

September 14, 2023

To: MERSD School Committee (SC)
From: Avi Urbas, Director of Finance & Operations
Copy: Pam Beaudoin, Superintendent of Schools
Re: Financials for 9/19/23 School Committee Meeting

Hello, MERSD School Committee. Attached please find attached financials for the 9/19/23 School Committee meeting, including Accounts Payable (AP) warrants 1013-1014 (FY24) and 1087 (FY23).

FY24:

V1013: \$330 monthly payment for September to Medicare for small number of legacy retirees who were migrated after initial eligibility. On a separate voucher because it is transmitted electronically.

V1014: main AP voucher totaling \$271,758.51 of which \$237K is charged to the General Fund budget.

Of note:

- Curriculum & Instructional Technology: several recurring, annual technology licenses and curriculum material renewals, including:
 - \$6.7K to McGraw-Hill for annual consumable materials associated with math curriculum at MMES. Essex Elementary materials for this program were paid previously.
 - \$6.8K for annual elementary license to Brainpop, which provides animated instructional content and learning tools
 - \$4.2K for HS annual license to Formative interactive assessment and teaching tool
 - \$9.6K to NoRedInk for annual license at MSHS for writing/editing instructional software
 - \$2.5K to SeeSaw for K-2 iPad-based online learning platform, for grades prior to students migrating to Google Classroom
 - \$2.6K to X2 for annual license to digital card catalog system at elementary schools
 - \$2.3K to Learning A-Z, a digital “leveled library”
- Administrative & Finance
 - \$2.1K to Gov Connection for annual license to Zoom. This cost has declined in recent years, as MERSD now uses Zoom only for administrative and IEP meetings that extend beyond an hour. For internal instructional uses, MERSD staff uses GoogleMeets, which interfaces and comes free with Google Classroom.
- Facilities:
 - \$2.2K to Burke for summer cleaning of wood above entrance way at MSHS and MMES.
 - \$6.8K to Lombardi for concrete and railing repairs at MSHS

FY23:

V1087 – \$4,200 for 5 end-of-year invoices to 2 vendors charged to the General Fund budget, including \$3.2K to RP O’Connell for HVAC controls maintenance and the remainder for musical instrument repairs.

This is expected to be our last FY23 voucher. Any valid remaining encumbrances not yet invoiced and paid (e.g., prepaid out-of-district tuition) will be rolled to a special rollover fund (fund 114, named FY23 Carryover Encumbrances), which you will see on future FY24 vouchers as we pay those few lingering FY23 bills. Our auditors review this process annually to ensure appropriate treatment.