

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

TO: School Committee Members

FROM: Richard J. Mathieu, Director of Finance and Operations

cc: Gregg J. Desto, Superintendent

DATE: October 8, 2015

SUBJECT: *Finance Director Update – October 14, 2015*

FY16 Budget Update

The quarterly report for the General Fund budget, revolving accounts and FY16 grants is included in your packets. In reviewing this information I do need to point out that in our accounting system only employees receiving an annual salary are able to be encumbered. This means that employees paid on an hourly basis (custodians, secretaries, aides) are not encumbered, which accounts for the amount shown as available for payroll. Other than that this shows that the cost center budget items are all in the positive. However I am requesting a budget transfer from individual schools' teacher salary accounts to help offset a projected deficit in our health insurance budget. This surplus was a result of the high number of staff changes that occurred since the end of the budget season.

FY16 Budget Transfers

After completing all start of the year hiring and reviewing the employee locations, I am recommending the following budget transfers. These will bring the payrolls for each school in line with projections, while providing additional support to the health insurance portion of our budget, which at this time projects to have a deficit.

From	To	Amount
Mason Road Salary	Health Insurance Expense	\$ 15,000
Dudley Elem Salary	Health Insurance Expense	\$ 30,000
Charlton Elem Salary	Health Insurance Expense	\$ 20,000
Heritage Elem Salary	Health Insurance Expense	\$ 35,000
Charlton Middle Salary	Health Insurance Expense	\$ 58,000

Capital Planning

I have received a listing of potential capital items for all schools. I am in the process of reviewing these with the building principals and head custodians. It is my expectation that as part of the FY17 budget presentation in January a 5 year capital plan will be included. I believe that this will be a useful document for both the District and our member towns to ensure that all of our schools remain top notch educational facilities and allow for appropriate fiscal planning.