



Monroe Public Schools  
375 Monroe Turnpike  
Monroe, Connecticut 06468

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January 5, 2009

To: Colleen Palmer, PhD.

Re: **Budget FY 2009-2010**

I have processed the following line item transfers to the current proposed budget. Please note, these transfers do not change the total request of \$51,295,918.

- Travel & Mileage (5580) - Transfer out \$8,500 due to reduced travel to conferences anticipated. The mileage cost increases are due to contractual increases to IRS rates for administrators and 3% increase for teachers. The vast majority of the mileage monies paid out of this account are for monthly mileage reimbursement of employees, not driving to conferences.
- Conference Course Fees (5333) – Transfer out \$19,420 to allow for on-site PD versus going off-site for PD. Also permits more teachers to attend on-site session.
- PD Inservice (5334) – Transfer in \$27,920 in total, part from Conference Course Fees of \$19,420, and the balance from Travel & Mileage \$8,500
- Textbooks & New Curriculum (5640) – Transfer out \$10,520 to zero out object.
- Textbooks & Replacements MHS (5641) – Transfer out \$37,480 all requests from Masuk for this object.
- Payroll Taxes (5220) – Transfer out \$27,000 anticipated savings from position eliminations.
- Retirements (5295) – Transfer in \$75,000 to adequately fund anticipated retirement incentive payouts. As I had indicated in a previous email to the BOE, we had overlooked the payout to retiring teachers for unused sick time. We are assuming 5 teacher retirements – 10K cash payment + 15k for buy-out of unused sick time = 125K for 5 teacher retirements. We had budgeted the 50K for cash payment, but had not included the unused sick time. The 75K transfer from textbooks and payroll taxes provide the 75K that was not adequately budgeted for teacher retirements.



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- Payroll Taxes (5220) – Transfer out \$55,000 anticipated savings from position eliminations.
- Database Administrator (5127) Transfer out \$22,475 and Administration Certified (5111) transfer out \$16,798 benefit related costs. Remaining amounts for the new positions in these line items reflect salary only.
- Unemployment Compensation (5250) Transferred in \$94,273 for anticipated increase in expense as a result of position eliminations.
- Total of all Transfer Items:        \$274,668

Also, the budget assumptions included below is a follow up to your request.

Current FY 2009-10 Budget Request	\$51,295,918 (4.15% or \$2,045,918 increase)
Restore: 1.0 FTE Classroom Teacher	\$61,759
Restore: Alternative Ed Rent & Overhead	<u>\$82,540</u>
Subtotal	<u>\$144,299</u>
Revised Proposed FY2009-10 Request	\$51,440,217 (4.45% or \$2,190,217 increase)