

Hanover Public Schools

Matthew Ferron
Superintendent of Schools



Michael Oates
Director of Student Services

Deborah St. Ives
*Assistant Superintendent
for Curriculum & Instruction*

Michael Perrone
Business Manager

MEMORANDUM

To: Hanover School Committee
From: Michael Perrone, Business Manager
Cc: Matthew A. Ferron, Superintendent of Schools
Re: FY '24 Operating Budget (First Draft)
Date: December 7, 2022

We continue to prepare the FY24 General Fund Operating Budget. The current status of our developing budget can be broken down into three main components. The first component is projecting the level-services salary budget for all current HPS staff rolled forward to FY24. This preserves all current positions. The projected total of all salaries is \$28,967,455. This is an increase of \$909,235, the majority of which has been negotiated with our four bargaining units. The total projected increase in salaries is 3.24%. The second component is determining a level-funded projection of all expenses (non-salary). The expense budget under consideration for FY24 is \$7,174,663. The known projected expenses are slightly higher than last year (\$11,150). We are still evaluating the impact of inflation and increased contracted services expenses as this year moves forward to better inform projections for next year. These expenses remain in flux at this time and may have additional impact. The third component is projected expenses that total \$1,142,330. These proposed expenses include:

1. The projected cost of a free Full Day Kindergarten Program (FDK) = \$592,330.
2. The projected increase for Special Education expenses including the 14% increase for out of district tuition costs and the estimated increases in special education transportation = \$400,000.*
3. The projected cost of additional teachers/service providers to support increasing IEP services - especially in reading and counseling = \$150,000.

The total increase in our projection is \$1,912,533 which represents a 5.70% increase after applying all expected offsets (Circuit Breaker and grants)**. The estimated total of the additional expenses (\$1,142,330) listed above (1-3) represents a 3.40% increase. The additional costs outlined in #2 above are highly fluid and remain unpredictable - this needs to be monitored. The level service payroll, and level funded expenses, represent an approximate 2.74% increase.

We are very early on in the FY24 budget building process and there are many factors that can change the proposal as we move forward to a final budget hearing in May. We will update this document as the process continues.

* We are exploring advocacy options for possible legislative relief on these increased costs.

** Prior to offsets, the overall projected increase would be \$2,062,330 (6.14%).

HANOVER SCHOOLS FY'24 BUDGET PROPOSAL

Account Number	Account Name	FY'23 APPROVED BUDGET	FY' 24 Proposed Budget	Difference	% Difference
SALARIES					
01-32-310-2210-01-0011	SAL - CD PRINCIPAL Total	\$ 122,500.00	\$ 125,868.75	\$ 3,368.75	2.75%
01-32-310-2210-02-0011	SAL - CD SECRETARIES Total	\$ 103,005.00	\$ 104,770.05	\$ 1,765.05	1.71%
01-32-310-2305-01-0011	SAL - CD TEACHER Total	\$ 1,614,345.00	\$ 1,693,327.71	\$ 78,982.71	4.89%
01-32-310-2305-01-0012	SAL - CD KINDERGARTEN TEACHER Total	\$ 560,884.00	\$ 568,957.45	\$ 8,073.45	1.44%
01-32-310-2330-03-0011	SAL - CD TEACHER ASSTS Total	\$ 123,135.00	\$ 133,493.73	\$ 10,358.73	8.41%
01-32-310-2340-01-0011	SAL - CD LIBRARIAN Total	\$ 55,192.00	\$ 57,292.00	\$ 2,100.00	3.80%
01-32-320-2315-01-0016	SAL- CD SPED ADMINISTATOR	\$ 115,000.00	\$ 118,162.50	\$ 3,162.50	2.75%
01-32-310-2710-01-0011	SAL - CD COUNSELOR Total	\$ 104,274.00	\$ 109,014.00	\$ 4,740.00	4.55%
01-32-310-3200-03-0011	SAL - CD NURSES Total	\$ 108,647.00	\$ 111,689.00	\$ 3,042.00	2.80%
01-32-320-2305-01-0011	SAL - CD SPED TEACHER Total	\$ 847,999.00	\$ 903,258.00	\$ 55,259.00	6.52%
01-32-320-2310-01-0014	SAL - CD SPED SPECIALIST TEACHER Total	\$ 110,624.00	\$ 113,964.42	\$ 3,340.42	3.02%
01-32-320-2330-03-0011	SAL - CD SPED TEACHER ASSTS Total	\$ 54,536.00	\$ 58,231.00	\$ 3,695.00	6.78%
01-32-320-2330-03-0016	SAL - CD SPED TUTORS Total	\$ 293,781.00	\$ 314,475.35	\$ 20,694.35	7.04%
01-33-310-2210-01-0011	SAL - CN PRINCIPAL Total	\$ 246,087.00	\$ 254,428.59	\$ 8,341.59	3.39%
01-33-310-2210-02-0011	SAL - CN SECRETARIES Total	\$ 102,471.00	\$ 104,737.95	\$ 2,266.95	2.21%
01-33-310-2305-01-0011	SAL - CN TEACHER Total	\$ 3,173,644.00	\$ 3,295,611.29	\$ 121,967.29	3.84%
01-33-310-2340-01-0011	SAL - CN LIBRARIAN Total	\$ 99,280.00	\$ 101,536.40	\$ 2,256.40	2.27%

01-33-310-2710-01-0011	SAL - CN COUNSELOR Total	\$	67,141.00	\$	70,842.00	\$	3,701.00	5.51%
01-33-310-3200-03-0011	SAL - CN NURSE Total	\$	86,489.00	\$	88,867.00	\$	2,378.00	2.75%
01-33-320-2305-01-0011	SAL - CN SPED TEACHER Total	\$	1,028,941.00	\$	1,087,042.00	\$	58,101.00	5.65%
01-33-320-2315-01-0016	SAL - CN SPED ADMINISTRATOR	\$	107,475.00	\$	110,854.41	\$	3,379.41	3.14%
01-33-320-2310-01-0014	SAL - CN SPED SPECIALIST TEACHER Total	\$	95,727.00	\$	98,732.05	\$	3,005.05	3.14%
01-33-320-2330-03-0016	SAL - CN SPED TUTORS Total	\$	362,802.00	\$	335,368.91	\$	(27,433.09)	-7.56%
01-33-320-2800-01-0013	SAL - CN SPED PSYCHOLOGIST Total	\$	101,235.00	\$	106,645.00	\$	5,410.00	5.34%
01-31-310-1210-01-0011	SAL - ADM SUPERINTENDENT Total	\$	210,053.00	\$	215,829.76	\$	5,776.76	2.75%
01-31-310-1210-02-0011	SAL - ADM SUPERINTENDENT SECRETARIE Total	\$	59,338.00	\$	60,969.93	\$	1,631.93	2.75%
01-31-310-1410-01-0011	SAL - ADM BUSINESS MANAGER Total	\$	145,000.00	\$	148,987.50	\$	3,987.50	2.75%
01-31-310-1420-03-0011	SAL - ADM HUMAN RESOURCES Total	\$	56,513.00	\$	57,887.30	\$	1,374.30	2.43%
01-31-310-1410-02-0011	SAL - ADM BUSINESS SECRETARIES Total	\$	119,724.00	\$	123,046.21	\$	3,322.21	2.77%
01-31-320-2110-01-0011	SAL - ADM PPS DIRECTORS Total	\$	258,850.00	\$	265,968.00	\$	7,118.00	2.75%
01-31-320-2110-02-0011	SAL - ADM SPED SECRETARIES Total	\$	22,624.00	\$	23,740.00	\$	1,116.00	4.93%
01-39-310-1450-01-0011	SAL - SW TECHNOLOGY DIRECTOR Total	\$	116,981.00	\$	130,000.00	\$	13,019.00	11.13%
01-39-310-1450-03-0011	SAL - SW TECHNOLOGY STAFF Total	\$	391,804.00	\$	402,579.00	\$	10,775.00	2.75%
01-39-310-1450-03-0013	SAL - SW TECHNOLOGY ASSTS Total	\$	15,000.00	\$	-	\$	(15,000.00)	-100.00%
01-39-310-2110-01-0011	SAL - SW CURRICULUM DIRECTORS	\$	435,281.00	\$	447,251.00	\$	11,970.00	2.75%
01-39-310-3200-03-0015	SAL - SW NURSE LEADER Total	\$	91,613.00	\$	94,132.00	\$	2,519.00	2.75%
01-39-320-2305-01-0015	SAL - SW STIPENDS SPED TEACHER	\$	6,000.00	\$	6,000.00	\$	-	0.00%
01-39-320-2330-03-0016	SAL - SW SPED TUTORS Total	\$	100,000.00	\$	100,000.00	\$	-	0.00%

01-39-320-2310-01-0014	SAL - SW SPED SPECIALIST TEACHER Total	\$	321,358.00	\$	339,632.00	\$	18,274.00	5.69%
01-39-310-3400-03-0011	SAL- SW FOOD SERVICES	\$	-	\$	-	\$	-	
01-36-310-2210-01-0011	SAL - HS PRINCIPALS Total	\$	368,423.00	\$	388,829.63	\$	20,406.63	5.54%
01-36-310-2210-02-0011	SAL - HS SECRETARIES Total	\$	184,542.00	\$	177,480.00	\$	(7,062.00)	-3.83%
01-36-310-2305-01-0011	SAL - HS TEACHER Total	\$	5,040,243.00	\$	5,198,057.00	\$	157,814.00	3.13%
01-36-310-2315-01-0016	SAL - HS DEPARTMENT HEADS Total	\$	43,313.00	\$	44,505.00	\$	1,192.00	2.75%
01-36-310-2340-01-0011	SAL - HS LIBRARIAN Total	\$	107,475.00	\$	110,745.00	\$	3,270.00	3.04%
01-36-310-2710-01-0011	SAL - HS COUNSELOR Total	\$	460,888.00	\$	484,882.70	\$	23,994.70	5.21%
01-36-310-2710-02-0011	SAL - HS GUIDANCE SECRETARIES Total	\$	53,448.00	\$	36,569.78	\$	(16,878.22)	-31.58%
01-36-310-3200-03-0011	SAL - HS NURSES Total	\$	87,297.00	\$	89,281.40	\$	1,984.40	2.27%
01-36-310-3510-03-0011	SAL - HS ATHLETIC TRAINER Total	\$	51,750.00	\$	53,173.13	\$	1,423.13	2.75%
01-36-310-3510-03-0011	SAL - HS ATHLETIC DIRECTOR Total	\$	113,184.00	\$	116,296.56	\$	3,112.56	2.75%
01-36-320-2305-01-0011	SAL - HS SPED TEACHER Total	\$	1,129,651.00	\$	1,168,156.00	\$	38,505.00	3.41%
01-36-320-2315-01-0016	SAL - HS SPED ADMINISTRATOR Total	\$	110,000.00	\$	113,025.00	\$	3,025.00	2.75%
01-36-320-2330-03-0011	SAL - HS SPED TEACHER ASSTS Total	\$	374,005.00	\$	384,290.14	\$	10,285.14	2.75%
01-36-320-2330-03-0016	SAL - HS SPED TUTORS Total	\$	82,178.00	\$	107,631.93	\$	25,453.93	30.97%
01-36-320-2800-01-0013	SAL - HS SPED PSYCHOLOGIST Total	\$	114,095.00	\$	116,688.74	\$	2,593.74	2.27%
01-35-310-2210-01-0011	SAL - MS PRINCIPALS Total	\$	249,610.00	\$	258,101.00	\$	8,491.00	3.40%
01-35-310-2210-02-0011	SAL - MS SECRETARIES Total	\$	153,123.00	\$	157,053.15	\$	3,930.15	2.57%
01-35-310-2305-01-0011	SAL - MS TEACHER Total	\$	4,561,802.00	\$	4,662,655.89	\$	100,853.89	2.21%
01-35-310-2315-01-0016	SAL - MS DEPARTMENT HEADS	\$	35,220.00	\$	36,189.00	\$	969.00	2.75%

01-35-310-2340-01-0011	SAL - MS LIBRARIAN Total	\$	107,475.00	\$	111,240.00	\$	3,765.00	3.50%
01-35-310-2710-01-0011	SAL - MS COUNSELOR Total	\$	283,872.00	\$	297,245.00	\$	13,373.00	4.71%
01-35-310-2710-02-0011	SAL - MS GUIDANCE SECRETARIES Total	\$	52,178.00	\$	54,333.45	\$	2,155.45	4.13%
01-35-310-3200-03-0011	SAL - MS NURSES Total	\$	79,150.00	\$	82,747.00	\$	3,597.00	4.54%
01-35-320-2305-01-0011	SAL - MS SPED TEACHER Total	\$	1,378,644.00	\$	1,399,252.00	\$	20,608.00	1.49%
01-35-320-2315-01-0016	SAL - MS SPED ADMINISTRATOR Total	\$	111,676.00	\$	114,747.00	\$	3,071.00	2.75%
01-36-320-2330-03-0011	SAL - MS SPED TEACHER ASSTS Total	\$	222,323.00	\$	238,124.00	\$	15,801.00	7.11%
01-35-320-2330-03-0016	SAL - MS SPED TUTORS Total	\$	366,177.00	\$	376,247.00	\$	10,070.00	2.75%
01-35-320-2800-01-0013	SAL - MS SPED PSYCHOLOGIST Total	\$	101,306.00	\$	106,717.00	\$	5,411.00	5.34%
Summary	Reserve - Regular Ed Salaries	\$	-	\$	-	\$	-	
	SUBTOTAL SALARIES	\$	28,058,401.00	\$	28,967,455.76	\$	909,054.76	3.24%
Expense Summaries								
Summary	Cedar Contracted Services	\$	10,015.00	\$	10,015.00	\$	-	0.00%
Summary	Cedar School Equipment	\$	3,100.00	\$	3,100.00	\$	-	0.00%
Summary	Cedar School Reg Ed Salary Non FTE	\$	50,400.00	\$	50,400.00	\$	-	0.00%
Summary	Cedar Supplies and Materials	\$	62,876.00	\$	62,876.00	\$	-	0.00%
Summary	Cedar School SpEd Salary Non FTE	\$	7,785.00	\$	7,785.00	\$	-	0.00%
Summary	Center Contract Services	\$	20,919.00	\$	20,919.00	\$	-	0.00%
Summary	Center School Equipment	\$	3,000.00	\$	3,000.00	\$	-	0.00%
Summary	Center School Reg Ed Salary Non FTE	\$	52,289.00	\$	52,289.00	\$	-	0.00%
Summary	Center Supplies and Materials	\$	81,130.00	\$	81,130.00	\$	-	0.00%
Summary	Central Admin Contract Services	\$	60,312.00	\$	60,312.00	\$	-	0.00%
Summary	Central Admin Professional Dev.	\$	8,000.00	\$	8,000.00	\$	-	0.00%
Summary	Central Admin Reg Ed Salary Non FTE	\$	15,000.00	\$	15,000.00	\$	-	0.00%
Summary	Central Admin Supplies and Materials	\$	11,500.00	\$	11,500.00	\$	-	0.00%
Summary	Central Admin SpEd Contracted Services	\$	25,000.00	\$	25,000.00	\$	-	0.00%

Summary	Central Admin SpEd Supplies and Materials	\$	2,000.00	\$	2,000.00	\$	-	0.00%
01-39-310-1450-04-0022	SCHOOL Total	\$	236,848.00	\$	236,848.00	\$	-	0.00%
01-39-310-1450-04-0025	TOWN Total	\$	428,209.00	\$	428,209.00	\$	-	0.00%
01-39-310-3600-04-0021	EXP - SW CONTRACTED SRVCS POLICE/FI Total	\$	5,000.00	\$	5,000.00	\$	-	0.00%
01-39-310-3200-04-0022	EXP - SW DOCTOR AND TRAINER SERVICE Total	\$	1,750.00	\$	1,750.00	\$	-	0.00%
01-39-310-5200-06-0021	EXP - SW INSURANCE Total	\$	17,038.00	\$	17,038.00	\$	-	0.00%
01-39-310-2357-04-0022	EXP - SW STAFF PD/SERVICES Total	\$	3,000.00	\$	3,000.00	\$	-	0.00%
01-39-310-3300-04-0021	EXP - SW TRANSPORTATION Total	\$	1,257,465.00	\$	1,283,614.00	\$	26,149.00	2.08%
01-39-310-1450-05-0021	EXP - SW TECHNOLOGY EXPENSE Total	\$	159,778.00	\$	159,778.00	\$	-	0.00%
01-39-310-2455-05-0021	EXP - SW INSTRUCTIONAL SOFTWARE Total	\$	80,384.00	\$	80,384.00	\$	-	0.00%
01-39-310-2357-06-0021	EXP - SW ADMIN PD/CONF/EXP Total	\$	20,000.00	\$	20,000.00	\$	-	0.00%
01-39-310-2357-06-0025	EXP - SW COURSE REIMBURSEMENT TEACH Total	\$	40,000.00	\$	40,000.00	\$	-	0.00%
01-39-310-2357-06-0027	EXP - SW DUES Total	\$	20,000.00	\$	20,000.00	\$	-	0.00%
01-39-310-2357-06-0022	EXP - SW STAFF PD/CONF/EXP Total	\$	119,950.00	\$	119,950.00	\$	-	0.00%
01-39-310-3100-03-0012	SAL - SW ATTENDANCE OFFICER Total	\$	2,000.00	\$	2,000.00	\$	-	0.00%
01-39-310-2357-03-0017	SAL - SW CURRICULUM WRITING Total	\$	10,453.00	\$	10,453.00	\$	-	0.00%
01-39-310-2357-03-0018	SAL - SW MENTORING Total	\$	8,105.00	\$	8,105.00	\$	-	0.00%
01-39-310-2305-01-0000	SAL - SW RETIREMENT & SICK Total	\$	100,000.00	\$	100,000.00	\$	-	0.00%
01-35-310-2210-01-0015	SAL - MS OTHER PRINCIPAL (SECURITY LIASON)	\$	7,500.00	\$	7,500.00	\$	-	0.00%
01-39-320-2800-04-0021	EXP - SW PSYCHOLOGICAL SERVICES Total	\$	5,000.00	\$	5,000.00	\$	-	0.00%
01-39-320-2440-04-0021	EXP - SW SPED CONTRACTED SERVICES Total	\$	140,404.00	\$	140,404.00	\$	-	0.00%
01-39-320-2330-04-0021	EXP - SW SPED CONTRACTED TUTORING S Total	\$	75,000.00	\$	75,000.00	\$	-	0.00%
01-39-320-3300-04-0021	EXP - SW SPED TRANSP CONTRACTED SRV Total	\$	558,000.00	\$	558,000.00	\$	-	0.00%
01-39-320-2430-05-0021	EXP - SW SPED SUPPLIES Total	\$	24,500.00	\$	24,500.00	\$	-	0.00%
01-39-320-9400-09-0024	EXP - SW SPED COLLABORATIVE PROGRAM	\$	48,042.00	\$	48,042.00	\$	-	0.00%
01-39-320-9300-09-0021	EXP - SW SPED DAY PROGRAM Total	\$	1,259,467.00	\$	1,259,467.00	\$	-	0.00%
01-39-320-9100-09-0025	EXP - SW SPED NON-MEMB COLLAB & MA Total	\$	764,541.00	\$	764,541.00	\$	-	0.00%
01-39-320-9300-09-0022	EXP - SW SPED RESIDENTIAL PROGRAM Total	\$	242,369.00	\$	242,369.00	\$	-	0.00%
Summary	High School Contracted Services	\$	60,026.00	\$	60,026.00	\$	-	0.00%
Summary	High School Equipment	\$	21,389.00	\$	21,389.00	\$	-	0.00%
Summary	High School Reg Ed Salary Non FTE	\$	413,405.00	\$	413,405.00	\$	-	0.00%

Summary	High School Supplies and Materials	\$	117,175.00	\$	117,175.00	\$	-	0.00%
Summary	High School Vocational Tuitions	\$	100,000.00	\$	100,000.00	\$	-	0.00%
Summary	High School SpEd Salary Non FTE	\$	1,000.00	\$	1,000.00	\$	-	0.00%
Summary	Middle School Contracted Services	\$	31,253.00	\$	31,253.00	\$	-	0.00%
Summary	Middle School Equipment	\$	10,000.00	\$	10,000.00	\$	-	0.00%
Summary	Middle School Reg Ed Salary Non FTE	\$	76,229.00	\$	76,229.00	\$	-	0.00%
Summary	Middle School Supplies and Materials	\$	57,908.00	\$	57,908.00	\$	-	0.00%
Summary	Middle School SpEd Salary Non FTE	\$	225,000.00	\$	210,000.00	\$	(15,000.00)	-6.67%
Summary	School Committee Supplies and Materials	\$	2,000.00	\$	2,000.00	\$	-	0.00%
	Expense SubTotal	\$	7,163,514.00	\$	7,174,663.00	\$	11,149.00	0.16%
	Full Day Kindergarten			\$	592,330.00			
	Increase SPED Costs Tuition/Transp/New placements			\$	400,000.00			
	New Positions Reading/Sped Support			\$	150,000.00			
	Sub Total			\$	1,142,330.00			
	Salaries	\$	28,058,401.00	\$	28,967,455.76	\$	909,054.76	3.24%
	Expenses	\$	7,163,514.00	\$	7,174,663.00	\$	11,149.00	0.16%
	New Costs	\$	-	\$	1,142,330.00	\$	1,142,330.00	
	Less fy 22 Circuit Breaker	\$	(250,000.00)	\$	(150,000.00)	\$	100,000.00	
	Less FY 23 Circuit Breaker Carryover	\$	(800,000.00)	\$	(1,000,000.00)	\$	(200,000.00)	
	SPED 240 Grant Offset	\$	(600,000.00)	\$	(650,000.00)	\$	(50,000.00)	
	Less Special Education Reserve ATM					\$	-	
	Grand Total	\$	33,571,915.00	\$	35,484,448.76	\$	1,912,533.76	5.70%