



Brookfield Public Schools
BUSINESS OFFICE



To: Board of Education Finance Committee

April 24, 2023

From: Ken Post, Director of Business Operations

Subject: March 2023 Financial Report

Attached is the March 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 \$573,224 budget shortfall. The most significant changes from last month's report are increases in Professional Services (\$25,043) due to student IEP changes and non-public nursing services, increasing Substitute costs (\$40,524), as well as Building repairs (\$9,623) and Custodial Supplies (\$9,594). These costs are offset by additional salary savings from leaves and vacancies (\$78,662) and an adjustment to our Excess Cost Grant Revenue forecast (\$10,552). Part of the estimated increase of substitute costs (\$9,145) is due to an anticipated increase in pay rates intended to make Brookfield more competitive.

As we have been discussing for several months, the majority of the shortfall is due to Special Education Tuition (\$239,940) and Transportation (\$142,050), as well as Teacher Turnover Savings (\$130,860), Substitutes (\$195,453), and Health Benefits (\$108,502). Based on year to date usage, I have revised my forecast for Heating Oil and Diesel Fuel and now project overages of \$258,500 and \$68,000. Special Education and nursing Professional Services are also projected to be over budget by \$217,552. 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 (\$340,914), and Excess Cost Grant Revenue (\$146,775).

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

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

BROOKFIELD PUBLIC SCHOOLS
YTD BUDGET REPORT
MARCH 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)	(34,569)	(2,792)	0	(15,431)	69.1%	0
43300 SPED EXCESS COST GRANT	(660,981)	(660,981)	(604,325)	0	0	(56,656)	91.4%	146,775
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)	(1,862)	(1,862)	0	(4,888)	27.6%	(4,888)
43303 MAGNET SCHOOL TRANS GRANT	(33,500)	(33,500)	(18,180)	0	0	(15,320)	54.3%	2,860
43304 ADULT EDUCATION GRANT	(5,300)	(5,300)	(3,653)	0	0	(1,647)	68.9%	(1,647)
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)	(52,875)	(8,670)	0	(5,125)	91.2%	0
44705 BUILDING USE REVENUES	(20,000)	(20,000)	(15,650)	(4,587)	0	(4,350)	78.3%	0
45108 LIBRARY BOOK FEES	0	0	(933)	(56)	0	933	100.0%	933
48000 OTHER REVENUES	0	0	(18,245)	(311)	0	18,245	100.0%	18,245
48200 ERATE	(49,542)	(49,542)	(50,793)	0	0	1,251	102.5%	1,251
48803 PARKING FEES	(20,000)	(20,000)	(16,328)	0	0	(3,672)	81.6%	(3,000)
48940 CHROMEBOOK REVENUES	(32,000)	(32,000)	(25,527)	(340)	0	(6,473)	79.8%	(3,500)
49103 TRANSFER FROM CAFETERIA FUND	(40,000)	(40,000)	(40,000)	0	0	0	100.0%	0
TOTAL REVENUES	(985,573)	(985,573)	(895,709)	(18,618)	0	(89,864)	90.9%	160,298
51102 ADMINISTRATOR SALARIES	3,194,322	3,194,322	2,293,688	343,699	0	900,634	71.8%	210,589
51106 TEAM/CURRICULUM LEADERS	47,867	47,867	43,195	7,732	0	4,672	90.2%	0
51110 TEACHER SALARIES	20,479,043	20,552,625	13,707,472	2,561,259	0	6,845,153	66.7%	316,470
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	1,011,098	177,306	0	564,477	64.2%	54,035
51126 TUTORS	0	0	0	0	0	0	0.0%	0
51130 SUBSTITUTES - ST	375,000	375,000	380,366	59,563	53,453	(58,819)	115.7%	(64,145)
51131 SUBSTITUTES - LT	0	0	98,227	21,379	0	(98,227)	0.0%	(131,308)
51140 CLERICAL SALARIES	2,117,743	2,117,743	1,552,528	257,101	11,761	553,454	73.9%	34,508
51145 NURSES SALARIES	457,970	457,970	320,241	59,931	0	137,729	69.9%	25,094
51150 CUSTODIAN SALARIES	994,674	994,674	682,934	105,872	0	311,740	68.7%	15,443
51155 MAINTENANCE SALARIES	235,724	235,724	181,564	26,846	0	54,160	77.0%	0
51160 MONITORS	122,235	122,235	86,727	15,831	0	35,508	71.0%	0
51170 COACHES	413,182	413,182	266,792	87,496	0	146,390	64.6%	0
51175 CURRIER/MESSANGER SALARIES	12,681	12,681	9,419	3,140	3,140	122	99.0%	0
51300 EXTENDED DUTY	191,961	191,961	191,182	28,762	0	779	99.6%	0
51350 STUDENT SAFETY SALARIES	49,810	49,810	38,316	5,747	0	11,494	76.9%	0
51630 OVERTIME	61,000	61,000	63,561	12,610	0	(2,561)	104.2%	(2,561)

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ACCOUNT DESCRIPTION	ORIGINAL	REVISED	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCE	AVAILABLE	% USED	OPERATING
	APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	/REQ	BUDGET	% USED	VARIANCE
51900 OCC./PHYSICAL THERAPY SALARIES	269,284	269,284	216,035	38,454	0	53,249	80.2%	9,084
TOTAL SALARIES	30,398,071	30,471,653	21,143,345	3,812,728	68,354	9,259,954	69.6%	336,349
52100 GROUP LIFE INSURANCE	75,852	75,852	64,877	13,203	11,836	(861)	101.1%	0
52210 SOCIAL SEC/MEDICARE	778,519	778,519	566,463	99,799	1,059	210,997	72.9%	0
52300 PENSION CONTRIBUTION	347,318	347,318	349,563	1,379	0	(2,245)	100.6%	(4,000)
52500 TUITION	2,500	2,500	0	0	0	2,500	0.0%	2,500
52600 UNEMPLOYMENT	15,000	15,000	2,720	0	12,280	0	100.0%	5,000
52700 WORKERS' COMPENSATION	196,214	196,214	179,373	0	0	16,841	91.4%	16,841
52800 HEALTH INSURANCE	6,980,341	6,998,689	6,167,209	496,599	607,574	223,906	96.8%	(108,502)
52950 DISABILITY INSURANCE	185,736	185,736	160,510	32,821	19,278	5,948	96.8%	0
TOTAL EMPLOYEE BENEFITS	8,581,480	8,599,828	7,490,715	643,801	652,027	457,086	94.7%	(88,161)
53020 LEGAL FEES	175,000	175,000	135,777	10,874	34,165	5,058	97.1%	0
53200 PROFESSIONAL EDUCATIONAL SVS	113,036	113,036	47,541	882	1,716	63,779	43.6%	0
53300 OTHER PROFESSIONAL SERVICES	670,320	578,390	659,569	70,935	136,373	(217,552)	137.6%	(217,552)
53400 TECHNICAL SERVICES	42,050	42,050	26,304	900	7,080	8,666	79.4%	0
TOTAL PROFESSIONAL/TECHNICAL SERVICES	1,000,406	908,476	869,191	83,591	179,334	(140,049)	115.4%	(217,552)
54300 MAINTENANCE & UTILITIES	80,719	80,719	32,833	5,078	11,822	36,064	55.3%	0
54301 BLDG & MAINTENANCE	153,400	153,400	140,815	27,604	45,709	(33,124)	121.6%	(17,713)
54402 SERVICES-RENTAL	40,400	40,400	37,523	2,584	4,166	(1,289)	103.2%	(1,289)
54930 SERVICES-COPIERS	112,377	112,377	90,291	18,798	22,086	0	100.0%	0
TOTAL PURCHASED PROPERTY SERVICES	386,896	386,896	301,462	54,064	83,783	1,651	99.6%	(19,002)
55100 PUPIL TRANSPORTATION	2,496,639	2,496,639	2,348,525	4,841	148,114	0	100.0%	54,862
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	567,237	132,599	341,703	(162,050)	121.7%	(142,050)
55150 TRANSPORT-ATHLETICS	145,708	145,708	105,971	37,849	33,026	6,711	95.4%	0
55155 TRANSPORTATION-FIELD TRIPS	29,300	29,300	3,926	2,290	494	24,880	15.1%	0
TOTAL TRANSPORTATION	3,507,382	3,507,382	3,114,477	177,579	523,631	(130,726)	103.7%	(87,455)
55200 PROPERTY LIABILITY INSURANCE	233,128	233,128	245,023	151	0	(11,895)	105.1%	(11,895)
55300 TELEPHONE	95,879	95,879	78,345	12,951	12,323	5,211	94.6%	0
55301 POSTAGE	15,926	15,926	8,124	1,026	4,708	3,094	80.6%	0
55325 DATA LINE	64,616	64,616	54,745	230	7,821	2,050	96.8%	0
55500 FORMS & PRINTING	1,830	1,830	606	0	0	1,224	33.1%	0

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	APPROP	BUDGET	BUDGET	BUDGET						
55604 TUITION-VOCATIONAL/AGRI	72,860	72,860	72,860	72,860	75,053	0	0	(2,193)	103.0%	(2,193)
55610 MAGNET SCHOOL TUITION	86,000	86,000	86,000	86,000	92,068	0	0	(6,068)	107.1%	(6,068)
55630 SPECIAL EDUCATION TUITION	2,370,069	2,370,069	2,370,069	2,370,069	2,223,094	135,896	386,915	(239,940)	110.1%	(239,940)
OTHER PURCHASED SERVICES	2,940,308	2,940,308	2,940,308	2,940,308	2,777,058	150,254	411,767	(248,517)	108.5%	(260,096)
55800 TRAVEL REIMBURSEMENT	16,004	16,004	16,004	16,004	8,559	525	2,253	5,192	67.6%	0
56100 OFFICE SUPPLIES	22,639	22,639	22,639	22,639	13,187	512	1,939	7,513	66.8%	0
56110 SUPPLIES-INSTRUCTIONAL	367,151	367,151	367,151	367,151	263,014	16,363	23,463	80,674	78.0%	0
56112 SUPPLIES-CUSTODIAL	77,500	77,500	77,500	77,500	73,121	12,088	13,973	(9,594)	112.4%	(9,594)
56114 SUPPLIES-MAINTENANCE	45,750	45,750	45,750	45,750	30,144	2,102	7,472	8,134	82.2%	0
56205 FUEL -TRANSPORTATION	187,500	187,500	187,500	187,500	176,563	33,250	15,938	(5,001)	102.7%	(68,000)
56220 ELECTRIC	548,500	548,500	548,500	548,500	385,668	56,551	162,832	0	100.0%	0
56240 HEATING OIL	298,750	298,750	298,750	298,750	499,041	151,416	27,209	(227,500)	176.2%	(258,500)
56255 PROPANE	6,000	6,000	6,000	6,000	4,215	1,105	3,535	(1,750)	129.2%	0
56290 SUPPLIES-OTHER	136,196	136,196	136,196	136,196	62,880	9,163	13,758	59,558	56.3%	0
56292 WATER/SEWER	91,830	91,830	91,830	91,830	91,860	0	0	(30)	100.0%	(30)
56294 REFUSE/RECYCLE	42,783	42,783	42,783	42,783	42,733	4,518	11,205	(11,155)	126.1%	(11,155)
56400 BOOKS AND PERIODICALS	25,144	25,144	25,144	25,144	15,250	627	32	9,862	60.8%	0
56410 TEXTBOOKS	224,149	224,149	224,149	224,149	153,309	4,371	5,097	65,743	70.7%	0
56420 LIBRARY BOOKS	36,269	36,269	36,269	36,269	33,599	450	368	2,302	93.7%	0
57330 FURNITURE AND FIXTURES	29,632	29,632	29,632	29,632	23,464	73	0	6,168	79.2%	0
57344 INSTRUCTIONAL EQUIPMENT-NEW	39,460	39,460	39,460	39,460	28,052	8,194	8,074	3,334	91.6%	0
57345 INSTRUCTIONAL EQUIP-REPL	23,729	23,729	23,729	23,729	9,795	4,910	0	13,934	41.3%	0
57350 TECHNOLOGY SOFTWARE	356,639	356,639	356,639	356,639	354,002	1,155	10,841	(8,204)	102.3%	(29,043)
57390 OTHER EQUIPMENT	175,704	175,704	175,704	175,704	187,588	4,776	9,399	(21,283)	112.1%	(21,283)
58100 TRAVEL/CONT.ED/DUES	85,849	85,849	85,849	85,849	79,132	2,609	4,822	1,895	97.8%	0
58414 CONTINGENCY	0	0	0	0	0	0	0	0	0.0%	0
REQUIRED ACTIONS TBD	0	0	0	0	0	0	0	0	0.0%	0
TOTAL SUPPLIES AND OTHER	2,837,178	2,837,178	2,837,178	2,837,178	2,535,176	314,758	322,210	(20,208)	100.7%	(397,605)
TOTAL REVENUES	(985,573)	(985,573)	(985,573)	(985,573)	(895,709)	(18,618)	0	(89,864)	90.9%	160,298
TOTAL EXPENSES	49,651,721	49,651,721	49,651,721	49,651,721	38,231,424	5,236,775	2,241,106	9,179,191	81.5%	(733,522)
NET EXPENSES	48,666,148	48,666,148	48,666,148	48,666,148	37,335,715	5,218,157	2,241,106	9,089,327	81.3%	(573,224)

Note: Variances shown for discussion purposes only.

**Brookfield Board of Education
Budget Variances - vs 2023Budget
Forecast Trend**

	FORECAST MONTH						MONTH TO MONTH CHANGE						
	OCT	NOV	DEC	JAN	FEB	Mar	Apr	NOV	DEC	JAN	FEB	Mar	Apr
Special Ed Tuition	(289,446)	(289,446)	(269,446)	(287,020)	(264,940)	(239,940)	(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)	(142,050)	-	2,213	8,084	14,158	(47,025)	(2,902)
Excess Cost Grant Revenue	-	-	-	-	-	136,223	146,775	-	-	-	-	136,223	10,552
Special Ed Professional Services	(118,535)	(146,685)	(174,055)	(187,898)	(192,757)	(192,509)	(217,552)	(28,150)	(27,370)	(13,843)	(4,859)	248	(25,043)
Subtotal - Special Education	(524,559)	(552,709)	(557,866)	(581,199)	(549,820)	(435,374)	(452,767)	(28,150)	(5,157)	(23,333)	31,379	114,446	(17,393)
Heating Oil	(176,000)	(227,550)	(227,550)	(227,550)	(227,550)	(227,550)	(258,500)	(51,550)	-	-	-	-	(30,950)
Diesel Fuel	(100,000)	(103,000)	(103,000)	(103,000)	(103,000)	(103,000)	(68,000)	(3,000)	-	-	-	-	35,000
Subtotal Fuel Costs	(276,000)	(330,550)	(330,550)	(330,550)	(330,550)	(330,550)	(326,500)	(54,550)	-	-	-	-	4,050
Health Benefits	(186,312)	(186,312)	(186,312)	(186,312)	(108,502)	(108,502)	(108,502)	-	-	-	77,810	-	-
Teacher Turnover Savings	(92,013)	(92,013)	(92,013)	(92,013)	(130,860)	(130,860)	(130,860)	-	-	-	(38,847)	-	-
Administrator Salaries	210,589	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	68,044	-	-	-	-	-	-
Leaves/Vacancies	108,717	152,922	182,178	208,534	240,309	262,252	340,914	44,205	29,256	26,356	31,775	21,943	78,662
Substitutes	-	(27,695)	(66,408)	(90,259)	(128,729)	(154,929)	(195,453)	(27,695)	(38,713)	(23,851)	(38,470)	(26,200)	(40,524)
All other Salary	45,677	45,677	45,676	45,677	45,676	45,677	52,260	-	(1)	1	(1)	1	6,583
Subtotal Salaries	341,014	357,524	348,066	350,572	305,029	300,773	345,494	16,510	(9,458)	2,506	(45,543)	(4,256)	44,721
All Other	9,174	(31,505)	(14,075)	(14,375)	(34,151)	(4,643)	(30,949)	(40,679)	17,430	(300)	(19,776)	29,508	(26,306)
Required Actions TBD	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Forecast	(636,683)	(743,552)	(740,737)	(761,864)	(717,994)	(578,296)	(573,224)	(106,869)	2,815	(21,127)	43,870	139,698	5,072

Emerging Issues Finance Committee meeting 4/24/23

- There has been an increase in the engagement of our attorneys for a variety of matters recently. If this continues, it will result in going over budget in this line.
- Substitute costs continue to rise. Fortunately, they are largely offset by salary savings from unpaid leaves and vacancies.
- We still have approximately \$145,000 in unspent funds in our books and supplies accounts if needed to cover any other overages.
- Additional savings will be realized due to a recent administrative vacancy.