

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 2018 Reauthorization of Student Activity Accounts

I am pleased to present the 2018 Student Activity Accounts for your review, and reauthorization vote this evening.

High School

HHS requests that the Academic Awards, Class of 2016, and School Store accounts be deleted. The Academic Awards account is a vestige of a time when the Undergraduate Academic Awards were handled differently and are not really a student activity but rather a school sponsored activity. Currently, the awards are cosponsored by the HPTA and the high school budget. We recommend that the account be deleted and the \$39.76 remaining be deposited into the interest account. In June we'll use these funds to defray the cost of the award plaques. The School Store was created several years ago before our current School Store existed. Since we now have one at Salmond and the Food Services Staff provides snacks after school for students, there is no need for the account to exist. I recommend transferring the funds to the interest account to be used at the discretion of the principal.

The Class of 2017 is finalizing their class gift. Once this is done, the remaining class funds will be distributed to the President and Treasurer according to past procedures.

The Unified Team is a program that began two years ago at HHS to provide athletic opportunities and partnerships for students with special needs. It had been working as an arm of the Life Skills program but requests to break off into its own account.

A mistake was made in June that wasn't corrected until July resulting in a higher than usual High School Interest Account balance. \$847.86 in revenue was incorrectly deposited into the high school account rather than the middle school account. The mistake was caught after the close of the fiscal year so I directed the high school to temporarily deposit the funds into the Interest Account. Now that we're into the new fiscal year, the money has already been transferred and distributed to the appropriate middle school accounts. FY '18 accounting will reflect the update.

Middle School

Mr. Birolini is requesting the creation of accounts for each class at HMS similar to what is done at HHS. In addition, he is requesting an account for the Entrepreneurship Program which began as a pilot in the late spring.

Typically the Camp Squanto Balance is \$4,000-\$5,000 each year to allow for start up costs and scholarships. The Camp balance is higher this year than past years because they had

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

the need for fewer scholarships this year, many Camp activities were run by staff rather than outside vendors, and the transportation costs were lower with a smaller number of the students. Mr. Birolini is in discussion with the organizers of Camp Squanto to determine the best use of these additional funds for the benefit of future Camp Squanto activities and the HMS student body. It is a one-year anomaly that will be corrected in the future.

Cedar School

In an effort to align the Student Activities Accounts at both elementary schools, it was recommended last year that the Theatre Arts accounts be spent and closed over time at both elementary schools. These accounts carried funds that were a vestige of the drama program before the successful consolidation with the FACE program a few years ago. Mr. Oates has committed to spending the \$843.78 remaining for the benefit of Cedar School's multimedia needs as originally designed. We will recommend that this account be deleted at the end of the year after the funds are expended.

Center/Sylvester School

It is recommended that the Theatre Arts account at Center/Sylvester be deleted as the funds have been expended. The account is no longer necessary as the drama program is consolidated with FACE.

FY 2018 Reauthorization of Student Activity Accounts

| Hanover High School | 7/1/17 Balance | Recommendation | Hanover Middle School | 7/1/17 Balance | Recommendation |
|-------------------------|---------------------|-----------------------------------|--------------------------------|---------------------|----------------|
| | | Delete and transfer balance | | | |
| Academic Awards | \$ 39.76 | to interest account | Camp | \$ 10,818.35 | No Change |
| Band | \$ 3,989.49 | No Change | Class of 2022 | \$ - | New |
| Chess Club | \$ 25.00 | No Change | Class of 2023 | \$ - | New |
| Chorus | \$ 431.56 | No Change | Class of 2024 | \$ - | New |
| Class of 2016 | \$ - | Delete | Class of 2025 | \$ - | New |
| | | Delete and disperse funds | | | |
| Class of 2017 | \$ 5,418.55 | to President and Treasurer | Chorus-Band | \$ 118.92 | No Change |
| Class of 2018 | \$ 5,560.22 | No Change | Entrepreneurship | \$ - | New |
| Class of 2019 | \$ 5,923.55 | No Change | Field Trips | \$ 1,077.81 | No Change |
| Class of 2020 | \$ 4,819.25 | No Change | Harvest Fest | \$ 348.54 | No Change |
| Class of 2021 | \$ - | New | Harvest Jam | \$ 12.10 | No Change |
| | | Name Change from Cultural | | | |
| | | Diversity to Match | | | |
| Diversity/GSA | \$ 1,624.91 | Handbook | Interest | \$ 387.78 | No Change |
| Debate Team | \$ 2.52 | No Change | Student Council | \$ 4,710.75 | No Change |
| Fashion Club | \$ 1,374.30 | No Change | Yearbook | \$ 7,269.75 | No Change |
| Field Trips | \$ 1,906.48 | No Change | GRAND TOTAL | \$ 24,744.00 | |
| French Exchange Program | \$ 575.03 | No Change | | | |
| Green Team | \$ - | No Change | Cedar School | | |
| Interest | \$ 1,167.66 | No Change | Field Trips | \$ 1,188.66 | No Change |
| Life Skills | \$ 276.52 | No Change | Interest | \$ 0.26 | No Change |
| Literary Magazine | \$ 7.82 | No Change | Memory Book (yearbook) | \$ 2.81 | No Change |
| National Honor Society | \$ 1,770.62 | No Change | School Store | \$ 950.26 | No Change |
| Red Cross Club | \$ 277.34 | No Change | Student Council | \$ 794.78 | No Change |
| Robotics | \$ 9.77 | No Change | Theatre Arts | \$ 843.78 | No Change |
| SADD | \$ 308.18 | No Change | GRAND TOTAL | \$ 3,780.55 | |
| School Newspaper | \$ 312.21 | No Change | | | |
| | | Delete and transfer balance | | | |
| School Store | \$ 97.65 | to interest account | Center/Sylvester School | | |
| Student Council | \$ 3,465.92 | No Change | Field Trips | \$ 2,295.06 | No Change |
| Theatre Arts | \$ 871.00 | No Change | Interest | \$ 173.41 | No Change |
| Unified Team | \$ 550.00 | New/split from Life Skills | Memory Book (yearbook) | \$ 1,583.63 | No Change |
| Yearbook | \$ 7,695.69 | No Change | Student Council | \$ 270.09 | No Change |
| GRAND TOTAL | \$ 48,501.00 | | Theatre Arts | \$ - | Delete |
| | | | GRAND TOTAL | \$ 4,322.19 | |

| | |
|--|------------------------|
| | Accounts to be deleted |
| | Accounts to be added |
| | No Change |