

**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*

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**MEMORANDUM**

To: Hanover School Committee  
From: Thomas Raab, Business Manager  
Cc: Matthew Ferron, Superintendent of Schools  
Date: June 22, 2016  
Re: FY '16 Budget Closeout Update

Please find attached the final FY '16 Monthly Reporting Summary. The final budget figures have calculated as expected for FY '16. All known expense invoices and or purchase orders have been encumbered and are included among the encumbrances listed in each category. Most of these are being paid in your expense packet this evening. Town Hall will be running a final FY '16 expense warrant on July 14 due to Town Hall on July 8. I will consolidate the final bills for the July 8 deadline and respectfully ask the committee to sign the final FY '16 warrant which will be made available for your review and signature by Wednesday morning, July 6, 2016 here at Salmond as we've done in the past.

At the bottom of the second page, note that we have \$153,537.79 unencumbered for FY '16. Our total salary liability for the balance of FY '16 is \$238,794.28 for a difference of \$85,256.49. As we've discussed, part of our FY '16 budget planning included using up to \$100,000 in funds from the FY '16 Circuit Breaker allocation. This year we've taken a conservative budget approach with respect to our FY '16 Circuit Breaker funds and haven't expended them yet. Following the budget as originally planned, I anticipate charging \$85,256.49 to the FY '16 Circuit Breaker allocation to Special Education tuitions, thus completely exhausting the FY '16 operating budget and rolling the remaining \$238,003.51 in Circuit Breaker funds to FY '17.

These calculations represent all known obligations both regarding salary and expenses at this time. Please remember that there are still several days left to FY '16 and a few unknown obligations may arise. I do not anticipate needing beyond the \$100,000 in Circuit Breaker funds that we budgeted. When the FY '16 budget is closed, I will only expense what is needed from Circuit Breaker reserving as much as possible for FY '17.

**Town of Hanover**  
**Monthly Reporting Summary**  
**From 07/01/2015 to 06/30/2016**

01 - GENERAL FUND				Adjusted				
Account	Description	Orig Bud	Amended	Budget	Encumb	Expend	Unencum Bal	% Exp
5400 - ARTICLES Total								100.00 %
00 - UNASSIGNED Total								100.00 %
5100 - SALARY Total		\$7,200.00		\$7,200.00		\$2,435.14	\$4,764.86	33.82 %
5200 - EXPENSES Total		\$2,000.00		\$2,000.00	\$56.55	\$1,301.54	\$641.91	67.90 %
30 - SCHOOL COMMITTEE Total		\$9,200.00		\$9,200.00	\$56.55	\$3,736.68	\$5,406.77	41.23 %
5100 - SALARY Total		\$561,835.00	\$-42,625.00	\$519,210.00		\$512,974.61	\$6,235.39	98.79 %
5200 - EXPENSES Total		\$85,872.00		\$85,872.00	\$1,449.62	\$76,369.59	\$8,052.79	90.62 %
31 - DISTRICT ADMINISTRATION Total		\$647,707.00	\$-42,625.00	\$605,082.00	\$1,449.62	\$589,344.20	\$14,288.18	97.63 %
5100 - SALARY Total		\$2,254,698.00	\$51,781.00	\$2,306,479.00		\$2,315,452.22	\$-8,973.22	100.38 %
5200 - EXPENSES Total		\$78,280.00	\$800.00	\$79,080.00	\$536.32	\$63,543.06	\$15,000.62	81.03 %
32 - CEDAR ELEMENTARY SCHOOL Total		\$2,332,978.00	\$52,581.00	\$2,385,559.00	\$536.32	\$2,378,995.28	\$6,027.40	99.74 %
5100 - SALARY Total		\$1,708,196.00	\$33,554.00	\$1,741,750.00		\$1,753,240.41	\$-11,490.41	100.65 %
5200 - EXPENSES Total		\$63,189.00		\$63,189.00	\$3,824.84	\$54,014.22	\$5,349.94	91.53 %
33 - CENTER ELEMENTARY SCHOOL Total		\$1,771,385.00	\$33,554.00	\$1,804,939.00	\$3,824.84	\$1,807,254.63	\$-6,140.47	100.34 %
5100 - SALARY Total		\$1,361,454.00	\$-15,546.00	\$1,345,908.00		\$1,349,613.73	\$-3,705.73	100.27 %
5200 - EXPENSES Total		\$45,538.00		\$45,538.00	\$827.52	\$41,648.07	\$3,062.41	93.27 %
34 - SYLVESTER ELEMENTARY SCHOOL Total		\$1,406,992.00	\$-15,546.00	\$1,391,446.00	\$827.52	\$1,391,261.80	\$-643.32	100.04 %
5100 - SALARY Total		\$4,699,771.00	\$-9,501.00	\$4,690,270.00		\$4,668,209.88	\$22,060.12	99.52 %
5200 - EXPENSES Total		\$77,760.00		\$77,760.00	\$707.84	\$75,517.14	\$1,535.02	98.02 %
35 - HANOVER MIDDLE SCHOOL Total		\$4,777,531.00	\$-9,501.00	\$4,768,030.00	\$707.84	\$4,743,727.02	\$23,595.14	99.50 %
5100 - SALARY Total		\$5,314,009.00	\$62,418.00	\$5,376,427.00		\$5,412,695.42	\$-36,268.42	100.67 %
5200 - EXPENSES Total		\$255,305.00	\$-17,360.00	\$237,945.00	\$13,464.88	\$215,456.26	\$9,023.86	96.20 %
36 - HANOVER HIGH SCHOOL Total		\$5,569,314.00	\$45,058.00	\$5,614,372.00	\$13,464.88	\$5,628,151.68	\$-27,244.56	100.48 %
5100 - SALARY Total								100.00 %
5200 - EXPENSES Total								100.00 %
37 - SALMOND EC SCHOOL Total								100.00 %
5100 - SALARY Total		\$943,206.00	\$-30,391.00	\$912,815.00		\$796,613.55	\$116,201.45	87.26 %
5200 - EXPENSES Total		\$1,505,856.00	\$79,800.00	\$1,585,656.00	\$35,580.14	\$1,577,964.18	\$-27,888.32	101.75 %
5400 - ARTICLES Total		\$600,000.00		\$600,000.00	\$80,131.56	\$519,696.72	\$171.72	99.97 %
39 - HPS DISTRICT WIDE Total		\$3,049,062.00	\$49,409.00	\$3,098,471.00	\$115,711.70	\$2,894,274.45	\$88,484.85	97.14 %
310 - HPS - REGULAR EDUCATION Total		\$19,564,169.00	\$112,930.00	\$19,677,099.00	\$136,579.27	\$19,436,745.74	\$103,773.99	99.47 %

**Town of Hanover**  
**Monthly Reporting Summary**  
**From 07/01/2015 to 06/30/2016**

01 - GENERAL FUND								
Account	Description	Orig Bud	Amended	Adjusted Budget	Encumb	Expend	Unencum Bal	% Exp
5400 - ARTICLES Total		\$500,000.00		\$500,000.00	\$32,405.46	\$467,578.70	\$8,768.30	98.27 %
00 - UNASSIGNED Total		\$500,000.00		\$500,000.00	\$32,405.46	\$467,578.70	\$8,768.30	98.27 %
5100 - SALARY Total		\$148,917.00		\$148,917.00		\$124,466.66	\$24,450.34	83.58 %
5200 - EXPENSES Total		\$30,500.00		\$30,500.00		\$16,917.61	\$13,582.39	55.46 %
31 - DISTRICT ADMINISTRATION Total		\$179,417.00		\$179,417.00		\$141,384.27	\$38,032.73	78.80 %
5100 - SALARY Total		\$1,387,202.00	\$-168,865.00	\$1,218,337.00		\$1,180,786.00	\$37,551.00	96.91 %
5200 - EXPENSES Total								100.00 %
32 - CEDAR ELEMENTARY SCHOOL Total		\$1,387,202.00	\$-168,865.00	\$1,218,337.00		\$1,180,786.00	\$37,551.00	96.91 %
5100 - SALARY Total		\$690,342.00	\$1,071.00	\$691,413.00		\$690,775.00	\$638.00	99.90 %
5200 - EXPENSES Total								100.00 %
33 - CENTER ELEMENTARY SCHOOL Total		\$690,342.00	\$1,071.00	\$691,413.00		\$690,775.00	\$638.00	99.90 %
5100 - SALARY Total		\$266,689.00	\$-816.00	\$265,873.00		\$264,617.48	\$1,255.52	99.52 %
5200 - EXPENSES Total								100.00 %
34 - SYLVESTER ELEMENTARY SCHOOL Total		\$266,689.00	\$-816.00	\$265,873.00		\$264,617.48	\$1,255.52	99.52 %
5100 - SALARY Total		\$1,482,326.00	\$-53,540.00	\$1,428,786.00		\$1,442,024.71	\$-13,238.71	100.92 %
5200 - EXPENSES Total								100.00 %
35 - HANOVER MIDDLE SCHOOL Total		\$1,482,326.00	\$-53,540.00	\$1,428,786.00		\$1,442,024.71	\$-13,238.71	100.92 %
5100 - SALARY Total		\$954,863.00	\$32,893.00	\$987,756.00		\$960,712.28	\$27,043.72	97.26 %
5200 - EXPENSES Total								100.00 %
36 - HANOVER HIGH SCHOOL Total		\$954,863.00	\$32,893.00	\$987,756.00		\$960,712.28	\$27,043.72	97.26 %
5100 - SALARY Total		\$133,551.00	\$81,327.00	\$214,878.00		\$200,857.35	\$14,020.65	93.47 %
5200 - EXPENSES Total		\$861,884.00	\$-5,000.00	\$856,884.00	\$27,715.58	\$893,475.83	\$-64,307.41	107.50 %
5400 - ARTICLES Total								100.00 %
39 - HPS DISTRICT WIDE Total		\$995,435.00	\$76,327.00	\$1,071,762.00	\$27,715.58	\$1,094,333.18	\$-50,286.76	104.69 %
320 - HPS - SPECIAL EDUCATION Total		\$6,456,274.00	\$-112,930.00	\$6,343,344.00	\$60,121.04	\$6,242,211.62	\$49,763.80	99.21 %
Total for Dept 310 and 320		\$26,020,443.00		\$26,020,443.00	\$196,700.31	\$25,678,957.36	\$153,537.79	99.41 %