

**SCHOOL ADMINISTRATIVE UNIT #70
Dresden, Hanover, and Norwich School Districts**

Memorandum

To: SAU School Board
Dr. Jay Badams, Superintendent

From: Jamle Teague, Business Administrator

Re: SAU Financial Statement

Date: May 7, 2018

To follow, please find four pages showing the current financial position of the SAU. The first page summarizes the result of year to date activity through April 30, 2018, including projected encumbrances to year-end. This revenue estimate shows that we budgeted for a fund balance offset of \$10,000. The actual audited unassigned fund balance at June 30, 2017 was (\$1,636) after the non-spendable fund balance was increased by \$11,553 (see Schedule 3, pg. 34, SAU Audit).

The second chart on the page shows a report of revenue lines. The federal retiree drug subsidy program is no longer available to us due to a change in health care products for retiree prescription coverage. In fact we had a bill back of \$512.71 from the prior year payment; so we are underfunded by \$19,512. We did have some offsetting funds received in excess of budget for Interest Earned \$807; Prior Year's Expenditure Refunds \$11,613; and Miscellaneous \$564. We do not expect any substantial further activity, which will bring a revenue shortfall of (\$6,528).

The next three pages detail activity in expenditure accounts. As always, this report shows both positive and negative balances. In total the budget is currently running under budget \$42,580. Significant differences include:

"100's" Salaries – trending under due to changes in personnel	\$ 4,163
"200's" Benefits – trending slightly over due to changes in personnel/elections	(2,171)
"300's" Profess/Tech Services – trending under auditors/network admin	5,926
"400's" Services Contracts/Curriculum – trending under copiers/gen resources	9,331
"500's" Travel/Utilities/Advertising – trending under for general advertising by \$6,456, but over in phone (\$2,896) and recruitment ads (\$2,382)	325
"600's" General Supplies/Publications/Software – trending under	14,503
"800's" Administrative/Organizational Dues – trending under	3,115

From current discussions, it appears there will be more expenditures added over the next few weeks to complete projects including website design (\$3K+), curriculum work, legal work, some year-end travel expense and utilities. I am projecting an additional \$11,272.

Projected year-end surplus based on spending trends and encumbrances at April 30, 2018 is \$14,780.

SCHOOL ADMINISTRATIVE UNIT #70			
Financial Report for the Year 2017-2018 as of: April 30, 2018			
	Budget	Unaudited Year-End Projected	Variance favorable/ (unfavorable)
Beginning Year Balance	(\$1,636)	\$0	(\$1,636)
("budget" refers to the amount of fund balance used to reduce assessments)			
plus Projected Revenues	\$1,464,018	\$1,457,490	(\$6,528)
less Projected Expenditures	\$1,474,018	\$1,442,710	\$31,308
equals Ending Year Total Fund Balance		\$14,780	\$14,780
Unreserved Fund Balance - Projected		\$14,780	

School Administrative Unit 70

Rev Rpt SAU Gen Fund For the Period 07/01/2017 through 04/30/2018

Fiscal Year: 2017-2018

	<u>07/01/2017 - 04/30/2018</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
INCOME					
Revenues					
Revenue (+)	\$1,457,490.31	\$1,457,490.31	\$1,464,018.00	\$6,527.69	99.6%
01.302.1121.000.0.00.0000.0 Dresden Appropriation	\$849,749.00	\$849,749.00	\$849,749.00	\$0.00	
01.302.1122.000.0.00.0000.0 Hanover Appropriation	\$365,065.00	\$365,065.00	\$365,065.00	\$0.00	
01.302.1123.000.0.00.0000.0 Norwich Appropriation	\$229,504.00	\$229,504.00	\$229,504.00	\$0.00	
01.302.1510.000.0.00.0000.0 Interest Earned	\$907.65	\$907.65	\$100.00	(\$807.65)	
01.302.1980.000.0.00.0000.0 Prior Year's Expenditure Refunds	\$12,113.28	\$12,113.28	\$500.00	(\$11,613.28)	
01.302.1990.000.0.00.0000.0 Miscellaneous	\$664.09	\$664.09	\$100.00	(\$564.09)	
01.302.1990.211.0.00.0000.0 Retiree Drug Subsidy	(\$512.71)	(\$512.71)	\$19,000.00	\$19,512.71	
Sub-total : Revenues	\$1,457,490.31	\$1,457,490.31	\$1,464,018.00	\$6,527.69	99.6%
Total : INCOME	\$1,457,490.31	\$1,457,490.31	\$1,464,018.00	\$6,527.69	99.6%
NET ADDITION/(DEFICIT)	\$1,457,490.31	\$1,457,490.31	\$1,464,018.00	\$6,527.69	99.6%

End of Report

School Administrative Unit 70

Appr Rept SAU

From Date: 7/1/2017

To Date: 4/30/2018

Fiscal Year: 2017-2018

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.602.0000.230.0.70.0000.0	Social Security	\$0.00	\$16.25	\$16.25	(\$16.25)	\$16.24	(\$32.49)	0.00%
	Obj: Social Security - 230	\$0.00	\$16.25	\$16.25	(\$16.25)	\$16.24	(\$32.49)	0.00%
01.602.2320.110.0.00.0000.0	Superintendent	\$165,000.00	\$139,615.30	\$139,615.30	\$25,384.70	\$25,384.70	\$0.00	0.00%
	Obj: Salaries - 110	\$165,000.00	\$139,615.30	\$139,615.30	\$25,384.70	\$25,384.70	\$0.00	0.00%
01.602.2320.111.0.00.0000.0	Support Staff	\$93,147.00	\$71,639.81	\$71,639.81	\$21,507.19	\$14,486.74	\$7,020.45	7.54%
01.602.2320.111.0.70.0000.0	Treasurer	\$368.00	\$374.00	\$374.00	(\$6.00)	\$0.00	(\$6.00)	-1.63%
	Obj: Support Staff - 111	\$93,515.00	\$72,013.81	\$72,013.81	\$21,501.19	\$14,486.74	\$7,014.45	7.50%
01.602.2320.112.0.00.0000.0	Admin Support Staff	\$277,612.00	\$236,919.20	\$236,919.20	\$40,692.80	\$42,694.40	(\$2,001.60)	-0.72%
	Obj: Administrative Support - 112	\$277,612.00	\$236,919.20	\$236,919.20	\$40,692.80	\$42,694.40	(\$2,001.60)	-0.72%
01.602.2320.114.0.00.0000.0	Business Administrator	\$115,000.00	\$97,307.76	\$97,307.76	\$17,692.24	\$17,692.24	\$0.00	0.00%
	Obj: Asst. Supterintendent for Business - 114	\$115,000.00	\$97,307.76	\$97,307.76	\$17,692.24	\$17,692.24	\$0.00	0.00%
01.602.2320.115.0.00.0000.0	Director of Student Services	\$90,209.00	\$76,330.98	\$76,330.98	\$13,878.02	\$13,878.48	(\$0.46)	0.00%
	Obj: Special Education Director - 115	\$90,209.00	\$76,330.98	\$76,330.98	\$13,878.02	\$13,878.48	(\$0.46)	0.00%
01.602.2320.117.0.00.0000.0	SAU Wide Technology Director	\$84,419.00	\$71,431.14	\$71,431.14	\$12,987.86	\$12,987.36	\$0.50	0.00%
	Obj: SAU Wide Technology Director - 117	\$84,419.00	\$71,431.14	\$71,431.14	\$12,987.86	\$12,987.36	\$0.50	0.00%
01.602.2320.118.0.00.0000.0	Substitutes/Extra Help	\$0.00	\$1,332.00	\$1,332.00	(\$1,332.00)	\$0.00	(\$1,332.00)	0.00%
	Obj: Substitutes/Extra Help - 118	\$0.00	\$1,332.00	\$1,332.00	(\$1,332.00)	\$0.00	(\$1,332.00)	0.00%
01.602.2320.119.0.00.0000.0	Other Administrative	\$4,274.00	\$1,345.63	\$1,345.63	\$2,928.37	\$1,345.62	\$1,582.75	37.03%
	Obj: Other Administrative Wages - 119	\$4,274.00	\$1,345.63	\$1,345.63	\$2,928.37	\$1,345.62	\$1,582.75	37.03%
01.602.2320.150.0.70.0001.0	Retiree Wages	\$8,206.00	\$6,838.20	\$6,838.20	\$1,367.80	\$1,367.64	\$0.16	0.00%
	Obj: Retiree Fringes - 150	\$8,206.00	\$6,838.20	\$6,838.20	\$1,367.80	\$1,367.64	\$0.16	0.00%
01.602.2320.211.0.70.0000.0	Medical Insurance	\$246,989.00	\$189,846.04	\$189,846.04	\$57,142.96	\$34,598.41	\$22,544.55	9.13%
01.602.2320.211.0.70.0100.0	Medical Insur--Retirees	\$0.00	\$15,955.70	\$15,955.70	(\$15,955.70)	\$3,191.14	(\$19,146.84)	0.00%
	Obj: Medical Insurance - 211	\$246,989.00	\$205,801.74	\$205,801.74	\$41,187.26	\$37,789.55	\$3,397.71	1.38%
01.602.2320.212.0.70.0000.0	Dental Insurance	\$5,496.00	\$5,776.57	\$5,776.57	(\$280.57)	\$1,049.62	(\$1,330.19)	-24.20%
	Obj: Dental Insurance - 212	\$5,496.00	\$5,776.57	\$5,776.57	(\$280.57)	\$1,049.62	(\$1,330.19)	-24.20%
01.602.2320.213.0.70.0000.0	Life Insurance	\$2,259.00	\$1,783.25	\$1,783.25	\$475.75	\$363.75	\$112.00	4.96%
	Obj: Life Insurance - 213	\$2,259.00	\$1,783.25	\$1,783.25	\$475.75	\$363.75	\$112.00	4.96%
01.602.2320.214.0.70.0000.0	Workers Comp Insur	\$2,492.00	\$2,225.00	\$2,225.00	\$267.00	\$0.00	\$267.00	10.71%
	Obj: Workers Compensation Insurance - 214	\$2,492.00	\$2,225.00	\$2,225.00	\$267.00	\$0.00	\$267.00	10.71%
01.602.2320.215.0.70.0000.0	Long Term Disab Insur	\$2,540.00	\$2,696.54	\$2,696.54	(\$156.54)	\$494.76	(\$651.30)	-25.64%
	Obj: Long Term Disability Insurance - 215	\$2,540.00	\$2,696.54	\$2,696.54	(\$156.54)	\$494.76	(\$651.30)	-25.64%
01.602.2320.220.0.70.0000.0	Annuity	\$22,021.00	\$22,226.02	\$22,226.02	(\$205.02)	\$1,924.74	(\$2,129.76)	-9.67%
	Obj: Annuity - 220	\$22,021.00	\$22,226.02	\$22,226.02	(\$205.02)	\$1,924.74	(\$2,129.76)	-9.67%
01.602.2320.221.0.70.0000.0	NH Retirement	\$91,450.00	\$79,957.78	\$79,957.78	\$11,492.22	\$14,453.25	(\$2,961.03)	-3.24%
	Obj: Retirement - 221	\$91,450.00	\$79,957.78	\$79,957.78	\$11,492.22	\$14,453.25	(\$2,961.03)	-3.24%

School Administrative Unit 70

Appr Rept SAU

From Date: 7/1/2017

To Date: 4/30/2018

Fiscal Year: 2017-2018

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.602.2320.230.0.70.0000.0	Social Security	\$61,847.00	\$50,358.53	\$50,358.53	\$11,488.47	\$9,125.22	\$2,363.25	3.82%
01.602.2320.230.0.70.0001.0	Soc Sec - Retiree	\$0.00	\$523.20	\$523.20	(\$523.20)	\$104.64	(\$627.84)	0.00%
	Obj: Social Security - 230	\$61,847.00	\$50,881.73	\$50,881.73	\$10,965.27	\$9,229.86	\$1,735.41	2.81%
01.602.2320.260.0.70.0000.0	Unemp Comp Insur	\$421.00	\$500.00	\$500.00	(\$79.00)	\$0.00	(\$79.00)	-18.76%
	Obj: Unemployment Insurance - 260	\$421.00	\$500.00	\$500.00	(\$79.00)	\$0.00	(\$79.00)	-18.76%
01.602.2320.272.0.70.0000.0	Staff Dev Administrative Suppo	\$2,500.00	\$5,003.57	\$5,003.57	(\$2,503.57)	\$0.00	(\$2,503.57)	-100.14%
01.602.2320.272.0.70.0100.0	Staff Dev Supt	\$2,300.00	\$2,377.00	\$2,377.00	(\$77.00)	\$166.28	(\$243.28)	-10.58%
01.602.2320.272.0.70.0200.0	Staff Dev Business Administrat	\$2,300.00	\$1,537.85	\$1,537.85	\$762.15	\$150.42	\$611.73	26.60%
01.602.2320.272.0.70.0400.0	Staff Dev Technology Director	\$2,300.00	\$2,200.00	\$2,200.00	\$100.00	\$0.00	\$100.00	4.35%
01.602.2320.272.0.70.0500.0	Staff Dev Director of Student	\$2,300.00	\$517.15	\$517.15	\$1,782.85	\$0.00	\$1,782.85	77.52%
01.602.2320.272.0.70.0600.0	Staff Dev Office Support	\$0.00	\$150.00	\$150.00	(\$150.00)	\$0.00	(\$150.00)	0.00%
	Obj: Staff Development - 272	\$11,700.00	\$11,785.57	\$11,785.57	(\$85.57)	\$316.70	(\$402.27)	-3.44%
01.602.2320.293.0.70.0000.0	Public Relations - Lunches/Mee	\$0.00	\$97.34	\$97.34	(\$97.34)	\$0.00	(\$97.34)	0.00%
	Obj: Public Relations - 293	\$0.00	\$97.34	\$97.34	(\$97.34)	\$0.00	(\$97.34)	0.00%
01.602.2320.330.0.00.0000.0	Purchased Prof Tech Services	\$21,984.00	\$19,289.33	\$19,289.33	\$2,694.67	\$1,016.76	\$1,677.91	7.63%
	Obj: Actuarial Work - 330	\$21,984.00	\$19,289.33	\$19,289.33	\$2,694.67	\$1,016.76	\$1,677.91	7.63%
01.602.2320.340.0.70.0000.0	Pre-Employment Costs	\$0.00	\$122.00	\$122.00	(\$122.00)	\$0.00	(\$122.00)	0.00%
	Obj: Pre-Employment Costs - 340	\$0.00	\$122.00	\$122.00	(\$122.00)	\$0.00	(\$122.00)	0.00%
01.602.2320.390.0.70.0000.0	Auditors	\$7,400.00	\$5,880.00	\$5,880.00	\$1,520.00	\$0.00	\$1,520.00	20.54%
	Obj: Auditors - 390	\$7,400.00	\$5,880.00	\$5,880.00	\$1,520.00	\$0.00	\$1,520.00	20.54%
01.602.2320.391.0.70.0000.0	Legal Services	\$1,250.00	\$3,631.16	\$3,631.16	(\$2,381.16)	\$1,368.84	(\$3,750.00)	-300.00%
	Obj: Legal Services - 391	\$1,250.00	\$3,631.16	\$3,631.16	(\$2,381.16)	\$1,368.84	(\$3,750.00)	-300.00%
01.602.2320.392.0.70.0000.0	Network Admin Contract	\$30,000.00	\$18,425.00	\$18,425.00	\$11,575.00	\$3,475.00	\$8,100.00	27.00%
	Obj: Network Admin Contract - 392	\$30,000.00	\$18,425.00	\$18,425.00	\$11,575.00	\$3,475.00	\$8,100.00	27.00%
01.602.2320.441.0.70.0100.0	Service Contracts	\$23,700.00	\$26,660.50	\$26,660.50	(\$2,960.50)	\$0.00	(\$2,960.50)	-12.49%
01.602.2320.441.0.70.0200.0	Computer Programming	\$2,000.00	\$194.97	\$194.97	\$1,805.03	\$180.00	\$1,625.03	81.25%
01.602.2320.441.0.70.0300.0	Curriculum Resources	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
01.602.2320.441.0.70.0400.0	SAU Wide Meetings	\$5,000.00	\$2,053.17	\$2,053.17	\$2,946.83	\$769.78	\$2,177.05	43.54%
01.602.2320.441.0.70.0500.0	On Line Services	\$1,250.00	\$0.00	\$0.00	\$1,250.00	\$0.00	\$1,250.00	100.00%
	Obj: Contracted Services - 441	\$36,950.00	\$28,908.64	\$28,908.64	\$8,041.36	\$949.78	\$7,091.58	19.19%
01.602.2320.452.0.70.0000.0	Copier Expenses	\$8,200.00	\$4,740.53	\$4,740.53	\$3,459.47	\$1,219.47	\$2,240.00	27.32%
	Obj: Copier - 452	\$8,200.00	\$4,740.53	\$4,740.53	\$3,459.47	\$1,219.47	\$2,240.00	27.32%
01.602.2320.515.0.70.0000.0	Travel Administrative Support	\$1,000.00	\$159.22	\$159.22	\$840.78	\$830.54	\$10.24	1.02%
01.602.2320.515.0.70.0100.0	Travel Supt	\$13,300.00	\$11,393.96	\$11,393.96	\$1,906.04	\$1,486.93	\$419.11	3.15%
01.602.2320.515.0.70.0200.0	Travel Business Administrator	\$1,900.00	\$1,207.96	\$1,207.96	\$692.04	\$411.00	\$281.04	14.79%
01.602.2320.515.0.70.0400.0	Travel Technology Director	\$700.00	\$1,423.37	\$1,423.37	(\$723.37)	\$0.00	(\$723.37)	-103.34%
01.602.2320.515.0.70.0500.0	Travel Director of Student Ser	\$2,100.00	\$1,049.76	\$1,049.76	\$1,050.24	\$1,050.24	\$0.00	0.00%
01.602.2320.515.0.70.0600.0	Travel Office Support	\$0.00	\$321.95	\$321.95	(\$321.95)	\$319.00	(\$640.95)	0.00%
	Obj: Travel (&Other Local) Costs - 515	\$19,000.00	\$15,556.22	\$15,556.22	\$3,443.78	\$4,097.71	(\$653.93)	-3.44%

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- Subtotal by Collapse Mask
 Include pre encumbrance
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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.602.2320.520.0.00.0000.0	Insurance - P&L Obj: Property & Liability Ins. - 520	\$3,400.00 \$3,400.00	\$3,485.00 \$3,485.00	\$3,485.00 \$3,485.00	(\$85.00) (\$85.00)	\$0.00 \$0.00	(\$85.00) (\$85.00)	-2.50% -2.50%
01.602.2320.531.0.70.0000.0	Telephone Obj: Telephone - 531	\$4,100.00 \$4,100.00	\$4,348.12 \$4,348.12	\$4,348.12 \$4,348.12	(\$248.12) (\$248.12)	\$420.00 \$420.00	(\$668.12) (\$668.12)	-16.30% -16.30%
01.602.2320.532.0.70.0000.0	Postage Obj: Postage - 532	\$5,200.00 \$5,200.00	\$3,014.18 \$3,014.18	\$3,014.18 \$3,014.18	\$2,185.82 \$2,185.82	\$2,300.16 \$2,300.16	(\$114.34) (\$114.34)	-2.20% -2.20%
01.602.2320.540.0.70.0000.0	Advertising Obj: Advertising - 540	\$6,500.00 \$6,500.00	\$44.00 \$44.00	\$44.00 \$44.00	\$6,456.00 \$6,456.00	\$0.00 \$0.00	\$6,456.00 \$6,456.00	99.32% 99.32%
01.602.2320.541.0.70.0000.0	Recruitment Obj: Recruitment Advertising - 541	\$5,000.00 \$5,000.00	\$3,870.12 \$3,870.12	\$3,870.12 \$3,870.12	\$1,129.88 \$1,129.88	\$1,209.68 \$1,209.68	(\$79.80) (\$79.80)	-1.60% -1.60%
01.602.2320.610.0.70.0000.0	Supplies Obj: Supplies - 610	\$11,500.00 \$11,500.00	\$6,931.45 \$6,931.45	\$6,931.45 \$6,931.45	\$4,568.55 \$4,568.55	\$486.83 \$486.83	\$4,081.72 \$4,081.72	35.49% 35.49%
01.602.2320.630.0.70.0000.0	Publications/Software/Books Obj: Publications/Software - 630	\$10,500.00 \$10,500.00	\$0.00 \$0.00	\$0.00 \$0.00	\$10,500.00 \$10,500.00	\$0.00 \$0.00	\$10,500.00 \$10,500.00	100.00% 100.00%
01.602.2320.730.0.70.0000.0	Equipment Obj: Equipment/Computers/Furniture - 730	\$6,384.00 \$6,384.00	\$6,384.00 \$6,384.00	\$6,384.00 \$6,384.00	\$0.00 \$0.00	\$0.00 \$0.00	\$0.00 \$0.00	0.00% 0.00%
01.602.2320.810.0.70.0000.0	Dues & Fees Administrative Sup	\$400.00	\$125.00	\$125.00	\$275.00	\$0.00	\$275.00	68.75%
01.602.2320.810.0.70.0100.0	Dues & Fees Supt	\$5,000.00	\$3,905.25	\$3,905.25	\$1,094.75	\$414.00	\$680.75	13.62%
01.602.2320.810.0.70.0200.0	Dues & Fees Business Administr	\$500.00	\$550.00	\$550.00	(\$50.00)	\$0.00	(\$50.00)	-10.00%
01.602.2320.810.0.70.0400.0	Board Expenses	\$2,300.00	\$1,407.22	\$1,407.22	\$892.78	\$0.00	\$892.78	38.82%
01.602.2320.810.0.70.0600.0	Dues & Fees Director of Studen Obj: Dues for Individuals - 810	\$1,000.00 \$9,200.00	\$1,505.00 \$7,492.47	\$1,505.00 \$7,492.47	(\$505.00) \$1,707.53	\$0.00 \$414.00	(\$505.00) \$1,293.53	-50.50% 14.06%
01.602.2320.811.0.70.0000.0	Organizational Dues Obj: Organizational Dues - 811	\$2,000.00 \$2,000.00	\$0.00 \$0.00	\$0.00 \$0.00	\$2,000.00 \$2,000.00	\$0.00 \$0.00	\$2,000.00 \$2,000.00	100.00% 100.00%
Grand Total:		\$1,474,018.00	\$1,219,004.03	\$1,219,004.03	\$255,013.97	\$212,433.88	\$42,580.09	2.89%

End of Report