

**Hanover Public Schools**

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

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



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

**Joan Woodward**  
*Student Services Director*

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**MEMORANDUM**

To: Hanover School Committee  
From: Thomas R. Raab, Business Manager  
Cc: Matthew A. Ferron, Superintendent of Schools  
Re: FY '17 Monthly Budget Summary  
Date: May 10, 2017

As we wind down FY '17, I am pleased to present to current budget summary. Now that Town Meeting has ended, the main focus of the Business Office is closing out the FY '17 budget in preparation for the end of the fiscal year. As of May 5, 2017 we've spent 73.5% of our budget which is exactly where I want to be at this time of the school year. A few areas bear further explanation and clarification.

The Special Town Meeting Article 5 passed on Monday, May 1, 2017, has been applied to the School Department Budget. Please note the bottom of page 2 our overall budget has increased by \$140,635. Specifically, these funds were added to Special Education Tuitions reducing our current reliance on FY '17 Circuit Breaker funds to \$237,342.41 (note highlight on page 2). This is part of our FY '18 budget strategy allowing us to reserve FY '17 Circuit Breaker funds to be used in FY '18. Joan Woodward and I have completed the application for Circuit Breaker extraordinary relief funds and are awaiting an answer from the Department of Elementary and Secondary Education. They have indicated to us that we qualify for relief but we haven't received a number. Stay tuned.

Currently, Center School shows a negative expense balance of (9,199.35). I had been waiting for Town Meeting to expense funds from the revolving accounts in order to be sure we could meet all of our obligations. Much of the \$9,199.35 will be expensed to the Center Full Day Kindergarten Revolving account as there are Full Day Kindergarten expenses that are currently expensed to Center General Supplies.

Similarly, system wide expenses are showing a negative balance of (\$4,515.71). Certain smaller capital technology expenses that have been expensed to the operating budget could be expensed to the remaining funds in the FY '17 Technology Article. There is \$15,871.21 remaining in the current Technology Article that could be utilized. Further, I am evaluating all encumbrances in an effort to find cost efficiencies and only encumber exactly what is needed to end the fiscal year.

Barring any unforeseen circumstances, FY '17 is ending on a strong note and we are well positioned to begin FY '18. Please do not hesitate to contact me if you have any questions so that I may be fully prepared to answer them at the meeting.

**Town of Hanover**  
**Monthly Reporting Summary**  
**From 07/01/2016 to 06/30/2017**

01 - GENERAL FUND								
Account	Description	Orig Bud	Amended	Adjusted 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		\$1,170.00	\$6,030.00	16.25 %
5200 - EXPENSES Total		\$2,000.00		\$2,000.00		\$1,330.80	\$669.20	66.54 %
30 - SCHOOL COMMITTEE Total		\$9,200.00		\$9,200.00		\$2,500.80	\$6,699.20	27.18 %
5100 - SALARY Total		\$614,875.00	\$-121,446.00	\$493,429.00		\$423,875.50	\$69,553.50	85.90 %
5200 - EXPENSES Total		\$82,872.00		\$82,872.00	\$7,937.53	\$64,101.01	\$10,833.46	86.92 %
31 - DISTRICT ADMINISTRATION Total		\$697,747.00	\$-121,446.00	\$576,301.00	\$7,937.53	\$487,976.51	\$80,386.96	86.05 %
5100 - SALARY Total		\$2,396,035.00	\$-44,678.00	\$2,351,357.00		\$1,656,726.24	\$694,630.76	70.45 %
5200 - EXPENSES Total		\$82,565.00	\$-10,260.00	\$72,305.00	\$6,458.90	\$59,050.35	\$6,795.75	90.60 %
32 - CEDAR ELEMENTARY SCHOOL Total		\$2,478,600.00	\$-54,938.00	\$2,423,662.00	\$6,458.90	\$1,715,776.59	\$701,426.51	71.05 %
5100 - SALARY Total		\$1,722,253.00	\$6,873.00	\$1,729,126.00		\$1,209,848.26	\$519,277.74	69.96 %
5200 - EXPENSES Total		\$68,588.00	\$-5,900.00	\$62,688.00	\$11,827.42	\$60,059.93	\$-9,199.35	114.67 %
33 - CENTER ELEMENTARY SCHOOL Total		\$1,790,841.00	\$973.00	\$1,791,814.00	\$11,827.42	\$1,269,908.19	\$510,078.39	71.53 %
5100 - SALARY Total		\$1,445,599.00	\$-64,228.00	\$1,381,371.00		\$937,332.22	\$444,038.78	67.85 %
5200 - EXPENSES Total		\$44,951.00	\$-4,100.00	\$40,851.00	\$3,716.79	\$32,739.63	\$4,394.58	89.24 %
34 - SYLVESTER ELEMENTARY SCHOOL Total		\$1,490,550.00	\$-68,328.00	\$1,422,222.00	\$3,716.79	\$970,071.85	\$448,433.36	68.46 %
5100 - SALARY Total		\$4,902,295.00	\$-11,180.00	\$4,891,115.00		\$3,297,459.22	\$1,593,655.78	67.41 %
5200 - EXPENSES Total		\$90,942.00	\$-2,056.00	\$88,886.00	\$9,304.28	\$61,509.37	\$18,072.35	79.66 %
35 - HANOVER MIDDLE SCHOOL Total		\$4,993,237.00	\$-13,236.00	\$4,980,001.00	\$9,304.28	\$3,358,968.59	\$1,611,728.13	67.63 %
5100 - SALARY Total		\$5,607,179.00	\$-3,770.00	\$5,603,409.00		\$3,786,623.30	\$1,816,785.70	67.57 %
5200 - EXPENSES Total		\$293,426.00	\$-31,094.00	\$262,332.00	\$33,591.17	\$213,407.12	\$15,333.71	94.15 %
36 - HANOVER HIGH SCHOOL Total		\$5,900,605.00	\$-34,864.00	\$5,865,741.00	\$33,591.17	\$4,000,030.42	\$1,832,119.41	68.76 %
5100 - SALARY Total								100.00 %
5200 - EXPENSES Total								100.00 %
37 - SALMOND EC SCHOOL Total								100.00 %
5100 - SALARY Total		\$818,166.00	\$61,979.00	\$880,145.00		\$601,109.87	\$279,035.13	68.29 %
5200 - EXPENSES Total		\$1,585,244.00	\$-8,201.00	\$1,577,043.00	\$209,906.56	\$1,371,652.15	\$-4,515.71	100.28 %
5400 - ARTICLES Total						\$1,877.00	\$77,726.28	2.35 %
39 - HPS DISTRICT WIDE Total		\$2,403,410.00	\$53,778.00	\$2,457,188.00	\$209,906.56	\$1,974,639.02	\$352,245.70	86.11 %
310 - HPS - REGULAR EDUCATION Total		\$19,764,190.00	\$-238,061.00	\$19,526,129.00	\$282,742.65	\$13,779,871.97	\$5,543,117.66	71.72 %



**Town of Hanover**  
**Monthly Reporting Summary**  
**From 07/01/2016 to 06/30/2017**

01 - GENERAL FUND								
Account	Description	Orig Bud	Amended	Adjusted Budget	Encumb	Expend	Unencum Bal	% Exp
5400 - ARTICLES Total		\$450,000.00		\$450,000.00	\$55,097.28	\$397,139.58	\$123.73	99.97 %
00 - UNASSIGNED Total		\$450,000.00		\$450,000.00	\$55,097.28	\$397,139.58	\$123.73	99.97 %
5100 - SALARY Total		\$137,876.00	\$-2,797.00	\$135,079.00		\$109,696.77	\$25,382.23	81.20 %
5200 - EXPENSES Total		\$27,000.00		\$27,000.00		\$14,299.11	\$12,700.89	52.95 %
31 - DISTRICT ADMINISTRATION Total		\$164,876.00	\$-2,797.00	\$162,079.00		\$123,995.88	\$38,083.12	76.50 %
5100 - SALARY Total		\$1,207,932.00	\$-31,500.00	\$1,176,432.00		\$762,419.09	\$414,012.91	64.80 %
5200 - EXPENSES Total								100.00 %
32 - CEDAR ELEMENTARY SCHOOL Total		\$1,207,932.00	\$-31,500.00	\$1,176,432.00		\$762,419.09	\$414,012.91	64.80 %
5100 - SALARY Total		\$513,095.00	\$126,736.00	\$639,831.00		\$489,354.66	\$150,476.34	76.48 %
5200 - EXPENSES Total								100.00 %
33 - CENTER ELEMENTARY SCHOOL Total		\$513,095.00	\$126,736.00	\$639,831.00		\$489,354.66	\$150,476.34	76.48 %
5100 - SALARY Total		\$509,595.00	\$-105,891.00	\$403,704.00		\$215,972.85	\$187,731.15	53.49 %
5200 - EXPENSES Total								100.00 %
34 - SYLVESTER ELEMENTARY SCHOOL Total		\$509,595.00	\$-105,891.00	\$403,704.00		\$215,972.85	\$187,731.15	53.49 %
5100 - SALARY Total		\$1,501,704.00	\$52,158.00	\$1,553,862.00		\$1,046,869.76	\$506,992.24	67.37 %
5200 - EXPENSES Total								100.00 %
35 - HANOVER MIDDLE SCHOOL Total		\$1,501,704.00	\$52,158.00	\$1,553,862.00		\$1,046,869.76	\$506,992.24	67.37 %
5100 - SALARY Total		\$1,024,314.00	\$38,075.00	\$1,062,389.00		\$722,590.91	\$339,798.09	68.01 %
5200 - EXPENSES Total								100.00 %
36 - HANOVER HIGH SCHOOL Total		\$1,024,314.00	\$38,075.00	\$1,062,389.00		\$722,590.91	\$339,798.09	68.01 %
5100 - SALARY Total		\$232,795.00		\$232,795.00		\$190,247.86	\$42,547.14	81.72 %
5200 - EXPENSES Total		\$846,614.00	\$301,915.00	\$1,148,529.00	\$365,938.52	\$1,019,932.89	\$-237,342.41	120.66 %
5400 - ARTICLES Total								100.00 %
39 - HPS DISTRICT WIDE Total		\$1,079,409.00	\$301,915.00	\$1,381,324.00	\$365,938.52	\$1,210,180.75	\$-194,795.27	114.10 %
320 - HPS - SPECIAL EDUCATION Total		\$6,450,925.00	\$378,696.00	\$6,829,621.00	\$421,035.80	\$4,968,523.48	\$1,442,422.31	78.88 %
Total for Dept 310 and 320		\$26,215,115.00	\$140,635.00	\$26,355,750.00	\$703,778.45	\$18,748,395.45	\$6,985,539.97	73.57 %
5400 - ARTICLES Total								100.00 %
00 - UNASSIGNED Total								100.00 %
122 - SELECTMEN Total								100.00 %