



**Stamford Public Schools**  
EXCELLENCE IS THE POINT

**Mission Statement:**

The Stamford Public Schools prepares each and every student for higher education and success in the 21<sup>st</sup> century.

**EARL KIM**  
Superintendent of Schools



Anika Urizar  
Cloonan Middle School, Grade 8



Gyllian Rybnick  
Davenport Ridge School, Grade 3

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***Board of Education 2017-18 Budget***  
***May 16, 2017***



P.O. Box 9310, Stamford, CT 06904  
Offices at 888 Washington Blvd. Phone (203) 977-4105  
www.stamfordpublicschools.org

Earl Kim, Superintendent of Schools

June 6, 2017

To: All Board of Education Budget Book Recipients

From: Hugh Murphy, Executive Director of Finance

Re: 2017-18 Operating Budget Detail

Attached please find the detailed budget information for your school or department as approved by the Board of Education on May 16, 2017. The final budget amount of \$269,736,293 represents a 2.21% increase over the 2016-17 budget. Please review your area of responsibility carefully as final budget amounts may have changed. Also note that some of the budget account numbers may have changed so you will need to verify them before entering any transactions.

All of the operating budget amounts will be loaded into our H.T.E. Financial System by June 30, 2017 to allow you to begin purchasing for the 2017-18 school year. New purchase requisitions for FY 2018 (either operating or grant) must be entered on or after July 1, 2017. Availability of funds can be determined from the Final 2017-18 budget documents and can also be verified in the H.T.E. System. Periodic recurring expenditures should be encumbered for the full year amount.

- For example, if you are renting or leasing equipment and need to make monthly payments, you should enter only one purchase order for the 12 months of estimated expenditures.
- Another example would be for supplies. You should enter one draw-down requisition for what you expect to spend with each vendor for the full year for each subject area (Art, Music, Math, Science, etc.). You can always add to, or reduce, draw-down amounts as the year progresses. This approach will save us time and effort in issuing and re-issuing purchase orders.

As in the past, we would ask that you continue to purchase supplies and materials at a rate of 30% of the annual allocation for the first three quarters and the balance before our final purchase cutoff date which we anticipate will be April 2018. By doing so, we will allow purchases up to 30% of your annual allocation by September 30, 2017; 60% by December 31, 2017; 90% by March 31, 2018 and 100% before the final purchase cutoff date (which we anticipate to be April 15, 2018).

State bid list items will be sent to your school or department as soon as they are available.

Please call me or Dave Hollywood if you have any questions on this. Thank you for your cooperation in this matter.

Cc: Vivens Joachim



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Earl Kim, Superintendent of Schools

To: All Budget Book Recipients

Fr: Hugh Murphy, Executive Director of Finance

Re: **2017-18 Final Budget update**

Date: July 12, 2017

The Final 2017-18 Budget was approved by the Board of Education on May 16, 2017. Attached is the update to the white budget book which was previously distributed. The Operating Budget total is \$269,736,292 (a 2.21% increase compared to the original 2016-17 budget) and the Grants Budget total is \$29,136,164.

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Please email any questions on this document to [hmurphy@StamfordCT.gov](mailto:hmurphy@StamfordCT.gov).