# HOPKINTON SCHOOL DISTRICT 

## MEMORANDUM

TO: Steve Chamberlin, Superintendent<br>School Board Members

## FROM: Michelle Clark

DATE: September 21, 2020

## RE: August 2020 Financial Statement

This memorandum offers analysis to the August 2020 Financial Statement. While this is very early in the year, there are a few things that I would like to point out at this time:

## General Fund related

$>$ Since the budget was passed on 8-15-20, there are a lot of purchases what would have been at least accounted for as an encumbrance that have not been encumbered as of 8-3120.
$>$ We are still working in a pandemic and therefore we have additional costs that were not budgeted for, however the Board did encumber $\$ 40,000$ and we do have the ESSA/CARES Act grant of approximately $\$ 40,000$ towards these costs. As of 8-31-20, we had ordered/received over \$58,000 towards PPE.
$>$ We received adequacy funds in August this year where last year we received the first payment in September.

## Food Service related

>This year we have lower sales due to the hybrid/remote option. When we were in remote last year for 3 months, we lost approximately $80 \%$ of lunch and breakfast sales as well as lost snack revenue of over $\$ 25,000$. This year we are projecting to lose over $\$ 140,000$. $>$ We have not hired two positions that are open due to a retirement last year and a move out of state due to the format we are working in, we are using the Director and subs to fill in when needed. At some point, we will look to hire these positions; however, it depends on what format we are in as to when this would happen.

If you have any questions, please let me know. Thank You.
General Fund
Total Income
Other financing sources (Transfer In)
Fund Balance June 30th
Additional income not received
Anticipated Revenue

Total Expenses
Encumbrances
Additional expenses

Anticipated fund balance 6-30-20/6-30-21
Reserved to transfer to Capital Reserves
Amount to reduce the tax rate for 2020/2021

| $8 / 31 / 2019$ | $7 / 31 / 2020$ | $8 / 31 / 2020$ |
| ---: | ---: | ---: |
| $2,520,258.35$ | $2,743,805.55$ | $3,409,457.24$ |
| 0.00 | 0.00 | 0.00 |
| $543,802.82$ | $831,747.00$ | $831,747.00$ |
| $16,110,901.00$ | $16,609,661.37$ | $15,900,000.00$ |

19,174,962.17 20,185,213.92 20,141,204.24

| $1,779,508.52$ | $570,115.01$ | $988,219.32$ |
| ---: | ---: | ---: |
| $16,014,219.29$ | $16,921,407.64$ | $16,654,137.88$ |
| $1,224,870.48$ | $2,200,000.00$ | $2,000,000.00$ |
| $19,018,598.29$ | $19,691,522.65$ | $19,642,357.20$ |
|  |  |  |
| $156,363.88$ | $493,691.27$ | $498,847.04$ |
| $156,363.88$ | $493,691.27$ | $498,847.04$ |

## Food Service

Total Income
Other financing sources
Additional income not received
Anticipated Revenue
Total Expenses
Encumbrances
Other financing uses (Transfer Out)
Additional expenses

Balance Sheet

## Assets

## Liabilities

$1,372,066.74$
$1,906,384.81 \quad 3,344,671.47$
279,317.88
149,497.92
324,654.30
$\mathbf{1 , 6 5 1 , 3 8 4 . 6 2} \quad 2,055,882.73 \quad 3,669,325.77$

$$
\begin{array}{lr}
\text { Fund Balance - } & \\
\text { Reserve for Article } 10 \text { Funds } & 331,382.84 \\
\text { Reserve for prepaid expense } & 31,721.52 \\
\text { Amount above - fund balance 6-30-19/6-30-20 } & 543,802.82 \\
\text { Surplus/Deficit } & 744,477.44
\end{array}
$$

31,721.52
543,802.82
744,477.44

| $394,903.84$ | $394,903.84$ |
| ---: | ---: |
| $17,705.20$ | $17,705.20$ |
| $831,747.00$ | $831,747.00$ |
| $811,526.69$ | $2,424,969.73$ |
|  |  |
| $\mathbf{0 5 5 , 8 8 2 . 7 3}$ | $\mathbf{3 , 6 6 9 , 3 2 5 . 7 7}$ |

1,651,384.62
2,055,882.73
3,669,325.77

SELECTION CRITERIA: ALL ACCOUNTING PERIOD: $2 / 21$

HOPKINTON SCHOOL DISTRICT - SAU\#66 PRINT BALANCE SHEETS BY FUND

FUND - 10 - GENERAL FUND

ACCOUNT - _ - - - TITLE - - - - -
DEBITS

| $3,100,811.02$ |  |
| ---: | ---: |
| $3,100,811.02$ | .00 |
| $45,684.11$ |  |
| $45,684.11$ |  |
| $56,688.62$ |  |
| $56,688.62$ |  |
| $30,800.00$ |  |
| $30,800.00$ | .00 |
| $71,815.28$ |  |
| $71,815.28$ |  |
| $21,167.24$ | .00 |
| $21,167.24$ |  |
| $17,705.20$ |  |
| $17,705.20$ |  |

3,344,671.47 . 00
$114,458.93$
$114,458.93$
$329,593.40$
$329,593.40$
$64,307.48$
$64,307.48$
$64,307.48$
$4,127.64$
$4,127.64$
7,642.99
7,642.99
$35,136.98$
$35,136.98$
440,808.49 116,154.19
E7520 RESERVE FOR PREPAID EXPEN TOTAL RESERVE FOR PREPAID EXPEN

CREDITS

TAL PREPAID EXPENSES

TOTAL ASSETS
4020 DUE TO OTHER FUNDS
TOTAL DUE TO OTHER FUNDS
4780 HEALTH INSUR WITHHOLDING
TOTAL HEALTH INSUR WITHHOLDING
L4790 MISC DED WITHHELD PAYABLE
TOTAL MISC DED WITHHELD PAYABLE
L4800 DEFERRED REVENUE
TOTAL DEFERRED REVENUE
L4810 EXCESS LIFE INSURANCE
TOTAL EXCESS LIFE INSURANCE
L4820 FLEX HEALTHCARE WITHHELD
TOTAL FLEX HEALTHCARE WITHHELD
4840 DENTAL W/H
TOTAL DENTAL W/H

SELECTION CRITERIA: ALL ACCOUNTING PERIOD: $2 / 21$

## HOPKINTON SCHOOL DISTRICT - SAU\#66

 PRINT BALANCE SHEETS BY FUNDFUND - 10 - GENERAL FUND


TOTAL RESERVE FOR ENCUMBRANCES
TOTAL ENCUMBRANCES CONTROL
TOTAL PAYROLL ENCUMBRANCE RES
TOTAL PAYRL ENCUMBRANCE CONTROL
7550 RESERVE FOR AMOUNTS VOTED TOTAL RESERVE FOR AMOUNTS VOTED

E7600 RESERVED FOR SPECIAL PURP TOTAL RESERVED FOR SPECIAL PURP

TOTAL REVENUE CONTROL
TOTAL EXPENDITURE CONTROL
TOTAL EXPENDITURE BUDGT CONTROL
TOTAL REVENUES BUDGET CONTROL
TOTAL BUDGETARY FUND BALANCE
UNRESERVED FUND BALANCE TOTAL UNRESERVED FUND BALANCE

7761 RESERVE FOR CONTINGENCY TOTAL RESERVE FOR CONTINGENCY

TOTAL EQUITIES
TOTAL GENERAL FUND

| DEBITS | CREDITS |
| ---: | ---: |
| .00 | $2,797,386.57$ |
| $2,797,386.57$ | .00 |
| .00 | $13,856,751.31$ |
| $13,856,751.31$ | .00 |
| .00 | $284,643.00$ |
|  | $284,643.00$ |
| .00 | $394,903.84$ |
| .00 | $394,903.84$ |
| $988,219.32$ | $3,409,459.30$ |
| .00 | .00 |
| $5,085,133.83$ | $20,370,009.26$ |
| $15,284,875.43$ | .00 |
|  | .00 |

Hopkinton School District FY2020 Year-To-Date Budget Status Report Revenue by Object Account Totals Through Aug 31, 2020

| Account | Account Title | Ms-24 Budget | Unanticipated Reverues | Revised Budget | 8/311/2019 | 7/31/2020 | 8/31/2020 | Avilable Eudget | \% |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 10-GENER | AL Fund |  |  |  |  |  |  |  |  |
| R1111 | CURRENT APPROPRIATION | 0 | 0.00 | 0.00 | 2,494,912.00 | 2,731,106.00 | 2,731,106.00 | (2,731,100.00) | 0.00\% |
| R1311 | TUITION REGULAR DAY SCHOO | 25,000 | 0.00 | 25,000.00 | 0.00 | 0.00 | 0.00 | 25,000.00 | 100.00\% |
| R1312 | TUTITON PRESCHOOL (PARENT | 45,000 | 0.00 | 45,000.00 | 0.00 | 0.00 | 0.00 | 45,000.00 | 100.00\% |
| R1313 | TUITION KNDERGARTEN | , | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| ${ }^{1313}$ | TUITION SUMMER SCHOOL | 0 | 0.00 | 0.00 | 2,928.66 | 0.00 | 0.00 | 0.00 | 0.00\% |
| ${ }^{13321}$ | TUITION FROM OTHER LeAS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1322 | TUITION SPEC ED OTHER LEA | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1332 | TUITION SPEC ED OTHER LEA | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1510 | EARNINGS ON IIVESTMENTS | ${ }^{8.000}$ | 0.00 | 8,000.00 | 1,752.19 | 0.00 | 0.00 | $8,000.00$ | 100.00\% |
| R1700 | STUDEN ACTVVTIES | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1740 | FEES | 50,000 | 0.00 | 50,000.00 | 12,498.60 | 0.00 | 0.00 | 50,000.00 | 100.00\% |
| R1790 | OTHER STUDENT ACTIVTT IN | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1800 | Revenue from communt SE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1900 | OTHER ReV From Local | 28,400 | 0.00 | 28,400.00 | 0.00 | 9,711.99 | 9,711.99 | 18,688.01 | 65.00\% |
| R1910 | RENAALS | 0 | 0.00 | 0.00 | 125.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1930 | GANS OR LOSSES ON SALE O | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1941 | TEXTBOOK SALES | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1970 | DRIVER ED PRIVATE | - | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1980 | REFUND OF PY EXPENSES | 0 | 0.00 | 0.00 | 6.06.62 | 2,251.33 | ${ }^{2,251.33}$ | (2,25.33) | 0.00\% |
| R1990 | OTHER LOCAL REVENUE | 0 | 0.00 | 0.00 | 6.00 | 0.00 | 27.00 | (270.00) | 0.00\% |
| R3111 | ADEQUACY AD | 3,325,750 | 0.00 | 3,35,749, ${ }^{\text {a }}$ | 0.00 | 0.00 | 665,150.00 | 2,660,99.83 | 80.00\% |
| R3112 | ADEQUACY AD- STATE TAX | 1,379,446 | 0.00 | 1,379,446.00 | 0.00 | 0.00 | 0.00 | 1,379,46.00 | 100.00\% |
| R3119 | ARRA - STATE FISCAL STABI | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R3190 | OTHER UNRES STATE AID | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| ${ }^{13210}$ | SCHOOL BUILDING AID | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| ${ }^{1322}$ | kNDERGARTEN AD | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R3230 | SPECALL EDUCATION AD | 206,45 | 0.00 | 20,455.00 | 0.00 | 0.00 | 0.00 | 206,455.00 | 100.00\% |
| R3242 | vocational transportation | 5,000 | 0.00 | 5,00.00 | 0.00 | 0.00 | 0.00 | 5,00.00 | 100.00\% |
| ${ }^{13270}$ | DRIVER EDUCATION | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| ${ }^{13290}$ | OTHER RESTR CTTED STATE Al | 12,083 | 0.00 | 12,083.00 | 0.00 | 0.00 | 0.00 | 12,083.00 | 100.00\% |
| R4100 | UNRESTRCT FROM FED | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R4580 | MEDICAD | 0 | 0.00 | 0.00 | 1,967.28 | 736.23 | 967.92 | (967.92) | 0.00\% |
| R2590 | OTHER RESTR CTTED FEDERAL | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| $\mathrm{R}_{51100}$ | SALE OF BONDSINOTES | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R5222 | X XR R FROM OTHER SPECAAL RE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R252 | XfR RROM EXPENDABLE TRUST | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| Total 10- GENERAL FUND |  | \$5,085,134 | \$0.00 | \$5,085,133.33 | \$2,520,258.35 | \$2,743,805.55 | \$3,409,457.24 | \$1,675,676.59 | 32.95\% |
| R1111 | CUREREN APPROPRIATION |  | 0.00 |  |  |  |  |  |  |
|  |  | 0 |  | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1311 | TUITION REGULAR DAY SCHOO | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1312 | TUTITON PRESCHOOL (PARENT | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1314 | TUITION SUMMER SCHOOL | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1321 | TUITION FROM OTHER LAAS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1332 | TUITION SPEC ED OTHER LEA | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1510 | EARNNGS ONI INEETMENTS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1610 | FOOD SERV SALES REIMBUSSA | 152,500 | 0.00 | 152,500.00 | 0.00 | 0.00 | 0.00 | 152,500.00 | 100.00\% |
| R1611 | FOOD SERV DAILY SALEES SCH | 136,000 | 0.00 | 136,000.00 | 2,65.00 | 0.00 | 0.00 | 136,000.00 | 100.00\% |
| R1612 | DAILY SALLES BREAKFAST | 19,000 | 0.00 | 19,000.00 | 24.60 | 0.00 | 0.00 | 19,000.00 | 100.00\% |
| R1615 | DALY SALES | 750 | 0.00 | 750.00 | 0.00 | 0.00 | 0.00 | 750.00 | 100.00\% |
| R1620 | SNACK SALES | 100,000 | 0.00 | 100,000.00 | 1,677.65 | 0.00 | 0.00 | 100,000.00 | 10000\% |
| R1630 | FOOC SERVCE SPECIAL FUNC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| $\mathrm{R}_{1631}$ | FOOOD SERV SPEC F FUNC MLK | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1740 | FEES | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1790 | OTHER STUDENT ACTVITY IN | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1910 | RENALS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1930 | GANS OR LOSSES ON SALE O | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| ${ }^{1994}$ | TEXTBOOK SALLES | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R1980 | ReFUND OF PY EXPENSES |  | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.000 | 0.00\% |
| R1990 | OTHER LOCAL REVEVUE | 6,750 | 0.00 | 6,750.00 | 0.00 | 0.00 | 0.00 | 6,750.00 | 100.00\% |
| R3111 | ADEQUACY AD | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R3112 | ADEQUACY AID - State TAX | - | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| ${ }^{23210}$ | SCHOOL BUILDING AD |  | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | ${ }^{0.00}$ | 0.00\% |
| R3230 | SPECIAL EDUCATION AD | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R3242 | vocational transportation |  | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R3260 | STATE REMB CHIL NURRTI | 4,250 | 0.00 | 4,250.00 | 0.00 | 0.00 | 0.00 | $4,250.00$ | 100.00\% |

Hopkinton School District FY2020 Year-To-Date Budget Status Report

| Revenue by Object Account Totals Through Aug 31, 2020 |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Account | Account Title | MS 24 Budget | Unanticipated Reverues | Revised Budget | 8/31/2019 | 7317/2020 | 8/31/2020 | Avalable Budget | \% |
| R3261 | STATE REIMB MLK | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R3262 | STATE REIMB BREAKFAST | 750 | 0.00 | 750.00 | 0.00 | 0.00 | 0.00 | 750.00 | 100.00\% |
| R3290 | OTHER RESTRICTED STATE Al | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R4560 | FEDERAL REIMB CHILD NUTRI | 64,500 | 0.00 | 64,500.00 | 0.00 | 0.00 | 0.00 | 64,500.00 | 100.00\% |
| R4561 | FEDEEAL MLK REIMB | 4,200 | 0.00 | 4,200.00 | 0.00 | 0.00 | 0.00 | 4,20.00 | 100.00\% |
| R4562 | FEDEERAL BRKT REIMB | 11,300 | 0.00 | 11,300.00 | 0.00 | 0.00 | 0.00 | 11,300.00 | 100.00\% |
| R4580 | MEDICAID | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R5210 | TRANSFER GENERAL FUND | 100,000 | 0.00 | 100,000.00 | 0.00 | 0.00 | 0.00 | 100,000.00 | 100.00\% |
| R5222 | X R FROM OTHER SPECALL RE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
| R5252 | XFR FROM EXPENDABLE TRUST | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00\% |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| R5100 | SALE OF BONDSSINOTES | 0 | 9,796,992.00 | 9,796,692.00 | 0.00 | 0.00 | 5,000,000.00 | 4,796,692.00 | 48.96\% |
| Total 31 - 2019 BoND PROJECT |  | \$0 | \$9,796,692.00 | \$9,796,692.00 | \$0.00 | \$0.00 | \$5,000,000.00 | \$4,796,692.00 | 48.96\% |
| Aug 31, 2020 |  |  |  |  |  |  |  |  | 4:05:52 PM |

Hopkinton School District FY2020 Year-To-Date Budget Status Report

## Function Account Totals Through Aug 31, 2020



