# Thomaston Board of Education Business and Financial Report

### **July 2020**

Submitted by Todd Bendtsen, Business Manager

### **Business Report**

**Health Food Certificate:** The minutes of the May 11<sup>th</sup> Board minutes where the Board approved the Healthy Food Certification letter was sent to the State on June 23<sup>rd</sup>.

**Negative Balances for Food Service Accounts:** The final negative balances that the Board of Education needs to reimburse the Food Service Department is \$99.70. Attached for your review is a copy of the survey that was sent to purchase inquiring what they wanted to do with the Balance in their children's' accounts. A total of \$70.75 was donated by parents to cover other negative balances. Attached for your review is the student disenrollment form that was sent to parents.

**Per Pupil Expenditures:** Attached for your review are Per Pupil Expenditure Reports for 2018-2019.

**Food Service Sanitation:** Attached for your review is a quote from SFSPac for the Food Service Department. The quoted price is for all chemicals, safety training and monthly visits. We would like to accept this quote for the 2020-2021 fiscal year

**District Covid Related Costs:** See Below

		District	The same	1	
Description	P	ersonnel	Non-Personnel		TOTQL
2019-2020					
Academics					
Technology Facilitator	\$	840		\$	840
Building, Cleaning and PPE					
Various Cleaning Supplies			\$ 40,46	1	
PPE			\$ 30,50	5	
Subtotal				\$	70,961
Technology					
Chrome Books	3		\$ 183,903	3	
Chrome Books Cases			\$ 15,500	)	
Hot Spots			\$ 47	7	
Web Cams			\$ 88,26	3	
Subtotal				\$	288,148
TOTAL FOR 2019-2020				\$	359,949
2020-2021					
Academics					
District Committee	\$	60,000			
Sub Teachers, Paras	\$	245,000			
Subtotal				\$	305,000
Building, Cleaning and PPE					
Additional Custodians	\$	102,000		\$	102,000
Various Cleaning Supplies			\$ 185,000	)	
PPE			\$ 32,100		
Touchless Faucets and Flush Valves	1		\$ 99,000	)	
Floor Decals	[		\$ 6,300	)	
Subtotal				\$	322,400
Technology					
Hot Spots	$\perp$		\$ 1,908	3 \$	1,908
TOTAL FOR 2020-2021				\$	731,308
TOTAL FOR 2019-2020 & 2020-2021				\$	1,091,257

2019-2020 Budget Table without Encumbrances
The 2019-2020 Budget Table without Encumbrances shows the budget expended 96.72%.
Expenditures for July 2020 for the 2019-2020 fiscal year are \$725,687.70. Last year at this time, we were 97.26% expended.

Object and Description	Original Budget	Transfers	Adjusted Appropriation	Year-to-Date (YTD) Expended	Year-to- Date Percent Expended
111 CERTIFIED PERSONNEL	\$6,741,659.00		\$6,741,659.00	\$6,549,034.00	97.14%
112 NON-CERTIFIED PERSONNEL	\$1,750,507.00	(\$1,527.65)	\$1,748,979.35	\$1,680,104.78	96.06%
200 EMPLOYEE BENEFITS	\$2,612,788.00		\$2,612,788.00	\$2,607,144.09	99.78%
300 OTHER PROF TECH SERVICE	\$684,203.00	(\$2199.00)	\$682,004.00	\$840,473.64	123.24%
400 PROPERTY SERVICE	\$666,980.00	\$9941.22	\$676,921.22	\$608,864.13	89.95%
510 PUPIL TRANSPORTATION	\$928,584.00		\$928,584.00	\$549,652.25	59.19%
521 LIABILITY INSURANCE	\$324.00		\$324.00	\$100.00	30.86%
560 TUITION	\$484,438.00		\$484,438.00	\$417,635.68	86.21%
563 SPECIAL EDU NON PUBLIC	\$379,519.00		\$379,519.00	\$321,492.60	84.71%
590 OTHER PURCHASED SERVICE	\$86,232.00		\$86,232.00	\$79,858.55	92.61%
611 INSTRUCTIONAL SUPPLIES	\$180,080.00	\$4,609.31	\$184,689.31	\$170,204.94	92.16%
641 TEXTBOOKS	\$42,367.00	(\$6,309.66)	\$36,057.34	\$37,490.51	103.97%
642 LIBRARY BOOKS & PER	\$19,467.00	(1,161.76)	\$18,305.24	\$8,815.14	48.16%
690 OTHER SUPPLIES & MATER	\$170,294.00	(\$1,009.60)	\$169,284.40	\$191,291.49	113.00%
730 INSTRUCT EQUIPMENT	\$78,413.00		\$78,413.00	\$86,452.46	110.25%
735 TECHNOLOGY SOFTWARE	\$9,940.00		\$9,940.00	\$17,696.47	178.03%
739 OTHER EQUIPMENT	\$245,472.00	(1634.36)	\$243,837.64	\$463,837.19	190.22%
890 OTHER OBJECTS	\$175,859.00	(\$708.50)	\$1 <i>7</i> 5,150.50	\$126,338.32	72.13%
TOTAL:	\$15,257,126.00	\$0.00	\$15,257,126.00	\$14,756,486.24	96.72%

2019-2020 Budget Table with Encumbrances

The 2019-2020 Budget Table with Encumbrances shows the budget expended  $\bf 98.05\%$ . Last year at this time, we were 99.26% expended.

Object and Description	Original Budget	Transfers	Adjusted Appropriation	Encumbered	Year-to-Date (YTD) Expended	Year-to- Date Percent Expended
111 CERTIFIED PERSONNEL	\$6,741,659.00		\$6,741,659.00		\$6,549,034.00	97.14%
112 NON-CERTIFIED PERSONNEL	\$1,750,507.00	(\$1,527.65)	\$1,748,979.35		\$1,680,104.78	96.06%
200 EMPLOYEE BENEFITS	\$2,612,788.00		\$2,612,788.00		\$2,607,144.09	99.78%
300 OTHER PROF TECH SERVICE	\$684,203.00	(\$2199.00)	\$682,004.00	\$368.27	\$840,473.64	123.29%
400 PROPERTY SERVICE	\$666,980.00	\$9941.22	\$676,921.22	\$39,666.71	\$608,864.13	95.81%
510 PUPIL TRANSPORTATION	\$928,584.00		\$928,584.00	\$528.00	\$549,652.25	59.25%
521 LIABILITY INSURANCE	\$324.00		\$324.00		\$100.00	30.86%
560 TUITION	\$484,438.00		\$484,438.00		\$417,635.68	86.21%
563 SPECIAL EDU NON PUBLIC	\$379,519.00		\$379,519.00		\$321,492.60	84.71%
590 OTHER PURCHASED SERVICE	\$86,232.00		\$86,232.00		\$79,858.55	92.61%
611 INSTRUCTIONAL SUPPLIES	\$180,080.00	\$4,609.31	\$184,689.31	\$5,001.76	\$170,204.94	94.87%
641 TEXTBOOKS	\$42,367.00	(\$6,309.66)	\$36,057.34	179.00	\$37,490.51	104.47%
642 LIBRARY BOOKS & PER	\$19,467.00	(1,161.76)	\$18,305.24	284.00	\$8,815.14	49.71%
690 OTHER SUPPLIES & MATER	\$170,294.00	(\$1,009.60)	\$169,284.40	\$9,535.85	\$191,291.49	118.63%
730 INSTRUCT EQUIPMENT	\$78,413.00		\$78,413.00	\$116,168.00	\$86,452.46	258.40%
735 TECHNOLOGY SOFTWARE	\$9,940.00		\$9,940.00	0.00	\$17,696.47	178.03%
739 OTHER EQUIPMENT	\$245,472.00		\$243,837.64	\$27,386.51	\$463,837.19	201.46%
890 OTHER OBJECTS	\$175,859.00	(\$708.50)	\$175,150.50	\$3,464.35	\$126,338.32	74.11%
TOTAL	\$15,257,126.00	\$0.00	\$15,257,126.00	\$202,582.45	\$14,756,486.24	98.05%

## 2019-2021 Grant Report

All grant funds on record are shown below. The table below shows all available grant appropriations and expenditures.

Grant Fiscal Year End	Grant Name/Description	Original Budget	Transfers	Adjusted Appropriation	Year-to- Date Expended	Percent Expended
20-Jun	Competetive School Readiness	\$3,881.00	\$0.00	\$3,881.00	\$3,881.00	100.00%
20-Jun	School Readiness	\$1 <i>7</i> 5,203.00	\$0.00	\$175,203.00	\$175,203.00	100.00%
20-Jun	Title I	\$3,380.81	\$0.00	\$3,380.81	\$3,380.81	100.00%
20-Jun	Title IIA	\$19,179.00	\$0.00	\$19,179.00	\$19,179.00	100.00%
20-Jun	IDEA Section 611	\$19,095.30	\$0.00	\$19,095.30	\$19,095.30	100.00%
20-Jun	Smart Start Operations	\$75,000.00	\$0.00	\$75,000.00	\$75,000.00	100.00%
SUBTOTAL		\$295,739.11	\$0.00	\$295,739.11	\$295,739.11	100.00%
21-Jun	IDEA Section 611	\$233,274.00	\$0.00	\$233,274.00	\$208,215.00	89.26%
21-Jun	IDEA Section 619	\$18,711.00	\$0.00	\$18,711.00	\$18,711.00	100.00%
21-Jun	Title I	\$82,161.00	\$0.00	\$82,161.00	\$69,761.00	84.91%
21-Jun	Title IIA	\$19,364.00	\$0.00	\$19,364.00		0.00%
SUBTOTAL		\$353,510.00	\$0.00	\$353,510.00	\$296,687.00	83.93%
GRAND TO	TAL	\$649,249.11	\$0.00	\$649,249.11	\$592,426.11	91.25%

Unlike the comparison that can be made between the percent, expended and the percent completed of the fiscal year, the percent expended for grants cannot be compared as simply because some of these grant funds were available in the 2019-2020 fiscal year and some will be available through the 2020-2021 fiscal year.

### 2019-2020 Projection

The 2019-2020 budget projection shows the budget projection of a \$144,925 surplus. The Salary line items are running a surplus because of the school shutdown, which reduced athletic coaches and extracurricular stipend payments. The Employee Benefits line item is running a surplus because of less people on insurance than anticipated and a lower required pension contribution. The 2020-2021 pension payment of \$210,188 was sent to the Town using the surplus funds in the Health Benefit account. The deficit in the Other Professional Services line is because of the new Human Resources Specialist contract with EdAdvance and the cost of a Clinician for the TLC program that will be paid to Effective School Solutions; this is offset by lower than anticipated substitute teacher costs because of the shutdown. Pupil Transportation is showing a surplus because of our ability to share costs using our transportation consortium and reduced costs because of the shutdown. The Equipment and Capital line item is showing a deficit because of the cost of a new accounting software package to replace our current system that was required due to the unanticipated obsolescence of the district's current accounting software. In addition, there was a need to purchase Chromebooks because of distance learning and 54 webcams for classrooms. A portion of the 2020-2021 debt payment of \$55,752 was sent to the Town using surplus funds in other accounts.

Object	Description		Adopted Budget	Trans	sfers	Đ	pended to Date	Encumbered	Balance	F	rojection		cled Year Balance
111	Certified Personnel Wages	\$	6,741,659			\$	6,549,034		\$ 192,62	ss	151,132		41,493
112	Non-Certified Personnel Wages		1,750,507		(1,527)		1,680,105		\$ 68,87	_			68,875
	Subtotal Wages	\$	8,492,166	\$	(1,527)	\$	8,229,139	\$ .	\$ 261,50	s	151,132	\$	110,368
1200	<b>建筑的设施。但是我们的现在分词</b>	SKAPE TAKE	A-1486483	Mark (TV)	SHEERA	To the last		CALCULATED A	TO A THE STATE OF	BB/G7	242/12/1	150%	DE 1777
200	Employee Benefits		2,612,788				2,607,144		5,64	\$	2,000		3,644
	Subtotal Personnel Expense	\$	11,104,954	\$	(1,527)	\$	10,836,283	\$ .	\$ 267,14	\$	153,132	\$	114,012
				, III									
300	Othr Prof Technical Services	\$	684,203	\$	(2,199)	\$	840,474	\$ 368	(158,83	3)			(158,838
400	Property Services		666,980		9,941		608,864	39,667	28,39	<u>,                                    </u>			28,390
510	Pupil Transportation		928,584	(	179,276)		549,652	528	199,120	\$			199,128
560	Tuition		484,438				417,636		66,80	: s			66,802
563	Special Ed Non Public Tuition		379,519				321,493		58,020	S			58,026
5XX	Other Purchased Services		86,556				79,959		6,59	'			6,597
6XX_	Supplies		412,208		(3,873)		407,802	15,000	(14,46)	r) \$	-		(14,467
7XX	Equipment & Capital		333,825		177,642		567,986	143,555	(200,074	D)			(200,074
8XX	Dues & Fees & Other Objects		175,859		(708)		126,338	3,464	45,34	\$	-		45,349
	Subtotal Non-Personnel Expense	s	4,152,172	\$	1,527	\$	3,920.204	\$ 202,582	\$ 30,91	\$ \$		s	30,913
	TOTAL EVANAGE		45.057.400	^			44.750.407						
	TOTAL FY2020	\$	15,257,126	\$	•	\$	14,756,487	\$ 202,582	\$ 298,05	\$	153,132	\$	144,925

## 2019-2020 Transfers

Policy 3160 (Business/Non-Instructional Operations-Transfers of Funds Between Categories) states, "The Superintendent, or their designee, may transfer any unexpended or not contracted portion of any appropriation for school purposes to any other line item of such itemized estimate up to a limit of \$5,000 for any one occurrence."

July Transfers: There are no transfer requests for July



## STUDENT DISENROLLMENT FORM

Please email form to: nmaxellon@thomastonschools.org

Due by: June 12, 2020

DATE:	
SCHOOL:	
Student Name:	
Parent Signature:	Phone Number:
I request remaining foodservice balance to be:	
Reimbursed by payment sent via US	mail to parent
Name of Parent:	
Address of Parent:	
Transferred to sibling listed below	
Sibling Name:	School
Used to help pay the negative balanc or Reduced Priced Meals.	e of a student who qualifies for Free
Note: If we do not receive this form by June 12, 2020,	any remaining funds will be used to

Nicole Maxellon, Food Services Director Business Office - 1488 Woodtick Road, Wolcott CT, 06716 - 203-879-8145

offset negative balances of students in need.



#### CONNECTICUT STATE DEPARTMENT OF EDUCATION BUREAU OF FISCAL SERVICES REPORT CARD PPE REPORT 2018-19

DISTRICT: 140 THOMASTON

PER-PUPIL EXPENDITURES

CODE	SCHOOL NAME	FEDERAL FUNDS	STATE, LOCAL AND OTHER FUNDS	TOTAL
1400111	Black Rock School	640	15,675	16,315
1400211	Thomaston Center School	487	17,925	18,412
1406211	Thomaston High School	282	18,870	19,152
TOTAL DIS	STRICT EXPENDITURES	381	16,240	16,621

#### CONNECTICUT STATE DEPARTMENT OF EDUCATION BUREAU OF FISCAL SERVICES REPORT CARD EXPANDED PPE REPORT 2018-19

DISTRICT: 140 THOMASTON

#### PER-PUPIL EXPENDITURES

CODE	SCHOOL NAME	EXPENDITURES F	PUPILS	FED	ST/LOC	PRI/OTH	SCHL PPE	CENTRAL	TOT PPE
1400111	Black Rock School	3,392,129	280	639	11,474	2	12,115	4,200	16,315
1400211	Thomaston Center School	2,685,966	189	486	13,704	22	14,211	4,200	18,412
1406211	Thomaston High School	5,397,715	361	281	14,648	22	14,952	4,200	19,152
TOTAL SCH	HOOL EXPENDITURES	11,475,810	830	441	13,125	15	13,581	4,200	17,781
OTHER IN-	DISTRICT PUPILS		15					4,200	4,200
DISTRICT	CENTRAL EXPENDITURES	3,549,279	845	1	4,199	0		4,200	
OUTPLACED	O/OUT OF DISTRICT PUPILS	1,246,856	134	0	9,305	0			9,305
TOTAL DIS	STRICT EXPENDITURES	16,271,946	979	381	16,227	13			16,621

# CONNECTICUT STATE DEPARTMENT OF EDUCATION BUREAU OF FISCAL SERVICES SCHOOL LEVEL PPE COMPARISON BY FUNCTION REPORT 2018-19

DISTRICT: 140 THOMASTON

PER-PUPIL EXPENDITURES

CODE	SCHOOL NAME		HIGH GRADE	ENROLL	PCT HI NEED	INSTR- UCTION	SUPPORT SVCS	IMPROV INSTR	LIBR SVCS	SUPPORT INSTR	SCHOOL ADMIN	PLANT OPS	TRANSP NOTHOME	ENTERP OPS	MINOR CONST	TOTAL
1400111	Black Rock Scho	PK	03	280	44	9,349	484	6	90	14	856	1,237	o	78	0	12,115
1400211	Thomaston Cente	04	06	189	35	9,716	838	9	125	14	1,243	1,944	0	192	129	14,211
1406211	Thomaston High	07	12	361	38	10,159	982	9	115	14	1,365	1,657	139	414	98	14,952

# CONNECTICUT STATE DEPARTMENT OF EDUCATION BUREAU OF FISCAL SERVICES SCHOOL LEVEL PPE COMPARISON BY OBJECT REPORT 2018-19

DISTRICT: 140 THOMASTON

#### PER-PUPIL EXPENDITURES

CODE	SCHOOL NAME		HIGH GRADE	ENROLL	PCT HI NEED	SALARIES	EMPLOYEE BENEFITS	PURCH	SUPPLIES	PROPERTY	OTHER	TOTAL
1400111	Black Rock School	PK	03	280	44	8,141	1,592	1,869	366	116	30	12,115
1400211	Thomaston Center School	04	06	189	35	9,455	2,178	1,628	731	174	46	14,211
1406211	Thomaston High School	07	12	361	38	9,661	2,346	2,015	399	143	387	14,952

# CONNECTICUT STATE DEPARTMENT OF EDUCATION BUREAU OF FISCAL SERVICES DISTRICT LEVEL PPE BY FUNCTION REPORT 2018-19

DISTRICT: 140 THOMASTON

			PUPIL	
FUNCTION	EXPENDITURES	PUPILS	BASIS	PPE
INSTRUCTION	10,141,901	979	1	10,359
SUPPORT SERVICES - STUDENTS	844,266	845	2	999
SUPPORT SERVICES - INSTRUCTION	134,953	845	2	160
SUPPORT SERVICES - GENERAL ADMIN	710,199	845	2	840
SUPPORT SERVICES - SCHOOL ADMIN	967,604	845	2	1,145
CENTRAL AND OTHER SUPPORT SERVICES	340,663	845	2	403
OPERATION AND MAINTENANCE OF PLANT	1,711,884	845	2	2,026
STUDENT TRANSPORTATION SERVICES	1,008,455	998	3	1,010
FOOD SERVICES	0	845	2	0
ENTERPRISE OPERATIONS	352,394	845	2	417
MINOR SCHOOL CONSRUCTION	59,625	845	2	71
TOTAL	16,271,946	979	1	16,621

EXPENDITURES EXCLUDE FOOD SERVICES NOT FUNDED BY LOCAL FUNDS, DEBT, CAPITAL (OTHER THAN MINOR SCHOOL CONSTRUCTION AND EQUIPMENT), ADULT EDUCATION, COMMUNITY SERVICES, AND STATE CONTRIBUTIONS TO TEACHERS RETIREMENT. ALL AMOUNTS INCLUDE REGULAR AND SPECIAL EDUCATION. THIS REPORT IS BASED UPON DATA REPORTED BY SCHOOL DISTRICTS; QUESTIONS CONCERNING REPORT DATA SHOULD BE ADDRESSED TO THE SCHOOL DISTRICT.

#### PUPIL BASIS

- 1 ENROLLMENT PLUS OUTPLACED PUPILS
- 2 ENROLLMENT IN DISTRICT SCHOOLS
- 3 TOTAL PUPILS TRANSPORTED

# CONNECTICUT STATE DEPARTMENT OF EDUCATION BUREAU OF FISCAL SERVICES DISTRICT LEVEL PPE BY OBJECT REPORT

DISTRICT: 140 THOMASTON 2018-19

OBJECT	EXPENDITURES	PUPILS	PUPIL BASIS	PPE
SALARIES	8,778,162	845	2	10,388
EMPLOYEE BENEFITS	2,466,225	845	2	2,919
PURCHASED SERVICES	2,973,317	845	2	3,519
TUITION	1,246,856	134	4	9,305
SUPPLIES	459,527	845	2	544
PROPERTY	146,874	845	2	174
OTHER	200,984	845	2	238
TOTAL	16,271,946	979	1	16,621

EXPENDITURES EXCLUDE FOOD SERVICES NOT FUNDED BY LOCAL FUNDS, DEBT, CAPITAL (OTHER THAN MINOR SCHOOL CONSTRUCTION AND EQUIPMENT), ADULT EDUCATION, COMMUNITY SERVICES, AND STATE CONTRIBUTIONS TO TEACHERS RETIREMENT. ALL AMOUNTS INCLUDE REGULAR AND SPECIAL EDUCATION. THIS REPORT IS BASED UPON DATA REPORTED BY SCHOOL DISTRICTS; QUESTIONS CONCERNING REPORT DATA SHOULD BE ADDRESSED TO THE SCHOOL DISTRICT.

#### PUPIL BASIS

- 1 ENROLLMENT PLUS OUTPLACED PUPILS
- 2 ENROLLMENT IN DISTRICT SCHOOLS
- 4 OUTPLACED PUPILS

# CONNECTICUT STATE DEPARTMENT OF EDUCATION BUREAU OF FISCAL SERVICES OUTPLACEMENT PPE REPORT 2018-19

DISTRICT: 140 THOMASTON

TUITION TYPE	EXPENDITURES	PUPILS	PPE
TUITION FOR PRIVATE, RESIDENTIAL OR OUT OF STATE	797,846	8	99,731
TUITION FOR INTERDISTRICT MAGNET	0	93	. 0
OTHER TUITION	449,010	33	13,606
TOTAL TUITION	1,246,856	134	9,305



# THOMASTON PUBLIC SCHOOLS Food and Nutrition Services

## **Product and Service Quote**

### **SFSPac Program and Materials**

### **SERVICES:**

- SFSPac Food Safety and Sanitation services including:
  - ➤ Monthly Education Modules covering topics such as Proper Personal Hygiene, Thermometer Calibration, Sanitizer Testing and Mixing, etc. Each topic reviewed with staff monthly
  - > Individual and group training will meet all USDA Professional Standards
  - ➤ HACCP verification and documentation review, kitchen inspection and reporting to the director once per month or every 25 school days, whichever is less
- ServSafe training and testing services (including re-testing if necessary) for all staff members
- In-Service Meetings and online training provided upon request

### **PRODUCTS INCLUDED:**

- Green Seal Certified/EPA registered, pre-mixed pacs of all-purpose cleaner, sanitizer, degreaser and pot/pan detergent. Products are environmentally sustainable, designed to reduce water use and with less solid waste
- Just-In-Time delivery of all products at each visit (no ordering required)
- All product support materials including reusable 32 oz. spray bottles, color coded with the above products, sanitizer buckets, signage and mixing charts
- QT-40 Sanitizer test strips for daily testing of sanitizer
- Bi-metal thermometers with thermometer holder/cup
- Emergencies responded to within 24 hours

**QUOTE FOR 2020-2021 SCHOOL YEAR:** 

\$3,750/YR - 3 Sites

Please call 978-407-1024 for more information