



**FINANCE COMMITTEE
MONDAY, SEPTEMBER 9, 2019
MINUTES**

Myron W. Hul, Finance Chair, called the meeting to order at 6:03 P.M.

Finance Members Present: Myron W. Hul, Lynn Campo and Walter Morton, IV

Staff Present: Jody Goeler, Thomas Ariola (Interim CFO) & Dawn Albizu Business Supervisor

Information Items

Reviewed the final status of FY2018-2019 Budget - Ended the year with a surplus of \$3,179.99.

Reviewed the final Budget Transfers for FY18-19 (see attached).

Reviewed the current budget transfers for FY19-20 (see attached).

Reviewed the EFS and Per Pupil Expenditures for FY 2018-2019.

Reviewed the status of the 2019-2020 Budget.

Reviewed Food Service Negative Account Summary.

There were no purchase orders requiring discussion.

Audit update – There is no change from the previous month.

Action Items – None

1. Moved to adjourn at 7:35 P.M.

Hul

Seconded by: Campo

Unanimous

Respectfully submitted,
Myron W. Hul, Board Secretary

FY 2018-2019 Year End Budget Transfers					
	FY 2018-2019 - Budget	\$ 87,600,000.00			
	FY 2018-2019 - YTD Expenditures	\$ 87,596,820.01			
	Remaining Budget - FY 2018-2019	\$ 3,179.99			
Object #	Object Code Description	TO:	FROM:	TO: NET:	FROM: NET:
111	Central Office Salaries	\$ -			
112	Director's salaries	\$ -	\$ -		
113	Principal's Salaries	\$ -	\$ -		
114	Teacher Salaries		\$ 350.00		
115	Substitute Salaries	\$ 11,247.50	\$ -		
116	Tutor Salaries	\$ -			
117	coaches / clubs / stipends	\$ -			
118	Homebound Tutors				
119	School Nurse Salaries	\$ -			
121	Adult Ed. Instructors	\$ -			
122	Clerical Salaries	\$ -			
123	Aide Salaries		\$ -		
124	Custodian Salaries		\$ -		
125	Maintenance Salaries	\$ -	\$ 56,563.67		
127	Student Support	\$ -	\$ 12,131.60		
128	Lunch Aide Salaries		\$ -		
140	Security / Residency / Attendance	\$ -	\$ 3,174.92		
	Sub Total - Salaries	\$ 11,247.50	\$ 72,220.19	\$ -	\$ 60,972.69
Object #	Object Code Description	TO:	FROM:	TO: NET:	FROM: NET:
215	Life Insurance	\$ -	\$ 14,900.86		
217	Other Insurance / Benefits		\$ 13,551.50		
220	FICA ER Expense	\$ -	\$ 62,059.68		
226	Medicare ER Expense	\$ -	\$ 18,465.26		
240	Clothing Allowance		\$ 2,479.29		
245	Professional Licenses		\$ 1,680.00		
250	Unemployment Compensation		\$ 54,202.19		
270	Annuities	\$ -	\$ 23,798.53		
320	Professional Development	\$ -	\$ 26,522.40		
325	Curriculum Development	\$ -	\$ 39,260.50		
330	Professional Services	\$ -	\$ 119,272.25		
340	Technical Services	\$ -	\$ 16,475.00		
400	Property Services	\$ -	\$ 40,558.57		
431	Water	\$ -	\$ 7,766.41		
431	Repair & Maint - Equipment	\$ 979.44	\$ -		
432	Repair & Maint. - Bldgs		\$ 64,732.11		
435	Safety - Bldgs		\$ 9,614.29		
442	Lease of Equipment	\$ -	\$ 22,334.99		
510	Transportation Public	\$ -	\$ 2,796.13		
511	Transportation - Non-Public	\$ 2,813.48	\$ -		
512	FS SPED Transportation	\$ -	\$ 53,033.15		
513	Other SPED Transportation	\$ 433,390.60	\$ -		
518	Transportation - Athletics	\$ -	\$ 50,551.79		
521	Liability Insurance	\$ -	\$ 113,470.12		
531	Telecommunications	\$ -	\$ 2,874.17		
532	Postage		\$ 7,126.21		

FY 2018-2019 Year End Budget Transfers					
FY 2018-2019 - Budget		\$ 87,600,000.00			
FY 2018-2019 - YTD Expenditures		\$ 87,596,820.01			
Remaining Budget - FY 2018-2019		\$ 3,179.99			
Object #	Object Code Description	TO:	FROM:	TO: NET:	FROM: NET:
540	advertising		\$ 457.03		
550	Printing		\$ 17,630.09		
561	Tuition - Public Schools	\$ 432,444.29	\$ -		
563	Tuition - Non-Public Schools	\$ 465,381.24	\$ -		
565	Advanced / Alternative Ed	\$ -	\$ 37,612.78		
581	Staff Mileage Reimbursement	\$ -	\$ 1,221.56		
582	Admin Conferences	\$ -	\$ 13,043.00		
590	student activities	\$ -	\$ 22,184.31		
592	Extended school year		\$ 3,583.42		
611	Instructional Supplies	\$ -	\$ 115,136.03		
612	maintenance supplies	\$ -	\$ 33,352.35		
613	other supplies	\$ -	\$ 38,870.22		
621	Natural Gas	\$ -	\$ 150,748.63		
622	Electricity	\$ 21,378.14	\$ -		
623	sewer use fees	\$ 16,319.40	\$ -		
641	textbooks		\$ 50,150.97		
642	library books		\$ 2,726.03		
643	Periodicals		\$ 2,675.82		
644	Instructional Software		\$ 8,542.32		
645	Non-Instructional Software	\$ 902.61	\$ -		
733	Furniture and Fixtures	\$ -	\$ 3,453.49		
734	Instructional Equipment		\$ 26,656.08		
735	Non- Instructional Equipment		\$ 20,300.69		
810	Dues & Fees	\$ 53.72			
	Sub Totals	\$ 1,373,662.92	\$ 1,315,870.22	\$ 57,792.70	\$ -
	Grand Totals	\$ 1,384,910.42	\$ 1,388,090.41	\$ -	\$ 3,179.99

	FY 2019-2020 Year End Budget Transfers				
	FY 2019-2020 - Budget	\$ 89,394,925.00			
	FY 2019-2020 - YTD Expenditures	\$ 5,996,593.24			
	Remaining Budget - FY 2019-2020	\$ 83,398,331.76			
Object #	Object Code Description	TO:	FROM:	TO: NET:	FROM: NET:
111	Central Office Salaries	\$ -			
112	Director's salaries	\$ -	\$ -		
113	Principal's Salaries	\$ -	\$ -		
114	Teacher Salaries				
115	Substitute Salaries		\$ -		
116	Tutor Salaries	\$ -			
117	coaches / clubs / stipends	\$ -			
118	Homebound Tutors				
119	School Nurse Salaries	\$ -			
121	Adult Ed. Instructors	\$ -			
122	Clerical Salaries	\$ -			
123	Aide Salaries		\$ -		
124	Custodian Salaries		\$ -		
125	Maintenance Salaries	\$ -			
127	Student Support	\$ -			
128	Lunch Aide Salaries		\$ -		
140	Security / Residency / Attendance	\$ -			
	Sub Total - Salaries	\$ -	\$ -	\$ -	\$ -
Object #	Object Code Description	TO:	FROM:	TO: NET:	FROM: NET:
215	Life Insurance	\$ -			
217	Other Insurance / Benefits				
220	FICA ER Expense	\$ -			
226	Medicare ER Expense	\$ -			
240	Clothing Allowance				
245	Professional Licenses				
250	Unemployment Compensation				
270	Annuities	\$ -			
320	Professional Development	\$ -			
325	Curriculum Development	\$ -			
330	Professional Services	\$ -			
340	Technical Services	\$ -			
400	Property Services	\$ -			
431	Water	\$ -			
431	Repair & Maint - Equipment		\$ -		
432	Repair & Maint. - Bldgs				
435	Safety - Bldgs				
442	Lease of Equipment	\$ -			
510	Transportation Public	\$ -			
511	Transportation - Non-Public		\$ -		
512	FS SPED Transportation	\$ -			
513	Other SPED Transportation		\$ -		
518	Transportation - Athletics	\$ -			
521	Liability Insurance	\$ -			
531	Telecommunications	\$ -			
532	Postage				

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	FY 2019-2020 - Budget	\$ 89,394,925.00			
	FY 2019-2020 - YTD Expenditures	\$ 5,996,593.24			
	Remaining Budget - FY 2019-2020	\$ 83,398,331.76			
Object #	Object Code Description	TO:	FROM:	TO: NET:	FROM: NET:
540	advertising				
550	Printing		\$ 3,000.00		
561	Tuition - Public Schools		\$ -		
563	Tuition - Non-Public Schools		\$ -		
565	Advanced / Alternative Ed	\$ 4,000.00			
581	Staff Mileage Reimbursement	\$ -			
582	Admin Conferences	\$ -			
590	student activities	\$ -			
592	Extended school year				
611	Instructional Supplies	\$ -			
612	maintenance supplies	\$ -			
613	other supplies	\$ 3,000.00			
621	Natural Gas	\$ -			
622	Electricity		\$ -		
623	sewer use fees		\$ -		
641	textbooks		\$ 13,000.00		
642	library books				
643	Periodicals				
644	Instructional Software				
645	Non-Instructional Software		\$ -		
733	Furniture and Fixtures	\$ -			
734	Instructional Equipment	\$ 9,000.00			
735	Non- Instructional Equipment				
810	Dues & Fees				
	Sub Totals	\$ 16,000.00	\$ 16,000.00	\$ -	\$ -
	Grand Totals	\$ 16,000.00	\$ 16,000.00	\$ -	\$ -

HAMDEN PUBLIC SCHOOLS
TRANSFER REQUEST FORM

TO: FINANCE OFFICE

Requisition # (If Applicable) _____

SUBJECT: BUDGET TRANSFER REQUEST

Process Requisition: Yes / No Yes

DATE: 8/19/19

FROM: La Mecca Quinones For: Staff/main office supplies
Submitted by: School/Department

Madeline Jensen
Principal/Director

8/20/2019
Signature

Does this Request involve a Pending Requisition? Yes / No Yes 02000577-00

AMOUNT
<u>3,000</u>

ACCOUNT (# & Name)	
From:	<u>10615403 550</u>
To:	<u>10615403-613</u>

Reason for Transfer: Out of funds still need purchasing for the first day of school.

AMOUNT

ACCOUNT (# & Name)	
From:	
To:	

Reason for Transfer: _____

Process Pending Requisition Yes / No: Yes

Budget Transfer Request Received / Reviewed Date: _____ Date Req. Approved: _____

HAMDEN PUBLIC SCHOOLS
TRANSFER REQUEST FORM

TO: FINANCE OFFICE

SUBJECT: BUDGET TRANSFER REQUEST

DATE: 7.18.19

FROM: Beth Lapman
Submitted by:

Requisition # (If Applicable) _____

Process Requisition: (Yes/No) _____

For: WL Dept.
School/Department

Beth Lapman
Principal/Director

[Signature]
Signature

Does this Request involve a Pending Requisition ? (Yes / No) _____

AMOUNT
\$9,000

ACCOUNT (# & Name)	
From:	10521062/63 641
To:	10611063 734

Reason for Transfer: WL uses authentic/on-line resources as it main resource (is not a textbook). Ideally a 1:1 student/device would support the WL curriculum.

AMOUNT

ACCOUNT (# & Name)	
From:	
To:	

Reason for Transfer: _____

Process Pending Requisition (Yes / No) : _____

Budget Transfer Request Received / Reviewed Date : _____ Date Req. Approved : _____

HAMDEN PUBLIC SCHOOLS
60 Putnam Avenue
Hamden, CT 06517
TRANSFER REQUEST FORM

TO: FINANCE OFFICE

SUBJECT: BUDGET TRANSFER REQUEST

DATE: 9/11/19

FROM: HCLC
School/Department

JON PEARCE
Principal/Director

Jon Th Pearce
Signature

AMOUNT
4,000

ACCOUNT (# & Name)
From: 10542023641 TEXTBOOKS
To: 10545403565 ADVANCED
ALTERNATIVE

Reason for Transfer: PROGRAM SUPPLIES
(SEE ATTACHED)

AMOUNT
From: _____
To: _____

Reason for Transfer: _____

AMOUNT
From: _____
To: _____

Reason for Transfer: _____

Approval Date _____ Denial Date _____
Posted Date _____ Entry # _____