



Derby Public Schools Business Manager's Report September 21, 2017

This financial detail provides the operating budget information for the month ending August 31, 2017 as follows:

<u>Line</u>	<u>Description</u>	<u>Proj. Balance</u>
100	Salaries (Certified and Non-Certified)	\$11,101,094
200	Benefits	\$487,606
300	Professional Services	\$545,545
400	Property Services	\$227,933
500	Other Purchased Services	\$2,514,090
600	Supplies and Materials	\$453,955
700	Equipment	\$24,627
800	Dues and Fees	\$6,002
	Operating Financial Report	<u>\$15,360,851</u>

Operating Budget Major Variance Drivers

100 SALARIES – encumbrance process will be complete by 9/29

200 BENEFITS – as reported

300 PROFESSIONAL SERVICES – as reported

400 PROPERTY SERVICES – as reported

500 OTHER PURCHASED SERVICES – establishing purchase orders for SPED transportation and tuition

600 SUPPLIES & MATERIALS – as reported

700 EQUIPMENT – as reported

800 DUES & FEES – as reported

State and Federal Grants Summary FY17 – FY18

Total Federal/State Grants	<u>Projected Balance</u> \$1,515,950
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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:

- Alliance/PSD: FY18 allocations pending outcome of Hartford budget discussions.
- National School Lunch Program – grant awarded for \$19K; addresses needed equipment at Bradley and Irving cafes. Awaiting release of funds.
- FY17 Building Improvement grant: application request for \$580K – grant awarded - majority of funds for completion of DHS windows. Awaiting input on release of funds by Bond Commission (next meeting 9/29)
- Perkins Supplemental grant: received \$22K for Advanced Manufacturing Center equipment. Coordinating DHS AMC renovations with Asnuntuck and Housatonic CC.
- School Security grant (Round 3): received approval from BOAT to submit request for up to \$175K; this is a reimbursement grant – City will fund \$45K. Coordinating with Derby PD.

Financial Summary

It is recommended that the Derby Board of Education approve the August 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 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:

- FY17 audit: all requested data has been provided to auditor; audit must be completed by 12/31/17

Derby Food Service

STATEMENT OF ACTIVITY

August 2017

	TOTAL	
	AUG 2017	JUL - AUG, 2017 (YTD)
REVENUE		
Income		661.15
Catering Income	4,459.00	6,105.00
Government-Breakfast		2,945.20
Government-Snacks		335.34
Revenue	14,426.01	19,674.22
Revenue-Meatpay		10.00
Total Income	18,885.01	29,930.91
Total Revenue	\$18,885.01	\$29,930.91
COST OF GOODS SOLD		
Cost of Goods Sold		
Beverage Purchases	1,081.30	2,173.91
Food Purchases	15,801.77	16,764.97
Paper Supplies	2,510.93	2,510.93
Total Cost of Goods Sold	19,394.00	21,439.81
Total Cost of Goods Sold	\$19,394.00	\$21,439.81
GROSS PROFIT	\$ -508.99	\$8,491.10
EXPENDITURES		
Computer Expense		5,265.00
Laundry and Cleaning	65.49	196.47
Office Supplies	106.97	106.97
Other Business Expenses		2,482.99
Outside Services	543.75	543.75
Payroll		
Salaries & Wages	5,500.00	13,628.69
Total Payroll	5,500.00	13,628.69
Student Rebate		9.00
Total Expenditures	\$6,218.21	\$22,232.67
NET OPERATING REVENUE	\$ -6,725.20	\$ -13,741.77
NET REVENUE	\$ -6,725.20	\$ -13,741.77

Bank account balance 9/19/17

\$128,111

Respectfully submitted,

Mark G. Izzo

9/21/17

Derby Public Schools
Monthly Financial Report

September 7, 2017

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2017 - 2018	TRANSFERS 2017 - 2018	ADJ BUDGET 2017 - 2018	EXPENDITURES 2017 - 2018	ENCUMBERED 2017 - 2018	BALANCE 2017 - 2018	ESTIMATED ADJUSTMENTS	PROJECTED YEAR-END
Central Administration	\$ 308,381	\$ -	\$ 308,381	\$ 37,468	\$ -	\$ 270,913	\$ -	\$ 270,913
School Principals/Directors	\$ 890,415	\$ -	\$ 890,415	\$ 111,286	\$ -	\$ 779,129	\$ -	\$ 779,129
Teachers - Regular	\$ 6,453,380	\$ -	\$ 6,453,380	\$ 241,659	\$ -	\$ 6,211,721	\$ -	\$ 6,211,721
Teachers Substitutes	\$ 75,600	\$ -	\$ 75,600	\$ -	\$ -	\$ 75,600	\$ -	\$ 75,600
Teachers - Special Education	\$ 734,840	\$ -	\$ 734,840	\$ 35,876	\$ -	\$ 698,964	\$ -	\$ 698,964
Pupil Services	\$ 703,096	\$ -	\$ 703,096	\$ 27,074	\$ -	\$ 676,022	\$ -	\$ 676,022
Library/Media	\$ 61,396	\$ -	\$ 61,396	\$ 2,361	\$ -	\$ 59,035	\$ -	\$ 59,035
Retirement	\$ 36,000	\$ -	\$ 36,000	\$ 35,585	\$ -	\$ 416	\$ -	\$ 416
Sub-Total Certified Salaries	\$ 9,263,108	\$ -	\$ 9,263,108	\$ 491,309	\$ -	\$ 8,771,799	\$ -	\$ 8,771,799
Secretaries, Clerical	\$ 451,253	\$ -	\$ 451,253	\$ 41,525	\$ -	\$ 409,728	\$ -	\$ 409,728
Technology	\$ 94,636	\$ -	\$ 94,636	\$ 14,043	\$ -	\$ 80,593	\$ -	\$ 80,593
Custodians/Facilities	\$ 749,658	\$ -	\$ 749,658	\$ 138,214	\$ -	\$ 611,444	\$ -	\$ 611,444
Nurses	\$ 190,115	\$ -	\$ 190,115	\$ -	\$ -	\$ 190,115	\$ -	\$ 190,115
Paraprofessionals	\$ 25,349	\$ -	\$ 25,349	\$ -	\$ -	\$ 25,349	\$ -	\$ 25,349
Spec. Educ.Paraprofess/Tutors	\$ 830,961	\$ -	\$ 830,961	\$ 163	\$ -	\$ 830,798	\$ -	\$ 830,798
Coaching/Extra Curr. Stipends	\$ 141,889	\$ -	\$ 141,889	\$ -	\$ -	\$ 141,889	\$ -	\$ 141,889
Security	\$ 10,597	\$ -	\$ 10,597	\$ 6,359	\$ -	\$ 4,238	\$ -	\$ 4,238
Salaries, Miscellaneous	\$ 35,141	\$ -	\$ 35,141	\$ -	\$ -	\$ 35,141	\$ -	\$ 35,141
Sub-Total Non-Certified Salaries	\$ 2,529,599	\$ -	\$ 2,529,599	\$ 200,305	\$ -	\$ 2,329,294	\$ -	\$ 2,329,294
Total Salaries	\$ 11,792,707	\$ -	\$ 11,792,707	\$ 691,613	\$ -	\$ 11,101,094	\$ -	\$ 11,101,094
FICA	\$ 481,000	\$ -	\$ 481,000	\$ 24,296	\$ -	\$ 456,704	\$ -	\$ 456,704
Medical Insurance	\$ 5,000	\$ -	\$ 5,000	\$ 35	\$ 505	\$ 4,460	\$ -	\$ 4,460
Life Insurance	\$ 21,000	\$ -	\$ 21,000	\$ 4,106	\$ 10,894	\$ 6,000	\$ -	\$ 6,000
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Employee Benefits	\$ 20,442	\$ -	\$ 20,442	\$ -	\$ -	\$ 20,442	\$ -	\$ 20,442
Total Benefits	\$ 527,442	\$ -	\$ 527,442	\$ 28,437	\$ 11,399	\$ 487,606	\$ -	\$ 487,606

Derby Public Schools
Monthly Financial Report

September 7, 2017

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2017 - 2018	TRANSFERS 2017 - 2018	ADJ BUDGET 2017 - 2018	EXPENDITURES 2017 - 2018	ENCUMBERED 2017 - 2018	BALANCE 2017 - 2018	ESTIMATED ADJUSTMENTS	PROJECTED YEAR-END
Adult Education	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ -	\$ 110,000	\$ -	\$ 110,000
Homebound/Tutors	\$ 42,881	\$ -	\$ 42,881	\$ -	\$ -	\$ 42,881	\$ -	\$ 42,881
Professional Development	\$ 15,000	\$ -	\$ 15,000	\$ (600)	\$ -	\$ 15,600	\$ -	\$ 15,600
Intern Program	\$ -	\$ -	\$ -	\$ -	\$ 15,600	\$ (15,600)	\$ -	\$ (15,600)
Pupil Services	\$ 181,050	\$ -	\$ 181,050	\$ (5,727)	\$ -	\$ 186,777	\$ -	\$ 186,777
Audit/Legal Services	\$ 67,000	\$ -	\$ 67,000	\$ -	\$ 55,000	\$ 12,000	\$ -	\$ 12,000
Other Purchased Services	\$ 255,675	\$ -	\$ 255,675	\$ 50,964	\$ 23,125	\$ 181,587	\$ -	\$ 181,587
School Physician	\$ 12,300	\$ -	\$ 12,300	\$ -	\$ -	\$ 12,300	\$ -	\$ 12,300
Total Professional Services	\$ 683,906	\$ -	\$ 683,906	\$ 44,636	\$ 93,725	\$ 545,545	\$ -	\$ 545,545
Water, Electricity, Natural Gas	\$ 536,000	\$ -	\$ 536,000	\$ 29,315	\$ 483,685	\$ 23,000	\$ -	\$ 23,000
Repairs Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services Office	\$ 4,140	\$ -	\$ 4,140	\$ -	\$ -	\$ 4,140	\$ -	\$ 4,140
Repairs Maintenance of Buildings	\$ 303,775	\$ -	\$ 303,775	\$ 78,924	\$ 26,708	\$ 198,143	\$ -	\$ 198,143
Lease/Rentals	\$ 74,000	\$ -	\$ 74,000	\$ 13,210	\$ 58,140	\$ 2,650	\$ -	\$ 2,650
Total Property Services	\$ 917,915	\$ -	\$ 917,915	\$ 121,449	\$ 568,533	\$ 227,933	\$ -	\$ 227,933
Pupil Transportation-Regular,504	\$ 699,702	\$ -	\$ 699,702	\$ 14,184	\$ 567,947	\$ 117,571	\$ -	\$ 117,571
Pupil Transportation - Spec. Educ.	\$ 501,639	\$ -	\$ 501,639	\$ -	\$ 18,441	\$ 483,198	\$ -	\$ 483,198
Transportation-Fuel	\$ 63,000	\$ -	\$ 63,000	\$ 2,707	\$ 60,293	\$ -	\$ -	\$ -
Voc-Educ. Transportation	\$ 18,000	\$ -	\$ 18,000	\$ -	\$ -	\$ 18,000	\$ -	\$ 18,000
Athletic/Student Act. Transport.	\$ 66,198	\$ -	\$ 66,198	\$ -	\$ 54,937	\$ 11,261	\$ -	\$ 11,261
Insurance-General Liability	\$ 7,500	\$ -	\$ 7,500	\$ 5,718	\$ -	\$ 1,782	\$ -	\$ 1,782
Communication Services	\$ 248,050	\$ -	\$ 248,050	\$ 35,647	\$ 205,263	\$ 7,140	\$ -	\$ 7,140
Advertising	\$ 1,000	\$ -	\$ 1,000	\$ 550	\$ -	\$ 450	\$ -	\$ 450
Tuition-Out of District Regular	\$ 151,000	\$ -	\$ 151,000	\$ -	\$ -	\$ 151,000	\$ -	\$ 151,000
Tuition - Out of District SPED	\$ 1,929,564	\$ -	\$ 1,929,564	\$ (800)	\$ 224,570	\$ 1,705,794	\$ -	\$ 1,705,794
Travel/Meetings	\$ 22,000	\$ -	\$ 22,000	\$ 2,202	\$ 1,904	\$ 17,894	\$ -	\$ 17,894
Total Other Purchased Services	\$ 3,707,653	\$ -	\$ 3,707,653	\$ 60,208	\$ 1,133,356	\$ 2,514,090	\$ -	\$ 2,514,090
Instructional/General Supplies	\$ 73,319	\$ -	\$ 73,319	\$ 4,513	\$ 8,475	\$ 60,331	\$ -	\$ 60,331
Interscholastic Athletics	\$ 129,576	\$ -	\$ 129,576	\$ 5,693	\$ 17,756	\$ 106,127	\$ -	\$ 106,127
Licensing/Software Maintenance	\$ 188,100	\$ -	\$ 188,100	\$ 28,332	\$ 51,750	\$ 108,018	\$ -	\$ 108,018
Office Supplies	\$ 28,650	\$ -	\$ 28,650	\$ 4	\$ 5,447	\$ 23,199	\$ -	\$ 23,199
Postage/Mailings	\$ 12,239	\$ -	\$ 12,239	\$ 270	\$ 2,149	\$ 9,820	\$ -	\$ 9,820
Custodial/Maintenance Supplies	\$ 166,169	\$ -	\$ 166,169	\$ 9,438	\$ 17,967	\$ 138,765	\$ -	\$ 138,765
School Health Supplies	\$ 6,425	\$ -	\$ 6,425	\$ 1,536	\$ 342	\$ 4,547	\$ -	\$ 4,547
Heating Oil	\$ 85,000	\$ -	\$ 85,000	\$ -	\$ 85,000	\$ -	\$ -	\$ -
Textbooks	\$ 6,505	\$ -	\$ 6,505	\$ -	\$ 6,555	\$ (50)	\$ -	\$ (50)
Library/AV Books and Supplies	\$ 3,200	\$ -	\$ 3,200	\$ -	\$ -	\$ 3,200	\$ -	\$ 3,200
Total Supplies and Materials	\$ 699,183	\$ -	\$ 699,183	\$ 49,787	\$ 195,442	\$ 453,955	\$ -	\$ 453,955

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September 7, 2017

OBJECT & ACCOUNT DESCRIPTION	BUDGET 2017 - 2018	TRANSFERS 2017 - 2018	ADJ BUDGET 2017 - 2018	EXPENDITURES 2017 - 2018	ENCUMBERED 2017 - 2018	BALANCE 2017 - 2018	ESTIMATED ADJUSTMENTS	PROJECTED YEAR-END
New Equipment - Instructional	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,500
New Equipment - Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace Equipment - Instructional	\$ 1,650	\$ -	\$ 1,650	\$ -	\$ 895	\$ 755	\$ -	\$ 755
Replace Equipment - Support	\$ 26,350	\$ -	\$ 26,350	\$ 683	\$ 3,295	\$ 22,372	\$ -	\$ 22,372
Security Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Equipment	\$ 29,500	\$ -	\$ 29,500	\$ 683	\$ 4,190	\$ 24,627	\$ -	\$ 24,627
Dues and Fees	\$ 31,500	\$ -	\$ 31,500	\$ 25,258	\$ 240	\$ 6,002	\$ -	\$ 6,002
Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Dues and Fees	\$ 31,500	\$ -	\$ 31,500	\$ 25,258	\$ 240	\$ 6,002	\$ -	\$ 6,002
TOTAL ADOPTED BUDGET	\$ 18,389,806	\$ -	\$ 18,389,806	\$ 1,022,071	\$ 2,006,884	\$ 15,360,851	\$ -	\$ 15,360,851
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FINANCIAL REPORT	\$ 18,389,806	\$ -	\$ 18,389,806	\$ 1,022,071	\$ 2,006,884	\$ 15,360,851	\$ -	\$ 15,360,851

Budget Transfers

Account #	Fm/To	Account Description	Amount	Description
1-01-1100-116-30-111	Fm	Salary Teacher Science - DHS	\$5,850.00	Textbooks & Media Science - DHS
1-01-1100-103-11-124	Fm	Teacher substitute - Bradley	\$15,000.00	Intern program - Bradley
1-01-1100-103-12-124	To	Teacher substitute - Irving	\$15,600.00	Intern program - Irving

Derby Public Schools
Monthly Financial Report

September 7, 2017

GRANT DESCRIPTION	GRANT AWARD	GRANT CASH RECEIVED	EXPENDITURE	ENCUMBERED	AVAILABLE BALANCE	ESTIMATED ADJUSTMENT	YEAR END BALANCES
STATE OF CT GRANTS							
Adult Education	\$ 127,479	\$ 84,986	\$ -	\$ -	\$ 127,479		\$ 127,479
After School Program	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Summer School	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
School Readiness	\$ 121,813	\$ 20,786	\$ 10,151	\$ 111,662	\$ -		\$ -
Alliance	\$ -	\$ -	\$ 29,242	\$ 2,641	\$ (31,883)		\$ (31,883)
PSD	\$ -	\$ -	\$ 13,290	\$ -	\$ (13,290)		\$ (13,290)
PDG	\$ 520,297	\$ 78,000	\$ 49,857	\$ 197,085	\$ 273,355		\$ 273,355
Smart Start	\$ 150,000	\$ 15,000	\$ 5,867	\$ -	\$ 144,133		\$ 144,133
After School	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
In Service Training Competitive	\$ 3,881	\$ -	\$ -	\$ 3,881	\$ -		\$ -
FEDERAL GRANTS							
Title I Improving Basic Education	\$ 523,104	\$ -	\$ 10,197	\$ 287	\$ 512,620		\$ 512,620
Title I Improve Educ. C-O	\$ 84,475	\$ 84,475	\$ -	\$ -	\$ 84,475		\$ 84,475
Title I Improving Basic Education	\$ 199,958	\$ 199,958	\$ 78,765	\$ 75,953	\$ 45,240		\$ 45,240
Title II Part A Teachers	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Title II Part A Teachers C-O	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Title III English Language	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
IDEA Part B - Section 611	\$ 342,240	\$ 35,000	\$ 11,553	\$ 900	\$ 329,787		\$ 329,787
IDEA Part B - Section 611 C-O	\$ 15,413	\$ -	\$ -	\$ -	\$ 15,413		\$ 15,413
IDEA Pre School	\$ 14,737	\$ -	\$ -	\$ -	\$ 14,737		\$ 14,737
IDEA Pre School C-O	\$ 13,883	\$ 13,883	\$ -	\$ -	\$ 13,883		\$ 13,883
Carl Perkins	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
TOTAL FEDERAL/STATE GRANTS	\$ 2,117,280	\$ 532,088	\$ 208,921	\$ 392,410	\$ 1,515,950		\$ 1,515,950