

## Maine Charter School Commission

### **Finance Committee Meeting**

Published on November 7, 2023 at 3:32 PM EST

#### **Date and Time**

Thursday November 9, 2023 at 12:00 PM EST

#### Location

**Zoom** 

Agend	la			
			Purpose	Presenter
I.	Оре	ening Items		
	A.	Record Attendance		Rachel Spell
	В.	Call the Meeting to Order		Leigh Albert
II.	Ad-	Hoc Agenda Items		
	A.	Review Finance Section of SY2022-23 Annual Report to the Commissioner	Discuss	Amy Allen
	В.	Commission Oversight Fee	Discuss	Lana Ewing
III.	Sta	ndard Agenda Items		
	A.	Financial Audits	Discuss	Joe Drago

		Purpose	Presenter
	None		
В.	Financial Health of the Portfolio	Discuss	Joe Drago
	FY24 QTR1 Financial Review Overview of 3-Year Financial Plan Meetings		
C.	Budget vs. Actual Dashboard/Spending Report	Discuss	Amy Allen
	FY24 Budget vs. Actual Dashboard/Spending Report		
D.	Amendment Requests/Fund Requests	Vote	Lana Ewing
	Maine Virtual Academy's Request to Increase Enrollment		
E.	Requests to Incur Debt	Vote	Lana Ewing
	None		
F.	Updates	FYI	Lana Ewing
	None		
Nex	kt Meeting Date/Time and Topics		
Dec	cember 7, 2023 at 12:00pm via Zoom		
Clo	sing Items		
A.	Adjourn Meeting	FYI	Leigh Albert

IV.

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### Coversheet

## Review Finance Section of SY2022-23 Annual Report to the Commissioner

Section: II. Ad-Hoc Agenda Items

Item: A. Review Finance Section of SY2022-23 Annual Report to the

Commissioner

Purpose: Discuss

Submitted by:

Related Material: Annual Report to the Commissioner - Financial performance section.pdf

### **Annual Report to the Commissioner**

MRS Title 20-A, Chapter 112. PUBLIC CHARTER SCHOOLS §2405. Authorizers 4. Reporting and evaluation reads ...

An authorizer shall submit to the commissioner and the Legislature an annual report within 150 days of the end of each school fiscal year summarizing:

- A. The authorizer's strategic vision for chartering and progress toward achieving that vision;
- B. The performance of all operating public charter schools overseen by the authorizer, according to the performance measures and expectations specified in the charter contracts;
- C. The status of the authorizer's public charter school portfolio of approved charter applications, identifying all public charter schools within that portfolio as:
  - a. Approved, but not yet open;
  - b. Operating;
  - c. Renewed;
  - d. Transferred;
  - e. Terminated;
  - f. Closed; or
  - g. Never opened;
- D. The oversight and services provided by the authorizer to the public charter schools under the authorizer's purview; and
- E. The total amount of funds collected from each public charter school the authorizer authorized pursuant to subsection 5, paragraph B and the costs incurred by the authorizer to oversee each public charter school.

#### Financial performance

State law allows the Charter School Commission to draw up to 3% of the annual per-pupil allocation received by each public charter school under its authorization. In FY23, the Commission remained at the 2.35% allocation.

Based on the FY23 ED279s, the Commission's revenue was \$757,149.85 of which \$666,788,72 was spent on monitoring performance and supporting the success of Maine's public charter schools. The balance was carried over to FY24.

## Coversheet

## Commission Oversight Fee

Section: II. Ad-Hoc Agenda Items
Item: B. Commission Oversight Fee

Purpose: Discuss

Submitted by:

Related Material: Commission Oversight Fee.pdf

### **Commission Oversight Fee**

MRS Title 20-A, Chapter 112. PUBLIC CHARTER SCHOOLS §2405. Authorizers 5. Funding of authorizers states:

To cover costs for overseeing public charter schools in accordance with this chapter, an authorizer may:

- A. Expend its own resources, seek grant funds and establish partnerships to support its public charter school office and activities; and
- B. Charge up to 3% of annual per-pupil allocations received by each public charter school it authorizers. These funds must be used to cover the costs for an authorizer to oversee its public charter schools.

Currently, the Commission takes 2.35% to cover oversight costs. **We are proposing a gradual annual increase to get to 3%**.

### **Background**

The Commission last raised the oversight fee for the start of the 2021-22 school year. The Maine Department of Education finance team requires that we let them know in November about any proposed changes for the following school year. That timing does not match with the Commission's internal budgeting process. By establishing a "ramp up" to 3%:

- (1) Commission staff can plan for the budgeting process with a clear understanding of the revenue that the Commission has to work with;
- (2) Can give the information to the MDOE as required (currently, staff has to give assumptions, and then pull them back if the Commission votes in May not to raise the fee);
- (3) Gives schools clear guidelines about the oversight fee for their budget projections.

### Here are 2 scenarios for consideration:

### Using revenue figures for FY24 (\$719,991.56)

2.40%	FY25	\$735,310.53
2.45%	FY26	\$750,629.50
2.50%	FY27	\$765,948.47
2.55%	FY28	\$781,267.44
2.60%	FY29	\$796,586.41
2.65%	FY30	\$811,905.38
2.70%	FY31	\$827,224.35
2.75%	FY32	\$842,543.32
2.80%	FY33	\$857,862.29
2.85%	FY34	\$873,181.26
2.90%	FY35	\$888,500.23
2.95%	FY36	\$903,819.20
3.00%	FY37	\$919,138,17

## Using revenue figures for FY24 (\$719,991.56)

2.45%	FY25	\$750,629.50
2.55%	FY26	\$781,267.44
2.65%	FY27	\$811,905.38
2.75%	FY28	\$842,543.32
2.85%	FY29	\$873,181.26
2.95%	FY30	\$903,819.20
3.00%	FY31	\$919,138,17

### Coversheet

### Budget vs. Actual Dashboard/Spending Report

Section: III. Standard Agenda Items

Item: C. Budget vs. Actual Dashboard/Spending Report

Purpose: Discuss

Submitted by:

Related Material: FY24 MCSC Budget vs Actual Report (Overview).pdf

FY24 MCSC Budget vs Actual Report (Expenditures).pdf



# MCSC FY24 Budget vs. Actual (As of 11-7-23)

Summary	Total	Total	Total
	FY23 Budget	Actual Cost	Difference
	\$839,374	\$311,154	\$528,220

## **Personnel**

	Projected Cost	Actual Cost	Difference	
Staff Salaries	\$285,000	\$112,023	<b>1</b> \$172,977	
Manpower Service Fee	\$104,880	\$39,882	\$64,998	
Benefits	\$60,000	\$20,000	\$40,000	
Total	\$449,880	\$171,906	\$277,974	

## **Contracted Services**

	Projected Cost	Actual Cost	Difference	
Finance Consultant	\$49,275	\$16,445	•	\$32,830
Public Relations/ Engagement	\$35,000	\$2,880	1	\$32,120
Project-Based Support	\$65,000	\$12,013	1	\$52,988
Total	\$149,275	\$31,338		\$117,938

## **Projected Annual Revenue**

Allotment	\$694,809
Carryover Funds	\$144,565
Grants	
Total Annual Income	\$839,374

## **Actual Annual Revenue**

Allotment	\$766,635
Carryover Funds	\$0
Grants	\$2,163
Total Annual Income YTD	\$768,798

## **Travel**

	Projected Cost	Actual Cost	Difference
Commission Members	\$12,782	\$2,539	\$10,243
Staff	\$7,641	\$3,674	\$3,967
Total	\$20,423	\$6,213	\$14,210

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## **Personal Services (Per Diem/Commission Members)**

	Projected Cost	Actual Cost	Difference
Per Diem	\$15,400	\$5,335	\$10,065
Total	\$15,400	\$5,335	\$10,065

## **General Operations**

	Projected Cost	Actual Cost		Difference
Insurance/Risk Management	\$1,776	\$798	1	\$978
Printing/Photocopying Services	\$500	\$516	<b>⇒</b>	(\$16)
Dues and Subscriptions	\$6,860	\$5,672	1	\$1,188
Meeting Room Rental	\$1,000	\$0	1	\$1,000
Postage	\$500	\$259	1	\$241
Advertising	\$500	\$200	1	\$300
Food	\$500	\$0	1	\$500
General Government Service Center	\$7,529	\$11,278	•	(\$3,749)
Legal and Professional Services	\$12,546	\$0	1	\$12,546
Office and Other Supplies	\$1,000	\$367	1	\$633
Total	\$32,711	\$19,090		\$13,621

## Sta-Cap

	Projected Cost	Actual Cost	Difference
Sta-Cap	\$9,775	\$583	\$9,192
Total	\$9,775	\$583	\$9,192

## **Technology-For Schools**

	Projected Cost	Actual Cost		Difference
NWEA MAP Test	\$13,039	\$0	<b>↑</b>	\$13,039
Panorama Education	\$10,625	\$0	1	\$10,625
Infinite Campus	\$20,751	\$19,615	1	\$1,136
Lotterease	\$3,750	\$6,669	•	(\$2,919)
Epicenter	\$37,900	\$38,710	•	(\$810)
College-Readiness Diagnostics	\$4,000	\$2,580	1	\$1,420
Total	\$90,065	\$67,574		\$22,491

## Contingency

	Projected Cost	Actual Cost	Difference
Contingency	\$20,000	\$0	\$20,000
Total	\$20,000	\$0	\$20,000

## **Technology-For MCSC**

	Projected Cost	Actual Cost	Difference
Office of Information Technology	\$8,845	\$1,709	<b>↑</b> \$7,136
Cell Phone Services	\$2,000	\$1,249	<b>↑</b> \$751
Website	\$5,000	\$0	\$5,000
Remote CART Captioning Service	\$5,000	\$2,350	\$2,650
BoardOnTrack	\$6,000	\$5,495	<b>\$</b> \$505
Total	\$26,845	\$10,803	\$16,042

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## **Charter School Innovation/Collaboration**

	Projected Cost	Actual Cost	Difference
Innovation Fund/Professional Development	\$20,000	\$0	\$20,000
Board Chair Collaboration	\$5,000	\$476	\$4,524
Total	\$25,000	\$476	\$24,524

Date A	ccount	Account Name	Payee	Payment Method	Reference Number	Notes	Amount
	5252	Per Diem	Brian Langley	Check	10/05/2023-10/10/2023	Commission Activity/Per Diem (10-523 thru 10-10-23)	\$110.
• •	5101	Finance Consultant	Joseph A Drago Consulting	Check	110123	Financial Consulting (10-2-23 thru 11-1-23; 16 hours @ \$135 per hour)	\$2,160.
	5005	Staff Salaries	Manpower/Maine Business Services	Check	38304911	Executive Director/Lana Ewing (Week Ending 10.29.23)	\$2,884.
	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38304911	Service Fee (10.29.23)	\$859.
•	5005 5006	Staff Salaries Manpower Service Fee	Manpower/Maine Business Services Manpower/Maine Business Services	Check Check	38304912 38304912	Administrative Assistant/Rachel Spell (Week Ending 10.29.23) Service Fee (10.29.23)	\$750.9 \$276.9
	5005	Staff Salaries	Manpower/Maine Business Services  Manpower/Maine Business Services	Check	38304912	Operations Director/Amy Allen (Week Ending 10.29.23)	\$276.° \$1,836.
	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38304909	Service Fee (10.29.23)	\$547
	5609	General Government Service Center	State of Maine	Transfer	ACTSERVFY2024QTR2031	Accounting by the GGSCA - 2nd QTR FY2024	\$2,815
	5005	Staff Salaries	Manpower/Maine Business Services	Check	38291556	Executive Director/Lana Ewing (Week Ending 10.22.23)	\$2,884.
	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38291556	Service Fee (10.22.23)	\$859.
	5005	Staff Salaries	Manpower/Maine Business Services	Check	38291558 38291559	Administrative Assistant/Rachel Spell (Week Ending 10.22.23)	\$750.
	5006 5005	Manpower Service Fee Staff Salaries	Manpower/Maine Business Services Manpower/Maine Business Services	Check Check	38291558 38291555	Service Fee (10.22.23) Operations Director/Amy Allen (Week Ending 10.29.23)	\$276. <sup>.</sup> \$1,836.
	5006	Manpower Service Fee	Manpower/Maine Business Services  Manpower/Maine Business Services	Check	38291555	Service Fee (10.22.23)	\$1,636. \$547
	5705	Epicenter	Institute for Excellence in Education	Check	2024-084	Epicenter Hosting Services (7-1-23 thru 6-30-24)	\$29,210.
	5802	Cell Phone	US Cellular	Check	0609546607	Bill Date 10.8.23	, \$67
•	5603	Printing/Photocopying Services	The Copy Center Plus	Credit Card	85550	100 Business Cards for Lana Ewing	\$35.
•	5808	Remote CART Captioning Service	Shari Majeski	Check	1578	Remote CART Captioning Service (August 2023 thru September 2023)	\$765.
•	5252	Per Diem	James E Ford	Check	9/26/2023-10/10/2023	Commission Activity/Per Diem (9-26-23 thru 10-10-23)	\$165.
	5252 5252	Per Diem Per Diem	Leigh Weisenburger Albert Norm Higgins	Check Check	10/5/2023-10/10/2023 9/15/2023-10/14/2023	Commission Activity/Per Diem (10-5-23 thru 10-10-23) Commission Activity/Per Diem (9-15-23 thru 10-14-23)	\$110 \$330
	5504	Mileage-Commission Members	Norm Higgins Norm Higgins	Check	9/15/2023-10/14/2023	Commission Activity/Mileage (9-15-23 thru 10-14-23)	\$330. \$170
	5252	Per Diem	Tori Kornfield	Check	10/2/2023-10/10/2023	Commission Activity/Per Diem (10-2-23 thru 10-10-23)	\$165
19/2023	5504	Mileage-Commission Members	Tori Kornfield	Check	10/2/2023-10/10/2023	Commission Activity/Mileage (10-2-23 thru 10-10-23)	\$72
9/2023	5252	Per Diem	Jim Handy	Check	10/2/2023-10/10/2023	Commission Activity/Per Diem (10-2-23 thru 10-10-23)	\$110
•	5504	Mileage-Commission Members	Jim Handy	Check	10/2/2023-10/10/2023	Commission Activity/Mileage (10-2-23 thru 10-10-23)	\$3
	5512	Mileage-Staff	Lana Ewing	Check	9/12/2023-9/26/2023	Commission Activity/Mileage (9-12-23 thru 9-26-23)	\$3
	5252 EEO/	Per Diem	Tom Keller	Check	9/26/2023-10/10/2023	Commission Activity/Per Diem (9-26-23 thru 10-10-23)	\$165 \$27
•	5504 5005	Mileage-Commission Members Staff Salaries	Tom Keller Manpower/Maine Business Services	Check Check	9/26/2023-10/20/2023 38276225	Commission Activity/Mileage (9-26-23 thru 10-10-23) Administrative Assistant/Rachel Spell (Week Ending 10.15.23)	\$23 \$750
	5005	Manpower Service Fee	Manpower/Maine Business Services  Manpower/Maine Business Services	Check	38276225	Service Fee (10.15.23)	\$276
	5005	Staff Salaries	Manpower/Maine Business Services  Manpower/Maine Business Services	Check	38276224	Executive Director/Lana Ewing (Week Ending 10.15.23)	\$2,88 <sub>4</sub>
	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38276224	Service Fee (10.15.23)	\$859
	5005	Staff Salaries	Manpower/Maine Business Services	Check	38276223	Operations Director/Amy Allen (Week Ending 10.15.23)	\$1,836
	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38276223	Service Fee (10.15.23)	\$54
	5808	Remote CART Captioning Service	Shari Majeski	Check	1570	Remote CART Captioning Service (April 2023 thru July 2023)	\$1,585
•	5707	College-Readiness Diagnostics	College Board	Credit Card	151017376	Accuplacer Units (300 @ \$2.40 Each)	\$720
•	5604	Dues and Subscriptions	Dropbox for Business	Credit Card	ZV7NDBT3KF82	Monthly Subscription	\$90
	5606	Postage	USPS.com	Credit Card	420041079405830109355031687049	Postage to Send Business Cards to Lana	\$8
•	5705 5513	Lotterease Other Transportation-Staff	Easysuite Software SuperShuttle/ExecuCar	Credit Card Credit Card	INV-001170 4545525	Lotterease Annual License Down Payment 2023-2024 SY (ACADIA/Fiddlehead) Airport Transfer/NACSA Leadership Conference (Lana Ewing)	\$2,400 \$12.
	5513	Other Transportation-Staff	SuperShuttle/ExecuCar	Credit Card	4545534	Airport Transfer/NACSA Leadership Conference (Lana Ewing)  Airport Transfer/NACSA Leadership Conference (Lana Ewing)	\$108
	5604	Dues and Subscriptions	Dropbox for Business	Credit Card	6TDDRSKZLYQX	1 Additional License for Rachel Spell	\$3
	5104	Project-Based Support	Institute for Excellence in Education	Check	2024-296	Professional Services (7-1-23 thru 9-30-23)	\$6,312
	5005	Staff Salaries	Manpower/Maine Business Services	Check	38260889	Operations Director/Amy Allen (Week Ending 10.8.23)	\$1,836
•	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38260889	Service Fee (10.8.23)	\$54
•	5005	Staff Salaries	Manpower/Maine Business Services	Check	38260890	Executive Director/Lana Ewing (Week Ending 10.8.23)	\$2,884
•	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38260890	Service Fee (10.8.23)	\$859
	5005	Staff Salaries	Manpower/Maine Business Services	Check	38260891	Administrative Assistant/Rachel Spell (Week Ending 10.8.23)	\$750
	5006	Manpower Service Fee Staff Salaries	Manpower/Maine Business Services	Check	38260891 38246089	Service Fee (10.8.23)	\$276
	5005 5006	Manpower Service Fee	Manpower/Maine Business Services Manpower/Maine Business Services	Check Check	38246089 38246089	Operations Director/Amy Allen (Week Ending 10.1.23) Service Fee (10.1.23)	\$1,830 \$54
	5007	Benefits	Manpower/Maine Business Services  Manpower/Maine Business Services	Check	38246089	Monthly Stipend - Amy Allen	\$2,500
	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38246089	Service Fee - Monthly Stipend	\$745
	5005	Staff Salaries	Manpower/Maine Business Services	Check	38246091	Executive Director/Lana Ewing (Week Ending 10.1.23)	\$2,88
1/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38246091	Service Fee (10.1.23)	\$85
1/2023	5007	Benefits	Manpower/Maine Business Services	Check	38240691	Monthly Stipend - Lana Ewing	\$2,500
	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38246091	Service Fee - Monthly Stipend	\$745
	5802	Cell Phone	Verizon Wireless	Check	9945699204	Bill Date 10.1.23	\$6 *5.4
•	5103	Public Relations/Engagement	Marshall Communications  Mannover/Maine Business Services	Check	23521 38346093	Account Mgmt/Planning; News Releases; PR/Marketing (9-20-23 thru 10-6-23)	\$54 \$75
-	5005	Staff Salaries Mannower Sarvice Fee	Manpower/Maine Business Services	Check	38246093 38246093	Administrative Assistant/Rachel Spell (Week Ending 10.1.23)	\$750 \$270
	5006 5005	Manpower Service Fee Staff Salaries	Manpower/Maine Business Services Manpower/Maine Business Services	Check Check	38246093 38231527	Service Fee (10.1.23) Operations Director/Amy Allen (Week Ending 9.24.23)	\$27/ \$1,83
	5006	Manpower Service Fee	Manpower/Maine Business Services  Manpower/Maine Business Services	Check	38231327	Service Fee (9.24.23)	\$1,00 \$54
	5101	Finance Consultant	Joseph A Drago Consulting	Check	100123	Financial Consulting (8-26-23 thru 10-1-23; 40 hours @ \$135 per hour)	\$5,40
	5005	Staff Salaries	Manpower/Maine Business Services	Check	38231530	Administrative Assistant/Rachel Spell (Week Ending 9.24.23)	\$75
3/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38231530	Service Fee (9.24.23)	\$27
-	5005	Staff Salaries	Manpower/Maine Business Services	Check	38231529	Executive Director/Lana Ewing (Week Ending 9.24.23)	\$2,88
	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38231529	Service Fee (9.24.23)	\$85
	5252	Per Diem	Brian Langley	Check	09/07/2023-09/12/2023	Commission Activity/Per Diem (9-7-23 thru 9-12-23)	\$17
	5604	Dues and Subscriptions	LRP Publications	Credit Card	055427	Annual Subscription - "The Special Educator"	\$37
	5604 5252	Dues and Subscriptions Per Diem	Dropbox for Business Tori Kornfield	Credit Card Check	NZJGB32LSSXZ 09/06/2023-09/12/2023	Monthly Subscription Commission Activity/Per Diem (9-6-23 thru 9-12-23)	\$9 \$16
	5252 5513	Per Diem Other Transportation-Staff	JetBlue	Спеск Credit Card	09/06/2023-09/12/2023 2792133727368	REFUND/Seat Selection Due to Cancelled Flight	\$16 (\$8
	5509	Air Fare-Staff	Delta Airlines	Credit Card	0062173284887	Flight/NACSA Leadership Conference (Lana Ewing-October 2023)	( <del>)</del> 6 \$48
	5005	Staff Salaries	Manpower/Maine Business Services	Check	38186830	Operations Director/Amy Allen (Week Ending 9.3.23)	\$1,83
	5006	Manpower Service Fee	Manpower/Maine Business Services  Manpower/Maine Business Services	Check	38186830	Service Fee (9.3.23)	\$5
	5007	Benefits	Manpower/Maine Business Services	Check	38186830	Monthly Stipend - Amy Allen	\$2,5C
	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38186830	Service Fee - Monthly Stipend	\$74
/2023	5252	Per Diem	Brian Langley	Check	08/03/2023-08/08/2023	Commission Activity/Per Diem (8-3-23 thru 8-8-23)	\$11
/2023	5707	College-Readiness Diagnostics	College Board	Credit Card	150376156	Accuplacer Vouchers (300 @ \$2.40 Each)	\$720
•	5604	Dues and Subscriptions	Intuit Quickbooks Online	Credit Card	10001251835946	Monthly Subscription	\$90
•	5513	Other Transportation-Staff	JetBlue	Credit Card	2794429287749	REFUND/Seat Selection Due to Cancelled Flight	(\$3
9/2023	5604	Dues and Subscriptions	Dropbox for Business	Credit Card	N1DKK591SWYR	Monthly Subscription	\$9

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o/IE/2027	FC00	Canaral Cayaramant Carvina Cantar	Ctata of Maina	Transfer	0050502NIDOTD2027	Accounting by the CCCCA and OTD EV2027	¢1,000,0E
8/15/2023 8/10/2023	5609 5005	General Government Service Center Staff Salaries	State of Maine Manpower/Maine Business Services	Transfer Check	90SCSC2NDQTR2023 38129561	Accounting by the GGSCA - 2nd QTR FY2023  Operations Director/Amy Allen (Week Ending 8.6.23)	\$1,882.25 \$1,836.62
8/10/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38129561	Service Fee (8.6.23)	\$547.31
8/10/2023	5007	Benefits	Manpower/Maine Business Services	Check	38129561	Monthly Stipend - Amy Allen	\$2,500.00
8/10/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38129561	Service Fee - Monthly Stipend	\$745.00
8/9/2023	5604	Dues and Subscriptions	Intuit Quickbooks Online	Credit Card	10001245398715	Monthly Subscription	\$90.00
8/4/2023	5509	Air Fare-Staff	JetBlue	Credit Card	2792130237662	Flight/NACSA Leadership Conference (Lana Ewing/October 2023 + Seat Selection Fee)	\$482.20
8/4/2023 8/4/2023	5513 5509	Other Transportation-Staff Air Fare-Staff	JetBlue JetBlue	Credit Card Credit Card	2792130237662 2792130242733	Seat Selection/Jet Blue Flight/NACSA Leadership Conference (Lana Ewing/October 2023)	\$172.00 \$254.90
7/20/2023	5509 5604	Dues and Subscriptions	National Student Clearinghouse	Credit Card Credit Card	2/92/30242/33 HS2309048	Annual Subscription	\$254.90 \$1,190.00
7/19/2023	5705	Lotterease	Easysuite Software	Credit Card	INV-000891	Lotterease/Enrollease Annual License for the 23-24 SY (AA/FSAS)	\$1,764.64
7/19/2023	5604	Dues and Subscriptions	Dropbox for Business	Credit Card	IKK2YJRRKJRG	Monthly Subscription	\$90.00
7/12/2023	5607	Advertising/Promotional	Maine Today Media/Kennebec Journal	Credit Card	2015365	Legal Notice/SY2023-24 Commission Meetings Public Notice (Required by Statute)	\$199.98
7/9/2023	5604	Dues and Subscriptions	Intuit Quickbooks Online	Credit Card	10001239218263	Monthly Subscription	\$85.00
4/26/2023	5611	Office and Other Supplies	Name Tag Country	Credit Card	NTC11303297	Printed Walnut Desk Plates for Commission Members	\$191.56
4/26/2023	5606	Postage	Goin Postal Bushnell	Credit Card	3532	Postage to Send Sound Equipment for Remote Meetings to Lana Ewing	\$37.25
4/25/2023 4/19/2023	5611 5604	Office and Other Supplies	Name Tag Country	Credit Card Credit Card	NTC11302946 5ZY2DJ2V5KH4	Metal Name Tags for Commission Members and Staff	\$175.00 \$90.00
3/19/2023	5604 5604	Dues and Subscriptions Dues and Subscriptions	Dropbox for Business Dropbox for Business	Credit Card	7G9P1S5C7KWK	Monthly Subscription  Monthly Subscription	\$90.00
3/9/2023	5604	Dues and Subscriptions	Intuit Quickbooks	Credit Card	10001214368493	Monthly Subscription	\$85.00
2/19/2023	5604	Dues and Subscriptions	Dropbox for Business	Credit Card	Z1Q41SQDPDJ7	Monthly Subscription	\$90.00
2/9/2023	5604	Dues and Subscriptions	Intuit Quickbooks	Credit Card	10001208281861	Monthly Subscription	\$85.00
2/7/2023	5604	Dues and subscriptions	Adobe	Credit Card	2374862772	Monthly Subscription	\$14.99
2/7/2023	5707	College-Readiness Diagnostics	College Board	Credit Card	147089889	Accuplacer Vouchers (100 @ \$2.40 Each)	\$240.00
1/31/2023	5603	Printing/Photocopying Services	The UPS Store #3352	Credit Card	12301313352A016538	Packets for Education and Cultural Affairs Committee Orientation	\$418.15
1/22/2023	5604	Dues and Subscriptions	Doodle	Credit Card	DDL-29188524320409	Annual Subscription	\$83.40
1/19/2023	5604	Dues and Subscriptions	Dropbox for Business	Credit Card	DDKKG18F8B8V	Monthly Subscription	\$90.00
1/9/2023 1/7/2023	5604 5604	Dues and Subscriptions  Dues and subscriptions	Intuit Quickbooks Adobe	Credit Card Credit Card	10001202170071 2351144776	Monthly Subscription  Monthly Subscription	\$85.00 \$14.99
12/19/2023	5604	Dues and Subscriptions	Dropbox for Business	Credit Card	TMDPL8KSBK8T	Monthly Subscription	\$90.00
11/9/2022	5604	Dues and Subscriptions	Intuit Quickbooks	Credit Card	10001190769378	Monthly Subscription	\$85.00
11/7/2022	5604	Dues and subscriptions	Adobe	Credit Card	2304238393	Monthly Subscription	\$14.99
11/5/2022	5606	Postage	UPS	Credit Card	1Z4916T94290204441	Shipping Charges for Gina Post to Return MCSC Equipment and Supplies (Box 2 of 2)	\$70.62
11/5/2022	5606	Postage	UPS	Credit Card	1Z4916T94293323058	Shipping Charges for Gina Post to Return MCSC Equipment and Supplies (Box 1 of 2)	\$53.62
10/17/2022	5705	Lotterease	Easysuite Software	Credit Card	INV-000521	Lotterease/Enrollease License for 22-23 SY for Applications for the 23-24 SY (AA/FSAS)	\$2,503.94
10/15/2022	5603	Printing/Photocopying Services	The Copy Center Plus	Credit Card	80879	Custom Notecards ,	\$63.00
10/12/2022	5510	Lodging-Staff	Homewood Suites by Hilton Augusta	Credit Card	145787 A	Lodging/Amy Allen/Maine Trip to Facilitate October Commission Meeting (5-Nights)	\$534.10
10/11/2022	5510	Lodging-Staff	Hilton Garden Inn Portland Airport	Credit Card	620199 A	Lodging/Amy Allen/Maine Trip to Facilitate October Commission Meeting (1-Night)	\$191.84
10/9/2022	5604	Dues and subscriptions	Intuit Quickbooks	Credit Card	10001185155342	Monthly Subscription	\$85.00
10/8/2022 8/19/2022	5604 5604	Dues and subscriptions Dues and Subscriptions	Adobe Dropbox for Business	Credit Card Credit Card	2280964987 Z8L8LQ1WP5D6	Monthly Subscription  Monthly Subscription	\$15.81 \$90.00
8/19/2022	5506	Conference Registrations-Commission Members	·	Credit Card	101375555841	REFUND/NACSA Leadership Conference/Registration (Wilson Hess)	(\$350.00)
8/19/2022	5508	Conference Registrations-Staff	NACSA	Credit Card	101375554447	REFUND/NACSA Leadership Conference/Registration (Gina Post)	(\$175.00)
8/17/2022	5501	Air Fare-Commission Members	United Airlines	Credit Card	CNEXTE	NACSA Leadership Conference/Flight (Wilson Hess)	\$1,066.34
						NACSA FEGREISHIN COHELEHCE/FIIGHT I MIISOH HESSI	
8/16/2022	5508	Conference Registrations-Staff	NACSA	Credit Card	42201	, , , , , , , , , , , , , , , , , , ,	\$175.00
8/16/2022 8/16/2022		Conference Registrations-Staff Conference Registrations-Commission Members				NACSA Leadership Conference/Registration (Gina Post)  NACSA Leadership Conference/Registration (Wilson Hess)	
	5508	<u> </u>	NACSA Intuit Quickbooks	Credit Card	42201	NACSA Leadership Conference/Registration (Gina Post)	\$175.00 \$350.00 \$85.00
8/16/2022	5508 5506	Conference Registrations-Commission Members	NACSA	Credit Card Credit Card	42201 42221	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess)	\$175.00 \$350.00
8/16/2022	5508 5506 5604	Conference Registrations-Commission Members	NACSA Intuit Quickbooks	Credit Card Credit Card	42201 42221	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess)	\$175.00 \$350.00 \$85.00
8/16/2022 8/9/2022 <b>FY2</b> 8/3/2023	5508 5506 5604 23 5005	Conference Registrations-Commission Members	NACSA Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services	Credit Card Credit Card	42201 42221 10001173926255 38114952	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97
8/16/2022 8/9/2022 <b>FY2</b>	5508 5506 5604	Conference Registrations-Commission Members Dues and Subscriptions	NACSA Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services	Credit Card Credit Card Credit Card	42201 42221 10001173926255	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81
8/16/2022 8/9/2022 <b>FY2</b> 8/3/2023	5508 5506 5604 23 5005	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries	NACSA Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment)	Credit Card Credit Card Credit Card Check	42201 42221 10001173926255 38114952	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b>
8/16/2022 8/9/2022 <b>FY2</b> 8/3/2023	5508 5506 5604 23 5005	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee	NACSA Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services	Credit Card Credit Card Credit Card Check	42201 42221 10001173926255 38114952	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81
8/16/2022 8/9/2022 FY2 8/3/2023 8/3/2023	5508 5506 5604 23 5005 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT	NACSA Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT	Credit Card Credit Card Credit Card Check Check	42201 42221 10001173926255 38114952 38114952	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b>
8/16/2022 8/9/2022 FY2 8/3/2023 8/3/2023 9/25/2023	5508 5506 5604 23 5005 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT Staff Salaries	NACSA Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services	Credit Card Credit Card Credit Card Credit Card  Check Check Check	42201 42221 10001173926255 38114952 38114952 38217262	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b>
8/16/2022 8/9/2022 FY2 8/3/2023 8/3/2023 9/25/2023 9/25/2023	5508 5506 5604 23 5005 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT Staff Salaries Manpower Service Fee	NACSA Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Manpower/Maine Business Services	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check	42201 42221 10001173926255 38114952 38114952 38217262 38217262	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b>
8/16/2022 8/9/2022 FY2 8/3/2023 8/3/2023 9/25/2023	5508 5506 5604 23 5005 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT Staff Salaries	NACSA Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services	Credit Card Credit Card Credit Card Credit Card  Check Check Check	42201 42221 10001173926255 38114952 38114952 38217262	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b>
8/16/2022 8/9/2022 FY2 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023	5508 5506 5604 23 5005 5006 5005	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT Staff Salaries Manpower Service Fee Staff Salaries	NACSA Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Check Check Check	42201 42221 10001173926255 38114952 38114952 38217262 38217262 38217263 38217263 38217263 38217261	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b> \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62
8/16/2022 8/9/2022 FY2 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023	5508 5506 5604 23 5005 5006 5005 5006 5005 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT Staff Salaries Manpower Service Fee	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services	Credit Card Credit Card Credit Card Credit Card  Check	42201 42221 10001173926255 38114952 38114952 38217262 38217263 38217263 38217263 38217261 38217261	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b> \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31
8/16/2022 8/9/2022 FY2 8/3/2023 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023	5508 5506 5604 5604 5005 5006 5005 5006 5005 5006 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Postage	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services	Credit Card Credit Card Credit Card Credit Card  Check	42201 42221 10001173926255 38114952 38114952 38217262 38217262 38217263 38217263 38217261 38217261 MPJ092523*2517	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b> \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95
8/16/2022 8/9/2022 8/9/2022 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023	5508 5506 5604 23 5005 5006 5005 5006 5005 5006 5006 5606	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Postage Postage Postage	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Check Check Transfer Transfer	42201 42221 10001173926255 38114952 38114952 38217262 38217262 38217263 38217263 38217261 38217261 MPJ092523*2517 MPJ092523*2517	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b> \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75
8/16/2022 8/9/2022 8/9/2022 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/19/2023	5508 5506 5604 5604 5005 5006 5005 5006 5005 5006 5005 5006 5606 5606 5606 5802	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Postage Postage Cell Phone	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service US Cellular	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Check Transfer Transfer Check	42201 42221 10001173926255 38114952 38114952 38217262 38217263 38217263 38217263 38217261 38217261 MPJ092523*2517 MPJ092523*2517 0603348214	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee Bill Date 9.8.23	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b> \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75 \$66.98
8/16/2022 8/9/2022 8/9/2022 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/19/2023 9/19/2023	5508 5506 5604 5604 5005 5006 5005 5006 5005 5006 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Postage Postage Postage Cell Phone Office of Information Technology	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service US Cellular Office of Information Technology	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Check Transfer Transfer Check Transfer Check Transfer	42201 42221 10001173926255 38114952 38114952 38217262 38217263 38217263 38217261 38217261 38217261 MPJ092523*2517 MPJ092523*2517 MPJ092523*2517 0603348214 OIT24KM0007	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee Bill Date 9.8.23 Messaging Office 365 G3 Commitment (Heavy-Duty Knowledge Worker)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b> \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75 \$66.98 \$286.44
8/16/2022 8/9/2022 8/9/2022 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/19/2023 9/15/2023 9/15/2023	5508 5506 5604 5604 5005 5006 5005 5006 5005 5006 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Postage Postage Cell Phone Office of Information Technology Per Diem	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service US Cellular Office of Information Technology Jim Handy	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Check Transfer Transfer Check Transfer Check Transfer Check	42201 42221 10001173926255 38114952 38114952 38217262 38217263 38217263 38217261 38217261 MPJ092523*2517 MPJ092523*2517 MPJ092523*2517 0603348214 OIT24KM0007 09/06/2023-09/12/2023	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee Bill Date 9.8.23 Messaging Office 365 G3 Commitment (Heavy-Duty Knowledge Worker) Commission Activity/Per Diem (9-6-23 thru 9-12-23)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b> \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75 \$66.98 \$286.44 \$110.00
8/16/2022 8/9/2022 8/9/2022 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/15/2023 9/15/2023 9/14/2023 9/14/2023	5508 5506 5604 5604 5005 5006 5005 5006 5005 5006 5606 56	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Postage Postage Postage Cell Phone Office of Information Technology Per Diem Mileage-Commission Members	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service US Cellular Office of Information Technology Jim Handy Jim Handy	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Transfer Transfer Check Transfer Check	42201 42221 10001173926255 38114952 38114952 38217262 38217263 38217263 38217261 38217261 38217261 MPJ092523*2517 MPJ092523*2517 MPJ092523*2517 0603348214 OIT24KM0007	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee Bill Date 9.8.23 Messaging Office 365 G3 Commitment (Heavy-Duty Knowledge Worker) Commission Activity/Per Diem (9-6-23 thru 9-12-23) Commission Activity/Mileage (9-6-23 thru 9-12-23)	\$175.00 \$350.00 \$85.00 <b>\$129,644.36</b> \$417.97 \$153.81 <b>\$571.78</b> <b>\$130,216.14</b> \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75 \$66.98 \$286.44 \$110.00 \$36.34
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8/16/2022 8/9/2022 8/9/2023 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/15/2023 9/16/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023	5508 5506 5604 5604 5005 5006 5005 5006 5005 5006 5606 56	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Postage Postage Postage Cell Phone Office of Information Technology Per Diem Mileage-Commission Members Per Diem Per Diem Mileage-Commission Members Per Diem Mileage-Commission Members Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service US Cellular Office of Information Technology Jim Handy Jim Handy Leigh Weisenburger Albert Tom Keller Tom Keller Tom Keller Norm Higgins Norm Higgins Manpower/Maine Business Services	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Transfer Transfer Transfer Check	42201 42221 10001173926255 38114952 38114952 38217262 38217263 38217263 38217261 38217261 MPJ092523*2517 MPJ092523*2517 0603348214 OIT24KM0007 09/06/2023-09/12/2023 09/06/2023-09/12/2023 09/07/2023-09/12/2023 09/05/2023-09/12/2023 09/05/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 38201298 38201298 38201295 38201295 38201297	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee Bill Date 9.8.23 Messaging Office 365 G3 Commitment (Heavy-Duty Knowledge Worker) Commission Activity/Per Diem (9-6-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (8-10-23 thru 9-12-23) Administrative Assistant/Rachel Spell (Week Ending 9.10.23) Service Fee (9.10.23) Cervice Fee (9.10.23) Executive Director/Lana Ewing (Week Ending 9.10.23)	\$175.00 \$350.00 \$85.00 \$129,644.36 \$417.97 \$153.81 \$571.78 \$130,216.14 \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75 \$66.98 \$286.44 \$110.00 \$36.34 \$110.00 \$165.00 \$92.00 \$275.00 \$71.30 \$684.90 \$108.54 \$1,836.62 \$547.31 \$2,884.62
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8/16/2022 8/9/2022 8/9/2023 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/15/2023 9/16/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023 9/14/2023	5508 5506 5604 5604 5005 5006 5005 5006 5005 5006 5606 56	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Postage Postage Postage Cell Phone Office of Information Technology Per Diem Mileage-Commission Members Per Diem Per Diem Mileage-Commission Members Per Diem Mileage-Commission Members Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service US Cellular Office of Information Technology Jim Handy Jim Handy Leigh Weisenburger Albert Tom Keller Tom Keller Tom Keller Norm Higgins Norm Higgins Manpower/Maine Business Services	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Transfer Transfer Transfer Check	42201 42221 10001173926255 38114952 38114952 38217262 38217263 38217263 38217261 38217261 MPJ092523*2517 MPJ092523*2517 0603348214 OIT24KM0007 09/06/2023-09/12/2023 09/06/2023-09/12/2023 09/07/2023-09/12/2023 09/05/2023-09/12/2023 09/05/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 38201298 38201298 38201295 38201295 38201297	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee Bill Date 9.8.23 Messaging Office 365 G3 Commitment (Heavy-Duty Knowledge Worker) Commission Activity/Per Diem (9-6-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (8-10-23 thru 9-12-23) Administrative Assistant/Rachel Spell (Week Ending 9.10.23) Service Fee (9.10.23) Cervice Fee (9.10.23) Executive Director/Lana Ewing (Week Ending 9.10.23)	\$175.00 \$350.00 \$85.00 \$129,644.36 \$417.97 \$153.81 \$571.78 \$130,216.14 \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75 \$66.98 \$286.44 \$110.00 \$36.34 \$110.00 \$165.00 \$92.00 \$275.00 \$71.30 \$684.90 \$108.54 \$1,836.62 \$547.31 \$2,884.62
8/16/2022 8/9/2022 8/9/2022 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/15/2023 9/19/2023 9/14/2023	5508 5506 5604 5604 5005 5006 5005 5006 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Postage Postage Postage Cell Phone Office of Information Technology Per Diem Mileage-Commission Members Per Diem Per Diem Mileage-Commission Members Per Diem Mileage-Commission Members Staff Salaries Manpower Service Fee Insurance	NACSA Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service US Cellular Office of Information Technology Jim Handy Leigh Weisenburger Albert Tom Keller Tom Keller Norm Higgins Norm Higgins Norm Higgins Manpower/Maine Business Services	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Check Transfer Transfer Check	42201 42221 10001173926255  38114952 38114952 38114952 38217262 38217263 38217263 38217261 38217261 MPJ092523*2517 MPJ092523*2517 0603348214 OIT24KM0007 09/06/2023-09/12/2023 09/05/2023-09/12/2023 09/05/2023-09/12/2023 09/05/2023-09/12/2023 09/05/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 38201298 38201298 38201295 38201297 RMRTLCSC69562	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee Bill Date 9.8.23 Messaging Office 365 G3 Commitment (Heavy-Duty Knowledge Worker) Commission Activity/Per Diem (9-6-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (9-5-23 thru 9-12-23) Commission Activity/Per Diem (8-10-23 thru 9-12-23) Commission Activity/Mileage (8-10-23 thru 9-12-23) Commission Activity/Mileage (8-10-23 thru 9-12-23) Commission Activity/Mileage (8-10-23 thru 9-12-23) Service Fee (9.10.23) Service Fee (9.10.23) Service Fee (9.10.23) Executive Director/Amy Allen (Week Ending 9.10.23) Service Fee (9.10.23) Tort Insurance (7-1-23 thru 6-30-24)	\$175.00 \$350.00 \$85.00 \$129,644.36 \$417.97 \$153.81 \$571.78 \$130,216.14 \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75 \$66.98 \$286.44 \$110.00 \$36.34 \$110.00 \$165.00 \$92.00 \$275.00 \$71.30 \$684.90 \$108.54 \$1,836.62 \$547.31 \$2,884.62 \$59.62 \$789.00
8/16/2022 8/9/2022 8/9/2022 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/15/2023 9/19/2023 9/14/2023 9/13/2023 9/13/2023 9/13/2023	5508 5506 5604 5604 5005 5006 5005 5006 5005 5006 5606 5802 5801 5252 5504 5252 5504 5252 5504 5252 5504 5005 5006 5005 5006 5005 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Postage Postage Postage Cell Phone Office of Information Technology Per Diem Mileage-Commission Members Per Diem Mileage-Commission Members Per Diem Mileage-Commission Members Staff Salaries Manpower Service Fee Insurance Insurance	NACSA Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment)  TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service US Cellular Office of Information Technology Jim Handy Leigh Weisenburger Albert Tom Keller Tom Keller Norm Higgins Norm Higgins Norm Higgins Manpower/Maine Business Services Risk Management Risk Management Risk Management Risk Management Risk Management Risk Management	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Transfer Transfer Check Check Check Check Check Check Transfer Check	42201 42221 10001173926255  38114952 38114952 38114952 38217262 38217263 38217263 38217261 38217261 MPJ092523*2517 MPJ092523*2517 MPJ092523*2517 0603348214 OIT24KM0007 09/06/2023-09/12/2023 09/07/2023-09/12/2023 09/05/2023-09/12/2023 09/05/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 38201298 38201298 38201298 38201297 RMRTLCSC69562 RMRPCSC69846 09/07/2023-09/12/2023	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee Bill Date 9.8.23 Messaging Office 365 G3 Commitment (Heavy-Duty Knowledge Worker) Commission Activity/Per Diem (9-6-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (9-5-23 thru 9-12-23) Commission Activity/Mileage (9-10-23 thru 9-12-23) Commission Activity/Mileage (8-10-23 thru 9-12-23) Commission Activity/Mileage (8-10-23 thru 9-12-23) Administrative Assistant/Rachel Spell (Week Ending 9.10.23) Service Fee (9.10.23) Operations Director/Amy Allen (Week Ending 9.10.23) Service Fee (9.10.23) Tort Insurance (7-1-23 thru 6-30-24) Employee Bond Insurance (7-1-23 thru 6-30-24) Employee Bond Insurance (7-1-23 thru 6-30-24) Commission Activity/Per Diem (9-7-23 thru 9-12-23)	\$175.00 \$350.00 \$85.00 \$129,644.36 \$417.97 \$153.81 \$571.78 \$130,216.14 \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75 \$66.98 \$286.44 \$110.00 \$36.34 \$110.00 \$165.00 \$92.00 \$275.00 \$71.30 \$684.90 \$108.54 \$1,836.62 \$547.31 \$2,884.62 \$547.31 \$2,884.62 \$547.31 \$2,884.62 \$547.31
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FY2 8/3/2023 8/3/2023 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/15/2023 9/14/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023	5508 5506 5604 5604 5005 5006 5005 5006 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Postage Postage Postage Postage Cell Phone Office of Information Technology Per Diem Mileage-Commission Members Per Diem Mileage-Commission Members Per Diem Mileage-Commission Members Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Insurance Insurance Insurance Per Diem Public Relations/Engagement Mileage-Staff	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment)  TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service US Cellular Office of Information Technology Jim Handy Jim Handy Leigh Weisenburger Albert Tom Keller Tom Keller Tom Keller Norm Higgins Norm Higgins Manpower/Maine Business Services Manpower/Maine Business Manpower/Maine B	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Transfer Transfer Check Transfer Check Check Check Check Check Check Check Transfer Check	42201 42221 10001173926255  38114952 38114952 38114952 38217262 38217263 38217263 38217261 38217261 MPJ092523*2517 MPJ092523*2517 0603348214 OIT24KM0007 09/06/2023-09/12/2023 09/07/2023-09/12/2023 09/05/2023-09/12/2023 09/05/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 38201298 38201298 38201298 38201295 38201297 RMRTLCSC69562 RMRBDCSC70102 RMRPRCSC69846 09/07/2023-09/12/2023 23504 08/01/2023-08/31/2023	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee Bill Date 9.8.23 Messaging Office 365 G3 Commitment (Heavy-Duty Knowledge Worker) Commission Activity/Per Diem (9-6-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (9-5-23 thru 9-12-23) Commission Activity/Mileage (9-5-23 thru 9-12-23) Commission Activity/Mileage (9-10-23 thru 9-12-23) Commission Activity/Mileage (9-10-23 thru 9-12-23) Administrative Assistant/Rachel Spell (Week Ending 9.10.23) Service Fee (9.10.23) Service Fee (9.10.23) Tort Insurance (7-1-23 thru 6-30-24) Employee Bond Insurance (7-1-23 thru 6-30-24) Property Insurance (7-1-23 thru 6-30-24) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Account Mgmt/Planning and News Releases (8-15-23 thru 9-6-23) Staff Travel/Mileage (8-1-23 thru 8-31-23)	\$175.00 \$350.00 \$85.00 \$129,644.36 \$417.97 \$153.81 \$571.78 \$130,216.14 \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75 \$66.98 \$286.44 \$110.00 \$36.34 \$110.00 \$165.00 \$92.00 \$275.00 \$71.30 \$684.90 \$108.54 \$1,836.62 \$547.31 \$2,884.62 \$859.62 \$789.00 \$10.00 \$10.00 \$10.00 \$11.000 \$1.800.00 \$173.42
FY2 8/3/2023 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/15/2023 9/16/2023 9/14/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023 9/11/2023	5508 5506 5604 5005 5006 5005 5006 5005 5006 5606 56	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Postage Postage Postage Cell Phone Office of Information Technology Per Diem Mileage-Commission Members Per Diem Mileage-Commission Members Per Diem Mileage-Commission Members Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Insurance Insurance Insurance Per Diem Public Relations/Engagement Mileage-Staff Staff Salaries	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment) TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service US Cellular Office of Information Technology Jim Handy Leigh Weisenburger Albert Tom Keller Tom Keller Norm Higgins Norm Higgins Norm Higgins Manpower/Maine Business Services Risk Management Risk Management Risk Management Risk Management Risk Management James E Ford Marshall Communications Lana Ewing Manpower/Maine Business Services	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Transfer Transfer Check	42201 42221 10001173926255  38114952 38114952 38114952 38217262 38217263 38217263 38217261 MPJ092523*2517 MPJ092523*2517 MPJ092523*2517 0603348214 OIT24KM0007 09/06/2023-09/12/2023 09/07/2023-09/12/2023 09/05/2023-09/12/2023 09/05/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 38201298 38201298 38201298 38201295 38201297 RMRTLCSC69562 RMRBDCSC70102 RMRPRCSC69846 09/07/2023-09/12/2023 23504 08/01/2023-08/31/2023 38186832	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee Bill Date 9.8.23 Messaging Office 365 G3 Commitment (Heavy-Duty Knowledge Worker) Commission Activity/Per Diem (9-6-23 thru 9-12-23) Commission Activity/Per Diem (9-6-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (9-5-25 thru 9-12-23) Commission Activity/Mileage (9-5-25 thru 9-12-23) Commission Activity/Mileage (9-5-25 thru 9-12-23) Commission Activity/Mileage (8-10-23 thru 9-12-23) Commission Activity/Mileage (8-10-23 thru 9-12-23) Commission Activity/Mileage (8-10-23 thru 9-12-23) Service Fee (9.10.23) Service Fee (9.10.23) Service Fee (9.10.23) Tort Insurance (7-1-23 thru 6-30-24) Employee Bond Insurance (7-1-23 thru 6-30-24) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Account Mgmt/Planning and News Releases (8-15-25 thru 9-6-23) Staff Travel/Mileage (8-10-25 thru 9-3-23) Executive Director/Lana Ewing (Week Ending 9.3.23)	\$175.00 \$350.00 \$85.00 \$129,644.36 \$417.97 \$153.81 \$571.78 \$130,216.14 \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75 \$66.98 \$286.44 \$110.00 \$36.34 \$110.00 \$165.00 \$92.00 \$275.00 \$71.30 \$684.90 \$108.54 \$1,836.62 \$547.31 \$2,884.62 \$547.31 \$2,884.62 \$547.31 \$2,884.62 \$1,836.62 \$547.31
FY2 8/3/2023 8/3/2023 8/3/2023 8/3/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/25/2023 9/15/2023 9/14/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023 9/13/2023	5508 5506 5604 5604 5005 5006 5005 5006 5006	Conference Registrations-Commission Members Dues and Subscriptions  Staff Salaries Manpower Service Fee  PAID BY STATE PROCUREMENT  Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Postage Postage Postage Postage Cell Phone Office of Information Technology Per Diem Mileage-Commission Members Per Diem Mileage-Commission Members Per Diem Mileage-Commission Members Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Staff Salaries Manpower Service Fee Insurance Insurance Insurance Per Diem Public Relations/Engagement Mileage-Staff	Intuit Quickbooks SUBTOTAL (FY24 Sent for Payment)  Manpower/Maine Business Services Manpower/Maine Business Services SUBTOTAL (FY23 Sent for Payment)  TOTAL SENT FOR PAYMENT  Manpower/Maine Business Services Maine State Postal Service US Cellular Office of Information Technology Jim Handy Jim Handy Leigh Weisenburger Albert Tom Keller Tom Keller Tom Keller Norm Higgins Norm Higgins Manpower/Maine Business Services Manpower/Maine Business Manpower/Maine B	Credit Card Credit Card Credit Card Credit Card  Check Check Check Check Check Check Transfer Transfer Check Transfer Check Check Check Check Check Check Check Transfer Check	42201 42221 10001173926255  38114952 38114952 38114952 38217262 38217263 38217263 38217261 38217261 MPJ092523*2517 MPJ092523*2517 0603348214 OIT24KM0007 09/06/2023-09/12/2023 09/07/2023-09/12/2023 09/05/2023-09/12/2023 09/05/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 08/10/2023-09/12/2023 38201298 38201298 38201298 38201295 38201297 RMRTLCSC69562 RMRBDCSC70102 RMRPRCSC69846 09/07/2023-09/12/2023 23504 08/01/2023-08/31/2023	NACSA Leadership Conference/Registration (Gina Post) NACSA Leadership Conference/Registration (Wilson Hess) Monthly Subscription  PT Administrative Assistant/Dania Heard (Week Ending 7.30.23) Service Fee (7.30.23)  Executive Director/Lana Ewing (Week Ending 9.17.23) Service Fee (9.17.23) Administrative Assistant/Rachel Spell (Week Ending 9.17.23) Service Fee (9.17.23) Operations Director/Amy Allen (Week Ending 9.17.23) Service Fee (9.17.23) Postage Meter Card to Send MCSC Mail to Florida Office Intragovernmental Service Fee Bill Date 9.8.23 Messaging Office 365 G3 Commitment (Heavy-Duty Knowledge Worker) Commission Activity/Per Diem (9-6-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Commission Activity/Per Diem (9-5-23 thru 9-12-23) Commission Activity/Mileage (9-5-23 thru 9-12-23) Commission Activity/Mileage (9-10-23 thru 9-12-23) Commission Activity/Mileage (9-10-23 thru 9-12-23) Administrative Assistant/Rachel Spell (Week Ending 9.10.23) Service Fee (9.10.23) Service Fee (9.10.23) Tort Insurance (7-1-23 thru 6-30-24) Employee Bond Insurance (7-1-23 thru 6-30-24) Property Insurance (7-1-23 thru 6-30-24) Commission Activity/Per Diem (9-7-23 thru 9-12-23) Account Mgmt/Planning and News Releases (8-15-23 thru 9-6-23) Staff Travel/Mileage (8-1-23 thru 8-31-23)	\$175.00 \$350.00 \$85.00 \$129,644.36 \$417.97 \$153.81 \$571.78 \$130,216.14 \$2,884.62 \$859.62 \$750.00 \$276.00 \$1,836.62 \$547.31 \$10.95 \$1.75 \$66.98 \$286.44 \$110.00 \$36.34 \$110.00 \$165.00 \$92.00 \$275.00 \$71.30 \$684.90 \$108.54 \$1,836.62 \$547.31 \$2,884.62 \$859.62 \$789.00 \$10.00 \$10.00 \$10.00 \$11.000 \$1.800.00 \$173.42

0/11/2027	F007	Danafita	Marine Dueines Comisse	Clara el c	70100070	Marshali Chinaral Lana Freinn	¢2.500.00
9/11/2023 9/11/2023	5007 5006	Benefits  Manpower Service Fee	Manpower/Maine Business Services Manpower/Maine Business Services	Check Check	38186832 38186832	Monthly Stipend - Lana Ewing Service Fee - Monthly Stipend	\$2,500.00 \$745.00
9/11/2023	5807	Technology for MCSC: BoardOnTrack	BoardOnTrack by Transact	Check	2023-23160	BoardOnTrack Membership for the term 07/01/2023 through 06/30/2024	\$5,495.00
9/11/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38172257	Operations Director/Amy Allen (Week Ending 8.27.23)	\$1,836.62
9/11/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38172257	Service Fee (8.27.23)	\$547.31
9/11/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38172258	Executive Director/Lana Ewing (Week Ending 8.27.23)	\$2,884.62
9/11/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38172258	Service Fee (8.27.23)	\$859.62
9/6/2023	6200	Sta-Cap	Sta-Cap	Transfer	CSAL090623*1340	Transfer to General Fund	\$387.70
9/6/2023	5606	Postage	Maine State Postal Service	Transfer	MPJ090623*2110	Postage Meter Card to Send MCSC Mail to Florida Office	\$10.96
9/6/2023	5606	Postage	Maine State Postal Service	Transfer	MPJ090623*2110	Intragovernmental Service Fee	\$1.75
8/29/2023	5252	Per Diem	James E Ford	Check	07/11/2023-08/08/2023	Commission Activity/Per Diem (7-11-23 thru 8-8-23)	\$165.00
8/29/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38158053	Executive Director/Lana Ewing (Week Ending 8.20.23)	\$2,884.62
8/29/2023 8/29/2023	5006 5005	Manpower Service Fee Staff Salaries	Manpower/Maine Business Services Manpower/Maine Business Services	Check Check	38158053 38143954	Service Fee (8.20.23) Executive Director/Lana Ewing (Week Ending 8.13.23)	\$859.62 \$2,884.62
8/29/2023	5005	Staff Salaries	Manpower/Maine Business Services  Manpower/Maine Business Services	Check	38158051	Operations Director/Amy Allen (Week Ending 8.20.23)	\$1,836.62
8/29/2023	5005	Manpower Service Fee	Manpower/Maine Business Services	Check	38158051	Service Fee (8.20.23)	\$547.31
8/29/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38143954	Service Fee (8.13.23)	\$859.62
8/29/2023	5101	Finance Consultant	Joseph A Drago Consulting	Check	082523	Financial Consulting (7-1-23 thru 8-25-23; 26 hours @ \$135 per hour)	\$3,510.00
8/29/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38143953	Operations Director/Amy Allen (Week Ending 8.13.23)	\$1,836.62
8/29/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38143953	Service Fee (8.13.23)	\$547.31
8/24/2023	5606	Postage	Maine State Postal Service	Transfer	MPJ082423*1703	Postage Meter Card to Send MCSC Mail to Florida Office	\$21.91
8/24/2023	5606	Postage	Maine State Postal Service	Transfer	MPJ082423*1703	Intragovernmental Service Fee	\$3.51
8/17/2023	5801	Office of Information Technology	Office of Information Technology	Transfer	MPY0816231*655532	PC Subscription Services/Standard Laptop (Bundle C)	\$613.64
8/17/2023	5801	Office of Information Technology	Office of Information Technology	Transfer	MPY0816231*655532	Administration/Enterprise Services - IT Enterprise Allocation	\$26.28
8/17/2023 8/17/2023	5801 5801	Office of Information Technology Office of Information Technology	Office of Information Technology Office of Information Technology	Transfer Transfer	MPY0816231*55524 MPY0816231*655524	PC Subscription Services/Standard Laptop (Bundle C) Administration/Enterprise Services - IT Enterprise Allocation	\$460.23 \$26.28
8/17/2023	5103	Public Relations/Engagement	Marshall Communications	Check	23485	Account Mgmt/Planning and News Releases (7-14-23 thru 7-14-23)	\$540.00
8/16/2023	5252	Per Diem	Tom Keller	Check	07/31/2023-08/08/2023	Commission Activity/Per Diem (7-31-23 thru 8-8-23)	\$110.00
8/16/2023	5609	General Government Service Center	State of Maine	Transfer	ACTSERVFY2024QTR1031	Accounting by the GGSCA - 1st QTR FY2024	\$2,815.41
8/16/2023	5802	Cell Phone	US Cellular	Check	0597505683	Bill Date 8.8.23	\$114.00
8/15/2023	5609	General Government Service Center	State of Maine	Transfer	90SCSC1STQTR2023	Accounting by the GGSCA - 1st QTR FY2023	\$1,882.25
8/15/2023	5609	General Government Service Center	State of Maine	Transfer	90SCSC1STQTR2022	Accounting by the GGSCA - 1st QTR FY2022	\$1,882.25
8/10/2023	5802	Cell Phone	Verizon Wireless	Check	99408917404	Bill Date 8.1.23	\$592.57
8/10/2023	5504	Mileage-Commission Members	Tori Kornfield	Check	06/29/2023-07/11/2023	Commission Activity/Mileage (6-29-23 thru 7-11-23)	\$72.68
8/10/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38129562	Executive Director/Lana Ewing (Week Ending 8.6.23)	\$2,884.62
8/10/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38129562	Service Fee (8.6.23)	\$859.62
8/10/2023	5007	Benefits Management Coming Foo	Manpower/Maine Business Services	Check	38129562	Monthly Stippend - Lana Ewing	\$2,500.00
8/10/2023 8/10/2023	5006 5252	Manpower Service Fee Per Diem	Manpower/Maine Business Services Jim Handy	Check Check	38129562 07/31/2023-08/08/2023	Service Fee - Monthly Stipend Commission Activity/Per Diem (7-31-23 thru 8-8-23)	\$745.00 \$110.00
8/10/2023	5252	Per Diem	Leigh Weisenburger Albert	Check	08/03/2023-08/08/2023	Commission Activity/Per Diem (8-3-23 thru 8-8-23)	\$110.00
8/10/2023	5252	Per Diem	Norm Higgins	Check	07/27/2023-08/08/2023	Commission Activity/Per Diem (7-27-23 thru 8-8-23)	\$220.00
8/10/2023	5252	Per Diem	Tori Kornfield	Check	07/31/2023-08/08/2023	Commission Activity/Per Diem (7-31-23 thru 8-8-23)	\$165.00
8/10/2023	5252	Per Diem	Tori Kornfield	Check	06/29/2023-07/11/2023	Commission Activity/Per Diem (6-29-23 thru 7-11-23)	\$165.00
8/8/2023	5703	Technology for Schools: Infinite Campus	Infinite Campus	Check	ANNUAL043681	License, Support, Cloud Application Hosting, and Campus Passport (07/23-06/24)	\$19,615.40
8/7/2023	5606	Postage	Maine State Postal Service	Transfer	MPJ080723*1266	Postage Meter Card to Send MCSC Mail to Florida Office	\$10.95
8/7/2023	5606	Postage	Maine State Postal Service	Transfer	MPJ080723*1266	Intragovernmental Service Fee	\$1.75
8/4/2023	6200	Sta-Cap	Sta-Cap	Transfer	CSAL080423*887	Transfer to General Fund	\$194.97
8/3/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38114948	Operations Director/Amy Allen (Week Ending 7.30.23)	\$1,836.62
8/3/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38114948	Service Fee (7.30.23)	\$547.31
8/3/2023 8/3/2023	5005 5006	Staff Salaries Mannower Service Fee	Manpower/Maine Business Services	Check	38114950 38114950	Executive Director/Lana Ewing (Week Ending 7.30.23)	\$2,884.62
8/3/2023	5006 5512	Manpower Service Fee Mileage-Staff	Manpower/Maine Business Services Lana Ewing	Check Check	38114950 07/11/23-07/12/23	Service Fee (7.30.23) Staff Travel/Mileage (7-11-23 thru 7-12-23)	\$859.62 \$141.22
8/2/2023	5512 5512	Mileage-Staff	Dania Heard	Check	07/18/23-07/28/23	Staff Travel/Mileage (7-28-23 thru 7-28-23)	\$30.15
8/2/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	3810004	Operations Director/Amy Allen (Week Ending 7.23.23)	\$1,836.62
8/2/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	3810004	Service Fee (7.23.23)	\$547.31
8/2/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38086653	Operations Director/Amy Allen (Week Ending 7.16.23)	\$1,836.62
8/2/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38086653	Service Fee (7.16.23)	\$547.31
7/27/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38100007	PT Administrative Assistant/Dania Heard (Week Ending 7.23.23)	\$379.97
7/27/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38100007	Service Fee (7.23.23)	\$139.83
7/27/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38100005	Executive Director/Lana Ewing (Week Ending 7.23.23)	\$2,884.62
7/27/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38100005	Service Fee (7.23.23)	\$859.62
7/26/2023	5801 5005	Office of Information Technology	Office of Information Technology	Transfer	OIT24ML0701	Messaging Office 365 G3 Commitment (Heavy-Duty Knowledge Worker)	\$296.51
7/20/2023	5005 5006	Staff Salaries Mannower Service Fee	Manpower/Maine Business Services	Check	38086656 3808656	PT Administrative Assistant/Dania Heard (Week Ending 7.16.23)	\$455.96 \$167.80
7/20/2023 7/20/2023	5006	Manpower Service Fee Staff Salaries	Manpower/Maine Business Services Manpower/Maine Business Services	Check Check	38086656 38086654	Service Fee (7.16.23) Executive Director/Lana Ewing (Week Ending 7.16.23)	\$2,884.62
7/20/2023	5005	Manpower Service Fee	Manpower/Maine Business Services  Manpower/Maine Business Services	Check	38086654	Service Fee (7.16.23)	\$859.62
7/18/2023	5704	Epicenter	Institute for Excellence in Education	Check	2023-970	Premium Renewal Application FY22-23	\$5,000.00
7/18/2023	5704	Epicenter	Institute for Excellence in Education	Check	2023-1204	Scorecard Development and Implementation	\$4,500.00
	5005	Staff Salaries	Manpower/Maine Business Services	Check	38072998	Operations Director/Amy Allen (Week Ending 7.9.23)	\$1,836.62
7/18/2023		Manpower Service Fee	Manpower/Maine Business Services	Check	38072998	Service Fee (7.9.23)	\$547.31
7/18/2023	5006	Manpower Service Lee	Transcription Dustries Controls				
	5006 5007	Benefits	Manpower/Maine Business Services  Manpower/Maine Business Services	Check	38072998 38072998	Monthly Stipend - Amy Allen Service Fee - Monthly Stipend	\$2,500.00 \$745.00

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Proc.   Proc				,				
Section   Sect	7/18/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38072999	Executive Director/Lana Ewing (Week Ending 7.9.23)	\$2,884.62
			·	•				
Second   S				·				• •
March   1965	7/18/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38072999	Service Fee - Monthly Stipend	\$745.00
Section   Sect	7/17/2023	5802	Cell Phone	US Cellular	Check	0591278704	Bill Date 7.8.23	\$114.00
1965   1979	7/17/2023	5104	Project-Based Support	Institute for Excellence in Education	Check	20224-120	Board Development for the 2022/23 School Year (Invoice 2 of 2)	\$5,700.00
March   Marc	7/14/2023	5252	Per Diem	Brian Langley	Check	7-11-23 thru 7-11-23	Commission Activity/Per Diem (7-11-23 thru 7-11-23)	\$55.00
Second   Second Process   Second Proce	7/14/2023	5252	Per Diem	Leigh Weisenburger Albert	Check	7-10-23 thru 7-11-23	Commission Activity/Per Diem (7-10-23 thru 7-11-23)	\$110.00
1		5504	Mileage-Commission Members		Check	7-10-23 thru 7-11-23		\$29.44
			-					
1905   1906							· · · · · · · · · · · · · · · · · · ·	
1965   1965								· ·
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Section   Sect				-				
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			Mileage-Staff	Dania Heard	Check	7-11-23 thru 7-11-23	Staff Travel/Mileage (7-11-23 thru 7-11-23)	\$30.15
Millage   Sept   Millage Sept   Les Berts   Les Berts   Les Berts   Sept   Millage Sept   Les Berts   Sept   Millage Sept	7/12/2023	5252	Per Diem	Norm Higgins	Check	6-26-23 thru 7-11-23	Commission Activity/Per Diem (6-26-23 thru 7-11-23)	\$165.00
Post	7/12/2023	5504	Mileage-Commission Members	Norm Higgins	Check	6-26-23 thru 7-11-23	Commission Activity/Mileage (6-26-23 thru 7-11-23)	\$117.30
	7/11/2023	5512	Mileage-Staff	Lana Ewing	Check	6-6-23 thru 6-13-23	Staff Travel/Mileage (6-6-23 thru 6-13-23)	\$64.40
	7/11/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38058036	Interim Chief of Staff and Director of Operations/Amy Allen (Week Ending 7.2.23)	\$1,836.63
2002002   2005   South facilities   Management from the Services   Clark   20050007   Services   Proceed and Program Services   Clark   2005007   Services   Proceed and Proced and Procedage and Procedage and Procedage and Procedage and Proc	7/11/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38058036	Service Fee (7.2.23)	\$547.31
Margine   Marg		5005	·	·	Check	38058037	• • • •	\$2,288.08
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Margament   Section   Margament   Section		5006	Manpower Service Fee	·	Check	38044095	Service Fee (6.25.23)	· ·
	7/6/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38044096	PT Administrative Assistant/Dania Heard (Week Ending 6.25.23)	\$417.97
	7/6/2023	5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38044096	Service Fee (6.25.23)	\$153.81
755000         555         Manage-Commission Members         Tot Kommission         Clock         6-53 Trunt 15         Commission Antirolysible sage of Lather 15-12-13         State of Lather 15-12-13-13-13-13-13-13-13-13-13-13-13-13-13-	7/6/2023	5101	Finance Consultant	Joseph Drago Consulting	Check	063023	Financial Consulting Services (6-14-23 thru 6-30-23)	\$2,500.00
7,50000         55.5         Many Indication Accordance Commission Members         7,510 May 1,510 May 1,5	7/5/2023	5252	Per Diem	Tori Kornfield	Check	6-5-23 thru 6-13-23	Commission Activity/Per Diem (6-5-23 thru 6-13-23)	\$165.00
75/20/23         55/2         Miseges Seaff         Daniel Heered         Check         4-10/25 ftm 6-10/25         Stafft (race/Millinger (All-123 ftm 6-10/25)         55/24/25           67/20/23         500         Indiging Commission Members         Trik Korribad         Check         38/20/29         Interim Cheef of Staff and Interior Of Operation/Amy Allen (Week of 6/82)         \$55/20/23           87/20/23         500         France Seaff Sea	7/5/2023	5504	Mileage-Commission Members	Tori Kornfield	Check	6-5-23 thru 6-13-23	Commission Activity/Mileage (6-5-23 thru 6-13-23)	\$36.34
75/20/23         55/2         Miseges Seaff         Daniel Heered         Check         4-10/25 ftm 6-10/25         Stafft (race/Millinger (All-123 ftm 6-10/25)         55/24/25           67/20/23         500         Indiging Commission Members         Trik Korribad         Check         38/20/29         Interim Cheef of Staff and Interior Of Operation/Amy Allen (Week of 6/82)         \$55/20/23           87/20/23         500         France Seaff Sea	7/5/2023	5503	Meals/Incidentals-Commission Members	Tori Kornfield	Check	6-5-23 thru 6-13-23	Commission Activity/Meals and Incidentals (6-5-23 thru 6-13-23)	\$31.00
75/50/25         55/01         Longring-Commission Members         To Komfed         Check         65-27 thms 61-3-28         Commission Activity Judging (65-27 thms 61-3-28)         Commission Activity Judging (65-27 thms 61-3-28)         518.86.26           6777/07/25         500         Half proving Ferrice Fee         Manpower/Maine Business Services         Check         38003799         Service Fees (61823)         547.473           6777/07/25         500         Manpower/Maine Business Services         Check         38003793         Service Fees (61823)         547.473           6777/07/25         500         Manpower/Maine Business Services         Check         38003793         Service Fees (61823)         527.867           6777/07/25         500         Manpower/Maine Business Services         Check         38003792         Service Fees (61823)         527.868           6777/07/25         500         Manpower/Maine Business Services         Check         38003792         Service Fees (61823)         581.868           6777/07/25         500         Manpower/Maine Business Services         Check         3800970         Service Fees (61823)         581.868           6777/07/25         500         Manpower/Maine Business Services         Check         3800970         Service Fees (61823)         581.868           6777/07/25		5512	Mileage-Staff	Dania Heard	Check	4-11-23 thru 6-21-23	Staff Travel/Mileage (4-11-23 thru 6-21-23)	\$162.45
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6277/0272   500   Marpower/Marie Business Services   Check   500/25778   Sirvice Services   Check   500/25778   Sirvices Services   Check   Sirvices Servic								· · · · · · · · · · · · · · · · · · ·
6/27/2023         50/5         Staff Salaries         Management (Mesch Ending Salaz)         8/7/102           6/27/2023         50/5         Management (Mesch Ending Salaz)         8/7/102           6/27/2023         50/5         Staff Salaries         Management (Mesch Ending Salaz)         5/7/102           6/27/2023         50/5         Staff Salaries         Management (Mesch Ending Salaz)         5/7/102           6/27/2023         50/5         Staff Salaries         Management (Mesch Ending Salaz)         5/7/102         5/7/102           6/27/2023         50/5         Management (Mesch Ending Salaz)         Management (Mesch Ending Salaz)         5/7/102				•				• •
67/70/25         500         Manpower Favicle Fee         Manpower Markine Buliniess Services         Check         380/29/25         Service Fees (6.8123)         Service Fees (6.8123)         522.850.05         528.31         522.850.05         581.85         <			·	·			·	·
6/25/2023         50/50         Marphome Februie Fee         Marphome Femruie Fee         Marphome Femruie Fee         SCRUBB           6/26/2023         50/50         Marphome Femruie Fee         Marphome Femruie Fee         Marphome Femruie Fee         SERIOR           6/26/2023         50/50         Marphome Femruie Fee         Marphome Femruie Fee         Marphome Femruie Fee         3801540         Intermether of Stuff and Director of Operations/Amy Allen (Week Ending 6/1123)         5/18/57/31           6/26/2023         50/50         Marphome Femruie Fee         Marphome Femruie Fee         Marphome Femruie Fee         3801540         Service Fee (St.1123)         Intermether of Stuff and Director of Operations/Amy Allen (Week Ending 6/1123)         5/18/57/31           6/99/2023         50/50         Marphome Ferruie Fee         Marphome Femruie Fee         Check         6/99/56/31         Mill Data 8,512         Mil				•				
Approx   Approx   Service   Servic			·	•				·
6/25/20/22         50 50         Staffs Salarics         Manopover/Maine Business Services         Check         38018-00         Interim Chief of Staff and Director of Operations/Army Allen (Week Ending 6.11.23)         \$18,868.26           67/20/22         50 60         Dues and Subscriptions         Dies and Subscriptions         Dies and Subscriptions         55,673.31           67/60/22         50 70         Dues and Subscriptions         Dies and Subscriptions         Check         0,980.33         Bill Date 8.823           67/60/22         50 70         Cell Phone         U.S Cellular         Check         0,991.809.33         Bill Date 8.823           67/60/22         50 70         Cell Phone         U.S Cellular         Check         56-7.23 to 518-23         Bill Date 8.823           67/60/22         50 70         Staff Salaries         Manopover/Maine Business Services         Check         380/54/1         Execute Director/Luria Ewing (Week Ending 6.11.23)         381.88           67/60/22         50 70         Staff Salaries         Manopover Service Fees (6.11.23)         Manopover Service Fees (6.11.23)         Mileage (5-4.23 to 6.13.23)         Mileage (5-4.23 to 6.13.23)         PLICAL TOP (Fees (6.12.23)         Mileage (5-1.23 to 6.13.23)         Mileage (5-1.23 to 6.13.23)         PLICAL TOP (5.23 to 6.13.23)         PLICAL TOP (5.23 to 6.13.23)         PLICAL TOP (5.23 to 6.13.23)<				·				
67/67/023         5000         Mangower Service Fee         Mangower Manine Business Services         Check         400/140         Service Fees (A11.29)         Serv			·	•			·	·
6/00/2003         560/4         Dues and Subscriptions         Dropbox for Business         Credit Card         7RPH-BLLBM/3MC         Monthly Subscription         590.00           6/06/2003         5802         Cell Phone         US Cellular         Check         0595188903         BII Date 68.23         BII Date 68.23         \$11398           6/06/2003         5802         Cell Phone         US Cellular         Check         05971893033         BII Date 58.23         Sull Date 58.23         \$11398           6/06/2003         5805         Mileage-Staff         Lana Eving         Check         54-73 to 516-73         Mileage-64-273 thru 5-16-23)         \$28.28           6/06/2003         5905         Manpower Service Fee         Manpower/Marine Business Services         Check         3801541         Service Fees (6.11.23)         \$30.33           6/06/2003         5905         Manpower Service Fee         Manpower/Marine Business Services         Check         3801541         Service Fees (6.11.23)         \$30.33           6/06/2003         5905         Manpower Service Fee         Manpower/Marine Business Services         Check         6-523 to 613-23         Per Diem (5-523 to 613-23)         \$310.00           6/06/2003         5905         Mileage-Commission Members         Jim Handy         Check         6-523				·				• •
6/16/20/23         5802         Cell Phone         U.S. Cellular         Check         0.58351803         Bill Date 6.8.25         Bill Date 6.8.25         411338           6/16/20/23         5512         Mileage Staff         Lana Ewing         Check         0.573180         Mileage (S.4.23 thru. 5.16.23)         Mileage (S.4.23 thru. 5.16.23)         \$186.30           6/16/20/23         5005         Stoff Staff Salaries         Manpower/Maine Business Services         Check         38015411         Executive Director/Lana Ewing (Week Ending 6.11.23)         \$2,288.08           6/16/20/23         5005         Staff Salaries         Manpower/Maine Business Services         Check         38015411         Executive Director/Lana Ewing (Week Ending 6.11.23)         \$30398           6/16/20/23         5005         Staff Salaries         Manpower/Maine Business Services         Check         38015413         PT Administrative Assistant/Dania Heard (Week Ending 6.11.23)         \$30398           6/16/20/23         5005         Staff Salaries         Manpower/Maine Business Services         Check         438015413         PT Administrative Assistant/Dania Heard (Week Ending 6.11.23)         \$30398           6/16/20/23         5505         Per Diem         Maleage Commission Members         Jim Handy         Check         55-12 to 6-13-23         Per Diem (6-5-23 to 6-13-23)         Pe		5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38015410	Service Fees (6.11.23)	\$547.31
6/6/2023         5802         Cell Phone         US Cellular         Check         05/79188093         Bill Date 5.8.25         Mileage (5.4.23 thu 5-16-23)         \$11.508           6/6/2023         5005         Mileage (5.4.23 thu 5-16-23)         Mileage (5.4.23 thu 5-16-23)         \$18.630           6/6/2023         5005         Marpower Service Fee         Marpower/Maine Business Services         Check         36018411         Executive Director/Lana Ewing (Week Ending 6.11.23)         \$2.288.08           6/6/2023         5005         Marpower Service Fee         Marpower/Maine Business Services         Check         36018411         Executive Director/Lana Ewing (Week Ending 6.11.23)         \$2.303.08           6/6/2023         5005         Marpower Service Fee         Marpower/Maine Business Services         Check         38018413         PT Administrative Assistant/Dania Heard (Week Ending 6.11.23)         \$303.08           6/6/2023         5006         Marpower Service Fee         Marpower/Maine Business Services         Check         4.903.13         Service Fees (6.11.23)         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00         \$2.910.00			Dues and Subscriptions	Dropbox for Business	Credit Card	7RPH6LLBM3MC	Monthly Subscription	\$90.00
6/6/20/3         5512         Mileage Staff         Lana Ewing         Check         5 4:23 to 516:23         Mileage (5.4:23 thru 516:23)         \$186.30           6/6/20/3         5005         Staff Salaries         Manpower/Maine Business Services         Check         38015411         Executive Director/Lana Ewing (Week Ending 6.1123)         \$2,280.80           6/6/20/3         5006         Manpower Service Fee         Manpower/Maine Business Services         Check         38015413         PT Administrative Assistant/Dania Heard (Week Ending 6.1123)         \$303.98           6/6/20/3         5006         Manpower Service Fee         Manpower/Maine Business Services         Check         38015413         Service Fees (6.123)         PT Administrative Assistant/Dania Heard (Week Ending 6.1123)         \$303.98           6/6/20/3         5006         Per Diem         Manpower/Maine Business Services         Check         6.5-23 to 6-13-23         Per Diem (6-5-23 to 6-13-23)         \$303.99           6/6/20/3         5007         Mileage Commission Members         Jim Handy         Check         6-5-23 to 6-13-23         Per Diem (6-5-23 to 6-13-23)         Mileage (5-22 to 6-13-23) <td>6/16/2023</td> <td>5802</td> <td>Cell Phone</td> <td>US Cellular</td> <td>Check</td> <td>0585316803</td> <td>Bill Date 6.8.23</td> <td>\$113.98</td>	6/16/2023	5802	Cell Phone	US Cellular	Check	0585316803	Bill Date 6.8.23	\$113.98
6/6/20/3         50.5         Staff Salaries         Manpower/Maine Business Services         Check         38015411         Executive Director/Lana Ewing (Week Ending 6.1123)         \$2,288.08           6/16/20/3         5005         Manpower Service Fee         Manpower/Maine Business Services         Check         38015413         Service Fees (6.1123)         \$303.98           6/6/20/3         5005         Manpower Service Fee         Manpower/Maine Business Services         Check         38015413         Service Fees (6.1123)         PT Administrative Assistant/Dania Heard (Week Ending 6.1123)         \$303.98           6/6/20/3         5005         Manpower Service Fee         Manpower/Maine Business Services         Check         38015413         Service Fees (6.1123)         PT Administrative Assistant/Dania Heard (Week Ending 6.1123)         \$303.98           6/6/20/3         5006         Manpower Service Fee         Manpower/Maine Business Services         Check         45.23 to 6.13-23         Per Diem (6.5-23 to 6.13-23)         \$300.00         \$300.	6/16/2023	5802	Cell Phone	US Cellular	Check	0579158093	Bill Date 5.8.23	\$113.98
66/6/2023         5006         Manpower Service Fee         Manpower/Maine Business Services         Check         38015411         Service Fees (6.11.23)         \$8818.55           6/6/2023         5005         Staff Salaries         Manpower/Maine Business Services         Check         38015413         Service Fees (6.11.23)         \$33038           6/6/2023         5006         Manpower Service Fee         Manpower/Maine Business Services         Check         38015413         Service Fees (6.11.23)         \$33038           6/6/2023         5006         Manpower Service Fee         Manpower/Maine Business Services         Check         38015413         Service Fees (6.11.23)         \$311,86           6/6/2023         5006         Mileage-Commission Members         Jim Handy         Check         65-23 to 6-13-23         Per Diem (65-23 to 6-13-23)         \$10,00           6/6/2023         5504         Mileage-Commission Members         Tom Keller         Check         65-23 to 6-13-23         Mileage (65-23 to 6-13-23)         \$10,00           6/6/2023         5504         Mileage-Commission Members         Leigh Weisenburger Albert         Check         5-25-23 to 6-13-23         Mileage (65-23 to 6-13-23)         Mileage (65-23 to 6-13-23)         Mileage (5-25-23 to 6-13-23)         \$25         Per Diem         Moral Higgins         Check	6/16/2023	5512	Mileage-Staff	Lana Ewing	Check	5-4-23 to 5-16-23	Mileage (5-4-23 thru 5-16-23)	\$186.30
66/6/2023         5006         Manpower Service Fee         Manpower/Maine Business Services         Check         38015411         Service Fees (6.11.23)         \$8818.55           6/6/2023         5005         Staff Salaries         Manpower/Maine Business Services         Check         38015413         Service Fees (6.11.23)         \$33038           6/6/2023         5006         Manpower Service Fee         Manpower/Maine Business Services         Check         38015413         Service Fees (6.11.23)         \$33038           6/6/2023         5006         Manpower Service Fee         Manpower/Maine Business Services         Check         38015413         Service Fees (6.11.23)         \$311,86           6/6/2023         5006         Mileage-Commission Members         Jim Handy         Check         65-23 to 6-13-23         Per Diem (65-23 to 6-13-23)         \$10,00           6/6/2023         5504         Mileage-Commission Members         Tom Keller         Check         65-23 to 6-13-23         Mileage (65-23 to 6-13-23)         \$10,00           6/6/2023         5504         Mileage-Commission Members         Leigh Weisenburger Albert         Check         5-25-23 to 6-13-23         Mileage (65-23 to 6-13-23)         Mileage (65-23 to 6-13-23)         Mileage (5-25-23 to 6-13-23)         \$25         Per Diem         Moral Higgins         Check	6/16/2023	5005	Staff Salaries	Manpower/Maine Business Services	Check	38015411	Executive Director/Lana Ewing (Week Ending 6.11.23)	\$2,288.08
6/6/2023         5005         Staff Salaries         Manpower/Maine Business Services         Check         38015413         PT Administrative Assistant/Dania Heard (Week Ending 6.11.23)         \$303.98           6/6/2023         5006         Manpower Service Fee         Manpower Services         Check         38015413         Service Fees (G.11.23)         \$110.00           6/6/2023         5525         Per Diem         1 In Handy         Check         6-5.23 to 6-13-23         Per Diem (6-5-23 to 6-13-23)         \$100.00           6/6/2023         5524         Mileage-Commission Members         Jim Handy         Check         6-5.23 to 6-13-23         Mileage (5-1-23 to 5-9-23)         \$28.98           6/6/2023         5524         Per Diem         Tom Keller         Check         6-5.23 to 6-13-23         Per Diem (6-5-23 to 6-13-23)         \$10.00           6/6/2023         5524         Per Diem         Melleger Commission Members         Tom Keller         Check         6-5.23 to 6-13-23         Per Diem (6-5-23 to 6-13-23)         \$10.00           6/6/2023         5525         Per Diem         Mellege Commission Members         Leigh Weisenburger Albert         Check         5-25-23 to 6-13-23         Per Diem (5-25 to 6-13-23)         \$105.00         \$250.00         \$106.00         \$20.00         \$30.00         \$20.00 <td< td=""><td></td><td>5006</td><td>Manpower Service Fee</td><td>Manpower/Maine Business Services</td><td>Check</td><td>38015411</td><td></td><td></td></td<>		5006	Manpower Service Fee	Manpower/Maine Business Services	Check	38015411		
6/6/2023         5006         Manpower Service Fee         Manpower/Maine Business Services         Check         38015413         Service Fees (6.11.23)         \$111.86           6/6/2023         5252         Per Diem         Jim Handy         Check         6-5-23 to 6-13-23         Per Diem (6-5-23 to 6-13-23)         \$110.00           6/6/2023         5252         Per Diem         Tom Keller         Check         6-5-23 to 6-13-23         Mileage (5-12-23 to 5-9-23)         \$180.00           6/6/2023         5252         Per Diem         Tom Keller         Check         6-5-23 to 6-13-23         Mileage (5-2-53 to 6-13-23)         \$180.00           6/6/2023         5252         Per Diem         Tom Keller         Check         6-5-23 to 6-13-23         Mileage (5-5-23 to 6-13-23)         \$180.00           6/6/2023         5252         Per Diem         Leigh Weisenburger Albert         Check         6-5-23 to 6-13-23         Mileage (5-5-23 to 6-13-23)         \$25           6/6/2023         5252         Per Diem         Norm Higgins         Check         5-25-23 to 6-13-23         Per Diem (5-16-23 to 6-13-23)         \$330.00           6/6/2023         5252         Per Diem         Norm Higgins         Check         5-16-23 to 6-13-23         Per Diem (5-16-23 to 6-13-23)         \$350.00			·					
6/16/2023 5252 Per Diem								
6/6/2023         554         Mileage-Commission Members         Jim Handy         Check         5-1-23 to 5-9-23         Mileage (5-1-23 to 5-9-23)         \$28.98           6/6/2023         5525         Per Diem         Tom Keller         Check         6-5-23 to 6-13-23         Per Diem (6-5-23 to 6-13-23)         \$110.00           6/6/2023         5504         Mileage-Commission Members         Tom Keller         Check         6-5-23 to 6-13-23         Mileage (6-5-23 to 6-13-23)         \$21.00           6/6/2023         5504         Per Diem         Leigh Weisenburger Albert         Check         5-2-23 to 6-13-23         Per Diem (5-25-23 to 6-13-23)         \$29.44           6/6/2023         5504         Mileage-Commission Members         Leigh Weisenburger Albert         Check         5-25-23 to 6-13-23         Mileage (5-25-23 to 6-13-23)         \$29.44           6/6/2023         5504         Mileage-Commission Members         Leigh Weisenburger Albert         Check         5-16-23 to 6-13-23         Mileage (5-25-23 to 6-13-23)         \$29.44           6/6/2023         5504         Mileage-Commission Members         Norm Higgins         Check         5-16-23 to 6-13-23         Per Diem (5-16-23 to 6-13-23)         \$330.00           6/6/2023         5504         Per Diem         Jim Handy         Check         5-1-23 to 6-13-23<			•	·				
6/6/2023         5252         Per Diem         Tom Keller         Check         6-5-23 to 6-13-23         Per Diem (6-5-23 to 6-13-23)         \$110.00           6/6/2023         5504         Mileage-Commission Members         Tom Keller         Check         6-5-23 to 6-13-23         Mileage (6-5-23 to 6-13-23)         \$21.62           6/6/2023         5525         Per Diem         Leigh Weisenburger Albert         Check         5-25-23 to 6-13-23         Per Diem (5-25-23 to 6-13-23)         \$35           6/6/2023         5504         Mileage-Commission Members         Leigh Weisenburger Albert         Check         5-25-23 to 6-13-23         Mileage (5-25-23 to 6-13-23)         \$35           6/6/2023         5504         Mileage-Commission Members         Norm Higgins         Check         5-16-23 to 6-13-23         Per Diem (5-16-23 to 6-13-23)         \$35           6/6/2023         5504         Mileage-Commission Members         Norm Higgins         Check         5-16-23 to 6-13-23         Mileage (5-16-23 to 6-13-23)         \$35           6/6/2023         5504         Mileage-Commission Members         Jim Handy         Check         5-1-23 to 5-9-23         Per Diem (5-1-23 to 5-9-23)         \$110.00           6/6/2023         5504         Mileage-Commission Members         Jim Handy         Check         5-1-23 to 5-9-23				•			·	
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6/14/2023	5101 F	Finance Consultant	Joseph A Drago Consulting	Check	061323	23 Hours Financial Consulting (5-19-23 to 6-13-23)	\$2,875.00
6/13/2023	5508 C	Conference Registrations-Staff	NACSA	Credit Card	200337898663	Registration/NACSA Leadership Conference (Lana Ewing)	\$610.00
6/9/2023	5604 D	Dues and Subscriptions	Intuit Quickbooks	Credit Card	10001232970023	Monthly Subscription	\$85.00
6/9/2023	5005 S	Staff Salaries	Manpower/Maine Business Services	Check	37999802	Interim Chief of Staff and Director of Operations/Amy Allen (Week Ending 6.4.23)	\$1,836.62
6/9/2023	5006 M	Manpower Service Fee	Manpower/Maine Business Services	Check	37999802	Service Fees (6.4.23)	\$547.31
6/6/2023	5005 S	Staff Salaries	Manpower/Maine Business Services	Check	37985035	Interim Chief of Staff and Director of Operations/Amy Allen (Week Ending 5.28.23)	\$1,836.62
6/6/2023	5006 M	Manpower Service Fee	Manpower/Maine Business Services	Check	37985035	Service Fees (5.28.23)	\$547.31
6/5/2023	5005 S	Staff Salaries	Manpower/Maine Business Services	Check	37970454	Interim Chief of Staff and Director of Operations/Amy Allen (Week Ending 5.21.23)	\$1,836.62
6/5/2023	5006 M	Manpower Service Fee	Manpower/Maine Business Services	Check	37970454	Service Fees (5.21.23)	\$547.31
5/19/2023	5604 D	Dues and Subscriptions	Dropbox for Business	Credit Card	8ZX6Q7VHVSW1	Monthly Subscription	\$90.00
5/16/2023	5252 P	Per Diem	Tom Keller	Check	4-18-23 thru 5-9-23	Per Diem (4-18-23 thru 5-9-23)	\$165.00
5/16/2023	5504 M	Mileage-Commission Members	Tom Keller	Check	4-18-23 thru 5-9-23	Mileage (4-18-23 thru 5-9-23)	\$43.24
5/16/2023	5005 S	Staff Salaries	Manpower/Maine Business Services	Check	37944654	PT Administrative Assistant/Dania Heard (Week Ending 5.7.23)	\$379.97
5/16/2023	5006 M	Manpower Service Fee	Manpower/Maine Business Services	Check	37944654	Service Fees (5.7.23)	\$139.83
5/9/2023	5604 D	Dues and Subscriptions	Intuit Quickbooks	Credit Card	10001226731280	Monthly Subscription	\$85.00
4/13/2023	5604 D	Dues and Subscriptions	Monday.com	Credit Card	RC23010237643	Annual Subscription	\$600.00
4/13/2023	5707 C	College-Readiness Diagnostics	College Board	Credit Card	148085585	Accuplacer Vouchers (375 @ \$2.40 Each)	\$900.00
4/9/2023	5604 D	Dues and Subscriptions	Intuit Quickbooks	Credit Card	10001220530986	Monthly Subscription	\$85.00
4/1/2023	6003 C	Charter School Collaboration	Panera Bread	Credit Card	21495983	Refreshments/Lunch for March 31st Board Training Session (18 People)	\$349.86
4/1/2023	6003 C	Charter School Collaboration	Panera Bread	Credit Card	21492804	Refreshments/Breakfast for March 31st Board Training Session (8 People)	\$126.25
						9/22/23 Miscellaneous Education Grant/Infinite Campus LMS Support Systems	(\$2,163.00)
			SUBTOTAL (Processed and Paid)				\$180,937.66

**TOTAL** 

Powered by BoardOnTrack

\$311,153.80

## Coversheet

## Amendment Requests/Fund Requests

Section: III. Standard Agenda Items

Item: D. Amendment Requests/Fund Requests

Purpose: Vote

Submitted by:

Related Material: MeVA - Amendment Request (Enrollment Expansion).pdf



#### Maine Virtual Academy Amendment Request – Enrollment Expansion

#### **Charter District Information**

Date of Request: July 18, 2023.

Charter District Name: Maine Virtual Academy (MEVA).

Mailing Address: 6 East Chestnut Street, Suite 230, Augusta, Maine 04330.

Contact Person: Dr. Melinda Browne, Head of School.

Contact Telephone Number: (207) 613-8900.

Contact Email Address: <a href="mailto:mbrowne@mainevirtualacademy.org">mbrowne@mainevirtualacademy.org</a>.

#### Please address all the following criteria in your request.

1. Describe how the amendment request is consistent with the school's mission and vision.

MEVA's mission and vision focus on helping students' academic achievement, proficiency, and growth, postsecondary readiness, and twenty-first century skills. MEVA develops excellent virtual teachers and faculty who work tirelessly to improve students' outcomes. Given our differentiated educational alternatives and strong stakeholder satisfaction, MEVA wishes to serve more students and families.

2. Describe the need to adjust enrollment and/or increase the grade span. How was that need determined? Demonstrate a compelling case that there is demand for the expansion.

MEVA benefits from expanding enrollment for funding an added science teacher and sustaining our summer programming. We decided MEVA's needs through the multi-year financial planning process.

3. Provide evidence that the school has engaged and responded to community stakeholders, including families and school staff.

MEVA weighed the proposed enrollment expansion with our faculty. The MEVA governing board reviewed and discussed the enrollment expansion proposal at their July 18<sup>th</sup>, 2023, governing board meeting. The expansion responds to the families who want to join our school community, but who are on the waitlist due to space limitations. MEVA's waitlist was typically about one hundred students.

4. Describe the desired results from an enrollment adjustment and/or increase in grade span.

MEVA is requesting to increase our enrollment cap from 390 students to 450 students, keeping the plus/minus ten percent margin.

5. Provide a table showing the historical distribution of enrolled students in the present grade span, and the projected distribution of students by grade if the amendment request is granted.

Grade	10/1/2021	10/1/2022	Projected
7	38	31	40
8	44	56	60
9	67	55	60
10	94	85	90
11	98	113	100
12	96	98	100
Total	437	438	450

The proposed enrollment expansion increases our student count by about a dozen students during the first year of implementation.

6. Explain any unique circumstances related to the school's academic performance and academic growth, and corrective actions taken to address challenges in these areas of school performance.

Supporting documents in the attached Appendix illustrate that:

- MEVA students outperformed the state during the spring 2022 Maine Educational Assessment (MEA) math and English Language Arts.
- MEVA students met fall to spring growth targets and increased their achievement percentiles in combined grades 7-11, math, reading, and language usage, for School Year 2022/2023.
- Longitudinal NWEA data (2018-2023) indicates that students who stay enrolled at MEVA make consistent academic gains year after year.
- MEVA School Year 2022/2023 Maine Charter School (MCSC) Annual Monitoring data shows that MEVA is meeting/exceeding its academic performance measures.
- MEVA is addressing students' learning losses due to the pandemic and other disruptions by applying aggressive interventions, including offering customized courses and high-quality tutoring during the academic year and summer.
- 7. Provide an action plan for implementation. Include: a timeline, action(s) to be taken, designated point person, and start date and projected completion date.

MEVA is requesting to implement the enrollment expansion beginning in spring 2024, with a view towards enrolling 450 students by 10/1/2024.

8. Provide a staffing chart and narrative staffing plan to support the planning and implementation of the proposed increase in enrollment and/or grade span.

MEVA Faculty	SY-2023/2024 (Current)	Projected
CEO/Head of School	1	
Classroom Teachers:		
• Math	6	
English	7	
Science	4	+1
Social Studies	4	
Fine Art	2	
Physical Education/Health	1	
World Languages	2	
Title IA Teachers	2	
Special Education Teachers/Case Managers	8	
Educational Technicians	13	
Guidance Counselors	2	
Operations Manager	1	
Academic Administrator	1	
Special Education Administrator	1	
Attendance Technology Support Liaison	1	
Registrar	1	
Secretaries	2	
Human Resources/Accounts Payable	1	
Business Manager	1	
Total Headcount	61	+1

As the above table illustrates, MEVA plans to increase our current employee headcount by one science teaching position, resulting in a faculty of sixty-two (62) people.

9. Describe the financial resources that are necessary to implement the school's expansion, including the sources of revenue for the successful implementation of the proposed change. Describe contingency planning for potential challenges in cash flow or budget shortfalls.

MEVA's strong financial position allows us the flexibility to implement the proposed enrollment expansion using our existing revenues and reserves.

10. Provide financial projections for the proposed expansion. Financial projections should reflect both immediate and long-term considerations that have been identified in implementation of the proposed amendment. Provide a detailed narrative explaining the financial forecasts, and the assumptions.

MEVA is sending a multi-year financial plan, under separate cover, which incorporates the proposed enrollment expansion. We have no concerns about the school's financial forecasts.

11. Indicate if the current facility will accommodate the expansion, or if additional space and/or renovations will be required.

MEVA's current facility will accommodate the enrollment expansion.

12. If the school contracts with an ESP, describe how the ESP will support the planning and implementation of the proposed amendment.

MEVA contracts with Stride (K12) for our enrollment services. We are confident that the Stride enrollment team can support MEVA's proposed expanded enrollment. Stride has an excellent record to date.

#### **Appendix**

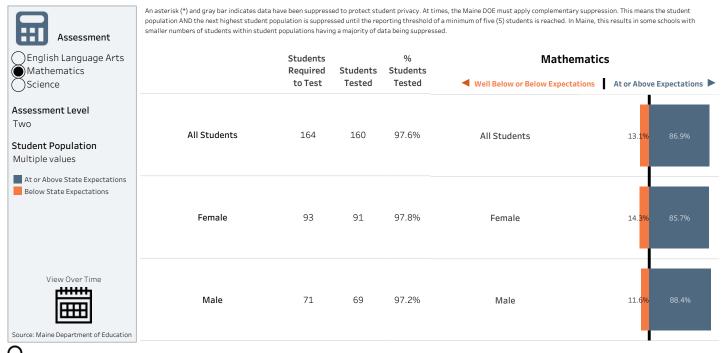
The attached appendix supplies supporting data, as follows:

- Spring 2022 Math/ELA State Testing Results from the ESSA Dashboard.
- Spring 2023 NWEA Math Growth and Achievement.
- Spring 2023 NWEA Reading Growth and Achievement.
- Spring 2023 NWEA Language Usage Growth and Achievement.
- Longitudinal NWEA Data 2018-2023.
- SY-2022/2023 Annual Monitoring Performance Data.

### Academic Performance on the Assessments by Student Population

State and federal laws require that all students participate in summative assessments in designated content areas and grades. These assessments are a single data point and do not fully demonstrate what a student can do. Summative assessments should be used in conjunction with local assessments and other measures to help educators, parents and educational leaders support students.

**NOTE:** As a direct result of the pandemic and need for Maine educators to have immediate access to assessment data to inform teaching and learning regardless of the mode of instruction, Maine transitioned to the NWEA assessment during the 2020-21 school year. **The NWEA assessment (2021-2022) and the prior eMPowerME assessments (2015-2019) are not the same type of assessment. The student data or results cannot be compared.** 



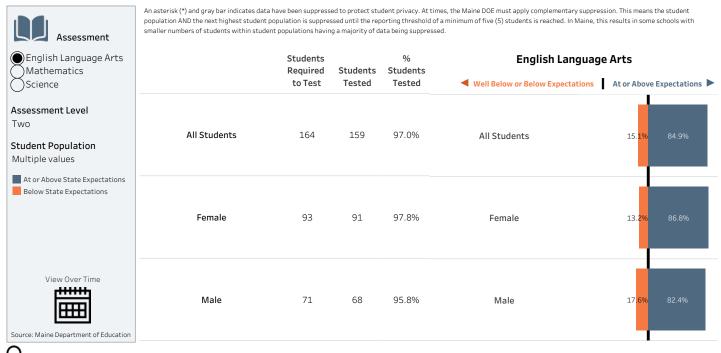
View information on Maine's Comprehensive Assessment System: https://www.maine.gov/doe/Testing\_Accountability/MECAS | MDOE Data Privacy https://www.maine.gov/doe/data-reporting/privacy

To get a deeper understanding of the data presented here, contact Maine Virtual Academy, All Schools: mbrowne@mainevirtualacademy.org or (207) 613-8900

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View information on Maine's Comprehensive Assessment System: https://www.maine.gov/doe/Testing\_Accountability/MECAS | MDOE Data Privacy https://www.maine.gov/doe/data-reporting/privacy

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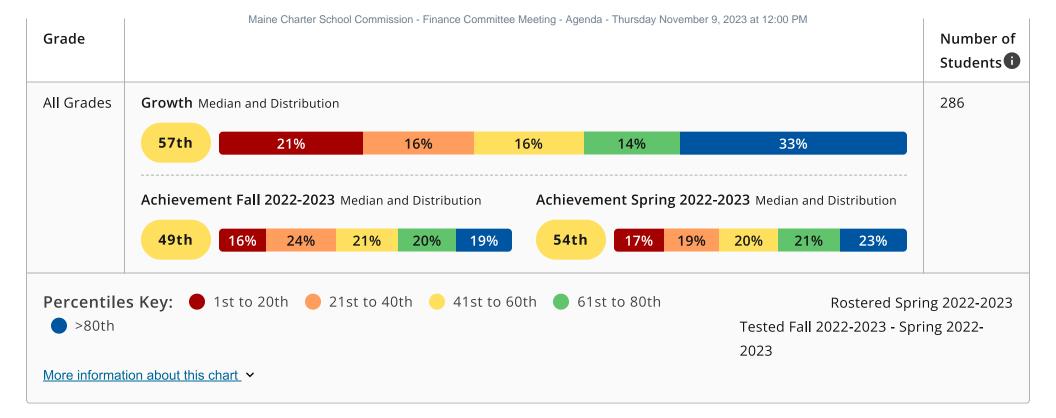
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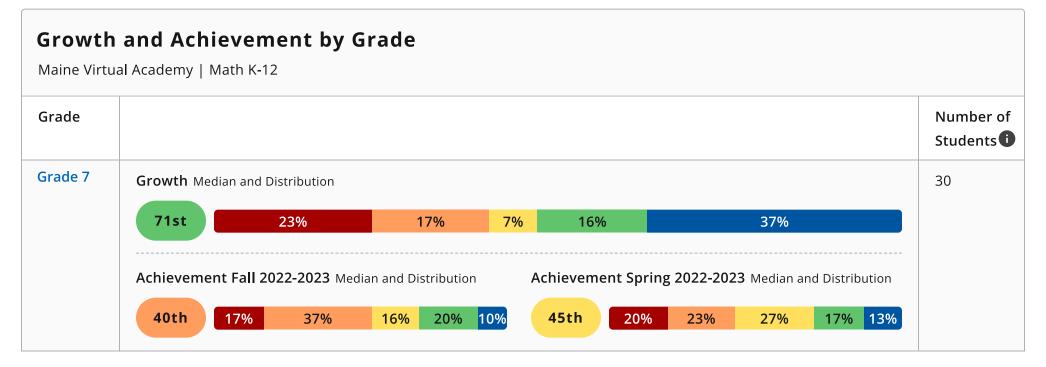
MAP Growth Reports > Maine Virtual Academy ✓ Select School **Growth And Achievement** Single-Term Achievement **Term Rostered Start Term End Term** Spring 2022-2023 Spring 2022-2023 Fall 2022-2023 Course Math K-12 **C** Update ▼ Apply Filters Filters (0)

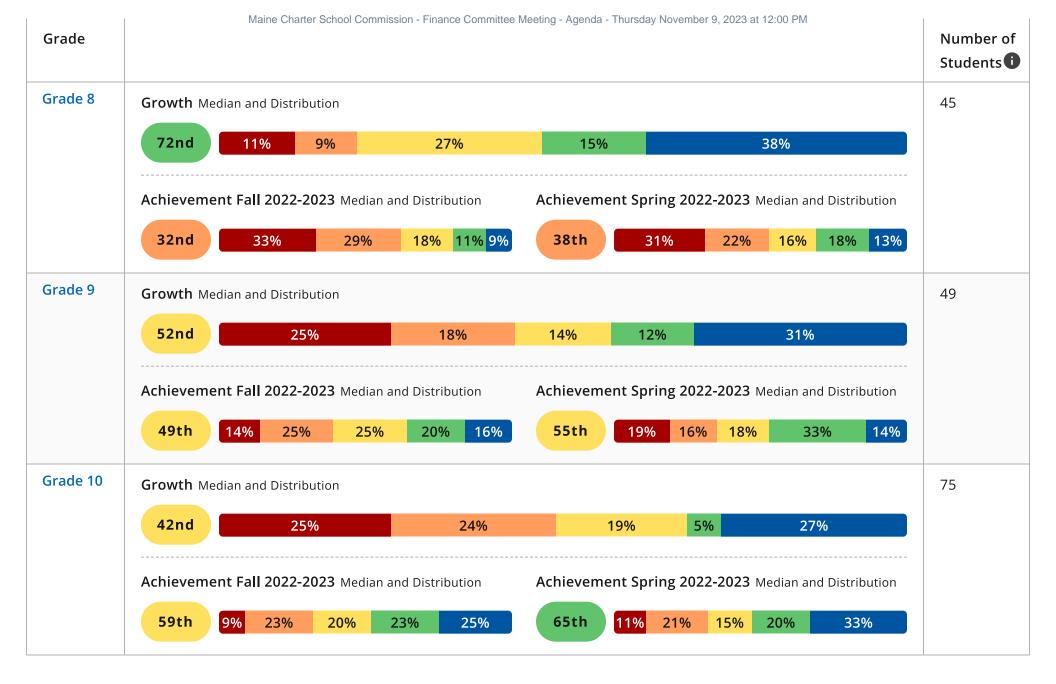
## Maine Virtual Academy

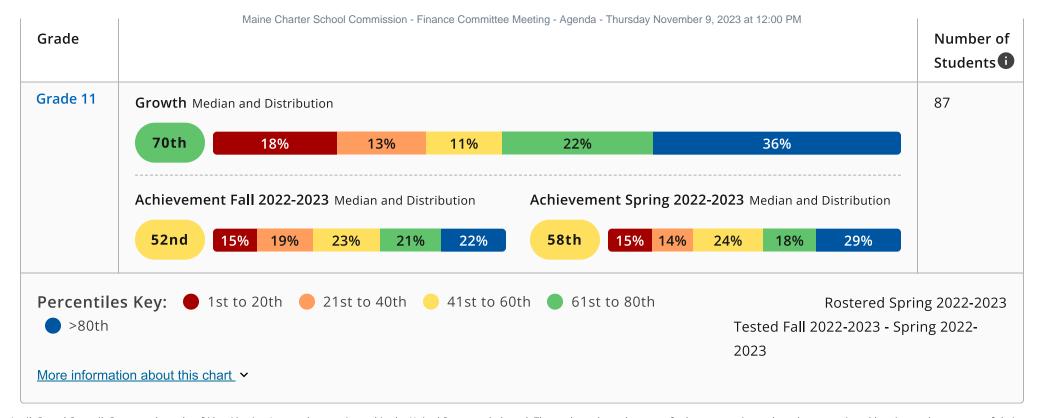
### **Growth and Achievement - All Students**

Maine Virtual Academy | Math K-12





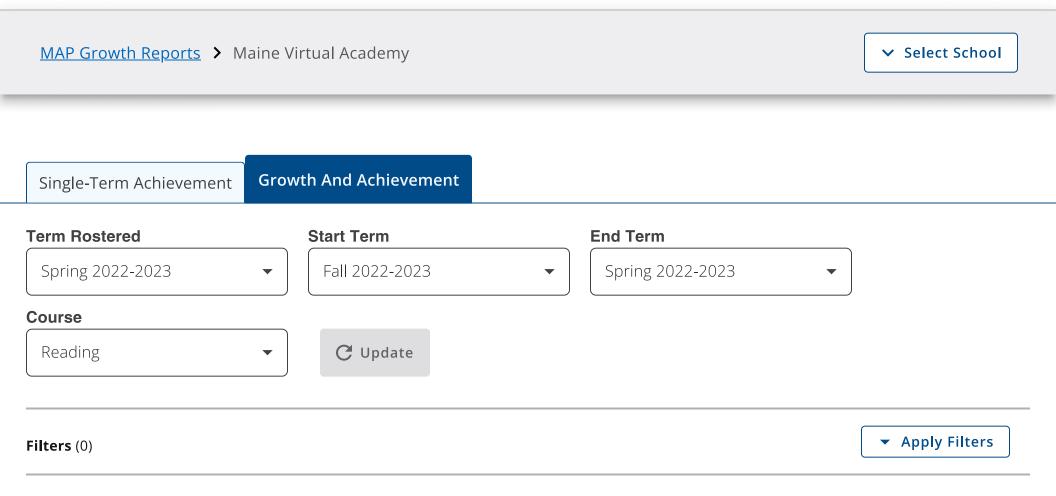




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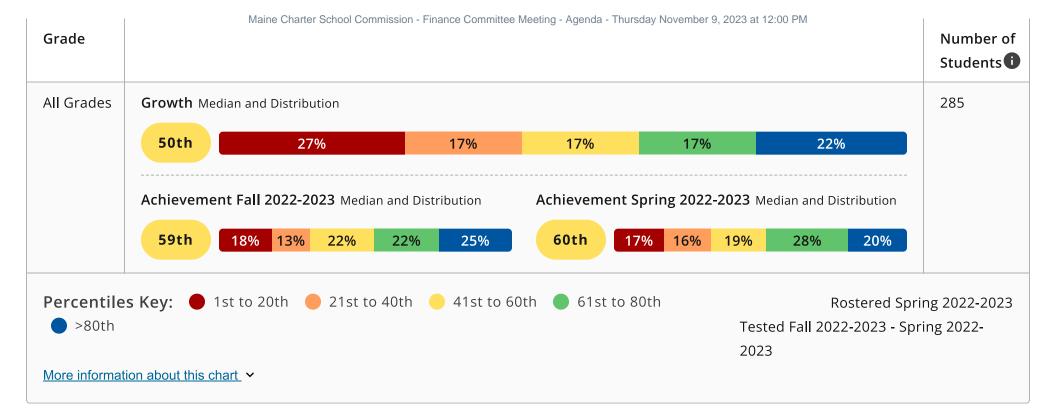
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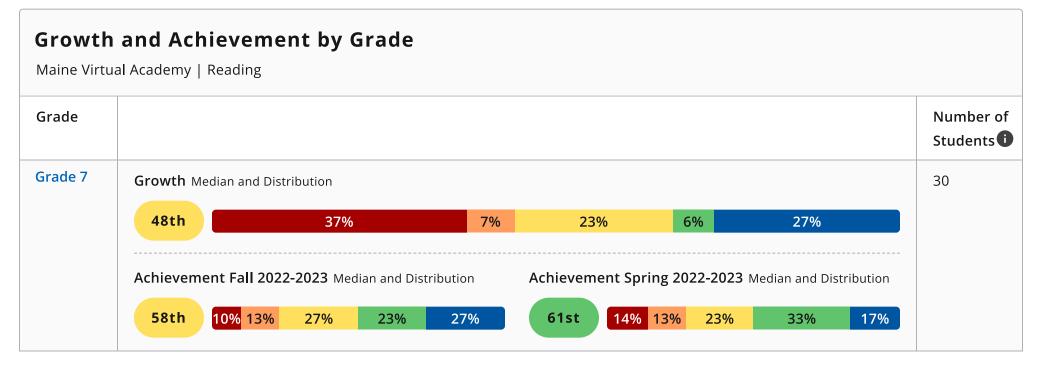


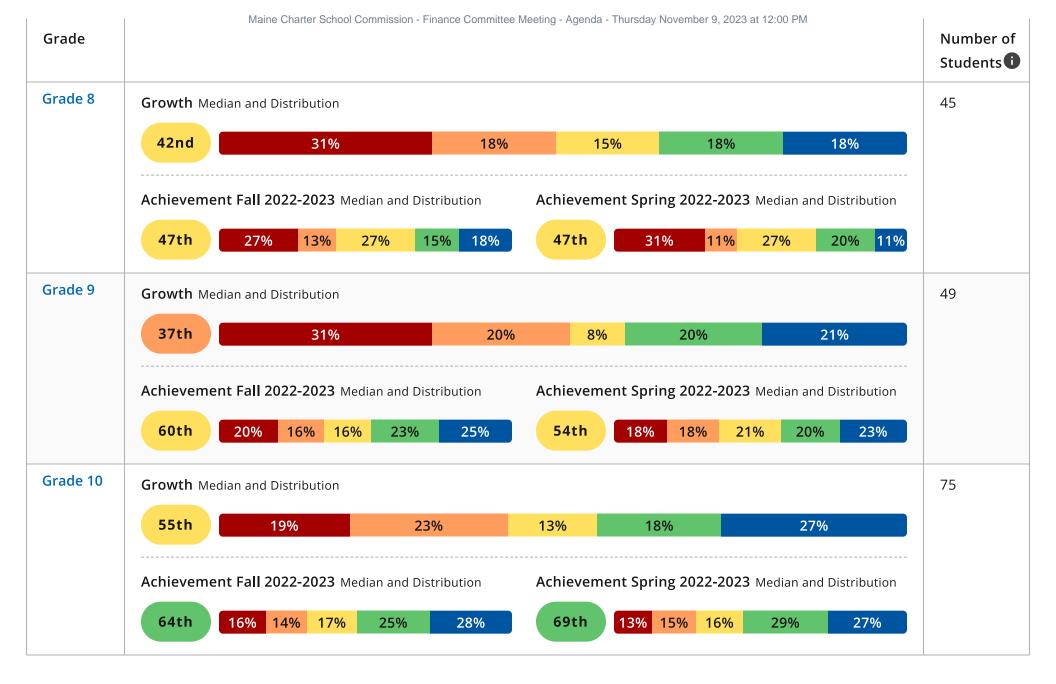
## Maine Virtual Academy

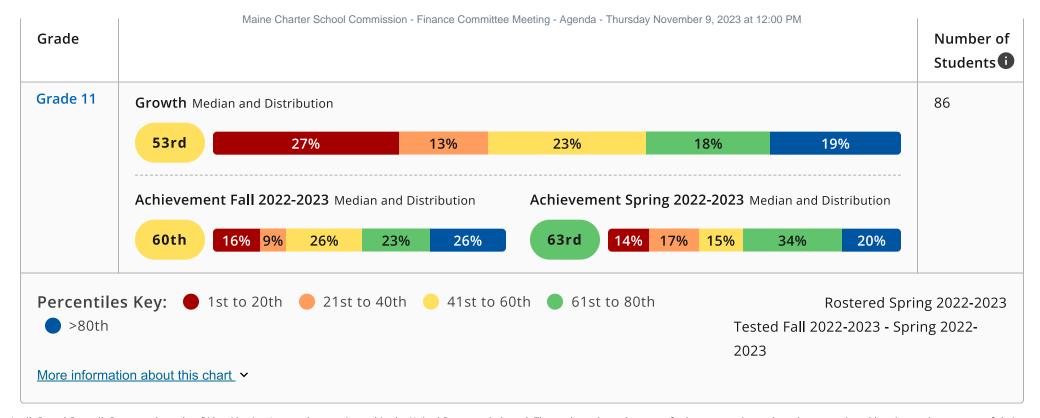
### **Growth and Achievement - All Students**

Maine Virtual Academy | Reading





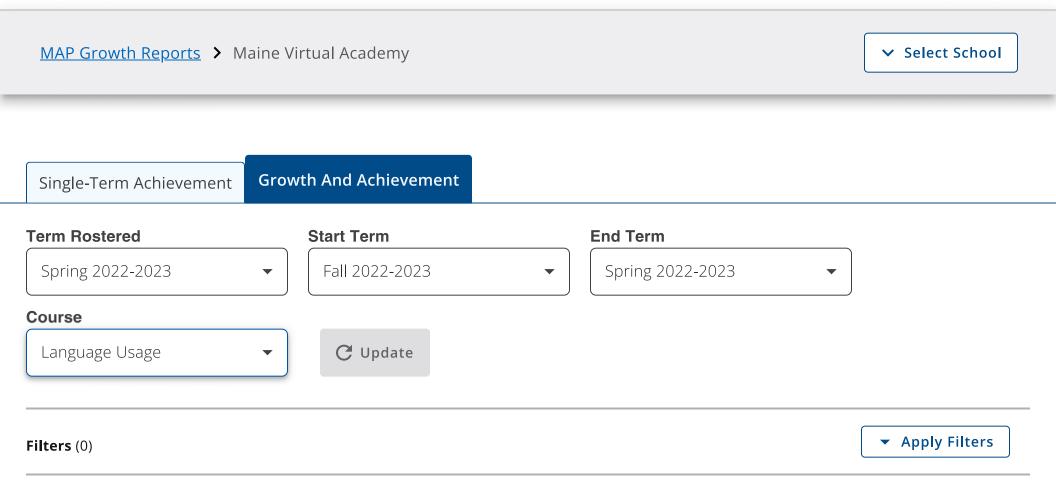




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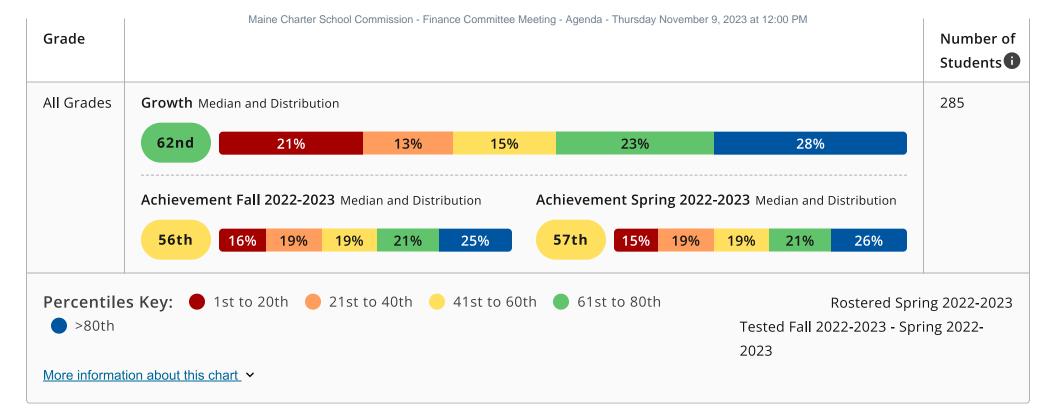
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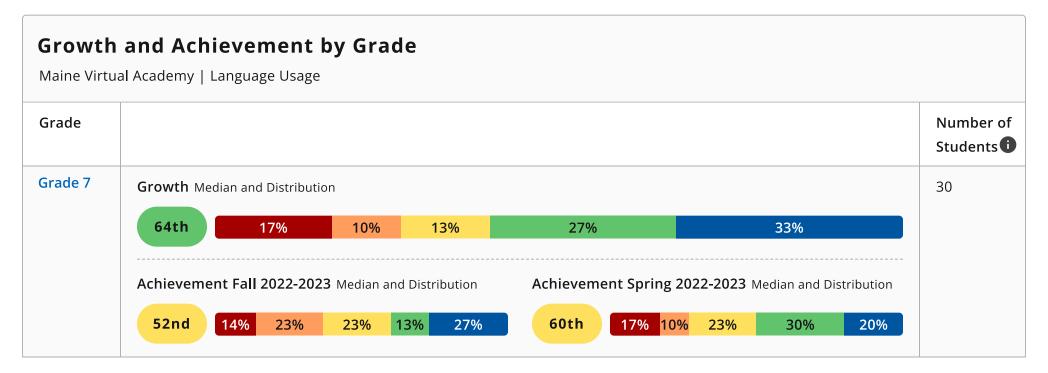


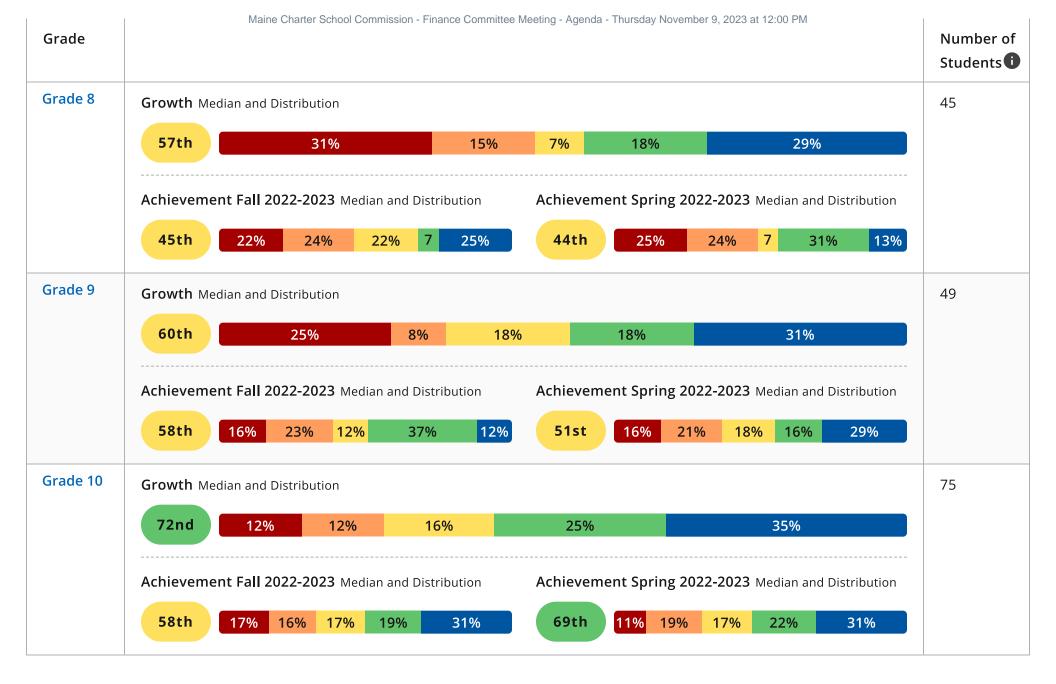
## Maine Virtual Academy

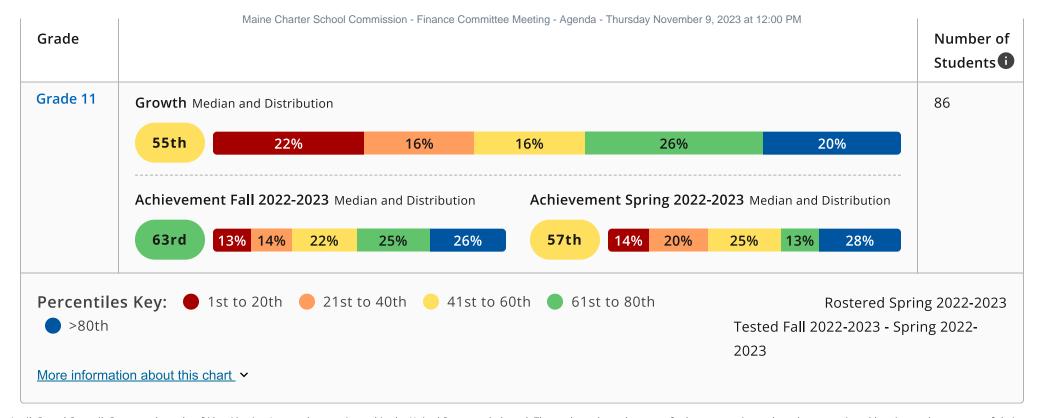
### **Growth and Achievement - All Students**

Maine Virtual Academy | Language Usage





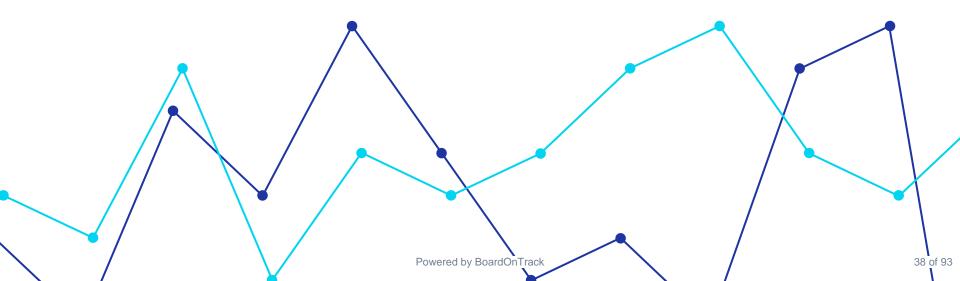




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# **Longitudinal NWEA Data**





Avg. RIT Score (5 Year)

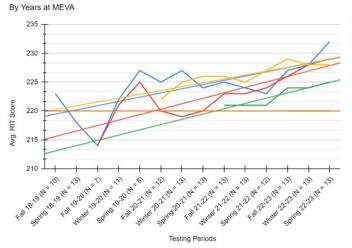
Avg. RIT Score (4 Year)

Avg. RIT Score (3 Year)

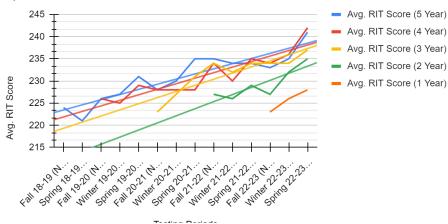
Avg. RIT Score (2 Year)
 Avg. RIT Score (1 Year)

## **Average RIT Scores by Years at MEVA**

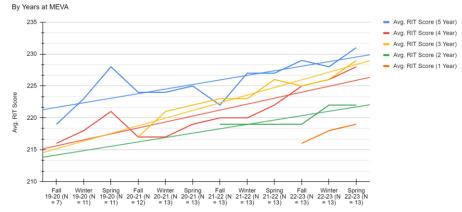
#### Reading - Average RIT Score



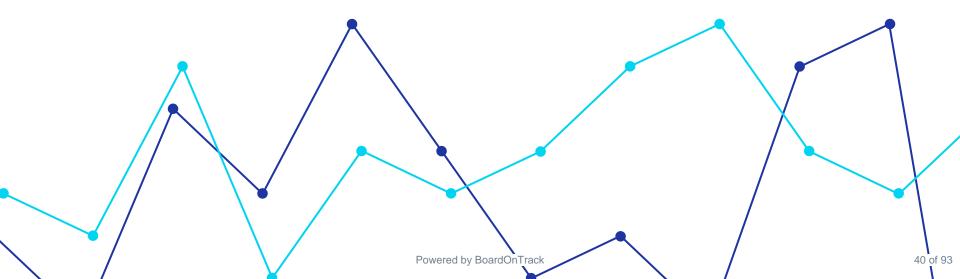
#### By Years at MEVA



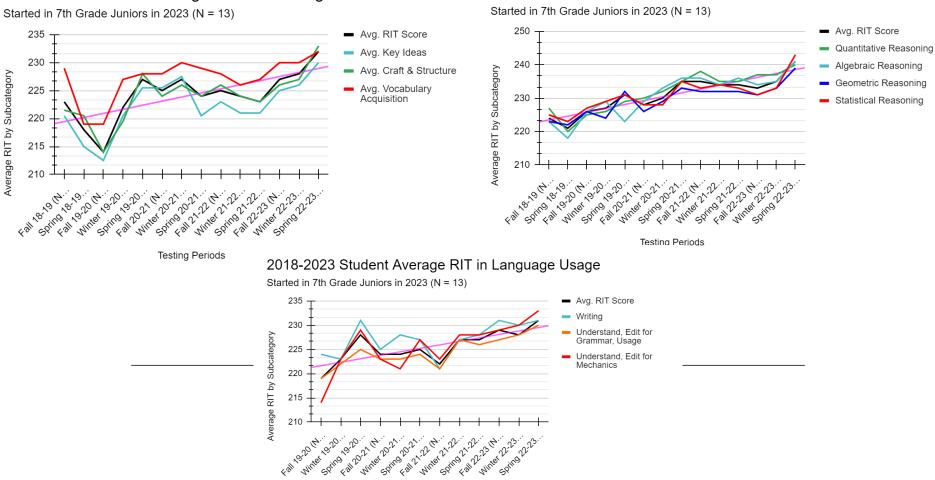
#### Language Usage - Average RIT Scores



Started in 2018 as 7<sup>th</sup> Graders, Now Juniors (N = 13)

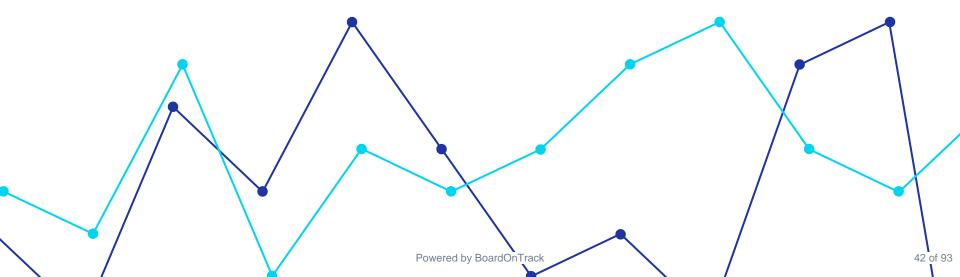


#### 2018-2023 Student Averagine Charter School Commission - Finance Committee Meeting - Agenda - Thursday November 9, 2023 at 12:00 PM ath

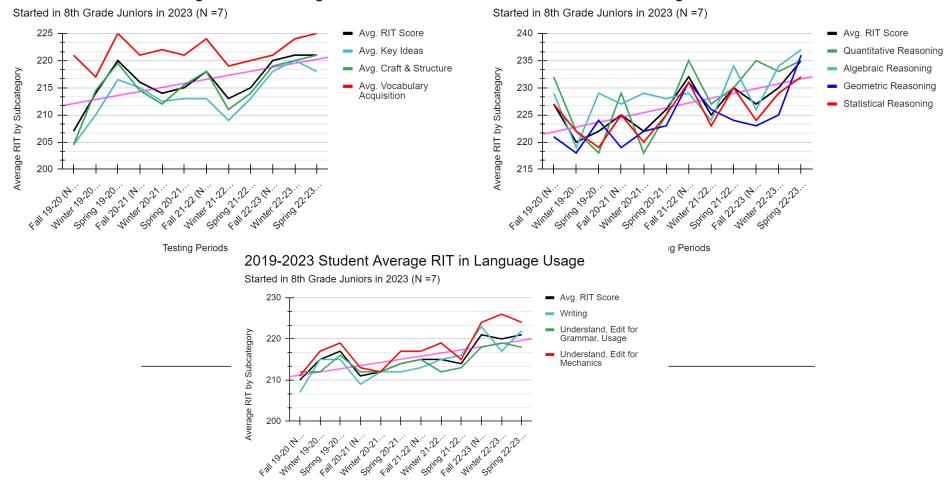


<sup>1</sup>Powered by BoardOnTrack

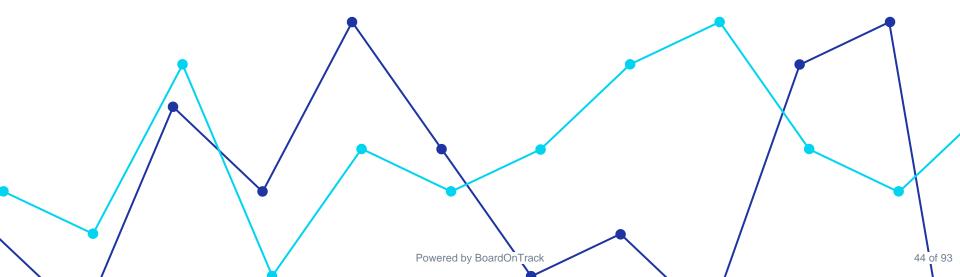
Started in 2019 as 8<sup>th</sup> Graders, Now Juniors (N = 7)



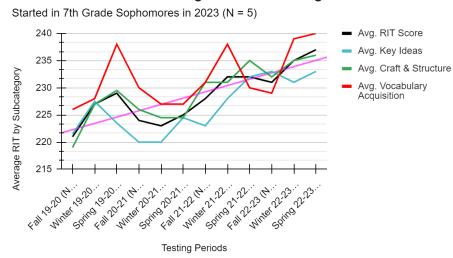
#### 2019-2023 Student Averag Maine Charter School Commission - Finance Committee Meeting - Agenda - Thursday November 9, 2023 at 12:00 PMath



Started in 2019 as 7<sup>th</sup> Graders, Now Sophomores (N = 5)



#### 2019-2023 Student Averag Maine Charter School Commission - Finance Committee Meeting - Agenda - Thursday November 9, 2023 at 12:00 PMath

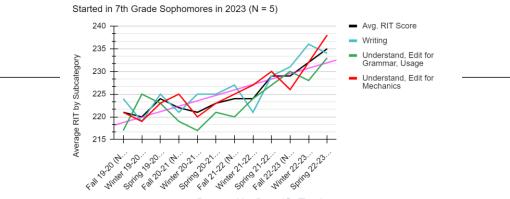


# Started in 7th Grade Sophomores in 2023 (N = 5) Avg. RIT Score Quantitative Reasoning Algebraic Reasoning Geometric Reasoning Statistical Reasoning Statistical Reasoning

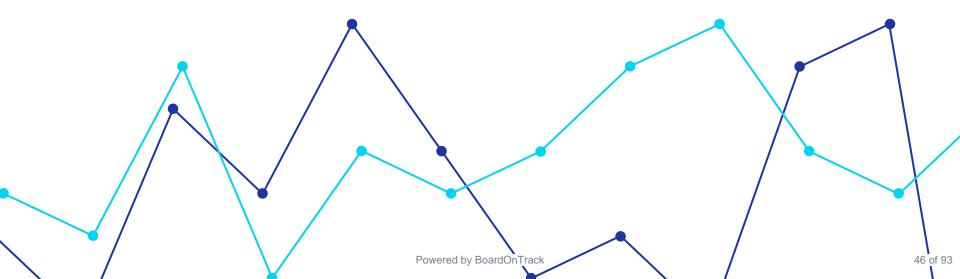
**Testing Periods** 

Shind 1930 Julies Shind Shist Julies Shind Shist Shines Shist Julies Shind Shist Shind Shind Shist Shind Shist Shind Shist Shind Shist Shind Shist Shind Shind Shist Shind Shist Shind Shind Shist Shind Shind Shist Shind Shist Shind Shi

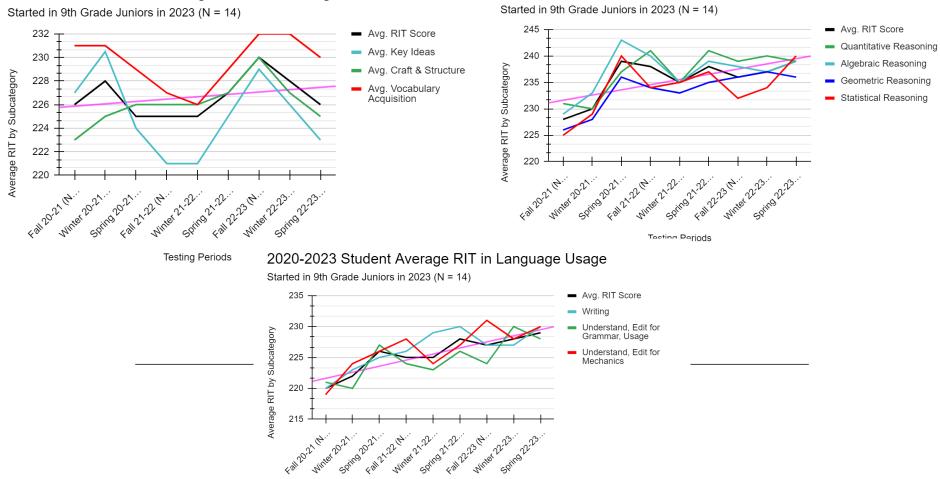
#### 2019-2023 Student Average RIT in Language Usage



Started in 2020 as 9<sup>th</sup> Graders, Now Juniors (N = 14)

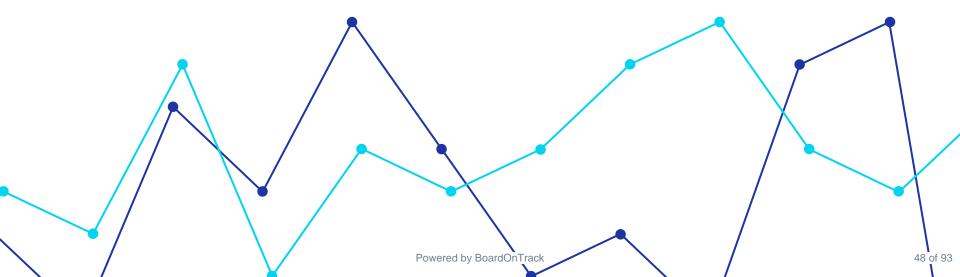


#### 2020-2023 Student Average Charter School Commission - Finance Committee Meeting - Agenda - Thursday November 9, 2023 at 12:00.PM ath



TPowered by BoardOnTrack

Started in 2020 as 8<sup>th</sup> Graders, Now Sophomores (N = 13)



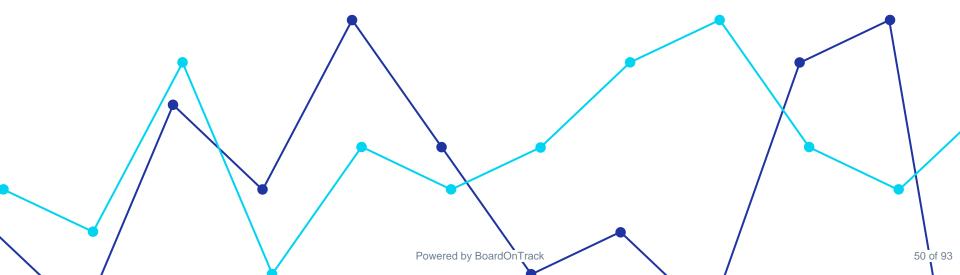
59ing 21, 22... Kall 22.23 (M.)

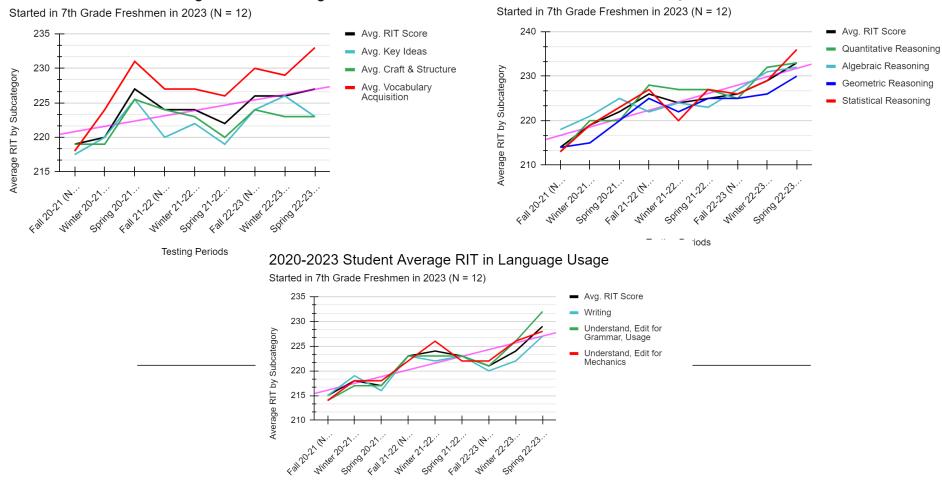
Winter 22:23...

winter 21.22...

Sping 2021... Kall 27.22 (M.).

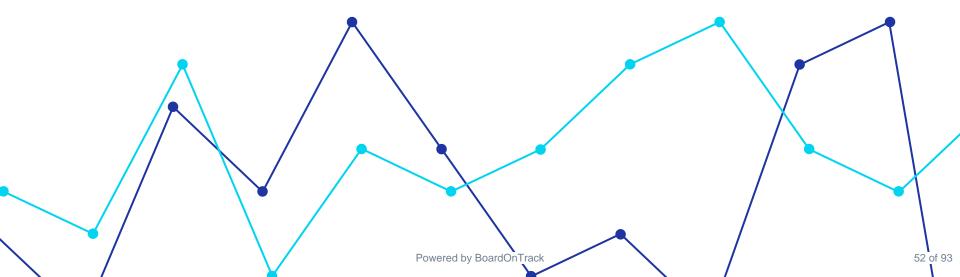
Started in 2020 as 7<sup>th</sup> Graders, Now Freshmen (N = 12)



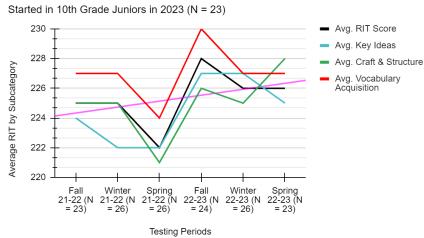


TPowered by BoardOnTrack

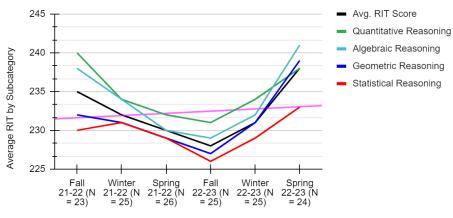
Started in 2021 as 10<sup>th</sup> Graders, Now Juniors (N = 26)



#### 2021-2023 Student Average Maine Charter School Commission - Finance Committee Meeting - Agenda - Thursday November 9, 2023 at 12:00 PM ath



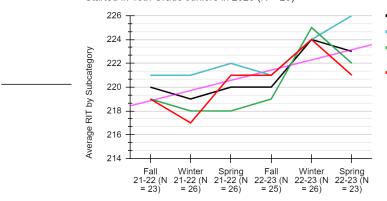




Testing Periods

#### 2021-2023 Student Average RIT in Language Usage

Started in 10th Grade Juniors in 2023 (N = 23)

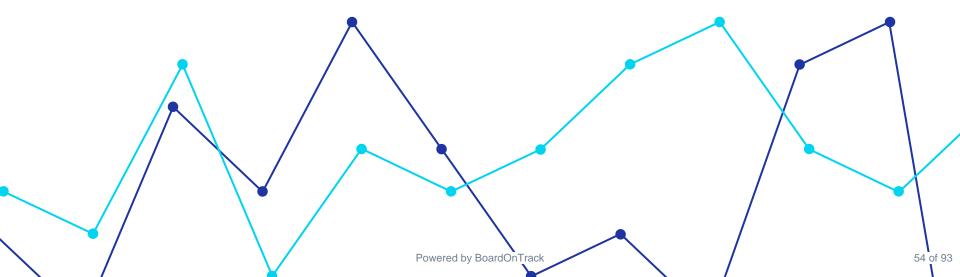


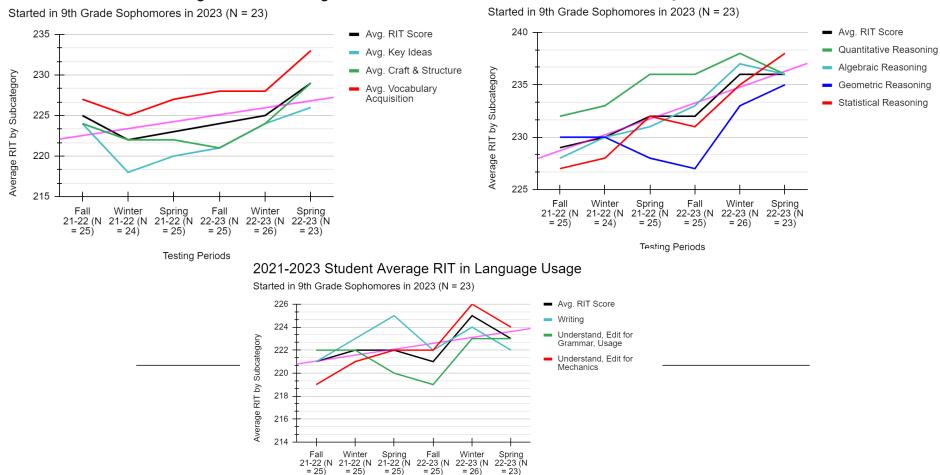
Avg. RIT ScoreWriting

 Understand, Edit for Grammar, Usage

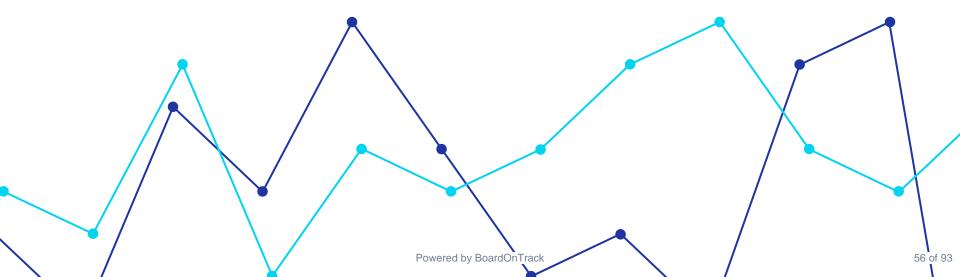
 Understand, Edit for Mechanics

Started in 2021 as 9<sup>th</sup> Graders, Now Sophomores (N = 24)

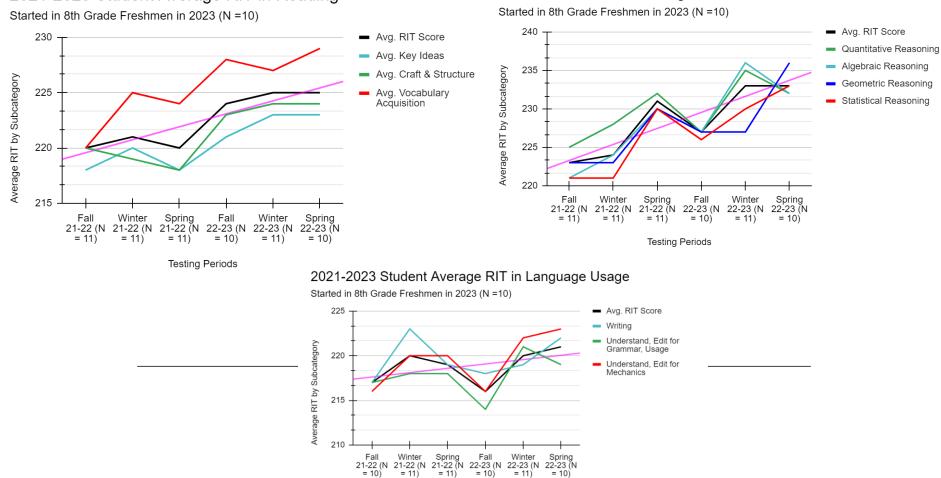




Started in 2021 as 8<sup>th</sup> Graders, Now Freshmen (N = 11)

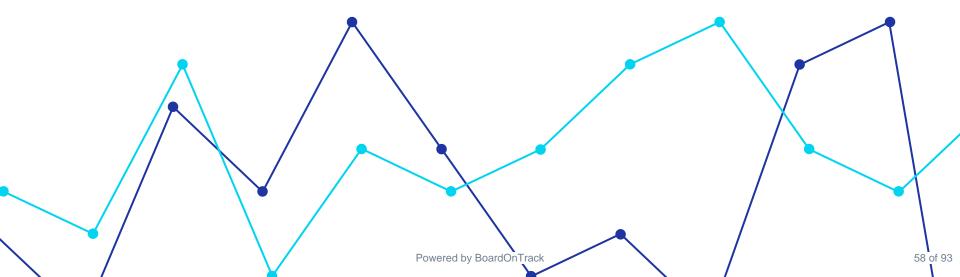


## 2021-2023 Student Aver Maine Charter School Commission - Finance Committee Meeting - Agenda - Thursday November 9, 2023 at 12:00 PM ath

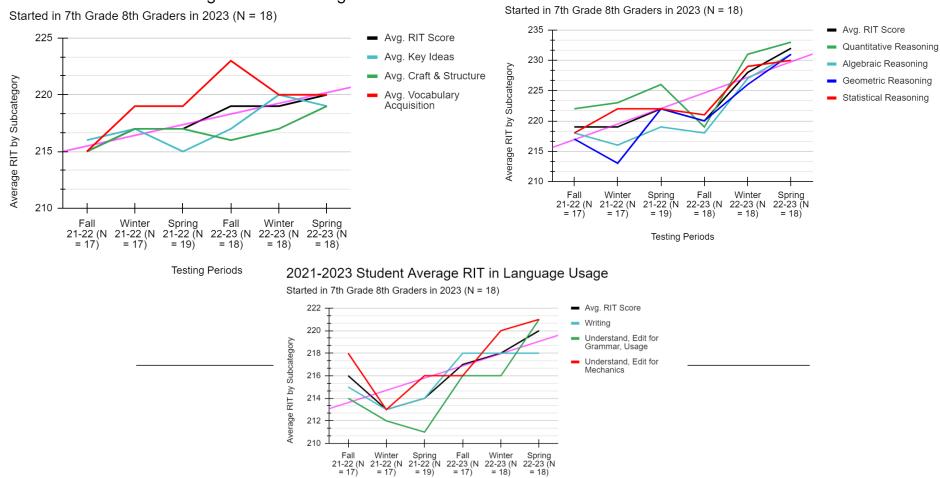


Powered by BoardOnTrack

Started in 2021 as 7<sup>th</sup> Graders, Now 8<sup>th</sup> Graders (N = 18)



## 2021-2023 Student Average Charter School Commission - Finance Committee Meeting - Agenda - Thursday November 9, 2023 at 12:00 PM/lath



Powered by BoardOnTrack

## **Maine Virtual Academy**



## 2022-23 Performance Framework Form

Dr. Melinda Browne, Head of School

#### **SECTION 1: STUDENT ACHIEVEMENT**

#### 1.1a Student Academic Proficiency, MDOE Through Year Assessment, ELA

Schools will report the percentage of students assessed at each grade level, and at the campus and district levels.

Schools will report the percentage of students "at state expectation" and "above state expectation" on proficiency.

NOTE - This indicator will not be rated in SY 22-23. Ratings will be developed after the baseline is established.

Grade	Total Number of Students	Number of Students Assessed	Percentage of Students Assessed	Percentage of Students "At State Expectation"	Percentage of Students "Above State Expectation"
Grade 7	35	35	100%	Data will be reported to the	
Grade 8	55	53	96.36%	MCSC once state assessment results a	t results are
Grade 10	92	86	93.47%	released by	the MDOE.
Schoolwide	182	174	95.60%		

Percentage of Students "Below State Expectation"	Data will be reported to the MCSC once state
Percentage of Students "Well Below State Expectation"	assessment results are released by the MDOE

#### 1.1b Student Academic Proficiency, MDOE Through Year Assessment, Math

Schools will report the percentage of students assessed at each grade level, and at the campus and district levels.

Schools will report the percentage of students "at state expectation" and "above state expectation" on proficiency.

NOTE - This indicator will not be rated in SY 22-23. Ratings will be developed after the baseline is established.

Grade	Total Number of Students	Number of Students Assessed	Percentage of Students Assessed	Percentage of Students "At State Expectation"	Percentage of Students "Above State Expectation"
Grade 7	35	35	100%		
Grade 8	55	53	96.36%		eported to the ace state
Grade 10	92	86	93.47%	assessment results are released by the MDOE.	
Schoolwide	182	174	95.60%	,	

Percentage of Students "Below State Expectation"	Data will be reported to the MCSC once state
Percentage of Students "Well Below State Expectation"	assessment results are released by the MDOE

#### 1.3a Student Academic Growth: NWEA MAP Growth 3rd-8th

School will meet the goal of 45%-55% of eligible students meeting their projected growth on NWEA MAP <u>reading</u>.

READING	Met Projected Growth			et Projected wth
	Number Percentage		Number	Percentage
Grade 7	15	50%	15	50%
Grade 8	20	44%	25	56%
Total	35	35 46.67%		53.33%

#### **Optional:**

READING	Met Projec	ted Growth		et Projected wth
	Number Percentage		Number	Percentage
Grade 9	21	43%	28	57%
Grade 10	38	51%	37	49%
Grade 11	41	47%	46	53%

#### 1.3b Student Academic Growth: NWEA MAP Growth 3rd-8th

School will meet the goal of 45%-55% of eligible students meeting their projected growth on NWEA MAP <u>language</u>.

LANGUAGE		Met Projec	ted Growth	Did Not Meet Projected Growth	
		Number Percentage		Number	Percentage
Grade 7		19	63%	11	37%
Grade 8		24	53%	21	47%
Total		43	57.33%	32	42.67%

LANGUAGE		Met Projec	ted Growth	Did Not Meet Projected Growth	
		Number	Percentage	Number	Percentage
Grade 9		28	57%	21	43%
Grade 10		52	69%	23	31%
Grade 11		45	52%	42	48%

#### 1.3c Student Academic Growth: NWEA MAP Growth 3rd-8th

School will meet the goal of 45%-55% of eligible students meeting their projected growth on NWEA MAP <u>math</u>

матн		Met Projec	ted Growth	Did Not Meet Projected Growth		
		Number Percentage		Number	Percentage	
Grade 7		18	60%	12	40%	
Grade 8		31	69%	14	31%	
Total		49	65.33%	26	34.67%	

optional.					
матн		Met Projec	ted Growth	Did Not Meet Projected Growth	
		Number	Percentage	Number	Percentage
Grade 9		25	51%	24	49%
Grade 10		35	47%	40	53%
Grade 11		56	64%	32	36%

(NOTE - Subgroup data will be reported at the end of this report)

#### 1.5 High School Completion/4 Year HS Graduation Rate (current cohort)

For SY 2022-23, schools will meet annual goal of 86%

Total Number of Students Eligible for Graduation	Number of Students Graduating in 4 Years	Percentage of Students Graduating in 4 Years
103	103	100%

#### **Optional:**

Percentage of Students Graduating in 5 Years	100% (5/5)
Percentage of Students Graduating in 6 Years	100% (1/1)

#### 1.6a Post-Secondary Readiness

Beginning in SY 2023-2024, school will meet goal of 75%-85% students meeting one of the following by the end of 12th grade:

- Accuplacer The College Readiness indicator with scores of 239 or above in reading and a 226 or above in math or;
- SAT scores of EW 530 or higher and 520 or higher in math or;
- ASVAB score of 31 or higher

ACCUPLACER		Met College Readiness indicator of 239 or above in reading		Met College Readiness indicator of 226 or above in math	
		Number	Percentage	Number	Percentage
Total Tested	157	137	87%	141	90%

<sup>\*</sup>NOTE: In SY 2022-23, schools will report the data, but will not be rated.

SAT		Met EW score of 530 or higher		Met Math score of 520 or higher	
		Number	Percentage	Number	Percentage
Total Tested	N/A				

<sup>\*</sup>NOTE: In SY 2022-23, schools will report the data, but will not be rated.

ASVAB		Scored 31 or Higher	
		Number	Percentage
Total Tested	N/A		

<sup>\*</sup>NOTE: In SY 2022-23, schools will report the data, but will not be rated.

#### (NOTE - Subgroup data will be reported at the end of this report)

#### 1.6c Post Secondary Readiness: Post-Secondary Activity

At the end of their graduating year, 70%-80% of each schools' students will have successfully participated in at least one post-secondary activity such as (and not limited to) college course, Advanced Placement course, certificate program, career technical coursework or internship.

Post-Secondary Activity	Activity			
	Number	Percentage	Number	Percentage
College Course	15	8.88%	15	8.88%
Advanced Placement course	1	0.59%	1	0.59%
Certificate Program	1	0.59%	1	0.59%
Career Technical Coursework	43	25.44%	43	25.44%
Internship	89	52.67%	89	52.67%
Other (Portfolio Projects)	20	11.83%	20	11.83%
Total	169	100%	169	100%

#### 1.6d Post-Secondary Readiness: FAFSA

Schools will report annual rates and school-supported opportunities for FAFSA support.

	FAFSA
Number of FAFSA forms completed	36 students
Describe school-supported opportunities for FAFSA support	How MEVA is supporting students in FAFSA completion from our two guidance counselors:  1. 12th Advisory Course:
	<ul> <li>FAME speaker to cover scholarships and financial aid- November</li> <li>FAME FAFSA/FSA ID Help Session- November</li> <li>Course checklist with FAME FAFSA Help Session information</li> <li>MEVA Newsletter:</li> <li>FAME FAFSA Help Session information</li> </ul>
	Early Graduation Application     Requirement:
	"5. Complete the <u>FAFSA</u> <u>(Free Application for Federal Student Aid)</u> for financial aid for college.     For help completing the FAFSA, register for a free help session <u>here</u> ."
	4. FAFSA Completion Follow-Up:

#### **Optional**

Include any additional context that would enhance the MCSC's understanding of your school's <u>Student Achievement</u> data.

(Other) Career Portfolio Projects Included; Home Care Computer Coding Volunteering

#### **SECTION 2: SCHOOL CLIMATE AND FAMILY ENGAGEMENT**

#### 2.1 State Compliance

The school operates in compliance with the terms of its charter and applicable federal and state laws and regulations regarding public Charter District Leaderships, including exclusionary practices.

Click on the dropdown below and choose either "Yes" or "No"



#### 2.2 Family Engagement: Panorama School Climate Survey - Family Results

Results from 3/3 required scales on the Family Panorama School Climate Survey will be within the average range (50% or higher) when compared to like schools (%FRL, grade band, urban/rural). Participation must be a minimum of 35% in order to

qualify. Participation under 35% will automatically result in a "does not meet standard."

Family	Total Number of Families	Number of Responses	Response Rate	
	357	224	62.	<b>7</b> %
		Respons	se Percentage	(Percentile)
School Climate				79% (99th %ile)
Safety				96% (99th %ile)
School Fit				62% (70th %ile)

#### 2.3 School Climate: Panorama School Climate Survey - Student Results

Results from 4/4 of the required scales on the Student Panorama School Climate Survey will be within the average range (50% or higher) when compared to like schools (%FRL, grade band, urban/rural). Participation among eligible students must be a minimum of 75% in order to qualify. Participation under 75% will automatically result in a "does not meet standard".

Student	Total Number of Students	Number of Responses	Respo	onse Rate
	402	313	7	7.9%
		Response P	ercentage	(Percentile)
School Climate				73% (99th %ile)
Safety				N/A

Rigorous Expectation	N/A
Teacher-Student Relationships	N/A

#### 2.4 School Climate: Panorama School Climate Survey - Teacher/Staff Results

Results from at least 4/4 of the required scales on the Teacher/Staff Panorama School Climate Surveys will be within the average range (50% or higher) when compared to like schools (%FRL, grade band, urban/rural). Participation must be a minimum of 75% in order to qualify. Participation under 75% will automatically result in a "does not meet standard."

Teacher/Staff	Total Number of Teachers/Staff	Number of Responses	Respo	nse Rate
	58	58	10	00%
	Teach	ner Response	Percentage	(Percentile)
School Climate				72% (99th %ile)
Leadership				75% (90th %ile)
Professional Learning				74% (99th %ile)
Feedback and Coaching				67% (99th %ile)

	Staff Response Percentage	(Percentile)
School Climate		76% (99th %ile)
Leadership		93% (99th %ile)
Professional Learning		82% (99th %ile)
Feedback and Coaching		82% (99th



#### 2.5 School Climate: Panorama Survey

Annually, the school will review its Panorama Education School Climate survey results and develop an action plan to address areas for continued improvement. Plan and outcomes will be submitted to the Commission.

Click on the dropdown below and choose the appropriate outcome:

School develops and implements plan 🔻

#### Optional

Include any additional context that would enhance the MCSC's understanding of your school's <u>School Climate and Family Engagement</u> data.

Panorama did not report all expected student result categories.

#### **SECTION 3: ORGANIZATIONAL SUSTAINABILITY**

#### 3.1 Governing Board effectiveness

Legal and Fiduciary Responsibilities

 Board of trustee members are active and engaged, fulfill their legal responsibilities and obligations, comply with the board's bylaws, and always act in the best interests of the school community.

Talent strategy and accountability

The Governing Board demonstrates appropriate oversight of the Charter
District Leadership administration, financial health, progress towards
meeting academic and other school goals, and alignment with the mission
and other terms of the charter, without managing the day-to-day operations
of the school. The board conducts appropriate oversight of the officers and
leaders of the organization, including an annual evaluation of the leader and
considers succession planning.

Culture of Collaboration

 The Governing Board has clear and well-understood systems for decision-making and communication processes; board of trustee's meetings are designed to foster open, deliberate, and thorough discussions to facilitate and ensure public accountability.

Focus on Improvement

• The Governing Board engages in continuous and strategic improvement planning by setting, and regularly monitoring progress relative to, priorities and goals that are aligned with the school's mission, vision, and educational philosophy and the accountability cycles of the authorizer.

Click on the dropdown below and choose the appropriate outcome:

Low Risk: Board has fulfilled contract obligations as charter contract holder in th... 🔹

#### 3.2 Public Accountability:

#### Transparent, responsive, and legally compliant Board operations

The Governing Board will hold a minimum of 6 meetings per school year in accordance with approved bylaws and in accordance with the Freedom of Access Act (<u>FOAA</u>).

Click on the dropdown below and choose the appropriate outcome:

6 or more meetings 🔻

## 3.3 Public Accountability: Transparent, responsive, and legally complaint Board operations

Timely publication of Board meeting agenda and minutes upon approval and submission to the Charter Commission, that thoroughly captures the discussion and decisions of the board.

Click on the dropdown below and choose the appropriate outcome:

All minutes and agendas posted timely. au

#### 3.4 Reporting Accuracy and Timeliness

80%-90% of reports are submitted on time and are accurate and complete. NOTE - Statistics can be found in Epicenter.

Click on the dropdown below and choose the appropriate outcome:

More than 90% of reports are submitted on time and are accurate and complete 💌

#### 3.5 Board Training

Board members will engage in a baseline of annual training and development using the following <u>quidelines</u>:

Click on the dropdown below and choose the appropriate outcome:

Less than 80% of required courses have been completed 🔹

#### 3.6 Facility meets Local and State requirements

The school certifies that its facility (or facilities) meets all local and state requirements for public school facilities, including current Certificate of Occupancy and a Plan for maintenance and capital improvements of school facilities consistent with 20-A M.R.S. §1001(2), 4001, 4502(5)(C); Maine DOE Rule Chapter 125.5.03 and 20-A M.R.S. §6302, 6501; Maine DOE Rule Chapter 125.5.10

Public School Approval Requirements and Citation Chart

Click on the dropdown below and choose the appropriate outcome:

Certified as required and approved by the Board 🔻

#### 3.7 Facility supports Programming

The facility provides a safe, clean, and aesthetically pleasing campus environment that optimizes learning, teaching, and working for all students, faculty, and staff.

Click on the dropdown below and choose the appropriate outcome:

Facility provides a campus environment that optimizes learning, teaching and w...  $\, ullet \,$ 

#### **Optional**

Include any additional context that would enhance the MCSC's understanding of your school's <u>Organizational Sustainability</u> data.

#### **SECTION 5: FAITHFULNESS TO THE CHARTER AND THE LAW**

#### 5.1 Mission and Key Design Implementation

- 1. The school demonstrates its approved mission.
- 2. The school implements the key design elements in the approved charter and any subsequently approved amendments in a manner that serves all of its students.
- 3. The Board and Administration share a common and consistent understanding of the school's mission and key design elements outlined in the charter.

Click on the dropdown below and choose the appropriate outcome:

School is implementing the mission and design elements as outlined in the cha...  $\,ullet\,$ 

#### 5.2 Student Attendance

Schools will have 10%-18% or fewer students classified as chronically absent on the last day of school.

Chronic absenteeism rates will be reported at both the campus and district levels (as appropriate).

Chronic Absenteeism	Total Number of Students	Percentage of Students Chronically Absent
Grade 7	36	5.55%
Grade 8	64	6.25%
Grade 9	67	5.97%
Grade 10	100	2%
Grade 11	128	1.56%
Grade 12	105	2.85%

#### Percentage

Whole School Chronic Absenteeism	3.42%
----------------------------------	-------

Schoolwide Average Daily Attendance (ADA)
---

#### 5.3 Student Persistence - School Year

85% or more of eligible students enrolled on the last day of school will be the same students who were enrolled on State Student Count Day.

Number of students enrolled on State Student Count Day (10/1/22)	438
Number of students enrolled on the last day of school who were the same students on State Student Count Day	271 (19 withdrawals, not graduated and/or not moved out of state, 148 students graduated, and 0 students moved out of state)
Percentage of students enrolled on the last day of school were were the same students on State Student Count Day	95.66%

#### 5.4 Student Persistence - Year to Year

85%-89.9% or more of eligible students enrolled on the last day of school will have completed an Intent to Reenroll form for the following SY (2023-24) by March 31 of current SY (2022-23).

Number of students enrolled on the last day of school who were eligible to return next year (not graduated, not moved out of state, not incarcerated, not deceased)	314
Number of eligible students enrolled on the last day of school who have completed an Intent to Reenroll form for next year	306
Percentage of eligible students enrolled on the last day of school who have completed an Intent to Reenroll form for next year	97.45%

Include any additional context that would enhance the MCSC's understanding of your school's <u>Faithfulness to the Charter and the Law</u> data.

#### **SECTION 6: SCHOOL CUSTOMIZATION**

# 6.1 Student Median Conditional Growth Percentile on the MAP Student Growth Summary Report

Separate goals for each grade level (7,8,9,10, & 11), a total of fifteen indicators/goals: The student median conditional growth percentile is the fiftieth (50th) or higher, as of the spring NWEA math, reading, and language usage, for each eligible grade level.

Grade 7 Math Click on the dropdown below and choose the appropriate outcome:

Exceeds 66%ile 🔹

Grade 8 Math Click on the dropdown below and choose the appropriate outcome: Exceeds 66%ile

Grade 9 Math Click on the dropdown below and choose the appropriate outcome: 50th-65th%ile

Grade 10 Math Click on the dropdown below and choose the appropriate outcome: 35th-49th%ile

Grade 11 Math Click on the dropdown below and choose the appropriate outcome: Exceeds 66%ile

Grade 7 Reading Click on the dropdown below and choose the appropriate outcome:

35th-49th%ile \*

Grade 8 Reading Click on the dropdown below and choose the appropriate outcome:

35th-49th%ile \*

Grade 9 Reading Click on the dropdown below and choose the appropriate outcome:

35th-49th%ile ▼

Grade 10 Reading Click on the dropdown below and choose the appropriate outcome:

50th-65th%ile •

Grade 11 Reading Click on the dropdown below and choose the appropriate outcome:

50th-65th%ile •

Grade 7 Language Usage Click on the dropdown below and choose the appropriate outcome:

50th-65th%ile •

Grade 8 Language Usage Click on the dropdown below and choose the appropriate outcome:

50th-65th%ile •

Grade 9 Language Usage Click on the dropdown below and choose the appropriate outcome:

50th-65th%ile •

Grade 10 Language Usage Click on the dropdown below and choose the appropriate outcome:

Exceeds 66%ile •

Grade 11 Language Usage Click on the dropdown below and choose the appropriate outcome:

50th-65th%ile •

All Grades (7-11) Math Click on the dropdown below and choose the appropriate outcome:

50th-65th%ile →

All Grades (7-11) Reading Click on the dropdown below and choose the appropriate outcome:

(50th-65th%ile 🕶

All Grades (7-11) Language Usage Click on the dropdown below and choose the appropriate outcome:

50th-65th%ile •

#### Optional

## Include any additional context that would enhance the MCSC's understanding of your school's <u>Customizable Target</u> data.

MEVA students in grades 7-11 completed the NWEA MAP math, reading, and language usage three times during the academic year. MEVA students' median conditional fall to spring growth percentile exceeded the target in math for grades 7, 8, and 11, and in language for grade 10. MEVA students' median fall to spring growth percentile met the target in math for grade 10, in reading for grades 10 and 11, and in language for grades 7, 8, 9, and 11. MEVA students' median fall to spring median growth percentile approached the target in math for grade 10, and in reading for grades 7, 8, and 9.

## MEVA met the customized target in all three subject areas (math, reading, and language usage) for combined grades 7-11.

Overall, we believe that these strong results show that MEVA takes its growth-oriented mission and vision to heart and works tirelessly to improve students' academic achievement outcomes.

MCSC Performance Measure – <u>MEVA Custom Indicators</u>:

Spring NWEA (Fall to Spring) GROWTH Results as of May 11th, 2023

Student Median Conditional GROWTH Percentile (MCGP)

Grade Performance	Math MCGP	Reading MCGP	Language MCGP
7	71 <sup>st</sup>	48 <sup>th</sup>	64 <sup>th</sup>
8	72 <sup>nd</sup>	42 <sup>nd</sup>	57 <sup>th</sup>

9	52 <sup>nd</sup>	37 <sup>th</sup>	60 <sup>th</sup>
10	42 <sup>nd</sup>	55 <sup>th</sup>	72 <sup>nd</sup>
11	70 <sup>th</sup>	53 <sup>rd</sup>	55 <sup>th</sup>
All Grades (7-11)	<u>57</u> th	<u>50</u> <sup>th</sup>	62 <sup>nd</sup>

Exceeds = 66th %ile or higher.

Meets =  $50^{th}$  % to  $65^{th}$  %ile.

Approaches =  $35^{th}$  to  $49^{th}$  %ile.

Does Not Meet = Lower than 35th %ile.

#### **SUBGROUP ANALYSIS**

# 1.4a Subgroup Performance: Maine State Assessment/NWEA MAP Growth 3rd-8th

School will meet the goal of 45%-55% of eligible students meeting their projected growth on NWEA MAP <u>reading</u>.

# To be reported, subgroups must have at least 10 students or 5% of the student population

Special Education (IEP)	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or	Number	Percentage	Number	Percentage

5% of the student population				
Grade 7	2	67%	1	33.33%
Grade 8	7	44%	9	56.25%
Total	9	47.37%	10	52.63%

Special Education (IEP)	Met Projected Growth		•			et Projected wth
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage		
Grade 9	7	54%	6	46%		
Grade 10	8	50%	8	50%		
Grade 11	9	50%	9	50%		

504 Plan  To be reported.	Met Projected Growth		Did Not Meet Projected Growth	
subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7	4	36%	7	64%
Grade 8	6	55%	5	45%
Total	10	45.45%	12	54.55%

504 Plan	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have	Number	Percentage	Number	Percentage

at least 10 students or 5% of the student population				
Grade 9	4	57%	3	43%
Grade 10	14	64%	8	36%
Grade 11	6	23%	20	77%

Free and Reduced Lunch/Economically	Met Proje	cted Growth	Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7	11	61%	7	39%
Grade 8	8	35%	15	65%
Total	19	46.34%	22	53.66%

Free and Reduced Lunch/Economically	Met Proje	cted Growth	Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9	6	32%	13	68%
Grade 10	23	59%	16	41%
Grade 11	17	55%	14	45%

Sex/Gender	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student	Number	Percentage	Number	Percentage

population				
Grade 7 - Male	2	20%	8	80%
Grade 7 - Female	13	65%	7	35%
Grade 8 - Male	10	43%	13	57%
Grade 8 - Female	10	45%	12	55%
Total - Male	12	36.36%	21	63.64%
Total - Female	23	54.76%	19	45.24%

Sex/Gender	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9 - Male	8	40%	12	60%
Grade 9 - Female	13	45%	16	55%
Grade 10 - Male	20	45%	24	55%
Grade 10 - Female	18	58%	13	42%
Grade 11 - Male	19	49%	20	51%
Grade 11 - Female	22	46%	26	54%

English Learner Met Projected Growth  To be reported.		Did Not Meet Projected Growth		
subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7	NA			
Grade 8	NA			
Total				

English Learner  To be reported,	Met Projected Growth		Did Not Meet Projected Growth	
subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9	NA			
Grade 10				
Grade 11				
Grade 12				

Race	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7	NA			
Grade 8	NA			
Total				

Each race represent less than 5% of the student population with the exception of Caucasian/White.

Race	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have <b>at least 10 students</b> or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9				
Grade 10				
Grade 11				
Grade 12				

### 1.4b Subgroup Performance: Maine State Assessment/NWEA MAP 3rd-8th

School will meet the goal of 45%-55% of eligible students meeting their projected growth on NWEA MAP <u>language</u>.

Special Education (IEP)	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have <b>at least 10 students</b> or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7	2	67%	1	33%
Grade 8	7	44%	9	56%
Total	9	47.37%	10	52.63%

Special Education (IEP)	Met Projected Growth			et Projected wth
To be reported, subgroups must have <b>at least 10 students</b> or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9	9	69%	4	31%
Grade 10	12	75%	4	25%
Grade 11	10	56%	8	44%

504 Plan	Met Projec	ted Growth	Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7	7	64%	4	36%
Grade 8	4	36%	7	64%
Total	11	50%	11	50%

504 Plan  To be reported,	Met Projected Growth			et Projected wth
subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9	4	57%	3	43%
Grade 10	15	68%	7	32%
Grade 11	9	35%	17	65%

Free and Reduced Lunch/Economically	Met Proje	ected Growth	Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7	10	56%	8	44%
Grade 8	14	61%	9	39%
Total	24	58.54%	17	41.46%

Free and Reduced Lunch/Economically	Met Proje	cted Growth		eet Projected owth
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9	13	68%	6	32%
Grade 10	27	69%	12	31%
Grade 11	20	65%	9	35%

Sex/Gender	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7 - Male	7	70%	3	30%
Grade 8 - Male	14	61%	9	39%
Grade 7 - Female	12	60%	8	40%
Grade 8 - Female	10	45%	12	55%
Total - Male	21	63.64%	12	36.36%
Total - Female	22	52.38%	20	47.62%

Sex/Gender	Met Projec	ted Growth	Did Not Meet Projecte Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9 - Male	11	55%	9	45%
Grade 10 - Male	29	66%	15	34%
Grade 11 - Male	20	51%	19	49%
Grade 9 - Female	17	59%	12	41%
Grade 10 - Female	23	74%	18	26%
Grade 11 - Female	25	52%	23	48%

English Learner  To be reported,	Met Projected Growth		Did Not Meet Projecto Growth	
subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7	NA			

Grade 8	NA		
Total			

English Learner  To be reported,	Met Projected Growth		Did Not Meet Projected Growth	
subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9				
Grade 10				
Grade 11				
Grade 12				

Race	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have <b>at least 10 students</b> or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7				
Grade 8				
Total				

Each race represent less than 5% of the student population with the exception of Caucasian/White.

Race	Met Projected Growth			et Projected wth
To be reported, subgroups must have <b>at least 10 students</b> or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9				

Grade 10		
Grade 11		
Grade 12		

### 1.4c Subgroup Performance: Maine State Assessment (NWEA MAP) 3rd-8th

School will meet the goal of 45%-55% of eligible students meeting their projected growth on NWEA MAP  $\underline{\mathbf{math}}$ .

Special Education (IEP)	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7	1	33%	2	67%
Grade 8	11	69%	5	31%
Total	12	63.16%	7	36.84%

Special Education (IEP)	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9	5	38%	8	62%
Grade 10	5	31%	11	69%
Grade 11	12	67%	6	33%

504 Plan  To be reported.	Met Projected Growth		Did Not Meet Projected Growth	
subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage

Grade 7	5	45%	6	55%
Grade 8	9	82%	2	18%
Total	14	63.64%	8	36.36%

504 Plan Met Projected Growth  To be reported.		Did Not Meet Projected Growth		
subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9	3	43%	4	57%
Grade 10	15	68%	7	32%
Grade 11	13	50%	13	50%

Free and Reduced	Met Projec	ted Growth	Did Not Meet Projected Growth	
Lunch/Economic ally Disadvantaged	Number	Percentage	Number	Percentage
To be reported, subgroups must have <b>at least 10 students</b> or 5% of the student population				
Grade 7	12	67%	6	33%
Grade 8	14	61%	9	39%
Total	26	63.41%	15	36.59%

Free and Reduced Lunch/Economically	Met Projec	cted Growth Did Not Me Projected Gro		
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9	12	63%	7	37%

Grade 10	20	51%	19	49%
Grade 11	20	63%	12	38%

Sex/Gender	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7 - Male	6	60%	4	40%
Grade 8 - Male	17	74%	6	27%
Grade 7 - Female	12	60%	8	40%
Grade 8 - Female	14	64%	8	36%
Total - Male	23	69.70%	10	30.30%
Total - Female	26	61.90%	16	38.10%

Sex/Gender	Met Projec	ted Growth	Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9 - Male	14	70%	6	30%
Grade 10 - Male	19	43%	25	57%
Grade 11 - Male	26	67%	13	33%
Grade 9 - Female	11	38%	18	62%
Grade 10 - Female	16	52%	15	48%
Grade 11 - Female	30	61%	19	39%

English Learner	Met Projected Growth		Did Not Meet Projected Growth	
To be reported, subgroups must have at least 10 students or 5% of the student	Number	Percentage	Number	Percentage

population			
Grade 7	NA		
Grade 8	NA		
Total			

English Learner  To be reported,	Met Projected Growth		Did Not Meet Projected Growth	
subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9				
Grade 10				
Grade 11				
Grade 12				

Race  To be reported,	Met Projected Growth		Did Not Meet Projected Growth	
subgroups must have at least 10 students or 5% of the student population	Number	Percentage	Number	Percentage
Grade 7				
Grade 8				
Total				

Each race represent less than 5% of the student population with the exception of Caucasian/White.

Race	Met Projected Growth			et Projected wth
To be reported, subgroups must have <b>at least 10 students</b> or 5% of the student population	Number	Percentage	Number	Percentage
Grade 9				

Grade 10		
Grade 11		
Grade 12		

### 1.6b Post-Secondary Readiness/Achievement Gaps

ACCUPLACER  To be reported, subgroups must have at least 10 students	Met College Readiness indicator of 239 or above in reading		Met College Readiness indicator of 226 or above in math	
or 5% of the student population	Number	Percentage	Number	Percentage
Special Education (IEP)	13	72.22%	13	72.22%
504 Plan	46	92%	46	92%
Free and Reduced Lunch/Economically Disadvantaged	48	87.27%	51	92.73%
Sex/Gender - Male	60	86.96%	64	92.75%
Sex/Gender - Female 88	77	87.5%	77	87.5%
English Learner - NA (less than 5%)				
Race - NA (each race is less than 5%)				

<sup>\*</sup>NOTE: In SY 2022-23, schools will report the data, but will not be rated.

SAT	Met EBRW score of 530 or higher		Met Mat score of 520 or higher	
To be reported, subgroups must have <b>at least 10 students</b> or 5% of the student population	Number	Percentage	Number	Percentage
Special Education (IEP)				
504 Plan				
Free and Reduced Lunch/Economically Disadvantaged				
Sex/Gender				
English Learner				
Race				

\*Note: In SY 2022-23, schools will report the data, but will not be rated.

ASVAB	Scored 31 or Higher	
To be reported, subgroups must have <b>at least 10 students</b> or 5% of the student population	Number Percentage	
Special Education (IEP)		
504 Plan		
Free and Reduced Lunch/Economically Disadvantaged		
Sex/Gender		
English Learner		
Race		

<sup>\*</sup>NOTE: In SY 2022-23, schools will report the data, but will not be rated.