

**Finance Subcommittee Meeting
Wednesday, May 18, 2022 5:30 PM
Central Services**

I. Public Comment

II. Approve Minutes from the April 20, 2022 Finance Subcommittee Meeting

Attachments:

Draft Finance SC Minutes 4-20-22 2

III. April Statement of Accounts

Attachments:

April 2022 SOA Report 3

IV. Year-End Assessments

V. Building Committee Update

VI. Contract Negotiations Update

VII. Other

Finance Subcommittee Meeting – Draft Minutes

April 20, 2022, 5:30 p.m.

Central Services

Attendance:

Rosemarie Weber	Present	Jordan Grossman	Present
Monica Logan	Present	Anna Robbins	Present
Donna Nolan	Present		
Sarah Thrall	Present		

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

1. Public Comment: None

2. Approve Minutes from the March 16, 2022 Meeting: A motion was made by Monica Logan and seconded by Donna Nolan to approve the minutes from the March 16, 2022 Finance Subcommittee Meeting. Motion passed.

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

4. Healthy Food Certification: Discussed process and background. To be voted on by the full Board at the next meeting.

5. Food Service Agreement Amendment: Discussed upcoming amendment for food service contract.

6. Building Committee Update: Construction underway. Will not disrupt the school day.

7. Year-End Assessments: Discussed potential outstanding small cap project.

8. Other:

Monica Logan moved and Donna Nolan 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: May 18, 2022
Re: April 2022 Statement of Accounts FY22 Year-to-date

As of April, 2022, the BOE shows a positive forecast of \$298K, which is \$43K higher than last month. Overall special education expenditures are projected to be underbudget \$79K which is \$93K better than last month. The positive change in the special education forecast reflects changes in out-of-district transportation and tuition as well as legal services and teaching assistant salaries. Regular education expenditures are projected to be favorable \$219K which is worse than last month by \$49K. Changes in benefits and salaries is due to the increase in unemployment benefits and retirement severance, as end-of-year information becomes available. The positive forecast in regular education transportation, dues and fees and general supplies is offset by electricity, fuel and natural gas estimates as well as items in the repair and maintenance lines.

At this time, the Quality & Diversity Fund balance is projected to be favorable \$164K. Favorable variances in after-school activities, Kindergarten support staff salaries as well as summer school expenses contribute to the favorable forecast.

Revenues to the town are projected to better than budgeted by \$85K and are lower than last month's projection. The swing is due to a decrease in the Special Education Excess Cost Grant which correlates to the decrease in special education out-of-district spending.

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

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	April 2022 Forecast	This Month Forecast Compared to Prior Month Forecast
Certified Salaries:								
Administration	1,751,243	1,546,649	201,737	1,748,386	2,856	99.84%	2,856	0
Regular Education	10,955,845	7,995,714	2,741,757	10,737,471	218,374	98.01%	198,353	7,707
Special Education	1,939,332	1,424,096	425,111	1,849,207	90,125	95.35%	89,209	0
Total	14,646,419	10,966,459	3,368,606	14,335,064	311,355	97.87%	290,418	7,707
Substitute/Tutor/Support Salaries								
Substitutes	8,000	29,183	0	29,183	(21,183)	364.78%	(21,726)	0
Sped Support (Speech, O.T. & P.T.)	460,454	380,509	75,544	456,053	4,401	99.04%	4,077	468
Tech Support	250,682	216,273	34,585	250,858	(176)	100.07%	(102)	0
Tutors - Regular Education	38,147	18,244	3,491	21,734	16,412	56.98%	9,820	1,580
Tutors - Special Education	29,480	14,795	0	14,795	14,685	50.19%	11,487	677
Total	786,763	659,004	113,620	772,623	14,140	98.20%	3,557	2,725
Teaching Assistant Salaries:								
Regular Education TA	310,340	286,971	58,909	345,880	(35,541)	111.45%	(34,687)	3,242
Special Education TA	1,185,080	931,134	204,811	1,135,945	49,135	95.85%	63,716	11,352
Total	1,495,420	1,218,105	263,720	1,481,825	13,595	99.09%	29,030	14,594
School Secretaries' Salaries	666,332	550,429	109,663	660,093	6,239	99.06%	3,400	1,284
Central Office Salaries	575,725	480,485	101,206	581,691	(5,966)	101.04%	(12,423)	(12,364)
Custodial & Maintenance Salaries	1,341,989	1,129,888	201,148	1,331,036	10,953	99.18%	17,555	(2,397)
Bus Monitors	0	6,049	2,735	8,784	(8,784)		(9,186)	404
Total Salaries	19,512,648	15,010,419	4,160,698	19,171,117	341,531	98.25%	322,352	11,953
Employee Benefits	5,646,727	4,776,805	611,506	5,388,311	258,416	95.42%	(22,000)	(17,000)
Total Salaries & Employee Benefits	25,159,375	19,787,224	4,772,204	24,559,428	599,947	97.62%	300,352	(5,047)

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

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	April 2022 Forecast	This Month Forecast Compared to Prior Month Forecast
Purchased Services:								
Instructional Purchased Service	563,326	410,263	73,505	483,768	79,558	85.88%	2,208	(16,180)
Administration Purchased Service	462,937	398,509	56,084	454,593	8,344	98.20%	(21,304)	(24,304)
Maintenance Purchased Service	101,483	55,531	13,317	68,848	32,635	67.84%	0	0
Total	1,127,746	864,302	142,906	1,007,208	120,537	89.31%	(19,096)	(40,484)
Legal Services	55,000	56,396	23,605	80,000	(25,000)	145.45%	(11,000)	14,000
Repairs & Maintenance:								
Instructional Repairs & Maintenance	74,599	65,272	6,626	71,898	2,701	96.38%	(9,500)	(9,500)
Administration Repairs & Maintenance	8,500	0	0	0	8,500	0.00%	0	0
Maintenance Repairs & Maintenance	434,698	261,940	83,867	345,807	88,890	79.55%	(71,297)	(66,832)
Total	517,797	327,212	90,493	417,706	100,091	80.67%	(80,797)	(76,332)
Transportation:								
Transportation Regular Education	954,914	615,397	170,825	786,222	168,692	82.33%	185,000	100,000
Transportation Special Education	708,654	284,578	199,465	484,043	224,611	68.30%	205,015	47,114
Transportation Vocational Tech	92,862	65,472	17,792	83,264	9,598	89.66%	10,240	3,218
Total	1,756,430	965,447	388,082	1,353,529	402,901	77.06%	400,255	150,332
Insurance Property & Liability	102,700	109,132	0	109,132	(6,432)	106.26%	(6,475)	0
Communications	91,881	62,907	19,010	81,917	9,964	89.16%	0	0
Tuition:								
Tuition Special Education	1,747,882	1,479,921	565,072	2,044,993	(297,111)	117.00%	(268,659)	17,080
Tuition Adult Education	11,967	11,325	0	11,325	642	94.64%	642	0
Total	1,759,849	1,491,246	565,072	2,056,318	(296,469)	116.85%	(268,017)	17,080
Conference & Travel Expense	77,694	18,599	3,291	21,890	55,804	28.17%	38,000	28,000

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

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	April 2022	This Month Forecast Compared to Prior Month
							Forecast	Forecast
General Supplies:								
General Supplies Regular Education	317,970	242,769	56,523	299,292	18,678	94.13%	0	(10,000)
General Supplies Special Education	27,316	19,485	3,980	23,464	3,852	85.90%	2,106	2,106
General Supplies Administration	79,976	51,209	15,682	66,891	13,085	83.64%	8,700	8,700
General Supplies Maintenance	141,372	95,815	29,112	124,927	16,445	88.37%	0	0
Total	566,634	409,278	105,296	514,574	52,060	90.81%	10,806	806
Electricity	420,812	329,454	111,581	441,036	(20,224)	104.81%	(22,000)	(22,000)
Fuel/Natural Gas	169,352	142,167	14,509	156,675	12,676	92.51%	(15,000)	(15,000)
Textbooks/Workbooks	124,528	155,347	4,664	160,011	(35,483)	128.49%	(37,530)	(20,210)
Library/Media Center	62,237	57,209	4,172	61,381	856	98.62%	0	0
Software	322,868	315,093	10,264	325,357	(2,489)	100.77%	(2,489)	(2,489)
Dues & Fees	50,346	38,208	49	38,257	12,089	75.99%	12,089	12,089
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%	(6,000)	(4,465)
Replacement Equip Maintenance	2,500	2,206	155	2,361	139	94.45%	0	2,090
Total	8,500	10,297	155	10,452	(1,952)	122.96%	(6,000)	(2,375)
New Equip Instructional	0	0	0	0	0	0.00%	0	0
Student Activities	809,760	574,121	195,301	769,422	40,337	95.02%	5,000	5,000
Total General Fund	33,183,507	25,713,638	6,450,654	32,164,292	1,019,214	96.93%	298,098	43,370
SPED	6,227,173						79,268	92,797
GEN ED	26,956,334						218,830	(49,427)

April 2022

Quality & Diversity	Budget	Forecast	Better/(Worse)
			Than Budget
Opening Balance	210,550	352,101	141,551
Expenses	1,056,942	938,869	118,073
Revenue	875,253	780,000	(95,253)
Ending Balance	28,860	193,232	164,372

**Granby Board of Education
FY 2021-2022
Statement of Accounts
for the period ending
April 30, 2022
For Selected Special Education Accounts**

II. Expenditures	FY21-22 Budget	Expended	Encumbered	Expended & Encumbered	Balance	Full Year Forecast April 2022	Results Compared to prior month Forecast
Legal Expense	27,500	29,829	22,671	52,500	(25,000)	(11,000)	14,000
Special Education Certified Staff	1,939,332	1,424,096	425,111	1,849,207	90,125	89,209	0
Teacher Assistants	1,185,080	931,134	204,811	1,135,945	49,135	63,716	11,352
Special Education Tutors	29,480	14,795	0	14,795	14,685	11,487	677
Evaluation, Therapy & Contracted Services	88,425	73,528	10,804	84,332	4,093	(16,685)	0
General Supplies Special Education	27,316	51,209	3,980	55,189	3,852	2,106	2,106
Conference & Travel Expense	13,050	4,106	850	4,956	8,094	0	0
Sped Support (Speech, O.T., & P.T.)	460,454	380,509	75,544	456,053	4,401	4,077	468
Special Ed Transportation	708,654	284,578	199,465	484,043	224,611	205,015	47,114
Out of District Tuition	1,747,882	1,479,921	565,072	2,044,993	(297,111)	(268,659)	17,080
Total Selected Special Education Accounts	6,227,173	4,673,706	1,508,307	6,182,013	76,884	79,268	92,797

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

I. Revenue	FY 2021-2022 Budget	Currently Anticipated	Received To Date	Full Year Forecast April 2022	Changes from Prior Month Forecast
Reg. Tuition from other Towns	614,448	696,550	696,550	82,102	0
SPED Tuition from other Towns	456,273	624,084	24,740	167,811	5
SDE Excess Cost Reimbursement	491,779	359,042	321,724	(132,737)	(14,905)
Rental Fees	14,745	0	0	(14,745)	0
Pay for Participation	53,966	37,000	32,531	(16,966)	0
Sub Total	<u>1,631,211</u>	<u>1,716,676</u>	<u>1,075,545</u>	<u>85,465</u>	<u>(14,900)</u>