

**Mayor Jonathan F. Mitchell**  
*Chairperson, Ex-Officio*  
**Colleen Dawicki**  
*Vice Chairperson*  
**Melissa Costa**  
**Christopher Cotter**  
**Ross M. Grace Jr.**  
**Joaquim B. Livramento, Jr.**  
**Bruce Oliveira**

**NEW BEDFORD SCHOOL COMMITTEE**  
PAUL RODRIGUES ADMINISTRATION BUILDING  
455 COUNTY STREET NEW BEDFORD, MASSACHUSETTS  
TELEPHONE: 508.997.4511



**Thomas Anderson**  
*Superintendent of Schools*  
*Secretary, School Committee*



## **FINANCE SUB-COMMITTEE MEETING**

**Tuesday, January 4, 2022 at 6:00 P.M.**

**Paul Rodrigues Administration Building, 455 County Street, New Bedford, MA**

**To view meeting remotely, go to New Bedford Public School website at [www.newbedfordschools.org](http://www.newbedfordschools.org).  
Click on Our Schools/Our Community then School Committee.**

## **AGENDA**

### **A. ROLL CALL / CALL TO ORDER**

### **B. APPROVAL OF MINUTES**

1. December 2021

### **C. REPORTS**

1. Finance
2. Donation Acceptance Forms

### **D. NEW BUSINESS**

1. 2022 Capital Plan
2. Alma Del Mar – Acushnet Tuition, School Choice Billing
3. Special Education Stabilization Fund and Circuit Breaker

### **E. ADJOURN**

**Next Regular Scheduled Meeting:**

**TBA**

In accordance with the Americans with Disabilities Act (ADA), if any accommodations are needed, please contact **Marjorie Fernandes** at **508-997-4511, Ext. 14552** ([mfernandes@newbedfordschools.org](mailto:mfernandes@newbedfordschools.org)) or **MassRelay 711**. Requests should be made as soon as possible but at least **48 hours** prior to the scheduled meeting.

FINANCE MEETING MINUTES<sup>1</sup>

New Bedford Public Schools  
 Paul Rodrigues Administration Building  
 455 County Street, Room 224  
 New Bedford, MA 02740  
 Also remote via New Bedford Public Schools (NBPS) website

Finance Subcommittee Meeting  
 December 9, 2021  
 6:00 – 7:00 PM

Present: Mr. Bruce Oliveira, Ms. Colleen Dawicki, Mr. Joshua Amaral, Mr. Andrew O'Leary, Ms. Rachel Bento-Cunha, Ms. Melissa Costa

Absent: Mr. Thomas Anderson, Ms. Karen Treadup

The meeting commenced at 6:00 PM.

Minutes from the November 2021 meetings were reviewed. Voted unanimously on a motion by Ms. Dawicki and seconded by Mr. Oliveira to approve the minutes.

Mr. O'Leary presented and discussed the November 2021 Finance Reports. He explained a new cover page was added which explains the reports show our position, the function code meaning, and the policy. He indicated these reports show how much each school and department has spent and current year vs. past year comparison. Mr. O'Leary stated that this year we are about 84% spent or encumbered. Mr. Oliveira pointed out the Facilities Department's encumbered figure and Mr. O'Leary indicated that the succeeding reports outlined the Facilities' breakdown. Ms. Dawicki mentioned that Fine Arts is not quite 50% and questioned a recent NBHS Band fundraiser. Mr. O'Leary stated that he has addressed fundraising policy and the fundraiser in question was approved but a reminder has been sent that fundraising has a process and should be inquire if items desired can first be covered by budget funds. Mr. Oliveira pointed out the copier expense and Mr. O'Leary indicated there is an employee designated to handling the copier leases.

Mr. O'Leary presented the Health Insurance. He indicated that he is projecting this year's figure to be \$25.5 million and a savings of about \$1 million with the grants coming in. He also indicating that the Transfers proposed \$100K to be transferred into Facilities.

Mr. O'Leary presented the Revolving Funds. He indicated that there is a healthy balance in the Rental Revolving Fund and that there was little revenue in FY21 due to Covid.

Mr. O'Leary presented and discussed the Special Education Stabilization Fund. He indicated that we would be looking into the Free Cash process to move the transportation savings from last year over to this account. He also indicated regarding School Choice, we would be getting revenue for students who are out of district. Mr. Amaral inquired as to where School Choice funds would be applied to, and Mr. O'Leary indicated that we would confirm with the Department of Elementary and Secondary Education as to where the funds can be applied to. Mr. O'Leary indicated that funds be spent in the same manner in which they were received (i.e. gym rental funds to be used to repair gyms).

Mr. O'Leary presented and discussed Circuit Breaker. He explained it is essentially a grant, used to fund all the excess out-of-district costs, that we submit expenses to the state and that it maintains our Special Education services. He indicated that Adult Education, a million-dollar program, is running a deficit, which is usually is about \$40K per year. He also mentioned that metals would get recycled to generate \$70K, and tuitions from Sea Lab will come later in the year.

Mr. O'Leary presented and discussed the Salary Reports. He indicated that our salary budget is \$125.5 million and that last week there was a \$1.1 million deficit and at the time of the meeting, it was \$741K, so it is about \$400K per month. Mr. O'Leary explained that if we do get a lot of salary surplus, the strategy would be to offset ESSER which would keep ESSER pure because it is carrying Special Education, class size reduction and maintenance salaries. Mr. O'Leary expounded that the salary strategy for this year was to be aggressive in comparison to being conservative in years past which resulted in good class sizes and that we have not been short-staffed.

Mr. O'Leary presented the Grant reports. Mr. O'Leary discussed the private Special Education Grant, IDEA and indicated that close to \$1 million left from last year was carried over to this year. He also indicated that we have not yet received the ESSER III grant for \$45 million. He also pointed out that there will be separate spending for ESSER II.

<sup>1</sup> The Open Meeting Law requires public bodies to create and approve minutes in a timely manner. A "timely manner" is considered to be within the next three public body meetings or 30 days from the date of the meeting, whichever is later, unless the public body can show good cause for further delay

Mr. O'Leary presented and discussed the Transfers. He indicated that the goal is spending health insurance savings now, such as on maintenance projects and needs, and that there is a need to reach 100% of Net School Spending. Mr. Oliveira inquired as to the \$40K spent on Ashley security. Mr. O'Leary clarified that the expense is for police detail for traffic issues at various schools and the total amount, which was taken out of utility savings, was set aside for the year. Mr. Oliveira inquired about the Vehicles Purchase – Facilities listed on the Transfers, and Mr. O'Leary indicated it was coming from the Charter School Transportation and instead of turning it into Net School Spending, we are purchasing the vehicles. Voted unanimously on a motion by Mr. Oliveira and seconded by Mr. Amaral to approve the transfers.

Mr. O'Leary presented the October 2021 Surplus Report and Donation Acceptance Request Form. Voted unanimously on a motion by Mr. Oliveira and seconded by Ms. Dawicki to approve the surplus as Excess Surplus for disposal and to accept the donation. Mr. Oliveira mentioned seeing NBHS apparel at drugstores and Mr. O'Leary explained that NBHS received royalty payments from the company selling the apparel which is then deposited into their Principal Donation Account.

Mr. O'Leary presented and discussed the 2021 Capital Needs Assessment. Mr. O'Leary explained that we pay insurance for Massachusetts School Building Authority (MSBA) projects which require us to insure the building being worked on. Mr. Oliveira asked for clarification. Mr. O'Leary stated that, in order for us to enter into a Project Funding Agreement with the MSBA, we are required to have building insurance and indicated that we spend about a quarter million every year on this insurance and that current projects include: Keith, Lincoln, Jacobs, Taylor, and New Bedford High School. Mr. O'Leary questioned if all New Bedford Public Schools building be insured, as not all of them are insured at present, and if so, should they come out of the School Committee budget. Mr. O'Leary also discussed new hire, Grant Facilitator Earl Metzler, whose charge was to implement a district Facilities team to audit each school for Facilities projects, and as a result, a detailed list of schools' Facilities-related needs was created of which we can prioritize to complete.

Mr. O'Leary presented and discussed the Bristol County Agricultural FY22 invoice. Mr. O'Leary explained that because Bristol County Agricultural High School offers specialized vocation, the surrounding cities and towns are required to pay tuition. He expounded that the Department of Elementary and Secondary Education allows Bristol County Agricultural High School to charge \$2K more per student and send a bill to the surrounding school districts. Mr. O'Leary indicated that for about the past 5 years, we have been paying about \$90-\$100K per year in tuition for 30 students to attend this school. Mr. O'Leary expounded that the school is now building a \$100 million facility through the MSBA, that will pay for about half of it, but the remainder will be billed to the surrounding cities and towns by way of increased tuition, as a law recently passed that allows for the building debt to be included in tuition costs. He further explained that the increase in the number of students will result in double or triple tuition. Mr. O'Leary explained that he compared past years' invoices and found that we were normally paying \$2,800 per student and now we will pay over \$8,000 per student. He indicated that he asked the school for a copy of their debt schedule, however, the school has not issued a bond but will use our bill as collection of funds to downsize the finance (a down payment).

Mr. O'Leary presented and discussed the Alma del Mar Acushnet tuition billing and Innovators Charter School. Mr. O'Leary reviewed Innovators Charter School's budget and revised it with missing information. He indicated that there will be 235 students from New Bedford attending Innovators Charter School, and projects \$3.4 million will be garnished from the district for next year. Mr. O'Leary further explained that the charter schools get Chapter 70, a maintenance add-on, and transportation that when fully billed out will be close to \$10 million. Mr. O'Leary indicated that the State of Massachusetts gives charter reimbursement but it is not guaranteed; it is at the will of the legislature, it gets cut constantly, and the other garnishments get taken out of it before we get it. Mr. O'Leary projects that next year, at best we will get \$2.8 million in charter reimbursement, which would still result in a \$1 million net cost to the district. For Innovators Charter School, Mr. O'Leary explained that the difference between charter schools and the district is the obligations. The district's obligations are spread across the entire district and every student is essentially garnished for that. He expounded that charter is an opportunity to take a cohort of students and to engage in some innovative popular reform that can be rewarded which are unencumbered by legacy cost and that all the underfunding mandates stay with the district.

Voted unanimously on a motion by Mr. Oliveira and seconded by Mr. Amaral to adjourn.

The meeting adjourned at 7:00 PM.



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Andrew B. O'Leary  
Assistant Superintendent of Finance & Operations

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# NEW BEDFORD PUBLIC SCHOOLS



JANUARY 4, 2022

FINANCE SUBCOMMITTEE MEETING

DECEMBER 2021 REPORTS

# MONTHLY FINANCIAL REPORTS

## *Keeping the Community Informed*

- *The School Department budget represents almost 60% of the City's resources and operating funds*
- *Reports show changes in our School Department's position since the previous month*
- *Function Code Reports show where and how funds have been spent, and acts as a forecast sheet, indicating any areas where funds will be needed through the close of the fiscal year*
- *The power to transfer amounts between line items in the school operating budgets belongs to the School Committee under M.G.L. Ch. 71:34*
- *New Bedford School Committee Policy DBJ, Budget Transfer Authority: In keeping with the need for periodic reconciliation of the School Department's budget, the School Committee will consider requests for transfers of funds as they are recommended by the Superintendent. The Committee wishes to be kept abreast of the need for these adjustments so that it may act promptly and expedite financial record keeping for the school system.*

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# GENERAL EXPENSE | December 2021

1

## FY 22 GENERAL EXPENSE BUDGET REPORT

12/27/2021

SCHOOLS	Budget	YTD Expended	Encumbrances	Balance	Percent Spent & Enc.
ASHLEY ELEMENTARY SCHOOL	57,442.81	20,611	6,029	30,803	46.4%
Brooks Elementary School	49,751.00	10,593	10,652	28,505	42.7%
CAMPBELL ELEMENTARY SCHOOL	48,550.00	17,130	6,995	24,525	49.5%
CARNEY ACADEMY	119,618.00	27,723	52,420	39,475	67.0%
CONGDON ELEMENTARY SCHOOL	54,200.00	9,284	13,063	37,853	30.2%
DEVALLIES ELEMENTARY SCHOOL	61,510.00	11,534	7,024	42,952	30.2%
GOMES ELEMENTARY SCHOOL	120,074.82	43,392	22,599	54,084	55.0%
HATHAWAY ELEMENTARY SCHOOL	39,625.81	13,823	13,636	12,166	69.3%
HAYDEN MCFADDEN ELEMENTARY SCHOOL	101,070.81	16,266	50,836	33,969	56.4%
JACOBS ELEMENTARY SCHOOL	57,416.81	19,635	13,563	24,119	58.0%
LINCOLN ELEMENTARY SCHOOL	104,744.82	37,015	19,394	48,336	53.9%
PACHECO ELEMENTARY SCHOOL	57,482.00	16,015	8,658	32,809	42.9%
PARKER ELEMENTARY SCHOOL	64,781.00	21,731	13,886	29,163	55.0%
PULASKI ELEMENTARY SCHOOL	173,910.00	49,196	27,315	97,400	44.0%
RENAISSANCE	45,000.00	8,511	7,254	29,295	35.0%
RODMAN ELEMENTARY SCHOOL	37,544.81	13,730	8,801	15,014	60.0%
SWIFT ELEMENTARY SCHOOL	42,432.81	12,376	10,546	19,511	54.0%
TAYLOR ELEMENTARY SCHOOL	41,835.00	13,834	10,221	17,779	57.5%
WINSLOW ELEMENTARY SCHOOL	57,458.81	24,284	5,374	27,811	51.5%
KEITH MIDDLE SCHOOL	169,586.00	73,449	31,882	64,255	62.1%
NORMANDIN MIDDLE SCHOOL	219,536.00	72,827	26,795	119,915	45.4%
ROOSEVELT MIDDLE SCHOOL	177,105.00	79,567	30,257	67,181	62.1%
HIGH SCHOOL	1,321,427.82	433,837	269,422	618,169	53.2%
TRINITY DAY ACADEMY	36,120.00	8,532	4,164	23,424	35.1%
WHALING CITY JR/SR HIGH SCHOOL	31,995.00	7,699	3,329	20,967	34.5%

# GENERAL EXPENSE | December 2021

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## FY 22 GENERAL EXPENSE BUDGET REPORT

						12/27/2021
DEPARTMENTS AND PROGRAMS		Budget	YTD Expended	Encumbrances	Balance	Percent Spent & Enc.
ADULT EDUCATION	6,744.00	3,126	1,280	2,338	65.3%	
ATHLETICS	86,395.00	14,057	12,725	59,612	31.0%	
DEPUTY SUPERINTENDENT	31,120.00	12,956	7,567	10,646.90	65.8%	
EDUCATIONAL ACCESS & PATHWAYS	139,742.06	33,095	41,786	64,860	53.6%	
FACILITIES	3,596,871.00	2,207,539	1,136,077	253,255	93.0%	
FAMILY REGISTRATION CENTER	160,455.00	96,343	14,190	49,922	68.9%	
FINANCE & OPERATIONS	27,453,628.75	15,965,760	10,171,159	1,316,709	95.2%	
FINE ARTS	189,329.00	58,382	38,612	92,335	51.2%	
GUIDANCE & PUPIL PERSONNEL	32,250.00	15,932	1,581	15,337	52.4%	
HEALTH SERVICES	90,750.00	60,529	3,087	27,134	70.1%	
HUMAN CAPITAL SERVICES	131,958.00	148,750	12,922	129,714	122.5%	
OFFICE OF SCHOOL PERFORMANCE	984,082.00	159,939	75,904	748,239	24.0%	
PARENTING TEENS	15,154.81	3,281	2,793	7,081	45.2%	
SCHOOL COMMITTEE	17,790.00	11,712	1,888	4,190	76.4%	
SEA LAB	61,859.00	11,310	17,250	53,299	46.2%	
SPECIAL EDUCATION	9,940,700.00	2,815,484	6,575,944	549,272	94.5%	
SUPERINTENDENT	195,696.00	29,587	82,121	83,988	57.1%	
TECHNOLOGY SERVICES	2,043,251.34	1,066,393	98,206	878,652	57.0%	
TRANSPORTATION	14,270,289.66	3,997,141	7,014,813	3,258,336	77.2%	
UTILITIES	3,784,274.25	732,201	2,991,105	60,968	98.4%	
WRAPAROUND & FAMILY ENGAGEMENT	265,364.00	21,416	126,444	117,504	55.7%	
TOTAL ALL SCHOOLS & DEPARTMENTS						
DECEMBER 2021	66,786,083.00	28,521,027	29,101,670	9,163,386	86.3%	
TOTAL ALL SCHOOLS & DEPARTMENTS						
DECEMBER 2020	66,820,437.00	24,650,110	18,981,206	23,189,120	65.3%	

# FUNCTION CODE | December 2021

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## FY 22 GENERAL EXPENSE BUDGET REPORT

DEPARTMENTS AND PROGRAMS						YTD Expended	Encumbrances	Balance	Percent Spent & Enc.
ADULT EDUCATION	6,744.00	3,126	1,280			2,338			65.3%
ATHLETICS	86,395.00	14,057	12,725			59,612			31.0%
DEPUTY SUPERINTENDENT	31,170.00	12,956	7,567			10,646.90			65.8%
EDUCATIONAL ACCESS & PATHWAYS	139,742.06	33,095	41,786			64,860			53.6%
FACILITIES	3,595,871.00	2,207,539	1,136,077			253,255			93.0%
FAMILY REGISTRATION CENTER	160,455.00	96,343	14,190			49,922			68.9%
FINANCE & OPERATIONS	27,453,628.75	15,965,760	10,171,159			1,316,709			95.2%
FINE ARTS	189,329.00	58,382	38,612			92,335			51.2%
GUIDANCE & PUPIL PERSONNEL	32,250.00	15,332	1,581			15,337			52.4%
HEALTH SERVICES	90,750.00	60,529	3,087			27,134			70.1%
HUMAN CAPITAL SERVICES	131,958.00	148,750	12,922			(29,714)			122.5%
OFFICE OF SCHOOL PERFORMANCE	984,082.00	159,939	75,904			746,239			24.0%
PARENTING TEENS	13,154.81	3,281	2,793			7,081			45.2%
SCHOOL COMMITTEE	17,790.00	11,712	1,888			4,190			76.4%
SEA LAB	61,859.00	11,310	17,250			33,299			46.2%
SPECIAL EDUCATION	9,940,700.00	2,815,484	6,575,944			549,272			94.5%
SUPERINTENDENT	195,696.00	29,587	82,121			83,988			57.1%
TECHNOLOGY SERVICES	2,043,251.34	1,066,393	98,205			878,652			57.0%
TRANSPORTATION	14,270,289.66	3,997,141	7,014,813			3,258,336			77.2%
UTILITIES	3,784,274.25	732,201	2,991,105			60,968			98.4%
WRAPAROUND & FAMILY ENGAGEMENT	265,364.00	21,416	126,444			117,504			55.7%
TOTAL ALL SCHOOLS & DEPARTMENTS DECEMBER 2021	66,786,083.00	26,521,027	29,101,670			9,163,386			86.3%
TOTAL ALL SCHOOLS & DEPARTMENTS DECEMBER 2020	66,820,437.00	24,650,110	18,981,206			25,189,120			65.3%

12/27/2021

# FUNCTION CODE | December 2021

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ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ADJUSTMS	REVISED BUDGET YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
S1110 School Committee	17,790	0	17,790	11,586.28	2,013.83	4,190 75.4%
S1210 Superintendent	535,987	0	535,987	245,952.25	6,899.62	281,135 47.4%
S1220 Assist Superintendent	228,866	0	228,866	108,827.64	566.50	114,472 48.9%
S1230 District-Wide Administra	301,372	0	301,372	115,508.09	39,567.40	148,297 50.8%
S1410 Finance and Business	1,270,736	0	1,270,736	654,840.99	70,674.67	545,220 57.1%
S1420 Human Resources	594,721	0	594,721	391,037.45	18,124.57	185,559 68.8%
S1430 Legal for School Committe	210,000	0	210,000	26,960.10	145,059.90	40,000 81.0%
S1455 Legal Settlements	50,000	0	50,000	1,221.81	0.00	48,778 2.4%
S1450 District-Wide MIS	273,533	0	273,533	89,626.41	27,919.10	155,987 45.0%
S2110 Curriculum Dir Superviso	3,633,444	-5,000	3,628,444	1,422,439.42	19,949.92	2,186,055 39.8%
S2130 Instr Tech Train	264,520	0	264,520	112,685.64	0.00	151,854 42.6%
S2210 Principals Office - Buil	7,336,218	8,430	7,344,648	3,055,411.88	37,129.59	4,252,107 42.1%
S2250 Principals Technology-Bu	6,007	500	6,507	1,101.66	0.00	5,405 16.9%
S2305 Classroom Teachers	76,398,079	0	76,398,079	24,007,656.57	0.00	52,390,422 31.4%
S2320 Medical/Therapeutic Serv	4,838,539	-56,000	4,282,539	1,420,004.56	71,765.01	2,790,769 34.8%
S2324 Substitutes Long Term	0	0	0	46,810.00	0.00	-45,810 100.0%
S2325 Substitutes Short Term	1,425,000	0	1,425,000	619,811.10	0.00	805,189 43.5%
S2330 Non-Clerical Paraprofess	7,581,827	0	7,581,827	2,962,937.04	0.00	4,618,890 39.1%
S2340 Librarians – Media Direct	168,017	0	168,017	41,371.12	0.00	125,646 24.6%
S2345 Distance Learn/Online Co	82,050	0	82,050	71,640.00	0.00	10,410 87.5%
S2352 Instructional Coaches	237,254	0	237,254	107,990.35	0.00	129,264 45.5%
S2355 Professional Dev Staff	70,000	20,000	90,000	24,703.00	10,624.00	54,673 39.3%
S2358 Professional Development	395,679	21,607	417,286	138,412.03	18,479.92	260,394 37.6%
S2410 Textbks – Software/Media	301,501	-99,199	202,302	20,925.21	37,806.78	143,570 29.0%
S2415 Other Instruc Mats - Lib	181,660	83	181,743	8,853.63	24,416.92	148,463 18.3%
S2420 Instructional Equipment	219,843	41,683	261,526	55,489.32	74,171.97	151,865 49.6%
S2430 General Supplies	639,540	16,280	655,820	268,883.46	220,537.04	166,400 74.6%
S2440 Other Instructional Serv	573,379	-9,400	563,979	28,855.60	252,942.70	282,203 50.0%
S2451 Classroom Instructional Hard	844,567	-20,494	824,073	366,057.29	46,412.06	411,623 50.1%
S2453 Other Instructional Hard	235,044	0	235,044	19,979.83	5,866.57	209,198 11.0%

# FUNCTION CODE | December 2021

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ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
S2455 Instructional Software	1,089,321	60,553	1,149,374	205,742.25	185,920.48	759,211	34.0%
S2710 Guidance / Adjustment Co	6,003,348	0	6,003,348	1,998,941.66	1,065.00	4,003,341	33.3%
S2720 Testing - Assessment	117,600	0	117,600	15,908.44	55,349.95	46,342	60.6%
S2800 Psychological Services	6,572,606	0	6,572,606	1,894,659.38	3,642,575.25	1,035,373	84.2%
S3100 Attend Parent Liaison Se	1,283,813	19,500	1,303,313	503,810.03	125,978.30	675,525	48.3%
S3200 Health Services	3,550,269	0	3,550,269	1,244,820.14	11,807.94	2,293,541	35.4%
S3300 Student Transportation S	183,814	0	183,814	89,207.15	0.00	94,607	48.5%
S3301 Transportation to Sch w-	9,660,322	-10,000	9,650,322	2,163,909.24	5,762,633.26	1,723,780	82.1%
S3302 Transportation to Sch ou	3,195,665	0	3,195,665	678,235.26	1,363,305.74	1,154,125	63.9%
S3310 Operation of School Bus	4,250	10,000	14,250	6,249.07	5,508.74	2,392	83.2%
S3320 Transportation	20,000	0	20,000	14,362.97	0.00	5,637	71.8%
S3350 Maintenance School Buses	12,500	0	12,500	898.42	6,594.62	5,007	59.9%
S3510 Athletics Services	908,536	0	908,536	365,260.59	141,608.66	401,667	55.8%
S3520 Other School Services	537,741	120	537,861	173,617.15	23,198.03	341,046	36.6%
S3600 School Security	730,428	38,500	768,928	533,914.63	52,650.00	382,363	50.3%
S4110 Custodial Services	5,651,100	60,000	5,711,100	2,585,304.10	258,323.07	2,767,473	51.5%
S4120 Heating of Buildings	1,485,390	-40,000	1,445,390	27,096.07	1,367,883.03	50,411	96.5%
S4130 Utility Services	2,310,875	0	2,310,875	438,210.38	1,618,753.72	253,911	89.0%
S4210 Maintenance of Grounds	218,000	50,000	268,000	127,599.37	62,628.67	77,772	71.0%
S4220 Maintenance of Buildings	1,558,287	0	1,558,287	680,792.86	16,911.03	860,583	44.8%
S4230 Maintenance of Equipment	192,882	0	192,882	9,427.72	27,830.04	155,624	19.3%
S4235 Gas Vehicles	24,000	0	24,000	10,149.79	11,850.21	2,000	91.7%
S4300 Extraordinary Maintenance	2,298,465	150,000	2,448,465	1,420,913.24	985,071.55	42,480	98.3%
S4400 Networking Telecommunica	1,033,971	0	1,033,971	493,950.49	20,212.19	519,808	49.7%
S4450 Technology Maintenance	895,160	0	895,160	419,526.85	129,883.73	345,749	61.4%
S5100 Employee Retirement	0	0	0	25,875.00	0.00	-25,875	100.0%
S5150 Employee Separation Cost	890,000	0	890,000	131,524.46	0.00	758,476	14.8%
S5200 Insurance Programs	26,450,872	-260,000	26,170,872	15,479,900.99	9,257,948.36	1,435,023	94.5%
S5260 Other Non-Employee Insur	215,000	0	215,000	0.00	264,805.00	-49,805	125.2%
S5300 Rental-Lease of Equipment	1,555,146	2,836	1,557,982	708,880.26	777,630.52	71,471	95.4%

# FUNCTION CODE | December 2021

6

ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
S5350 Rental-Lease of Building	6,000	0	6,000	0.00	0.00	6,000	0.0%
S5550 Crossing Guards	60,000	0	60,000	17,610.52	0.00	42,389	29.4%
S6200 Civic Activities	212,773	0	212,773	95,793.67	1,555.00	114,424	46.2%
S6500 Transportation Svc NonPub	221,000	0	221,000	11,944.00	188,056.00	21,000	90.5%
S7500 Acquisition of Vehicles	91,707	142,630	234,337	33,895.80	170,442.84	30,001	87.2%
S9100 Prog w/Other Dist in MA	146,484	0	146,484	73,242.00	73,242.00	0	100.0%
S9130 Charter School Transport	762,000	-142,630	619,370	98,008.00	401,632.00	119,730	80.7%
S9200 Tuition to Out of Distri	550,000	0	550,000	25,524.00	65,476.00	461,000	16.2%
S9300 Tuition to Non-Public Sc	2,400,000	0	2,400,000	217,430.91	653,242.21	1,529,327	36.3%
S9400 Tuition to Collaborative	750,000	0	750,000	698,907.73	1,882,746.60	1,831,654	344.2%
<b>Expense Total</b>	<b>192,237,500</b>	<b>0</b>	<b>192,237,500</b>	<b>70,068,588.36</b>	<b>30,739,328.81</b>	<b>91,429,583</b>	<b>52.4%</b>

12/28/2021	AVAILABLE BUDGET	% Available	CATEGORY
3,846,484	158,573	4.1%	Special Education Tuition
212,773	114,414	53.8%	Adult Ed
15,522,581	4,287,726	27.6%	Facilities & Maintenance
2,209,171	1,026,951	46.5%	Technology
27,275,872	2,115,818	7.8%	Retirement Insurance
21,829,677	10,842,991	49.7%	Counseling / Student support
3,202,472	1,367,651	42.7%	Admin
86,399,513	58,349,078	67.5%	Teaching Services
4,074,362	2,252,533	55.3%	Instructional supplies
11,237,612	6,589,996	58.6%	School leadership
14,211,258	3,198,667	22.5%	Transportation
2,215,325	1,125,076	50.8%	Athletics / Security/Misc
<b>\$ 192,237,500</b>	<b>\$ 91,429,583</b>	<b>47.6%</b>	<b>Total</b>

# FUNCTION CODE | December 2021

7

12/31/2020	AVAILABLE BUDGET	% Available	CATEGORY
FY21 REVISED BUDGET			
3,150,850	22,633	0.4%	Special Education Tuition
208,640	105,767	51.2%	Adult Ed
14,779,119	5,409,996	36.6%	Facilities & Maintenance
1,980,818	812,382	41.0%	Technology
29,123,428	14,141,509	48.6%	Retirement Insurance
18,077,931	9,903,526	54.8%	Counseling Student support
3,096,960	1,403,987	45.3%	Admin
83,774,953	54,779,917	66.2%	Teaching Services
5,527,212	3,608,700	65.3%	Instructional supplies
10,020,874	5,682,149	56.7%	School Leadership
13,880,530	1,688,023	13.1%	Transportation
2,044,249	1,558,654	76.2%	Athletics / Security/Misc
\$	185,665,633	53.4%	Total

**HEALTH INSURANCE | December 2021**

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12/27/2021

Health Insurance Spend Down Report					
			Monthly Payment to City (Estimate)	Difference Actual vs Estimate	Balance
Original Budget	24,737,500.00	Actuals			
Transfers Out	(260,000.00)				
Transfer In					
Revised Budget	24,477,500.00				
July 2021	2,395,336.94		2,196,744.97	198,591.97	22,082,163.06
August 2021	2,185,198.50		2,198,869.09	(13,670.59)	19,883,293.97
September 2021	1,896,587.73		2,200,302.00	(303,714.27)	17,986,706.24
October 2021	2,088,577.95		2,199,264.63	(110,686.68)	15,898,128.29
November 2021	1,857,067.23		2,196,605.37	(339,538.14)	14,041,061.06
December 2021			1,857,409.32		12,183,651.74
* January 2022			2,265,518.73		9,918,133.01
February 2022			2,000,000.00		7,918,133.01
March 2022			2,000,000.00		5,918,133.01
April 2022			2,000,000.00		3,918,133.01
May 2022			2,000,000.00		1,918,133.01
June 2022			2,000,000.00		(81,866.99)

\* Estimated Payment from City Processed

# SALARY SPENDDOWN | December 2021

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## FY22 Salary Spend Down Report

	Original Budget	Transfers Out	Transfer In	Revised Budget	Bi-Weekly Payroll	Balance
	125,451,417.00			125,451,417.00		
7/3/21	Split Payroll (Accrued to FY21)			(1,143,552.79)	4,309,075.04	122,285,894.75
7/17/21	Summer Accrual			(15,121,257.23)	3,947,531.49	133,459,620.49
7/31/21					3,906,625.77	129,552,994.72
8/14/21					3,725,122.03	125,827,872.69
8/28/21					3,860,687.37	121,967,185.32
9/11/21					4,830,221.48	117,136,963.84
9/25/21					4,978,931.83	112,158,032.01
10/9/21					4,949,598.96	107,208,433.05
10/23/21					5,021,883.03	102,186,550.02
11/6/21					4,920,799.44	97,265,750.58
11/20/21					5,032,714.68	92,233,035.90
12/4/21					5,437,376.93	86,795,658.97
12/18/21					4,958,883.87	81,836,775.10
1/1/22					5,168,230.00	76,668,545.10
1/15/22					5,199,549.00	71,468,996.10
1/29/22					5,168,230.00	66,300,766.10

SALARY SPENDDOWN | December 2021

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FY22 Salary Spend Down Report

Original Budget	125,451,417.00	Bi-Weekly Payroll	Balance
Transfers Out			
Transfer In			
Revised Budget	125,451,417.00		
2/12/22	5,199,549.00	61,101,217.10	
2/26/22	5,168,230.00	55,932,987.10	
3/12/22	5,199,549.00	50,753,438.10	
3/26/22	5,168,230.00	45,565,208.10	
4/9/22	5,199,549.00	40,365,559.10	
4/23/22	5,168,230.00	35,197,429.10	
5/7/22	5,199,549.00	29,997,880.10	
5/21/22	5,168,230.00	24,829,650.10	
6/4/22	5,199,549.00	19,630,101.10	
6/18/22	Last payment for 42nd week 2021. NB: includes end of year retirement payout	14,461,871.10	
7/2/22	9 days to accrue back to 22	13,689,391.10	
	Service Transfers To Date	(120,912.46)	-
	Anticipated Service Transfer Reimbursements	(16,000.00)	-
	Voids/Handwrites To Date	3,431.61	-
	ESSER Entitlement Off Set Transfer	(8,300,000.00)	-
	Summer Accrual (if all positions filled)	16,552,230.00	-
	Custodial , ROTC & NBEA Reimbursements to date	(84,068.48)	-
	ROTC Reimb Reimbursement (remaining)	55,820.52	-
	Retirement Payouts	760,000.00	-
	Longevity	-	-
	Sick Incentive	-	(211,110.09)
	Vacation Pay Paras/School Year Secretaries	150,000.00	(211,110.09)
	NBEA Reimbursement	(91,467.00)	(361,110.09)
	SURPLUS/SHORTFALL		(269,643.09)

# GRANTS | December 2021

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## FY 20 FISCAL BUDGET REPORT

GRANTS FY20	Budget	YTD Expended	Encumbrances	Balance	Percent Spent & Enc
4301 NEA STUDENT SUCCESS GRANT	5,000	2,774		2,226	55.5%
4306 KEYS OF INSPIRATION	30,000	27,414	2,578	8	100.0%
4310 BIG YELLOW BUS	1,750	1,320	-	430	75.4%
4329 BAYCOAST/COMCAST	20,000	18,052	1,898	50	99.8%
4350 BRISTOL COUNTY SAVINGS BANK	25,000	17,284		7,716	69.1%
4360 PRINCIPALS DISCRETIONARY	100,000	99,244	1,270	(514)	100.5%
4401 TITLE I	6,921,067	6,921,055	12	-	100.0%
4402 IDEA	3,886,087	3,881,887		4,200	99.9%
4703 WORKFORCE SKILLS GRANT	328,000	327,979	-	21	100.0%
<b>TOTAL FY20 GRANTS</b>	<b>11,316,904</b>	<b>11,297,009</b>	<b>5,758</b>	<b>14,137</b>	<b>81.2%</b>

12/22/2021

# GRANTS | December 2021

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## FY 21 FISCAL BUDGET REPORT

12/22/2021

GRANTS FY21	Budget	YTD Expended	Encumbrances	Balance	Percent Spent & Enc
4302 MA MARINE TRADE ASSOCIATION	3,000			3,000	0.0%
4342 SANTANDER NBHS	2,202		2,200	2	99.9%
4349 NELLIE MAE	18,000	13,254	2,305	2,441	85.4%
4350 BRISTOL COUNTY SAVINGS BANK	25,000			25,000	0.0%
4355 CARNEY FOUNDATION DEV_CON	15,000	11,243	-	3,757	75.0%
4360 PRINCIPALS DISCRETIONARY	100,000	19,540	9,906	70,555	29.4%
4401 TITLE I	6,670,260	5,655,582	-	14,678	99.8%
4402 IDEA	4,015,900	3,249,242	12,666	753,992	81.2%
4406 TITLE III LEP SUPPORT	582,188	446,912	52,033	83,243	85.7%
4409 TITLE II A	662,286	325,804	326,228	254	100.0%
4411 EARLY ED SPED	137,722	39,992		97,730	29.0%
4434 TITLE IV	504,077	306,797	97,200	100,080	80.1%
4603 ESSER	5,693,032	1,861,440	1,222,837	2,608,755	54.2%
4607 CORONAVIRUS PREVENTION	1,041,825	1,076,527		134,702	103.3%
4743 PLTW GATEWAY	16,000	10,208	4,461	1,331	91.7%
<b>TOTAL FY21 GRANTS</b>	<b>19,485,492</b>	<b>14,026,540</b>	<b>1,729,836</b>	<b>3,730,116</b>	<b>80.9%</b>

# GRANTS | December 2021

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## FY 22 FISCAL BUDGET REPORT

12/22/2021

GRANTS FY22	Budget	YTD Expended	Encumbrances	Balance	Percent Spent & Enc
4359 MA LIFE SCIENCE CENTER	40,000	1,922		38,078	4.8%
4401 TITLE I	7,145,473	1,745,948	18,666	5,380,859	24.7%
4402 IDEA	4,108,906		120,640	3,988,266	2.9%
4406 TITLE III LEP SUPPORT	538,523	8,106	11,655	518,763	3.7%
4407 PERKINS GRANT	72,517	16,035	-	56,482	22.1%
4409 TITLE IA	719,663	89,232	97,596	532,835	26.0%
4411 EARLY ED SPED	141,972	1,891		140,081	1.3%
4412 MCKINNEY VENTO	55,000	16,321	2,217	36,462	34%
4413 ARP HCY II	272,472			272,472	0%
4414 21ST CCLCSY CONTINUATION	325,072	50,213	21,327	253,533	22.0%
4428 GLEAM	240,780	0		240,780	0.0%
4431 SUMMER EXPANSION	100,000	97,119	-	2,881	97.1%
4432 SCHOOL REDESIGN GRANT - SUMMER	300,000	44,335	7,990	247,675	17.4%
4433 MKV AMERICAN RESCUE PLAN	163,834		23,309	140,525	14.2%
4434 TITLE IV	454,138	6,549	2,475	445,114	2.0%
4438 CVTE EQUITABLE ACCESS		120,000		120,000	0.0%

# GRANTS | December 2021

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## FY 22 FISCAL BUDGET REPORT

12/22/2021

GRANTS FY22	Budget	YTD Expended	Encumbrances	Balance	Percent Spent & Enc.
4461 MYCAP DEV/IMP	2,500			2,500	0.0%
4462 ARP EARLY CHILDHOOD	80,681	525		80,156	0.7%
4467 ARP IDEA	907,592			907,592	0.0%
4470 ESSER II	21,137,185	309,714	522,222	20,305,249	3.9%
4474 GLEAM PREK I	10,200			10,200	0.0%
4476 GLEAM PREK II	55,500			55,500	0.0%
4511 21ST CCLC GOMES ELT	365,550	93,545	1,993	270,013	26.1%
4516 21ST CCLC SPED	20,000	3,050		16,951	15.2%
4543 TAG II (325)	185,000		623	184,377	0.3%
4601 ABE	756,845	234,039	4,855	517,951	31.6%
4605 GED TESTING CENTER	8,137	1,359		6,779	16.7%
4609 ASOST	26,300	26,153		147	99.4%
4610 ASOST SCHOOL YEAR	50,000			50,000	0.0%
4615 STRATEGIC SUPPORT	94,000	7,635	1,896	84,469	10.1%
4616 CPPI	625,000	215,013	189,546	220,441	64.7%
4627 EARLY COLLEGE SUPPORT	30,000			30,000	0.0%
4632 DIGITAL LITERACY NOW	25,100			25,100	0.0%
4710 DTA	303,596	134,303		169,293	55.5%
4711 VOUCHER	100,000	28,103		71,897	28.1%
4722 AHS/PPT	46,116			46,116	0.0%
4743 PLTW GATEWAY	12,000	33	2,588	9,379	21.8%
<b>TOTAL FY22 GRANTS</b>	<b>39,639,652</b>	<b>3,131,140</b>	<b>1,029,597</b>	<b>35,478,916</b>	<b>10.5%</b>

# TRANSFERS | December 2021

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## TRANSFER OF FUNDS

### FOR APPROVAL

FROM ORG	FUNC OBJ	DESCRIPTION	TO ORG	FUNC OBJ	DESCRIPTION	AMOUNT REASON
SD455150	2410 540005	Workbooks Carney	SD458450	2210 540005	Principal Office Supplies	1,958.00 Office Supplies
SD455480	2451 580008	Instructional Technology Carney	SD459550	2430 540005	Classroom Supplies Carney	10,000.00 Additional Paper and supplies for ASD Classrooms
S1409550	2430 560005	Classroom Supplies Winslow	S1408480	2210 580008	Principal Equipment Winslow	1,878.54 Laminator replacement/additional office supplies
S2405740	2358 530004	PD contracted Services Winslow	S2405741	3100 520004	Contracted Services Winslow	21,000.00 Contracted services Winslow
S409550	2415 540005	Library Supplies Keith	S4055581	2420 580008	School Equipment Keith	740.33 Additional Chairs
S5059580	2415 560008	Library Equipment NBHS	S5055480	2250 580008	Tech Equipment NBHS	2,000.00 Office computers

### INFORMATION:

50070050	3100 540005	Supplies Welcome Center	50070060	3100 521050	Other Expenses Welcome Center	5,500.00 Copier Lease Increase End toners
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12/28/2021

# Item C-2

## DONATION ACCEPTANCE REQUESTS

January 2022 Finance Subcommittee Meeting

Item #	School / Department	Donor Name
1	Family Registration Center	Stonehill College
2	NBHS	Southcoast Community Foundation
3	NBHS	Donna Guay
4	NBHS	Alice Freitas

## NEW BEDFORD PUBLIC SCHOOLS

### DONATION ACCEPTANCE REQUEST FORM

*Schools and Departments seeking to accept donations on behalf of New Bedford Public Schools must first obtain approval by the Finance Subcommittee. Submit this form to Finance & Operations for approval.*

**Date of Request:** 12/8/21

**School/Department Seeking Approval:** Family Registration Center  
McKinney-Vento program

**Name/Title of Person Completing This Form:** Jennifer M. Silva

**Donor's Name (Individual/Business):** Stonehill College Office of Alumni Engagement

**Donor's Email/Mailing Address:** 320 Washington St. Easton MA 02357 jsilva8@stonehill.edu

**Donation Amount and/or Description:** 125 new backpacks filled with school supplies

**School/Program Area Benefiting from Donation:** Homeless and Newcomers  
to NB

**Plans for how donation will be used:** Distributed at time of registration.

**If applicable, name where the donated funds will be deposited:** Julie Mador  
Room 105

**Backup paperwork attached (check one): YES**  **NO**   
*(Any documentation related to the donation)*

**Signed:** *Jill Weston*

**Approved:**

*Ken Orsay*

**Applicant**

completing form Asst. Superintendent of Finance & Operations

---

Date

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Date

**NEW BEDFORD PUBLIC SCHOOLS**  
**DONATION ACCEPTANCE REQUEST FORM**

*Schools and Departments seeking to accept donations on behalf of New Bedford Public Schools must first obtain approval by the Finance Subcommittee. Submit this form to Finance & Operations for approval.*

Date of Request: 12/09/2021

School/Department Seeking Approval: New Bedford High School

Name/Title of Person Completing This Form: Bernadette Coelho, Principal

Donor's Name (Individual/Business): SouthCoast Community Foundation- Henry H. Crapo Foundation Fund

Donor's Email/Mailing Address: 128 Union St., Suite 403, New Bedford, MA 02740

Donation Amount and/or Description: \$500.00

School/Program Area Benefiting from Donation: NBHS

Plans for how donation will be used: To be determined

If applicable, name where the donated funds will be deposited: Gift Account

Backup paperwork attached (check one): YES  NO   
*(Any documentation related to the donation)*

*Signed:*

Bernadette Coelho

Applicant completing form

12/9/21

Date

*Approved:*

Karen Oranay

Asst. Superintendent of Finance & Operations

Date

## Bernadette Coelho

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**From:** SouthCoast Community Foundation <administrator@grantinterface.com>  
**Sent:** Tuesday, November 30, 2021 2:41 PM  
**To:** Bernadette Coelho  
**Subject:** SouthCoast Community Foundation Grant Notification- Henry H. Crapo Foundation Fund

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

CAUTION: This email originated from outside of the New Bedford Public Schools. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Bernadette,

I am pleased to inform you that the SouthCoast Community Foundation has approved a \$500 award to New Bedford High School from the **Henry H. Crapo Foundation Fund**.

The advisors recommended a \$500 in honor of you, Bernadette Coehlo, for all your hard work, to be used where you see best fit.

PLEASE NOTE, since our system indicates that you do not have a prior profile set-up in our portal, we have created one for you. Please follow the instructions below to log-in, accept your award, and submit any grant follow-ups.

- Your award information can be viewed by logging into our Online Grants Portal and viewing the decision details, as located underneath your request on your dashboard.
- For your first log-in only please use your e-mail address and temporary password: **Community123**
- Once you have logged in - we encourage you to reset your password to something you will keep as, hopefully, you will use that to log-in frequently to apply for grants, manage your grant documents, and share updates.

**The SouthCoast Community Foundation will be publicly announcing this grant award shortly. After that time, you can share the news.** Please include the source of the grant as "Henry H. Crapo Foundation Fund of the SouthCoast Community Foundation." Please share a draft of your press release, newsletter, or any materials that reference the grant or includes our logo prior to release or publication. We would be happy to provide our logo and encourage you to link to the Community Foundation website and/or social media accounts as appropriate. When final

materials are available, we would greatly appreciate copies for our files.

Thank you for all you continue to do on behalf of our community. Do not hesitate to reach out to Adrianna Heard, Donor Services Associate, [aheard@southcoastcf.org](mailto:aheard@southcoastcf.org), with any questions.

Best,

John Vasconcellos  
President/CEO  
SouthCoast Community Foundation

## NEW BEDFORD PUBLIC SCHOOLS

### DONATION ACCEPTANCE REQUEST FORM

Schools and Departments seeking to accept donations on behalf of New Bedford Public Schools must first obtain approval by the Finance Subcommittee. Submit this form to Finance & Operations for approval.

Date of Request: 12/13/2021

School/Department Seeking Approval: New Bedford High School

Name/Title of Person Completing This Form: Bernadette Coelho, Principal

Donor's Name (Individual/Business): Donna Guay

Donor's Email/Mailing Address: dguay@newbedfordschools.org

Donation Amount and/or Description: \$400.00 Market Basket Gift Cards

School/Program Area Benefiting from Donation: NBHS

Plans for how donation will be used: To help students in need on case by case basis

If applicable, name where the donated funds will be deposited: N/A

Backup paperwork attached (check one): YES  NO   
*(Any documentation related to the donation)*

Signed:

Bernadette Coelho

Applicant completing form

12/13/21

Date

Approved:

Bernadette Coelho

Asst. Superintendent of Finance & Operations

Date

## NEW BEDFORD PUBLIC SCHOOLS

### DONATION ACCEPTANCE REQUEST FORM

*Schools and Departments seeking to accept donations on behalf of New Bedford Public Schools must first obtain approval by the Finance Subcommittee. Submit this form to Finance & Operations for approval.*

Date of Request: 12/13/2021

School/Department Seeking Approval: New Bedford High School

Name/Title of Person Completing This Form: Bernadette Coelho, Principal

Donor's Name (Individual/Business): Alice Freitas

Donor's Email/Mailing Address: afreitas@newbedfordschools.org

Donation Amount and/or Description: \$500.00 Market Basket Gift Cards

School/Program Area Benefiting from Donation: NBHS

Plans for how donation will be used: To help students in need on case by case basis

If applicable, name where the donated funds will be deposited: N/A

Backup paperwork attached (check one): YES  NO   
*(Any documentation related to the donation)*

*Signed:*

Bernadette Coelho

Applicant completing form

12/13/21

Date

*Approved:*

Asst. Superintendent

Asst. Superintendent of Finance & Operations

Date