

Hampden-Wilbraham Regional School District

Beth L. Regulbuto
Assistant Superintendent for Business
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Phone: (413)596-3884
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Assistant Superintendent for Business Report November 21, 2014

A handwritten signature in black ink, appearing to read "B. Regulbuto", is written over the right side of the report title.

Financial Report:

I am unable to join you at Tuesday evening's meeting, as I will be out of state at my daughter's college audition, so I will do my best to communicate to the committee key issues for review and further discussion. As I am sure you are aware, there is a lot happening to the financial picture in the State, and to the District as a result regarding the area of finances, and my recommendation is that the Budget Sub-Committee be engaged to deliberate the issues at hand.

Included in your packet are the financial reports for the month ending October 2014. Also attached is a copy of the Treasurer's certification sheet. The Treasurer's position is required by law and hired by the School Committee to provide another set of eyes to review key financial data points and required submissions with a direct line of communication to you if an issue should arise. These reports are prepared by the Business Office and are reviewed by me – this is another check and balance built into the system. After four months of operations, the District has expended \$11.6 million dollars or about 27% of the budgeted funds. All reserves are currently untouched.

The big news is the 9C cuts the Governor issued because his office is projecting that there will be a revenue short fall for FY2015. This represents significant dollars for HWRSD – approximately \$446k in unanticipated reductions. There are two major areas of concern for the District. Regional Transportation reimbursement was budgeted at 89% and is now estimated to be about 62%; which is responsible for most of the estimated loss of revenue. Circuit Breaker was lowered to us by \$16.3k or from a 60% reimbursement to 57%. The goal will be to evaluate the FY15 Budget and make recommendations to the Budget Sub-committee as to how these cuts will impact our financial picture and how we plan to manage the fiscal challenges before us.

Included in the packet is the E&D Certification letter from the Department of Revenue. E&D is currently certified at \$1,349,453 as of July 1, 2014. The District could have up to 5% of its Operating and Capital Budget (\$44,029,536) in this fund or \$2,201,477. We currently have 3.07% in this reserve.

Food Service Report:

The food service advisory committee held its' first meeting of the year on Thursday 13th. The new tasting series recipes were decided on, and dates scheduled. The dates for this year's samplings are:

January 15, 2015

February 12, 2015

March- Taste of the Green, dates TBD by schools

April 16, 2015

May 21, 2015

The recipes selected for this year are: Apple Orange Smoothie, Homemade Hummus, Red Cabbage and Apple Slaw and Southwest Quinoa Salad.

The new dietetic intern from UMASS started on October 28th. She will be in the district 24 hours per week through the end of January. She will be focused on developing and implementing the recipe tasting series, and developing a smoothie program pilot at WMS and MRHS. Depending on how it goes we hope to expand the smoothies to all schools during breakfast.

As always, please feel free to contact me with any questions or concerns.

Happy Thanksgiving to you and your family.

OCTOBER 2014

Revenue	RECEIPTS MONTH OF	RECEIPTS YTD ENDING	VOTED BUDGET	FY15 ANTICIPATED	COMPARISON OVER(UNDER)
REVENUE & INCOME	Oct-14	Oct-14	2014-2015	REVENUE	BUDGET
BASE AID CHAPTER 70	950,438	3,801,754	11,405,264	11,405,264	0
TRANSPORTATION CH 71	0	0	1,625,490	1,625,490	0
ASSESSMENT HAMPDEN	866,844	2,804,470	7,441,792	7,441,792	0
ASSESSMENT WILBRAHAM	0	5,835,334	22,398,562	22,398,562	0
CHARTER SCHOOL REVENUE	0	0	0	0	0
INTEREST	1,766	7,519	52,000	52,000	0
APPLIED MEDICAID	0	0	141,000	141,000	0
MISCELLANEOUS	2,258	3,663	0	3,663	3,663
APPLIED E&D	0	0	531,000	531,000	0
HOMELESS TRANSPORTATION	0	0	0	0	0
PRIOR YEAR ENCUMBRANCES	0	0	0	0	0
E&D CONTINGENCY RESERVE	0	0	100,000	100,000	0
	1,821,306	12,452,740	43,695,108	43,698,771	3,663

Debt Assessment Hampden 234,000
 Debt Assessment Wilbraham 100,428

Fund	Description	30-Sep-2014 Beginning Balance	Oct-14 Revenue	Oct-14 Expenditure	31-Oct-2014 Fund Balance
GRANTS					
2249	FY13 TITLE I GRANT	9,793.20	-	9,793.20	-
2261	FY14 TITLE I GRANT	(1,290.07)	-	2,782.44	(4,072.51)
2263	FY14 TITLE IIA GRANT	(2,710.08)	2,710.00	1,220.00	(1,220.08)
2265	FY14 SPED PROGRAM IMPROVEMENT	-	-	-	-
2267	FY14 ESSC GRANT	(1,218.94)	-	-	(1,218.94)
2269	FY15 94-142 GRANT	34,722.31	26,223.00	50,918.44	10,026.87
2270	FY15 EARLY CHILDHOOD GRANT	2,093.21	-	982.50	1,110.71
2271	FY15 KINDERGARTEN GRANT	(9,634.91)	27,956.00	7,399.34	10,921.75
2272	FY15 METCO	3,109.05	17,419.00	6,797.86	13,730.19
2273	FY15 TITLE I GRANT	1,015.99	-	20,579.69	(19,563.70)
2274	FY15 ENHANCED SCHOOL HEALTH	(13,165.37)	42,230.00	5,660.43	23,404.20
2275	FY15 TITLE IIA GRANT	(5,769.24)	-	3,966.16	(9,735.40)
2276	FY15 ACADEMIC SUPPORT	689.00	-	-	689.00
2277	FY15 SPED PROGRAM IMPROVEMENT	-	-	-	-
2278	FY15 COLLEGE/CAREER GRANT	4,037.45	4,142.00	6,138.79	2,040.66
2279	FY15 ESSC GRANT	(19,264.42)	-	29,590.62	(48,855.04)
2280	FY15 EC PROG IMPROVEMENT	-	724.00	40.00	684.00
	Total Grants	2,407.18	121,404.00	145,869.47	(22,058.29)
REVOLVING ACCOUNTS					
1020	SCHOOL CHOICE	528,723.28	55,338.00	-	584,061.28
1025	SPED CIRCUIT BREAKER	319,152.00	-	-	319,152.00
1030	VOCATIONAL TUITION	167,351.00	-	-	167,351.00
1080	STUDENT ACTIVITY FUNDS	199,388.12	71,670.13	4,350.85	266,707.40
1090	STUDENT ACTIVITY FEES MRHS	22,448.33	10,580.00	1,143.99	31,884.34
2000	HWRS D CAFETERIA PLAN	11,754.36	-	-	11,754.36
2701	FOOD SERVICES	59,952.84	125,333.81	129,069.11	56,217.54
2704	STONY HILL SCHOOL REVOLVING	5,452.17	-	105.00	5,347.17
2705	GRANT BENEFITS REVOLVING	15,938.39	-	-	15,938.39
2706	SAVE OUR SCHOOLS GRANT	625.61	-	339.15	286.46
2711	ATHLETIC REVOLVING	26,241.57	11,818.00	29,743.89	8,315.68
2712	NEW BEGINNINGS REVOLVING	(3,848.19)	5,112.00	2,726.16	(1,462.35)
2716	SAFETY REVOLVING	1,077.92	-	-	1,077.92
2718	MILE TREE REVOLVING	5,907.26	-	75.00	5,832.26
2720	POST RETIREMENT HEALTH INS	-	-	-	-
2721	PROPERTY DAMAGE/VANDALISM	175.00	-	-	175.00
2722	RENTAL OF FACILITIES	93,263.25	16,167.50	1,725.31	107,705.44
2735	WILB/HAMP ACADEMIC TRUST	332.55	-	-	332.55
2737	WORKSHOP ACCOUNTS	785.20	-	-	785.20
2738	INSURANCE REPLACEMENTS	6,170.60	900.00	-	7,070.60
2739	MEDICAID REIMBURSEMENT	-	18,246.15	8,127.00	10,119.15
2740	EARLY CHILDHOOD REVOLVING	37,117.33	17,160.00	11,710.39	42,566.94
2741	MATH ENRICHMENT	1,000.00	-	-	1,000.00
2744	BLUES IN THE SCHOOLS REVOLVING	1,535.21	-	-	1,535.21
2745	THEATER WORKSHOP	2,916.44	-	-	2,916.44
2746	ELEMENTARY MUSIC REVOLVING	5,543.50	48.00	-	5,591.50
2747	LIBRARY SERVICES REVOLVING	4,629.12	48.50	318.00	4,359.62
2748	TWB REVOLVING	6,739.11	1,603.56	467.72	7,874.95
2763	GREEN MEADOWS REVOLVING	4,972.06	468.43	-	5,440.49
2766	SOULE ROAD REVOLVING	1,758.01	-	-	1,758.01
2767	WILB MIDDLE LOST/DAMAGED BOOKS	2,811.29	-	-	2,811.29
2769	WILBRAHAM MIDDLE REVOLVING	3,428.86	-	-	3,428.86
	HS REVOLVING ACCOUNTS	26,728.68	12,771.50	1,635.87	37,864.31
2788	SPED REVOLVING	50.00	-	-	50.00
2790	HS STUDENT PARKING REVOLVING	47,219.24	8,635.00	3,934.70	51,919.54
2791	TRANSFER ACCT REVOLVING	4,351.31	60.00	16.14	4,395.17
2792	HS TECH ED REVOLVING	50.27	-	-	50.27
2793	CHILD STUDY REVOLVING	14,757.37	1,882.00	925.74	15,713.63
2794	MEDIA CTR LOST/DAMAGE RESOURCE	4,924.40	72.40	-	4,996.80
2795	HS CHOIR REVOLVING	3,578.84	-	-	3,578.84
2797	WILB MIDDLE MINI-COURSES	2,987.10	-	-	2,987.10
2877	CATHEDRAL MEMORIAL RENTAL	-	-	-	-
2879	TITLE III CONSORTIUM	(3,080.00)	4,000.00	-	920.00
2890	MRHS ENTREPRENEUR REVOLVING	17,194.71	-	335.45	16,859.26
2893	WMS HOMEWORK CENTER	493.89	-	-	493.89
2895	TWB HOMEWORK CENTER	-	-	-	-
3000	STONY HILL/MILE TREE BOND FD	4,550.00	-	4,550.00	-
3001	GREEN MEADOWS BOND FUND	208,800.20	-	208,800.00	0.20
4002	MEMORIAL FUND	897.12	-	-	897.12
4003	SPEAR MEMORIAL MUSIC FUND	-	-	-	-
4006	DANIELE SCHOLARSHIP	-	-	-	-
4007	MISIASZEK SCHOLARSHIP	3,555.00	1,000.00	-	4,555.00
4008	JEFFREY KACE SCHOLARSHIP	1,000.00	-	-	1,000.00
4011	DONATION FITNESS CENTER	1,000.00	-	-	1,000.00
4013	Ellen Gourlay Memorial	2,890.00	-	-	2,890.00
4014	Giller Foundation Trust	139.40	-	-	139.40
4015	John M. Flynn donation	6,822.15	-	-	6,822.15
	Total Revolving Funds	1,882,251.87	362,914.98	410,099.47	1,835,067.38
9007	MRHS PROJECT FUND	567,077.55	-	-	567,077.55
9012	ADMIN BUILDING/POOL PROJECT	(6,095,441.52)	-	188.00	(6,095,629.52)
	Total Capital Project Funds	(5,528,363.97)	-	188.00	(5,528,551.97)
	Total All Funds	(3,643,704.92)	484,318.98	556,156.94	(3,715,542.88)

DETAIL BY FUNCTION 1000-9000 - 10/31/14

<u>FUNCTION</u>	<u>BUDGET</u>	<u>PER</u> <u>G/L 10/31/14</u>	<u>(UNDER)</u> <u>OVER</u>
Func: SCHOOL COMMITTEE - 1110	17,156	12,891	(4,265)
Func: SUPERINTENDENT - 1210	277,406	109,192	(168,214)
Func: ASST SUPERINTENDENT OFFICE - 1220	165,425	59,865	(105,560)
Func: OTHER DISTRICT ADMIN - 1230	18,000	6,231	(11,769)
Func: BUSINESS AND FINANCE - 1410	561,202	232,816	(328,386)
Func: HUMAN RESOURCES & BENEFITS - 1420	-	-	-
Func: LEGAL SERVICE-SCHOOL COMMITTEE - 1430	22,000	2,996	(19,004)
Func: LEGAL SETTLEMENTS - 1435	30,000	350	(29,650)
Func: DISTRICTWIDE TECHNOLOGY - 1450	276,957	91,943	(185,014)
TOTAL ADMINISTRATION	1,368,146	516,284	(851,862)
Func: CURRICULUM DIRECTORS - 2110	586,248	142,001	(444,247)
Func: SCHOOL LEADERSHIP-PRINCIPALS - 2210	1,603,856	506,269	(1,097,587)
Func: BUILDING TECHNOLOGY - 2250	195,233	50,024	(145,209)
Func: TEACHERS, CLASSROOM - 2305	13,228,578	2,487,730	(10,740,848)
Func: TEACHERS, SPECIALISTS - 2310	2,736,118	587,242	(2,148,876)
Func: INSTRUCTIONAL COORDINATORS - 2315	75,792	11,002	(64,790)
Func: INSTRUCTIONAL-THERAPEUTIC - 2320	1,152,240	194,617	(957,623)
Func: INSTRUCTIONAL SUBSTITUTES - 2325	251,287	40,394	(210,893)
Func: PARAPROFESSIONALS/INSTRUCT - 2330	1,382,021	215,481	(1,166,540)
Func: LIBRARIANS/MEDIA CENTER - 2340	230,318	41,050	(189,268)
Func: PROFESSIONAL DEV LEADERSHIP - 2351	25,305	17,478	(7,827)
Func: PROF DEVELOPMENT SUBSTITUTES - 2355	16,225	650	(15,575)
Func: PROF DEVELOPMENT STIPENDS - 2357	139,583	27,768	(111,815)
Func: TEXTBOOKS AND RELATED MATERIAL - 2410	37,692	17,532	(20,160)
Func: OTHER INSTRUCTIONAL MATERIALS - 2415	157,682	63,521	(94,161)
Func: INSTRUCTIONAL EQUIPMENT - 2420	256,919	64,537	(192,382)
Func: GENERAL SUPPLIES - 2430	144,807	74,819	(69,988)
Func: OTHER INSTRUCTIONAL SERVICES - 2440	7,151	277	(6,874)
Func: CLASSROOM TECHNOLOGY-HARDWARE - 2451	14,455	-	(14,455)
Func: INSTRUCTIONAL SOFTWARE - 2455	168,927	90,840	(78,087)
Func: GUIDANCE - 2710	590,234	135,118	(455,116)
Func: TESTING AND ASSESSMENT - 2720	1,387	-	(1,387)
Func: PSYCHOLOGICAL SERVICES - 2800	786,858	160,742	(626,116)
TOTAL INSTRUCTIONAL	23,788,916	4,929,092	(18,859,823)
Func: ATTENDANCE SERVICES - 3100	7,308	3,102	(4,206)
Func: HEALTH SERVICES - 3200	408,141	80,409	(327,732)
Func: STUDENT TRANSPORTATION SERVICE - 3300	3,213,271	770,786	(2,442,485)
Func: ATHLETIC SERVICES - 3510	320,312	84,541	(235,771)
Func: OTHER STUDENT ACTIVITIES - 3520	84,126	11,117	(73,009)
Func: SCHOOL SECURITY - 3600	4,500	-	(4,500)
TOTAL TRANS, ATHL, HEALTH SVCS	4,037,658	949,955	(3,087,703)
Func: CUSTODIAL SERVICES - 4110	1,946,627	652,927	(1,293,700)
Func: HEATING OF BUILDINGS - 4120	371,450	10,097	(361,353)
Func: UTILITY SERVICES - 4130	778,090	251,894	(526,196)
Func: MAINTENANCE OF GROUNDS - 4210	245,500	178,745	(66,755)
Func: MAINTENANCE OF BUILDINGS - 4220	418,714	236,975	(181,739)
Func: MAINTENANCE OF EQUIPMENT - 4230	31,500	5,611	(25,889)
Func: EXTRAORDINARY MAINTENANCE-4300	50,000	-	(50,000)
TOTAL BUILDING AND GROUNDS	3,841,881	1,336,249	(2,505,632)
Func: EMPLOYEE RETIREMENT - 5100	1,142,208	585,486	(556,722)
Func: EMPLOYEE SEPARATION - 5150	255,706	237,310	(18,396)
Func: PERSONNEL INSURANCE PROGRAMS - 5200	3,774,164	1,531,821	(2,242,343)
Func: INSURANCE-RETIREED SCHOOL EMPL - 5250	1,685,108	138,266	(1,546,842)
Func: OTHER INSURANCE - 5260	170,098	170,226	128
Func: SHORT TERM INTEREST - 5400	48,132	33,132	(15,000)
Func: SCHOOL CROSSING GUARDS - 5550	26,540	5,053	(21,487)
TOTAL INSURANCES AND FIXED COSTS	7,101,956	2,701,294	(4,400,662)
Func: L-T DEBT PRINCIPAL/SCH CONTR: - 8100	666,000	206,000	(460,000)
Func: L-T DEBT INTEREST/SCH CONSTR: - 8200	1,395,494	626,747	(768,747)
TOTAL DEBT SERVICE	2,061,494	832,747	(1,228,747)
Func: TUITION TO MASS SCHOOLS - 9100	165,174	15,600	(149,574)
Func: TUITION OUT OF STATE-9200	517,008	118,847	(398,161)
Func: TUITION OUT OF STATE-CIRCUIT BREAKER OFFSET	-503,574	-	503,574
Func: TUITION TO NON-PUBLIC: - 9300	598,146	77,999	(520,147)
Func: TUITION TO COLLABORATIVE - 9400	1,118,303	82,551	(1,035,752)
TOTAL TUITIONS	1,895,057	294,997	(1,600,060)
Func: Contingency-9900	100,000	-	(100,000)
FY 14 Budget	44,195,108	11,560,619	(32,634,489)
Applied School Choice	(500,000)	-	500,000
TOTAL October 2014 - GENERAL FUND	43,695,108	11,560,619	(32,134,489)

Treasurer's Checklist FY'14 - September 2014

Sept.

Review receipts and deposits/cash-investments reported in GL	X
Review building project/cash management/financing	X
Review bank statements	X
Review bank statement reconciliations	X
Review Trial Balance from GL including P/R and AP warrants and correspondence to bank statements	X

Quarterly

July Oct Jan Apr

Review and sign Treasurer's Quarterly Cash Report	X
Review quarterly 941 filings	X

Yearly - Year Ending

2014

Sign Fiscal 2014 Yearly Treasurer's Report (June 30, 2014)	X
Review W2 and 1099 Annual Reporting	
GICC Reporting Annually for Qualified Retirees	

Sherris A. O'Leary 10/30/14

Zimbra

bregulbuto@hwrdsd.org

Excess and Deficiency Notification for Hampden Wilbraham

From : recapdata@dor.state.ma.us

Thu, Nov 20, 2014 01:23 PM

Subject : Excess and Deficiency Notification for Hampden Wilbraham

2 attachments

To : mmoshea@hwrdsd.org, selectmen@hampden.org, pgagliarducci@hwrdsd.org, tconnor@hwrdsd.org, cgaumond@wilbraham-ma.gov, bregulbuto@hwrdsd.org

***Massachusetts Department of Revenue Division of Local Services**
Amy Pitter, Commissioner
Robert G. Nunes, Deputy Commissioner & Director of Municipal Affairs*

Thursday, November 20, 2014

Beth L Regulbuto
Assistant Superintendent for Business
Hampden Wilbraham

Re: EXCESS AND DEFICIENCY - Hampden Wilbraham

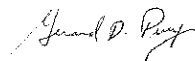
Based upon the unaudited balance sheet submitted, I hereby certify that the amount of excess and deficiency or "E & D" as of July 1, 2014 for Hampden Wilbraham is:

General Fund \$ 1,349,453

This certification is in accordance with the provisions of G. L. Chapter 71, §16B½ , as amended. The unencumbered funds certified above in excess of five percent of the operating budget and budgeted capital costs for the succeeding fiscal year, must be applied to reduce the current fiscal year's assessment. For your district, this excess amount equals \$ 0.

This certification letter will also be e-mailed to the school superintendent, the board of selectmen in each member town and the city council in each member city immediately upon approval, provided an e-mail address is reported in DLS' Local Officials Directory. Please forward to other officials that you deem appropriate.

Sincerely,

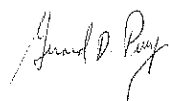


Gerard D. Perry
Director of Accounts

cc: mmoshea@hwrdsd.org;selectmen@hampden.org;pgagliarducci@hwrdsd.org;tconnor@hwrdsd.org;cgaumond@wilbraham-ma.gov;bregulbuto@hwrdsd.org

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