

Finance Subcommittee Meeting
Wednesday, September 21, 2022, 5:30 PM
Central Services

I. Public Comment

{{Goal-}}
{{Attachment:}}
{{RecommendedMotion}}

II. Approve Minutes from the June 15, 2022 Finance Subcommittee Meeting

{{Goal-}}
{{Attachment:}}
{{RecommendedMotion}}

III. June 2022 Statement of Accounts

{{Goal-}}
{{Attachment:}}
{{RecommendedMotion}}

IV. July/August 2022 Statement of Accounts

{{Goal-}}
{{Attachment:}}
{{RecommendedMotion}}

V. FY22 Year-End Budget Transfers

{{Goal-}}
{{Attachment:}}
{{RecommendedMotion}}

VI. Food Service Update

{{Goal-}}
{{Attachment:}}
{{RecommendedMotion}}

VII. Building Committee Update

{{Goal-}}
{{Attachment:}}
{{RecommendedMotion}}

VIII. Leave-of-Absence Requests

{{Goal-}}
{{Attachment:}}
{{RecommendedMotion}}

IX. Other

{{Goal-}}
{{Attachment:}}
{{RecommendedMotion}}

Finance Subcommittee Meeting
Wednesday, September 21, 2022, 5:30 p.m.
Central Services

1. **Public Comment**

2. **Approve Minutes from the June 15, 2022 Finance Subcommittee Meeting**
Attachment: Draft Finance SC Minutes 6-15-22
MOTION: That the Finance Subcommittee approve the minutes from the June 15, 2022 Finance Subcommittee Meeting.

3. **June 2022 Statement of Accounts**
Attachment: June 2022 Statement of Accounts

4. **July/August 2022 Statement of Accounts**
Attachment: July/August 2022 Statement of Accounts

5. **FY22 Year-End Budget Transfers**

6. **Food Service Update**

7. **Building Committee Update**

8. **Leave-of-Absence Requests**

9. **Other**

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: September 21, 2022
Re: FY22 Results as of June 30, 2022 and Review of
Statement of Accounts FY23 as of August 2022

FY22 financial results for the BOE show a return to the Town of \$295K. Special education expenditures were favorable \$149K and regular education expenditures were favorable \$146K. Salaries and benefits made up 75.82% of the total budget for FY22 and were forecasted with almost 100% accuracy. Savings in salaries, transportation cost for both Special Ed and Regular Ed offset the higher than anticipated costs in out-of-district tuition, repairs and maintenance and purchased services.

Revenue to the Town for FY22 was higher than budgeted by \$152K. When considering the return to the general fund, the total benefit to the Town of Granby for FY22 is \$447K.

FY23: An early look at the financial forecast for FY23 shows a favorable forecast for regular education of \$130K but an overall unfavorable outlook of \$554K. Special education results are projected to be over-budget \$684K largely due to an increase in out-of-district transportation costs. Factors influencing the forecast include the contractual increase and the discontinuation of the "ride-share" program which enabled Granby to share transportation vans with nearby towns. The nation-wide bus driver shortage severely impacted this collaboration making shared transportation less reliable. In addition, there have been multiple changes in placements and specific individual needs that have contributed to additional tuition costs and also preclude sharing transportation for multiple students this year.

The overall favorable variance in salaries and benefits is due to two open positions that are currently filled using the instructional purchased services line item. The net of these line items is favorable. Electricity is projected to be over-budget based on last year's increased usage as well as an increase in rates.

Revenue to the Town is projected to be favorable \$452K due to the projected increase in the Special Education Excess Cost Grant. This increase directly correlates to the increased cost in out-of-district tuition and transportation costs mentioned above.

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

Description	Adopted Budget	Proposed Budget Transfers	Proposed Revised Budget	Expended
Certified Salaries:				
Administration	1,751,243	(1,856)	1,749,386	1,749,386
Regular Education	10,955,845	(197,053)	10,758,792	10,758,792
Special Education	1,939,332	(86,520)	1,852,812	1,852,812
Total	14,646,419	(285,429)	14,360,990	14,360,990
Substitute/Tutor/Support Salaries				
Substitutes	8,000	40,864	48,864	48,864
Sped Support (Speech, O.T. & P.T.)	460,454	(4,899)	455,555	455,555
Tech Support	250,682	176	250,858	250,858
Tutors - Regular Education	38,147	(10,853)	27,294	27,294
Tutors - Special Education	29,480	(14,298)	15,183	15,183
Total	786,763	10,990	797,754	797,754
Teaching Assistant Salaries:				
Regular Education TA	310,340	31,928	342,268	342,268
Special Education TA	1,185,080	(59,215)	1,125,865	1,125,865
Total	1,495,420	(27,286)	1,468,133	1,468,133
School Secretaries' Salaries	666,332	(2,907)	663,425	663,425
Central Office Salaries	575,725	(984)	574,741	574,741
Custodial & Maintenance Salaries	1,341,989	8,596	1,350,585	1,350,585
Bus Monitors	0	7,868	7,868	7,868
Total Salaries	19,512,648	(289,151)	19,223,497	19,223,497
Employee Benefits	5,646,727	23,710	5,670,437	5,670,437
Total Salaries & Employee Benefits	25,159,375	(265,441)	24,893,934	24,893,934

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

Description	Adopted Budget	Proposed Budget Transfers	Proposed Revised Budget	Expended
Purchased Services:				
Instructional Purchased Service	563,326	55,160	618,486	618,486
Administration Purchased Service	462,937	10,187	473,124	473,124
Maintenance Purchased Service	101,483	(18,472)	83,010	83,010
Total	1,127,746	46,874	1,174,620	1,174,620
Legal Services	55,000	6,919	61,919	61,919
Repairs & Maintenance:				
Instructional Repairs & Maintenance	74,599	10,947	85,546	85,546
Administration Repairs & Maintenance	8,500	(8,500)	0	0
Maintenance Repairs & Maintenance	434,698	90,461	525,159	525,159
Total	517,797	92,908	610,705	610,705
Transportation:				
Transportation Regular Education	954,914	(158,570)	796,344	796,344
Transportation Special Education	708,654	(262,293)	446,361	446,361
Transportation Vocational Tech	92,862	(6,954)	85,908	85,908
Total	1,756,430	(427,816)	1,328,614	1,328,614
Insurance Property & Liability	102,700	6,432	109,132	109,132
Communications	91,881	(5,730)	86,151	86,151
Tuition:				
Tuition Special Education	1,747,882	232,999	1,980,881	1,980,881
Tuition Adult Education	11,967	(2,042)	9,925	9,925
Total	1,759,849	230,957	1,990,806	1,990,806
Conference & Travel Expense	77,694	(53,102)	24,592	24,592

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

Description	Adopted Budget	Proposed Budget Transfers	Proposed Revised Budget	Expended
General Supplies:				
General Supplies Regular Education	317,970	(9,240)	308,730	308,730
General Supplies Special Education	27,316	(5,407)	21,909	21,909
General Supplies Administration	79,976	(3,605)	76,371	76,371
General Supplies Maintenance	141,372	(9,650)	131,722	131,722
Total	566,634	(27,902)	538,732	538,732
Electricity	420,812	35,084	455,895	455,895
Fuel/Natural Gas	169,352	12,489	181,841	181,841
Textbooks/Workbooks	124,528	35,164	159,692	159,692
Library/Media Center	62,237	(2,117)	60,120	60,120
Software	322,868	2,606	325,474	325,474
Dues & Fees	50,346	(12,018)	38,328	38,328
Replacement Equipment:				
Replacement Equip Admin	6,000	15,180	21,180	21,180
Replacement Equip Maintenance	2,500	43,087	45,587	45,587
Total	8,500	58,267	66,767	66,767
Student Activities	809,760	(28,635)	781,124	781,124
Total General Fund	33,183,507	(295,063)	32,888,444	32,888,444
	SPED	6,227,173	149,003	6,078,170
	GEN ED	26,956,334	146,060	26,810,274

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

II. Expenditures	FY 21-22 Budget	Expended	Variance to Budget
Legal Expense	27,500	29,829	(2,329)
Special Education Certified Staff	1,939,332	1,852,812	86,520
Teacher Assistants	1,185,080	1,125,865	59,215
Special Education Tutors	29,480	15,183	14,298
Evaluation, Therapy & Contracted Services	88,425	88,711	(286)
General Supplies Special Education	27,316	76,371	(49,055)
Conference & Travel Expense	13,050	6,602	6,448
Sped Support (Speech, O.T., & P.T.)	460,454	455,555	4,899
Special Ed Transportation	708,654	446,361	262,293
Out of District Tuition	1,747,882	1,980,881	(232,999)
Total Selected Special Education Accounts	6,227,173	6,078,170	149,003

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

I. Revenue	FY 2021-2022 Budget	Received To Date	Variance to Budget
Reg. Tuition from other Towns	614,448	696,550	82,102
SPED Tuition from other Towns	456,273	630,985	174,712
SDE Excess Cost Reimbursement	491,779	415,505	(76,274)
Rental Fees	14,745	0	(14,745)
Pay for Participation	53,966	40,031	(13,935)
 Sub Total	 <u>1,631,211</u>	 <u>1,783,070</u>	 <u>151,859</u>

**Quality and Diversity Fund
FY22 Results**

	<u>Actual FY20</u>	<u>Actual FY21</u>	<u>Budget FY22</u>	<u>Actual FY22</u>	<u>Projection FY23</u>	<u>Projection FY24</u>	<u>Projection FY25</u>
Tuition - Magnet Schools	\$99,300	\$113,403	\$147,935	\$160,680	\$124,449	\$128,182	\$132,028
Tuition - College Connections/Asnuntuck	\$42,000	\$30,104	\$53,045	\$22,000	\$56,822	\$58,526	\$60,282
Tuition - Vocational	<u>\$85,288</u>	<u>\$88,699</u>	<u>\$68,230</u>	<u>\$82,813</u>	<u>\$104,379</u>	<u>\$92,152</u>	<u>\$94,917</u>
Subtotal Tuition	\$226,588	\$232,206	\$269,210	\$265,493	\$285,650	\$278,861	\$287,227
3 Bus Monitors - Elementary	\$32,538	\$45,342	\$51,287	\$48,475	\$52,825	\$54,410	\$56,042
Certified FTE's	3.0	2.8	2.8	2.8	1.8	1.8	1.8
Full Day Kindergarten (FY19, FY20)	\$52,211			\$0	\$0	\$0	\$0
Choice Social Workers (FY19, FY20, FY21)	\$121,523	\$177,180	\$193,839	\$177,318	\$136,393	\$140,485	\$144,700
Kindergarten Teaching Assistants 2 FTE's TA's (FY19, FY20)	\$50,573	\$0	\$0	\$0	\$0	\$0	\$0
Minority Teacher Recruitment Mentor Stipend			1.0	1.0			
Partnership Fee			\$6,000	\$6,000			
Resident Salary & Benefits			\$10,750	\$5,000			
			\$49,000	\$30,000			
FTE's		2.0	4.0	4.0	2.0	2.0	2.0
FY22:Staff - 4 Kindergarten Teaching Assistants	\$126,022	\$47,990	\$99,631	\$91,501	\$53,839	\$55,454	\$57,118
Regular Summer Schools	\$49,619	\$14,409	\$61,150	\$3,317	\$58,350	\$60,100	\$61,903
YMCA Summer Programs	\$27,113	\$0	\$5,000	\$0	\$21,218	\$21,855	\$22,510
Robotics & DECA Drama (FY20) Support, Mentoring Program	\$4,236	\$4,994	\$8,837	\$7,010	\$9,350	\$9,630	\$9,919
Granby - Late Bus (FY19)	\$23,790	\$6,963	\$5,599	\$2,967	\$11,237	\$11,237	\$11,237
Granby Equity Team Funding Enrichment: Club Stipends	\$5,902	\$0	\$20,000	\$19,765			
Enrichment :Homework Club, Farm-to-School, Bridges GMMS & GMHS	\$8,787	\$2,952	\$10,694	\$5,787	\$14,176	\$14,602	\$15,040
	\$16,276	\$5,900	\$22,500	\$5,726	\$35,540	\$36,606	\$37,705
One to One Support Loan Repayment	\$177,855	\$185,305	\$223,445	\$223,295	\$195,000	\$200,000	\$205,000
Student Support	\$6,351	\$1,447	\$20,000	\$1,009	\$21,218	\$21,855	\$22,510
Total Expenditures	\$929,384	\$724,689	\$1,056,942	\$892,664	\$894,796	\$905,095	\$930,910

**Quality and Diversity Fund
FY22 Results**

	<u>Actual FY20</u>	<u>Actual FY21</u>	<u>Budget FY22</u>	<u>Actual FY22</u>	<u>Projection FY23</u>	<u>Projection FY24</u>	<u>Projection FY25</u>
Student population forecast	1,788	1,717	1,787	1,758	1,740	1,777	1,777
# Choice students with attrition	74	83	88	82	92	98	99
Choice % population	4.14%	4.71%	4.92%	4.66%	5.29%	5.51%	5.57%
Choice Stipend	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
<u>Forecasted Revenues</u>							
Choice Early Beginnings	\$60,500	\$42,000	\$45,000	\$39,000	\$45,000	\$45,000	\$45,000
Choice Tuition	\$672,270	\$664,000	\$704,000	\$656,000	\$736,000	\$784,000	\$792,000
Choice Bonus	\$3,061	\$16,003	\$39,000	\$24,534	\$41,000	\$41,000	\$41,000
Summer School Tuition	\$29,472	\$0	\$31,267	\$0	\$32,205	\$33,171	\$34,166
Pre K Tuition	\$40,990	\$37,733	\$55,986	\$46,213	\$59,396	\$61,178	\$63,013
Total Revenues	\$806,293	\$759,736	\$875,253	\$765,747	\$913,600	\$964,348	\$975,179
Beginning Balance	\$438,481	\$315,390	\$210,550	\$350,438	\$223,521	\$242,324	\$301,578
Ending Balance	\$315,390	\$350,438	\$28,860	\$223,521	\$242,324	\$301,578	\$345,847

June 2022			
	Forecast	FY22 Budget	Difference
Opening Balance	\$352,101	\$210,550	\$141,551
Expenses	\$892,664	\$1,056,942	\$164,278
Revenue	\$765,747	\$875,253	(\$109,506)
Ending Balance	\$225,184	\$28,860	\$196,323

**Granby Board of Education
FY 2022-2023
Statement of Accounts
for the period ended
August 31, 2022**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of August 2022
Certified Salaries:							
Administration	1,777,262	332,282	1,464,046	1,796,328	(19,066)	101.07%	(2,838)
Regular Education	11,229,373	441,023	10,438,022	10,879,045	350,328	96.88%	219,556
Special Education	1,927,823	89,055	1,808,325	1,897,379	30,444	98.42%	30,444
Total	14,934,458	862,360	13,710,393	14,572,752	361,706	97.58%	247,162
Substitute/Tutor/Support Salaries							
Substitutes	8,104	0	49	49	8,055	0.60%	0
Sped Support (Speech, O.T. & P.T.)	472,328	22,659	378,494	401,153	71,175	84.93%	73,494
Tech Support	270,682	47,964	223,485	271,449	(767)	100.28%	6,654
Tutors - Regular Education	38,147	0	22,412	22,412	15,735	58.75%	0
Tutors - Special Education	31,512	40,926	0	40,926	(9,414)	129.87%	(19,086)
Total	820,773	111,549	624,439	735,988	84,785	89.67%	61,063
Teaching Assistant Salaries:							
Regular Education TA	383,315	0	381,810	381,810	1,505	99.61%	10,815
Special Education TA	1,185,630	(60,403)	1,179,560	1,119,157	66,473	94.39%	25,304
Total	1,568,945	(60,403)	1,561,370	1,500,967	67,978	95.67%	36,120
School Secretaries' Salaries	652,233	57,190	618,658	675,848	(23,615)	103.62%	(3,625)
Central Office Salaries	592,062	87,366	533,644	621,010	(28,948)	104.89%	(11,676)
Custodial & Maintenance Salaries	1,365,601	190,148	1,117,200	1,307,348	58,253	95.73%	15,616
Bus Monitors	0	0	0	0	0		0
Salary Contingency	162,746	0	0	0	162,746		12,147
Total Salaries	20,096,818	1,248,210	18,165,703	19,413,914	682,904	96.60%	356,807
Employee Benefits	5,683,427	490,055	4,759,972	5,250,027	433,401	92.37%	0
Total Salaries & Employee Benefits	25,780,246	1,738,265	22,925,675	24,663,940	1,116,305	95.67%	356,807

**Granby Board of Education
FY 2022-2023
Statement of Accounts
for the period ended
August 31, 2022**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of August 2022
Purchased Services:							
Instructional Purchased Service	572,579	24,862	439,320	464,182	108,397	81.07%	(142,101)
Administration Purchased Service	478,778	16,059	36,346	52,405	426,373	10.95%	0
Maintenance Purchased Service	102,483	9,171	48,247	57,418	45,065	56.03%	0
Total	1,153,840	50,091	523,913	574,005	579,835	49.75%	(142,101)
Legal Services	55,000	762	54,238	55,000	0	100.00%	0
Repairs & Maintenance:							
Instructional Repairs & Maintenance	75,099	16,598	4,684	21,282	53,817	28.34%	0
Administration Repairs & Maintenance	8,500	0	0	0	8,500	0.00%	0
Maintenance Repairs & Maintenance	439,698	52,194	157,731	209,926	229,772	47.74%	0
Total	523,297	68,792	162,415	231,207	292,089	44.18%	0
Transportation:							
Transportation Regular Education	1,036,277	8,687	26,148	34,836	1,001,441	3.36%	0
Transportation Special Education	560,231	20,657	1,139,501	1,160,158	(599,927)	207.09%	(537,927)
Transportation Vocational Tech	112,925	0	0	0	112,925	0.00%	0
Total	1,709,432	29,344	1,165,650	1,194,993	514,439	69.91%	(537,927)
Insurance Property & Liability	109,200	34,550	75,212	109,761	(561)	100.51%	(561)
Communications	96,590	11,179	56,412	67,591	28,999	69.98%	0
Tuition:							
Tuition Special Education	2,198,793	216,931	1,945,399	2,162,330	36,463	98.34%	(190,395)
Tuition Adult Education	10,967	0	9,982	9,982	985	91.02%	985
Total	2,209,760	216,931	1,955,381	2,172,312	37,448	98.31%	(189,410)
Conference & Travel Expense	73,694	4,390	3,607	7,998	65,696	10.85%	0

**Granby Board of Education
FY 2022-2023
Statement of Accounts
for the period ended
August 31, 2022**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of August 2022
General Supplies:							
General Supplies Regular Education	333,165	59,103	92,183	151,286	181,879	45.41%	0
General Supplies Special Education	32,950	1,348	6,029	7,377	25,573	22.39%	0
General Supplies Administration	83,826	17,548	31,735	49,284	34,543	58.79%	0
General Supplies Maintenance	146,372	24,347	67,852	92,199	54,173	62.99%	0
Total	596,313	102,347	197,799	300,146	296,167	50.33%	0
Electricity	420,812	36,931	424,992	461,923	(41,112)	109.77%	(41,112)
Fuel/Natural Gas	213,782	80	93,732	93,812	119,970	43.88%	0
Textbooks/Workbooks	136,427	22,223	41,506	63,729	72,698	46.71%	0
Library/Media Center	63,019	11,065	11,943	23,008	40,011	36.51%	0
Software	388,354	221,859	20,654	242,513	145,841	62.45%	0
Dues & Fees	51,116	25,184	5,617	30,801	20,315	60.26%	0
Replacement Equipment:							
Replacement Equipment	0	0	0	0	0	0.00%	0
Replacement Equip Admin	6,000	0	0	0	6,000	0.00%	0
Replacement Equip Maintenance	2,500	0	5,264	5,264	(2,764)	210.56%	0
Total	8,500	0	5,264	5,264	3,236	61.93%	0
New Equip Instructional	0	0	0	0	0	0.00%	0
Student Activities	816,977	11,130	214,174	225,304	591,674	27.58%	0
Total General Fund	34,406,357	2,585,124	27,938,184	30,523,307	3,883,050	88.71%	(554,304)
SPED	6,550,544						(684,005)
GEN ED	27,855,813						129,701

August 2022

Quality & Diversity	Budget	Forecast	Better/(Worse) Than Budget
Opening Balance	140,683	223,522	82,839
Expenses	1,022,075	954,729	67,346
Revenue	889,000	808,904	(80,096)
Ending Balance	7,608	77,697	70,089

**Granby Board of Education
FY 2022-2023
Statement of Accounts
for the period ending
August 31, 2022
For Selected Special Education Accounts**

II. Expenditures	FY22-23 Budget	Expended	Encumbered	Expended & Encumbered	Balance	Full Year Forecast August 2022
Legal Expense	27,500	0	0	0	27,500	0
Special Education Certified Staff	1,927,823	89,055	1,808,325	1,897,379	30,444	30,444
Teacher Assistants	1,185,630	(60,403)	1,179,560	1,119,157	66,473	25,304
Special Education Tutors	31,512	40,926	0	40,926	(9,414)	(19,086)
Evaluation, Therapy & Contracted Services	101,478	2,336	54,603	56,939	44,539	(65,839)
General Supplies Special Education	32,950	17,548	6,029	23,577	25,573	0
Conference & Travel Expense	12,300	0	325	325	11,975	0
Sped Support (Speech, O.T., & P.T.)	472,328	22,659	378,494	401,153	71,175	73,494
Special Ed Transportation	560,231	20,657	1,139,501	1,160,158	(599,927)	(537,927)
Out of District Tuition	2,198,793	216,931	1,945,399	2,162,330	36,463	(190,395)
Total Selected Special Education Accounts	6,550,544	349,708	6,512,236	6,861,944	(295,200)	(684,005)

**Granby Board of Education
 FY 2022-2023
 Statement of Accounts
 for the period ending
 August 31, 2022**

I. Revenue	FY 2022-2023 Budget	Currently Anticipated	Received To Date	Full Year Forecast August 2022
Reg. Tuition from other Towns	698,153	698,227	0	74
SPED Tuition from other Towns	624,073	624,073	0	0
SDE Excess Cost Reimbursement	527,846	979,726	0	451,880 24
Rental Fees	5,000	5,000	0	0
Pay for Participation	37,000	37,000	0	0
 Sub Total	 1,892,072	 2,344,026	 0	 451,978