$	536,000	\$	_	\$	536,000	\$	232,234	\$	303,766	\$	-	\$ -	\$ -		
Repairs Instructional	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$ -	\$ -		
Contracted Services Office	\$	4,140	\$	-	\$	4,140	\$	832	\$	572	\$	2,736	\$ -	\$ 2,736		
Repairs Maintenance of Buildings	\$	303,775	\$	-	\$	303,775	\$	211,969	\$	34,369	\$	57,437	\$ -	\$ 57,437		
Lease/Rentals	\$	74,000	\$	-	\$	74,000	\$	44,975	\$	26,375	\$	2,650	\$ -	\$ 2,650		
<b>Total Property Services</b>	\$	917,915	\$	-	\$	917,915	\$	490,010	\$	365,082	\$	62,823	\$ -	\$ 62,823		
Pupil Transportation-Regular,504	\$	699,702	\$	-	\$	699,702	\$	403,846	\$	295,381	\$	474	\$ -	\$ 474		
Pupil Transportation - Spec. Educ.	\$	501,639	\$	-	\$	501,639	\$	294,540	\$	208,367	\$	(1,268)	\$ 65,000	\$ (66,268)		
Transportation-Fuel	\$	63,000	\$	-	\$	63,000	\$	37,585	\$	25,415	\$	-	\$ -	\$ -		
Voc-Educ. Transportation	\$	18,000	\$	-	\$	18,000	\$	-	\$	-	\$	18,000	\$ -	\$ 18,000		
Athletic/Student Act. Transport.	\$	66,198	\$	-	\$	66,198	\$	23,456	\$	37,362	\$	5,381	\$ -	\$ 5,381		
Insurance-General Liability	\$	7,500	\$	-	\$	7,500	\$	5,827	\$	-	\$	1,673	\$ -	\$ 1,673		
Communication Services	\$	248,050	\$	-	\$	248,050	\$	116,491	\$	129,304	\$	2,255	\$ -	\$ 2,255		
Advertising	\$	1,000	\$	-	\$	1,000	\$	550	\$	-	\$	450	\$ -	\$ 450		
Tuition-Out of District Regular	\$	151,000	\$	-	\$	151,000	\$	70,900	\$	26,000	\$	54,100	\$ -	\$ 54,100		
Tuition - Out of District SPED	\$	1,929,564	\$	-	\$	1,929,564	\$	1,154,944	\$	743,636	\$	30,984	\$ 205,000	\$ (174,016)		
Travel/Meetings	\$	22,000	\$	-	\$	22,000	\$	10,668	\$	1,144	\$	10,188	\$ -	\$ 10,188		
<b>Total Other Purchased Services</b>	\$	3,707,653	\$	-	\$	3,707,653	\$	2,118,808	\$	1,466,609	\$	122,236	\$ 270,000	\$ (147,764)		
Instructional/General Supplies	\$	73,319	\$	-	\$	73,319	\$	33,353	\$	11,615	\$	28,351	\$ -	\$ 28,351		
Interscholastic Athletics	\$	129,576	\$	-	\$	129,576	\$	51,730	\$	39,138	\$	38,709	\$ -	\$ 38,709		
Licensing/Software Maintenance	\$	188,100	\$	-	\$	188,100	\$	113,031	\$	25,962	\$	49,107	\$ -	\$ 49,107		
Office Supplies	\$	28,650	\$	-	\$	28,650	\$	17,140	\$	3,751	\$	7,759	\$ -	\$ 7,759		
Postage/Mailings	\$	12,239	\$	-	\$	12,239	\$	4,551	\$	1,223	\$	6,466	\$ -	\$ 6,466		
Custodial/Maintenance Supplies	\$	166,169	\$	-	\$	166,169	\$	81,965	\$	22,777	\$	61,427	\$ -	\$ 61,427		
School Health Supplies	\$	6,425	\$	-	\$	6,425	\$	3,375	\$	672	\$	2,378	\$ -	\$ 2,378		
Heating Oil	\$	85,000	\$	-	\$	85,000	\$	6,408	\$	78,592	\$	-	\$ -	\$ -		
Textbooks	\$	6,505	\$	6,500	\$	13,005	\$	7,701	\$	193	\$	5,112	\$ -	\$ 5,112		
Library/AV Books and Supplies	\$	3,200	\$	-	\$	3,200	\$	840	\$	-	\$	2,360	\$ -	\$ 2,360		
Total Supplies and Materials	\$	699,183	\$	6,500	\$	705,683	\$	320,093	\$	183,923	\$	201,668	\$-	\$ 201,668		

### Monthly Financial Report - January 2018

					Febr	uar	ry 1, 2018						
OBJECT & ACCOUNT DESCRIPTION	BU	DGET 2017 2018	TRANSFERS 2017 - 2018	A	DJ BUDGET 2017 - 2018	E	XPENDITURES 2017 - 2018	E	NCUMBERED 2017 - 2018	BA	LANCE 2017 - 2018	ESTIMATED DJUSTMENTS	OJECTED EAR-END
New Equipment - Instructional	\$	1,500	\$ -	\$	1,500	\$	710	\$	117	\$	673	\$ -	\$ 673
New Equipment - Support	\$	-	\$ -	\$	-	\$	-	\$	-	\$	-	\$ -	\$ -
Replace Equipment - Instructional	\$	1,650	\$ -	\$	1,650	\$	1,244	\$	-	\$	406	\$ -	\$ 406
Replace Equipment - Support	\$	26,350	\$ -	\$	26,350	\$	6,688	\$	7,058	\$	12,604	\$ -	\$ 12,604
Security Enhancements	\$	-	\$ -	\$	-	\$	-	\$	-	\$	-	\$ -	\$ -
Total Equipment	\$	29,500	\$-	\$	29,500	\$	8,642	\$	7,175	\$	13,683	\$ 	\$ 13,683
Dues and Fees	\$	31,500	\$ -	\$	31,500	\$	21,740	\$	390	\$	9,370	\$ -	\$ 9,370
Other Objects	\$	-	\$ -	\$	-	\$	-	\$	-	\$	-	\$ -	\$ -
<b>Total Dues and Fees</b>	\$	31,500	\$ -	\$	31,500	\$	21,740	\$	390	\$	9,370	\$ -	\$ 9,370
TOTAL ADOPTED BUDGET	\$	18,389,806	\$-	\$	18,389,806	\$	9,375,201	\$	7,981,652	\$	1,032,953	\$ 589,703	\$ 443,250
	\$	-	\$ -	\$	-	\$	-	\$	-			\$ -	\$ -
													\$ -
	\$	-	\$ -	\$	-	\$	-	\$	-	\$	-		\$ -
TOTAL FINANCIAL REPORT	\$	18,389,806	\$ -	\$	18,389,806	\$	9,375,201	\$	7,981,652	\$	1,032,953	\$ 589,703	\$ 443,250

### Monthly Financial Report - January 2018

February 1, 2018

GRANT DESCRIPTION	GRANT AWARD	ANT CASH ECEIVED	E	XPENDITURE	EI	NCUMBERED	1	AVAILABLE BALANCE	ESTIMATED DJUSTMENT	YEAR END ALANCES
STATE OF CT GRANTS										
Adult Education	\$ 127,479	84,986		12,402	\$	115,077		-	\$ -	\$ -
School Readiness	\$ 121,813	72,026		60,903	\$	60,910	-	-	\$ -	\$ -
Alliance	\$ 1,036,699	\$ -	\$	400,248	\$	404,500		231,952	\$ -	\$ 231,952
Alliance C-0	\$ 9,542		\$	-	\$	-	\$	9,542	\$ -	\$ 9,542
PSD	\$ 803,778	\$ -	\$	65,619	\$	91,702	\$	646,457	\$ -	\$ 646,457
PSD C-O	\$ 20,206	\$ -	\$	-	\$	-	\$	20,206	\$ -	\$ 20,206
Summer School	\$ 30,563	\$ -	\$	(1,247)	\$	-	\$	31,810		\$ 31,810
AD After School C-O	\$ 9,241	\$ -	\$	-	\$	-	\$	9,241	\$ -	\$ 9,241
Alliance Building Improvement	\$ 579,800	 579,800		-	\$	109,511	\$	470,289	\$ -	\$ 470,289
PDG	\$ 520,997	\$ 330,000	\$	217,756	\$	196,865	\$	106,376	\$ -	\$ 106,376
Smart Start	\$ 150,000	\$ 115,000	\$	73,691	\$	69,236	\$	7,073	\$ -	\$ 7,073
After School	\$ 22,206		\$	-	\$	-	\$	22,206	\$ -	\$ 22,206
In Service Training Competitive	\$ 3,881	\$ -	\$	-	\$	3,881	\$	-	\$ -	\$ -
FEDERAL GRANTS										
Title I Improving Basic Education	\$ 523,104	\$ 300,000	\$	186,569	\$	250,651	\$	85,883	\$ -	\$ 85,883
Title I Improve Educ. C-O	\$ 83,020	\$ 83,020	\$	7,459	\$	2,030	\$	73,531	\$ -	\$ 73,531
Title I Improving Basic Education - 1003a C-O	\$ 199,958	\$ 199,958	\$	192,122	\$	-	\$	7,836	\$ -	\$ 7,836
Title I Improving Basic Education - 1003a	\$ 224,952	\$ 125,000	\$	73,269	\$	95,482	\$	56,201	\$ -	\$ 56,201
Title II Part A Teachers	\$ 73,737	\$ 65,000		7,704	\$	11,221	\$	54,811	\$ -	\$ 54,811
Title II Part A Teachers C-O	\$ 41	\$		-	\$	-	\$	41	\$ -	\$ 41
IDEA Part B - Section 611	\$ 342,340	\$ 230,000	\$	129,934	\$	129,436	\$	82,970	\$ -	\$ 82,970
IDEA Part B - Section 611 C-O	\$ 14,640	14,640		· · · · · · · · · · · · · · · · · · ·	\$	-		14,455	\$ -	\$ 14,455
IDEA Pre School	\$ 14,737	9,000		-	\$	-	\$	14,737	\$ -	\$ 14,737
IDEA Pre School C-O	\$ 13,883	13,883		-	\$	-	\$	13,883	\$ -	\$ 13,883
National School Lunch Pgm Equip Assist	\$ 19,186	19,186		19,186	\$	-	\$	-	\$ -	\$ -
Carl Perkins	\$ 27,905	 18,000		5,614	\$	16,162	\$	6,129	\$ -	\$ 6,129
Carl Perkins - Supplemental Grant (AMC)	\$ 22,073	 22,073		22,073	\$	-	\$	-	\$ -	\$ -
TOTAL FEDERAL/STATE GRANTS	\$ 4,995,781	 2,281,613		1,473,487	\$	1,556,663	\$	1,965,631	\$ -	\$ 1,965,631

\* Grants so-marked have not been awarded

Note: CO denotes carryover funding from the prior year