

Administration

DISTRICT LEADERSHIP & ADMINISTRATION: Activities which have as their purpose the general direction, execution, & control of the affairs of the school district that are system wide & not confined to one school, subject, or narrow phase of school activity.

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>Business and Finance Services</i>										
Business & Finance	\$115,438	\$0	\$0	\$0	(\$26,652)	\$88,786	76.91%	\$114,438	\$86,844	76%
		\$0.00								
<i>District wide Academic Leadership – Regular Day, Special Education, Ch 74 Occupational Day, English Language Learners, Academic Support, Adult Education, & other managers responsible for delivery of student instructional programs at the district level</i>										
District Wide Leadership	\$183,569	\$0	\$0	(\$3,861)	(\$30,154)	\$149,554	81.47%	\$270,273	\$217,629	81%
		\$0.00								
<i>Legal Services for School Committee (Costs of School Committee representation for collective bargaining & other litigation)</i>										
Legal Services for School Committee	\$27,000	\$0	\$0	\$0	(\$4,670)	\$22,330	82.7%	\$27,000	\$9,893	37%
		\$0.00								
<i>Human Resources, Benefits, Personnel</i>										
Personnel	\$2,500	\$0	\$0	(\$585)	(\$1,317)	\$598	23.9%			
		\$0.00								
<i>School Committee</i>										
School Committee	\$25,500	\$0	\$0	\$0	(\$11,284)	\$14,216	55.74%	\$25,500	\$13,750	54%
		\$0.00								

Administration

DISTRICT LEADERSHIP & ADMINISTRATION: Activities which have as their purpose the general direction, execution, & control of the affairs of the school district that are system wide & not confined to one school, subject, or narrow phase of school activity.

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>Superintendent (and Office)</i>										
Superintendent	\$420,740	\$0	\$0	(\$4,850)	(\$101,278)	\$314,612	74.77%	\$409,519	\$308,464	75%
		\$0.00								
<i>District wide Information Management & Technology (Expenditures that support the data processing needs of the school district, including student databases)</i>										
Technology Office	\$44,940	\$0	\$0	\$0	(\$9,877)	\$35,063	78.02%	\$44,276	\$34,232	77%
		\$0.00								
Administration	\$819,687	\$0	\$0	(\$9,296)	(\$185,233)	\$625,158	76.26%	\$891,007	\$670,812	75%

Classroom and Specialist Teachers

INSTRUCTIONAL SERVICES: Instructional activities involving the teaching of students, supervising of staff, developing & utilizing curriculum materials & related services.

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>Classroom Teachers – Certified teachers with primary responsibility for teaching designated curriculum to established classes or students in a group instruction setting, including itinerant music, art & PE & others who travel between classrooms/schools.</i>										
Teachers Classroom	\$12,676,635	\$0	\$0	\$0	(\$923,534)	\$11,753,102	92.71%	\$12,488,375	\$11,505,718	92%
		\$0.00								
<i>Specialist Teachers - Certified teachers who provide individualized instruction to students (in-class or pull out, one to one or small groups) to supplement the services delivered by the student's classroom teachers.</i>										
Teachers, Specialists	\$40,580	\$0	\$0	\$0	(\$4,197)	\$36,383	89.65%	\$12,747	\$10,306	81%
		\$0.00								
Classroom and Specialist Teachers	\$12,717,215	\$0	\$0	\$0	(\$927,730)	\$11,789,485	92.7%	\$12,501,122	\$11,516,024	92%

Guidance, Counseling and Testing

INSTRUCTIONAL SERVICES: Instructional activities involving the teaching of students, supervising of staff, developing & utilizing curriculum materials & related services.

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>Guidance</i>										
Guidance & Adjustment/Social Work	\$191,702	\$0	\$0	\$0	(\$7,522)	\$184,180	96.07%	\$177,546	\$165,022	93%
		\$0.00								
<i>Guidance, Counseling & Testing Services</i>										
Guidance & Testing	\$249,407	\$0	\$0	(\$275)	(\$23,341)	\$225,791	90.53%	\$265,063	\$234,795	89%
		\$0.00								
<i>Psychological Services (Salaries & expenses for psychological evaluation, counseling & other services provided by a licensed mental health professional)</i>										
Psychological Services	\$339,873	\$0	\$0	(\$6,588)	(\$30,732)	\$302,553	89.01%	\$397,414	\$371,141	93%
		\$0.00								
<i>Testing & Assessment</i>										
Testing & Assessment	\$7,900	\$0	\$0	\$0	\$0	\$7,900	100%	\$64,535	\$64,260	100%
		\$0.00								
Guidance, Counseling and Testing	\$788,882	\$0	\$0	(\$6,863)	(\$61,595)	\$720,424	91.32%	\$904,557	\$835,218	92%

Instructional Leadership

INSTRUCTIONAL SERVICES: Instructional activities involving the teaching of students, supervising of staff, developing & utilizing curriculum materials & related services.

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>Building Technology: (Expenditures that support a school's daily operation- non instructional)</i>										
Building Technology	\$65,519	\$0	\$0	\$0	(\$8,821)	\$56,698	86.53%	\$11,658	\$6,427	55%
		\$0.00								
<i>School Curriculum Leaders/Department Heads – Building Level</i>										
CSL/Middle Curr. Leaders Salaries & Reimbursements	\$150,967	\$0	\$0	\$0	(\$11,485)	\$139,482	92.39%	\$145,648	\$134,723	92%
		\$0.00								
<i>Curriculum Directors (Supervisory)</i>										
Curriculum Director	\$217,841	\$0	\$0	(\$79,271)	(\$81,111)	\$57,459	26.37%	\$293,199	\$234,737	80%
		\$0.00								
<i>Department Heads (non-supervisory)</i>										
Department Heads	\$390,934	\$0	\$0	\$0	(\$49,973)	\$340,961	87.21%	\$379,416	\$337,398	89%
		\$0.00								
<i>Instructional Coordinators & Team Leaders (Non-Supervisory) – Includes curriculum facilitators, instructional team leaders & department chairs that are non-supervisory</i>										
K-12 Dept. Head Salaries	\$142,372	\$0	\$0	\$0	\$0	\$142,372	100%	\$147,477	\$131,055	89%
		\$0.00								

Instructional Leadership

INSTRUCTIONAL SERVICES: Instructional activities involving the teaching of students, supervising of staff, developing & utilizing curriculum materials & related services.

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>School Leadership – Building – Principal’s Office</i>										
Principal’s & Assistant Principal’s	\$1,084,241	\$0	\$0	(\$4,065)	(\$270,264)	\$809,912	74.69%	\$1,150,673	\$926,360	81%
		\$0.00								
<i>School Building Leadership: Building Level – Curriculum leaders, department heads, school principals & assistants, headmasters & deans.</i>										
Principal’s Office	\$478,338	\$0	\$0	(\$9,096)	(\$100,256)	\$368,986	77.13%	\$555,271	\$444,986	80%
		\$0.00								
Instructional Leadership	\$2,530,212	\$0	\$0	(\$92,433)	(\$521,910)	\$1,915,869	75.71%	\$2,683,342	\$2,215,687	83%

Instructional Materials, Equipment and Technology

INSTRUCTIONAL SERVICES: Instructional activities involving the teaching of students, supervising of staff, developing & utilizing curriculum materials & related services.

								Last Year Comparison		
Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Budget	End Balance	% Remain
<i>Instructional Equipment</i>										
Instructional Equipment	\$0	\$1,869	\$0	(\$1,827)	\$0	\$42	N/A%			
		\$0.00								
<i>Books, periodicals, reference materials for use in school libraries or classroom libraries</i>										
Instructional Other	\$159,519	(\$3,136)	\$0	(\$20,676)	(\$20,639)	\$115,481	72.39%	\$156,487	\$90,731	58%
		\$0.00								
<i>Instructional Software</i>										
Instructional Software	\$10,502	\$0	\$0	\$0	\$0	\$10,502	100%	\$5,651	\$5,651	100%
		\$0.00								
<i>Classroom (Laboratory) Instructional Technology</i>										
Instructional Technology	\$149,420	\$0	\$0	(\$97,201)	(\$20,600)	\$31,618	21.16%	\$89,841	\$61,633	69%
		\$0.00								
<i>General Supplies</i>										
Paper/Pencils/Periodicals	\$62,158	\$0	\$0	(\$31,262)	(\$2,338)	\$28,558	45.94%	\$58,349	\$57,012	98%
		\$0.00								

Instructional Materials, Equipment and Technology

INSTRUCTIONAL SERVICES: Instructional activities involving the teaching of students, supervising of staff, developing & utilizing curriculum materials & related services.

								Last Year Comparison		
Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Budget	End Balance	% Remain
<i>Other Instructional Services</i>										
System Mileage/Conferences	\$13,000	\$0	\$0	\$0	(\$5)	\$12,995	99.96%	\$14,000	\$12,702	91%
		\$0.00								
<i>Textbooks & Related Software/Media/Materials</i>										
Textbooks & related software/media/material s	\$0	\$1,238	\$0	\$0	(\$1,238)	\$0	N/A%			
		\$0.00								
Instructional Materials, Equipment and Technology	\$394,599	\$0	\$0	(\$150,965)	(\$44,821)	\$199,196	50.48%	\$324,329	\$227,730	70%

Insurance, Retirement Programs and Other

FIXED CHARGES: Retirement & insurance programs, rental of land & buildings, debt service for current loans, & other recurring items, which are not generally provided for under another function.

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>Employee Separation Costs</i>										
Employee Retirement: MTRB	\$15,000	\$0	\$0	\$0	\$0	\$15,000	100%	\$15,000	\$15,000	100%
		\$0.00								
<i>Rental-Lease of Equipment. may only exceed the per project dollar limit for extraordinary maintenance (\$100,000) or non-instructional equipment (\$5,000) for a three year period (>3yrs report as a 7000 (fixed asset) expenditure.</i>										
Lease of Equipment- Copiers & Risographs	\$121,385	\$0	\$0	(\$91,745)	(\$21,441)	\$8,199	6.75%	\$118,138	\$77,349	65%
		\$0.00								
<i>FIXED CHARGES: Retirement & insurance programs, rental of land & buildings, debt service for current loans, & other recurring items, which are not generally provided for under another function.</i>										
Student Insurance	\$20,982	\$0	\$0	\$0	(\$1,062)	\$19,920	94.93%	\$32,982	\$16,845	51%
		\$0.00								
Insurance, Retirement Programs and Other	\$157,367	\$0	\$0	(\$91,745)	(\$22,503)	\$43,119	27.4%	\$166,120	\$109,194	66%

Operations and Maintenance

OPERATION & MAINTENANCE OF PLANT: Housekeeping activities relating to the physical plant & maintenance activities for grounds, buildings & equipment

								Last Year Comparison		
Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Budget	End Balance	% Remain
<i>Custodial Services</i>										
Custodial Services	\$935,724	\$0	\$0	(\$13,821)	(\$235,774)	\$686,129	73.32%	\$896,708	\$679,863	76%
		\$0.00								
<i>Heating of Buildings</i>										
Heating	\$288,040	\$0	\$0	\$0	(\$2,978)	\$285,062	98.96%	\$327,926	\$324,736	99%
		\$0.00								
<i>Maintenance of Buildings</i>										
Maintenance of Buildings	\$157,400	\$0	\$0	(\$26,090)	(\$49,804)	\$81,507	51.78%	\$207,291	\$125,351	60%
		\$0.00								
<i>Maintenance of Equipment</i>										
Maintenance of Equipment	\$148,282	(\$600)	\$0	(\$25,794)	(\$37,538)	\$84,350	56.88%	\$158,806	\$122,802	77%
		\$0.00								
<i>Maintenance of Grounds</i>										
Maintenance of Grounds	\$214,804	\$0	\$0	(\$8,738)	(\$44,092)	\$161,401	75.13%	\$212,326	\$165,690	78%
		(\$573.37)								
<i>Networking & Telecommunications: (Expenditures to support the school district's infrastructure)</i>										
Networking & Telecommunications	\$317,710	\$0	\$0	(\$4,451)	(\$80,538)	\$232,721	73.24%	\$232,312	\$136,796	59%
		\$0.00								

Operations and Maintenance

OPERATION & MAINTENANCE OF PLANT: Housekeeping activities relating to the physical plant & maintenance activities for grounds, buildings & equipment

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>Technology Maintenance</i>										
Technology Maintenance	\$28,000	\$0	\$0	\$0	\$0	\$28,000	100%	\$18,000	\$18,000	100%
		\$0.00								
<i>Utility Services</i>										
Utility	\$616,393	\$0	\$0	\$0	(\$107,137)	\$509,256	82.61%	\$573,043	\$445,693	78%
		\$0.00								
Operations and Maintenance	\$2,706,353	(\$573)	\$0	(\$78,893)	(\$557,861)	\$2,068,425	76.42%	\$2,626,412	\$2,018,931	77%

Other Teaching Services

INSTRUCTIONAL SERVICES: Instructional activities involving the teaching of students, supervising of staff, developing & utilizing curriculum materials & related services.

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>Instruction - Teaching Services</i>										
Home instruction/Sped summer school	\$163,000	\$0	\$0	\$0	(\$77,144)	\$86,076	52.8%	\$163,000	\$80,648	49%
		\$220.52								
<i>Librarians & Media Center Directors</i>										
Librarians & Media Center	\$66,520	\$0	\$0	\$0	(\$5,098)	\$61,422	92.33%	\$62,089	\$57,360	92%
		\$0.00								
<i>Non-Clerical Paraprofessionals/Instructional Assistants hired to assist teachers/specialists in the preparation of instructional materials or classroom instruction. (Includes American Sign Language Specialists).</i>										
Paraprofessionals	\$1,112,467	\$0	\$0	\$0	(\$75,242)	\$1,037,225	93.23%	\$1,006,159	\$932,644	93%
		\$0.00								
<i>Medical/Therapeutic Services (Costs for Occupational Therapy, Physical Therapy, Speech, Vision & other therapeutic services that are provided by licensed practitioners)</i>										
PT & Speech Salaries	\$464,110	\$0	\$0	\$0	(\$54,656)	\$409,454	88.22%	\$614,033	\$565,289	92%
		\$0.00								
<i>Substitutes - Include long & short term as well as certified & non-certified teachers who cover vacant positions or absences.</i>										
Substitutes	\$410,975	\$0	\$0	\$0	(\$28,675)	\$382,300	93.02%	\$410,119	\$391,421	95%
		\$0.00								
Other Teaching Services	\$2,217,072	\$221	\$0	\$0	(\$240,815)	\$1,976,477	89.14%	\$2,255,399	\$2,027,362	90%

Payments To Out-Of-District Schools

PROGRAMS WITH OTHER SCHOOL DISTRICTS: Transfers of payments to other school districts or to non-public schools for services provided to students residing in the sending city or town.

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>Tuition to Collaboratives</i>										
Payments to Member Collaborative	\$731,492	\$0	\$0	\$0	(\$2,550)	\$728,942	99.65%	\$818,754	\$816,098	100%
		\$0.00								
<i>Tuition to Non-Public schools</i>										
Program with Schools Other than Public Schools	\$1,800,340	\$0	\$0	\$0	\$0	\$1,800,340	100%	\$1,351,751	\$1,351,751	100%
		\$0.00								
<i>Programs with Other Districts in Massachusetts</i>										
Programs with other Systems in Massachusetts	\$150,000	\$0	\$0	\$0	\$0	\$150,000	100%	\$150,000	\$150,000	100%
		\$0.00								
Payments To Out-Of- District Schools	\$2,681,832	\$0	\$0	\$0	(\$2,550)	\$2,679,282	99.9%	\$2,320,505	\$2,317,849	100%

Professional Development

INSTRUCTIONAL SERVICES: Instructional activities involving the teaching of students, supervising of staff, developing & utilizing curriculum materials & related services.

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>Professional Development for teachers, support staff & school councils</i>										
Prof. Development: System Course Reimbursements	\$69,000	\$0	\$0	(\$2,447)	(\$10,084)	\$56,469	81.83%	\$76,900	\$66,870	87%
		\$0.00								
<i>PD Stipends, Providers & Expenses - supervisors/teachers/professional staff spend >= one-half of their time providing teacher training / implementation.</i>										
Professional Development – Providers	\$0	\$629	\$0	(\$553)	\$0	\$76	N/A%			
		\$0.00								
<i>Substitutes for Teachers/Instructional Staff at Professional Development Activities</i>										
Professional Development – Substitutes	\$17,500	\$0	\$0	\$0	\$0	\$17,500	100%	\$9,500	\$9,500	100%
		\$0.00								
<i>Teacher/Instructional Staff-Professional Days - Staff who participate in in-service days beyond the contractual classroom days > 180-day requirement. Include stipends for professional staff providing or receiving PD services > length of regular day.</i>										
Professional Development – Teachers	\$33,500	\$0	\$0	(\$13,880)	(\$5,634)	\$13,986	41.75%	\$64,000	\$58,250	91%
		\$0.00								
Professional Development	\$120,000	\$0	\$0	(\$16,880)	(\$15,718)	\$88,032	73.35%	\$150,400	\$134,620	90%

Pupil Services

OTHER SCHOOL SERVICES: Other than instructional services.

Function	Budget	Transfers Journal Entries	Receipts	Outstanding POs	Payments	End Balance	% Remain	Last Year Comparison		
								Budget	End Balance	% Remain
<i>Athletic Services</i>										
Athletic Services	\$248,333	\$0 \$0.00	\$0	\$0	(\$10,453)	\$237,880	95.79%	\$251,664	\$229,018	91%
<i>Attendance & Parent Liaison Services</i>										
Attendance	\$80,901	\$0 \$0.00	\$0	\$0	(\$3,065)	\$77,836	96.21%	\$43,647	\$40,341	92%
<i>Health Services</i>										
Medical & Nurses Expenses	\$295,857	\$0 \$3,216.70	\$0	(\$301)	(\$32,654)	\$266,119	89.94%	\$306,213	\$274,579	90%
<i>Other Student Activities</i>										
Other Student Body Activities	\$3,485	\$0 \$0.00	\$0	\$0	\$0	\$3,485	100%	\$3,485	\$3,485	100%
<i>Student Transportation Services (To & from school)</i>										
Pupil Transportation	\$1,372,860	\$0 (\$9,459.39)	\$0	(\$24,014)	(\$142,050)	\$1,197,337	87.21%	\$1,451,452	\$1,250,890	86%
Pupil Services	\$2,001,436	(\$6,243)	\$0	(\$24,314)	(\$188,222)	\$1,782,657	89.06%	\$2,056,462	\$1,798,313	87%

Summary

							Last Year Comparison		
Budget	Transfers Journal Entries	Receipts	Payments	Outstanding POs	End Balance	% Remain	Budget	End Balance	% Remain
Total LEA Budget	(\$6,596)	\$0	(\$2,768,958)	(\$471,389)	\$23,888,124	88.0%	\$26,879,655	\$23,871,740	88.8%