



Brookfield Public Schools  
BUSINESS OFFICE



To: Board of Education Finance Committee

March 10, 2023

From: Ken Post, Director of Business Operations

Subject: February 2023 Financial Report

Attached is the February 2023 Financial Report. I have identified several line items where I anticipate variances to budget. Based on the information currently available, I am projecting a \$578,296 budget shortfall. The most significant changes from last month's report is an increase in Special Education Transportation (\$47,025 due to changes with 3 students), offset by a reduced forecast for Regular Transportation (\$45,862 due to savings on Vo-Ag run). We also received our first installment of the Excess Cost Grant which reimbursed us at a rate of 70%. Applying that rate to our updated March 1<sup>st</sup> submission results in grant revenue exceeding budget by \$136,223.

As we have been discussing for several months, the majority of the shortfall is due to Special Education Tuition (\$239,940) and Transportation (\$139,148), as well as Teacher Turnover Savings (\$130,860), Substitutes (154,929), and Health Benefits (\$108,502). With the Town, we have locked in pricing for Heating Oil and Diesel Fuel and now project overages of \$227,550 and \$103,000. Special Education and nursing Professional Services are also projected to be over budget by \$192,509. Substitute costs continue to be a concern and are being monitored closely.

These shortfalls are partially offset by positive variances in Administrator Salaries (\$210,589), Bilingual Teacher (\$68,044), and Leaves and Vacancies (\$262,252), and Excess Cost Grant Revenue (\$136,223).

As always, we will continue to monitor all of these areas of exposure and report any changes.

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

BROOKFIELD PUBLIC SCHOOLS  
YTD BUDGET REPORT  
FEBRUARY 2023

ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCE /REQ	AVAILABLE BUDGET	% USED	OPERATING VARIANCE
43150 MEDICAID REIMBURSEMENT	(50,000)	(50,000)	(31,777)	(4,628)	0	(18,223)	63.6%	0
43300 SPED EXCESS COST GRANT	(660,981)	(660,981)	(604,325)	(604,325)	0	(56,656)	91.4%	136,223
43301 HEALTH SERVICES GRANT	(9,500)	(9,500)	(12,698)	0	0	3,198	133.7%	3,198
43302 TEAM MENTOR REIMBURSEMENT	(6,750)	(6,750)	0	0	0	(6,750)	0.0%	0
43303 MAGNET SCHOOL TRANS GRANT	(33,500)	(33,500)	(18,180)	0	0	(15,320)	54.3%	0
43304 ADULT EDUCATION GRANT	(5,300)	(5,300)	(3,653)	0	0	(1,647)	68.9%	0
44105 FOI FEES	0	0	(71)	0	0	71	100.0%	71
44310 TUITION FOR INDIVIDUALS - REG. ED.	0	0	0	0	0	0	0.0%	0
44311 PRE-K TUITION	(58,000)	(58,000)	(44,205)	(5,296)	0	(13,795)	76.2%	0
44705 BUILDING USE REVENUES	(20,000)	(20,000)	(11,063)	(3,347)	0	(8,937)	55.3%	0
45108 LIBRARY BOOK FEES	0	0	(877)	(97)	0	877	100.0%	877
48000 OTHER REVENUES	0	0	(17,934)	(274)	0	17,934	100.0%	17,934
48200 ERATE	(49,542)	(49,542)	(50,793)	(50,793)	0	1,251	102.5%	1,251
48803 PARKING FEES	(20,000)	(20,000)	(16,328)	(40)	0	(3,672)	81.6%	(3,000)
48940 CHROMEBOOK REVENUES	(32,000)	(32,000)	(25,187)	(345)	0	(6,813)	78.7%	(3,500)
49103 TRANSFER FROM CAFETERIA FUND	(40,000)	(40,000)	(40,000)	0	0	0	100.0%	0
<b>TOTAL REVENUES</b>	<b>(985,573)</b>	<b>(985,573)</b>	<b>(877,091)</b>	<b>(669,145)</b>	<b>0</b>	<b>(108,482)</b>	<b>89.0%</b>	<b>153,054</b>
51102 ADMINISTRATOR SALARIES	3,194,322	3,194,322	1,949,989	229,133	0	1,244,333	61.0%	210,589
51106 TEAM/CURRICULUM LEADERS	47,867	47,867	35,463	5,155	0	12,404	74.1%	0
51110 TEACHER SALARIES	20,479,043	20,552,625	11,146,213	1,709,420	0	9,406,412	54.2%	266,480
51111 TEACHER TURNOVER SAVINGS	(200,000)	(200,000)	0	0	0	(200,000)	0.0%	(130,860)
51124 PARAPROFESSIONAL SALARIES	1,575,575	1,575,575	833,792	131,327	0	741,783	52.9%	34,035
51126 TUTORS	0	0	0	0	0	0	0.0%	0
51130 SUBSTITUTES - ST	375,000	375,000	320,803	58,164	51,855	2,342	99.4%	(45,000)
51131 SUBSTITUTES - LT	0	0	76,848	16,201	0	(76,848)	0.0%	(109,929)
51140 CLERICAL SALARIES	2,117,743	2,117,743	1,295,427	162,165	23,524	798,792	62.3%	31,837
51145 NURSES SALARIES	457,970	457,970	260,310	42,495	0	197,660	56.8%	22,183
51150 CUSTODIAN SALARIES	994,674	994,674	577,061	70,827	0	417,613	58.0%	12,354
51155 MAINTENANCE SALARIES	235,724	235,724	154,719	18,546	0	81,005	65.6%	0
51160 MONITORS	122,235	122,235	70,896	12,467	0	51,339	58.0%	0
51170 COACHES	413,182	413,182	179,296	500	0	233,886	43.4%	0
51175 CURRIER/MESSANGER SALARIES	12,681	12,681	6,280	0	6,280	121	99.0%	0
51300 EXTENDED DUTY	191,961	191,961	162,421	18,544	0	29,540	84.6%	0
51350 STUDENT SAFETY SALARIES	49,810	49,810	32,568	2,832	0	17,242	65.4%	0
51630 OVERTIME	61,000	61,000	50,952	9,647	0	10,048	83.5%	0

**BROOKFIELD PUBLIC SCHOOLS**  
**YTD BUDGET REPORT**  
**FEBRUARY 2023**

ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCE /REQ	AVAILABLE BUDGET	% USED	OPERATING VARIANCE
51900 OCC./PHYSICAL THERAPY SALARIES	<u>269,284</u>	<u>269,284</u>	<u>177,581</u>	<u>26,359</u>	0	<u>91,703</u>	<u>65.9%</u>	<u>9,084</u>
TOTAL SALARIES	<b>30,398,071</b>	<b>30,471,653</b>	<b>17,330,619</b>	<b>2,513,782</b>	<b>81,659</b>	<b>13,059,375</b>	<b>57.1%</b>	<b>300,773</b>
52100 GROUP LIFE INSURANCE	75,852	75,852	51,674	(50)	25,039	(861)	101.1%	0
52210 SOCIAL SEC/MEDICARE	778,519	778,519	466,663	64,139	2,117	309,739	60.2%	0
52300 PENSION CONTRIBUTION	347,318	347,318	348,184	976	0	(866)	100.2%	(4,000)
52500 TUITION	2,500	2,500	0	0	0	2,500	0.0%	0
52600 UNEMPLOYMENT	15,000	15,000	2,720	1,986	12,280	0	100.0%	0
52700 WORKERS' COMPENSATION	196,214	196,214	179,373	(154)	0	16,841	91.4%	16,841
52800 HEALTH INSURANCE	6,980,341	6,998,689	5,670,610	551,863	393,362	934,717	86.6%	(108,502)
52950 DISABILITY INSURANCE	<u>185,736</u>	<u>185,736</u>	<u>127,689</u>	<u>(212)</u>	<u>52,099</u>	<u>5,948</u>	<u>96.8%</u>	<u>0</u>
TOTAL EMPLOYEE BENEFITS	<b>8,581,480</b>	<b>8,599,828</b>	<b>6,846,913</b>	<b>618,548</b>	<b>484,897</b>	<b>1,268,018</b>	<b>85.3%</b>	<b>(95,661)</b>
53020 LEGAL FEES	175,000	175,000	124,903	21,492	43,534	6,563	96.2%	0
53200 PROFESSIONAL EDUCATIONAL SVS	113,036	113,036	46,659	2,630	1,625	64,752	42.7%	0
53300 OTHER PROFESSIONAL SERVICES	670,320	578,390	588,635	28,444	170,264	(180,509)	131.2%	(192,509)
53400 TECHNICAL SERVICES	<u>42,050</u>	<u>42,050</u>	<u>25,404</u>	<u>13,550</u>	<u>7,980</u>	<u>8,666</u>	<u>79.4%</u>	<u>0</u>
TOTAL PROFESSIONAL/TECHNICAL SERVICES	<b>1,000,406</b>	<b>908,476</b>	<b>785,601</b>	<b>66,116</b>	<b>223,403</b>	<b>(100,528)</b>	<b>111.1%</b>	<b>(192,509)</b>
54300 MAINTENANCE & UTILITIES	80,719	80,719	27,755	350	8,768	44,196	45.2%	0
54301 BLDG & MAINTENANCE	153,400	153,400	113,211	3,177	48,279	(8,090)	105.3%	(8,090)
54402 SERVICES-RENTAL	40,400	40,400	34,939	265	4,434	1,027	97.5%	0
54930 SERVICES-COPIERS	<u>112,377</u>	<u>112,377</u>	<u>71,493</u>	<u>6,561</u>	<u>40,884</u>	<u>0</u>	<u>100.0%</u>	<u>0</u>
TOTAL PURCHASED PROPERTY SERVICES	<b>386,896</b>	<b>386,896</b>	<b>247,398</b>	<b>10,353</b>	<b>102,365</b>	<b>37,133</b>	<b>90.4%</b>	<b>(8,090)</b>
55100 PUPIL TRANSPORTATION	2,496,639	2,496,639	2,343,684	1,157,611	152,955	0	100.0%	45,862
55108 TRANSPORTATION-SPED IN TOWN	88,845	88,845	88,818	0	294	(267)	100.3%	(267)
55109 TRANSPORT-SPED OUT TOWN	746,890	746,890	434,638	62,437	408,785	(96,533)	112.9%	(139,148)
55150 TRANSPORT-ATHLETICS	145,708	145,708	68,122	738	63,158	14,428	90.1%	0
55155 TRANSPORTATION-FIELD TRIPS	<u>29,300</u>	<u>29,300</u>	<u>1,636</u>	<u>0</u>	<u>2,290</u>	<u>25,374</u>	<u>13.4%</u>	<u>0</u>
TOTAL TRANSPORTATION	<b>3,507,382</b>	<b>3,507,382</b>	<b>2,936,898</b>	<b>1,220,786</b>	<b>627,482</b>	<b>(56,998)</b>	<b>101.6%</b>	<b>(93,553)</b>
55200 PROPERTY LIABILITY INSURANCE	233,128	233,128	244,873	0	0	(11,745)	105.0%	(11,745)
55300 TELEPHONE	95,879	95,879	65,394	7,213	25,274	5,211	94.6%	0
55301 POSTAGE	15,926	15,926	7,098	453	6,732	2,096	86.8%	0
55325 DATA LINE	64,616	64,616	54,515	30,708	8,051	2,050	96.8%	0
55500 FORMS & PRINTING	1,830	1,830	606	0	0	1,224	33.1%	0

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55604 TUITION-VOCATIONAL/AGRI	72,860	72,860	75,053	0	0	(2,193)	103.0%	(2,193)
55610 MAGNET SCHOOL TUITION	86,000	86,000	92,068	6,068	0	(6,068)	107.1%	(6,068)
55630 SPECIAL EDUCATION TUITION	<u>2,370,069</u>	<u>2,370,069</u>	<u>2,087,198</u>	<u>56,087</u>	<u>522,811</u>	<u>(239,940)</u>	<u>110.1%</u>	<u>(239,940)</u>
OTHER PURCHASED SERVICES	<b>2,940,308</b>	<b>2,940,308</b>	<b>2,626,805</b>	<b>100,529</b>	<b>562,868</b>	<b>(249,365)</b>	<b>108.5%</b>	<b>(259,946)</b>
55800 TRAVEL REIMBURSEMENT	16,004	16,004	8,033	1,028	2,269	5,702	64.4%	0
56100 OFFICE SUPPLIES	22,639	22,639	12,675	278	2,304	7,660	66.2%	0
56110 SUPPLIES-INSTRUCTIONAL	367,151	367,151	246,651	21,811	28,920	91,580	75.1%	0
56112 SUPPLIES-CUSTODIAL	77,500	77,500	61,034	3,258	13,754	2,712	96.5%	0
56114 SUPPLIES-MAINTENANCE	45,750	45,750	28,042	1,157	9,574	8,134	82.2%	0
56205 FUEL - TRANSPORTATION	187,500	187,500	143,313	38,397	49,187	(5,000)	102.7%	(103,000)
56220 ELECTRIC	548,500	548,500	329,117	55,523	219,383	0	100.0%	0
56240 HEATING OIL	298,750	298,750	347,625	155,778	101,125	(150,000)	150.2%	(227,500)
56255 PROPANE	6,000	6,000	3,110	826	4,640	(1,750)	129.2%	0
56290 SUPPLIES-OTHER	136,196	136,196	53,717	4,903	15,225	67,254	50.6%	0
56292 WATER/SEWER	91,830	91,830	91,860	0	0	(30)	100.0%	(30)
56294 REFUSE/RECYCLE	42,783	42,783	38,215	4,518	8,068	(3,500)	108.2%	(3,500)
56400 BOOKS AND PERIODICALS	25,144	25,144	14,623	0	526	9,995	60.2%	0
56410 TEXTBOOKS	224,149	224,149	148,938	8,903	6,368	68,843	69.3%	0
56420 LIBRARY BOOKS	36,269	36,269	33,149	273	1,169	1,951	94.6%	0
57330 FURNITURE AND FIXTURES	29,632	29,632	23,391	18,168	78	6,163	79.2%	0
57344 INSTRUCTIONAL EQUIPMENT-NEW	39,460	39,460	19,858	0	14,961	4,641	88.2%	0
57345 INSTRUCTIONAL EQUIP-REPL	23,729	23,729	4,885	1,353	5,319	13,525	43.0%	0
57350 TECHNOLOGY SOFTWARE	356,639	356,639	352,847	17,915	22,636	(18,844)	105.3%	(29,043)
57390 OTHER EQUIPMENT	175,704	175,704	182,812	24,303	12,183	(19,291)	111.0%	(19,291)
58100 TRAVEL/CONT.ED/DUES	85,849	85,849	76,523	1,271	6,508	2,818	96.7%	0
58414 CONTINGENCY	0	0	0	0	0	0	0.0%	0
REQUIRED ACTIONS TBD	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.0%</u>	<u>0</u>
TOTAL SUPPLIES AND OTHER	<b>2,837,178</b>	<b>2,837,178</b>	<b>2,220,418</b>	<b>359,663</b>	<b>524,197</b>	<b>92,563</b>	<b>96.7%</b>	<b>(382,364)</b>
TOTAL REVENUES	(985,573)	(985,573)	(877,091)	(669,145)	0	(108,482)	89.0%	153,054
TOTAL EXPENSES	<u>49,651,721</u>	<u>49,651,721</u>	<u>32,994,652</u>	<u>4,889,777</u>	<u>2,606,871</u>	<u>14,050,198</u>	<u>71.7%</u>	<u>(731,350)</u>
NET EXPENSES	48,666,148	48,666,148	32,117,561	4,220,632	2,606,871	13,941,716	71.4%	(578,296)

Note: Variances shown for discussion purposes only.

**Brookfield Board of Education**  
**Budget Variances - vs 2022 Budget**  
**Forecast Trend**

	FORECAST MONTH					MONTH TO MONTH CHANGE					
	OCT	NOV	DEC	JAN	FEB	Mar	NOV	DEC	JAN	FEB	Mar
Special Ed Tuition	(289,446)	(289,446)	(269,446)	(287,020)	(264,940)	(239,940)	-	20,000	(17,574)	22,080	25,000
Special Ed Transportation	(116,578)	(116,578)	(114,365)	(106,281)	(92,123)	(139,148)	-	2,213	8,084	14,158	(47,025)
Excess Cost Grant Revenue	-	-	-	-	-	136,223	-	-	-	-	136,223
Special Ed Professional Services	(118,535)	(146,685)	(174,055)	(187,898)	(192,757)	(192,509)	(28,150)	(27,370)	(13,843)	(4,859)	248
<b>Subtotal - Special Education</b>	<b>(524,559)</b>	<b>(552,709)</b>	<b>(557,866)</b>	<b>(581,199)</b>	<b>(549,820)</b>	<b>(435,374)</b>	<b>(28,150)</b>	<b>(5,157)</b>	<b>(23,333)</b>	<b>31,379</b>	<b>114,446</b>
Heating Oil	(176,000)	(227,550)	(227,550)	(227,550)	(227,550)	(227,550)	(51,550)	-	-	-	-
Diesel Fuel	(100,000)	(103,000)	(103,000)	(103,000)	(103,000)	(103,000)	(3,000)	-	-	-	-
<b>Subtotal Fuel Costs</b>	<b>(276,000)</b>	<b>(330,550)</b>	<b>(330,550)</b>	<b>(330,550)</b>	<b>(330,550)</b>	<b>(330,550)</b>	<b>(54,550)</b>	-	-	-	-
<b>Health Benefits</b>	<b>(186,312)</b>	<b>(186,312)</b>	<b>(186,312)</b>	<b>(186,312)</b>	<b>(108,502)</b>	<b>(108,502)</b>	-	-	-	<b>77,810</b>	-
Teacher Turnover Savings	(92,013)	(92,013)	(92,013)	(92,013)	(130,860)	(130,860)	-	-	-	(38,847)	-
Administrator Salaries	210,589	210,589	210,589	210,589	210,589	210,589	-	-	-	-	-
Bilingual Teacher (unfilled)	68,044	68,044	68,044	68,044	68,044	68,044	-	-	-	-	-
Leaves/Vacancies	108,717	152,922	182,178	208,534	240,309	262,252	44,205	29,256	26,356	31,775	21,943
Substitutes	-	(27,695)	(66,408)	(90,259)	(128,729)	(154,929)	(27,695)	(38,713)	(23,851)	(38,470)	(26,200)
All other Salary	45,677	45,677	45,676	45,677	45,676	45,677	-	(1)	1	(1)	1
<b>Subtotal Salaries</b>	<b>341,014</b>	<b>357,524</b>	<b>348,066</b>	<b>350,572</b>	<b>305,029</b>	<b>300,773</b>	<b>16,510</b>	<b>(9,458)</b>	<b>2,506</b>	<b>(45,543)</b>	<b>(4,256)</b>
All Other	9,174	(31,505)	(14,075)	(14,375)	(34,151)	(4,643)	(40,679)	17,430	(300)	(19,776)	29,508
Required Actions TBD	-	-	-	-	-	-	-	-	-	-	0
<b>Total Forecast</b>	<b>(636,683)</b>	<b>(743,552)</b>	<b>(740,737)</b>	<b>(761,864)</b>	<b>(717,994)</b>	<b>(578,296)</b>	<b>(106,869)</b>	<b>2,815</b>	<b>(21,127)</b>	<b>43,870</b>	<b>139,698</b>