



TO: Finance and Administration Subcommittee  
District School Committee  
Jill Rossetti, Superintendent - Director

FROM: Michelle Resendes, Business Manager

DATE: May 4th, 2021

SUBJECT: 2021 Budget Update Quarter 3

### **Q3 Budget Report**

Attached is the Q3 FY21 Budget Report for the period ending March 31 2021.

### **Anticipated Project Principal Debt Reduction**

Coming to the end of the project the district has allocated 500,000 of its budget to reduce principal on the debt. Due to the savings in multiple areas of our budget this year it is recommend that, we use some funds to pay down some principal before we fully bond for the remaining balance of the project. We are looking to transfer an additional \$250,000. In the long run this will save the district money on financing costs.

### **Salary Accounts**

The salary accounts for the third quarter are in good shape for this time of year.

There were no significant changes in the salary accounts. The available budgets are in line with what was to be expected due to the reduction of multiple positions and unfilled/not needed positions. These reductions were an effort to cover the approx. 350,000 in reduced Chapter 70 funding for FY21, as well as the additional COVID 19 expenditures.

## **Expense Accounts**

**District Leadership and Administration – 1000 Series:** Bulk of remaining funds are for unencumbered legal costs, miscellaneous contracted services, and supplies.

**Instruction – 2000 Series:** Majority of unencumbered funds are for technology, text books, and vocational materials and equipment.

**Student Services – 3000 Series:** Residual balance is associated with unencumbered transportation and athletic program costs

**Operation and Maintenance of Plant – 4000 Series:** Unencumbered balance can be attributed to potential savings in contracted service needs and special project needs. Same as last year we are seeing a savings in our Building Maintenance Contract Services line and Water expense line. Due to these savings this is logical place to request a transfer as a source of reducing the current project debt.

**Fixed Costs – 5000 Series:** This account is where it should be for 3<sup>rd</sup> qtr.

**Capital Projects -7000 Series:** This account encompasses the expenditures for the Special projects. Currently there is an unencumbered project for the west stairs that has gone out to bid and will be presented tonight for the Committees approval to award the contract to the lowest most responsible bidder. Once that approval is in place the contract will be encumbered bringing the balance of this account down by \$48,000.

**Debt Service – 8000 Series:** This account is where it should be for this time of year. In the 4<sup>th</sup> Quarter, this account will be charged for the debt service payment. This is where the requested \$250,000 would be transferred to.

### **Requested Budget Transfers –**

#### **Request to transfer funds to cover additional Debt principal payment**

Decrease budget 2000 Series, Salary, Educational Staff \$50,000

Decrease budget 4000 Series, Operations and Maintenance of Plant Salaries \$100,000

Decrease budget 4000 Series, Maintenance of Buildings Expense \$100,000

Increase budget 8000 Series, Debt Service \$250,000



2021 Q3 Budget Report and Transfer Request

SALARY ACCOUNTS FOR: PERIOD ENDING 03/31/2021	BUDGET	TRANSFERS	ADJUSTED BUDGET	YTD EXPENDED	PROJECTED	AVAILABLE BUDGET	PCT EXPENDED
1000 DISTRICT LEADERSHIP AND ADMINISTRATION	666,372	-	666,372	427,370	121,873	117,129	64%
2000 INSTRUCTION	9,378,093	(50,000)	9,328,093	5,759,390	3,399,975	168,728	62%
3000 STUDENT SERVICES	505,392	-	505,392	147,447	223,512	134,433	29%
4000 OPERATIONS and MAINTENANCE OF PLANT	1,454,441	(100,000)	1,354,441	956,522	267,621	130,298	71%
<b>TOTALS</b>	<b>12,004,298</b>	<b>(150,000)</b>	<b>11,854,298</b>	<b>7,290,730</b>	<b>4,012,981</b>	<b>550,588</b>	<b>95%</b>
EXPENSE ACCOUNTS FOR: PERIOD ENDING 09/30/2020	BUDGET	TRANSFERS	ADJUSTED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT EXPENDED
1000 DISTRICT LEADERSHIP AND ADMINISTRATION	270,144	-	270,144	112,730	57,905	99,510	63%
2000 INSTRUCTION	762,064	-	762,064	419,039	73,392	269,633	65%
3000 STUDENT SERVICES	1,247,846	-	1,247,846	567,167	151,747	528,932	58%
4000 OPERATIONS and MAINTENANCE OF PLANT	1,524,885	(100,000)	1,424,885	677,070	353,738	394,077	72%
5000 FIXED CHARGES	4,662,927	-	4,662,927	3,167,009	1,295,935	199,983	96%
6000 COMMUNITY SVS	-	-	-	824	-	(824)	0%
7000 CAPITAL PROJECTS	100,000	-	100,000	-	37,485	62,515	37%
8000 DEBT SERVICE	500,000	250,000	750,000	-	750,000	-	100%
<b>TOTALS</b>	<b>9,067,866</b>	<b>150,000</b>	<b>9,217,866</b>	<b>4,943,839</b>	<b>2,720,201</b>	<b>1,553,826</b>	<b>83%</b>
<b>TOTAL ALL ACCOUNTS</b>	<b>21,072,164</b>	<b>-</b>	<b>21,072,164</b>	<b>12,234,568</b>	<b>6,733,181</b>	<b>2,104,414</b>	<b>90%</b>