



Brookfield Public Schools
BUSINESS OFFICE



To: Board of Education Finance Committee

April 5, 2019

From: Ken Post, Director of Business Operations

Subject: March 2019 Financial Report

Attached is the March 2019 Financial Report. As we have discussed at previous committee meetings, I have identified budget line items where revenues will fall short and/or expenditures will exceed budget. Upon implementing a freeze on all non-essential spending, I have also identified line items where expenditures will be under budget to offset the budget shortfalls. The following are the most significant shortfalls:

| | | |
|--------------------|-------------|---|
| Revenues | (\$40,932) | Primarily Excess Cost and Medicaid, offset by non-lapsing fund revenue. |
| Substitutes | (\$150,000) | Increase due to leaves of absence. |
| Health Benefits | (\$80,000) | Change in demographics (less individual and more family coverage). |
| Professional Svcs. | (\$102,961) | Special Education services for students. |
| SPED Trans. | (\$211,109) | |
| SPED Tuition | (\$47,533) | |
| Heating Oil | (\$48,941) | Increased pricing. |

The following line items have been identified to offset the shortfalls:

| | | |
|-----------|-----------|--|
| Salaries | \$552,860 | Retirements, leaves, vacancies, and spending freeze. |
| Copiers | \$54,000 | New contract. |
| Supplies | \$60,000 | Spending freeze. |
| Textbooks | \$17,151 | Spending freeze. |
| Travel | \$20,000 | Spending freeze. |

The sole reason for the existence of our profession is the student

BROOKFIELD PUBLIC SCHOOLS
YTD BUDGET REPORT
MARCH 2019

| ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCE /REQ | AVAILABLE BUDGET | % USED | PROJECTED VARIANCE |
|--------------------------------------|--------------------|--------------------|-------------------|------------------|---------------------|---------------------|---------------|-----------------------|
| 43150 MEDICAID REIMBURSEMENT | (100,000) | (100,000) | (21,508) | 0 | 0 | (78,492) | 21.5% | (50,000) |
| 43300 SPED EXCESS COST GRANT | (779,028) | (779,028) | (519,519) | 0 | 0 | (259,509) | 66.7% | (86,336) |
| 43300 ADULT EDUCATION GRANT | (3,600) | (3,600) | (2,970) | 0 | 0 | (630) | 82.5% | (630) |
| 43300 MAGNET SCHOOL TRANS GRANT | (29,000) | (29,000) | (15,536) | 0 | 0 | (13,464) | 53.6% | 2,072 |
| 43300 HEALTH SERVICES GRANT | (9,500) | (9,500) | (10,367) | 0 | 0 | 867 | 109.1% | 867 |
| 44311 PRE-K TUITION | (46,000) | (46,000) | (34,633) | (3,366) | 0 | (11,367) | 75.3% | 0 |
| 44705 BUILDING USE REVENUES | 0 | (20,000) | (19,185) | (2,469) | 0 | (815) | 95.9% | 0 |
| 48200 ERATE | (73,326) | (73,326) | (62,070) | 0 | 0 | (11,256) | 84.6% | 0 |
| 48940 CHROMEBOOK REVENUES | 0 | (40,000) | (53,911) | (269) | 0 | 13,911 | 100.0% | 13,911 |
| 48980 NON LAPSING FUND | <u>0</u> | <u>0</u> | <u>(79,184)</u> | <u>(79,184)</u> | <u>0</u> | <u>79,184</u> | <u>100.0%</u> | <u>79,184</u> |
| TOTAL REVENUES | (1,040,454) | (1,100,454) | (818,883) | (85,288) | 0 | (281,571) | 74.4% | (40,932) |
| 51102 ADMINISTRATOR SALARIES | 2,612,156 | 2,879,130 | 2,107,616 | 222,857 | 0 | 771,514 | 73.2% | 0 |
| 51106 TEAM/CURRICULUM LEADERS | 58,729 | 42,807 | 32,089 | 4,502 | 0 | 10,718 | 75.0% | 0 |
| 51110 TEACHER SALARIES | 18,085,982 | 17,754,930 | 11,076,854 | 1,471,421 | 0 | 6,678,076 | 62.4% | 330,000 |
| 51111 TEACHER TURNOVER SAVINGS | (80,000) | 0 | 0 | 0 | 0 | 0 | 0.0% | 0 |
| 51124 PARAPROFESSIONAL SALARIES | 1,120,978 | 1,120,978 | 790,122 | 102,394 | 0 | 330,856 | 70.5% | 0 |
| 51126 TUTORS | 34,032 | 34,032 | 32,690 | 5,082 | 0 | 1,342 | 96.1% | 0 |
| 51130 SUBSTITUTES | 350,000 | 350,000 | 425,570 | 58,096 | 0 | (75,570) | 121.6% | (150,000) |
| 51140 CLERICAL SALARIES | 1,860,193 | 1,860,193 | 1,351,076 | 154,297 | 11,733 | 497,384 | 73.3% | 0 |
| 51145 NURSES SALARIES | 360,030 | 360,030 | 221,764 | 30,498 | 0 | 138,266 | 61.6% | 11,000 |
| 51150 CUSTODIAN SALARIES | 927,854 | 927,854 | 632,446 | 85,920 | 2,847 | 292,561 | 68.5% | 28,000 |
| 51155 MAINTENANCE SALARIES | 276,308 | 276,308 | 125,852 | 16,670 | 0 | 150,456 | 45.5% | 109,000 |
| 51160 MONITORS | 114,279 | 114,279 | 60,625 | 8,739 | 0 | 53,654 | 53.1% | 15,000 |
| 51170 COACHES | 372,654 | 372,654 | 244,798 | 78,244 | 0 | 127,856 | 65.7% | 0 |
| 51175 CURRIER/MESSANGER SALARIES | 11,248 | 11,248 | 8,541 | 2,847 | 2,847 | (140) | 101.2% | (140) |
| 51300 EXTENDED DUTY | 249,106 | 249,106 | 136,830 | 3,098 | 0 | 112,276 | 54.9% | 60,000 |
| 51350 STUDENT SAFETY SALARIES | 42,643 | 42,643 | 33,299 | 3,505 | 0 | 9,344 | 78.1% | 0 |
| 51630 OVERTIME | 40,000 | 60,000 | 45,394 | 8,130 | 0 | 14,606 | 75.7% | 0 |
| 51900 OCC./PHYSICAL THERAPY SALARIES | <u>278,134</u> | <u>278,134</u> | <u>190,397</u> | <u>25,408</u> | <u>0</u> | <u>87,737</u> | <u>68.5%</u> | <u>0</u> |
| TOTAL SALARIES | 26,714,326 | 26,734,326 | 17,515,963 | 2,281,710 | 17,427 | 9,200,936 | 65.6% | 402,860 |
| 52100 GROUP LIFE INSURANCE | 72,000 | 72,000 | 48,890 | 7,706 | 24,229 | (1,119) | 101.6% | 0 |
| 52210 SOCIAL SEC/MEDICARE | 693,638 | 693,638 | 460,627 | 59,455 | 1,276 | 231,735 | 66.6% | 0 |
| 52300 PENSION CONTRIBUTION | 400,948 | 400,948 | 400,948 | 0 | 0 | 0 | 100.0% | 0 |

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YTD BUDGET REPORT
MARCH 2019

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|---------------------------------------|------------------|------------------|------------------|----------------|----------------|-----------------|---------------|------------------|
| | APPROP | BUDGET | | | /REQ | BUDGET | | VARIANCE |
| 52500 TUITION | 4,000 | 4,000 | 0 | 0 | 0 | 4,000 | 0.0% | 0 |
| 52600 UNEMPLOYMENT | 15,000 | 15,000 | 24,478 | 87 | 26,842 | (36,320) | 342.1% | (20,000) |
| 52700 WORKERS' COMPENSATION | 216,000 | 216,000 | 216,625 | 0 | 0 | (625) | 100.3% | (625) |
| 52800 HEALTH INSURANCE | 5,246,580 | 5,246,580 | 4,725,641 | 441,662 | 64,042 | 456,898 | 91.3% | (80,000) |
| 52950 DISABILITY INSURANCE | <u>160,000</u> | <u>160,000</u> | <u>120,757</u> | <u>18,350</u> | <u>39,243</u> | <u>0</u> | <u>100.0%</u> | <u>0</u> |
| TOTAL EMPLOYEE BENEFITS | 6,808,166 | 6,808,166 | 5,997,966 | 527,260 | 155,631 | 654,569 | 90.4% | (100,625) |
| 53020 LEGAL FEES | 145,000 | 145,000 | 123,997 | 14,230 | 20,694 | 309 | 99.8% | 0 |
| 53200 PROFESSIONAL EDUCATIONAL SVS | 267,621 | 207,950 | 112,579 | 40,298 | 43,093 | 52,277 | 74.9% | 0 |
| 53300 OTHER PROFESSIONAL SERVICES | 1,191,581 | 1,191,581 | 699,351 | 153,707 | 595,191 | (102,961) | 108.6% | (102,961) |
| 53400 TECHNICAL SERVICES | <u>34,000</u> | <u>34,000</u> | <u>24,188</u> | <u>190</u> | <u>5,820</u> | <u>3,992</u> | <u>88.3%</u> | <u>0</u> |
| TOTAL PROFESSIONAL/TECHNICAL SERVICES | 1,638,202 | 1,578,531 | 960,116 | 208,425 | 664,798 | (46,384) | 102.9% | (102,961) |
| 54300 MAINTENANCE & UTILITIES | 95,039 | 95,039 | 71,447 | 13,272 | 6,930 | 16,661 | 82.5% | 0 |
| 54301 BLDG & MAINTENANCE | 195,000 | 195,000 | 134,708 | 5,145 | 33,939 | 26,354 | 86.5% | 0 |
| 54402 SERVICES-RENTAL | 41,116 | 41,116 | 31,055 | 453 | 6,081 | 3,980 | 90.3% | 0 |
| 54930 SERVICES-COPIERS | <u>198,598</u> | <u>198,598</u> | <u>118,032</u> | <u>24,502</u> | <u>7,144</u> | <u>73,422</u> | <u>63.0%</u> | <u>54,000</u> |
| TOTAL PURCHASED PROPERTY SERVICES | 529,753 | 529,753 | 355,242 | 43,371 | 54,094 | 120,417 | 77.3% | 54,000 |
| 55100 PUPIL TRANSPORTATION | 2,186,954 | 2,186,954 | 2,067,878 | 10,555 | 29,580 | 89,496 | 95.9% | 62,000 |
| 55108 TRANSPORTATION-SPED IN TOWN | 15,300 | 15,300 | 84,546 | 6,603 | 27,245 | (96,491) | 730.7% | (96,491) |
| 55109 TRANSPORT-SPED OUT TOWN | 648,938 | 648,938 | 425,774 | 106,213 | 337,783 | (114,618) | 117.7% | (114,618) |
| 55150 TRANSPORT-ATHLETICS | 123,430 | 123,430 | 84,853 | 27,896 | 16,397 | 22,180 | 82.0% | 0 |
| 55155 TRANSPORTATION-FIELD TRIPS | <u>26,186</u> | <u>26,186</u> | <u>4,335</u> | <u>915</u> | <u>11,402</u> | <u>10,449</u> | <u>60.1%</u> | <u>0</u> |
| TOTAL TRANSPORTATION | 3,000,808 | 3,000,808 | 2,667,385 | 152,181 | 422,407 | (88,984) | 103.0% | (149,109) |
| 55200 PROPERTY LIABILITY INSURANCE | 223,500 | 223,500 | 212,463 | 0 | 0 | 11,037 | 95.1% | 11,037 |
| 55300 TELEPHONE | 80,500 | 80,500 | 70,188 | 6,841 | 21,085 | (10,773) | 113.4% | (15,000) |
| 55301 POSTAGE | 36,755 | 36,755 | 14,160 | 1,241 | 12,501 | 10,094 | 72.5% | 0 |
| 55325 DATA LINE | 67,000 | 67,000 | 52,952 | 9,311 | 9,626 | 4,423 | 93.4% | 0 |
| 55500 FORMS & PRINTING | 8,700 | 8,700 | 3,274 | 1,723 | 0 | 5,426 | 37.6% | 0 |
| 55604 TUITION-VOCATIONAL/AGRI | 65,000 | 65,000 | 61,405 | 0 | 0 | 3,595 | 94.5% | 3,595 |
| 55610 MAGNET SCHOOL TUITION | 76,712 | 76,712 | 86,000 | 0 | 0 | (9,288) | 112.1% | (9,288) |
| 55630 SPECIAL EDUCATION TUITION | <u>1,936,262</u> | <u>1,936,262</u> | <u>1,317,203</u> | <u>206,294</u> | <u>666,592</u> | <u>(47,533)</u> | <u>102.5%</u> | <u>(47,533)</u> |
| OTHER PURCHASED SERVICES | 2,494,429 | 2,494,429 | 1,817,645 | 225,410 | 709,803 | (33,020) | 101.3% | (57,189) |

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|-----------------------------------|-------------------|-------------------|-------------------|------------------|------------------|-------------------|--------------|---------------|
| | APPROP | BUDGET | | | /REQ | BUDGET | | VARIANCE |
| 55800 TRAVEL REIMBURSEMENT | 33,038 | 33,038 | 11,271 | 1,680 | 2,888 | 18,879 | 42.9% | 0 |
| 56100 OFFICE SUPPLIES | 28,497 | 28,497 | 14,659 | 1,177 | 1,713 | 12,124 | 57.5% | 0 |
| 56110 SUPPLIES-INSTRUCTIONAL | 307,985 | 367,656 | 236,316 | 15,536 | 49,448 | 81,892 | 77.7% | 60,000 |
| 56112 SUPPLIES-CUSTODIAL | 77,500 | 77,500 | 59,493 | 4,279 | 5,277 | 12,729 | 83.6% | 0 |
| 56114 SUPPLIES-MAINTENANCE | 20,000 | 20,000 | 17,355 | 1,298 | 4,032 | (1,388) | 106.9% | (1,388) |
| 56205 FUEL -TRANSPORTATION | 170,250 | 170,250 | 122,731 | 22,741 | 48,519 | (1,000) | 100.6% | (20,000) |
| 56220 ELECTRIC | 575,000 | 575,000 | 409,579 | 63,294 | 165,421 | 0 | 100.0% | 0 |
| 56240 HEATING OIL | 262,500 | 262,500 | 299,042 | 101,439 | 12,398 | (48,941) | 118.6% | (48,941) |
| 56255 PROPANE | 5,000 | 5,000 | 4,990 | 1,420 | 710 | (700) | 114.0% | (700) |
| 56290 SUPPLIES-OTHER | 169,080 | 182,380 | 101,075 | 3,965 | 10,226 | 71,079 | 61.0% | 0 |
| 56292 WATER/SEWER | 76,699 | 76,699 | 76,699 | 0 | 0 | (0) | 100.0% | 0 |
| 56294 REFUSE/RECYCLE | 36,000 | 36,000 | 25,125 | 2,996 | 10,875 | 0 | 100.0% | 0 |
| 56400 BOOKS AND PERIODICALS | 18,383 | 18,383 | 16,075 | 1,086 | 0 | 2,308 | 87.4% | 0 |
| 56410 TEXTBOOKS | 174,367 | 174,367 | 127,996 | 18,968 | 4,156 | 42,215 | 75.8% | 17,151 |
| 56420 LIBRARY BOOKS | 38,251 | 38,251 | 37,468 | 2,343 | 767 | 16 | 100.0% | 0 |
| 57330 FURNITURE AND FIXTURES | 27,276 | 27,276 | 21,713 | 809 | 2,492 | 3,071 | 88.7% | 0 |
| 57344 INSTRUCTIONAL EQUIPMENT-NEW | 23,700 | 23,700 | 14,881 | 2,473 | 0 | 8,819 | 62.8% | 0 |
| 57345 INSTRUCTIONAL EQUIP-REPL | 35,100 | 35,100 | 30,803 | 4,117 | 1,064 | 3,233 | 90.8% | 0 |
| 57390 OTHER EQUIPMENT | 385,552 | 412,252 | 440,912 | 14,123 | 3,506 | (32,165) | 107.8% | (32,165) |
| 58100 TRAVEL/CONT.ED/DUES | 93,095 | 93,095 | 65,669 | 3,374 | 1,497 | 25,929 | 72.1% | 20,000 |
| REQUIRED ACTIONS TBD | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 0 |
| TOTAL SUPPLIES AND OTHER | 2,557,273 | 2,656,944 | 2,133,853 | 267,119 | 324,989 | 198,102 | 92.5% | (6,042) |
| TOTAL REVENUES | (1,040,454) | (1,100,454) | (818,883) | (85,288) | 0 | (281,571) | 74.4% | (40,932) |
| TOTAL EXPENSES | <u>43,742,957</u> | <u>43,802,957</u> | <u>31,448,171</u> | <u>3,705,476</u> | <u>2,349,149</u> | <u>10,005,637</u> | <u>77.2%</u> | <u>40,933</u> |
| NET EXPENSES | 42,702,503 | 42,702,503 | 30,629,288 | 3,620,188 | 2,349,149 | 9,724,066 | 77.2% | 0 |

Note: Variances shown for discussion purposes only.