Docusign Envelope ID: 8BC5423E-D912-4691-9622-66E50A11C41C

BERLIN-BOYLSTON REGIONAL SCHOOL DISTRICT VOUCHER

Voucher No: 1013 Voucher Date: 08/14/2025 Prepared By:

Printed: 08/14/2025 11:59:30 AM

BERLIN-BOYLSTON REGIONAL SCHOOL DISTRICT is hereby authorized to draw warrants against BERLIN-BOYLSTON REGIONAL SCHOOL DISTRICT funds for the sum of $48,424.14 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Aaron Osborne

Michael Totman	School Committee Chair
Meagan Grill	School Committee Vice Chair
Lori Hart	School Committee Secretary
Jessica Deglialberti	School Committee Member
Lisa Mair	School Committee Member
Beth Mancini	School Committee Vice Chair

BERLIN-BOYLSTON REGIONAL SCHOOL DISTRICT

Fund		Amount
105	General Fund - Prior Year Encumbrances	$48,424.14
		$48,424.14

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Berlin-Boylston Regional School District

Voucher Detail Listing

Voucher Batch Number: 1013 08/14/2025

Fiscal Year: 2025-2026

Vendor Remit Name / Description	Vendor #	QTY	PO No.	Invoice / Invoice Date	Account	Amount
Amy Gaucher						
Check Group:						
Contractual Tuition Reimbursement. ADHD Focusing, Learning		1	2501204	AG 2nd Req FY25 6/30/2025	105.5.2.2356.06.1.0000.5200.0610.0000 Pr Yr Enc, BES- Prof Dev, Course Reimb	$399.00
					Check #: 61895	
					PO/InvoiceTotal:	$399.00
Check Group:						
Contractual Tuition Reimbursement; Math Fluency		1	2501205	AG 3rd Req FY25 6/30/2025	105.5.2.2356.06.1.0000.5200.0610.0000 Pr Yr Enc, BES- Prof Dev, Course Reimb	$399.00
					Check #: 61895	
					PO/InvoiceTotal:	$399.00
					Vendor Total:	$798.00
Danielle Rinker						
Check Group:						
Using Google Classroom For T&L		1	2501221	DR 2nd Req FY25 6/30/2025	105.5.3.2356.06.1.0000.5200.0610.0000 Pr Yr Enc, TMHS- Prof Dev, Course Reimb	$323.00
					Check #: 61896	
					PO/InvoiceTotal:	$323.00
					Vendor Total:	$323.00
Dell Marketing L.P.	0					
Check Group:						
O365 A3 Edu Sub Per User		12.500197863	2501134	10830186792 8/11/2025	105.5.3.1450.04.8.0000.5200.0412.0000 Software Maint	$315.88
O365 A3 Edu Sub Per User		6.250098932	2501134	10830186792 8/11/2025	105.5.2.1450.04.8.0000.5200.0412.0000 Software Maint	$157.94
O365 A3 Edu Sub Per User		6.249703205	2501134	10830186792 8/11/2025	105.5.1.1450.04.8.0000.5200.0412.0000 Software Maint	$157.93

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Vendor Remit Name / Description	Vendor #	QTY	PO No.	Invoice / Invoice Date	Account	Amount
Win Server Standard Core ALng LSA 2L		16	2501134	10830186792 8/11/2025	105.5.3.1450.04.8.0000.5200.0412.0000 Software Maint	$103.36
Win Server Standard Core ALng LSA 2L		8	2501134	10830186792 8/11/2025	105.5.2.1450.04.8.0000.5200.0412.0000 Software Maint	$51.68
Win Server Standard Core ALng LSA 2L		8	2501134	10830186792 8/11/2025	105.5.1.1450.04.8.0000.5200.0412.0000 Software Maint	$51.68
					Check #: 61897	
					PO/InvoiceTotal:	$838.47
					Vendor Total:	$838.47
Department of Unemployment Assistance						
Check Group:						
Unemployment Claims		0.3	2501220	513324 7/8/2025	105.5.1.5200.06.8.0000.5200.0624.0000 Pr Yr Enc, BMS- Insurance, Unemployment	$13,533.65
Unemployment Claims		0.23	2501220	513324 7/8/2025	105.5.2.5200.06.8.0000.5200.0624.0000 Pr Yr Enc, BES- Insurance, Unemployment	$10,375.79
Unemployment Claims		0.47	2501220	513324 7/8/2025	105.5.3.5200.06.8.0000.5200.0624.0000 Pr Yr Enc, TMHS- Insurance, Unemployment	$21,202.71
					Check #: 61898	
					PO/InvoiceTotal:	$45,112.15
					Vendor Total:	$45,112.15
ESTR Publications Ltd						
Check Group:						
TRS 1.0		2	2501138	46231INV 5/30/2025	105.5.3.2720.05.2.0000.5200.0504.0000 Pr Yr Enc, TMHS- Testing/Assessment Mat, SPED	$45.70
TRS 1.0 Parent Form		2	2501138	46231INV 5/30/2025	105.5.3.2720.05.2.0000.5200.0504.0000 Pr Yr Enc, TMHS- Testing/Assessment Mat, SPED	$45.70
					Check #: 61899	
					PO/InvoiceTotal:	$91.40
					Vendor Total:	$91.40
MP2Print Solutions, Inc.						

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Berlin-Boylston Regional School District

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Fiscal Year: 2025-2026

Vendor Remit Name / Description	Vendor #	QTY	PO No.	Invoice / Invoice Date	Account	Amount
Check Group:						
Invoice 71293		0.25	2501219	71293 4/7/2025	105.5.1.1210.05.8.0000.5200.0517.0000 Supplies & Materials - REG	$227.43
Invoice 71293		0.25	2501219	71293 4/7/2025	105.5.2.1210.05.8.0000.5200.0517.0000 Supplies & Materials - REG	$227.43
Invoice 71293		0.5	2501219	71293 4/7/2025	105.5.3.1210.05.8.0000.5200.0517.0000 Supplies & Materials - REG	$454.84
Table Cover for School Committee		0.25	2501219	71460 4/16/2025	105.5.1.1110.05.8.0000.5200.0517.0000 Supplies & Materials - REG	$67.13
Table Cover for School Committee		0.25	2501219	71460 4/16/2025	105.5.1.1110.05.8.0000.5200.0517.0000 Supplies & Materials - REG	$67.13
Table Cover for School Committee		0.5	2501219	71460 4/16/2025	105.5.3.1110.05.8.0000.5200.0517.0000 Supplies & Materials - REG	$134.25
Osborne Business Cards		0.25	2501219	71607 5/21/2025	105.5.1.1410.05.8.0000.5200.0517.0000 Pr Yr Enc, BMS- Fin/Bus, Supplies	$16.25
Osborne Business Cards		0.25	2501219	71607 5/21/2025	105.5.2.1410.05.8.0000.5200.0517.0000 Pr Yr Enc, BES- Fin/Bus, Supplies	$16.25
Osborne Business Cards		0.5	2501219	71607 5/21/2025	105.5.3.1410.05.8.0000.5200.0517.0000 Pr Yr Enc, TMHS- Fin/Bus, Supplies	$32.50
					Check #: 61900	
					PO/InvoiceTotal:	$1,243.21
					Vendor Total:	$1,243.21
Staples Business Advantage						
Check Group:						
See Attaached		1	2500905	6026784258 3/15/2025	105.5.3.1410.05.8.0000.5200.0517.0000 Pr Yr Enc, TMHS- Fin/Bus, Supplies	$17.91
					Check #: 61901	
					PO/InvoiceTotal:	$17.91
					Vendor Total:	$17.91

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Berlin-Boylston Regional School District

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Voucher Batch Number: 1013 08/14/2025

Fiscal Year: 2025-2026

Vendor Remit Name / Description	Vendor #	QTY	PO No.	Invoice / Invoice Date	Account	Amount
					Grand Total:	$48,424.14

End of Report

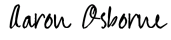
Certificate Of Completion

Envelope Id: 8BC5423E-D912-4691-9622-66E50A11C41C
Status: Completed
Subject: AP 1013 Warrant
Source Envelope: AB74CADD-D04D-443B-9F9F-802482CB85D6
Document Pages: 5
Signatures: 2
Certificate Pages: 5
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Envelope Originator:
Arnold Cerezo
215 Main St
Boylston, MA 01505
bbrsdap@bbrsd.org
IP Address: 96.39.53.90

Record Tracking

Status: Original
8/14/2025 1:03:28 PM
Holder: Arnold Cerezo
bbrsdap@bbrsd.org
Location: DocuSign

Signer Events	Signature	Timestamp
Aaron Osborne aosborne@bbrsd.org Director of Finance and Operations Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 24.34.12.41	Sent: 8/14/2025 1:06:19 PM Viewed: 8/15/2025 6:29:51 AM Signed: 8/15/2025 6:30:17 AM
Electronic Record and Signature Disclosure: Not Offered via Docusign		
Meagan Grill mgrill@bbrsd.org 1-5084513068 Security Level: Email, SMS, Account Authentication (None)	 Signature Adoption: Drawn on Device Signed by link sent to mgrill@bbrsd.org Using IP Address: 66.168.118.73	Sent: 8/14/2025 1:06:21 PM Viewed: 8/15/2025 9:26:14 AM Signed: 8/15/2025 9:30:30 AM
Electronic Record and Signature Disclosure: Accepted: 10/26/2024 4:19:30 PM ID: 60adb851-51fd-4516-a877-a807aba52cfc		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/14/2025 1:06:21 PM
Certified Delivered	Security Checked	8/15/2025 9:26:14 AM

Envelope Summary Events	Status	Timestamps
Signing Complete	Security Checked	8/15/2025 9:30:30 AM
Completed	Security Checked	8/15/2025 9:30:30 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Berlin-Boylston Regional School District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Berlin-Boylston Regional School District:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: bbachant@bbrsd.org

To advise Berlin-Boylston Regional School District of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at bbachant@bbrsd.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Berlin-Boylston Regional School District

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to bbachant@bbrsd.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Berlin-Boylston Regional School District

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to bbachant@bbrsd.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Berlin-Boylston Regional School District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Berlin-Boylston Regional School District during the course of your relationship with Berlin-Boylston Regional School District.