

Finance Subcommittee Meeting
Wednesday, March 15, 2023, 5:30 PM
Central Services

I. Public Comment

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

II. Approve Minutes from the February 15, 2023 Finance Subcommittee Meeting

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

III. February Statement of Accounts

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

IV. Appropriation Request

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

V. Building Committee Update

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VI. Food Service Update

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VII. Other

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

Finance Subcommittee Meeting – Draft Minutes
Wednesday, January 18, 2023, 6:00 p.m.
Central Services

Attendance:

Rosemarie Weber	Present	Jordan Grossman	Present
Monica Logan	Present	Anna Robbins	Present
Donna Nolan	Present	Shannon Sullivan	Present
Sarah Thrall	Present	Kevin Bogue	Present

Meeting commenced at 6:05 p.m. Meeting adjourned at 6:55 p.m.

- 1. Public Comment:** N/A
- 2. Indoor Air Quality Report:** Reviewed the report.
- 3. Approve Minutes from the December 21, 2022 Finance Subcommittee Meeting:** A motion was made by Monica Logan and seconded by Donna Nolan that the Finance Subcommittee approve the minutes from the January 18, 2023 Finance Subcommittee Meeting. Motion passed.
- 4. January 2023 Statement of Accounts:** Reviewed and accepted.
- 5. FY24 Budget:** The guideline set by the Board of Finance is 4.99%.
- 6. Fuel Bid Update:** The district locked in at \$3.44/gallon for FY22-23 and it will be \$3.26/gallon for FY23-24.
- 7. Building Committee Update:** Meeting next week. There are a couple of punch list items outstanding. Waiting to hear from the State regarding the roof.
- 8. Other:** N/A

A motion was made by Donna Nolan and seconded by Monica Logan to adjourn the meeting. This motion passed at 6:55 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 15, 2023
Re: Statement of Accounts as of February 28, 2023

As of February 28, 2023, the full-year forecast shows an anticipated overbudget condition of \$789K which is worse than the previous month by \$135K. The favorable forecast for regular education of \$23K is \$12K worse than the previous month. Projected savings in salaries & benefits, transportation, supplies, textbooks, legal services, communications, conference & travel and library expenses offset overbudget conditions in purchased instructional services, specifically substitutes, electricity and software. The district deadline for FY23 purchase orders is March 15. Many adjustments to FY23 forecasted results have been calculated based on information already received.

Special Education is overbudget \$812K which is \$123K worse than last month. The shift is primarily due to changes in out-of-district tuition and transportation. The overbudget condition continues to reflect multiple additions and changes in placements since the budget was developed and in specific individual needs that have contributed to additional costs.

Revenue to the Town is projected to be favorable \$642K which is favorable \$209K compared to last month. The full-year forecast shows a \$551K favorable variance in the Special Education Excess Cost Grant and a \$91K favorable variance in revenues from special education tuition charged to other towns as well as regular education tuitions billed. Special Education Excess Cost calculations includes an increase in the reimbursement rate from the State of Connecticut from 73% to 88% which is based on recent changes in legislation.

The Quality and Diversity Fund is stable and continues to trend positively for this year and for the five-year forecast. Minor adjustments in Enrichment Club Stipends contribute to the decrease in the forecasted fund balance.

**Granby Board of Education
FY 2022-2023
Statement of Accounts
for the period ended
February 28, 2023**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of February 2023	This Month Forecast Compared to Prior Month
Certified Salaries:								
Administration	1,777,262	1,198,151	598,176	1,796,328	(19,066)	101.07%	(2,838)	0
Regular Education	11,229,373	6,051,648	4,879,062	10,930,710	298,663	97.34%	181,128	3,050
Special Education	1,927,823	1,075,089	773,467	1,848,556	79,266	95.89%	64,276	(3,678)
Total	14,934,458	8,324,888	6,250,706	14,575,594	358,864	97.60%	242,566	(628)
Substitute/Tutor/Support Salaries								
Substitutes	8,104	37,241	8,400	45,641	(37,537)	563.19%	(40,000)	0
Sped Support (Speech, O.T. & P.T.)	472,328	249,318	156,846	406,164	66,164	85.99%	68,700	(630)
Tech Support	270,682	177,475	93,974	271,449	(767)	100.28%	6,654	0
Tutors - Regular Education	38,147	14,464	9,006	23,470	14,677	61.52%	9,630	2,544
Tutors - Special Education	31,512	41,639	0	41,639	(10,127)	132.14%	(12,940)	668
Total	820,773	520,137	268,225	788,362	32,411	96.05%	32,045	2,582
Teaching Assistant Salaries:								
Regular Education TA	383,315	213,756	143,636	357,391	25,923	93.24%	28,530	3,780
Special Education TA	1,185,630	675,087	485,412	1,160,499	25,131	97.88%	54,263	18,711
Total	1,568,945	888,842	629,048	1,517,890	51,055	96.75%	82,793	22,490
School Secretaries' Salaries	652,233	427,787	249,633	677,419	(25,186)	103.86%	(0)	(0)
Central Office Salaries	592,062	379,028	223,940	602,969	(10,906)	101.84%	0	8,496
Custodial & Maintenance Salaries	1,365,601	898,827	461,491	1,360,318	5,283	99.61%	18,020	21
Bus Monitors	0	3,135	2,925	6,060	(6,060)		(6,060)	(5,440)
Salary Contingency	162,746	0	0	0	162,746		0	0
Total Salaries	20,096,818	11,442,645	8,085,967	19,528,612	568,206	97.17%	369,363	27,520
Employee Benefits	5,683,427	3,676,804	1,678,340	5,355,145	328,283	94.22%	15,000	5,000
Total Salaries & Employee Benefits	25,780,246	15,119,449	9,764,308	24,883,757	896,489	96.52%	384,363	32,520

Granby Board of Education
FY 2022-2023
Statement of Accounts
for the period ended
February 28, 2023

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of February 2023	This Month Forecast Compared to Prior Month
Purchased Services:								
Instructional Purchased Service	572,579	470,936	205,910	676,847	(104,267)	118.21%	(350,000)	(20,000)
Administration Purchased Service	478,778	271,173	184,588	455,762	23,016	95.19%	14,299	0
Maintenance Purchased Service	102,483	41,244	22,200	63,443	39,039	61.91%	0	0
Total	1,153,840	783,354	412,698	1,196,052	(42,212)	103.66%	(335,701)	(20,000)
Legal Services	55,000	9,507	45,493	55,000	0	100.00%	16,000	16,000
Repairs & Maintenance:								
Instructional Repairs & Maintenance	75,099	41,541	2,983	44,524	30,575	59.29%	0	0
Administration Repairs & Maintenance	8,500	0	0	0	8,500	0.00%	0	0
Maintenance Repairs & Maintenance	439,698	269,199	121,591	390,790	48,908	88.88%	0	0
Total	523,297	310,740	124,574	435,314	87,983	83.19%	0	0
Transportation:								
Transportation Regular Education	1,036,277	463,671	381,417	845,088	191,188	81.55%	107,000	27,000
Transportation Special Education	560,231	387,139	760,571	1,147,710	(587,479)	204.86%	(698,000)	(94,703)
Transportation Vocational Tech	112,925	36,916	70,675	107,591	5,333	95.28%	5,333	0
Total	1,709,432	887,727	1,212,663	2,100,390	(390,958)	122.87%	(585,667)	(67,703)
Insurance Property & Liability	109,200	86,194	25,071	111,264	(2,064)	101.89%	(2,064)	0
Communications	96,590	41,423	30,617	72,040	24,550	74.58%	8,000	6,000
Tuition:								
Tuition Special Education	2,198,793	1,368,466	859,787	2,228,253	(29,460)	101.34%	(160,291)	(40,888)
Tuition Adult Education	10,967	10,334	0	10,334	633	94.23%	633	0
Total	2,209,760	1,378,800	859,787	2,238,587	(28,827)	101.30%	(159,658)	(40,888)
Conference & Travel Expense	73,694	14,005	8,810	22,815	50,880	30.96%	40,000	20,000

**Granby Board of Education
FY 2022-2023
Statement of Accounts
for the period ending
February 28, 2023
For Selected Special Education Accounts**

II. Expenditures	FY22-23 Budget	Expended	Encumbered	Expended & Encumbered	Balance	Full Year Forecast February 2023	This Month Forecast Compared to Prior Month
Legal Expense	27,500	675	26,825	27,500	0	8,000	8,000
Special Education Certified Staff	1,927,823	1,075,089	773,467	1,848,556	79,266	64,276	(3,678)
Teacher Assistants	1,185,630	675,087	485,412	1,160,499	25,131	54,263	18,711
Special Education Tutors	31,512	41,639	0	41,639	(10,127)	(12,940)	668
Evaluation, Therapy & Contracted Services	101,478	111,364	127,643	239,007	(137,529)	(141,018)	(15,733)
General Supplies Special Education	32,950	52,722	5,129	57,851	14,172	5,000	5,000
Conference & Travel Expense	12,300	378	615	993	11,307	0	0
Sped Support (Speech, O.T., & P.T.)	472,328	249,318	156,846	406,164	66,164	68,700	(630)
Special Ed Transportation	560,231	387,139	760,571	1,147,710	(587,479)	(698,000)	(94,703)
Out of District Tuition	2,198,793	1,368,466	859,787	2,228,253	(29,460)	(160,291)	(40,888)
Total Selected Special Education Accounts	<u>6,550,544</u>	<u>3,961,876</u>	<u>3,196,295</u>	<u>7,158,171</u>	<u>(568,554)</u>	<u>(812,010)</u>	<u>(123,253)</u>

**Granby Board of Education
 FY 2022-2023
 Statement of Accounts
 for the period ending
 February 28, 2023**

I. Revenue	FY 2022-2023 Budget	Currently Anticipated	Received To Date	Full Year Forecast February 2023	This Month Forecast Compared to Month Forecast
Reg. Tuition from other Towns	698,153	699,189	349,114	1,036	0
SPED Tuition from other Towns	624,073	714,492	10,386	90,419	0
SDE Excess Cost Reimbursement	527,846	1,078,417	0	550,571	208,864
Rental Fees	5,000	5,000	0	0	0
Pay for Participation	37,000	37,000	21,007	0	0
Sub Total	<u>1,892,072</u>	<u>2,534,098</u>	<u>380,506</u>	<u>642,026</u>	<u>208,864</u>