



Abby Kelley Foster Charter Public School
10 New Bond Street Worcester, MA 01606
Phone: (508) 854-8400 Fax: (508) 854-8484
www.akfcs.org

Facilities and Finance Committee Meeting Agenda

Friday, February 18, 2022, 8:00 a.m. DIGITAL MEETING

<https://akfcs-org.zoom.us/j/99598537554?pwd=cWFDUC9hQ2VlejZKc2RpUmhjTWZlZWZ09>

Meeting ID: 995 9853 7554 Passcode: 798010

By phone: +1 929 205 6099 US (New York) Meeting ID: 995 9853 7554

APPROVED

2.15.22 5:25 pm
City of Worcester, MA

- I. Call to Order- Mr. Patrick Royce, Chair
- II. Introductions/Attendance Recorded
- III. Review of the January 21, 2022, Meeting Minutes
 - a. **Motion:** To approve the January 21, 2022, Meeting Minutes
- IV. Financial Reports- Ms. Alisha Carpino
 - a. Salary Committee
 - b. Financials
- V. Facilities- Mr. Michael Grennon
 - a. Middle School Flood Repairs
- VI. IT- Mr. Gabriel Beltran
- VII. SG/WBC- Ms. Heidi Paluk
- VIII. Topics at the discretion of the Committee Chair
- IX. Upcoming Facilities & Fiance Committee Meetings
 - a. Friday, March 18, 2022
 - b. Friday, April 15, 2022
- X. Adjournment



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Facilities and Finance Committee Meeting Minutes-DRAFT

Friday, January 21, 2022, 8:00 a.m. DIGITAL MEETING

<https://akfcs-org.zoom.us/j/91892011368?pwd=U3lYYzJ0dXJoNTBFRFJreVVkdmxoUT09>

Meeting ID: 918 9201 1368 **Passcode:** 141655

By phone: +1 929 205 6099 US (New York) **Meeting ID:** 918 9201 1368

The meeting was called to order by Mr. Patrick Royce at 8:02 a.m. The attendance was recorded as follows:

Board/Committee Members: Patrick Royce, Bibiche Zagabe-Ndiku, Celia J. Blue

Staff in attendance: Michelle Vigneux, Gabriel Beltran, Alisha Carpino, Heidi Paluk, Mike Grennon

Mr. Royce opened the meeting at 8:02 a.m. Mr. Royce asked the Committee to review the Meeting Minutes from December 17, 2021. Upon their review, Mr. Royce asked for a motion to approve the minutes from the December 17, 2021, Facilities and Finance Meetings. Ms. Zagabe-Ndiku made the motion, it was seconded by Mr. Royce. The committee unanimously approved the minutes.

Financial Reports

Ms. Carpino began by informing the committee there was a 1.2% decrease in the tuition funding which she had planned accordingly for so we will still be above budget even with that. Transportation costs are also below the budgeted numbers due to the days that the school was closed and the limited amount of transportation that has happened because there is a pause of field trips and other activities that the bus would have been used for. Ms. Carpino also stated that when it comes to the federal grant funding, the actual amount continues to be above the budgeted number and this is because we have received more funding than expected.

Abby Kelley was approved for two new grants, \$5000.00 from Project Bread, which will allow for the purchase of a Point of Sale system for the nutrition department, and \$40,000 which will support the nurses.

Ms. Carpino informed the committee that she did receive notice of funding in the amount of \$94,000 from the Erate funding and this will cover Chromebooks and laptops that were purchased at the beginning of the



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year. Mr. Royce inquired about the technology grants that were received because of Covid and whether the fund was used for different purchase lots. Ms. Carpino explained that this was to reimburse the Chromebooks that were purchased at the beginning of August and another request will be placed in for next year. Ms. Carpino explained that during the 2020-2021 FY, Abby Kelley received \$125,000 that covered Chromebooks also and this is separate from that.

Salaries continue to be under budget and there are 3 full-time positions and 1 part-time position that is currently open. Ms. Carpino also stated that the health insurance cost has not changed and was renewed at 3% and the debt to coverage ratio is 1.59% compared to the prior rate of 1.15%.

Ms. Zagabe-Ndiku requested clarification on the grant that was received for the Chromebooks to which Ms. Paluk explained that many of the previous Chromebooks were old and damaged so new ones were ordered and this reimbursement is to offset that.

Ms. Carpino provided an update on the salary committee and stated that they would be meeting next Tuesday to complete the task of updating the salary scale and she will then be able to discuss it with Ms. Paluk to determine the budgetary needs and to create a new salary structure. Ms. Carpino stated that she is hoping to have this new salary structure in place by the end of February or the beginning of March 2022. This has been a committee that has been meeting for 3 months and has been conducting research such as comparing salaries with other schools and determining what is needed to be able to build trends going forward. Once the salary scale has been created, it will be presented to the Facilities and Finance Committee and the Board of Trustees for review. Ms. Carpino also explained that there is a desire to have something in place to review the salary every three years.

Ms. Carpino states that the rollout and pay changes, if approved by the Board of Trustees committee in April at the budget vote, would be seen in the next school year .

Facilities

Mr. Grennon began by stating that over the holiday break, some projects such as the middle school staff room were completed along with the walls and cabinets as well as the BRM area and the gym floor in the high school. Mr. Grennon also stated that water bubblers were replaced with water fill stations for water bottles.



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Facilities continue to spray the schools due to Covid every day. Mr. Royce inquired about whether the sterilization process has changed and Mr. Grennon explained that they have been spraying every day and as the surge decreases, the spraying will be decreased to 1-2 times per week.

Mr. Royce then inquired about the fields and the status of those repairs that needed to be done. Mr. Grennon explained that the company that conducted the study has requested to meet at the end of January and he is trying to coordinate a time where everyone can meet. Mr. Grennon also explained that he has reached out to two other companies to provide quotes for the repairs that are needed in the elementary school flood. One company is working to send over a quote within the next few days.

Mr. Grennon explained that the insurance company requested more than one quote be submitted and once those are received, they can move forward with the restoration. Ms. Caprino explained that insurance checks for the middle and elementary schools have been received from the claims that were put and those monies now sit in escrow, which is about \$350,000 total. She explained that the monies have to be used for the flood-related damages. Ms. Carpino explained that the reason for the two quotes being submitted was to have the best chance of receiving monies from a supplemental scenario. The middle school cafeteria has not had any work done as it is still usable and they are waiting to see what changes may occur with the building.

Ms. Paluk explained that for the area in the elementary school that has been demolished, ServiceMaster provided a bill of about \$280,000 but based on the itemized bill that was received, some of the charges should not have been there such as the cleaning of the beams on the ceiling which was not impacted by a flood. Because of this, the insurance company will not pay for that work. The insurance broker is attempting to negotiate and bring the bill down as there was no contract and some of the work was not done with our knowledge.

Ms. Paluk then informed the committee that the hope is for the work to be done by August. Ms. Zagabe-Ndiku inquired about who was to be overseeing ServiceMaster to which Mr. Grennon stated that while it was the job of his department, he did not observe some of the work that is in question being completed. Ms. Zagabe-Ndiku also stated that moving forward, we should be more diligent in knowing exactly the work being done by vendors and be clear as to the work that is to be done.



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Ms. Blue requested of Mr. Grennon a more thorough report moving forward as there are many factors and information that need to be shared such as costs of demolition and rebuild of the elementary school and middle school.

SG/WBDC

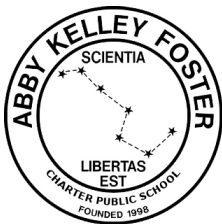
Ms. Paluk informed the committee that WBDC requested information sent by the school attorney and Saint Gobain attorney. However, there is nothing new to report. Ms. Paluk also stated that a non-disclosure agreement was signed and there has been some discussion about that. Ms. Paluk stated that she will be informing WBDC that this will be a topic of discussion at the next Board of Trustees Committee meeting.

Security

Mr. Beltran discussed the plan for the camera installations at the middle school and informed the committee that some of the cameras have come in and they are working on obtaining more. Mr. Beltran stated that they are hoping to have the cameras up and activated by February 7, 2022, in the middle school and Mr. Grennon will be doing the wiring. Ms. Zagabe-Ndiku inquired about the high school and was informed that there is a number of cameras there and they are working to add cameras to other areas of the school that may need it but the focus currently is on the middle school at this point as there are no cameras in the building. Mr. Beltran also explained that several quotes were requested and comparisons were made to determine the best course of action. Each building administrator will have access to their cameras and the IT department will control who can have access as it is going to be a local account.

Mr. Royce called for a motion to approve up to \$26,000 for security updates. The motion was made by Ms. Blue and seconded by Ms. Zagabe-Ndiku. Mr. Royce performed a roll call and the motion was approved unanimously.

Mr. Royce called for a motion to adjourn the meeting. Ms. Blue made the motion and Ms. Zagabe-Ndiku seconded the motion. The meeting was adjourned at 9:10 a.m.



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February 18, 2022

Notes to Draft Financial Statements dated January 31, 2022:

Attached are unaudited financial statements for the 7-month period ending January 31, 2022.

Following are explanations of various budget items and variances:

Revenue from State Sources- The actual for our tuition and transportation payments is \$46,319 lower than the budgeted amount. This is due to not yet having received our regional transportation payment. We have also been notified by DESE of a new projected tuition number. This number is 1.2% lower than the original projected amount from DESE but is still above the budgeted amount. This decrease was caused by updated above foundation rate coming in from our sending districts.

In District Transportation- Costs related to this are below the budgeted number by 111,913. This is due to days we have had no school and spending in transportation related to special education, sports, and field trips being lower than budgeted to date.

Federal Grant Funding- The actual here continues to be above the budgeted number. This is due to receiving extra grant funding that wasn't anticipated. We are waiting on responses for a couple competitive federal grants related to staff social emotional initiatives and curriculum.

Staffing Costs- Salaries continue to remain under budget. At the end of November total salaries are under budget by \$96,687 or 1%. We currently have four full time positions open with two in the process of being filled.

Benefits and Other Fixed Charges - For FY22 we decided to stay with BCBS. This was budgeted at a 5%-9% increase based on information received from HRK. We ended up being able to renew at a 3% increase and this will give us significant savings to what we projected the cost to be. Due to this, the expense continues to be under the budgeted amount with the total of benefits and other fixed charges showing at 9% under the seven-month budgeted amount.

Financing- The FY22 Debt Service Coverage Ratio is 1.66:1, compared to a required ratio of 1.15:1.

**Abby Kelley Foster Charter Public School
Statement of Activities - Unaudited
July 2021 - January 2022**

	Actual	Budgeted		Budgeted	
	July 1, 2021- Jan 31, 2022	July 1, 2021- Jan 31, 2022	YTD Budget Variance as of Jan 31, 2021	Total Fiscal Year 2022	YTD Budget Variance Percentage
Operating Revenues:					
Revenue from State Sources	12,823,951.00	12,870,270.98	(46,319.98)	22,063,321.68	0%
State Grants	12,500.01	-	12,500.01	-	
Revenue from Federal Sources	1,678,616.45	1,511,963.81	166,652.64	2,591,937.96	11%
Meal Program Revenues	481,154.56	379,166.69	101,987.87	650,000.04	27%
AKFCS Educational Foundation Funding	1,076.25	11,666.69	(10,590.44)	20,000.04	-91%
E-Rate Reimbursement	-	17,500.00	(17,500.00)	30,000.00	-100%
Other Revenues	41,254.18	78,750.07	(37,495.89)	135,000.12	-48%
Total Revenue	15,038,552.45	14,869,318.24	169,234.21	25,490,259.84	1%
Operating Expenses:					
Administration:					
Salaries- Leadership & Administration	496,957.74	518,776.79	(21,819.05)	889,331.64	-4%
Contracted Services- District	87,102.85	129,360.00	(42,257.15)	221,760.00	-33%
Contracted Services- Legal	27,973.31	43,750.00	(15,776.69)	75,000.00	-36%
Information Management & Technology	225,203.44	84,000.04	141,203.40	144,000.04	168%
Recruitment & Advertising	14,831.91	13,125.04	1,706.87	22,500.04	13%
Other Administrative Expenses	69,013.24	330,761.01	(261,747.77)	567,018.76	-79%
Depreciation	7,087.50	50,276.45	(43,188.95)	86,188.20	-86%
Total Administration	928,169.99	1,170,049.33	(241,879.34)	2,005,798.68	-12%
Instructional Services:					
Salaries- Instructional	6,535,101.83	6,823,874.65	(288,772.82)	11,698,070.88	-4%
Contracted Services- Instructional	137,187.99	134,224.93	2,963.06	230,099.88	2%
Professional Development	23,511.91	82,075.07	(58,563.16)	140,700.12	-71%
Supplies & Materials	229,374.48	157,329.55	72,044.93	269,707.88	46%
International Baccalaureate Program	45,532.82	28,832.23	16,700.59	49,426.68	58%
Depreciation	72,366.28	96,698.00	(24,331.72)	165,768.00	-25%
Total Instructional Services	7,043,075.31	7,323,034.43	(279,959.12)	12,553,773.44	-2%
Pupil Services-Other					
Salaries- Other Student Services	639,079.49	396,475.45	242,604.04	679,672.20	61%
Student Transportation	679,432.57	791,345.45	(111,912.88)	1,356,592.20	-14%
Food Services	317,635.25	270,438.14	47,197.11	463,608.24	17%
Nursing Supplies	835.10	3,500.07	(2,664.97)	6,000.12	-76%
Athletic Programs	93,495.67	118,408.85	(24,913.18)	202,986.60	-21%
Translations	9,204.55	17,500.00	(8,295.45)	30,000.00	-47%
Other Student Services	27,827.29	411,629.26	(383,801.97)	705,650.16	-93%
Total Pupil Services	1,767,509.92	2,009,297.22	(241,787.30)	3,444,509.52	-7%
Operation and Maintenance of Plant:					
Salaries	209,123.30	237,822.06	(28,698.76)	407,694.96	-12%
Contracted Cleaning Costs	147,961.31	-	147,961.31	-	
Maintenance of Buildings, Grounds & Equipment	347,354.36	429,207.31	(81,852.95)	735,783.96	-19%
Environmental Costs	-	-	-	-	
Utilities	476,549.66	507,519.81	(30,970.15)	870,033.96	-6%
Depreciation	819,487.62	847,450.59	(27,962.97)	1,452,772.44	-3%
Total Operation & Maintenance of Plant	2,000,476.25	2,021,999.77	(21,523.52)	3,466,285.32	-1%
Benefits and Other Fixed Charges					
Retirement & Fringe Benefits	1,418,558.61	1,692,550.58	(273,991.97)	2,901,515.28	-16%
Rental/Lease of Buildings, Grounds & Equipment	48,010.50	49,000.00	(989.50)	84,000.00	-2%
Insurance (non-employee)	91,175.93	89,973.80	1,202.13	154,240.83	1%
Total Benefits and Other Fixed Charges	1,557,745.04	1,831,524.38	(273,779.34)	3,139,756.11	-9%
Total Operating Expenses	13,296,976.51	14,355,905.13	(1,058,928.62)	24,610,123.07	-4%
Non-Operating Expenses:					
Interest Expense- Long Term Debt	349,958.49	400,586.41	(50,627.92)	686,719.56	-13%
MFA Guaranty Fee/Letter of Credit Fee	-	1,750.00	(1,750.00)	3,000.00	-100%
Total Non-Operating Expenses	349,958.49	402,336.41	(52,377.92)	689,719.56	-8%
Non-Operating Revenue:					
Interest Income	2,104.27	1,750.00	354.27	3,000.00	20%
Total Non-Operating Revenue	2,104.27	1,750.00	354.27	3,000.00	12%
Total Expenses	13,646,935.00	14,758,241.54	(1,111,306.54)	25,299,842.63	-4%
Change in Net Position	1,393,721.72	112,826.70	1,280,895.02	193,417.21	662%

Abby Kelley Foster Charter Public School
Statement of Cash Flows (unaudited)
July 1, 2021 thru January 31, 2021

OPERATING ACTIVITIES

Change in Net Position	1,393,721.72
Adjustments to reconcile Net Income to net cash provided by Operations:	
Accounts Receivable	(670,320.03)
Prepaid Expenses	(34,499.30)
Accounts Payable	110,439.66
Fundraising Liabilities	30,202.23
Accrued Payroll Related Liabilities	(106,110.76)
Accrued Interest and Bond Costs	1,185,764.17
Accrued Environmental Expenses	(19,015.61)
Other Accrued Expenses	(2,582.25)
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	493,878.11
Net cash provided by operating activities	1,887,599.83

INVESTING ACTIVITIES

Building Improvements	688,314.69
Buildings	0.00
Computers & Peripherals	39,222.54
Construction in Progress	(203,562.56)
FF&E	159,889.38
Land Improvements	5,758.48
Textbooks & Other Instructional	5,756.31
Net cash provided by investing activities	695,378.84

FINANCING ACTIVITIES

Principal Payments for Bond Payable	(2,012,507.22)
Amortization of Bond Costs	0.00
Net cash provided by financing activities	(2,012,507.22)

Net cash increase (decrease) for period (7/1/2021-11/30/2021)	570,471.45
Cash Balance @ Beginning of Period (7/1/2021)- unrestricted	8,941,531.15
Cash Balance @ End of Period (11/30/2021)- unrestricted	9,512,002.60

Abby Kelley Foster Charter Public School
Statement of Net Position
As of January 31, 2022

	As of Jan 31, 2022	Total As of Jan 31, 2021 (PY)	Change	% Change
ASSETS				
Current Assets				
Bank Accounts	9,512,002.60	8,337,009.67	1,174,992.93	14.09%
Accounts Receivable	3,466.66	59,061.05	-55,594.39	-94.13%
Other Current Assets	969,938.54	657,544.86	312,393.68	47.51%
Total Current Assets	\$ 10,485,407.80	\$ 9,053,615.58	\$ 1,431,792.22	15.81%
Fixed Assets	36,451,765.88	37,834,013.46	-1,382,247.58	-3.65%
Other Assets	0.00	0.00	0.00	
TOTAL ASSETS	\$ 46,937,173.68	\$ 46,887,629.04	\$ 49,544.64	0.11%
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	260,340.00	485,208.11	-224,868.11	-46.34%
Credit Cards	5,589.67	240.00	5,349.67	2229.03%
Other Current Liabilities	3,178,232.19	2,641,544.18	536,688.01	20.32%
Total Current Liabilities	\$ 3,444,161.86	\$ 3,126,992.29	\$ 317,169.57	10.14%
Long-Term Liabilities	18,527,244.10	19,694,911.41	-1,167,667.31	-5.93%
Total Liabilities	\$ 21,971,405.96	\$ 22,821,903.70	-\$ 850,497.74	-3.73%
Equity	24,965,767.72	24,065,725.34	900,042.38	3.74%
TOTAL LIABILITIES AND EQUITY	\$ 46,937,173.68	\$ 46,887,629.04	\$ 49,544.64	0.11%

Abby Kelley Foster Charter Public School
Middlesex Savings Bank
Covenant Compliance Certificate
For the Period Ending January 31, 2022 (unaudited)

Debt Service Coverage Ratio: Tested Semi-Annually

CASH FLOW AVAILABLE FOR DEBT SERVICE:

Change in Net Position	\$ 1,393,722
<i>Plus:</i>	
Depreciation	\$ 898,941
Amortization	\$ -
Interest Expense	\$ 349,958
<i>Minus/Plus:</i>	
Unrealized Gains/(Losses) on Investments	
Extraordinary Gains/(Losses)	
Net Operating Cash Flow	\$ 2,642,622

DEBT SERVICE:

Interest Expense	\$ 349,958
Current Maturities of Long Term Debt (ytd)	\$ 1,243,914
Total Debt Service	\$ 1,593,873
Required Ratio	1.15
Actual Ratio (unaudited YTD)	1.66
Compliance	yes

Abby Kelley Foster Charter Public School
Check Detail
December 2021 - January 2022

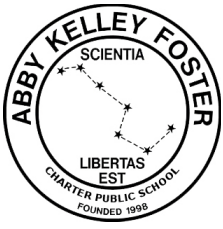
Date	Transaction Type	Name	Memo/Description	Amount
12/01/2021	Bill Payment (Check)	Next Gen Supply Group	Inv #279070-01A	-1,286.48
12/01/2021	Expense	Blue Cross Blue Shield of MA	External Withdrawal BCBS MASS BC External Withdrawal BCBS MASS BCBSMA - PREMIUM REF*BFP	-9,312.89
12/01/2021	Expense	Blue Cross Blue Shield of MA	External Withdrawal BCBS MASS BC External Withdrawal BCBS MASS BCBSMA - PREMIUM REF*BFP	-123,556.66
12/01/2021	Expense	Blue Cross Blue Shield of MA	External Withdrawal BCBS MASS BC External Withdrawal BCBS MASS BCBSMA - PREMIUM REF*BFP	-13,695.85
12/01/2021	Expense	Blue Cross Blue Shield of MA	External Withdrawal BCBS MASS BC External Withdrawal BCBS MASS BCBSMA - PREMIUM REF*BFP	-11,140.49
12/01/2021	Bill Payment (Check)	Middlesex Savings Bank	# 164157466Nov2021	-71,390.82
12/01/2021	Bill Payment (Check)	Middlesex Savings Bank	# 164157127Nov2021	-96,709.40
12/02/2021	Expense	TASC- FlexSystem	External Withdrawal TASC TASC - External Withdrawal TASC TASC - FUNDING a16af71cbd0558	-4,993.00
12/02/2021	Expense	Blue Cross Blue Shield of MA	External Withdrawal EBPA LLC - External Withdrawal EBPA LLC - INS PREM	-1,485.87
12/03/2021	Expense	HR Knowledge Inc.	External Withdrawal HR KNOWLEDGE External Withdrawal HR KNOWLEDGE DEB - PAYROLL	-4,984.45
12/03/2021	Expense	Nationwide Trust Company, FSB	External Withdrawal NW TRUST TRU External Withdrawal NW TRUST TRUST COLLECTIONS - CONTR	-23,550.18
12/03/2021	Expense	TASC- FlexSystem	External Withdrawal TASC TASC - External Withdrawal TASC TASC - FUNDING b815fb25d475b2	-3,765.75
12/06/2021	Bill Payment (Check)	Crystal Rock	Acct #11174381270102 - Inv #1270102 111721	-190.34
12/06/2021	Bill Payment (Check)	Follett Content Solutions, LLC	Inv #370048F	-12.99
12/07/2021	Bill Payment (Check)	Centimark Corporation	Multiple invoices	-3,060.00
12/07/2021	Bill Payment (Check)	City of Worcester Police Dept	Acct #WPDS193945 - Multiple invoices	-1,856.52
12/07/2021	Bill Payment (Check)	Duva Distributors	Multiple invoices	-917.02
12/07/2021	Bill Payment (Check)	Preferred Meal Systems, Inc.	Multiple invoices	-20,173.59
12/07/2021	Bill Payment (Check)	Ransford Pest Control	Multiple invoices	-354.00
12/07/2021	Bill Payment (Check)	Babola, Todd	Inv #FY22 PD	-323.00
12/07/2021	Bill Payment (Check)	Blick Art Materials	Acct #181886 - Inv #7467934	-52.49
12/07/2021	Bill Payment (Check)	Brian Leblanc	Inv #11/13 Football	-97.00
12/07/2021	Bill Payment (Check)	Carver, Sarah	Inv #11/13 Football	-200.00
12/07/2021	Bill Payment (Check)	Cherry Road Technologies	Inv #ACC-SINV-2021-00326	-3,287.40
12/07/2021	Bill Payment (Check)	Davis Advertising	Inv #6136	-3,000.00
12/07/2021	Bill Payment (Check)	DePasse, Leo	Inv #11/13 Football	-72.00
12/07/2021	Bill Payment (Check)	Earthlink Business/Windstream	Inv #74297116	-462.24
12/07/2021	Bill Payment (Check)	Eversource (formally Nstar-2845- HS)	Inv #28458270023Nov21	-1,371.78
12/07/2021	Bill Payment (Check)	Heil, Lynn	Inv #Spelling Books	-153.03
12/07/2021	Bill Payment (Check)	Jimenez, Linetis	Inv #Kitchen Supplies	-28.94
12/07/2021	Bill Payment (Check)	Learn Well	Inv #INV82906	-407.00
12/07/2021	Bill Payment (Check)	Learners Edge LLC	Inv #1355164	-459.00
12/07/2021	Bill Payment (Check)	Luthman, Russell	Inv #11/13 Football	-97.00
12/07/2021	Bill Payment (Check)	MacGill, W. Nurse Supply Co.	Inv #IN0776700	-130.57
12/07/2021	Bill Payment (Check)	Matthew Way	Inv #11/13 Football	-97.00
12/07/2021	Bill Payment (Check)	Ramirez, Sara	Inv #Ice Packs	-48.48
12/07/2021	Bill Payment (Check)	Sal's Pizza	Inv #0114386	-386.10
12/07/2021	Bill Payment (Check)	Stan Kaitbenski Inc.	Inv #11/17/2021	-11,045.00
12/07/2021	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3493095210	-112.97
12/07/2021	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3493095209	-140.86
12/07/2021	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3493095214	-97.65
12/07/2021	Bill Payment (Check)	Summit Forms	Inv #211008-009	-211.08
12/07/2021	Bill Payment (Check)	Sweeten, Timothy	Inv #11/13 Football	-97.00
12/07/2021	Bill Payment (Check)	T. Lee Associates	Inv #11192021	-1,620.00
12/07/2021	Bill Payment (Check)	Thurston Foods, Inc.	Acct #19950 - Inv #1048742	-3,935.09
12/07/2021	Bill Payment (Check)	Verizon	Inv #351413268000197	-113.88
12/07/2021	Bill Payment (Check)	Warhol, Kendra	Inv #FY22 PD	-400.00
12/07/2021	Bill Payment (Check)	Watkins, Jason	Inv #11/13 Football	-97.00
12/07/2021	Bill Payment (Check)	Next Gen Supply Group	Multiple invoices	-4,171.31
12/07/2021	Bill Payment (Check)	New England Medical Billing	Inv #ABBYK2106	-1,499.48
12/07/2021	Bill Payment (Check)	New England Ice Cream	Multiple invoices (details on stub)	-809.10
12/07/2021	Bill Payment (Check)	Carver, Sarah	Inv #11/24 Football	-200.00
12/07/2021	Bill Payment (Check)	Gabriel Beltran	Inv #11/19/2021	-65.26
12/07/2021	Bill Payment (Check)	EDS Mechanical Inc	Multiple invoices (details on stub)-- bill.com Check Number: 58824851 - bill.com Check Number: 58824851	-5,299.87
12/07/2021	Bill Payment (Check)	High Meadows	Inv #1437 Deposit 5/18/22-- bill.com Check Number: 58847366 - bill.com Check Number: 58847366	-250.00
12/07/2021	Expense		Gift Card Purchase Reference Num Gift Card Purchase Reference Number 5000022971 Store:3360	-11,500.00
12/07/2021	Expense	TD Bank	Gift Card Shipping Fee 500002297 Gift Card Shipping Fee 5000022971	-25.00
12/07/2021	Expense	USABLE Life	External Withdrawal USABLE LIFE External Withdrawal USABLE LIFE - PREM PAYMT	-5,810.03
12/08/2021	Expense		DEP RETURN FEE	-20.00
12/08/2021	Expense	Macimus C	DEP RETURN CHARGEBACK	-72.00
12/09/2021	Bill Payment (Check)	Center for Responsive Schools	Inv #INV48623	-199.00
12/09/2021	Bill Payment (Check)	UPS	Acct #2830ER - Inv #00002830ER471	-111.15
12/09/2021	Bill Payment (Check)	REPUBLIC SERVICES	Acct #309540019731 - Inv #0954-002047536	-3,714.18
12/09/2021	Expense	USABLE Life	External Withdrawal USABLE LIFE External Withdrawal USABLE LIFE - PREM PAYMT	-8,309.10
12/10/2021	Bill Payment (Check)	Torres, Priscila	Multiple invoices	-500.22
12/10/2021	Bill Payment (Check)	Didonna, Amy	Inv #Oct & Nov 20	-360.00
12/10/2021	Bill Payment (Check)	Frontline Technologies Group LLC	Inv #INVESP13316	-1,331.16
12/10/2021	Bill Payment (Check)	Geneus, Natacha	Inv #FY22 PD	-1,600.00
12/10/2021	Bill Payment (Check)	iPROMOTEu.com	Inv #1920845NP6	-3,840.00
12/10/2021	Bill Payment (Check)	Lesley University Center for Math Achieve	Inv #CMA 1815-12012103	-1,590.91

12/10/2021	Bill Payment (Check)	Marshall Memo LLC	Inv #Dec2021 - Dec 2022	-140.00
12/10/2021	Bill Payment (Check)	MICCA	Inv #Nuovo Strings II	-350.00
12/10/2021	Bill Payment (Check)	Roy, Sarah	Inv #FY22 PD	-379.00
12/10/2021	Bill Payment (Check)	United Rentals	Inv #200296078-001	-629.70
12/10/2021	Bill Payment (Check)	Vigneux, Michelle	Inv #Clean Up Day	-24.56
12/10/2021	Bill Payment (Check)	AA Transportation	Multiple invoices	-138,730.00
12/10/2021	Bill Payment (Check)	Preferred Meal Systems, Inc.	Multiple invoices	-8,089.16
12/10/2021	Bill Payment (Check)	Wells Fargo Financial Leasing	Multiple invoices (details on stub)	-6,540.41
12/10/2021	Bill Payment (Check)	Atlantic Charter Insurance Company	Inv #333220	-5,486.00
12/10/2021	Bill Payment (Check)	City of Worcester Police Dept	Acct #WPDS193945 - Inv #WPDS196812	-412.56
12/10/2021	Bill Payment (Check)	Good As Gold Coffee Systems Inc.	Inv #389180	-974.95
12/10/2021	Bill Payment (Check)	Gordon Foodservice	Inv #215013582	-422.75
12/10/2021	Bill Payment (Check)	International Baccalaureate Americas	Acct #S004965 - Inv #12142104	-275.00
12/10/2021	Bill Payment (Check)	Mansfield Paper Company, Inc.	Acct #2355 - Inv #444098	-482.58
12/10/2021	Bill Payment (Check)	New England Ice Cream	Inv #5512133608	-504.11
12/10/2021	Bill Payment (Check)	Ransford Pest Control	Inv #432657	-118.00
12/10/2021	Bill Payment (Check)	Sal's Pizza	Inv #0115089	-343.20
12/10/2021	Bill Payment (Check)	SHI International	Acct #1128388 - Inv #B14408762	-44.85
12/10/2021	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3494415984	-117.56
12/10/2021	Bill Payment (Check)	EDS Mechanical Inc	Multiple invoices (details on stub)	-7,229.82
12/10/2021	Bill Payment (Check)	Facilities Management & Maintenance, Inc.	Inv #37326	-21,137.33
12/10/2021	Bill Payment (Check)	Thompson - Liston Associates, Inc.	Inv #202191123001	-5,368.50
12/10/2021	Bill Payment (Check)	Citizens Bank	Inv #5530950000014104Dec21	-10,293.03
12/10/2021	Expense	M.T.R.S.	External Withdrawal MTRS - P External Withdrawal MTRS - Payment REF*AA*11202102160	-89,625.17
12/14/2021	Bill Payment (Check)	Melissa Couepel	Inv #11/1- 12/10	-202.18
12/17/2021	Expense	HR Knowledge Inc.	External Withdrawal HR KNOWLEDGE External Withdrawal HR KNOWLEDGE DEB - PAYROLL	-3,535.64
12/17/2021	Expense	Nationwide Trust Company, FSB	External Withdrawal NW TRUST TRU External Withdrawal NW TRUST TRUST COLLECTIONS - CONTR	-24,099.21
12/20/2021	Bill Payment (Check)	City of Worcester Inspectional Services		-1,050.00
12/20/2021	Expense	TASC- FlexSystem	External Withdrawal TASC TASC - External Withdrawal TASC TASC - FUNDING 5288ecc8256aa8	-4,540.75
12/21/2021	Bill Payment (Check)	Mirick O'Connell Attorneys at Law	Multiple invoices	-2,241.00
12/21/2021	Bill Payment (Check)	T-Mobile	Acct #970542208 - Inv #970542208Nov21	-3,002.45
12/22/2021	Bill Payment (Check)	Ascentria Community Services, Inc	Acct #AKFCS - Multiple invoices (details on stub)	-3,661.30
12/22/2021	Bill Payment (Check)	City Of Worcester Water/Sewer	Multiple invoices (details on stub)	-2,308.36
12/22/2021	Bill Payment (Check)	Duva Distributors	Multiple invoices	-254.20
12/22/2021	Bill Payment (Check)	Preferred Meal Systems, Inc.	Multiple invoices	-14,718.23
12/22/2021	Bill Payment (Check)	Best Plumbing Specialties, Inc	Inv #6062484	-994.62
12/22/2021	Bill Payment (Check)	Central MA Collaborative	Inv #9531	-6,175.00
12/22/2021	Bill Payment (Check)	Charlton Oil Company	Inv #84041	-2,501.04
12/22/2021	Bill Payment (Check)	City of Worcester Police Dept	Acct #WPD000C47 - Inv #WPDS196999	-1,031.40
12/22/2021	Bill Payment (Check)	DoorDash, Inc.	Inv #430429	-250.00
12/22/2021	Bill Payment (Check)	EDS Mechanical Inc	Inv #11715	-7,016.10
12/22/2021	Bill Payment (Check)	Explore Learning	Inv #4658873	-1,280.42
12/22/2021	Bill Payment (Check)	French River Ed. System	Inv #11423	-21,801.00
12/22/2021	Bill Payment (Check)	Gordon Foodservice	Inv #215202728	-302.60
12/22/2021	Bill Payment (Check)	Graf, Alex	Inv #12/10 Basketball V	-90.00
12/22/2021	Bill Payment (Check)	Hampton, Tamara	Inv #12/9/2021	-29.97
12/22/2021	Bill Payment (Check)	Joseph's Lock & Safe	Inv #10529	-113.00
12/22/2021	Bill Payment (Check)	Joubert, Melissa	Inv #Nurse Office	-58.33
12/22/2021	Bill Payment (Check)	Kursonis, Christopher	Inv #ASCD Membership FY22	-89.00
12/22/2021	Bill Payment (Check)	Libby, Brian	Inv #12/13 Basketball V	-90.00
12/22/2021	Bill Payment (Check)	Liberty MA Portfolio Fee LLC	Acct #600419881 - Inv #W&S 8/16-11/15/2021	-2,065.50
12/22/2021	Bill Payment (Check)	Liberty Mutual Insurance	Inv #14128852	-7,734.20
12/22/2021	Bill Payment (Check)	Literacy Resources, LLC	Inv #177208	-87.99
12/22/2021	Bill Payment (Check)	Maid-Rite Specialty Foods, LLC	Inv #28318051	-214.76
12/22/2021	Bill Payment (Check)	McCarthy, Ryan	Inv #12/13 Basketball V	-90.00
12/22/2021	Bill Payment (Check)	Mid-State Welding	Inv #4944	-20,600.00
12/22/2021	Bill Payment (Check)	MSAA (Mass School Administrators' Assoc	Inv #0022360-IN	-645.00
12/22/2021	Bill Payment (Check)	National Grid 38928-53023	Inv #38928-53023Dec21	-5,943.39
12/22/2021	Bill Payment (Check)	National Grid 69923-82006	Inv #69923-82006Dec21	-8,615.45
12/22/2021	Bill Payment (Check)	New England Ice Cream	Inv #5512134304	-397.39
12/22/2021	Bill Payment (Check)	Oftring, Daniel	Inv #12/10 Basketball JV	-66.00
12/22/2021	Bill Payment (Check)	OHI Engineering, Inc	Inv #6913	-1,040.00
12/22/2021	Bill Payment (Check)	PrintResource	Inv #217303	-610.00
12/22/2021	Bill Payment (Check)	Quadiant Financial USA, Inc	Acct #7900044050672835 - Inv #7900044050672835Dec21	-399.99
12/22/2021	Bill Payment (Check)	Rachel Jewell	Inv #FY22 PD	-400.00
12/22/2021	Bill Payment (Check)	Really Good Stuff, Inc	Inv #7833535	-25.98
12/22/2021	Bill Payment (Check)	Slader Lyell	Inv #12/10 Basketball JV	-66.00
12/22/2021	Bill Payment (Check)	Spahl, Eric	Inv #12-10 Basketball V	-90.00
12/22/2021	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3494889746	-142.00
12/22/2021	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #8064541248	-329.99
12/22/2021	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3494889743	-202.62
12/22/2021	Bill Payment (Check)	Thurston Foods, Inc.	Acct #19950 - Inv #1055045	-1,854.00
12/22/2021	Bill Payment (Check)	Trane U.S., Inc.	Inv #312227706	-963.00
12/22/2021	Bill Payment (Check)	Mirick O'Connell Attorneys at Law	Inv #525280	-525.00
12/23/2021	Bill Payment (Check)	National Grid-6 New Bond	Acct # 3922905023 - Inv #3922905023Oct8Nov8	-33,613.85
12/23/2021	Bill Payment (Check)	Next Gen Supply Group	Multiple invoices	-1,120.71

12/23/2021	Bill Payment (Check)	Preferred Meal Systems, Inc.	Multiple invoices	-17,540.57
12/23/2021	Bill Payment (Check)	Ransford Pest Control	Multiple invoices	-354.00
12/23/2021	Bill Payment (Check)	Ascentria Community Services, Inc	Acct #AKFCS - Inv #22727	-130.00
12/23/2021	Bill Payment (Check)	Ashdown Technologies	Inv #118660	-6.50
12/23/2021	Bill Payment (Check)	Central MA Collaborative	Inv #9655	-5,577.09
12/23/2021	Bill Payment (Check)	Cherry Road Technologies	Inv #ACC-SINV-2021-00646	-3,310.14
12/23/2021	Bill Payment (Check)	City of Worcester Police Dept	Acct #WPDS193945 - Inv #WPDS197089	-1,031.40
12/23/2021	Bill Payment (Check)	Cogent	Inv #ABBYKELLO0001Dec21	-3,264.00
12/23/2021	Bill Payment (Check)	College Board, The	Acct #39966 - Inv #ES00103979	-900.00
12/23/2021	Bill Payment (Check)	DePasse, Leo	Inv #12/15 Basketball	-90.00
12/23/2021	Bill Payment (Check)	Duva Distributors	Inv #20035924	-138.44
12/23/2021	Bill Payment (Check)	Earthlink Business/Windstream	Inv #74387885	-488.51
12/23/2021	Bill Payment (Check)	French River Ed. System	Inv #11480	-21,206.00
12/23/2021	Bill Payment (Check)	Generation Genius, Inc	Inv #GG114076	-1,295.00
12/23/2021	Bill Payment (Check)	George Naumes	Inv #12/15 Basketball JV	-66.00
12/23/2021	Bill Payment (Check)	Gopher	Inv #IN122998	-160.94
12/23/2021	Bill Payment (Check)	Kush, Peter	Inv #12/15 Basketball JV	-66.00
12/23/2021	Bill Payment (Check)	Martin, Daniel	Inv #12/13 Basketball DH	-132.00
12/23/2021	Bill Payment (Check)	Melissa Couepel	Voided - Inv #12/13/21-12/17/21	0.00
12/23/2021	Bill Payment (Check)	National Grid-6 New Bond	Acct #3922905023 - Inv #3922905023Nov8Dec8	-18,770.22
12/23/2021	Bill Payment (Check)	New England Ice Cream	Inv #5512135009	-294.36
12/23/2021	Bill Payment (Check)	Noteflight.com	Inv #462211	-99.00
12/23/2021	Bill Payment (Check)	Promise54	Inv #INV0858	-6,533.33
12/23/2021	Bill Payment (Check)	Rubin and Rudman, LLP	Inv #601481	-525.00
12/23/2021	Bill Payment (Check)	Shapiro Educational & Behavioral Consulta	Inv #Nov 2021	-3,675.00
12/23/2021	Bill Payment (Check)	SNA of Mass	Inv #200003845	-330.00
12/23/2021	Bill Payment (Check)	T. Lee Associates	Inv #12292021	-1,620.00
12/23/2021	Bill Payment (Check)	Teixeira, Joe	Inv #12/13 Basketball DH	-132.00
12/23/2021	Bill Payment (Check)	Verizon	Inv #351413268000197Dec21	-113.88
12/23/2021	Bill Payment (Check)	WCEPS	Inv #40944	-713.00
12/24/2021	Bill Payment (Check)	Hanover Insurance Co.	Acct # 1502972751-001-000 - Inv #1502972751001000Dec2	-487.40
12/28/2021	Bill Payment (Check)	Flaghouse	Inv #P088692001026	-56.84
12/30/2021	Bill Payment (Check)	Allison Smith	Inv #IB Test Refund	-100.00
12/30/2021	Expense	HR Knowledge Inc.	External Withdrawal HR KNOWLEDGE External Withdrawal HR KNOWLEDGE DEB - PAYROLL	-4,077.79
12/30/2021	Expense	Nationwide Trust Company, FSB	External Withdrawal NW TRUST TRU External Withdrawal NW TRUST TRUST COLLECTIONS - CONTR	-22,724.55
12/31/2021	Expense	TASC- FlexSystem	External Withdrawal TASC TASC - External Withdrawal TASC TASC - FUNDING	-9,146.25
01/01/2022	Expense	Middlesex Savings Bank	Service Charge Assessed	-60.41
01/03/2022	Expense	Blue Cross Blue Shield of MA	External Withdrawal BCBS MASS BC External Withdrawal BCBS MASS BCBSMA - PREMIUM REF*BFP	-11,256.48
01/03/2022	Expense	Blue Cross Blue Shield of MA	External Withdrawal BCBS MASS BC External Withdrawal BCBS MASS BCBSMA - PREMIUM REF*BFP	-13,660.48
01/03/2022	Expense	Blue Cross Blue Shield of MA	External Withdrawal BCBS MASS BC External Withdrawal BCBS MASS BCBSMA - PREMIUM REF*BFP	-11,140.49
01/03/2022	Expense	Blue Cross Blue Shield of MA	External Withdrawal BCBS MASS BC External Withdrawal BCBS MASS BCBSMA - PREMIUM REF*BFP	-148,897.50
01/03/2022	Bill Payment (Check)	Middlesex Savings Bank	# 164157466Dec2021	-71,390.82
01/03/2022	Bill Payment (Check)	Middlesex Savings Bank	# 164157127Dec2021	-96,709.40
01/04/2022	Expense	Blue Cross Blue Shield of MA	External Withdrawal EBPA LLC - External Withdrawal EBPA LLC - INS PREM	-1,534.89
01/05/2022	Expense	USABLE Life	External Withdrawal USABLE LIFE External Withdrawal USABLE LIFE - PREM PAYMT	-5,839.93
01/07/2022	Bill Payment (Check)	Sa's Pizza	Inv #0115973	-343.20
01/07/2022	Expense	M.T.R.S.	External Withdrawal MTRS - P External Withdrawal MTRS - Payment REF*AA*12202102586	-133,367.47
01/11/2022	Bill Payment (Check)	Sherwin Williams Sturbridge	Inv #0288-7	-530.09
01/13/2022	Expense	USABLE Life	External Withdrawal USABLE LIFE External Withdrawal USABLE LIFE - PREM PAYMT	-11,647.56
01/14/2022	Bill Payment (Check)	Melissa Couepel	Inv #12/13/21-12/17/21	-45.95
01/14/2022	Bill Payment (Check)	Fire Equipment Inc.	Multiple invoices	-835.00
01/14/2022	Bill Payment (Check)	Crystal Rock	Acct #11174381270102 - Inv #1270102 121521	-190.34
01/14/2022	Bill Payment (Check)	Follett Content Solutions, LLC	Inv #403439F	-480.63
01/14/2022	Bill Payment (Check)	MacGill, W. Nurse Supply Co.	Inv #INO780202	-260.50
01/14/2022	Bill Payment (Check)	REPUBLIC SERVICES	Acct #309540019731 - Inv #0954-002057437	-4,394.59
01/14/2022	Bill Payment (Check)	Scholastic Inc.	Acct #1606020 - Inv #35459885	-750.00
01/14/2022	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3495819232	-153.00
01/18/2022	Bill Payment (Check)	AA Transportation	Multiple invoices	-10,510.26
01/18/2022	Bill Payment (Check)	City of Worcester Police Dept	Acct #WPD0000C47 - Multiple invoices WPDS197195 & WPDS197317	-2,243.29
01/18/2022	Bill Payment (Check)	Next Gen Supply Group	Multiple invoices	-2,412.30
01/18/2022	Bill Payment (Check)	ACL/NJCL National Latin Exam	Inv #2022 Latin Exam Fees	-321.00
01/18/2022	Bill Payment (Check)	Ascentria Community Services, Inc	Voided - Acct #AKFCS - Inv #1121-T20	0.00
01/18/2022	Bill Payment (Check)	Atlantic Charter Insurance Company	Inv #334158	-5,486.00
01/18/2022	Bill Payment (Check)	Bright White Paper Co	Inv #9478	-558.00
01/18/2022	Bill Payment (Check)	C&C Temp Control, Inc.	Inv #1-63932-1	-4,588.00
01/18/2022	Bill Payment (Check)	Cabral, Amelie Beth	Inv #PY22 PD	-300.00
01/18/2022	Bill Payment (Check)	Charlton Oil Company	Inv #1286114	-1,709.03
01/18/2022	Bill Payment (Check)	Citizens Bank	Inv #5530950000014104Jan22	-17,769.12
01/18/2022	Bill Payment (Check)	Eversource (formally NStar-1639-Elem)	Acct #16399370010 - Inv #16399370010Nov9-Dec8	-1,319.16
01/18/2022	Bill Payment (Check)	Eversource (formally Nstar-2845- HS)	Inv #28458270023Dec21	-36,291.13
01/18/2022	Bill Payment (Check)	Eversource (formerly NStar-1638- MS)	Acct #16382880025 - Inv #1638 880025Nov9-Dec8	-4,545.21
01/18/2022	Bill Payment (Check)	Facilities Management & Maintenance, Inc.	Inv #37681	-21,137.33
01/18/2022	Bill Payment (Check)	GateHouse New England	Inv #1000010922Nov21	-345.00
01/18/2022	Bill Payment (Check)	J.W.Pepper	Inv #363927689	-40.00
01/18/2022	Bill Payment (Check)	Kotsopoulos, Nicholas	Inv #12/15 Basketball	-90.00
01/18/2022	Bill Payment (Check)	LaFlash, Jamie	Inv #FY22 PD	-400.00

01/18/2022	Bill Payment (Check)	Liberty Mutual Insurance	Inv #14155209	-7,734.20
01/18/2022	Bill Payment (Check)	National Grid 38928-53023	Inv #38928-53023Jan22	-5,572.31
01/18/2022	Bill Payment (Check)	National Grid 69923-82006	Inv #6992382006Jan22	-8,203.10
01/18/2022	Bill Payment (Check)	National Grid-6 New Bond	Acct #3922905023 - Inv #3922905023Dec8Jan10	-17,693.44
01/18/2022	Bill Payment (Check)	NCTM National Council Of Teachers Of Math	Inv #3089759	-45.45
01/18/2022	Bill Payment (Check)	Nevco Sports, LLC	Inv #000197352	-1,246.52
01/18/2022	Bill Payment (Check)	New England Ice Cream	Inv #5512136408	-395.54
01/18/2022	Bill Payment (Check)	New England Sports Floors	Inv #Gymnasium Floor	-1,600.00
01/18/2022	Bill Payment (Check)	Jeffrey Niedjadlik	Inv #12/20 Basketball JV	-66.00
01/18/2022	Bill Payment (Check)	Northern Speech Services	Inv #1314321	-263.03
01/18/2022	Bill Payment (Check)	Parsons Kellogg, LLC	Inv #PSIN237851	-2,229.93
01/18/2022	Bill Payment (Check)	Paulhus, Jeff	Inv #12/20 Basketball JV	-66.00
01/18/2022	Bill Payment (Check)	Pear Deck, Inc	Inv #INV46120	-2,000.96
01/18/2022	Bill Payment (Check)	Poulton Associates, Inc.	Inv #CNCIP455970-2022	-2,300.51
01/18/2022	Bill Payment (Check)	Powell, Reed	Inv #12/20 Basketball	-90.00
01/18/2022	Bill Payment (Check)	Rachel Jewell	Inv #Literacy Night	-65.36
01/18/2022	Bill Payment (Check)	Sherwin Williams Sturbridge	Inv #0687-8	-105.05
01/18/2022	Bill Payment (Check)	Williams, John	Inv #12/20 Basketball	-90.00
01/18/2022	Bill Payment (Check)	YMCA of Central Massachusetts	Inv #CM10010	-635.25
01/18/2022	Bill Payment (Check)	T Mobile	Inv #970721002Dec2021	-374.67
01/18/2022	Expense	TASC- FlexSystem	External Withdrawal TASC TASC - External Withdrawal TASC TASC - FUNDING a82654fb612c6d	-4,099.40
01/19/2022	Bill Payment (Check)	Preferred Meal Systems, Inc.	Multiple invoices	-2,783.50
01/19/2022	Bill Payment (Check)	Preferred Meal Systems, Inc.	Inv #CDIM/1241249 & CCR0024457	-3,203.27
01/19/2022	Bill Payment (Check)	Preferred Meal Systems, Inc.	Inv #CDIM/1244099 & CCR0024548	-4,082.94
01/19/2022	Bill Payment (Check)	Preferred Meal Systems, Inc.	Inv #CDIM/1249691	-2,756.63
01/19/2022	Expense	Nationwide Trust Company, FSB	External Withdrawal NW TRUST TRU External Withdrawal NW TRUST TRUST COLLECTIONS - CONTR	-25,587.88
01/19/2022	Expense	HR Knowledge Inc.	External Withdrawal HR KNOWLEDGE External Withdrawal HR KNOWLEDGE DEB - PAYROLL	-7,071.61
01/19/2022	Expense	HR Knowledge Inc.	External Withdrawal HR KNOWLEDGE External Withdrawal HR KNOWLEDGE DEB - PAYROLL	-250.00
01/20/2022	Bill Payment (Check)	Thurston Foods, Inc.	Acct #19950 - Inv #1061467	-5,597.80
01/24/2022	Bill Payment (Check)	Bellingham Athletics	Inv #Hawks Invitational	-100.00
01/24/2022	Bill Payment (Check)	WSHS CBC	Inv #Cheer Competition	-125.00
01/24/2022	Bill Payment (Check)	SHRHS Cheerleaders	Inv #Winter Invitational	-120.00
01/24/2022	Bill Payment (Check)	Crystal Rock	Acct #11174381270102 - Inv #1270102 011222	-190.34
01/24/2022	Bill Payment (Check)	Hanover Insurance Co.	Acct #1502972751-001-000 - Inv #1502972751001000Jan22	-487.40
01/24/2022	Bill Payment (Check)	Roto Rooter Services	Inv #80-22344431	-622.00
01/24/2022	Bill Payment (Check)	SHI International	Acct #1128388 - Inv #B14564082	-13,920.40
01/24/2022	Bill Payment (Check)	Trane U.S., Inc.	Inv #312297617	-963.00
01/24/2022	Bill Payment (Check)	Varitronics, LLC	Inv #PSI-137144	-1,041.42
01/24/2022	Bill Payment (Check)	Varsity Spirit Fashion	Inv #12683461	-4,636.00
01/24/2022	Bill Payment (Check)	Mirick O'Connell Attorneys at Law	Inv #527555	-870.00
01/24/2022	Bill Payment (Check)	Worthington Direct	Inv #INV380636ABB005	-6,136.78
01/25/2022	Bill Payment (Check)	AA Transportation	Multiple invoices	-126,552.90
01/25/2022	Bill Payment (Check)	Bienvenido Nieves	Multiple invoices (details on stub)	-132.00
01/25/2022	Bill Payment (Check)	City Of Worcester Police Dept	Acct #WPDS193945 - Multiple invoices	-1,031.40
01/25/2022	Bill Payment (Check)	City Of Worcester Water/Sewer	- Multiple invoices (details on stub)	-2,834.37
01/25/2022	Bill Payment (Check)	Duva Distributors	Multiple invoices	-334.20
01/25/2022	Bill Payment (Check)	EDS Mechanical Inc	Multiple invoices (details on stub)	-5,143.95
01/25/2022	Bill Payment (Check)	Nick Herrigle	Multiple invoices (details on stub)	-132.00
01/25/2022	Bill Payment (Check)	Ransford Pest Control	Multiple invoices	-775.00
01/25/2022	Bill Payment (Check)	T Mobile	Multiple invoices (details on stub)	-749.25
01/25/2022	Bill Payment (Check)	Wells Fargo Financial Leasing	Multiple invoices (details on stub)	-6,135.79
01/25/2022	Bill Payment (Check)	Ashdown Technologies	Inv #118769	-6.50
01/25/2022	Bill Payment (Check)	Benoit Language Services, Inc.	Inv #101714	-275.00
01/25/2022	Bill Payment (Check)	C&C Temp Control, Inc.	Inv #1-66664-1	-485.00
01/25/2022	Bill Payment (Check)	Chair City Blueboard LLC	Inv #December 20 2021	-1,600.00
01/25/2022	Bill Payment (Check)	Cogent	Inv #ABBYKEL00001Jan22	-3,264.00
01/25/2022	Bill Payment (Check)	Creagh, Frank	Inv #Football Assignor	-219.00
01/25/2022	Bill Payment (Check)	Cusson, Bob	Inv #1/5/2022 Basketball	-90.00
01/25/2022	Bill Payment (Check)	Didonna, Amy	Inv #2022	-7,340.00
01/25/2022	Bill Payment (Check)	Earthlink Business/Windstream	Inv #74467038	-465.70
01/25/2022	Bill Payment (Check)	F&D Truck Company Inc.	Inv #4312	-9,560.46
01/25/2022	Bill Payment (Check)	Food for Schools	Inv #2665	-1,080.00
01/25/2022	Bill Payment (Check)	Frontline Technologies Group LLC	Inv ##INVESP13472	-1,010.20
01/25/2022	Bill Payment (Check)	GateHouse New England	Inv #1000010922Dec22	-160.00
01/25/2022	Bill Payment (Check)	George Naumes	Inv #1/12/2022 Basketball	-90.00
01/25/2022	Bill Payment (Check)	Gordon Foodservice	Inv #215632374	-894.50
01/25/2022	Bill Payment (Check)	Jeffrey Niedjadlik	Inv #1/13/2022 Basketball	-90.00
01/25/2022	Bill Payment (Check)	ManageBac Inc.	Inv #INV-15920	-5,050.00
01/25/2022	Bill Payment (Check)	McCarthy, Tom	Inv #1/5/2022 Basketball	-90.00
01/25/2022	Bill Payment (Check)	Melissa Couepel	Inv #12/20-1/14/2021	-82.71
01/25/2022	Bill Payment (Check)	Merge Labs, Inc	Inv #AKF1221-01	-995.00
01/25/2022	Bill Payment (Check)	North Oxford Mills	Inv #N0010997	-970.75
01/25/2022	Bill Payment (Check)	OHI Engineering, Inc	Inv #6951	-320.00
01/25/2022	Bill Payment (Check)	Peter Saucier	Inv #1/10/2022 Basketball	-66.00
01/25/2022	Bill Payment (Check)	Prifti, Nicholas	Inv #1/13/2022 Basketball	-90.00
01/25/2022	Bill Payment (Check)	Ridick, Jim	Inv #1/5/2022 Basketball	-66.00

01/25/2022	Bill Payment (Check)	Sal's Pizza	Inv #0116881	-343.20
01/25/2022	Bill Payment (Check)	Sanders, Bobby	Inv #1/12/2022 Basketball	-66.00
01/25/2022	Bill Payment (Check)	Shapiro Educational & Behavioral Consulta	Inv #AK12215	-1,687.50
01/25/2022	Bill Payment (Check)	Spahl, Eric	Inv #1/12/2022 Basketball	-90.00
01/25/2022	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3496998753	-40.58
01/25/2022	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3497479112	-32.29
01/25/2022	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3497479121	-46.07
01/25/2022	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3497479114	-1,439.60
01/25/2022	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3497479118	-114.29
01/25/2022	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3497479117	-719.80
01/25/2022	Bill Payment (Check)	Storm Valery	Inv #1/10/2022 Basketball	-66.00
01/25/2022	Bill Payment (Check)	YMCA of Central Massachusetts	Inv #CM10011	-549.75
01/25/2022	Expense	New England Ice Cream	Multiple invoices (details on stub)	-682.65
01/25/2022	Bill Payment (Check)	National Glass Works Inc.	Inv #3-9964	-755.00
01/25/2022	Bill Payment (Check)	New England Medical Billing	Inv #ABBYK2109	-1,515.79
01/25/2022	Bill Payment (Check)	Preferred Meal Systems, Inc.	Multiple invoices	-18,554.04
01/28/2022	Expense	TASC- FlexSystem	External Withdrawal TASC TASC - External Withdrawal TASC TASC - FUNDING 8ad5f816127c39	-4,099.40
01/28/2022	Expense	Nationwide Trust Company, FSB	External Withdrawal NW TRUST TRU External Withdrawal NW TRUST TRUST COLLECTIONS - CONTR	-26,047.97
01/28/2022	Expense	HR Knowledge Inc.	External Withdrawal HR KNOWLEDGE External Withdrawal HR KNOWLEDGE DEB - PAYROLL	-4,908.44
01/31/2022	Bill Payment (Check)	EDS Mechanical Inc	Multiple invoices (details on stub)	-5,440.54
01/31/2022	Bill Payment (Check)	Next Gen Supply Group	Multiple invoices	-11,235.71
01/31/2022	Bill Payment (Check)	Otis Elevator	Multiple invoices (details on stub)	-24,320.48
01/31/2022	Bill Payment (Check)	Preferred Meal Systems, Inc.	Multiple invoices	-5,579.65
01/31/2022	Bill Payment (Check)	SHI International	Acct #1128388 - Multiple invoices	-14,731.68
01/31/2022	Bill Payment (Check)	Thurston Foods, Inc.	Acct #19950 - Multiple invoices	-1,950.99
01/31/2022	Bill Payment (Check)	AA Transportation	Inv #67997	-1,615.00
01/31/2022	Bill Payment (Check)	American Bankers Insurance Co. of Florida	Inv #60102063872021	-18,228.00
01/31/2022	Bill Payment (Check)	Anderson, Wayne	Inv #1/21 Basketball	-90.00
01/31/2022	Bill Payment (Check)	Armiger, Danielle	Inv #FY22 PD	-400.00
01/31/2022	Bill Payment (Check)	Central MA Collaborative	Inv #9782	-3,510.45
01/31/2022	Bill Payment (Check)	City of Worcester Police Dept	Acct #WPD0000C47 - Inv #WPDS197561	-825.12
01/31/2022	Bill Payment (Check)	Duva Distributors	Inv #20036447	-160.48
01/31/2022	Bill Payment (Check)	Epstein, Matthew	Inv #PY22 PD	-400.00
01/31/2022	Bill Payment (Check)	Fire Equipment Inc.	Inv #SIN153999	-182.00
01/31/2022	Bill Payment (Check)	Gibney Sporting Goods	Inv #17383	-837.50
01/31/2022	Bill Payment (Check)	Graf, Alex	Inv #1/19/22 - Basketball	-90.00
01/31/2022	Bill Payment (Check)	Melissa Couepel	Inv #1/17-1/21/2022	-27.57
01/31/2022	Bill Payment (Check)	New England Ice Cream	Inv #5512202712	-572.66
01/31/2022	Bill Payment (Check)	Nick Buoniconti	Inv #1/21 Basketball	-90.00
01/31/2022	Bill Payment (Check)	Patrick McKay	Inv #1/19/22-Basketball	-66.00
01/31/2022	Bill Payment (Check)	Regan, Jessica	Inv #Frames	-80.36
01/31/2022	Bill Payment (Check)	Ridick, Jim	Inv #1/19/22-Basketball	-66.00
01/31/2022	Bill Payment (Check)	Roto Rooter Services	Inv #80-22355073	-622.00
01/31/2022	Bill Payment (Check)	Roy, Sarah	Inv #Deep Space	-269.00
01/31/2022	Bill Payment (Check)	Sal's Pizza	Inv #0117679	-343.20
01/31/2022	Bill Payment (Check)	Slader Lyell	Inv #1/19/22 - Basketball	-90.00
01/31/2022	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3497962591	-44.99
01/31/2022	Bill Payment (Check)	Staples	Acct #1625462BOS - Inv #3497962589	-284.24
01/31/2022	Bill Payment (Check)	T. Lee Associates	Inv #12292022	-1,620.00
01/31/2022	Bill Payment (Check)	Torres, Priscila	Inv #Ululele Tuners	-181.86
01/31/2022	Bill Payment (Check)	Verizon	Inv #351413268000197Jan22	-113.88
01/31/2022	Bill Payment (Check)	MacGill, W. Nurse Supply Co.	Multiple invoices	-287.84
01/31/2022	Bill Payment (Check)	Mansfield Paper Company, Inc.	Acct # 2355 - Inv #450020	-769.55
01/31/2022	Bill Payment (Check)	French River Ed. System	Inv #11522	-29,439.00
01/31/2022	Expense	Middlesex Savings Bank	Service Charge Assessed	-60.82



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FACILITIES and FINANCE

2-18-2022

ES FLOOD

We are getting ready to move forward with the Elem. repairs. I received two quotes from companies that specialize with this type of repair. After receiving the quotes it was determined that the best option is to move forward with Blusky. The difference between the two quotes is \$52,743.81.

Paul Davis quoted us a cost of \$332,896.67

Blusky quoted us a cost of \$280,152.86

I spoke to Blusky on Monday to set up a meeting with Heidi, Alisha and myself to discuss the logistics and timelines. I am waiting for them to confirm a time and date that will work for everyone. This project is going to move into the summer before the completion but will be ready before the start of school.

ES ELECTRIC

The main transformer and electrical panel will be replaced over February break. These were the two items that were not replaced during the electrical switch over.

IT Updates 2/2021

- Last Month more common Issues
 - 299 Resolved tasks
 - Top 3 categories
 - Chromebooks (Break fix)
 - Wi-Fi (Issues after installation)
 - Support (accounts, projectors and printing)
- Infrastructure
 - 24 Cameras were installed at the MS
 - New Server Installed
 - 20 HS Cameras will be online next week
 - Network upgrade Project
 - Wiring will be completed over the break.
 - Server and Network Planning
 - District needs
 - IT Projects
- Other Projects / tasks / completed
 - Recycling and decommissioned of devices we received \$1,980.00 back
 - 134 New Chromebooks deployed to all 3rd Graders
 - Planning deployment for 2nd Grade next
 - Inventory assessment and immediate needs
 - Teachers Laptops
 - Spare Projectors



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Facilities and Finance Committee Meeting Minutes-DRAFT

Friday, February 18, 2022, 8:00 a.m. DIGITAL MEETING

<https://akfcs-org.zoom.us/j/99598537554?pwd=cWFDUC9hQ2VlejZKc2RpUmhjTWZlZz09>

Meeting ID: 995 9853 7554 **Passcode:** 798010

By phone: +1 929 205 6099 US (New York) **Meeting ID:** 995 9853 7554

The meeting was called to order by Mr. Patrick Royce, Treasurer. The attendance was recorded as follows:

Board/Committee Members: Bibiche Zagabe-Ndiku, Patrick Royce

Board/Committee Members Not Present: Celia J. Blue

Staff in attendance: Heidi Paluk, Michael Grennon, Alisha Carpino, Michelle Vigneux, Gabriel Beltran

Mr. Royce opened the meeting at 8:02 a.m. Mr. Royce asked the Committee to review the Meeting Minutes from January 21, 2022. Upon their review, Mr. Royce asked for a motion to approve the minutes from January 21, 2022, Facilities & Finance Meetings. Ms. Zagabe-Ndiku made the motion, it was seconded by Mr. Royce. The committee unanimously approved the minutes.

Salary Committee

Ms. Carpino began by stating that the salary scale work has been completed and they were now working on creating a policy surrounding the salary scale budget and working to put a document in place. The plan is that 2 representatives from the salary scale will be presenting to Heidi and Alisha and the Finance committee next month and the BOT. The budget will be presented in April with this piece in it. Ms. Carpino stated that it went from 25 years to 15 years and provides everyone with a \$6,000 increase at each step which will allow for us to be competitive with Worcester. Mr. Royce inquired about the total increase to the budget to which Ms. Carpino stated that it was a million-dollar increase. Mr. Royce also inquired about the steps taken to set up the



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salary scale and how the increase was determined and Ms. Carpino explained that a projection was created before deciding on the amount. Ms. Zagabe-Ndiku inquired about whether an increase in revenue would be determined to sustain the million-dollar revenue to which Ms. Carpino stated that there was and stated that she will draft documents to show precisely how this will be done in the presentation next month. Ms. Carpino explained that the salary scale conversation began in 2019 and did not go further than that and the last time the salary was updated was in 2014. Ms. Carpino also explained that everyone would get a 3.5% increase every year allowing for some competition for the staff as we currently have a low salary scale.

Ms. Carpino explained that the interest rate is up for renewal next year and we offered the option to renew now at 3.35%. Ms. Carpino explained that this meant that if the rate next year was lower, we would not be able to use that as we are locked in. She also explained that if it is higher, we would be safe from that increase. There would also be a prepayment penalty of three years and they are currently looking at which direction to go. Ms. Carpino and Mr. Royce decided to continue to look into what this meant before making a decision. Ms. Zagabe-Ndiku inquired about the renewal date to which Mr. Royce stated it would be 2023.

Ms. Carpino provided an update on financials and began by stating that our actual revenue was \$46,000 below the budgeted amount and a large portion of this was due to not yet receiving the regional transportation payment which will not be received until the end of the year, totaling about \$50,000. Ms. Carpino also stated that 1.2% of the tuition was lost but this was budgeted even higher than the current loss. Transportation is below budget and is underspent with sports travel and field trips but we should see transportation pick up in the spring. Ms. Carpino stated that we have also received a significant amount of grants which caused the increase in that category and we have also put in for competitive grants. Ms. Carpino stated that a literacy grant that was applied for was received for \$200,000. Salaries continue to be under budget by 1% and there are not many open positions; 4 full-time positions are currently open and two of those positions are in the process of being filled.

Benefits will continue to stay under budget as it was overbudgeted originally and the debt-to-service coverage ratio continues to be at 1.66% with a required ratio of 1.15%. Ms. Carpino also stated that she has been meeting with ADP and is waiting for a full plan on pricing and she does plan on making a presentation as



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they offer more support than HR knowledge and if the change is made, it will be reflected in the budget for next year.

Facilities

Mr. Grennon began by explaining that both quotes have now come in for the work that is to be done in the ES, one for \$332,896 and \$280,152, with the lower price being Blue Sky. Mr. Grennon states that he is now waiting for a response on the best time to schedule a meeting to discuss the findings with Ms. Carpino and Ms. Paluk. Mr. Royce inquired about whether there would be mitigation work done to which Ms. Paluk stated that this cost did not include that.

Mr. Grennon explained that the main transformer in the ES was also being changed as it failed and it will be replaced next Tuesday. Mr. Grennon also explained that the break room is currently being worked on and they are looking to replace the roof in the MS as this is the cause of the constant leak. Mr. Royce also inquired about the trucking company that we use and about why we were being billed for 90 hours as this seemed excessive. Mr. Grennon explained that this falls along the same amount as last year.

Ms. Carpino also explained that liberty has raised their prices \$35,000-\$40,000/year. Mr. Royce inquired about whether we were informed of the markup we would experience from the donation and whether we can discuss it to which Ms. Carpino stated that she would reach out and ask for any details related to the snow removal.

IT

Mr. Beltran began by explaining that last month's IT request dealt with more common issues with the top request having to deal with Chromebooks and Wifi. 24 cameras were installed at the Middle School and a new server was also installed and 20 High school cameras will be online next week. Mr. Beltran also spoke on the current status of the network upgrade project and stated that the wiring for this will be done over the February break. He explained that there are still cameras that need to be changed as they are old and lose power intermittently.

Mr. Beltran also explained that with the recycling and decommissioning of devices, we received \$1,980.00 back. He also explained that 134 new Chromebooks were given to all 3rd graders and they are



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planning deployment for 2nd Grade next. They are also making sure that the servers can support the needs of the district. Mr. Beltran explained that there is a current need for teacher laptops and spare projectors.

SG/WBC

Mr. Royce stated that he would reach out to the necessary parties to have an additional meeting and there would be no update at the moment.

Topics at the Discretion of the Committee Chair

Ms. Paluk stated that at the BOT meeting next week, she would like to have a sense from the Board of how to proceed as DESE has eliminated masks as of February 28, 2022. The decision is now in the hands of the local school but as of yet, the local Board of Health in Worcester has not removed the mask restriction yet so nothing can be done until they vote to keep or remove the restriction on March 7, 2022. The BOT would then need to decide the best course of action. Ms. Paluk stated that she did ask parents to provide feedback and has received split comments. Ms. Paluk stated that the recommendation she would have is to make the masks optional but address the peer pressure that may arise from whatever decision the student/staff takes and know that we reserve the right to place masks back if cases were to rise.

Ms. Paluk then spoke on comments received about the BOT meeting in person as restrictions are lifted. Ms. Paluk explained that at this moment, there is an expectation that we are to provide the same level of accessibility as we have done over the last two years, meaning that if we were to return in person, the meetings would have to be broadcasted and a production team would need to be hired and we would have to buy equipment. This was not done before the pandemic and this does not appear to be an option at the moment, and the open meeting law that allows for only zoom meetings is set to expire April 1, 2022. Ms. Paluk stated that Mr. Beltran would look into costs for potentially having to take this route and would send the information to the Committee and Mr. Royce would speak to this at the next Board meeting this month.

Mr. Royce asked for a motion to adjourn the meeting. Ms. Zagabe-Ndiku provided the motion and was seconded by Mr. Royce. The meeting was adjourned at 9:47 a.m.



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List of Documents Provided:

Financial Report

Facilities Report

IT Report