



OFFICE OF BUSINESS AND PERSONNEL ADMINISTRATION

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

FROM: Michelle Resendes, Business Manager

DATE: February 15, 2022

SUBJECTS: FY 2022 Budget Update

### **Q2 Budget Report**

Attached is the Q2 FY'22 Budget Report for the period ending December 31, 2021. At this point we are 50% through the fiscal year and 40% through the school year.

#### **Salary Lines**

Once the transfer of funds, held in reserve for the anticipated FY'22 contract settlements are moved to the appropriate salary lines, we should close the year within budget for all salary accounts.

The 1000 Series is on budget.

The 2000 Series and 3000 Series are close to or slightly below budget at this time. (The 2000 Series includes our instructional staff as well as substitutes and aides.) (The 3000 Series includes our student support staff as well as coaching stipends, athletic officials, advisor stipends, and School security salaries.)

The 4000 Series is on budget.

#### **Expense Lines**

Funds will need to be transferred from the insurance account lines into the appropriate salary budget lines once we can reasonably anticipate the salary impact of the union contracts. At this point the Quarter two reports raise no immediate concerns with the budget. All accounts are trending as they should for this point in the year.

**1000 Series-** The bulk of the funds showing as available can be attributed to unencumbered funds for Supplies, Postage, Dues/Subscriptions and Travel.

**2000 Series-** This account series is in line with what would be expected to be spent in the second qtr. We will be moving into the third quarter with the expectation to start

spending down our budget and aligning our surplus resources and grant funds for specific classroom/student/staff needs.

**3000 Series-** The bulk of the unencumbered funds are for athletic programs, SkillsUSA expense as well as for homeless transportation expenses. These account balances will continue to decline as the year progresses.

**4000 Series-** The majority of the funds available are for maintenance of facilities and maintenance of equipment. Typically, these lines see more activity during the second half of the school year. Currently, the district is preparing quotes for different repairs and equipment purchases. Other unencumbered funds are due to snow removal and vehicle maintenance.

**5000 Series-** This series covers insurance and benefit related costs. A surplus in these accounts is possible at year end.

**7000 Series-** This series covers the cost of smaller capital projects using current year funds.

**8000 Series-** This series covers our long-term debt service. The budget line is our Capital principal and interest payments as in our FY'22 Capital Assessment, currently in effect with our member towns.

### **Request to Transfer Funds**

In building the FY'22 budget, the district placed funding for anticipated raises in the 5000 series accounts. Once the other four union contracts are negotiated, we will be asking for another transfer. We have no requests at this time.



# BLUE HILLS

## REGIONAL TECHNICAL SCHOOL

### OFFICE OF BUSINESS AND PERSONNEL ADMINISTRATION

FY'22 Q2 Budget Report							
SALARY ACCOUNTS FOR: PERIOD ENDING 12/31/2021	Budget	TRANSFERS	Adjusted BUDGET	YTD EXPENDED	PROJECTED	AVAILABLE BUDGET	PCT Expended
1000 DISTRICT LEADERSHIP AND ADMINISTRATION	585,417	-	585,417	290,168	286,523	8,726	50%
2000 INSTRUCTION	9,763,195	-	9,763,195	3,466,156	6,070,300	226,740	36%
3000 STUDENT SERVICES	532,046	-	532,046	166,579	177,085	188,382	31%
4000 OPERATIONS and MAINTENANCE OF PLANT	1,295,451	-	1,295,451	645,436	598,070	51,945	50%
<b>TOTALS</b>	<b>12,176,109</b>	<b>-</b>	<b>12,176,109</b>	<b>4,568,339</b>	<b>7,131,978</b>	<b>475,792</b>	<b>96%</b>
EXPENSE ACCOUNTS FOR: PERIOD ENDING 12/31/2021	Budget	TRANSFERS	Adjusted BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT Exp/Enc
1000 DISTRICT LEADERSHIP AND ADMINISTRATION	296,315	-	296,315	112,940	94,835	88,540	70%
2000 INSTRUCTION	781,609	-	781,609	200,991	105,991	474,628	39%
3000 STUDENT SERVICES	1,271,165	-	1,271,165	426,563	720,052	124,550	90%
4000 OPERATIONS and MAINTENANCE OF PLANT	1,633,789	-	1,633,789	378,029	714,752	541,008	67%
5000 FIXED CHARGES	4,910,021	-	4,910,021	2,083,283	1,368,351	1,458,387	70%
7000 CAPITAL PROJECTS	165,000	-	165,000	-	60,048	104,952	36%
8000 DEBT SERVICE	2,096,206	-	2,096,206	1,148,016	-	948,190	55%
<b>TOTALS</b>	<b>11,154,105</b>	<b>-</b>	<b>11,154,105</b>	<b>4,349,823</b>	<b>3,064,028</b>	<b>3,740,254</b>	<b>66%</b>
<b>TOTAL ALL ACCOUNTS</b>	<b>23,330,214</b>	<b>-</b>	<b>23,330,214</b>	<b>8,918,161</b>	<b>10,196,006</b>	<b>4,216,046</b>	<b>82%</b>

