

October 10, 2024

To: MERSD School Committee

From: Michelle Cresta, Director of Finance & Operations

Copy: Pam Beaudoin, Superintendent of Schools

Re: Financials for 10/15/24 SC Meeting

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Attached please find our current financial memo for the School Committee Meeting of October 15, 2024. We are requesting your approval for payment of the following.

- FY2025 Accounts Payable (AP) warrant comprised of vouchers 1018 through 1021
- Payroll Voucher for October 10, 2024

#### AP Vouchers

- V1018 for \$22.37 for Meals Tax for September 2023
- V1019 for \$6,850.00 for High School Student Activity Account reimbursement
- V1020 for \$5,237.52 for Middle School Student Activity Account reimbursement
- V1021 for \$580,529.91 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:
  - ARC Mechanical \$8,830.81 for two failed energy recovery motors for 2 RTU (roof top units) for Memorial
  - Gov Connection \$3,515.01 for computer hardware for visitor management kiosks at Essex Elementary and the Middle School/High School
    - London Health \$25,000 and \$50,000 for deposits on account to cover district's share of employee health insurance deductibles
  - Ockers \$2,500 cost to upgrade seven newly purchase touch screen panels for larger models for larger spaces such as the library

#### Payroll Vouchers for your Information

- Summary of the bi-weekly payroll paid on October 10, 2024 in the amount of \$824,606.89 This represents a full bi-weekly payroll plus a 50% payment of Fall coaching stipends.