

October Finance Committee Meeting

Friday, October 9, 2020 9:00 AM

Zoom Call ?253-215-8782? ID: 82986981987 Password: 309444, 24 School Road,
Weston, CT 06883-1623

**I. Monthly Financial Update (through September)
Including Internal Services Fund (for Dental)**

II. FY20 Year End Revision

III. Covid Expenditures Update

IV. Review of FY22 Budget Calendar

V. Multi-Year Budgeting Discussion

VI. Approval of September Minutes

VII. Other Business

**WESTON PUBLIC SCHOOLS
INTERNAL SERVICES FUND
FOR HEALTH BENEFITS PROGRAM**

10/9/2020

Fiscal Year Ended		2021
STATEMENT OF REVENUES AND EXPENDITURES		
Fund Balance -July 1, 2020		\$ 1,157,506
Revenues:		
General Fund Appropriation		\$ -
Reimbursements		\$ -
Total Contributions		\$ -
Total Revenues (A)		\$ -
Budgeted Expenditures		
Delta Dental:		
Claims		\$ 374,355
Administrative Fees		\$ 22,545
Total Health Plan Costs (B)		\$ 396,900
Net Change (A-B)		\$ (396,900)
Fund balance June 30, 2021 (Estimated)		\$ 760,606

Delta Dental- Actual Claims

Month	Claims & Fees
July	26,882
August	28,953
September	24,081
Total	\$ 79,916
Actual YTD Spend Rate	20.1%
Theoretical YTD Spend Rate	25.0%
YTD variance %	-4.9%
YTD variance \$	\$ 19,310

WESTON PUBLIC SCHOOLS												
FINANCIAL REPORT												
Sep-20												
Period: 3 of 12												
												10/9/2020
2017-2018	2018-2019	2019-2020	Object		2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Year-End	Year-End	Year-End	Code	Description	Adopted	Budget	Adjusted	YTD			Projected	Balance
Expense	Expense	Expense	Code	Description	Budget	Transfers	Budget	Expended	Encumbered	Anticipated	To EOY	Available
				Salaries & Wages (1000s)								
2,710,109	2,958,120	2,940,692	1110	Administrators	2,832,305		2,832,305	734,239	1,987,001	111,065	2,832,305	-
13,752,057	14,000,983	14,458,759	1111	Regular Ed. Teachers	14,438,162		14,438,162	1,754,984	12,589,388	93,789	14,438,162	-
2,226,605	2,261,144	2,279,850	1112	Special Ed. Teachers	2,364,062		2,364,062	280,858	2,088,989	(5,785)	2,364,062	-
1,096,676	1,100,515	1,020,707	1113	Guidance	1,061,845		1,061,845	126,821	961,605	(26,582)	1,061,845	-
442,412	441,883	472,621	1114	Psychologist	535,766		535,766	59,261	440,787	35,718	535,766	-
70,541	146,140	193,946	1115	Social Worker	161,848		161,848	20,238	141,610	0	161,848	-
514,611	544,236	517,368	1116	Speech & Hearing	591,674		591,674	65,525	492,365	33,784	591,674	-
712,850	766,769	758,161	1117	Academic Assistants	1,076,723		1,076,723	84,807	856,878	135,037	1,076,723	-
198,176	201,820	205,471	1118	Talented & Gifted	198,569		198,569	26,628	183,659	(11,718)	198,569	-
386,123	508,457	399,004	1119	Library/Media	412,193		412,193	50,039	362,154	0	412,193	-
116,665	117,832	59,505	1135	Transition Coordinator	60,457		60,457	5,780	44,312	10,365	60,457	-
817,750	827,912	824,102	1139	Certified Stipends	878,090		878,090	84,734	151,948	641,407	878,090	-
570,587	557,734	584,428	1140	Academic Leader (CIL's)	583,975		583,975	72,582	511,393	0	583,975	-
3,550	1,136	371	1141	Mentor Teacher	3,000		3,000	0	0	3,000	3,000	-
180,922	260,096	272,612	1142	Behavioral Analyst	277,765		277,765	32,718	245,190	(143)	277,765	-
-	-	44,359	1145	English Language Learner	45,069		45,069	5,200	39,869	0	45,069	-
\$ 23,799,635	\$ 24,694,776	\$ 25,031,956		Sub-Total Certified Salaries	\$ 25,521,503	\$ -	\$ 25,521,503	\$ 3,404,414	\$ 21,097,149	\$ 1,019,940	\$ 25,521,503	-
					1.96%			13.3%	82.7%	4.0%	100.0%	0.0%
433,451	402,812	406,422	1210	Non-Cert. Supervisors	386,318		386,318	88,629	285,065	12,624	386,318	-
207,030	165,325	215,220	1211	Nurses	214,994		214,994	28,610	0	186,384	214,994	-
276,310	282,664	295,567	1215	Occupational Therapist	300,400		300,400	32,835	81,994	185,571	300,400	-
1,418,767	1,385,590	1,267,185	1221	Secretarial	1,207,649		1,207,649	257,983	494,535	455,131	1,207,649	-
1,600,146	1,681,669	1,761,865	1231	Para Educators	1,787,821		1,787,821	209,355	21,852	1,556,614	1,787,821	-
173,417	185,209	165,721	1234	Bus Aides	200,000		200,000	5,417	0	194,583	200,000	-
459,069	523,875	525,426	1235	Technicians	475,183		475,183	143,880	251,279	148,024	543,183	(68,000)
57,251	58,429	61,021	1237	Vocational Specialist	61,196		61,196	3,323	57,865	8	61,196	-
308,175	236,482	239,373	1241	Safety Monitors	246,804		246,804	31,278	0	215,526	246,804	-
501,950	483,773	476,898	1251	Custodians	495,354		495,354	103,123		392,231	495,354	-
505,234	555,800	456,755	1261	Maintenance Mechanics & Grounds	528,562		528,562	94,269		434,293	528,562	-
233,526	231,798	241,248	1269/80	Non Certified Stipends	269,493		269,493	23,313	43,627	202,554	269,493	-
192,114	264,365	202	1295	School Van Drivers	0		0	0	0	0	0	-
\$ 6,366,441	\$ 6,457,791	\$ 6,112,902		Sub-Total Non-Certified Salaries	\$ 6,173,774	\$ -	\$ 6,173,774	\$ 1,022,014	\$ 1,236,217	\$ 3,983,543	\$ 6,241,774	\$ (68,000)
								16.6%	20.0%	64.5%	101.1%	-1.1%
105,560	78,442	55,905	1131	Homebound Tutor	114,500		114,500	2,184		112,316	114,500	-
-	-	-	1136	Degree Level Change	63,520		63,520	-		63,520	63,520	-
242,496	235,636	147,029	1137	Substitute Teacher	296,801		296,801	1,040		295,761	296,801	-
157,440	174,525	185,735	1138	Summer Work -Certified Staff	162,300		162,300	219,218		(56,918)	162,300	0

WESTON PUBLIC SCHOOLS												
FINANCIAL REPORT												
Sep-20												
Period: 3 of 12												
												10/9/2020
2017-2018	2018-2019	2019-2020	Object		2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Year-End	Year-End	Year-End	Code	Description	Adopted	Budget	Adjusted	YTD	Encumbered	Anticipated	Projected	Balance
Expense	Expense	Expense			Budget	Transfers	Budget	Expended		To EOY	Available	
122,719	137,378	136,838	1143	Building Substitutes	203,175		203,175	3,475	59,850	139,850	203,175	-
207,673	108,364	208,344	1144	Long term Substitute	-		-	23,725	328,391	(352,116)	-	-
53,161	77,702	50,209	1213/1233	Non-Certified Substitutes	42,500		42,500	454		42,046	42,500	-
199,304	200,265	162,738	1212/22/38 /42/52/62	Overtime	203,700		203,700	17,335	-	186,365	203,700	-
106,823	121,616	155,964	1268	Summer Work-Non-Cert.	171,974		171,974	102,354	-	69,620	171,974	-
-	-	-	1160	Turnover Savings	(51,736)		(51,736)			(51,736)	(51,736)	0
-	-	-	1270	Salary Differential	180,107		180,107			180,107	180,107	-
\$ 1,195,176	\$ 1,133,928	\$ 1,102,763		Sub-Total Other Salaries	\$ 1,386,841	\$ -	\$ 1,386,841	\$ 369,785	\$ 388,241	\$ 628,814	\$ 1,386,841	0
								26.7%	28.0%	45.3%	100.0%	0.0%
\$ 31,361,252	\$ 32,286,495	\$ 32,247,621		TOTAL SALARIES	\$ 33,082,118	\$ -	\$ 33,082,118	\$ 4,796,214	\$ 22,721,607	\$ 5,632,297	\$ 33,150,118	\$ (68,000)
					2.59%			14.5%	68.7%	17.0%	100.2%	-0.2%
				Benefits (2000's)								
6,774,346	7,478,831	7,790,363	2000	Health Insurance	8,427,683		8,427,683	1,994,492	5,897,696	579,620	8,471,808	(44,125)
-	(1,302,538)	(1,361,419)	2022	Premium Cost Share	(1,456,511)		(1,456,511)	(155,615)	-	(1,300,896)	(1,456,511)	-
531,929	575,004	552,072	2001	Social Security	568,052		568,052	109,222	-	458,830	568,052	-
437,603	465,995	460,986	2002	Medicare	475,994		475,994	70,792	-	407,288	478,080	(2,086)
185,677	248,136	205,411	2003	Workers Compensation	210,420		210,420	175,279	6,500	-	181,779	28,641
10,934	7,395	60,043	2004	Unemployment Compensation	49,066		49,066	9,502	39,564	-	49,066	-
167,347	247,561	315,665	2005	Early Retirement Incentive	193,508		193,508	192,995	-	513	193,508	-
897,648	922,605	1,088,303	2007	Pension Contributions	1,006,596		1,006,596	185,799	30,030	790,767	1,006,596	-
57,711	70,000	58,565	2010	Tuition Reimbursement	80,000		80,000	-	-	80,000	80,000	-
91,559	59,261	58,635	2011	Life Insurance	59,652		59,652	14,129	45,523	-	59,652	-
18,551	4,607	6,290	2012	Disability Insurance	7,500		7,500	1,377	6,123	-	7,500	-
81,600	-	24,556	2014	Sick Bank	45,000		45,000	-	-	45,000	45,000	-
\$9,254,905	8,776,857	\$9,259,470		TOTAL BENEFITS	\$9,666,960	\$0	\$9,666,960	\$2,597,973	\$6,025,435	\$1,061,122	\$9,684,530	(\$17,570)
					4.40%			26.9%	62.3%	11.0%	100.2%	
				Professional & Technical Services (3000s)								
352,315	271,992	195,184	3210	Contracted Services Educational	335,700		335,700	12,216	63,966	259,517	335,700	-
148,499	141,932	265,218	3220/3221	Consulting Services	276,130		276,130	26,032	92,871	157,227	276,130	-
97,163	92,231	80,956	3235	Testing	97,450		97,450	-	24,053	73,398	97,450	-
169,507	183,616	217,617	3239	Other Pupil Services	182,085		182,085	20,871	137,130	24,085	182,085	-
17,421	75,010	72,230	3303	Management Services	66,205		66,205	26,812	37,638	1,755	66,205	-

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Expense	Expense	Expense	Code	Description	Budget	Transfers	Budget	Expended	Encumbered	Anticipated	To EOY	Available
2,965	4,615	2,335	3304	License Fees-Facilities	3,500		3,500	1,035	1,440	1,025	3,500	-
168,430	293,165	423,415	3306	Legal Fees	280,000		280,000	58,440	211,561	10,000	280,000	-
58,414	88,934	68,638	3308	Police/Fire	104,230		104,230	-	97,541	6,689	104,230	-
98,758	169,754	148,442	3309	Professional Technical Services	120,228		120,228	14,744	19,005	86,480	120,228	-
47,439	48,649	52,049	3310	Sports Officials	51,917		51,917	21,917	-	30,000	51,917	-
\$ 1,160,911	1,369,896	\$ 1,526,084		TOTAL PROF. & TECH SERVICES	\$ 1,517,445	\$ -	\$ 1,517,445	\$ 182,065	\$ 685,204	\$ 650,176	\$ 1,517,445	\$ -
								12.0%	45.2%	42.8%	100.0%	
				Property Services (4000s)								
591,856	597,775	746,875	4200	Cleaning Services	806,715		806,715	197,198	595,927	240,591	1,033,716	(227,001)
48,424	49,293	40,741	4202	Rubbish Removal	57,771		57,771	5,613	43,862	8,296	57,771	-
136,937	106,598	95,688	4302	Equipment Repairs	152,922		152,922	5,441	21,588	106,941	133,971	18,951
477,495	386,336	260,100	4400	Equipment Rental	135,325		135,325	13,544	138,063	-	151,607	(16,282)
4,156	4,277	4,397	4401	Rental of Facilities	4,675		4,675	1,117	3,355	203	4,675	-
183,339	210,868	198,222	4500	Repair Allowance	213,000		213,000	1,604	4,225	207,171	213,000	-
40,667	571,695	122,560	4509	Septic Cleaning	40,000		40,000	7,249	32,751	-	40,000	-
1,440	-	0	4510	Asbestos Abatement	-		-	-	-	-	-	-
30,156	41,369	30,540	4514	Fire Alarm System	27,000		27,000	7,007	-	19,993	27,000	-
127,771	89,579	93,262	4518	Sewer System Plant Maintenance	96,889		96,889	24,222	72,667	-	96,889	-
50,729	50,316	120,757	4520	Service Contracts	142,688		142,688	38,671	55,288	48,729	142,688	-
58,329	64,609	60,393	4530	Parks & Recreation	67,579		67,579	-	67,579	-	67,579	-
1,234	8,550	2,010	4533	Glass Replacement	-		-	-	-	-	-	-
12,535	13,330	0	4534	Roof Repair	17,000		17,000	-	-	17,000	17,000	-
-	-	0	4535	Window Treatments	-		-	-	-	-	-	-
20,310	21,020	21,756	4539	Energy Management System	22,517		22,517	22,518	-	(1)	22,517	-
2,944	13,366	145,134	4540	Athletic Facilities Repairs	20,000		20,000	2,087	-	17,913	20,000	-
28,851	125,157	181,299	42/4550	Contracted Services	204,270		204,270	33,131	99,394	71,745	204,270	-
11,300	10,500	4,800	4543	Paving	11,300		11,300	-	-	11,300	11,300	-
13,456	39,151	17,370	4600	Special Projects	-		-	-	-	-	-	-
6,316	9,456	12,730	4602	Tree Service	7,500		7,500	-	-	7,500	7,500	-
-	-	9,032	4604	Snow Plowing	12,500		12,500	-	-	12,500	12,500	-
270	1,178	1,081	4605	Signage	2,500		2,500	537	-	1,963	2,500	-
(1,331)	(1,331)	8,011	4606	Sprinkler Repairs	9,500		9,500	813	-	8,688	9,500	-
1,840	334	7,398	4610	Playground Repairs	-		-	-	-	-	-	-
24,135	20,031	81,552	4701	Security System Monitoring	78,883		78,883	47,304	34,248	-	81,552	(2,669)
3,632	5,620	9,966	4702	Locks/Keys	8,500		8,500	541	959	7,000	8,500	-
\$ 1,876,793	2,439,077	\$ 2,275,674		TOTAL PROPERTY SERVICES	\$ 2,139,034	\$ -	\$ 2,139,034	\$ 408,598	\$ 1,169,906	\$ 787,531	\$ 2,366,035	\$ (227,001)
								19.1%	54.7%	36.8%	110.6%	

WESTON PUBLIC SCHOOLS												
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Year-End	Year-End	Year-End	Code	Description	Adopted	Budget	Adjusted	YTD			Projected	Balance
Expense	Expense	Expense	Code	Description	Budget	Transfers	Budget	Expended	Encumbered	Anticipated	To EOY	Available
				Other Services (5000s)								
1,259,414	1,305,393	1,252,415	5100	Regular Transportation	1,521,003		1,521,003	80	340	1,520,583	1,521,003	-
99,873	85,138	685,161	5101	SPED Transportation	761,568		761,568	5,257	19,863	736,448	761,568	-
86,523	90,340	61,557	5104	Athletic Transportation	95,587		95,587	-	86,200	9,387	95,587	-
8,322	11,237	6,816	5105	Extra Curricular Transportation	12,938		12,938	-	-	12,938	12,938	-
108,543	93,719	70,605	5200	General Liability Insurance	93,508		93,508	89,784	-	-	89,784	3,724
24,322	22,529	16,650	5202	Athletic Insurance	19,242		19,242	16,650	-	-	16,650	2,592
104,074	110,645	96,485	5205	Property Insurance	108,581		108,581	97,536	-	-	97,536	11,045
170,078	115,430	91,922	5300	Communications	91,355		91,355	15,847	74,245	1,263	91,355	-
28,367	28,676	32,786	5400	Postage	33,137		33,137	7,350	25,786	-	33,137	-
2,365	4,099	5,964	5500	Advertising	6,000		6,000	597	-	5,403	6,000	-
15,602	14,991	16,281	5501	Printing	29,545		29,545	-	10,705	18,840	29,545	-
3,074,632	2,784,992	2,386,297	5600	Tuition	2,726,060		2,726,060	187,154	1,314,597	1,224,309	2,726,060	-
275,000	280,500	286,110	5605	Tuition-ESS	293,000		293,000	57,222	228,888	-	286,110	6,890
34,747	41,687	44,827	5800,5802-5880	Travel & Conference	47,919		47,919	11,295	3,630	32,994	47,919	-
26,429	12,868	8,258	5801	Mileage Reimbursement	11,365		11,365	1,500	31	9,834	11,365	-
25,175	15,172	2,528	5900	Other Purchased Services	7,421		7,421	-	-	7,421	7,421	-
\$ 5,343,467	5,017,416	\$ 5,064,662		TOAL OTHER SERVICES	\$ 5,858,228	\$ -	\$ 5,858,228	\$ 490,272	\$ 1,764,286	\$ 3,579,420	\$ 5,833,978	24,251
								8.4%	30.1%	61.1%	99.6%	
				Supplies & Materials (6000's)								
389,792	490,336	449,521	6110	Materials	479,278		479,278	78,538	153,700	247,040	479,278	-
29,378	26,770	21,452	6120	Office Materials	35,326		35,326	1,686	11,823	21,817	35,326	-
145,563	183,156	143,209	6130	Maintenance Materials	181,624		181,624	13,700	74,156	93,768	181,624	-
80,236	59,514	88,739	6131	Custodial Materials	78,348		78,348	1,932	51,279	25,137	78,348	-
20,229	18,616	16,200	6132	Security Materials	20,684		20,684	2,760	2,450	15,474	20,684	-
382,771	463,940	467,463	6140	Software	511,112		511,112	425,035	55,259	61,597	541,891	(30,779)
78,212	103,121	91,051	6270	Diesel Fuel	78,092		78,092	7,686	78,092	-	85,778	(7,686)
143,439	153,849	163,396	6410	Books	170,536		170,536	21,707	99,558	49,270	170,536	-
409,902	379,379	338,642	6510	Heating Oil	402,574		402,574	13,210	389,364	-	402,574	-
845,158	646,742	619,849	6520	Electricity	730,039		730,039	90,799	635,696	3,544	730,039	-
3,707	1,988	1,745	6530	Propane gas	4,000		4,000	-	2,800	1,200	4,000	-
\$ 2,528,387	2,527,412	\$ 2,401,268		TOTAL SUPPLIES & MATERIALS	\$ 2,691,613	\$ -	\$ 2,691,613	\$ 657,052	\$ 1,554,178	\$ 518,848	\$ 2,730,078	\$ (38,465)
								24.4%	57.7%	19.3%	101.4%	
				Equipment (7000's)								
419,131	491,849	472,391	7300	Equipment	219,008		219,008	207,637	19,830	40,572	268,038	(49,030)
\$ 419,131	\$ 491,849	\$ 472,391		TOTAL EQUIPMENT	\$ 219,008	\$ -	\$ 219,008	\$ 207,637	\$ 19,830	\$ 40,572	\$ 268,038	\$ (49,030)

WESTON PUBLIC SCHOOLS

FINANCIAL REPORT

Sep-20

Period: 3 of 12

												10/9/2020
2017-2018	2018-2019	2019-2020	Object		2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Year-End	Year-End	Year-End	Code	Description	Adopted	Budget	Adjusted	YTD	Encumbered	Anticipated	Projected	Balance
Expense	Expense	Expense			Budget	Transfers	Budget	Expended		To EOY		Available
								94.8%	9.1%	18.5%	122.4%	
				Other Objects (8000's)								
83,509	80,845	91,658	8100	Dues, Fees and Memberships	92,029		92,029	59,915	8,453	23,661	92,029	0
19,461	25,969	21,888	8900	Other Objects	27,395		27,395	1,566	14,206	11,623	27,395	0
\$ 102,970	\$ 106,814	\$ 113,546		TOTAL OTHER OBJECTS	\$ 119,424	\$ -	\$ 119,424	\$ 61,481	\$ 22,659	\$ 35,284	\$ 119,424	\$ -
								51.5%	19.0%	29.5%	100.0%	
				Revenues (9000's)								
(62,086)	(124,228)	(102,106)	9200	Technology Revenue	(74,207)		(74,207)	(19,906)	0	(54,301)	(74,207)	0
(77,102)	(73,440)	(60,515)	9201	Participation Fees, Athletics	(86,490)		(86,490)	0	8,649	(95,139)	(86,490)	0
(16,318)	(20,127)	(15,914)	9202	Gate Receipts, Athletics	(14,500)		(14,500)	0	0	0	0	(14,500)
(706,015)	(690)	(655,410)	9205	Excess Cost SPED	(650,455)		(650,455)	0	0	(650,455)	(650,455)	0
(87,500)	(578,611)	(89,626)	9206	Pre School Tuition SPED	(105,000)		(105,000)	(35,625)	0	(69,375)	(105,000)	0
(43,584)	(87,101)	(68,171)	9207	Regular Ed. Tuition	(30,304)		(30,304)	(28,927)	0	(1,377)	(30,304)	0
(38,350)	(28,822)	(46,817)	9208	Revenue from Town for Fields	(42,681)		(42,681)	0	0	(42,681)	(42,681)	0
(30,000)	(44,580)	(39,600)	9209	Parking Fees	(45,000)		(45,000)	0	0	(22,500)	(22,500)	(22,500)
-	(30,000)	(24,112)	9210	Theater Receipts	(60,250)		(60,250)	0	0	(30,125)	(30,125)	(30,125)
(17,500)	(65,983)	(2,706)	9212	Facility Use Rental	(17,500)		(17,500)	0	0	0	0	(17,500)
-	(15,500)	(6,947)	9215	Medicaid Revenue	(6,000)		(6,000)	(722)	0	(5,278)	(6,000)	0
				FY21 carryover funds						(177,568)	(177,568)	177,568
				State Corona Virus Relief Fund						(201,122)	(201,122)	201,122
										0	0	0
(\$1,078,455)	(\$1,069,081)	(\$1,111,924)			(\$1,132,387)	\$0	(\$1,132,387)	(\$85,180)	\$8,649	(\$1,349,922)	(\$1,426,452)	\$294,065
\$ 50,969,360	51,946,735	\$ 52,248,793		GRAND TOTAL	\$ 54,161,443	\$ -	\$ 54,161,443	\$ 9,316,112	\$33,971,754	\$10,955,327	\$ 54,243,194	\$ (81,751)
								17.20%	62.72%	20.23%	100.15%	-0.15%



October 9, 2020

TO: BOE Finance Committee

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: September Financial Report for FY 20-21

Below is a summary report of the FY 21 Budget through September, 2020.

Object Series	FY 21 Adjusted Budget	FY 21 YTD Actuals	FY 21 Encumbrances	FY 21 Estimated Adjustments	FY 21 Projected to EOY	FY 21 Balance Available	Previous Month Balance
Salaries (1000's)	33,082,118	4,796,214	22,721,607	5,632,297	33,150,118	(68,000)	(226,402)
Benefits (2000's)	9,666,960	2,597,973	6,025,435	1,061,122	9,684,530	(17,570)	(46,211)
Professional Services (3000's)	1,517,445	182,065	685,204	650,176	1,517,445	-	-
Property Services (4000s)	2,139,034	408,598	1,169,906	787,531	2,366,035	(227,001)	(246,145)
Other Services (5000s)	5,858,228	490,272	1,764,286	3,579,420	5,833,978	24,251	-
Supplies (6000s)	2,691,613	657,052	1,554,178	518,848	2,730,078	(38,465)	(130,731)
Equipment (7000s)	219,008	207,637	19,830	40,572	268,038	(49,030)	(152,358)
Other Objects (8000s)	119,424	61,481	22,659	35,284	119,424	-	-
Revenue (9000s)	(1,132,387)	(85,180)	8,649	(1,349,922)	(1,426,452)	294,065	619,563
Total	\$54,161,443	\$9,316,112	\$33,971,754	\$10,955,327	\$54,243,194	(\$81,751)	(182,285)

Month over Month Changes:

Salaries

We have encumbered all salaries for all groups except AFSCME. Our staffing levels are still unsettled. As we explore shifting our learning models I do expect that there will be some changes. As of September's report, I believe we will be able to cover the increase section staff for grades 1 and 3. In addition, we will be able to cover the additional cost for summer PD and summer work. I will provide another update when our staffing needs have settled.

The AFSCME contract was ratified late September. We are working on updating the salaries and the retro pay for this group. The goal to is to hopefully have an update at the next meeting.

Benefits

Worker's Compensation – Early in the summer the Insurance Advisory Committee was able to negotiate a reduction in the renewal premium. This resulted in a budgeted savings of \$28,641

Other Services

LAP Insurance – Early in the summer the Insurance Advisory Committee was able to negotiate a minimal increase in premiums.

Athletic Insurance- No premium increase

ESS- No increase in pricing

Supplies & Materials

Materials-The CSDE & OPM had several zoom calls to review and discuss the CRF grant application and funding. Based on those calls, I am confident that we will be reimbursed for our PPE purchases. Based on this, I have moved these purchases (\$125,701) to the grant account.

In October, The CSDE & OPM will provide guidance regarding out of category expenditures.

Software- The total software cost for the teacher toolkit is \$45,779. Of this amount, \$15,000 was reimbursed from the ESSER grant. This will leave a balance of \$30,779. It is unlikely that this will be reimbursed from the CRF grant.

Equipment

The total hardware cost for the teacher toolkit s \$81,250. Of this amount, \$36,548 was reimbursed from the ESSER grant, \$24,557 is projected to be reimbursed from the CRF grant. This will leave a balance of \$20,145. it is unlikely that this will be reimbursed from the CRF grant.

Revenue

While we have submitted an application to FEMA for reimbursement, I am no longer optimistic that we will receive a reimbursement. As a result, I have removed the estimated amount (\$44,321) from the monthly update.

WESTON PUBLIC SCHOOLS						
INTERNAL SERVICES FUND						
FOR HEALTH BENEFITS PROGRAM						
						10/9/2020
Fiscal Year Ended						2021
STATEMENT OF REVENUES AND EXPENDITURES						
Fund Balance -July 1, 2020						\$ 1,157,506
Revenues:						
General Fund Appropriation						\$ -
Reimbursements						\$ -
Total Contributions						\$ -
Total Revenues (A)						\$ -
Budgeted Expenditures						
Delta Dental:						
Claims						\$ 374,355
Administrative Fees						\$ 22,545
Total Health Plan Costs (B)						\$ 396,900
Net Change (A-B)						\$ (396,900)
Fund balance June 30, 2021 (Estimated)						\$ 760,606
<hr/>						
Delta Dental- Actual Claims						
Month						Claims & Fees
July						26,882
August						28,953
September						24,081
Total						\$ 79,916
Actual YTD Spend Rate						20.1%
Theoretical YTD Spend Rate						25.0%
YTD variance %						-4.9%
YTD variance \$						\$ 19,310

FY 20-21 September YTD Budget Variance Analysis

10/9/2020

Object Code	Object Code Description	Amount	Reason
Salaries			
1235	Technicians	(68,000)	Food Service anticipated shortfall
Total Salaries		(68,000)	
Benefits			
2000	Health Insurance	(44,125)	New grade 1 & 3 teachers
2002	Medicare	(2,086)	New grade 1 & 3 teachers
2003	Workers Compensation	28,641	Premium reduction
Total Benefits		(17,570)	
Property Services			
4200	Cleaning Services	(208,000)	Covid-19 Enhanced cleaning - Affinico
		(19,001)	Daily cleaning of school buses
		(227,001)	
4400	Equipment Rental	(16,282)	Copiers
4701	Security System Monitoring	(2,669)	
4302	Equipment Repairs	18,951	To cover equip rental & security monitoring
Total Property Services (4,000's)		(227,001)	
Other Services			
5200	General Liability Insurance	3,724	Lower than expected premium increase
5202	Athletic Insurance	2,592	No premium increase
5205	Property Insurance	11,045	Lower than expected premium increase
5605	Tuition-ESS	6,890	No increase in cost
Total Other Services		24,251	
Supplies & Materials			
6140	Software	(30,779)	Teacher Toolkit
6270	Diesel Fuel	(7,686)	Generator refill after Aug. Storm
Total Supplies & Materials (6,000's)		(38,465)	
Equipment			
7300	Equipment	(20,144)	Teacher Toolkit
		(14,886)	Additional cost to procure Chromebooks because of trade embargo
		(14,000)	Chromebook cases
			Laptops for subs
Total Equipment		(49,030)	

Object Code	Object Code Description	Amount	Reason
<u>Revenue</u>			
9202	Gate Receipts, Athletics	(14,500)	Per the WPS re-opening plan, spectators will not be allowed at sporting events
9212	Facility/Athletic Rental Fee	(17,500)	WPS is not allowing any outside groups to rent our facilities until at least January 2020
9209	Reduced Parking Fees	(22,500)	For FY21 we reduced parking fees because of the hybrid schedule
9210	Theater Receipts	(30,125)	Projected net Covid impact on WPS theater productions.
	FY21 carryover funds	177,568	Mitigating Funds
	State Corona Virus Relief Fund	201,122	Mitigating Funds
Total Revenues		294,065	
Grand Total		(81,750)	

WESTON PUBLIC SCHOOLS
FINANCIAL REPORT
Jun-20
Period: 12 of 12 (REVISED)

10/9/2020

Object	Account	FY 20	Cumulative	Current Report	Adjusted	FY 2020	FY 2020	FY 2020	FY 2020	FY 2020
Series		Adopted Budget	Budget Adjustments	Budget Adjustments	Budget	Expended	Encumbered	Anticipated	Projected to EOY	Balance Available
WESTON PUBLIC SCHOOLS										
Salaries & Wages (1000s)										
	Certified Staff	25,278,541	(275,911)		25,002,630	24,941,705			24,941,705	60,924
	Non Certified Staff	6,057,273	(44,135)		6,013,138	6,077,828			6,077,828	(64,690)
	Overtime	187,700	2,430		190,130	162,738			162,738	27,392
	Certified Stipends	842,981	(686)		842,295	824,102			824,102	18,193
	Non Certified Stipends	262,378	(5,108)		257,270	241,248			241,248	16,022
	Turnover Savings	(318,013)	318,013		0	0			0	0
	Salary Differential	82,020	(82,020)		0	0			0	0
		\$32,392,880	(\$87,417)	\$0	\$32,305,462	\$32,247,621	\$0	\$0	\$32,247,621	\$57,841
	Group \$ transfer in/(transfer out):				(\$87,417)	99.8%	0.0%	0.0%	99.8%	
	Group change %:				-0.3%					
Benefits (2000's)										
2000	Health Insurance	7,701,232	(2,637)		7,698,595	7,790,363			7,790,363	(91,768)
2022	Premium Cost Share	(1,368,814)	0		(1,368,814)	(1,361,419)			(1,361,419)	(7,395)
2001	Social Security	558,237	0		558,237	552,072			552,072	6,165
2002	Medicare	466,950	0		466,950	460,986			460,986	5,964
2003	Workers Compensation	238,335	(37,935)		200,400	205,411			205,411	(5,011)
2004	Unemployment Compensation	37,065	(4,065)		33,000	60,043			60,043	(27,043)
2005	Early Retirement Incentive	276,499	39,167		315,666	315,665			315,665	1
2007	Pension Contributions	1,010,900	81,523		1,092,423	1,088,303			1,088,303	4,120
2010	Tuition Reimbursement	80,000	0		80,000	58,565			58,565	21,435
2011	Life Insurance	54,054	5,946		60,000	58,635			58,635	1,365
2012	Disability Insurance	15,306	(8,106)		7,200	6,290			6,290	910
2014	Sick Bank	45,000	0		45,000	24,556			24,556	20,444
		\$9,114,764	\$73,893	\$0	\$9,188,657	\$9,259,470	\$0	\$0	\$9,259,470	(\$70,813)
	Group \$ transfer in/(transfer out):				\$73,893	100.8%	0.0%	0.0%	100.8%	
	Group change %:				0.8%					
Professional & Technical Services (3000s)										
3210	Contracted Services Educational	365,670	(113,804)		251,866	195,184			195,184	56,682
3220/3221	Consulting Services	257,200	16,504		273,704	265,218			265,218	8,486
3235	Testing	99,600	(5,160)		94,440	80,956			80,956	13,484
3239	Other Pupil Services	182,075	1,020		183,095	217,617			217,617	(34,522)
3303	Management Services	64,105	10,715		74,820	72,230			72,230	2,590

WESTON PUBLIC SCHOOLS

FINANCIAL REPORT

Jun-20

Period: 12 of 12 (REVISED)

10/9/2020

Object	Account	FY 20	Cumulative	Current Report	Adjusted	FY 2020	FY 2020	FY 2020	FY 2020	FY 2020
Series		Adopted Budget	Budget Adjustments	Budget Adjustments	Budget	Expended	Encumbered	Anticipated	Projected to EOY	Balance Available
3304	License Fees-Facilities	3,500	0		3,500	2,335			2,335	1,165
3306	Legal Fees	250,000	126,214		376,214	423,415			423,415	(47,200)
3308	Police/Fire	89,013	0		89,013	68,638			68,638	20,375
3309	Professional Technical Services	166,579	5,397		171,976	148,442			148,442	23,533
3310	Sports Officials	52,049	0		52,049	52,049			52,049	0
		\$1,529,791	\$40,886	\$0	\$1,570,677	\$1,526,084	\$0	\$0	\$1,526,084	\$44,593
	Group \$ transfer in/(transfer out):				\$40,886	97.2%	0.0%	0.0%	97.2%	
	Group change %:				2.7%					
Property Services (4000s)										
4200	Cleaning Services	756,109	0		756,109	746,875			746,875	9,234
4202	Rubbish Removal	55,020	(2,500)		52,520	40,741			40,741	11,779
4302	Equipment Repairs	125,960	(3,730)		122,230	92,315	3,374		95,688	26,542
4400	Equipment Rental	252,237	14,300		266,537	260,100			260,100	6,436
4401	Rental of Facilities	4,675	(200)		4,475	4,397			4,397	78
4500	Repair Allowance	204,400	80		204,480	159,846	38,376		198,222	6,258
4509	Septic Cleaning	40,000	26,002		66,002	87,365	35,195		122,560	(56,558)
4510	Asbestos Abatement	5,000	(2,756)		2,244	0			0	2,244
4514	Fire Alarm System	25,000	7,226		32,226	30,540			30,540	1,686
4518	Sewer System Plant Maintenance	93,162	0		93,162	93,262			93,262	(100)
4520	Service Contracts	142,688	(1,492)		141,196	120,757			120,757	20,439
4530	Parks & Recreation	64,372	0		64,372	60,393			60,393	3,979
4533	Glass Replacement	5,000	(2,595)		2,405	2,010			2,010	395
4534	Roof Repair	17,000	0		17,000	0			0	17,000
4535	Window Treatments	3,000	0		3,000	0			0	3,000
4539	Energy Management System	21,650	106		21,756	21,756			21,756	0
4540	Athletic Facilities Repairs	20,000	125,707		145,707	145,134			145,134	573
4541-4542/4550	Contracted Services	202,350	(7,864)		194,486	181,299			181,299	13,187
4543	Paving	11,300	0		11,300	4,800			4,800	6,500
4600	Special Projects	37,500	(20,130)		17,370	17,370			17,370	0
4602	Tree Service	7,500	5,230		12,730	12,730			12,730	0
4604	Snow Plowing	12,500	(3,275)		9,225	9,032			9,032	193
4605	Signage	2,500	(750)		1,750	1,081			1,081	669
4606	Sprinkler Repairs	3,000	6,574		9,574	8,011			8,011	1,563
4610	Playground Repairs	5,000	5,284		10,284	7,398			7,398	2,886
4701	Security System Monitoring	78,311	3,241		81,552	81,552			81,552	0
4702	Locks/Keys	8,500	1,693		10,193	9,966			9,966	227
		\$2,203,734	\$150,150	\$0	\$2,353,884	\$2,198,730	\$76,944	\$0	\$2,275,674	\$ 78,209
	Group \$ transfer in/(transfer out):				\$150,150	93.4%	3.3%	0.0%	96.7%	
	Group change %:				6.8%					
Other Services (5000s)										
5100	Regular Transportation	1,359,639	255		1,359,894	1,252,415			1,252,415	107,479
5101	SPED Transportation	478,530	223,254		701,784	685,161			685,161	16,624
5104	Athletic Transportation	90,520	0		90,520	61,557			61,557	28,963
5105	Extra Curricular Transportation	11,350	0		11,350	6,816			6,816	4,534

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10/9/2020

Object	Account	FY 20	Cumulative	Current Report	Adjusted	FY 2020	FY 2020	FY 2020	FY 2020	FY 2020
Series		Adopted Budget	Budget Adjustments	Budget Adjustments	Budget	Expended	Encumbered	Anticipated	Projected to EOY	Balance Available
5200	General Liability Insurance	112,340	(41,735)		70,605	70,605			70,605	0
5202	Athletic Insurance	29,939	(13,289)		16,650	16,650			16,650	0
5205	Property Insurance	104,375	(6,540)		97,835	96,485			96,485	1,350
5300	Communications	86,000	816		86,816	91,922			91,922	(5,106)
5400	Postage	23,467	11,188		34,655	32,786			32,786	1,868
5500	Advertising	8,000	(1,025)		6,975	5,964			5,964	1,011
5501	Printing	21,633	4,108		25,741	16,281			16,281	9,460
5600	Tuition	2,936,536	(133,522)		2,803,014	2,295,297	91,000		2,386,297	416,717
5605	Tuition-ESS	287,228	0		287,228	286,110			286,110	1,118
5800,5802-5880	Travel & Conference	63,182	3,862		67,044	44,827			44,827	22,217
5801	Mileage Reimbursement	12,355	0		12,355	8,258			8,258	4,097
5900	Other Purchased Services	6,700	900		7,600	2,528			2,528	5,073
		\$5,631,794	\$48,273	\$0	\$5,680,067	\$4,973,662	\$91,000	\$0	\$5,064,662	\$615,404
	Group \$ transfer in/(transfer out):				\$48,273	87.6%	1.6%	0.0%	89.2%	
	Group change %:				0.9%					
Supplies & Materials (6000's)										
6110	Materials	537,246	(13,188)		524,058	449,521			449,521	74,537
6120	Office Materials	39,510	(2,467)		37,044	21,452			21,452	15,591
6130	Maintenance Materials	178,500	(18,138)		160,362	143,209			143,209	17,153
6131	Custodial Materials	77,000	8,658		85,658	88,739			88,739	(3,082)
6132	Security Materials	20,100	(445)		19,655	16,200			16,200	3,455
6140	Software	512,469	0		512,469	467,463			467,463	45,007
6270	Diesel Fuel	91,031	0		91,031	91,051			91,051	(20)
6410	Books	171,269	(1,227)		170,041	163,396			163,396	6,645
6510	Heating Oil	392,894	(23,694)		369,200	338,642			338,642	30,558
6520	Electricity	710,317	(21,678)		688,639	619,849			619,849	68,790
6530	Propane gas	4,000	0		4,000	1,745			1,745	2,255
		\$2,734,336	(\$72,179)	\$0	\$2,662,157	\$2,401,268	\$0	\$0	\$2,401,268	\$ 260,889
	Group \$ transfer in/(transfer out):				(\$72,179)	90.2%	0.0%	0.0%	90.2%	
	Group change %:				-2.6%					
Equipment (7000's)										
7300	Equipment	390,027	4,200		394,227	461,414	10,977		472,391	(78,164)
		\$390,027	\$4,200	\$0	\$394,227	\$461,414	\$10,977	\$0	\$472,391	\$ (78,164)
	Group \$ transfer in/(transfer out):				\$4,200	117.0%	2.8%	0.0%	119.8%	
	Group change %:				1%					
Other Objects (8000's)										
8100	Dues, Fees and Memberships	97,087	9,942		107,029	91,658			91,658	15,371
8900	Other Objects	27,395	0		27,395	21,888			21,888	5,507
		\$124,482	\$9,942	\$0	\$134,424	\$113,546	\$0	\$0	\$113,546	\$ 20,877
	Group \$ transfer in/(transfer out):				\$9,942	84.5%	0.0%	0.0%	84.5%	
	Group change %:				8.0%					

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Object	Account	FY 20	Cumulative	Current Report	Adjusted	FY 2020	FY 2020	FY 2020	FY 2020	FY 2020
Series		Adopted Budget	Budget Adjustments	Budget Adjustments	Budget	Expended	Encumbered	Anticipated	Projected to EOY	Balance Available
Revenues (9000's)										
9200	Technology Revenue	(103,101)	0		(103,101)	(102,106)			(102,106)	(995)
9201	Participation Fees, Athletics	(83,097)	0		(83,097)	(60,515)			(60,515)	(22,582)
9202	Gate Receipts, Athletics	(16,000)	0		(16,000)	(15,914)			(15,914)	(86)
9205	Excess Cost SPED	(536,300)	(129,363)		(665,663)	(655,410)			(655,410)	(10,253)
9206	Pre School Tuition SPED	(100,000)	0		(100,000)	(89,626)			(89,626)	(10,374)
9207	Regular Ed. Tuition	(29,769)	(38,383)		(68,152)	(68,171)			(68,171)	18
9208	Revenue from Town for Fields	(55,580)	0		(55,580)	(46,817)			(46,817)	(8,763)
9209	Parking Fees	(45,000)	0		(45,000)	(39,600)			(39,600)	(5,400)
9210	Theater Receipts	(46,750)	0		(46,750)	(24,112)			(24,112)	(22,638)
9212	Facility Use Rental	(17,500)	0		(17,500)	(2,706)			(2,706)	(14,794)
9215	Medicaid Revenue	(15,000)	0		(15,000)	(6,947)			(6,947)	(8,053)
		(\$1,048,097)	(\$167,746)	\$0	(\$1,215,843)	(\$1,111,924)	\$0	\$0	(\$1,111,924)	(\$103,919)
	Group \$ transfer in/(transfer out):				\$ (167,746)					
	Group change %:				16%					
	Total:	\$53,073,710	\$0	\$0	\$53,073,710	\$52,069,872	\$ 178,921	\$ -	\$ 52,248,793	\$824,918
						98.11%	0.34%	0.00%	98.45%	1.55%



October 9, 2020

TO: BOE Finance Committee

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: June Financial Report for FY 2020

Below is a revised summary report of the FY 20 Budget through June 2020.

Object Series	Adjusted Budget	YTD Actuals	FY 20 Encumbrances	FY 20 Anticipated	FY 20 Balance Available	Balance as of 8-20-20
Salaries (1000's)	\$32,305,462	\$32,247,621			\$57,841	\$57,841
Benefits (2000's)	\$9,188,657	\$9,259,470			(\$70,813)	(\$68,771)
Professional Services (3000's)	\$1,570,677	\$1,526,084			\$44,593	\$44,293
Property Services (4000s)	\$2,353,884	\$2,198,730	\$76,944		\$78,209	\$73,861
Other Services (5000s)	\$5,680,067	\$4,973,662	\$91,000		615,404	\$573,580
Supplies (6000s)	\$2,662,157	\$2,401,268			\$260,888	\$257,986
Equipment (7000s)	\$394,227	\$461,414	\$10,977		(\$78,163)	(\$78,181)
Other Objects (8000s)	\$134,424	\$113,546			\$20,877	\$20,877
Revenue (9000s)	(\$1,215,843)	(\$1,111,924)			(\$103,919)	(\$103,919)
Total	\$53,073,710	\$52,069,872	\$ 178,921	\$ 0	\$824,918	\$777,568

We have reconciled our book balances with the Town. The above summary reflects our revised FY 20 fiscal year end results.

In the aggregate, the available balance has increased by \$47,350. This increase is attributed to open purchase orders that were subsequently closed or reduced.

It should be noted that the 8-20-20 encumbrance balance was artificially understated by anticipated receivables/negative encumbrance of \$108,753. Because the receivables were applied to the encumbrances and not to expenditures, expenditures were in effect artificially overstated. That is the normal practice we follow until the actual

receivables are collected. Once collected we reduce expense, and remove the credit from the encumbrance line. We have collected the receivables and all adjustment have been made.

I am recommending that we ask the BOF to add the \$47,350 to the newly established non-lapsing account.

Weston Public Schools
Budget Calendar -- FY 2022 - DRAFT

KEY:

- **Board of Education Meetings are underlined.**
- **All Meeting Locations will be Posted at a Later Date**

9/25/20 (Fri.)	<u>Budget Workshop to Debrief on 20/21 Budget and Review 21/22 Budget Process</u> (12:00pm – 2:00pm) Zoom Meeting
10/9/20 (Fri.)	<u>Board of Education Finance Committee Meeting</u> Review of Budget Calendar.
10/9/20 (Fri.)	Leadership Team receives DRAFT copy of Budget Calendar.
10/9/20 (Fri.)	Director of Finance and Operations opens MUNIS budget module to schools and departments.
10/13/20 (Tues.)	<u>Board of Education Budget Workshop (9:00 a.m. – 12:00 noon)</u> Review of Budget Assumptions and Calendar. Discussion of processes for Board communications and deliberations regarding Budget decisions.
10/9-10/23/20	Schools and Departments to schedule meetings with the Director of Finance and Operations.
10/19/20 (Mon.)	<u>Board of Education Meeting</u> Board takes action on DRAFT Budget Assumptions and Budget Calendar.
10/28/20 (Wed.)	Budget request due to Director of Finance and Operations from administrative staff (to be submitted earlier, if available).
11/4/20 (Wed.)	Director of Finance and Operations disseminates a “Working Copy” for the district’s budget request by Program/Cost Center.
11/4-11/20	Superintendent and Director of Finance meet with Principals and Central Office Administrators individually and collectively to discuss Budget Requests.
11/12-27/20	Cabinet Members, Principals, and the Director of Facilities meet regularly to discuss working copy of the budget.
11/13/20 (Fri.)	<u>Board of Education Finance Committee Meeting</u>
11/23/20 (Mon.)	Administrative team submission date for Budget Narrative(s) & Pictures.
11/30-12/3/20	Superintendent and Director of Finance and Operations review status of budget development

12/9/20 (Wed.)	Leadership Team Meeting to discuss DRAFT budget.
12/3-18/20	Cabinet Members, Principals, and the Director of Facilities meet regularly to discuss working copy of the budget.
12/11/20 (Fri.)	<u>Board of Education Finance Committee Meeting</u>
1/5/21 (Tue.)	FY 2022 Administrative Budget Request delivered to Board of Education.
1/7/21 (Thurs.)	<u>Board of Education Meeting (7:00 p.m.)</u> Formal Presentation of FY 2022 Requested Operating & Capital Budgets.
1/7-22/21	Superintendent and Director of Finance & Operations meet with school staff. (Meetings to be scheduled.)
1/8/21 (Fri.)	<u>BOE Workshop to discuss FY 2022 Budget Request (9am to 1pm)</u>
1/12/21 (Tues.)	BOE questions submitted to Superintendent by end-of-day.
1/14/21 (Thurs.)	<u>BOE Workshop to discuss FY 2022 Budget Request (9am to 12pm)</u>
1/15/21 (Fri.)	<u>Board of Education Finance Committee Meeting</u>
1/19/21 (Tues.)	District-Wide PTO Budget Presentation (7:00p.m.)
1/19/21 (Tues.)	<u>BOE Monthly Meeting (7:00 p.m.)</u> – can be used for budget meeting on this date, or moved to later in the month
1/20/21 (Wed.)	Written responses to Board of Education questions distributed.
1/21/21 (Thurs.)	<u>BOE Meeting - Public Forum with Administration on FY 2022 Budget Request (7:00 p.m.)</u> This will be an open forum for parents and the community to share comments and ask questions regarding the Requested FY 2022 Budget.
1/25/21 (Mon.)	<u>BOE Workshop to discuss FY 2022 Budget Request (9am to 11am)</u>
1/26/21 (Tues.)	<u>Board of Education Meeting (6:00 p.m.)</u> Second Q&A Session - if necessary - and Approval and Adoption of FY 2022 Recommended Operating and Capital Budgets.

- 1/28/21
(Thurs.) Board of Education Meeting – if necessary (6:00)
Approval and Adoption of FY 2022 Recommended Operating and Capital Budgets.
- 1/29/21
(Fri.) Board of Education transmits FY 2022 Operating and Capital Budgets request to the Board of Selectmen (Charter requires by February 3rd).
- 2/11/20
(Tues.) Board of Selectmen reviews Board of Education budget recommendation.
7:30 P.M.
- 2/20/20
(Thurs.) Board of Selectmen review BOE budget request (if necessary) and votes on and transmits First Selectman’s and Board of Education budgets to Board of Finance. Board also nominates moderator for Annual Town Budget Meeting. Regular Board of Selectman’s meeting.
7:30 P.M.
- 2/24/20
(Mon.) Deliver Budget Books to Board of Finance – if haven’t already been delivered.
- 3/4/20
(Wed.) Board of Finance reviews Board of Education budget request
7:30 P.M.
- 3/5/20
(Thurs.) Board of Finance reviews Board of Education budget request (if necessary)
7:30 P.M.
- 3/19/20
(Thurs.) Publish Notice of Public Hearing on budget
(Charter requires 10 days prior to Public Hearing)
- 3/24/20
(Tues.) Board of Finance holds Public Hearing on budget request.
(Charter requires at least two weeks prior to Annual Budget Meeting)
8:00 P.M. - Weston Middle School Library
- 3/25/20
(Wed.) Additional Public Hearing on budget request (if necessary)
8:00 P.M. - Weston Middle School Library
- 4/7/20
(Tues.) Board of Finance Budget Deliberation Meeting
7:30 P.M.
- 4/9/20
(Thurs.) Publish and Post Notice of Annual Town Budget Meeting
(Charter requires at least five days prior to meeting)
- 4/22/20
(Wed.) Annual Town Budget Meeting
8:00 P.M. - Weston High School Auditorium
- 5/2/20
(Sat.) Proposed Referendum
12:00pm to 8:00pm
- 5/7/20
(Thurs.) Board of Finance meets after Town Meeting to set mill rate.

Dates in red determined by Town of Weston.

**Minutes
Finance Committee
September 11, 2020**

Present:

Gina Albert, Committee Chair

Ruby Hedge, Committee Member

Victor Escandon, Committee Member

Dr. William McKersie, Superintendent of Schools

Phil Cross, Director of Finance and Operations

Public:

Tony Pesco, Weston Resident

The meeting was called to order by Ms. Albert at 11:03 a.m.

The Committee discussed the following items regarding the monthly financial update including internal services fund (for dental):

- Mr. Cross reported a projected fund balance for FY 2021 of negative (\$140,017). This is due in large part to the unanticipated expenditures incurred, or expected to be incurred, to re-open schools under COVID restrictions, including the cost of PPE and cleaning supplies.
- Regarding salaries, Mr. Cross reported that historically salary encumbrances are not booked until September when the hiring process is complete. This allows the District to thoroughly review salaries before they are posted. Salaries and benefits will be discussed in greater detail at the October meeting. Mr. Cross added that the storm that hit the area in August left the District without power for several days, this necessitated that the buildings be powered by generators, leading to an increased expenditure in diesel fuel.
- Regarding the Internal Services Fund, which now only includes dental, Mr. Cross reported that the current fund balance is \$1,099,744, and that dental claims are currently trending better than last year.

The Committee discussed the following regarding the COVID expenditures update:

- Mr. Cross informed the Committee that additional funds needed to re-open schools as a result of COVID will be needed in the following areas, technology equipment, software licenses, cleaning and disinfectant supplies, and supplemental funding for the food

service program. In addition, he is anticipating lower than expected revenues due to restrictions in place on the use of District facilities by outside groups, smaller audiences (if any) for the performing arts, and a reduction in parking fees at the high school. In total, he anticipates that the District will need a gross of approximately \$858,000, or 1.58% of the current budget. There are potential mitigating funds of approximately \$730,000 for a net projected deficit of \$128,000. He added that the District is still waiting on the State to provide guidance on the method to drawdown funds from the Governor's Corona Virus Relief Fund (CRF). The funds from the CRF are restricted and can only be used for health and safety, and transportation support.

- Potential mitigating funds include the CARES Act (\$51,548), FEMA Reimbursement (\$70,562, and pending FEMA's review and approval), Open Choice Grant (\$80,000), CRF (\$350,751), and FY21 carryover funds (\$177,568). Mr. Cross added that FEMA is now only reimbursing PPE purchases for first responders, so the District's portion will be reduced from \$70,000 to \$44,000, pending FEMA approval, to cover increased cleaning services only.
- Regarding the additional cleaning that is required. Mr. Cross reported that two additional cleaners will not be enough, and that the District will require four new cleaners. It is more cost efficient to have the cleaning company hire these four individuals rather than adding District staff, and a tentative agreement has been reached with the AFSCME union to allow the cleaning company to do so.

The Committee discussed the following regarding the elementary school HVAC project:

- Mr. Cross reported that the chiller replacement and corridor ventilation project at the elementary school has been completed and is operational.
- Mr. Cross reported that while replacing the steam traps and heat controls in the East House of the elementary school some mineral fiber was discovered. Prior to the commencement of the project, the area was tested and the results came back negative, but when the contractors began the project they did find material that needed to be tested and which came back positive. The abatement has been completed and the building is cleared for full usage. The project will be over budget by approximately \$50,000 because of the abatement. If a transfer is needed, the Town Building Committee will bring this forward to the Board of Finance.

The Committee discussed the following regarding sub rates:

- Dr. McKersie informed the Committee that due to the fact that it has become increasingly difficult to find qualified substitutes, the District made a temporary, COVID related minor adjustment to the daily sub rate, increasing it from \$100 a day to \$115. The Committee agreed to discuss this further at the September 22 Board of Education meeting before approving.

The Committee discussed the following regarding cleaning after BOE meetings:

- The Board has been discussing the possibility of holding Board of Education meetings in a hybrid format where the Board and some administrators would meet in person, and the public would participate via streaming. This would require additional cleaning of the space after the meeting, and also additional technology to allow the meeting to happen, and which may be cost prohibitive. The IT Department is currently pricing out this equipment, and the Board will be updated once all costs are known.

The Committee discussed the following regarding planning for a workshop to debrief on the FY20/21 budget:

- The Committee agreed to hold a budget workshop at the end of September to debrief on the budget process, what worked, what didn't, and to also discuss the upcoming budget process and format.

The Committee discussed the following regarding approval of the June, July and August minutes:

- The Committee approved the June, July and August minutes.

There being no further business to discuss, the meeting adjourned at 1:07 p.m.

Respectfully submitted:

Andrew Galli

Administrative Assistant to the Director of Finance and Operations