October 31, 2025

To: MERSD School Committee

From: Michelle Cresta, Director of Finance & Operations

Copy: Pam Beaudoin, Superintendent of Schools

Re: FY26 First Quarterly Report 9/30/2025

Budget-to-Actual Expenditure Report:

Attached please find a Budget-to-Actual Expenditure Report for the first quarter-ending September 30, 2025. As of September 30, 2025, we have spent $6,470,048 or 19.8% of our operating budget. As of September 30th we were 25% of the way through the fiscal year, but many of our costs are either front loaded or pertain only to the 10-month period when school is in session which began at end of August. Our percentages of funds spent verses the percentage of how far we are into the fiscal year are skewed due to the differing cycles. In comparison, last year during the first quarter of the year, we spent 18.3% of the operating budget.

At the current time fiscal year 2026 is appearing to be in good order, but the budget is tight. We are closely monitoring our budget and one specific area of interest is special education contracted services as these costs are currently projected to exceed the budgeted amount. These costs fluctuate throughout the year depending on service needs. As we progress throughout the year there will be additional areas which we will need to monitor closely for budgetary needs.

Revolving Report:

Also included is a report of Revolving and Other Special Funds. This report reflects the beginning fund balance along with the activity for the first quarter of the fiscal year.

If you should have any questions, please feel free to reach out anytime.

Manchester Essex Regional Schol District
Fiscal Year 2026
Budget to Actual Report
Quarter Ending 9/30/2025

Code	Category	2026-2026 Budget	Budget Transfers	Adjusted Budget	Actual Expenditures 9/30/2025	Budget Balance	% Expended	Encumbered	Ending Balance	Comments
	PERSONNEL									
1210	Superintendent's Office	312,743		312,743	81,357	231,386	26.0%	0	231,386	
1410	Business Office	502,822		502,822	127,949	374,873	25.4%	0	374,873	
1450	District Technology	289,102		289,102	78,297	210,805	27.1%	0	210,805	
2110	Student Services Office/Curriculum Dir.	387,574		387,574	104,347	283,227	26.9%	0	283,227	
2210	Principals/Deans/Admin Asst	1,107,348		1,107,348	274,179	833,169	24.8%	0	833,169	
2300	Dept Heads/Team /Curr Leaders/PDC	139,910		139,910	31,345	108,565	22.4%	0	108,565	
2305	Teachers	10,169,441		10,169,441	1,131,133	9,038,308	11.1%	0	9,038,308	
2310	Special Ed Teachers	3,021,928		3,021,928	340,987	2,680,941	11.3%	0	2,680,941	
2315	Special Ed Team Chairs	219,299		219,299	31,078	188,221	14.2%	0	188,221	
2325	Substitute Teachers	191,400		191,400	14,057	177,343	7.3%	0	177,343	
2330	Teaching Assistants	1,153,266		1,153,266	116,874	1,036,392	10.1%	0	1,036,392	
2331	Cafeteria / Recess Aides	60,000		60,000	5,462	54,538	9.1%	0	54,538	
2340	Library Media Teachers	117,207		117,207	13,524	103,683	11.5%	0	103,683	
2440	Home & Hospital Tutoring	25,094		25,094	-	25,094	0.0%	0	25,094	
2710	Guidance & Adj Counselors	788,966		788,966	88,381	700,585	11.2%	0	700,585	
2800	Psychologists	195,712		195,712	22,582	173,130	11.5%	0	173,130	
3200	Nurses	246,811		246,811	29,315	217,496	11.9%	0	217,496	
3300	Transportation/Traffic/Emergency	20,356		20,356	5,153	15,203	25.3%	0	15,203	
3510	Athletics / Student Activities	522,932		522,932	39,712	483,220	7.6%	0	483,220	
4220	Facilities / Custodians	193,269		193,269	44,901	148,368	23.2%	0	148,368	
	Longevity, Ed Advancement, Sick Buyback	235,750		235,750	58,896	176,854	25.0%	0	176,854	
									-	
	Total Personnel	$ 19,900,930	$ -	$ 19,900,930	$ 2,639,528	$ 17,261,402	13.3%	$ -	$ 17,261,402	

Code	Category	2026-2026 Budget	Budget Transfers	Adjusted Budget	Actual Expenditures 9/30/2025	Budget Balance	% Expended	Encumbered	Ending Balance	Comments
	OPERATING EXPENSES									
1000	District Admin. Expense	358,640		358,640	127,232	231,408	35.5%	91,155	140,253	Many start of year costs are upfront
2200	Instructional Admin Expenses	91,055		91,055	13,144	77,911	14.4%	22,417	55,494	
2300	Sped Contracted Services	313,500		313,500	34,747	278,753	11.1%	348,717	(69,964)	Projected to be in deficit
2350	Professional Development	87,575		87,575	7,178	80,397	8.2%	90	80,307	
2400	Instructional Supplies & Materials	275,095		275,095	108,942	166,153	39.6%	74,115	92,038	Many supply costs are upfront
2451	Instructional Technology	565,096		565,096	192,010	373,086	34.0%	83,888	289,198	
3200	Health Expenses	8,700		8,700	528	8,172	6.1%	4,264	3,908	
3300	Transportation	986,130		986,130	40,429	945,701	4.1%	870,371	75,330	
3500	Athletics / Student Activities	119,000		119,000	18,688	100,312	15.7%	3,035	97,277	
3600	Security	84,000		84,000	9,826	74,174	11.7%	73,000	1,174	
4100	Utilities	790,800		790,800	96,004	694,796	12.1%	631,051	63,745	
4200	Bldgs, Grounds Maint. & Custodial	1,062,836		1,062,836	172,009	890,827	16.2%	700,405	190,422	
5000	Insurance / OPEB / Other Benefits (net)	6,709,305		6,709,305	2,668,899	4,040,406	39.8%	4,011,489	28,917	Liability ins and retirement assessment are paid upfront
9000	School Choice Sending Assessment	100,000		100,000	-	100,000	0.0%	100,000	-	
9100	Special Ed Tuition Out of District	1,144,479		1,144,479	340,884	803,595	29.8%	759,814	43,781	
	Total Operating Expenses	12,696,211	-	12,696,211	3,830,520	8,865,691	30.2%	7,773,811	1,091,880	
	Total Personnel & Operating Expenses	32,597,141	-	32,597,141	6,470,048	26,127,093	19.8%	$ 7,773,811	$ 18,353,282	

Manchester Essex Regional Schol District
Fiscal Year 2026
Revolving & Other Special Funds
Quarter Ending 9/30/2025

Description	Fund Balance 7/1/2025	Revenue	Expenditures	Fund Balance 9/30/2025	Comments
Revolving Funds:					
School Choice Fund	276,919.52	262,710.00	26,329.12	513,300.40	
Special Ed Circuit Breaker Grant	1,236,686.06	140,966.00	142,430.12	1,235,221.94	
Nonresident Tuition	264,575.13	22,915.41	30,148.56	257,341.98	
Athletics	11,887.88	137,627.42	63,026.83	86,488.47	
Student Activities	173,082.40	20,163.24	3,199.82	190,045.82	
Building Use	304,154.69	18,331.97	9,179.02	313,307.64	
Advanced Placement	21,490.39	-	2,709.80	18,780.59	
School Lunch Revolving	48,785.50	45,812.56	31,457.68	63,140.38	
				-	
Other Special Funds:				-	
OPEB Trust Fund	7,091,590.47	150,000.00		7,241,590.47	$150,000 is supplemental FY25 contribution
Stabilization Fund	1,073,076.47	12,037.57		1,085,114.04	Amount for network switches and heat recovery wheel not yet paid from fund
Total	10,502,248.51	810,564.17	308,480.95	11,004,331.73	