

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

I. Public Comment

II. Approve Minutes of the September 15, 2021 Finance Subcommittee Meeting

Attachments:

Draft Finance SC Minutes 9-15-21

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III. September Statement of Accounts

Attachments:

Sept 2021 Statement of Accounts

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IV. Transportation Contract

V. Food Service Update

VI. Contract Negotiations Update

VII. Building Committee Update

VIII. Other

Finance Subcommittee Meeting – Draft Minutes
September 15, 2021, 5:30 p.m.
Central Services

Attendance:

Jenny Emery	Absent	Jordan Grossman	Absent
Mark Fiorentino	Present	Anna Robbins	Present
Melissa Migliaccio	Present		
Sarah Thrall	Present		

Meeting commenced at 5:33 p.m. Meeting adjourned at 6:22 p.m.

1. Public Comment: N/A

2. Approve Minutes from the June 16, 2021 Meeting: A motion was made by Melissa Migliaccio and seconded by Mark Fiorentino to approve the minutes from the June 16, 2021 Finance Subcommittee Meeting. Motion passed unanimously.

3. June 2021 Statement of Accounts: Reviewed the June 2021 Statement of Accounts. Returned +/- \$198,000 to the town.

4. July/August 2021 Statement of Accounts: Reviewed the July/August 2021 Statement of Accounts. Current forecast is +/- \$16,000 surplus.

5. FY21 Year-End Budget Transfers: The subcommittee endorsed the proposed FY21 transfers.

6. Building Committee Update: Received an update on the approved building projects. Projected construction on roof replacement and other projects to begin Summer 2022.

7. Other: N/A

Melissa Migliaccio moved and Mark Fiorentino seconded adjournment at 6:22 p.m.

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



Jennifer M. Parsons
Assistant Superintendent

Angela E. Ehrenwerth
Director of Pupil Personnel Services

Anna M. Robbins, SFO
Business Manager

To: Granby Board of Education
From: Anna Robbins, Business Manager
Date: October 20, 2021
Re: September 2021 Statement of Accounts FY22 Year-to-date

As of September 30, 2021, the BOE shows a positive forecast of \$119K. Special education expenditures are projected to be unfavorable \$32K and regular education expenditures are projected to be favorable \$150K. The driving factor for positive forecast in regular education is turnover in personnel. Although special education expenses are forecasted to be over-budget for the year, the change since the previous month is favorable. The favorable variance in personnel cost as well as out-of-district transportation has significantly reduced the overall over-budget condition.

At this time, the Quality & Diversity Fund balance is projected to be favorable \$148K. The balance from FY21 was positive and carried over to FY22. In addition, there were no expenses or revenue for summer school in FY22.

Revenues to the town are projected to be under-budget by \$6K. We will have more accurate information once the tuitions to other towns is calculated and billed. Excess cost funding from the state is projected to be slightly higher than budgeted which reflects the addition of expenses that exceed the per student stop loss. Projections for rental fees and pay-for-participation fees are uncertain at this time and reflects no rental fee income for the foreseeable future. At this time, the athletic program is expected to proceed as normal.

Granby Board of Education
FY 2021-2022
Statement of Accounts
for the period ended
September 30, 2021

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	September Forecast	Results Compared to Prior Month Forecast
Certified Salaries:								
Administration	1,751,243	470,719	1,277,667	1,748,386	2,856	99.84%	2,856	0
Regular Education	10,955,845	1,257,901	9,371,661	10,629,562	326,283	97.02%	182,373	18,012
Special Education	1,939,332	270,321	1,523,292	1,793,613	145,719	92.49%	64,100	45,880
Total	14,646,419	1,998,941	12,172,620	14,171,561	474,859	96.76%	249,329	63,892
Substitute/Tutor/Support Salaries								
Substitutes	8,000	1,514	0	1,514	6,486	18.93%	0	0
Sped Support (Speech, O.T. & P.T.)	460,454	64,282	393,124	457,406	3,048	99.34%	812	(383)
Tech Support	250,682	64,022	186,762	250,784	(102)	100.04%	(102)	0
Tutors - Regular Education	38,147	1,605	19,862	21,467	16,680	56.27%	0	0
Tutors - Special Education	29,480	12,046	0	12,046	17,434	40.86%	6,536	0
Total	786,763	143,470	599,748	743,218	43,545	94.47%	7,246	(383)
Teaching Assistant Salaries:								
Regular Education TA	310,340	32,559	323,723	356,283	(45,943)	114.80%	(45,500)	(45,500)
Special Education TA	1,185,080	41,969	1,093,662	1,135,631	49,449	95.83%	41,125	41,125
Total	1,495,420	74,528	1,417,385	1,491,913	3,506	99.77%	(4,374)	(4,374)
School Secretaries' Salaries	666,332	121,431	538,624	660,055	6,277	99.06%	(963)	(2,491)
Central Office Salaries	575,725	124,793	444,178	568,972	6,753	98.83%	4,466	4,466
Custodial & Maintenance Salaries	1,341,989	294,062	956,420	1,250,482	91,507	93.18%	8,241	(292)
Total Salaries	19,512,648	2,757,226	16,128,975	18,886,201	626,447	96.79%	263,944	60,817
Employee Benefits	5,646,727	1,084,090	3,865,460	4,949,550	697,177	87.65%	0	0
Total Salaries & Employee Benefits	25,159,375	3,841,316	19,994,435	23,835,751	1,323,623	94.74%	263,944	60,817

Granby Board of Education
FY 2021-2022
Statement of Accounts
for the period ended
September 30, 2021

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	September Forecast	Results Compared to Prior Month Forecast
Purchased Services:								
Instructional Purchased Service	563,326	34,165	362,765	396,929	166,397	70.46%	0	0
Administration Purchased Service	462,937	51,790	371,737	423,526	39,411	91.49%	0	0
Maintenance Purchased Service	101,483	18,936	22,604	41,540	59,943	40.93%	0	0
Total	1,127,746	104,890	757,106	861,996	265,750	76.44%	0	0
Legal Services	55,000	1,403	53,597	55,000	0	100.00%	0	0
Repairs & Maintenance:								
Instructional Repairs & Maintenance	74,599	29,332	11,532	40,864	33,735	54.78%	0	0
Administration Repairs & Maintenance	8,500	0	0	0	8,500	0.00%	0	0
Maintenance Repairs & Maintenance	434,698	107,782	162,714	270,496	164,202	62.23%	0	0
Total	517,797	137,115	174,246	311,360	206,437	60.13%	0	0
Transportation:								
Transportation Regular Education	954,914	10,272	767,793	778,065	176,849	81.48%	0	0
Transportation Special Education	708,654	2,545	512,329	514,874	193,780	72.66%	166,595	5,122
Transportation Vocational Tech	92,862	0	88,960	88,960	3,902	95.80%	3,902	3,902
Total	1,756,430	12,817	1,369,081	1,381,898	374,532	78.68%	170,497	9,024
Insurance Property & Liability	102,700	65,434	42,124	107,558	(4,858)	104.73%	(5,000)	(5,000)
Communications	91,881	17,589	54,921	72,510	19,371	78.92%	0	0
Tuition:								
Tuition Special Education	1,747,882	223,439	1,390,971	1,614,410	133,471	92.36%	(310,800)	37,803
Tuition Adult Education	11,967	0	0	0	11,967	0.00%	0	0
Total	1,759,849	223,439	1,390,971	1,614,410	145,438	91.74%	(310,800)	37,803
Conference & Travel Expense	77,694	5,167	4,574	9,741	67,953	12.54%	0	0

Granby Board of Education
FY 2021-2022
Statement of Accounts
for the period ended
September 30, 2021

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	September Forecast	Results Compared to Prior Month Forecast
General Supplies:								
General Supplies Regular Education	317,970	93,526	72,387	165,912	152,058	52.18%	0	0
General Supplies Special Education	27,316	7,525	8,068	15,593	11,723	57.09%	0	0
General Supplies Administration	79,976	18,070	19,315	37,385	42,591	46.75%	0	0
General Supplies Maintenance	141,372	20,704	69,503	90,207	51,165	63.81%	0	0
Total	566,634	139,825	169,273	309,098	257,536	54.55%	0	0
Electricity	420,812	61,115	0	61,115	359,697	14.52%	0	0
Fuel/Natural Gas	169,352	63,214	76,056	139,270	30,082	82.24%	0	0
Textbooks/Workbooks	124,528	36,139	17,502	53,641	70,887	43.08%	0	0
Library/Media Center	62,237	11,422	17,625	29,047	33,190	46.67%	0	0
Software	322,868	217,466	32,963	250,429	72,439	77.56%	0	0
Dues & Fees	50,346	35,959	1,127	37,086	13,260	73.66%	0	0
Replacement Equipment:								
Replacement Equipment	0	0	0	0	0	0.00%	0	0
Replacement Equip Admin	6,000	0	0	0	6,000	0.00%	0	0
Replacement Equip Maintenance	2,500	0	632	632	1,869	25.26%	0	0
Total	8,500	0	632	632	7,869	7.43%	0	0
New Equip Instr MS	0	0	555	555	(555)	0.00%	0	0
Student Activities	809,760	47,119	367,778	414,897	394,863	51.24%	0	0
Total General Fund	33,183,507	5,021,429	24,524,565	29,545,994	3,637,513	89.04%	118,641	102,644
	SPED	6,186,807					(31,632)	
	GEN ED	26,996,700					150,273	
Quality & Diversity	Budget	Sept Forecast	Better/Worse Than Budget					
Opening Balance	210,550	352,101	141,551					
Expenses	1,056,942	1,009,028	47,914					
Revenue	875,253	833,450	(41,803)					
Ending Balance	28,861	176,523	147,662					

**Granby Board of Education
FY 2021-2022
Statement of Accounts
for the period ending
September 27, 2021
For Selected Special Education Accounts**

II. Expenditures	FY21-22 Budget	Expended	Encumbered	Expended & Encumbered	Balance	Full Year Forecast September 2021	Compared to prior month Forecast
Legal Expense	27,500	0	27,500	27,500	0	0	0
Special Education Certified Staff	1,939,332	270,321	1,523,292	1,793,613	145,719	64,100	81,619
Teacher Assistants	1,185,080	41,969	1,093,662	1,135,631	49,449	41,125	8,324
Special Education Tutors	29,480	12,046	0	12,046	17,434	6,536	10,899
Evaluation, Therapy & Contracted Services	88,425	5,320	46,858	52,178	36,247	0	36,247
Sped Support (Speech, O.T., & P.T.)	460,454	64,282	393,124	457,406	3,048	812	2,236
Special Ed Transportation	708,654	2,545	512,329	514,874	193,780	166,595	27,185
Out of District Tuition	1,747,882	223,439	1,390,971	1,614,410	133,471	(310,800)	444,271
Total Selected Special Education Accounts	6,186,807	619,923	4,987,735	5,607,658	579,149	(31,632)	610,781

Granby Board of Education
FY 2021-2022
Statement of Accounts
for the period ending September 30, 2021

I. Revenue	FY 2021-2022 Budget	Currently Anticipated	Received To Date	Full Year Forecast August 2021
Reg. Tuition from other Towns	614,448	614,448	0	0
SPED Tuition from other Towns	456,273	456,273	0	0
SDE Excess Cost Reimbursement	491,779	500,720	0	8,941
Rental Fees	14,745	0	0	(14,745)
Pay for Participation	53,966	53,966	7,006	0
 Sub Total	 <u>1,631,211</u>	 <u>1,625,407</u>	 <u>7,006</u>	 <u>(5,804)</u>