

Hanover Public Schools

Matthew Ferron
Superintendent of Schools



Keith Guyette
Director of Student Services

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

Thomas Raab, Ed.D.
*Assistant Superintendent
for Business & Finance*

Memorandum

To: Hanover School Committee
From: Thomas R. Raab, Assistant Superintendent
Cc: Matthew A. Ferron, Superintendent of Schools
Date: May 20, 2020
Re: FY 2020 Quarter 3 Revolving Report

Please find attached the Third Quarter Revolving report for FY 2020. This report is reflective of revenue and spending from the Revolving Accounts from July 1, 2019 – March 31, 2020. Since the schools closed on March 13, 2020, we've been closely evaluating all of the Revolving Accounts to be sure they end the fiscal year in a positive direction. Due to the unusual and ever changing nature of the current crisis, I am providing the March 31, 2020 totals as well as balance to date in an additional column. Note that the ending balances change daily and this is a snapshot on Tuesday, May 19, 2020.

Lunch Program

Since the end of the Third Quarter we've furloughed the entire lunch staff with the exception of the Director and her assistant. They remain to provide the food for families as requested. The lunch debt was paid in the last warrant and we received \$10,700 in Federal Reimbursement for March. We anticipate an additional \$10,000 in Federal reimbursement for April, May, and June so the total liability at the end of the year will be roughly \$22,000 to transfer from the budget if necessary.

Athletics

Many student athletes paid ahead for the Spring season in anticipation that there might be one. Once the Spring season was officially cancelled, we gave families the option for a refund or a credit toward the Fall. Thirty-four families chose the refund option and they have been refunded. To date, the account needs about \$28,000 to cover expenses with the loss of Spring user fee revenue. The Athletic Director and I will be presenting a comprehensive report on Athletics at our next meeting and I will make sure to update the committee as the balance changes. We are also finalizing any pending donations and will have a full report in two weeks.

Full Day Kindergarten

We waived the final payment of \$812.50 and refunded those families who overpaid. These refunds along with the strategy of moving two teachers' salaries back to the budget for the rest of the school year will allow Kindergarten revolving to spend down from the current balance of \$131,000 to approx. \$80,000 in preparation for next year.

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High School Transportation

As the committee is aware, high school students pay \$300 per year for transportation. As a result of the shut down, I gave families the opportunity for either a \$90 refund or \$90 credit toward next year. We refunded \$2,000 to families and will transfer \$7,000 back to the budget to offset high school transportation costs from prior to the shut down leaving \$3,000 from credits toward next year.

FACE Program

Our FACE program has been hardest hit by the COVID-19 crisis. The program had been counting on Spring revenue and summer deposits to finish the year strong in anticipation of the newly approved fee structure. As a result of the crisis, not only did the program lose all Spring revenue but it had to refund many families for Spring enrichment programs that didn't run. These refunds are reflected in the May 19, 2020 balance and are in the warrant packet this afternoon. The program is still waiting for roughly \$15,000 in unpaid fees for services rendered. The program is in a wait and see mode for summer depending on the phasing of the reopening plan from the Commonwealth.

Please do not hesitate to contact me if you have any questions.

**HANOVER PUBLIC SCHOOLS
REVOLVING SUMMARY - AS OF MAY 19, 2020**

	May 19, 2020					
	<u>Beg Bal</u>	<u>Receipts</u>	<u>Payroll</u>	<u>Expenses</u>	<u>End Bal</u>	<u>End Bal</u>
Lunch	22,410.27	743,736.18	446,313.29	330,531.18	(10,698.02)	(32,928.26)
Athletic	16,927.46	210,274.02	63,488.40	192,165.43	(28,452.35)	(28,211.49)
HS AP Exams	0.00	54,685.00	4,260.62	1,355.00	49,069.38	48,035.38
HS Robotics	0.00	0.00	0.00	0.00	0.00	0.00
MS Performance Troupe	108.70	5,445.00	600.00	3,357.84	1,595.86	1,295.86
Summer School	654.34	0.00	0.00	0.00	654.34	654.34
Cedar PreSchool	300.00	90,025.00	35,058.57	17,564.68	37,701.75	30,597.23
Cedar Full Day Kindergarten	73,533.10	408,473.91	278,335.13	23,216.35	180,455.53	131,094.88
Student Assistance Program	854.50	0.00	0.00	0.00	854.50	854.50
Lost Book Revolving	7,290.93	663.79	0.00	0.00	7,954.72	7,954.72
Cedar Library	241.59	3,425.40	0.00	3,425.40	241.59	241.59
Center Library	7,296.16	5,856.91	0.00	10,237.14	2,915.93	2,915.93
MS Library	5,060.93	7,751.91	0.00	7,086.37	5,726.47	5,726.47
HS Library	19.29	0.00	0.00	19.29	0.00	0.00
Cedar Birthday Books	2,856.85	63.00	0.00	0.00	2,919.85	2,919.85
CN/SYL Birthday Books	4,382.87	648.00	0.00	2,020.28	3,010.59	3,010.59
HS Transportation Revolving	300.00	25,250.00	0.00	12,904.38	12,645.62	10,575.62
Sped Transportation	1,070.00	3,388.00	0.00	1,137.50	3,320.50	3,320.50
Sped Revolving	0.00	0.00	0.00	0.00	0.00	0.00
Energy Revolving	154.00	0.00	0.00	0.00	154.00	154.00
FACE						
FACE B/A	32,719.03	364,756.65	438,266.75	35,581.06	(76,372.13)	(85,178.27)
FACE Enrichment	31,676.72	311,566.09	229,743.66	111,690.31	1,808.84	(15,416.53)
FACE Performing Arts	2,887.00	34,759.49	11,798.12	11,366.03	14,482.34	7,162.56
School Store	4,080.08	124,091.38	13,836.79	109,271.37	5,063.30	12,775.26
Total FACE	71,362.83	835,173.61	693,645.32	267,908.77	(55,017.65)	(80,656.98)
Total Revolving	214,823.82	2,394,859.73	1,521,701.33	872,929.61	215,052.61	107,554.73
Other Gifts & Grants						
Cedar Other Gifts	8,939.59	3,886.25	0.00	9,027.84	3,798.00	3,817.25
Center Other Gifts	3,437.78	1,979.50	360.00	4,585.76	471.52	481.52
MS Other Gifts	11,060.55	8,239.59	0.00	5,943.00	13,357.14	13,375.39
HS Other Gifts	6,482.13	9,429.44	0.00	5,651.39	10,260.18	20,260.18
Systemwide Other Gifts	10,405.68	16,095.77	0.00	23,160.09	3,341.36	3,605.28
SEPAC GIFTS	15.00	0.00	0.00	0.00	15.00	15.00
FACE Hanover Cultural Council	0.00	0.00	0.00	0.00	0.00	0.00
Hanover Cultural Council	200.00	0.00	0.00	0.00	200.00	200.00
Mass Cultural Council	0.00	0.00	0.00	0.00	0.00	0.00
Cedar PTA	1,400.00	0.00	0.00	0.00	1,400.00	1,400.00
Center PTA	1,035.75	0.00	0.00	1,035.75	0.00	0.00
MS PTA	917.62	0.00	0.00	0.00	917.62	917.62
Syl STARS Residency Grant	431.00	0.00	0.00	431.00	0.00	0.00
Total Other Grants & Gifts	44,325.10	39,630.55	360.00	49,834.83	33,760.82	44,072.24
Total All	259,148.92	2,434,490.28	1,522,061.33	922,764.44	248,813.43	151,626.97