



Brookfield Public Schools
BUSINESS OFFICE



To: Board of Education Finance Committee

June 12, 2023

From: Ken Post, Director of Business Operations

Subject: May 2023 Financial Report

Attached is the May 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 \$397,579 budget shortfall. This is a change of \$198,497 from last month's report. The most significant changes from last month's report are the recognition of savings from unspent funds in the Supplies and Books accounts (\$168,814).

As we have been discussing for several months, the majority of the shortfall is due to Special Education Tuition (\$239,940) and Transportation (\$142,442), as well as Teacher Turnover Savings (\$130,860), Substitutes (\$269,938), and Health Benefits (\$108,502). Based on year to date usage, my forecast for Heating Oil and Diesel Fuel remains at overages of \$258,500 and \$68,000. Special Education and nursing Professional Services are also projected to be over budget by \$237,184. 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 (\$447,767), and Excess Cost Grant Revenue (\$126,795).

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
MAY 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)	(43,653)	(6,545)	0	(6,347)	87.3%	0
43300 SPED EXCESS COST GRANT	(660,981)	(660,981)	(787,776)	(183,451)	0	126,795	119.2%	126,795
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)	0	0	(4,888)	27.6%	(4,888)
43303 MAGNET SCHOOL TRANS GRANT	(33,500)	(33,500)	(33,217)	(15,037)	0	(283)	99.2%	(283)
43304 ADULT EDUCATION GRANT	(5,300)	(5,300)	(5,538)	(1,885)	0	238	104.5%	238
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)	(64,440)	(7,331)	0	6,440	111.1%	6,440
44705 BUILDING USE REVENUES	(20,000)	(20,000)	(19,294)	(1,615)	0	(706)	96.5%	(706)
45108 LIBRARY BOOK FEES	0	0	(1,183)	(10)	0	1,183	100.0%	1,183
48000 OTHER REVENUES	0	0	(18,762)	(270)	0	18,762	100.0%	18,762
48200 ERATE	(49,542)	(49,542)	(50,793)	0	0	1,251	102.5%	1,251
48803 PARKING FEES	(20,000)	(20,000)	(16,828)	0	0	(3,172)	84.1%	(3,000)
48940 CHROMEBOOK REVENUES	(32,000)	(32,000)	(26,082)	(235)	0	(5,918)	81.5%	(5,918)
49103 TRANSFER FROM CAFETERIA FUND	(40,000)	(40,000)	(40,000)	0	0	0	100.0%	0
TOTAL REVENUES	(985,573)	(985,573)	(1,122,197)	(216,379)	0	136,624	113.9%	143,143
51102 ADMINISTRATOR SALARIES	3,194,322	3,194,322	2,731,464	217,750	0	462,858	85.5%	241,892
51106 TEAM/CURRICULUM LEADERS	47,867	47,867	53,505	5,155	0	(5,638)	111.8%	(5,638)
51110 TEACHER SALARIES	20,479,043	20,552,625	17,127,100	1,716,537	0	3,425,525	83.3%	364,264
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	1,241,413	134,837	0	334,162	78.8%	77,028
51126 TUTORS	0	0	0	0	0	0	0.0%	0
51130 SUBSTITUTES - ST	375,000	375,000	459,465	64,944	26,163	(110,628)	129.5%	(110,628)
51131 SUBSTITUTES - LT	0	0	155,748	20,724	3,562	(159,310)	0.0%	(159,310)
51140 CLERICAL SALARIES	2,117,743	2,117,743	1,874,047	163,066	11,762	231,934	89.0%	34,508
51145 NURSES SALARIES	457,970	457,970	396,328	43,674	0	61,642	86.5%	29,858
51150 CUSTODIAN SALARIES	994,674	994,674	832,417	73,415	0	162,257	83.7%	15,443
51155 MAINTENANCE SALARIES	235,724	235,724	217,829	18,133	0	17,895	92.4%	0
51160 MONITORS	122,235	122,235	107,769	12,373	0	14,466	88.2%	0
51170 COACHES	413,182	413,182	269,551	2,279	0	143,631	65.2%	0
51175 CURRIER/MESSANGER SALARIES	12,681	12,681	9,419	0	3,140	122	99.0%	0
51300 EXTENDED DUTY	191,961	191,961	213,123	33,113	0	(21,162)	111.0%	(21,162)
51350 STUDENT SAFETY SALARIES	49,810	49,810	45,979	(28,448)	0	3,831	92.3%	0
51630 OVERTIME	61,000	61,000	71,316	4,181	0	(10,316)	116.9%	(10,316)

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51900 OCC./PHYSICAL THERAPY SALARIES	<u>269,284</u>	<u>269,284</u>	<u>273,969</u>	<u>32,748</u>	0	<u>(4,685)</u>	<u>101.7%</u>	<u>9,084</u>
TOTAL SALARIES	30,398,071	30,471,653	26,080,442	2,514,481	44,627	4,346,584	85.7%	334,163
52100 GROUP LIFE INSURANCE	75,852	75,852	77,473	6,101	191	(1,812)	102.4%	(1,812)
52210 SOCIAL SEC/MEDICARE	778,519	778,519	691,346	63,924	1,059	86,114	88.9%	0
52300 PENSION CONTRIBUTION	347,318	347,318	361,442	10,940	0	(14,124)	104.1%	(14,124)
52500 TUITION	2,500	2,500	0	0	0	2,500	0.0%	2,500
52600 UNEMPLOYMENT	15,000	15,000	4,211	0	10,789	0	100.0%	5,000
52700 WORKERS' COMPENSATION	196,214	196,214	179,094	(280)	0	17,120	91.3%	17,120
52800 HEALTH INSURANCE	6,980,341	6,998,689	7,328,456	570,081	3,558	(333,325)	104.8%	(108,502)
52950 DISABILITY INSURANCE	<u>185,736</u>	<u>185,736</u>	<u>192,363</u>	<u>15,463</u>	0	<u>(6,627)</u>	<u>103.6%</u>	<u>(6,627)</u>
TOTAL EMPLOYEE BENEFITS	8,581,480	8,599,828	8,834,385	666,229	15,597	(250,154)	102.9%	(106,445)
53020 LEGAL FEES	175,000	175,000	165,325	13,591	18,208	(8,533)	104.9%	(15,000)
53200 PROFESSIONAL EDUCATIONAL SVS	113,036	113,036	49,422	990	914	62,700	44.5%	0
53300 OTHER PROFESSIONAL SERVICES	670,320	578,390	744,873	42,609	70,701	(237,184)	141.0%	(237,184)
53400 TECHNICAL SERVICES	42,050	42,050	31,385	5,580	858	9,807	76.7%	0
TOTAL PROFESSIONAL/TECHNICAL SERVICES	1,000,406	908,476	991,005	62,770	90,681	(173,210)	119.1%	(252,184)
54300 MAINTENANCE & UTILITIES	80,719	80,719	35,137	1,668	10,999	34,583	57.2%	0
54301 BLDG & MAINTENANCE	153,400	153,400	150,316	2,276	37,998	(34,914)	122.8%	(22,264)
54402 SERVICES-RENTAL	40,400	40,400	41,122	3,015	717	(1,439)	103.6%	(1,439)
54930 SERVICES-COPIERS	<u>112,377</u>	<u>112,377</u>	<u>103,414</u>	<u>6,561</u>	8,963	0	<u>100.0%</u>	0
TOTAL PURCHASED PROPERTY SERVICES	386,896	386,896	329,989	13,520	58,677	(1,770)	100.5%	(23,703)
55100 PUPIL TRANSPORTATION	2,496,639	2,496,639	2,364,812	2,925	131,827	0	100.0%	94,862
55108 TRANSPORTATION-SPEED IN TOWN	88,845	88,845	90,438	1,620	4,794	(6,387)	107.2%	(6,387)
55109 TRANSPORT-SPEED OUT TOWN	746,890	746,890	736,251	111,894	171,081	(160,442)	121.5%	(142,442)
55150 TRANSPORT-ATHLETICS	145,708	145,708	143,831	18,803	28,353	(26,476)	118.2%	(15,000)
55155 TRANSPORTATION-FIELD TRIPS	29,300	29,300	13,054	8,635	5,493	10,753	63.3%	10,000
TOTAL TRANSPORTATION	3,507,382	3,507,382	3,348,386	143,877	341,548	(182,552)	105.2%	(58,967)
55200 PROPERTY LIABILITY INSURANCE	233,128	233,128	245,023	0	0	(11,895)	105.1%	(11,895)
55300 TELEPHONE	95,879	95,879	87,835	7,645	8,806	(762)	100.8%	(762)
55301 POSTAGE	15,926	15,926	8,610	486	3,109	4,207	73.6%	3,000
55325 DATA LINE	64,616	64,616	62,537	115	230	1,849	97.1%	0
55500 FORMS & PRINTING	1,830	1,830	606	0	0	1,224	33.1%	1,224

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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	0	0	(6,068)	107.1%	(6,068)
55630 SPECIAL EDUCATION TUITION	<u>2,370,069</u>	<u>2,370,069</u>	<u>2,410,469</u>	<u>78,884</u>	<u>199,540</u>	<u>(239,940)</u>	<u>110.1%</u>	<u>(239,940)</u>
OTHER PURCHASED SERVICES	2,940,308	2,940,308	2,982,201	87,130	211,685	(253,578)	108.6%	(256,634)
55800 TRAVEL REIMBURSEMENT	16,004	16,004	13,186	2,929	739	2,079	87.0%	2,079
56100 OFFICE SUPPLIES	22,639	22,639	14,286	935	1,530	6,823	69.9%	5,000
56110 SUPPLIES-INSTRUCTIONAL	367,151	367,151	278,715	9,703	13,158	75,278	79.5%	70,000
56112 SUPPLIES-CUSTODIAL	77,500	77,500	81,419	3,000	4,906	(8,825)	111.4%	(8,825)
56114 SUPPLIES-MAINTENANCE	45,750	45,750	31,851	485	11,523	2,376	94.8%	2,376
56205 FUEL -TRANSPORTATION	187,500	187,500	216,386	21,004	46,260	(75,146)	140.1%	(68,000)
56220 ELECTRIC	548,500	548,500	486,064	45,691	62,437	(1)	100.0%	0
56240 HEATING OIL	298,750	298,750	557,109	0	141	(258,500)	186.5%	(258,500)
56255 PROPANE	6,000	6,000	5,454	461	2,297	(1,751)	129.2%	(1,751)
56290 SUPPLIES-OTHER	136,196	136,196	89,014	13,862	9,450	37,732	72.3%	30,000
56292 WATER/SEWER	91,830	91,830	91,860	0	0	(30)	100.0%	(30)
56294 REFUSE/RECYCLE	42,783	42,783	51,768	4,518	6,018	(15,003)	135.1%	(15,003)
56400 BOOKS AND PERIODICALS	25,144	25,144	15,590	328	0	9,554	62.0%	9,554
56410 TEXTBOOKS	224,149	224,149	157,436	1,186	2,899	63,814	71.5%	63,814
56420 LIBRARY BOOKS	36,269	36,269	33,768	46	67	2,434	93.3%	2,000
57330 FURNITURE AND FIXTURES	29,632	29,632	23,246	(217)	0	6,386	78.4%	6,000
57344 INSTRUCTIONAL EQUIPMENT-NEW	39,460	39,460	36,742	0	0	2,718	93.1%	2,718
57345 INSTRUCTIONAL EQUIP-REPL	23,729	23,729	10,011	216	2,400	11,318	52.3%	11,318
57350 TECHNOLOGY SOFTWARE	356,639	356,639	355,237	657	7,864	(6,462)	101.8%	(6,462)
57390 OTHER EQUIPMENT	175,704	175,704	196,600	2,111	2,081	(22,977)	113.1%	(22,977)
58100 TRAVEL/CONT.ED/DUES	85,849	85,849	82,910	2,513	3,202	(263)	100.3%	(263)
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	2,837,178	2,837,178	2,828,652	109,428	176,972	(168,446)	105.9%	(176,952)
TOTAL REVENUES	(985,573)	(985,573)	(1,122,197)	(216,379)	0	136,624	113.9%	143,143
TOTAL EXPENSES	49,651,721	49,651,721	45,395,060	3,597,435	939,787	3,316,874	93.3%	(540,722)
NET EXPENSES	48,666,148	48,666,148	44,272,863	3,381,056	939,787	3,453,498	92.9%	(397,579)

Note: Variances shown for discussion purposes only.

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

	FORECAST MONTH												MONTH TO MONTH CHANGE					
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
Special Ed Tuition	(289,446)	(289,446)	(269,446)	(287,020)	(264,940)	(239,940)	(239,940)	(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)	(147,522)	(142,442)	-	2,213	8,084	14,158	(47,025)	(2,902)	(5,472)	5,080	
Excess Cost Grant Revenue	-	-	-	-	-	136,223	146,775	126,659	126,795	-	-	-	-	136,223	10,552	(20,116)	136	
Special Ed Professional Services	(118,535)	(146,685)	(174,055)	(187,898)	(192,757)	(192,509)	(217,552)	(225,777)	(237,184)	(28,150)	(27,370)	(13,843)	(4,859)	248	(8,225)	(11,407)		
Subtotal - Special Education	(524,559)	(552,709)	(557,866)	(581,199)	(549,820)	(435,374)	(452,767)	(486,580)	(492,771)	(28,150)	(5,157)	(23,333)	31,379	114,446	(17,393)	(33,813)	(6,191)	
Heating Oil	(176,000)	(227,550)	(227,550)	(227,550)	(227,550)	(227,550)	(258,500)	(258,500)	(258,500)	(51,550)	-	-	-	-	(30,950)	-	-	
Diesel Fuel	(100,000)	(103,000)	(103,000)	(103,000)	(103,000)	(103,000)	(68,000)	(68,000)	(68,000)	(3,000)	-	-	-	-	35,000	-	-	
Subtotal Fuel Costs	(276,000)	(330,550)	(330,550)	(330,550)	(330,550)	(330,550)	(326,500)	(326,500)	(326,500)	(54,550)	-	-	-	-	4,050	-	-	
Health Benefits	(186,312)	(186,312)	(186,312)	(186,312)	(108,502)	(108,502)	(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)	(130,860)	(130,860)	-	-	-	(38,847)	-	-	-	-	
Administrator Salaries	210,589	210,589	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	68,044	68,044	-	-	-	-	-	-	-	-	
Leaves/Vacancies	108,717	152,922	182,178	208,534	240,309	262,252	340,914	373,205	447,767	44,205	29,256	26,356	31,775	21,943	78,662	32,291	74,562	
Substitutes	-	(27,695)	(66,408)	(90,259)	(128,729)	(154,929)	(195,453)	(216,897)	(269,938)	(27,695)	(38,713)	(23,851)	(38,470)	(26,200)	(40,524)	(21,444)	(53,041)	
All other Salary	45,677	45,677	45,676	45,677	45,676	45,677	43,115	39,059	8,561	-	(1)	1	(1)	1	(2,562)	(4,056)	(30,498)	
Subtotal Salaries	341,014	357,524	348,066	350,572	305,029	300,773	336,349	343,140	334,163	16,510	(9,458)	2,506	(45,543)	(4,256)	35,576	6,791	(8,877)	
All Other	9,174	(31,505)	(14,075)	(14,375)	(34,151)	(4,643)	(21,804)	(17,634)	196,031	(40,679)	17,430	(300)	(19,776)	29,508	(17,161)	4,170	213,664	
Required Actions TBD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	
Total Forecast	(636,683)	(743,552)	(740,737)	(761,864)	(717,894)	(578,296)	(573,224)	(596,076)	(397,579)	(106,869)	2,815	(21,127)	43,870	139,698	5,072	(22,852)	198,497	

Emerging Issues Finance Committee meeting 6/12/23

- Substitute costs continue to rise. Fortunately, they are largely offset by salary savings from unpaid leaves and vacancies.
- We have incorporated approximately \$168,000 in unspent funds in our books and supplies accounts into the year-end forecast.
- Additional savings are being realized due to a recent administrative vacancy.

Special Education

- For the 2023-2024 Outplacement Tuition Budget:
 - Up to four students in the budget will either be moving or exiting/graduating.
 - Up to six students who are not in the budget are being evaluated for outplacement in 2023-2024. At least four of them are likely to be outplaced.