

September 26, 2023

To: MERSD School Committee (SC)
From: Avi Urbas, Director of Finance & Operations
Copy: Pam Beaudoin, Superintendent of Schools
Re: Financials for 10/3/23 School Committee Meeting

Hello, MERSD School Committee. Attached please find attached financials for the 10/3/23 School Committee meeting, including:

- Accounts Payable (AP) warrants 1015-1019
- Treasurer Cash reports for June and July

AP Vouchers

V1015: \$2,215 transfer from Middle School (MS) Student Activity (SA) Savings Account to Checking. A listing of checks paid since prior transfer is available in the excel documentation.

V1016: \$330 monthly payment for October to Medicare for small number of legacy retirees who were migrated after initial eligibility. On a separate voucher because it is transmitted electronically.

V1017: \$0.63 taxes on meals purchased by adults in August. On a separate voucher because it is transmitted electronically.

V1018: main AP voucher totaling \$729,628.68 of which: \$436K is charged to the General Fund budget. An additional \$92K is charged to the FY23 carryover encumbrances fund (for special ed out-of-district tuition payments), and \$111K is charged to the Payroll Deduction fund for the portion of benefit payments funded by employees' payroll deductions.

Of note:

- Athletics:
 - \$15K to ArbiterSports, MERSD's new platform for athletics registration and payment of officials. The annual license was paid this past spring (FY23 V1056). This payment represents our initial funding for official payments for this fall season. The platform is used to assign and pay officials, and funds only leave our Arbiter account when we confirm that services have been rendered. The \$15K initial funding amount represents an estimate for the fall season based on past patterns.
- Curriculum & Instructional Technology:
 - \$45.6K to Curriculum Associates for iReady individualized assessment and instruction system (\$39.6K) and professional development for staff (\$6K) used by each grades, K-8. Of this amount, \$30K is funded by the ESSER III grant, which provides funds for interventions to address learning loss stemming from the pandemic. MERSD has structured the grant funding to gradually ramp up the district share of the iReady cost each year, so that the system can be retained when ESSER funds expire.
 - \$10.7K to Lightspeed Technologies for sound amplification system in MS classrooms to accommodate student accessibility needs. Although this cost will exceed the budget for special ed instructional equipment for FY24, the broader category of Building Instructional Supplies and Equipment remains within budget overall.

- \$4.9K to Scenario Learning for annual license to Teachpoint teacher evaluation software platform, and professional development tracking system. This is a renewal from the prior year. The previous payment earlier this summer of \$2.4K was for two separate services: one that allows MERSD to create its own professional development courses that can be tracked through the system including tracking of professional development points (PDPs) that count for DESE licensure certification, and also a course catalog of professional development courses for special education staff.

V1018: two invoices for the Memorial School Construction project that are pending School Building Committee (SBC) approval. Payments will not be released until the SBC has voted these items, which is currently being arranged. The SBC is no longer meeting monthly and invoices are for isolated items at this point.

- \$9.8K to Project Adventure for final installment on course installation at Memorial School. This payment had been held up pending SBC decision-making related to a “cargo net” course component that was not installed due to its potential proximity to the gym scoreboard and new mural. We agreed to have Project Adventure invoice the \$9.8K balance after deducting the cost of the cargo net, while other course options continued to be explored.
- \$3.1K to Voltrek for licensing fee of Chargepoint EV plug-in station at the new school. This installation was part of Memorial School’s sustainability plan, which counted towards the points needed to qualify for LEED Silver designation. MERSD received additional “incentive” reimbursements from MSBA for achieving LEED Silver status.

Treasurer’s Reports

Treasurer’s cash reports are attached for June and July showing available funds of \$10.384 million and \$10.629 million respectively. As expected, cash balances drop in June when MERSD provides “summer” paychecks to teaching staff. Per contract, annual salaries are paid in 26 bi-weekly installments, with the last 5 bi-weekly checks paid on the final day of school. Summer checks are a common arrangement in most school systems. Cash balances drop further, temporarily, in the early summer, due to July and August bond payments that are typically reimbursed by the towns shortly thereafter. A detailed schedule of Incoming revenues for each month is also attached.

MERSD’s new treasurer, Glenn Bergevin began working in mid-September and is spending the next several weeks working in tandem with retiring treasurer, Charlie Lane on a transition plan to facilitate a smooth handover.

Please let me know if you have any questions.

Best regards,

Avi Urbas