



May 16, 2017

To The Honorable Members of the School Committee:

FY16-17 General Fund Budget Statutory Transfers

Recommendation: That the School Committee approves the following statutory transfers of appropriation within the General Fund budget for FY2016-2017.

	<u>Statutory Coding</u>	<u>Increase/Decrease</u>
51000	Salaries, Wages & Benefits (SW)	(121,458)
52000/55000	Other Ordinary Maintenance (OOM)	103,989
57000	Travel & Training (TT)	5,519
58000/59000	Extraordinary Expenditures (EE)	11,950
	Total	\$ 0

Description: During the course of the school year, the School Department allows principals and department administrators to move funds across statutory categories within their budgets to better meet their educational needs. The following transfers are related to these re-allocations in school and department budgets.

1. School Improvement Plan (SIP) and Professional Development Plan (PDP) Transfers: The adopted FY16-17 budget included funding for school improvement plans and professional development plans for all schools. The original budget included these funds in the Salaries & Wages (SW), Other Ordinary Maintenance (OOM), and Travel & Training (TT) categories based on previous historical expenditure patterns, pending the submission of detailed SIP and PDP budget plans from Principals to the Deputy and Assistant Superintendents for approval. Once approved, the funds are administratively transferred within school budgets into the categories specified by Principals, and the statutory transfer is then submitted to School Committee. The net total of these transfers is: SW: \$30,073; OOM: \$3,417; TT: (\$33,490).
2. School and Department Operating Transfers: Various schools and departments request operating budget transfers within their own budgets during the year to support their programs. These are processed administratively to facilitate timely action on requisitions or positions, and are accumulated for statutory transfers. The attached worksheet details, by accountable unit, these transfers and a brief description. Many of the small transfers are to expedite purchases by schools and departments that have sent requisitions to Purchasing. The net total of these transfers is: SW: (\$151,532); OOM: \$100,572; TT: \$39,009; EE \$11,950.

Supporting Data: FY2016-17 Adopted Budget

Respectfully submitted,

Kenneth N. Salim, Ed.D.
Superintendent of Schools

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Item	Date	Originating School/Dept	AU	General Fund Sal./Wage	General Fund OOM	General Fund TT	General Fund EE	Total	Description
99	01/10/17	Graham & Parks	25	1,875	332	(2,207)			- Reallocation to support approved Professional Development Plan
118	01/25/17	various		5,729		(5,729)			- PD Subs Nov 2016
123	02/02/17	RAUS	6		1,400	(1,400)			- Reallocation to support approved School Improvement Plan
126	02/06/17	FMA	24	(3,439)	4,439	(1,000)			- Reallocation to support approved School Improvement Plan
137	02/15/17	CSUS	7	1,146	(1,146)				- to fund Dec 16 PD subs
138	02/15/17	PAUS	8	491		(491)			- to fund Dec 16 PD subs
139	02/15/17	Morse	20	163		(163)			- to fund Dec 16 PD subs
140	02/15/17	Peabody	21	651		(651)			- to fund Dec 16 PD subs
141	02/15/17	Tobin	23	488		(488)			- to fund Dec 16 PD subs
142	02/15/17	FMA	24	323		(323)			0 to fund Dec 16 PD subs
143	02/15/17	Graham & Parks	25	251		(251)			- to fund Dec 16 PD subs
144	02/15/17	KLO	27	163		(163)			- to fund Dec 16 PD subs
145	02/15/17	Lang Arts	40	2,440	(2,440)				- to fund Dec 16 PD subs
146	02/15/17	Science	42	2,440		(2,440)			- to fund Dec 16 PD subs
147	02/15/17	Social Stud	43	651		(651)			- to fund Dec 16 PD subs
148	02/15/17	Math	48	325		(325)			- to fund Dec 16 PD subs
149	02/15/17	Social Stud	43	163		(163)			- to fund Dec 16 PD subs
150	02/16/17	Peabody	21		10	(10)			- Reallocation to support approved Professional Development Plan
151	02/16/17	SAA	69			(813)		(813)	to fund Dec 16 PD subs
151	02/16/17	World Lang	44	813				813	to fund Dec 16 PD subs
153	02/17/17	Baldwin	10	813	(813)				- to fund Dec 16 PD subs
157	03/03/17	Fletcher/Maynard	24	488		(488)			- PD Subs Skillfull Teacher Oct-Dec 16
170	03/30/17	Putnam	8	(500)	(1,500)	2,000			- Reallocation to support approved School Improvement Plan
173	04/04/17	CSUS	7	643	(643)				- To fund Jan & Feb 17 PD Subs
174	04/04/17	VLUS	9	651		(651)			- To fund Jan & Feb 17 PD Subs
175	04/04/17	Morse	20	325		(325)			- To fund Jan & Feb 17 PD Subs
176	04/04/17	Peabody	21	1,464		(1,464)			- To fund Jan & Feb 17 PD Subs
177	04/04/17	Tobin	23	722		(722)			- To fund Jan & Feb 17 PD Subs
178	04/04/17	Fletcher/Maynard	24	813		(813)			- To fund Jan & Feb 17 PD Subs
179	04/04/17	Graham & Parks	25	1,301		(1,301)			- To fund Jan & Feb 17 PD Subs
180	04/04/17	KLO	27	651		(651)			- To fund Jan & Feb 17 PD Subs
181	04/04/17	Cambridgeport	28	648		(648)			- To fund Jan & Feb 17 PD Subs
182	04/04/17	Lang Arts	40	2,440	(2,440)				- To fund Jan & Feb 17 PD Subs
183	04/04/17	Science	42	2,603		(2,603)			- To fund Jan & Feb 17 PD Subs
184	04/04/17	History	43	325		(325)			- To fund Jan & Feb 17 PD Subs
185	04/04/17	Math	48	161		(161)			- To fund Jan & Feb 17 PD Subs
186	04/04/17	RSTA	73	813		(813)			- To fund Jan & Feb 17 PD Subs
187	04/04/17	CSUS	7	1,139	(199)	(940)			- To fund Jan & Feb 17 PD Subs
206	04/28/17	Graham & Parks	25		(2,957)	2,957			- To fund June PD
209	05/01/17	Oport	28	325		(325)			- To fund PD Subs Mar 17
210	05/01/17	Lang Arts	40	1,627	(1,627)				- To fund PD Subs Mar 17
211	05/01/17	Fletcher/Maynard	24	976		(976)			- To fund PD Subs Mar 17
212	05/01/17	Graham & Parks	25	651		(651)			- To fund PD Subs Mar 17
213	05/01/17	History	43	1,301		(1,301)			- To fund PD Subs Mar 17
214	05/01/17	KLO	27	488		(488)			- To fund PD Subs Mar 17
215	05/01/17	Morse	20	976		(976)			- To fund PD Subs Mar 17



Item	Date	Originating School/Dept	AU	General Fund Sal./Wage	General Fund OOM	General Fund TT	General Fund EE	Total	Description
216	05/01/17	PAUS	8	651		(651)		-	To fund PD Subs Mar 17
217	05/01/17	Science	42	3,579		(3,579)		-	To fund PD Subs Mar 17
218	05/01/17	VLUJ	9	325		(325)		-	To fund PD Subs Mar 17
238	05/05/17	CRLS	30	(11,000)	11,000			-	Reallocation to support approved School Improvement Plan
		Sub Total SIP/PDP		30,073	3,417	(33,490)		0	
82	12/01/16	Putnam	8		(1,700)	1,700		-	To fund TT purchase order
83	12/01/16	School Committee	97		(673)	673		-	To fund TT purchase order
84	12/01/16	ELA	40	1,500	(1,500)			-	Reallocations to cover temp salaries
85	12/09/16	Elem Ed, Curr & Instr	69	1,396	(1,396)			(0)	Reallocations to cover SW purchase order
86	12/13/16	ELLP	58		(195)	195		-	Reallocations to cover TT purchase order
87	12/12/16	Affirm Act	66		(321)	321		-	To fund TT purchase order
88	12/12/16	History	43		100	(100)		-	To fund OOM purchase order
89	12/13/16	Morse	20		(110)	110		-	To fund TT purchase order
90	12/15/16	CRLS	30	20,300	(20,300)			-	Reallocations to cover Service Agreements
91	12/16/16	OSS	52	5,609	(9,874)	4,265		-	To fund Service Agreements and TT purchase orders
92	12/16/16	History	43		150	(150)		-	To fund OOM purchase order
93	12/20/16	CSUS	7	(285)	285			-	To fund OOM purchase order
94	12/21/16	CSUS	7	(109)	109			-	To fund OOM purchase order
95	01/03/17	Human Resources	98		(445)	445		-	To fund TT purchase order
96	01/06/17	School Committee	97		(740)	740		-	To fund TT purchase order
97	01/06/17	SAA	69		(6,040)			(6,040)	Reallocation to cover training
97	01/06/17	Tobin	23			6,040		6,040	Reallocation to cover training
98	01/10/17	CSUS	7	(100)	100			-	To fund OOM purchase order
100	01/12/17	School Committee	97		(639)	639		-	To fund TT purchase order
101	01/17/17	Morse	20		(450)	450		-	To fund TT purchase order
102	01/17/17	CSUS	7	(4,956)	4,956			(0)	Reallocation to balance out negative accounts
103	01/18/17	Health and Physical Ed	60		2,857	(2,857)		(0)	Reallocation to balance out negative accounts
104	01/20/17	Putnam	8		(250)	250		-	To fund TT purchase order
105	01/19/17	Affirm Act	66		(675)	675		-	To fund TT purchase order
106	01/19/17	History	43	225		(225)		-	Reallocations to cover Service Agreements
107	01/23/17	Affirm Act	66		(60)	60		-	To fund TT purchase order
108	01/23/17	Graham & Parks	25	1,593	(1,593)			-	To fund Salary purchase order
109	01/23/17	Morse	20		1,000	(1,000)		-	Reallocation to balance out negative accounts
110	01/23/17	Health and Physical Ed	60	1,452	6,581	(8,033)		-	Reallocation to balance out negative accounts
111	01/24/17	OSS	52	7,200	(7,200)			-	To fund temp salaries
112	01/24/17	Human Resources	98		(3,859)	3,859		-	To fund TT purchase order
113	01/26/17	DSTL	93		(9,500)	9,500		-	To fund TT purchase order
114	01/26/17	Morse	20		450	(450)		-	Reversed budgeted adjustment from a previous purchase order
115	01/30/17	Math	48		(400)	400		-	To fund TT purchase order
116	01/30/17	Math	48	(327)		327		-	To fund TT purchase order
117	01/25/17	Payroll	80		(1,598)	1,598		-	To fund TT purchase order
119	02/01/17	Health and Physical Ed	60		13,467	(13,467)		-	To fund OOM purchase order
120	02/01/17	CRLS	30		(9,525)	9,525		-	To fund TT purchase order
121	02/01/17	Payroll	80		1,553	(1,553)		-	To fund OOM purchase order
122	02/01/17	RAUS	6	(3,358)	3,358			-	To fund OOM purchase order

Item	Date	Originating School/Dept	AU	General Fund Sal./Wage	General Fund OOM	General Fund TT	General Fund EE	Total	Description
124	02/03/17	FMA	24	2,278	(2,278)			-	To fund temp salaries
125	02/03/17	DSTL	93	10,000	(10,000)			-	To fund Salary purchase order
127	02/03/17	RAUS	6	(2,280)	2,280			-	To fund family engagement purchase order
128	02/08/17	ICTS	92		(330)	330		-	To fund TT purchase order
129	02/08/17	ICTS	92		(11,950)		11,950	-	To fund EE purchase order
130	02/08/17	Baldwin	10		(883)	883		-	To fund TT purchase order
131	02/08/17	Payroll	81	(430)	430			-	To fund OOM purchase order
132	02/08/17	Baldwin	10	(135)	135			-	To fund OOM purchase order
133	02/08/17	KLO	27	(10,769)	10,769			-	To fund OOM purchase order
134	02/10/17	Human Resources	98		4,429	(4,429)		-	To fund OOM purchase order
135	02/10/17	History	43		122	(122)		-	To fund OOM purchase order
136	02/15/17	OSS	52	(1,585)	4,745	(3,160)		-	To fund OOM purchase orders
152	02/17/17	FE&C	90	(11,500)	11,500			-	Reallocation of funds
154	02/28/17	CRLS	30	(6,675)	6,675			-	Reallocation of funds
155	02/28/17	CRLS	30		(2,380)	2,380		-	Reallocation of funds
156	03/01/17	Cambridgeport	28	1,500	(1,500)			-	To fund temp salaries
158	03/09/17	Safety and Security	67		(100)	100		-	To fund TT purchase order
159	03/10/17	Plant	83		14,685		(14,685)	-	To fund crew launch in EE
160	03/10/17	Athletics	49	(14,685)			14,685	-	To fund crew launch in EE
161	03/10/17	History	43		258	(258)		-	To fund OOM purchase order
162	03/10/17	Affirm Act	66	82	(82)			-	To fund Salary payroll (overtime)
163	03/20/17	Ed Tech	51	(2,100)	4,600	(2,500)		-	To fund OOM purchase order
164	03/21/17	CSUS	7	(115)	115			-	To fund OOM purchase order
165	03/24/17	Putnam	8	(310)	310			-	To fund OOM purchase order
166	03/27/17	Legal	86	138	(138)			-	To fund custodial OT
167	03/29/17	Morse	20	78	69	(147)		-	To fund negative variances for Morse
168	03/30/17	Putnam	8	(2,365)	2,365			-	To fund OOM purchase order
169	03/30/17	Putnam	8	(57)	57			-	To fund OOM purchase order
171	03/31/17	CSUS	7	(195)	195			-	To fund OOM purchase order
172	04/04/17	Health and Physical Ed	60		(87)	87		-	To fund TT purchase order
188	04/05/17	RSTA	73	(5,000)	5,000			-	To fund OOM purchase orders
189	04/07/17	Cambridgeport	28		(70)	70		-	To fund TT purchase order
190	04/11/17	CSUS	7	(379)	379			-	To fund OOM purchase order
191	04/11/17	Legal	86		(5,000)	5,000		-	To fund TT purchase order
192	04/11/17	Amigos	15		(99)	99		-	To fund salary payroll voucher
193	04/11/17	Phys Ed	60		(1,125)	1,125		-	To fund salary payroll voucher
194	04/12/17	Payroll	81		(85)	85		-	To fund TT purchase order
195	04/18/17	RAUS	6	(3,724)	3,724			-	To fund OOM purchase order
196	04/19/17	Putnam	8	(25)	25			-	To fund OOM purchase order
197	04/25/17	Deputy	93		(375)	375		-	To fund TT purchase order
198	04/25/17	Phys Ed	60		(55)	55		-	To fund TT purchase order
199	04/25/17	Morse	20	244		(244)		-	To fund custodial OT
200	04/27/17	Supt	96		(146)	146		-	To fund TT purchase order
201	04/27/17	Putnam	8	(1,200)	1,200			-	To fund OOM purchase order
202	04/27/17	Library	54	(4,779)	4,779			-	To fund OOM purchase order
203	04/27/17	Affirm Act	66		(1,927)	1,927		-	To fund TT purchase order

Item	Date	Originating School/Dept	AU	General Fund Sal./Wage	General Fund OOM	General Fund TT	General Fund EE	Total	Description
204	04/28/17	Putnam	8	(67)	67			-	To fund OOM purchase order
205	04/28/17	Vassal Lane	9	(1,061)	1,061			-	To fund OOM purchase order
207	04/28/17	Library	54		510	(510)		-	To fund OOM purchase order
208	04/28/17	Deputy	93		(2,089)	2,089		-	To fund TT purchase order
219	05/01/17	History	43		1,600	(1,600)		-	To fund OOM purchase order
220	05/01/17	VPA	53	(50,000)	50,000			-	To fund OOM purchase order
221	05/02/17	Health and Physical Ed	60		(538)	538		-	To fund TT negative variance
222	05/02/17	Elem Ed, Curr & Instr	69	(50,070)	35,070	15,000		-	To fund OOM purchase order
223	05/02/17	Amigos	15		(3,000)	3,000		-	To fund TT purchase order
224	05/03/17	KLO	27		(217)	217		-	To fund TT purchase order
225	05/04/17	Elem Ed, Curr & Instr	69	4,500	(4,500)			-	To fund Service Agreements
226	05/04/17	RAUS	6	(2,486)	2,486			-	To fund OOM purchase order
227	05/05/17	ICTS	92		3,564	(3,564)		-	To fund OOM purchase order
228	05/05/17	Science	42		(1,500)	1,500		-	To fund TT purchase order
229	05/05/17	Purchasing	80		(595)	595		-	To fund TT purchase order
230	05/05/17	PAUS	8	(245)	245			-	To fund postage Dec-Mar 17
231	05/05/17	KingOpen	18	(26)	26			-	To fund postage Dec-Mar 17
232	05/05/17	Payroll	81	(1,355)	1,355			-	To fund postage Dec-Mar 17
233	05/05/17	Putnam	8	(3,498)	4,998	(1,500)		-	To fund OOM purchase orders
234	05/05/17	Vassal Lane	9	(2,000)	2,000			-	To fund OOM purchase order
235	05/05/17	King	17		(880)	880		-	To fund TT purchase order
236	05/05/17	CRLS	30	(1,835)	1,835			-	To fund OOM purchase order
237	05/05/17	Health and Physical Ed	60	(261)		261		-	To fund TT purchase order
239	05/08/17	Athletics	49		3,000	(3,000)		-	To fund OOM purchase order
240	05/08/17	Vassal Lane	9	(7,278)	8,278	(1,000)		-	To fund OOM purchase order
241	05/08/17	Health and Physical Ed	60		(8,067)	8,067		-	To fund TT purchase order
242	05/08/17	KLO	27		(488)	488		-	To fund TT purchase order
243	05/09/17	Supt	96		(608)	608		-	To fund TT purchase order
244	05/09/17	Vassal Lane	9	(12,000)	12,000			-	To fund OOM purchase orders
245	05/10/17	CFO	95		(1,200)	1,200		-	To fund TT purchase order
		Sub Total Operating		(151,532)	100,572	39,009	11,950	-	
		GRAND TOTAL		(121,458)	103,989	5,519	11,950	0	