

October 31, 2024

To: MERSD School Committee

From: Michelle Cresta, Director of Finance & Operations

Copy: Pam Beaudoin, Superintendent of Schools

Re: Financials for 11/5/24 SC Meeting

Attached please find our current financial memo for the School Committee Meeting of November 5, 2024. We are requesting your approval for payment of the following.

- FY2025 Accounts Payable (AP) warrant comprised of vouchers 1022 through 1023
- Payroll Voucher for October 24, 2024
- Quarterly Cash Report for quarter-ending 9/30/24
- Budget to Actual report for quarter-ending 9/30/24

AP Vouchers

- V1022 for \$349.40 for Medicare Bill for November 2024
- V1023 for \$967,208.00 for our Main Accounts Payable Voucher
 - Consists mostly of routine purchases, contract payments, and tuitions.

You may notice that some invoices date back to the previous fiscal year. We routinely find some vendors review their outstanding invoices after the end of the fiscal year and then follow up with invoices that are unpaid due to them being lost in the mail or never being invoiced. These invoices are being properly coded and charged to accounts that are earmarked for prior year costs.

- Payments to note:
 - ArxED \$5,950.00 for subscription to program to provide online training of annual mandated employee trainings and contract benchmarking
 - Curriculum Associates \$32,352.50 for the annual renewal of our iReady assessment program
 - Hertz Furniture Systems \$7,560.80 for replacement of steel stools in HS Science rooms
 - Hobart Service \$675.55 for dishwasher repair that occurred back in 2022. The vendor failed to invoice us in a timely manner.
 - Manchester Electric \$6,098.34 for rewiring of HS Office area for Special Education classroom expansion.

Payroll Vouchers for your Information

- Summary of the bi-weekly payroll paid on October 24, 2024 in the amount of \$764,908.90. This represents a full bi-weekly payroll.