

**AGENDA**  
**SCHOOL COMMITTEE MEETING**

**Location: School Committee Room**

**Zoom Link:**

**<https://auburn-k12-ma-us.zoom.us/j/86935934463?pwd=dUJMUU5ZSjRMbm82Q2o5MGQ4cXNoZz09>**

**January 20, 2021, 6:30 p.m.**

**CALL TO ORDER:**

**CITIZENS' COMMENTS:**

**SPECIAL RECOGNITIONS:**

**STUDENT REPRESENTATIVES INTRODUCTION / REPORT**

**Information**

**Aaron Zheng and Jasmyn Gates**

**MINUTES:** 1/6/2021 for Approval

**Action**

**SUPERINTENDENT'S REPORT**

**COVID Update**

**Information**

Faculty, staff, and students reported back to school in person on Monday, January 11th. Having visited every building Tuesday, January 12th, suffice it to say that the majority of faculty, staff, and students I spent time with were happy to be back in school. As previously reported the AtmosAir units are in classrooms and operating without issue. Mr. Fahey and his team will continue to maintain records of air quality in our buildings and classrooms as has been the case since September.

Similar to what we saw the Monday after Thanksgiving, the Monday after New Years (the week we were remote) we reported 33 cases between the period of December 22 - January 4. Between January 5 - 8 there were 13 additional cases, January 11-15 there were 20 cases, and for this week as of today, January 20, 2021 there are \_\_\_\_ cases.

**Request for BOH Input**

**Information**

As requested last week by Mrs. Kauffman, Dr. Chamberland did have a conversation with Darlene Coyle, the town's director of health and inspectional services, about offering comments and insight from a community health perspective regarding Town Manager Jacobson's statement regarding the elevated level of COVID Positive citizens in Auburn, and any potential concerns regarding the safe operation of our schools. Director Coyle stated she did not feel comfortable offering statements for the Board of Health as she is not the spokesperson for the Board of Health. The School Committee is the governing board regarding whether or not schools open or close or choose to allow co-curricular activities to move ahead or the usage of facilities (to name a few). Director Coyle consults with the schools to ensure we are doing things as safe as possible, given the guidance we continue to receive from MASS DPH and DESE. Based on this information, I leave it to the committee to discuss how to move forward.

**AVC Annual Report and Financial Statements**

**Action**

For information purposes, I present the Assabet Valley Collaborative's FY 2020 Annual Report and approved Financial Statements. These two documents do not need a vote to approve, but as a member district it is required that they be shared with you and accepted by you.

**Recommended motion:**...to accept AVC's FY 20 Annual Report and Approved Financial Statements.

**UNFINISHED BUSINESS:**

**FY '22 Draft Budget**

**Information**

As discussed at our January 6th meeting, we sent forward our draft budget for FY'22 in the amount of \$27,988,540.45 to the Town Administration. As previously stated this represents a 2.89% increase over the approved amount at fall town meeting last October and a 0.99% increase over the approved amount at spring town meeting last June. With the release of the most recent stimulus monies from Washington, funds will be coming to school districts soon. When there is a clearer picture of what that looks like we will bring it forward to the committee for discussion.

**NEW BUSINESS:**

**COVID Pool Testing Initiative**

**Information**

As was announced last week by Governor Baker, the state is expanding its pool testing initiative. There are many considerations for individual districts to contemplate before deciding whether or not to engage in this initiative. Districts were asked to indicate preliminary interest by January 18th. We have placed APS on this list, but our considerations include: cost (the first six weeks are free, but then it is on us at a significant cost), logistics (not certain current school personnel could handle this task), practicality (time lost out of the school day to participate), protocols (if a student in a pool of 20 comes up positive, the whole cohort is out until tested again), and benefit (school districts doing this do not have the ZippSlip or contact tracing APS does, also would this encourage "drug and drop?").

**TEACHING/LEARNING REPORT:**

**Information**

Based on the information received from the recent staff surveys, the following professional development opportunities will be made available for staff:

**Massachusetts Partnerships for Youth**

We have initiated membership in the Massachusetts Partnerships for Youth, Inc. to provide our staff with high quality professional development. Massachusetts Partnerships for Youth, Inc. is a non-profit 501.c(3) organization that provides training, fosters collaboration, and develops programming to increase the health and safety of students. MPY is committed to bringing cutting-edge information and high quality trainings to our constituents and endeavors to provide solution-oriented, community-based, multi-disciplinary approaches to reducing and ideally eliminating risky behaviors for youth. Professional Development covers a wide range of topics including conversations about race, substance abuse, executive functioning, cultural proficiency, trauma, mindfulness, anxiety and many others. We are excited to offer this to our staff.

**Professional Development**

In an effort to support both the continued growth of our staff along with providing them with the resources needed for recertification, we will also be offering staff options for professional development in the areas of Universal Design for Learning(UDL) and supporting English Language Learners in the classroom. These will be primarily self paced to provide staff with flexibility. Support staff will be provided with training related to technology use in the classroom.

**High School Senior Internship In Education Project**

The Department's Connecting Activities initiative and the Commonwealth Corporation's YouthWorks program have developed the High School Senior Internship Education Project, an educator internship project for spring 2021

that is open to high school seniors in good academic standing in **all districts**. Districts will be able to place high school seniors in paid education internships within their district. The internships can include tutoring, supervising students at lunch or recess, and supporting classroom teachers. Funding for this project is provided by the Department of Elementary and Secondary Education. We have 9 seniors from Auburn High School who are potential candidates for this program and we await notification on how many will be funded. The goals of this project are:

- To offer high school seniors the opportunity to complete a paid work-based learning education internship.
- To accelerate the growth of the teacher pipeline in MA with a particular focus on increasing racial/ethnic diversity.
- To improve educational outcomes for underserved students, particular younger learners, due to the pandemic.

The high school seniors are able to work in grades k-8.

**BUSINESS/FINANCIAL REPORT:**

**Year to Date Budget Report as of January 15, 2020**

**Information**

Mrs. Wirzbicki has provided a year to date budget report.. She would be happy to answer any questions.

**Budget Transfers**

**Action**

Mrs. Wirzbicki has provided budget transfers between the same series for your information as well as transfers between different series requiring a vote of approval.

**Recommended Motion:**...to approve the transfers between the series as presented.

**POLICIES:**

**Action**

There are three policies for review and update:

**BB, School Committee Legal Status for review and to be added**

**BDA, School Committee Organizational Meeting for review and to be added**

**IHBF, Homebound Instruction, with Tracking Changes for review and update**

**Adjournment:**

**Recommended Motion:**...to adjourn for the evening.



## **SUPERINTENDENT'S REPORT**

### **COVID Update**

Dr. Handfield noted that, as the Committee is aware, after Thanksgiving we had a large rise in COVID positive cases and quarantined faculty, staff and students, placing a strain on our ability to keep buildings open and remote programs going. Dr. Handfield and Dr. Chamberland were in buildings assisting with coverage. They were hoping to get to the holiday break but that did not happen. Even with moving our remote period up to December 21st, we had to close two schools on Friday, December 18th due to lack of available staffing. We are reviewing ZippSlip data this week and have every intention of resuming in-person, hybrid instruction on January 11th. The same three considerations are in effect regarding closure: (a) we do not have the staff to open safely, (b) we have an event that we cannot adequately trace, and/or (c) something catastrophic happens out of our control. We will continue to send letters as appropriate. We also have our dashboard up on our website. Dr. Handfield stated that he would continue to do his best to give the school community as much notice as possible if a closure in a building or buildings must occur.

He provided the COVID positive numbers thus far this week: Twenty on Monday, zero on Tuesday and 3 that day, Wednesday. His hope was that we continue in the right direction.

Dr. Handfield also shared that when faculty, staff, and students return next week, they will see the AtmosAir Units in their classrooms. Merv-13 filters are also installed. He noted that these were the Cadillac of air filters! He thanked Mr. Fahey and the custodial staff for their work in getting these into buildings, noting that our faculty, staff and students will enjoy an additional layer of security during the most difficult time of the COVID crisis. He added that the timing was perfect, albeit a bit later than we would have liked.

Mrs. Kauffman asked if it would be possible to get a letter from the Director of Health, Darlene Coyle, about how much worse things are in Auburn than the rest of the state? Dr. Handfield stated that Department of Health agrees that our kids should be in school and that transmission is not happening in schools. They are really pleased with the way we are handling things.

### **Grant from Walmart**

Dr. Handfield shared with the Committee that Sarah Lemovitz, Preschool Nurse, once again wrote a grant to support student health and nursing offices in the Auburn Public Schools through the Walmart Community Grants Team. Her grant was approved and she will receive a check in the amount of \$2000.00. He thanked Sarah for going above and beyond and noted that it was his recommendation that the Committee accept this award with gratitude.

Mrs. Holloway made a motion to accept the award of \$2,000 from Walmart to support student health and the nursing offices of the Auburn Public Schools; Dr. McCrillis seconded the motion and a roll call vote was taken.

*Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes*

### **Donation to Food Services**

Dr. Handfield shared that Mrs. Janice King notified him that Ms. Donna Bacon has once again donated \$50 to the food Service gift account which is earmarked for funding students' lunch debt. A thank you letter to her from Mrs. King was included in the School Committee packet and it was his recommendation that the Committee approve this donation with gratitude for Donna's continued generosity.

Mrs. Holloway made a motion to accept with gratitude the donation of \$50 towards the Food Service Gift Account from Ms. Donna Bacon; Mrs. Harrington seconded the motion and a roll call vote was taken:

*Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes*

### **Donation of Augmented Reality Sandbox**

Dr. Handfield shared that the Ruffli Family, on behalf of Cisco Systems, and due to corporate downsizing, had donated an Augmented Reality Sandbox to the District. This will be initially housed at Auburn Middle School.

Dr. Handfield explained that the Augmented Reality Sandbox is the result of an NSF-funded project on informal science education for freshwater lake and watershed science developed by the UC Davis' W.M. Keck Center for Active Visualization in the Earth Sciences (KeckCAVES), together with the UC Davis Tahoe Environmental Research Center, Lawrence Hall of Science, and ECHO Lake Aquarium and Science Center.

The project combines 3D visualization applications with a hands-on sandbox exhibit to teach earth science concepts. The augmented reality (AR) sandbox allows users to create topography models by shaping real sand, which is then augmented in real time by an elevation color map, topographic contour lines, and simulated water. The system teaches geographic, geologic, and hydrologic concepts such as how to read a topography map, the meaning of contour lines, watersheds, catchment areas, levees, etc. He shared a short video on an AR sandbox being used.

Mrs. Harrington made a motion to accept the Augmented Reality Sandbox from the Ruffli family with thanks; Dr. McCrillis seconded the motion and a roll call vote was taken:

*Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes*

### **SWCEC Annual Report, Financial Statement FY 21 and Quarterly Report for the Period July 1, 2020 through October 1, 2020**

For information purposes, Dr. Handfield presented the Southern Worcester County Educational Collaborative's FY 2020 Annual Report, the FY 2020 Approved Financial Statements and the FY 21 first quarter report for the period of July 1 through October 1, 2020. He noted that these documents do not need a vote to approve, but as a member district it is required that they are shared with the Committee and accepted by them.

Mrs. Holloway made a motion to accept the SWCEC's FY 20 Annual Report; the FY 2020 Approved Financial Statements and the FY 21 first quarter report: Mrs. Harrington seconded the motion and a roll call vote was taken:

*Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes*

### **Clarification Regarding BOH and APS**

Dr. Handfield explained that at the beginning of December, AHS Principal, Mr. Delongchamp, notified the high school community that athletics for the winter season had regretfully been cancelled. In his notice to the AHS community he stated, "Regretfully we must inform you that we will not be participating in a winter sports season (Basketball and Hockey) this school year. After many discussions and meetings with our School Committee, Dr. Handfield, and our Board of Health, it was apparent that there are far too many risks in participation." In speaking with the Town Administration, it was brought to Dr. Handfield's attention that the chairman of the Board of Health took exception to this statement as it implied from his perspective that the Board of Health felt there should not be winter athletics this year. Dr. Handfield clarified that this is not accurate. When the APS desires to do something that could impact the health of our school and/or town community, we seek advice and guidance from the Town Director of Health and Inspectional Services, Darlene Coyle. Her office has, and continues to remain neutral, in any and all matters, but rather seeks to work with the schools to see if something can be done safely. He apologized for the misunderstanding this may have caused among some members of the community.

### **UNFINISHED BUSINESS:**

#### **FY '22 Draft Budget**

Dr. Handfield noted that as stated at our meeting of December 9, 2020, this year's budget presentation was going to take place in two parts. On December 9th, the Committee heard from the principals and department heads regarding accomplishments and expected accomplishments in FY'21 and FY'22. He provided a PowerPoint presentation of the rest of the items that comprise the FY'22 budget and requested that the Committee make a motion to send a DRAFT FY'22 number forward to Town Administration at this evening's meeting.

With the Chair offering the Committee's thanks to the Leadership Team for putting this together from them, Mrs. Kauffman made a motion to approve the FY'22 DRAFT school budget number of \$27,988,540.45 and to forward

this DRAFT number to Town Administration to comply with Town Charter requirements; Mrs. Holloway seconded the motion and a roll call vote was taken:

*Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes*

### **NEW BUSINESS:**

#### **Approval of School Choice for the 2021-2022 School Year**

Dr. Handfield noted that per Massachusetts General Law, Massachusetts school districts are required to vote on continuance of school choice in their district. He stated that school choice has been an important aspect of our school budget for the last decade. We have also enjoyed welcoming wonderful students and families to the District through the School Choice program. As we are preparing the FY'22 budget, it was his recommendation that we continue the school choice program. The numbers of students to be accepted into the District will be determined as we get closer to March and demographics are finalized for next year.

Dr. McCrillis made a motion to continue the school choice program in the Auburn Public Schools and to allow the Superintendent to decide what the number of students into the District will be after reviewing demographic data more closely; Mrs. Holloway seconded the motion and a roll call vote was taken:

*Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes*

### **TEACHING/LEARNING REPORT:**

#### **Family and Staff Surveys**

Dr. Chamberland shared that the family surveys show a vast majority of families are pleased with their child's learning experience. The survey results indicated 83% or more of our families are satisfied with in-person learning and the learning platforms are well organized and easy to navigate. 87% or more notes that the teacher provides regular feedback to their child and 91% indicate their child has access to extra help when needed. Over 80% note that we have just the right amount of safety measures and 98% find the communication from schools somewhat or extremely helpful.

Staff across the District similarly reflects a vast majority of staff are satisfied with the learning and safety climate in schools. Over 80% of staff members feel that the learning environment for students is effective and they are able to engage students in the learning with 85% of staff reporting the remote learning tools available to them are effective. 97% of staff report being somewhat or extremely satisfied with the support received from school leadership and 84% being very satisfied with the communications received from both the school and District. Teachers' primary request for professional development was in the area of social-emotional learning while support staff primary request was in the area of use of technology.

Dr. Chamberland noted that in general everyone is happy with how things are going, it's well in the positive range but everyone wants it to be more normal, of course!

#### **Attendance Data on the COVID 19 Dashboard**

Dr. Chamberland shared that in our continued efforts to be transparent related to the impact of COVID 19 on our schools, we have added a second page to the COVID 19 Dashboard for the Committee's review. This data is organized by cohort.

#### **Structured Learning Time Survey from DESE**

Dr. Chamberland shared that DESE continues to provide school districts with guidance related to the structure of learning environments this school year. Several weeks ago, all districts were required to complete a survey for DESE related to the amount of in-person or synchronous learning time that was available to students within the District. For survey purposes, data was provided for grades 1, 4, 7 and 10. We were also required to identify a predominant learning model for the District, in our case that would be hybrid as all students have the opportunity to attend in-person if they choose. Since the gathering of this data, the Board of Elementary and Secondary Education has issued new regulations for the provision of in-person or synchronous learning that go into effect on January 19, 2020. These regulations apply to students in grades 1-12. As a predominantly hybrid district, we are required to provide 35 hours of in-person or synchronous learning over a two week period to our students. We are also

required to have at least one live daily check in with students. The report received from DESE, which was included in the members' packets, indicates that we have met this requirement.

**BUSINESS/FINANCIAL REPORT:**

**CIP Amendments**

Mrs. Wirzbicki shared that on December 10, 2020, Superintendent Handfield, Mr. Fahey and she met with Town Manager Jacobson and CFO Kazanovicz to discuss the School Department's Capital Improvement Plan. We discussed the possibility of switching out some of the projects slated for FY22 that could be pushed out a year to make room for some of the air quality improvements listed for FY2026. Mr. Fahey and I reviewed the 5-year Capital Plan as previously approved and made some changes to reflect the addition of air quality improvement projects to be completed in FY22. The revised FY22 CIP document is included in the packet and requires a vote of approval from the Committee.

Mrs. Kauffman made a motion to approve the Revised FY22 CIP as presented by the Facilities Director and Business Manager; Mrs. Holloway seconded the motion and a roll call vote was taken:

*Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes*

A question was posed regarding the proposed Flooring updates at AHS. This was the carpeting in the main hallways which after 15 years of constant use needs to be replaced.

**Year to Date Budget Report as of December 22, 2020**

Mrs. Wirzbicki provided a year to date budget report.

**Budget Transfers**

Mrs. Wirzbicki provided budget transfers between the same series for the Committee's information as well as transfers between different series requiring a vote of approval.

Mrs. Kauffman made a motion to approve the transfers between the series as presented: Dr. McCrillis seconded the motion and a roll call vote was taken:

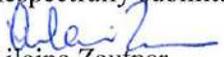
*Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes*

**ADJOURNMENT:**

There being no further business to discuss, at 8:19 p.m., Mrs. Kauffman made a motion to adjourn for the evening; Dr. McCrillis seconded the motion and a roll call vote was taken:

*Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes*

Respectfully submitted,

  
Ailaine Zautner  
Recording Secretary

**Referenced Documents:**

Minutes of 11/24 and 12/9/2020;  
AtmosAir™ Lab Study Report;  
Thank you to Donna Bacon;  
SWCEC Annual Report/Financial Statements/First Quarter Report;  
Supt. Budget PPT;  
DESE SLT Results;  
COVID Charts;  
FY22 CIP Amendment;  
Year to Date Budget Report;  
Budget Transfers.



Handfield, Casey <[chandfield@auburn.k12.ma.us](mailto:chandfield@auburn.k12.ma.us)>

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## Important update on flu vaccine requirement

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Reis, Jacqueline (DESE) <[Commissioner-List@list1.doe.mass.edu](mailto:Commissioner-List@list1.doe.mass.edu)>  
Reply-To: [Jacqueline.Reis@mass.gov](mailto:Jacqueline.Reis@mass.gov)  
To: "Reis, Jacqueline (DESE)" <[jacqueline.reis@mass.gov](mailto:jacqueline.reis@mass.gov)>

Fri, Jan 15, 2021 at 12:58 PM

Dear Superintendents, Charter School Leaders, Collaborative Leaders, Leaders of Approved Special Education Schools, Private School Leaders, and Principals,

Please see the message below, which the Department of Public Health just sent to school nurses and which removes the flu vaccine requirement.

Sincerely,

Jeffrey C. Riley  
Commissioner

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**From:** Robitaille, Karen (DPH) <[Karen.Robitaille3@mass.gov](mailto:Karen.Robitaille3@mass.gov)>  
**Sent:** Friday, January 15, 2021 12:16 PM  
**Subject:** IMPORTANT UPDATE FOR SCHOOL NURSES RE INFLUENZA VACCINE REQUIREMENT

Greetings from the School Health Unit:

The Massachusetts Department of Public Health is removing the requirement for flu vaccination for attendance in childcare/preschool, primary, secondary and postsecondary education. Preliminary data show that this has been a mild flu season to date, presumably as people have received their seasonal flu vaccine and have been adhering to mask-wearing and social distancing due to COVID-19. Given the intensive Commonwealth-wide efforts regarding COVID-19 vaccination, DPH wants to alleviate the burden to obtain flu vaccination and focus on continuing our COVID -19 vaccination efforts.

DPH continues to strongly recommend that everyone age six months and older receive their seasonal flu vaccine each year.

The updated schedule can be found [here](#).

Thank you for all your hard work on behalf of the young people and families of our Commonwealth,

1/15/2021

Auburn Public Schools Mail - Important update on flu vaccine requirement

Karen

**Karen Robitaille, MBA, MSN, RN, NCSN**

<she, her, hers>

**Director of School Health Services**

Division of Child/Adolescent Health and Reproductive Health

Massachusetts Department of Public Health

250 Washington St. 5th floor, Boston, MA 02108

[karen.robaille2@state.ma.us](mailto:karen.robaille2@state.ma.us)

If you believe someone else in your district should be receiving this email, or to change your email address for this listserv, please contact your District Directory Administrator. A listing of District Directory Administrators can be found at: <http://www.doe.mass.edu/infoservices/data/diradmin/list.aspx>



**FRITZ DEGUGLIELMO LLC**  
**CERTIFIED PUBLIC ACCOUNTANTS**  
**& BUSINESS ADVISORS**

November 20, 2020

To the Board of Directors of  
Assabet Valley Collaborative  
28 Lord Rd, Suite 130  
Marlborough, MA 01752

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Assabet Valley Collaborative for the year ended June 30, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 15, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Assabet Valley Collaborative are described in Note B to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during fiscal 2020. We noted no transactions entered into by the Collaborative during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimate of depreciation expense is based on guidelines established by the Commonwealth of Massachusetts for contracting purposes. Management's estimate of the post-retirement health benefit obligation is based on an actuarial valuation, which included actuarial assumptions of returns on investments, inflation, and annual compensation increase rates. Management's estimate of pension on-behalf payments is based on audited plan financial statements issued by the retirement systems. We evaluated the key factors and assumptions used to develop these estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated November 20, 2020.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Collaborative's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Collaborative's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

We noted during the audit that the Collaborative's warrant process was significantly delayed due to the shut down from the COVID-19 pandemic. Warrants from March 2020 through at least August 2020 were not signed as of our fieldwork date. The processing of checks and approvals from appropriate levels of management were not impacted. However, we recommend the board of directors and management develop either a remote warrant procedure or coordinate in person visits, if possible, from appropriate signatories to expedite the warrant process.

We applied certain limited procedures to management's discussion and analysis, budgetary comparison information, OPEB Plan – Required Supplementary Information and pension schedules, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report other supplementary information which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

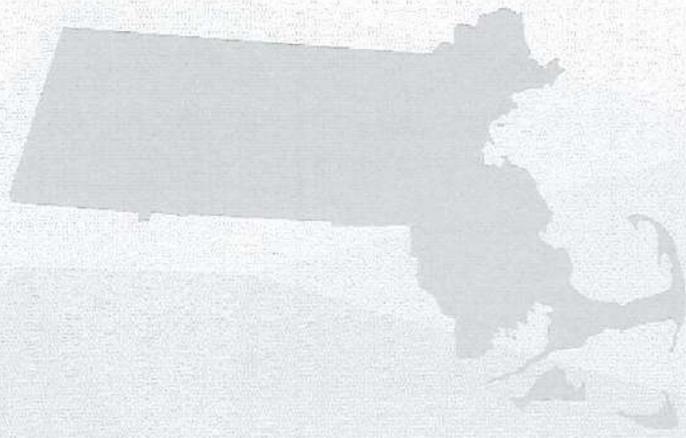
### Restriction on Use

This information is intended solely for the use of the Board of Directors and management of Assabet Valley Collaborative and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

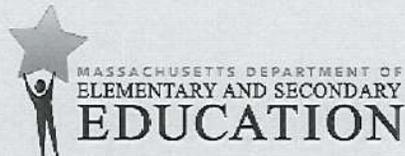


Fritz DeGuglielmo LLC



# Pooled Testing Initiative for K-12 Schools

January 12, 2021



# Today's presentation

## Department of Elementary and Secondary Education

- Russell Johnston
- Lauren Woo

## Shah Foundation

- Jill Shah
- Ross Wilson

## Department of Public Health/COVID-19 Command Center

- Dr. Catherine Brown
- Elizabeth Larsen
- Jeremiah Hay

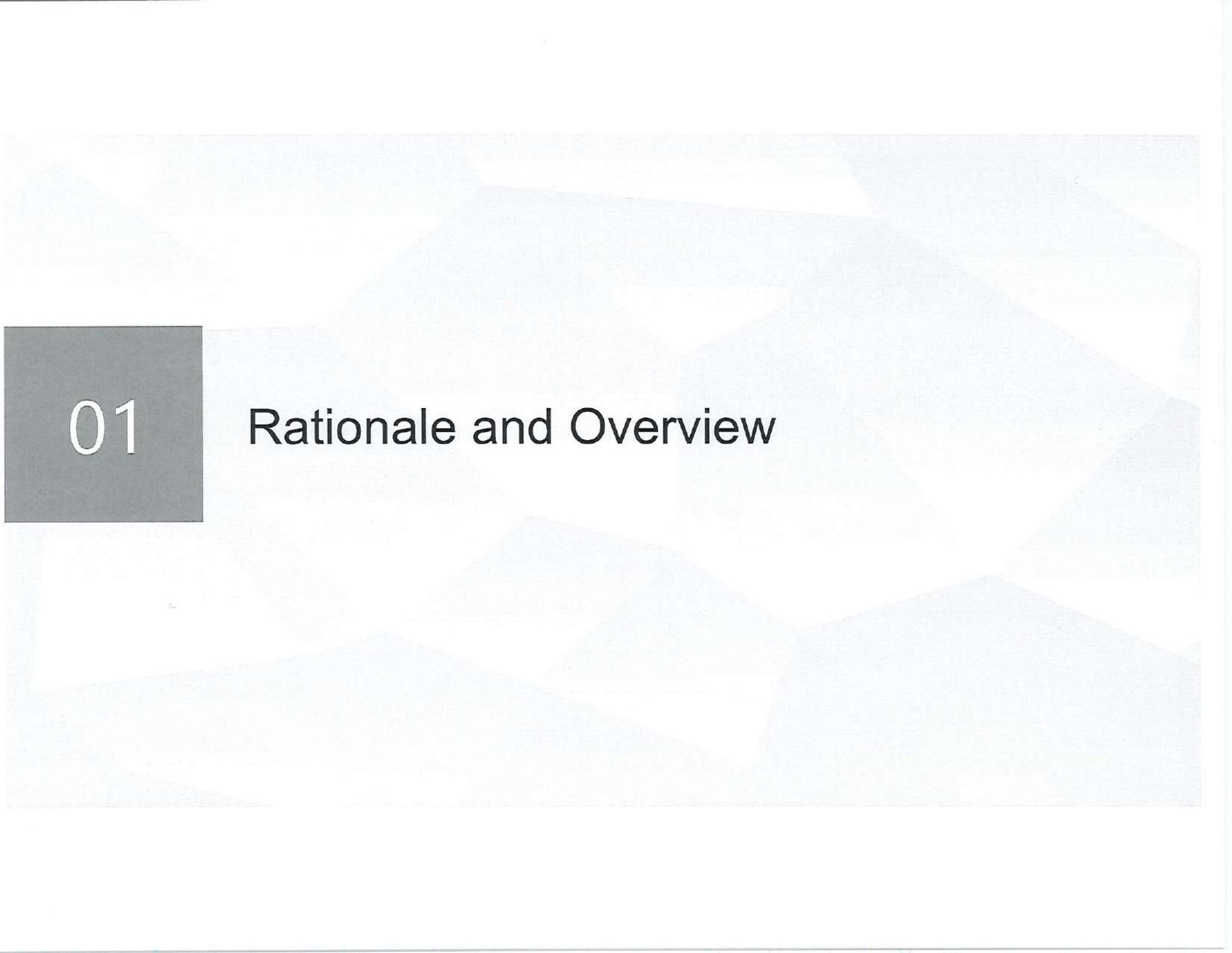
## District Leaders

- Dede Galdston, Watertown
- Marice Edouard-Vincent and David Murphy, Medford
- Steve Zrike, Salem



# CONTENTS

- 01 Rationale and Overview
- 02 Overview of Pooled Testing in Schools
- 03 Statewide Contract for Pooled Testing Services
- 04 Required Preconditions
- 05 Lessons from Salem, Medford & Watertown
- 06 Next Steps and Q & A



01

# Rationale and Overview

# Rationale

- Schools and districts across the state are working to implement the health and safety requirements for in-person or hybrid schooling models.
  - COVID-19 testing in K-12 schools is an additional mitigation strategy
    - Mobile Testing Unit *for outbreak response*
    - Abbott BinaxNOW Rapid Antigen Tests *for symptomatic students/staff*
    - Pooled Testing *for surveillance/screening*
- The use of these tools and resources will increase districts' capacity and resiliency to maintain safety for students, faculty and staff by keeping transmission in schools low.

## Pooled Testing Launch

- During an initial 6-week period, participating districts and schools will receive the test kits, support from a testing services provider and the testing software at no cost.
- Following the initial 6-week launch, districts and schools may continue using pooled testing by purchasing the tests and any other accompanying testing materials and software from a statewide contract using their federal stimulus dollars.
- Districts and schools not participating in the 6-week launch can use statewide contract for purchasing these services once available.

## Pooled Testing Participants

- Districts and schools are invited to participate if:
  - They are providing any form of in-person learning (full in person, hybrid, high needs only, etc.)
  - They are in a remote model but plan to move to in-person learning
- Public schools and districts are invited to participate in the early launch
  - Local education agencies (districts, charter schools)
  - Education collaboratives
  - Approved special education schools
- Private and parochial schools are not able to participate in the early launch, but they are able to purchase tests, materials, and software directly from testing services providers.
- Students, teachers, and all school staff are eligible to be tested through this pooled testing initiative.



02

# Overview of Pooled Testing in Schools

## Pooled Testing Overview

- Pooled testing involves mixing roughly 10-25 samples, or swabs, together in a “batch” or “pool” then testing the pooled sample with a PCR test.
- The test is performed once per week on an anterior nasal swab (“short swab”) and results are delivered in approximately 24-48 hours.
- The samples can be administered by any trained school staff.
- Students in certain age groups can take their own samples under supervision.

## Pooled Testing Protocol

- If a pooled test result is negative, then all individuals within that pool are presumed negative and may remain in school.
- If a pooled test result is positive, then all individuals in the pool are retested individually, called “reflex testing”
  - The Abbott BinaxNOW rapid point-of-care antigen test will be the primary source for this individual follow-up testing.
  - In the rare event that a positive pool yields all negative individual BinaxNOW tests, all individuals from that positive pool may be required to take an additional individual PCR test.

03

## Statewide Contract for Pooled Testing Services

## Statewide Contract & Included Services

### Testing Service Provider

- Onboarding and continuing training
- Lab processing
- Secure tech system
- Customer Support

### Schools & Districts

- Coordination and direct administration of program
- Overseeing ongoing operations
- Conducting "follow up" tests on positive pools

## Statewide Contract & Included Services

- A statewide contract for Pooled Testing Service Providers is currently in development.
  - Approximate cost: \$5.00/swab minimum
- Testing Service Providers will manage the following:
  - Operations and logistics
    - Delivery of tests to schools
    - Testing hardware (tubes, labels, etc.)
    - Coordination/communication with the testing laboratory
  - Technology software associated with pooled testing
  - Training for school and district personnel
  - Customer service/support for school and district personnel

## Additional Services for Pooled Testing

- In most cases, districts and schools will rely on their own, in-district personnel or contracted providers to complete the following services:
  - Manage all testing logistics, including overseeing test administration, data entry, software management (i.e., testing coordinator/manager)
  - Administer the specimen collection to students and staff
  - Administer any necessary follow-up testing with Abbott BinaxNOW (including reporting of results)
  - Transport tests to laboratory for processing (likely 1x/day)

## Optional Services for Purchase

- If a district or school lacks the internal capacity or personnel to administer and transport the tests to the laboratory, they may be able to purchase the following services from the statewide contract:
  - Onsite testing coordinator/manager
    - The Testing Service Provider will provide an individual to support the onsite management of the test administration
    - Onsite test administrators/specimen collectors
    - The Testing Service Provider will provide the health professionals to administer the test to students and staff through, for example, a subcontract with an EMT service provider.
  - Transportation of tests from the school to the laboratory
    - The Testing Service Provider will develop a contract with a daily courier service or other shipping service to deliver tests to the laboratory.

04

## Required Preconditions

## Overview of Required Preconditions

- Prior to implementation of Pooled Testing, the following preconditions must be in place:
  - Appropriate personal protective equipment (PPE)
  - Proper authorization and consent from staff and students
  - A system to offer reflex testing for individual students in positive pools (i.e., BinaxNOW)
- Once the preconditions are met, DESE will confirm that a district or school is permitted to begin Pooled Testing.

## Appropriate Personal Protective Equipment (PPE) for Pooled Testing

- For healthcare personnel collecting specimens the following PPE is required:
  - Fitted N95 mask or higher-level respirator (a surgical mask can be used if a N95 is not available)
  - Eye protection
  - Gloves
  - Gown
- For staff observing collection in students the following PPE is required (6ft distance must be maintained):
  - Surgical mask

## Proper authorization and consent from staff and students

- Districts and schools must obtain parent/guardian and staff consent for administration of Pooled Testing in school, including:
  - Consent to participate in pooled tests
  - Consent to transmit student information via tech platform
  - Consent for any necessary follow up tests, including administering the Abbott BinaxNOW tests and reporting their results.
- A sample authorization and consent form will be provided to districts and schools participating.

## Follow Up Testing for Positive Pools

- Districts and schools must have a process to individually test students in positive pools.
  - Follow up testing must be established prior to administration of pooled testing.
- The Abbott BinaxNOW rapid point-of-care antigen test will be the primary source of this individual follow-up testing.
  - The overview of the required preconditions can be found on the Abbott BinaxNOW page of the DESE website: <https://www.doe.mass.edu/covid19/BinaxNOW/>.
- Districts & schools should consider where follow up testing occurs.
  - Centralized school location away from classrooms/students (e.g., auditorium)
  - Outside (Consider temperature restrictions for Abbott BinaxNOW tests.)

05

# Lessons from Salem, Medford and Watertown

## Case Studies

- Steve Zrike, Salem Public Schools
- Marice Edouard-Vincent and David Murphy, Medford Public Schools
- Dede Galdston, Watertown Public Schools

06

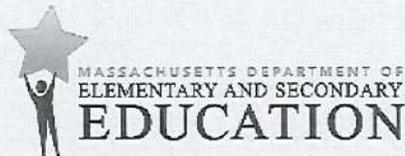
## Next Steps Questions and Answers

## Next Steps

- By January 15, indicate initial interest in participation:  
<https://survey.alchemer.com/s3/6123054/Pooled-Testing-Interest-Survey>
- Assess in-district resources to determine which services will be purchased from the statewide contract.
- DESE will send final approval to those who confirm participation.
- Support for prerequisites begins immediately.
- Questions may be sent to [K12COVIDtesting@mass.gov](mailto:K12COVIDtesting@mass.gov)

# THANK YOU

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FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>1122011 PRINCIPAL - BM</b>							
1122011 511160 PRINCIPAL'S SALA	106,875	3,225	110,100	63,519.30	46,580.82	.00	100.0%
1122011 511184 SECRETARY'S SALA	38,072	2,340	40,412	20,803.82	19,608.05	.00	100.0%
1122011 5344 POSTAGE,BRYN MAWR	500	0	500	32.50	.00	467.50	6.5%
1122011 5421 PRINCIPAL'S SUPPLI	2,000	-500	1,500	445.67	150.00	904.33	39.7%
1122011 5442 PRINTING SUPPLIES	4,800	0	4,800	1,598.64	417.84	2,783.52	42.0%
1122011 5734 DUES, PRINCIPAL, B	1,375	110	1,485	1,485.00	.00	.00	100.0%
1122011 5737 PRINC. PROF DEVELO	1,500	0	1,500	239.00	.00	1,261.00	15.9%
<b>1123008 BYRN MAWR SPEC. EDUCATION</b>							
1123008 511170 SPED TEACHERS'	386,424	-170,120	216,304	91,513.18	124,790.77	.05	100.0%
1123008 511172 BRYN MAWR SPED A	455,998	-359,758	96,240	41,898.50	54,341.70	.00	100.0%
1123008 511179 SPED NSTRUCTIONA	116,891	-1,285	115,606	49,929.16	67,973.17	-2,296.83	102.0%*
1123008 512070 SPED SUBSTITUTE	2,000	-511	1,489	.00	.00	1,488.73	.0%
1123008 512079 SPED INSTR. ASSI	5,500	-4,500	1,000	204.00	.00	796.20	20.4%
<b>1123051 TEACH - BM - ELEM ED</b>							
1123051 5100 ELL TUTOR	35,539	896	36,435	17,350.00	19,085.00	.00	100.0%
1123051 511170 TEACHERS' SALARI	895,408	10,443	905,851	384,327.41	521,523.60	.00	100.0%
1123051 511172 MATH PARAPROFESS	19,751	2,137	21,888	10,423.00	11,465.30	.00	100.0%
1123051 511179 INSTRUCTIONAL AS	121,584	4,870	126,454	51,275.51	72,573.30	2,605.26	97.9%
1123051 511180 SPECIALISTS BRYN	203,105	2,477	205,582	86,977.00	118,605.14	.10	100.0%
1123051 512070 TEA SALARIES/SUB	10,000	-10,000	0	47.64	.00	-47.64	100.0%*
1123051 512079 INSTRUCTIONAL AS	1,500	2,477	3,977	.00	.00	3,977.24	.0%
1123051 512080 LONG TERM SUBSTI	0	46,919	46,919	18,767.70	28,151.55	.00	100.0%
1123051 512081 PERMANENT SUBSTI	10,500	6,000	16,500	3,473.68	9,552.62	3,473.68	78.9%
1123051 5126 TEACHER IN CHARGE	1,273	0	1,273	538.56	734.40	.04	100.0%
1123051 5127 AFTER SCHOOL PROGR	2,500	0	2,500	.00	.00	2,500.00	.0%
1123051 5128 TECHNOLOGY STIPEND	1,034	0	1,034	437.47	596.55	-.02	100.0%*
1123051 5129 OTHER STIPENDS BRY	8,389	2,086	10,475	4,271.43	6,203.98	.00	100.0%
1123051 5425 MUSIC SUPPLIES	750	-361	389	.00	55.88	333.34	14.4%
1123051 5440 PHYSICAL EDUCATION	750	436	1,186	1,185.78	.00	.00	100.0%
1123051 5510 SUPPLIES, CLASSRM,	13,200	-1,100	12,100	7,442.39	612.33	4,045.28	66.6%
1123051 5514 504 SUPPLIES BRYN	250	0	250	.00	.00	250.00	.0%
1123051 5518 ART SUPPLIES BRYN	1,000	0	1,000	506.50	88.95	404.55	59.5%
1123051 5521 AFTER SCHL PROGRAM	500	0	500	.00	.00	500.00	.0%
1123051 5710 MILEAGE REIMB. TEA	100	0	100	.00	.00	100.00	.0%

FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>1124051 TEXTBK - BM - ELEM ED</u>							
1124051 5513 TEXTBOOKS, BRYN MA	1,000	0	1,000	373.97	.00	626.03	37.4%
<u>1125051 LIBRARY - BM</u>							
1125051 511178 MEDIA TECH	46,647	0	46,647	19,735.21	26,911.72	.06	100.0%
1125051 5587 LIBRARY SUPPLIES,	1,000	0	1,000	345.52	.00	654.48	34.6%
<u>1126051 AUDIO/VISUAL - BM</u>							
1126051 5515 SUPPLIES, AUDIOVIS	1,700	0	1,700	1,690.91	.00	9.09	99.5%
<u>1127054 GUIDANCE - BM</u>							
1127054 511176 GUIDANCE SALARIE	73,036	0	73,036	30,899.88	42,136.20	.00	100.0%
1127054 5511 GUIDANCE SUPPLIES,	550	0	550	355.93	.00	194.07	64.7%
<u>1132099 HEALTH SVCS - BM</u>							
1132099 511185 SALARY, NURSE, B	78,922	17,429	96,351	29,585.49	67,185.45	-420.00	100.4%*
<u>1141099 O&amp;P - BM</u>							
1141099 511192 SALARIES CUSTODI	97,426	1,963	99,389	57,339.60	42,049.04	.00	100.0%
1141099 5211 LIGHTS/POWER BRYN	12,000	0	12,000	6,322.60	5,677.40	.00	100.0%
1141099 5214 HEATING FUEL, BRYN	14,500	0	14,500	829.52	13,670.48	.00	100.0%
1141099 5231 WATERM BRYN MAWR	5,500	0	5,500	701.06	4,798.94	.00	100.0%
1141099 5232 SEWER USE CHARGE,	3,500	0	3,500	1,795.60	1,704.40	.00	100.0%
1141099 5450 SUPPLIES CUSTODIAL	3,500	0	3,500	13,953.04	2,557.53	-13,010.57	471.7%*
<u>1142099 MAINT OF PLANT - BM</u>							
1142099 5430 BLDG REPAIRS/IMPRO	18,500	6,456	24,956	17,557.55	6,594.90	803.71	96.8%
<u>1422011 PRINCIPAL - PAK</u>							
1422011 511160 PRINCIPAL'S SALA	107,000	3,225	110,225	63,591.30	46,633.62	.00	100.0%

FOR 2021 12

ACCOUNTS FOR: 01	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1422011	511184	SECRETARY'S SALA	38,072	1,923	39,996	20,387.54	19,608.05	.00 100.0%
1422011	5344	POSTAGE, PAKACHOAG	400	0	400	.00	.00	400.00 .0%
1422011	5421	PRINCIPAL'S SUPPLI	2,000	-500	1,500	465.88	216.03	818.09 45.5%
1422011	5442	PRINTING SUPPLIES	4,700	0	4,700	1,377.42	412.28	2,910.30 38.1%
1422011	5734	DUES, PRINCIPAL, P	1,375	219	1,594	1,485.00	109.00	.00 100.0%
1422011	5737	PRINC. PROF DEVELO	1,500	0	1,500	.00	.00	1,500.00 .0%
<hr/>								
1423008 PAKACHOAG SPED								
1423008	511170	SPED TEACHERS' S	139,941	-46,647	93,294	39,470.53	53,823.45	.00 100.0%
1423008	511172	SPED ABA PAKACHO	31,279	75,414	106,692	36,169.36	65,688.39	4,834.56 95.5%
1423008	511179	SPED INSTRUCTION	112,231	-45,362	66,869	28,800.59	38,068.35	.00 100.0%
1423008	512070	SPED SUB TEACHER	2,000	0	2,000	.00	.00	2,000.00 .0%
1423008	512079	SPED INSTRUCT AS	3,000	0	3,000	73.80	.00	2,926.20 2.5%
<hr/>								
1423051 TEACH - PAK - ELEM ED								
1423051	5100	ELL TUTOR	35,539	896	36,435	17,350.00	19,085.00	.00 100.0%
1423051	511170	TEACHERS' SALARI	975,190	-96,246	878,944	363,502.51	509,718.30	5,723.41 99.3%
1423051	511172	MATH PARAPROFESS	16,930	5,111	22,041	10,495.50	11,545.05	.00 100.0%
1423051	511179	INSTRUCTIONAL AS	116,431	-16,869	99,563	46,056.06	53,506.80	.00 100.0%
1423051	511180	SPECIALISTS PAKA	205,583	-1	205,582	86,977.22	118,605.16	-.06 100.0%*
1423051	512070	TEA SALARIES, SU	10,000	0	10,000	1,114.17	.00	8,885.83 11.1%
1423051	512079	INSTRUCTIONAL AS	2,000	0	2,000	887.57	9,367.27	-8,254.84 512.7%*
1423051	512081	PERMANENT SUBSTI	10,500	-10,500	0	.00	.00	.00 .0%
1423051	5126	TEACHER IN CHARGE	1,273	0	1,273	538.56	734.40	.04 100.0%
1423051	5127	AFTER SCHOOL PROGR	2,500	0	2,500	.00	.00	2,500.00 .0%
1423051	5128	TECHNOLOGY STIPEND	1,034	195	1,229	632.47	596.55	.00 100.0%
1423051	5129	OTHER STIPENDS PAK	12,289	0	12,289	2,932.83	3,332.08	6,024.09 51.0%
1423051	5425	MUSIC SUPPLIES	750	-27	723	.00	.00	723.00 .0%
1423051	5440	PHYSICAL EDUCATION	750	151	901	901.32	.00	.00 100.0%
1423051	5510	SUPPLIES, CLASSRM,	12,934	-1,850	11,084	5,974.37	2,621.44	2,488.19 77.6%
1423051	5514	504 SUPPLIES PAKAC	250	0	250	.00	.00	250.00 .0%
1423051	5518	ART SUPPLIES PAKAC	1,000	0	1,000	99.34	108.70	791.96 20.8%
1423051	5521	AFTER SCHL PROGRAM	500	0	500	.00	.00	500.00 .0%
1423051	5710	MILEGAE REIMB. TEA	100	0	100	.00	.00	100.00 .0%
<hr/>								
1424051 TEXTBK - PAK - ELEM ED								
1424051	5513	TEXTBOOKS, PAKACHO	1,000	0	1,000	453.45	.00	546.55 45.3%
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1425051 LIBRARY - PAK								
1425051	511178	MEDIA TECH	46,647	0	46,647	19,735.32	26,911.73	-.03 100.0%*

FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1425051 5587 LIBRARY SUPPLIES,	1,000	0	1,000	.00	.00	1,000.00	.0%
1426051 AUDIO/VISUAL - PAK							
1426051 5515 SUPPLIES, AUDIOVIS	1,700	0	1,700	1,652.81	.00	47.19	97.2%
1427054 GUIDANCE - PAK							
1427054 511176 GUIDANCE SALARIE	83,607	0	83,607	35,372.15	48,234.75	.10	100.0%
1427054 5511 GUIDANCE SUPPLIES,	500	0	500	53.44	.00	446.56	10.7%
1432099 HEALTH SVCS - PAK							
1432099 511185 SALARY, NURSE, P	52,126	4,932	57,058	24,139.94	32,918.10	.00	100.0%
1441099 O&P - PAK							
1441099 511192 SALARIES CUSTODI	97,426	1,963	99,389	57,339.60	42,049.04	.00	100.0%
1441099 5211 LIGHTS/POWER PAKAC	24,000	0	24,000	8,903.12	15,096.88	.00	100.0%
1441099 5214 HEATING FUEL, PAKA	18,000	0	18,000	3,796.14	14,203.86	.00	100.0%
1441099 5231 WATER, PAKACHOAG	4,500	0	4,500	500.60	3,999.40	.00	100.0%
1441099 5232 SEWER USE CHARGE,	2,500	0	2,500	1,405.81	1,094.19	.00	100.0%
1441099 5450 SUPPLIES CUSTODIAL	5,500	0	5,500	15,600.63	3,989.41	-14,090.04	356.2%*
1442099 MAINT OF PLANT - PAK							
1442099 5430 BLDG REPAIRS/IMPRO	25,500	0	25,500	14,736.81	6,802.46	3,960.73	84.5%
1522011 PRINCIPAL - MS							
1522011 511160 PRINCIPALS' SALA	225,500	6,725	232,225	133,975.95	98,249.03	.00	100.0%
1522011 511184 SECRETARIES' SAL	74,691	3,212	77,903	39,444.74	38,458.20	.00	100.0%
1522011 5344 POSTAGE, MIDDLE SC	3,000	0	3,000	1,096.88	.00	1,903.12	36.6%
1522011 5421 PRINCIPALS' SUPPLI	1,000	-500	500	12.70	.00	487.30	2.5%
1522011 5422 PRINTING SUPPLIES	15,000	0	15,000	66.21	.00	14,933.79	.4%
1522011 5734 DUES, PRINCIPALS,	1,100	0	1,100	1,100.00	.00	.00	100.0%
1522011 5737 PRINC. PROF DEVELO	3,000	0	3,000	.00	.00	3,000.00	.0%
1523008 MIDDLE SCHOOL SPED							
1523008 511170 SPED TEACHERS'	488,808	2,468	491,276	207,847.53	283,428.45	.00	100.0%

FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1523008 511172 SPED ABA MIDDLE	69,312	-34,656	34,656	16,821.87	37,167.75	-19,333.70	155.8%*
1523008 511179 SPED INSTRUCTION	164,168	-8,667	155,501	61,549.59	88,725.89	5,225.92	96.6%
1523008 512070 SPED SUB TEACHER	5,000	0	5,000	.00	.00	5,000.00	.0%
1523008 512079 SPED INSTR ASSIS	6,500	0	6,500	.00	.00	6,500.00	.0%
<hr/> 1523052 TEACH - MS - MS ED <hr/>							
1523052 5100 ELL TUTOR	36,125	925	37,050	15,906.28	.00	21,143.81	42.9%
1523052 511170 TEACHERS' SALARI	2,735,874	-183,291	2,552,583	1,081,829.53	1,469,535.45	1,217.92	100.0%
1523052 511179 INSTRUCTIONAL AS	0	9,553	9,553	868.42	9,552.62	-868.42	109.1%*
1523052 511180 SPECIALISTS MIDD	569,874	-27,040	542,834	229,660.64	313,173.60	.00	100.0%
1523052 512070 TEA SALARIES SUB	33,000	-16,500	16,500	190.00	.00	16,309.84	1.2%
1523052 512079 INSTRUCTIONAL AS	0	1,322	1,322	1,550.56	.00	-229.06	117.3%*
1523052 512080 LONG TERM SUBTI	0	46,949	46,949	18,797.73	28,151.55	.00	100.0%
1523052 5127 AFTER SCHOOL PROGR	1,750	0	1,750	.00	.00	1,750.00	.0%
1523052 5128 TECHNOLOGY STIPEND	3,050	0	3,050	1,290.30	1,759.50	.20	100.0%
1523052 5129 OTHER STIPENDS MID	17,424	0	17,424	4,988.50	4,184.95	8,250.55	52.6%
1523052 5317 COMMENCEMENT MIDDL	2,000	0	2,000	.00	.00	2,000.00	.0%
1523052 5425 MUSIC SUPPLIES	6,153	0	6,153	.00	.00	6,153.00	.0%
1523052 5440 PHYSICAL EDUCATION	1,819	0	1,819	325.20	.00	1,493.80	17.9%
1523052 5510 SUPPLIES, CLASSRM,	18,362	-3,300	15,062	4,193.13	650.00	10,218.87	32.2%
1523052 5514 504 SUPPLIES MIDDL	500	0	500	.00	.00	500.00	.0%
1523052 5521 AFTER SCHL PROGRAM	250	0	250	.00	.00	250.00	.0%
1523052 5710 MILEAGE REIMB. TEA	500	0	500	.00	.00	500.00	.0%
<hr/> 1524052 TEXTBK - MS - MS ED <hr/>							
1524052 5513 TEXTBOOKS, MIDDLE	0	229	229	228.53	.00	.00	100.0%
<hr/> 1525052 LIBRARY - MS <hr/>							
1525052 5587 LIBRARY SUPPLIES,	2,600	0	2,600	.00	.00	2,600.00	.0%
<hr/> 1526052 AUDIO/VISUAL - MS <hr/>							
1526052 5515 SUPPLIES, AUDIOVIS	1,177	0	1,177	430.14	.00	746.86	36.5%
<hr/> 1527054 GUIDANCE - MS <hr/>							
1527054 511176 GUIDANCE SALARIE	279,882	0	279,882	118,411.59	161,470.35	.06	100.0%

FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1527054 5511 GUIDANCE SUPPLIES	766	0	766	62.40	.00	703.60	8.1%
<hr/>							
1532099 HEALTH SVCS - MS							
1532099 511185 SALARY, NURSE, M	62,252	22,481	84,733	35,848.56	48,884.40	.00	100.0%
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1535012 MIDDLE SCHOOL ATHLETICS							
1535012 511188 MIDDLE SCHOOL CO	17,500	-17,500	0	.00	.00	.00	.0%
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1535052 STUDENT BODY - MS - MS ED							
1535052 5300 MIDDLE SCHOOL OFFI	4,000	0	4,000	.00	.00	4,000.00	.0%
1535052 551086 AWARDS, OTHER, M	1,340	0	1,340	.00	.00	1,340.00	.0%
1535052 5518 ART SUPPLIES MIDDLE	3,032	0	3,032	1,320.82	.00	1,711.18	43.6%
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1541099 O&P - MS							
1541099 511192 SALARIES CUSTODI	219,209	4,615	223,824	129,014.10	94,610.34	200.00	99.9%
1541099 5211 LIGHTS/POWER MIDDLE	48,000	0	48,000	32,800.38	15,199.62	.00	100.0%
1541099 5214 HEATING FUEL, MIDDLE	48,000	0	48,000	17,791.95	30,208.05	.00	100.0%
1541099 5231 WATER, MIDDLE SCHOOL	6,000	0	6,000	2,845.49	3,154.51	.00	100.0%
1541099 5232 SEWER USE CHARGE,	3,500	0	3,500	2,186.64	1,313.36	.00	100.0%
1541099 5450 SUPPLIES CUSTODIAL	7,500	0	7,500	17,434.79	4,347.15	-14,281.94	290.4%*
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1542099 MAINT OF PLANT - MS							
1542099 5430 BLDG REPAIRS/IMPRO	55,000	0	55,000	51,140.45	11,675.08	-7,815.53	114.2%*
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1622011 PRINCIPAL - HS							
1622011 511160 PRINCIPALS' SALA	243,450	3,525	246,975	142,485.45	104,489.33	.00	100.0%
1622011 511184 SECRETARIES' SAL	133,692	-37,954	95,738	55,224.76	40,282.44	231.04	99.8%
1622011 5344 POSTAGE, HIGH SCHOOL	2,000	0	2,000	19.05	.00	1,980.95	1.0%
1622011 5421 PRINCIPALS SUPPLIE	1,494	-500	994	501.74	.00	492.26	50.5%
1622011 5422 PRINTING SUPPLIES	15,403	0	15,403	434.00	.00	14,969.00	2.8%
1622011 5734 DUES, PRINCIPALS,	6,723	0	6,723	5,728.95	.00	994.05	85.2%
1622011 5737 PRINC. PROF DEVELO	3,000	0	3,000	.00	.00	3,000.00	.0%

FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>1623008 HIGH SCHOOL SPED</u>							
1623008 511170 SPED TEACHERS'	428,654	-49,752	378,902	159,808.07	218,597.25	496.58	99.9%
1623008 511172 SPED ABA HIGH SC	170,330	-38,246	132,084	55,046.78	76,801.95	235.18	99.8%
1623008 511179 SPED INSTRUCT AS	187,986	-76,501	111,485	47,978.56	63,506.25	.00	100.0%
1623008 512070 SPED SUB TEACHER	3,000	0	3,000	.00	.00	3,000.00	.0%
1623008 512079 SPED INSTRUCT AS	6,000	0	6,000	233.62	.00	5,766.38	3.9%
1623008 512080 LONG TERM SUBSTI	0	0	0	124.54	.00	-124.54	100.0%*
<u>1623053 TEACH - HS - OTHER</u>							
1623053 511170 TEACHERS' SALARI	3,865,857	46,828	3,912,685	1,653,341.13	2,259,343.95	.00	100.0%
1623053 511175 IN HOUSE SUSPENS	40,000	7,035	47,035	27,135.60	19,899.44	.00	100.0%
1623053 511180 SPECIALISTS HIGH	493,003	-58,527	434,476	193,996.01	240,480.15	.00	100.0%
1623053 512070 TEA SALARIES SUB	34,000	0	34,000	3,045.00	.00	30,955.00	9.0%
1623053 512072 SUBS-SAT.MORNING	2,000	0	2,000	.00	.00	2,000.00	.0%
1623053 512076 SUPPLEMENTAL INS	6,500	0	6,500	280.00	.00	6,220.00	4.3%
1623053 512080 LONG TERM SUBSTI	0	48,796	48,796	20,644.47	28,151.55	.00	100.0%
1623053 5128 TECHNOLOGY STIPEND	2,068	0	2,068	874.94	1,193.10	.00	100.0%
1623053 5129 OTHER STIPENDS HIG	14,040	445	14,485	9,069.42	5,387.21	27.93	99.8%
1623053 5317 COMMENCEMENT HIGH	15,975	0	15,975	1,309.21	.00	14,665.79	8.2%
1623053 5425 MUSIC SUPPLIES	3,617	0	3,617	.00	549.00	3,068.00	15.2%
1623053 5440 PHYSICAL EDUCATION	5,197	0	5,197	.00	.00	5,197.00	.0%
1623053 5510 SUPPLIES, CLASSRM,	21,395	-3,300	18,095	2,601.89	152.99	15,340.12	15.2%
1623053 5514 504 SUPPLIES HIGH	250	0	250	.00	.00	250.00	.0%
1623053 5518 ART SUPPLIES HIGH	4,595	0	4,595	1,951.34	.00	2,643.66	42.5%
1623053 5710 MILEAGE REIMB. TEA	500	0	500	.00	.00	500.00	.0%
<u>1625053 LIBRARY - HS</u>							
1625053 511178 MEDIA SPECIALIST	93,294	0	93,294	39,470.53	53,823.45	.02	100.0%
1625053 5587 LIBRARY SUPPLIES,	10,550	-2,500	8,050	3,903.71	.00	4,146.29	48.5%
<u>1626053 AUDIO/VISUAL - HS</u>							
1626053 5515 SUPPLIES, AUDIOVIS	1,317	0	1,317	1,318.91	.00	-2.36	100.2%*
<u>1627054 GUIDANCE - HS</u>							
1627054 511176 GUIDANCE SALARIE	420,074	0	420,074	177,723.81	242,350.65	.00	100.0%

FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1627054 511184 SECRETARY'S SALA	37,329	3,017	40,346	21,116.88	19,229.10	.00	100.0%
1627054 5511 GUIDANCE SUPPLIES,	10,450	0	10,450	.00	.00	10,450.00	.0%
<u>1632099 HEALTH SVCS - HS</u>							
1632099 511185 SALARY, NURSE, H	68,112	14,396	82,508	35,127.20	47,440.50	-60.00	100.1%*
<u>1635012 STUDENT BODY - HS - ATHLETICS</u>							
1635012 511187 ATHLETIC TRAINOR	37,500	8,938	46,438	21,718.76	19,218.76	5,500.00	88.2%
1635012 511188 SALARIES, COACHE	181,524	0	181,524	38,059.00	.00	143,465.00	21.0%
1635012 511193 TICKET TAKERS	3,500	0	3,500	225.00	.00	3,275.00	6.4%
1635012 5300 HIGH SCHOOL OFFICI	7,500	0	7,500	4,663.00	.00	2,837.00	62.2%
1635012 533006 ATHLETICS TRANSP	64,000	-2,500	61,500	13,731.96	47,768.04	.00	100.0%
1635012 5336 ATHLETIC TRANSPORT	5,500	0	5,500	.00	5,500.00	.00	100.0%
1635012 535007 GAME MGNT, ICE T	28,000	-28,000	0	174.00	.00	-174.00	100.0%*
1635012 535019 ATHLETICS/RECOND	15,000	0	15,000	.00	.00	15,000.00	.0%
1635012 551016 TEAM EQUIPMENT,	3,000	0	3,000	2,736.03	6,720.00	-6,456.03	315.2%*
1635012 551017 ATH SUPP, TRAINI	5,500	0	5,500	2,655.39	.00	2,844.61	48.3%
1635012 551018 ATHLETIC AWARDS	8,500	0	8,500	250.00	.00	8,250.00	2.9%
1635012 5734 DISTRICT ATHLETIC	5,000	1,460	6,460	3,130.00	1,870.00	1,460.00	77.4%
1635012 5737 PROF DEVELOPMENT,	2,000	-286	1,714	.00	.00	1,714.00	.0%
1635012 574006 ATHLETICS INSURA	10,500	-1,174	9,326	9,326.00	.00	.00	100.0%
1635012 5856 MIDDLE SCHOOL ATH	3,000	0	3,000	.00	3,000.00	.00	100.0%
<u>1635013 STUDENT BODY - HS - FN ARTS</u>							
1635013 551091 BAND UNIFORMS	4,000	0	4,000	.00	.00	4,000.00	.0%
1635013 551092 BAND EQUIPMENT	6,500	0	6,500	.00	.00	6,500.00	.0%
1635013 5518 WOOD TECH SUPPLIES	5,600	0	5,600	.00	.00	5,600.00	.0%
<u>1635053 STUDENT BODY - HS - CURRIC</u>							
1635053 551086 AWARDS, OTHER, H	2,920	0	2,920	.00	.00	2,920.00	.0%
1635053 5517 GRAPHIC SUPPLIES H	9,086	0	9,086	.00	.00	9,086.00	.0%
1635053 5526 CURRICULUM COMPETI	16,160	-2,500	13,660	305.00	.00	13,355.00	2.2%
<u>1641099 O&amp;P - HS</u>							
1641099 511192 SALARIES CUSTODI	338,799	0	338,799	195,597.78	124,256.66	18,944.20	94.4%

FOR 2021 12

ACCOUNTS FOR: 01	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1641099	5211 LIGHTS/POWER HIGH	109,602	0	109,602	43,860.66	63,947.40	1,793.94	98.4%
1641099	5214 HEATING FUEL, HIGH	52,000	0	52,000	19,300.51	32,699.49	.00	100.0%
1641099	5231 WATER, HIGH SCHOOL	14,000	0	14,000	5,776.40	8,223.60	.00	100.0%
1641099	5232 SEWER USE CHARGE,	8,000	0	8,000	5,034.72	2,965.28	.00	100.0%
1641099	5450 SUPPLIES CUSTODIAL	16,500	0	16,500	25,263.43	6,079.44	-14,842.87	190.0%*
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1642099	MAINT OF PLANT - HS							
1642099	5430 BLDG REPAIRS/IMPRO	70,000	0	70,000	32,075.76	38,123.10	-198.86	100.3%*
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1711099	SCHOOL COMMITTEE							
1711099	5301 LEGAL NOTICES	1,000	0	1,000	90.64	.00	909.36	9.1%
1711099	5304 CENSUS	750	0	750	750.00	.00	.00	100.0%
1711099	5306 LEGAL SERVICES	20,000	0	20,000	3,258.50	.00	16,741.50	16.3%
1711099	5732 SCHOOL COMMITTEE D	12,500	0	12,500	11,517.00	.00	983.00	92.1%
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1712099	SUPERINTENDENT'S OFFICE							
1712099	511151 SUPERINTENDENT'S	162,200	0	162,200	93,576.90	68,623.06	.00	100.0%
1712099	511181 SECY TO SUPT.& S	34,000	34,334	68,334	39,744.33	28,760.82	-170.94	100.3%*
1712099	5344 SUPERINTENDENT'S P	6,000	0	6,000	6,000.00	.00	.00	100.0%
1712099	5421 SUPERINTENDENT'S S	6,000	1,262	7,262	6,911.61	129.05	221.01	97.0%
1712099	5732 SUPERINTENDENT'S D	3,000	-835	2,165	1,060.00	.00	1,105.11	49.0%
1712099	5733 SUPERINTENDENT'S P	350	0	350	.00	.00	350.00	.0%
1712099	5737 SUPERINTENDENT PRO	500	4,600	5,100	5,100.00	.00	.00	100.0%
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1714099	ADMINISTRATION SUPPORT							
1714099	511154 BUSINESS ADMININ	114,750	3,443	118,193	68,188.20	50,004.68	.00	100.0%
1714099	511182 PAYROLL BUSINESS	58,150	1,745	59,895	34,554.60	25,340.04	.00	100.0%
1714099	511183 AP BUSINESS ASSI	58,150	1,745	59,895	34,554.60	25,340.04	.00	100.0%
1714099	5127 DISTRICTWIDE SITE	22,000	0	22,000	.00	.00	22,000.00	.0%
1714099	5129 OTHER STIPENDS	17,264	0	17,264	7,932.90	7,817.46	1,513.64	91.2%
1714099	5304 ANNUAL AUDIT	4,000	0	4,000	.00	.00	4,000.00	.0%
1714099	5421 OFFICE SUPPLIES	250	0	250	242.13	.00	7.87	96.9%
1714099	5424 COMPUTER SUPPLIES	100	65	165	164.99	.00	.00	100.0%
1714099	5710 BUSINESS ADMINISTR	100	0	100	.00	.00	100.00	.0%
1714099	5732 BUSINESS ADMINISTR	850	-65	785	60.00	.00	725.01	7.6%
1714099	5786 BUS MGR. PROF.DEVE	1,500	0	1,500	1,500.00	.00	.00	100.0%

FOR 2021 12

ACCOUNTS FOR: 01	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>1714510 ADMINISTRATIVE TECHNOLOGY</u>								
1714510	511191	160,620	4,111	164,731	95,037.00	69,693.80	.00	100.0%
1714510	5711	664	0	664	.00	.00	664.00	.0%
<u>1721008 SUPERVISORY - SPECIAL ED</u>								
1721008	511152	117,295	3,520	120,815	69,700.95	51,114.03	.00	100.0%
1721008	511172	93,294	-93,294	0	.00	.00	.02	.0%
1721008	511184	50,940	1,275	52,215	30,124.05	22,090.97	.00	100.0%
1721008	512078	166,874	-46,681	120,194	56,480.00	63,713.84	.00	100.0%
1721008	5129	10,000	0	10,000	.00	.00	10,000.00	.0%
<u>1721009 SUPERVISORY - CURRICULUM</u>								
1721009	511153	135,000	-2,000	133,000	73,769.30	59,230.82	.00	100.0%
1721009	511172	41,563	4,932	46,495	21,246.21	25,248.58	-.01	100.0%*
1721009	511184	46,218	-30,617	15,601	9,000.45	6,600.27	-.03	100.0%*
1721009	5323	20,000	0	20,000	841.28	9,268.72	9,890.00	50.6%
1721009	5421	2,000	-500	1,500	195.00	.00	1,305.00	13.0%
1721009	5510	7,500	0	7,500	.00	.00	7,500.00	.0%
1721009	5520	800	0	800	.00	.00	800.00	.0%
1721009	5713	100	0	100	.00	.00	100.00	.0%
1721009	5732	1,000	0	1,000	.00	.00	1,000.00	.0%
1721009	5733	500	0	500	.00	.00	500.00	.0%
1721009	5738	1,500	0	1,500	800.00	375.00	325.00	78.3%
<u>1721010 SUPERVISORY - TECHNOLOGY</u>								
1721010	511155	100,975	3,030	104,005	60,002.85	44,002.09	.00	100.0%
1721010	511157	60,000	1,650	61,650	35,567.25	26,082.65	.00	100.0%
1721010	5421	8,500	-5,000	3,500	5,834.72	.00	-2,334.72	166.7%*
1721010	5734	900	0	900	.00	440.00	460.00	48.9%
1721010	5738	1,500	0	1,500	.00	.00	1,500.00	.0%
<u>1721012 SUPERVISORY - ATHLETICS</u>								
1721012	5344	300	0	300	.00	.00	300.00	.0%

FOR 2021 12

ACCOUNTS FOR: 01	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1721012	5421 ATHLETIC DIRECTOR'	460	0	460	.00	.00	460.00	.0%
1721012	5732 ATHLETIC DIRECTOR'	300	0	300	75.00	.00	225.00	25.0%
<hr/> 1721013 SUPERVISORY - FINE ARTS <hr/>								
1721013	5421 FINE ARTS DIRECTOR	565	0	565	.00	.00	565.00	.0%
1721013	5710 FINE ARTS DIRECTOR'	525	0	525	.00	.00	525.00	.0%
1721013	5732 FINE ARTS DIRECTOR	135	0	135	.00	.00	135.00	.0%
<hr/> 1721099 SUPERVISORY - CENTRAL ADM <hr/>								
1721099	511165 ATHLETIC DIRECTO	51,750	-4,715	47,035	27,135.60	19,899.44	.00	100.0%
1721099	511184 ATHLETIC DIR SEC	40,857	1,315	42,172	22,793.29	19,286.63	91.68	99.8%
1721099	5300 HOMEBOUND CONTRACT	0	1,644	1,644	.00	1,644.00	.00	100.0%
<hr/> 1723008 SPECIAL EDUCATION TEACHERS <hr/>								
1723008	511158 TEAM CHAIRPERSON	265,134	-12,205	252,929	110,057.25	142,871.55	.00	100.0%
1723008	511170 TEACHERS SALARIE	0	93,294	93,294	39,470.53	53,823.45	.00	100.0%
1723008	511172 SPED ABA	0	40,356	40,356	17,073.65	23,282.25	.00	100.0%
1723008	511179 INSTRUCTIONAL AS	0	31,761	31,761	13,437.38	18,323.70	.00	100.0%
1723008	511180 SPECIALISTS	361,816	-10,516	351,300	146,768.81	174,802.65	29,728.32	91.5%
1723008	5129 OTHER STIPENDS	10,332	0	10,332	.00	.00	10,332.00	.0%
1723008	5300 CONTRACTED SERVICE	10,000	0	10,000	5,550.42	4,449.58	.00	100.0%
1723008	5510 SUPPLIES, CLASSRM,	0	0	0	281.13	.00	-281.13	100.0%*
<hr/> 1723010 TEACH - TECH - OTHER <hr/>								
1723010	5263 COMPUTER TECH MAIN	67,352	0	67,352	27,376.28	.00	39,975.72	40.6%
1723010	5312 D/W COMPUTER SOFTW	111,565	-21,506	90,059	119,650.33	49,595.51	-79,186.84	187.9%*
1723010	5313 COMPUTER TECH HARD	0	0	0	11,338.50	.00	-11,338.50	100.0%*
1723010	5510 DISTRICT WIDE TECH	0	0	0	.00	3,655.00	-3,655.00	100.0%*
<hr/> 1723099 TEACH - SW - OTHER <hr/>								
1723099	511170 TEACHER'S SALARI	0	362,992	362,992	129,564.02	233,427.68	-.01	100.0%*
1723099	511172 SPED ABA	0	212,857	212,857	99,146.31	118,558.96	-4,847.98	102.3%*
1723099	511179 INSTRUCTIONAL AS	0	90,617	90,617	27,929.75	62,811.60	-124.20	100.1%*
1723099	511185 PRESCHOOL NURSE	0	23,085	23,085	11,147.40	12,019.72	-81.63	100.4%*

FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1723099 5119 SALARIES'RESERVE/P	406,009	-207,133	198,876	.00	.00	198,876.23	.0%
1723099 517007 TEACHERS' SAL.AC	0	19,935	19,935	4,694.36	.00	15,240.64	23.5%
<u>1723509 TEACH - CURR - OTHER</u>							
1723509 511172 CONCURRENT ENROL	10,000	-10,000	0	.00	.00	.00	.0%
1723509 512071 SUBSTITUTES-SYST	6,000	0	6,000	.00	.00	6,000.00	.0%
1723509 5510 SYSTEM WIDE CLASSR	8,000	0	8,000	9,957.03	370.00	-2,327.03	129.1%*
1723509 5712 SYSTEM-WIDE ADMIN	15,000	-10,000	5,000	1,384.65	1,015.41	2,599.94	48.0%
1723509 5731 SYSTEM-WIDE PROFFE	68,000	-63,816	4,184	1,873.35	450.00	1,860.18	55.5%
1723509 5732 COURSE REIMB.SYSTE	12,000	-12,000	0	.00	.00	.00	.0%
<u>1724099 SYSTEMWIDE TEXTBOOKS</u>							
1724099 5513 TEXTBOOKS-SYSTEM-W	0	2,110	2,110	2,109.81	.00	.00	100.0%
<u>1728008 PSYCHOLOGICAL SERVICES</u>							
1728008 511159 BCBA	129,735	10,049	139,784	59,139.52	80,644.75	-.02	100.0%*
1728008 511169 SOCIAL WORKERS	151,784	4,052	155,836	65,930.59	89,905.35	.00	100.0%
1728008 511177 SCHOOL PSYCHOLOG	178,327	0	178,327	75,446.03	102,880.95	.00	100.0%
<u>1732099 HEALTH SVCS - SW</u>							
1732099 512085 SALARY, NURSE, S	10,000	0	10,000	225.00	.00	9,775.00	2.3%
1732099 5307 PHYSICIAN'S STIPEN	5,000	0	5,000	1,500.00	3,000.00	500.00	90.0%
1732099 5329 HEALTH CONTRACTED	1,000	0	1,000	.00	.00	1,000.00	.0%
1732099 5501 HEALTH SERVICE, SU	5,000	0	5,000	22,915.06	1,175.38	-19,090.44	481.8%*
1732099 5710 NURSES'S MILEAGE R	100	0	100	.00	.00	100.00	.0%
1732099 5731 NURSES' CONFERENCE	500	0	500	.00	.00	500.00	.0%
<u>1733008 PUPIL TRANS - SW</u>							
1733008 5330 TRANSPORTATION OF	243,250	0	243,250	111,729.12	27,932.28	103,588.60	57.4%
<u>1733099 PUPIL TRANS - SW</u>							
1733099 5330 TRANSPORTATION OF	679,546	0	679,546	303,156.72	376,389.28	.00	100.0%

FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1733099 5335 TRANSPORTATION-COM	12,000	0	12,000	1,000.00	.00	11,000.00	8.3%
<u>1735013 STUDENT BODY - SW - FN ARTS</u>							
1735013 512070 MUSIC STAFF DUTI	3,000	0	3,000	.00	.00	3,000.00	.0%
1735013 551086 AWARDS, OTHER, F	1,200	0	1,200	.00	.00	1,200.00	.0%
1735013 551087 TRANS. & REGISTR	16,000	-11,000	5,000	.00	10.00	4,990.00	.2%
1735013 5526 FINE ARTS' EQUIP.	5,500	0	5,500	.00	125.00	5,375.00	2.3%
<u>1741099 O&amp;P - SW</u>							
1741099 511192 SALARIES CUSTODI	24,357	490	24,847	14,334.90	10,512.26	.00	100.0%
1741099 513092 SALARIES CUSTODI	10,000	0	10,000	1,078.90	.00	8,921.10	10.8%
1741099 5211 LIGHTS/POWER CENTR	7,000	0	7,000	3,149.45	3,850.55	.00	100.0%
1741099 5214 HEATING FUEL, CENT	19,425	0	19,425	.00	19,425.00	.00	100.0%
1741099 5341 TELEPHONES	25,000	0	25,000	7,911.98	10,983.43	6,104.59	75.6%
1741099 5450 SUPPLIES CUSTODIAL	1,000	0	1,000	1,763.79	116.96	-880.75	188.1%*
<u>1742099 MAINT OF PLANT - SW</u>							
1742099 511198 FACILITY DIRECTO	106,250	3,200	109,450	63,144.30	46,305.82	.00	100.0%
1742099 511291 PART-TIME MAINT	23,750	655	24,405	14,079.75	10,325.15	.00	100.0%
1742099 5129 OTHER STIPENDS	240	334	574	331.35	242.94	-.03	100.0%*
1742099 5262 EQUIPMENT REPAIRS	10,000	0	10,000	.00	598.40	9,401.60	6.0%
1742099 5263 EQUIP SVC CONTRACT	75,000	0	75,000	30,795.57	8,961.74	35,242.69	53.0%
1742099 5264 FIRE EXTINGUISHER	3,000	0	3,000	3,047.45	.00	-47.45	101.6%*
1742099 5331 BUILDING SECURITY	30,000	0	30,000	.00	.00	30,000.00	.0%
1742099 5430 BLDG REPAIRS/IMPRO	10,000	0	10,000	9,592.32	2,639.85	-2,232.17	122.3%*
1742099 5480 TRUCK GAS & MAINT	15,000	0	15,000	919.62	2,968.51	11,111.87	25.9%
1742099 5710 MAINT MEN MILEAGE	2,000	0	2,000	.00	.00	2,000.00	.0%
1742099 5850 EQUIPMENT PURCHASE	0	0	0	1,072.00	.00	-1,072.00	100.0%*
<u>1755099 OTHER FIXED CHARGES</u>							
1755099 511190 CROSSING GUARDS	42,000	-11,723	30,277	7,813.54	.00	22,463.59	25.8%
<u>1769008 TRANS TO NONPUBLIC SPED</u>							
1769008 5333 NON-PUBLIC TRANSP	89,907	0	89,907	438.60	89,468.35	.00	100.0%

FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>1791008 PROGRAM W/MA PUBLIC SPED</u>							
1791008 5320 TUITION MASS. PUBL	12,020	0	12,020	.00	.00	12,020.00	.0%
<u>1793008 PROGRAM W/NON-PUBLIC SPED</u>							
1793008 5322 TUITION, NON-PUBLI	54,317	38,895	93,212	21,431.87	71,779.81	.00	100.0%
<u>1794008 COLLABORATIVE PAYMENTS SPED</u>							
1794008 5321 TUITION, SPED COLL	358,223	-38,895	319,328	86,930.20	175,003.26	57,394.86	82.0%
<u>1822011 PRINCIPAL - SR</u>							
1822011 511160 PRINCIPALS' SALA	229,000	6,875	235,875	136,081.80	99,793.32	.00	100.0%
1822011 511184 SECRETARIES' SAL	75,031	3,099	78,131	39,486.88	38,643.66	.00	100.0%
1822011 5344 POSTAGE, SWANSON R	600	0	600	500.00	.00	100.00	83.3%
1822011 5421 PRINCIPALS' SUPPLI	3,500	-500	3,000	.00	.00	3,000.00	.0%
1822011 5422 PRINTING SUPPLIES	11,500	0	11,500	3,609.23	1,807.26	6,083.51	47.1%
1822011 5734 DUES, PRINCIPALS,	2,250	0	2,250	1,428.00	.00	822.00	63.5%
1822011 5737 PRINC.PROF.DEVELOP	3,000	0	3,000	.00	.00	3,000.00	.0%
<u>1823008 SWANSON RD SCHOOL SPED</u>							
1823008 511170 SPED TEACHERS' S	401,765	37,721	439,486	187,339.05	252,147.08	-.03	100.0%*
1823008 511172 SPED ABA SWANSON	131,813	138,563	270,376	109,152.32	160,254.12	969.18	99.6%
1823008 511179 SPED INSTR ASST.	263,729	-99,208	164,520	72,924.20	91,596.15	.00	100.0%
1823008 512070 SPED SUB TEACHER	6,500	0	6,500	407.79	.00	6,092.21	6.3%
1823008 512079 SPED INSTR ASSIT	5,000	0	5,000	81.00	.00	4,919.00	1.6%
<u>1823051 TEACH - SR - ELEM ED</u>							
1823051 5100 ELL TUTOR	44,987	-668	44,318	20,422.89	23,895.30	.00	100.0%
1823051 511170 TEACHERS' SALARI	1,969,729	5,747	1,975,476	834,719.44	1,097,354.25	43,401.89	97.8%
1823051 511172 MATH PARAPROFESS	37,715	6,531	44,247	21,097.01	23,149.72	.00	100.0%
1823051 511173 VISUALLY IMPAIRE	26,106	529	26,635	12,683.30	13,951.63	.00	100.0%
1823051 511179 INSTRUCTIONAL AS	43,512	11,750	55,262	19,609.54	34,784.42	868.42	98.4%

FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1823051 511180 SPECIALISTS SWAN	669,698	-87,015	582,683	247,602.36	335,080.35	.00	100.0%
1823051 512070 TEA. SALARIES, S	38,000	-16,623	21,377	762.84	.00	20,614.39	3.6%
1823051 512079 INSTR. ASST. SUB	9,600	0	9,600	78.00	.00	9,522.00	.8%
1823051 512080 LONG TERM SUBSTI	0	51,290	51,290	24,829.84	28,151.55	-1,691.76	103.3%*
1823051 5126 TEACHER IN CHARGE	4,880	0	4,880	.00	.00	4,880.00	.0%
1823051 5127 AFTER SCHOOL PROGR	10,000	0	10,000	.00	.00	10,000.00	.0%
1823051 5128 TECHNOLOGY STIPEND	2,068	0	2,068	874.94	1,193.10	-.04	100.0%*
1823051 5129 OTHER STIPENDS SWA	22,073	0	22,073	6,486.30	7,258.19	8,328.51	62.3%
1823051 5425 MUSIC SUPPLIES SWA	2,000	0	2,000	.00	.00	2,000.00	.0%
1823051 5440 PHYSICAL ED SUPPLI	2,000	0	2,000	.00	.00	2,000.00	.0%
1823051 5510 SUPPLIES, CLASSRM,	16,700	-2,800	13,900	11,039.45	585.94	2,274.61	83.6%
1823051 5514 504 SUPPLIES SWANS	750	0	750	.00	.00	750.00	.0%
1823051 5518 ART SUPPLIES SWANS	2,000	0	2,000	.00	.00	2,000.00	.0%
1823051 5521 AFTER SCHL PROGRAM	2,500	0	2,500	.00	.00	2,500.00	.0%
1823051 5710 MILEGAE REIMB, TEA	100	0	100	.00	.00	100.00	.0%
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1825051 LIBRARY - SR							
1825051 5587 LIBRARY SUPPLIES S	3,500	0	3,500	108.18	.00	3,391.82	3.1%
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1826051 AUDIO/VISUAL - SR							
1826051 5515 SUPPLIES, AUDIOVIS	4,000	0	4,000	521.85	.00	3,478.15	13.0%
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1827054 GUIDANCE - SR							
1827054 511176 GUIDANCE SALARIE	193,557	4,043	197,600	83,600.00	114,000.00	.00	100.0%
1827054 5511 GUIDANCE SUPPLIES,	2,250	0	2,250	291.96	.00	1,958.04	13.0%
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1832099 HEALTH SVCS - SR							
1832099 511185 SALARY, NURSE, S	147,595	-18,199	129,396	47,535.80	81,478.80	381.70	99.7%
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1841099 O&P - SR							
1841099 511192 SALARIES CUSTODI	146,139	2,969	149,108	85,438.20	63,073.56	596.20	99.6%
1841099 5211 LIGHTS/POWER SWANS	53,000	0	53,000	16,714.38	36,285.62	.00	100.0%
1841099 5214 HEATING FUEL, SWAN	30,750	0	30,750	1,960.06	28,789.94	.00	100.0%
1841099 5231 WATER, SWANSON ROA	10,000	0	10,000	2,340.73	7,659.27	.00	100.0%

FOR 2021 12

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1841099 5232 SEWER USE CHARGE S	4,500	5,267	9,767	5,266.70	4,500.00	.00	100.0%
1841099 5450 SUPPLIES CUSTODIAL	8,500	0	8,500	13,548.74	4,205.62	-9,254.36	208.9%*
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1842099 MAINT OF PLANT - SR							
1842099 5430 BLDG REPAIRS/IMPRO	28,000	0	28,000	16,695.33	16,963.93	-5,659.26	120.2%*
TOTAL GENERAL FUND	27,676,055	-461,898	27,214,157	11,805,298.50	14,217,437.53	1,191,420.97	95.6%
TOTAL EXPENSES	27,676,055	-461,898	27,214,157	11,805,298.50	14,217,437.53	1,191,420.97	

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TOWN OF AUBURN  
YEAR-TO-DATE BUDGET REPORT

| P 17  
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FOR 2021 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	27,676,055	-461,898	27,214,157	11,805,298.50	14,217,437.53	1,191,420.97	95.6%

\*\* END OF REPORT - Generated by Cecelia wirzbicki \*\*

Auburn Public Schools  
 FY21 Budget Transfers - For SC Information and Approval  
 January 12, 2021

Transfers Between Same Series					
Account Number	Function Code	Name	From	To	Rationale - Comment
1723099-5119	2000	Teachers' Salary Reserve	34,280.04		
1123051-511179	2000	Bryn Mawr Instructional Asst	2,605.26		
1123051-512081	2000	Bryn Mawr Permanent Sub	3,473.68		
1423051-51170	2000	Pakachoag Teacher Salaries	2,303.13		
1523008-511179	2000	AMS Sped Instructional Asst	5,225.92		
1523052-511170	2000	AMS Teacher Salaries	1,217.92		
1623008-511170	2000	AHS Sped Teachers	496.58		
1623008-511172	2000	AHS Sped ABA	235.18		
1723008-511180	2000	Specialists	29,728.32		
1823008-511172	2000	SWIS Sped ABA	969.18		
1823051-511179	2000	SWIS Instructional Asst.	868.42		
1123008-511179	2000	Bryn Mawr Sped Instructional Asst		2,296.83	To cover the cost of a long term substitute
1123051-512070	2000	Bryn Mawr Teacher Subs		2,500.00	To cover cost of contractual obligation
1523008-511172	2000	AMS Sped ABA		19,333.70	To cover for staff movement between buildings
1523052-511179	2000	AMS Instructional Assistants		868.42	To cover the cost of a long term substitute
1523052-512079	2000	AMS Instructional Asst Subs		12,500.00	To cover the cost of a long term substitute
1623008-512080	2000	AHS Long Term Substitute		2,600.00	To cover the cost of a long term substitute
1723099-511172	2000	SPEL ABA		23,417.00	To cover cost of contractual obligation
1723099-511179	2000	Instructional Assistants		124.20	To cover cost of contractual obligation
1823051-51170	2000	SWIS Long Term Substitute		17,763.48	To cover the cost of a long term substitute
1423008-511172	2000	Pakachoag Sped ABA	4,834.56		
1423051-511170	2000	Pakachoag Teacher Salaries	3,420.28		
1423051-512079	2000	Pakachoag IA Substitutes		8,254.84	To cover the cost of a long term substitute
1625053-5587	2000	AHS Library Supplies	2.36		
1626053-5515	2000	AHS Audio Visual Supplies		2.36	To cover coverage in line
1635012-5737	3000	Athletic Professional Development	1,714.00		
1635012-551018	3000	Athletic Awards	4,916.03		
1635012-53507	3000	Game Management		174.00	To cover coverage in line
1635012-551016	3000	Team Equipment		6,456.03	To cover for necessary equipment replacement

Transfers Between Different Series					
Account Number	Function Code	Name	From	To	Rationale - Comment
1832099-511185	3000	SWIS Nurse Salary	381.70		
1723099-5119	2000	Teachers' Salary Reserve	20,350.87		
1132099-511185	3000	Bryn Mawr Nurse Salary		420.00	To cover cost of contractual obligation
1632099-511185	3000	AHS Nurse Salary		60.00	To cover cost of contractual obligation
1712099-5344	1000	Superintendent's Secretary		170.94	To cover cost of contractual obligation
1723099-511185	3000	Preschool Nurse		81.63	To cover cost of contractual obligation
1641099-511192	4000	AHS Custodial Salaries		20,000.00	To cover for salaries no longer paid from Grant
1733008-5330	3000	Special Ed In District Transportation	103,558.60		
1769008-5333	6000	Special Ed Out of District Transport		103,558.60	For anticipated costs of OOD Transportation

## **SCHOOL COMMITTEE LEGAL STATUS**

The School Committee is the governing board of the Town of Auburn's public school district. Although it functions as a duly elected Committee of town government, the School Committee has, unlike other town boards, autonomous and absolute authority within limitations established by the Commonwealth of Massachusetts to carry out the educational policies of the state and guide the educational process.

The Auburn School Committee is made up of 5 members who serve on a staggered three year term, elected by vote of the townspeople at the annual election which is held on the third Tuesday in May of each year.

Established by law

SOURCE: MASC

LEGAL REFS.: M.G.L. [41:1](#) and [71:37](#) specifically, but powers and duties of School Committees are established throughout the General Laws of Massachusetts Relating to School Committees

Town of Auburn Charter, Section 3.02

CROSS REFS.: [AA](#), School District Legal Status  
[BBA](#), School Committee Powers and Duties

**Reviewed and added:**

## **SCHOOL COMMITTEE ORGANIZATIONAL MEETING**

For the purpose of organizing, the School Committee, at its first regular meeting following the District's annual elections (and within 7 days of such election), will elect from its membership a Chair, a Vice-Chair, and a clerk, all of whom will hold their respective offices for a term of one year or until a successor is elected.

In the event the Chair and Vice-Chair are no longer members of the School Committee, the senior member (years served) will act as the Chair Pro-Tem.

A majority of the members of the School Committee will constitute a quorum. The election will proceed as follows:

1. Nominations for the office of Chair will be made by the Superintendent. The Chair will be elected by a majority roll-call vote of the members present and voting. If no nominee receives a majority vote, the election will be declared null and void and nominations will be reopened.
2. Upon election, the new Chair will preside, calling for the election of a Vice-Chair and clerk, in order. The procedure used for their election will be the same as that for electing the Chair.
3. Any vacancy among the officers occurring between organizational meetings will be filled by a member elected by the School Committee. The election will be conducted as described above.

Following election of officers at its organizational meeting, the School Committee may proceed into such regular or special business as scheduled on the agenda.

SOURCE: MASC

**Reviewed and added:**

## HOMEBOUND INSTRUCTION

The schools may furnish homebound instruction to those students who are unable to attend classes for at least four consecutive weeks a period of not less than 14 school days in any school year due to a physical injury, medical situation, or a severe emotional problem. The instruction is designed to provide maintenance in the basic academic courses so that when a student returns to school he/she will not be at a disadvantage because of the illness or the hospitalization.

To qualify for the program the student needs a written statement from a medical doctor requesting the homebound instruction, stating the reasons why, and estimating the time the student will be out of school. This statement needs to be sent to the Director of Pupil Services.

Homebound instruction is offered in basic elementary subjects and in secondary subjects which do not require laboratories and special equipment, subject in all cases to the availability of qualified teachers. Certified teachers are assigned to homebound instruction by the Director of Pupil Services with the approval of the Superintendent. Or his/her designee.

LEGAL REF: 603 CMR 28.03 (3)©

SOURCE: MASC June 2020

Reviewed, revised and updated: