November 13, 2026

To: MERSD School Committee

From: Michelle Cresta, Director of Finance & Operations

Copy: Pam Beaudoin, Superintendent of Schools

Re: Financial Memo for 11/17/26 SC Meeting

This financial memo summarizes a request to authorize payments at the School Committee Meeting of November 17, 2026. I am requesting your approval for payment of the following:

- Accounts Payable Vouchers 1029-1033
- Payroll Warrant of November 5, 2026

AP Vouchers

- V1029 $7,650.00 – Payment for the annual insurance premium for the pedestrian footbridge (include on a separate voucher due to due date timing.)
- V1030 $15.50 – Meals tax for the month of October
- V1031 $2,385.00 – Essex Elementary Building Project
- V1032 $934,841.62 - Accounts payable voucher consisting mostly of routine purchases, tuition payments, and other contract payments
    - Payments to note on voucher:
        - Blue Mantis $6,350.00 – installment payment for NIST network security assessment
        - Delta Beckwith Elevator Co. $4,745.00 – service call and repair cost for elevator entrapment (caused by student's jumping in elevator)
        - Major Theater Equipment Corp. $19,494.00 , replacement of auditorium stage curtains at the Middle School/High School
        - SLR International Corp. $10,000.00 – AHERA (Asbestos) Compliance Recertification
- V1033 $306.29 – Supplemental Medicare tax payment for Form 941 amendment filed

Payroll Voucher:

- Summary of the bi-weekly payroll of November 5, 2026 in the amount of $816,203.41. This payroll includes regular 12-month employee pay plus full school year pay for teachers, teaching assistants, and monitors.

If you have any questions about anything included in this packet, please feel free to reach out to me or to Pam Beaudoin.