



Derby Public Schools Business Manager's Report January 18, 2018

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

<u>Description</u>	<u>Proj. Balance</u>
Salaries (Certified and Non-Certified)	\$184,535
Benefits	(\$23,533)
Professional Services	\$142,946
Property Services	\$129,024
Other Purchased Services	\$199,096
Supplies and Materials	\$272,651
Equipment	\$15,113
Dues and Fees	\$9,520
Operating Financial Report	<u><u>\$929,352</u></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 – as reported

600 SUPPLIES & MATERIALS – spend-down in for instructional 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> \$358,432
-----------------------------------	--

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: FY18 allocations provided 12/20/17 – grant applications due 1/19/18 pending approval of BoE.
- FY17 Building Improvement grant: application request for \$580K – grant awarded. Placing POs for the projects (DHS windows, DHS auditorium seat renovations and PA system upgrades).
- School Security grant (Round 3): submitted application package 9/29/17 – total of \$175K with City commitment to fund \$45K. Awaiting decision.
- Title IV, Part A – Student Support and Academic Enrichment funded awarded (\$10K).

Financial Summary

It is recommended that the Derby Board of Education approve the December 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: audit was completed with final ED001 certified on 12/21/17 – no recommended changes.

Derby Food Service		
Statement of Activity		
December 2017		
	Total	
	Dec 2017	Jul - Dec, 2017 (YTD)
Revenue		
Income		
Catering Income	1,446.11	11,503.69
Government-Breakfast	11,310.93	60,171.00
Government-Snacks	1,527.68	7,819.74
Matching Funds		15,338.00
Rebates		250.00
Revenue	39,530.04	203,570.26
Revenue-Mealpay	7,232.44	30,579.25
Total Income	\$ 61,047.20	\$ 329,231.94
Total Revenue	\$ 61,047.20	\$ 329,231.94
Cost of Goods Sold		
Cost of Goods Sold		
Beverage Purchases	474.75	10,771.87
Food Purchases	31,464.82	149,058.31
Paper Supplies	2,316.18	12,746.96
Total Cost of Goods Sold	\$ 34,255.75	\$ 172,577.14
Total Cost of Goods Sold	\$ 34,255.75	\$ 172,577.14
Gross Profit	\$ 26,791.45	\$ 156,654.80
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	31,922.38	144,215.05
Total Payroll	\$ 31,922.38	\$ 144,215.05
Purchases	524.09	4,034.64
Repairs & Maintenance	1,044.00	1,497.52
Student Rebate		9.00
Total Expenditures	\$ 33,490.47	\$ 166,590.02
Net Operating Revenue	-\$ 6,699.02	-\$ 9,935.22
Net Revenue	-\$ 6,699.02	-\$ 9,935.22
Less: Computer expense to be capitalized		15,459.14
Net Revenue		\$ 5,523.92

Bank account balance 1/12/18

\$ 90,547

Respectfully submitted,

Mark G. Izzo

1/12/18

Derby Public Schools
Monthly Financial Report - December 2017

January 4, 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	\$ 149,177	\$ 151,598	\$ 7,606	\$ -	\$ 7,606
School Principals/Directors	\$ 890,415	\$ -	\$ 890,415	\$ 444,136	\$ 448,904	\$ (2,625)	\$ -	\$ (2,625)
Teachers - Regular	\$ 6,453,380	\$ (6,500)	\$ 6,446,880	\$ 2,457,368	\$ 3,876,046	\$ 113,466	\$ -	\$ 113,466
Teachers Substitutes	\$ 75,600	\$ (30,600)	\$ 45,000	\$ 10,384	\$ -	\$ 34,616	\$ -	\$ 34,616
Teachers - Special Education	\$ 734,840	\$ -	\$ 734,840	\$ 286,668	\$ 431,204	\$ 16,968	\$ -	\$ 16,968
Pupil Services	\$ 703,096	\$ -	\$ 703,096	\$ 288,289	\$ 420,411	\$ (5,604)	\$ -	\$ (5,604)
Library/Media	\$ 61,396	\$ -	\$ 61,396	\$ 24,184	\$ 37,782	\$ (571)	\$ -	\$ (571)
Retirement	\$ 36,000	\$ -	\$ 36,000	\$ 35,585	\$ -	\$ 416	\$ -	\$ 416
Sub-Total Certified Salaries	\$ 9,263,108	\$ (37,100)	\$ 9,226,008	\$ 3,695,791	\$ 5,365,944	\$ 164,272	\$ -	\$ 164,272
Secretaries, Clerical	\$ 451,253	\$ -	\$ 451,253	\$ 218,970	\$ 232,516	\$ (233)	\$ -	\$ (233)
Technology	\$ 94,636	\$ -	\$ 94,636	\$ 48,696	\$ 45,430	\$ 511	\$ -	\$ 511
Custodians/Facilities	\$ 749,658	\$ -	\$ 749,658	\$ 419,657	\$ 325,538	\$ 4,463	\$ -	\$ 4,463
Nurses	\$ 190,115	\$ -	\$ 190,115	\$ 88,141	\$ 107,353	\$ (5,379)	\$ -	\$ (5,379)
Paraprofessionals	\$ 25,349	\$ -	\$ 25,349	\$ 12,694	\$ 12,902	\$ (247)	\$ -	\$ (247)
Spec. Educ.Paraprofess/Tutors	\$ 830,961	\$ -	\$ 830,961	\$ 339,811	\$ 471,833	\$ 19,317	\$ -	\$ 19,317
Coaching/Extra Curr. Stipends	\$ 141,889	\$ -	\$ 141,889	\$ 61,063	\$ 6,573	\$ 74,253	\$ 74,253	\$ (1)
Security	\$ 10,597	\$ -	\$ 10,597	\$ 5,058	\$ 4,805	\$ 733	\$ -	\$ 733
Salaries, Miscellaneous	\$ 35,141	\$ -	\$ 35,141	\$ 13,876	\$ 20,166	\$ 1,099	\$ -	\$ 1,099
Sub-Total Non-Certified Salaries	\$ 2,529,599	\$ -	\$ 2,529,599	\$ 1,207,966	\$ 1,227,117	\$ 94,516	\$ 74,253	\$ 20,263
Total Salaries	\$ 11,792,707	\$ (37,100)	\$ 11,755,607	\$ 4,903,757	\$ 6,593,062	\$ 258,788	\$ 74,253	\$ 184,535
FICA	\$ 481,000	\$ -	\$ 481,000	\$ 170,273	\$ -	\$ 310,727	\$ 310,727	\$ (0)
Medical Insurance	\$ 5,000	\$ -	\$ 5,000	\$ 1,326	\$ 1,205	\$ 2,470	\$ -	\$ 2,470
Life Insurance	\$ 21,000	\$ -	\$ 21,000	\$ 8,741	\$ 6,259	\$ 6,000	\$ -	\$ 6,000
Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unemployment Compensation	\$ -	\$ -	\$ -	\$ 11,704	\$ -	\$ (11,704)	\$ -	\$ (11,704)
Other Employee Benefits	\$ 20,442	\$ -	\$ 20,442	\$ 40,740	\$ -	\$ (20,298)	\$ -	\$ (20,298)
Total Benefits	\$ 527,442	\$ -	\$ 527,442	\$ 232,784	\$ 7,464	\$ 287,194	\$ 310,727	\$ (23,533)

Derby Public Schools
Monthly Financial Report - December 2017

January 4, 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	\$ 8,323	\$ 12,800	\$ 21,758	\$ -	\$ 21,758
Professional Development	\$ 15,000	\$ -	\$ 15,000	\$ 2,715	\$ 1,830	\$ 10,455	\$ -	\$ 10,455
Intern Program	\$ -	\$ 30,600	\$ 30,600	\$ 15,300	\$ 15,300	\$ -	\$ -	\$ -
Pupil Services	\$ 181,050	\$ -	\$ 181,050	\$ 59,387	\$ 49,131	\$ 72,533	\$ -	\$ 72,533
Audit/Legal Services	\$ 67,000	\$ -	\$ 67,000	\$ 2,250	\$ 61,600	\$ 3,150	\$ -	\$ 3,150
Other Purchased Services	\$ 255,675	\$ -	\$ 255,675	\$ 128,621	\$ 100,628	\$ 26,426	\$ -	\$ 26,426
School Physician	\$ 12,300	\$ -	\$ 12,300	\$ -	\$ 11,000	\$ 1,300	\$ -	\$ 1,300
Total Professional Services	\$ 683,906	\$ 30,600	\$ 714,506	\$ 319,271	\$ 252,288	\$ 142,946	\$ -	\$ 142,946
Water, Electricity, Natural Gas	\$ 536,000	\$ -	\$ 536,000	\$ 192,790	\$ 315,089	\$ 28,120	\$ -	\$ 28,120
Repairs Instructional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services Office	\$ 4,140	\$ -	\$ 4,140	\$ -	\$ 1,976	\$ 2,164	\$ -	\$ 2,164
Repairs Maintenance of Buildings	\$ 303,775	\$ -	\$ 303,775	\$ 187,305	\$ 25,264	\$ 91,206	\$ -	\$ 91,206
Lease/Rentals	\$ 74,000	\$ -	\$ 74,000	\$ 40,092	\$ 26,375	\$ 7,533	\$ -	\$ 7,533
Total Property Services	\$ 917,915	\$ -	\$ 917,915	\$ 420,187	\$ 368,704	\$ 129,024	\$ -	\$ 129,024
Pupil Transportation-Regular,504	\$ 699,702	\$ -	\$ 699,702	\$ 346,815	\$ 352,413	\$ 474	\$ -	\$ 474
Pupil Transportation - Spec. Educ.	\$ 501,639	\$ -	\$ 501,639	\$ 226,196	\$ 294,217	\$ (18,774)	\$ -	\$ (18,774)
Transportation-Fuel	\$ 63,000	\$ -	\$ 63,000	\$ 30,070	\$ 32,930	\$ -	\$ -	\$ -
Voc-Educ. Transportation	\$ 18,000	\$ -	\$ 18,000	\$ -	\$ -	\$ 18,000	\$ -	\$ 18,000
Athletic/Student Act. Transport.	\$ 66,198	\$ -	\$ 66,198	\$ 21,216	\$ 38,642	\$ 6,341	\$ -	\$ 6,341
Insurance-General Liability	\$ 7,500	\$ -	\$ 7,500	\$ 5,827	\$ -	\$ 1,673	\$ -	\$ 1,673
Communication Services	\$ 248,050	\$ -	\$ 248,050	\$ 110,417	\$ 135,283	\$ 2,350	\$ -	\$ 2,350
Advertising	\$ 1,000	\$ -	\$ 1,000	\$ 550	\$ -	\$ 450	\$ -	\$ 450
Tuition-Out of District Regular	\$ 151,000	\$ -	\$ 151,000	\$ 66,361	\$ 30,539	\$ 54,100	\$ -	\$ 54,100
Tuition - Out of District SPED	\$ 1,929,564	\$ -	\$ 1,929,564	\$ 830,704	\$ 977,896	\$ 120,964	\$ -	\$ 120,964
Travel/Meetings	\$ 22,000	\$ -	\$ 22,000	\$ 7,142	\$ 1,340	\$ 13,518	\$ -	\$ 13,518
Total Other Purchased Services	\$ 3,707,653	\$ -	\$ 3,707,653	\$ 1,645,297	\$ 1,863,260	\$ 199,096	\$ -	\$ 199,096
Instructional/General Supplies	\$ 73,319	\$ -	\$ 73,319	\$ 26,040	\$ 8,752	\$ 38,527	\$ -	\$ 38,527
Interscholastic Athletics	\$ 129,576	\$ -	\$ 129,576	\$ 35,656	\$ 37,039	\$ 56,881	\$ -	\$ 56,881
Licensing/Software Maintenance	\$ 188,100	\$ -	\$ 188,100	\$ 97,032	\$ 33,716	\$ 57,352	\$ -	\$ 57,352
Office Supplies	\$ 28,650	\$ -	\$ 28,650	\$ 5,707	\$ 9,216	\$ 13,728	\$ -	\$ 13,728
Postage/Mailings	\$ 12,239	\$ -	\$ 12,239	\$ 762	\$ 2,610	\$ 8,868	\$ -	\$ 8,868
Custodial/Maintenance Supplies	\$ 166,169	\$ -	\$ 166,169	\$ 62,142	\$ 17,389	\$ 86,638	\$ -	\$ 86,638
School Health Supplies	\$ 6,425	\$ -	\$ 6,425	\$ 3,375	\$ 54	\$ 2,996	\$ -	\$ 2,996
Heating Oil	\$ 85,000	\$ -	\$ 85,000	\$ -	\$ 85,000	\$ -	\$ -	\$ -
Textbooks	\$ 6,505	\$ 6,500	\$ 13,005	\$ 6,880	\$ 824	\$ 5,301	\$ -	\$ 5,301
Library/AV Books and Supplies	\$ 3,200	\$ -	\$ 3,200	\$ 840	\$ -	\$ 2,360	\$ -	\$ 2,360
Total Supplies and Materials	\$ 699,183	\$ 6,500	\$ 705,683	\$ 238,433	\$ 194,599	\$ 272,651	\$ -	\$ 272,651

Derby Public Schools
Monthly Financial Report - December 2017

January 4, 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
New Equipment - Instructional	\$ 1,500	\$ -	\$ 1,500	\$ 360	\$ 350	\$ 790	\$ -	\$ 790
New Equipment - Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace Equipment - Instructional	\$ 1,650	\$ -	\$ 1,650	\$ 1,244	\$ -	\$ 406	\$ -	\$ 406
Replace Equipment - Support	\$ 26,350	\$ -	\$ 26,350	\$ 5,664	\$ 6,768	\$ 13,917	\$ -	\$ 13,917
Security Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Equipment	\$ 29,500	\$ -	\$ 29,500	\$ 7,269	\$ 7,118	\$ 15,113	\$ -	\$ 15,113
Dues and Fees	\$ 31,500	\$ -	\$ 31,500	\$ 21,740	\$ 240	\$ 9,520	\$ -	\$ 9,520
Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Dues and Fees	\$ 31,500	\$ -	\$ 31,500	\$ 21,740	\$ 240	\$ 9,520	\$ -	\$ 9,520
TOTAL ADOPTED BUDGET	\$ 18,389,806	\$ -	\$ 18,389,806	\$ 7,788,738	\$ 9,286,736	\$ 1,314,332	\$ 384,980	\$ 929,352
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FINANCIAL REPORT	\$ 18,389,806	\$ -	\$ 18,389,806	\$ 7,788,738	\$ 9,286,736	\$ 1,314,332	\$ 384,980	\$ 929,352

Derby Public Schools
Monthly Financial Report - December 2017

January 4, 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	\$ 12,402	\$ 115,077	\$ -		\$ -
Summer School	\$ -	\$ -	\$ (1,247)	\$ -	\$ 1,247	\$ 1,247	\$ 0
School Readiness	\$ 121,813	\$ 60,908	\$ 50,753	\$ 71,060	\$ -	\$ -	\$ -
Alliance	\$ -	\$ -	\$ 237,066	\$ 239,211	\$ (476,277)	\$ -	\$ (476,277)
PSD	\$ -	\$ -	\$ 48,256	\$ 101,952	\$ (150,208)	\$ -	\$ (150,208)
Alliance Building Improvement	\$ 579,800	\$ -	\$ -	\$ 109,511	\$ 470,289	\$ -	\$ 470,289
PDG	\$ 520,997	\$ 280,000	\$ 192,354	\$ 212,431	\$ 116,212	\$ -	\$ 116,212
Smart Start	\$ 150,000	\$ 105,000	\$ 62,838	\$ 79,696	\$ 7,466	\$ -	\$ 7,466
In Service Training Competitive	\$ 3,881	\$ -	\$ -	\$ 3,881	\$ -	\$ -	\$ -
FEDERAL GRANTS							
Title I Improving Basic Education	\$ 523,104	\$ 225,000	\$ 132,246	\$ 298,954	\$ 91,904	\$ -	\$ 91,904
Title I Improve Educ. C-O	\$ 84,475	\$ 84,475	\$ 6,663	\$ 1,391	\$ 76,421	\$ -	\$ 76,421
Title I Improving Basic Education - 1003a	\$ 199,958	\$ 199,958	\$ 182,424	\$ 9,714	\$ 7,821	\$ -	\$ 7,821
Title I Improving Basic Education - 1003a	\$ 224,952	\$ 100,000	\$ 60,041	\$ 112,393	\$ 52,518	\$ 60,000	\$ (7,482)
Title II Part A Teachers	\$ 73,737	\$ 30,000	\$ 1,000	\$ -	\$ 72,737	\$ -	\$ 72,737
Title II Part A Teachers C-O	\$ 41	\$ 41	\$ -	\$ -	\$ 41	\$ -	\$ 41
IDEA Part B - Section 611	\$ 342,340	\$ 200,000	\$ 110,487	\$ 148,483	\$ 83,370	\$ -	\$ 83,370
IDEA Part B - Section 611 C-O	\$ 15,413	\$ 15,413	\$ 185	\$ -	\$ 15,228	\$ -	\$ 15,228
IDEA Pre School	\$ 14,737	\$ 8,000	\$ -	\$ -	\$ 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	\$ 14,000	\$ 5,614	\$ -	\$ 22,291	\$ -	\$ 22,291
Carl Perkins - Supplemental Grant (AMC)	\$ 22,073	\$ 22,073	\$ 22,073	\$ -	\$ -	\$ -	\$ -
TOTAL FEDERAL/STATE GRANTS	\$ 3,065,773	\$ 1,462,923	\$ 1,142,338	\$ 1,503,755	\$ 419,679	\$ 61,247	\$ 358,432

* Grants so-marked have not been awarded

Note: CO denotes carryover funding from the prior year