



# Watertown Public Schools

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## MEMORANDUM

TO: Watertown School Committee  
FROM: Mary C. DeLai, Director of Business Services  
CC: John Brackett, Interim Superintendent  
DATE: June 15, 2017  
RE: FY'17 Budget Transfers

Attached, please find supporting documentation for a series of budgetary transfers for which we seek approval from the School Committee. The transfer approvals we seek are detailed below:

Motion: Move to authorize the transfer of \$600,000 from various salary and non-salary accounts as detailed in the attached report to non-salary, districtwide special education.

*Explanation: Unexpended balances from various accounts will be transferred to the special education tuition accounts so that tuitions charged to the FY'17 Circuit Breaker fund can be reclassified to the FY'17 School Appropriation. This will allow the full amount of FY'17 Circuit Breaker receipts to be available to offset FY'18 tuition expenses.*

Motion: Move to authorize the transfer of \$410,000 from the FY'17 facilities budget to the ESCO Stabilization Fund. This transfer is contingent upon the approval for the use of \$120,000 in prior year capital funds to offset pre-school construction expenses charged to the FY'17 facilities budget.

*Explanation: Unexpended balances will be transferred to the town's ESCO Stabilization Fund. Monies in this Stabilization Fund are used to offset the debt incurred as part of the ESCO (Energy Services Company) project. This transfer has been done each year based on the surplus remaining in the natural gas and utility lines of the school's facilities budget.*

Motion: Move to authorize the transfer of \$20,404 from various FY'17 Capital Project accounts to the District – Additional Cameras and Security Audit account.

*Explanation: Unexpended balances in these various capital project accounts will be transferred to a single District account which will be used to fund the installation of eight additional security cameras at Watertown High School. The unexpended balances represent surpluses resulting from the projects being completed below budgeted amounts.*

We thank the Committee for their support of the proposed transfers and are happy to answer any questions at or prior to the June 19<sup>th</sup> School Committee meeting.

**WATERTOWN PUBLIC SCHOOLS  
FY'17 BUDGET TRANSFER REQUESTS**

**FY'17 OPERATING BUDGET TRANSFER REQUESTS AS OF JUNE 19, 2017**

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>	<u>Comments</u>
Non-Salary, Regular Day, High School	180,000			Unexpended Vocational School Tuition
Salary, Special Education, Middle School	70,000			Unexpended Salaries
Salary, Special Education, Cunniff School	80,000			Unexpended Salaries
Non-Salary, District Curriculum	100,000			Unexpended PD Funding (Used Grant Funding)
Salary, District Curriculum	100,000			Unexpended Stipends (Used Grant Funding)
Salary, District Administration	<u>70,000</u>			Unexpended Salary Set-Aside
	600,000	Non-Salary, Special Education, District	600,000	Reclass tuitions from FY'17 CB back to Ops Budget
Non-Salary, Facilities	360,000			
Salary, Facilities	<u>50,000</u>			
	410,000	ESCO Stabilization Fund	410,000	Energy and utility savings used to offset ESCO financing expense

**FY'17 CAPITAL ACCOUNT TRANSFER REQUESTS AS OF JUNE 19, 2017**

<u>From</u>	<u>Amount</u>	<u>To</u>	<u>Amount</u>	<u>Comments</u>
Cunniff - Classroom Furniture	347			
WMS - Exterior Lighting	2,384			
Lowell - Air Conditioning, Nurse & Main Off	1,833			
Lowell - Window Repairs	5,350			
District - Intercom & Bell System	<u>10,491</u>			
	20,404	District - Additional Cameras	20,404	To add eight cameras requested by WHS Administration