

Agenda

Plainville School Committee Meeting
Tuesday, October 24, 2017
6:00 PM
Wood School Learning Commons
72 Messenger Street, Plainville, MA

1. CALL TO ORDER
2. APPROVAL OF MINUTES
 - a. October 10, 2017, Regular Session Minutes (Vote Required)
3. SHOWCASE
4. COMMENTS BY CITIZENS AND FACULTY
5. COMMUNICATIONS AND AUDIENCES
6. COMMENDATIONS
7. ITEMS FROM SCHOOL COMMITTEE MEMBERS/COMMITTEE REPORTS
 - a. King Philip School Committee (Mrs. McEntee)
 - b. Negotiations Subcommittee (Mrs. Caprarella, Mrs. Clarke)
 - c. Budget Subcommittee (Mrs. McEntee, Mrs. Abrams)
 - d. Communications Subcommittee (Mrs. Abrams, Mr. Ikbal)
 - e. Town Building Committee (Mrs. Clarke)
 - f. Sick Leave Bank Committee (Mr. Ikbal)
 - g. Wellness Committee (Mr. Ikbal)
8. RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES
 - a. Student Teacher
9. SUPERINTENDENT'S REPORT
 - a. MCAS2.0 Results
10. OLD BUSINESS
 - a. School Committee Goals: questions for the anticipated survey
11. NEW BUSINESS
 - a. Approval of Amendment to Bi-County Collaborative Agreement (Vote Required)
 - b. Report Card Committee Update-Mrs. Campbell
 - c. FY2018 Grant Summary (Vote Required)
 - d. Approval of Policy Requiring Purchase and Replacement of Fuel Efficient Vehicles (Vote Required)
 - e. MASC Resolutions (Vote Required)
 - f. FY2019 Budget Timeline and Guidelines (Vote Required)
 - g. Legislative Update
 - h. Any item(s) not anticipated at the time of posting

Over

12. INFORMATION

- a. School Council Minutes: May 3, 2017
- b. Bi-County Collaborative Quarterly Report dated October 3, 2017
- c. Food Service Report through June 2017
- d. Quarterly Report of FY18 Budget and Revolving Accounts through September 30, 2017

13. EXECUTIVE SESSION

14. FUTURE AGENDA ITEMS

- a. Calendar Committee (TBD)
- b. What Districts Need To Do Re: ESSA (TBD)
- c. Procurement Card Update (TBD)

15. ADJOURNMENT

Mission Statement:

The mission of the Plainville Schools is to promote lifelong learning throughout the community and to prepare students to become responsible, contributing members of a changing society by providing a challenging, rigorous educational program.

PLAINVILLE SCHOOL COMMITTEE MEETING
Minutes of October 10, 2017

Regular Session

CALL TO ORDER

The meeting was called to order by Chairperson Amy Abrams at 6:06 p.m. in the Wood School Learning Commons. Also present were Linn Caprarella, Maggie Clarke, Charlene McEntee, and Superintendent Raiche. Absent: Javed Ikbal

Administrators Present: Kate Campbell, Principal, Anna Ware Jackson School
Edward Clarke, Administrator of Special Education and Support Services
Robin Roberts-Pratt, Principal, Beatrice H. Wood School

APPROVAL OF MINUTES

MOTION by Charlene McEntee seconded by Maggie Clarke to approve the September 28, 2017 regular session minutes with one revision requested by Mrs. Clark; said revision is in the Town Building Committee Report to add the word 'going' in the sentence, "Mrs. Clarke reported that the Committee met on September 20th and that the foundation is going in..." So voted.

MOTION by Linn Caprarella, seconded by Maggie Clarke to approve and hold the September 28, 2017 executive session minutes. So voted.

SHOWCASE

None.

COMMENTS BY CITIZENS AND FACULTY

Mrs. Campbell said the Jackson School Facebook page had approximately 1800 views regarding the newscast and approximately 2600 views regarding the Texas donation drive. In addition, Mrs. Campbell said the 3rd grade student council is planning to host an after school "feast" for Plainville firefighters and police officers in appreciation of their service. This is not a fundraiser, but there will be requests for donations from local businesses. The date is not yet set, but will most likely take place in mid-December.

COMMUNICATIONS AND AUDIENCES

None.

COMMENDATIONS

None.

ITEMS FROM SCHOOL COMMITTEE MEMBERS/COMMITTEE REPORTS

a. King Philip School Committee-Mrs. McEntee

Mrs. McEntee said the King Philip School Committee met on October 2nd. Items on the agenda included:

- Discussion about seeking a municipal representative on the collective bargaining committee
- A data specialist has been hired

- A ski trip to Sunday River has been booked
- Interviews with NESDEC and MASC were held and the Committee voted to hire MASC to conduct the superintendent search process

a. Negotiations Subcommittee-Mrs. Caprarella, Mrs. Clarke

Mrs. Caprarella said the 1st quarterly meeting with the Education Support Professionals is scheduled for October 23rd.

b. Budget Subcommittee-Mrs. McEntee, Mrs. Abrams

Nothing.

c. Communications Subcommittee-Mrs. Abrams, Mr. Ikbal

Mrs. Abrams said they are working on setting up a schedule.

d. Town Building Committee-Mrs. Clarke

Mrs. Clarke reported that the Committee met on October 4th and the schedule was discussed at length as the architects rejected the original schedule requesting additional detail in the schedule. In addition a member of the Plainville community attended the meeting and has worked with construction schedules and is concerned about the schedule. Discussion also continued about the use of the current town hall and police/fire station in the future; consensus seems to be that the Committee will want to continue utilization of the current town hall, perhaps for the recreation department, and may sell the current police/fire building and utilize those funds to remedy the current town hall. There was also discussion about obtaining bricks from the old Wood School as some people would like to have a brick as a memento. Also, discussion about fundraising to relocate the current 9/11 memorial.

e. Sick Leave Bank Committee-Mr. Ikbal

Superintendent Raiche said a request has been submitted to utilize 20 days from the Education Support Professionals sick leave bank. A meeting with Jennifer Ryan, the representative for the union, Mr. Ikbal, the representative for the school committee and Superintendent Raiche will be set up to review this request.

f. Wellness Committee-Mr. Ikbal

Mr. Clarke said 264 students and 81 parents participated in the Walk to School Day held on October 4th; this was the largest number of walkers to date. In addition, the 1st wellness meeting is scheduled for Oct. 12th.

RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES

- a. Appointment: Abby LeCompte, .2 nurse (contracted service)

SUPERINTENDENT'S REPORT

- a. Special Education Regional Steering Committee

Superintendent Raiche reported on the efforts of the Special Education Regional Steering Committee which met during the 2016-17 school year. At the final meeting during the 2016-17 school year this committee began preliminary work on identifying long and short term goals for each focus area identified, i.e., the development of more effective supports for students with social/emotional needs, and refining the transition process from elementary to secondary school. The Committee will meet this fall,

with the goal of reporting on a fully developed implementation plan in mid-December, 2017. Mrs. McEntee asked if written processes/protocols will be developed for the transition of students from elementary to secondary school as she is looking for consistency. Superintendent Raiche said he thought this would be part of the implementation plan.

b. Air Quality

Superintendent Raiche said that air quality testing was done at both schools today, and he should receive a report in two to three weeks.

c. K-1 Playground

Superintendent Raiche said the K-1 playground should be completed by this Thursday with students being allowed to play on it starting Monday, October 16th.

OLD BUSINESS

a. Fall Festival on Sunday, October 14, 2017, 12-5

Mrs. Abrams paid the \$35 fee to secure a table at the Festival in which she, Mrs. Clarke and Mr. Ikbai will attend. Mrs. McEntee may try to stop by. She hopes to put together a flyer to hand out to community members attending the festival.

b. School Committee Goals for 2017-18

• Town Hall/Office Hours—meeting dates

Mrs. Clarke suggested three dates:

- Monday, November 13, 2017 at 7:00 pm at Jackson School-Mrs. Clarke, Mrs. McEntee and Mrs. Abrams are available to attend this date
- Thursday, February 15, 2018 at 6:00 pm at the Plainville Senior Center-Mrs. Clarke, Mrs. McEntee and Mrs. Abrams are available to attend this date
- Friday, May 18, 2018 at 10:00 am at Wood School-Mrs. Clarke and Mrs. Caprarella are available to attend this date

• Survey questions

Mrs. Abrams received recommended questions from Mr. Ikbai and Mrs. Clarke. In addition Mrs. McEntee suggested the question, "Do you know what the role of a school committee member is?" and Mrs. Clarke added the question, "Do you feel your child was well prepared in moving to King Philip?" Mrs. Abrams brought up the question of whether parents would like to consider the elimination of February vacation from the school calendar; however, this is a contractual issue and discussion ensued. It was determined that Mrs. Abrams will create a list of questions from the suggested questions and the Committee will review said list at the next meeting.

NEW BUSINESS

a. New England Patriots Cradles to Crayons Coat Drive (Vote Required)

A request was received from the New England Patriots for our district to participate in the Cradles to Crayons Coat Drive. Superintendent Raiche recommended that students at the Wood Elementary School be allowed to participate.

MOTION by Linn Caprarella, seconded by Maggie Clarke to approve the fundraising request from the New England Patriots Cradles to Crayons Coat Drive in which students at Wood Elementary School participate. So voted.

b. Data Team Member Job Description (Vote Required)

Superintendent Raiche said the Plainville Education Association reviewed the proposed description prior to bringing it to school committee for approval.

MOTION by Charlene McEntee, seconded by Maggie Clarke, to the job description for Data Team Member as presented. So voted.

c. Nature's Classroom Coordinator Job Description (Vote Required)

Superintendent Raiche said the Plainville Education Association reviewed the proposed description prior to bringing it to school committee for approval.

MOTION by Linn Caprarella, seconded by Maggie Clarke, to approve the job description for Nature's Classroom Coordinator as presented. So voted.

d. Revised Rubrics-Teacher Evaluation Elements (Vote Required)

Superintendent Raiche shared documents with the Committee on the proposed language changes in standard areas I, II, and III in the teacher evaluation rubrics. Said changes are being recommended by the Educator Evaluation Committee. No changes were recommended in standard area IV. Note: there are other rubric sets for teachers such as coaches, nurses, psychologists, library/media, etc.

MOTION by Maggie Clarke, seconded by Linn Caprarella, to approve the revisions to standard areas I, II and III for the teacher evaluation rubrics as presented. So voted.

e. Revised Rental Rates (Vote Required)

The budget subcommittee met on September 28, 2017 and reviewed the rental rates in the Use of Facilities policy; the last time revisions in the rates were made in June of 2015.

MOTION by Charlene McEntee, seconded by Maggie Clarke to approved the revised rental rates in the Use of Facilities Policy, File KF, as presented. So voted.

Superintendent Raiche said the Committee also needs to vote on the date which these revised rates go into effect.

MOTION by Charlene McEntee, seconded by Maggie Clarke to amend the aforementioned vote to revise the rental rates in the Use of Facilities Policy, File KF, and approve the date of January 1, 2018 as the effective date the new rates go into effect. So voted.

f. Line Item Transfers for Fiscal Year 2018 (Vote Required)

The budget subcommittee met on September 28, 2017 and recommends approval of line items transfers for the FY2018 school budget.

MOTION by Linn Caprarella, seconded by Maggie Clarke, to approve the line item transfers in the FY2018 school budget as presented in a memo dated September 29, 2017. So voted.

g. School Adjustment Counselor/Team Chair at Wood School-Update from Mrs. Roberts-Pratt

Mrs. Roberts-Pratt, Principal of the Beatrice H. Wood School, informed the Committee that the recently hired school adjustment counselor at Wood School is transitioning to the role of team chair; she described in detail the current day-to-day schedule of the school adjustment counselor and anticipates that she will be chairing meetings in the next month or so. The first meeting is scheduled in late October. She will initially be shadowed by Mr. Clarke, Special Education Administrator, for approximately 30 days, depending on the number of meetings that will be held.

h. Legislative update

None.

i. Any item(s) not anticipated at the time of posting

Mrs. Abrams mentioned she received a notification about the NSBA conference in San Antonio, Texas on April 7-9, 2018.

Mrs. Abrams also mentioned that MASC has scheduled the Division III meeting on October 17th at The Boston Tavern in West Bridgewater, MA.

INFORMATION

There was no discussion on items in information.

EXECUTIVE SESSION

None.

ADJOURNMENT

MOTION by Linn Caprarella seconded by Maggie Clarke, to adjourn at 6:45 p.m. So voted.

Respectfully submitted,

Susan M. Rieger, Recording Secretary

Meeting Handouts:

- Agenda
- Minutes from September 28, 2017
- Appointment Memo
- Superintendent's Report: documents on Special Education Regional Steering Committee
- New Business:
 - Memo on the New England Patriots Cradles to Crayons Coat Drive
 - Memo on approval of Data Team Member Job Description
 - Memo on approval of Nature's Classroom Coordinator Job Description
 - Memo and Standard Areas I, II, III, and IV (Teacher Rubrics for evaluation)
 - Memo on recommendation to revise the rental rates for using the facilities
 - Memo on recommendation to move line items in the FY2018 school budget
- Information:
 - Enrollment, October 1, 2017
 - Revised September 12, 2017 regular session school committee minutes



PLAINVILLE PUBLIC SCHOOLS

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

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Date: October 19, 2017

To: School Committee
From: David P. Raiche, Superintendent
Re: Resignations, Transfers, Appointments, and Leaves

Student Teacher

I received and have approved a request from Linda Kavanah to complete student teaching requirements in pursuit of additional certification in the area of Special Education-Moderate Disabilities, PreK to 8, beginning in January 2018.

Given that Linda is already certified in Early Childhood Education by MADESE, she only needs to complete 150 hours of student teaching. AIC will allow her to use some of her present teaching time (AM preschool session) towards the 150 hours requirement, however, she will also need to work under the supervision of a teacher with professional status certified in Special Education PK-8 for some of those hours. This time will be spent in another classroom and further, will occur during the afternoon hours.

Open positions:

Network Administrator

Facilities/Maintenance Custodian

2.5 hour/day Food Service Worker @ Jackson School

SUPERINTENDENT'S REPORT

a. MCAS2.0 Results

As you know, DESE released the 2017 MCAS scores this week. This year's MCAS scores in grades 3-8 are based upon the new, next-generation MCAS. The next-generation MCAS establishes high expectations which better reflect whether students are on track for the next grade level and ultimately for college and a career. The scores from these new tests are not and should not be compared to the previous MCAS (legacy) tests. The fact that approximately 50% of the students who took the new test this spring "met or exceeded expectations" in each of the grades and subjects reported reflects the scoring standards set by 125 MA educators this summer.

Next-generation MCAS scores fall into four (4) categories:

- Exceeding Expectations
- Meeting Expectations
- Partially Meeting Expectations and
- Not Meeting Expectations

As you review the results in Plainville and throughout the state, please keep the following in mind:

- The new standards for Meeting Expectations are more rigorous than the previous standards for reaching proficiency
- The 2017 results will be used as a baseline and may be used for comparison moving forward
- A higher percentage of students are likely to meet or exceed expectations in future years
- Unlike the legacy MCAS the next-generation MCAS was created as an entire body of work (as opposed to one grade level at a time over time)

As a first step in disseminating this information I am sharing two (2) reports, one for ELA and one for MATH, that include information related to PROFICIENCY (meeting or exceeding expectations) and GROWTH. These reports contain information about ALL STUDENTS and various SUBGROUPS.

As I reviewed these reports and others I took note of the following:

In ELA:

- Plainville scores EXCEEDED statewide results for meeting or exceeding expectations at 3 of the grade levels tested and overall
- Plainville scores demonstrated ABOVE AVERAGE growth at 2 of 3 grade levels and overall (the remaining grade scored in the average range)
- Plainville students in the subgroups identified as low income and ELL EXCEEDED state results for meeting or exceeding expectations
- Plainville students in the subgroups identified as high needs, low income, ELL and student with disabilities demonstrated AVERAGE growth.

In MATH:

- Plainville scores FAR EXCEEDED statewide results for meeting or exceeding expectations at the grade 6 level
- Plainville scores overall were SLIGHTLY ABOVE statewide results for meeting or exceeding expectations
- Plainville scores were BELOW statewide results for meeting or exceeding expectations at 3 of 4 grade levels
- Plainville students demonstrated ABOVE AVERAGE growth overall, with one group below average, one average and one well above average
- Plainville students in the subgroups identified as low income and ELL EXCEEDED state results for meeting or exceeding expectations
- Plainville students in the subgroups identified as high needs, students with disabilities and low income demonstrated AVERAGE growth

After reviewing both the end-of-year (2016-17) student learning results and this set of state assessment data I am pleased to recognize the progress made over the past year and the continued demonstration of growth; however, I am also aware of the pressing need to achieve gains in two (2) areas:

- The content area of math
- The performance of students in the subgroup of students with disabilities

In the coming months I will be working with the administrative team and the individual members of the administrative team with their teaching staff to clearly identify the action steps needed to demonstrate improvement in these two (2) areas. I also intend to share a more comprehensive MCAS presentation with you and the staff in the coming weeks.



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Date: October 13, 2017

To: School Committee Members

From: David P. Raiche, Superintendent

Re: Amendment to the Bi-County Collaborative Agreement (Vote Required)

Please review the changes to the Bi-County Collaborative (BICO) Agreement which were approved by BICO's Board of Directors on October 12, 2017. In order for these changes to go into effect the majority of the member districts' school committees must also approve them as well as the MA Board of Education.

A copy of the current agreement including the proposed changes is attached.

Please feel free to contact me with any questions.

Attachment



Bi-County Collaborative
Making It Possible

Dr. Arlene Grubert, Executive Director

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www.bicounty.org

MEMORANDUM

TO: Members District School Committees
FROM: Dr. Ingrid Allardi, Board Chair
DATE: October 13, 2017
SUBJECT: Amendment to the Collaborative Agreement

At the October 12, 2017 Board meeting, the Bi-County Collaborative Board of Directors voted and approved an Amendment to Bi-County's Collaborative Agreement. The changes to the Amended Collaborative Agreement are:

- **SECTION I: MEMBERSHIP:** *G. School Committee for the Hopedale Public Schools and Q. School Committee for the Uxbridge Public Schools (p.1)*
- **SECTION VII FINANCE: A. 5. (Non-Member Tuition):** Change 20% to 25% so that the agreement reads as follows: *The Board shall establish the fee, not to exceed 25% of member districts' tuition or services charges, on an annual basis and may vary by program. (p.7)*
- **SECTION IX PROCEDURE AND TIMELINE FOR ADMITTING NEW MEMBER DISTRICTS D:** Add the following: *During the first year of membership a newly admitted district will pay a 15% surcharge on all programs and services; during the second year of membership the surcharge will be reduced to 10%; during the third year the surcharge will be reduced to 5%; the following years member district rates will apply. The new member district will have full voting rights beginning in the first year of membership. (p.11)*

The next step as written in **Section VIII: PROCEDURE FOR AMENDING THE COLLABORATIVE AGREEMENT** requires the following:

- **F.** Following Board approval, the amended Agreement shall be submitted by the chair of the Board to the member districts for votes to approve the amended Agreement.
- **G.** Once a majority of all member districts have approved and signed the amended Agreement, the Collaborative shall submit the signed amended Agreement in accordance with 603 CMR 50.00 to the Commissioner of Elementary and Secondary Education for approval by the Board of Elementary and Secondary Education.
- **H.** No amendment to this Agreement shall be effective until approved and authorized by a majority of the member districts and by the Board of Elementary and Secondary Education.

This Agreement shall become effective on July 1, 2018 and shall continue indefinitely, providing that all requisite approvals, including that of the Board of Elementary and Secondary Education have been obtained no later than **April 30, 2018**. This Amended Agreement must be approved by a majority of member districts prior to submission to DESE for final approval.

Please return an original signature page from your district to the Bi-County Collaborative Central Office as soon as possible.

AGREEMENT FOR BI-COUNTY EDUCATIONAL COLLABORATIVE

Pursuant to *M.G.L. c. 40, § 4E*.

PREAMBLE / AUTHORIZATION

This document constitutes the Collaborative Agreement (hereinafter “the Agreement”) of the Bi-County Collaborative (hereinafter “the Collaborative”) established pursuant to the provisions of Chapter 40, Section 4E of the General Laws of the Commonwealth of Massachusetts and acts or amendments thereof as they may from time to time be enacted by the legislature, and 603 CMR 50.00. The Bi-County Collaborative is a public entity.

This Agreement replaces the original Agreement dated November 20, 1987, as most recently amended on March 3, 2015, entered into by and between the school committees listed in Section I (herein, the “member districts”) and will be effective upon the approval of the member districts and the Board of Elementary and Secondary Education, as indicated on the signatory page.

SECTION I: MEMBERSHIP

The membership of the Collaborative, as of the effective date of this Agreement, includes the school committees from the following districts, as indicated by the signatures of the chairs of the school committees:

- A. School Committee for the Attleboro Public Schools
- B. School Committee for the Bellingham Public Schools
- C. School Committee for the Blackstone-Millville Regional School District
- D. School Committee for the Easton Public Schools
- E. School Committee for the Foxborough Public Schools
- F. School Committee for the Franklin Public Schools
- G. School Committee for the Hopedale Public Schools**
- H. School Committee for the King Philip Regional School District
- I. School Committee for the Mansfield Public Schools
- J. School Committee for the Milford Public Schools
- K. School Committee for the Norfolk Public Schools
- L. School Committee for the Norton Public Schools
- M. School Committee for the North Attleborough Public Schools
- N. School Committee for the Plainville Public Schools
- O. School Committee for the Swansea Public Schools
- P. School Committee for the Tri-County Regional School District
- Q. School Committee for the Uxbridge Public Schools**
- R. School Committee for the Walpole Public Schools
- S. School Committee for the Wrentham Public Schools

SECTION II: MISSION, OBJECTIVES, FOCUS, AND PURPOSES

The mission of this Collaborative is to jointly conduct educational programs and/or services for member districts in a cost-effective manner, increase educational opportunities for children ages 3-22, and improve educational outcomes for students.

The purpose of this Collaborative is to provide intensive education programs and services for students with and without disabilities in their districts of residence or in other member districts; to provide related services to students, primarily to those with low-incidence disabilities, in member and non-member districts; to provide consultation to educators on therapeutic and behavioral interventions; to provide professional development to educators; and to conduct cooperative projects and purchasing for services and other resources for member and non-member districts.

The focus of the Collaborative is the creation of special education programs and services in the least restrictive environment and comprehensive professional development within the local communities of the member districts to meet the professional development needs of all educators and the needs of all students, but particularly those with low-incidence disabilities.

The overall objectives of the Collaborative include:

- A. to improve the academic achievement of students with low-incidence disabilities in the least restrictive environment;
- B. to offer a variety of quality professional development opportunities to general and special education teachers and related service providers;
- C. to conduct cooperative projects and purchasing for services and other resources; and
- D. to offer all programs and services in a cost-effective manner.

Notwithstanding any other provision of these articles, the Collaborative is organized exclusively for educational purposes, as specified in Section 501(c)(3) of the Internal Revenue Code, and shall not carry on any activities not permitted to be carried on by any entity exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code. No substantial part of the activities of the Collaborative shall be carrying on propaganda, or, otherwise attempting to influence legislation, and the Collaborative shall not participate in or intervene in (including the publication or distribution of statements), any political campaign on behalf of or in opposition to any candidate for public office.

The Collaborative does not discriminate on the basis of race, color, sex, gender identity, religion, national or ethnic origin, age, disability, sexual orientation, or any other legally protected status and in the administration of its educational policies, administrative policies, scholarship or loan programs, athletic and other school administered programs or in employment. The Board's policy of nondiscrimination will extend to students, staff, the general public, and individuals with whom it does business.

SECTION III: PROGRAMS AND SERVICES TO BE OFFERED

Agreement for Bi-County Educational Collaborative

The Collaborative will offer the following programs and services, which shall complement the educational programs and services of the member districts in a cost-effective manner:

- day school placements and other programs and services for students with and without disabilities which are low-incidence in their districts of residence;
- professional development programs for general and special educators;
- the provision of related and behavioral services to students and consultation to educators in member and non-member districts; and
- cooperative projects and purchasing of services and other resources.

SECTION IV: GOVERNANCE

Each school committee executing this Agreement shall annually appoint the superintendent of schools or school committee member to serve as its representative on the Bi-County Collaborative Board of Directors; these Board members shall also be referred to in this Agreement as appointed representatives. The Bi-County Collaborative shall be managed by this Collaborative Board of Directors, hereinafter referred to as the "Board".

- A. Regular meetings of the Board shall be held from October to June, and at least once during the months of July, August, or September, for a minimum of six (6) meetings per fiscal year.
- B. A quorum for conducting business shall consist of a simple majority of voting members serving on the Board. A quorum is not needed to close the meeting.
- C. In order to pass any motion, a majority vote of the Board members present shall be required, except that a vote to terminate the Collaborative shall be approved in accordance with Section XI of this Agreement.
- D. Meeting minutes shall be approved by a vote of the Board at an open meeting.
- E. The Executive Director, or designee, will act as executive secretary to the Board. The Executive Director shall attend all Board meetings but shall not be entitled to a vote.
- F. The Board shall annually organize itself by electing a Chairperson and Vice-Chairperson by a majority vote of the Board members present at the first Board meeting of the year. The Chairperson, by vote of the Board, may appoint such subcommittees or advisory or operating committees of the Board as will facilitate the work of the Board.

SECTION V: CONDITIONS OF MEMBERSHIP

Each member district shall have the following rights and responsibilities as a member of Bi-County Collaborative:

- A. Each Board member shall be entitled to a vote.
- B. Administrative dues for membership in the Collaborative may be established annually, as described in Section VII of this Agreement.
- C. Each Board member shall be responsible for providing timely information and updates to its appointing member district(s) on Collaborative activities, as outlined in M.G.L. c. 40, § 4E and 603 CMR 50.04(2) and for providing other information as required or requested.
- D. Each Board member is expected to attend every Board meeting. When a Board member has not attended 30% of the Board meetings within a fiscal year, the Chair of

- the Board shall provide written notice to the Chair of the appointing member district regarding the Board member's absences. The Board Chair will notify the member district that the seat will remain vacant until such time as the appointed member district representative resumes regular attendance.
- E. Following written notification the member district will automatically become an inactive member district without further action of the Board. The inactive member district representative shall not count towards a quorum and the member district shall forfeit benefits of membership such as member tuition rates, but shall continue to have all other rights and obligations of membership, including the responsibility to meet obligations incurred while the inactive member district was an active member district of the Collaborative.
 - F. Member districts in inactive status due to absences from meetings will be afforded due process rights and may appeal to the Board of Directors through the Chair.
 - G. In extenuating circumstances, as determined solely by the Board, the rule concerning automatic inactive status due to the absence of an appointed representative can be waived.
 - H. In addition, the Board may terminate the membership of any member district by a two-thirds (2/3) vote of the entire voting membership of the Board. The only reasons for such action shall be:
 - 1. The non-payment of certain obligations such as the non-payment of fees or assessments owed to the Collaborative; or
 - 2. Any other action that would seriously jeopardize the financial stability of the Collaborative.
 - I. Procedure for such termination:
 - 1. The Executive Director of the Collaborative, with the authorization of the chairperson of the Board, must provide written notice to the member district of the facts on which any possible termination action may be based. This notice must give the member district thirty (30) days to correct the situation.
 - 2. The member district may work with the Executive Director and the Board Chair to develop a plan to address the situation.
 - 3. If the member district does not correct the situation within thirty (30) days, then the Board shall schedule the vote to terminate that district's membership at the next Board meeting which is scheduled sixty (60) days after the expiration of the thirty (30) day period referenced in Paragraph 1.
 - 4. The Executive Director shall provide written notice to the chairperson of the member district's school committee and to the superintendent of that member school district of the date and time for the meeting at which the Board will consider termination of that member district's participation in the Collaborative. Such written notice shall be sent by certified mail or by overnight mail, both of which require acknowledgement of receipt of the written notice. In the written notice, the Board shall invite the member district to present any and all reasons why the Board should not terminate membership.
 - 5. Whether or not the member district appears at the Board meeting at which termination of membership is to be discussed, the Board shall vote on the motion to terminate the member district's participation in the Collaborative. In order to terminate the membership, the Board must vote by two-thirds majority to do so.

Agreement for Bi-County Educational Collaborative

6. An Amendment of the Collaborative Agreement will be required to terminate membership and will comply with procedures outlined in Section VIII.
7. Upon approval of the Amendment of the Collaborative Agreement by the member districts and the Board of ESE, the district would then no longer be a member district but rather a terminated member district and will not be entitled to assets, tuition credit beyond fiscal participation in the current year, and will continue to be responsible for outstanding payments and other obligations and liabilities incurred while the terminated member district was a member district of the Collaborative.
- J. No appointed representative on the Board shall serve as a member of a board of directors or as an officer or employee of any related for-profit or non-profit organization as defined in M.G.L. c. 40, § 4E, as most recently amended.
- K. No appointed representative shall receive an additional salary or stipend for his/her service as a Board member.
- L. No appointed representative shall delegate his/her powers or send a representative in his/her place as a voting Board member and no member district shall delegate the rights, responsibilities, or duties of its appointed representative to any other individual, unless the member district is replacing the appointed representative with that individual who holds the position of Superintendent of Schools.

SECTION VI: POWERS AND DUTIES OF THE BOARD AND APPOINTED REPRESENTATIVES TO THE BOARD

The Board shall manage the educational Collaborative and shall be responsible for providing fiduciary and organizational oversight and accountability over the operation of the educational Collaborative. The Board shall be vested with all authority and responsibilities provided to it by M.G.L. c. 40, § 4E and 603 CMR 50.00 and all acts and regulations amendatory thereof, including but not limited to the following:

- A. The Board shall formulate policy for the Collaborative, to hire all staff, and to ensure compliance with applicable state and federal laws and regulations, including M.G.L. c. 40, § 4E, M.G.L. c.30A §§ 18-25, Chapter 30B, and 603 CMR 50.00.
- B. The Board shall be vested with the authority to enter into agreements with member and/or non-member districts or other Collaboratives to establish mutually beneficial programs and services or pricing arrangements.
- C. The Board shall be responsible for:
 1. ensuring adherence to this Collaborative Agreement and progress toward achieving the purposes and objectives set forth in the Agreement;
 2. determining the cost-effectiveness of programs and services offered by the Collaborative; and
 3. determining the appropriateness and cost-effectiveness of any borrowing, loans, or mortgages.
- D. The Board shall be responsible for ensuring that any borrowing, loans, or mortgages are cost-effective, necessary to carry out the purposes for which the Collaborative is established, in the best interest of the Collaborative and its member districts, and consistent with the terms of this Agreement, including the provisions of Section VII.C.
- E. The Board shall approve all expenditures, including contracts, borrowing, and the

Agreement for Bi-County Educational Collaborative

purchase and sale of real estate. The Board shall hire all employees of the Collaborative, and ensure that all employees possess the necessary and required credentials and approvals, including those required by M.G.L. c. 71, § 38G and 603 CMR 7.00, M.G.L. c. 74 and 603 CMR 4.00, and all acts and regulations amendatory thereof.

- F. The Board shall hire an Executive Director to oversee and manage the operation of the Collaborative, a business manager or an employee with responsibilities similar to those of a town accountant to oversee Collaborative finances, at least one school nurse to support Collaborative programs, and a Treasurer, who shall annually give bond consistent with the requirements of M.G.L. Ch. 40, § 4E.
- G. The Executive Director shall oversee and manage the Collaborative on a day to day basis. Subject to Board approval, the Executive Director shall enter into contracts for the purchase of supplies and materials and for the leasing of equipment; shall supervise staff, shall discipline and ensure the evaluation of all staff, shall develop procedures for the implementation of the Board's policies and directives, and shall carry out and implement the policies of the Board as well as those functions which the Board shall delegate to the Executive Director to the extent permitted by applicable law and regulation.
- H. The Board must evaluate the Executive Director and Treasurer.
- I. The Board shall ensure that there is segregation of duties between the Executive Director, Treasurer, and business manager, and that these employees shall not serve as a member of the Board or as an officer, member of the board of directors or employee of any related for-profit or non-profit organization as defined in M.G.L. Ch. 40, § 4E.
- J. The Board shall ensure that no employee of the Collaborative is employed at any related for-profit or non-profit organization.
- K. No part of the net earnings of the Collaborative shall inure to the benefit of any member of the Board of Directors, Trustee, Director, officer of the Collaborative, or any private individual (except that reasonable compensation may be paid for services rendered to or for the Collaborative by a private individual who is not a Member, Director, or officer of the Collaborative), and no Member of the Board of Directors, Trustee, or officer shall be entitled to share in the distribution of any of the assets upon dissolution of the Collaborative.
- L. No employee of the Collaborative may serve on the Board or shall be eligible to serve concurrently in the positions of Executive Director, Treasurer, or business manager or person with responsibilities similar to those of a town accountant.
- M. The Board shall develop such policies as it deems necessary to support the operation of the Collaborative, including, but not limited to, policies relative to personnel, students, finance and internal controls, health and nursing, and any other policies required by state or federal law and regulation. The Board shall review the effectiveness of such policies to ensure currency and appropriateness, and may establish a subcommittee to make recommendations to the Board concerning such policies.
- N. The Board shall ensure that the Collaborative completes and files an annual report and an annual independent audit, as well as such other student, program, financial and staffing information, reports or documents as the Department of Elementary and Secondary Education, herein DESE, deems necessary. The Board shall ensure that annual reports and annual independent audits are filed with appropriate governmental agencies and posted on the Collaborative's website, consistent with the requirements of M.G.L. c. 40, § 4E and 603 CMR 50.00.

SECTION VII: FINANCE

A. Financial Terms:

1. The Board shall establish and manage the *Bi-County Educational Collaborative Fund* (hereinafter referred to as the Fund) which shall be the depository for all funds and/or reimbursements received from its member districts, any non-member districts and all grants or gifts from the federal government, state government, charitable foundations, private corporations, or any other source. The Treasurer shall be authorized, subject to the direction of the Board, to receive and disburse any monies of the Fund without further appropriation. Any of these funds not immediately necessary for operations during the operating year may be invested by the Treasurer, consistent with the provisions and requirements of Section 55B of Chapter 44 of the General Laws and any law amendatory thereof. The Treasurer shall give bond annually for the faithful performance of his duties in a form or an amount approved by the Commonwealth of Massachusetts Department of Revenue and the Board.
2. The Collaborative shall adopt and maintain a financial accounting system, in accordance with generally accepted accounting principles as prescribed by the governmental accounting standards board and any supplemental requirements prescribed jointly by the commissioner of elementary and secondary education and the commissioner of revenue, in consultation with the state auditor. At a minimum, the financial accounting system shall delineate: administration and overhead; rental of real property; program costs; capital expenditures, including fixed assets, real property or the improvement of real property; debt payments; deposits into a capital reserve; and all additional disclosures required in 603 CMR 50.08(2).
3. The Collaborative does not currently assess membership dues, but reserves the right to do so. Should the Board determine a need to assess such dues, it will seek an amendment to the Agreement.
4. Capital costs shall include all costs for items associated with the acquisition, maintenance, and improvement of fixed assets, including real property. These costs will be apportioned in either administrative or program costs depending on the use.
5. Non-member fees may be charged to non-member districts for services rendered by the Collaborative to help support program costs and to offset member tuition costs. The Board shall establish the fee, not to exceed 25% of member districts' tuition or service charges, on an annual basis and may vary by program. The Board may waive or decrease the percentage of the administrative fee charged to non-member districts.
6. The Collaborative does not currently have buy-in fees, but reserves the right to do so. Should the Board determine the need to establish buy-in fees, it will seek an amendment to the Agreement.
7. The Board may, by majority vote, apply for and accept gifts, grants, or contributions from governmental and private sources, whether in cash or in kind.

B. Collaborative Fund:

Agreement for Bi-County Educational Collaborative

1. The Treasurer reviews, approves, and signs all payments; an additional signature of one Board member is required on payments as determined by the Board; all warrants are reviewed, approved, and signed by Board members at the next Board meeting in open session.
- C. Borrowing, Loans, and Mortgages:
 1. The Board may authorize the borrowing of funds or enter into short- or long-term Agreements or mortgages, and acquire or improve real property to support Collaborative operations, subject to the following procedures:
 - a) all borrowing, loans, and mortgages shall be discussed at a public meeting of the Board;
 - b) the Board shall investigate options related to borrowing, loans, and mortgages in order to determine that the terms related to any borrowing, loans and mortgages are the most favorable available at the time of the application;
 - c) the Board shall determine, at a public meeting, through a majority vote, that the terms related to borrowing, loans, and mortgages are cost-effective and are the most favorable available at the time of the application; and
 - d) the Board shall determine, at a public meeting, through a majority vote, that the borrowing, loans and mortgages are necessary to carry out the purposes for which the Collaborative is established.
 - e) In the event that such borrowing loan or mortgage is for the acquisition or improvement of real property:
 - i. the Board shall discuss its intent to apply for a real estate mortgage at a public meeting of the Board prior to the meeting of the Collaborative Board at which the final vote is taken;
 - ii. the Board shall provide notice to each member district within thirty (30) calendar days of applying for real estate mortgages; and
 - iii. the Board shall approve such action by a majority vote.
- D. Annual Budget Preparation and Assessment of Costs
 1. Development of the Collaborative Budget: The Board shall annually determine the Collaborative budget consistent with the timelines, terms, and requirements in M.G.L. c. 40, s 4E, regulations promulgated by the Board of ESE and this Agreement.
 - a) By April 30 of each year, the Board shall propose a budget for the upcoming fiscal year. The Board shall identify the programs and services to be offered by Collaborative in the upcoming fiscal year and the corresponding costs.
 - b) The Budget Sub Committee made up of the Board Chair, Executive Director, Treasurer, Accountant, and at least 2 additional Board members meets to review current and projected enrollments to determine projected expenses and revenue for the next fiscal year.
 - c) The proposed budget shall contain all planned financial activity for the upcoming fiscal year.
 - d) The proposed budget shall be classified into such line items as the Board shall determine, but shall at a minimum delineate amounts for operating

expenditures, including administration, program expenses, facility and operations expenses, salaries, fringes and capital expenditures, including debt service payments and deposits to capital reserve.

- e) Program Tuition shall be determined based on all costs of providing programs, including allocating administrative, overhead and capital costs to the programs. As determined by the Executive Director and approved by the Board, tuition shall be assessed to the member and non-member districts based on the combined cost of providing such programs to the Collaborative's students and the number of projected students enrolled in the Collaborative's programs from the respective member and non-member districts for the next fiscal year.
 - f) The proposed budget shall include the projected expenses necessary for each Collaborative program during the next fiscal year, based on an estimate of projected student enrollment in programs and projected agreements for services. Tuition shall be determined based on all costs of providing programs, including administrative, overhead and capital costs, and apportioning these costs to programs in accordance with projected student enrollment for the next fiscal year.
 - g) Fees for services shall be determined based on all costs of providing the service, including administrative overhead and capital costs, and apportioning these costs on a daily and/or hourly basis across the school year.
 - h) Deposits into the Capital Reserve Fund: Deposits into the Capital Reserve Fund will be recorded in a separate line item within the budget.
2. The budget shall be discussed at a public meeting of the Board and notice shall be provided to each member district before the date of the Board meeting.
 3. The Board shall adopt the final budget by affirmative majority vote at a subsequent meeting no earlier than ten (10) working days after the Board meeting at which the Collaborative budget was first proposed but no later than June 30 of the preceding fiscal year.

E. Transmitting the Budget and Payment Terms:

1. The Treasurer shall certify and transmit the budget and the tuition rates, membership dues and fees for services for the upcoming fiscal year to each member district not later than June 30 of the preceding fiscal year.
2. The Collaborative will invoice districts for tuition and fees for services no less than monthly, and it shall be the obligation of member and non-member districts to pay such amounts as may be due within thirty (30) days of receipt of such invoice, including non-member fees.

F. Procedure for Amending the Budget:

1. All budget amendments shall be proposed at a public meeting of the Board.
2. Any amendment that does not result in an increase in tuition rates, membership dues or fees for services shall be approved by the Board by a majority vote.
3. Any amendment to the budget that results in an increase in the tuition rates, membership dues or fees for services shall adhere to the following procedures:
 - a. All appointed representatives shall, within ten (10) working days of the public meeting at which the amendment was first proposed, report to their member districts the content of the proposed amendment.

- b. All amendments shall be voted on by the Board at a second public meeting of the Board no earlier than thirty (30) working days after the Board meeting at which the amendment was first proposed; adoption shall require a majority vote.
 - c. The Treasurer shall certify and transmit the amended tuition rates, membership dues and fees for services to each member district not later than ten (10) working days following the affirmative vote of the Board.
- 4. The Board has the authority to reduce tuition rates, membership dues and fees for services to member and non-member districts, when doing so is determined to be in the best interest of the Collaborative.
- G. Surplus Funds: Unexpended general funds, as defined in 603 CMR 50.00, at the end of the fiscal year plus any previous year's surplus funds, as determined through the financial statements, will be considered cumulative surplus.
 - 1. The determination of cumulative surplus shall not include funds deposited in a capital reserve as provided for in 603 CMR 50.07(10), funds deposited in trust in accordance with M.G.L. c. 32B, § 20 and any amounts prepaid for services or tuitions in accordance with M.G.L. c. 40, § 4E.
 - 2. The Board will retain no more than 25 percent of the previous year's general fund expenditures in cumulative surplus.
 - 3. On an annual basis, after the Board has discussed the audit results of the previous fiscal year, the Board shall approve by majority vote, the final dollar amount of the cumulative surplus.
 - 4. The Board shall determine whether such surplus funds is within the established 25 percent limit, and whether the funds will be retained by the Collaborative or whether all or some portion will be refunded to the member districts.
 - 5. In the event that the Collaborative refunds surplus funds to the member districts, each member district shall receive a proportionate share of the money to be refunded. The following formula shall be used for the distribution: the total amount of tuitions paid by a particular member district during the previous fiscal year divided by the tuition paid by all member districts in the previous fiscal year.

SECTION VIII: PROCEDURE FOR AMENDING THE COLLABORATIVE AGREEMENT

This Agreement may be amended from time to time in accordance with the following procedures:

- A. Any member district, appointed representative or the Executive Director may propose an amendment to the Collaborative Agreement.
- B. The proposed amendment shall be presented in writing to the Executive Director of the Collaborative and the chair of the Board no less than twenty (20) working days prior to a meeting of the Board at which it shall first be discussed. No less than ten (10) working days prior to the Board meeting at which the amendment is first discussed, the Executive Director shall cause copies thereof to be sent to all Board members together with notice as to the time and place of the first reading of the amendment.
- C. Following the first reading of any proposed amendment and any changes as requested by the Board, the Executive Director shall submit the proposed amendment to DESE for initial review.

- D. Following the review by DESE, the Executive Director shall make such changes as the DESE requires.
- E. No less than ten (10) working days prior to the Board meeting at which the revised amendment will be discussed, the Executive Director shall cause copies thereof to be sent to all Board members together with notice as to the time and place of the second reading of the amendment.
- F. The proposed amendment shall be read a second time at the regular meeting next subsequent to the DESE review, at which time, in order to be approved, there must be a majority vote of the Board in favor of the amendment. Following approval by the Board, the amended Agreement shall be submitted by the chair of the Board to the member districts for votes to approve the amended Agreement.
- G. Once a majority of all member districts have approved and signed the amended Agreement, the Collaborative shall submit the signed amended Agreement in accordance with 603 CMR 50.00 to the Commissioner of Elementary and Secondary Education for approval by the Board of Elementary and Secondary Education.
- H. No amendment to this Agreement shall be effective until approved and authorized by a majority of the member districts and by the Board of Elementary and Secondary Education.

SECTION IX: PROCEDURE AND TIMELINE FOR ADMITTING NEW MEMBER DISTRICTS

A school district, through its school committee, or charter school Board, herein referred to as a "prospective member district" may become a member district of the Collaborative consistent with the following terms:

- A. At least 180 days prior to the beginning of a new fiscal year, the prospective member district shall submit to the chair of the Board and the Executive Director of the Collaborative notification of intent to join the Collaborative and a copy of the school committee/charter school Board minutes that indicates an affirmative vote of the committee/charter school Board to seek membership in the Collaborative.
- B. Upon receipt of the prospective member district's notification of intent to join the Collaborative and the minutes, the Board will consider the request.
- C. Upon a majority affirmative vote of the Board, this Agreement shall be amended to add the prospective member district. The Agreement shall be amended consistent with Section VIII of this Agreement.
- D. The amendment may provide for the deferral of the admission of a new member district until July 1st of the subsequent fiscal year. During the first year of membership a newly admitted district will pay a 15% surcharge on all programs and services; during the second year of membership the surcharge will be reduced to 10%; during the third year the surcharge will be reduced to 5%; the following years member district rates will apply. The new member district will have full voting rights beginning the first year of membership.
- E. The admission of a new member district to the Collaborative requires an amendment to be prepared and approved in accordance with Section VIII. The amendment shall become effective only after the execution and delivery by the current member districts and the applicant school committee or charter school Board of an amendment to this Agreement

Agreement for Bi-County Educational Collaborative

agreeing to be bound by all the terms and conditions thereof, and approval by the Board of Elementary and Secondary Education.

- F. A school committee or charter school Board may be admitted to the Collaborative as of July 1st of any fiscal year provided that all required approvals, including that of the Board of Elementary and Secondary Education, are obtained by the preceding April 30th of the fiscal year prior to the fiscal year in which the new member district is to be admitted to the Collaborative.

SECTION X: PROCEDURE AND TIMELINE FOR WITHDRAWAL OF CURRENT MEMBER DISTRICT(S)

- A. An amendment to the Collaborative Agreement is required when a member district withdraws from the Collaborative. The amendment to withdraw must be presented and approved in accordance with Section VIII (including the approval by withdrawing member district, by the remaining member districts and by the Board of Elementary and Secondary Education).
- B. A member district may withdraw from the Bi-County Collaborative as of July 1st in any year provided that such member district provides written notice to every other member district that is party to this Agreement as well as to the Executive Director of the Collaborative and the Board of such intent at least 180 days before the end of such fiscal year, and provided that the member districts and the Board of Elementary and Secondary Education has approved the withdrawal by April 30th of the fiscal year in which the withdrawal is to occur.
- C. Written notification of a member district's intent to withdraw from the Collaborative at the end of a fiscal year shall include the following:
 - 1. Notification addressed to the chair of the Board and the Executive Director that the member district has voted to withdraw from the Collaborative with the effective date of withdrawal; and
 - 2. A copy of the minutes from the member district school committee meeting in which the member district voted to withdraw from the Collaborative.
- D. An amendment to the Agreement is required and will be submitted to the Commissioner of Elementary and Secondary Education to reflect changes in the Agreement caused as a result of the change in membership of the Collaborative.
- E. Upon withdrawal, a former member district shall not be entitled to any assets or a portion of any assets of the Collaborative, including any surplus funds that may have been carried over from prior years and any capital reserve fund that may have been established by the Board.
- F. The withdrawing member district must fulfill all of its financial obligations and commitments to the Collaborative.
- G. A member district that has withdrawn from the Collaborative will continue to be liable to the Collaborative for its current collaborative member tuition costs of its students and share of any debts, claims, demands, or judgments against the Collaborative, incurred during said member district's membership.
- H. Upon withdrawal, the withdrawing member district will be reimbursed any funds prepaid to the Collaborative by the member district for tuition or services under M.G.L. c. 40, § 4E.

- I. The withdrawal of any member district(s) at any time shall not affect the status of this Agreement and the same shall remain in full force and effect until specifically changed or amended.
- J. If, after the withdrawal of a member district(s), less than two member districts remain, the Collaborative Board will initiate termination proceedings as provided in Section XI.

SECTION XI: PROCEDURE FOR TERMINATION OF THE COLLABORATIVE AGREEMENT

- A. A member district may request that the Board initiate proceedings to terminate this Agreement by giving notice to all other member districts and the Executive Director at least *twelve (12) months* before the end of the current fiscal year.
- B. Within thirty (30) days of a request that the Board initiate termination proceedings, the Board shall discuss the request to terminate the Collaborative and determine next steps. A two-thirds (2/3) vote of the Board is required in order to initiate termination proceedings. Should the Board vote to initiate termination proceedings, notice must be provided to all member districts within ten (10) working days of such vote.
- C. The Agreement shall only be terminated at the end of a fiscal year.
- D. The Agreement shall be terminated at the end of any fiscal year following votes in favor of termination by two-thirds (2/3) of the school committees and/or charter school Boards of member districts.
- E. Following the affirmative votes of the member districts to terminate this Agreement, the Executive Director shall inform the member districts and non-member districts who are served by the Collaborative and DESE in writing 180 days prior to the effective date of any termination.
- F. Following the affirmative votes of the member districts to terminate this Agreement, a final independent audit will take place and will be provided to all appointed representatives and member districts as well as to DESE, including an accounting of assets and liabilities (debts and obligations) of the Collaborative and the proposed disposition of same.
- G. Prior to termination, the Board shall:
 - 1. determine the fair market value of all assets for the Collaborative, including, but not limited to, real estate, capital property, equipment and supplies owned by the Collaborative;
 - 2. determine the process for the appropriate disposition of federal/state funds;
 - 3. identify the member district responsible for maintaining all fiscal records;
 - 4. return all records relating to individual students to their respective member or non-member school districts;
 - 5. identify the member district responsible for maintaining employee and program records;
 - 6. determine the means of meeting all liabilities (debts and obligations) of the Collaborative, including obligations for post-employment benefits. All liabilities must be met before any monies are distributed to member districts;
 - 6. In the event that the Collaborative refunds surplus funds to the member districts, each member district shall receive a proportionate share of the money to be refunded. The following formula shall be used for the distribution: the total amount of tuitions paid by a particular member district during the previous fiscal

Agreement for Bi-County Educational Collaborative

year divided by the tuition paid by all member districts in the previous fiscal year; and

7. ensure the appropriate disposition of all assets of the Collaborative, including any unencumbered funds held by the Collaborative, and any capital property and real estate owned by the Collaborative. Unless the Board determines otherwise, all assets shall be sold and the monies shall be distributed to the member districts on a pro rata basis. In the event that the Collaborative refunds monies to the member districts, each member district shall receive a proportionate share of the money to be refunded. The following formula shall be used for the distribution: the total amount of tuitions paid by a particular member district during the previous fiscal year divided by the tuition paid by all member districts in the previous fiscal year.

- H. Following the affirmative vote of the member districts to terminate the Collaborative Agreement, the Board shall notify DESE of the official termination date of the Collaborative, and shall submit the documentation required by 603 CMR 50.11 to DESE.
- I. Should DESE revoke and/or suspend the approval of the educational Collaborative Agreement, the Board will follow all instructions from DESE, and Sections XI. E through XI. H, inclusive, shall be implemented to the extent these procedures are consistent with the order of DESE terminating the Collaborative Agreement.

This Agreement shall not be effective until approved by Member School Committees and the Massachusetts Board of Elementary and Secondary Education. The Agreement shall take effect on the date of approval by the Board of Elementary and Secondary Education and shall continue indefinitely. This Agreement has been approved by duly authorized votes at public meetings held by the individual school committees whose Chairpersons have signed below.

Date of first reading: May 11, 2017

Date of second reading: October 12, 2017

Date approved by Bi-County Collaborative Board of Directors: _____



PLAINVILLE PUBLIC SCHOOLS

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

Caron B. Ketchum
School Business Administrator

Telephone: (508) 699-1323
Fax: (508) 699-1302
Email: cketchum@plainville.k12.ma.us

To: School Committee
Plainville Public Schools

From:  Caron Ketchum
School Business Administrator

Date: October 18, 2017

Re: FY 2018 Grants- (Vote Required)

The three- year summary of grants as of October 18, 2017, is attached for your review, approval and vote.

If additional grants are received later in the year, an amended listing will be sent to the School Committee for approval

A vote by the School Committee to accept the FY2018 Grants currently totaling **\$253,911** will authorize the Plainville Town Accountant to release these funds to the schools.

Attachment

**Plainville Public Schools
Three-Year Grant Summary
FY16 – FY18**

Federal Grants

| Grant Name | FY16 | Purpose | FY17 | Purpose | FY18 | Purpose |
|---|-------------|--|-------------|---|-------------|---------------------------------------|
| Federal SPED Entitlement | 174,631 | Sped Paraprofessional salaries | 183,787 | Sped Paraprofessional salaries | 176,843 | Sped Paraprofessional salaries |
| Title I | 56,951 | Tutor salaries | 61,903 | Tutor salaries | 53,693 | Tutor salaries |
| Early Childhood | 8,340 | Pre-School Paraprofessional salary | 8,587 | Pre-School Paraprofessional salary | 8,254 | Pre-School Paraprofessional salary |
| Early Childhood Sped Program Improvement | 2,000 | Behavior consultant | 1,400 | Preschool communication devices | | |
| SPED Program Improvement | 5,779 | Behavior Consultants and supplemental services | 5,779 | Behavior Consultants and professional development | | |
| Full Day Kindergarten Grant | 42,680 | Kindergarten Paraprofessional salaries | 0 | | 0 | |
| Teacher Quality | 10,341 | New Teacher Training/Mentoring | 10,112 | New Teacher Training/Mentoring | 13,530 | New Teacher Training/Mentoring |
| Title IV | 0 | | 0 | | 1,591 | Instructional Technology |
| | 300,722 | | 271,568 | | 253,911 | |

**Plainville Public Schools
Three-Year Grant Summary
FY16 – FY18**

State Grants obtained by Plainville PTO/Plainville Principals

| Grant Name | FY16 | Purpose | FY17 | Purpose | FY18 | Purpose |
|-----------------------|--------------|-------------------|-------------|----------------|-------------|----------------|
| Mass Cultural Council | 4,900 | Writing Residency | | | | |
| | 4,900 | | | | | |

Business Partner Grants

| Grant Name | FY16 | Purpose | FY17 | Purpose | FY18 | Purpose |
|---|-------------|----------------|-------------|------------------------|-------------|----------------|
| YMCA Walk to School Grant | | | | | | |
| Southeastern Massachusetts Health Group | | | 320 | Yoga classes for staff | | |
| | | | 320 | | | |

Total FY16 Funds: \$305,622 Total FY17 Funds: \$271,888 Total FY18 Funds: \$253,911



PLAINVILLE PUBLIC SCHOOLS

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

Date: October 19, 2017

To: School Committee Members

From: David P. Raiche, Superintendent

Re: Purchase and Replacement of Fuel-Efficient Vehicles (Vote Required)

The purpose of this policy is to establish a requirement that the Plainville Public Schools purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practical. In addition the Plainville Public Schools shall develop a plan to replace all non-exempt vehicles with fuel-efficient vehicles as defined below. Such plan shall outline the process by which the Plainville Public Schools will replace vehicles, set goals for when the existing fleet will be replaced and review said plan on an annual basis.

Definitions:

Combined city and highway MPG (EPA combined fuel economy): Combined fuel economy means the fuel economy from driving a combination of 43% city and 57% highway miles and is calculated as follows: $=1/((0.43/\text{City MPG})+(0.57/\text{highway MPD}))$

Drive System: The manner in which mechanical power is directly transmitted from the drive shaft to the wheels. The following codes are used in the drive field:

AWD = All Wheel Drive: four-wheel drive automatically controlled by the vehicle powertrain system

4WD = 4-Wheel Drive: driver selectable four-wheel drive with 2-wheel drive option

2WD = 2-Wheel Drive

Heavy-duty vehicle: A vehicle with a manufacturer's gross vehicle weight rating (BVWR) of more than 8,500 pounds.

The Plainville Public Schools shall also furnish to the Town of Plainville all necessary information needed to maintain an annual vehicle inventory for non-exempt vehicles and

a plan for replacing these vehicles with vehicles that meet at a minimum the fuel efficiency ratings contained in the most recent guidance for Criteria 4 published by the MA Department of Energy Resources' Green Communities Division. The fuel efficiency ratings contained therein are based on the most recently published US Environmental Protection Agency combined city and highway MPG ratings for vehicles. The Green Communities' Guidance for Criteria 4 will be checked for updates prior to ordering replacement vehicles.

Exemptions:

- Heavy-duty vehicles are exempt. Examples include fire-trucks, ambulances and some public works trucks that meet the definition of heavy-duty vehicle.
- Police cruisers, passenger vans and cargo vans are exempt from this criterion as fuel-efficient models are not currently available. However, we commit to purchasing fuel-efficient police cruisers, passenger vans and cargo vans when they become commercially available. Police and fire department administrative vehicles are NOT exempt and must meet fuel efficient requirements.

Anti-Idling Policy:

No employee of the Plainville Public School shall allow operation of the engine of a motor vehicle while said vehicle is stopped for a foreseeable period of time in excess of five minutes, unless such operation is necessary.

report of the resolutions committee

The MASC Resolutions Committee met on July 5, 2017 to consider the resolutions proposed by member districts for consideration at the 2017 Annual Meeting of the Association. Members present: Beverly Hugo, Framingham (Chair, Ex Officio), Patrick Francomano, Past President and King Philip Regional School Committee, William Fonseca, East Longmeadow School Committee; Margaret Driscoll, Melrose School Committee; Laura Fallon, Northampton School Committee, Irene Feliciano-Simms, Holyoke School Committee; Mildred Lefebvre, Holyoke School Committee; Geoff Swett, Wareham School Committee; Brian O'Connell, Worcester School Committee; Brendan Walsh, Salem School Committee

The following resolutions were moved forward by the Resolutions Committee and approved by the MASC Board of Directors at their meeting on July 12.

RESOLUTION 1: MOVEMENT OF THE CHAPTER 70 FUNDING ENROLLMENT DATE TO MARCH 15

Submitted by the Framingham School Committee

WHEREAS: District schools in Massachusetts Department of Education report peak enrollment in the months of January, February and March.

WHEREAS: House Bill 2846 would provide that a district may only receive reimbursement from the proposed Unfunded Student Reserve Fund if the district has a net enrollment of more than 100 new students between October 1 of the previous year and March 1 of the current year.

WHEREAS: Many districts must have their budgets completed prior to knowing what their Chapter 70 funds amount will be.

THEREFORE BE IT RESOLVED that: The Massachusetts Association of School Committees file for and support legislation that will implement the movement of the Chapter 70 funding enrollment date to March 15th.

RATIONALE: Giving the districts the ability to base their budget on the enrollment rate after the peak enrollment time will allow districts to base their budget with increased accuracy to meet the needs of their student population. Underfunding leaves students at risk to fall behind due to not having the appropriate staffing, technology or needed educational materials. Smaller districts will be more at risk as their admission rate may not reach the required 100 students proposed in House Bill 2846 (2017) and will be least able to absorb the additional cost of unfunded students. For larger districts the proposed Unfunded Student Reserve Fund will still leave them underfunded as the amount proposed to be set aside will not meet the needs of the students across the state.

RESOLUTION 2: REFORM OF CIRCUIT BREAKER FUNDING

Submitted by the Framingham School Committee

WHEREAS: The Special Education Circuit Breaker program includes a provision that only allows districts to claim for extraordinary relief when claimable special education costs exceed 125% of the year's claimed costs.

WHEREAS: There are many districts that have a large special education population especially with regard to out-of-district placements that will never reach the special provision of 125%. Framingham alone has budgeted over \$42 million for district SPED costs.

WHEREAS: Out-of-district placement costs are rising yet the out-of-district schools have not been liable for their expenditures to the taxpayers, and there is no accountability for the increases. Public schools are held accountable to the taxpayers for where every dime goes. In turn districts are unable to justify their rising expenditures and are unable to receive the additional funding needed from those to whom they are accountable.

WHEREAS: Medicare and Medicaid cuts that are being discussed threaten many districts who have their Physical Therapy, Occupational Therapy and Speech Therapy services paid for by those programs to bear the burden of these costs.

THEREFORE BE IT RESOLVED that: The Massachusetts Association of School Committees file for and support legislation that will support the provision of reform for Circuit Breaker Funding and support the recommendations of the Foundation Budget Review Commission.

RATIONAL: According to MAAPS 2012 Bottom Line Report between 2006 and 2012, special education costs in Massachusetts increased by 56% compared to 36% for all public education.

RESOLUTION 3: LITIGATION FOR FAIR SCHOOL FINANCE

Submitted by the Framingham School Committee

WHEREAS: As the result of a lawsuit (*McDuffy vs. Driscoll*), the MA Supreme Judicial Court ruled that the Commonwealth was obliged to provide such financial assistance so as to assure that there would be an adequate level of support for the public schools, and

WHEREAS: Public schools rely heavily on state financial assistance to underwrite the legislatively mandated level of "required net school funding" that meets the current standard of "adequacy" envisioned by the Supreme Judicial Court, and

WHEREAS: Based on the findings of the Foundation Budget Review Commission and the consensus of public educators across Massachusetts, state financial assistance to support a standard of adequacy sufficient to meet the Massachusetts Constitutional standard as determined in the *McDuffy* case, is lacking and

WHEREAS: The second attempt at litigation to secure greater state financial support was rejected by the SJC, but did not rule out a willingness to hear a future case should the situation merit consideration,

THEREFORE BE IT RESOLVED that: The members of the Massachusetts Association of School Committees, through its delegate assembly, authorizes the Board of Directors to:

1. Reassess the need for a new round of litigation to secure funding to guarantee an adequate appropriation of funds, and
2. Assess the viability of a lawsuit to secure such funding, and
3. Join with other parties at interest to plan and file such a lawsuit if it is determined that there is likelihood of success, and
4. That the Board of Directors shall be authorized to use the reserves of the Association to help underwrite the cost of such litigation.

RESOLUTION 4: PRIVATIZATION OF PUBLIC EDUCATION AND THE OVERSIGHT OF PUBLIC SCHOOLS, INCLUDING SMALL AND REGIONAL DISTRICTS

Submitted by the MASC Board of Directors

WHEREAS: The voters of Massachusetts overwhelmingly rejected a ballot initiative to lift the cap on charter school expansion, and

WHEREAS: In light of the decision of the voters, advocates for further reforms have proposed several new strategies that include such concepts as introducing federal tax credits for families who enroll their children in private schools, authorizing vouchers for use in private schools, and creating additional regulatory options to expand the power of the state to alter the status of schools and districts so as to limit the authority of the residents of their communities to oversee their public schools,

THEREFORE BE IT RESOLVED that: The Massachusetts Association of School Committees, recognizing the provisions of the state constitution, oppose any state or federal legislative initiative to authorize the use of state funds for education to subsidize the tuition or costs of private schools, except where specifically authorized for students in special education programs, or students with disabilities.

Further, MASC opposes any state legislative initiative that expands the authority of the Commissioner of Education, the Board of Elementary Education, or the Secretary of Education over schools and school districts beyond those already imposed, and that MASC further opposes the alteration or conversion of any school or district status

beyond that permitted by current law without the consent of the city, town or region in which the school or district is located.

MASC supports the protection of small and rural school districts from modifications in their governance format and regional structure without the consent of the member communities, and, further, supports recognizing the special financial requirements of these, often geographically large and difficult to access parts of the state.

RESOLUTION 5: USE OF FEDERAL FUNDS

Submitted by the MASC Board of Directors

WHEREAS: School districts are operating in difficult economic conditions as the cost of education exceeds normal inflationary growth in our economy, and

WHEREAS: The Commonwealth has provided some measure of relief, but the growth in Chapter 70 funding has failed to keep up with expanding costs, and

WHEREAS: Several federal grant programs allow the Commonwealth in general, and the Department of Elementary and Secondary Education, in particular, to take an administrative overhead allowance from government aid programs including the Elementary and Secondary Education Act, the Perkins Vocational Technical Education Act, and certain programs under the Department of Agriculture, and

WHEREAS: This money allocated for maintaining the state bureaucracy would be better deployed at the school and district level,

THEREFORE BE IT RESOLVED that: MASC urges the legislature to restrict the ability of the Commissioner, Secretary of Education or Board of Elementary Education to take for its own purposes or use by the Department of Elementary and Secondary Education, such as but not limited to administrative overhead of the state agency, any share of funds disbursed by the federal government under ESSA, the Perkins Vocational Technical Education Act, or programs under the oversight of the U.S. Department of Agriculture, and, further, that those funds be directed specifically to schools and school districts.

RESOLUTION 6: FOUNDATION BUDGET

Initiated by the Worcester School Committee

Sponsored by the MASC Board of Directors

WHEREAS: A special Foundation Budget Review Commission (FBRC) reported its recommendations in 2015 to the General Court and to the public, and

WHEREAS: Among the recommendations were those to calculate more accurately the costs of students in special education and health insurance costs for employees and retirees, and

WHEREAS: Several recommendations of the members of the Commission to establish adequate and equitable funding for school districts remain unresolved, and

WHEREAS: There remains a broad consensus that the overall calculations used to establish the "Foundation Budget" for city, town and regional school districts remain significantly understated and, in the opinion of MASC and its members, violates the letter and spirit of the ruling of the Massachusetts Supreme Judicial Court in the 1993 *McDuffy* case,

THEREFORE, BE IT RESOLVED that: MASC calls upon the legislature to enact the recommendations of the Foundation Budget into law, and further,

- That the legislature order the Commission to reconvene in order to conduct further deliberations and make such recommendations as the FBRC may propose, and further
- That the FBRC shall address and make recommendations toward the overall accuracy of the adequacy of the overall Foundation Budget.

RESOLUTION 7: AFFORDABLE CARE ACT AND MEDICAID

Submitted by the MASC Board of Directors

WHEREAS: The Affordable Care Act expanded access for health care to millions of Americans, including thousands of Massachusetts families who have been without health insurance, and

WHEREAS: Through the expansion of the Medicaid program, more families in economic distress gained access to health insurance and, subsequently, affordable health care, and

WHEREAS: The Medicaid program reimburses public school districts for certain clinical services provided to students who may be clients of special education or who experience disabilities, and this revenue provides critical support to the districts and municipalities where they are based, and

WHEREAS: The restriction of Medicaid eligibility and reduction of funding would require the Commonwealth to choose between extraordinary state budget increases to fill the gap or absorb the cost of caring for families that could lose health insurance,

THEREFORE BE IT RESOLVED that: MASC urges the Congress to preserve the Affordable Care Act and its expansion of Medicaid programs for the states, and further

- MASC urges the General Court to require that 100% of Medicaid reimbursements to cities and towns be provided in full amount to the public schools of each municipality to underwrite the cost of providing an adequate education.

PLAINVILLE PUBLIC SCHOOLS
FY 2019 Budget Development Timeline

| | |
|---|-----------------------------|
| Budget Guidelines Approved | Tuesday, October 24, 2017 |
| Line Item Requests Distributed to Dept. Heads | Friday, November 17, 2017 |
| First Review of Staffing Plan by the Administrative Team | Tuesday, November 28, 2017 |
| Department Line Items Requests Submitted to Bus. Office | Thursday, November 30, 2017 |
| Forward <u>Staffing Plan</u> to Budget Subcommittee | Friday, December 8, 2017 |
| Forward <u>Line Item Requests</u> to Budget Subcommittee | Friday, December 1, 2017 |
| School & Department Budgets Presented to Budget Subcommittee Enrollment Projections & Staffing (Administration Team) Building and Grounds (Mr. Stone) Technology (Mrs. Whitaker) Jackson School (Mrs. Campbell) Wood School (Mrs. Roberts-Pratt) Special Education (Mr. Clarke) Administration & Food Services (Mrs. Ketchum & Mr. Raiche) | Tuesday, December 19, 2017 |
| Review of School & Department Budget Requests by Budget Subcommittee | Mid-January (Date TBD) |
| Second Review of Staffing Plan by Administrators | Friday, February 2, 2018 |
| Preliminary Budget Submitted to School Committee | Tuesday, February 13, 2018 |
| Public Hearing | Tuesday, February 27, 2018 |
| Third Review of Staffing Plan by Administrators | Tuesday, March 13, 2018 |
| Third Review of School & Department Budgets by Budget Subcommittee | March 2018 (Date TBD) |
| School Committee Approval of FY19 Budget Plan | Tuesday, March 27, 2018 |
| Employee Budget Presentation | April 2018 (Date TBD) |
| Presentation of FY19 Budget Plan to the Town Finance Committee | April 2018 (Date TBD) |
| Final Review of FY19 Budget by School Committee | Tuesday, May 22, 2018 |
| Presentation of FY19 Budget Plan at Annual Town Mtg. | Monday, June 4, 2018 |

PLAINVILLE PUBLIC SCHOOLS

FY 2019 Budget Guidelines

1. Each administrator must submit their budget in accordance with budget timelines.
2. Each administrator shall be present for all Educational Budget Plan presentations
3. Justification must be provided to support any new positions.
4. Instructional materials should be budgeted at \$125.00 per student using October 1, 2018 projected enrollments
5. Requests for new textbooks and/or programs should include justification.
6. Budget School Council Funds @ \$8.00 per student
7. The Director of Maintenance and Custodial Services will meet with each principal to review and identify maintenance, custodial and capital budget needs.
8. The Technology Administrator will update the district technology plan.
9. The Special Education Administrator will meet with each principal to review staffing assignments.
10. Each principal and administrator/director must budget in accordance with the equipment plan (Principals-instructional equipment; Technology Administrator-technology equipment; Director of Maintenance and Custodial Services-building and grounds plan)



PLAINVILLE PUBLIC SCHOOLS

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

Date: October 20, 2017

To: School Committee

From: David P. Raiche
Superintendent of Schools

Re: Use of Facility Request (Vote Required)

I received a request today from the Sullivan/Stewart Irish Dance Studio located at One George Street, Plainville, to use the cafetorium at the Wood School from 11:30 to 4:30 on Saturday, November 4, 2017. They have provided us with the necessary insurance information and will be charged the rate specified in our policy. I am in support of allowing them to rent this use of facility.

PLAINVILLE SCHOOL COMMITTEE MEETING
Minutes of September 28, 2017

Regular Session

CALL TO ORDER

The meeting was called to order by Chairperson Amy Abrams at 6:05 p.m. in the Wood School Learning Commons. Also present were Linn Caprarella, Maggie Clarke, Javed Ikbai, Charlene McEntee, and Superintendent Raiche.

Administrators Present: Kate Campbell, Principal, Anna Ware Jackson School
Edward Clarke, Administrator of Special Education and Support Services
Caron Ketchum, School Business Administrator
Stephanie Whitaker, Technology Systems Administrator

EXECUTIVE SESSION

- a. Recording Secretary Contract
- b. Superintendent's Contract
- c. Teacher and Education Support Professionals Contracts

MOTION by Charlene McEntee seconded by Maggie Clarke, to go into Executive session at 6:06 p.m. for the purpose of discussing collection bargaining strategies which, if held in open session, might hurt the Committee's bargaining position.

Roll Call Vote:

| | |
|------------------|-----|
| Amy Abrams | Yes |
| Linn Caprarella | Yes |
| Maggie Clarke | Yes |
| Charlene McEntee | Yes |
| Javed Ikbai | Yes |

Returned from Executive session at 6:40 p.m.

APPROVAL OF MINUTES

MOTION by Maggie Clarke seconded by Charlene McEntee to approve the September 12, 2017 regular session minutes with one amended change per the request of Mrs. McEntee. On page 2 under the King Philip School Committee, bullet 3 add "interviewing MASC and NESDEC" and delete "using MASC". So voted, 4 in favor, 1 abstain (Caprarella)

MOTION by Charlene McEntee, seconded by Maggie Clarke to approve and hold the September 12, 2017 executive session minutes. So voted, 4 in favor, 1 abstain (Caprarella)

SHOWCASE

- a. Open House Videos for Jackson and Wood School

The Committee viewed two videos:

- Opening day/week for Jackson School created by Laurie Durand, Music Teacher

- Opening day/week for Wood School created by Ian Hall, Digital Specialist
- Both videos were well received and appreciated by the Committee.

COMMENTS BY CITIZENS AND FACULTY

None.

COMMUNICATIONS AND AUDIENCES

None.

COMMENDATIONS

None.

ITEMS FROM SCHOOL COMMITTEE MEMBERS/COMMITTEE REPORTS

a. King Philip School Committee-Mrs. McEntee

Mrs. McEntee said the King Philip School Committee met on September 18th. Items on the agenda included:

- Budget update
- Discussion on goals
- Getting proposals from MASC & NEASC for the upcoming Superintendent search
- Vote on the delegate for the annual MASC conference
- Discussion on extracurricular committees and clubs
- Discussion on 504 plans

b. Negotiations Subcommittee-Mrs. Caprarella, Mrs. Clarke

Mrs. Caprarella said the Committee will discuss in executive session.

c. Budget Subcommittee-Mrs. McEntee, Mrs. Abrams

Mrs. McEntee said a budget subcommittee meeting is scheduled for tonight.

d. Communications Subcommittee-Mrs. Abrams, Mr. Ikbal

Mrs. Abrams said no meetings have yet been scheduled.

e. Town Building Committee-Mrs. Clarke

Mrs. Clarke reported that the Committee met on September 20th and that the foundation is going in, that the old Wood School is coming down piece by piece, the rebar is in, and more asbestos has been identified in the building and is being removed. In addition, a discussion was held with the Redevelopment Authority about potential uses for the current town hall and safety building. John Teiner from the Plainville Recreation Department has expressed an interest in using the current town hall. Wednesday, October 4th, is the next meeting.

f. Sick Leave Bank Committee-Mr. Ikbal

Nothing.

g. Wellness Committee-Mr. Ikbal

Mr. Ikbal said a meeting is scheduled for October 12th; Mr. Clarke said the "Walk to School" event is scheduled for October 4th.

RESIGNATIONS, TRANSFERS, APPOINTMENTS AND LEAVES

a. Appointments:

- Stacey Haven, Enrichment Coordinator for the 2017-18 year
- Sam Murdoch, Special Education Teacher at Wood School, effective October 12, 2017

In addition Superintendent Raiche informed the Committee that Abby LeCompte has been offered the .2 nurse position.

SUPERINTENDENT'S REPORT

a. Staff Migration Trends

Three employees retired and fourteen employees resigned during the 2016-17 school year. Some took new positions with more responsibility/salary and others for personal/family reasons.

b. Educational Background of Teaching Staff

Over three quarters of teachers in the district hold a degree at or above the Master's level. (Master's + 15 credits, Master's + 36 credits or Master's + 60 credits). New teachers hired have brought approximately forty (40) years of experience with them.

c. Instrumental Music Program

The instrumental music teaching position had been increased from a .6 to a .8 position effective for the 2017/2018 school year. Superintendent Raiche reported that the program has reported an increase in the number of band students by 23. In addition, it is anticipated that the band size for next year will be 115 students.

OLD BUSINESS

a. BoardDocs Update

Mrs. Rieger informed the Committee that the 1st training was held earlier today from 11:30 a.m. – 4 p.m. The next steps will be to order Chrome books/tablets and then provide training for the Committee and administrators.

b. School Committee Goals for 2017-18

Mrs. Abrams asked about action steps for the school committee goals. Mrs. Clarke will coordinate the 'town hall' meetings, which will most likely be held in October, January, and April. Each school committee member will bring one question to the next meeting that they would like to include in a survey to the community about the perception of the school committee and school district. Discussion also was held on the legislative goal and the best ways to attain this goal, i.e. keep abreast of discussion on the MASC list serve, bring back ideas as a result of attending conferences such as the annual MASC conference, etc.

NEW BUSINESS

a. North Attleboro Elks-Donation of Dictionaries for grade 3 students (Vote Required)

The North Attleboro Elks is continuing their yearly nationwide dictionary program of donating dictionaries to grade 3 students.

MOTION by Maggie Clarke, seconded by Charlene McEntee, to approve the gift of dictionaries for grade 3 students from the North Attleboro Elks. So voted.

b. BayState Textiles Gift of \$28.00 (Vote Required)

MOTION by Linn Caprarella, seconded by Maggie Clarke, to approve \$28.00 from BayState Textiles, Inc. for the Plainville district to be used to reimburse expenses for district technology purchases. So voted.

c. Jackson School Council Fundraiser; Adopt a Texas Classroom (Vote Required)

The Committee reviewed a memo from Laurie Durand seeking the approval for a fundraiser to be held at Jackson School from October 2-6, 2017; said fundraiser will obtain donations of school supplies for a school in Texas that was damaged due to Hurricane Harvey. The members of the Grade 3 Jackson School Council will coordinate the fundraiser with Mrs. Durand.

MOTION by Maggie Clarke, seconded by Linn Caprarella, to approve the Jackson School Council Fundraiser to adopt a Texas classroom and send school supplies to a school in Orange, Texas (with details as presented). So voted.

d. Plainville Lions Club Flyers for Annual Fall Festival on October 15, 2017

The Committee had previously decided to obtain a booth at the upcoming Fall Festival sponsored by the Plainville Lions Club. Mrs. Abrams will complete the form and pay the \$35.00 fee to obtain the booth and each committee member will give her \$7.00. Mrs. Clarke, Mr. Ikbal and Mrs. Abrams are available to attend the festival and they will determine what time slots they will take during the festival.

e. Reorganization of School Committee-MASC Delegate

Since the current MASC delegates, Mrs. Clarke and Mrs. Caprarella, are unable to attend the annual MASC conference this November, the Committee needs to appoint another school committee member as the delegate and another as alternate delegate. Mrs. McEntee is the alternate delegate for King Philip School Committee.

MOTION by Charlene McEntee, seconded by Maggie Clarke to appoint Javed Ikbal as the MASC Delegate Representative and Amy Abrams as the MASC Delegate Alternate. So voted.

f. Money Returned to the Town General Fund, FY2017 (Vote Required)

The Committee reviewed a memo from Superintendent Raiche which listed the amount of money that has been returned to the town for the past ten years for each fiscal year's school budget.

MOTION by Charlene McEntee, seconded by Javed Ikbal, to approve the return of \$1,471.00 in unspent funds from the FY2017 school budget to the Town of Plainville's general fund. So voted.

EXECUTIVE SESSION

- a. Recording Secretary Contract, Superintendent's Contract, Memorandum of Agreement for the Education Support Professional Contract, Teacher Contract

MOTION by Linn Caprarella seconded by Maggie Clarke, to go into Executive session at 7:32 p.m. for the purpose of discussing collection bargaining strategies which, if held in open session, might hurt the Committee's bargaining position and to return to the regular meeting.

Roll Call Vote:

| | |
|-----------------|-----|
| Amy Abrams | Yes |
| Linn Caprarella | Yes |

| | |
|------------------|-----|
| Maggie Clarke | Yes |
| Charlene McEntee | Yes |
| Javed Ikbal | Yes |

MOTION by Javed Ikbal, seconded by Maggie Clarke to extend the meeting past 8:00 p.m. So voted.

Returned from Executive Session at 8:06 p.m.

g. Approval: Recording Secretary Contract

MOTION by Javed Ikbal, seconded by Charlene McEntee, to amend the recording secretary contract in Section A, "The Secretary to the School Committee shall be compensated at the rate of \$150.00 per regular meeting during Fiscal Year 2018 and will receive additional compensation for any meeting that lasts longer than two hours; said additional compensation will be prorated at an hourly rate." In addition, the recording secretary will receive retroactive pay for meeting dates in FY2017 that began at 4:00 p.m. and were longer than two hours. So voted.

h. Approval: Superintendent Contract (Vote Required)

Superintendent Raiche's current contract expires in June, 2018.

MOTION by Maggie Clarke, seconded by Javed Ikbal to approve the extension of Superintendent Raiche's current contract for two years and to approve a 3.2% increase in salary for FY18, a 3.5% increase in salary for FY19 and a 4.0% increase in salary for FY20. All other terms of the contract will remain the same. So voted.

i. Approval: Revised Memorandum of Agreement-Education Support Professional Contract for the Duration of September 1, 2017 – August 31, 2020 (Vote Required)

The Memorandum of Agreement had one minor change from the Memorandum of Agreement which was approved at the last school committee meeting. Current language: "A substantially different position shall be defined as a transfer of more than two grades..."

Proposed language: "A substantially different position shall be defined as a transfer of two grades or more"

MOTION by Linn Caprarella, seconded by Maggie Clarke, to approve the revised Memorandum of Agreement for the contract for the Education Support Professionals for the period of September 1, 2017 – August 31, 2020 as presented. So voted.

j. Legislative update

None.

k. Any item(s) not anticipated at the time of posting

None.

INFORMATION

There was no discussion on items in information.

ADJOURNMENT

MOTION by Linn Caprarella seconded by Javed Ikbal, to adjourn at 8:12 p.m. So voted.

Respectfully submitted,

Susan M. Rieger, Recording Secretary

Meeting Handouts:

- Agenda
- Minutes from September 12, 2017
- Appointment Memo
- Superintendent's Report: Documents on staff migration, educational background of teaching staff, and instrumental music program information
- Old Business: Document on School Committee Goals for 2017/18
- New Business:
 - Memo on the gift of dictionaries from the North Attleboro Elks
 - Memo on BayState Textiles Gift (\$28.00)
 - Memo on the Jackson School Council Fundraiser to Adopt a Texas Classroom
 - Flyers pertaining to the Plainville Lions Club Annual Fall Festival
 - Reorganization memo and MASC Delegate form
 - Memo on money returned to the town's General Fund
- Information::
 - Food Service End-of-Year 2016/17 Report
 - Job descriptions for Curriculum Team Member and Grade/Teacher Liaison
 - FY17 Revolving Accounts Summary and FY17 Budget Summary through 6/30/17
 - Revised Listing of School Committee Attendance and Minutes approved in 2016/17
- Executive Session:
 - Contract document for recording secretary, contract documents for Supt. Raiche, document on teacher salary and Memorandum of Agreement for Education Support Professional contract

Anna Ware Jackson School Council

Wednesday May 3, 2017

Present: Elizabeth McMorrow, Anne-Marie Morris, Selena Graham, Trish Gallerani

The meeting was called to order at 4:20 pm.

Minutes from the April 2017 meeting were reviewed. A motion was made by Anne Marie Morris to approve the minutes for the Jackson School Council. The motion was seconded by Trish Gallerani. The motion was approved by a unanimous vote.

Topics Discussed

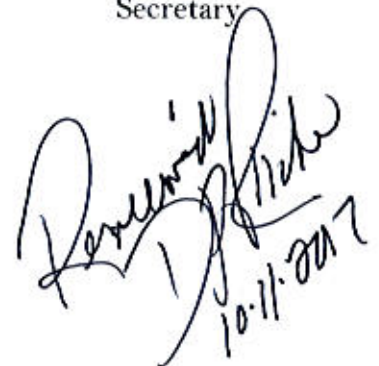
- Literacy Bags- Books are currently being leveled and organized by volunteer parents. They should be ready for next year.
- Plainville Pride Night- This night was said to be a success! People enjoyed all of the festivities that were included in the night, especially the slideshow. Art tasks can be combined together with less tables for next year. The estimation jar did not run this year, but the council would like to include it for next year. Poetry gallery hallway was a success; almost every classroom participated. Next year, the books should be sifted through and organized before people grab – possibly by topic or type of book. The Marble Maze and Plainville Kahoot was a success, but they didn't get as much traffic because of location. Next year, Kahoot could go in a conference room and there will be enough room in the cafeteria for a STEM activity. Kate will write thank you notes to An Unlikely Story for their donated gift cards.
- School Improvement Plan- Kate would like move the School Improvement Plan to the Teacher Liaison team. The team agreed.

A motion was made by Anne Marie Morris to adjourn at 4:55 p.m. The motion was seconded by Kate Campbell. The motion was approved by a unanimous vote.

Respectfully Submitted,

Elizabeth McMorrow

Secretary



10-11-2017

School Council Meeting

May 3

- **Members:** Robin Roberts-Pratt, Laurel Peter, Emily Hatami, Kelly Harlow, Kathy Parker and Devon Almeida
- Meeting started at 4:35

Review of April Minutes

- Emily made a motion to accept minutes, seconded by Kelly as written.

Topics Discussed:

- **Last Month's Meeting-** Council spoke about the importance of having the faculty involved in the creation of the SIP. The team also discussed the possibility of that task becoming part of one of the School Leadership's responsibilities.
- **Wood Talent Show-** All members were invited to the show that will take place on May 12.
- **Author's Alley-** The team was updated about the progress on Write Brain books and the celebrations that will take place on June 15. All members of the council was invited to the celebration.
- **School Improvement Plan**
 - The School Council reviewed all the action steps and topics for the SIP. The team created action plans for those topics left unclear and removed those actions that are now part of the school procedures.
 - A final draft with corrections of spelling and dates will be disseminated in May for the Council to review via email.

Motion to adjourn the meeting by Robin, seconded by Kathy

Meeting adjourned 5:20 pm

*Reviewed
DPR
5.16.2017*



Bi-County Collaborative
Making It Possible

Dr. Ariene Grubert, Executive Director

397 East Central Street, Franklin, MA 02038
Tel: 508.520.1998 • Fax: 508.520-1445
www.bicounty.org

Quarterly Information & Activities

October 3, 2017

- Bi-County opened for staff on August 28th with an Orientation meeting held at the Mansfield Holiday Inn. School started for students on August 29th with 201 students.
- During the summer we successfully moved and transitioned the Life Roles Education Center program from Kelley Boulevard in North Attleboro to Mansion Drive in Walpole. At this location our students and staff have more resources available to enhance and expand programming. These resources include a therapeutic pool, a cafeteria, activity room, fitness area and art room. This move also allows for more collegiality amongst our staff with two additional BICO Programs already located at Mansion Drive and with TEC staff who teach similar populations of students
- The therapeutic pool at Mansion Drive is complete and ready for use. All necessary inspections have taken place and permits obtained by the TEC Collaborative from the Town of Walpole. The standards for public swimming pools (105 CMR 435.00) are being followed and implemented. This is a salt pure pool which will afford beneficial and enjoyable physical activity for our intensive need students. Students from BICO programs in Norfolk (LREP), Mansfield (PDLP & EDLP), Mansion Drive (LRTC), and Norfolk (LREP) started using the pool the last week of September.
- The new location for BICO's Therapeutic Middle and High School programs at 2140 Providence Highway is coming along but will not be ready for staff and students until the beginning of the year. We hope to begin moving in during the month of December and open for staff and students on January 2, 2018.
- BICO hosted the first Member District Professional Development Committee meeting on Friday September 15th. The committee discussed ways to target professional development needs and priorities for member districts and BICO staff. It was the consensus of the group that Social Emotional Learning (SEL) is a priority in every school district. The group decided to focus its efforts on this area. A second meeting is planned for October 19th at 2:00 at which time members of the group will be sharing current practices in their districts in the area of SEL.
- In the area of academics and student learning, BICO staff are engaging in PLC work this year which will focus on implementing common assessments, reviewing student work and data, and using results of this work to inform decisions for interventions to address gaps in student learning and next steps in instruction. Professional Development days/early release days, after school monthly curriculum meetings, and staff meetings will be devoted to this initiative.
- To continue our work from last year on building capacity for trauma sensitive classrooms our school adjustment counselors will be piloting two social emotional learning assessments. These are the Child and Adolescent Functional Assessment (CAFAS) and the Rating Scale of Impairment (RSI). This work addresses goal #1 in our strategic plan and objectives 1.1, 1.2, & 1.3. In addition, this work will be shared with the newly formed Member District Professional Development Committee.

Bi-County Collaborative does not discriminate on the basis of race, color, sex, gender identity, religion, national origin, sexual orientation, or disability.

| | | | | | | | | | | | | | |
|-----------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|------------|
| Plainville Public Schools | | | | | | | | | | | | | |
| Food Service Program 2016/2017 | | | | | | | | | | | | | |
| Summary Profit and Loss Statement | | | | | | | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | |
| | 2016 | | | | | | | | | | | | |
| | july | aug | sept | oct | nov | dec | jan | feb | mar | apr | may | jun | Year |
| | | 1 | 21 | 19 | 18 | 17 | 20 | 13 | 22 | 14 | 22 | | |
| Revenue: | | | 0 | | | | | | | | | | |
| Student lunch | 169.75 | \$4,508.50 | 19648.36 | \$13,371.25 | \$12,228.35 | \$13,506.92 | \$17,205.66 | \$10,108.75 | \$17,087.33 | \$9,981.85 | \$15,259.10 | \$7,983.75 | 141,059.57 |
| A-la-carte | | \$62.75 | \$3,111.00 | \$2,800.25 | \$2,146.30 | \$2,073.71 | \$2,416.50 | \$1,698.00 | \$2,703.90 | \$1,653.55 | \$2,700.84 | \$1,397.00 | 22,763.80 |
| Adult lunch | | \$9.75 | \$293.25 | \$293.25 | \$241.00 | \$266.25 | \$272.75 | \$256.75 | \$354.00 | \$247.00 | \$415.50 | \$263.00 | 2,866.00 |
| Other | | \$542.00 | \$4.00 | \$4.00 | \$1,066.00 | \$2,591.13 | \$751.50 | \$170.25 | \$66.00 | \$678.72 | \$329.52 | \$970.40 | 8,136.00 |
| Reimb-State | | \$276.98 | \$17.58 | \$491.22 | \$444.12 | \$411.96 | \$422.94 | \$479.76 | \$313.98 | \$519.96 | \$329.52 | \$827.82 | 4,535.84 |
| Reimb-FED | | | \$193.14 | \$11,666.92 | \$10,349.21 | \$9,668.85 | \$9,095.11 | \$10,564.96 | \$6,602.67 | \$11,642.19 | \$7,692.29 | \$19,033.71 | 96,509.05 |
| Total Revenue | 169.75 | \$5,399.98 | \$23,220.83 | \$29,918.89 | 26,474.98 | 28,508.82 | 30,164.46 | 23,278.47 | 27,127.88 | 24,723.27 | 26,397.25 | 30,475.68 | 275,860.26 |
| Expenses: | | | | | | | | | | | | | |
| Food | | \$10,086.76 | \$7,079.29 | \$12,020.04 | \$6,012.58 | \$9,496.72 | \$8,910.62 | \$10,508.78 | \$10,290.81 | \$8,972.77 | \$9,753.14 | \$9,753.14 | 93,131.51 |
| Labor | | \$11,135.54 | \$12,699.64 | \$12,232.77 | \$18,107.26 | \$10,879.24 | \$12,222.25 | \$10,789.32 | \$11,982.29 | \$11,433.26 | \$21,099.44 | \$21,099.44 | 132,581.01 |
| Supplies | | \$977.84 | \$1,025.09 | \$1,256.59 | \$293.90 | \$1,440.64 | \$1,067.35 | \$1,212.29 | \$1,770.03 | \$421.96 | \$540.20 | \$540.20 | 10,005.89 |
| Equipment Repairs | | \$1,034.20 | \$309.00 | \$1,471.25 | \$497.00 | \$508.12 | \$508.12 | \$0.00 | \$419.86 | \$432.60 | \$1,069.30 | \$1,069.30 | 5,741.33 |
| Professional Devmt | | | | | | \$190.00 | | \$0.00 | \$305.00 | | \$416.00 | \$416.00 | 911.00 |
| Other | | \$1,459.50 | \$621.02 | \$712.60 | \$1,957.38 | \$16.80 | \$312.35 | \$333.48 | \$71.14 | \$613.66 | \$1,281.18 | \$1,281.18 | 7,379.11 |
| Total Expenses | \$0.00 | \$0.00 | \$24,693.84 | \$21,734.04 | 27,693.25 | 26,868.12 | 22,531.52 | 22,512.57 | 22,843.87 | 24,839.13 | 21,874.25 | 34,159.26 | 249,749.85 |
| Profit (loss) | \$169.75 | \$5,399.98 | -\$1,473.01 | \$8,184.85 | -\$1,218.27 | \$1,640.70 | \$7,632.94 | \$765.90 | \$4,284.01 | -\$115.86 | \$4,523.00 | -\$3,683.58 | 26,110.41 |
| Cummulative | \$169.75 | \$5,569.73 | \$4,096.72 | \$12,281.57 | \$11,063.30 | \$12,704.00 | \$20,336.94 | \$21,102.84 | \$25,386.85 | \$25,270.99 | \$29,793.99 | \$26,110.41 | |
| Opening cash balanc | \$59,267.47 | \$59,437.22 | \$64,837.20 | \$63,364.19 | \$71,549.04 | \$70,330.77 | \$71,971.47 | \$79,604.41 | \$80,370.31 | \$84,654.32 | \$84,538.46 | \$89,061.46 | |
| Profit (loss) | \$169.75 | \$5,399.98 | -\$1,473.01 | \$8,184.85 | -\$1,218.27 | \$1,640.70 | \$7,632.94 | \$765.90 | \$4,284.01 | -\$115.86 | \$4,523.00 | -\$3,683.58 | \$0.00 |
| Ending cash EOM | \$59,437.22 | \$64,837.20 | \$63,364.19 | \$71,549.04 | \$70,330.77 | \$71,971.47 | \$79,604.41 | \$80,370.31 | \$84,654.32 | \$84,538.46 | \$89,061.46 | \$85,377.88 | \$0.00 |
| \$ on acct Jackson | | | \$7,413.61 | \$7,287.80 | \$7,871.15 | \$7,807.59 | \$7,649.64 | \$8,411.81 | \$8,307.28 | | | \$4,876.30 | |
| \$ on acct Wood | | | \$5,681.94 | \$5,355.21 | \$5,684.56 | \$5,862.09 | \$3,657.09 | \$6,231.14 | \$5,561.74 | | | \$2,625.14 | |
| Negative balance | | | -\$4,237.84 | -\$4,880.20 | -\$3,061.69 | | -\$2,856.35 | -\$2,903.45 | -\$3,007.97 | | | -\$3,237.04 | |
| % of Revenue | | | | | | | | | | | | | |
| Food | 0.0% | 0.0% | 43.4% | 23.7% | 45.4% | 21.1% | 31.5% | 38.3% | 38.7% | 41.6% | 34.0% | 32.0% | 33.8% |
| Labor | 0.0% | 0.0% | 48.0% | 42.4% | 46.2% | 63.5% | 36.1% | 52.5% | 39.8% | 48.5% | 43.3% | 69.2% | 48.1% |
| Supplies | 0.0% | 0.0% | 4.2% | 3.4% | 4.7% | 1.0% | 4.8% | 4.6% | 4.5% | 7.2% | 1.6% | 1.8% | 3.6% |
| Equipment Repairs | 0.0% | 0.0% | 4.5% | 1.0% | 5.6% | 1.7% | 1.7% | 0.0% | 0.0% | 1.7% | 1.6% | 3.5% | 2.1% |
| Professional Devel | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.6% | 0.0% | 0.0% | 1.2% | 0.0% | na | 0.3% |
| Other | 0.0% | 0.0% | 6.3% | 2.1% | 2.7% | 6.9% | 0.1% | 1.3% | 1.2% | 0.3% | 2.3% | 4.2% | 2.7% |

School Lunch Participation

| | | | | | | | | | | | | |
|------------|--------|------|-------|--------|-------|-------|-------|--------|--------|-------|-------|---------|
| 08/09 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$1.50 | 62 | 69 | 69 | 78.5 | 71 | 68.7 | 70 | 70 | 60 | 56.5 | 67.47 |
| Wood | | 67 | 71 | 67 | 65.6 | 68 | 67 | 65.4 | 67 | 68 | 66.8 | 67.28 |
| Average | | 64.5 | 70 | 68 | 72.05 | 69.5 | 67.85 | 67.7 | 68.5 | 64 | 61.65 | 67.375 |
| 09/10/2009 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$1.75 | 66 | 65 | 66.6 | 70.5 | 72 | 72 | 68 | 72.75 | 72 | 76 | 70.085 |
| Wood | | 64 | 63 | 66 | 67.3 | 65.5 | 68 | 64 | 65 | 65 | 69 | 65.68 |
| Average | | 65 | 64 | 66.3 | 68.9 | 68.75 | 70 | 66 | 68.875 | 68.5 | 72.5 | 67.8825 |
| 10/11/2010 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$1.75 | 66 | 67 | 67.6 | 70 | 71.2 | 71.8 | 71.8 | 71.3 | 71.23 | 72.5 | 70.043 |
| Wood | | 66 | 68 | 69 | 70.9 | 70.2 | 71.8 | 70 | 69.3 | 68.95 | 72.2 | 69.635 |
| Average | | 66 | 67.5 | 68.3 | 70.45 | 70.7 | 71.8 | 70.9 | 70.3 | 70.09 | 72.35 | 69.839 |
| 11/12 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$2.00 | 57 | 62.4 | 63.25 | 64.2 | 62.3 | 62 | 63.7 | 64.5 | 61 | 65.7 | 62.605 |
| Wood | | 63 | 67.6 | 70 | 67.3 | 65.7 | 64.3 | 62.5 | 62.2 | 61.7 | 63.3 | 64.76 |
| Average | | 60 | 65 | 66.625 | 65.75 | 64 | 63.15 | 63.1 | 63.35 | 61.35 | 64.5 | 63.6825 |
| 12-13 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$2.00 | 55 | 58.7 | 65 | 65 | 64.5 | 64.5 | 66 | 69 | 64 | 64 | 63.57 |
| Wood | | 60 | 65.4 | 64.6 | 65 | 63 | 64 | 64.2 | 65 | 62 | 61 | 63.42 |
| Average | | 57.5 | 62.05 | 64.8 | 65 | 63.75 | 64.25 | 65.1 | 67 | 63 | 62.5 | 63.495 |
| 13/14 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$2.25 | 50 | 59.5 | 62 | 62.2 | 61 | 59.5 | 63.7 | 62 | 53 | 57 | 58.99 |
| Wood | | 54 | 60 | 58 | 59 | 59 | 58 | 58 | 55 | 50 | 60 | 57.1 |
| Average | | 52 | 59.75 | 60 | 60.6 | 60 | 58.75 | 60.85 | 58.5 | 51.5 | 58.5 | 58.045 |
| 14/15 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$2.25 | 53 | 59 | 60 | 62 | 60.2 | 62.5 | 64 | 64 | 64 | 66 | 61.82 |
| Wood | | 49 | 55 | 55 | 55 | 53.6 | 55 | 54 | 60 | 53 | 56 | 54.56 |
| Average | | 51 | 57 | 57.5 | 58.5 | 56.9 | 58.75 | 59 | 62 | 60.25 | 61 | 58.19 |
| 15/16 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$2.25 | 54 | 63 | 67 | 65 | 64 | 65 | 63.6 | 69.5 | 68 | 65 | 64.41 |
| Wood | | 57 | 61 | 64 | 61 | 58 | 59 | 58.4 | 60.5 | 61 | 61 | 60.09 |
| Average | | 55.5 | 62 | 65.5 | 63 | 61 | 62 | 61 | 65 | 64.5 | 63 | 62.25 |
| 15/16 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$1.50 | 10 | 11.5 | 15.5 | 14 | 14 | 13 | 12.79 | 13.6 | 14.4 | 12.6 | 13.139 |
| Wood | | 5 | 8 | 9 | 8 | 8 | 8 | 8.8 | 8.75 | 9.5 | 9.3 | 8.235 |
| Average | | 7.5 | 9.75 | 12.25 | 11 | 11 | 10.5 | 10.795 | 11.175 | 11.95 | 10.95 | 10.687 |
| 16/17 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$2.50 | 61 | 64.7 | 65 | 64.3 | 65.7 | 68.2 | 67.1 | 67.2 | 68.8 | 74.8 | 66.68 |
| Wood | | 58.6 | 60.9 | 62 | 64.6 | 61.3 | 60.3 | 58.3 | 58.1 | 58.7 | 63.5 | 60.63 |
| Average | | 59.8 | 62.8 | 63.5 | 64.45 | 63.5 | 64.25 | 62.7 | 62.65 | 63.75 | 69.15 | 63.655 |
| 16/17 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$1.50 | 11.6 | 14 | 13.5 | 13.6 | 13.6 | 13.4 | 12.6 | 14.3 | 14.4 | 14.4 | 13.54 |
| Wood | | 11.4 | 16.4 | 16.75 | 13.6 | 12.8 | 11.6 | 12.6 | 13 | 13.3 | 13.9 | 13.535 |
| Average | | 11.5 | 15.2 | 15.125 | 13.6 | 13.2 | 12.5 | 12.6 | 13.65 | 13.85 | 14.15 | 13.5375 |
| 17/18 | | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Year |
| Jackson | \$2.50 | 53.5 | | | | | | | | | | 53.5 |
| Wood | | 58.9 | | | | | | | | | | 58.9 |
| Average | | 56.2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 56.2 |



PLAINVILLE PUBLIC SCHOOLS



68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

David P. Raiche
Superintendent of Schools

Telephone: (508) 699-1300
Fax: (508) 699-1302
Email: draiche@plainville.k12.ma.us

Date: October 19, 2017

To: Plainville School Committee
Plainville Finance Committee

From:  David P. Raiche, Superintendent
 Caron Ketchum, School Business Administrator

Re: FY18 Budget Update (September 2017)

Attached is the Group Budget Listing reflecting activity through September 30, 2017.

| Category | Line | Comment |
|------------------------------|---|---|
| 1000 Administration | 1450 Contracted Services/Technology | Overage is due to 4% increase in license rate for financial software package. Overage will be offset by Other Expenses. |
| 2000 Instruction | 2110 Supervision | No issues as of this writing. |
| | 2300 Teaching | Overage in summer school salaries is due to an additional Preschool teacher and paraprofessional to cover needs of incoming students. |
| 2400 Instructional Materials | 2410 Textbooks/ Instructional Materials | Overages due to curriculum needs in specific subjects will be offset by other subject textbook line items and supply lines. |
| | 2451 IT Classroom/Supplies & Materials | Overage reflects additional Makerspace and other IT supplies. Overage will be offset by IT Classroom Software. |
| 2720 Guidance | 2720 Cont Services/Regular Ed Testing J & W | Overage is due to annual increase in subscription rate for STAR 360 and should be offset by assessment supplies. |

| Category | Line | Comment |
|--------------------------------|---------------------------------|---|
| 3600 Security | 3600 Security Supplies | Budget overrun is from the addition of software maintenance for the security badge machine. This overage will be offset by the lower Security Coordinator salary. |
| 4120 Heat | 4120 Utility – Gas | New contract with gas provider will be in effect in November 2017. The rate is lower than budgeted. |
| 4130 Utility Services | 4130 Utility-Electricity | New contract with electricity provider will be in effect in December 2017. Rate is much higher than budgeted. Savings from gas should offset increase in electricity. Both accounts will be monitored monthly. |
| 4300 Extraordinary Maintenance | 4300 Extraordinary Maintenance | This overage is incorrect and will be corrected in October 2017. |
| 9000 Tuition | 9100 Tuitions-Ma Public Schools | Overage reflects annual increase in tuition for student at a public school program. Overage will be offset by other Out of District tuitions. |

Attachment: Group Budget Listing

Plainville Public Schools

Group Budget Listing

From Date: 7/1/2017

To Date: 10/19/2017

Fiscal Year: 2017-2018

- ☐ Subtotal by Collapse Mask
 ☒ Include pre encumbrance
 ☐ Print accounts with zero balance
 ☒ Filter Encumbrance Detail by Date Range
- ☐ Exclude Inactive Accounts with zero balance

| Account Number | Description | GL Budget | Range To Date | YTD | Balance | Encumbrance | Budget Balance | % Bud |
|----------------|--|--------------|---------------|-------------|--------------|-------------|----------------|---------|
| 01.1110.3.0200 | Stipends | \$2,500.00 | \$0.00 | \$0.00 | \$2,500.00 | \$0.00 | \$2,500.00 | 100.00% |
| 01.1110.4.0200 | Contracted Service | \$4,980.00 | \$150.00 | \$150.00 | \$4,710.00 | \$122.50 | \$4,587.50 | 94.39% |
| 01.1110.5.0200 | Misc. Supplies | \$234.00 | \$5.50 | \$5.50 | \$228.50 | \$0.00 | \$228.50 | 97.65% |
| 01.1110.6.0200 | Other Expenses | \$7,737.00 | \$1,994.21 | \$1,994.21 | \$5,742.79 | \$0.00 | \$5,742.79 | 74.23% |
| | Func: School Committee - 1110 | \$15,331.00 | \$2,149.71 | \$2,149.71 | \$13,181.29 | \$122.50 | \$13,058.79 | 86.18% |
| 01.1210.1.0200 | Salary/Superintendent | \$169,003.00 | \$44,068.50 | \$44,068.50 | \$124,934.50 | \$0.00 | \$124,934.50 | 73.92% |
| 01.1210.2.0200 | Salary/Supt. Admin. Assistant | \$69,952.00 | \$18,747.43 | \$18,747.43 | \$51,204.57 | \$0.00 | \$51,204.57 | 73.20% |
| 01.1210.4.0200 | Contracted Services | \$18,515.00 | \$3,586.59 | \$3,586.59 | \$14,928.41 | \$5,000.04 | \$9,928.37 | 53.62% |
| 01.1210.5.0200 | Supplies | \$2,400.00 | \$1,342.96 | \$1,342.96 | \$1,057.04 | \$500.00 | \$557.04 | 23.21% |
| 01.1210.6.0200 | Other Expenses | \$8,150.00 | \$1,799.97 | \$1,799.97 | \$6,350.03 | \$0.00 | \$6,350.03 | 77.91% |
| | Func: Superintendent - 1210 | \$268,020.00 | \$69,545.45 | \$69,545.45 | \$198,474.55 | \$5,500.04 | \$192,974.51 | 72.00% |
| 01.1410.1.0200 | Salary/School Business Adminis | \$80,945.00 | \$21,818.45 | \$21,818.45 | \$59,026.55 | \$0.00 | \$59,026.55 | 73.01% |
| 01.1410.2.0200 | Salary/Business Services Assis | \$26,192.00 | \$2,036.87 | \$2,036.87 | \$24,145.13 | \$0.00 | \$24,145.13 | 92.22% |
| 01.1410.4.0200 | Contracted Services/Audit | \$4,600.00 | \$0.00 | \$0.00 | \$4,600.00 | \$0.00 | \$4,600.00 | 100.00% |
| 01.1410.5.0200 | Supplies | \$250.00 | \$103.66 | \$103.66 | \$146.34 | \$18.90 | \$127.44 | 50.98% |
| 01.1410.6.0200 | Other Expenses | \$600.00 | \$0.00 | \$0.00 | \$600.00 | \$0.00 | \$600.00 | 100.00% |
| | Func: Finance & Administrative Services - 1410 | \$112,477.00 | \$23,958.98 | \$23,958.98 | \$88,518.02 | \$18.90 | \$88,499.12 | 78.68% |
| 01.1430.4.0200 | Legal Expenses for School Comm | \$2,500.00 | \$432.00 | \$432.00 | \$2,068.00 | \$0.00 | \$2,068.00 | 82.72% |
| | Func: Legal Services - 1430 | \$2,500.00 | \$432.00 | \$432.00 | \$2,068.00 | \$0.00 | \$2,068.00 | 82.72% |
| 01.1450.4.0400 | Cont Serv/Technology | \$13,380.00 | \$13,865.57 | \$13,865.57 | (\$485.57) | \$0.00 | (\$485.57) | -3.63% |
| 01.1450.5.0670 | Supplies/Adm Technology | \$720.00 | \$0.00 | \$0.00 | \$720.00 | \$0.00 | \$720.00 | 100.00% |
| | Func: Information Management & Technology - 1450 | \$14,100.00 | \$13,865.57 | \$13,865.57 | \$234.43 | \$0.00 | \$234.43 | 1.66% |
| 01.2110.1.0200 | Salary/Tech Admin | \$105,109.00 | \$28,376.92 | \$28,376.92 | \$76,732.08 | \$0.00 | \$76,732.08 | 73.00% |
| 01.2110.1.0510 | Salary/SPED Admin | \$114,153.00 | \$30,733.50 | \$30,733.50 | \$83,419.50 | \$0.00 | \$83,419.50 | 73.08% |
| 01.2110.2.0510 | Salary/SPED Clerical | \$33,088.00 | \$9,515.85 | \$9,515.85 | \$24,552.15 | \$0.00 | \$24,552.15 | 74.25% |
| 01.2110.4.0510 | Cont.Serv/SPED Program | \$4,500.00 | \$659.84 | \$659.84 | \$3,840.36 | \$1,319.28 | \$2,521.08 | 56.02% |
| 01.2110.5.0510 | Supplies/SPED Admin | \$2,200.00 | \$574.00 | \$574.00 | \$1,626.00 | \$590.65 | \$1,045.35 | 47.52% |
| 01.2110.6.0200 | Travel/Tech Admin | \$1,100.00 | \$82.86 | \$82.86 | \$1,017.34 | \$0.00 | \$1,017.34 | 92.49% |
| | Other Expenses and SPED PAC | \$2,350.00 | \$67.62 | \$67.62 | \$2,282.38 | \$59.37 | \$2,223.01 | 94.60% |
| | Func: Districtwide Academic Leadership - 2110 | \$282,480.00 | \$69,010.19 | \$69,010.19 | \$193,469.81 | \$1,959.30 | \$191,510.51 | 72.96% |
| 01.2210.1.2200 | Salary/Principal (J) | \$118,634.00 | \$32,550.00 | \$32,550.00 | \$86,084.00 | \$0.00 | \$86,084.00 | 72.56% |
| 01.2210.1.3200 | Salary/Principal (W) | \$117,168.00 | \$31,621.18 | \$31,621.18 | \$85,546.82 | \$0.00 | \$85,546.82 | 73.01% |
| 01.2210.2.2200 | Salary/Princ Clerical (J) | \$49,011.00 | \$12,171.80 | \$12,171.80 | \$36,839.20 | \$0.00 | \$36,839.20 | 75.17% |
| 01.2210.2.3200 | Salary/Princ Clerical (W) | \$42,941.00 | \$10,226.97 | \$10,226.97 | \$32,714.03 | \$0.00 | \$32,714.03 | 76.18% |
| 01.2210.4.2200 | Contracted Services (J) | \$250.00 | \$0.00 | \$0.00 | \$250.00 | \$0.00 | \$250.00 | 100.00% |
| 01.2210.4.3200 | Contracted Services (W) | \$500.00 | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | 100.00% |
| 01.2210.5.2200 | Supplies (J) | \$1,000.00 | \$232.28 | \$232.28 | \$767.72 | \$200.00 | \$567.72 | 56.77% |
| 01.2210.5.3200 | Supplies (W) | \$1,025.00 | \$557.79 | \$557.79 | \$467.21 | \$200.00 | \$267.21 | 26.07% |
| 01.2210.6.2200 | Other Expenses (J) | \$1,069.00 | \$154.99 | \$154.99 | \$914.01 | \$0.00 | \$914.01 | 85.50% |
| 01.2210.6.2300 | School Councils (J) | \$2,884.00 | \$925.34 | \$925.34 | \$1,958.66 | \$0.00 | \$1,958.66 | 67.91% |
| 01.2210.6.3200 | Other Expenses (W) | \$2,878.00 | \$155.00 | \$155.00 | \$2,723.00 | \$175.00 | \$2,548.00 | 88.92% |
| 01.2210.6.3300 | School Council (W) | \$2,254.00 | \$180.57 | \$180.57 | \$2,073.43 | \$0.00 | \$2,073.43 | 91.99% |
| | Func: School Building Leadership - 2210 | \$339,714.00 | \$88,775.92 | \$88,775.92 | \$250,938.08 | \$575.00 | \$250,363.08 | 73.70% |
| 01.2250.3.0200 | Salary/Tech Support | \$176,626.00 | \$26,631.37 | \$26,631.37 | \$149,994.63 | \$0.00 | \$149,994.63 | 84.92% |

Plainville Public Schools

Group Budget Listing

Fiscal Year: 2017-2018

From Date: 7/1/2017

To Date: 10/19/2017

- ☐ Subtotal by Collapse Mask
 ☒ Include pre encumbrance
 ☐ Print accounts with zero balance
 ☒ Filter Encumbrance Detail by Date Range

| Account Number | Description | GL Budget | Range To Date | YTD | Balance | Encumbrance | Budget Balance | % Bud |
|----------------|---|----------------|---------------|--------------|----------------|-------------|----------------|----------|
| 01.2250.4.2400 | Cont Serv/Jackson | \$10,960.00 | \$9,663.75 | \$9,663.75 | \$1,296.25 | \$0.00 | \$1,296.25 | 11.83% |
| 01.2250.4.3400 | Cont Serv/Wood | \$7,900.00 | \$6,571.75 | \$6,571.75 | \$1,328.25 | \$0.00 | \$1,328.25 | 16.81% |
| 01.2250.5.0400 | Computer Hardware - Technology | \$1,650.00 | \$0.00 | \$0.00 | \$1,650.00 | \$0.00 | \$1,650.00 | 100.00% |
| 01.2250.5.0510 | Computer Hardware - SpEd | \$1,050.00 | \$397.00 | \$397.00 | \$653.00 | \$0.00 | \$653.00 | 62.19% |
| 01.2250.5.2400 | Computer Expenses (J) | \$700.00 | \$0.00 | \$0.00 | \$700.00 | \$0.00 | \$700.00 | 100.00% |
| 01.2250.5.2670 | Computer Hardware (J) | \$2,600.00 | \$0.00 | \$0.00 | \$2,600.00 | \$0.00 | \$2,600.00 | 100.00% |
| 01.2250.5.3400 | Computer Expenses (W) | \$700.00 | \$0.00 | \$0.00 | \$700.00 | \$0.00 | \$700.00 | 100.00% |
| 01.2250.5.3670 | Computer Hardware (W) | \$500.00 | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | 100.00% |
| | Func: Building Technology - 2250 | \$202,686.00 | \$43,263.87 | \$43,263.87 | \$159,422.13 | \$0.00 | \$159,422.13 | 78.65% |
| 01.2305.1.0120 | Salaries/Kdg Teachers | \$391,996.00 | \$47,154.58 | \$47,154.58 | \$344,841.42 | \$0.00 | \$344,841.42 | 87.97% |
| 01.2305.1.2200 | Salaries/Reg Ed Teachers (J) | \$1,301,292.00 | \$145,318.74 | \$145,318.74 | \$1,155,973.26 | \$0.00 | \$1,155,973.26 | 88.83% |
| 01.2305.1.3200 | Salary/Reg Ed Teachers (W) | \$1,332,313.00 | \$154,082.86 | \$154,082.86 | \$1,178,230.14 | \$0.00 | \$1,178,230.14 | 88.43% |
| | Func: Teaching Regular Ed - 2305 | \$3,025,601.00 | \$346,556.18 | \$346,556.18 | \$2,679,044.82 | \$0.00 | \$2,679,044.82 | 88.55% |
| 01.2310.1.2200 | Salary/Reading Specialist (J) | \$75,946.00 | \$8,848.50 | \$8,848.50 | \$67,097.50 | \$0.00 | \$67,097.50 | 88.35% |
| 01.2310.1.2510 | Salary/SpEd Teachers (J) | \$252,218.00 | \$27,492.45 | \$27,492.45 | \$224,725.55 | \$0.00 | \$224,725.55 | 89.10% |
| 01.2310.1.3510 | Salary/SpEd Teachers (W) | \$358,203.00 | \$34,464.36 | \$34,464.36 | \$323,738.64 | \$0.00 | \$323,738.64 | 90.38% |
| 01.2310.1.4510 | Salaries/Preschool Teachers | \$76,645.00 | \$16,797.33 | \$16,797.33 | \$59,847.67 | \$0.00 | \$59,847.67 | 78.08% |
| 01.2310.1.5510 | Salary/Summer Pre-School | \$25,994.00 | \$28,520.49 | \$28,520.49 | (\$2,526.49) | \$0.00 | (\$2,526.49) | -9.76% |
| | Func: Teaching SpEd/Resource - 2310 | \$789,996.00 | \$116,123.13 | \$116,123.13 | \$672,872.87 | \$0.00 | \$672,872.87 | 85.28% |
| 01.2315.1.2000 | Salary/Instructional Coordinat | \$115,145.00 | \$21,998.55 | \$21,998.55 | \$93,146.45 | \$0.00 | \$93,146.45 | 80.89% |
| 01.2315.1.3000 | Salary/Instructional Coordinat | \$115,145.00 | \$13,204.17 | \$13,204.17 | \$101,940.83 | \$0.00 | \$101,940.83 | 88.53% |
| | Func: Instructional Coordinator - 2315 | \$230,290.00 | \$35,202.72 | \$35,202.72 | \$195,087.28 | \$0.00 | \$195,087.28 | 84.71% |
| 01.2320.1.2510 | Salary/OT, Speech, PT (J) | \$133,147.00 | \$16,315.92 | \$16,315.92 | \$116,831.08 | \$0.00 | \$116,831.08 | 87.75% |
| 01.2320.1.3510 | Salary/OT, Speech, PT (W) | \$113,996.00 | \$13,034.34 | \$13,034.34 | \$100,961.66 | \$0.00 | \$100,961.66 | 88.57% |
| 01.2320.3.2510 | Salaries/Assists SL/COTA/ABA | \$135,617.00 | \$18,644.25 | \$18,644.25 | \$116,972.75 | \$0.00 | \$116,972.75 | 86.25% |
| 01.2320.3.3510 | Salaries/Assists SL/COTA/ABA | \$3,006.00 | \$417.00 | \$417.00 | \$2,589.00 | \$0.00 | \$2,589.00 | 86.13% |
| 01.2320.3.5510 | Salaries/Summer SpEd Assist | \$6,175.00 | \$0.00 | \$0.00 | \$6,175.00 | \$0.00 | \$6,175.00 | 100.00% |
| 01.2320.4.5510 | Cont Serv/SpEd Assistants Summ | \$2,494.00 | \$6,032.53 | \$6,032.53 | (\$3,538.53) | \$0.00 | (\$3,538.53) | -141.88% |
| | Func: Medical/Therapeutic Services - 2320 | \$394,434.00 | \$54,444.04 | \$54,444.04 | \$339,989.96 | \$0.00 | \$339,989.96 | 86.20% |
| 01.2325.3.0120 | Salary/Substitutes-KDG | \$2,975.00 | \$120.00 | \$120.00 | \$2,855.00 | \$0.00 | \$2,855.00 | 95.97% |
| 01.2325.3.0200 | Salary/Substitutes - Reg Ed | \$48,600.00 | \$1,797.50 | \$1,797.50 | \$46,802.50 | \$0.00 | \$46,802.50 | 96.30% |
| 01.2325.3.0510 | Salary/Substitutes - SpEd | \$14,580.00 | \$1,030.00 | \$1,030.00 | \$13,550.00 | \$0.00 | \$13,550.00 | 92.94% |
| | Func: Salaries/Substitutes - 2325 | \$66,155.00 | \$2,947.50 | \$2,947.50 | \$63,207.50 | \$0.00 | \$63,207.50 | 95.54% |
| 01.2330.3.0120 | Salary/Instructional Paras (K) | \$107,136.00 | \$14,720.98 | \$14,720.98 | \$92,417.02 | \$0.00 | \$92,417.02 | 86.26% |
| 01.2330.3.0121 | Salaries/Sub Instrt Para | \$2,850.00 | \$450.00 | \$450.00 | \$2,400.00 | \$0.00 | \$2,400.00 | 84.21% |
| 01.2330.3.0400 | Salary Media Para | \$22,886.00 | \$3,129.18 | \$3,129.18 | \$19,756.82 | \$0.00 | \$19,756.82 | 86.33% |
| 01.2330.3.2000 | Salary/Title 1 Tutor | \$39,509.00 | \$9,522.00 | \$9,522.00 | \$29,987.00 | \$0.00 | \$29,987.00 | 75.90% |
| 01.2330.3.2200 | Supervisory Paraprofessional (| \$26,920.00 | \$2,378.00 | \$2,378.00 | \$23,542.00 | \$0.00 | \$23,542.00 | 90.83% |
| 01.2330.3.2510 | Salaries/SpEd Paras (J) | \$115,781.00 | \$33,974.55 | \$33,974.55 | \$81,806.45 | \$0.00 | \$81,806.45 | 70.66% |
| 01.2330.3.2511 | Salaries/Sub SpEd Paras (J) | \$5,775.00 | \$0.00 | \$0.00 | \$5,775.00 | \$0.00 | \$5,775.00 | 100.00% |
| 01.2330.3.3000 | Salary/Title 1 Tutor (W) | \$40,231.00 | \$9,564.64 | \$9,564.64 | \$30,666.36 | \$0.00 | \$30,666.36 | 76.18% |
| 01.2330.3.3200 | Supervisory Paraprofessional (| \$12,960.00 | \$1,280.00 | \$1,280.00 | \$11,700.00 | \$0.00 | \$11,700.00 | 90.28% |
| 01.2330.3.3510 | Salaries/SpEd Paras (W) | \$97,394.00 | \$21,628.52 | \$21,628.52 | \$75,765.48 | \$0.00 | \$75,765.48 | 77.79% |
| 01.2330.3.3511 | Salaries/Sub SpEd Paras (W) | \$2,475.00 | \$0.00 | \$0.00 | \$2,475.00 | \$0.00 | \$2,475.00 | 100.00% |
| 01.2330.3.5510 | Salary/Summer School Paras | \$11,498.00 | \$9,262.56 | \$9,262.56 | \$2,235.44 | \$0.00 | \$2,235.44 | 19.44% |

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Plainville Public Schools

Group Budget Listing

Fiscal Year: 2017-2018

From Date: 7/1/2017

To Date: 10/19/2017

- ☐ Subtotal by Collapse Mask
 ☒ Include pre encumbrance
 ☐ Print accounts with zero balance
 ☒ Filter Encumbrance Detail by Date Range
- ☐ Exclude Inactive Accounts with zero balance

| Account Number | Description | GL Budget | Range To Date | YTD | Balance | Encumbrance | Budget Balance | % Bud |
|----------------|--|--------------|---------------|--------------|--------------|-------------|----------------|---------|
| 01.2330.4.0130 | Cont Serv/Enrichment | \$7,000.00 | \$0.00 | \$0.00 | \$7,000.00 | \$0.00 | \$7,000.00 | 100.00% |
| 01.2330.4.0510 | Cont Serv/ SPED | \$52,770.00 | \$0.00 | \$0.00 | \$52,770.00 | \$4,425.71 | \$48,344.29 | 91.61% |
| 01.2330.4.0710 | Cont Serv/Tutor | \$2,000.00 | \$0.00 | \$0.00 | \$2,000.00 | \$0.00 | \$2,000.00 | 100.00% |
| 01.2330.4.5510 | Cont Serv/Summer School | \$3,145.00 | \$3,087.03 | \$3,087.03 | \$57.97 | \$0.00 | \$57.97 | 1.84% |
| | Func: Salaries/Support Staff, Misc - 2330 | \$549,332.00 | \$108,997.46 | \$108,997.46 | \$440,334.54 | \$4,425.71 | \$435,908.83 | 79.35% |
| 01.2340.1.0200 | Salary/Media Specialist | \$135,819.00 | \$9,842.64 | \$9,842.64 | \$125,976.36 | \$0.00 | \$125,976.36 | 92.75% |
| | Func: Media Specialist - 2340 | \$135,819.00 | \$9,842.64 | \$9,842.64 | \$125,976.36 | \$0.00 | \$125,976.36 | 92.75% |
| 01.2355.3.0120 | Sub/Prof Conference - Kdg | \$1,800.00 | \$0.00 | \$0.00 | \$1,800.00 | \$0.00 | \$1,800.00 | 100.00% |
| 01.2355.3.0200 | Subs/Prof Conferences-Reg Ed | \$16,200.00 | \$240.00 | \$240.00 | \$15,960.00 | \$0.00 | \$15,960.00 | 98.52% |
| 01.2355.3.0510 | Subs/Prof Conferences-SPED | \$2,700.00 | \$80.00 | \$80.00 | \$2,620.00 | \$0.00 | \$2,620.00 | 97.04% |
| | Func: Salaries/Professional Development - 2355 | \$20,700.00 | \$320.00 | \$320.00 | \$20,380.00 | \$0.00 | \$20,380.00 | 98.45% |
| 01.2357.6.0202 | Professional Dues-Admin | \$5,031.00 | \$2,570.00 | \$2,570.00 | \$2,461.00 | \$40.00 | \$2,421.00 | 48.12% |
| 01.2357.6.0203 | Conf Reg/Prof Dev - Admin | \$32,875.00 | \$961.27 | \$961.27 | \$31,713.73 | \$2,670.00 | \$29,043.73 | 88.69% |
| 01.2357.6.0340 | Inserv/Prof Professional Develop | \$56,750.00 | \$17,138.81 | \$17,138.81 | \$39,611.19 | \$3,497.25 | \$36,113.94 | 63.64% |
| 01.2357.6.0403 | Conf Reg - Technology | \$4,400.00 | \$0.00 | \$0.00 | \$4,400.00 | \$1,740.00 | \$2,660.00 | 60.45% |
| 01.2357.6.0410 | Prof Dues/Subscriptions | \$6,750.00 | \$5,600.40 | \$5,600.40 | \$1,149.60 | \$0.00 | \$1,149.60 | 17.03% |
| 01.2357.6.0423 | Conf Reg - Teachers | \$11,500.00 | \$1,463.00 | \$1,463.00 | \$10,037.00 | \$4,545.00 | \$5,492.00 | 47.76% |
| 01.2357.6.0460 | Course Reimbursement | \$16,480.00 | \$1,919.00 | \$1,919.00 | \$14,561.00 | \$3,504.00 | \$11,057.00 | 67.09% |
| 01.2357.6.0510 | Inserv SPED | \$1,000.00 | \$0.00 | \$0.00 | \$1,000.00 | \$0.00 | \$1,000.00 | 100.00% |
| 01.2357.6.0512 | Professional Dues - SPED | \$434.00 | \$275.00 | \$275.00 | \$159.00 | \$0.00 | \$159.00 | 36.64% |
| 01.2357.6.0513 | Conf Reg - SPED | \$4,960.00 | \$645.00 | \$645.00 | \$4,305.00 | \$1,787.99 | \$2,517.01 | 50.85% |
| 01.2357.6.0600 | Professional Library | \$3,250.00 | \$585.42 | \$585.42 | \$2,664.58 | \$0.00 | \$2,664.58 | 81.99% |
| | Func: Professional Development - 2357 | \$143,220.00 | \$31,157.90 | \$31,157.90 | \$112,062.10 | \$17,784.24 | \$94,277.86 | 65.83% |
| 01.2410.5.2030 | Textbks/Materials Lang Arts J | \$3,200.00 | \$129.25 | \$129.25 | \$3,070.75 | \$0.00 | \$3,070.75 | 95.96% |
| 01.2410.5.2040 | Textbks/Materials Math J | \$3,780.00 | \$4,845.00 | \$4,845.00 | (\$1,065.00) | \$0.00 | (\$1,065.00) | -28.17% |
| 01.2410.5.2070 | Textbks/Materials Reading J | \$3,000.00 | \$0.00 | \$0.00 | \$3,000.00 | \$0.00 | \$3,000.00 | 100.00% |
| 01.2410.5.2080 | Textbks/Materials Science J | \$3,000.00 | \$0.00 | \$0.00 | \$3,000.00 | \$0.00 | \$3,000.00 | 100.00% |
| 01.2410.5.2090 | Textbks/Materials Social Studi | \$400.00 | \$0.00 | \$0.00 | \$400.00 | \$0.00 | \$400.00 | 100.00% |
| 01.2410.5.3030 | Textbks/Materials Lang Arts W | \$3,189.00 | \$807.00 | \$807.00 | \$2,382.00 | \$748.00 | \$1,634.00 | 51.24% |
| 01.2410.5.3040 | Textbks/Materials Math W | \$2,447.00 | \$2,295.00 | \$2,295.00 | \$152.00 | \$0.00 | \$152.00 | 8.21% |
| 01.2410.5.3070 | Textbks/Materials Reading W | \$2,450.00 | \$0.00 | \$0.00 | \$2,450.00 | \$0.00 | \$2,450.00 | 100.00% |
| 01.2410.5.3080 | Textbks/Materials Science W | \$385.00 | \$0.00 | \$0.00 | \$385.00 | \$0.00 | \$385.00 | 100.00% |
| 01.2410.5.3090 | Textbks/Materials Social Studi | \$2,073.00 | \$0.00 | \$0.00 | \$2,073.00 | \$516.62 | \$1,556.38 | 75.08% |
| 01.2410.5.3110 | Textbks/Materials Health W | \$2,703.00 | \$0.00 | \$0.00 | \$2,703.00 | \$0.00 | \$2,703.00 | 100.00% |
| | Func: Textbooks/Instr Materials - 2410 | \$26,627.00 | \$8,076.25 | \$8,076.25 | \$18,550.75 | \$1,264.62 | \$17,286.13 | 64.92% |
| 01.2415.4.2820 | Cont Serv/AV Repair (J) | \$500.00 | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | 100.00% |
| 01.2415.4.2820 | Cont Serv/AV Repair (W) | \$500.00 | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | 100.00% |
| 01.2415.5.2820 | Library Supplies (J) | \$7,425.00 | \$0.00 | \$0.00 | \$7,425.00 | \$0.00 | \$7,425.00 | 100.00% |
| 01.2415.5.2821 | Library Periodicals J | \$275.00 | \$0.00 | \$0.00 | \$275.00 | \$0.00 | \$275.00 | 100.00% |
| 01.2415.5.2822 | Library Instructional Material | \$200.00 | \$0.00 | \$0.00 | \$200.00 | \$0.00 | \$200.00 | 100.00% |
| 01.2415.5.2823 | Library Books J | \$3,600.00 | \$188.00 | \$188.00 | \$3,412.00 | \$0.00 | \$3,412.00 | 94.78% |
| 01.2415.5.2820 | Library Supplies (W) | \$3,750.00 | \$0.00 | \$0.00 | \$3,750.00 | \$0.00 | \$3,750.00 | 100.00% |
| 01.2415.5.2821 | Library Periodicals W | \$425.00 | \$0.00 | \$0.00 | \$425.00 | \$0.00 | \$425.00 | 100.00% |
| 01.2415.5.2822 | Library Instructional Material | \$300.00 | \$0.00 | \$0.00 | \$300.00 | \$0.00 | \$300.00 | 100.00% |
| 01.2415.5.2823 | Library Books W | \$3,600.00 | \$188.00 | \$188.00 | \$3,412.00 | \$0.00 | \$3,412.00 | 94.78% |
| | Func: Other Instructional Materials (Library) - 2415 | \$20,575.00 | \$376.00 | \$376.00 | \$20,199.00 | \$0.00 | \$20,199.00 | 98.17% |

Group Budget Listing

Fiscal Year: 2017-2018

From Date: 7/1/2017

To Date: 10/19/2017

☐ Subtotal by Collapse Mask ☒ Include pre encumbrance ☐ Print accounts with zero balance ☒ Filter Encumbrance Detail by Date Range

| Account Number | Description | GL Budget | Range To Date | YTD | Balance | Encumbrance | Budget Balance | % Bud |
|----------------|---|--------------|---------------|-------------|-------------|-------------|----------------|---------|
| 01.2420.4.0510 | Cont Serv/Speed Equip | \$1,273.00 | \$555.00 | \$555.00 | \$718.00 | \$0.00 | \$718.00 | 56.40% |
| 01.2420.4.2200 | Cont Serv/Copy Machine (J) | \$13,180.00 | \$3,670.94 | \$3,670.94 | \$9,509.06 | \$8,717.94 | \$791.12 | 6.00% |
| 01.2420.4.2620 | Cont Serv/Instr Equip Repair (| \$750.00 | \$0.00 | \$0.00 | \$750.00 | \$0.00 | \$750.00 | 100.00% |
| 01.2420.4.3200 | Cont Serv/Copy Machine (W) | \$11,837.00 | \$3,279.76 | \$3,279.76 | \$8,557.24 | \$6,263.52 | \$2,293.72 | 19.39% |
| 01.2420.4.3620 | Cont Serv/Instr Equip Repair (| \$750.00 | \$0.00 | \$0.00 | \$750.00 | \$0.00 | \$750.00 | 100.00% |
| 01.2420.5.0120 | Instr Equip - Kdg | \$1,000.00 | \$0.00 | \$0.00 | \$1,000.00 | \$0.00 | \$1,000.00 | 100.00% |
| 01.2420.5.0510 | Instr Equip - SPED | \$2,300.00 | \$0.00 | \$0.00 | \$2,300.00 | \$0.00 | \$2,300.00 | 100.00% |
| 01.2420.5.2060 | Instr Equip - (J) | \$1,500.00 | \$0.00 | \$0.00 | \$1,500.00 | \$389.70 | \$1,110.30 | 74.02% |
| 01.2420.5.3060 | Instr Equip - (W) | \$2,500.00 | \$0.00 | \$0.00 | \$2,500.00 | \$53.47 | \$2,446.53 | 97.86% |
| | Func: Instructional Equipment - 2420 | \$35,090.00 | \$7,505.70 | \$7,505.70 | \$27,584.30 | \$15,424.63 | \$12,159.67 | 34.65% |
| 01.2430.5.0120 | Supplies/Kindergarten | \$2,500.00 | \$0.00 | \$0.00 | \$2,500.00 | \$0.00 | \$2,500.00 | 100.00% |
| 01.2430.5.0130 | Supplies/Enrichment | \$1,650.00 | \$0.00 | \$0.00 | \$1,650.00 | \$428.75 | \$1,221.25 | 74.02% |
| 01.2430.5.0510 | Supplies/Specd | \$5,690.00 | \$520.08 | \$520.08 | \$5,169.92 | \$290.97 | \$4,878.95 | 85.75% |
| 01.2430.5.2010 | Supplies/General (J) | \$17,525.00 | \$2,037.18 | \$2,037.18 | \$15,487.82 | \$0.00 | \$15,487.82 | 88.39% |
| 01.2430.5.2020 | Supplies Art J | \$1,995.00 | \$0.00 | \$0.00 | \$1,995.00 | \$0.00 | \$1,995.00 | 100.00% |
| 01.2430.5.2030 | Supplies Language Arts J | \$3,000.00 | \$0.00 | \$0.00 | \$3,000.00 | \$0.00 | \$3,000.00 | 100.00% |
| 01.2430.5.2040 | Supplies Math J | \$500.00 | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | 100.00% |
| 01.2430.5.2050 | Supplies/Music (J) | \$1,675.00 | \$1,666.96 | \$1,666.96 | \$8.04 | \$0.00 | \$8.04 | 0.48% |
| 01.2430.5.2060 | Supplies PE J | \$700.00 | \$0.00 | \$0.00 | \$700.00 | \$0.00 | \$700.00 | 100.00% |
| 01.2430.5.2070 | Supplies Reading | \$3,975.00 | \$0.00 | \$0.00 | \$3,975.00 | \$0.00 | \$3,975.00 | 100.00% |
| 01.2430.5.2080 | Supplies Science J | \$500.00 | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | 100.00% |
| 01.2430.5.2090 | Supplies Social Studies J | \$280.00 | \$0.00 | \$0.00 | \$280.00 | \$0.00 | \$280.00 | 100.00% |
| 01.2430.5.2100 | Supplies Handwriting J | \$1,460.00 | \$0.00 | \$0.00 | \$1,460.00 | \$0.00 | \$1,460.00 | 100.00% |
| 01.2430.5.2150 | Supplies Reading Teacher J | \$500.00 | \$0.00 | \$0.00 | \$500.00 | \$108.00 | \$392.00 | 78.40% |
| 01.2430.5.2160 | Supplies World Language J | \$450.00 | \$0.00 | \$0.00 | \$450.00 | \$0.00 | \$450.00 | 100.00% |
| 01.2430.5.3010 | Supplies/General (W) | \$13,525.00 | \$1,239.25 | \$1,239.25 | \$12,285.75 | \$0.00 | \$12,285.75 | 90.84% |
| 01.2430.5.3020 | Supplies Art W | \$1,500.00 | \$0.00 | \$0.00 | \$1,500.00 | \$0.00 | \$1,500.00 | 100.00% |
| 01.2430.5.3030 | Supplies Language Arts W | \$1,155.00 | \$0.00 | \$0.00 | \$1,155.00 | \$0.00 | \$1,155.00 | 100.00% |
| 01.2430.5.3040 | Supplies Math W | \$2,389.00 | \$0.00 | \$0.00 | \$2,389.00 | \$0.00 | \$2,389.00 | 100.00% |
| 01.2430.5.3050 | Supplies/Music (W) | \$500.00 | \$331.73 | \$331.73 | \$168.27 | \$0.00 | \$168.27 | 33.65% |
| 01.2430.5.3060 | Supplies PE W | \$300.00 | \$0.00 | \$0.00 | \$300.00 | \$0.00 | \$300.00 | 100.00% |
| 01.2430.5.3070 | Supplies Science W | \$3,500.00 | \$0.00 | \$0.00 | \$3,500.00 | \$0.00 | \$3,500.00 | 100.00% |
| 01.2430.5.3080 | Supplies Social Studies W | \$501.00 | \$0.00 | \$0.00 | \$501.00 | \$0.00 | \$501.00 | 100.00% |
| 01.2430.5.3090 | Supplies World Language W | \$300.00 | \$0.00 | \$0.00 | \$300.00 | \$55.25 | \$244.75 | 81.58% |
| 01.2430.5.3160 | Supplies/Preschool | \$1,000.00 | \$0.00 | \$0.00 | \$1,000.00 | \$223.91 | \$776.09 | 77.61% |
| 01.2430.5.4510 | Func: General Supplies - 2430 | \$67,770.00 | \$5,795.20 | \$5,795.20 | \$61,974.80 | \$1,106.88 | \$60,867.92 | 89.82% |
| 01.2440.4.2140 | Cont Serv/Field Trips (J) | \$4,000.00 | \$0.00 | \$0.00 | \$4,000.00 | \$0.00 | \$4,000.00 | 100.00% |
| 01.2440.4.3140 | Cont Serv/Field Trips (W) | \$3,000.00 | \$1,125.00 | \$1,125.00 | \$1,875.00 | \$1,498.00 | \$377.00 | 12.57% |
| 01.2440.6.2510 | Travel/ABA | \$250.00 | \$0.00 | \$0.00 | \$250.00 | \$0.00 | \$250.00 | 100.00% |
| | Func: Other Instructional Services - Field Trips - 2440 | \$7,250.00 | \$1,125.00 | \$1,125.00 | \$6,125.00 | \$1,498.00 | \$4,627.00 | 63.82% |
| 01.2451.4.0200 | IT Classroom/Hardware Cont Ser | \$16,500.00 | \$260.00 | \$260.00 | \$16,240.00 | \$0.00 | \$16,240.00 | 98.42% |
| 01.2451.4.0510 | IT Contr Serv/Specd | \$3,200.00 | \$2,250.00 | \$2,250.00 | \$950.00 | \$0.00 | \$950.00 | 29.69% |
| 01.2451.5.0200 | IT Classroom/Hardware | \$111,080.00 | \$31,759.00 | \$31,759.00 | \$79,321.00 | \$846.00 | \$78,475.00 | 70.65% |
| 01.2451.5.0400 | IT Classroom/Supplies & Mater | \$5,000.00 | \$4,993.13 | \$4,993.13 | \$6.87 | \$291.16 | (\$284.29) | -5.69% |
| | Func: Instructional Technology - 2451 | \$135,780.00 | \$39,262.13 | \$39,262.13 | \$96,517.87 | \$1,137.16 | \$95,380.71 | 70.25% |

Plainville Public Schools

Group Budget Listing

Fiscal Year: 2017-2018

From Date: 7/1/2017

To Date: 10/19/2017

- ☐ Subtotal by Collapse Mask
 ☒ Include pre encumbrance
 ☐ Print accounts with zero balance
 ☒ Filter Encumbrance Detail by Date Range
- ☐ Exclude Inactive Accounts with zero balance

| Account Number | Description | GL Budget | Range To Date | YTD | Balance | Encumbrance | Budget Balance | % Bud |
|----------------|---------------------------------------|--------------|---------------|--------------|--------------|--------------|----------------|---------|
| 01.2453.4.0200 | IT Media Cont Services | \$6,476.00 | \$6,475.40 | \$6,475.40 | \$0.60 | \$0.00 | \$0.60 | 0.01% |
| 01.2453.5.0400 | IT Media Supplies | \$400.00 | \$0.00 | \$0.00 | \$400.00 | \$0.00 | \$400.00 | 100.00% |
| 01.2453.5.0510 | IT Hardware/Sped | \$2,000.00 | \$0.00 | \$0.00 | \$2,000.00 | \$0.00 | \$2,000.00 | 100.00% |
| | Func: Instructional Technology - 2453 | \$8,876.00 | \$6,475.40 | \$6,475.40 | \$2,400.60 | \$0.00 | \$2,400.60 | 27.05% |
| 01.2455.4.0200 | IT Instr Software/Cont Serv | \$70,755.00 | \$19,466.61 | \$19,466.61 | \$51,288.39 | \$12,583.60 | \$38,704.79 | 54.70% |
| 01.2455.5.0400 | IT Instr Software/Supplies | \$13,015.00 | \$6,086.00 | \$6,086.00 | \$6,917.00 | \$0.00 | \$6,917.00 | 53.15% |
| 01.2455.5.0510 | IT Software/Sped | \$2,600.00 | \$0.00 | \$0.00 | \$2,600.00 | \$0.00 | \$2,600.00 | 100.00% |
| | Func: Instructional Technology - 2455 | \$86,370.00 | \$25,552.61 | \$25,552.61 | \$60,805.39 | \$12,583.60 | \$48,221.79 | 55.83% |
| 01.2720.4.2200 | Cont Serv/Reg Ed Test J | \$9,619.00 | \$10,043.00 | \$10,043.00 | (\$424.00) | \$0.00 | (\$424.00) | -4.41% |
| 01.2720.4.3200 | Cont Serv/Reg Ed Test W | \$9,820.00 | \$9,965.50 | \$9,965.50 | (\$145.50) | \$0.00 | (\$145.50) | -1.48% |
| 01.2720.5.0120 | Supplies-Testing/Kidg & PreSch | \$2,125.00 | \$0.00 | \$0.00 | \$2,125.00 | \$355.30 | \$1,769.70 | 83.28% |
| 01.2720.5.0510 | Supplies-Testing/Sped | \$2,510.00 | \$0.00 | \$0.00 | \$2,510.00 | \$360.80 | \$2,149.20 | 85.63% |
| 01.2720.5.2200 | Testing supplies/Reg Ed J | \$250.00 | \$0.00 | \$0.00 | \$250.00 | \$0.00 | \$250.00 | 100.00% |
| 01.2720.5.3200 | Testing supplies/Reg Ed W | \$150.00 | \$0.00 | \$0.00 | \$150.00 | \$0.00 | \$150.00 | 100.00% |
| | Func: Guidance - 2720 | \$24,474.00 | \$20,008.50 | \$20,008.50 | \$4,465.50 | \$716.10 | \$3,749.40 | 15.32% |
| 01.2800.1.2510 | Salary/Sch Psych (J) | \$84,720.00 | \$10,293.45 | \$10,293.45 | \$74,426.55 | \$0.00 | \$74,426.55 | 87.85% |
| 01.2800.1.3510 | Salary/Sch Psych (W) | \$68,136.00 | \$8,564.55 | \$8,564.55 | \$59,571.45 | \$0.00 | \$59,571.45 | 87.43% |
| 01.2800.4.0510 | Cont Serv/Sped Eval | \$4,500.00 | \$1,953.00 | \$1,953.00 | \$2,547.00 | \$0.00 | \$2,547.00 | 56.60% |
| 01.2800.5.0510 | Supplies | \$800.00 | \$0.00 | \$0.00 | \$800.00 | \$0.00 | \$800.00 | 100.00% |
| | Func: Psychological Services - 2800 | \$158,156.00 | \$20,811.00 | \$20,811.00 | \$137,347.00 | \$0.00 | \$137,347.00 | 86.84% |
| 01.3100.4.0200 | Cont Serv/Census | \$3,400.00 | \$0.00 | \$0.00 | \$3,400.00 | \$0.00 | \$3,400.00 | 100.00% |
| 01.3100.5.0200 | Supplies | \$500.00 | \$0.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | 100.00% |
| | Func: Census - 3100 | \$3,900.00 | \$0.00 | \$0.00 | \$3,900.00 | \$0.00 | \$3,900.00 | 100.00% |
| 01.3200.1.2200 | Salary/Nurse(J) | \$60,276.00 | \$6,430.05 | \$6,430.05 | \$53,845.95 | \$0.00 | \$53,845.95 | 89.33% |
| 01.3200.1.3200 | Salary/Nurse (W) | \$84,370.00 | \$10,281.83 | \$10,281.83 | \$74,088.07 | \$0.00 | \$74,088.07 | 87.81% |
| 01.3200.4.0200 | Cont Serv/School Doctor | \$1,100.00 | \$0.00 | \$0.00 | \$1,100.00 | \$1,100.00 | \$0.00 | 0.00% |
| 01.3200.5.0200 | Supplies | \$1,715.00 | \$383.65 | \$383.65 | \$1,331.35 | \$0.00 | \$1,331.35 | 77.63% |
| | Func: Health Services - 3200 | \$147,461.00 | \$17,095.63 | \$17,095.63 | \$130,365.37 | \$1,100.00 | \$129,265.37 | 87.66% |
| 01.3300.4.0200 | Cont Serv/Reg Ed Trans | \$386,960.00 | \$78,271.00 | \$78,271.00 | \$317,689.00 | \$312,766.00 | \$4,921.00 | 1.24% |
| 01.3300.4.0510 | Cont Serv/Sped Transportation | \$203,765.00 | \$23,776.00 | \$23,776.00 | \$180,009.00 | \$0.00 | \$180,009.00 | 88.33% |
| | Func: Transportation - 3300 | \$589,745.00 | \$102,047.00 | \$102,047.00 | \$487,698.00 | \$312,766.00 | \$184,930.00 | 30.83% |
| 01.3400.6.0200 | Food Service-Other Expense | \$2,500.00 | \$0.00 | \$0.00 | \$2,500.00 | \$0.00 | \$2,500.00 | 100.00% |
| | Func: Food Services - 3400 | \$2,500.00 | \$0.00 | \$0.00 | \$2,500.00 | \$0.00 | \$2,500.00 | 100.00% |
| 01.3600.2.0200 | Security Coordinator | \$4,553.00 | \$407.39 | \$407.39 | \$4,145.61 | \$0.00 | \$4,145.61 | 91.05% |
| 01.3600.3.2300 | Salary/Security Assistant (J) | \$10,283.00 | \$2,483.69 | \$2,483.69 | \$7,799.31 | \$0.00 | \$7,799.31 | 75.75% |
| 01.3600.3.3300 | Salary/Security Assistant (W) | \$8,936.00 | \$1,762.60 | \$1,762.60 | \$7,172.40 | \$0.00 | \$7,172.40 | 80.27% |
| 01.3600.5.0200 | Supplies - Security | \$800.00 | \$1,314.10 | \$1,314.10 | (\$514.10) | \$0.00 | (\$514.10) | -64.26% |
| | Func: School Security - 3600 | \$24,571.00 | \$5,977.78 | \$5,977.78 | \$18,593.22 | \$0.00 | \$18,593.22 | 75.67% |
| 01.4110.2.0200 | Salaries/Clerical | \$4,553.00 | \$407.38 | \$407.38 | \$4,145.62 | \$0.00 | \$4,145.62 | 91.05% |
| 01.4110.3.0200 | Salary/Custodians | \$370,136.00 | \$68,896.74 | \$68,896.74 | \$271,239.26 | \$0.00 | \$271,239.26 | 73.28% |
| 01.4110.3.0800 | Salary/Custodian Overtime | \$4,500.00 | \$855.56 | \$855.56 | \$3,644.44 | \$0.00 | \$3,644.44 | 80.99% |
| 01.4110.3.0810 | Salary/Custodian Summer Help | \$11,520.00 | \$6,648.00 | \$6,648.00 | \$4,872.00 | \$0.00 | \$4,872.00 | 42.29% |

Plainville Public Schools

Group Budget Listing

Fiscal Year: 2017-2018

From Date: 7/1/2017

To Date: 10/19/2017

☐ Subtotal by Collapse Mask
 ☒ Include pre encumbrance
 ☐ Print accounts with zero balance
 ☒ Filter Encumbrance Detail by Date Range

| Account Number | Description | GL Budget | Range To Date | YTD | Balance | Encumbrance | Budget Balance | % Bud |
|---------------------|--|----------------|----------------|----------------|----------------|--------------|----------------|---------|
| 01.4110.3.0820 | Salary/Custodian Substitutes | \$3,744.00 | \$288.00 | \$288.00 | \$3,456.00 | \$0.00 | \$3,456.00 | 92.31% |
| 01.4110.3.0830 | Clothing Allowance | \$4,200.00 | \$765.60 | \$765.60 | \$3,434.40 | \$2,892.20 | \$542.20 | 12.91% |
| 01.4110.5.0200 | Custodial Supplies | \$15,000.00 | \$7,431.80 | \$7,431.80 | \$7,568.20 | \$0.00 | \$7,568.20 | 50.45% |
| | Func: Custodial Services - 4110 | \$413,655.00 | \$115,295.08 | \$115,295.08 | \$298,359.92 | \$2,892.20 | \$295,467.72 | 71.43% |
| 01.4120.4.0860 | Utility/Gas | \$69,600.00 | \$1,318.97 | \$1,318.97 | \$68,281.03 | \$54,200.71 | \$14,080.32 | 20.23% |
| | Func: Heat - 4120 | \$69,600.00 | \$1,318.97 | \$1,318.97 | \$68,281.03 | \$54,200.71 | \$14,080.32 | 20.23% |
| 01.4130.4.0840 | Utility/Water | \$1,868.00 | \$510.51 | \$510.51 | \$1,357.49 | \$1,377.49 | \$0.00 | 0.00% |
| 01.4130.4.0850 | Utility/Telephone | \$8,963.00 | \$2,890.09 | \$2,890.09 | \$6,072.91 | \$3,632.91 | \$2,440.00 | 27.22% |
| 01.4130.4.0870 | Utility/Electricity | \$146,130.00 | \$34,542.87 | \$34,542.87 | \$111,587.13 | \$111,587.13 | \$0.00 | 0.00% |
| | Func: Utility Services - 4130 | \$156,981.00 | \$37,943.47 | \$37,943.47 | \$119,037.53 | \$116,597.53 | \$2,440.00 | 1.55% |
| 01.4220.5.0200 | Supplies/Maintenance | \$17,100.00 | \$3,434.42 | \$3,434.42 | \$13,665.58 | \$352.61 | \$13,312.97 | 77.85% |
| | Func: Maintenance of Buildings - 4220 | \$17,100.00 | \$3,434.42 | \$3,434.42 | \$13,665.58 | \$352.61 | \$13,312.97 | 77.85% |
| 01.4225.4.0200 | Maintenance of Alarms | \$975.00 | \$0.00 | \$0.00 | \$975.00 | \$0.00 | \$975.00 | 100.00% |
| | Func: Building Security System - 4225 | \$975.00 | \$0.00 | \$0.00 | \$975.00 | \$0.00 | \$975.00 | 100.00% |
| 01.4230.4.0200 | Cont Serv/Equipment | \$38,616.00 | \$7,007.75 | \$7,007.75 | \$31,608.25 | \$8,964.73 | \$22,643.52 | 58.64% |
| 01.4230.5.0200 | Maintenance/Equipment | \$1,500.00 | \$255.75 | \$255.75 | \$1,244.25 | \$0.00 | \$1,244.25 | 82.95% |
| 01.4230.6.0200 | Maintenance/Other Expenses | \$1,250.00 | \$217.21 | \$217.21 | \$1,032.79 | \$0.00 | \$1,032.79 | 82.62% |
| | Func: Maintenance of Equipment - 4230 | \$41,366.00 | \$7,480.71 | \$7,480.71 | \$33,885.29 | \$8,964.73 | \$24,920.56 | 60.24% |
| 01.4300.4.0200 | Extraordinary Maintenance | \$3,000.00 | \$4,114.66 | \$4,114.66 | (\$1,114.66) | \$0.00 | (\$1,114.66) | -37.16% |
| | Func: Extraordinary Maintenance - 4300 | \$3,000.00 | \$4,114.66 | \$4,114.66 | (\$1,114.66) | \$0.00 | (\$1,114.66) | -37.16% |
| 01.4400.4.0400 | Communication Services | \$43,780.00 | \$35,166.49 | \$35,166.49 | \$8,613.51 | \$1,722.00 | \$6,891.51 | 15.74% |
| | Func: undesignated - 4400 | \$43,780.00 | \$35,166.49 | \$35,166.49 | \$8,613.51 | \$1,722.00 | \$6,891.51 | 15.74% |
| 01.9100.9.0510 | Tuition-MA Public Schools | \$25,000.00 | \$0.00 | \$0.00 | \$25,000.00 | \$25,800.00 | (\$800.00) | -3.20% |
| | Func: Tuitions-MA Public - 9100 | \$25,000.00 | \$0.00 | \$0.00 | \$25,000.00 | \$25,800.00 | (\$800.00) | -3.20% |
| 01.9300.9.0510 | Tuition/Non-Public Schools | \$101,641.00 | \$251.86 | \$251.86 | \$101,389.14 | \$0.00 | \$101,389.14 | 99.75% |
| | Func: Tuitions - Non-Public Schools - 9300 | \$101,641.00 | \$251.86 | \$251.86 | \$101,389.14 | \$0.00 | \$101,389.14 | 99.75% |
| 01.9400.9.0510 | Tuition-Collaboratives | \$221,497.00 | \$0.00 | \$0.00 | \$221,497.00 | \$0.00 | \$221,497.00 | 100.00% |
| | Func: Payments - Collaboratives - 9400 | \$221,497.00 | \$0.00 | \$0.00 | \$221,497.00 | \$0.00 | \$221,497.00 | 100.00% |
| Grand Total: | | \$9,015,597.00 | \$1,481,719.12 | \$1,481,719.12 | \$7,533,877.88 | \$588,514.46 | \$6,945,363.42 | 77.04% |

End of Report



PLAINVILLE PUBLIC SCHOOLS

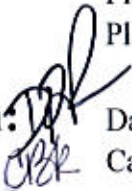

68 MESSENGER STREET
PLAINVILLE, MASSACHUSETTS
02762

Caron B. Ketchum
School Business Administrator

Telephone: (508) 699-1323
Fax: (508) 699-1302
Email: cketchum@plainville.k12.ma.us

Date: October 17, 2017

To: Plainville School Committee
Plainville Finance Committee

From:  David P. Raiche, Superintendent
 Caron Ketchum, School Business Administrator

Re: FY18 Revolving Accounts Summary

Attached are copies of the budget sheets for the Plainville Public Schools' Revolving Accounts which consist of: Pre-School, Facilities-BICO Rent, Use of Facilities-After School Rental, Facilities Usage (Ch. 40) with BICO Rollover, Gift Account, Summer School and Before/Afterschool Enrichment.

All accounts reflect activity through September 30, 2017.

| Revolving Account | Comment |
|-----------------------------------|--|
| Fund # 2003-Integrated Pre-School | This account consists of preschool tuition payments and is budgeted to cover 48% of the 2 full-time preschool teacher salaries and 100% of the new .5 Preschool teacher and .5 Paraprofessional salaries. |
| Fund #2002-Facilities -BICO Rent | This account reflects the current fiscal year rental income from BICO-approximately \$8,300 per month. An allocation based on square footage for gas and electricity usage is charged to this account to cover the cost of the portable classrooms and general use by BICO students. Additionally, any maintenance as well as cleaning supplies and labor are paid from this account. On 7/1/2018, the remaining balance will be rolled over into Fund #2007-Facilities Usage (Ch. 40) for general facility maintenance. |

| Revolving Account | Comment |
|---|--|
| Fund #2006- Use of Facilities- After School Rental | This account is for "After School" rental of both school buildings. The facilities clerk's salary, custodian overtime, maintenance, utilities and supplies for the common areas in both school buildings are paid from this account. During this quarter, the account also paid for the facilities rental software subscription and training for the new security badge machine. |
| Fund #2007-Facilities Usage (Ch. 40)- BICO Rollover | This account includes the rollover amount of \$57,547.69 from FY17 BICO rental income and is used for the upkeep of buildings & grounds throughout the school district. During this quarter, this account paid for seal coating the Wood School parking lot, carpeting of the Jackson school main office, furniture for new personnel in the Technology office, cleaning of 44 area rugs, painting of all exterior doors, and painting of the Jackson school cafeteria and several offices and classrooms. |
| Fund #2907-Gift Account | Money is gifted to individual schools by local businesses and each principal makes purchases according to gift specifications. |
| Fund #2004-Summer School (FY2017) | The remainder in this account will be applied to the cost of books and postage for the Summer 2018 Reading program. |
| Fund #2009-Before and After School Enrichment | This account consists of fees for students enrolled in the Before/After School Enrichment program and will cover a portion of the program coordinator and instructor stipends. Session I begins on October 23, 2017 and fees will be collected at that time. |

Attachments

Fund # 2003
Integrated Preschool
FY2017/2018

| <i>Date</i> | | <i>Funds Rec'd</i> | <i>Funds Spent</i> | <i>Balance</i> |
|--------------------|-----------------|-------------------------------|---------------------------|-----------------------|
| 7/1/2017 | Balance Forward | | | 30,021.88 |
| 8/30/2017 | Dep # 2 | 2,967.00 | | 32,988.88 |
| 9/7/2017 | PR #5 | | 1,711.77 | 31,277.11 |
| 9/19/2017 | Dep #3 | 6,370.00 | | 37,647.11 |
| 9/21/2017 | PR #6 | | 1,711.77 | 35,935.34 |
| 9/28/2017 | Dep #4 | 3,133.00 | | 39,068.34 |
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| | | 12,470.00 | 3,423.54 | |

Note: For FY18, the new .5 preschool teacher and paraprofessional will be charged to this account. 10/17/2017

2017/2018

| Date | | Funds Rec'd | Funds Spent | Expense B/G | Balance |
|-------------|-----------------------------|------------------------|------------------------|--------------------|----------------|
| 7/1/2017 | Balance Forward | | | | 0.00 |
| 7/5/2017 | Dep#1483 | 7,953.13 | | | 7,953.13 |
| 7/13/2017 | Dep#1484 | 203.12 | | | 8,156.25 |
| 8/15/2017 | V#1804 Faille-A/C modulars) | | 855.00 | | 7,301.25 |
| 9/5/2017 | V1806 - Cole Construction | | 200.00 | | 7,101.25 |
| 9/7/2017 | Dep#1497 | 8,312.50 | | | 15,413.75 |
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| | TOTALS | 16,468.75 | 1,055.00 | | |

Fund # 2006
Use of Facilities
FY2017/2018

[illegible]

2017/2018

[illegible]

Fund #2907
Gift Account
2017/2018

[illegible]

Fund # 2004
2017 Summer School
2016/2017

[illegible]

[illegible]