



**School Administrative Unit #31
Newmarket School District**
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Todd Allen
Superintendent of Schools

Patricia Wons
Assistant Superintendent

Janna Mellon
Business Administrator

Erica MacNeil
Student Services

Date: October 15, 2024

To: Todd Allen, Superintendent

cc: Newmarket School Board

Subject: FY 2024-2025 Quarter 1 Financial Report of the Business Administrator

FY 2024-2025: Quarter 1, Financial Reports:

Financial reports for Quarter 1 of the 2024-2025 fiscal year are attached for your review. These reports have been presented to you by expenditure and revenue category with notes to explain variances.

Expenditures-General Fund: Below, please find a summary of expenditures for 2024-2025. Please reference the notes that accompany our financial statements for more detailed information about variances by expenditure category. Overall, our total FY 25 expenditures in our General Fund are the result of variances in the following significant areas:

Category	Variance from Budgeted Amounts	Notes
Salaries	\$444,858	Please see details below for additional information on this variance.
Benefits	\$281,164	This variance is due to unexpended benefits related to salaries
Operations	\$1,397,201	Please see details below for additional information on this variance.
Total	\$2,123,222	

Revenues:

Local Revenues: A more detailed report is included later in the report. Since we are only 90 days into the new fiscal year, we see significant variances in revenues. This is due to the fact that most of our revenues have not yet been received as of the date of this report. We anticipate that the majority of budgeted revenues will be received gradually, throughout the year.

State Revenues: Consistent with NH State statutes, Adequacy Aid and State-Wide Education Property Tax (SWEPT) will comprise the greatest percentage of the state revenues received in FY 25. As you know from our June financials, final adequacy figures for the district have increased by \$115,613 in total Adequacy Aid beyond the estimate that was used to build our 24-25 budget. After two years of decreases, this will finally bring our State Aid to a level that exceeds FY 21 for the first time since FY 22.

Federal Revenues: Federal revenues are always fully offset by federal grant expenditures. Therefore, expenditures under federal projects will ultimately be reimbursed in an equal amount, resulting in no negative or positive impact on local tax rates.

Food Service Fund Summary: As of 6/30/24, the Newmarket Food Service Fund ended the year with a positive fund balance of \$154K. Positive Food Service fund balances are restricted and cannot be returned to reduce taxes; they can only be used to offset future losses in our Food Service fund, or to enhance our program. We anticipate that our Food Service program will finish the year with an operating loss, but the positive surplus balance will allow us to offset any potential losses without negatively impacting our financial position.

Impact Fees, Capital Reserves and Expendable Trusts: As we continue to plan for upcoming capital improvements and maintenance needs in accordance with the recently approved Capital Improvement Plan, this Q1 financial report provides a summary of impact fees, Capital Reserve Funds and Expendable Trusts that are available to the Newmarket School District. Please be aware that this report does not include the voted use of \$22,650.70 of impact fees for the completion of the NJSHS courtyard. We anticipate that the Q2 impact fee balances will reflect that transfer.

Bond Proceeds Remaining: In accordance with the Board's vote taken on May 2, 2024, the bond fund account has officially been closed, and the proceeds will be used to offset the payment of principal on our bond in FY 25. You can see this \$215,641 transfer on the revenues report shown later in this report as "Transfer from Capital Projects."

Respectfully Submitted,
Janna Mellon, Business Administrator

Newmarket School District

Financial Statements as of 9/30/24

Expenditures by Category- General Fund	Original Total Budget, as Voted	Adjustments*	Total Budget	YTD Activity	Encumbrances	Variance Favorable (Unfavorable)	% Remaining
Salaries							
Administrator	\$1,636,054	\$0	\$1,636,054	\$430,893	\$1,169,566	\$35,595	
Professional-Educational	\$8,042,674	\$0	\$8,042,674	\$1,004,463	\$6,991,813	\$46,399	
Professional-Non Instructional	\$248,090	\$0	\$248,090	\$69,792	\$178,897	-\$599	
Paraprofessionals, Tutors & Monitors	\$1,416,278	\$0	\$1,416,278	\$150,804	\$1,173,734	\$91,741	
Support-Administrative	\$539,739	\$0	\$539,739	\$132,723	\$418,596	-\$11,581	
Support-Technical	\$165,490	\$0	\$165,490	\$33,509	\$137,742	-\$5,761	
Support-Facilities	\$274,944	\$0	\$274,944	\$66,790	\$210,362	-\$2,208	
Other Educational	\$304,987	\$0	\$304,987	\$14,554	\$147,387	\$143,046	
Other Non-Instructional	\$10,300	\$0	\$10,300	\$0	\$4,850	\$5,450	
Other Salary Benefits	\$218,075	\$0	\$218,075	\$0	\$75,300	\$142,775	
Total Salaries	\$12,856,632	\$0	\$12,856,632	\$1,903,528	\$10,508,246	\$ 444,858	3.46%
Benefits							
FICA	\$925,261	\$0	\$925,261	\$138,784	\$767,327	\$19,149	
NHRS	\$2,097,349	\$0	\$2,097,349	\$310,854	\$1,724,396	\$62,100	
Health/Dental Insurance	\$2,644,255	\$0	\$2,644,255	\$394,827	\$2,049,514	\$199,914	
Total Benefits	\$5,666,865	\$0	\$5,666,865	\$844,465	\$4,541,236	\$ 281,164	4.96%
Operations							
Supplies	\$263,857	\$0	\$263,857	\$81,324	\$68,623	\$113,910	
Books & Other Printed Materials	\$134,648	\$0	\$134,648	\$40,327	\$48,150	\$46,171	
Software	\$264,484	\$0	\$264,484	\$167,240	-\$10,581	\$107,826	
Professional Development	\$173,479	\$0	\$173,479	\$14,443	\$10,041	\$148,994	
Printing/Postage	\$58,976	\$0	\$58,976	\$16,618	\$10,624	\$31,734	
Professional Services	\$2,247,898	\$0	\$2,247,898	\$192,804	\$1,785,208	\$269,887	
Professional Services-Facilities	\$649,176	\$0	\$649,176	\$125,232	\$490,238	\$33,706	
Tuition	\$1,164,301	\$0	\$1,164,301	\$239,085	\$360,556	\$564,660	
Equipment	\$244,473	\$0	\$244,473	\$197,414	\$11,117	\$35,942	
Furniture	\$42,396	\$0	\$42,396	\$8,907	\$1,506	\$31,983	
Dues & Fees	\$70,838	\$0	\$70,838	\$24,524	\$23,294	\$23,020	
Repairs & Maintenance	\$306,869	\$0	\$306,869	\$78,081	\$348,603	-\$119,814	
Utilities/Fuel	\$469,258	\$0	\$469,258	\$41,295	\$382,731	\$45,232	
Phones/Internet	\$38,880	\$0	\$38,880	\$8,911	\$17,563	\$12,406	
Debt Service	\$2,112,893	\$0	\$2,112,893	\$1,481,725	\$615,178	\$15,990	
Insurances & Other Operational Expenses	\$171,298	\$325,000	\$496,298	\$446,933	\$13,811	\$35,555	
Total Operations	\$8,413,725	\$325,000	\$8,738,725	\$3,164,864	\$4,176,660	\$1,397,201	15.99%
Total Expenditures	\$26,937,222	\$325,000	\$27,262,222	\$5,912,856	\$19,226,143	\$2,123,222	7.79%

*Adjustments throughout the year include:

a. Warrant article amounts voted separately from WA #2 (the operating budget): WA #3 (\$200,000); WA #4 (\$75,000) and WA #5 (\$50,000).

b. Budget increases voted by Board (ie. use of Impact fees, trust funds, etc.)

Newmarket School District Financial Statements as of 9/30/24

Variances Shown Above:

Category	Variance	Notes
Salaries- Other Educational	\$143,046	This positive variance stems from substitutes and co-curricular salaries that have not yet been utilized/assigned in 24-25.
Salaries- Other Salary Benefits	\$142,775	Examples of these benefits are severance payments, sick day buy back and insurance buyback. At this point in the year, we do yet know the costs of many of these items as staff will not submit their chosen elections until later in FY 25. We anticipate that as elections are submitted, we will encumber requests and this variance will drop throughout the year.
Benefits-Health/Dental	\$199,914	This variance stems primarily from changes in chosen plan elections made by employees for 24-25.
Professional Development	\$148,994	This positive variance stems primarily from funds that we budget annually for professional development that have not yet been allocated in FY 25. We anticipate that this variance will decrease throughout the year.
Professional Services	\$269,887	The majority of this variance stems from timing differences due to our utilization of services. We anticipate that most of this variance will be exhausted throughout the year.
Tuition	\$564,660	This positive variance is due to unexpended SST tuition that has yet to be billed, as well as an out-of-district student placement that has not yet been finalized as of the date of this report.
Repairs & Maintenance	(\$119,814)	This variance is due to two projects that are currently in process (NES Window replacement, phase 2 & NJSHS courtyard). Both of these planned projects will use funding outside of our operating budget: NJSHS courtyard will use impact fees; NES Windows will use CRF funds. This variance reflects a timing difference between the payments expended for these projects and the associated revenue receipts which are reimbursed only after payments are made.
Insurances and Other Operational Expenditures	\$35,555	This variance is due primarily to the \$30K budgeted for a transfer to Food Service. Due to the Food Service surplus balance as of June 30, 2025, we do not anticipate expending these funds in FY 25..

Food Service Expenditures	Budget as Voted	Budget Adjustments*	Total Budget	YTD Activity	Encumbrances	Variance Favorable (Unfavorable)	% Remaining
Operations							
Repairs & Maintenance	\$ 6,803	\$ -	\$ 6,803	\$ -	\$ 2,000	\$ 4,803	70.6%
Professional Services	\$ 423,258	\$ -	\$ 423,258	\$ 85,891	\$ 353,563	\$ (16,196)	-3.8%
Food (SCA funds expended)		\$ 22,635	\$ 22,635	\$ -	\$ -	\$ 22,635	0.0%
Equipment	\$ 5,000	\$ -	\$ 5,000	\$ 3,682	\$ 1,695	\$ (377)	-7.5%
Total Operations	\$ 435,061	\$ 22,635	\$ 457,696	\$ 89,573	\$ 357,259	\$ 10,864	2.5%
Total Expenditures	\$ 435,061	\$ 22,635	\$ 457,696	\$ 89,573	\$ 357,259	\$ 10,864	2.5%

Newmarket School District

Financial Statements as of 9/30/24

Revenues		Total Budget	YTD Activity	Variance	% Budgeted
		7/1/2024		(Negative	Revenues Received
				Variance)	as of 9/30/24
Local Revenues					
	District Assessment*	\$ (21,821,412)	\$ (5,698,808)	\$ (16,122,604)	26%
	Tuition-Pre-K	\$ (39,140)	\$ (18,334)	\$ (20,806)	47%
	Tuition From Other LEAS	\$ -	\$ -	\$ -	-
	Earnings on Investments-GF	\$ (40,000)	\$ (22,010)	\$ (17,990)	55%
	Facility Rental Fees	\$ -	\$ (985)	\$ 985	-
	Other Local Revenue	\$ (5,000)	\$ (5)	\$ (4,995)	0%
	Total Local Revenues	\$ (21,905,552)	\$ (5,740,142)	\$ (16,165,410)	26%
State Revenues					
	Adequacy Aid	\$ (3,045,162)	\$ (609,032)	\$ (2,436,130)	20%
	State Education Tax	\$ (1,875,985)	\$ (470,996)	\$ (1,404,989)	25%
	Other Unrestricted State Aid	\$ (10,000)	\$ (7,168)	\$ (2,832)	72%
	Special Education Aid	\$ (296,275)	\$ -	\$ (296,275)	0%
	Vocational Tuition & Transportation	\$ (11,000)	\$ -	\$ (11,000)	0%
	Medicaid (Federal through State)	\$ (80,000)	\$ (4,638)	\$ (75,362)	6%
	Total State Revenues	\$ (5,318,422)	\$ (1,091,834)	\$ (4,226,589)	21%
Food Service Revenues					
	Food Service Sales Revenues	\$ (308,312)	\$ (36,645)	\$ (271,667)	12%
	Child Nutrition-State Breakfast	\$ (6,000)	\$ -	\$ (6,000)	0%
	Federal-Child Nutrition Meals	\$ (135,000)	\$ -	\$ (135,000)	0%
	Federal-Child Nutrition Breakfast	\$ -	\$ -	\$ -	-
	Supply Chain Assistance Grant	\$ (22,634)	\$ -	\$ (22,634)	0%
	Total Food Service Revenues	\$ (471,946)	\$ (36,645)	\$ (435,301)	8%
Federal & Other Grant Revenues**					
	SAFE Grant	\$ (14,332)	\$ -	\$ (14,332)	0%
	E-Rate Revenues	\$ -	\$ -	\$ -	-
	Federal Grants:				-
	Title IA	\$ (90,592)	\$ (21,017)	\$ (69,575)	23%
	Title IIA	\$ (49,010)	\$ (4,500)	\$ (44,510)	9%
	Title IVA	\$ (30,284)	\$ (9,134)	\$ (21,150)	30%
	IDEA / Preschool	\$ (324,989)	\$ (42,371)	\$ (282,618)	13%
	ESSER	\$ (217,819)	\$ (163,685)	\$ (54,134)	75%
	Total Federal Revenues	\$ (727,025)	\$ (240,707)	\$ (486,318)	33%
Total Revenues		\$ (28,422,945)	\$ (7,109,327)	\$ (21,313,618)	25%
Other Revenues					
	Transfer to Trust Funds from GF (WA #3,4 &5)	\$ -	\$ (325,000)	\$ 325,000	
	Transfers to GF from Exp Trust (Technology ETF)	\$ (25,000)	\$ (25,000)	\$ -	
	Transfer from Capital Projects (Close Out Bond Fund)	\$ (215,641)	\$ (215,641)	\$ -	
	Local Grants	\$ (5,293)	\$ (2,747)	\$ (2,546)	
	Interest Trust Funds		\$ (30,228)	\$ 30,228	
Total Revenues-All Funds		\$ (28,668,880)	\$ (7,707,943)	\$ (20,960,937)	27%

Newmarket School District Financial Statements as of 9/30/24

Variances Shown Above:

Category	Variance	Notes
Local Revenues	(\$16,165,410)	The vast majority of this negative variance is due to timing. Current appropriations from the Town of Newmarket will be received monthly throughout the year, but most have not yet been received.
State Revenues	(\$4,226, 589)	The negative variance is also due to timing. State revenues will be received throughout the year, but most have not yet been received.
Food Service Revenues	(\$435,301)	The Food Service Fund is intended to operate as a wholly independent, non-profit fund and revenues are received throughout the year. At this point in the year, we still have not received the majority of our revenues.
Federal Revenues	(\$486,318)	Federal revenues are always fully offset by federal grant expenditures. Therefore, expenditures under federal projects will ultimately be reimbursed in an equal amount, resulting in no negative or positive impact on local tax rates.

Impact Fees:

Pursuant to authority authorized under RSA 674:21 V, the Town Council adopted Ordinance #2001-01 for "Public Capital Facilities," which allowed the Town to assess an impact fee ***"as a condition for the issuance of a building permit."*** RSA 674:21 V(d). The ordinance requires the Town to obligate the funds within six (6) years from the date of collection or return it to the property owner of record. Below, please find a summary of Newmarket School District impact fees as of June 30, 2024, broken down by expiration date.

Impact Fees- Newmarket School District As of Sept 30, 2024	
Expiration Date Range	Amount
9/30/24 - 12/31/2024	\$ 2.83
8/27/25 - 12/31/25	\$ 7,269.53
1/1/26 - 12/31/26	\$ 48,947.77
1/1/27 -12/31/27	\$ 3,150.33
1/1/28 - 12/31/28	\$ 117,328.46
1/1/29- 12/31/29	\$ 101,348.06
1/1/30- 12/31/30	\$ 3,457.87
Total Impact Fees	\$ 281,504.85

Newmarket School District Financial Statements as of 9/30/24

Capital Reserve Funds and Expendable Trust Funds:

As of: Sept 30, 2024

Account Name	Beginning Balance	Transfers**	July Income	July Fees	August Income	August Fees	September Income	September Fees	Interest YTD	Ending Balance
Insurance and Benefits Expendable Trust	\$ 50,501.96	\$ 75,000.00	\$ 462.05	\$ (14.87)	\$ 844.28	\$ (29.44)	\$ 125.93	\$ (37.22)	\$ 1,350.73	\$ 126,852.69
School Repair and Maintenance Trust Fund	\$ 646,634.73		\$ 5,916.18	\$ (190.45)	\$ 4,373.02	\$ (152.50)	\$ 652.27	\$ (192.80)	\$ 10,405.72	\$ 657,040.45
School Technology Expendable Trust Fund	\$ 170,382.22	\$ (25,000.00)	\$ 1,558.86	\$ (50.18)	\$ 1,152.25	\$ (40.18)	\$ 147.03	\$ (43.46)	\$ 2,724.32	\$ 148,106.54
School Improvement Capital Reserve Fund	\$ 537,742.78	\$ 200,000.00	\$ 4,919.91	\$ (158.38)	\$ 4,977.29	\$ (173.57)	\$ 742.41	\$ (219.45)	\$ 10,088.21	\$ 747,830.99
Special Education Expendable Trust Fund	\$ 303,595.62	\$ 50,000.00	\$ 2,777.65	\$ (89.42)	\$ 2,388.30	\$ (83.29)	\$ 356.24	\$ (105.30)	\$ 5,244.18	\$ 358,839.80
Utility Capital Reserve Fund	\$ 25,752.94		\$ 235.62	\$ (7.58)	\$ 174.16	\$ (6.07)	\$ 25.98	\$ (7.68)	\$ 414.43	\$ 26,167.37
	\$ 1,734,610.25	\$ 300,000.00	\$ 15,870.27	\$ (510.88)	\$ 13,909.30	\$ (485.05)	\$ 2,049.86	\$ (605.91)	\$ 30,227.59	\$ 2,064,837.84

Account Name	Established	Purpose
Insurance and Benefits Expendable Trust	3/12/2023	To meet the cost of unanticipated insurance and employee benefits expenses.
School Repair and Maintenance Trust Fund	3/9/2004	Repair and maintenance of school facilities.
School Technology Expendable Trust Fund	3/8/2005	Purchase technology equipment
School Improvement Capital Reserve Fund	3/9/2021	For the purpose of improving, expanding, maintaining, renovating, furnishing and equipping school buildings.
Special Education Expendable Trust Fund	3/9/2004	Educating educationally disabled children.
Utility Capital Reserve Fund	3/12/2013	Meet the cost of utility expenses.