



Derby Public Schools Business Manager's Report April 19, 2018

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

<u>Line</u>	<u>Description</u>	<u>Proj. Balance</u>
100	Salaries (Certified and Non-Certified)	\$147,551
200	Benefits	(\$45,860)
300	Professional Services	\$132,266
400	Property Services	\$16,464
500	Other Purchased Services	(\$212,184)
600	Supplies and Materials	\$153,123
700	Equipment	\$7,501
800	Dues and Fees	\$9,210
	Operating Financial Report	<u>\$208,070</u>
	Excess Cost Grant (Preliminary)	\$292,533
	Operating Financial Report - Adjusted	<u>\$500,603</u>

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	<u>Projected Balance</u> \$1,101,835
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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:

- Reapplication for the Smart Start grant (FY19 and FY20) submitted 3/28/18.
- The FY19 IDEA grant application is due 5/10/18.
- Received notification of additional School Improvement Grant funds (\$79,568) for DHS; application requesting use of additional funds in process.
- The DHS auditorium seating renovation project continues with ~20% seats replaced to date. Expecting completion late May.

Financial Summary

It is recommended that the Derby Board of Education approve the March 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.

Derby Public Schools
Monthly Financial Report - March 2018

March 29, 2018

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	\$ 218,059	\$ 82,716	\$ 7,606	\$ -	\$ 7,606
School Principals/Directors	\$ 890,415	\$ -	\$ 890,415	\$ 641,476	\$ 253,857	\$ (4,918)	\$ -	\$ (4,918)
Teachers - Regular	\$ 6,453,380	\$ (6,500)	\$ 6,446,880	\$ 3,914,495	\$ 2,422,636	\$ 109,749	\$ -	\$ 109,749
Teachers Substitutes	\$ 75,600	\$ (38,400)	\$ 37,200	\$ 17,003	\$ -	\$ 20,197	\$ -	\$ 20,197
Teachers - Special Education	\$ 734,840	\$ -	\$ 734,840	\$ 453,077	\$ 264,800	\$ 16,963	\$ -	\$ 16,963
Pupil Services	\$ 703,096	\$ -	\$ 703,096	\$ 454,007	\$ 254,716	\$ (5,627)	\$ -	\$ (5,627)
Library/Media	\$ 61,396	\$ -	\$ 61,396	\$ 38,605	\$ 23,614	\$ (823)	\$ -	\$ (823)
Retirement	\$ 36,000	\$ -	\$ 36,000	\$ 29,750	\$ -	\$ 6,250	\$ -	\$ 6,250
Sub-Total Certified Salaries	\$ 9,263,108	\$ (44,900)	\$ 9,218,208	\$ 5,766,473	\$ 3,302,339	\$ 149,396	\$ -	\$ 149,396
Secretaries, Clerical	\$ 451,253	\$ -	\$ 451,253	\$ 323,651	\$ 123,732	\$ 3,869	\$ -	\$ 3,869
Technology	\$ 94,636	\$ -	\$ 94,636	\$ 71,159	\$ 22,966	\$ 511	\$ -	\$ 511
Custodians/Facilities	\$ 749,658	\$ -	\$ 749,658	\$ 609,509	\$ 167,775	\$ (27,627)	\$ -	\$ (27,627)
Nurses	\$ 190,115	\$ -	\$ 190,115	\$ 138,416	\$ 57,453	\$ (5,754)	\$ (10,000)	\$ 4,246
Paraprofessionals	\$ 25,349	\$ -	\$ 25,349	\$ 20,181	\$ 5,525	\$ (357)	\$ -	\$ (357)
Spec. Educ.Paraprofess/Tutors	\$ 830,961	\$ -	\$ 830,961	\$ 532,500	\$ 279,933	\$ 18,527	\$ -	\$ 18,527
Coaching/Extra Curr. Stipends	\$ 141,889	\$ -	\$ 141,889	\$ 110,199	\$ 2,418	\$ 29,272	\$ 29,272	\$ 0
Security	\$ 10,597	\$ -	\$ 10,597	\$ 7,648	\$ 3,694	\$ (745)	\$ -	\$ (745)
Salaries, Miscellaneous	\$ 35,141	\$ -	\$ 35,141	\$ 22,629	\$ 12,782	\$ (270)	\$ -	\$ (270)
Sub-Total Non-Certified Salaries	\$ 2,529,599	\$ -	\$ 2,529,599	\$ 1,835,893	\$ 676,279	\$ 17,427	\$ 19,272	\$ (1,845)
Total Salaries	\$ 11,792,707	\$ (44,900)	\$ 11,747,807	\$ 7,602,366	\$ 3,978,618	\$ 166,823	\$ 19,272	\$ 147,551
FICA	\$ 481,000	\$ -	\$ 481,000	\$ 262,303	\$ -	\$ 218,697	\$ 218,697	\$ (0)
Medical Insurance	\$ 5,000	\$ -	\$ 5,000	\$ 1,431	\$ 1,100	\$ 2,470	\$ -	\$ 2,470
Life Insurance	\$ 21,000	\$ -	\$ 21,000	\$ 13,239	\$ 1,761	\$ 6,000	\$ -	\$ 6,000
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment Compensation	\$ -	\$ -	\$ -	\$ 14,288	\$ -	\$ (14,288)	\$ -	\$ (14,288)
Other Employee Benefits	\$ 20,442	\$ -	\$ 20,442	\$ 60,484	\$ -	\$ (40,042)	\$ -	\$ (40,042)
Total Benefits	\$ 527,442	\$ -	\$ 527,442	\$ 351,745	\$ 2,861	\$ 172,837	\$ 218,697	\$ (45,860)

Derby Public Schools
Monthly Financial Report - March 2018

March 29, 2018

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	\$ 102,675	\$ -	\$ 7,325	\$ -	\$ 7,325
Homebound/Tutors	\$ 42,881	\$ -	\$ 42,881	\$ 13,145	\$ 7,979	\$ 21,758	\$ -	\$ 21,758
Professional Development	\$ 15,000	\$ -	\$ 15,000	\$ 3,020	\$ 2,208	\$ 9,772	\$ -	\$ 9,772
Intern Program	\$ -	\$ 38,400	\$ 38,400	\$ 38,400	\$ -	\$ -	\$ -	\$ -
Pupil Services	\$ 181,050	\$ -	\$ 181,050	\$ 107,164	\$ 10,223	\$ 63,663	\$ -	\$ 63,663
Audit/Legal Services	\$ 67,000	\$ -	\$ 67,000	\$ 30,231	\$ 33,619	\$ 3,150	\$ -	\$ 3,150
Other Purchased Services	\$ 255,675	\$ -	\$ 255,675	\$ 179,163	\$ 51,213	\$ 25,299	\$ -	\$ 25,299
School Physician	\$ 12,300	\$ -	\$ 12,300	\$ 5,500	\$ 5,500	\$ 1,300	\$ -	\$ 1,300
Total Professional Services	\$ 683,906	\$ 38,400	\$ 722,306	\$ 479,298	\$ 110,742	\$ 132,266	\$ -	\$ 132,266
Water, Electricity, Natural Gas	\$ 536,000	\$ -	\$ 536,000	\$ 376,581	\$ 167,585	\$ (8,166)	\$ -	\$ (8,166)
Repairs Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services Office	\$ 4,140	\$ -	\$ 4,140	\$ 832	\$ 572	\$ 2,736	\$ -	\$ 2,736
Repairs Maintenance of Buildings	\$ 303,775	\$ -	\$ 303,775	\$ 248,412	\$ 36,119	\$ 19,244	\$ -	\$ 19,244
Lease/Rentals	\$ 74,000	\$ -	\$ 74,000	\$ 54,741	\$ 16,609	\$ 2,650	\$ -	\$ 2,650
Total Property Services	\$ 917,915	\$ -	\$ 917,915	\$ 680,565	\$ 220,886	\$ 16,464	\$ -	\$ 16,464
Pupil Transportation-Regular,504	\$ 699,702	\$ -	\$ 699,702	\$ 539,108	\$ 160,120	\$ 474	\$ -	\$ 474
Pupil Transportation - Spec. Educ.	\$ 501,639	\$ -	\$ 501,639	\$ 384,301	\$ 205,306	\$ (87,968)	\$ -	\$ (87,968)
Transportation-Fuel	\$ 63,000	\$ -	\$ 63,000	\$ 49,931	\$ 13,069	\$ -	\$ -	\$ -
Voc-Educ. Transportation	\$ 18,000	\$ -	\$ 18,000	\$ -	\$ -	\$ 18,000	\$ -	\$ 18,000
Athletic/Student Act. Transport.	\$ 66,198	\$ -	\$ 66,198	\$ 35,708	\$ 26,611	\$ 3,879	\$ -	\$ 3,879
Insurance-General Liability	\$ 7,500	\$ -	\$ 7,500	\$ 5,827	\$ -	\$ 1,673	\$ -	\$ 1,673
Communication Services	\$ 248,050	\$ -	\$ 248,050	\$ 165,534	\$ 80,426	\$ 2,090	\$ -	\$ 2,090
Advertising	\$ 1,000	\$ -	\$ 1,000	\$ 550	\$ -	\$ 450	\$ -	\$ 450
Tuition-Out of District Regular	\$ 151,000	\$ -	\$ 151,000	\$ 100,574	\$ 30,199	\$ 20,227	\$ -	\$ 20,227
Tuition - Out of District SPED	\$ 1,929,564	\$ -	\$ 1,929,564	\$ 1,482,486	\$ 625,311	\$ (178,233)	\$ -	\$ (178,233)
Travel/Meetings	\$ 22,000	\$ -	\$ 22,000	\$ 13,631	\$ 1,144	\$ 7,225	\$ -	\$ 7,225
Total Other Purchased Services	\$ 3,707,653	\$ -	\$ 3,707,653	\$ 2,777,651	\$ 1,142,186	\$ (212,184)	\$ -	\$ (212,184)
Instructional/General Supplies	\$ 73,319	\$ -	\$ 73,319	\$ 42,786	\$ 14,674	\$ 15,859	\$ -	\$ 15,859
Interscholastic Athletics	\$ 129,576	\$ -	\$ 129,576	\$ 74,385	\$ 24,186	\$ 31,005	\$ -	\$ 31,005
Licensing/Software Maintenance	\$ 188,100	\$ -	\$ 188,100	\$ 119,595	\$ 17,719	\$ 50,786	\$ -	\$ 50,786
Office Supplies	\$ 28,650	\$ (300)	\$ 28,350	\$ 20,142	\$ 2,579	\$ 5,629	\$ -	\$ 5,629
Postage/Mailings	\$ 12,239	\$ 300	\$ 12,539	\$ 6,348	\$ 2,238	\$ 3,953	\$ -	\$ 3,953
Custodial/Maintenance Supplies	\$ 166,169	\$ -	\$ 166,169	\$ 114,584	\$ 12,369	\$ 39,217	\$ -	\$ 39,217
School Health Supplies	\$ 6,425	\$ -	\$ 6,425	\$ 4,268	\$ 495	\$ 1,663	\$ -	\$ 1,663
Heating Oil	\$ 85,000	\$ -	\$ 85,000	\$ 30,964	\$ 54,036	\$ -	\$ -	\$ -
Textbooks	\$ 6,505	\$ 6,500	\$ 13,005	\$ 8,451	\$ 1,267	\$ 3,287	\$ -	\$ 3,287
Library/AV Books and Supplies	\$ 3,200	\$ -	\$ 3,200	\$ 1,160	\$ 316	\$ 1,724	\$ -	\$ 1,724
Total Supplies and Materials	\$ 699,183	\$ 6,500	\$ 705,683	\$ 422,682	\$ 129,878	\$ 153,123	\$ -	\$ 153,123

Derby Public Schools
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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	\$ 788	\$ 39	\$ 673	\$ -	\$ 673
New Equipment - Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace Equipment - Instructional	\$ 1,650	\$ -	\$ 1,650	\$ 1,244	\$ 620	\$ (215)	\$ -	\$ (215)
Replace Equipment - Support	\$ 26,350	\$ -	\$ 26,350	\$ 15,486	\$ 3,821	\$ 7,042	\$ -	\$ 7,042
Security Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Equipment	\$ 29,500	\$ -	\$ 29,500	\$ 17,519	\$ 4,481	\$ 7,501	\$ -	\$ 7,501
Dues and Fees	\$ 31,500	\$ -	\$ 31,500	\$ 22,050	\$ 240	\$ 9,210	\$ -	\$ 9,210
Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Dues and Fees	\$ 31,500	\$ -	\$ 31,500	\$ 22,050	\$ 240	\$ 9,210	\$ -	\$ 9,210
TOTAL ADOPTED BUDGET	\$ 18,389,806	\$ -	\$ 18,389,806	\$ 12,353,875	\$ 5,589,891	\$ 446,039	\$ 237,969	\$ 208,070
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FINANCIAL REPORT	\$ 18,389,806	\$ -	\$ 18,389,806	\$ 12,353,875	\$ 5,589,891	\$ 446,039	\$ 237,969	\$ 208,070

Derby Public Schools
Monthly Financial Report - March 2018

March 29, 2018

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	\$ -	\$ -	\$ -	\$ -
School Readiness	\$ 121,813	\$ 91,362	\$ 81,205	\$ 40,608	\$ -	\$ -	\$ -
Alliance	\$ 1,036,699	\$ -	\$ 593,714	\$ 276,657	\$ 166,328	\$ -	\$ 166,328
Alliance C-0	\$ 9,542	\$ 9,542	\$ -	\$ -	\$ 9,542	\$ -	\$ 9,542
PSD	\$ 803,778	\$ -	\$ 183,469	\$ 83,583	\$ 536,726	\$ -	\$ 536,726
PSD C-O	\$ 20,206	\$ 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	\$ -	\$ 9,241
Alliance Building Improvement	\$ 579,800	\$ 579,800	\$ 33,080	\$ 576,284	\$ (29,564)	\$ (29,564)	\$ -
PDG	\$ 520,997	\$ 420,000	\$ 331,325	\$ 155,121	\$ 34,550	\$ -	\$ 34,550
Smart Start	\$ 150,000	\$ 125,000	\$ 99,902	\$ 44,673	\$ 5,425	\$ -	\$ 5,425
After School	\$ 22,206	\$ 16,000	\$ 5,275	\$ -	\$ 16,931	\$ -	\$ 16,931
In Service Training Competitive	\$ 3,881	\$ -	\$ -	\$ 3,881	\$ -	\$ -	\$ -
FEDERAL GRANTS							
Title I Improving Basic Education	\$ 523,104	\$ 355,000	\$ 230,919	\$ 214,298	\$ 77,888	\$ -	\$ 77,888
Title I Improve Educ. C-O	\$ 83,020	\$ 83,020	\$ 82,425	\$ 644	\$ (49)	\$ -	\$ (49)
Title I Improving Basic Education - 1003a C-O	\$ 199,958	\$ 199,958	\$ 199,958	\$ -	\$ 0	\$ -	\$ 0
Title I Improving Basic Education - 1003a	\$ 224,952	\$ 150,000	\$ 86,427	\$ 67,258	\$ 71,267	\$ -	\$ 71,267
Title II Part A Teachers	\$ 73,737	\$ 73,737	\$ 19,798	\$ 35,728	\$ 18,211	\$ -	\$ 18,211
Title II Part A Teachers C-O	\$ 41	\$ 41	\$ 41	\$ -	\$ -	\$ -	\$ -
Title IV - Student Support & Enrichment	\$ 10,000	\$ 5,000	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
IDEA Part B - Section 611	\$ 342,340	\$ 280,000	\$ 164,895	\$ 88,811	\$ 88,634	\$ -	\$ 88,634
IDEA Part B - Section 611 C-O	\$ 14,640	\$ 14,640	\$ 14,640	\$ -	\$ -	\$ -	\$ -
IDEA Pre School	\$ 14,737	\$ 11,000	\$ 4,693	\$ 10,911	\$ (867)	\$ -	\$ (867)
IDEA Pre School C-O	\$ 13,883	\$ 13,883	\$ 13,883	\$ -	\$ -	\$ -	\$ -
National School Lunch Pgm Equip Assist	\$ 19,186	\$ 19,186	\$ 19,186	\$ -	\$ -	\$ -	\$ -
Carl Perkins	\$ 27,905	\$ 24,000	\$ 21,114	\$ 800	\$ 5,991	\$ -	\$ 5,991
Carl Perkins - Supplemental Grant (AMC)	\$ 22,073	\$ 22,073	\$ 22,073	\$ -	\$ -	\$ -	\$ -
TOTAL FEDERAL/STATE GRANTS	\$ 5,005,781	\$ 2,607,675	\$ 2,334,251	\$ 1,599,259	\$ 1,072,271	\$ (29,564)	\$ 1,101,835

* Grants so-marked have not been awarded

Note: CO denotes carryover funding from the prior year

Derby Food Service		
Statement of Activity		
March 2018		
	Total	
	Mar 2018	Jul 2017 - Mar 2018 (YTD)
Revenue		
Income		
Catering Income	1,136.00	14,661.19
Government-Breakfast	13,569.98	98,343.53
Government-Snacks	2,946.24	23,681.18
Matching Funds		17,231.00
Rebates		8,018.12
Revenue	47,187.50	339,847.76
Revenue-Mealpay	8,001.00	53,670.00
Total Income	\$ 72,840.72	\$ 555,452.78
Total Revenue	\$ 72,840.72	\$ 555,452.78
Cost of Goods Sold		
Cost of Goods Sold		
Beverage Purchases	5,256.05	24,386.94
Food Purchases	26,261.35	225,064.21
Paper Supplies	2,687.33	19,218.66
Total Cost of Goods Sold	\$ 34,204.73	\$ 268,669.81
Total Cost of Goods Sold	\$ 34,204.73	\$ 268,669.81
Gross Profit	\$ 38,635.99	\$ 286,782.97
Expenditures		
Computer Expense		15,459.14
Laundry and Cleaning		588.95
Office Supplies		131.97
Other Business Expenses	998.36	1,058.36
Outside Services		618.75
Payroll		
Salaries & Wages	27,309.48	242,693.57
Total Payroll	\$ 27,309.48	\$ 242,693.57
Purchases	611.47	6,038.66
Repairs & Maintenance	611.92	3,505.57
Student Rebate		9.00
Total Expenditures	\$ 29,531.23	\$ 270,103.97
Net Operating Revenue	\$ 9,104.76	\$ 16,679.00
Net Revenue	\$ 9,104.76	\$ 16,679.00
		\$ 15,459.14 Computer expense to be capitalized
Adjusted Net Revenue		\$32,138.14

Bank account balance as of 4/12/18 = \$ 33,060

Respectfully submitted,

Mark G. Izzo

4/19/18