

## Hanover Public Schools

**Matthew A. Ferron**  
*Superintendent of Schools*



**Thomas R. Raab, Ed.D.**  
*Business Manager*

**Deborah St. Ives**  
*Assistant Superintendent*

**Joan Woodward**  
*Student Services Director*

### MEMORANDUM

To: Hanover School Committee  
 From: Thomas R. Raab, Business Manager  
 Cc: Matthew A. Ferron, Superintendent of Schools  
 Date: August 30, 2017  
 Re: FY '17 Quarter 4 Revolving Account Update

I am pleased to present the FY '17 Quarter 4 Revolving Account update for your review and consideration. All of the accounts are trending as expected. Please note the following highlights:

#### **Lunch**

Our Lunch account ended with a low balance of \$1,261.53. The low balance is a result of increasing food costs and labor costs over the past three years. We predicted the lower than expected balance back in February when the School Committee authorized the modest 25 cent increase to lunch prices effective September 2017. As we discussed, this increase will net an additional \$29,160 putting us back where expected over the course of the school year.

#### **Athletics**

Our Athletic Revolving account is trending as expected carrying \$18,834.42 into FY '18. My FY '18 budget forecast done in March predicted a \$15,000 carryover from FY '17 to FY '18. We collected \$184,476.28 in user fees exceeding our budget estimate of \$163,500. In addition we collected \$56,840.47 in donations, gate receipts, and events exceeding the \$55,000 prediction. Conversely, our transportation costs of \$95,294.24 exceeded our estimate of \$80,000. This was a result of our tournament runs in all three seasons and though partially offset by donations, is a welcome added expense. Our athletic program remains strong and well poised to begin the 2017-2018 school year.

#### **FACE**

Our FACE program remains strong ending the year with a combined balance of \$83,200.02. In part, this balance reflects revenues received for the Summer Enrichment program that have since been expended. The FACE program has had an ongoing need to consolidate accounts in order to more accurately distribute revenue, salaries and expenses generated from its various programs. The consolidation allows for improved operational efficiency in billing practices for siblings in more than one program as well as the allocation of payments. Kelly and I met with Chelsea Stevens, the Town Accountant in May and discussed the consolidation. We decided to move forward in FY '18 with four consolidated accounts: FACE Before and After, FACE Enrichment, FACE Performing Arts, and School Store. This structure will allow for continued accurate and transparent reporting but also allow for a more efficient method of billing and working with families at all levels.

<b>Hanover Public Schools</b>						
<b>Revolving Summary - FY2017 4TH QTR</b>						
<b>As of 6/30/17</b>						
	<u>Beq Bal</u>	<u>Receipts</u>	<u>Payroll</u>	<u>Expenses</u>	<u>End Bal</u>	<u>Notes</u>
Lunch	49,095.97	992,210.27	568,460.68	471,584.03	1,261.53	
Athletic	35,335.42	242,701.75	15,149.00	244,053.75	18,834.42	
HS AP Exams	390.80	41,400.00	2,863.75	38,807.53	119.52	
HS Robotics	115.53	0.00	0.00	0.00	115.53	
MS Performance Troupe	1,475.10	4,551.00	4,214.45	900.00	911.65	
Summer School	654.34	0.00	0.00	0.00	654.34	
Cedar Before & After	30,509.02	209,334.23	224,351.55	12,222.07	3,269.63	<b>Overall Before/After Balance is \$17,836.20</b>
Center Before & After	50,835.74	247,885.07	275,356.96	17,931.82	5,432.03	
MS Extended Day	3,266.38	114,058.75	96,778.69	11,411.90	9,134.54	
Cedar PreSchool	27,859.57	57,950.00	48,991.97	17,697.23	19,120.37	
Cedar Full Day Kindergarten	116,651.63	195,524.70	279,206.17	5,102.47	27,867.69	
Center Full Day Kindergarten	70,761.42	270,432.91	295,803.31	16,566.06	28,824.96	
Student Assistance Program	2,114.50	0.00	0.00	0.00	2,114.50	
Lost Book Revolving	12,474.77	1,413.01	0.00	885.50	13,002.28	
Cedar Library	1,434.85	11,022.03	0.00	12,284.07	172.81	
Center Sylvester Library	11,983.54	14,252.14	0.00	22,392.19	3,843.49	
MS Library	4,545.02	4,461.34	0.00	3,591.50	5,414.86	
HS Transportation Revolving	270.00	20,519.00	0.00	20,789.00	0.00	
Sped Transportation	1,033.00	0.00	0.00	1,033.00	0.00	
Sped Revolving	21,819.91	105.00	0.00	19,359.36	2,565.55	
Energy Revolving	154.00	0.00	0.00	0.00	154.00	
<b><u>Extended Opportunities</u></b>						
Cedar AS Enrichment	3,841.07	12,479.00	7,081.25	4,963.56	4,275.26	
Cent/Syl AS Enrichment	2,058.90	19,108.00	13,985.50	5,068.50	2,112.90	
MS AS Enrichment	19,060.60	87,331.50	46,627.50	52,334.17	7,430.43	
HS AS Enrichment	1,157.53	26,412.50	24,359.23	984.41	2,226.39	
Summer Enrichment	23,488.87	139,204.85	75,553.90	47,014.04	40,125.78	
Driver Ed	1,998.26	330.00	0.00	0.00	2,328.26	
Night School	7,519.92	15,610.00	15,224.00	7,796.64	109.28	<b>Driver'sEd/Drama/Store Balance \$64,709.48</b>
FACE Drama	11,542.84	36,645.93	26,313.00	20,022.03	1,853.74	
School Store	532.81	61,965.15	18.15	58,232.37	4,247.44	
<b>Total Revolving</b>	<b>513,981.31</b>	<b>2,826,908.13</b>	<b>2,020,339.06</b>	<b>1,113,027.20</b>	<b>207,523.18</b>	
<b><u>Other Gifts &amp; Grants</u></b>						
Cedar Other Gifts	14,478.56	12,096.63	0.00	16,680.95	9,894.24	
Center Other Gifts	8,190.99	3,693.65	0.00	7,024.51	4,860.13	
Sylvester Other Gifts	2,939.88	3,878.14	0.00	6,087.95	730.07	
MS Other Gifts	6,083.28	12,653.68	1,989.92	10,568.44	6,178.60	
HS Other Gifts	9,150.52	9,735.91	0.00	12,483.44	6,402.99	
Systemwide Other Gifts	5,357.25	1,554.72	0.00	3,590.59	3,321.38	
Hanover Cultural Council	200.00	3,200.00	0.00	3,200.00	200.00	
Mass Cultural Council	0.00	600.00	0.00	400.00	200.00	
Cedar PTA	0.00	1,100.00	0.00	0.00	1,100.00	
Center PTA	0.00	824.00	0.00	0.00	824.00	
MS PTA	0.62	70.00	0.00	0.00	70.62	
<b>Total Other Grants &amp; Gifts</b>	<b>46,401.10</b>	<b>49,406.73</b>	<b>1,989.92</b>	<b>60,035.88</b>	<b>33,782.03</b>	
<b>Total All</b>	<b>560,382.41</b>	<b>2,876,314.86</b>	<b>2,022,328.98</b>	<b>1,173,063.08</b>	<b>241,305.21</b>	