


# *Wachusett Regional School District*

*Holden, Paxton, Princeton, Rutland, Sterling*

September 14, 2018

To: *Wachusett Regional School District Committee*

Kenneth Mills, Chair	Robert Imber
Christina Smith, Vice-chair	Sarah LaMountain
Scott Brown	Matthew Lavoie
Thomas Curran	Linda Long-Bellil
Michael Dennis	Amy Michalowski
Anthony DiFonso	Benjamin Mitchel
Rachel Dolan	Michael Rivers
Harriet Fradellos	Asima Silva
Stephen Godbout	Megan Weeks
Maleah Gustafson	Charles Witkes
Susan Hitchcock	Adam Young

From: Darryll McCall, Ed.D., Superintendent of Schools 

SUBJECT: Superintendent's Report

## Posting and Subcommittee Assignments

Attached is the updated posting of School Committee and subcommittee meetings for September, October, November, and December (attachment 1).

Attached is the updated listing of subcommittee assignments and School Council liaisons (attachment 2). The Early Childhood is still in need of representation by the School Committee on their SIMCO. If a member is willing and able to serve in this capacity, please speak with Chair Mills.

## Student Representatives

I am very happy to report that Student Representatives for this school year will be joining us at the table on Monday. Donroy (DJ) Ferdinand will be serving his second term as a Student Representative. DJ, now a senior, did a terrific job last year representing the student body and I look forward to his contributions at our meetings again this year. DJ will be joined by Rianna Massoni-Newman, a high school junior. Chair Mills has welcomed DJ and Rianna and I look forward to meeting Rianna and to welcoming DJ back to the Committee (attachment 3).

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## Presentation to the School Committee

This year, we are hoping to start many of our regular meetings with a brief presentation on topics of interest to the Committee. At Monday's meeting, Glenwood Principal Karen Cappucci and WRHS Assistant Principal Mike Pratt will address the Committee, sharing their knowledge about ALICE (Alert, Lockdown, Inform, Counter, Evacuate) and the District's plans for implementing this program in our buildings over the course of the next three years. Dr. Cappucci and Mr. Pratt, along with Chocksett Middle School Principal Chris LaBreck, participated in ALICE train-the-trainer training in the late winter/early spring of 2018 and since that time they have committed much time, energy, and enthusiasm to safety and security of our district. In October, eight other members of our administrative team will be participating in similar training, through the ALICE Institute, in preparation for training staff on the fundamentals of ALICE this school year.

See below for additional update/information on safety and security in our district.

## Start of the School Year

The start to the 2018-2019 school year has been quite positive. With the exception of the heat, the one drawback, schools doors opened for the year on August 28<sup>th</sup> without incident. When I toured the District that Tuesday, I could see that students and staff were ready to begin the school year, all schools were clean, floors were waxed, classrooms readied for teaching and learning, and buses ran smoothly and without many issues. We are very fortunate to have the teachers and administrators, both veteran and new, who work throughout this district educating our students everyday. I am excited about the 2018-2019 school year and look forward to the learning that will be taking place.

The Monday before students arrived at school, District staff gathered at the high school bright and early for coffee, conversation, and our annual welcome back address. It was wonderful to see our dedicated and hard-working employees ready to take on the new year. I had the pleasure of welcoming our 57 new hires, and it was the perfect opportunity to make a brief presentation on Social Emotional Learning, an important topic that will be a high priority this school year and beyond.

## Visit by Commissioner Riley

Commissioner of Education, Jeff Riley, will visit the District on September 19<sup>th</sup> from 1:00 - 2:30 PM. The Commissioner will tour Mountview Middle School that afternoon and will also take time to meet with both students and staff at "round table" meetings. Commissioner Riley has traveled across the Commonwealth over the past several months, visiting schools and trying to gain a better understanding of the issues affecting schools on a daily basis. I look forward to speaking with Commissioner Riley about our school district and the state of education.

## Director of Business and Finance

Director Deedy has been busy his first few weeks as a Central Office staff member. Schools opened and buses rolled his second week on the job, and I am very pleased with Dan's capacity

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to work through situations, particularly transportation questions and concerns, brought to his attention at the start of the school year. Director Deedy is also able to deal effectively with a budget that has many different moving parts. He has taken time to meet with many of his new co-workers, Central Office administrators, and school principals, and he is open to asking questions as he learns about our district. During Director Deedy's "honeymoon period," I will be attending Business/Finance Subcommittee meetings with Dan for the next several meetings.

### Organizational Chart

Now that the school year has started with new positions established, I will be creating a new organizational chart that will be shared with the Committee prior to our meeting in October.

### FY18 Audit and Audit Advisory Board

The week of August 27<sup>th</sup> auditors from Melanson Heath were at the Central Office to begin the FY18 audit.

The membership on the Audit Advisory Board is still not 100%. Sterling is represented by Sterling resident Ezequiel Ayala, Jr. and Rutland Town Accountant Dan Haynes continues to represent Rutland until a Rutland resident volunteers to fill that town's seat on the AAB. Chair Mills has reached out to the Holden, Paxton, and Princeton town administrators, requesting assistance filling the AAB vacancies for those towns. Member Witkes serves as AAB Chair, and Member Mitchel is the Vice-chair.

### Regional Transportation

As I mentioned in my last report, the District was notified by DESE that we needed to modify how we calculate regional transportation reimbursement. According to DESE, the District's calculation methodology based upon percentage ridership and students residing within 1.5 miles of their school was in error. As a result, we have adopted a methodology acceptable to DESE for calculating regional transportation reimbursement, and moving forward will use this updated methodology when calculating Chapter 71 reimbursement for the District.

Using the updated methodology, Director Deedy has amended Schedule 7 for the FY17 End-of-Year report (EOYR) and we are awaiting final approval of this amendment. Per the amendment, the District was overcompensated \$265,925 in FY18 for regional transportation reimbursement. The following is the updated methodology which has been shared with DESE via the amendment and a separate email. On Friday, September 14<sup>th</sup>, Director Deedy received notification from Jay Sullivan at DESE that our revised methodology was correct:

**EOYR Schedule 7 Methodology**

1. Identify the number of riders for regular education transportation as of October 1 -- **6,573 for the 2017-2018 school year.**
2. Of that figure, identify the number of students who reside at least 1.5 miles from their school -- **5,462 riders.**
3. Again, looking at the figure of total riders, identify the number of students who reside 1.5 miles or less from their school -- **1,111 riders.**
4. Identify the total cost for Regular Education transportation as reported on Schedule 1, Expenditures by School Committee, Line 1464, Column 1. This figure is pulled from account ATR960 in MUNIS -- **\$3,755,032.**
5. Determine the cost per rider --  **$\$3,755,032.00 / 6,573 = \$571.28$ .**
6. Once the cost per rider is determined, use that figure to determine the reimbursable cost for riders over 1.5 miles and for riders under 1.5 miles  
**Riders over 1.5 miles**     $\$571.28 \times 5,462 = \$3,120,338.00$   
**Riders under 1.5 miles**     $\$571.28 \times 1,111 = \$634,693.00$
7. The figure for reimbursable cost is **\$3,120,338.00.**
8. Estimate the reimbursement percentage which is then used for budget purposes.

**Chapter 71 Regional Transportation Reimbursement Estimates**

<i>FY18 Original Projection</i>	<i>FY18 New Estimate</i>	<i>Difference</i>
\$2,544,708	\$2,278,782	-\$265,926

<i>FY19 Original Projection</i>	<i>FY19 New Estimate*</i>	<i>Difference</i>
\$2,426,365	\$2,496,270	\$69,905

\*Includes \$250,000 reduction in transportation reimbursement per the DESE

**Total Difference '18 + '19**

-\$196,021
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**Chapter 70 Cherry Sheet**

<i>FY19 Original Projection</i>	<i>FY19</i>	<i>Difference</i>
\$27,472,242	\$27,699,197	+\$226,955

**Difference between Chapter 71 and Chapter 70 estimates**

<i>Additional Chap. 70</i>	<i>Reduced Chap. 71</i>	<i>Difference</i>
\$226,955	-\$196,021	+\$30,934

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**Estimated Impact on FY19 from the original FY19 budget will be approximately \$30,934 to the good with the projected additional funding from Chapter 70.**

On September 7<sup>th</sup>, I provide the Committee, as a request for information, the FY17 End-of-Year Report and the auditors' End-of-Year audit findings. In this Report, I am attaching the auditors' End-of-Year audit findings for FY16, FY15, and FY14 (attachments 4, 5, & 6).

At the suggestion of our local legislators by letter dated August 22<sup>nd</sup>, I met with Representative Ferguson, Senator Chandler, and representatives from Senator Tran's and Representative Naughton's offices on September 5th, to review and discuss regional transportation reimbursement (attachments 7 & 8). It was a very productive, cordial, and informative meeting, and I welcomed the opportunity to sit and discuss this matter with our interested local legislators.

### Upcoming Principal Retirement

As previously reported, longtime WRSD employee and ECC Principal Pat Ottaviano will be retiring this coming December. Pat has been a Wachusett staff member for almost 30 years, beginning her WRSD journey in January of 1989 as a Speech Therapist and continuing with our district since that time. In preparation for filling this vacancy, we have posted an Interim Preschool Principal position on SchoolSpring. My rationale for posting the position as interim is the unknown as we look at offering free full-day kindergarten in this district, which carries the uncertainty of how that might roll out, due to classroom limitations at the Holden elementary schools. I have had preliminary discussions about full-day kindergarten at Management Subcommittee meetings and will be sharing a more formal proposal with the full Committee in October. Free full-day kindergarten or not, for the 2019-2020 school year, finding the next building leader for the Early Childhood Center is a top priority this fall. I will keep the Committee informed as the process moves forward.

### ECC Parking Lot

The ECC parking lot was re-lined prior to school starting this year. Traffic congestion and parking "issues" are minimal now that we have properly marked parking spots as well as proper drainage so water does not pool. The site work and repaving of a significant portion of the parking lot was made possible by the support of the five towns at May Annual Towns Meetings, and for that we are very grateful.

### Chromebook Distribution

Similar to last year, our high school freshmen are armed with Chromebooks as they begin their high school careers. Five hundred (+/-) Chromebooks were distributed to incoming freshmen mid-August and by all accounts, use of this technology is well underway. This is year two of this initiative and I thank Deputy Superintendent Berlo and Supervisor of Information Services Barry Sclar for their drive to get this technology in the hands of our high school students. In line with this initiative is the newly added WREA position at the high school, the Technology Integration Specialist. The role of this teacher is to provide support and assistance to classroom teachers around integrating technology, when appropriate, into the curriculum.

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## Textbooks and Technology

In Deputy Berlo's report this month, he reviews the purchases made over the past several months associated with both textbooks and technology. To date, \$528,892.08 has been spent from the textbook line as we were able to make purchases in a timely manner because of the budget being passed in May.

## Superintendent Draft Goals

At our meeting on Monday evening, the full Committee will be asked to vote on my 2018-2019 goals (attachments 9 & 10). These draft goals have been reviewed on several occasions with members of the Superintendent Goals and Evaluation Subcommittee and will serve as a guide for me as I work through this academic year. Approval of these goals is on the agenda for Monday's meeting.

## Safety and Security

The District has been working closely with local emergency responders during the first few weeks of school. A major focus at our annual August Administrative Retreat was implementation of ALICE, District-wide, and the installation of *CrisisGo* software on District owned computers/Chromebooks/laptops used by staff. As noted above, two of the three school administrators recently trained as ALICE train-the-trainers will be at Monday's meeting to explain what ALICE is and how we envision implementation rolling out. On September 5<sup>th</sup> I had my monthly meeting with local police and fire officials, meetings that I find extremely beneficial and worthwhile. The major focus of these meetings is school safety and how the towns and the District work together to keep all safe and secure. I am very grateful to our public safety officers for their commitment to our communities and I appreciate the work we do together.

I want to thank Holden Police Chief Armstrong for the time and effort he has put into his plans to outfit classrooms/student spaces across the District with Go Buckets, five-gallon buckets filled with items that students and teachers can use in a crisis (i.e. first aid supplies, "biological waste" bags, toilet paper, tissues, hand sanitizer/wipes, duct tape to name just a few of the emergency supplies planned for these buckets). Chief Armstrong has successfully obtained the donation of several hundred buckets, ready for filling. We continue to work with Chief Armstrong and his Go Bucket "team," to get supplies for these buckets donated or purchased.

## Student Resource Officer at WRHS

This school year, the high school started the year without a full time Student Resource Officer (SRO) in the building. The long time high school SRO moved back into traditional police duties in August and we have been working to define the best means for covering the high school to fill this void. The Holden Police Department assigns a police officer to the high school on a daily basis, and Police Departments from the other four towns have also sent officers to walk through the high school during the school day. Holden Police Chief Dave Armstrong and I have been working on updating the job description of the SRO and as well as updating the MOU (Memorandum of Understanding) between HPD and the District. Two Holden police officers

have been slated to participate in a week long SRO training in October and one of the officers will take over the SRO duties when they have completed the course. These positions are critical to our school safety plan as well as providing support and guidance to our students and staff.

## Central Region Homeland Security Council

I was recently asked to become a member of the Central Region Homeland Security Council and represent K-12 schools for Central Massachusetts. I had the opportunity to attend a meeting last week, and if all goes well, will become an official member of the council within the next several weeks.

## Holden Master Plan: Community Survey

Holden residents recently completed a survey associated with the Holden Master Plan. I am sharing with you, as a separate link in Drive, the survey results. In the survey results, you will find information pertaining to the schools, including thoughts on items such as full-day kindergarten, funding, and class size. On September 22<sup>nd</sup> at the high school, Holden will hold a "Visioning Day" meeting from 3:00 - 5:00 PM in the high school cafeteria (attachment 11). The format of the meeting, as explained by Holden Director of Planning and Development Pam Harding, *"in general sense it is a charette style community meeting to receive input about a variety of topics included in the master plan. Overcrowding of schools was a major comment in our community survey. We will breakout into 8 or 9 working groups, depending on the number of attendees and discuss various topics such as open space, recreation, economic development and what people think are great assets and what they think challenges are."* This is a meeting that is open to the public.

## Community Outreach

Attached are copies of my Welcome Back message which went to all employees via District News on Monday, August 27<sup>th</sup>, and my Fall 2018 Wachusett News newsletter to families and staff, sent on September 10<sup>th</sup> (attachment 12 & 13). Smore has been a very positive platform for the District and has greatly enhanced our communication capabilities with the District community (parents, students, staff, Member Towns). My September 10<sup>th</sup> newsletter had been viewed by over 8,000 individuals within days, and our schools use Smore on a regular basis to communicate with the individual school communities.

## Passes to District-sponsored Events

At Monday's meeting we will have a complimentary pass for you and a guest to attend any District-sponsored events during this coming school year. We hope that you will take advantage of this opportunity to enjoy some of the fruits of your labor!

## MGL 2018 Selected Massachusetts General Laws

MASC has provided us with copies of the MGL 2018 Selected Massachusetts General Laws for any who want a hard copy. We will bring copies to Monday's meeting. Please grab a copy if

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you wish.

### Ratified Contract

A copy of the recently ratified contract with the paraprofessional bargaining group is available as a separate link in Drive.

### Quarterly Report on Reimbursements

Pursuant to Policy 5273.3 Policy Relating to Personnel Management *Employee Travel for Workshops, Conferences, Visitations* and Policy 5264.1 Policy Relating to Personnel Management *Payment or Reimbursement for Meals*, attached is the Report of Employee Travel for Workshops, Conferences, Visitations for the period April - June 2018 (attachment 14).

### Conflict of Interest Training

Most School Committee members have yet to provide evidence of completion of the online training program about the Conflict of Interest Law. You, as a School Committee member, might ask "Are you a municipal employee for conflict of interest law purposes?" The answer is "You do not have to be a full-time, paid municipal employee to be considered a municipal employee for conflict of interest purposes. Anyone performing services for a city or town or holding a municipal position, whether paid or unpaid, including full- and part-time municipal employees, elected officials, volunteers, and consultants, is a municipal employee under the conflict of interest law." The District's Human Resources office prepared a Conflict of Interest Law Summary for new employees. I've attached a copy for your information (attachment 15).

### Executive Staff Reports

- Deputy Superintendent Robert Berlo's Report to the Superintendent dated September 11, 2018 (attachment A)
- Director of Business and Finance Daniel Deedy's Report to the Superintendent dated September 10, 2018 (attachment B)
- Director of Human Resources Jeff Carlson's Report to the Superintendent dated September 11, 2018 (attachment C)

### Subcommittee Minutes

- Minutes of the April 26, 2018 meeting of the Superintendent Goals and Evaluation Subcommittee (Subcommittee Minutes attachment 1)
- Minutes of the July 16, 2018 meeting of the Education Subcommittee (Subcommittee Minutes attachment 2)
- Minutes of the July 16, 2018 meeting of the Superintendent Goals and Evaluation Subcommittee (Subcommittee Minutes attachment 3)
- Minutes of the July 30, 2018 meeting of the Management Subcommittee (Subcommittee



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Minutes attachment 4)

- Minutes of the August 14, 2018 meeting of the Business/Finance Subcommittee (Subcommittee Minutes attachment 5)

### Chair's Correspondence

- August 21, 2018 correspondence to Heidi Lahey (Chair's Correspondence 1)

Should you have any questions, please contact me at your convenience.

cc: Executive Staff  
DM:rlp

WACHUSETT REGIONAL SCHOOL DISTRICT  
HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING

*Agenda*

Regular Meeting #1317

Monday, September 17, 2018  
7:00 PM

Media Center  
Wachusett Regional High School, Holden

- I. Public Hearing
- II. Chair's Opening Remarks
  - Presentation on ALICE (Alert Lockdown Inform Counter Evacuate)*  
Superintendent Darryll McCall, Glenwood Principal Karen Cappucci, WRHS Assistant Principal Michael Pratt
- III. Student Representatives' Reports
- IV. Superintendent's Report
  - A. Discussion of Report
  - B. Recommendations Requiring Action by the School Committee
- V. Unfinished Business
- VI. Secretary's Report
  - A. Approval of #1315 Regular Meeting Minutes of the Wachusett Regional School District Committee held on July 16, 2018 – enclosed
  - B. Approval of #1316 Regular Meeting Minutes of the Wachusett Regional School District Committee held on August 20, 2018 – enclosed
- VII. Treasurer's Report/Financial Statements
- VIII. Committee Reports
  - A. Management Subcommittee (K. Mills, Chair, C. Smith, Vice-chair, T. Curran, M. Dennis, S. Hitchcock, R. Imber, M. Lavoie)
  - B. Education Subcommittee (R. Imber, Chair, C. Smith, Vice-chair, A. DiFonso, R. Dolan, S. LaMountain, L. Long-Bellil, A. Silva)
    - 1. Draft Policy 6122 *Policy Relating to Pupil Services Homelessness* – second reading

2. Amended Policy 3895 **Policy Relating to Education Limited English Language Learners** – first reading

C. Business/Finance Subcommittee (M. Dennis, Chair, C. Witkes, Vice-chair, M. Gustafson, L. Long-Bellil, B. Mitchel)

D. Legal Affairs Subcommittee (S. Hitchcock, Chair, S. Brown, Vice-chair, H. Fradellos, S. Godbout, M. Rivers)

1. Motion: To authorize the School Committee to appoint Fletcher Tilton; Brody, Hardoon, Perkins & Kesten, LLP; and Nuttall, MacAvoy & Joyce, P.C. as District Legal Counsel for the period July 1, 2018 – June 30, 2019

3. Amended Policy 1312 **Policy Relating to School Committee Operation Evaluation of the Superintendent** - first reading

E. Superintendent Goals and Evaluation Subcommittee (M. Lavoie, Chair, A. Michalowski, Vice-chair, K. Mills, M. Weeks)

1. Motion: To recommend approval of the Superintendent's Goals 2018-2019

F. Facilities and Securities Subcommittee (T. Curran, Chair, , M. River, Vice-chair, A. Young)

G. Audit Advisory Board (C. Witkes, Chair, B. Mitchel, Vice-chair)

H. Ad Hoc Subcommittees

I. Building Committees

1. Mountview Building Committee

J. School Council Reports:

Central Tree Middle School (M. Lavoie), Chocksett Middle School (S. Godbout), Davis Hill Elementary School (S. Brown), Dawson Elementary School (A. Young), Glenwood Elementary School (A. DiFonso), Houghton Elementary School (S. Godbout), Mayo Elementary School (T. Curran), Mountview Middle School (K. Mills), Naquag Elementary School (C. Witkes), Paxton Center School (B. Mitchel), Thomas Prince School (A. Silva), Wachusett Regional High School (A. Michalowski/C. Smith), Special Education Parent Advisory Council (M. Gustafson), Early Childhood Center (TBD)

IX. Public Hearing

X. New Business

XI. Adjournment

WACHUSETT REGIONAL SCHOOL DISTRICT

HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING

DRAFT Minutes

Regular Meeting #1316

Monday, August 20, 2018

7:00 PM

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

*Wachusett Regional School District Committee*

Kenneth Mills, Chair  
Scott Brown  
Thomas Curran  
Anthony DiFonso  
Rachel Dolan  
Stephen Godbout

Maleah Gustafson  
Susan Hitchcock  
Robert Imber  
Linda Long-Bellil  
Amy Michalowski  
Asima Silva

*Committee Members Absent:*

Christina Smith  
Michael Dennis  
Harriet Fradellos  
Sarah LaMountain  
Matthew Lavoie

Benjamin Mitchel  
Michael Rivers  
Megan Weeks  
Charles Witkes  
Adam Young

*Committee Members Participating Remotely:*

None

*Administration Present:*

Darryll McCall, Superintendent of Schools  
Robert Berlo, Deputy Superintendent  
Jeff Carlson, Director of Human Resources  
Daniel Deedy, Director of Business and Finance  
Rebecca Petersen, Executive Secretary to the Superintendent

*Student Representatives Present:*

None

*Others present, who desired to be recorded as present* (see attached Attendance Sheet – attachment 1).

The start of the meeting was delayed until quorum was achieved. Chair Mills called the meeting to order at 7:17 PM. He announced the meeting is live on Channel 194 and is streaming live on

HoldenTV.com. Chair Mills welcomed Dan Deedy to the meeting, on his first day as WRSD Director of Business and Finance.

I. Public Hearing

Heidi Lahey, WREA President and Holden resident, addressed the Committee.

II. Chair's Opening Remarks

Chair Mills wished District staff and administration much luck with the start of the new school year on August 27, 2018, Staff Orientation Day.

Chair Mills reminded members the date for the September regular School Committee meeting has been changed to Monday, September 17, 2018.

Due to anticipated lack of quorum at 8:00 PM when one member will be exiting the meeting, Chair Mills asked if any members would object to taking out of order the report of the Education Subcommittee. No members objected.

Education Subcommittee (R. Imber, Chair, C. Smith, Vice-chair, A. DiFonso, R. Dolan, S. LaMountain, L. Long-Bellil, A. Silva)

Subcommittee Chair Imber reported this subcommittee met immediately before this School Committee meeting and did a final review of Draft Policy 6122 **Policy Relating to Pupil Services Homelessness**, which, following correction of one typographical error, is now ready for full Committee review.

Motion: To approve the first reading of Draft Policy 6122 **Policy Relating to Pupil Services Homelessness**, waiving the reading.

(L. Long-Bellil)  
(R. Dolan)

Vote:

*In favor:*

Kenneth Mills  
Scott Brown  
Thomas Curran  
Anthony DiFonso  
Rachel Dolan  
Stephen Godbout  
Maleah Gustafson  
Susan Hitchcock  
Robert Imber  
Linda Long-Bellil  
Amy Michalowski  
Asima Silva

*Opposed:*

None

The motion was unanimously approved.

Return to regular agenda.

### III. Student Representatives' Reports

It is expected new Student Representatives will be appointed by the September School Committee meeting.

### IV. Superintendent's Report

#### A. Discussion of Report

Superintendent McCall invited Director Deedy to the podium, and then reported to the Committee about questions raised by DESE in regard to the methodology used by the District when calculating Chapter 71 Regional Transportation reimbursement. Superintendent McCall explained how ridership on buses has been calculated and must be corrected. This miscalculation will impact FY18 and FY19 Regional Transportation reimbursement, and Chapter 71 funding will be approximately \$250,000 less than what was on the FY19 Cherry Sheet. The discrepancy is estimated to be approximately \$600,000, according to Director Deedy. When asked, Superintendent McCall clarified that DESE has already reduced reimbursement by \$250,000, and the remaining \$350,000 over reimbursement of funds will be spread over two years (FY19 and FY20). Director Deedy suggested a MOU (Memorandum of Understanding) between WRSD and DESE be crafted, outlining plans on how to "fix" the discrepancy, acknowledging the fact DESE may not be agreeable to entering into such a MOU. Superintendent McCall confirmed the best-guess estimate for FY19 budget impact, at this point in time, is \$80,000 to the negative. When asked by Member Curran, it was confirmed this information was brought to the attention of DESE by the FY17 End-of-Year audit prepared by District auditors Lynch Malloy Marini. Both Superintendent McCall and Director Deedy reported the FY17 Schedule 7 will be amended and re-submitted to DESE, with the goal of doing so by the end of the week (August 24, 2018). Most members asked questions of Superintendent McCall and Director Deedy. At the conclusion of discussion, Superintendent McCall assured the Committee he will keep members updated as this process moves forward.

Superintendent McCall reported on the August Administrative Retreat, held at the high school August 15 & 16, 2018. He gave an overview of topics covered the two days, including the new evaluation process, ALICE and school safety and security, EOP (Emergency Operations Plan), CrisisGo installation on staff computers/laptops, School Improvement Plans, District administrator (principals and assistant principals) goals. Superintendent McCall reported the two days of administrative meetings were positive, productive, and beneficial as the District leadership team looks to the new school year.

B. Recommendations Requiring Action by the School Committee

Motion: To approve expenses incurred in connection with WRSDC Members (Gustafson, Smith, Weeks) attending November 7 – 10, 2018 MASC/MASS Joint Conference in Hyannis, Massachusetts

(R. Imber)  
(T. Curran)

Vote:

*In favor:*

Kenneth Mills  
Scott Brown  
Thomas Curran  
Anthony DiFonso  
Rachel Dolan  
Stephen Godbout  
Maleah Gustafson  
Susan Hitchcock  
Robert Imber  
Linda Long-Bellil  
Amy Michalowski  
Asima Silva

*Opposed:*

None

The motion was unanimously approved.

V. Unfinished Business

Deferred

VI. Secretary's Report

A. Approval of 1315<sup>th</sup> Regular Meeting Minutes of the Wachusett Regional School District Committee held on July 16, 2018

Deferred

VII. Treasurer's Report/Financial Statements

Deferred

VIII. Committee Reports

A. Management Subcommittee (K. Mills, Chair, C. Smith, Vice-chair, T. Curran, M. Dennis, S. Hitchcock, R. Imber, M. Lavoie)

Deferred

- B. Education Subcommittee (R. Imber, Chair, C. Smith, Vice-chair, A. DiFonso, R. Dolan, S. LaMountain, L. Long-Bellil, A. Silva)

Deferred

- C. Business/Finance Subcommittee (M. Dennis, Chair, C. Witkes, Vice-chair, M. Gustafson, L. Long-Bellil, B. Mitchel)

Deferred

- D. Legal Affairs Subcommittee (S. Hitchcock, Chair, S. Brown, Vice-chair, H. Fradellos, S. Godbout, M. Rivers)

Deferred

- E. Superintendent Goals and Evaluation Subcommittee (M. Lavoie, Chair, A. Michalowski, Vice-chair, K. Mills, M. Weeks)

Deferred

- F. Audit Advisory Board

Deferred

- G. Facilities and Security Subcommittee (T. Curran, Chair, M. Rivers, Vice-chair, A. Young)

Deferred

- H. Ad Hoc Subcommittees

Deferred

- I. Building Committees

- 1. Mountview Building Committee

Deferred

- J. School Council Reports:

Central Tree Middle School (M. Lavoie), Chocksett Middle School (S. Godbout), Davis Hill Elementary School (S. Brown), Dawson Elementary School (A. Young), Glenwood Elementary School (A. DiFonso), Houghton Elementary School (S. Godbout), Mayo Elementary School (T. Curran), Mountview Middle School (K. Mills), Naquag Elementary School (C. Witkes), Paxton Center School (B. Mitchel), Thomas Prince School (A.



Silva), Wachusett Regional High School (A. Michalowski/C. Smith), Special Education Parent Advisory Council, Early Childhood Center

Deferred

IX. Public Hearing

No members of the public wished to address the School Committee.

X. New Business

Deferred

XI. Adjournment

Due to anticipated loss of quorum, the meeting was called to adjourn.

Motion: To adjourn.

(R. Imber)

(T. Curran)

Vote:

*In favor:*

Kenneth Mills  
Scott Brown  
Thomas Curran  
Anthony DiFonso  
Rachel Dolan  
Stephen Godbout  
Maleah Gustafson  
Susan Hitchcock  
Robert Imber  
Linda Long-Bellil  
Amy Michalowski  
Asima Silva

*Opposed:*

None

The motion was unanimously approved.

The Committee adjourned at 8:03 PM.

Respectfully submitted,

Darryll McCall, Ed.D.  
Superintendent of Schools

DM:rlp

Attachments:

- Attachment 1 – Sign-in sheets

## Attachment 1

[illegible]

**WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE**  
**Regular Meeting**  
**Monday, August 20 2018**

PLEASE **PRINT** YOUR NAME AND YOUR TOWN

[illegible]

**POLICY RELATING TO SCHOOL COMMITTEE OPERATION****EVALUATION OF THE SUPERINTENDENT**

The Wachusett Regional District School Committee (WRSDC) shall evaluate the Superintendent annually. The evaluation process shall be conducted ~~to primarily for the purpose of assessing the performance of the Superintendent and shall offer an opportunity for the WRSDC to formally review progress achieved in meeting the Goals of the District better understand and interact with the Superintendent.~~ It shall also provide guidance to the Superintendent to improve his/her performance. **The WRSDC will utilize the DESE Educator Evaluation Framework to provide written input from both individual WRSDC Members and the participation of all standing subcommittee Chairs.**

1. Prior to the evaluation cycle, ~~the Chair of the WRSDC Chair~~ shall provide the WRSDC ~~in writing the~~ **written** timelines for the evaluation process.
2. At the beginning of the evaluation cycle, each ~~Member of the WRSDC Member~~ shall receive a copy of the **DESE** blank evaluation instrument.
3. **Individual WRSDC Members shall complete the entire evaluation form according to the instrument directions, based upon the District's Strategic Plan, the District's and Superintendent's Goals, and evidence and artifacts submitted by the Superintendent. All Members shall submit the completed evaluation instrument to the WRSDC Chair by a date specified.**

~~Individual Committee Members shall complete the entire evaluation form according to the directions in the instrument and shall submit the appropriate sections to the Chair of the WRSDC by a specified date.~~

4. **The WRSDC Chair shall consider all input.**

~~The Chair of the WRSDC shall consider all input, including, as appropriate, the evaluation of the Superintendent's fulfillment of established annual goals. This information, together with comments, shall be provided to the Chair of the WRSDC.~~

5. **The Chair, with input from all subcommittee Chairs, will then consider and cull all data, including ratings and comments, and present the composite evaluation narrative to the WRSDC by April 30. If the evaluation process cannot be completed by this date, a special meeting shall be held prior to the first May town election.**

~~The Chair will then compile all observations and present the completed evaluation narrative to the WRDSC no later than April 30. The Chair of the WRSDC shall compile WRSDC members' ratings and judgments regarding the Superintendent's accomplishments regarding annual goals in a composite~~

**POLICY RELATING TO SCHOOL COMMITTEE OPERATION*****EVALUATION OF THE SUPERINTENDENT (continued)***

~~evaluation for approval of the WRSDC by April 30. If the evaluation process cannot be completed by this date, a special meeting shall be held prior to the first May town election.~~

6. ~~All written materials~~ **The Superintendent's composite evaluation narrative shall** will be considered Public Information **under the Open Meeting Law.**
7. During each academic year, the WRSDC may provide three occasions for the Superintendent to discuss his/her performance during a regular meeting of the WRSDC at his/her request. WRSDC members may offer constructive suggestions at that time.
8. The evaluation of the Superintendent shall be conducted in accordance with M.G.L. c.69, §1B; c.71, §38 and Massachusetts Department of Elementary and Secondary Education Regulations 603 CMR 35.00.

First Reading: 09/26/94  
Second Reading: 10/11/94

Amendment First Reading: 08/21/95  
Amendment Second Reading: 09/11/95

Re-amendment First Reading: 01/24/06  
Re-amendment Second Reading: 02/13/06

Re-amendment First Reading: 12/11/06  
Re-amendment Second Reading: 01/08/07

Re-amendment First Reading: 01/26/09  
Re-amendment Second Reading: 02/09/09

Re-amendment First Reading: 01/11/16  
Re-amendment Second Reading: 02/22/16

Re-amendment First Reading:  
Re-amendment Second Reading:

WRSDC Amended Policy 1312

## **POLICY RELATING TO EDUCATION**

### **LIMITED ENGLISH LANGUAGE LEARNERS**

The Wachusett Regional School District (WRSD) shall provide suitable research-based language instruction programs for all identified English language learners in grades Kindergarten through 12 in accordance with the requirements of state and federal statutes and Massachusetts Department of Elementary and Secondary Education (DESE) regulations and guidance.

The WRSD shall identify students whose dominant language may not be English through home language surveys that identify a primary home language other than English, observations, intake assessments, and recommendations of parents, teachers, and other persons. Identified students shall be assessed annually to determine their level of proficiency in the English language.

The WRSD shall certify to the Massachusetts DESE each year those students whose dominant language is not English, including specification of the number of non-English languages identified as dominant languages and the number and percent of students who speak each non-English language as their dominant language.

The WRSD shall provide additional information as required by the Massachusetts DESE to comply with federal law.

Legal Refs:     PL114-95 Every Student Succeeds Act  
                      42 U.S.C. 2000d (Title VI of the Civil Rights Act of 1964)  
                      603 CMR 14.00

~~In accordance with Massachusetts General Laws Chapter 71A, as amended by Chapter 386 of the Acts of 2002, all English Learners (i.e. limited English proficient) in the Wachusett Regional School District are to be instructed through the use of sheltered English immersion, unless the parent or emancipated student requests placement of the student in a regular classroom<sup>2</sup>. Kindergarten students, however, may be placed in a sheltered English immersion classroom or in a regular classroom with assistance in English language acquisition. English learners who wish to receive some other type of language support may do so upon approval of a District waiver.~~

~~For students under age 10, a parent may request a waiver if:~~

- ~~(a) — the student has been placed in an English language classroom for at least 30 calendar days before the parent or guardian applies for the waiver; and~~
- ~~(b) — the District provides documentation in no less than 250 words that the student's special and individual physical or psychological needs, separate from lack of English proficiency, makes an alternative course of educational study better suited to the student's overall educational development and rapid acquisition of English, such documentation shall be included in the student's permanent school record.~~

**POLICY RELATING TO EDUCATION*****LIMITED ENGLISH LANGUAGE LEARNERS (continued)***

~~For students age 10 and older, a parent or emancipated student may request a waiver when it is the informed belief of the principal and educational staff that an alternate course of educational study would be better suited to the student's overall educational progress and rapid acquisition of English.~~

~~The Superintendent shall establish a Waiver Request Team to review all waiver requests. The Team shall represent school and District personnel and will make recommendations to the principal.~~

~~The decision to approve a waiver shall be made by the principal.~~

~~A parent or emancipated student may appeal any decision to the Superintendent, whose decision will be final.~~

~~\*Under Massachusetts General Laws, Chapter 71A, sheltered English immersion is defined as "an English acquisition process for young children in which nearly all classroom instruction is in English, but with the curriculum and presentation designed for children who are learning the language. Books and instructional materials are in English, and all reading, writing, and subject matter are taught in English."~~

First Reading: 10/20/03  
Second Reading: 10/27/03

Amendment First Reading:  
Amendment Second Reading:

WRSDC Amended Policy 3895

**POLICY RELATING TO PUPIL SERVICES****HOMELESSNESS****Homeless Students: Enrollment Rights and Services:**

The purpose of this Policy is to comply with the McKinney-Vento Homeless Education Assistance Act (the “McKinney-Vento Act”), which ensures that each homeless child or youth has equal access to the same free, appropriate public education as provided to other children and youths. To the greatest extent possible and as required by law, the District will work with homeless students and their families to provide stability in school attendance and other services.

**Definition of Homeless Student:**

Any individual who lacks a fixed, regular, and adequate nighttime residence is considered homeless. A regular residence is one which is used on a regular, nightly basis. A fixed residence is one that is stationary, permanent, and not subject to change. An adequate residence is one that is sufficient for meeting both the physical and psychological needs typically met in home environments.

**The definition of homeless includes the following:**

- Sharing housing of other persons due to loss of housing or economic hardship or similar reason;
- Living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations;
- Living in emergency or transitional shelters;
- Being abandoned in hospitals;
- Living in public or private places not designed for or ordinarily used as regular sleeping accommodations for human beings;
- Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations, or similar settings;
- Unaccompanied youths not in the physical custody of a parent or legal guardian, and not in the custody of a state agency;
- Migratory and undocumented immigrant children living in conditions described in the previous examples.

**District Homeless Education Liaison:**

The McKinney-Vento Act requires every school district to designate a staff person to serve as that District’s Homeless Education Liaison. The Homeless Education Liaison’s role is to:

- Identify and track children in homeless situations;
- Ensure that homeless students immediately enroll in school and have a full and equal opportunity to succeed;



**POLICY RELATING TO PUPIL SERVICES*****HOMELESSNESS (continued)***

- Inform students and parents of all available educational opportunities and educational rights;
- Ensure that they receive the educational services for which they are eligible, including preschool, special education, individualized education programs, and school nutrition assistance programs;
- Assist in resolving disputes; and
- Assist with and inform students and parents of transportation services.

The Superintendent shall annually designate a staff person employed by the District to serve as the Homeless Education Liaison for the Wachusett Regional School District.

**Enrollment:**

Under the McKinney-Vento Act, schools must promptly register and immediately enroll a homeless student, even if they do not have the documents usually required for enrollment, such as school records, medical records, immunization records, or other proof of residency.

Based on the homeless student's best interest, the student may:

- Continue his/her education in his/her school of origin (the school the student attended prior to becoming homeless or in which the student was last enrolled) while homeless or until the end of the academic year in which the student obtains permanent housing and is no longer deemed homeless; or
- Enroll in the public school assigned to the attendance area in which the student is actually living.
- In the case of an unaccompanied youth, the District will assist in any placement or enrollment decision, consider the views of the unaccompanied youth, and provide the youth notice of the right to appeal the decision.

**Disputes Concerning Enrollment:**

Although the District is free to request information concerning an applicant child's place of residence, it cannot refuse a homeless student enrollment based on the lack of such information. Homeless students must generally be immediately enrolled pursuant to Federal law. The District should, therefore, consider challenges to a student's enrollment with caution, and should only proceed with a challenge if there is reasonable basis the child's homelessness status is false.

- If there is an enrollment dispute between the student's parent/guardian and the school, or the school and the unaccompanied youth, the student shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute.

**POLICY RELATING TO PUPIL SERVICES*****HOMELESSNESS (continued)***

- The District must provide the parent/guardian or unaccompanied youth with a written statement of the school placement decision and a notice of the right to appeal the decision on a Homeless Education Advisory 2003, Form 2003-7A or similar form prepared by the Massachusetts Department of Elementary and Secondary Education.
- The parent/guardian or unaccompanied youth must be provided with a Homeless Education Advisory 2003, Form 2003-7B or similar form prepared by the Massachusetts Department of Elementary and Secondary Education, and be referred to the Homeless Education Liaison who will expeditiously carry out the dispute resolution process.
- The final decision in such a situation resides with the Massachusetts Commissioner of Education.
- The District or enrolling school shall assist with obtaining records by contacting the school last attended by the student to obtain relevant academic or other records.

**Transportation:**

The District will ensure that transportation is provided, at the request of the parent, guardian, unaccompanied youth, or Homeless Education Liaison, to and from the school of origin. If the student is attending school in the district where he/she temporarily lives, that district is responsible for transportation. If the school of origin is in a different district, or a homeless student is living in another district but will attend his/her school of origin in the WRSD, the districts will coordinate the transportation services necessary for the student, or will divide the costs equally.

**Services:**

Homeless students will be provided any District services for which they are eligible, including preschool, special education, transportation services, and school nutrition programs. School officials may accept documentation that students are homeless from the Homeless Education Liaison as the determination of eligibility for free lunch.

The District's Homeless Education Liaison will ensure that unaccompanied youth and/or parents and guardians of homeless students are informed of the educational and related opportunities available, including transportation to and from the school of origin, and that parents and guardians are provided with meaningful opportunities to participate in their child's education. The schools will maintain records for homeless students as are ordinarily kept for all students and the records will be made available in a timely fashion when the student enters a new school or district.

**POLICY RELATING TO PUPIL SERVICES**

***HOMELESSNESS (continued)***

LEGAL REFS.:

Federal Law: The McKinney-Vento Homeless Education Assistance Act, 42 U.S.C. 11431 et seq.

Massachusetts Department of Elementary and Secondary Education, Office for the Education of Homeless Children and Youth, <http://www.doe.mass.edu/my>

Homeless Education Advisory 2003, Form 2003-7A

Homeless Education Advisory 2003, Form 2003-7B

First Reading: 08/20/18

Second Reading:

WRSDC Draft Policy 6122

PLEASE POST

9/13/2018  
Page 1 of 3

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Education Subcommittee

Monday, September 17, 2018  
6:00 p.m.

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

AGENDA:

- I Call to Order
- II Approval of Minutes
- III Amended Policy 3895 Policy Relating to Education Limited English Language Learners
- IV Draft Policy Language (MASC template)  
School-Parent/Guardian Relations Goal
- V Full-day Kindergarten Update
- VI Amended Policy 3323 Policy Relating to Education Home Assignments
- VII Old Business  
Amended Policy Language (MASC template)  
Nondiscrimination  
Draft Policy 3341 Policy Relating to Education Curriculum Adoption  
Policy 3240 Policy Relating to Education Ceremonies and Observances
- VIII New Business
- IX Adjournment

*The above agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law*

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Superintendent Goals and Evaluation Subcommittee

Monday, September 17, 2018  
6:30 p.m.

TIME CHANGE

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

AGENDA:

- I Call to Order
- II Approval of Minutes
- III Review and Approval of Superintendent Goals 2018-2019
- IV Next Meeting
- V Old Business
- VI New Business
- VII Adjournment

*The above agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law*

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Wachusett Regional School District Committee

Monday, September 17, 2018  
7:00 p.m.

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

AGENDA:

- Public Hearing
- Chair's Opening Remarks
  - Presentation on ALICE (Alert Lockdown Inform Counter Evacuate) – Superintendent Darryll McCall,*
  - Glenwood Principal Karen Cappucci, WRHS Assistant Principal Michael Pratt*
- Student Representatives' Reports
- Superintendent's Report
  - Discussion of Report
  - Recommendations Requiring Action by the School Committee
- Unfinished Business

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Secretary's Report

- Approval of 1315<sup>th</sup> Regular Meeting Minutes of the WRSDC held on 7/16/2018
- Approval of 1316<sup>th</sup> Regular Meeting Minutes of the WRSDC held on 8/20/2018

Treasurer's Report/Financial Statements

Committee Reports

- Management Subcommittee
- Education Subcommittee
  1. Draft Policy 6122 Policy Relating to Pupil Services Homelessness – second reading
  2. Amended Policy 3895 Policy Relating to Education Limited English Language Learners – first reading
- Business/Finance Subcommittee
- Legal Affairs Subcommittee
  1. Motion: To authorize the School Committee to appoint Fletcher Tilton; Brody, Hardoon, Perkins & Kesten, LLP; and Nuttall, MacAvoy & Joyce, P.C. as District Legal Counsel for the period July 1, 2018 – June 30, 2019
  2. Amended Policy 1312 Policy Relating to School Committee Operation Evaluation of the Superintendent – first reading
- Superintendent Goals and Evaluation Subcommittee
  1. To recommend approval of the Superintendent's Goals 2018 - 2019
- Facilities and Security Subcommittee
- Audit Advisory Board
- Ad-Hoc Subcommittee
- Building Committees
  1. Mountview Building Committee

School Council Reports

Public Hearing

New Business

Adjournment

*The above agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

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Facilities and Security Subcommittee

Monday, September 24, 2018  
7:00 p.m.

Superintendent's Conference Room  
District Central Office  
1745 Main Street, Jefferson

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Management Subcommittee

Tuesday, October 9, 2018  
6:30 p.m.

Superintendent's Conference Room  
District Central Office  
1745 Main Street, Jefferson

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Education Subcommittee

Monday, October 15, 2018  
6:00 p.m.

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

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Wachusett Regional School District Committee

Monday, October 15, 2018  
7:00 p.m.

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

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Education Subcommittee

Monday, November 5, 2018  
6:00 p.m.

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

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Wachusett Regional School District Committee

Monday, November 5, 2018  
7:00 p.m.

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

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Education Subcommittee

Monday, December 10, 2018  
6:00 p.m.

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

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Wachusett Regional School District Committee

Monday, December 10, 2018  
7:00 p.m.

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

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**Wachusett Regional School District Committee  
Subcommittee Assignments  
2018-2019**

Attachment 2  
September 14, 2018

**Business/Finance**

Michael Dennis, Chair  
Charles Witkes, Vice-chair  
Maleah Gustafson  
Linda Long-Bellil  
Benjamin Mitchel

**Education**

Robert Imber, Chair  
Christina Smith, Vice-chair  
Anthony DiFonso  
Rachel Dolan  
Sarah LaMountain  
Linda Long-Bellil  
Asima Silva

**Legal Affairs**

Susan Hitchcock, Chair  
Scott Brown, Vice-chair  
Harriet Fradellos  
Stephen Godbout  
Michael Rivers

**Management**

Kenneth Mills, Chair  
Christina Smith, Vice-chair  
Thomas Curran  
Michael Dennis  
Susan Hitchcock  
Robert Imber  
Matthew Lavoie

**Superintendent Goals and Evaluation**

Matthew Lavoie, Chair  
Amy Michalowski, Vice-chair  
Kenneth Mills  
Megan Weeks

**Facilities and Security**

Thomas Curran, Chair  
Michael Rivers, Vice-chair  
Adam Young

WRSD By-Laws specify the Chair of the School Committee is an ex-officio member of all standing subcommittees.

**Audit Advisory Board**

Charles Witkes, Chair

Benjamin Mitchel, Vice-chair

**School Council Liaisons**

Central Tree Middle School – Matthew Lavoie  
Chocksett Middle School – Stephen Godbout  
Davis Hill Elementary School – Scott Brown  
Dawson Elementary School – Adam Young  
Glenwood Elementary School – Anthony DiFonso  
Houghton Elementary School – Stephen Godbout  
Mayo Elementary School – Thomas Curran

Mountview Middle School – Kenneth Mills  
Naquag Elementary School – Charles Witkes  
Paxton Center School – Benjamin Mitchel  
Thomas Prince School – Asima Silva  
WRHS – Amy Michalowski/Christina Smith  
Special Ed. Parent Advisory Council – Maleah Gustafson  
ECC – TBD

*WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE*  
*Kenneth Mills, Chair*  
*1745 Main Street*  
*Jefferson, MA 01522*

*Sent electronically and via USPS*

September 12, 2018

Ms. Rianna Massoni-Nesman  
83 Nichols Street  
Jefferson, MA 01522

Dear Rianna:

Welcome to the Wachusett Regional School District Committee. We look forward to your valuable participation and input this year as you serve as a Student Representative.

A general statement defining the function and responsibilities of the School Committee is included with this letter. Also, you will find enclosed a statement of guidelines for the student representatives. The next meeting of the School Committee will be Monday, September 17<sup>th</sup>. Meetings are held in the Media Center at the Wachusett Regional High School, beginning at 7:00 PM. A copy of the schedule of School Committee meetings September 2018 to May 2019 is enclosed.

Throughout the year, the agenda and the Superintendent's Report (materials and information that may be discussed at the School Committee meetings) will be emailed to you at least 48 hours before the scheduled meetings of the School Committee. Of particular importance to students will be the proposed policies on education and student services. Your input during deliberation of these policies would be helpful to the School Committee. Since policies require two readings before they are approved, you will have time to take the information back to the Student Council or other committees for further reaction and input.

The agenda for the meetings is standard. You will find a place on the agenda for the Student Representatives, scheduled fairly early in the proceedings! Here you are welcome to give information concerning any suggestions or problems from the student body or Student Council that you would like to call to the School Committee's attention. Be sure, however, that the situations you are addressing fall within the jurisdiction of the School Committee as defined in the statement included in this mailing. The Student Representative report may be brief (most committee reports are brief) and your concerns



may not be answered immediately; they will, however, be addressed at the proper time, and may be referred to a subcommittee for study.

On behalf of the School Committee, let me express my appreciation for your interest in, and willingness to serve on, the Wachusett District's governing body. We look forward to a successful and constructive year.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Ken Mills", written in a cursive style.

Kenneth Mills, Chair  
Wachusett Regional School District Committee

cc: Wachusett Regional School District Committee  
Darryll McCall, Superintendent of Schools  
William Beando, Principal, WRHS  
Victoria DeSimone, Assistant Principal, WRHS

Enclosures

KM:rlp

*WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE*

*Kenneth Mills, Chair*

*1745 Main Street*

*Jefferson, MA 01522*

*Sent electronically and via USPS*

September 12, 2018

Mr. Donroy Ferdinand

10 Autumn Circle

Holden, MA 01520

Dear DJ:

Welcome back to the Wachusett Regional School District Committee. We look forward to your valuable participation and input another year as you serve as a Student Representative.

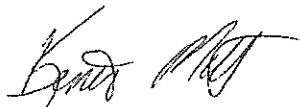
The next meeting of the School Committee will be Monday, September 17<sup>th</sup>. As you know, meetings are held in the Media Center at the Wachusett Regional High School, beginning at 7:00 PM. A copy of the schedule of School Committee meetings September 2018 to May 2019 is enclosed.

Throughout the year, the agenda and the Superintendent's Report (materials and information that may be discussed at the School Committee meetings) will be emailed to you at least 48 hours before the scheduled meetings of the School Committee. Of particular importance to students will be the proposed policies on education and student services. Your input during deliberation of these policies would be helpful to the School Committee. Since policies require two readings before they are approved, you will have time to take the information back to the Student Council or other committees for further reaction and input.

The agenda for the meetings is standard. You will find a place on the agenda for the Student Representatives, scheduled fairly early in the proceedings! Here you are welcome to give information concerning any suggestions or problems from the student body or Student Council that you would like to call to the School Committee's attention. Be sure, however, that the situations you are addressing fall within the jurisdiction of the School Committee as defined in the statement included in this mailing. The Student Representative report may be brief (most committee reports are brief) and your concerns may not be answered immediately; they will, however, be addressed at the proper time, and may be referred to a subcommittee for study.

On behalf of the School Committee, let me express my appreciation for your continued interest in, and willingness to serve on, the Wachusett District's governing body. We look forward to a successful and constructive year.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Kenneth Mills". The signature is fluid and cursive, with the first name "Kenneth" written in a larger, more prominent script than the last name "Mills".

Kenneth Mills, Chair  
Wachusett Regional School District Committee

cc: Wachusett Regional School District Committee  
Darryll McCall, Superintendent of Schools  
William Beando, Principal, WRHS  
Victoria DeSimone, Assistant Principal, WRHS

Enclosures

KM:rlp

**Wachusett Regional School District Committee  
September 2018-May 2019**

September 17, 2018	Location: Wachusett Regional High School, Holden
October 15, 2018	Location: Wachusett Regional High School, Holden
November 5, 2018	Location: Wachusett Regional High School, Holden
December 10, 2018	Location: Wachusett Regional High School, Holden
January 7, 2019	Location: Wachusett Regional High School, Holden
January 22, 2019 (Tuesday)	Location: Wachusett Regional High School, Holden
February 11, 2019	Location: Wachusett Regional High School, Holden
March 11, 2019	Location: Wachusett Regional High School, Holden
March 25, 2019	Location: Wachusett Regional High School, Holden
April 8, 2019	Location: Wachusett Regional High School, Holden
April 29, 2019	Location: Wachusett Regional High School, Holden
May TBD	Location: Wachusett Regional High School, Holden

(approved by the WRSDC 5/24/2018)  
Edited 8/2/2018

## GUIDELINES FOR STUDENT REPRESENTATIVE TO THE WACHUSETT REGIONAL SCHOOL COMMITTEE

August 2013

A Student Representative shall serve on the Wachusett District School Committee according to the provisions of the Massachusetts General Laws (Chapter 71.38M).

The Student Representative shall be a full-time student at the Wachusett Regional High School during his/her term of service and shall be a resident of one of the five towns in the District.

The following guidelines shall apply to the functioning of the Student Representative on the Wachusett District School Committee:

- He/she shall serve “ex officio” with full participation in School Committee deliberations but shall abstain from all voting.
- He/she shall give input on matters before the Committee that affect the student experience in the District, whether academic or extracurricular. Input shall be given during Committee deliberations prior to the taking of any official vote.
- He/she shall bring forward pertinent matters of concern from the student body or its committees. These matters should be those over which the Wachusett District School Committee has some jurisdiction or can provide direction to the Administration.
- He/she may provide a report for the Wachusett District School Committee at its regular meeting, sharing student concerns at that time and giving brief announcements regarding student accomplishments at the Wachusett Regional High School. A place on the meeting agenda will be reserved routinely for this report.
- Prior to the meeting of the Wachusett District School Committee, he/she shall receive a copy of the agenda and all attachments (confidential material excluded) at his/her place of residence or by email.
- He/she shall not be present during executive sessions of the Wachusett District School Committee.
- He/she shall not be appointed to any standing subcommittees of the Wachusett Regional School District Committee, but participation in discussions is encouraged.
- He/she shall serve for a term of one year but may be re-elected or re-appointed for an additional term or terms.

# RESPONSIBILITIES OF THE WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE

August 2013

In any school system, the governing body is most important in establishing educational priorities and directions. Decisions made by the School Committee as the governing body in the Wachusett District will ultimately affect all students and their teachers in the classroom setting.

Five towns in Central Massachusetts have joined to form the Wachusett Regional School District: Holden, Paxton, Princeton, Rutland, and Sterling. The responsibilities of the committee, as established by Massachusetts General Law, are to develop policies for the District, to evaluate the Superintendent annually, and to approve the fiscal budget that will be presented to voters at town meetings. The Wachusett Regional School Committee hires the Superintendent, the Treasurer, and the Director of Business and Finance--but not principals or teachers. Also, the School Committee may choose to do the collective bargaining for the District, or it may decide to send a representative. All union contracts must be approved by the School Committee before they can be implemented. Currently there are eight bargaining units in the Wachusett District.

Any budgetary decision must be approved by the School Committee, whether borrowings, line item transfers, or any budgetary request or change. The fiscal budget must be approved by two-thirds of the sitting membership before presentation at town meetings.

The School Committee does not involve itself in the day-to-day operations of the District. By law, that is the job of the Superintendent, his staff, and the principals. If a particular matter is referred to a School Committee member, he or she will redirect the question to the Superintendent and also examine the policy handbook to determine whether a policy exists responding to that problem.

The Wachusett District has five standing subcommittees: Management, Business/Finance, Education, Legal Affairs, and Facilities and Security. The subcommittees do not have authority to make decisions on their own, but will study an issue in depth and then make a recommendation to the full committee for action. Ad hoc subcommittees also may be formed from time to time as needed.

All meetings of the School Committee and its subcommittees are held in public with a few exceptions which by law must be held in executive session. Contract negotiations, for example, must be discussed in executive session. Meetings are posted at least 48 hours in advance, and in some towns, meetings are televised on cable. Information is also provided on the District website: [www.wrsd.net](http://www.wrsd.net)

School Committee members are elected for a period of three years. The full School Committee has twenty-two seats: ten from Holden, two from Paxton, two from Princeton, four from Rutland, and four from Sterling.

The Wachusett Regional School Committee and its members are dedicated to providing quality education to District students, all 7,500 of them. As the governing body, the School Committee is given its authority by Massachusetts General law; therefore, its decisions have the force of law. It is accountable to the Massachusetts Department of Elementary and Secondary Education, to the Commissioner of Education and--especially--to the voters in the five towns. Since its decisions have significant impact, the Committee weighs matters carefully in its deliberations and seeks input from the citizenry which holds it accountable.

**WACHUSETT REGIONAL SCHOOL DISTRICT**  
AGREED UPON PROCEDURES REPORT  
OVER COMPLIANCE WITH MASSACHUSETTS  
DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
COMPLIANCE SUPPLEMENT FOR END OF YEAR REPORTS  
FOR THE YEAR ENDED JUNE 30, 2016



**Lynch, Malloy, Marini, LLP**

*Certified Public Accountants & Advisors*

[www.lmmcpas.com](http://www.lmmcpas.com)





Lynch, Malloy, Marini, LLP

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**INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING  
AGREED-UPON PROCEDURES OVER COMPLIANCE WITH  
MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY  
EDUCATION COMPLIANCE SUPPLEMENT  
FOR END OF YEAR REPORTS**

To the School Committee  
Wachusett Regional School District  
Jefferson, Massachusetts

We have performed the procedures below, which were agreed to by the management of Wachusett Regional School District, solely to assist you in evaluating whether the End of Year Pupil and Financial Report is fairly presented in accordance with Massachusetts Department of Elementary and Secondary Education requirements for the year ended June 30, 2016. Wachusett Regional School District's management is responsible for the End of Year Pupil and Financial Report. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

We performed the procedures included in the Massachusetts Department of Elementary and Secondary Education Compliance Supplement for Massachusetts School Districts relating to End of Year Pupil and Financial Report for the year ended June 30, 2016.

Our findings are included in the accompanying Schedule of Findings.

We were not engaged to and did not perform an examination, the objective of which would be the expression of an opinion on the specified elements, accounts, or items. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the specified users listed above and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes.

*Lynch, Malloy, Marini, LLP*

Norwell, Massachusetts

May 16, 2017

**WACHUSETT REGIONAL SCHOOL DISTRICT  
SCHEDULE OF FINDINGS  
JUNE 30, 2016**

In connection with our procedures applied to the current year (Fiscal 2016) EOYR, we noted the following:

**Specific Compliance Requirements**

**#16. Schedule 7**

The District utilizes a methodology of identifying each bus for which the District has contracted for services and the associated school routes each bus services. The total students transported for each route are allocated between those students being transported 1.5 miles or less to/from school and those transported over 1.5 miles to/from school. If any bus services a route in which the ridership of students transported over 1.5 miles is 75% or more of the ridership, the District considers all of the cost of operating the bus as being reimbursable in that the District has met the applicable carrying capacity of the bus (75%) and is therefore not incurring additional expenditure for transporting additional students 1.5 miles or less to/from school. Any buses not meeting the criteria, the daily bus transportation costs is calculated for the school year and multiplied by the percentage of riders transported 1.5 miles or less to arrive at non-reimbursable cost. We recommend the District review this reporting methodology with DESE to determine the propriety. The District maintained ridership listings that supported ridership counts utilized.

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**WACHUSETT REGIONAL SCHOOL DISTRICT**  
AGREED UPON PROCEDURES REPORT  
OVER COMPLIANCE WITH MASSACHUSETTS  
DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
COMPLIANCE SUPPLEMENT FOR END OF YEAR REPORTS  
FOR THE YEAR ENDED JUNE 30, 2015



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**INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING  
AGREED-UPON PROCEDURES OVER COMPLIANCE WITH  
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Jefferson, Massachusetts

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We performed the procedures included in the Massachusetts Department of Elementary and Secondary Education Compliance Supplement for Massachusetts School Districts relating to End of Year Pupil and Financial Report for the year ended June 30, 2015.

Our findings are included in the accompanying Schedule of Findings.

We were not engaged to and did not perform an examination, the objective of which would be the expression of an opinion on the specified elements, accounts, or items. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the specified users listed above and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes.

*Lynch, Malloy, Marini, LLP*

July 7, 2016

**WACHUSETT REGIONAL SCHOOL DISTRICT  
SCHEDULE OF FINDINGS  
JUNE 30, 2015**

In connection with our procedures applied to the current year (Fiscal 2015) EOYR, we noted the following:

**Specific Compliance Requirements**

**#16. Schedule 7**

For fiscal year 2015, the District utilized a methodology of identifying each bus for which the District has contracted for services and the associated school routes each bus services. The total students transported for each route are allocated between those students being transported 1.5 miles or less to/from school and those transported over 1.5 miles to/from school. If any bus services a route in which the ridership of students transported over 1.5 miles is 75% or more of the ridership, the District considers all of the cost of operating the bus as being reimbursable in that the District has met the applicable carrying capacity of the bus (75%) and is therefore not incurring additional expenditure for transporting additional students 1.5 miles or less to/from school. Any buses not meeting the criteria, the daily bus transportation costs is calculated for the school year and multiplied by the percentage of riders transported 1.5 miles or less to arrive at non-reimbursable cost. We recommend the District review this reporting methodology with DESE to determine the propriety. In addition, detailed listings of ridership reported in schedule 7 were unavailable for review.

**#18. Schedule 19**

The District filed subsequent amendments to report final 2015-2016 budget approved subsequent to initial EOYR filing.

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WACHUSETT REGIONAL SCHOOL DISTRICT  
AGREED UPON PROCEDURES REPORT  
OVER COMPLIANCE WITH MASSACHUSETTS  
DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
COMPLIANCE SUPPLEMENT FOR END OF YEAR REPORTS  
FOR THE YEAR ENDED JUNE 30, 2014



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INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING  
AGREED-UPON PROCEDURES OVER COMPLIANCE WITH  
MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY  
EDUCATION COMPLIANCE SUPPLEMENT  
FOR END OF YEAR REPORTS

To the School Committee  
Wachusett Regional School District  
Jefferson, Massachusetts

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We performed the procedures included in the Massachusetts Department of Elementary and Secondary Education Compliance Supplement for Massachusetts School Districts relating to End of Year Pupil and Financial Report for the year ended June 30, 2014.

Our findings are included in the accompanying Schedule of Findings.

We were not engaged to and did not perform an examination, the objective of which would be the expression of an opinion on the specified elements, accounts, or items. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the specified users listed above and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes.

*Other information*

The attached compliance supplement questionnaire is required to be submitted by the Massachusetts Department of Elementary and Secondary Education as additional information. This questionnaire is the responsibility of District management, and has not been subject to the procedures indicated above. District management response to the finding has been included; however, we make no representations regarding this response.

*Lynch, Malloy, Marini, LLP*

May 15, 2015

■ 99 Longwater Circle, Suite 200  
Norwell, MA 02061  
781-871-5850

■ 9 Baystate Court  
Brewster, MA 02631  
508-255-2240

■ 41 West Central Street  
Natick, MA 01760  
508-650-0018

WACHUSETT REGIONAL SCHOOL DISTRICT  
SCHEDULE OF FINDINGS  
JUNE 30, 2014

In connection with our procedures applied to the current year (Fiscal 2014) EOYR, we noted the following findings:

Specific Compliance Requirements

#16. Schedule 7

The District did not report any regular education pupils as transported less than 1.5 miles, and thus has reported all regular education expenditures as reimbursable expenditures. We recommend the District review this reporting methodology with DESE to determine the propriety.

*Management response: District Administration will identify and report a non-reimbursable amount.*





OTHER INFORMATION

Department of Elementary and Secondary Education  
End-of-Year Financial Report - Compliance Supplement Questionnaire  
For the Year Ended June 30, 2014

Wachnutt Regional SD

1. Identify the accounting system used by the school department including the version.

Accounting System:

Memo

Version:

9.4

2. Is the payroll system integrated with the accounting system?

Yes ☒ No ☐

3. Is the District a municipal department?

Yes ☐ No ☒

If yes, is the accounting system integrated with the City or Town's accounting system?

Yes ☐ No ☐

If no, please identify the accounting system and version used by the City or Town.

Accounting System:

Version:

4. Does the accounting system permit the reporting of all school district expenditures, in accordance with DESE Guidelines, by the following:

Fund  
DESE Function Code  
Object  
Program  
Location

Yes ☒ No ☐  
Yes ☒ No ☐  
Yes ☒ No ☐  
Yes ☒ No ☐  
Yes ☒ No ☐

5. Is a crosswalk used to allocate costs to the End-of-Year Report?

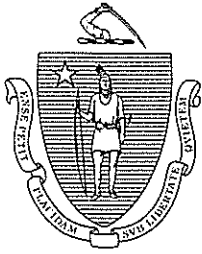
Payroll  
Non-Payroll

Yes ☐ No ☒  
Yes ☐ No ☒

If yes, please provide a brief explanation indicating what costs are allocated and why an allocation is necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*James H. Smith*  
Dir. of Business Finance  
4/17/15



THE GENERAL COURT OF MASSACHUSETTS  
STATE HOUSE, BOSTON 02133-1053

August 22, 2018

Dr. Darryll McCall, Superintendent  
Wachusett Regional School District  
1745 Main Street  
Jefferson, MA 01522


Dear Superintendent McCall:

We are writing to express our concern regarding the regional school transportation reimbursement situation and the August 21<sup>st</sup> Telegram article "Wachusett Schools face funding shortfall for transportation."

We certainly are very concerned about this matter, and are therefore requesting a meeting with you to discuss the situation further and exactly what led to this error. We also want to make it clear that this shortfall is not due to a "cut of \$600,000 in reimbursement" as the article portrays. We work extremely hard advocating for this reimbursement every year, and wish to clarify the events that led up to this error and any further action needed at this time.

Thank you for your attention to this matter and we look forward to meeting with you as soon as possible. Please contact Emma Schlitzer ([emma.schlitzer@mahouse.gov](mailto:emma.schlitzer@mahouse.gov) or 617-722-2263) to coordinate a convenient time.

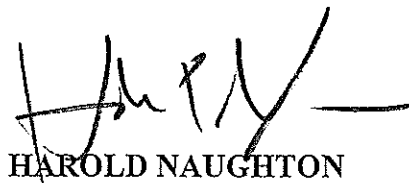
Sincerely,

  
ANNE GOBI  
State Senator  
Worcester, Hampden,  
Hampshire & Middlesex

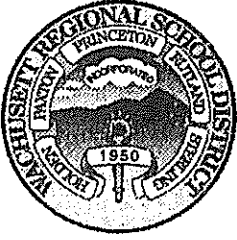
  
HARRIETTE CHANDLER  
State Senator  
First Worcester

  
DEAN TRAN  
State Senator  
Worcester & Middlesex

  
KIMBERLY FEGUSON  
State Representative  
First Worcester District

  
HAROLD NAUGHTON  
State Representative  
Twelfth Worcester District

Cc: Kenneth Mills, WRSD Committee Chair



*Wachusett Regional School District*  
*Holden, Paxton, Princeton, Rutland, Sterling*

*Sent electronically and via USPS*

September 7, 2018

State Senator Harriette Chandler  
State Senator Anne Gobi  
Senator Dean Tran

State Representative Kimberly Ferguson  
State Representative Harold Naughton

Dear Senators and Representatives:

I wish to extend my sincere thanks for suggesting that we meet to review and discuss Regional Transportation reimbursement and some questions that have been raised by the Department of Elementary and Secondary Education with regard to this district's methodology when filing for Chapter 71 reimbursement. I very much appreciated the opportunity to meet with you or a member of your staff to have a frank discussion about regional transportation reimbursement, and how our Member Towns and the District will be impacted by the change in the calculation methodology used to estimate reimbursement. Moving forward, the District will be attentive of how bus ridership must be counted and reported, and we are confident our methodology will be in line with DESE's Chapter 71 calculation.

On another note, I wish to invite you back to the Wachusett District the afternoon of Wednesday, September 19<sup>th</sup>, when Commissioner of Education Jeff Riley will be making a visit to our school district. Commissioner Riley is scheduled to be at Mountview Middle School in Holden (270 Shrewsbury Street) from 1:00 – 2:30 PM the afternoon of the 19<sup>th</sup>, to tour the school and to also take the opportunity to meet with some Mountview students and staff members. We are very excited to have Commissioner Riley visit us and I am looking forward to the opportunity to showcase the newest school in our district. Please join us if you are able.

As always, please know how much your support of our district is appreciated.

Sincerely,

Darryll McCall, Ed.D.  
Superintendent of Schools

cc: Wachusett Regional School District Committee

DM:rlp

## Superintendent Goal Plan 2018-2019

Educator—Name/Title: Darryll McCall, Ed.D, Superintendent

Primary Evaluator—Name/Title: WRSDC

Check all that apply<sup>1</sup>:    ☒ Proposed Goals    ☐ Final Goals    Date: 09/14/18

A minimum of one student learning goal and one professional practice goal are required. **Team goals must be considered** per [603 CMR 35.06\(3\)\(b\)](#). Attach pages as needed for additional goals or revisions made to proposed goals during the development of the Educator Plan.

<b>Student Learning Goal</b> <i>Check whether goal is individual or team; write team name if applicable.</i>	<b>Professional Practice Goal</b> <i>Check whether goal is individual or team; write team name if applicable.</i>
<p>Individual <input checked="" type="checkbox"/> Team:</p> <ul style="list-style-type: none"><li>- By June 2019, utilize the Early Warning Indicator System (EWIS), and lead district administrators to identify characteristics that will determine whether students are at-risk. Ensure development of data protocol to be used for identification, plan development and assessing improvements in performance of these students.</li></ul> <p><b>Rationale</b> - At-risk students represent a demographic that requires defined support. The District must define data protocols in order to build capacity to support these students. <b>Alignment</b> - This goal aligns with Domains 2 and 3 of the WRSD Strategic Plan and Standard 1: Instructional Leadership</p>	<p><input checked="" type="checkbox"/> Individual Team:</p> <ul style="list-style-type: none"><li>- By April 2019, ensure new administrators share the districts commitment to high standards, consistency of practice and vision for success by establishing an induction program for administrators new to the district.</li></ul> <p><b>Rationale</b> - With 3 new principals and 3 new Central Office administrators, it is necessary for support to be provided to these critical positions. This induction program will be leveraged into a more formal development program in future years. <b>Alignment</b> - This goal aligns with Domain 1 of the WRSD Strategic Plan and Standard I: Instructional Leadership and Standard IV: Professional Culture.</p>

<sup>1</sup> If proposed goals change during Plan Development, edits may be recorded directly on original sheet or revised goal may be recorded on a new sheet. If proposed goals are approved as written, a separate sheet is not required.

<b>District Improvement Goal</b> <i>Check whether goal is individual or team;  write team name if applicable.</i>	<b>District Improvement Goal</b> <i>Check whether goal is individual or team;  write team name if applicable.</i>
<p>Individual  X Team:</p> <ul style="list-style-type: none"> <li>- By July 2019, ALICE training will be provided at all schools, with at least 80% of staff to be trained within year 1 of a three year roll-out and a comprehensive Emergency Operation Plan (EOP) will be developed for all schools.</li> </ul> <p><b>Rationale</b> - The safety of our students and staff remains at the forefront of our planning. The ALICE program will be rolled out to staff this year and next, with a goal of having all staff trained by the end of 2020.</p> <p><b>Alignment</b> - This goal aligns with Domains 2 and 5 of the WRSD Strategic Plan and Standard I: Instructional Leadership, Standard II: Management and Operations and Standard IV: Professional Culture.</p>	<p>Individual  X Team:</p> <ul style="list-style-type: none"> <li>- By June 2019, create a protocol by which every school has a consistent approach to working with the Panorama data associated with students sense of belonging.</li> </ul> <p><b>Rationale</b> - After analyzing Panorama data, it has been noted that responses for students, particularly in grades 6 through 12, were below those of their peers nationally.</p> <p><b>Alignment</b> - This goal aligns with Domains 2 and 5 of the WRSD Strategic Plan and Standard 1: Instructional Leadership and Standard III: Family and Community Engagement.</p>

**S.M.A.R.T.:** **S**=Specific and Strategic; **M**=Measurable; **A**=Action Oriented; **R**=Rigorous, Realistic, and Results-Focused; **T**=Timed and Tracked



## Educator Plan Form DRAFT (09/14/2018)

Educator—Name/Title: Darryll McCall, Ed.D., Superintendent

Primary Evaluator—Name/Title: WRSDC

### Student Learning Goal

*Check whether goal is individual or team; write team name if applicable.*

Individual

x Team:

- By June 2019, utilize the Early Warning Indicator System (EWIS), and lead district administrators to identify characteristics that will determine whether students are at-risk. Ensure development of data protocol to be used for identification, plan development and assessing improvements in performance of these students.

### Student Learning Goal(s): Planned Activities

*Describe actions the educator will take to attain the student learning goal(s).*

*Activities may apply to individual and/or team. Attach additional pages as needed.*

Action	Supports/Resources from School/District <sup>1</sup>	Timeline or Frequency
<ul style="list-style-type: none"><li>At-risk students are identified</li></ul>	<ul style="list-style-type: none"><li>School administrative team</li><li>Superintendent/District level administration</li><li>Teachers</li></ul>	<ul style="list-style-type: none"><li>9/2018</li></ul>
<ul style="list-style-type: none"><li>Teams meets to define outcomes for the year</li></ul>	<ul style="list-style-type: none"><li>School administrative team</li><li>Superintendent/District level administration</li><li>Teachers</li></ul>	<ul style="list-style-type: none"><li>10/2018 - ongoing</li><li>10/2018</li></ul>
<ul style="list-style-type: none"><li>At-risk students are assessed to establish baseline</li></ul>	<ul style="list-style-type: none"><li>School administrative team</li><li>Superintendent/District level administration</li><li>Teachers</li></ul>	<ul style="list-style-type: none"><li>1/2019</li></ul>

<ul style="list-style-type: none"> <li>• At-risk students, when appropriate, have formative assessment.</li> <li>• Teams meets to assess mid-year growth and makes modifications as needed.</li> <li>• At-risk students, when appropriate, have summative assessment.</li> </ul>	<ul style="list-style-type: none"> <li>• School administrative team</li> <li>• District level administration</li> <li>• Teachers</li> <li>• School administrative team</li> <li>• District level administration</li> <li>• Teachers</li> <li>• School administrative team</li> <li>• District level administration</li> <li>• Teachers</li> </ul>	<ul style="list-style-type: none"> <li>• 2/2019</li> <li>• 5/2019</li> </ul>
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\*Additional detail may be attached if needed.



Educator—Name/Title: Darryll McCall, Ed.D., Superintendent

## Educator Plan Form

### Professional Practice Goal

*Check whether goal is individual or team; write team name if applicable.*

☒ Individual

☐ Team:

- By April 2019, ensure new administrators share the districts commitment to high standards, consistency of practice and vision for success by establishing an induction program for administrators new to the district.

### Professional Practice Goal(s): Planned Activities

*Describe actions the educator will take to attain the professional practice goal(s). Activities may apply to individual and/or team. Attach additional pages as needed.*

Action	Supports/Resources from School/District <sup>1</sup>	Timeline or Frequency
<ul style="list-style-type: none"><li>• Assignment of all first year administrators to a mentor within the first two weeks of school.</li></ul>	<ul style="list-style-type: none"><li>• Superintendent/District level administration</li><li>• DESE materials</li></ul>	<ul style="list-style-type: none"><li>• 9/2018</li></ul>
<ul style="list-style-type: none"><li>• Assignment of a support team that shall consist of a mentor and an administrator qualified to evaluate administrators.</li></ul>	<ul style="list-style-type: none"><li>• School administrators</li><li>• Superintendent/District level administration</li><li>• DESE materials</li></ul>	<ul style="list-style-type: none"><li>• 9/2018</li></ul>

<sup>1</sup> Must identify means for educator to receive feedback for improvement per [603 CMR 35.06\(3\)\(d\)](#).

<ul style="list-style-type: none"> <li>• Provision for adequate time for the mentor and beginning administrator to engage in professional conversations on learning and teaching as well as building leadership capacity within the school community and other appropriate mentoring activities.</li> </ul>	<ul style="list-style-type: none"> <li>• School administrators</li> <li>• Superintendent/District level administration</li> <li>• DESE materials</li> </ul>	<ul style="list-style-type: none"> <li>• 9/2018 - ongoing</li> </ul>
<ul style="list-style-type: none"> <li>• Provision for adequate time and resources to learn how to use effective methods of personnel selection, supervision, and evaluation that are included in the Professional Standards for Administrators.</li> </ul>	<ul style="list-style-type: none"> <li>• School administrators</li> <li>• Superintendent/District level administration</li> <li>• DESE materials</li> </ul>	<ul style="list-style-type: none"> <li>• 10/2018 - ongoing</li> </ul>
<ul style="list-style-type: none"> <li>• Plan assessed, defined, and organized for future implementation</li> </ul>	<ul style="list-style-type: none"> <li>• School administrators</li> <li>• Superintendent/District level administration</li> </ul>	<ul style="list-style-type: none"> <li>• 4/19</li> </ul>

## Educator Plan Form

Educator—Name/Title: Darryll McCall, Ed.D., Superintendent

Primary Evaluator—Name/Title: WRSDC

### District Improvement

*Check whether goal is individual or team; write team name if applicable.*

Individual

x Team:

- By July 2019, ALICE training will be provided at all schools, with at least 80% of staff to be trained within year 1 of a three year roll-out and a comprehensive Emergency Operation Plan (EOP) will be developed for all schools.

### District Improvement Goal: Planned Activities

*Describe actions the educator will take to attain the student learning goal(s).*

*Activities may apply to individual and/or team. Attach additional pages as needed.*

Action	Supports/Resources from School/District <sup>1</sup>	Timeline or Frequency
<ul style="list-style-type: none"><li>Meet with ALICE trained administrative team</li></ul>	<ul style="list-style-type: none"><li>Review materials</li><li>School administrators</li><li>Superintendent/District level administration</li></ul>	<ul style="list-style-type: none"><li>8/2018</li></ul>
<ul style="list-style-type: none"><li>Meet with local emergency officials</li></ul>	<ul style="list-style-type: none"><li>Superintendent/District level administration</li><li>Review materials</li></ul>	<ul style="list-style-type: none"><li>8/2018</li></ul>
<ul style="list-style-type: none"><li>Administrators participate in ALICE online training</li></ul>	<ul style="list-style-type: none"><li>School administrators</li><li>Superintendent/District level administration</li></ul>	<ul style="list-style-type: none"><li>8/2018</li></ul>
<ul style="list-style-type: none"><li>School administrators are trained as trainers.</li></ul>	<ul style="list-style-type: none"><li>Building principals</li></ul>	<ul style="list-style-type: none"><li>10/2018</li></ul>



<ul style="list-style-type: none"> <li>• School administrators conduct training with building staff</li> <li>• Emergency Operation Plans are defined for each school</li> </ul>	<ul style="list-style-type: none"> <li>• School administrators</li> <li>• School staff</li> <li>• School administrators</li> <li>• Superintendent/District level administration</li> <li>• Local emergency officials</li> </ul>	<ul style="list-style-type: none"> <li>• ongoing</li> <li>• 6/2019</li> </ul>
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\*Additional detail may be attached if needed.

## Educator Plan Form

Educator—Name/Title: Darryll McCall, Ed.D., Superintendent

Primary Evaluator—Name/Title: WRSDC

### District Improvement

*Check whether goal is individual or team; write team name if applicable.*

Individual

x Team:

- By June 2019, a protocol will be created by which every school has a consistent approach to working with the Panorama data associated with students sense of belonging.

### District Improvement Goal: Planned Activities

*Describe actions the educator will take to attain the student learning goal(s).*

*Activities may apply to individual and/or team. Attach additional pages as needed.*

Action	Supports/Resources from School/District <sup>1</sup>	Timeline or Frequency
<ul style="list-style-type: none"><li>Review of Panorama data</li></ul>	<ul style="list-style-type: none"><li>Superintendent/District level administration</li><li>School administration</li><li>Teachers</li><li>Director of SEL</li></ul>	<ul style="list-style-type: none"><li>9/2018</li></ul>
<ul style="list-style-type: none"><li>Goals are established for individual buildings</li></ul>	<ul style="list-style-type: none"><li>Superintendent/District level administration</li><li>School administration</li><li>Teachers</li><li>Director of SEL</li></ul>	<ul style="list-style-type: none"><li>9/2018 - 10/2018</li></ul>
<ul style="list-style-type: none"><li>School based support teams meet to create action plan to address</li></ul>	<ul style="list-style-type: none"><li>School administration</li><li>Teachers</li><li>Director of SEL</li></ul>	<ul style="list-style-type: none"><li>10/2018</li></ul>

<p>areas of focus in Panorama data</p> <ul style="list-style-type: none"> <li>• School based teams meet on an ongoing basis to assess progress</li> <li>• Students participate in the Panorama survey</li> <li>• Student data reviewed and protocol defined</li> </ul>	<ul style="list-style-type: none"> <li>• School administration</li> <li>• Teachers</li> <li>• Director of SEL</li> <li>• Students</li> <li>• School administration</li> <li>• Teachers</li> <li>• Director of SEL</li> <li>• Superintendent/District level administration</li> </ul>	<ul style="list-style-type: none"> <li>• 11/2018 - ongoing</li> <li>• 5/2019</li> <li>• 6/2019</li> </ul>
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\*Additional detail may be attached if needed.

**This Educator Plan is “designed to provide educators with feedback for improvement, professional growth, and leadership,” is “aligned to statewide Standards and Indicators in 603 CMR 35.00 and local Performance Standards,” and “is consistent with district and school goals.”** (see [603 CMR 35.06 \(3\)\(d\)](#) and [603 CMR 35.06\(3\)\(f\).](#))

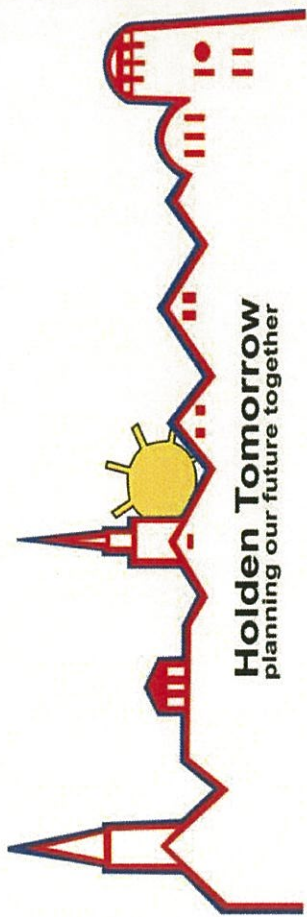
Signature of Evaluator \_\_\_\_\_ Date \_\_\_\_\_

Signature of Educator\* \_\_\_\_\_ Date \_\_\_\_\_

\* As the evaluator retains final authority over goals to be included in an educator’s plan (see [603 CMR 35.06\(3\)\(c\)](#)), the signature of the educator indicates that he or she has received the Goal Setting Form with the “Final Goal” box checked, indicating the evaluator’s approval of the goals. The educator’s signature does not necessarily denote agreement with the goals. Regardless of agreement with the final goals, signature indicates recognition that “It is the educator’s responsibility to attain the goals in the plan and to participate in any trainings and professional development provided through the state, district, or other providers in accordance with the Educator Plan.” (see [603 CMR 35.06\(4\)](#))



*Do you have kids in the  
Wachusett Regional School District?  
Do you love the character of Holden?  
Do you worry about the future of  
Eagle Lake?*



**Come to the**

**Master Plan Visioning Event**

**to help guide future decisions of the town!**

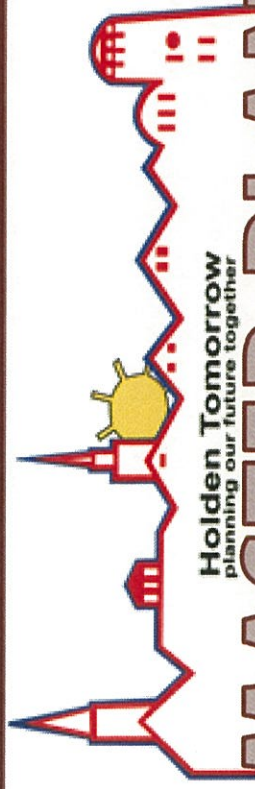
***Free child watch and pizza available!***

**Holden  
Master Plan  
Visioning**

**Saturday  
22 September, 2018  
3 to 5 p.m.**

**Wachusett Regional High School  
1401 Main St, Holden, MA 01520**





Holden Tomorrow  
planning our future together

# MASTER PLAN SURVEY

***Next Up: Visioning Day***

***Sept. 22 3pm at Wachusett Regional HS***

# SURVEY RESULTS AVAILABLE

**Review results online:**

**HoldenMasterPlan.com**





Attachment 12  
September 14, 2018

Rebecca Petersen <rebecca\_petersen@wrsd.net>

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## [District Staff] Welcome Back!

1 message

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**District News** <district\_news@wrsd.net>  
To: District Staff <district\_staff@wrsd.net>

Mon, Aug 27, 2018 at 8:31 AM

I would like to take this opportunity to welcome back returning staff and new hires, including over 58 new members of the District. I would also like to welcome new building administrators to our District. Liz Garden is the new principal of Mayo Elementary School in Holden, Shawn Rickan is the new principal of Paxton Center School, and Melissa Wallace is the new principal at Dawson Elementary School in Holden. This year, Tammy Boyle will continue in the role of principal at Thomas Prince School in Princeton. I am also happy to announce that Jon Krol has been appointed Director of Social Emotional Learning and Guidance and Cherie Dupont Kent joined the District as the Director of Literacy. Also this year, longtime WRSD special educator Lincoln Waterhouse will serve as the Interim Administrator of Special Education. We are excited to have these new leaders and Central Office administrators join our community. I look forward to working with them in the coming year.

For the first time in many years, all five Member Towns approved a budget prior to the end of the school year. A great deal of preparation and outreach went into discussions on the FY19 budget, and the District appreciates the support of Member Towns in the investment of educating our students. *We also are thankful to the staff who were able to attend Town Meetings. Your support was a critical part of passing the budget.* The WRSD Strategic Plan also played a significant role for the District as we discussed the upcoming budget and the priorities for the year. From supporting student safety and social-emotional wellness, to aligning our curricular needs with the Commonwealth, the Strategic Plan has helped define areas of focus for our budget process. By working together, we will continue to strive to provide our youth with opportunities to learn with strong educators, offer up-to-date curricular materials and technology, and ensure safe and secure schools for the children who live in our five towns.

This year, we will focus our attention on Domain 5 of the Strategic Plan, as we develop a system for providing SEL (social-emotional learning) support for our schools. We will offer safety planning around ALICE, and also enhance emergency communication through Crisis Go. Most importantly, we will be gathering information across the District to determine how, through collaboration, we can help students learn in a safe environment that is welcoming to all.

As always, I applaud your efforts to help our students grow and learn each day. I wish you a successful start to the school year, and look forward to seeing you as I visit your schools in the coming weeks.

Darryll McCall  
Superintendent of Schools

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You received this message because you are subscribed to the "District Staff" group.

[http://groups.google.com/a/wrsd.net/group/district\\_staff](http://groups.google.com/a/wrsd.net/group/district_staff)





Attachment 13  
September 14, 2018

Rebecca Petersen <rebecca\_petersen@wrsd.net>

## Fwd: Wachusett News

Darryll McCall <darryll\_mccall@wrsd.net>  
To: Rebecca Petersen <rebecca\_petersen@wrsd.net>

Mon, Sep 10, 2018 at 10:53 AM

----- Forwarded message -----

From: Darryll McCall <darryllmccall@users.smores.com>  
Date: Mon, Sep 10, 2018 at 10:52 AM  
Subject: [Test] Wachusett News  
To: <darryll\_mccall@wrsd.net>

Is this email not displaying correctly? [View it in your browser](#)

# Wachusett News

*"We help our students scale any mountain" Early Fall 2018*

## News from the Superintendent's Office

Welcome back! It is always such an exciting and eventful time of year when summer starts to wind down and school opens for the first day. As I reflect upon the past summer, it is important for me to note that for the first time in many years, all five member towns approved a budget prior to summer recess. A great deal of preparation and outreach went into discussions on the FY19 budget, and the District appreciates the support of member towns in the investment of educating our students. Having a budget allowed us to purchase items such as textbooks and technology in a timely manner prior to school starting.



As I enter my 28th year in education, I am still as hopeful and excited as I was when I set up my first classroom preparing to teach fifth graders years ago. The anticipation of a new year, with new experiences and opportunities, continues to drive my desire to learn and grow everyday. We look forward to a productive year filled with engaging learning opportunities for all.

Darryll McCall, Ed.D.  
Superintendent  
Wachusett Regional School District



## Opening Day - August 28, 2018

The Wachusett Regional School District had a very successful, although hot, opening day. Even with the warm temperatures, students and staff were happy to be back in school for the start of a new year. Superintendent McCall visited all of the schools on opening day and was pleased to reconnect with students and staff from the five towns. The District is fortunate to have a dedicated group of educators who helped the students maneuver through their first day back in school with support and kindness.

## Social Emotional Learning

This year, the district is pleased to have Jon Krol, the new Director of Social Emotional Learning (SEL) and Guidance, join the WRSD administrative team. The goals of Social Emotional Learning are to improve student connections and skill sets in school and throughout a student's lifetime. This renewed focus on SEL will ensure that all of students are equally optimizing their learning while developing a deep connection to the Wachusett community. Social Emotional Learning encompasses 5 main categories: Self-awareness (identifying emotions); Self-management (self-discipline/motivation); Social awareness (empathy/perspective); Relationship skills (communication/teamwork); Responsible decision making. Director Krol will be working with building administrators and staff across the district to determine strengths and areas of improvement.

For more information on SEL, please take time to watch the video below:

<https://www.youtube.com/watch?v=ikehX9o1JbI>







## Commissioner of Education to visit Wachusett

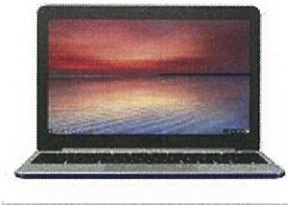
Jeff Riley, the newly appointed Commissioner of Education, will be visiting the WRSD on September 19.

In his first months in office, Commissioner Riley has focused on celebrating the wonderful educators who work in Massachusetts. The Department of Elementary and Secondary Education has recently revamped their [website](#) to include information pertaining to aMAzing Educators who help our students everyday. Given how hard teachers work, teacher appreciation is something that should happen more than one day or week a year. Please take time to visit the site and share your thoughts about an amazing teacher!

[aMAzing Educators](#)

## 1:1 Chromebook Program continues at WRHS

Last summer, to kick off the 1:1 program, all ninth grade students received Chromebooks to be used in school and at home. Over 500 Chromebooks were distributed before the first day of school and the response from students and staff has been overwhelmingly positive. The district also purchased another 700 Chromebooks that were distributed to other schools, where for the first time, students in grades 3-8 took the Next Generation MCAS online. This year, the second roll-out of Chromebooks for the incoming 9th grade students occurred in late August. A Technology Integration Specialist was also added to assist teachers effectively utilize technology in their classroom instruction. The goal is to further enhance students' interaction with the curriculum in a 21st century learning environment.



For more information on the new Chromebook 1:1 Program, [click here](#)

## Stay Informed with The Wachusett App



As a means to further enhance communication within the WRSD, [the Wachusett App](#) compiles many of the important items related to the WRSD into one, convenient location. The app is available to download for free through the [Apple App store or GooglePlay](#). The app has several components that will be helpful for students and families, including links to:

- the school calendar,
- athletic schedules for the high school,
- a staff directory by school with direct links to email,
- the mobile PowerSchool site,
- the superintendent's blog,
- school lunch menus,
- school listings with phone numbers,
- maps and directions to any school in the district,
- the WRSD bus provider, AA Transportation and,
- the WRSD website

## District Website

For information pertaining to individual schools, the school district and the School Committee, please visit our [website](#). We are currently in the process of building all new websites for our schools and plan to have everything completed and published by early winter.



## Wachusett Regional School District

[Superintendent McCall's Blog](#)

📍 1745 Main St, Jefferson, MA, U...

☎ 508-829-1670

🌐 [wrsd.net](#)

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Unsubscribe from emails by **Darryll McCall**.

—  
**Darryll McCall, Ed.D.**  
Superintendent  
Wachusett Regional School District  
1745 Main St.

9/10/2018

WRSD Mail - Fwd: Wachusett News

Jefferson, MA 01522  
508-829-1670  
[darryll\\_mccall@wrsd.net](mailto:darryll_mccall@wrsd.net)

1

REPORT OF EMPLOYEE TRAVEL FOR WORKSHOPS, CONFERENCES, VISITATIONS										
For Period:	April-June 2018									
CLASSIFICATION OF EMPLOYEE	NAME	DATE	DESTINATION	PURPOSE	REGISTRATION	MILES	LODGING	MEALS	TOLLS/PARKING	TOTAL
SPED Coordinator	Bouvier, Danielle	5/11/2018	Marlborough, MA	Massachusetts Annual ABA Conference	\$ 165.00 (paid by 240 grant)					\$165.00
Teacher	Culberson, Debra	online		Dyslexia	\$ 99.99					\$99.99
Nurse	Klausmeyer, Amy	5/23/2018	Worcester, MA	Pharmacology Conference	\$ 199.99					\$199.99
Nurse	Klausmeyer, Amy	online		Cardiac Assessment	\$ 85.00					\$85.00
Teacher	Culberson, Debra	online		Validation , Behaviorism & Dialectics	\$ 105.00					\$105.00
Teacher	May, Lindsay	3/9/2018	Bridgewater, MA	MA Council of Social Studies	\$ 7.00					\$7.00
Nurse	Lamoureux, Lisa	4/27/2018	Haverhill, MA	Domestic & Sexual Abuse	\$ 50.00					\$50.00
Nurse	Lamoureux, Lisa	5/9/2018	Waltham, MA	Working Together to Promote Health & Well Being in Children	\$ 80.00					\$80.00
Teacher	Slipp, David	3/1-3/2018	Boston, MA	All State Music Educators Annual Conference	\$ 210.00					\$210.00
Nurse	Berquist, Sandra	3/29/2018	Marlborough, MA	Medication Administration	\$ 45.00	\$26.98				\$71.98
Nurse	Berquist, Sandra	3/15/2018	Manchester, NH	Pediatric Infectious Diseases	\$ 109.00					\$109.00
Nurse	Brown, Gina	4/18/2018	Waltham, MA	School Emergency Triage Training	\$ 150.00	\$49.38				\$199.38
Nurse	Brown, Gina	3/27/2018		Racial Equity in Schools	\$ 125.00	\$46.33				\$171.33
Teacher	Thurber, Aileen	6/7/2018	Woburn, MA	Play & Language: The Parts of Literacy	\$ 199.99					\$199.99
Teacher	Russell, Robin	6/7/2018	Woburn, MA	Play & Language: The Parts of Literacy	\$ 199.99					\$199.99
Teacher	Avakian, Crystal	11/1/2017		Feeding Difficulties: Sensory Motor Behavior Techniques	\$ 169.99					\$169.99
Teacher	Butterfield, Dianah	2/7/2018	Mansfield, MA	Empowering Writers	\$ 165.00					\$165.00
Teacher	Lee, Jennifer	2/7/2018	Mansfield, MA	Empowering Writers	\$ 165.00					\$165.00
Teacher	Porter, Kyle	11/8/2017	Woburn, MA	Balance Differentiated	\$ 39.00					\$39.00
Teacher	Thorne, Michele	4/4/2018	Worcester, MA	Math Strategies, Oppositional Defiant Behavior	\$ 99.00					\$99.00
Teacher	Arsenault, Amanda	3/1-3/18	Boston, MA	All State Music Educators Annual Conference	\$ 345.00					\$345.00
Psychologist	Liubovich, Inna	5/10/2018	Boston, MA	Pragmatism in School Based Supports	\$ 105.00					\$105.00
Nurse	Lawton, Christine	5/4/2018				\$15.26			\$12.00	\$27.26
Teacher	Daly, Kelley	2/7/2018	Mansfield, MA	Empowering Writers	\$ 165.00					\$165.00
Nurse	Lawton, Christine	4/18/2018	Waltham, MA	School Emergency Triage Training	\$ 175.00					\$175.00
Teacher	LeBouf, Amy	2/7/2018	Mansfield, MA	Empowering Writers	\$ 165.00					\$165.00
Teacher	Lahey, Heidi	6/8/2018	Frammingham, MA	Math Skills Workshop	\$ 49.00					\$49.00
Teacher	Asquith, Lindsay	3/10-11/18	Cambridge, MA	Math MTEL Workshop	\$ 61.00					\$61.00

Attachment 14  
September 14,2018



Nurse	Josiah-Ogbomo, Bertha	6/5/2018	Marlborough, MA	Medication Administration	\$	45.00						\$45.00
Teacher	Reidy, Sarah	3/2/2018	Waltham, MA	Responsive Classroom	\$	199.00						\$199.00
Teacher	Halloran, Jennifer	2/7/2018	Mansfield, MA	Empowering Writers	\$	165.00						\$165.00
	Allison, Danae		online	What's Happening in SPED Law	\$	120.00						\$120.00
Teacher	Naiman, Kristina	2/15/2018	Mansfield, MA	Empowering Writers	\$	165.00						\$165.00
Teacher	Chandonnet, Kara	4/4/2018	Worcester, MA	Oppositional, Defiant Behavior	\$	99.99						\$99.99
					(paid by 240 grant)							
Teacher	Sullivan, Maureen	3/6/2018	Natick, MA	Disruptive Children, Motivation, Mindset, Grit	\$	259.00						\$259.00
Teacher	Stoeve, Darlene	3/16/2018	Natick, MA	Disruptive Children, Motivation, Mindset, Grit	\$	259.00						\$259.00
Teacher	Simons, Renee	1/4/2018	Manchester, NH	Next Gen Science Strategies	\$	249.00						\$249.00
Teacher	Majewski, Melinda	1/4/2018	Manchester, NH	Next Gen Science Strategies	\$	249.00						\$249.00
					(paid by 240 grant)							
Teacher	Heller, Carolyn	4/4/2018	Worcester, MA	Oppositional, Defiant Behavior	\$	99.99						\$99.99
Teacher	McSweeney, Maura		online	Dyslexia	\$	159.00						\$159.00
Teacher	Cotting, Lisa	5/17/2018	Mansfield, MA	Empowering Writers	\$	278.85						\$278.85
Teacher	Hilton, Elizabeth	6/1/2018	Framingham, MA	MATSOL Conference	\$	120.00						\$120.00
Teacher	Olson, Merle	3/12/2018	Worcester, MA	Anxiety Workshop	\$	79.00						\$79.00
Teacher	Hanley, Lynn		online	MAFLA Core Institute	\$	175.00						\$175.00
Teacher	Torode, Susan	3/1-3/2018	Boston, MA	All State Music Educators Annual Conference	\$	310.00						\$310.00
Teacher	Day, Richard	3/1-3/2018	Boston, MA	All State Music Educators Annual Conference	\$	240.00	\$130.65			\$35.00		\$405.65
Teacher	Knowles, Jennifer	4/30/2018	Dedham, MA	Reading Comprehension	\$	249.00						\$249.00
Nurse	Corazzini, Louisa	6/14/2018	Marlborough, MA	Stopping Opiod Addiction			\$27.25					\$27.25
Teacher	Loverin, Sara	2/26/2018	Worcester, MA	Pediatric Yoga & Mindfulness	\$	299.99						\$299.99
					(paid by 240 grant)							
Teacher	Lux, Brian	6/24/2017	Waltham, MA	SEI Exam Workshop	\$	100.00						\$100.00
Teacher	L'Ecuver, Chelsea	6/1-2/2018	Philadelphia, PA	Teaching Tolerance	\$	70.00	\$301.94					\$371.94
Guidance	Krol, Jon	3/14/2018		Intro to SEL			\$32.06					\$32.06
Teacher	Crowley, Peter	9/6/2017	Natick, MA	MASS Business Educators Assoc Conference	\$	125.00						\$125.00
Teacher	Sasso, Linda	6/16/2018	Watertown, MA	MTL SEI SEL Conference	\$	100.00						\$100.00
Teacher	Rubenstein, Suzanne	6/16/2018	Watertown, MA	MTL SEI SEL Conference	\$	100.00						\$100.00
Teacher	Masterson, Anita	6/15/2018	Marlborough, MA	Trying to Stop Opiod Addiction before it Starts	\$	169.00						\$169.00
Teacher	Leschke, Lynn	6/16/2018	Watertown, MA	MTL SEI SEL Conference	\$	169.00						\$169.00
Guidance	Krol, Jon	6/1/2018		SEL Conference	\$	295.00						\$295.00
Nurse	Sawyer, Lauren	4/27/2018	Haverhill, MA	Domestic & Sexual Abuse	\$	50.00						\$50.00
Teacher	Masterson, Anita		online	How to Work with Clients who are Stuck	\$	45.00						\$45.00





# Summary of the Conflict of Interest Law for Municipal Employees

Attachment 15  
September 14, 2018

This summary of the conflict of interest law, General Laws chapter 268A, is intended to help municipal employees understand how the law applies to them. This summary is not a substitute for legal advice, nor does it mention every aspect of the law that may apply in particular situation. Municipal employees can obtain free confidential advice about the conflict of interest law from the Commission Legal Division at our website, phone number, and address above. Municipal counsel may also provide advice.

The conflict of interest law seeks to prevent conflicts between private interests and public duties, foster integrity in public service, and promote the public's trust and confidence in that service by placing restrictions on what municipal employees may do on the job, after hours, and after leaving public service, as described below. The sections referenced below are sections of G.L. c. 268A.

When the Commission determines that the conflict of interest law has been violated, it can impose a civil penalty of up to \$10,000 (\$25,000 for bribery cases) for each violation. In addition, the Commission can order the violator to repay any economic advantage he gained by the violation, and to make restitution to injured third parties. Violations of the conflict of interest law can also be prosecuted criminally.

## I. Are you a municipal employee for conflict of interest law purposes?

You do not have to be a full-time, paid municipal employee to be considered a municipal employee for conflict of interest purposes. Anyone performing services for a city or town or holding a municipal position, whether paid or unpaid, including full- and part-time municipal employees, elected officials, volunteers, and consultants, is a municipal employee under the conflict of interest law. An employee of a private firm can also be a municipal employee, if the private firm has a contract with the city or town and the employee is a "key employee" under the contract, meaning the town has specifically contracted for her services. The law also covers private parties who engage in impermissible dealings with municipal employees, such as offering bribes or illegal gifts.

## II. On-the-job restrictions.

### (a) Bribes. Asking for and taking bribes is prohibited. (See Section 2)

A bribe is anything of value corruptly received by a municipal employee in exchange for the employee being influenced in his official actions. Giving, offering, receiving, or asking for a bribe is illegal.

Bribes are more serious than illegal gifts because they involve corrupt intent. In other words, the municipal employee intends to sell his office by agreeing to do or not do some official act, and the giver intends to influence him to do so. Bribes of any value are illegal.

### (b) Gifts and gratuities. Asking for or accepting a gift because of your official position, or because of something you can do or have done in your official position, is prohibited. (See Sections 3, 23(b)(2), and 26)

Municipal employees may not accept gifts and gratuities valued at \$50 or more given to influence their official actions or because of their official position. Accepting a gift intended to reward past official action or to bring about future official action is illegal, as is giving such gifts. Accepting a gift given to you because of the municipal position you hold is also illegal. Meals, entertainment event tickets,

golf, gift baskets, and payment of travel expenses can all be illegal gifts if given in connection with official action or position, as can anything worth \$50 or more. A number of smaller gifts together worth \$50 or more may also violate these sections.

**Example of violation:** A town administrator accepts reduced rental payments from developers.

**Example of violation:** A developer offers a ski trip to a school district employee who oversees the developer's work for the school district.

**Regulatory exemptions.** There are situations in which a municipal employee's receipt of a gift does not present a genuine risk of conflict of interest, and may in fact advance the public interest. The Commission has created exemptions permitting giving and receiving gifts in these situations. One commonly used exemption permits municipal employees to accept payment of travel-related expenses when doing so advances a public purpose. Another commonly used exemption permits municipal employees to accept payment of costs involved in attendance at educational and training programs. Other exemptions are listed on the Commission website.

**Example where there is no violation:** A fire truck manufacturer offers to pay the travel expenses of a fire chief to a trade show where the chief can examine various kinds of fire-fighting equipment that the town may purchase. The chief fills out a disclosure form and obtains prior approval from his appointing authority.

**Example where there is no violation:** A town treasurer attends a two-day annual school featuring multiple substantive seminars on issues relevant to treasurers. The annual school is paid for in part by banks that do business with town treasurers. The treasurer is only required to make a disclosure if one of the sponsoring banks has official business before her in the six months before or after the annual school.

**(c) Misuse of position.** Using your official position to get something you are not entitled to, or to get someone else something they are not entitled to, is prohibited. Causing someone else to do these things is also prohibited. (See Sections 23(b)(2) and 26)

A municipal employee may not use her official position to get something worth \$50 or more that would not be properly available to other similarly situated individuals. Similarly, a municipal employee may not use her official position to get something worth \$50 or more for someone else that would not be properly available to other similarly situated individuals. Causing someone else to do these things is also prohibited.

**Example of violation:** A full-time town employee writes a novel on work time, using her office computer, and directing her secretary to proofread the draft.

**Example of violation:** A city councilor directs subordinates to drive the councilor's wife to and from the grocery store.

**Example of violation:** A mayor avoids a speeding ticket by asking the police officer who stops him, "Do you know who I am?" and showing his municipal I.D.

**(d) Self-dealing and nepotism.** Participating as a municipal employee in a matter in which you, your immediate family, your business organization, or your future employer has a financial interest is prohibited. (See Section 19)

A municipal employee may not participate in any particular matter in which he or a member of his immediate family (parents, children, siblings, spouse, and spouse's parents, children, and siblings) has a financial interest. He also may not participate in any particular matter in which a prospective employer, or a business organization of which he is a director, officer, trustee, or employee has a financial interest. Participation includes discussing as well as voting on a matter, and delegating a matter to someone else.

A financial interest may create a conflict of interest whether it is large or small, and positive or negative. In other words, it does not matter if a lot of money is involved or only a little. It also does not matter if you are putting money into your pocket or taking it out. If you, your immediate family, your business, or your employer have or has a financial interest in a matter, you may not participate. The financial interest must be direct and immediate or reasonably foreseeable to create a conflict. Financial interests which are remote, speculative or not sufficiently identifiable do not create conflicts.

*Example of violation:* A school committee member's wife is a teacher in the town's public schools. The school committee member votes on the budget line item for teachers' salaries.

*Example of violation:* A member of a town affordable housing committee is also the director of a non-profit housing development corporation. The non-profit makes an application to the committee, and the member/director participates in the discussion.

*Example:* A planning board member lives next door to property where a developer plans to construct a new building. Because the planning board member owns abutting property, he is presumed to have a financial interest in the matter. He cannot participate unless he provides the State Ethics Commission with an opinion from a qualified independent appraiser that the new construction will not affect his financial interest.

In many cases, where not otherwise required to participate, a municipal employee may comply with the law by simply not participating in the particular matter in which she has a financial interest. She need not give a reason for not participating.

There are several exemptions to this section of the law. An appointed municipal employee may file a written disclosure about the financial interest with his appointing authority, and seek permission to participate notwithstanding the conflict. The appointing authority may grant written permission if she determines that the financial interest in question is not so substantial that it is likely to affect the integrity of his services to the municipality. Participating without disclosing the financial interest is a violation. Elected employees cannot use the disclosure procedure because they have no appointing authority.

*Example where there is no violation:* An appointed member of the town zoning advisory committee, which will review and recommend changes to the town's by-laws with regard to a commercial district, is a partner at a company that owns commercial property in the district. Prior to participating in any committee discussions, the member files a disclosure with the zoning board of appeals that appointed him to his position, and that board gives him a written determination authorizing his participation, despite his company's financial interest. There is no violation.

There is also an exemption for both appointed and elected employees where the employee's task is to address a matter of general policy and the employee's financial interest is shared with a substantial portion (generally 10% or more) of the town's population, such as, for instance, a financial interest in real estate tax rates or municipal utility rates.

**(e) False claims. Presenting a false claim to your employer for a payment or benefit is prohibited, and causing someone else to do so is also prohibited. (See Sections 23(b)(4) and 26)**

A municipal employee may not present a false or fraudulent claim to his employer for any payment or benefit worth \$50 or more, or cause another person to do so.

*Example of violation:* A public works director directs his secretary to fill out time sheets to show him as present at work on days when he was skiing.

**(f) Appearance of conflict. Acting in a manner that would make a reasonable person think you can be improperly influenced is prohibited. (See Section 23(b)(3))**

A municipal employee may not act in a manner that would cause a reasonable person to think that she would show favor toward someone or that she can be improperly influenced. Section 23(b)(3) requires a municipal employee to consider whether her relationships and affiliations could prevent her from acting fairly and objectively when she performs her duties for a city or town. If she cannot be fair and objective because of a relationship or affiliation, she should not perform her duties. However, a municipal employee, whether elected or appointed, can avoid violating this provision by making a public disclosure of the facts. An appointed employee must make the disclosure in writing to his appointing official.

*Example where there is no violation:* A developer who is the cousin of the chair of the conservation commission has filed an application with the commission. A reasonable person could conclude that the chair might favor her cousin. The chair files a written disclosure with her appointing authority explaining her relationship with her cousin prior to the meeting at which the application will be considered. There is no violation of Sec. 23(b)(3).

**(g) Confidential information. Improperly disclosing or personally using confidential information obtained through your job is prohibited. (See Section 23(c))**

Municipal employees may not improperly disclose confidential information, or make personal use of non-public information they acquired in the course of their official duties to further their personal interests.

### III. After-hours restrictions.

**(a) Taking a second paid job that conflicts with the duties of your municipal job is prohibited. (See Section 23(b)(1))**

A municipal employee may not accept other paid employment if the responsibilities of the second job are incompatible with his or her municipal job.

*Example:* A police officer may not work as a paid private security guard in the town where he serves because the demands of his private employment would conflict with his duties as a police officer.

**(b) Divided loyalties. Receiving pay from anyone other than the city or town to work on a matter involving the city or town is prohibited. Acting as agent or attorney for anyone other than the city or town in a matter involving the city or town is also prohibited whether or not you are paid. (See Sec. 17)**

Because cities and towns are entitled to the undivided loyalty of their employees, a municipal employee may not be paid by other people and organizations in relation to a matter if the city or town has an interest in the matter. In addition, a municipal employee may not act on behalf of other people and organizations or act as an attorney for other people and organizations in which the town has an interest. Acting as agent includes contacting the municipality in person, by phone, or in writing; acting as a liaison; providing documents to the city or town; and serving as spokesman.

A municipal employee may always represent his own personal interests, even before his own municipal agency or board, on the same terms and conditions that other similarly situated members of the public would be allowed to do so. A municipal employee may apply for building and related permits on behalf of someone else and be paid for doing so, unless he works for the permitting agency, an agency which regulates the permitting agency.

*Example of violation:* A full-time health agent submits a septic system plan that she has prepared for a private client to the town board of health.

*Example of violation:* A planning board member represents a private client before the board of selectmen on a request that town meeting consider rezoning the client's property.

While many municipal employees earn their livelihood in municipal jobs, some municipal employees volunteer their time to provide services to the town or receive small stipends. Others, such as a private attorney who provides legal services to a town as needed, may serve in a position in which they may have other personal or private employment during normal working hours. In recognition of the need not to unduly restrict the ability of town volunteers and part-time employees to earn a living, the law is less restrictive for "special" municipal employees than for other municipal employees.

The status of "special" municipal employee has to be assigned to a municipal position by vote of the board of selectmen, city council, or similar body. A position is eligible to be designated as "special" if it is unpaid, or if it is part-time and the employee is allowed to have another job during normal working hours, or if the employee was not paid for working more than 800 hours during the preceding 365 days. It is the position that is designated as "special" and not the person or persons holding the position. Selectmen in towns of 10,000 or fewer are automatically "special"; selectman in larger towns cannot be "specials."

If a municipal position has been designated as "special," an employee holding that position may be paid by others, act on behalf of others, and act as attorney for others with respect to matters before municipal boards other than his own, provided that he has not officially participated in the matter, and the matter is not now, and has not within the past year been, under his official responsibility.

*Example:* A school committee member who has been designated as a special municipal employee appears before the board of health on behalf of a client of his private law practice, on a matter that he has not participated in or had responsibility for as a school committee member. There is no conflict. However, he may not appear before the school committee, or the school department, or on behalf of a client because he has official responsibility for any matter that comes before the school committee. This is still the case even if he has recused himself from participating in the matter in his official capacity.

*Example:* A member who sits as an alternate on the conservation commission is a special municipal employee. Under town by-laws he only has official responsibility for matters assigned to him. He may represent a resident who wants to file an application with the conservation commission as long as the matter is not assigned to him and he will not participate in it.

**(c) Inside track. Being paid by your city or town, directly or indirectly, under some second arrangement in addition to your job is prohibited, unless an exemption applies. (See Section 20)**

A municipal employee generally may not have a financial interest in a municipal contract, including a second municipal job. A municipal employee is also generally prohibited from having an indirect financial interest in a contract that the city or town has with someone else. This provision is intended to prevent municipal employees from having an "inside track" to further financial opportunities.

**Example of violation:** Legal counsel to the town housing authority becomes the acting executive director of the authority, and is paid in both positions.

**Example of violation:** A selectman buys a surplus truck from the town DPW.

**Example of violation:** A full-time secretary for the board of health wants to have a second paid job working part-time for the town library. She will violate Section 20 unless she can meet the requirements of an exemption.

**Example of violation:** A city councilor wants to work for a non-profit that receives funding under a contract with her city. Unless she can satisfy the requirements of an exemption under Section 20, she cannot take the job.

There are numerous exemptions. A municipal employee may hold multiple unpaid or elected positions. Some exemptions apply only to special municipal employees. Specific exemptions may cover serving as an unpaid volunteer in a second town position, housing related benefits, public safety positions, certain elected positions, small towns, and other specific situations. Please call the Ethics Commission's Legal Division for advice about a specific situation.

#### IV. After you leave municipal employment. (See Section 18)

**(a) Forever ban. After you leave your municipal job, you may never work for anyone other than the municipality on a matter that you worked on as a municipal employee.**

If you participated in a matter as a municipal employee, you cannot ever be paid to work on that same matter for anyone other than the municipality, nor may you act for someone else, whether paid or not. The purpose of this restriction is to bar former employees from selling to private interests their familiarity with the facts of particular matters that are of continuing concern to their former municipal employer. The restriction does not prohibit former municipal employees from using the expertise acquired in government service in their subsequent private activities.

**Example of violation:** A former school department employee works for a contractor under a contract that she helped to draft and oversee for the school department.

**(b) One year cooling-off period. For one year after you leave your municipal job you may not participate in any matter over which you had official responsibility during your last two years of public service.**

Former municipal employees are barred for one year after they leave municipal employment from personally appearing before any agency of the municipality in connection with matters that were under their authority in their prior municipal positions during the two years before they left.

**Example:** An assistant town manager negotiates a three-year contract with a company. The town manager who supervised the assistant, and had official responsibility for the contract but did not participate in negotiating it, leaves her job to work for the company to which the contract was awarded. The former manager may not call or write the town in connection with the company's work on the contract for one year after leaving the town.

**(c) Partners. Your partners will be subject to restrictions while you serve as a municipal employee and after your municipal service ends.**

Partners of municipal employees and former municipal employees are also subject to restrictions under the conflict of interest law. If a municipal employee participated in a matter, or if he has official responsibility for a matter, then his partner may not act on behalf of anyone other than the municipality or provide services as an attorney to anyone but the city or town in relation to the matter.

*Example:* While serving on a city's historic district commission, an architect reviewed an application to get landmark status for a building. His partners at his architecture firm may not prepare and sign plans for the owner of the building or otherwise act on the owner's behalf in relation to the application for landmark status. In addition, because the architect has official responsibility as a commissioner for every matter that comes before the commission, his partners may not communicate with the commission or otherwise act on behalf of any client on any matter that comes before the commission during the time that the architect serves on the commission.

*Example:* A former town counsel joins a law firm as a partner. Because she litigated a lawsuit for the town, her new partners cannot represent any private clients in the lawsuit for one year after her job with the town ended.

\* \* \* \* \*

This summary is not intended to be legal advice and, because it is a summary, it does not mention every provision of the conflict of interest law that may apply in a particular situation. Our website, <http://www.mass.gov/ethics> contains further information about how the law applies in many situations. You can also contact the Commission's Legal Division via our website, by telephone, or by letter. Our contact information is at the top of this document. Click on the Public Education and Communications Division link on the left hand side under DEPARTMENTS & DIVISIONS, then click on the link for the Online Training Program.

Version 4: Revised November 24, 2010

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TOWN OF HOLDEN

CONFLICT OF INTEREST LAW SUMMARY

ACKNOWLEDGMENT OF RECEIPT

I, \_\_\_\_\_ hereby acknowledge that I  
(first and last name)

received a copy of the Summary of the Conflict of Interest Law for Municipal Employees

on \_\_\_\_\_  
(date)

*Municipal employees should complete this Acknowledgment of Receipt, detach it, and return it to the Town Clerk's Office, 1196 Main Street, Holden, MA 01520.*



**WACHUSETT REGIONAL SCHOOL DISTRICT**  
**HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING**  
**SUPERINTENDENT GOALS AND EVALUATION SUBCOMMITTEE**

MINUTES

Thursday, April 26, 2018  
5:30 PM

Superintendent's Conference Room  
District Central Office  
1745 Main Street, Jefferson

In Attendance: Kenneth Mills, Chair, Christina Smith, Vice-chair, Amy Michalowski, Megan Weeks

Absent: Sarah LaMountain, Matthew Lavoie

Administration: Jeff Carlson

I. Call to Order

Chair Mills called the meeting to order at 5:30 PM.

II. Approval of Minutes

Motion: To approve the minutes of the April 2, 2018 meeting of the Superintendent Goals and Evaluation Subcommittee.

(A. Michalowski)  
(M. Weeks)

The minutes were approved by consensus.

III. Preparation of Annual Evaluation of the Superintendent of Schools

Members were provided with Superintendent McCall's April 2017 evaluation narrative, a summary of School Committee member 2018 evaluation responses, and a copy of a draft of the 2018 Superintendent Evaluation Narrative, prepared by Chair Mills (attachments 1, 2, 3).

Standard I – Instructional Leadership

The summary was reviewed and edits were suggested and agreed upon.

## Standard II – Management & Operations

Input reviewed, noting special education, reference to ALiCE was missing, and policy implementation discussed.

## Standard III – Family & Community Engagement

In Member Lavoie's absence, Chair Mills reported on a phone conversation he had with Member Lavoie and he explained and reviewed the summary of Standard III, prepared by Member Lavoie. Additional language was added to the summary.

## Standard IV – Professional Culture

Reviewed, discussed, and edited as agreed upon.

## Overall Summaries – Chair Mills

- Review of Submissions by Members of the School Committee

Chair Mills reviewed input from School Committee members.

- Subcommittee Input
- Drafting of Evaluation Narrative

Chair Mills will draft the evaluation narrative, which will be presented to and voted upon by the full School Committee at the April 30, 2018 regular meeting.

## IV. Public Hearing

There were no members of the public in attendance.

## V. New Business

There was no new business brought before the subcommittee.

## VI. Adjournment

Motion: To adjourn.

(M. Weeks)  
(C. Smith)

Vote:

*In favor:*

Kenneth Mills  
Christina Smith  
Amy Michalowski  
Megan Weeks

*Opposed:*

None

The motion was unanimously approved.

The meeting adjourned at 6:32 PM.

Respectfully submitted,

Jeff Carlson

JC:rlp

Attachments:

- Superintendent's Evaluation Narrative 2017 (attachment 1)
- 2018 Superintendent Evaluation Responses (attachment 2)
- Draft Superintendent's Evaluation Narrative 2018 (attachment 3)

WACHUSETT REGIONAL SCHOOL DISTRICT

**HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING**

EDUCATION SUBCOMMITTEE

Monday, July 16, 2018

6:00 PM

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

Minutes

In Attendance: Robert Imber, Chair, Anthony DiFonso, Rachel Dolan, Christina Smith

Absent: Sarah LaMountain, Asima Silva

Administration: Robert Berlo

Others: Megan Keller, Heidi Lahey

I. Call to Order

Subcommittee Chair Imber called the meeting to order at 6:00 PM.

II. Election of Vice-chair

Motion: To nominate Christina Smith to serve as Vice-chair of the Education Subcommittee.

(R. Dolan)

Motion: To nominate Anthony DiFonso to serve as Vice-chair of the Education Subcommittee.

(A. Difonso)

Motion: To close nominations

(R. Dolan)

(C. Smith)

The motion passed unanimously.

Anthony DiFonso – Anthony DiFonso

Rachel Dolan – Christina Smith

Robert Imber – Christina Smith

Christina Smith – abstained

By ballot vote, Christina Smith was elected Vice-chair of the Education Subcommittee (attachment 1).

III. Minutes of March 12, 2018 Meeting

Motion: To approve the minutes of the March 12, 2018 meeting of the Education Subcommittee, as amended.

(C. Smith)  
(R. Dolan)

The minutes, as amended, were approved, by consensus, with Members DiFonso and Dolan abstaining.

IV. New Business

Draft Policy Language (MASC templates)

- Homeless Students: Enrollment Rights and Services

MASC suggested policy language and a Lexington Public Schools policy on homelessness were both reviewed, discussed, edits suggested, and a draft WRSDC policy will be developed based on suggestions made during the meeting. The draft WRSDC policy will be reviewed by District Counsel and will then be brought before the full School Committee for a first reading.

- English Language Learners

Deferred

Amended Policy Language (MASC template)

- Nondiscrimination

Deferred

V. Old Business

- Amended Policy 3323 Policy Relating to Education Home Assignments

Deferred

- Draft Amended Policy 3341 Policy Relating to Education Curriculum Adoption

Deferred

- Policy 3240 Policy Relating to Education Ceremonies and Observances

Deferred

VI. Adjournment

Motion: To adjourn.

(C. Smith)  
(R. Dolan)

Vote:

*In favor:*

Robert Imber  
Christina Smith  
Anthony DiFonso  
Rachel Dolan

*Opposed:*

None

The motion passed unanimously.

After discussion, it was agreed that meetings of the Education Subcommittee would be scheduled at 6:00 PM the evenings of regular School Committee meetings.

The meeting adjourned at 6:55 PM.

Respectfully submitted,

Robert Berlo  
Deputy Superintendent  
RB:rlp

**WACHUSETT REGIONAL SCHOOL DISTRICT**  
**HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING**  
**SUPERINTENDENT GOALS AND EVALUATION SUBCOMMITTEE**

**MINUTES**

Monday, July 16, 2018  
6:00 PM

Media Center  
Wachusett Regional High School  
1401 Main Street, Holden

In Attendance: Matthew Lavoie, Chair, Amy Michalowski, Kenneth Mills

Absent: Megan Weeks

Administration: Darryll McCall

Others: Mary Shepherd, WREA

I. Call to Order

Chair Lavoie called the meeting to order at 6:01 PM.

II. Election of Vice-chair

Motion: To nominate Amy Michalowski to serve as Vice-chair of the Superintendent Goals and Evaluation Subcommittee.

(K. Mills)

(M. Lavoie)

The motion passed unanimously.

By ballot vote, Amy Michalowski was elected as Vice-chair of the Superintendent Goals and Evaluation Subcommittee (attachment 1).

Matthew Lavoie – Amy Michalowski  
Amy Michalowski – Amy Michalowski  
Kenneth Mills – Amy Michalowski  
Megan Weeks – absent

III. Approval of Minutes

Motion: To approve the minutes of the April 26, 2018 meeting of the Superintendent Goals and Evaluation Subcommittee.

(A. Michalowski)  
(K. Mills)

The minutes were approved by consensus.

IV. Discuss 2018- 2019 Superintendent Goal Setting Process

Subcommittee Chair Lavoie discussed the process and feedback provided by this subcommittee in 2017 -2018. At the regular School Committee meeting following this subcommittee meeting, the full Committee will be provided with an update on the Strategic Plan. It is anticipated that in August, the Superintendent will submit his draft goals for review, with a vote on his 2018 – 2019 goals in September.

V. Discuss Meeting Schedule for 2018 – 2019 Superintendent Goals and Evaluation Subcommittee

Member Mills discussed his thoughts on when the subcommittee should decide upon the different areas of focus for the Superintendent's goals. Meetings of this subcommittee may be posted for 6:00 PM on the same evenings as regular School Committee meetings, at least for the next few meetings.

The next subcommittee meeting will be posted for 6:00 PM Monday, August 20, 2018, in the Media Center at WRHS.

VI. Discuss District and Superintendent Goals

Discussion ensued concerning members thoughts on goals the Superintendent should focus on. Vice-chair Michalowski and Member Mills were in agreement that a goal connected with instructional/curricular plans should be considered. There was some discussion about a goal focused on leadership.

VII. Discuss Review Process, including mid-year and evaluation format

Members agree to keep the same format as used in 2017-2018.

VIII. Public Hearing

Public Hearing will be including on future meeting agendas, at the beginning of the meetings.

IX. New Business



There was no new business brought before the subcommittee.

X. Adjournment

Motion: To adjourn.

(K. Mills)  
(A. Michalowski)

Vote:

*In favor:*

Matthew Lavoie  
Amy Michalowski  
Kenneth Mills

*Opposed:*

None

The motion was unanimously approved.

The meeting adjourned at 6:51 PM.

Respectfully submitted,

Darryll McCall, Ed.D.  
Superintendent of Schools  
DM:rlp

Attachments:

- Vice-Chair ballots (attachment 1)

Attachment 1

OFFICIAL BALLOT

WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE

Monday, July 16, 2018

**ELECTION OF VICE-CHAIR**  
**Superintendent Goals and Evaluation**

Amy Micholowski  
Candidate Selection

Signature:

Matthew Lavoie  
Matthew Lavoie, Chair  
Superintendent Goals and Evaluation

# OFFICIAL BALLOT

WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE

Monday, July 16, 2018

## ELECTION OF VICE-CHAIR Superintendent Goals and Evaluation

Amy Michalowski  
Candidate Selection

Signature:

Amy Michalowski

Amy Michalowski, Member  
Superintendent Goals and Evaluation

# OFFICIAL BALLOT

WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE

Monday, July 16, 2018

## ELECTION OF VICE-CHAIR Superintendent Goals and Evaluation

Amy Michalowski  
Candidate Selection

Signature:

KM  
Kenneth Mills, Member  
Superintendent Goals and Evaluation

**WACHUSETT REGIONAL SCHOOL DISTRICT**

**HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING**

**MINUTES**

Management Subcommittee

Monday, July 30, 2018  
7:00 PM

Superintendent's Conference Room  
District Central Office  
1745 Main Street, Jefferson

In Attendance: Kenneth Mills, Chair, Christina Smith, Vice-chair, Susan Hitchcock, Robert Imber, Matthew Lavoie

Absent: Thomas Curran, Michael Dennis

Administration: Darryll McCall

Others: Rachel Dolan

I. Call to Order

Chair Mills called the meeting to order at 7:02 PM.

II. Public Hearing

No members of the public were in attendance.

III. Approval of Minutes

Motion: To approve the minutes of the June 11, 2018 meeting.

(S. Hitchcock)

(R. Imber)

The minutes were approved by consensus, with Member Lavoie abstaining.

IV. Subcommittee Reports

Management Subcommittee Chair Mills reported the September meeting of the full School Committee will be changed from September 10<sup>th</sup> to September 17<sup>th</sup>, due to Rosh Hashana.

Superintendent Goals and Evaluation Subcommittee Chair Lavoie reported on the July 16, 2018 meeting of this subcommittee. There was discussion about one of Superintendent McCall's goals focusing on an effective mentorship plan for new administrators. Superintendent McCall will include information about his goals and the evaluation process in his next Report.

Education Subcommittee Chair Imber spoke about policies that need to be addressed by the full Committee by October (i.e. homelessness and English language learners). The subcommittee is working on these policies, which Deputy Superintendent Berlo will send to Attorney Bartulis for review.

Legal Affairs Subcommittee Chair Hitchcock spoke briefly about Amended Policy 1312 *Evaluation of the Superintendent*, which will be brought to the full School Committee for a first reading in August. Subcommittee Chair Hitchcock further reported this subcommittee will meet on August 8, 2018 and again on August 13<sup>th</sup>, at which time the subcommittee will interview District Counsel for the coming year. Lastly, she reported this subcommittee has discussed the Janus decision and is looking into what impact this decision may have on the District.

In Business/Finance Subcommittee Chair Dennis' absence, Superintendent McCall reported this subcommittee will meet next on Tuesday, August 14, 2018.

Facilities and Security Subcommittee Chair Curran was not in attendance, but Superintendent McCall reported this subcommittee met for the first time on July 23, 2018. Superintendent McCall reported Principals Cappucci and LaBreck and Assistant Principal Michael Pratt attended the meeting and gave a brief presentation on ALICE. Superintendent McCall reported on plans to have a similar presentation on ALICE at the September full School Committee meeting. He also reported *CrisisGo* was discussed at the July 23<sup>rd</sup> meeting and it is hoped getting this software installed on teacher computers will be accomplished the first couple of months of the school year.

V. Free Full-day Kindergarten Proposal

Superintendent McCall shared a DRAFT of a proposal to implement full-day kindergarten District-wide, potentially as soon as the 2019-2020 school year (attachment 1). Superintendent McCall will discuss this proposal when he meets with Town Administrators in September.

VI. Status of FY19 State Budget

Superintendent McCall discussed the state budget and issues associated with regional transportation reimbursement and Title 1.

VII. Orientation to the School Committee

Deferred.

VIII. Policy 6438 *Policy Relating to Pupil Services Anti-Bullying Policy*

Language around harassment that is included in the Employee Handbook will be reviewed.

IX. Amended Policy 3510 *Policy Relating to Education Class Size*

Deferred.

X. Amended Policy 1410 *Policy Relating to School Committee Operation New Member Orientation*

Deferred.

XI. District Indicators

Deferred.

XII. Presentations to the School Committee

Discussed briefly and an updated schedule of presentations will be brought to the next meeting.

XIII. Old Business

- Draft Policy 4714.6 *Policy Relating to Budget/Finance Employee Earnings Disclosure*
- Draft Policy 5263.2 *Policy Relating to Personnel Management Stipend Positions*
- WRHS Mascot
- Resolution on School Safety/Guns in Schools
- High School – allergy/cafeteria

Deferred.

XIV. New Business

There was no new business brought before the subcommittee.

XV. Adjournment

Motion: To adjourn.

(R. Imber)  
(M. Lavoie)

Vote:

*In favor:*

Kenneth Mills  
Christina Smith  
Susan Hitchcock  
Robert Imber  
Matthew Lavoie

*Opposed:*

None

The motion passed unanimously.

The subcommittee adjourned at 9:55 PM.

Respectfully submitted,

Darryll McCall, Ed.D.  
Superintendent of Schools

DM:rlp

Attachments:

- Full-day Kindergarten Proposal, draft



**WACHUSETT REGIONAL SCHOOL DISTRICT**

**HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING**

**MINUTES**

***Business/Finance Subcommittee***

Tuesday, August 14, 2018  
7:00 PM

Superintendent's Conference Room  
District Central Office  
1745 Main Street, Jefferson

In Attendance: Michael Dennis, Chair, Linda Long-Bellil, Benjamin Mitchel

Member Participating Remotely: Maleah Gustafson

Member Absent: Charles Witkes

Administration: Darryll McCall

Others: Daniel Deedy (participating remotely)  
Heidi Lahey, Kim McCormack

I. Call to Order

Subcommittee Chair Dennis called the meeting to order at 7:08 PM.

II. Election of Vice-chair

Motion: To nominate Charles Witkes to serve as Vice-chair of the Business/Finance Subcommittee.

(B. Mitchel)  
(L. Long-Bellil)

Motion: To close nominations

(B. Mitchel)  
(L. Long-Bellil)

The motion passed unanimously.

Michael Dennis  
Linda Long-Bellil – Charles Witkes  
Maleah Gustafson  
Benjamin Mitchel – Charles Witkes  
Charles Witkes - absent

By ballot vote, Charles Witkes was elected Vice-chair of the Business/Finance Subcommittee (attachment 1).

- III. Motion: To approve the minutes of the June 4, 2018 meeting of the Business/Finance Subcommittee.

(L. Long-Bellil)  
(B. Mitchel)

The minutes were approved by consensus, with Members Gustafson and Mitchel abstaining.

- IV. FY18 Budget Status

Superintendent McCall and Daniel Deedy reviewed the FY18 budget status. At closeout, the budgetary fund balance is approximately \$1.2 million.

- V. Update on FY18 Financial Audit

Deferred until next subcommittee meeting.

- VI. FY19 Budget

Mr. Deedy reviewed information as to where the District currently sits with the budget, sharing his opinion that it is too early in the fiscal year to make any predictions pertaining to the budget, especially the salary line. Subcommittee Chair Dennis asked when salaries would be loaded into Munis. At a future Business/Finance Subcommittee meeting, Mr. Deedy will provide a report on purchasing of materials and textbooks.

- VII. Regional Transportation Reimbursement

Superintendent McCall and Mr. Deedy reviewed Regional Transportation reimbursement and questions raised by DESE. Members asked several questions about the District's response(s) to the End-of-Year Report audits and the specific language used in past years. Superintendent McCall responded to these questions, with Mr. Deedy contributing to the conversation sharing his knowledge of End-of-Year Reports when working in other districts. Subcommittee Chair Dennis requested an impact analysis, showing the financial impact on a concise, condensed one-page document. Subcommittee Chair Dennis asked this analysis to include (1) an explanation of the financial impact; (2) an opinion about the District's agreement (or disagreement) with DESE; (3) what District administration plans to do moving forward. Member Long-Bellil asked about the option of the District returning money to the Member Towns, using E&D. Discussion about returning money to the towns ensued.

- VIII. Policy 4251 ***Police Relating to Business/Finance Student Activity Fee Schedule***

Members were provided with a copy of Policy 4251. District administration will review the policy and bring it back to a future meeting of this subcommittee.

- IX. Update on Buildings & Security

Superintendent McCall reported on the July 23, 2018 meeting of the Facilities and Security Subcommittee, and also reported this newly formed subcommittee will meet again on September 5, 2018.

X. Old Business

There was no old business brought before the subcommittee.

XI. New Business

There was no new business brought before the subcommittee.

XII. Adjournment

Motion: To adjourn.

(B. Mitchel)  
(L. Long-Bellil)

Vote:

*In favor:*

Michael Dennis  
Maleah Gustafson  
Linda Long-Bellil  
Benjamin Mitchel

*Opposed:*

None

The motion passed unanimously.

The meeting adjourned at 8:27 PM.

Respectfully submitted,

Darryll McCall, Superintendent  
DM/rlp

Attachments:

- Attachment 1 – Vice-chair ballots

*WACHUSETT REGIONAL SCHOOL DISTRICT COMMITTEE*

*Kenneth Mills, Chair  
1745 Main Street  
Jefferson, MA 01522*

August 21, 2018

Mrs. Heidi Lahey  
166 Bullard Street  
Holden, MA 01520

Dear Heidi:

Please accept my thanks on behalf of the School Committee for your attendance at the August 20<sup>th</sup> School Committee meeting, representing the WREA. The continued strong support of WREA for our District is very much appreciated. On behalf of the District and the School Committee, I again want to thank you and our District's teaching staff for the time, effort, dedication, energy, commitment, enthusiasm, and passion brought by our teachers to our students and into our schools each and every day.

I wish you a successful school year.

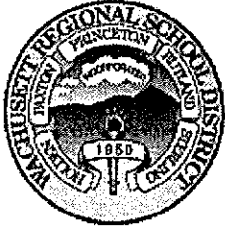
Sincerely yours,



Kenneth Mills, Chair  
Wachusett Regional School District Committee

cc: Wachusett Regional School District Committee  
Darryll McCall, Superintendent of Schools

KM:rlp



## *Wachusett Regional School District*

*Holden, Paxton, Princeton, Rutland, Sterling*

To: Darryll McCall, Ed.D., Superintendent of Schools

From: Robert Berlo, Deputy Superintendent

Date: September 11, 2018

Re: Deputy Superintendent's Report

### **Update on the WRSD Textbook Adoption Plan**

Over the summer, textbooks and program materials were purchased for a variety of subjects and grades, including the adoption of the grade 1 early literacy program Fountas and Pinnell Classroom as well as all accompanying assessment materials; books for high school English Language Arts (ELA); precalculus books and materials; world language textbooks and program materials for French and Spanish; and physical education program materials for grades K-8. Finally, middle grades science materials will be ordered later this year once the work on identifying priority science standards has been completed.

- i. Fountas and Pinnell Classroom for Grade 1: all program and assessment materials arrived over the summer and are in each of the schools. Staff will be provided with 4 full days of training this year as they begin to implement the program. This will be followed up with 2 full days of training on proven strategies for reading instruction based on the F&P Literacy Continuum next year.
- ii. High School ELA: A variety of novels were purchased this past summer. These will be used to either replace worn copies or to add new titles. Two exciting aspects of this initiative are the addition of small numbers of new, engaging titles (some by a local author) to provide students with choice when doing some units of study, and the purchase of electronic copies for use on Chromebooks. This is the first year of a multi-year plan to update resources for the high school ELA department.
- iii. Precalculus: This initiative included buying new textbooks that include a substantial online component as well as up-to-date graphing calculators that support the new lessons.
- iv. World Languages: New Spanish level 1, 2 and 3 as well as French 1 and 2 books and materials were purchased over the summer. All of these titles include digital resources, lessons, and textbooks. Staff professional development was included in this initiative as well.
- v. K-8 Physical Education: Program materials ranged from fitness equipment to digital devices to monitor heart rate to everyday program materials.

## **Update on the WRSD Technology Plan**

Over the summer new Chromebooks for all incoming 9<sup>th</sup> graders were set up and handed out to students and parents. High school staff with the oldest laptops had their machines replaced, and elementary teachers in grades 3-5 will receive their new Chromebooks at the end of the month.

- i. High School 1:1 Program: With the distribution of Chromebooks to all new 9<sup>th</sup> grade students, students in grades 9 and 10 now have Chromebooks. The feedback from parents on the program has been very positive, and staff had the opportunity this past summer to work on revising their lessons to incorporate the use of technology. This work was supported with local and grant PD funds.
- ii. Staff Laptop/Chromebooks: High School staff with the oldest laptops had their devices replaced with new laptops. Chromebooks are being purchased for all teachers in grades 3-5. These will be distributed in early October. Next summer, teachers in grades K-2 are scheduled to receive Chromebooks.

Attachment B  
September 14, 2018



*Wachusett Regional School District*  
*Holden, Paxton, Princeton, Rutland, Sterling*

TO: Darryll McCall, Superintendent of Schools  
FROM: Daniel Deedy, Director of Business and Finance  
RE: Monthly Report  
DATE: September 10, 2018

Attached please find my monthly report. This report reflects the activity of my work from my start date of August 20, 2018 through Friday, September 7, 2018. The primary focus of this month's report (and future reports) is the FY19 General Fund Budget. I've also included additional information relative to the FY17 EOYR Schedule 7 Transportation issue, my Entry Plan, start of school bussing and MASBO supervision. I welcome the opportunity to discuss this information.

Attachments

**Jefferson School**  
1745 Main Street  
Jefferson, MA 01522  
Telephone: (508) 829-1670 Facsimile: (508) 829-1679  
[www.wrsd.net](http://www.wrsd.net)

Monthly Report  
September 10, 2018

1. **FY19 Expenditure Budget Report (totals only) dated 9.6.18 @ \$94,209,451.00.** This report provides a snapshot of the FY19 budget. There are three (3) budget lines currently in deficit based upon encumbrances.
  - ✓ **Benefits and Insurance:** (\$229,060.32). The District currently encumbers all insurance to the General Fund and during the year, re-classifies the expenditures to either grants or Revolving Funds.
  - ✓ **Special Education Tuitions:** (\$3,261,103.70). Similar to the discussion above regarding Benefits and Insurance, this shortfall reflects fully encumbering purchase orders, then re-classifying them to either the Circuit Breaker account upon receipt of revenue or the FY19 240 grant upon approval of the grant. As part of my transition, I scheduled weekly meetings with Lincoln Waterhouse and Carol Hume (held Thursday mornings @ 10:30 am). I also created a spreadsheet (see attached) tracking the estimated revenues and tuitions for this year. Given the information known as of September 6, 2018, there is an estimated balance for all tuitions of \$283,395.00. This is a very preliminary and fluid figure. This document will be updated on a monthly basis if not more often.
  - ✓ **Transportation:** (\$94,987.58). Similar to above, this figure takes into account fully encumbering all estimated Transportation expenditures for the year. Moreover, this shortfall is based upon the current approved Transportation budget of \$6,840,933.00 and does not take into account the over reporting issue with the FY17 EOYR, Schedule 7. The District was over paid for FY18 \$265,925.00. I filed an amendment for Schedule 7 with the DESE on Friday, September 7, 2018 (attached). Per various conversations with Jay Sullivan, Associate Commissioner, School Finance and District Support Center, once the amendment was filed, he would have a more definitive figure in terms of the adjustment to transportation reimbursement for FY19. He told me on Friday, September 7, 2018, he would write a letter to you at some point during the week of September 10, 2018.
2. **FY19 Revenue Budget Report (totals only) dated 9.6.18 @ \$94,209,452.00.** Jim Dunbar, District Treasurer, sent letters to the Treasurers of the member districts on September 6, 2018, reminding them of the second payment assessment billing. Please note the year to date payments for Chapter 70 aid of \$2,308,266.00 represents an **additional \$226,950.00** more is budgeted for FY19 once these payments are annualized. This adjustment is the result of the State's final budget numbers, completed long after the District's budget was approved.



**3. FY19 Salaries and Stipends Budget Report dated 9.6.18 @ \$59,582,718.00.**

As part of my entry, I've scheduled several meetings with Jeff Carlson, Human Resource Director. The primary focus of our initial two (2) meetings, is to insure personnel and budget are aligned between the Human Resource Department and the Business Office. Jeff and I will continue to meet on a regular basis to insure our information is properly aligned.

**4. FY19 Expense Budget Report (including Transportation) dated 9.6.18 @ \$34,626,733.00.**

In this review, I've examined several Expense Budget line items with particular focus on Benefits and Insurance, Special Education Tuition and Transportation. Please see my discussion under #1 above regarding Benefits and Insurance, Special Education Tuition and Transportation.

**5. FY17 EOYR Schedule 7 Amendment.**

As noted above, I filed the amendment with the DESE on Friday, September 7, 2018. Please expect a letter from Mr. Sullivan later in the week of September 10, 2018 that speaks to the definitive adjustment in FY19 Transportation Reimbursement.

**6. Entry Plan.**

I welcome the opportunity to discuss my Entry Plan that I recently submitted to you.

**7. Start of the School Year Busing.**

I've been told by both Mrs. Holden of my office and Pat Collier of AA Transportation that transportation for the start of the school year has been one of the smoothest in recent years. I've been involved in a handful of busing issues, all discussed with you in a separate conversation. Mrs. Holden and I have our first scheduled bus meeting with AA Transportation on Tuesday, September 11.

**8. MASBO Supervision.**

As I mentioned to you recently, I've been asked by MASBO (Massachusetts Association of School Business Officials) to supervise a candidate for licensure as a school business official. This supervision will extend through December 2019 predicated on the candidate completing the course of study according to plan. Thank you for the opportunity to participate in this invaluable program.

**FY19 SPED OOD Tuitions  
Estimated Revenues and Expenditures  
August 30, 2018**

**Estimated Revenues -- All Funds**

*General Fund*    \$        2,913,244.00

*Circuit Breaker*    \$        2,254,513.00

*240 Grant*    \$        1,419,022.00

*Total*    \$        6,586,779.00

**Estimated Exepnditures -- All Funds**

\$        6,303,384.00

**Balance**

\$        283,395.00

***Created 8.30.18***

***Updated 9.5.18***



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Wachusett Regional School District  
FY19 BUDGET REPORT TOTALS ONLY 9.6.18

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FOR 2019 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
1 SALARIES & STIPENDS	59,582,718	0	59,582,718	3,919,601.18	54,114,619.25	1,548,497.65	97.4%
2 BENEFITS & INSURANCE	14,566,115	0	14,566,115	5,470,576.50	9,324,598.82	-229,060.32	101.6%
3 INSTRUCTIONAL SUPPORT	3,089,977	-150	3,089,827	599,173.45	1,164,774.86	1,325,878.84	57.1%
4 OPERATIONS & MAINTENANCE	3,474,472	0	3,474,472	288,223.69	2,624,680.13	561,567.95	83.8%
5 PUPIL SERVICES	63,035	150	63,185	13,911.70	15,872.47	33,400.83	47.1%
6 SPECIAL ED TUITIONS	2,913,244	0	2,913,244	406,327.44	5,768,020.26	-3,261,103.70	211.9%
7 OTHER OPERATING COSTS	1,205,101	0	1,205,101	92,535.00	.00	1,112,566.00	7.7%
8 TRANSPORTATION	6,840,933	0	6,840,933	339,924.22	6,595,996.36	-94,987.58	101.4%
9 DEBT SERVICE	2,473,856	0	2,473,856	651,321.88	.00	1,822,534.12	26.3%

GRAND TOTAL 94,209,451 0 94,209,451 11,781,595.06 79,608,562.15 2,819,293.79 97.0%

\*\* END OF REPORT - Generated by Dan Deedy \*\*



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Wachusett Regional School District  
FY19 BUDGET REPORT TOTALS ONLY 9.6.18

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# REPORT OPTIONS

	Field #	Total	Page Break
Sequence 1	6	Y	N
Sequence 2	0	N	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:  
FY19 BUDGET REPORT TOTALS ONLY 9.6.18

Includes accounts exceeding 0% of budget.

Print totals only: Y

Print Full or Short description: F

Print full GL account: N

Format type: 1

Double space: N

Suppress zero bal accts: Y

Include requisition amount: Y

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: N

Include Fund Balance: N

Print journal detail: N

From Yr/Per: 2019/1

To Yr/Per: 2019/12

Include budget entries: Y

Incl encumb/liq entries: Y

Sort by JE # or PO #: J

Detail format option: 1

Include additional JE comments: N

Multiyear view: D

Amounts/totals exceed 999 million dollars: N

Year/Period: 2019/99

Print MTD Version: N

Roll projects to object: N

Carry forward code: 2

## Find Criteria

Field Name	Field Value
Fund	001
Location	
Department	
Category	
Dept of Ed	
Appropriate	
Prog	
Bud	
Character Code	
Org	
Object	
Project	
Account type	Expense



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Wachusett Regional School District  
FY19 BUDGET REPORT TOTALS ONLY 9.6.18

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REPORT OPTIONS

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Account status  
Rollup Code



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Wachusett Regional School District  
FY19 REVENUES

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FOR 2019 99

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
001 GENERAL FUND						
401412 ASSESSMENT REV-MLC-HOL	-18,233,370	0	-18,233,370	-4,558,342.50	-13,675,027.50	25.0%
401413 ASSESSMENT REV-MLC-PAX	-4,217,007	0	-4,217,007	-1,054,251.75	-3,162,755.25	25.0%
401414 ASSESSMENT REV-MLC-PRI	-3,481,413	0	-3,481,413	-870,353.25	-2,611,059.75	25.0%
401415 ASSESSMENT REV-MLC-RUT	-6,954,143	0	-6,954,143	-1,738,535.75	-5,215,607.25	25.0%
401416 ASSESSMENT REV-MLC-STE	-7,944,064	0	-7,944,064	-1,986,016.00	-5,958,048.00	25.0%
401422 ASSESSMENT REV-OPER-HOL	-6,787,692	0	-6,787,692	-1,696,923.00	-5,090,769.00	25.0%
401423 ASSESSMENT REV-OPER-PAX	-1,427,545	0	-1,427,545	-356,886.25	-1,070,658.75	25.0%
401424 ASSESSMENT REV-OPER-PRI	-932,016	0	-932,016	-45,614.75	-886,401.25	4.9%
401425 ASSESSMENT REV-OPER-RUT	-3,472,920	0	-3,472,920	-868,230.00	-2,604,690.00	25.0%
401426 ASSESSMENT REV-OPER-STE	-2,332,149	0	-2,332,149	-583,037.25	-1,749,111.75	25.0%
401432 TRANS ASSESS-HOLDEN	-2,004,018	0	-2,004,018	-501,004.50	-1,503,013.50	25.0%
401433 TRANS ASSESS-PAXTON	-421,473	0	-421,473	-105,368.00	-316,105.00	25.0%
401434 TRANS ASSESS-PRINCETON	-275,171	0	-275,171	.00	-275,171.00	.0%
401435 TRANS ASSESS-RUTLAND	-1,025,355	0	-1,025,355	-256,338.75	-769,016.25	25.0%
401436 TRANS ASSESS-STERLING	-688,551	0	-688,551	-172,137.75	-516,413.25	25.0%
401442 DEBT ASSESS-HOLDEN	-1,061,967	0	-1,061,967	-265,492.00	-796,475.00	25.0%
401443 DEBT ASSESS-PAXTON	-247,436	0	-247,436	-61,859.00	-185,577.00	25.0%
401444 DEBT ASSESS-PRINCETON	-175,270	0	-175,270	.00	-175,270.00	.0%
401445 DEBT ASSESS-RUTLAND	-610,209	0	-610,209	-152,552.50	-457,656.50	25.0%
401446 DEBT ASSESS-STERLING	-378,975	0	-378,975	-94,744.00	-284,231.00	25.0%
401450 CHAPT 70-REGIONAL SCHOOL AID	-27,472,242	0	-27,472,242	-2,308,266.00	-25,163,976.00	8.4%
401451 CHAPT 71-REGIONAL SCHOOL TRA	-2,426,365	0	-2,426,365	.00	-2,426,365.00	.0%
401452 CHAPT 70-CHARTER REIMBURSE	-50,578	0	-50,578	-2,753.00	-47,825.00	5.4%
401454 TXFR-UNRESERVED E&D	-150,000	0	-150,000	.00	-150,000.00	.0%
401455 MEDICAID	-987,523	0	-987,523	-2,590.00	-984,933.00	.3%
401460 INTEREST	-12,750	0	-12,750	.00	-12,750.00	.0%
401462 MISC REVENUE	-439,250	0	-439,250	-59,703.55	-379,546.45	13.6%
TOTAL GENERAL FUND	-94,209,452	0	-94,209,452	-17,740,999.55	-76,468,452.45	18.8%
GRAND TOTAL	-94,209,452	0	-94,209,452	-17,740,999.55	-76,468,452.45	18.8%

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Wachusett Regional School District  
FY19 REVENUES

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# REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	1	Y	N
Sequence 2	11	Y	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:  
FY19 REVENUES

Includes accounts exceeding 0% of budget.

Print totals only: Y

Print Full or Short description: F

Print full GL account: N

Format type: 1

Double space: N

Suppress zero bal accts: Y

Include requisition amount: Y

Print Revenues-Version headings: Y

Print revenue as credit: Y

Print revenue budgets as zero: N

Include Fund Balance: N

Print journal detail: N

From Yr/Per: 2019/1

To Yr/Per: 2019/12

Include budget entries: Y

Incl encumb/liq entries: Y

Sort by JE # or PO #: J

Detail format option: 1

Include additional JE comments: N

Multiyear view: D

Amounts/totals exceed 999 million dollars: N

Year/Period: 2019/99

Print MTD Version: N

Roll projects to object: N

Carry forward code: 2

## Find Criteria

Field Name	Field Value
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Fund	001
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Location

Department

Category

Dept of Ed

Appropriate

Prog

Bud

Character Code

Org

Object

Project

Account type	Revenue
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Wachusett Regional School District  
FY19 REVENUES

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REPORT OPTIONS

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Account status  
Rollup Code





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Wachusett Regional School District  
FY19 YTD BR GF SALARIES STIPENDS 9.6.18

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FOR 2019 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
AB101 BUSINESS MANAGER	120,851	0	120,851	4,916.96	103,256.11	12,677.93	89.5%
AB103 ADMIN SPECIALIST-BUS/FIN	83,740	0	83,740	18,250.11	72,057.93	-6,568.04	107.8%
AB210 ACCOUNTING SECRETARY-BUS/FIN	245,520	0	245,520	35,464.30	169,440.43	40,615.09	83.5%
AB280 HOURLY OVERTIME-BUS/FIN	2,206	0	2,206	.00	.00	2,206.00	.0%
AC103 ADMIN SPEC-CUST/MAIN-ADMIN	240,847	0	240,847	45,916.07	190,275.90	4,655.03	98.1%
AC209 CUSTODIAL/MAINTENANCE-ADMIN	26,511	0	26,511	6,492.03	22,151.00	-2,132.51	108.0%
AC352 CUSTODIAL OVERTIME-ADMIN	316	0	316	523.44	.00	-207.44	165.6%
AO101 ADMIN OF ASSESS & ACCOUNT	187,742	0	187,742	27,307.70	114,692.30	45,742.00	75.6%
AO103 ADMIN SPECIALIST-DIR/OPS	163,150	0	163,150	31,965.95	134,257.07	-3,073.02	101.9%
AP101 ADMIN PUPIL PERSON & INFO SVC	42,678	0	42,678	4,016.57	40,165.71	-1,504.28	103.5%
AP108 COORDINATOR-PUPIL PERSON	14,284	0	14,284	.00	.00	14,283.71	.0%
AR101 ADMINISTRATOR-HUM/RES	106,139	0	106,139	20,819.60	87,442.19	-2,122.79	102.0%
AR103 ADMIN SPECIALIST-HUM/RES	142,990	0	142,990	26,701.04	122,450.01	-6,161.05	104.3%
AS101 SUPERINTENDENT-OFC/SUP	179,409	0	179,409	35,709.30	149,979.01	-6,279.31	103.5%
AS103 ADMIN SPECIALIST-OFC/SUP	74,242	0	74,242	14,319.25	60,140.75	-218.00	100.3%
AT105 SUPERVISOR OF INFO SERVICES	86,715	0	86,715	17,307.70	72,692.30	-3,285.00	103.8%
AU108 SUPERVISOR CURRICULUM	105,868	0	105,868	20,815.95	87,426.94	-2,374.89	102.2%
BC209 CUSTODIAL/MAINTENANCE-MAY	132,588	0	132,588	28,259.78	132,302.62	-27,974.59	121.1%
BC309 SUB-CUSTODIAL-MAY	2,196	0	2,196	176.00	.00	2,019.81	8.0%
BC352 CUSTODIAL OVERTIME-MAY	700	0	700	.00	.00	700.19	.0%
BC353 CUSTODIAL-BLDG CHECK-MAY	214	0	214	118.53	.00	95.47	55.4%
BC354 CUSTODIAL-SUMMER-MAY	2,156	0	2,156	2,728.00	.00	-572.00	126.5%
BH112 HEALTH-NURSE-MAY	59,176	0	59,176	2,678.54	58,338.46	-1,841.04	103.1%
BH312 SUB-HEALTH NURSE-MAY	1,412	0	1,412	.00	.00	1,412.49	.0%
BI107 REGULAR ED TEACHER-MAY	1,721,141	0	1,721,141	66,329.69	1,658,241.89	-3,430.58	100.2%
BI107K KINDERGARTEN TEACHER-MAY	186,341	0	186,341	5,723.45	143,086.54	37,530.95	79.9%
BI107R RELATED ARTS TEACHER-MAY	220,158	0	220,158	8,790.19	219,754.81	-8,387.00	103.8%
BI107S SPECIAL EDUCATION TEACHER-MA	174,353	0	174,353	8,440.67	173,085.33	-7,172.70	104.1%
BI206K KINDERGARTEN AIDE-MAY	35,473	0	35,473	1,714.62	34,292.58	-534.53	101.5%
BI206S SPECIAL EDUCATION AIDE-MAY	169,999	0	169,999	8,803.62	176,072.87	-14,877.55	108.8%
BI206U ONE TO ONE AIDE-MAY	15,052	0	15,052	772.97	15,459.43	-1,180.32	107.8%
BI304S SUB-ED SPEC-SPED-MAY	1,624	0	1,624	.00	.00	1,624.00	.0%
BI306 SUB-REG AIDE-MAY	1,879	0	1,879	.00	.00	1,879.00	.0%
BI306S SUB-SPED AIDE-MAY	7,005	0	7,005	.00	.00	7,004.86	.0%
BI307 SUB TEACHER-REG ED-MAY	31,293	0	31,293	.00	.00	31,292.95	.0%
BI307S SUB-SPED TEACHER-MAY	12,442	0	12,442	.00	.00	12,442.03	.0%
BI308 SUB-LONGTERM REG TEACHER-MAY	2,451	0	2,451	.00	.00	2,451.00	.0%
BN206M LUNCH/PLAYGROUND MONITOR-MAY	7,456	0	7,456	90.64	8,647.76	-1,282.02	117.2%
BN206X CROSSING GUARD-MAY	9,181	0	9,181	214.80	9,451.20	-484.54	105.3%
BP102 PRINCIPAL-MAY	109,520	0	109,520	30,827.38	88,846.15	-10,153.53	109.3%

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Wachusett Regional School District  
FY19 YTD BR GF SALARIES STIPENDS 9.6.18

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FOR 2019 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
BP108 ASST PRINCIPAL-MAY	107,494	0	107,494	-1,916.56	101,757.47	7,652.75	92.9%
BP210 SCHOOL SECRETARY-MAY	51,503	0	51,503	6,304.80	37,743.72	7,454.95	85.5%
BP310 SUB CLERICAL-MAY	1,739	0	1,739	88.00	.00	1,651.00	5.1%
BY107S PSYCHOLOGIST-SPED-MAY	75,999	0	75,999	2,949.50	73,737.70	-688.49	100.9%
DC209 CUSTODIAL/MAINTENANCE-DAW	140,651	0	140,651	26,951.88	120,474.92	-6,775.96	104.8%
DC309 SUB-CUSTODIAL-DAW	5,051	0	5,051	88.00	.00	4,963.20	1.7%
DC352 CUSTODIAL OVERTIME-DAW	1,019	0	1,019	.00	.00	1,018.81	.0%
DC353 CUSTODIAL-BLDG CHECK-DAW	2,066	0	2,066	549.91	.00	1,516.09	26.6%
DC354 CUSTODIAL-SUMMER-DAW	2,772	0	2,772	3,432.00	.00	-660.00	123.8%
DH112 HEALTH-NURSE-DAW	66,133	0	66,133	2,625.31	65,632.69	-2,125.43	103.2%
DH312 SUB-HEALTH NURSE-DAW	2,947	0	2,947	.00	.00	2,947.04	.0%
DI104B ABA PRO ASST-SY W/RES-DAW	31,315	0	31,315	.00	.03	31,314.97	.0%
DI104F ABA PRO ASST-FY W/RES-DAW	0	0	0	1,478.13	31,040.70	-32,518.83	100.0%
DI107 REGULAR ED TEACHER-DAW	1,644,282	0	1,644,282	59,414.38	1,485,358.88	99,508.74	93.9%
DI107K KINDERGARTEN TEACHER-DAW	124,702	0	124,702	4,641.62	116,040.38	4,020.01	96.8%
DI107R RELATED ARTS TEACHER-DAW	176,727	0	176,727	6,881.34	172,033.66	-2,188.00	101.2%
DI107S SPECIAL EDUCATION TEACHER-DA	206,091	0	206,091	7,384.96	184,624.04	14,081.50	93.2%
DI206K KINDERGARTEN AIDE-DAW	21,244	0	21,244	1,280.59	25,611.85	-5,648.55	126.6%
DI206S SPECIAL EDUCATION AIDE-DAW	183,676	0	183,676	9,242.98	184,859.99	-10,427.18	105.7%
DI206U ONE TO ONE AIDE-DAW	115,204	0	115,204	6,648.93	138,093.42	-29,538.20	125.6%
DI304 SUB ED SPEC-DAW	54	0	54	.00	.00	54.00	.0%
DI304S SUB-ED SPEC-SPED-DAW	256	0	256	.00	.00	256.00	.0%
DI306 SUB-REG AIDE-DAW	6,096	0	6,096	.00	.00	6,096.00	.0%
DI306S SUB-SPED AIDE-DAW	28,761	0	28,761	.00	.00	28,761.01	.0%
DI307 SUB TEACHER-REG ED-DAW	33,734	0	33,734	296.00	.00	33,437.84	.9%
DI307K SUB-KINDERGARTEN TEACHER-DAW	120	0	120	.00	.00	120.00	.0%
DI307S SUB-SPED TEACHER-DAW	153	0	153	.00	.00	153.00	.0%
DI308 SUB-LONGTERM REG TEACHER-DAW	2,740	0	2,740	.00	.00	2,740.00	.0%
DN206M LUNCH/PLAYGROUND MONITOR-DAW	11,865	0	11,865	275.16	12,107.04	-516.72	104.4%
DN206X CROSSING GUARD-DAW	2,138	0	2,138	58.04	2,553.76	-473.98	122.2%
DP102 PRINCIPAL-DAW	107,175	0	107,175	20,192.30	84,807.70	2,175.00	98.0%
DP108 ASST PRINCIPAL-DAW	91,484	0	91,484	3,721.98	93,049.53	-5,287.65	105.8%
DP210 SCHOOL SECRETARY-DAW	48,800	0	48,800	5,334.10	38,551.62	4,913.98	89.9%
DP310 SUB CLERICAL-DAW	300	0	300	.00	.00	300.00	.0%
DPD107 PROF DEV P/R-REGED TEACHER-D	0	0	0	197.40	.00	-197.40	100.0%
DY107S PSYCHOLOGIST-SPED-DAW	60,151	0	60,151	2,237.08	55,926.92	1,987.00	96.7%
EC209 CUSTODIAL/MAINTENANCE-ECC	25,051	0	25,051	4,812.01	22,151.00	-1,911.93	107.6%
EC309 SUB-CUSTODIAL-ECC	154	0	154	.00	.00	153.75	.0%
EC354 CUSTODIAL-SUMMER-ECC	1,012	0	1,012	968.00	.00	44.00	95.7%
EH112 HEALTH-NURSE-ECC	50,467	0	50,467	2,549.48	50,236.92	-2,319.19	104.6%
EH312 SUB-HEALTH NURSE-E	7,436	0	7,436	207.00	.00	7,228.61	2.8%
EI104F ABA PRO ASST-FY W/RES-ECC	501,331	0	501,331	104,253.43	456,674.98	-59,597.41	111.9%
EI107S SPECIAL EDUCATION TEACHER-EC	632,382	0	632,382	23,717.41	630,984.76	-22,319.74	103.5%
EI206S SPECIAL EDUCATION AIDE-ECC	186,543	0	186,543	10,288.98	206,285.53	-30,031.27	116.1%



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EI206U ONE TO ONE AIDE-ECC	101,513	0	101,513	4,881.59	98,085.85	-1,454.53	101.4%
EI304S SUB-ED SPEC-SPED-ECC	8,484	0	8,484	676.00	.00	7,808.00	8.0%
EI306S SUB-SPED AIDE-ECC	9,466	0	9,466	.00	.00	9,465.72	.0%
EI307S SUB TEACHER-SPED-ECC	8,430	0	8,430	637.68	.00	7,792.25	7.6%
EP102 PRINCIPAL-ECC	21,561	0	21,561	4,184.54	.00	17,376.46	19.4%
EP210S CLERICAL/SECRETARIAL	36,984	0	36,984	1,501.90	34,338.24	1,143.71	96.9%
EY107 PSYCHOLOGIST-SPED-ECC	97,038	0	97,038	3,733.35	93,333.65	-29.35	100.0%
GC209 CUSTODIAL/MAINTENANCE-GLE	181,485	0	181,485	29,165.60	135,765.55	16,553.63	90.9%
GC309 SUB-CUSTODIAN-GLE	2,165	0	2,165	.00	.00	2,164.80	.0%
GC352 CUSTODIAL OVERTIME-GLE	2,552	0	2,552	164.55	.00	2,387.60	6.4%
GC353 CUSTODIAL-BLDG CHECK-GLE	1,110	0	1,110	237.06	.00	872.94	21.4%
GC354 CUSTODIAL-SUMMER-GLE	0	0	0	3,124.00	.00	-3,124.00	100.0%
GH112 HEALTH-NURSE-GLE	78,800	0	78,800	3,019.50	75,487.50	292.84	99.6%
GH312 SUB-HEALTH NURSE-GLE	2,424	0	2,424	.00	.00	2,423.90	.0%
GI104B ABA PRO ASST-SY W/RES-GLE	57,386	0	57,386	1,426.09	29,947.91	26,012.00	54.7%
GI107 TEACHER SALARY-REG-GLE	1,246,709	0	1,246,709	54,174.51	1,244,672.29	-52,137.80	104.2%
GI107R RELATED ARTS TEACHER-GLE	198,492	0	198,492	7,634.31	190,857.69	.00	100.0%
GI107S TEACHER SALARY-SPED-GLE	321,007	0	321,007	17,667.27	365,273.77	-61,933.57	119.3%
GI206S AIDE SALARY-SPED-GLE	136,925	0	136,925	6,531.08	130,621.65	-227.67	100.2%
GI206U ONE TO ONE AIDE-GLE	144,645	0	144,645	7,756.25	154,451.01	-17,562.36	112.1%
GI304 SUB ED SPEC-REG-GLE	3,643	0	3,643	.00	.00	3,643.00	.0%
GI304S SUB ED SPEC-SPED-GLE	1,110	0	1,110	.00	.00	1,110.00	.0%
GI306 SUB REG AIDE-GLE	1,294	0	1,294	.00	.00	1,294.00	.0%
GI306S SUB SPED AIDE-GLE	15,635	0	15,635	280.50	.00	15,354.05	1.8%
GI307 SUB TEACHER-R-GLE	31,881	0	31,881	139.50	.00	31,741.14	.4%
GI307S SUBSTITUTE TEACHER-SPED-GLE	1,379	0	1,379	40.00	.00	1,338.65	2.9%
GN206X CROSSING GUARD-GLE	1,454	0	1,454	.00	.00	1,454.00	.0%
GP102 PRINCIPAL-GLE	105,808	0	105,808	26,538.50	90,461.50	-11,192.00	110.6%
GP108 ASST PRINCIPAL-GLE	98,195	0	98,195	3,862.61	96,565.17	-2,233.16	102.3%
GP210 SCHOOL SECRETARY-GLE	49,335	0	49,335	5,442.49	39,980.66	3,911.76	92.1%
GP310 SUB CLERICAL-GLE	819	0	819	.00	.00	819.00	.0%
GY107S PSYCHOLOGIST-GLE	99,941	0	99,941	3,845.12	96,127.88	-32.15	100.0%
HC209 CUSTODIAL/MAINTENANCE-HOU	267,281	0	267,281	49,079.62	228,199.67	-9,998.23	103.7%
HC309 SUB-CUSTODIAL-HOU	4,392	0	4,392	.00	.00	4,391.61	.0%
HC352 CUSTODIAL OVERTIME-HOU	1,745	0	1,745	377.46	.00	1,367.77	21.6%
HC353 CUSTODIAL-BLDG CHECK-HOU	313	0	313	.00	.00	313.00	.0%
HC354 CUSTODIAL-SUMMER-HOU	3,443	0	3,443	3,300.00	.00	143.00	95.8%
HH112 HEALTH-NURSE-HOU	75,627	0	75,627	2,910.38	72,759.62	-42.59	100.1%
HH312 SUB-HEALTH NURSE-HOU	2,598	0	2,598	217.50	.00	2,380.78	8.4%
HI104B ABA PRO ASST-SY W/RES-HOU	0	0	0	1,214.86	25,512.06	-26,726.92	100.0%
HI104F ABA PRO ASST-FY W/RES-HOU	814,203	0	814,203	151,475.99	652,007.33	10,719.68	98.7%
HI107 REGULAR ED TEACHER-HOU	1,217,020	0	1,217,020	42,743.04	1,071,981.96	102,295.00	91.6%
HI107K KINDERGARTEN TEACHER-HOU	201,549	0	201,549	5,683.73	142,093.26	53,772.05	73.3%
HI107R RELATED ARTS TEACHER-HOU	268,271	0	268,271	10,432.73	260,818.27	-2,980.00	101.1%

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HI107S SPECIAL EDUCATION TEACHER-HO	351,829	0	351,829	16,736.41	418,410.35	-83,317.69	123.7%
HI206K KINDERGARTEN AIDE-HOU	19,340	0	19,340	.00	.09	19,339.83	.0%
HI206S SPECIAL EDUCATION AIDE-HOU	87,025	0	87,025	4,329.54	88,736.13	-6,040.53	106.9%
HI304 SUB ED SPEC-HOU	1,799	0	1,799	.00	.00	1,799.00	.0%
HI304S SUB-ED SPEC-SPED-HOU	8,524	0	8,524	.00	.00	8,524.00	.0%
HI306 SUB-REG AIDE-HOU	288	0	288	.00	.00	288.00	.0%
HI306S SUB-SPED AIDE-HOU	4,588	0	4,588	.00	.00	4,588.43	.0%
HI307 SUB TEACHER-REG ED-HOU	22,543	0	22,543	512.24	.00	22,030.94	2.3%
HI307K SUB KINDERGARTEN TEACHER-HOU	2,987	0	2,987	.00	.00	2,987.35	.0%
HI307S SUB-SPED TEACHER-HOU	775	0	775	.00	.00	775.28	.0%
HI308 SUB-LONGTERM REG TEACHER-HOU	2,150	0	2,150	.00	.00	2,150.00	.0%
HP102 PRINCIPAL-HOU	127,934	0	127,934	24,553.20	103,123.31	257.49	99.8%
HP108 ASST PRINCIPAL-HOU	105,838	0	105,838	4,008.77	100,219.01	1,609.88	98.5%
HP210 SCHOOL SECRETARY-HOU	45,709	0	45,709	4,231.44	37,386.54	4,091.48	91.0%
HP310 SUB CLERICAL-HOU	386	0	386	.00	.00	386.00	.0%
HY107S PSYCHOLOGIST-SPED-HOU	78,011	0	78,011	3,115.85	77,896.15	-3,000.56	103.8%
MA365 ATHLETIC COACH STIPEND-MOU	13,762	0	13,762	.00	.00	13,762.00	.0%
MC209 CUSTODIAL/MAINTENANCE-MOU	230,528	0	230,528	41,304.33	201,673.27	-12,449.64	105.4%
MC309 SUB-CUSTODIAL-MOU	970	0	970	.00	.00	969.65	.0%
MC352 CUSTODIAL OVERTIME-MOU	2,240	0	2,240	156.87	.00	2,083.30	7.0%
MC353 CUSTODIAL-BLDG CHECK-MOU	485	0	485	.00	.00	485.00	.0%
MC354 CUSTODIAL-SUMMER-MOU	3,245	0	3,245	3,949.00	.00	-704.00	121.7%
MH112 HEALTH-NURSE-MOU	60,944	0	60,944	2,421.08	60,526.92	-2,004.25	103.3%
MH312 SUB-HEALTH NURSE-MOU	5,310	0	5,310	.00	.00	5,309.90	.0%
MI104T TUTOR-SPECIAL EDUC-MOU	24,580	0	24,580	633.80	29,707.45	-5,761.25	123.4%
MI107 REGULAR ED TEACHER-MOU	2,700,676	0	2,700,676	105,986.24	2,607,029.76	-12,340.00	100.5%
MI107R RELATED ARTS TEACHER-MOU	608,846	0	608,846	23,650.81	591,270.19	-6,075.00	101.0%
MI107S SPECIAL EDUCATION TEACHER-MO	329,564	0	329,564	13,162.15	329,053.85	-12,652.20	103.8%
MI107V SPEECH THERAPIST-MOU	88,552	0	88,552	3,406.00	85,150.00	-3.77	100.0%
MI206S SPECIAL EDUCATION AIDE-MOU	289,216	0	289,216	13,465.40	276,253.70	-503.17	100.2%
MI206U ONE TO ONE AIDE-MOU	18,503	0	18,503	936.56	18,731.14	-1,164.90	106.3%
MI304 SUB ED SPEC-MOU	594	0	594	.00	.00	594.00	.0%
MI304S SUB-ED SPEC-SPED-MOU	252	0	252	.00	.00	252.00	.0%
MI306 SUB-REG AIDE-MOU	468	0	468	.00	.00	468.00	.0%
MI306S SUB-SPED AIDE-MOU	4,636	0	4,636	688.00	.00	3,947.65	14.8%
MI307 SUB TEACHER-REG ED-MOU	48,648	0	48,648	400.00	.00	48,248.27	.8%
MI307S SUB-SPED TEACHER-MOU	1,599	0	1,599	.00	.00	1,599.29	.0%
MI308 SUB-LONGTERM REG TEACHER-MOU	1,600	0	1,600	.00	.00	1,600.00	.0%
MN206X CROSSING GUARD-MOU	3,977	0	3,977	99.04	4,357.76	-479.85	112.1%
MP102 PRINCIPAL-MOU	121,499	0	121,499	23,348.35	98,062.96	87.69	99.9%
MP108 ASST PRINCIPAL-MOU	211,054	0	211,054	7,994.46	199,861.10	3,198.77	98.5%
MP210 SCHOOL SECRETARY-MOU	72,769	0	72,769	4,442.44	64,006.17	4,320.24	94.1%
MP310 SUB CLERICAL-MOU	515	0	515	.00	.00	515.00	.0%
MPD307 SUB-TEACHER @ PROF DEV	391	0	391	.00	.00	390.98	.0%

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MPD307S SUB-TEACHER @ PROF DEV	72	0	72	.00	.00	72.00	.0%
MS363 STU ACT-ADVISOR STIPEND-MOU	1,142	0	1,142	.00	379.36	762.64	33.2%
MS364 STU ACT-OTHER STIPEND-MOU	1,632	0	1,632	.00	.00	1,632.00	.0%
MY107S PSYCHOLOGIST-SPED-MOU	186,857	0	186,857	7,320.85	183,021.15	-3,485.48	101.9%
NC209 CUSTODIAL/MAINTENANCE-NAQ	130,116	0	130,116	24,179.20	112,908.80	-6,971.78	105.4%
NC309 SUB-CUSTODIAL-NAQ	3,749	0	3,749	1,930.50	.00	1,818.44	51.5%
NC352 CUSTODIAL OVERTIME-NAQ	1,703	0	1,703	378.56	.00	1,324.18	22.2%
NC353 CUSTODIAL-BLDG CHECK-NAQ	271	0	271	.00	.00	271.00	.0%
NC354 CUSTODIAL-SUMMER-NAQ	2,998	0	2,998	2,464.00	.00	533.50	82.2%
NH112 HEALTH-NURSE-NAQ	78,463	0	78,463	3,019.50	75,487.50	-43.57	100.1%
NH312 SUB-HEALTH NURSE-NAQ	2,250	0	2,250	.00	.00	2,249.51	.0%
NI104F ABA PRO ASST-FY W/RES-NAQ	40,966	0	40,966	.00	.00	40,966.00	.0%
NI107 REGULAR ED TEACHER-NAQ	912,498	0	912,498	35,194.30	879,857.70	-2,554.00	100.3%
NI107K KINDERGARTEN TEACHER-NAQ	243,587	0	243,587	7,181.76	179,544.22	56,861.34	76.7%
NI107R RELATED ARTS TEACHER-NAQ	213,759	0	213,759	8,211.96	205,299.04	248.00	99.9%
NI107S SPECIAL EDUCATION TEACHER-NA	211,094	0	211,094	12,136.51	212,057.70	-13,099.76	106.2%
NI107V SPEECH THERAPIST-NAQ	62,300	0	62,300	2,805.19	70,129.81	-10,634.62	117.1%
NI206K KINDERGARTEN AIDE-NAQ	30,855	0	30,855	1,502.33	30,046.71	-694.21	102.2%
NI206S SPECIAL EDUCATION AIDE-NAQ	195,999	0	195,999	10,951.99	207,975.84	-22,928.76	111.7%
NI206U ONE TO ONE AIDE-NAQ	99,746	0	99,746	4,164.09	81,610.29	13,971.40	86.0%
NI304 SUB ED SPEC-NAQ	230	0	230	.00	.00	230.00	.0%
NI304S SUB-ED SPEC-SPED-NAQ	364	0	364	.00	.00	364.00	.0%
NI306 SUB-REG AIDE-NAQ	105	0	105	.00	.00	105.00	.0%
NI306S SUB-SPED AIDE-NAQ	4,444	0	4,444	.00	.00	4,444.00	.0%
NI307 SUB TEACHER-REG ED-NAQ	19,107	0	19,107	126.00	.00	18,981.13	.7%
NI307K SUB KINDERGARTEN TEACHER-NAQ	159	0	159	.00	.00	158.84	.0%
NI307S SUB-SPED TEACHER-NAQ	1,280	0	1,280	.00	.00	1,279.57	.0%
NN206M LUNCH/PLAYGROUND MONITOR	69	0	69	.00	.00	68.56	.0%
NN206X CROSSING GUARD-NAQ	13,709	0	13,709	321.44	11,629.24	1,758.13	87.2%
NP102 PRINCIPAL-NAQ	115,130	0	115,130	23,368.45	98,147.53	-6,385.98	105.5%
NP210 SCHOOL SECRETARY-NAQ	51,923	0	51,923	8,894.33	38,313.44	4,715.46	90.9%
NP310 SUB CLERICAL-NAQ	684	0	684	.00	.00	684.00	.0%
NPD307 SUB-TEACHER @ PROF DEV	144	0	144	.00	.00	144.00	.0%
NY107S PSYCHOLOGIST-SPED-NAQ	85,011	0	85,011	3,232.77	80,819.23	959.12	98.9%
PA365 ATHLETIC COACH STIPEND-PRI	9,750	0	9,750	.00	.03	9,749.97	.0%
PC209 CUSTODIAL/MAINTENANCE-PRI	124,000	0	124,000	26,329.15	120,692.13	-23,020.95	118.6%
PC309 SUB-CUSTODIAL-PRI	20,785	0	20,785	44.00	.00	20,741.36	.2%
PC352 CUSTODIAL OVERTIME-PRI	1,319	0	1,319	216.24	.00	1,102.89	16.4%
PC353 CUSTODIAL-BLDG CHECK-PRI	268	0	268	.00	.00	268.00	.0%
PC354 CUSTODIAL-SUMMER-PRI	2,728	0	2,728	2,783.00	.00	-55.00	102.0%
PG107 GUIDANCE-COUNSELOR-PRI	31,474	0	31,474	1,210.54	30,263.46	.00	100.0%
PH112 HEALTH-NURSE-PRI	78,463	0	78,463	3,019.50	75,487.50	-43.57	100.1%
PH312 SUB-HEALTH NURSE-PRI	4,081	0	4,081	.00	.00	4,080.52	.0%
PI104V SPEECH THERAPIST ASST-PRI	61,631	0	61,631	2,997.52	59,950.48	-1,317.00	102.1%

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
PI107 REGULAR ED TEACHER-PRI	1,264,029	0	1,264,029	48,883.21	1,248,460.19	-33,314.40	102.6%
PI107K KINDERGARTEN TEACHER-PRI	103,779	0	103,779	1,054.69	26,367.31	76,357.34	26.4%
PI107R RELATED ARTS TEACHER-PRI	158,148	0	158,148	4,886.19	116,539.81	36,722.00	76.8%
PI107S SPECIAL EDUCATION TEACHER-PR	126,632	0	126,632	7,319.65	182,991.35	-63,679.12	150.3%
PI206K KINDERGARTEN AIDE-PRI	20,497	0	20,497	985.28	19,705.84	-194.62	100.9%
PI206S SPECIAL EDUCATION AIDE-PRI	148,030	0	148,030	6,264.40	125,288.15	16,477.08	88.9%
PI206U ONE TO ONE AIDE-PRI	33,687	0	33,687	2,016.09	35,211.42	-3,540.83	110.5%
PI304 SUB ED SPEC-PRI	448	0	448	.00	.00	448.00	.0%
PI304S SUB-ED SPEC-SPED-PRI	2,340	0	2,340	.00	.00	2,340.00	.0%
PI306S SUB-SPED AIDE-PRI	217	0	217	.00	.00	216.65	.0%
PI307 SUB TEACHER-REG ED-PRI	24,438	0	24,438	.00	.00	24,437.62	.0%
PI307S SUB-SPED TEACHER-PRI	504	0	504	.00	.00	504.00	.0%
PI308 SUB-LONGTERM REG TEACHER-PRI	2,200	0	2,200	600.00	.00	1,600.00	27.3%
PI308S SUB-LONGTERM SPED TEACHER-PR	6,800	0	6,800	.00	.00	6,800.00	.0%
PP102 PRINCIPAL-PRI	105,876	0	105,876	20,192.30	84,807.70	876.00	99.2%
PP108 ASST PRINCIPAL-PRI	89,414	0	89,414	3,547.14	88,678.49	-2,811.80	103.1%
PP210 SCHOOL SECRETARY-PRI	53,687	0	53,687	5,434.00	47,547.36	705.49	98.7%
FS363 STU ACT-ADVISOR STIPEND-PRI	1,815	0	1,815	.00	.00	1,815.00	.0%
PY107S PSYCHOLOGIST-SPED-PRI	45,050	0	45,050	2,380.31	47,606.19	-4,936.67	111.0%
QA108 CURRICULUM SPEC ATHLETICS	135,448	0	135,448	4,396.49	109,912.23	21,139.28	84.4%
QC309 SUB-CUSTODIAL-QA	2,054	0	2,054	1,562.00	.00	492.00	76.0%
QH112 HEALTH-NURSE-Q	8,025	0	8,025	11,152.50	.00	-3,127.66	139.0%
QH312 SUB-HEALTH NURSE-Q	3,160	0	3,160	5,460.00	.00	-2,300.22	172.8%
QI104B ABA PRO ASST-SY W/RES-Q	2,921	0	2,921	7,515.24	.00	-4,594.24	257.3%
QI104C OCCUPATIONAL THERAPIST ASST-	110,818	0	110,818	9,772.17	101,724.00	-678.17	100.6%
QI104P PHYSICAL THERAPIST ASST	64,686	0	64,686	1,889.21	63,091.00	-294.21	100.5%
QI104S SPECIAL ED SPECIALIST-Q	12,104	0	12,104	4,537.50	.00	7,566.50	37.5%
QI104T TUTOR-SPECIAL EDUC-Q	48,157	0	48,157	.00	.00	48,157.00	.0%
QI104V SPEECH THERAPIST ASST-Q	283,784	0	283,784	14,199.19	259,266.82	10,317.99	96.4%
QI107 REGULAR ED TEACHER-Q	129,230	0	129,230	15,543.39	101,026.61	12,660.00	90.2%
QI107O OCCUPATIONAL THERAPIST-Q	323,335	0	323,335	15,325.22	320,506.55	-12,496.28	103.9%
QI107P PHYSICAL THERAPIST-Q	83,044	0	83,044	4,513.33	77,407.69	1,123.02	98.6%
QI107R RELATED ARTS TEACHER-Q	52,325	0	52,325	1,451.20	36,280.00	14,593.80	72.1%
QI107S SPECIAL EDUCATION TEACHER-Q	32,907	0	32,907	19,290.00	.00	13,616.63	58.6%
QI107V SPEECH THERAPIST-Q	1,149,419	0	1,149,419	58,868.05	1,107,645.85	-17,094.85	101.5%
QI206S SPECIAL EDUCATION AIDE-Q	74,548	0	74,548	79,610.23	174.86	-5,237.47	107.0%
QI304 TUTOR-REGULAR EDUCATION	5,553	0	5,553	3,181.75	.00	2,371.25	57.3%
QI306S SUBSTITUTE AIDE	853	0	853	1,872.75	.00	-1,020.05	219.6%
QI307 SUB TEACHER-REG ED-QA	7,589	0	7,589	4,940.50	.00	2,648.97	65.1%
QI307S SUB-SPED TEACHER-QA	3,390	0	3,390	18.00	.00	3,372.00	.5%
QI308 SUB-LONGTERM REG TEACHER-Q	1,000	0	1,000	.00	.00	1,000.00	.0%
QP310 SUB CLERICAL-QA	15,969	0	15,969	7,759.62	.00	8,209.38	48.6%
QP999 PAYROLL-DAB	625,493	0	625,493	.00	.00	625,492.84	.0%
QPD107 PROF DEV P/R-REGED TEACHER-Q	18,494	0	18,494	.00	.00	18,494.01	.0%

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
QT105 TECHNOLOGY ASC/ASST-Q	396,418	0	396,418	79,958.20	335,824.50	-19,364.70	104.9%
QT261 TECHNOLOGY STUDENT-Q	1,973	0	1,973	1,738.00	.00	235.00	88.1%
QU108 CURRICULUM SPECIALIST	183,833	0	183,833	37,535.99	240,553.24	-94,256.23	151.3%
QY107S PSYCHOLOGIST-SPED-Q	2,339	0	2,339	2,625.00	.00	-286.34	112.2%
SA365 ATHLETIC COACH STIPEND-CHO	13,012	0	13,012	.00	.00	13,012.00	.0%
SC354 CUSTODIAL-SUMMER-CHO	3,795	0	3,795	3,300.00	.00	495.00	87.0%
SCH390 STIPENDS-SCH COM	10,587	0	10,587	88.00	.00	10,499.00	.8%
SH112 HEALTH-NURSE-CHO	56,334	0	56,334	2,879.23	56,230.77	-2,776.05	104.9%
SH312 SUB-HEALTH NURSE-CHO	3,139	0	3,139	.00	.00	3,138.86	.0%
SI104F ABA PRO ASST-FY W/RES-CHO	233,412	0	233,412	51,624.60	213,755.96	-31,968.56	113.7%
SI107 REGULAR ED TEACHER-CHO	1,603,215	0	1,603,215	62,943.33	1,529,886.17	10,385.50	99.4%
SI107R RELATED ARTS TEACHER-CHO	334,282	0	334,282	11,676.37	279,745.63	42,860.00	87.2%
SI107S SPECIAL EDUCATION TEACHER-CH	251,454	0	251,454	23,154.40	223,570.88	4,728.23	98.1%
SI206S SPECIAL EDUCATION AIDE-CHO	136,024	0	136,024	6,257.60	137,443.88	-7,677.19	105.6%
SI304 SUB ED SPEC-CHO	740	0	740	.00	.00	740.00	.0%
SI304S SUB-ED SPEC-SPED-CHO	7,395	0	7,395	.00	.00	7,395.00	.0%
SI306S SUB-SPED AIDE-CHO	839	0	839	.00	.00	838.81	.0%
SI307 SUB TEACHER-REG ED-CHO	28,109	0	28,109	.00	.00	28,108.65	.0%
SI307S SUB-SPED TEACHER-CHO	8,440	0	8,440	.00	.00	8,440.01	.0%
SI308 SUB-LONGTERM REG TEACHER-CHO	6,440	0	6,440	.00	.00	6,440.00	.0%
SI308S SUB-LONGTERM SPED TEACHER-CH	5,480	0	5,480	.00	.00	5,480.00	.0%
SP102 PRINCIPAL-CHO	105,508	0	105,508	20,769.25	87,230.75	-2,492.00	102.4%
SP108 ASST PRINCIPAL-CHO	95,652	0	95,652	3,702.80	92,570.07	-620.99	100.6%
SP210 SCHOOL SECRETARY-CHO	59,295	0	59,295	4,699.68	51,465.92	3,129.58	94.7%
SP310 SUB CLERICAL-CHO	152	0	152	.00	.00	152.00	.0%
SS363 STU ACT-ADVISOR STIPEND-CHO	3,173	0	3,173	.00	.00	3,173.00	.0%
SY107S PSYCHOLOGIST-SPED-CHO	34,142	0	34,142	.00	.00	34,141.81	.0%
TA365 ATHLETIC COACH STIPEND-CTMS	12,078	0	12,078	.00	.00	12,078.00	.0%
TC209 CUSTODIAL/MAINTENANCE-CEN	129,265	0	129,265	23,270.35	114,033.65	-8,038.58	106.2%
TC309 SUB-CUSTODIAL-CEN	510	0	510	.00	.00	510.19	.0%
TC352 CUSTODIAL OVERTIME-CEN	1,226	0	1,226	.00	.00	1,226.26	.0%
TC353 CUSTODIAL-BLDG CHECK-CEN	259	0	259	.00	.00	259.00	.0%
TC354 CUSTODIAL-SUMMER-CEN	2,530	0	2,530	2,486.00	.00	44.00	98.3%
TH112 HEALTH-NURSE-CEN	77,542	0	77,542	3,514.50	75,487.50	-1,460.25	101.9%
TH312 SUB-HEALTH NURSE-CEN	4,081	0	4,081	.00	.00	4,080.52	.0%
TI104B ABA PRO ASST-SY W/RES-CEN	0	0	0	3,309.46	69,498.79	-72,808.25	100.0%
TI104F ABA PRO ASST-FY W/RES-CEN	54,855	0	54,855	.00	.00	54,855.00	.0%
TI107 REGULAR ED TEACHER-CEN	1,496,073	0	1,496,073	57,941.86	1,448,547.14	-10,416.00	100.7%
TI107R RELATED ARTS TEACHER-CEN	364,766	0	364,766	14,089.00	352,225.00	-1,548.00	100.4%
TI107S SPECIAL EDUCATION TEACHER-CE	283,432	0	283,432	11,246.00	275,150.00	-2,964.47	101.0%
TI206S SPECIAL EDUCATION AIDE-CEN	241,628	0	241,628	12,567.21	241,953.01	-12,892.38	105.3%
TI206U ONE TO ONE AIDE-CEN	50,465	0	50,465	3,669.91	73,397.99	-26,602.51	152.7%
TI304 SUB ED SPEC-CEN	1,208	0	1,208	.00	.00	1,208.00	.0%
TI304S SUB-ED SPEC-SPED-CEN	1,445	0	1,445	995.00	.00	450.00	68.9%



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TI306S SUB-SPED AIDE-CEN	6,969	0	6,969	.00	.00	6,968.75	.0%
TI307 SUB TEACHER-REG ED-CEN	22,593	0	22,593	80.00	.00	22,513.28	.4%
TI307S SUB-SPED TEACHER-CEN	3,351	0	3,351	.00	.00	3,350.82	.0%
TI308S SUB-LONGTERM SPED TEACHER-CE	2,140	0	2,140	.00	.00	2,140.00	.0%
TN206X CROSSING GUARD-CEN	8,021	0	8,021	194.84	8,261.24	-435.09	105.4%
TP102 PRINCIPAL-CEN	100,500	0	100,500	20,192.30	84,807.70	-4,500.00	104.5%
TP108 ASST PRINCIPAL-CEN	105,248	0	105,248	3,985.69	99,642.09	1,619.93	98.5%
TP210 SCHOOL SECRETARY-CEN	48,807	0	48,807	4,203.20	40,370.72	4,232.67	91.3%
TP310 SUB CLERICAL-CEN	466	0	466	.00	.00	466.00	.0%
TS363 STU ACT-ADVISOR STIPEND-CEN	1,815	0	1,815	.00	.00	1,815.00	.0%
TY107S PSYCHOLOGIST-SPED-CEN	98,087	0	98,087	3,766.04	94,150.96	170.24	99.8%
VC209 CUSTODIAL/MAINTENANCE-DAV	164,816	0	164,816	30,221.57	124,406.19	10,188.19	93.8%
VC309 SUB-CUSTODIAL-DAV	4,070	0	4,070	484.00	.00	3,586.28	11.9%
VC352 CUSTODIAL OVERTIME-DAV	1,533	0	1,533	143.18	.00	1,390.22	9.3%
VC353 CUSTODIAL-BLDG CHECK-DAV	1,608	0	1,608	.00	.00	1,608.00	.0%
VC354 CUSTODIAL-SUMMER-DAV	1,760	0	1,760	2,288.00	.00	-528.00	130.0%
VH112 HEALTH-NURSE-DAV	69,364	0	69,364	2,903.39	68,084.61	-1,623.93	102.3%
VH312 SUB-HEALTH NURSE-DAV	5,510	0	5,510	.00	.00	5,510.44	.0%
VI107 REGULAR ED TEACHER-DAV	1,411,298	0	1,411,298	54,003.85	1,369,922.15	-12,628.00	100.9%
VI107K KINDERGARTEN TEACHER-DAV	205,754	0	205,754	8,644.49	216,112.50	-19,003.31	109.2%
VI107R RELATED ARTS TEACHER-DAV	233,332	0	233,332	7,891.12	197,277.88	28,163.00	87.9%
VI107S SPECIAL EDUCATION TEACHER-DA	187,676	0	187,676	7,496.19	187,404.81	-7,225.18	103.8%
VI206S SPECIAL EDUCATION AIDE-DAV	249,918	0	249,918	12,405.08	248,101.25	-10,588.75	104.2%
VI206U ONE TO ONE AIDE-DAV	74,767	0	74,767	3,899.44	77,988.86	-7,121.71	109.5%
VI306 SUB-REG AIDE-DAV	370	0	370	.00	.00	370.00	.0%
VI306S SUB-SPED AIDE-WRH	4,005	0	4,005	.00	.00	4,005.16	.0%
VI307 SUB TEACHER-REG ED-DAV	24,791	0	24,791	.00	.00	24,791.34	.0%
VI307K SUB-KINDERGARTEN TEACHER-DAV	5	0	5	.00	.00	5.00	.0%
VI307S SUB-SPED TEACHER-DAV	740	0	740	.00	.00	739.92	.0%
VN206M MONITOR-PLAYGROUND/LUNCH-DAV	7,937	0	7,937	160.16	7,115.68	660.99	91.7%
VN206X CROSSING GUARD-DAV	11,604	0	11,604	252.20	11,096.80	255.34	97.8%
VP102 PRINCIPAL-DAV	107,507	0	107,507	20,769.25	87,230.75	-493.00	100.5%
VP108 ASST PRINCIPAL-DAV	98,195	0	98,195	3,862.61	96,565.17	-2,233.16	102.3%
VP210 SCHOOL SECRETARY-DAV	47,178	0	47,178	4,179.20	39,304.48	3,694.55	92.2%
VP310 SUB CLERICAL-DAV	2,185	0	2,185	.00	.00	2,185.00	.0%
VY107S PSYCHOLOGIST-SPED-DAV	91,861	0	91,861	4,340.52	90,497.28	-2,976.65	103.2%
WA300 ATHLETIC COACH STIPEND-WRH	345,839	0	345,839	1,961.54	54,500.90	289,376.56	16.3%
WC103 ADMIN SPEC-CUST/MAIN-WRH	79,987	0	79,987	15,613.15	65,575.23	-1,201.38	101.5%
WC209 CUSTODIAL/MAINTENANCE-WRH	718,844	0	718,844	129,083.81	615,096.73	-25,336.54	103.5%
WC309 SUB-CUSTODIAL-WRH	11,140	0	11,140	.00	.00	11,139.70	.0%
WC352 CUSTODIAL OVERTIME-WRH	5,902	0	5,902	.00	.00	5,901.55	.0%
WC353 CUSTODIAL-BLDG CHECK-WRH	10,592	0	10,592	1,729.62	.00	8,862.38	16.3%
WC354 CUSTODIAL-SUMMER-WRH	4,488	0	4,488	3,608.00	.00	880.00	80.4%
WF307 CAFETERIA MONITOR	41,282	0	41,282	2,016.00	38,304.84	961.16	97.7%



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WG107 GUIDANCE-COUNSELOR-WRH	724,254	0	724,254	32,640.02	713,114.56	-21,500.58	103.0%
WG210 GUIDANCE-CLERICAL-WRH	113,095	0	113,095	16,696.80	77,953.60	18,444.60	83.7%
WH112 HEALTH-NURSE-WRH	123,122	0	123,122	5,150.31	116,757.69	1,214.01	99.0%
WH312 SUB-HEALTH NURSE-WRH	6,121	0	6,121	.00	.00	6,120.77	.0%
WI104F ABA PRO ASST-FY W/RES-WRH	172,556	0	172,556	38,491.63	201,957.49	-67,893.12	139.3%
WI104S SPECIAL ED SPECIALIST-WRH	0	0	0	1,007.50	.00	-1,007.50	100.0%
WI104T TUTOR-SPECIAL EDUC-WRH	26,431	0	26,431	739.38	25,878.12	-186.50	100.7%
WI107 REGULAR ED TEACHER-WRH	8,656,896	0	8,656,896	338,131.09	8,484,730.04	-165,965.13	101.9%
WI107R RELATED ARTS TEACHER-WRHS	1,531,336	0	1,531,336	60,340.50	1,471,413.90	-418.40	100.0%
WI107S SPECIAL EDUCATION TEACHER-WR	1,300,442	0	1,300,442	49,514.42	1,254,382.83	-3,455.44	100.3%
WI206H STUDY HALL AIDE-WRH	86,149	0	86,149	4,332.46	86,649.44	-4,833.07	105.6%
WI206S SPECIAL EDUCATION AIDE-WRH	457,729	0	457,729	24,194.04	479,110.90	-45,575.70	110.0%
WI206U ONE TO ONE AIDE-WRH	149,863	0	149,863	7,307.35	133,899.50	8,656.00	94.2%
WI304 SUB ED SPEC-WRH	2,248	0	2,248	.00	.00	2,248.00	.0%
WI304S SUB-ED SPEC-SPED-WRH	38,977	0	38,977	4,105.00	.00	34,872.00	10.5%
WI306S SUB-SPED AIDE-WRH	29,131	0	29,131	588.50	.00	28,542.93	2.0%
WI307 SUB TEACHER-REG ED-WRH	139,322	0	139,322	960.00	.00	138,361.54	.7%
WI307S SUB-SPED TEACHER-WRH	8,787	0	8,787	.00	.00	8,787.00	.0%
WI308 SUB-LONGTERM REG TEACHER-WRH	21,643	0	21,643	.00	.00	21,643.00	.0%
WI308S SUB-LONGTERM SPED TEACHER-WR	1,650	0	1,650	.00	.00	1,650.00	.0%
WL107 LIBRARY/MEDIA TEACHER-WRH	123,969	0	123,969	2,704.15	67,603.85	53,661.00	56.7%
WL206 LIBRARY AIDE-WRH	24,293	0	24,293	1,206.15	23,220.00	-132.68	100.5%
WP102 PRINCIPAL-WRH	148,516	0	148,516	28,502.75	119,711.52	301.73	99.8%
WP108 ASST PRINCIPAL-WRH	409,371	0	409,371	17,503.63	395,491.44	-3,623.86	100.9%
WP210 SCHOOL SECRETARY-WRH	379,697	0	379,697	39,850.56	307,441.20	32,405.29	91.5%
WP280 SECRETARIAL OVERTIME-WRH	249	0	249	.00	.00	249.00	.0%
WP310 SUB CLERICAL-WRH	4,088	0	4,088	.00	.00	4,088.00	.0%
WS363 STU ACT-ADVISOR STIPEND-WRHS	57,371	0	57,371	.00	1,577.50	55,793.50	2.7%
WT105 TECHNOLOGY ASC/ASST-WRH	56,695	0	56,695	11,066.65	46,479.90	-851.55	101.5%
WT261 TECHNOLOGY STUDENT-WRH	0	0	0	385.00	.00	-385.00	100.0%
WU108S CURR SPECIALIST SPED	105,133	0	105,133	3,939.53	98,488.24	2,705.23	97.4%
WY107S PSYCHOLOGIST-SPED-WRH	230,997	0	230,997	-10,131.33	212,255.76	28,872.68	87.5%
XA365 ATHLETIC COACH STIPEND-PAX	7,372	0	7,372	.00	1,904.23	5,467.77	25.8%
XC209 CUSTODIAL/MAINTENANCE-PAX	154,071	0	154,071	29,098.76	130,724.04	-5,751.85	103.7%
XC309 SUB-CUSTODIAL-PAX	14,385	0	14,385	.00	.00	14,384.79	.0%
XC352 CUSTODIAL OVERTIME-PAX	295	0	295	26.15	.00	268.48	8.9%
XC353 CUSTODIAL-BLDG CHECK-PAX	260	0	260	105.08	.00	154.92	40.4%
XC354 CUSTODIAL-SUMMER-PAX	1,364	0	1,364	2,112.00	.00	-748.00	154.8%
XH112 HEALTH-NURSE-PAX	75,627	0	75,627	2,910.38	72,759.62	-42.59	100.1%
XH312 SUB-HEALTH NURSE-PAX	2,467	0	2,467	.00	.00	2,467.49	.0%
XI107 REGULAR ED TEACHER-PAX	1,751,952	0	1,751,952	67,624.97	1,690,624.07	-6,297.04	100.4%
XI107K KINDERGARTEN TEACHER-PAX	103,905	0	103,905	3,835.23	95,880.76	4,188.95	96.0%
XI107R RELATED ARTS TEACHER-PAX	202,498	0	202,498	7,788.39	194,709.61	.00	100.0%
XI107S SPECIAL EDUCATION TEACHER-PA	277,821	0	277,821	13,102.70	316,317.30	-51,598.74	118.6%



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XI206K KINDERGARTEN AIDE-PAX	14,141	0	14,141	733.76	14,675.15	-1,267.49	109.0%
XI206S SPECIAL EDUCATION AIDE-PAX	146,000	0	146,000	9,565.50	171,309.70	-34,875.22	123.9%
XI206U ONE TO ONE AIDE-PAX	56,019	0	56,019	1,918.53	38,370.42	15,730.03	71.9%
XI304S SUB-ED SPEC-SPED-PAX	810	0	810	.00	.00	810.00	.0%
XI306S SUB-SPED AIDE-PAX	783	0	783	60.50	.00	722.76	7.7%
XI307 SUB TEACHER-REG ED-PAX	27,096	0	27,096	80.00	.00	27,015.69	.3%
XI307S SUB-SPED TEACHER-PAX	2,998	0	2,998	.00	.00	2,998.08	.0%
XI308 SUB-LONGTERM REG TEACHER-PAX	3,680	0	3,680	.00	.00	3,680.00	.0%
XI308S SUB-LONGTERM SPED TEACHER-PA	3,580	0	3,580	.00	.00	3,580.00	.0%
XN206M LUNCH/PLAYGROUND MONITOR-PAX	8,030	0	8,030	179.52	7,898.88	-48.09	100.6%
XN206X CROSSING GUARD-PAX	4,270	0	4,270	102.00	4,488.00	-319.63	107.5%
XP102 PRINCIPAL-PAX	112,888	0	112,888	23,461.55	98,538.45	-9,112.00	108.1%
XP108 ASST PRINCIPAL-PAX	105,217	0	105,217	3,362.10	84,052.33	17,802.23	83.1%
XP210 SCHOOL SECRETARY-PAX	58,825	0	58,825	3,989.71	51,541.76	3,293.55	94.4%
XS363 STU ACT-ADVISOR STIPEND-PAX	1,815	0	1,815	.00	.00	1,815.00	.0%
XY107S PSYCHOLOGIST-SPED-PAX	66,905	0	66,905	2,672.31	66,807.69	-2,574.91	103.8%
YU101 ADMINISTRATOR SPED	113,755	0	113,755	34,632.20	177,157.67	-98,034.87	186.2%
YU104 EDUCATION SPECIALIST-SPED-QS	652	0	652	.00	.00	652.00	.0%
YU108 COORDINATOR-SPED-QS	560,737	0	560,737	98,555.20	484,640.44	-22,458.64	104.0%
YU210S CENTRAL OFFICE SPED SECRETA	98,066	0	98,066	14,645.44	64,706.56	18,714.05	80.9%
TOTAL GENERAL FUND	59,582,718	0	59,582,718	3,917,593.81	54,114,619.25	1,550,505.02	97.4%
GRAND TOTAL	59,582,718	0	59,582,718	3,917,593.81	54,114,619.25	1,550,505.02	97.4%

\*\* END OF REPORT - Generated by Dan Deedy \*\*



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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
AB400 SUP & EXP-BUS/FIN	11,860	28	11,888	2,825.33	2,970.07	6,092.69	48.7%
AB590 CONT SVC-BUS/FIN	91,477	0	91,477	34,388.22	50,318.81	6,769.97	92.6%
AB600 TRAVEL-BUS/FIN	31,877	0	31,877	4,137.42	15,000.00	12,739.58	60.0%
AB802 INSURANCE STIPEND	3,716	0	3,716	.00	.00	3,716.00	.0%
ABMS20 BM-GENERAL REPAIR-ADM	27,166	0	27,166	5,588.61	276.54	21,300.81	21.6%
ABMS31 BM-MAINTENANCE CONTRACTS-ADM	11,713	0	11,713	1,842.65	10,596.67	-726.17	106.2%
AC500 CUSTODIAL-SUP & EXP-ADMIN	8,271	0	8,271	1,531.33	1,828.67	4,910.73	40.6%
AC550 CUSTODIAL-EQUIPMENT-ADMIN	315	0	315	723.60	.00	-408.72	229.8%
AC555 CUSTODIAL-EQUIP REPAIR-ADMIN	1,256	0	1,256	.00	334.55	921.08	26.6%
AC590 CUSTODIAL-CONT SVC-ADMIN	416	0	416	.00	.00	415.56	.0%
AC802 BENEFITS-MISC CONTRACT	90	0	90	.00	.00	90.00	.0%
AEMS51 EM-EQUIPMENT LEASE-ADMIN	759	0	759	.00	.00	759.00	.0%
AFC227 LONG TERM DIS REIMB-ADMIN	52,108	0	52,108	.00	.00	52,108.00	.0%
AFC241 SICK LEAVE BUYBACK-ADMIN	30,937	0	30,937	17,231.53	.00	13,705.47	55.7%
AFC452 TECHNOLOGY LEASE	149,113	0	149,113	111,290.18	77,737.98	-39,915.16	126.8%
AFC453 COPIER LEASE	10,270	0	10,270	.00	.00	10,270.00	.0%
AFC726 BUILDING RENTAL/LEASE-ADMIN	5	0	5	5.00	.00	.00	100.0%
AFC800B HEALTH INS-BCBS-ADMIN	8,578,543	0	8,578,543	2,445,739.64	7,456,628.68	-1,323,825.32	115.4%
AFC801 HEALTH INS-DIST RETIRE-ADMIN	2,325,723	0	2,325,723	467,632.20	1,814,606.96	43,483.84	98.1%
AFC805 MEDICARE PLANS-ADMIN	891,261	0	891,261	126,251.08	.00	765,009.92	14.2%
AFC810 LIFE INSURANCE-ADMIN	16,383	0	16,383	4,141.50	12,495.30	-253.80	101.5%
AFC812 UNEMPLOYMENT-ADMIN	67,893	0	67,893	9,132.12	40,867.88	17,893.00	73.6%
AFC815 WORKER'S COMP-ADMIN	349,601	0	349,601	351,474.00	.00	-1,873.00	100.5%
AFC819 HEALTH INSURANCE BUYOUT	56,276	0	56,276	33,500.00	.00	22,776.00	59.5%
AFC820 STUDENT INSURANCE	8,698	0	8,698	8,612.00	.00	86.00	99.0%
AFC850 GEN LIABILITY INSURANCE-ADMI	208,670	0	208,670	189,097.00	.00	19,573.00	90.6%
AFC860 RETIREMENT BENEFIT- ADMIN	1,828,867	0	1,828,867	1,825,956.00	.00	2,911.00	99.8%
AFC865 HEALTH INS-TOWN RETIRE-ADMIN	113,524	0	113,524	.00	.00	113,524.00	.0%
AGM552 GM-SUP & EXP-ADMIN	217	0	217	.00	447.65	-231.11	206.7%
AGM580 GM-MAINTENANCE-ADMIN	55,892	0	55,892	.00	.00	55,892.00	.0%
AH590 HEALTH CONTRACTED SERVICES	10,200	0	10,200	.00	5,000.00	5,200.00	49.0%
AO400 SUP & EXP-DIR/OPS	4,305	28	4,333	1,331.68	2,350.29	651.12	85.0%
AO415 TELEPHONE-ADMIN	9,943	0	9,943	865.91	8,752.09	325.00	96.7%
AO453 COPIERS-ADMIN	7,305	0	7,305	.00	.00	7,305.08	.0%
AO600 TRAVEL-DIR/OPS	1,286	0	1,286	119.79	.00	1,166.21	9.3%
AO620 MEMBERSHIP/DUES-ADMIN	18,156	0	18,156	10,597.00	2,764.00	4,795.00	73.6%
AO630 CONFERENCE/REGISTER-ADMIN	3,717	0	3,717	4,760.00	510.00	-1,553.00	141.8%
AR400 SUP & EXP-HUM/RES	19,872	28	19,900	1,331.66	5,013.00	13,555.40	31.9%
AR410 STAFF RECRUITING-HUM/RES	9,611	0	9,611	9,845.60	.00	-234.60	102.4%
AR600 TRAVEL-HUM/RES	872	0	872	.00	.00	872.00	.0%

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
AS400 SUP & EXP-OFC/SUP	13,320	28	13,348	5,551.00	3,645.78	4,151.31	68.9%
AS600 TRAVEL-OFC/SUP	268	0	268	.00	.00	268.00	.0%
AS802 BENEFITS-MISC CONTRACT	60	0	60	.00	.00	60.00	.0%
AT416 NETWORK & TELECOM-ADMIN	109,087	0	109,087	43,070.95	86,555.03	-20,538.98	118.8%
AT451 TECH SOFTWARE-Q	225,286	0	225,286	48,275.25	94,649.82	82,360.93	63.4%
AT452 TECH HARDWARE-Q	101,080	36,134	137,214	4,375.52	17,247.20	115,591.57	15.8%
AT456 TECH SUPPLIES & EXPENSES-Q	0	0	0	337.14	171.75	-508.89	100.0%
AT457 TECH REPAIR-Q	226	0	226	.00	.00	226.00	.0%
AT590 TECHNOLOGY CONT SVCS	1,850	14,041	15,891	.00	2,591.00	13,299.71	16.3%
ATR960 TRANSPORTATION-REG ED-ADMIN	3,906,929	0	3,906,929	222,803.28	3,760,716.12	-76,590.40	102.0%
ATU970 GF - TUITION PUBLIC	23,391	0	23,391	.00	.00	23,391.00	.0%
ATU975 TUITION-SCHOOL CHOICE	654,287	0	654,287	54,277.00	.00	600,010.00	8.3%
ATU976 TUITION-CHARTER REIMBURSEMENT	527,418	0	527,418	38,253.00	.00	489,165.00	7.3%
AU600 TRAVEL-CUR CTR	4,864	0	4,864	62.62	.00	4,801.38	1.3%
AUTS11 UTIL-HEAT-GAS-ADMIN	21,832	0	21,832	196.21	21,635.79	.00	100.0%
AUTS12 UTIL-ELECTRICITY-ADMIN	26,321	0	26,321	2,001.95	24,319.05	.00	100.0%
AUTS13 UTIL-WATER & SEWER-ADMIN	8,565	0	8,565	457.11	8,107.55	.00	100.0%
AUTS15 UTIL-TRASH REMOVAL-ADMIN	3,966	0	3,966	671.16	3,294.67	.00	100.0%
BB802 INSURANCE STIPEND	2,441	0	2,441	.00	.00	2,441.00	.0%
BBM520 BM-GENERAL REPAIR-MAY	29,173	0	29,173	812.44	733.60	27,626.78	5.3%
BBM531 BM-MAINTENANCE CONTRACTS-MAY	15,484	0	15,484	2,044.73	13,629.17	-189.58	101.2%
BC500 CUSTODIAL-SUP & EXP-MAY	8,453	0	8,453	3,550.33	1,172.28	3,730.63	55.9%
BC550 CUSTODIAL-EQUIPMENT-MAY	315	0	315	.00	.00	314.88	.0%
BC555 CUSTODIAL-EQUIP REPAIR-MAY	128	0	128	37.32	212.68	-122.40	195.9%
BC590 CUSTODIAL-CONT SVC-MAY	356	0	356	.00	.00	355.77	.0%
BC802 BENEFITS-MISC CONTRACT	595	0	595	.00	.00	595.00	.0%
BFC453 COPIER LEASE	8,939	0	8,939	.00	.00	8,938.75	.0%
BGM550 GM-EQUIPMENT-MAY	1,101	0	1,101	289.00	.00	811.57	26.3%
BGM552 GM-SUP & EXP-MAY	3,221	0	3,221	17.22	.00	3,204.06	.5%
BGM555 GM-EQUIPMENT REPAIR-MAY	1,628	0	1,628	.00	.00	1,627.80	.0%
BGM580 GM-MAINTENANCE-MAY	23,895	0	23,895	.00	23,895.00	.00	100.0%
BH400 HEALTH-SUP & EXP-MAY	564	0	564	.00	471.83	92.17	83.7%
BH590 HEALTH-CONT SVC-MAY	2,463	0	2,463	.00	.00	2,463.00	.0%
BI400 INST-SUP & EXP-MAY	19,842	0	19,842	273.66	17,629.35	1,938.99	90.2%
BI400S INST-SPED SUP & EXP-MAY	976	0	976	.00	975.54	.46	100.0%
BI456 INST-TECH SUP & EXP-MAY	91	0	91	.00	.00	90.97	.0%
BI590S INST-SPED-CONT SVC-MAY	11,115	0	11,115	.00	300.00	10,815.00	2.7%
BP400 PRIN-SUPPLIES & EXPENSES-MAY	2,400	0	2,400	300.00	298.36	1,801.64	24.9%
BP415 PRIN-TELEPHONE-MAY	2,241	0	2,241	171.46	2,062.54	7.00	99.7%
BP453 PRIN-COPY PRINT SUPP-MAY	5,923	0	5,923	.00	.00	5,922.82	.0%
BUTS10 UTIL-HEAT-OIL-MAY	62,405	0	62,405	.00	62,405.21	.00	100.0%
BUTS12 UTIL-ELECTRICITY-MAY	57,921	0	57,921	3,155.26	54,765.89	.00	100.0%
BUTS13 UTIL-WATER & SEWER-MAY	16,567	0	16,567	765.25	15,801.27	.00	100.0%
BUTS15 UTIL-TRASH REMOVAL-MAY	2,672	0	2,672	610.54	2,061.94	.00	100.0%

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
BX486 TESTING MATERIAL-MAY	0	0	0	39.54	.00	-39.54	100.0%
DB802 INSURANCE STIPEND	2,742	0	2,742	.00	.00	2,742.00	.0%
DBM520 BM-GENERAL REPAIR-DAW	26,936	0	26,936	180.00	.00	26,756.37	.7%
DBM531 BM-MAINTENANCE CONTRACTS-DAW	14,820	0	14,820	2,807.49	12,969.17	-956.90	106.5%
DC500 CUSTODIAL-SUP & EXP-DAW	13,057	0	13,057	114.99	8,312.82	4,629.22	64.5%
DC550 CUSTODIAL-EQUIPMENT-DAW	212	0	212	312.73	.00	-100.89	147.6%
DC555 CUSTODIAL-EQUIP REPAIR-DAW	419	0	419	.00	.00	418.92	.0%
DC590 CUSTODIAL-CONT SVC-DAW	383	0	383	64.70	.00	317.89	16.9%
DC802 BENEFITS-MISC CONTRACT	387	0	387	.00	.00	387.00	.0%
DFC453 COPIER LEASE	8,389	0	8,389	.00	.00	8,388.81	.0%
DGM552 GM-SUP & EXP-DAW	517	0	517	55.00	.00	462.15	10.6%
DGM555 GM-EQUIPMENT REPAIR-DAW	2,167	0	2,167	.00	.00	2,166.76	.0%
DGM580 GM-MAINTENANCE-DAW	23,895	0	23,895	.00	23,895.00	.00	100.0%
DH400 HEALTH-SUP & EXP-DAW	1,205	100	1,305	1,262.65	.00	42.35	96.8%
DH590 HEALTH-CONT SVC-DAW	2,261	-100	2,161	.00	.00	2,161.00	.0%
DI400 INST-SUP & EXP-DAW	19,135	1,035	20,170	10,082.60	7,796.11	2,291.16	88.6%
DI400S INST-SPED SUP & EXP-DAW	955	0	955	279.85	677.31	-2.16	100.2%
DI456 INST-TECH SUP & EXP-DAW	560	0	560	.00	.00	559.57	.0%
DI590S INST-SPED-CONT SVC-DAW	50,347	-1,035	49,312	.00	18,699.00	30,613.13	37.9%
DP400 PRIN-SUPPLIES & EXPENSES-DAW	2,314	0	2,314	454.26	149.00	1,710.74	26.1%
DP415 PRIN-TELEPHONE-DAW	2,386	0	2,386	182.13	2,201.87	2.00	99.9%
DP453 PRIN-COPY PRINT SUPP-DAW	8,161	0	8,161	.00	.00	8,160.72	.0%
DUT510 UTIL-HEAT-OIL-DAW	3,688	0	3,688	.00	3,688.30	.00	100.0%
DUT511 UTIL-HEAT-GAS-DAW	30,683	0	30,683	80.00	30,603.00	.00	100.0%
DUT512 UTIL-ELECTRICITY-DAW	21,504	0	21,504	1,193.14	20,310.77	.00	100.0%
DUT513 UTIL-WATER & SEWER-DAW	12,023	0	12,023	366.25	11,656.55	.00	100.0%
DUT515 UTIL-TRASH REMOVAL-DAW	2,264	0	2,264	529.36	1,734.54	.00	100.0%
DX486 TESTING MATERIAL-DAW	0	0	0	39.54	.00	-39.54	100.0%
EB802 INSURANCE STIPEND	2,201	0	2,201	.00	.00	2,201.00	.0%
EFC453S COPIER LEASE	3,182	0	3,182	.00	.00	3,182.40	.0%
EI400S INST-SPED SUP & EXP-ECC	5,419	0	5,419	2,742.56	938.01	1,738.43	67.9%
EI590S INST-SPED-CONT SVC-ECC	19,479	0	19,479	582.12	617.88	18,279.00	6.2%
EP400S PRIN-SUPPLIES & EXPENSES-ECC	815	0	815	.00	.00	815.00	.0%
EP415S PRIN-TELEPHONE-ECC	202	0	202	14.93	165.07	22.00	89.1%
EP453S PRIN-COPY PRINT SUPP-ECC	4,220	0	4,220	.00	.00	4,220.00	.0%
EP600S PRIN-TRAVEL-ECC	366	0	366	.00	.00	366.00	.0%
GBM520 BM-GENERAL REPAIR-GLE	27,447	0	27,447	19,158.46	.00	8,288.49	69.8%
GBM531 BM-MAINTENANCE CONTRACTS-GLE	13,931	0	13,931	2,947.36	13,142.42	-2,159.09	115.5%
GC500 CUSTODIAL SUP & EXP -GLE	8,559	0	8,559	2,462.62	2,359.52	3,736.72	56.3%
GC550 CUSTODIAL EQUIPMENT-GLE	705	0	705	179.00	.00	526.22	25.4%
GC555 CUSTODIAL EQUIPMENT REPAIR-GL	1,232	0	1,232	.00	.00	1,232.29	.0%
GC590 CUSTODIAL CONTRACTED SERVICES	109	0	109	.00	.00	109.34	.0%
GC802 BENEFITS-MISC CONTRACT	1,338	0	1,338	.00	.00	1,338.00	.0%
GFC453 COPIER LEASE	8,389	0	8,389	.00	.00	8,388.81	.0%

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	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GGM552 GM-SUP & EXP-GLE	1,394	0	1,394	.00	.00	1,394.13	.0%
GGM555 GM-EQUIPMENT REPAIR-GLE	1,564	0	1,564	.00	.00	1,564.46	.0%
GGM580 GM-MAINTENANCE-GLE	23,895	0	23,895	.00	23,895.00	.00	100.0%
GH400 HEALTH SUP & EXP-GLE	1,883	0	1,883	1,072.23	753.16	57.61	96.9%
GH590 HEALTH-CONT SVC-GLE	1,145	0	1,145	.00	.00	1,145.00	.0%
GI400 INST SUP & EXP-REG-GLE	14,268	0	14,268	1,704.79	7,063.92	5,499.29	61.5%
GI400S INSTRUCTIONAL SUP & EXP-SPED	3,123	0	3,123	973.24	690.60	1,459.16	53.3%
GI456 INSTRUCTIONAL TECH SUP & EXP-	162	0	162	139.94	99.50	-77.62	148.0%
GI590S INST-SPED-CONT SVC-GLE	54,712	0	54,712	.00	700.00	54,012.00	1.3%
GI600 INST TRAVEL-REG-GLE	21	0	21	.00	.00	21.04	.0%
GI620 MEMBERSHIP/DUES-GLE	529	0	529	.00	.00	529.00	.0%
GP400 PRINCIPAL SUP & EXP-GLE	1,726	0	1,726	300.00	.00	1,426.00	17.4%
GP415 TELEPHONE-GLE	1,626	0	1,626	116.92	1,487.08	22.00	98.6%
GP453 PRIN-COPY PRINT SUPP-GLE	10,923	0	10,923	.00	.00	10,922.78	.0%
GUT510 UTIL-HEAT-OIL-GLE	70,023	0	70,023	.00	70,023.09	.00	100.0%
GUT512 UTIL-ELECTRICITYGLE	64,185	0	64,185	9,157.42	31,642.58	23,385.05	63.6%
GUT513 UTIL-WATER & SEWER-GLE	10,770	0	10,770	2,812.03	7,958.42	.00	100.0%
GUT515 UTIL-TRASH REMOVAL-GLE	3,076	0	3,076	701.46	2,374.11	.00	100.0%
GX486 TESTING MATS-REG-GLE	0	0	0	39.54	.00	-39.54	100.0%
HBM520 BM-GENERAL REPAIR-HOU	22,255	0	22,255	3,528.46	1,912.62	16,813.42	24.4%
HBM531 BM-MAINTENANCE CONTRACTS-HOU	11,996	0	11,996	1,144.96	11,388.45	-537.43	104.5%
HCS00 CUSTODIAL-SUP & EXP-HOU	5,118	0	5,118	14.30	5,443.31	-339.82	106.6%
HCS50 CUSTODIAL-EQUIPMENT-HOU	157	0	157	.00	.00	157.44	.0%
HCS55 CUSTODIAL-EQUIP REPAIR-HOU	1,589	0	1,589	.00	.00	1,588.70	.0%
HCS90 CUSTODIAL-CONT SVC-HOU	265	0	265	147.72	.00	116.83	55.8%
HC802 BENEFITS-MISC CONTRACT	467	0	467	.00	.00	467.00	.0%
HFC453 COPIER LEASE	11,223	0	11,223	.00	.00	11,223.22	.0%
HGM552 GM-SUP & EXP-HOU	638	0	638	12.19	384.06	241.30	62.2%
HGM555 GM-EQUIPMENT REPAIR-HOU	717	0	717	.00	.00	716.85	.0%
HGM580 GM-MAINTENANCE-HOU	23,895	0	23,895	.00	28,284.00	-4,389.00	118.4%
HH400 HEALTH-SUP & EXP-HOU	2,069	0	2,069	.00	300.00	1,769.00	14.5%
HH590 HEALTH-CONT SVC-HOU	1,487	0	1,487	.00	.00	1,487.00	.0%
HI400 INST-SUP & EXP-HOU	15,599	0	15,599	4,811.10	9,027.82	1,760.08	88.7%
HI400S INST-SPED SUP & EXP-HOU	3,940	0	3,940	1,788.62	1,563.31	588.07	85.1%
HI456 INST-TECH SUP & EXP-HOU	42	0	42	.00	.00	42.36	.0%
HI590S INST-SPED-CONT SVC-HOU	56,289	0	56,289	10,326.00	1,440.00	44,523.00	20.9%
HI620 MEMBERSHIP/DUES-HOU	534	1	535	535.00	.00	.00	100.0%
HI630 CONFERENCE/REGISTER-HOU	308	-308	0	.00	.00	.00	.0%
HP400 PRIN-SUPPLIES & EXPENSES-HOU	1,887	0	1,887	329.99	.00	1,557.01	17.5%
HP415 PRIN-TELEPHONE-HOU	1,453	0	1,453	109.40	1,343.60	.00	100.0%
HP453 PRIN-COPY PRINT SUPP-HOU	7,976	0	7,976	.00	.00	7,975.50	.0%
HP600 PRIN-TRAVEL-HOU	742	307	1,049	499.00	.00	550.00	47.6%
HUT510 UTIL-HEAT-OIL-HOU	44,067	0	44,067	.00	44,066.54	.00	100.0%
HUT512 UTIL-ELECTRICITY-HOU	51,691	0	51,691	2,956.76	48,734.54	.00	100.0%

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FOR 2019 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
HUT513 UTIL-WATER & SEWER-HOU	4,880	0	4,880	.00	4,879.68	.00	100.0%
HUT515 UTIL-TRASH REMOVAL-HOU	3,110	0	3,110	671.16	2,439.03	.00	100.0%
HX486 TESTING MATERIAL-HOU	0	0	0	39.54	.00	-39.54	100.0%
MBM520 BM-GENERAL REPAIR-MOU	12,682	0	12,682	5,906.25	531.25	6,244.36	50.8%
MBM531 BM-MAINTENANCE CONTRACTS-MOU	20,572	0	20,572	2,961.58	16,109.67	1,500.57	92.7%
MC500 CUSTODIAL-SUP & EXP-MOU	13,637	0	13,637	1,110.88	8,010.84	4,515.48	66.9%
MC550 CUSTODIAL-EQUIPMENT-MOU	77	0	77	.00	.00	76.61	.0%
MC555 CUSTODIAL-EQUIP REPAIR-MOU	151	0	151	691.40	.00	-540.40	457.9%
MC590 CUSTODIAL-CONT SVC-MOU	219	0	219	356.68	.00	-137.82	163.0%
MC802 BENEFITS-MISC CONTRACT	641	0	641	.00	.00	641.00	.0%
MFC453 COPIER LEASE	14,054	0	14,054	.00	.00	14,054.46	.0%
MGM550 GM-EQUIPMENT-MOU	260	0	260	.00	.00	260.00	.0%
MGM552 GM-SUP & EXP-MOU	4,669	0	4,669	850.00	.00	3,818.54	18.2%
MGM580 GM-MAINTENANCE-MOU	23,895	0	23,895	.00	23,895.00	.00	100.0%
MH400 HEALTH-SUP & EXP-MOU	1,270	0	1,270	136.38	569.43	564.19	55.6%
MH590 HEALTH-CONT SVC-MOU	886	0	886	.00	.00	886.00	.0%
MI400 INST-SUP & EXP-MOU	33,403	0	33,403	1,987.70	21,403.73	10,011.57	70.0%
MI400S INST-SPED SUP & EXP-MOU	1,532	0	1,532	.00	688.20	843.80	44.9%
MI456 INST-TECH SUP & EXP-MOU	40	0	40	.00	.00	40.20	.0%
MIS90 INST-CONT SVC-MOU	909	0	909	.00	.00	908.82	.0%
MIS90S INST-SPED-CONT SVC-MOU	34,103	0	34,103	.00	4,743.00	29,360.00	13.9%
MI600 INST-TRAVEL-MOU	177	0	177	.00	.00	177.38	.0%
MP400 PRIN-SUPPLIES & EXPENSES-MOU	4,040	0	4,040	435.07	1,466.49	2,138.44	47.1%
MP415 PRIN-TELEPHONE-MOU	2,295	0	2,295	188.94	2,106.06	.00	100.0%
MP453 PRIN-COPY PRINT SUPP-MOU	9,903	0	9,903	.00	.00	9,903.15	.0%
MP600 PRIN-TRAVEL-MOU	27	0	27	.00	.00	27.00	.0%
MUT511 UTIL-HEAT-GAS-MOU	45,880	0	45,880	313.11	45,566.89	.00	100.0%
MUT512 UTIL-ELECTRICITY-MOU	95,015	0	95,015	16,561.62	78,453.52	.00	100.0%
MUT513 UTIL-WATER & SEWER-MOU	15,958	0	15,958	2,081.50	13,876.29	.00	100.0%
MUT515 UTIL-TRASH REMOVAL-MOU	6,040	0	6,040	1,505.10	4,535.25	.00	100.0%
MX486 TESTING MATERIAL-MOU	0	0	0	39.54	.00	-39.54	100.0%
NBM520 BM-GENERAL REPAIR-NAQ	29,155	0	29,155	769.03	25.00	28,361.26	2.7%
NBM531 BM-MAINTENANCE CONTRACTS-NAQ	12,256	0	12,256	2,073.92	10,351.00	-168.51	101.4%
NC500 CUSTODIAL-SUP & EXP-NAQ	9,154	0	9,154	2,883.08	4,585.66	1,685.69	81.6%
NC550 CUSTODIAL-EQUIPMENT-NAQ	1,082	0	1,082	1,058.39	.00	23.96	97.8%
NC555 CUSTODIAL-EQUIP REPAIR-NAQ	76	0	76	.00	.00	76.00	.0%
NC590 CUSTODIAL-CONT SVC-NAQ	294	0	294	93.83	.00	200.17	31.9%
NC802 BENEFITS-MISC CONTRACT	1,055	0	1,055	.00	.00	1,055.00	.0%
NFC453 COPIER LEASE	5,847	0	5,847	.00	.00	5,846.80	.0%
NGM550 GM-EQUIPMENT-NAQ	231	0	231	235.04	.00	-3.81	101.6%
NGM552 GM-SUP & EXP-NAQ	1,702	0	1,702	21.96	94.25	1,585.40	6.8%
NGM555 GM-EQUIPMENT REPAIR-NAQ	1,116	0	1,116	125.00	.00	990.63	11.2%
NGM580 GM-MAINTENANCE-NAQ	23,895	0	23,895	.00	23,895.00	.00	100.0%
NH400 HEALTH-SUP & EXP-NAQ	1,656	0	1,656	65.70	434.30	1,156.00	30.2%

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
NH590 HEALTH-CONT SVC-NAQ	1,419	0	1,419	.00	.00	1,419.00	.0%
NI400 INST-SUP & EXP-NAQ	14,227	0	14,227	6,100.52	3,063.50	5,062.98	64.4%
NI400S INST-SPED SUP & EXP-NAQ	2,966	0	2,966	189.77	157.37	2,618.86	11.7%
NI456 INST-TECH SUP & EXP-NAQ	450	0	450	.00	.00	450.05	.0%
NI590S INST-SPED-CONT SVC-NAQ	30,625	0	30,625	.00	41,896.00	-11,271.00	136.8%
NI600 INST-TRAVEL-NAQ	17	0	17	.00	.00	17.44	.0%
NI620 MEMBERSHIP/DUES-NAQ	535	0	535	535.00	.00	.00	100.0%
NP400 PRIN-SUPPLIES & EXPENSES-NAQ	1,721	-84	1,637	379.00	114.24	1,144.10	30.1%
NP415 PRIN-TELEPHONE-NAQ	3,183	0	3,183	248.49	2,934.69	.00	100.0%
NP453 PRIN-COPY PRINT SUPP-NAQ	9,887	0	9,887	.00	.00	9,886.64	.0%
NUT510 UTIL-HEAT-OIL-NAQ	82,640	0	82,640	.00	82,640.02	.00	100.0%
NUT512 UTIL-ELECTRICITY-NAQ	62,809	0	62,809	8,535.90	24,964.10	29,309.28	53.3%
NUT513 UTIL-WATER & SEWER-NAQ	11,699	0	11,699	2,998.85	8,700.54	.00	100.0%
NUT515 UTIL-TRASH REMOVAL-NAQ	2,816	0	2,816	671.60	2,144.80	.00	100.0%
PB802 INSURANCE STIPEND	3,641	0	3,641	.00	.00	3,641.00	.0%
PBM520 BM-GENERAL REPAIR-PRI	60,159	0	60,159	425.47	2,356.00	57,377.34	4.6%
PBM531 BM-MAINTENANCE CONTRACTS-PRI	23,662	0	23,662	3,510.50	20,763.47	-612.09	102.6%
PC500 CUSTODIAL-SUP & EXP-PRI	6,563	0	6,563	6,037.56	1,309.50	-783.62	111.9%
PC550 CUSTODIAL-EQUIPMENT-PRI	243	0	243	.00	.00	243.13	.0%
PC555 CUSTODIAL-EQUIP REPAIR-PRI	106	0	106	.00	.00	105.50	.0%
PC590 CUSTODIAL-CONT SVC-PRI	422	0	422	262.56	.00	159.44	62.2%
PC802 BENEFITS-MISC CONTRACT	2,491	0	2,491	.00	.00	2,491.00	.0%
PFC453 COPIER LEASE	5,756	0	5,756	.00	.00	5,756.35	.0%
PGM552 GM-SUP & EXP-PRI	766	0	766	.00	.00	765.60	.0%
PGM555 GM-EQUIPMENT REPAIR-PRI	1,883	0	1,883	.00	.00	1,882.69	.0%
PGM580 GM-MAINTENANCE-PRI	23,895	0	23,895	.00	25,942.00	-2,047.00	108.6%
PH400 HEALTH-SUP & EXP-PRI	656	0	656	.00	268.54	387.46	40.9%
PH590 HEALTH-CONT SVC-PRI	930	0	930	.00	.00	930.00	.0%
PI400 INST-SUP & EXP-PRI	16,681	0	16,681	4,082.00	5,782.57	6,816.43	59.1%
PI400S INST-SPED SUP & EXP-PRI	1,980	0	1,980	.00	572.47	1,407.53	28.9%
PI456 INST-TECH SUP & EXP-PRI	134	0	134	.00	.00	134.43	.0%
PI590 INST-CONT SVC-PRI	310	0	310	.00	.00	309.83	.0%
PI590S INST-SPED-CONT SVC-PRI	37,988	0	37,988	.00	2,376.00	35,612.00	6.3%
PI600 INST-TRAVEL-PRI	23	0	23	.00	.00	23.11	.0%
PP400 PRIN-SUPPLIES & EXPENSES-PRI	2,018	0	2,018	503.12	.00	1,514.88	24.9%
PP415 PRIN-TELEPHONE-PRI	1,543	0	1,543	113.32	1,424.68	5.00	99.7%
PP453 PRIN-COPY PRINT SUPP-PRI	6,108	0	6,108	.00	.00	6,107.96	.0%
PP600 PRIN-TRAVEL-PRI	48	0	48	.00	.00	48.00	.0%
PUS510 UTIL-HEAT-OIL-PRI	79,127	0	79,127	.00	79,126.95	.00	100.0%
PUS512 UTIL-ELECTRICITY-PRI	90,610	0	90,610	3,409.23	87,200.37	.00	100.0%
PUS513 UTIL-WATER & SEWER-PRI	20	0	20	.00	.00	20.00	.0%
PUS515 UTIL-TRASH REMOVAL-PRI	4,034	0	4,034	822.70	3,210.83	.00	100.0%
PX486 TESTING MATERIAL-PRI	0	0	0	39.54	.00	-39.54	100.0%
QD802 DAY SURGERY REIMBURSEMENT	19,713	0	19,713	.00	.00	19,713.00	.0%



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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
QH400 HEALTH-SUP & EXP-Q	2,400	0	2,400	.00	.00	2,400.00	.0%
QI630 CONFERENCE/REGISTER-Q	112,773	0	112,773	1,336.34	8,320.40	103,116.26	8.6%
QPD400 PROF DEVELOP-SUP & EXP-Q	15,465	0	15,465	.00	13,304.00	2,161.00	86.0%
QPD600 PROF DEVELOPMENT-TRAVEL-Q	824	0	824	.00	.00	824.00	.0%
QT416 NETWORK & TELECOM-Q	3,508	0	3,508	503.98	2,519.90	484.12	86.2%
QX480 TEXTBOOKS-DAB	613,489	0	613,489	231,027.65	315,053.79	67,407.06	89.0%
SBM520 BM-GENERAL REPAIR-CHO	31,231	0	31,231	3,528.43	1,912.63	25,789.78	17.4%
SBM531 BM-MAINTENANCE CONTRACTS-CHO	11,996	0	11,996	1,144.96	11,388.45	-537.43	104.5%
SC500 CUSTODIAL-SUP & EXP-CHO	5,063	0	5,063	14.30	5,443.30	-395.02	107.8%
SC550 CUSTODIAL-EQUIPMENT-CHO	157	0	157	.00	.00	157.44	.0%
SC555 CUSTODIAL-EQUIP REPAIR-CHO	1,589	0	1,589	.00	.00	1,588.70	.0%
SC590 CUSTODIAL-CONT SVC-CHO	265	0	265	147.74	.00	116.80	55.8%
SCH400 SUP & EXP-SCH COM	642	0	642	.00	1,575.00	-933.00	245.3%
SCH591 LEGAL-CONT SVC-SCH COM	33,540	0	33,540	.00	.00	33,540.00	.0%
SCH600 TRAVEL-SCH COM	410	0	410	.00	.00	410.00	.0%
SFC453 COPIER LEASE	10,796	0	10,796	.00	.00	10,795.68	.0%
SGM552 GM-SUP & EXP-CHO	638	0	638	12.19	137.81	487.55	23.5%
SGM555 GM-EQUIPMENT REPAIR-CHO	717	0	717	.00	.00	716.86	.0%
SGM580 GM-MAINTENANCE-CHO	23,895	0	23,895	.00	28,284.00	-4,389.00	118.4%
SH400 HEALTH-SUP & EXP-CHO	618	150	768	.00	673.08	94.92	87.6%
SH590 HEALTH-CONT SVC-CHO	680	0	680	.00	.00	680.00	.0%
SI400 INST-SUP & EXP-CHO	15,142	0	15,142	1,243.14	11,701.40	2,197.46	85.5%
SI400S INST-SPED SUP & EXP-CHO	2,056	0	2,056	93.07	21.40	1,941.53	5.6%
SI456 INST-TECH SUP & EXP-CHO	498	0	498	.00	.00	498.04	.0%
SI590 INST-CONT SVC-CHO	1,056	0	1,056	.00	.00	1,055.70	.0%
SI590S INST-SPED-CONT SVC-CHO	47,139	0	47,139	243.00	2,899.00	43,997.00	6.7%
SP400 PRIN-SUPPLIES & EXPENSES-CHO	1,831	-150	1,681	16.84	636.67	1,027.49	38.9%
SP415 PRIN-TELEPHONE-CHO	2,557	0	2,557	185.14	2,309.86	62.00	97.6%
SP453 PRIN-COPY PRINT SUPP-CHO	7,237	0	7,237	.00	.00	7,236.79	.0%
SUT510 UTIL-HEAT-OIL-CHO	54,252	0	54,252	.00	54,242.09	10.00	100.0%
SUT512 UTIL-ELECTRICITY-CHO	51,691	0	51,691	2,956.75	48,734.55	.00	100.0%
SUT513 UTIL-WATER & SEWER-CHO	4,880	0	4,880	.00	4,879.68	.00	100.0%
SUT515 UTIL-TRASH REMOVAL-CHO	3,110	0	3,110	671.14	2,439.02	.00	100.0%
SX486 TESTING MATERIAL-CHO	0	0	0	39.54	.00	-39.54	100.0%
TA590 ATH-CONT SVCE-CEN	0	0	0	875.00	.00	-875.00	100.0%
TBM520 BM-GENERAL REPAIR-CEN	36,543	0	36,543	28,061.93	1,769.00	6,712.52	81.6%
TBM531 BM-MAINTENANCE CONTRACTS-CEN	19,355	0	19,355	2,758.35	15,452.67	1,143.59	94.1%
TC500 CUSTODIAL-SUP & EXP-CEN	6,217	0	6,217	4,237.14	3,390.76	-1,410.65	122.7%
TC550 CUSTODIAL-EQUIPMENT-CEN	260	0	260	.00	.00	260.03	.0%
TC555 CUSTODIAL-EQUIP REPAIR-CEN	1,212	0	1,212	.00	431.00	781.17	35.6%
TC590 CUSTODIAL-CONT SVC-CEN	651	0	651	.00	.00	651.00	.0%
TC802 BENEFITS-MISC CONTRACT	665	0	665	.00	.00	665.00	.0%
TF453 COPIER LEASE	14,145	0	14,145	.00	.00	14,144.91	.0%
TGM550 GM-EQUIPMENT-CEN	152	0	152	.00	.00	151.98	.0%



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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TGM552 GM-SUP & EXP-CEN	1,044	0	1,044	41.91	.00	1,002.10	4.0%
TGM555 GM-EQUIPMENT REPAIR-CEN	1,922	0	1,922	.00	.00	1,921.68	.0%
TGM580 GM-MAINTENANCE-CEN	23,895	0	23,895	.00	23,895.00	.00	100.0%
TH400 HEALTH-SUP & EXP-CEN	776	0	776	.00	527.52	248.48	68.0%
TH590 HEALTH-CONT SVC-CEN	947	0	947	.00	.00	947.00	.0%
TI400 INST-SUP & EXP-CEN	15,474	0	15,474	.00	6,635.50	8,838.50	42.9%
TI400S INST-SPED SUP & EXP-CEN	764	0	764	.00	.00	764.00	.0%
TI456 INST-TECH SUP & EXP-CEN	185	0	185	.00	.00	184.58	.0%
TI590 INST-CONT SVC-CEN	2,525	0	2,525	.00	.00	2,524.50	.0%
TI590S INST-SPED-CONT SVC-CEN	59,063	0	59,063	.00	45,650.52	13,412.48	77.3%
TI600 INST-TRAVEL-CEN	148	0	148	.00	.00	148.17	.0%
TI620 MEMBERSHIP/DUES-CEN	464	0	464	.00	.00	464.00	.0%
TP400 PRIN-SUPPLIES & EXPENSES-CEN	1,872	0	1,872	600.00	659.96	612.04	67.3%
TP415 PRIN-TELEPHONE-CEN	2,376	0	2,376	172.97	2,198.03	5.18	99.8%
TP453 PRIN-COPY PRINT SUPP-CEN	7,626	0	7,626	.00	.00	7,625.92	.0%
TP600 PRIN-TRAVEL-CEN	9	0	9	.00	.00	9.00	.0%
TUT510 UTIL-HEAT-OIL-CEN	67,401	0	67,401	.00	67,400.80	.00	100.0%
TUT512 UTIL-ELECTRICITY-CEN	73,719	0	73,719	11,995.02	41,704.98	20,018.57	72.8%
TUT513 UTIL-WATER & SEWER-CEN	9,623	0	9,623	2,466.63	7,156.36	.00	100.0%
TUT515 UTIL-TRASH REMOVAL-CEN	2,741	0	2,741	671.16	2,070.32	.00	100.0%
TX486 TESTING MATERIAL-CEN	0	0	0	39.54	.00	-39.54	100.0%
VBMS20 BM-GENERAL REPAIR-DAV	21,017	0	21,017	1,271.25	.00	19,745.54	6.0%
VBMS31 BM-MAINTENANCE CONTRACTS-DAV	16,378	0	16,378	2,382.24	13,454.42	541.13	96.7%
VC500 CUSTODIAL-SUP & EXP-DAV	10,084	0	10,084	9,378.66	4,167.46	-3,462.29	134.3%
VC550 CUSTODIAL-EQUIPMENT-DAV	47	0	47	.00	.00	46.63	.0%
VC555 CUSTODIAL-EQUIP REPAIR-DAV	265	0	265	.00	.00	265.20	.0%
VC590 CUSTODIAL-CONT SVC-DAV	1,298	0	1,298	.00	.00	1,298.33	.0%
VC802 BENEFITS-MISC CONTRACT	565	0	565	.00	.00	565.00	.0%
VFC453 COPIER LEASE	8,131	0	8,131	.00	.00	8,131.28	.0%
VGM552 GM-SUP & EXP-DAV	2,288	0	2,288	.00	.00	2,288.24	.0%
VGM555 GM-EQUIPMENT REPAIR-DAV	1,900	0	1,900	.00	100.00	1,799.51	5.3%
VGM580 GM-MAINTENANCE-DAV	23,895	0	23,895	.00	23,895.00	.00	100.0%
VH400 HEALTH-SUP & EXP-DAV	885	0	885	32.85	470.19	381.96	56.8%
VH590 HEALTH-CONT SVC-DAV	1,417	0	1,417	.00	.00	1,417.00	.0%
VI400 INST-SUP & EXP-DAV	18,761	0	18,761	2,044.30	12,661.21	4,055.49	78.4%
VI400S INST-SPED SUP & EXP-DAV	1,180	0	1,180	569.91	587.27	22.82	98.1%
VI456 INST-TECH SUP & EXP-DAV	292	0	292	.00	.00	291.92	.0%
VI590S INST-SPED-CONT SVC-DAV	12,773	0	12,773	.00	2,649.00	10,124.00	20.7%
VP400 PRIN-SUPPLIES & EXPENSES-DAV	2,269	-29	2,240	300.00	.00	1,940.33	13.4%
VP415 PRIN-TELEPHONE-DAV	2,052	0	2,052	151.79	1,866.21	34.00	98.3%
VP453 PRIN-COPY PRINT SUPP-DAV	6,244	0	6,244	.00	.00	6,243.71	.0%
VUT510 UTIL-HEAT-OIL-DAV	41,457	0	41,457	.00	41,457.24	.00	100.0%
VUT512 UTIL-ELECTRICITY-DAV	80,604	0	80,604	3,555.27	77,048.43	.00	100.0%
VUT513 UTIL-WATER & SEWER-DAV	11,262	0	11,262	347.92	10,914.10	.00	100.0%



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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
VUT515 UTIL-TRASH REMOVAL-DAV	3,492	0	3,492	701.46	2,790.11	.00	100.0%
VX486 TESTING MATERIAL-DAV	0	0	0	39.54	.00	-39.54	100.0%
WAS90 ATH-CONT SVCE-WRH	0	0	0	1,320.00	.00	-1,320.00	100.0%
WB802 INSURANCE STIPEND	488	0	488	.00	.00	488.00	.0%
WBM520 BM-GENERAL REPAIR-WRH	91,653	0	91,653	16,095.79	11,943.24	63,613.67	30.6%
WBM531 BM-MAINTENANCE CONTRACTS-WRH	30,965	0	30,965	7,233.57	32,031.44	-8,300.01	126.8%
WBS590 BLDG SEC-CONT SVC	27,288	0	27,288	.00	35,000.00	-7,712.00	128.3%
WC500 CUSTODIAL-SUP & EXP-WRH	49,850	0	49,850	591.07	24,597.14	24,661.38	50.5%
WC550 CUSTODIAL-EQUIPMENT-WRH	22	0	22	.00	.00	22.35	.0%
WC555 CUSTODIAL-EQUIP REPAIR-WRH	1,493	0	1,493	430.00	.00	1,062.76	28.8%
WC590 CUSTODIAL-CONT SVC-WRH	574	0	574	363.36	.00	210.16	63.4%
WC802 BENEFITS-MISC CONTRACT	2,274	0	2,274	400.00	.00	1,874.00	17.6%
WEM555 EM-EQUIPMENT REPAIR-WRH	644	0	644	.00	.00	644.00	.0%
WEM557 EM-VEHICLE REPAIR-WRH	10,185	0	10,185	223.19	.00	9,961.81	2.2%
WFC453 COPIER LEASE	34,148	0	34,148	.00	.00	34,148.13	.0%
WFC782 BOND-LONG TERM	1,895,000	0	1,895,000	510,000.00	.00	1,385,000.00	26.9%
WFC782I BOND-LONG TERM	578,856	0	578,856	141,321.88	.00	437,534.12	24.4%
WG400 GUIDANCE-SUP & EXP-WRH	13,429	0	13,429	6,926.21	.00	6,502.79	51.6%
WGM550 GM-EQUIPMENT-WRH	13,240	0	13,240	259.95	12,728.53	251.77	98.1%
WGM552 GM-SUP & EXP-WRH	7,465	0	7,465	985.28	2,535.48	3,943.99	47.2%
WGM555 GM-EQUIPMENT REPAIR-WRH	8,847	0	8,847	247.49	1,789.22	6,809.93	23.0%
WGM580 GM-MAINTENANCE-WRH	64,654	0	64,654	3,000.00	13,810.00	47,844.00	26.0%
WH400 HEALTH-SUP & EXP-WRH	2,641	0	2,641	534.89	423.47	1,682.64	36.3%
WH455 HEALTH-EQUIP REPAIR-WRH	330	0	330	.00	330.00	.00	100.0%
WH590 HEALTH-CONT SVC-WRH	7,212	0	7,212	.00	5,000.00	2,212.00	69.3%
WI400 INST-SUP & EXP-WRH	33,548	0	33,548	415.44	2,841.28	30,291.28	9.7%
WI400ALT INST-SUP & EXP-ALT ED-WRH	308	0	308	.00	69.30	238.70	22.5%
WI400ART INST-SUP & EXP-ART-WRH	14,208	0	14,208	60.30	4,000.27	10,147.43	28.6%
WI400BUS INST-SUP & EXP-BUS ED-WRH	18	0	18	.00	.00	18.00	.0%
WI400ENG INST-SUP & EXP-ENG-WRH	1,532	0	1,532	219.78	181.71	1,130.51	26.2%
WI400FOR INST-SUP & EXP-FOR LAN-WRH	1,049	0	1,049	1,015.10	.00	33.90	96.8%
WI400LIF INST-SUP & EXP-LIFE STU-WR	1,540	0	1,540	107.87	706.08	726.05	52.9%
WI400MAT INST-SUP & EXP-MATH-WRH	1,206	0	1,206	.00	995.19	210.81	82.5%
WI400MUS INST-SUP & EXP-MUSIC-WRH	1,088	0	1,088	.00	.00	1,088.00	.0%
WI400PHY INST-SUP & EXP-PHYS ED-WRH	1,324	0	1,324	.00	1,298.90	25.10	98.1%
WI400S INST-SPED SUP & EXP-WRH	1,125	0	1,125	158.51	95.00	871.49	22.5%
WI400SCI INST-SUP & EXP-SCIENCE-WRH	25,000	0	25,000	360.54	5,419.18	19,220.28	23.1%
WI400SOC INST-SUP & EXP-SOC STU-WRH	742	0	742	380.00	.00	362.00	51.2%
WI400TEC INST-SUP & EXP-TECH ED-WRH	742	0	742	.00	.00	742.00	.0%
WI400VOC INST-SUP & EXP-VOC-WRH	3,658	0	3,658	95.00	1,389.53	2,173.79	40.6%
WI452 INST-TECH HARDWARE-WRH	50,175	-50,175	0	.00	.00	.00	.0%
WI456 INST-TECH SUP & EXP-WRH	2,563	0	2,563	479.80	479.80	1,603.38	37.4%
WIS90 INST-CONT SVC-WRH	11,467	0	11,467	.00	.00	11,466.65	.0%
WIS90S INST-SPED-CONT SVC-WRH	51,633	0	51,633	.00	3,000.00	48,633.00	5.8%

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	ORIGINAL APPROF	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
WI600 INST-TRAVEL-WRH	2,674	0	2,674	16.35	.00	2,657.98	.6%
WI610 INST P/R-MCAS DEVELOPMENT-WRH	4,688	0	4,688	1,080.00	.00	3,607.50	23.0%
WI620 MEMBERSHIP/DUES-WRH	6,330	0	6,330	6,695.00	160.00	-525.00	108.3%
WI630 CONFERENCE/REGISTER-WRH	845	0	845	.00	.00	845.00	.0%
WL400 LIBRARY SUP & EXP	1,546	0	1,546	.00	.00	1,546.00	.0%
WL485 LIB-PERIODICAL & PUB-WRH	1,563	0	1,563	70.86	379.14	1,113.00	28.8%
WL487 LIB-EDUC MATERIAL-WRH	14,912	0	14,912	.00	1,758.35	13,153.65	11.8%
WP400 PRIN-SUPPLIES & EXPENSES-WRH	10,697	0	10,697	190.97	2,233.32	8,272.71	22.7%
WP405 PRIN-STUD ACT/GRAD-WRH	29,270	0	29,270	.00	.00	29,270.00	.0%
WP415 PRIN-TELEPHONE-WRH	8,813	0	8,813	1,025.15	5,999.18	1,789.07	79.7%
WP453 PRIN-COPY PRINT SUPP-WRH	48,601	0	48,601	.00	7,717.30	40,883.35	15.9%
WP600 PRIN-TRAVEL-WRH	190	0	190	.00	.00	190.00	.0%
WS400 STU ACT-SUP & EXP-WRH	2,514	0	2,514	.00	.00	2,514.00	.0%
WU600 CURRICULUM TRAVEL	1,598	0	1,598	.00	.00	1,598.00	.0%
WUTS10 UTIL-HEAT-OIL-WRH	18,337	0	18,337	.00	18,337.46	.00	100.0%
WUTS11 UTIL-HEAT-GAS-WRH	176,115	0	176,115	141.00	175,974.00	.00	100.0%
WUTS12 UTIL-ELECTRICITY-WRH	304,753	0	304,753	20,289.17	284,463.83	.00	100.0%
WUTS13 UTIL-WATER & SEWER-WRH	73,966	0	73,966	4,978.15	68,988.00	.00	100.0%
WUTS15 UTIL-TRASH REMOVAL-WRH	16,711	0	16,711	2,755.69	13,955.18	.00	100.0%
WX486 TESTING MATERIAL-WRH	0	0	0	39.59	.00	-39.59	100.0%
XBM520 BM-GENERAL REPAIR-PAX	24,859	0	24,859	.00	.00	24,859.07	.0%
XBM531 BM-MAINTENANCE CONTRACTS-PAX	15,875	0	15,875	2,235.11	11,242.17	2,398.00	84.9%
XCS00 CUSTODIAL-SUP & EXP-PAX	11,248	0	11,248	5,761.71	2,443.86	3,042.07	73.0%
XCS50 CUSTODIAL-EQUIPMENT-PAX	314	0	314	149.00	.00	165.00	47.5%
XCS55 CUSTODIAL-EQUIP REPAIR-PAX	1,397	0	1,397	.00	.00	1,396.74	.0%
XC802 BENEFITS-MISC CONTRACT	759	0	759	.00	.00	759.00	.0%
XFC453 COPIER LEASE	8,355	0	8,355	.00	.00	8,354.53	.0%
XGM550 GM-EQUIPMENT-PAX	1,038	0	1,038	.00	.00	1,038.11	.0%
XGM552 GM-SUP & EXP-PAX	488	0	488	.00	.00	487.55	.0%
XGM555 GM-EQUIPMENT REPAIR-PAX	638	0	638	.00	.00	638.01	.0%
XGM580 GM-MAINTENANCE-PAX	23,895	0	23,895	.00	26,090.00	-2,195.00	109.2%
XH400 HEALTH-SUP & EXP-PAX	329	0	329	.00	313.95	15.05	95.4%
XHS90 HEALTH-CONT SVC-PAX	1,494	0	1,494	.00	.00	1,494.00	.0%
XI400 INST-SUP & EXP-PAX	19,468	700	20,168	2,941.13	13,405.37	3,821.50	81.1%
XI400S INST-SPED SUP & EXP-PAX	2,293	-700	1,593	.00	.00	1,593.00	.0%
XI456 INST-TECH SUP & EXP-PAX	339	0	339	.00	.00	338.97	.0%
XI590 INST-CONT SVC-PAX	569	0	569	300.00	.00	269.38	52.7%
XI590S INST-SPED-CONT SVC-PAX	34,014	0	34,014	.00	25,267.00	8,747.00	74.3%
XI620 MEMBERSHIP/DUES-PAX	398	0	398	.00	.00	398.00	.0%
XL400 LIB-SUPPLIES & EXPENSES-PAX	292	0	292	.00	.00	292.00	.0%
XP400 PRIN-SUPPLIES & EXPENSES-PAX	2,355	0	2,355	1,655.46	.00	699.54	70.3%
XP415 PRIN-TELEPHONE-PAX	1,986	0	1,986	145.22	1,827.78	13.00	99.3%
XP453 PRIN-COPY PRINT SUPP-PAX	7,039	0	7,039	.00	.00	7,038.66	.0%
XP600 PRIN-TRAVEL-PAX	44	0	44	.00	.00	44.00	.0%



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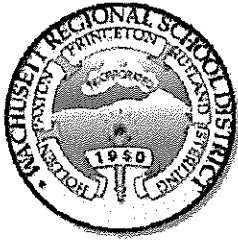
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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
XS400 STU ACT-SUP & EXP-PAX	2,000	0	2,000	.00	337.00	1,663.00	16.9%
XUTS10 UTIL-HEAT-OIL-PAX	67,663	0	67,663	.00	67,663.13	.00	100.0%
XUTS12 UTIL-ELECTRICITY-PAX	60,718	0	60,718	3,075.92	57,642.00	.00	100.0%
XUTS13 UTIL-WATER & SEWER-PAX	8,458	0	8,458	76.08	8,382.04	.00	100.0%
XUTS15 UTIL-TRASH REMOVAL-PAX	3,607	0	3,607	822.70	2,784.45	.00	100.0%
XX486 TESTING MATERIAL-PAX	0	0	0	39.55	.00	-39.55	100.0%
YIS90S INST-SPED-CONT SVC-DAB	78,721	0	78,721	975.00	5,576.50	72,169.50	8.3%
YTR963 TRANSPORT-SPED-QS	2,029,997	0	2,029,997	89,748.74	1,939,853.44	394.82	100.0%
YTR964 TRANSPORTATION-SPED VANS	904,007	0	904,007	27,372.20	895,426.80	-18,792.00	102.1%
YTU970.4 TUITION-PUBLIC-SPED 502.4	1,156,375	0	1,156,375	.00	871,524.14	284,850.86	75.4%
YTU971 SUMMER TUITION-PUBLIC	47,494	0	47,494	21,271.25	41,887.13	-15,664.38	133.0%
YTU972.5 TUITION-PRIVATE-SPED 502.5	967,208	0	967,208	250,503.12	3,456,097.96	-2,739,393.08	383.2%
YTU972.6 TUITION-PRIVATE-SPED 502.6	447,680	0	447,680	81,294.34	1,299,276.58	-932,890.92	308.4%
YTU973.5 SUMMER TUITION-PRIVATE 502	22,523	0	22,523	13,234.58	3,539.70	5,748.72	74.5%
YTU977.4 TUITION-COLLAB-SPED 502.4	251,831	0	251,831	31,898.25	95,694.75	124,238.00	50.7%
YTU978 SUMMER TUITION-COLLABORATIVE	20,133	0	20,133	8,125.90	.00	12,007.10	40.4%
YU400 SUP & EXP-QS	6,463	0	6,463	30.40	3,575.50	2,857.10	55.8%
YU453 OFFICE-COPY PRINT SUPP-QS	2,305	0	2,305	.00	.00	2,304.63	.0%
YU591 LEGAL SETTLEMENT-CONT SVC-QS	41,000	0	41,000	.00	35,000.00	5,999.55	85.4%
YU600 TRAVEL-QS	9,745	0	9,745	260.46	.00	9,484.54	2.7%
YU691 LEGAL SETTLEMENT-QS	25,944	0	25,944	.00	.00	25,944.14	.0%
TOTAL GENERAL FUND	34,626,733	0	34,626,733	7,861,972.45	25,386,908.65	1,377,851.82	96.0%
GRAND TOTAL	34,626,733	0	34,626,733	7,861,972.45	25,386,908.65	1,377,851.82	96.0%

\*\* END OF REPORT - Generated by Dan Deedy \*\*



# *Wachusett Regional School District*

*Holden, Paxton, Princeton, Rutland, Sterling*

**To:** Darryll McCall  
Superintendent of Schools

**From:** Jeff Carlson  
Director of Human Resources

**Re:** August, 2018 Activity Report

**Date:** Tuesday, September 11, 2018

## **1. Personnel**

- *All vacant Teaching positions have been filled for the current school year. An ESL Teacher was hired for Dawson Elementary and a Criminal Justice Teacher for the High School to complete this process.*
- *HR has hired several paraprofessional personnel over the last several weeks to ensure staffing levels for this position are met in District schools.*
- *All Fall Coaching and Stipend positions have been processed.*
- *Human Resources staff have begun the process of adding additional substitute personnel.*
- *HR is interviewing to fill the HR – Administrative Assistant vacancy of Ms. Tina Callahan who is retiring.*

## **2. Collective Bargaining**

- *The Paraprofessional integrated contract has been signed by all the parties and will soon be distributed to staff.*
- *The PEC group is scheduled to meet on October 15 th.*

### **3. Health Insurance**

- *District wide Flu Clinics will start on Tuesday, September 25<sup>th</sup> and run thru Wednesday, October 17<sup>th</sup>. We are anticipating over 250 staff will receive the flu shot this year.*
- *The Employee Assistance Program vendor set –up an informational table at the Staff Orientation day on August 27<sup>th</sup>.*
- *We have started to review Health Reimbursement Account submittals due to be paid in October.*

### **4. Fingerprinting update**

- *Morpho Trust, the state finger printing vendor continues to fingerprint all new hires and existing staff. At this time, we are experiencing activity with pending Student Teachers that will be working within the District.*

### **5. Teacher/ Administrator Licensure**

- *The Director continues to work with any new hires on licensing issues but the focus has now turned to existing staff as the school year has started. Existing staff need assistance with advancing and renewal of licenses.*

### **6. Human Resources / Business Office Meetings**

- *The Director is working with the new Business and Finance Director on issues impacting our two departments. This involves working collaboratively on the implementation of the FY 19 budget and the FY18 audit.*

*Should you have any questions regarding this report, do not hesitate to contact me.*