

**Finance Subcommittee Meeting
Wednesday, March 16, 2022 5:30 PM
Central Services**

I. Public Comment

II. Approve the Minutes from the February 16, 2022 Finance Subcommittee Meeting

Attachments:

Draft Finance SC Minutes 2-16-22 2

III. February Statement of Accounts

Attachments:

February 2022 SOA Report 3

IV. Building Committee Update

V. Contract Negotiations Update

VI. FY23 Leave-of-Absence Requests

VII. Other

**Finance Subcommittee Meeting – Draft Minutes
February 16, 2022, 5:30 p.m.
Central Services**

Attendance:

Rosemarie Weber	Present	Shannon Sullivan	Present
Monica Logan	Present	Anna Robbins	Present
Donna Nolan	Present	Jordan Grossman	Present
Sarah Thrall	Present (Via GoogleMeet)	Kevin Bogue	Present (via GoogleMeet)

Meeting commenced at 5:30 p.m. Meeting adjourned at 6:45 p.m.

1. Public Comment: None

2. Approve Minutes from the January 19, 2022 Meeting: A motion was made by Monica Logan and seconded by Donna Nolan to approve the minutes from the January 19, 2022 Finance Subcommittee Meeting. Motion passed.

3. January 2022 Statement of Accounts: Reviewed and accepted.

4. Indoor Air Quality Report: Shannon Sullivan and Kevin Bogue (Platform Environment) discussed the results of the survey.

5. Bus Contract: Reviewed updates and options. To be presented to full Board on March 2, 2022.

6. Contract Negotiations Update: Discussed.

7. Fuel Bid Update: Discussed. Ongoing process – not locked in yet.

8. Building Committee Update: Finalizing process – meetings scheduled with the State prior to bid process.

8. Other: N/A

Donna Nolan moved and Monica Logan seconded adjournment at 6:45 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: March 16, 2022
Re: February 2022 Statement of Accounts FY22 Year-to-date

As of February 28, 2022, the BOE shows a positive forecast of \$118K, which is \$14K higher than last month. Overall special education expenditures are projected to be overbudget \$105K which is holding steady from last month. Regular education expenditures are projected to be favorable \$224K which is better than last month by \$14K. The driver for the positive forecast for this month continues to be the savings in regular education transportation and general supplies for regular education, which nets against an adjustment for texts and workbooks. These factors are in addition to the positive forecast in regular education salaries due to turnover in personnel.

With four months remaining in the school year, the district has required all funds to be encumbered, where possible, by March 15, 2022. This practice allows the district to begin even more accurate forecasting for year-end.

At this time, the Quality & Diversity fund balance is projected to be favorable \$129K and has held steady for the past few months.

Revenues to the town are projected to be better than budgeted by \$100K, with minimal changes since the previous month. The town has received the first payment of \$322K for the Special Education Excess Cost Grant. The billing for the second half of the Special Education charges to other towns will be sent to participating towns in the beginning of April.

Granby Board of Education
FY 2021-2022
Statement of Accounts
for the period ended
February 28, 2022

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	February 2022 Forecast	Results Compared to Forecast
Certified Salaries:								
Administration	1,751,243	1,210,421	537,965	1,748,386	2,856	99.84%	2,856	0
Regular Education	10,955,845	5,861,324	4,823,747	10,685,071	270,774	97.53%	185,923	(584)
Special Education	1,939,332	1,066,355	783,166	1,849,521	89,811	95.37%	89,209	262
Total	14,646,419	8,138,100	6,144,877	14,282,978	363,442	97.52%	277,988	(322)
Substitute/Tutor/Support Salaries								
Substitutes	8,000	24,786	0	24,786	(16,786)	309.83%	(20,000)	(1,001)
Sped Support (Speech, O.T. & P.T.)	460,454	282,594	174,554	457,148	3,306	99.28%	3,306	194
Tech Support	250,682	168,644	82,140	250,784	(102)	100.04%	(102)	0
Tutors - Regular Education	38,147	13,121	8,547	21,668	16,479	56.80%	4,944	4,944
Tutors - Special Education	29,480	13,575	0	13,575	15,906	46.05%	6,536	0
Total	786,763	502,720	265,241	767,961	18,802	97.61%	(5,317)	4,138
Teaching Assistant Salaries:								
Regular Education TA	310,340	210,271	135,091	345,362	(35,022)	111.29%	(38,618)	5,982
Special Education TA	1,185,080	651,053	452,824	1,103,877	81,203	93.15%	47,382	(12,167)
Total	1,495,420	861,324	587,915	1,449,238	46,181	96.91%	8,764	(6,185)
School Secretaries' Salaries	666,332	419,721	239,798	659,518	6,814	98.98%	186	(93)
Central Office Salaries	575,725	367,181	206,137	573,318	2,407	99.58%	2,439	0
Custodial & Maintenance Salaries	1,341,989	871,057	437,039	1,308,097	33,892	97.47%	10,039	1,519
Bus Monitors	0	3,360	6,696	10,055	(10,055)		(10,055)	293
Total Salaries	19,512,648	11,163,463	7,887,702	19,051,165	461,483	97.63%	284,043	(651)
Employee Benefits	5,646,727	3,740,631	1,631,200	5,371,831	274,896	95.13%	0	0
Total Salaries & Employee Benefits	25,159,375	14,904,094	9,518,902	24,422,996	736,378	97.07%	284,043	(651)

Granby Board of Education
FY 2021-2022
Statement of Accounts
for the period ended
February 28, 2022

Description	Budget	Expended	Encumbered	Encumbered	Budget Balance	% Enc/Exp	Forecast	Forecast
Purchased Services:								
Instructional Purchased Service	563,326	282,226	183,237	465,463	97,863	82.63%	(4,077)	(200)
Administration Purchased Service	462,937	272,540	173,318	445,859	17,078	96.31%	(3,858)	0
Maintenance Purchased Service	101,483	42,049	27,963	70,012	31,470	68.99%	0	0
Total	1,127,746	596,816	384,519	981,334	146,411	87.02%	(7,935)	(200)
Legal Services	55,000	46,607	33,393	80,000	(25,000)	145.45%	(25,000)	0
Repairs & Maintenance:								
Instructional Repairs & Maintenance	74,599	57,241	2,409	59,651	14,948	79.96%	0	0
Administration Repairs & Maintenance	8,500	0	0	0	8,500	0.00%	0	0
Maintenance Repairs & Maintenance	434,698	218,389	99,698	318,087	116,611	73.17%	(4,465)	0
Total	517,797	275,630	102,107	377,738	140,059	72.95%	(4,465)	0
Transportation:								
Transportation Regular Education	954,914	451,306	347,622	798,928	155,986	83.66%	85,000	20,000
Transportation Special Education	708,654	141,901	351,472	493,373	215,281	69.62%	81,517	1,661
Transportation Vocational Tech	92,862	48,304	35,584	83,888	8,974	90.34%	7,022	0
Total	1,756,430	641,511	734,678	1,376,189	380,241	78.35%	173,539	21,661
Insurance Property & Liability	102,700	92,196	16,939	109,135	(6,435)	106.27%	(6,475)	0
Communications	91,881	47,155	28,563	75,718	16,163	82.41%	0	0
Tuition:								
Tuition Special Education	1,747,882	1,096,023	874,293	1,970,315	(222,433)	112.73%	(281,982)	10,707
Tuition Adult Education	11,967	11,325	0	11,325	642	94.64%	642	0
Total	1,759,849	1,107,348	874,293	1,981,640	(221,791)	112.60%	(281,340)	10,707
Conference & Travel Expense	77,694	15,310	5,404	20,714	56,980	26.66%	0	0

Granby Board of Education
FY 2021-2022
Statement of Accounts
for the period ended
February 28, 2022

Description	Budget	Expended	Encumbered	Encumbered	Budget Balance	% Enc/Exp	Forecast	Forecast
General Supplies:								
General Supplies Regular Education	317,970	182,569	52,062	234,631	83,339	73.79%	10,000	0
General Supplies Special Education	27,316	16,826	4,503	21,330	5,986	78.08%	(2,034)	0
General Supplies Administration	79,976	44,109	12,003	56,112	23,864	70.16%	0	0
General Supplies Maintenance	141,372	71,836	44,215	116,050	25,322	82.09%	0	0
Total	566,634	315,340	112,783	428,123	138,511	75.56%	7,966	0
Electricity	420,812	240,896	171,415	412,311	8,501	97.98%	0	0
Fuel/Natural Gas	169,352	95,254	44,016	139,270	30,082	82.24%	0	0
Textbooks/Workbooks	124,528	60,658	81,190	141,848	(17,320)	113.91%	(17,320)	(17,320)
Library/Media Center	62,237	48,734	3,767	52,501	9,736	84.36%	0	0
Software	322,868	289,715	15,495	305,210	17,658	94.53%	0	0
Dues & Fees	50,346	36,298	280	36,578	13,768	72.65%	(2,450)	0
Replacement Equipment:								
Replacement Equipment	0	0	0	0	0	0.00%	0	0
Replacement Equip Admin	6,000	8,090	0	8,090	(2,090)	134.84%	(1,535)	0
Replacement Equip Maintenance	2,500	2,206	0	2,206	294	88.26%	0	0
Total	8,500	10,297	0	10,297	(1,797)	121.14%	(1,535)	0
New Equip Instructional	0	0	0	0	0	0.00%	(555)	0
Student Activities	809,760	339,302	260,258	599,560	210,200	74.04%	0	0
Total General Fund	33,183,507	19,163,160	12,388,001	31,551,161	1,632,345	95.08%	118,474	14,197
SPED	6,227,173						(105,095)	457
GEN ED	26,956,334						223,569	13,740

February 2022

Quality & Diversity	Budget	Forecast	Better/(Worse) Than Budget
Opening Balance	210,550	352,101	141,551
Expenses	1,056,942	958,488	98,454
Revenue	875,253	763,908	(111,345)
Ending Balance	28,860	157,521	128,661

**Granby Board of Education
FY 2021-2022
Statement of Accounts
for the period ending
February 28, 2022
For Selected Special Education Accounts**

II. Expenditures	FY21-22 Budget	Expended	Encumbered	Expended & Encumbered	Balance	Full Year Forecast February 2022	Results Compared to prior month Forecast
Legal Expense	27,500	29,119	23,381	52,500	(25,000)	(25,000)	0
Special Education Certified Staff	1,939,332	1,066,355	783,166	1,849,521	89,811	89,209	262
Teacher Assistants	1,185,080	651,053	452,824	1,103,877	81,203	47,382	(12,167)
Special Education Tutors	29,480	13,575	0	13,575	15,906	6,536	0
Evaluation, Therapy & Contracted Services	88,425	70,606	21,661	92,267	(3,842)	(24,028)	(200)
General Supplies Special Education	27,316	44,109	4,503	48,613	5,986	(2,034)	0
Conference & Travel Expense	13,050	1,701	2,645	4,346	8,704	0	0
Sped Support (Speech, O.T., & P.T.)	460,454	282,594	174,554	457,148	3,306	3,306	194
Special Ed Transportation	708,654	141,901	351,472	493,373	215,281	81,517	1,661
Out of District Tuition	1,747,882	1,096,023	874,293	1,970,315	(222,433)	(281,982)	10,707
Total Selected Special Education Accounts	6,227,173	3,397,036	2,688,499	6,085,535	168,921	(105,095)	457

**Granby Board of Education
 FY 2021-2022
 Statement of Accounts
 for the period ending February 28, 2022**

I. Revenue	FY 2021-2022 Budget	Currently Anticipated	Received To Date	Full Year Forecast February 2022	Changes from Prior Month Forecast
Reg. Tuition from other Towns	614,448	696,550	334,020	82,102	703
SPED Tuition from other Towns	456,273	624,079	0	167,806	0
SDE Excess Cost Reimbursement	491,779	373,947	321,724	(117,832)	42
Rental Fees	14,745	0	0	(14,745)	0
Pay for Participation	53,966	37,000	25,750	(16,966)	0
Sub Total	<u>1,631,211</u>	<u>1,731,576</u>	<u>681,494</u>	<u>100,365</u>	<u>745</u>