

Finance Subcommittee Meeting
Wednesday, September 17, 2025, 5:30 PM
Central Office

I. Public Comment

Goal-

Attachment:

Rationale: Granby community engagement and attendance at Board of Education public meetings is welcomed and encouraged. As is our custom, the Board views Public Comment as an opportunity for members of the public to share their comments and concerns with the Board, and Board members will not be responding to comments or engaging in a dialog. As it deems appropriate, the Board may place such matters on the agenda for future meetings for discussion in accordance with the Freedom of Information Act.

Procedurally, public remarks will be limited to 3 minutes and speakers will be asked to identify themselves by name and address. We expect comments to be respectful and civil in tone, and we do not permit name-calling, raised voices, personal attacks or vulgarity.

Lastly, we note that the Superintendent is responsible for student and personnel matters. No speaker will be permitted to use public comment to bring complaints against any teacher, student or staff member or to discuss student matters, which are confidential. Therefore, the use of student, teacher or staff names is not permitted. Any such complaints or concerns should be directed to the Superintendent and her team.

RecommendedMotion

II. July - August 2025 Budget Expense Report

Goal-

Attachment:

RecommendedMotion

III. Food Service Update

Goal-

Attachment:

RecommendedMotion

IV. Capital Projects Update

Goal-

Attachment:

RecommendedMotion

V. FY 27 Budget Timeline

Goal-

Attachment:

RecommendedMotion

VI. SEED (Special Education and Expansion Development) Grant and DRIP (District Repair and Improvement Project) Program Fact Sheets.

Goal-

Attachment:

RecommendedMotion

VII. Other

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

GRANBY PUBLIC SCHOOLS
BUSINESS OFFICE
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Granby, CT 06035
(860) 844-5253

stevensonn@granbyschools.org

To: Cheri P. Burke, Superintendent of Schools

From: Nickie Stevenson, Director of Finance & Operations

Re: July-August 2025 Budget Expense Report

Date: September 10, 2025

Please find attached the July-August 2025 budget expense report for this fiscal year encompassing transactions through 8/31/2025.

Personnel and Program Accounts

Current analysis indicates that expenditures in both personnel and program accounts are projected to remain within the appropriated budget. While a few unbudgeted expenses have arisen, we anticipate savings in other areas to offset these costs, with appropriate transfers made as needed.

Special Education

At this time, estimated special education expenditures for FY 2026 remain within the approved spending plan. Given that special education costs fluctuate throughout the school year, we will continue to monitor account activity and balances closely.

Quality and Diversity Fund (Q&D)

The Q&D fund opened with a balance of \$211,803. To date, only limited expenses (e.g., summer school, social work) have been incurred, and no new revenue has yet been booked. As a reminder:

- In FY 2025, general funds supported the purchase of the K–3 reading program textbooks partially budgeted in Q&D; these savings will help cover higher tuition costs related to the program shift from Asnuntuck to Goodwin.
- We anticipate additional revenue this year due to increased Open Choice enrollment (including kindergarten) and increased PreK tuition revenue associated with the new full-day program for four-year-old plus students.

Revenue to the Town

Revenue to the Town for FY 2026 is currently projected at \$2,285,546. At this point, no funds have been received and transferred to the Town. Special education expenses will significantly impact reimbursement and grant amounts, with the Excess Cost Grant being the most variable. Although the legislature allocated an additional \$40 million statewide, funding remains insufficient to fully support tiered grants. As a result, reimbursements are expected at 73.3%, which is higher than our budgeted rate of 65%. Final reimbursement percentages, however, are not typically confirmed until closer to year-end.

PROGRAM ACCOUNTS
Granby Board of Education FY 2026
July-August 2025 Budget Expense Report

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
01	Communications	\$92,889	\$92,889	\$11,391	\$68,399	\$13,100	85.9%
02	Conference & Travel	\$53,994	\$53,994	\$7,342	\$1,705	\$44,947	16.8%
03	Dues and Fees	\$40,012	\$40,012	\$20,896	\$11,514	\$7,602	81.0%
04	Equipment	\$9,500	\$9,500	\$204	\$0	\$9,296	2.1%
05	Legal Services/Insurance	\$160,470	\$160,470	\$15,681	\$134,063	\$10,726	93.3%
06	Library/Media	\$60,581	\$60,581	\$6,909	\$11,464	\$42,208	30.3%
07	Purchased Services	\$1,212,475	\$1,212,475	\$97,718	\$955,329	\$159,428	86.9%
08	Repairs & Maintenance	\$568,244	\$568,244	\$86,306	\$236,919	\$245,020	56.9%
09	Software	\$500,305	\$500,305	\$265,597	\$152,647	\$82,062	83.6%
10	Special Education	\$4,314,930	\$4,314,930	\$473,229	\$3,098,502	\$743,200	82.8%
11	Student Activities/Athletics	\$415,776	\$415,776	\$11,434	\$61,888	\$342,454	17.6%
12	Supplies	\$579,012	\$579,012	\$144,670	\$157,106	\$277,236	52.1%
13	Textbooks	\$112,880	\$112,880	\$15,410	\$14,375	\$83,095	26.4%
14	Transportation	\$1,232,920	\$1,232,920	\$104,612	\$1,101,832	\$26,476	97.9%
15	Tuition	\$11,317	\$11,317	\$0	\$0	\$11,317	0.0%
16	Utilities	\$852,044	\$852,044	\$110,031	\$656,339	\$85,674	89.9%
17	Unallocated Appropriation	\$0	\$0	\$0	\$0	\$0	
	Program	\$10,217,348	\$10,217,348	\$1,371,429	\$6,662,081	\$2,183,839	78.6%

PERSONNEL ACCOUNTS
Granby Board of Education FY 2026
July-August 2025 Budget Expense Report

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
18	Administration	\$1,692,632	\$1,725,696	\$262,848	\$1,462,848	\$0	100.0%
19	Central Office	\$598,191	\$578,808	\$64,983	\$512,512	\$1,313	99.8%
20	Certified Staff	\$11,870,327	\$11,891,304	\$495,043	\$11,396,261	\$0	100.0%
21	Custodial and Maintenance	\$1,533,303	\$1,533,303	\$211,540	\$1,312,127	\$9,637	99.4%
22	School Secretaries	\$706,231	\$724,814	\$63,231	\$661,582	\$0	100.0%
23	Special Education	\$4,819,753	\$4,765,712	\$174,558	\$4,426,506	\$164,648	96.5%
24	Student Activities/Athletics	\$574,117	\$574,117	\$4,246	\$554,528	\$15,342	97.3%
25	Teaching Assistants	\$445,622	\$445,622	\$197	\$437,693	\$7,732	98.3%
26	Technology Support Services	\$274,096	\$274,896	\$61,765	\$213,131	\$0	100.0%
27	Tutors	\$35,589	\$35,589	\$0	\$35,589	\$0	100.0%
28	Employee Benefits	\$6,650,933	\$6,650,933	\$474,677	\$6,013,408	\$162,849	97.6%
29	Unallocated Appropriation	\$0	\$0	\$0	\$0	\$0	
	Personnel	\$29,200,794	\$29,200,794	\$1,813,088	\$27,026,184	\$361,521	98.8%
	100 General Fund	\$39,418,142	\$39,418,142	\$3,184,517	\$33,688,265	\$2,545,360	93.5%

SPECIAL EDUCATION ACCOUNT DETAIL
Granby Board of Education FY 2026
July-August 2025 Budget Expense Report

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
01	Administrative/Certified	\$2,296,877	\$2,296,877	\$120,946	\$2,147,411	\$28,521	98.8%
02	Secretaries	\$110,692	\$110,692	\$14,366	\$96,326	\$0	100.0%
03	Support Services	\$519,932	\$519,932	\$19,375	\$500,557	\$0	100.0%
04	Teaching Assistants	\$1,830,695	\$1,776,654	\$19,871	\$1,659,852	\$96,931	94.5%
05	Tutors	\$61,556	\$61,556	\$0	\$22,360	\$39,196	36.3%
	TOTAL PERSONNEL	\$4,819,753	\$4,765,712	\$174,558	\$4,426,506	\$164,648	96.5%
06	Communications	\$100	\$100	\$0	\$42	\$58	42.0%
07	Conference & Travel	\$14,125	\$14,125	\$1,768	\$2,222	\$10,135	28.2%
08	Dues and Fees	\$2,250	\$2,250	\$0	\$400	\$1,850	17.8%
09	Legal Services	\$27,500	\$27,500	\$833	\$26,667	\$0	100.0%
10	Purchased Services	\$182,017	\$182,017	\$3,712	\$122,306	\$55,999	69.2%
11	Software	\$9,860	\$9,860	\$0	\$8,692	\$1,167	88.2%
12	Supplies/Textbooks	\$51,950	\$51,950	\$15,446	\$4,564	\$31,940	38.5%
13	Transportation	\$1,137,463	\$1,137,463	\$15,088	\$990,258	\$132,117	88.4%
14	Tuition	\$2,889,666	\$2,889,666	\$436,382	\$1,943,351	\$509,933	82.4%
	TOTAL PROGRAM	\$4,314,930	\$4,314,930	\$473,229	\$3,098,502	\$743,200	
	OVERALL TOTAL	\$9,134,683	\$9,080,642	\$647,786	\$7,525,008	\$907,848	90.0%

SUPPLEMENTAL INFORMATION
Granby Board of Education FY 2026
July-August 2025 Budget Expense Report

REVENUE TO TOWN SUMMARY
REIMBURSEMENTS FOR BOE EXPENDITURES

Description	Budget	Anticipated	Received To Date	Difference (Received minus Anticipated)
Regular Education Tuition*	\$787,550	\$601,025	\$0	-\$601,025
Special Education Tuition*	\$759,666	\$759,666	\$0	-\$759,666
B.E.A.R. Transition Academy Tuition*	\$84,737	\$52,264	\$0	-\$52,264
Excess Cost Grant	\$587,858	\$830,591	\$0	-\$830,591
Pay for Participation	\$42,000	\$42,000	\$0	-\$42,000
Totals	\$2,261,811	\$2,285,546	\$0	-\$2,285,546

*From Other Towns

QUALITY AND DIVERSITY FUND (Q&D)

Description	Budget	YTD	Difference (YTD vs. Budget)
Opening Balance	\$211,803	-	-
Expenses	\$984,237	\$33,982	\$950,255
Revenue	\$969,686	\$0	-\$969,686
Ending Balance	\$197,252	\$177,822	-\$19,431

SEED GRANT
(Special Education and Expansion Development)

- 1) Funds are paid directly to boards of education
- 2) Funds must be used exclusively for special education expenses
- 3) SEED funds **can** be used to:
 - Expand on-site services for Tier 2 interventions for students with disabilities
 - Hire special education staff
 - Purchase materials and/or supplies
- 4) Funds **cannot** be used for:
 - Replacing existing special education funding
 - Administrative expenses
 - Third-party contractors (i.e., purchased services)
- 5) Payments are made in three (3) installments:
 - 25% in October
 - 25% in January
 - 50% in April
- 6) Granby FY26 Allotment: \$67,755
- 7) Board of Education must annually report how SEED funds were spent

DRIP PROGRAM

(District Repair and Improvement Project)

- 1) This program provides \$30 million annually through state bonding to fund minor school capital improvements
- 2) Modeled after LoCIP (Local Capital Improvement Program), a bonding program for municipal infrastructure. DRIP applies the same structure to schools.
- 3) Fund distribution is formula-based aligned with existing education grants
- 4) Funds go directly to boards of education
- 5) Bankable: Districts can save funds over multiple years for mid-sized projects
- 6) Examples of how funds can be used:
 - Replace HVAC systems to ensure safe air quality
 - Upgrade electrical systems for modern technology needs
 - Repair roofs, windows, and doors to prevent further damage
 - Make ADA compliance upgrades for accessible classrooms
 - Renovate nurses' offices and bathrooms to support student health
 - Improve athletic field and facilities for wellness and extracurricular activities
 - Address mold, lead, and asbestos issues proactively
 - Repair deteriorating parking lots and walkways
 - Resurface a gym floor
- 7) Granby FY26 Allotment: TBD; districts will be notified on March 1st
- 8) Board of Education must report how DRIP funds were spent, as well as certify that the grant funds were not used to satisfy a local matching requirement for state assistance programs, or for school building projects funded by the state.