

Finance Subcommittee Meeting
Wednesday, June 21, 2023, 5:30 PM
Central Services

I. Public Comment

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

II. Approve Minutes from the May 17, 2023 Finance Subcommittee Meeting

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

III. May Statement of Accounts

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

IV. Update on Facilities Projects

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

V. FY24 Negotiations

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VI. 2023-2024 Leave of Absence Request

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VII. Other

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

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: June 21, 2023
Re: Statement of Accounts as of May 31, 2023

As of May 31, 2023, the full-year forecast shows an anticipated overbudget condition of \$589K which is better than the previous month by \$115K. As the fiscal year comes to a close, we are able to more accurately estimate each budget line item.

The favorable forecast for regular education of \$116K is \$74K better than the previous month. Changes in instructional repairs and maintenance as well as software and textbooks contribute to the positive variance.

Although the forecast for Special Education and related service remains over budget \$705K, the variance from the prior month is favorable \$41K. Changes in contracted services, legal services and out-of-district tuition contribute to the favorable variance.

Revenue to the Town is projected to be favorable \$418K which is holding steady compared to last month. The full-year forecast for the Special Education Excess Cost Grant continues to be favorable and slightly higher than last month at \$358K. Special education tuition charged to other towns as well as regular education tuition billed continues at a \$58K favorable variance. The pay-for-participation forecast is \$2K better than budgeted. The special education tuition payment from Hartford is expected to be received before year end. The additional \$21K currently anticipated but not received in the Excess Cost Grant will be remitted to the Town in the FY24 ECS payment, assuming there are no audit adjustments.

The Quality and Diversity Fund is stable and continues to trend positively for this year and for the five-year forecast. The fund is projected to end with a balance of \$198K which is \$191K better than budget.

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

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of May 2023	This Month Forecast Compared to Prior Month
Certified Salaries:								
Administration	1,777,262	1,596,935	199,392	1,796,328	(19,066)	101.07%	(2,838)	0
Regular Education	11,229,373	8,635,692	2,342,292	10,977,984	251,389	97.76%	232,533	1,488
Special Education	1,927,823	1,518,481	340,072	1,858,553	69,270	96.41%	69,270	900
Total	14,934,458	11,751,109	2,881,755	14,632,865	301,593	97.98%	298,965	2,388
Substitute/Tutor/Support Salaries								
Substitutes	8,104	52,751	16,348	69,099	(60,995)	852.65%	(61,995)	(14,995)
Sped Support (Speech, O.T. & P.T.)	472,328	352,227	51,868	404,094	68,234	85.55%	70,770	1,888
Tech Support	270,682	237,250	34,199	271,449	(767)	100.28%	6,654	0
Tutors - Regular Education	38,147	19,553	2,866	22,419	15,728	58.77%	14,825	1,578
Tutors - Special Education	31,512	42,309	157	42,466	(10,954)	134.76%	(10,612)	552
Total	820,773	704,090	105,438	809,528	11,245	98.63%	19,642	(10,978)
Teaching Assistant Salaries:								
Regular Education TA	383,315	304,699	41,115	345,815	37,500	90.22%	45,810	1,032
Special Education TA	1,185,630	1,010,438	138,049	1,148,487	37,143	96.87%	67,636	(2,161)
Total	1,568,945	1,315,137	179,164	1,494,302	74,643	95.24%	113,446	(1,129)
School Secretaries' Salaries	652,233	587,813	89,168	676,981	(24,748)	103.79%	(0)	0
Central Office Salaries	592,062	524,331	85,165	609,496	(17,434)	102.94%	0	0
Custodial & Maintenance Salaries	1,365,601	1,205,185	171,681	1,376,866	(11,265)	100.82%	18,096	0
Bus Monitors	0	4,483	1,126	5,609	(5,609)		(5,107)	896
Salary Contingency	162,746	0	0	0	162,746		0	0
Total Salaries	20,096,818	16,092,148	3,513,498	19,605,646	491,172	97.56%	445,042	(8,824)
Employee Benefits	5,683,427	4,979,599	389,673	5,369,272	314,155	94.47%	7,000	12,000
Total Salaries & Employee Benefits	25,780,246	21,071,747	3,903,171	24,974,918	805,327	96.88%	452,042	3,176

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

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of May 2023	This Month Forecast Compared to Prior Month
Purchased Services:								
Instructional Purchased Service	572,579	742,927	130,941	873,867	(301,288)	152.62%	(388,514)	5,054
Administration Purchased Service	478,778	445,179	24,008	469,187	9,591	98.00%	20,000	0
Maintenance Purchased Service	102,483	65,081	10,267	75,348	27,135	73.52%	10,000	10,000
Total	1,153,840	1,253,186	165,216	1,418,402	(264,562)	122.93%	(358,514)	15,054
Legal Services	55,000	28,457	26,543	55,000	0	100.00%	10,500	(5,500)
Repairs & Maintenance:								
Instructional Repairs & Maintenance	75,099	46,145	2,443	48,588	26,511	64.70%	20,000	20,000
Administration Repairs & Maintenance	8,500	0	0	0	8,500	0.00%	7,500	0
Maintenance Repairs & Maintenance	439,698	375,974	60,259	436,234	3,464	99.21%	(8,000)	0
Total	523,297	422,120	62,702	484,822	38,475	92.65%	19,500	20,000
Transportation:								
Transportation Regular Education	1,036,277	665,448	223,984	889,433	146,844	85.83%	130,581	6,035
Transportation Special Education	560,231	915,491	391,237	1,306,728	(746,497)	233.25%	(706,299)	312
Transportation Vocational Tech	112,925	65,186	43,643	108,829	4,095	96.37%	4,095	0
Total	1,709,432	1,646,125	658,864	2,304,990	(595,558)	134.84%	(571,623)	6,347
Insurance Property & Liability	109,200	111,264	0	111,264	(2,064)	101.89%	(2,064)	0
Communications	96,590	67,665	10,962	78,627	17,963	81.40%	18,716	956
Tuition:								
Tuition Special Education	2,198,793	1,917,819	347,271	2,265,091	(66,298)	103.02%	(87,743)	21,618
Tuition Adult Education	10,967	13,089	0	13,089	(2,122)	119.35%	676	1,399
Total	2,209,760	1,930,908	347,271	2,278,180	(68,420)	103.10%	(87,067)	23,017
Conference & Travel Expense	73,694	24,928	5,019	29,947	43,747	40.64%	41,214	0

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

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of May 2023	This Month Forecast Compared to Prior Month
General Supplies:								
General Supplies Regular Education	333,165	265,058	18,871	283,929	49,236	85.22%	50,343	11,343
General Supplies Special Education	32,950	22,119	114	22,234	10,717	67.48%	10,611	1,111
General Supplies Administration	83,826	73,049	10,626	83,675	151	99.82%	1,000	(1,000)
General Supplies Maintenance	146,372	145,397	6,938	152,335	(5,963)	104.07%	(9,000)	6,000
Total	596,313	505,623	36,549	542,172	54,141	90.92%	52,955	17,455
Electricity	420,812	523,889	83,034	606,923	(186,112)	144.23%	(233,045)	6,863
Fuel/Natural Gas	213,782	182,916	24,570	207,486	6,295	97.06%	6,135	(161)
Textbooks/Workbooks	136,427	93,551	57	93,607	42,820	68.61%	42,820	4,820
Library/Media Center	63,019	61,377	795	62,172	847	98.66%	1,546	946
Software	388,354	403,649	0	403,649	(15,295)	103.94%	(15,635)	9,365
Dues & Fees	51,116	38,575	0	38,575	12,541	75.47%	12,541	1,541
Replacement Equipment:								
Replacement Equip Admin	2,500	5,502	0	5,502	(3,002)	220.08%	(3,002)	0
Replacement Equip Maintenance	6,000	0	0	0	6,000	0.00%	6,000	6,000
Total	8,500	5,502	0	5,502	2,998	64.73%	2,998	6,000
Student Activities	816,977	582,502	203,063	785,565	31,413	96.15%	18,000	5,000
Total General Fund	34,406,357	28,953,985	5,527,816	34,481,801	(75,444)	100.22%	(588,983)	114,878
							SPED	40,657
							GEN ED	74,221
								(704,662)
								115,680

May 2023

Quality & Diversity	Budget	Forecast	Better/(Worse) Than Budget
Opening Balance	140,683	223,522	82,839
Expenses	1,022,075	954,114	67,961
Revenue	889,000	928,910	39,910
Ending Balance	7,608	198,318	190,710

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

II. Expenditures	FY22-23 Budget	Expended	Encumbered	Expended & Encumbered	Balance	Full Year Forecast May 2023	This Month Forecast Compared to Prior Month
Legal Expense	27,500	5,891	21,609	27,500	0	16,500	8,500
Special Education Certified Staff	1,927,823	1,518,481	340,072	1,858,553	69,270	69,270	900
Teacher Assistants	1,185,630	1,010,438	138,049	1,148,487	37,143	67,636	(2,161)
Special Education Tutors	31,512	42,309	157	42,466	(10,954)	(10,612)	552
Evaluation, Therapy & Contracted Services	101,478	198,896	46,459	245,356	(143,878)	(144,798)	7,686
General Supplies Special Education	32,950	73,049	114	73,163	10,717	10,611	1,111
Conference & Travel Expense	12,300	1,624	674	2,298	10,002	10,002	252
Sped Support (Speech, O.T., & P.T.)	472,328	352,227	51,868	404,094	68,234	70,770	1,888
Special Ed Transportation	560,231	915,491	391,237	1,306,728	(746,497)	(706,299)	312
Out of District Tuition	2,198,793	1,917,819	347,271	2,265,091	(66,298)	(87,743)	21,618
Total Selected Special Education Accounts	6,550,544	6,036,225	1,337,510	7,373,735	(772,261)	(704,662)	40,657

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

I. Revenue	FY 2022-2023 Budget	Currently Anticipated	Received To Date	Full Year Forecast May 2023	This Month Forecast Compared to Last Month Forecast
Reg. Tuition from other Towns	698,153	699,189	699,189	1,036	0
SPED Tuition from other Towns	624,073	681,377	20,772	57,304	0
SDE Excess Cost Reimbursement	527,846	885,741	864,731	357,895	906
Rental Fees	5,000	5,000	0	0	0
Pay for Participation	37,000	38,841	38,118	1,841	1,841
Sub Total	<u>1,892,072</u>	<u>2,310,148</u>	<u>1,622,810</u>	<u>418,076</u>	<u>2,747</u>