

**Suffield Public Schools  
Financial Status Report  
as of October 31, 2018**

Attached please find the General Operating Budget, the Federal and State Grants, and the Food Service reports for the period ending October 2018. Also attached is a list of requested transfers.

**2018-19 Budget to Actual**

Our projected year end shows a net surplus of \$135 compared to a surplus of \$47,665 last month.

The projected year end does include funds for an additional SPED supervisor and additional 0.5 FTE SPED secretary. There is currently significant savings due to the vacancies in curriculum leaders. These funds will be needed to offset other expenses.

The projection for legal expense was increased based on actual expenditures year to date. SPED tuition expense also increased due to unilateral placement settlements.

**State and Federal Grants**

This report contains state and federal grants and private grants received by the Suffield Public Schools.

The only significant change to the grant report is an increase in the ASTE grant award from \$74,371 to \$226,334. This is due to increased enrollment over the last few years and an increase in per student funding from the state. I have requested that we be permitted to spend these funds over two years due to the significant increase from previous years.

**Food Service**

The year-to-date food service loss is \$15,151 which is slightly higher than the \$11,503 loss at this time last year. We continue to look at opportunities to increase sales. We are now utilizing a breakfast cart at the high school to provide more convenience for students who take the bus.

**Transfers**

Attached is a list of budget transfers for BOE approval. The first two groups are adjustments for salary increases and turnover. The last group is to move funds which are available in accounts with known costs below budget for the year to accounts where expenses exceed the budget.

**Summary**

Reaching a positive year-end balance required adjusting projected spending for a few items below the budgeted amount. Instructional supplies remain projected at the budgeted amount. Significant budget risks remain as we are projecting utilities at budget. We will need cooperation from the weather to meet those projections. In addition, the final SPED tuition cost and excess cost reimbursement rate will not be clear for at least a few months. We do have funds available in our Open Choice balance to manage these and any other unexpected costs.

Respectfully Submitted,

Bill Hoff  
Business Manager

**SUFFIELD PUBLIC SCHOOLS  
YEAR END BUDGET REPORT  
OCTOBER 2018**

	<b>ORIGINAL APPROP</b>	<b>TRANFRS ADJSTMTS</b>	<b>REVISED BUDGET</b>	<b>YTD ACTUAL</b>	<b>ENC.</b>	<b>AVAILABLE BUDGET</b>	<b>PROJECTED BY 6/30/2019</b>	<b>BALANCE 6/30/2019</b>
<b>SALARIES</b>								
ADMINISTRATIVE	2,021,558	0	2,021,558	651,380	1,207,245	162,933	180,032	-17,098
TEACHERS	16,340,131	0	16,340,131	3,308,471	12,638,014	393,646	141,623	252,023
NON- CERTIFIED	1,084,954	0	1,084,954	332,360	764,271	-11,676	21,681	-33,357
PROFESSIONAL	558,721	0	558,721	160,747	389,311	8,663	5,426	3,237
PARA PROFESSIONALS	1,039,530	0	1,039,530	220,583	728,548	90,399	43,060	47,339
ATHLETIC	304,399	0	304,399	18,938	68,476	216,985	216,985	0
NURSES	224,940	0	224,940	50,817	170,294	3,829	6,053	-2,224
MAINTENANCE	925,010	0	925,010	312,133	508,888	103,989	37,857	66,132
OTHER SUPPORT	114,592	0	114,592	41,567	0	73,025	73,025	0
SUMMER SCHOOL	109,319	0	109,319	105,221	0	4,098	0	4,098
CERTIFIED SUBSTITUTE	70,000	0	70,000	23,617	0	46,383	46,383	0
NON CERT. SUBSTITUTES	8,000	0	8,000	1,725	0	6,275	6,275	0
MONITORS	65,478	0	65,478	15,069	74,274	-23,865	8,203	-32,068
STIPEND & ADDITIONAL DUTY	284,542	0	284,542	58,529	180,888	45,125	35,712	9,413
ACADEMIC SUPPORT	56,017	0	56,017	7,160	36,240	12,617	0	12,617
<b>TOTAL SALARIES</b>	<b>23,207,191</b>	<b>0</b>	<b>23,207,191</b>	<b>5,308,314</b>	<b>16,766,449</b>	<b>1,132,428</b>	<b>822,315</b>	<b>310,113</b>
<b>BENEFITS</b>								
HEALTH BENEFITS	4,153,870	0	4,153,870	1,589,453	0	2,564,417	2,489,217	75,201
DISABILITY	9,216	0	9,216	5,274	0	3,942	3,942	0
GROUP LIFE INSURANCE	44,379	0	44,379	11,155	3,429	29,795	29,795	0
FICA	680,282	0	680,282	158,725	0	521,557	521,557	0
PENSION CONTRIBUTION	588,533	0	588,533	11,546	0	576,987	576,987	0
TUITION REIMBURSEMENT	9,983	0	9,983	0	0	9,983	9,983	0
UNEMPLOYMENT	32,656	0	32,656	14,436	0	18,220	18,220	0
WORKERS COMP.	201,706	0	201,706	147,907	0	53,799	0	53,799
<b>TOTAL BENEFITS</b>	<b>5,720,625</b>	<b>0</b>	<b>5,720,625</b>	<b>1,938,496</b>	<b>3,429</b>	<b>3,778,700</b>	<b>3,649,701</b>	<b>129,000</b>

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	ORIGINAL APPROP	TRANFRS ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENC.	AVAILABLE BUDGET	PROJECTED BY 6/30/2019	BALANCE 6/30/2019
<b>PROFESSIONAL SERVICES</b>								
ADMINISTRATIVE SERVICES	50,000	0	50,000	28,483	5,757	15,760	15,760	0
TEACHER PROFESSIONAL SERVICE	322,413	0	322,413	107,562	202,112	12,739	18,739	-6,000
ATHLETICS	285,334	0	285,334	46,270	99,808	139,256	139,256	0
PROFESSIONAL SERVICES	185,870	0	185,870	25,821	5,737	154,312	154,312	0
OTHER PROFESSIONAL SERVICES	326,393	0	326,393	54,586	261,115	43,634	65,456	-21,822
LEGAL SERVICES	75,000	0	75,000	75,388	0	-388	111,612	-112,000
PURCHASED SERVICE	300	0	300	47	0	253	253	0
RESOURCE OFFICER	52,149	0	52,149	0	0	52,149	52,149	0
TELEPHONE MAINT. CONTRACT	27,000	0	27,000	3,397	54	23,550	23,550	0
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>1,324,459</b>	<b>0</b>	<b>1,324,459</b>	<b>341,553</b>	<b>574,583</b>	<b>441,265</b>	<b>581,087</b>	<b>-139,822</b>
<b>PURCHASED SERVICE</b>								
WATER & SEWER FEES	62,576	0	62,576	34,074	13,524	14,978	7,662	7,316
RUBBISH REMOVAL	31,516	0	31,516	10,212	19,081	2,223	2,223	0
EQUIPMENT REPAIR	178,638	0	178,638	129,970	9,318	39,350	84,740	-45,390
SCHOOL EQUIP REPAIR	37,000	0	37,000	16,896	-2,052	22,156	22,156	0
TECHNOLOGY REPAIR SERVICE	32,273	0	32,273	13,294	3,350	15,629	19,843	-4,214
LEASE/RENTAL	71,716	0	71,716	17,321	52,487	1,907	1,908	0
<b>TOTAL PURCHASED SERVICE</b>	<b>413,719</b>	<b>0</b>	<b>413,719</b>	<b>221,768</b>	<b>95,708</b>	<b>96,244</b>	<b>138,531</b>	<b>-42,288</b>
<b>TRANSPORTATION SERVICE</b>								
PUPIL TRANSPORTATION	1,038,691	0	1,038,691	128,705	917,070	-7,084	-7,084	0
SPED TRANSPORTATION	571,087	0	571,087	120,314	322,074	128,698	128,698	0
OTHER TRANSPORTATION SERVICES	4,000	0	4,000	0	0	4,000	4,000	0
<b>TOTAL TRANSPORTATION</b>	<b>1,613,778</b>	<b>0</b>	<b>1,613,778</b>	<b>249,019</b>	<b>1,239,145</b>	<b>125,614</b>	<b>125,614</b>	<b>0</b>
<b>SUPPORT SERVICES</b>								
PROP. & LIAB. INSURANCE	37,259	0	37,259	6,200	0	31,059	31,059	0
COMMUNICATION SERVICES	83,218	0	83,218	22,948	17,783	42,487	42,487	0
ADVERTISING	8,000	0	8,000	0	0	8,000	8,000	0
PRINTING AND BINDING	10,450	0	10,450	1,435	413	8,602	8,602	0
<b>TOTAL SUPPORT SERVICES</b>	<b>138,927</b>	<b>0</b>	<b>138,927</b>	<b>30,583</b>	<b>18,196</b>	<b>90,148</b>	<b>90,148</b>	<b>0</b>

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<b>TUITION</b>								
SPED TUITION	1,002,911	0	1,002,911	251,003	2,017,852	-1,265,943	-1,041,351	-224,592
ADULT EDUCATION	16,000	0	16,000	0	0	16,000	16,000	0
<b>TOTAL TUITION</b>	<b>1,018,911</b>	<b>0</b>	<b>1,018,911</b>	<b>251,003</b>	<b>2,017,852</b>	<b>-1,249,943</b>	<b>-1,025,351</b>	<b>-224,592</b>
<b>OTHER PURCHASED SERVICE</b>								
FOOD SERVICE SUBSIDY	13,353	0	13,353	0	0	13,353	13,353	0
TRAVEL & CONFERENCES	89,250	0	89,250	14,020	5,707	69,523	64,524	5,000
<b>TOTAL OTHER PURCH. SERVICE</b>	<b>102,603</b>	<b>0</b>	<b>102,603</b>	<b>14,020</b>	<b>5,707</b>	<b>82,876</b>	<b>77,877</b>	<b>5,000</b>
<b>SUPPLIES</b>								
OFFICE SUPPLIES	44,205	0	44,205	9,997	521	33,687	33,687	0
INSTRUCTIONAL SUPPLIES	227,429	0	227,429	68,810	9,548	149,071	149,073	-2
LIBRARY SUPPLIES	8,504	0	8,504	796	54	7,654	7,654	0
CUSTODIAL SUPPLIES	91,719	0	91,719	26,185	5,520	81,031	81,031	0
HEATING SERVICES	204,178	0	204,178	27,561	176,617	0	0	0
ELECTRICITY	372,152	0	372,152	174,005	198,147	0	0	0
TEXTBOOKS	13,673	0	13,673	6,813	4,229	2,631	5,453	-2,822
WORKBOOKS	2,300	0	2,300	1,822	0	478	478	0
TECHNOLOGY SUPPLIES	8,200	0	8,200	3,177	5,310	188	188	0
SOFTWARE SUPPLIES	88,164	0	88,164	73,352	5,829	8,984	22,599	-13,615
<b>TOTAL SUPPLIES</b>	<b>1,060,524</b>	<b>0</b>	<b>1,060,524</b>	<b>392,518</b>	<b>405,775</b>	<b>283,724</b>	<b>300,163</b>	<b>-16,440</b>
<b>EQUIPMENT</b>								
INSTRUCTIONAL EQUIPMENT	8,961	0	8,961	1,832	0	7,129	7,129	0
INSTRUCTIONAL EQUIPMENT	15,579	0	15,579	8,571	56	6,951	11,532	-4,581
TECHNOLOGY EQUIPMENT	27,678	0	27,678	17,514	0	10,164	25,235	-15,071
NON-INSTRUCTIONAL EQUIPMENT	15,719	0	15,719	13,503	3,401	-1,185	0	-1,185
<b>TOTAL EQUIPMENT</b>	<b>67,937</b>	<b>0</b>	<b>67,937</b>	<b>41,419</b>	<b>3,458</b>	<b>23,060</b>	<b>43,896</b>	<b>-20,836</b>
<b>DUES AND FEES</b>								
DUES & FEES & DIGITAL MEMBERSHIP	138,558	0	138,558	61,077	30,722	37,772	37,772	0
<b>TOTAL DUES AND FEES</b>	<b>138,558</b>	<b>0</b>	<b>138,558</b>	<b>61,077</b>	<b>30,722</b>	<b>37,772</b>	<b>37,772</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>34,807,232</b>	<b>0</b>	<b>34,807,232</b>	<b>8,849,769</b>	<b>21,161,021</b>	<b>4,841,888</b>	<b>4,841,754</b>	<b>135</b>





# BOE Meeting

11/19/2018

## Budget Transfers

Line Item	Transfer In	Transfer Out	Notes
Administrative Salaries		\$22,375	From Salary Changes account
Non-certified Salaries	\$13,155		Adjust for salary changes
Professional Salaries	\$5,306		Adjust for salary changes
Maintenance Salaries	\$2,681		Adjust for salary changes
Monitors Salaries	\$1,233		Adjust for salary changes
Teacher Salaries	\$4,184		From Turnover/Vacancy account
Professional Salaries		\$4,184	IT hires
Workers Comp		\$50,000	Invoice lower than budgeted
Administrative Salaries		\$26,152	From Salary Changes account
Teacher Salaries		\$41,513	Degree changes salary increases lower than budgeted
Academic Support		\$12,435	Moved to Title I grant
Stipends and Additional Duty		\$8,563	CCSN training cost less than budgeted
Water and Sewer Fees		\$7,316	Invoice lower than budgeted
Legal Services	\$112,000		Regular legal services are already significantly over the budget of \$25,000. SPED legal services are projected to be slightly over the budget of \$50,000.
Monitors Salaries	\$30,834		Additional monitors required for SPED transportation
Nurses Salaries	\$3,145		Net of salary changes for nurses