



# HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

## AMENDED

School Committee Meeting  
Administrative Offices  
5 School Street  
Wenham

Wednesday, July 29, 2015

7:00 PM

1. **Call to Order** 7:00
2. **New Business** 7:05
  - a. FY15 Year-end Close
    - Budget Transfers
    - Regional Transportation Transfer
  - b. Buker Lease Extension
3. **Vote to Adjourn** 8:00

**Knowledge • Responsibility • Respect • Excellence**

The District does not discriminate in its programs, activities or employment practices based on race, color, national origin, religion, gender, gender identity, sexual orientation, age or disability.



*FINAL FY15 Year-end Close*  
*As of July 22, 2015*

*For presentation to the School Committee on July 29, 2015*

Prepared by:

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Vincent Leone, Director of Accounting & Payroll



# FY15 Actuals – Final as of 07/22/14

## Overview

- Salary Costs
  - Incorporates Actual Costs and encumbrances as of 6/30/15.
- Operating Costs
  - Incorporates Actual Costs and encumbrances as of 6/30/15.

We are very pleased to report that we have completed a thorough and complete Year-end Closing Process and that the District has ended the Fiscal Year \$10,950 favorable to Budget.



# FY15 Actuals – Final as of 07/22/15

## Summary by Site and Support Program

Summary By Site & Support Program	FY15	FY15	FY15
	Budget	Total (Act+E)	Final Variance
Buker Elementary School	\$ 2,111,457	\$ 2,108,880	\$ 2,577
Cutler Elementary School	\$ 2,539,008	\$ 2,478,793	\$ 60,214
Winthrop Elementary School	\$ 3,003,145	\$ 2,938,160	\$ 64,985
Miles River Middle School	\$ 3,822,047	\$ 3,818,612	\$ 3,435
Hamilton-Wenham Regional High School	\$ 5,308,576	\$ 5,369,257	\$ (60,681)
Athletics	\$ 335,237	\$ 292,162	\$ 43,076
Central Office	\$ 2,589,146	\$ 2,538,820	\$ 50,326 *
District Maintenance	\$ 677,314	\$ 667,382	\$ 9,932
Fringe Benefits	\$ 3,583,911	\$ 3,478,966	\$ 104,945
Special Education	\$ 2,568,803	\$ 2,899,245	\$ (330,443)
Technology	\$ 894,219	\$ 831,635	\$ 62,583
<b>District Totals</b>	<b>\$ 27,432,863</b>	<b>\$ 27,421,913</b>	<b>\$ 10,950</b>

\* - Includes a \$60,683 transfer of expenses to cover the Food Service department deficit.





# FY15 Actuals – Final as of 07/22/15

## Summary by DESE Budget Category

Summary by DESE Category	FY15	FY15	FY15
	Budget	Total (Act+E)	Final Variance
Administration	\$ 1,070,491	\$ 1,061,578	\$ 8,913
Capital, Operations, Maintenance	\$ 2,082,573	\$ 2,257,458	\$ (174,885)
Guidance, Counseling, Testing	\$ 1,002,886	\$ 989,397	\$ 13,489
Inst. Materials	\$ 860,923	\$ 813,506	\$ 47,416
Instructional Leadership	\$ 2,666,352	\$ 2,655,177	\$ 11,175
Insurance, Retirement, Other	\$ 3,657,397	\$ 3,549,162	\$ 108,235
Other Teaching Services	\$ 2,264,110	\$ 2,237,286	\$ 26,824
Prof. Dev.	\$ 147,752	\$ 103,805	\$ 43,947
Pupil Services	\$ 1,737,019	\$ 1,823,221	\$ (86,201) *
Teachers	\$ 10,453,244	\$ 10,126,604	\$ 326,639
Tuitions	\$ 1,490,117	\$ 1,804,718	\$ (314,601)
<b>Grand Total</b>	<b>\$ 27,432,863</b>	<b>\$ 27,421,913</b>	<b>\$ 10,950</b>

\* - Includes a \$60,683 transfer of expenses to cover the Food Service department deficit.



# FY15 Actuals – Final as of 07/22/15

## Explanation of Negative Budget Variances

Summary by DESE Category	FY15	FY15	FY15	FY15
	Budget	Total (Act+E)	Final Variance	Primary Variance Driver
Administration	\$ 1,070,491	\$ 1,061,578	\$ 8,913	
Capital, Operations, Maintenance	\$ 2,082,573	\$ 2,257,458	\$ (174,885)	Snow Removal, District-wide HVAC, Buker Plumbing
Guidance, Counseling, Testing	\$ 1,002,886	\$ 989,397	\$ 13,489	
Inst. Materials	\$ 860,923	\$ 813,506	\$ 47,416	
Instructional Leadership	\$ 2,666,352	\$ 2,655,177	\$ 11,175	
Insurance, Retirement, Other	\$ 3,657,397	\$ 3,549,162	\$ 108,235	Fewer HC Enrollees, Lower Unemployment Costs
Other Teaching Services	\$ 2,264,110	\$ 2,237,286	\$ 26,824	
Prof. Dev.	\$ 147,752	\$ 103,805	\$ 43,947	
Pupil Services	\$ 1,737,019	\$ 1,823,221	\$ (86,201)	SPED Transportation; Food Service deficit
Teachers	\$ 10,453,244	\$ 10,126,604	\$ 326,639	1 less FTE; Lower Replacement Cost; Unpaid LOA
Tuitions	\$ 1,490,117	\$ 1,804,718	\$ (314,601)	Sharp Increase in OOD Placements
<b>Grand Total</b>	<b>\$ 27,432,863</b>	<b>\$ 27,421,913</b>	<b>\$ 10,950</b>	



# FY15 Actuals – Final as of 07/22/15

## Proposed Budget Transfers by DESE Category

- 1.) Transfer \$151,000 from “Teachers” to “Tuitions”
- 2.) Transfer \$108,000 from “Ins, Retirement, Other” to “Tuitions”
- 3.) Transfer \$47,000 from “Inst. Materials” to “Tuitions”
- 4.) Transfer \$8,700 from “Administration” to “Tuitions”
- 5.) Transfer \$175,000 from “Teachers” to “Capital, Ops, Maint”
- 6.) Transfer \$43,000 from “Prof. Dev.” to “Pupil Services”\*
- 7.) Transfer \$26,000 from “Oth Teaching Svs” to “Pupil Services” \*
- 8.) Transfer \$13,000 from “Guid, Counsel, Testing” to “Pupil Services” \*
- 9.) Transfer \$4,300 from “Instr Leadership” to “Pupil Services” \*

\* - Inclusive of a vote to approve the transfer of \$60,683 in Food Services expense deficit to the General Fund.





# FY15 Actuals – Final as of 07/22/15

## Proposed Regional Transportation Transfer

Transfer \$57,030 from “Transportation Chapter 71” Revenue Account to  
“Regional Transportation Reimbursement Fund”\*

\* - The HWRSD School Committee voted to establish the Regional Transportation Reimbursement Fund at its regular meeting on May 7, 2015 (Approved 6-0-0).





## FY15 Annual Audit Update

- Our Annual Audit with Powers & Sullivan (P&S) is underway.
- The District provided responses to P&S' Preliminary & Year-end Work Checklists prior to year-end as requested.
- P&S was on-site the week of July 13<sup>th</sup>.
- P&S will finalize their on-site review the week of August 3<sup>rd</sup>.
- The District and P&S will work to produce Draft Audit Reports by September 30<sup>th</sup>, including the Management Letter.
- The District will schedule P&S to make an Audit Presentation to the School Committee in October 2015.
- The District will submit it's E&D for certification to MA DOR by October 31<sup>st</sup>, as required.