

## Business Coordinator Report

### BOE Meeting September 23, 2020

The annual state Education Financial System Report for 2019-2020 was prepared and has been filed. This detailed report collects data in a standardized format for all districts. The report includes expenses from all revenue sources which, for Hampton, include our local BoE budget funding, in-kind services from the Town of Hampton budget, private grants, state grants, federal grants and tuition. The report breaks out expenses for special education, transportation, food service and capital projects. This report is audited annually by the town auditor. When preparing the EFS report I found it necessary to make minor coding changes. These changes have necessitated two additional budget transfers for 2019-2020. I request the following transfers which do not change the bottom line:

- a. \$375 from (500) Other Purchased Services to (400) Purchase Property Services
- b. \$74.06 from (500) Other Purchased Services to (600) Supplies

Our Title IV Grant application has been submitted. The \$10,000 in Title IV funding will be transferred to Title I to fund “0.11 FTE of 1.0 FTE teacher to provide SRBI support to students in individual and pull-out groups as well as provide a high quality distance learning program to remote learners”.

With several new hires this summer much time has been devoted to employee paperwork, benefit enrollments/cancellations, deduction calculations and payroll set-up. Each new educational employee is required to have a fingerprint based criminal history records search, Department of Children and Families (DCF) Central Registry Search, DCF Mandated Reporter Training, Sexual Harassment Prevention Training, Blood Borne Pathogen training, Educational Employer Verifications from each previous employer stating whether or not the employer had any knowledge of abuse, neglect or sexual misconduct by the employee. Mandated trainings are renewed and substitutes are re-fingered as required by state statutes.

Guidance continues to evolve regarding special COVID leaves for employees as well as guidance on COVID emergency funding. CSDE, Shipman and Goodwin legal counsel, CASBO and MDG all provide our district with updated information as it becomes available.

At this time, I do not have any concerns related to the 2020-2021 budget.