

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 & OPERATIONS SUB-COMMITTEE MEETING

Monday, April 4, 2022 at 5:00 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.
Click on Our Schools/Our Community then School Committee.*

AGENDA

A. ROLL CALL / CALL TO ORDER

B. APPROVAL OF MINUTES

1. March 2022

C. REPORTS

1. Finance Reports

D. NEW BUSINESS

1. Final ESSER Plan
2. Final Federal Capital Plan
3. MA EPSLA Reimbursement Discussion
4. Balance Out Accounts Memo
5. Food Service Central Kitchen MOU
6. School Based Health Center MOU

E. ADJOURN

Next Regular Scheduled Meeting:

May 2, 2022

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

FINANCE & OPERATIONS SUBCOMMITTEE MEETING MINUTES¹

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

Finance & Operations Subcommittee Meeting
March 1, 2022
5:00 – 6:30 PM

Present: Mr. Bruce Oliveira, Ms. Colleen Dawicki (remote), Mr. Andrew O'Leary, Ms. Rachel Bento-Cunha, Ms. Melissa Costa
Absent: Mr. Thomas Anderson, Ms. Karen Treadup, Mr. Mark Champagne

The meeting commenced at 5:00 PM.

Minutes from the February 2022 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 February 2022 Finance Reports.

Mr. O'Leary presented the FY22 General Expense Budget Report.

Mr. O'Leary presented the February 2022 Function Code Report. Mr. O'Leary clarified that next year's budget will be an estimated \$215 million.

Mr. O'Leary presented the Health Insurance Report. Ms. Bento-Cunha stated that the March 2022 has an asterisk because the dollar figure is not 100% accurate yet as the City bills us based on what they think we will spend. The figure will be updated when Ms. Bento-Cunha gets an actual figure in.

Mr. O'Leary presented and discussed the Salary Spenddown. Mr. O'Leary stated that next year's salary budget will be approximately \$130 million. Mr. O'Leary stated that since we will be properly funded this year and in future years, we will properly structure the salaries back onto the local budget for the next 2-3 years.

Mr. O'Leary presented the Transfers Report. Voted unanimously on a motion by Mr. Oliveira and seconded by Ms. Dawicki to approve the Transfers.

Mr. O'Leary presented and discussed Revolving Funds.

Mr. O'Leary presented the Fiscal Budget Report. Mr. O'Leary described the ESSER I and ESSER II grants and how we utilize the funds. Mr. O'Leary presented and explained Title 1, IDEA, and ESSER salaries.

Mr. O'Leary presented the City of New Bedford NSS Calculation.

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

The meeting adjourned at 6:30 PM.



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

¹ 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

Massachusetts Covid-19 Temporary Emergency Paid Sick Leave Program

- Effective Friday, May 28, 2021 through March 15, 2022 , employers were required to make paid leave time available to employees for COVID-related illnesses, quarantine, and vaccinations, under the terms of Chapter 16 of the Acts of 2021 (An Act Providing for Massachusetts COVID-19 Emergency Paid Sick Leave), which was enacted by the Legislature and signed by Governor Baker
- Employers were required to provide paid leave (capped at 40 hours for full-time employees; prorated for part-time) for qualifying COVID-19 related absences. Employees were paid at their normal rate of pay, up to \$850 total including benefits. Employers were then able to apply to the state for reimbursement.
- Effective July 8, 2021, and until April 29, 2022, employers are able to apply for reimbursement of the costs of providing COVID-19 emergency paid sick leave, consistent with the program parameters. The application is available through the Department of Revenue's MassTaxConnect website
- New Bedford Public Schools submitted \$704,539.24 in Covid-19 Temporary Emergency Paid Sick Leave Program reimbursement, for over 1300 claims



NOTICE OF CHANGE IN EMERGENCY PAID SICK LEAVE CLAIM



CITY OF NEW BEDFORD
133 WILLIAM ST
NEW BEDFORD MA 02740-6111

THIS IS NOT A BILL

Why did I receive this notice?

We adjusted your Emergency Paid Sick Leave refund request for the week ending December 11, 2021. We're required to issue this notice to let you know about the adjustments made. Below is the detail of what was adjusted and why it was adjusted. The "Adjusted Reimbursement" column shows the total amount that was adjusted by the Department of Revenue.

Adjustment Reasons

- Total reimbursement amount has been adjusted.

Adjusted Reimbursement

1. New Reimbursement Amount	\$40,981.43
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What should I do?

Review the changes by comparing the adjustment shown above to your original return.

- If you agree with the adjusted amounts, no further action is required at this time.
- If you disagree with the change, you can call DOR at 617-887-6367.

What happens if I don't respond?

If you don't respond, we will assume you agree with the information in this notice.

- Your Emergency Paid Sick Leave refund will be based on the adjusted amount.

What if I have questions?

Visit the Frequently Asked Questions about COVID-19 Temporary Emergency Paid Sick Leave Program at Mass.gov or call DOR at 617-887-6367.



NOTICE OF CHANGE IN EMERGENCY PAID SICK LEAVE CLAIM



CITY OF NEW BEDFORD
133 WILLIAM ST
NEW BEDFORD MA 02740-6111

THIS IS NOT A BILL

Why did I receive this notice?

We adjusted your Emergency Paid Sick Leave refund request for the week ending January 8, 2022. We're required to issue this notice to let you know about the adjustments made. Below is the detail of what was adjusted and why it was adjusted. The "Adjusted Reimbursement" column shows the total amount that was adjusted by the Department of Revenue.

Adjustment Reasons

- Total reimbursement amount has been adjusted.

Adjusted Reimbursement

1. New Reimbursement Amount	\$151,994.77
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What should I do?

Review the changes by comparing the adjustment shown above to your original return.

- If you agree with the adjusted amounts, no further action is required at this time.
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nbps

THOMAS ANDERSON
SUPERINTENDENT

NEW BEDFORD PUBLIC SCHOOLS
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*"We are committed to developing a community of learners
Who are academically proficient, demonstrate strong character
and exhibit self-confidence."*

KAREN A. TREADUP
DEPUTY SUPERINTENDENT

ANDREW O'LEARY
ASSISTANT
SUPERINTENDENT OF
FINANCE & OPERATIONS

HEATHER EMSLEY
EXECUTIVE DIRECTOR OF
HUMAN CAPITAL SERVICES

JENNIFER FERLAND
EXECUTIVE DIRECTOR OF
STRATEGIC INITIATIVES & PARTNERSHIPS

MATTHEW KRAVITZ
EXECUTIVE DIRECTOR OF
SPECIAL EDUCATION
& STUDENT SERVICES

SONIA WALMSLEY Ph.D
EXECUTIVE DIRECTOR OF
EDUCATIONAL ACCESS &
PATHWAYS

MEMORANDUM

To: New Bedford School Committee

Thomas Anderson
Superintendent of Schools

From: Andrew O'Leary
Asst Supt Finance & Operations

Date: March 23, 2022

Subject: Balance out Accounts

Per the City of New Bedford end of year (EOY) close out procedures, we request School Committee allow for the Chair of Finance & Operations Sub Committee to approve transfers on a weekly basis thru June 30, 2022. Approved transfers will be presented to the full committee at each School Committee meeting.

ABO/sah