

Derby Public Schools Business Manager's Report June 18, 2020

This financial detail provides the operating budget information for the month ending May 31, 2020 as follows:

Description	Pro	<u>i. Balance</u>
Salaries (Certified and Non-Certified)		(\$24,032)
Benefits	(3	\$288,508)
Professional Services		\$37,131
Property Services		(\$41,433)
Other Purchased Services	(\$584,804
Supplies and Materials		\$30,506
Equipment		\$4,548
Dues and Fees		(\$5,954)
Operating Financial Report	,	\$297,061
	•	
• •		97,722
School Security Officers	\$	89,158
FY19 Non-lapsing funds (City - \$110K)	_\$_	
Operating Financial Report - Adjusted		483,941
	Salaries (Certified and Non-Certified) Benefits Professional Services Property Services Other Purchased Services Supplies and Materials Equipment Dues and Fees Operating Financial Report Insurance waiver/unemploy reimb School Security Officers FY19 Non-lapsing funds (City - \$110K)	Salaries (Certified and Non-Certified) Benefits (Services Professional Services Property Services Other Purchased Services Supplies and Materials Equipment Dues and Fees Operating Financial Report Insurance waiver/unemploy reimb School Security Officers FY19 Non-lapsing funds (City - \$110K)

Operating Budget Major Variance Drivers

100 SALARIES – includes reduction for one (1) furlough day and reduced spring coaching stipends

200 BENEFITS – as reported (furlough day impact included in salary accounts)

300 PROFESSIONAL SERVICES – as reported

400 PROPERTY SERVICES – as reported; managing building maintenance costs

500 OTHER PURCHASED SERVICES – as reported and includes \$389K savings from regular/special education transportation.

600 SUPPLIES & MATERIALS – as reported; custodial supplies usage increased due to detailed facilities cleaning protocol.

700 EQUIPMENT – as reported

800 DUES & FEES – as reported

State and Federal Grants Summary FY19 – FY20

<u>Projected Balance</u>

Total Federal/State Grants

\$711,181

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:

- FY21 IDEA 611/619 grant application has been approved.
- Alliance grant funds can be carried over to FY21; spend period for entitlement grants, in most cases, has been extended.
- Awaiting release of CARES act funds by CSDE; Derby has been allocated \$378,589. A simple grant application form will be required.

Financial Summary

<u>Motion:</u> The Board of Education approve the financial report for the period through May 31, 2020 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 2019-2020
- 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:

- FY21 budget book delivered to Derby Finance Director 4/15/20; BoAT meetings continue to work City budget with anticipated final budget anticipated week of 6/22.
- Negotiations with SpED transportation suppliers and All-Star transportation yielded savings of \$389K – these funds will be place into the non-lapsing fund account with City; other savings will be identified as FY20 closing process ensues.
- Actual/estimated Federal Emergency Management Agency (FEMA)-eligible costs submitted to City Hall on 5/20.

Derby Food Service

STATEMENT OF ACTIVITY May 2020

	TO	TAL
	MAY 2020	JUL 2019 - MAY 2020 (YTD)
Revenue		
Income		495.15
Catering Income		19,374.70
Intergovernmental		
Government - NSL	9,127.20	401,836.40
Government-Breakfast	5,220.25	152,998.74
Government-Snacks		26,021.96
Matching Funds		18,877.00
Total Intergovernmental	14,347.45	599,734.10
Revenue	191.05	21,584.13
Revenue-Mealpay		5,457.94
Total Income	14,538.50	646,646.02
Total Revenue	\$14,538.50	\$646,646.02
Cost of Goods Sold		
Cost of Goods Sold		
Beverage Purchases	907.17	33,324.50
Food Purchases	5,083.60	247,619.46
Paper Supplies		21,944.33
Total Cost of Goods Sold	5,990.77	302,888.31
Total Cost of Goods Sold	\$5,990.77	\$302,888.31
GROSS PROFIT	\$8,547.73	\$343,757.71
Expenditures		
Bank Charges & Fees		50.00
Beverage Purchasesv		0.00
Computer Expense		4,949.26
Maintenance		657.88
Other Business Expenses		370.00
Outside Services		500.00
Payroll		
Salaries & Wages	51,064.91	322,852.24
Total Payroli	51,064.91	322,852.24
Purchases	70.70	12,087.37
Repairs & Maintenance		5,649.28
Student Rebate		67.66
Total Expenditures	\$51,135.61	\$347,183.66
NET OPERATING REVENUE	\$ -42,587.88	\$ -3,425.96
NET REVENUE	\$ -42,587.88	\$-3,425.98

Bank account balance as of 5/31/20 = \$153,603
Accounts Receivable = \$165,425
Estimated cash position (above less A/P) = \$223,943*
*decrease in cash position due to payment of full staff during shutdown not being offset by claim \$

Respectfully submitted, Mark G. Izzo

6/18/20

Monthly Financial Report - May 2020

				Ju	ne	3, 2020						
OBJECT & ACCOUNT DESCRIPTION	BU	DGET 2019 · 2020	RANSFERS 019 - 2020	DJ BUDGET 2019 - 2020	E	XPENDITURES 2019 - 2020	E	NCUMBERED 2019 - 2020	BA	LANCE 2019 - 2020	ESTIMATED DJUSTMENTS	ECTED R-END
Central Administration	\$	312,750	\$ _	\$ 312,750	\$	277,986	\$	24,437	\$	10,327	\$ (1,500)	\$ 11,827
School Principals/Directors	\$	926,445	\$ _	\$ 926,445	\$	847,757	\$	88,643	\$	(9,955)	\$ (8,000)	\$ (1,955)
Teachers - Regular	\$	6,256,823	\$ _	\$ 6,256,823	\$	5,145,795	\$	1,114,646	\$	(3,618)		\$ (3,618)
Teachers Substitutes	\$	75,600	\$ (7,800)	\$ 67,800	\$	73,857	\$	-	\$	(6,057)	\$ -	\$ (6,057)
Teachers - Special Education	\$	695,197	\$ -	\$ 695,197	\$	556,978	\$	122,905	\$	15,315	\$ -	\$ 15,315
Pupil Services	\$	721,378	\$ -	\$ 721,378	\$	592,170	\$	108,589	\$	20,619	\$ -	\$ 20,619
Library/Media	\$	65,076	\$ _	\$ 65,076	\$	52,304	\$	12,423	\$	350	\$ -	\$ 350
Retirement	\$	-	\$ -	\$ -	\$	-	\$	-	\$	-	\$ -	\$ -
Sub-Total Certified Salaries	\$	9,053,270	\$ (7,800)	\$ 9,045,470	\$	7,546,848	\$	1,471,641	\$	26,981	\$ (9,500)	\$ 36,481
Secretaries, Clerical	\$	476,230	\$ _	\$ 476,230	\$	419,966	\$	48,997	\$	7,267	\$ 6,500	\$ 767
Technology	\$	65,414	\$ -	\$ 65,414	\$	69,835	\$	-	\$	(4,421)	\$ 3,000	\$ (7,421)
Custodians/Facilities	\$	769,276	\$ _	\$ 769,276	\$	668,015	\$	61,518	\$	39,742	\$ 20,000	\$ 19,742
Nurses	\$	210,215	\$ _	\$ 210,215	\$	195,523	\$	22,981	\$	(8,289)	\$ (1,500)	\$ (6,789)
Paraprofessionals	\$	4,104	\$ _	\$ 4,104	\$	3,295	\$	621	\$	188	\$ -	\$ 188
Spec. Educ.Paraprofess/Tutors	\$	799,974	\$ _	\$ 799,974	\$	752,848	\$	54,625	\$	(7,499)	\$ (4,500)	\$ (2,999)
Coaching/Extra Curr. Stipends	\$	154,998	\$ _	\$ 154,998	\$	117,827	\$	2,382	\$	34,789	\$ 8,000	\$ 26,789
Security	\$	17,046	\$ -	\$ 17,046	\$	78,555	\$	27,648	\$	(89,158)	\$ -	\$ (89,158)
Salaries, Miscellaneous	\$	35,740	\$ -	\$ 35,740	\$	28,712	\$	8,660	\$	(1,632)	\$ -	\$ (1,632)
Sub-Total Non-Certified Salaries	\$	2,532,997	\$ -	\$ 2,532,997	\$	2,334,575	\$	227,434	\$	(29,013)	\$ 31,500	\$ (60,513)
Total Salaries	\$	11,586,266	\$ (7,800)	\$ 11,578,466	\$	9,881,423	\$	1,699,075	\$	(2,032)	\$ 22,000	\$ (24,032)
FICA	\$	420,000	\$ -	\$ 420,000	\$	377,301	\$	_	\$	42,699	\$ 40,699	\$ 2,000
Medical Insurance	\$	5,000	\$ -	\$ 5,000	\$	1,924	\$	62	\$	3,015	\$ 3,020	\$ (5)
Life Insurance	\$	21,000	\$ _	\$ 21,000	\$	21,781	\$	-	\$	(781)	\$ 2,000	\$ (2,781)
Workers Compensation	\$	-	\$ -	\$, -	\$	· -	\$	-	\$. ,	\$, -	\$ -
Unemployment Compensation	\$	-	\$ -	\$ -	\$	33,826	\$	-	\$	(33,826)	\$ -	\$ (33,826)
Other Employee Benefits	\$	(95,000)	\$ -	\$ (95,000)	\$	63,896	\$	-	\$	(158,896)	95,000	\$ (253,896)
Total Benefits	\$	351,000	\$ -	\$ 351,000		498,728	\$	62	\$	(147,789)	140,719	(288,508)

Monthly Financial Report - May 2020

	June 3, 2020													
OBJECT & ACCOUNT DESCRIPTION	BUI	DGET 2019 - 2020		ANSFERS 19 - 2020		OJ BUDGET 1019 - 2020	EX	XPENDITURES 2019 - 2020	E	NCUMBERED 2019 - 2020	BA	ALANCE 2019 - 2020	ESTIMATED ADJUSTMENTS	PROJECTED YEAR-END
Adult Education	\$	110,000	\$	-	\$	110,000		50,400	\$			- ,	\$ -	\$ 9,200
Homebound/Tutors	\$	26,502	\$	-	\$	26,502	\$	19,221	\$	7,385	\$	(103)		\$ (103)
Professional Development	\$	3,000	\$	-	\$	3,000	\$	1,540	\$	-	\$	1,460	\$ -	\$ 1,460
Intern Program	\$	-	\$	7,800	\$	7,800	\$	15,600	\$	-	\$	(7,800)		\$ (7,800
Pupil Services	\$	199,650	\$	-	\$	199,650	\$	116,420	\$	141,936	\$	(58,706)	\$ (60,000)	. ,
Audit/Legal Services	\$	74,000	\$	-	\$	74,000	\$	66,617	\$	2,413	\$	4,970	\$ -	\$ 4,970
Other Purchased Services	\$	205,000	\$	-	\$	205,000	\$	85,774	\$	81,116	\$	38,110	\$ 10,000	\$ 28,110
School Physician	\$	12,300	\$	-	\$	12,300	\$	6,600	\$	5,700	\$	-	\$ -	\$ -
Total Professional Services	\$	630,452	\$	7,800	\$	638,252	\$	362,172	\$	288,949	\$	(12,869)	\$ (50,000)	\$ 37,131
Water, Electricity, Natural Gas	\$	532,500	\$	-	\$	532,500	\$	420,395	\$	143,537	\$	(31,432)	\$ 10,000	\$ (41,432
Repairs Instructional	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$ -	\$ -
Contracted Services Office	\$	4,140	\$	-	\$	4,140	\$	2,213	\$	223	\$	1,704	\$ 1,704	\$ (0
Repairs Maintenance of Buildings	\$	293,033	\$	-	\$	293,033	\$	121,297	\$	74,997	\$	96,739	\$ 96,739	\$ (0
Lease/Rentals	\$	79,000	\$	-	\$	79,000	\$	53,593	\$	12,633	\$	12,774	\$ 12,774	\$ 0
Total Property Services	\$	908,673	\$		\$	908,673	\$	597,498	\$	231,390	\$	79,784	\$ 121,217	\$ (41,433
Pupil Transportation-Regular,504	\$	735,000	\$	-	\$	735,000	\$	564,524	\$	174,601	\$	(4,125)	\$ (141,000)	\$ 136,875
Pupil Transportation - Spec. Educ.	\$	569,062	\$	-	\$	569,062	\$	319,112	\$	260,135	\$	(10,185)	\$ (262,000)	\$ 251,815
Transportation-Fuel	\$	81,500	\$	-	\$	81,500	\$	50,013	\$	31,487	\$	-	\$ (7,000)	\$ 7,000
Voc-Educ. Transportation	\$	18,000	\$	-	\$	18,000	\$	-	\$	-	\$	18,000	\$ -	\$ 18,000
Athletic/Student Act. Transport.	\$	71,192	\$	(3,735)	\$	67,457	\$	35,976	\$	30,668	\$	813	\$ -	\$ 813
Insurance-General Liability	\$	7,500	\$	-	\$	7,500	\$	5,939	\$	-	\$	1,561	\$ -	\$ 1,561
Communication Services	\$	254,050	\$	-	\$	254,050	\$	197,214	\$	40,546	\$	16,290	\$ 16,290	\$ -
Advertising	\$	1,000	\$	-	\$	1,000	\$	580	\$	-	\$	420	\$ -	\$ 420
Tuition-Out of District Regular	\$	184,000	\$	-	\$	184,000	\$	129,365	\$	-	\$	54,635		\$ 54,635
Tuition - Out of District SPED	\$	2,497,309	\$	-	\$	2,497,309	\$	1,967,119	\$	406,405	\$	123,785	\$ 26,000	\$ 97,785
Travel/Meetings	\$	30,000	\$	-	\$	30,000	\$	9,797	\$	3,303	\$	16,901	\$ 1,000	\$ 15,901
Total Other Purchased Services	\$	4,448,613	\$	(3,735)	\$	4,444,878	\$	3,279,639	\$	947,145	\$	218,094	\$ (366,710)	\$ 584,804
Instructional/General Supplies	\$	42,991	\$	4,235	\$	47,226	\$	30,740	\$	5,830	\$	10,656	\$ 10,656	\$ (0
Interscholastic Athletics	\$	123,217	\$	-	\$	123,217	\$	65,187	\$	16,322	\$	41,708	\$ 28,000	\$ 13,708
Licensing/Software Maintenance	\$	159,050	\$	-	\$	159,050	\$	101,576	\$	23,503	\$	33,971	\$ 33,971	\$ (0
Office Supplies	\$	24,325	\$	-	\$	24,325	\$	38,647	\$	851	\$	(15,173)	\$ -	\$ (15,173
Postage/Mailings	\$	13,020	\$	-	\$	13,020	\$	6,183	\$	2,999	\$	3,838	\$ 3,838	\$ (0
Custodial/Maintenance Supplies	\$	166,169	\$	-	\$	166,169	\$	54,901	\$	49,691	\$	61,578	\$ 61,578	\$ (0
School Health Supplies	\$	6,425	\$	-	\$	6,425	\$	7,172	\$	93	\$	(840)	\$ -	\$ (840
Heating Oil	\$	76,200	\$	-	\$	76,200	\$	44,919	\$	58,688	\$	(27,407)		,
Textbooks	\$	8,005	\$	-	\$	8,005	\$	1,884	\$		\$		\$ (2,000)	
Library/AV Books and Supplies	\$	3,200	\$	-	\$	3,200	\$	1,131	\$		\$	2,025	\$ (1,000)	
Total Supplies and Materials	\$	622,602	\$	4,235	\$	626,837	\$	352,340	\$		\$	115,549	\$ 85,043	\$ 30,506

Monthly Financial Report - May 2020

						Ju	ne 3	3, 2020								
OBJECT & ACCOUNT DESCRIPTION	BU	DGET 2019 - 2020		NSFERS 0 - 2020		OJ BUDGET 2019 - 2020	EX	XPENDITURES 2019 - 2020	E	NCUMBERED 2019 - 2020	BA	LANCE 2019 - 2020		ESTIMATED DJUSTMENTS		OJECTED EAR-END
New Equipment - Instructional	\$	1,500	\$	-	\$	1,500	\$	1,255	\$	-	\$	245	\$	-	\$	245
New Equipment - Support	\$	-	\$	-	\$	-	\$	220	\$	-	\$	(220)	\$	-	\$	(220)
Replace Equipment - Instructional	\$	1,650	\$	-	\$	1,650	\$	1,356	\$	-	\$	294	\$	-	\$	294
Replace Equipment - Support	\$	26,350	\$	(500)	\$	25,850	\$	5,924	\$	697	\$	19,229	\$	15,000	\$	4,229
Security Enhancements	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Total Equipment	\$	29,500	\$	(500)	\$	29,000	\$	8,756	\$	697	\$	19,548	\$	15,000	\$	4,548
Dues and Fees Other Objects	\$	39,500	\$ \$	-	\$ \$	39,500	\$ \$	31,535	\$		\$ \$	7,715	\$ \$	13,669	\$ \$	(5,954)
Total Dues and Fees	\$	39,500	\$	•	\$	39,500	\$	31,535	\$	250	\$	7,715	\$	13,669	\$	(5,954)
TOTAL ADOPTED BUDGET	\$	18,616,606	\$	0	\$	18,616,606	\$	15,012,091	\$	3,326,515	\$	277,999	\$	(19,062)	\$	297,061
	\$	-	\$	-	\$	-	\$	-	\$	-			\$	-	\$	-
City - unemployment/waiver													\$	-	\$	97,722
School Security Officers	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	89,158
											\$	-	\$	-	\$	-
TOTAL FINANCIAL REPORT	\$	18,616,606	\$	0	\$	18,616,606	\$	15,012,091	\$	3,326,515	\$	277,999	\$	(19,062)	\$	483,941

Monthly Financial Report - May 2020

				Ju	ne 3	3, 2020						
		GRANT	CD	RANT CASH						AVAILABLE	ESTIMATED	YEAR END
GRANT DESCRIPTION		AWARD		ECEIVED	F	EXPENDITURE	E	NCUMBERED	1	BALANCE	ADJUSTMENT	BALANCES
STATE OF CT GRANTS		HVIIID		LCLIVED	_	ZII EI (DII CILE		INCOMBLERED		BILLINGE	TIDG COTIVIET (T	Dittini (CES
Adult Education	¢	129,816	Φ	130,921	¢.	86,293	Φ	43,147	Φ	376	¢	\$ 376
	\$ \$	129,816				80,293 87,008	\$ \$				\$ - \$ -	\$ 376 \$ -
School Readiness Alliance	\$ \$	1,654,675		112,148 1,415,000		1,248,053					\$ 33,440	•
Alliance C-0	\$ \$	1,034,073		1,413,000		1,248,033	\$	· · · · · · · · · · · · · · · · · · ·		· · · · · · · · · · · · · · · · · · ·		
PSD	Φ		э \$,	\$				\$ (3,073)	
PSD C-O	\$ \$,		434,593		316,144	\$,	\$		•	\$ 76,842
	-	,	\$	173,273	\$	147,359	\$	26,002	\$	(88)		
Summer School	\$	29,025	\$	-	\$	2.001	\$	-	\$		\$ -	\$ 29,025
Summer School C-O	\$	7,257			\$	2,801	\$		\$		\$ -	\$ 4,456
Commissioner's Network	\$	70,000		70,000		49,825			\$		\$ -	\$ 15,189
PDG	\$	119,650		118,150		100,539			\$	2,171	\$ -	\$ 2,171
PDG C-O	\$	23,248		23,248		23,248	\$		\$	-	\$ -	\$ -
Smart Start	\$	150,000		150,000		167,630	\$	20,890	\$	(38,520)	, , ,	
After School	\$	7,402		-	\$	-	\$	-	\$	7,402		\$ 7,402
In Service Training Competitive	\$	3,881	\$		\$	-	\$	-	\$	3,881	\$ -	\$ 3,881
FEDERAL GRANTS	_		_						_		_	
Title I Improving Basic Education	\$	456,658		400,000		325,448	\$	44,428	\$	86,782	\$ -	\$ 86,782
Title I Improve Educ. C-O	\$	74,109	\$		\$	74,109	\$	-	\$	-	\$ -	\$ -
Title I Improving Basic Education - 1003a	\$	240,935	\$	200,000		137,218	\$,	\$,	. ,	\$ (1,942)
Title I Improving Basic Education - 1003a	\$	29,479	\$	29,479	\$	41,437	\$		\$	(21,918)	, , ,	
Title I Improving Basic Education - 1003a	\$	945	\$	945	\$	945	\$		\$	-	\$ -	\$ -
Title I Improving Basic Education - 1003a	\$	29,449	\$	22,000		7,072	\$	730	\$	21,647	\$ -	\$ 21,647
Title II Part A Teachers	\$	57,081	\$	52,000		13,576	\$	-	\$	43,505	\$ -	\$ 43,505
Title II Part A Teachers C-O	\$	3,914	\$	3,914	\$	2,011	\$	550	\$	1,353	\$ -	\$ 1,353
Title III English Language	\$	5,417	\$	-	\$	(5,016)	\$	_	\$	10,433	\$ -	\$ 10,433
Title IV - Student Support & Enrichment	\$	34,619	\$	20,000	\$	4,778	\$	_	\$	29,841	\$ 14,726	\$ 15,115
Title IV - Student Support & Enrichment C-O	\$	19,534	\$	19,534	\$	18,720	\$	1,797	\$	(983)	\$ (14,726)	\$ 13,743
IDEA Part B - Section 611	\$	338,590	\$	300,000	\$	254,671	\$	37,387	\$	46,533	\$ 807	\$ 45,726
IDEA Part B - Section 611 C-O	\$	37,566	\$	37,566	\$	33,291	\$	· <u>-</u>	\$	4,275	\$ (807)	\$ 5,082
IDEA Pre School	\$	15,320		15,320		14,457	\$	121	\$	742	\$ -	\$ 742
IDEA Pre School C-O	\$	98	\$	98	\$	98	\$	-	\$	_	\$ -	\$ -
McKinney-Vento Homeless C-O	\$	33,551		23,552	\$	7,294	\$	-	\$	26,257	\$ -	\$ 26,257
Project Excel	\$	2,305		2,305		424	\$		\$			\$ 1,881
Carl Perkins	\$	25,313		15,000		4,221	\$	4,344	\$		\$ -	\$ 16,748
TOTAL FEDERAL/STATE GRANTS	\$	4,463,241	\$	3,984,137		3,222,642	\$		\$	711,181	\$ -	\$ 711,181

^{*} Grants so-marked have not been awarded

Note: CO denotes carryover funding from the prior year