October 16, 2025

To: MERSD School Committee

From: Michelle Cresta, Director of Finance & Operations

Copy: Pam Beaudoin, Superintendent of Schools

Re: Financials for 10/21/25 School Committee Meeting

This financial memo summarizes a request for approval at the School Committee Meeting of October 21, 2025. We are requesting your approval for payment of the following:

- Accounts Payable Vouchers 1018-1021
- Payroll of 10/9/25

AP Vouchers

- v1018 $76,353.92 – Invoices for the Essex Elementary School Building Feasibility Study
- v1019 $3,674.19 – Essex Elementary Student Activities Account transfer
- v1020 $4,397.27 – Memorial Student Activities Account transfer
- v1021 $777,085.44 – Primary accounts payable voucher consisting mostly of routine purchases, contract payments, and tuitions.
    - Payments to note:
        - ChargePoint $5,820.00 Replacement of electric vehicle charging station head at MMES
        - HTS Engineering $1,200.00 Service call for Roof Top Unit at MMES
        - Joe Warrant & Sons $699.85 Replacement of pizza oven switch and plug at the MS/HS
        - MacMillan Holdings $5,935.68 Updated textbook for AP Psychology
        - Van Loan School $28,392.00 Payment for fellows from Endicott College

Payroll Voucher(s)

- Summary of October 9, 2025 payroll in the amount of $840,559.75. This payroll represents a full regular payroll for the school year plus the first payment for the Fall athletic coaches.