

**Finance Subcommittee Meeting
Wednesday, January 20, 2021 5:30 PM
Central Services**

I. Public Comment

II. Approve Minutes from the Special Finance Subcommittee Meeting on December 21, 2020

Attachments:

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III. December Statement of Accounts

Attachments:

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IV. Food Service Update

V. Building Committee Update

VI. Retirement Benefits

VII. IBAC Update

VIII. 2021-2022 Contract Negotiations

IX. Other

Special Finance Subcommittee Meeting – Draft Minutes

December 21, 2020, 5:00 p.m.

Via Zoom

Attendance:

Jenny Emery	Present	Jordan Grossman	Present
Mark Fiorentino	Present	Anna Robbins	Present
David Peling	Present		

Meeting commenced at 5:05 p.m. Meeting adjourned at 5:50 p.m.

1. Public Comment: None

2. Approve Minutes from the November 18, 2020 Finance Subcommittee Meeting: Dave moved, and Mark seconded approval. Passed unanimously.

3. November Statement of Accounts: There is now a projected \$180k budgetary shortfall, including (\$205k) from special ed. The covid-related grants, plus savings from the salary line because of less senior hires replacing more senior retirees, has more than offset the unbudgeted covid expenses so far. It was noted that a projected deficit of \$25k has now been included, reflecting the challenges related to the school lunch program.

4. High School Building Committee Update: Jenny outlined the status of committee engagement in and oversight of the various projects. The most recent report from the architect suggests there will need to be some prioritization of the planned projects, as the total cost likely exceeds the authorized funds. She said it would be an iterative process, and the BOE will be engaged as decision points unfold.

5. Food Service Update: Anna explained that, with the economies of scale for the food service, reducing the deficit requires maintaining volume, which is challenging when individual classes and schools are periodically quarantined. The possibility of engaging with East Granby, which does not currently participate in a national school lunch program but could take advantage of the federal covid-related reimbursements currently in place through the end of this school year, is being explored to increase our volume, while East Granby could make cold food available to its students. The committee was interested in this creative solution but had a lot of questions about how it could be done without assuming risk. The administration will continue to explore this and report back. Jordan assured the committee that legal counsel would be involved in any MOU developed between the two Towns.

6. Other: Jordan reported that the Plus-1 budget will be presented January 6, 2021. He will present it with and without the OPEB liability funding. Jenny noted, again, that the Town's General Fund reserves benefitted from over \$900k in returned surplus last year, and that this may be a good source for OPEB funding; a decision that would rest with the BOF.

With no other business, Mark moved, and Dave seconded adjournment at 5:50 p.m.

Jordan E. Grossman, Ed.D.
Superintendent of Schools



Jennifer M. Parsons
Assistant Superintendent

Aimee D. Martin
Director of Pupil Personnel Services

Anna M. Robbins, SFO
Business Manager

To: Granby Board of Education
From: Anna Robbins, Business Manager
Date: January 20, 2021
Re: December 2020 Statement of Accounts

The December 2020 statement of accounts reflects the forecast of the cost of reopening schools with protocols and materials that support a safe learning environment during the current pandemic.

After receipt of grant funds, the general fund forecast is negative \$62K. This forecast is better than the previous month by \$118K. Special education is over-budget \$121K which is better than the previous month by \$84K and regular education has a positive forecast of \$59K and is better than the previous month by \$34K. Out-of-district transportation and tuition are the major contributors to the favorable forecast for special education. The line item for Bus Monitor wages is the major contributor to the favorable forecast for regular education.

The balance in the Quality & Diversity Fund is forecasted to be better than budgeted (\$52K). Expenses are projected to be \$118K lower than budgeted. The reduction is due to restrictions resulting from the pandemic. Savings are realized in the summer school program and related expenses, staff turnover and reduction in after-school activities. Revenues are projected to be lower than budgeted \$66K due to lack of summer school revenue and a reduction in pre-school enrollment.

The overall projection for revenue to the town is unfavorable \$97K. Although special education revenue from other towns has a positive forecast, all other categories are unfavorable at this time. The forecast for the Excess Cost Grant is under budget \$77K due to savings in out-of-district tuition and transportation and continues to fluctuate.

Granby Board of Education
FY 2020-2021
Statement of Accounts
for the period ended
December 31, 2020

Description	Budget	Expended	Encumbered	Expended & Encumbered	Balance	December Forecast after Grants
Certified Salaries:						
Administration	1,725,527	917,601	790,905	1,708,506	17,021	17,021
Regular Education	10,843,343	4,173,399	6,393,484	10,566,883	276,460	177,842
Special Education	1,817,977	785,255	1,098,515	1,883,770	(65,793)	(65,793)
Total	14,386,846	5,876,255	8,282,903	14,159,158	227,688	129,070
Substitute/Tutor/Support Salaries						
Substitutes	8,000	2,362	0	2,362	5,638	0
Sped Support (Speech, O.T. & P.T.)	446,287	196,696	239,836	436,532	9,755	8,820
Tech Support	243,417	126,934	116,543	243,477	(60)	(59)
Tutors - Regular Education	36,329	11,139	12,037	23,176	13,153	3,844
Tutors - Special Education	21,583	17,984	0	17,984	3,599	(2,975)
Total	755,616	355,114	368,416	723,530	32,086	9,630
Teaching Assistant Salaries:						
Regular Education TA	303,433	133,276	190,153	323,429	(19,996)	(21,834)
Special Education TA	1,158,928	424,301	646,687	1,070,988	87,939	85,277
Total	1,462,361	557,577	836,840	1,394,417	67,943	63,443
School Secretaries' Salaries	638,886	302,636	331,712	634,348	4,538	(1,827)
Central Office Salaries	556,894	282,412	282,716	565,128	(8,234)	(10,238)
Custodial & Maintenance Salaries	1,319,033	773,830	741,157	1,514,987	(195,954)	(162,296)
Bus Monitors	0	57,061	88,323	145,383	(145,383)	(47,370)
Total Salaries	19,119,636	8,204,884	10,932,067	19,136,951	(17,315)	(19,588)
Employee Benefits	5,296,197	2,605,623	2,718,916	5,324,539	(28,342)	(32,000)
Total Salaries & Employee Benefits	24,415,833	10,810,507	13,650,983	24,461,490	(45,657)	(51,588)

Granby Board of Education
FY 2020-2021
Statement of Accounts
for the period ended
December 31, 2020

Description	Budget	Expended	Encumbered	Expended & Encumbered	Balance	December Forecast after Grants
Purchased Services:						
Instructional Purchased Service	552,019	192,155	277,128	469,283	82,736	0
Administration Purchased Service	439,293	188,277	244,724	433,000	6,293	(28,000)
Maintenance Purchased Service	101,483	27,628	37,670	65,298	36,185	0
Total	1,092,794	408,060	559,521	967,581	125,213	(28,000)
Legal Services	55,000	23,629	31,371	55,000	0	0
Repairs & Maintenance:						
Instructional Repairs & Maintenance	74,599	45,225	4,963	50,188	24,411	2,000
Administration Repairs & Maintenance	8,500	0	0	0	8,500	3,000
Maintenance Repairs & Maintenance	434,698	236,799	109,364	346,163	88,535	12,256
Total	517,797	282,024	114,327	396,351	121,446	17,256
Transportation:						
Transportation Regular Education	907,393	301,161	607,171	908,332	(939)	10,706
Transportation Special Education	704,616	58,853	600,159	659,012	45,604	94,251
Transportation Vocational Tech	89,268	22,957	58,715	81,672	7,596	10,818
Total	1,701,276	382,971	1,266,045	1,649,016	52,260	115,775
Insurance Property & Liability	102,700	76,406	24,160	100,566	2,134	0
Communications	91,781	40,799	34,033	74,831	16,950	0
Tuition:						
Tuition Special Education	1,469,896	504,147	1,120,371	1,624,518	(154,622)	(200,813)
Tuition Adult Education	11,967	10,016	0	10,016	1,951	1,951
Total	1,481,863	514,163	1,120,371	1,634,534	(152,671)	(198,862)
Conference & Travel Expense	73,131	6,872	3,345	10,217	62,914	5,000

Granby Board of Education
FY 2020-2021
Statement of Accounts
for the period ended
December 31, 2020

Description	Budget	Expended	Encumbered	Expended & Encumbered	Balance	December Forecast after Grants
General Supplies:						
General Supplies Regular Education	317,570	139,813	57,662	197,475	120,095	39,469
General Supplies Special Education	27,316	7,529	5,688	13,217	14,099	0
General Supplies Administration	80,976	47,015	19,078	66,092	14,884	21,160
General Supplies Maintenance	141,372	198,401	8,799	207,201	(65,829)	0
Total	567,234	392,758	91,226	483,985	83,249	60,629
Electricity	409,049	142,335	246,070	388,405	20,644	15,000
Fuel/Natural Gas	156,352	20,737	147,742	168,480	(12,128)	(13,000)
Textbooks/Workbooks	140,217	73,672	4,695	78,367	61,850	0
Library/Media Center	63,336	33,509	10,319	43,828	19,508	0
Software	321,922	257,004	51,856	308,859	13,063	0
Dues & Fees	50,446	33,844	2,719	36,564	13,882	0
Replacement Equipment:						
Replacement Equip Instructional	2,500	67	0	67	2,433	0
Replacement Equip Administration	6,000	0	0	0	6,000	2,000
Total	8,500	67	0	67	8,433	2,000
Student Activities	794,519	220,688	172,818	393,507	401,012	13,500
Total General Fund	32,043,750	13,720,047	17,531,601	31,251,648	792,102	(62,290)
	SPED 5,729,962				SPED	(121,232)
	GEN ED 26,313,788				GEN ED	58,942
Quality & Diversity	982,910	512,495	306,612	819,106	163,804	

**Granby Board of Education
FY 2020-2021
Statement of Accounts
for the period ending
December 31, 2020
For Selected Special Education Accounts**

II. Expenditures	FY20-21 Budget	Expended & Encumbered	Balance	December 2020 Forecast	Change from Last Month Forecast	Grant Fund Application CRF	December Forecast after Grants
Legal Expense	27,500	27,500	0	0	0		0
Special Education Certified Staff	1,817,977	1,883,770	(65,793)	(65,793)	(2,833)	0	(65,793)
Teacher Assistants	1,158,928	1,070,988	87,939	85,277	5,330		85,277
Special Education Tutors	21,583	17,984	3,599	(2,975)	(7,045)		(2,975)
Evaluation, Therapy & Contracted Services	83,176	87,315	(4,139)	(40,000)	0		(40,000)
Sped Support (Speech, O.T., & P.T.)	446,287	436,532	9,755	8,820	0		8,820
Special Ed Transportation	704,616	659,012	45,604	74,958	70,964	(19,293)	94,251
Out of District Tuition	1,469,896	1,624,518	(154,622)	(200,813)	17,590		(200,813)
Total Selected Special Education Accounts	5,729,962	5,807,618	(77,656)	(140,525)	84,007	(19,293)	(121,232)

**Granby Board of Education
 FY 2020-2021
 Statement of Accounts
 for the period ending December 31, 2020**

I. Revenue	FY 2020-2021 Budget	Currently Anticipated	Received To Date	Full Year Forecast December	Changes from Last Month Forecast
Reg. Tuition from other Towns	600,769	587,742	300,385	(13,027)	0
SPED Tuition from other Towns	413,079	456,273	0	43,194	0
SDE Excess Cost Reimbursement	503,911	427,048	0	(76,863)	(30,177)
Rental Fees	14,745	0	0	(14,745)	0
Pay for Participation	54,000	18,100	16,144	(35,900)	0
Sub Total	<u>1,586,504</u>	<u>1,489,163</u>	<u>316,528</u>	<u>(97,341)</u>	<u>(30,177)</u>