



MCCPS Board of Trustees

Monthly Board Meeting

Published on June 23, 2022 at 2:54 PM EDT
Amended on June 24, 2022 at 10:46 AM EDT

Date and Time

Tuesday June 28, 2022 at 7:00 PM EDT

Location

This is an In-Person Meeting, with remote participation.

Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.MCCPS

17 Lime St
Marblehead, MA 01970

Agenda

	Purpose	Presenter	Time
I. Opening Items			7:00 PM
Opening Items			
A. Record Attendance and Guests		Paul Baker	
B. Call the Meeting to Order		Artie Sullivan	
C. Approve Minutes	Approve Minutes	Artie Sullivan	2 m
Approve minutes for Monthly Board Meeting on May 31, 2022			
D. Approve Minutes - Board Retreat	Approve Minutes	Paul Baker	5 m
Approve minutes for Annual Board Retreat on June 4, 2022			
II. Public Comment			7:07 PM
A. Public Comment	Discuss	Artie Sullivan	5 m

	Purpose	Presenter	Time
III. Review of Previous Meeting Action Items			7:12 PM

A. Review of Previous Meeting Action Items

Discuss

Artie
Sullivan

- Identify potential candidates for the Board – Goal is 3 new members for SY2021-2022.
- Areas that need representation on the board –
 - - Faculty
 - Development
 - Facilities

IV. Board Annual Items**A. Upcoming Meeting Agenda Items**

FYI

Artie
Sullivan

- July - Adopt Annual Report, by July 31, Adopt Annual Board Goals
- August – Adopt HOS Goals, Open Annual Board Self Assessment
- Sept – Review Annual Board Self Assessment, Approve Committee Memberships and Vice-Chairs
- Oct – Adoption of the Annual Audit (must be done by Oct 31), Presentation on HOS Evaluation Process by the Personnel Committee,
- Nov – MCAS Presentation
- Dec –
- Jan – HOS Mid-year review
- Feb - Adopt School Calander
- March – Set up Satisfaction Survey, Set Annual Board Retreat Date, Presentation of HOS Annual Evaluation Form
- April – Presentation by HOS of Annual Goals, Budget Adoption
- May – HOS Annual Evaluation
- June – Annual Board Retreat

B. Board Goals for SY 2021-2022

Discuss

Artie
Sullivan**Goal-1 Board Communication**

Foster a strong level of connectivity with faculty, parents, and community members.

- Advance general awareness of MCCPS board responsibilities and key activities through a diverse communications strategy that reaches all key stakeholder groups.
- Build and cultivate a more dynamic and interactive relationship with MCCPS faculty. To include strengthening access and building trust through regular events and activities.

Goal-2 Development

Establish a robust development strategy to support both short-term and long-term strategic goals of MCCPS and ensure the financial stability of the school.

- Leverage local community networks to support the realization of short-term infrastructure needs (e.g. roof repairs).
- Identify and foster new and innovative opportunities to support the realization of long-term strategic goals (e.g. MCCPS Strategic Plan).

Goal 3 Supporting Academic Excellence

Support the continued Growth and Development of the educational experiences of our MCCPS Students.

	Purpose	Presenter	Time
• Adoption and Support the Implementation of the Criteria for Excellence.			
V. HOS Report			7:12 PM
A. Monthly Report	FYI	Peter Cohen	15 m
VI. Other Business			7:27 PM
A. Fire Panel & Roof Replacement	Vote	Artie Sullivan	30 m
B. Staffing Updates	Discuss	Peter Cohen	15 m
C. Board Goals SY 22-23	Vote	Artie Sullivan	15 m
VII. Committee Updates			8:27 PM
A. Governance Committee	Discuss	Paul Baker	5 m
B. Finance Committee	Discuss	Rudi Herve	10 m
C. Personnel Committee	Discuss	Artie Sullivan	
D. Academic Excellence	Discuss	Jessica Xiarhos	5 m
E. Development & Communications	Discuss	Jessica Gelb	5 m
F. Strategic Plan Committee	Discuss	Nick Santoro	
G. Facilities Task Force	Discuss	William Rockwell	5 m
H. Covid/Pandemic Response Task Force	Discuss	NDack Toure	5 m
VIII. Public Comment			9:02 PM
A. Public Comment	Discuss	Richard Doron	5 m
IX. Board Member Comments and Resolutions			9:07 PM
A. Board Member Comments and Resolutions	Discuss	Artie Sullivan	3 m
This is an opportunity for Board Member Comments and Resolutions			
X. Closing Items			9:10 PM
A. Recap Action Items	Discuss	Paul Baker	2 m
Clerk to review actions items, add any additional items discussed.			

	Purpose	Presenter	Time
B. Meeting Evaluation	Discuss	Artie Sullivan	3 m
	Discuss how meeting went, did we stay on topic, meet goals, etc.		
C. Adjourn Meeting	Vote	Artie Sullivan	

Coversheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Monthly Board Meeting on May 31, 2022



MCCPS Board of Trustees

Minutes

Monthly Board Meeting

Date and Time

Tuesday May 31, 2022 at 7:00 PM

Location

This is an In-Person Meeting, with remote participation.

Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.MCCPS

17 Lime St
Marblehead, MA 01970

Trustees Present

Artie Sullivan, Ian Hunt, Jessica Gelb, Jessica Xiarhos, NDack Toure, Nick Santoro, Paul Baker, Peter Cheney (remote), Peter Cohen, Rodolphe Herve, Tim Wadlow, William Rockwell (remote)

Trustees Absent

None

Guests Present

Andrea Barlow (remote), Carol McEnaney (remote)

I. Opening Items**A. Record Attendance and Guests****B.**

Call the Meeting to Order

Artie Sullivan called a meeting of the board of trustees of MCCPS Board of Trustees to order on Tuesday May 31, 2022 at 7:03 PM.

C. Approve Minutes

Rodolphe Herve made a motion to approve the minutes from Monthly Board Meeting on 04-25-22.

Nick Santoro seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Nick Santoro	Aye
William Rockwell	Aye
Paul Baker	Aye
Artie Sullivan	Aye
Tim Wadlow	Aye
Peter Cohen	Aye
Rodolphe Herve	Aye
NDack Toure	Absent
Peter Cheney	Aye
Ian Hunt	Aye
Jessica Xiarhos	Aye
Jessica Gelb	Aye

II. Public Comment

A. Public Comment

No Public comment at this time.

III. Review of Previous Meeting Action Items

A. Review of Previous Meeting Action Items

See packet for details.

IV. Board Annual Items

A. Upcoming Meeting Agenda Items

B. Board Goals for SY 2021-2022

Continue Board communication with community. Development.

V. HOS Report

A.

Monthly Report

See packet for details.

School safety..(after Texas shooting incident) protocols in place. Tightening up on propped open doors etc. Review "common language" in case of emergency.

Covid...uptick, 20 or so student/staff positive during May. Stockpiling rapid tests for the fall from the State.

8th Grade doing short day trips instead of DC. Field trips are back:)

4 staff not returning....Meghan Hale, James Rogers, Kate Ventimigla and Matt Coultori...Exit interviews conducted by new HR manager, Kim Ginsberg.

Transition phase/structure of school a contributing factor.

Bob Erbetta not renewed, leaving at the end of June.

Differentiation of Upper School (7th/8th from 4th, 5th, 6th)..Capstone topic, leadership opportunities, Exhibition etc. build into strategic plans and potential build out.

Enrollment is currently 221

Next year budget based on enrollment of 224.

Trying to add to 7th/8th grade classes to keep lower grades at 50 or below.

Projected enrollment in Marblehead schools in coming years will decline.

Bullying incident earlier in the year has hurt a little in keeping 7th/8th graders from Swampscott at MCCPS.

Check out the mural:) Ariane Purdy has done fabulous work, much gratitude to her for all her work.

Good bid from contractor on half roof replacement. Available and could do the job this summer...around \$350,000 ball park.

Solar energy not viable as MMLD controls electricity.

NDack Toure made a motion to accept the HoS evaluation for school year 2021/22.

Rodolphe Herve seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Ian Hunt	Aye
Rodolphe Herve	Aye
Jessica Xiarhos	Aye
NDack Toure	Aye
Peter Cheney	Aye
William Rockwell	Aye
Paul Baker	Aye
Artie Sullivan	Aye
Jessica Gelb	Aye

VI. Other Business

A.

Presentation by HOS of Evaluation

Overall Peter thought that feedback and results were fair and honest.
Student learning, professional feedback for teachers, academic excellence.
Goals were maybe over optimistic in the "hope" that this current year would have been "more" normal.
How can we, as a Board, help Peter grow and succeed.
Peter's goals need to gel with the goals of the institution.

B. Staffing Updates

See above in HoS report.

C. Board Retreat

Items for retreat as listed in packet.
Are there any other items to add? Get them to Artie by tomorrow.
Develop goals.
Election of officers, Clerk, Chair, Vice Chair.
Food google sheet coming.
Navigator award nominee decided

VII. Committee Updates

A. Governance Committee

Steve Gleason joined meeting.
Exit interviews...Self evaluation.. anonymous, volunteer, moment of reflection. Use it as a self reflection and renewal.
Use it for exit interviews.
Coordinate/send out the google form.

B. Finance Committee

Rudi went over the finances...we will finish in the black for sure.
Compliance audit has begun.
Fire panel upgrade.
Kitchen floor, equipment upgrade.
Outstanding enrichment payments taken care of.

C. Personnel Committee

Peter Cheney...Staff survey/assessment tool/ good/bad?

D. Academic Excellence

Academic Excellence, 7 parents/families showed up to the presentation.

Artie commended Matt Cheney and Jessica X for their work.

Have it as an annual presentation/documentation will be loaded on the website.

E. Development & Communications

Jess Gelb... Connie DeB..was great with updates, fun run, pancake breakfast.

Teacher Appreciation week happened

Comedy Club, Entrepreneur Fair, Food trucks, field games.

School Dance was a big hit.

F. Strategic Plan Committee

Nick...Student feedback for plan.

Salad Bar is popular and want it back.

Recess!

Parent survey to be sent out on Strategic Plan.

G. Facilities Task Force

Will...Mural almost completed.

Scaffolding coming down

Roof to be done this summer

Kitchen upgrade

Mural in rear of school to be started in August

Expansion options into the warehouse. Stem Lab/...Grants, Jim Gaudette on it.

Next step, Project Manager or Architect.

H. Covid/Pandemic Response Task Force

NDack,

No quorum, so no meeting.

Jess suggested maybe adding safety into this scenario.

VIII. Public Comment

A. Public Comment

No comment at this time

IX. Board Member Comments and Resolutions

A. Board Member Comments and Resolutions

Artie...suggest sample lessons for interview process, with feedback from families who will be present. Jessica X 100% agreed.

Peter hopes all interviews will take place before end of the school year.

Paul introduced Steve Gleason.

8:30am Board will vote on

X. Closing Items

A. Recap Action Items

Please prepare and be punctual for Retreat..lot of ground to cover:)

B. Meeting Evaluation

Fast paced and a lot of information to digest ahead of Annual Retreat.

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,
Paul Baker

Documents used during the meeting

- HOS Report to Board of Trustees 5_31_22.pdf
- Head of School Evaluation Year End Form, 2022.pdf
- April-22.pdf
- April_22_FinCom_notes.pdf

Coversheet

Approve Minutes - Board Retreat

Section: I. Opening Items
Item: D. Approve Minutes - Board Retreat
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Annual Board Retreat on June 4, 2022



MCCPS Board of Trustees

Minutes

Annual Board Retreat

Date and Time

Saturday June 4, 2022 at 8:00 AM

Location

This is an In-Person Meeting, with remote participation.

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17 Lime St
Marblehead, MA 01970

Trustees Present

Artie Sullivan, Ian Hunt, Jessica Gelb, Jessica Xiarhos, Nick Santoro, Paul Baker, Peter Cheney, Peter Cohen, Rodolphe Herve, Tim Wadlow (remote), William Rockwell (remote)

Trustees Absent

NDack Toure

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Artie Sullivan called a meeting of the board of trustees of MCCPS Board of Trustees to order on Saturday Jun 4, 2022 at 8:06 AM.

C. Review Agenda and Expectations

Artie quickly went over the agenda for the morning.

II. Board Training

A. Board Training

B. Selection of Board Officers and Committee Chairs for SY 22-23

Tim...Chair...July 1st 2022/June 30th 2024

Artie/Ian

Vice Chair...Artie June 30th 2023/

Rudi/Ian

Clerk...Will June 1st 2022/June 30th

Artie/Jess G

Committee Chairs 2022/23

Finance..Rudi

Governance..Nick/Paul(interim)/Artie

Personel...Artie

Strategic...Nick

Communication/Development..Jess G

Academic..Jess X

Building/Facilities..Will

Artie/Paul

Kate V. is considering joining the Board as is Steve Gleason

Artie Sullivan made a motion to Appoint Board and Committee Chairs as listed above.

William Rockwell seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Jessica Gelb Aye

Artie Sullivan Aye

Rodolphe Herve Aye

Roll Call

Peter Cohen	Aye
NDack Toure	Absent
Tim Wadlow	Aye
Peter Cheney	Aye
Jessica Xiarhos	Aye
Paul Baker	Aye
Ian Hunt	Aye
William Rockwell	Aye

III. Break

A. Break

A quick sustenance break was enjoyed by all.

IV. SWOT Excercise

A. SWOT Exercise

Items/subjects discussed...

Feedback...Grievances/Close out of action items.

Good for HoS evaluation purposes.

Threats/weaknesses..Will/

Matt/Peter deliniation of duties/HR(Kim)/Dean Of Students

Matt Cronin has been placed on an "improvement plan"

Questions/ Mentorship

Development Committee..exposure to community.

Flow Chart

Video

In your face...get 'em on Board

Staff appreciation

Letter from the Board/Committees/ n yearly welcome packet.

School Strengths/opportunities

Developments/communications...enrichments

Threats...New Charter in Peabody/

Name Change for school

Threat/Discipline, social emotional issues..better that they "play tough rather than kind"

IEP's/504's 30% of population.

V. Break

A. Break

A short break was again enjoyed by all those present.

VI. Board and HOS Goals

A. Board and HOS Goals

Items/subjects discussed:

Board Goals..

Action..

New membership/ Community outreach.

Committee goals

HoS Goals

Will R...On Boarding/Structures/Roles/Operational Goal...HoS.efficiency.

Student progress goal..Student success/job satisfaction for staff.

Staff retention...NO.... Staff Development/culture....Yes.

MCAS improvement..IReady tests.

Teach Force..

Strategic Plan/Facilities...Board outline of what can/must be done.

Need Lawyer on the Board/committee.

Phased approach needed on pricing per foot.

Fundraising

Governance.

Bob Erbetta leaving

Roof..July

Next Meeting June 28th

Fire Panel

ASR System..Police

Ring system

Combination locks on doors

Teachers with badges/lanyards

Peter will return with goals for the June 28th Board meeting

VII. Retreat Recap

A. Action items from Retreat

Very useful mornings work!

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:00 PM.

Respectfully Submitted,
Paul Baker

Documents used during the meeting

None

Coversheet

Monthly Report

Section: V. HOS Report
Item: A. Monthly Report
Purpose: FYI
Submitted by:
Related Material: HOS Report to Board of Trustees 6_28_22.pdf



HOS Report to the Board of Trustees

Submitted by Peter Cohen, Ed.D

Meeting Date: June 28, 2022

- **Updates to Close out the 2021-2022 School year**
 - Many steps toward “normal”
 - Field trips, exhibition, graduation, last day concert
 - Open positions include: school nurse, learning specialists, 5th grade inclusion
 - COVID19 - stockpile of at-home testing kits

- **Summer 2022**
 - Maintenance no longer deferred
 - Roof
 - Fire Panel
 - Kitchen
 - Paint the gym (and some classrooms)
 - Exterior Upgrades
 - Backlot Mural
 - Front stone wall - pick-up improvements

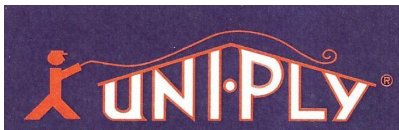
- **Enrollment, Recruitment, Retention**
 - FY23 Budget is based on 224 students enrolled.
 - Building toward 230
 - Projections as of June 20:
 - 4th Grade - 50
 - 5th Grade - 50
 - 6th Grade - 50
 - 7th Grade - 40
 - 8th Grade - 40
 - Third Enrollment Lottery Scheduled for August 1 - hope to increase numbers in Grade 7 & 8 if we get any summertime attrition at any grade level.
 - We do not currently have a waitlist for Grade 7 or Grade 8. This may make it difficult to reach 230.

- **Professional Development 2022-2023**
 - Project Based Learning with Simone Lewis from AMLE
 - Anti-Bullying with Meghan McCoy from MARC
 - Teaching Force with the new 7th grade team

Coversheet

Fire Panel & Roof Replacement

Section: VI. Other Business
Item: A. Fire Panel & Roof Replacement
Purpose: Vote
Submitted by:
Related Material: Est_13107_from_UniPly_Roofing_Inc._14900.pdf
17_Lime_St_Fire_Alarm_System_Upgrade__2__1_.pdf



Uni-Ply Roofing, Inc.

PROPOSAL

3 Forms Way
 Middleton, MA 01949
 uniplyroofing@comcast.net

Phone # 978-774-8111
 Fax # 978-750-4888

DATE
6/14/2022

PROPOSAL #
13107

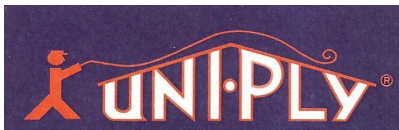
NAME / ADDRESS
Marblehead Community Charter School 17 Lime Street Marblehead, MA 01945

PROJECT ADDRESS
Marblehead Community Charter School 17 Lime Street

DESCRIPTION	TOTAL
<p>The following work will be completed for, Marblehead Community Charter Public School</p> <p>We will supply and install a Johns Manville .060 Fully Adhered Roofing EPDM Roof System.</p> <p>Estimate is for Lower Roof 13,652 square feet.</p> <p>***Uni-Ply Roofing, Inc. will procure all necessary permits before job is started. ***All products will be "New" and "Installed" as "Specified" by Johns Manville the manufacturer. ***All products will conform to state EPA requirements for low-VOC. ***All work to comply with the latest edition of The Massachusetts State Building Code.</p> <ol style="list-style-type: none"> 1. Supply a crane for one day to load roof. 2. Supply Police and Fire Detail when needed 3. Supply Labor to Remove existing roofing system down to metal deck. 4. Supply and Install 2"X6" wood nailer around perimeter edge of roof to match height of new insulation board. 5. Supply and Install double 2.6" insulation system, attached to the existing roof deck in the approved pattern and using screws and 3" stress plates as specified by the manufacturer. 6. Supply and Install Johns Manville .060 Rubber in the largest sheets practical, in order to minimize field seams. 7. Supply and Use state-approved low-VOC bonding adhesive to fully adhere the rubber throughout the entire field of the roof. 8. Supply and Use low-VOC primer on all 3" Quickseam seams and 9" formflash on Details. 	

TOTAL

The payment schedule associated with this contract shall be strictly adhered to during the course of this project. Any deviation from this schedule without sufficient cause (i.e. leaks from the re-roofed section) will constitute breach of contract and the project will be shut down until resolved. Invoices are due upon receipt.



Uni-Ply Roofing, Inc.

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 uniplyroofing@comcast.net

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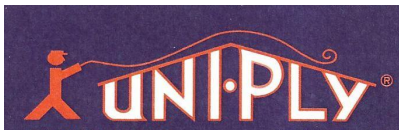
NAME / ADDRESS
Marblehead Community Charter School 17 Lime Street Marblehead, MA 01945

PROJECT ADDRESS
Marblehead Community Charter School 17 Lime Street

DESCRIPTION	TOTAL
9. Supply and Use Reinforced Russ Strip Base tie-ins on all walls or Transitions. 10. Supply and Install EPDM pipe boots with factory applied adhesive wherever possible on existing pipes. 11. Supply and Install Quickseam corner flashing. 12. Supply Materials and Labor to Install flashing on all existing or new curbs and rooftop units with appropriate counter-flashing. 13. Supply and Install Walk Pads around all Equipment. 14. Supply and Install new pitch pans, as necessary, filled with pourable sealer. 15. Supply Materials and Labor to Fabricate and Install new standard perimeter metal, .040 aluminum, around the entire perimeter. Standard colors are white or bronze, any other color may require change order. 16. Supply and Install Scuppers and Downspouts color matched for a uniform look on your finished job. 17. Unless otherwise specified, drains will be flashed re-using existing clamp rings. 18. The roof will be properly tied in and left in a watertight condition every night. 19. Uni-Ply Roofing, Inc will remove and properly dispose of all roofing material and job-related debris from job site on completion. ***Any materials removed from roof become the property of Uni-Ply Roofing, Inc. unless otherwise specified. 20. A 20 Year Johns Manville Manufacturer's Labor and Material Warranty shall be issued upon full payment and inspection by manufacturer's representative.	

TOTAL

The payment schedule associated with this contract shall be strictly adhered to during the course of this project. Any deviation from this schedule without sufficient cause (i.e. leaks from the re-roofed section) will constitute breach of contract and the project will be shut down until resolved. Invoices are due upon receipt.



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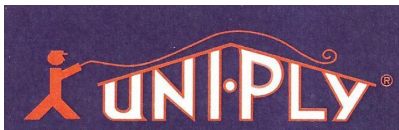
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PROJECT ADDRESS
Marblehead Community Charter School 17 Lime Street

DESCRIPTION	TOTAL
<p>Uni-Ply Roofing, Inc. proposes to furnish all labor and material complete, in accordance with the above specifications for the sum of:</p> <p>Two Hundred Seventy Thousand Dollars and Zero Cents ***\$270,000.00***</p> <p>This proposal, with our attached insurance coverages, to be come part of the contract as roof scope of work. Any additional coverages required, if we agree to add, will be at an additional cost to contract. Pricing includes all Materials, Labor and Massachusetts Sales Tax</p> <p>Due to the volatile pricing of petroleum based materials, we reserve the right to adjust this proposal after FIVE (5) DAYS if there is a significant price increase AND the contract has NOT been signed.</p> <p>Stock Payment: Uni-Ply Roofing, Inc. will send out the invoice for stock payment at least five (5) days prior to scheduled delivery of roofing materials. This invoice must be paid before stock is delivered.</p> <p>Progress Payment</p> <p>Final payment - due upon completion</p> <p>****Because of uncertainty in future material availability and unpredictable and rapidly increasing pricing of some construction materials, the materials referenced in this proposal and contract may not be available when needed for this job or can only be obtained at prices in excess of what has been budgeted for this job. In order to reduce these risks, Contractor recommends that the materials be ordered at this time with payment to be made at the time of delivery and the materials suitably stored, with appropriate insurance in place, until the materials are needed at the job site. The costs to store and insure the materials and to transport the materials from the storage facility to the job site would be at customer's expense.</p> <p>Alternatively, if the customer prefers not to have the Contractor obtain the materials at this time as described above, the customer accepts the risk of material unavailability and price escalation in the costs incurred to obtain and have the materials delivered to the job site.****</p>	<p>110,000.00</p> <p>130,000.00</p> <p>30,000.00</p>

TOTAL

The payment schedule associated with this contract shall be strictly adhered to during the course of this project. Any deviation from this schedule without sufficient cause (i.e. leaks from the re-roofed section) will constitute breach of contract and the project will be shut down until resolved. Invoices are due upon receipt.



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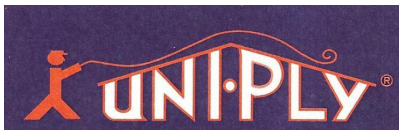
NAME / ADDRESS
Marblehead Community Charter School 17 Lime Street Marblehead, MA 01945

PROJECT ADDRESS
Marblehead Community Charter School 17 Lime Street

DESCRIPTION	TOTAL
<p>TERMS & CONDITIONS</p> <p>ANY ALTERATIONS TO THIS PROPOSAL WITHOUT OUR APPROVAL SHALL CAUSE IT TO BE NULL AND VOID.</p> <ul style="list-style-type: none"> • All materials are guaranteed to be as specified. All work will be completed in a professional manner, in accordance with accepted roofing practices. Any alterations or deviations from above specifications involving extra cost will be executed only by written order, and will become an extra charge over and above the proposal. • This proposal, with our attached insurance coverages, to be come part of the contract as roof scope of work. Any additional coverages required, if we agree to add, will be at an additional cost to contract. • If, during the removal of the existing roof, unforeseen circumstances are discovered, including but not limited to: rotted decking, wood or metal, decomposed concrete or drains that need attention, the situation will be discussed with the person(s) in charge and a change order will be signed before work can continue. • All agreements are contingent upon strikes, accidents or delays beyond the control of Uni-Ply Roofing, Inc. Owner will carry fire, tornado, and all necessary insurance. Uni-Ply Roofing, Inc. will not assume liability for any roof damage resulting from structural problems inherent in the owner's building. • Installation of new roofing system may require temporary disconnection of existing rooftop HVAC equipment. Any necessary HVAC work is to be the responsibility of the building owners. Uni-Ply Roofing, Inc., is not responsible for any costs incurred for the moving/removal/replacement of any rooftop equipment, floating or attached, that must be moved, unless otherwise specifically stated. • Uni-Ply Roofing, Inc. must secure insulation to roof with screws. Per Mass Building Code, it is illegal to run electrical wires through the flutes of B-decking. Uni-Ply Roofing, Inc., takes no responsibility for electrical damage caused by our screws if wires are run improperly. • Both the Owner and Uni-Ply Roofing, Inc. must approve any proposed changes to the original contract in writing. No work will be completed outside the original contract until Uni-Ply has a signed change order to do so. • If any warranty is to be issued it will be stated in attached proposal. No said warranty will be issued to the owner until all invoices are paid in full. All invoices are due upon receipt. • A balance on past due accounts shall be subject to payment of interest at the rate of 1.5% per month after 30 days. Interest charges will accrue from the initial statement date. In the event the service of an attorney become 	

TOTAL

The payment schedule associated with this contract shall be strictly adhered to during the course of this project. Any deviation from this schedule without sufficient cause (i.e. leaks from the re-roofed section) will constitute breach of contract and the project will be shut down until resolved. Invoices are due upon receipt.



Uni-Ply Roofing, Inc.

PROPOSAL

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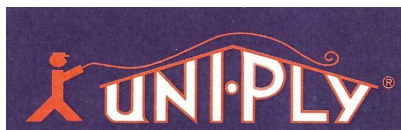
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Marblehead Community Charter School 17 Lime Street

DESCRIPTION	TOTAL
<p>necessary to secure payment of this account or any invoice or to enforce the terms hereof, there shall be added to the amount due and be collectible therewith any such reasonable attorney's fees.</p> <ul style="list-style-type: none"> Per order of the attorneys of Uni-Ply Roofing, Inc.: If final payment is not made within 60 days of invoicing, a mechanic's lien will be placed on the property. <p>Uni-Ply Roofing holds a Firestone Applicator License #40001429 Uni-Ply Roofing holds a Johns Manville Applicator License #63100571 Uni-Ply is a GAF Authorized Roof Contractor GAF ID #1124718</p> <p>Sam Camponeski holds Construction Supervisor License #CS-035819 Expires: 07/13/2023 and Home Improvement Contractor License # 198792 Expires: 06/16/2022</p> <p>Kevin Camponeski holds Construction Supervisor License #CS-084282 Expires: 02/04/2023 and Home Improvement Contractor License #140376 Expires: 06/19/2024</p> <p>PROPOSAL ACCEPTANCE: All payment terms must be negotiated prior to acceptance.</p> <p>The specifications, prices and conditions are satisfactory and are hereby accepted. Uni-Ply Roofing, Inc., is authorized to perform the work specified. Payment will be made as outlined.</p> <p>Date: _____</p> <p>Authorized Signature: _____</p> <p>Kevin Camponeski, President</p> <p>Customer</p> <p>Date: _____</p> <p>Authorized Signature: _____</p>	

TOTAL

The payment schedule associated with this contract shall be strictly adhered to during the course of this project. Any deviation from this schedule without sufficient cause (i.e. leaks from the re-roofed section) will constitute breach of contract and the project will be shut down until resolved. Invoices are due upon receipt.



Uni-Ply Roofing, Inc.

PROPOSAL

3 Forms Way
 Middleton, MA 01949
 uniplyroofing@comcast.net

Phone # 978-774-8111
 Fax # 978-750-4888

DATE
6/14/2022

PROPOSAL #
13107

NAME / ADDRESS
Marblehead Community Charter School 17 Lime Street Marblehead, MA 01945

PROJECT ADDRESS
Marblehead Community Charter School 17 Lime Street

DESCRIPTION	TOTAL
Print Name: _____ Title: _____	
TOTAL	
	\$270,000.00

The payment schedule associated with this contract shall be strictly adhered to during the course of this project. Any deviation from this schedule without sufficient cause (i.e. leaks from the re-roofed section) will constitute breach of contract and the project will be shut down until resolved. Invoices are due upon receipt.



MA License C1111

Wayne Alarm Systems Inc.
424 Essex Street Lynn, MA 01902

(781) 595-0000 Ext.408
(781) 477-6196 FAX
www.waynealarm.com

Quote #	WYNQ36432
Date	10/25/2021
Security Consultant	
Zachary Preman	
zpreman@waynealarm.com	
781-576-0023	

This proposal was specifically created for
Marblehead Charter School

Sold to:
Marblehead Charter School
17 Lime Street
Marblehead, MA 01945

Installed at:
Marblehead Charter School
17 Lime Street
Marblehead, MA 01945

Contact:
Bob Erbetta
(781) 631-0777

Contact:
Bob Erbetta
(781) 631-0777

Thank you for allowing Wayne Alarm Systems the opportunity to submit the following proposal.

Upgrade the existing fire alarm system to a new FireLite non-proprietary fire alarm system including the following equipment:

Replace the existing proprietary Gamewell FCI 7200 Legacy Addressable Fire Alarm Control Panel with a new FireLite ES200X Addressable Fire Alarm Control Panel.

Replace the following peripheral addressable Gamewell initiating devices with new FireLite addressable initiating devices:

- (70) Addressable smoke detectors
- (17) Addressable pull stations
- (3) Addressable Heat Detectors
- (3) Addressable Duct Smoke Detectors
- (1) Notification Appliance Circuit Booster

Add (4) addressable smoke detectors for the (4) new office areas (wires already run).

Add an IntelliPro Module to the existing AES radio communicator allow the system to report contact ID instead of general alarms.

Utilize the existing wiring, horns, strobes, horn/strobes and power booster(s) and connect them to the new system.

*Note: The size of the new fire alarm control panel will be significantly smaller than the existing fire alarm control panel. It is the customer's responsibility to have the hole that will be there patched and painted, if needed.

*Note: This work is quoted to be performed by (2) Wayne Alarm technicians for a Saturday and Sunday so that school is not disturbed due to this work.**

An acceptance test with Marblehead Fire Department is included in this quote. Additional devices or work requested or required by the Marblehead Fire Department, if any, will be performed at an additional cost.

What the customer will supply:

Designated email address for all invoicing: _____.

A set of accurate plans that will be used to design the system. Any updates or changes made to the plans must be resubmitted by the customer prior to the work being started. Customer is responsible for any costs relating to additional parts and labor due to plan deficiency and any new permit fees charged for submission of corrected plans to the AHJ.

The necessary 110V power within 6' of the panel (already existing).

Permitting fees include applicable permit, processing, mailing and all direct expenses. Subject to change upon scope and coordination.

Final fees will be determined at system commissioning and could change from the figure stated below. Additional inspections, as required by governmental agencies, that require Wayne Alarm Systems to be present will be billed at the then prevailing rate.

Customer is given the option to pay for this work in 4 equal monthly payments of \$4,200.74, automatically taken via EFT from customer's bank account or credit card.

Accept

Decline



What Wayne Alarm Systems will supply and install:



Quantity	Description of Part
1	24VDC Addressable Fire Alarm Panel
17	Addressable dual action pull station with lock
74	Addressable smoke detector
3	Duct detector - addressable
3	Addressable Relay Module (for Duct Detector)
3	Addressable 190° heat detector
1	Addressable cntrl monitor mod for 1 class B/A zone (for booster)
2	12V/26AH Battery Backup
1	3 Amp Nac Power Booster Module
2	Addressable monitor module
2	12V 7Ah battery
1	IntelliPro Fire (for contact ID reporting)
1	Miscellaneous Electrical Supplies (Backboxes, connectors, etc.)
1	Permit: Electrical - Application and Processing
1	Permit: Fire - Application and Processing
1	Acceptance Test w/ Marblehead Fire Department
4	Installation Charge

Special notes that apply to systems installed in Marblehead

Your local police department requires that your system be registered, by you, annually. There is a cost associated with this registration. Call the non emergency number, 781-631-1212, or visit the police station to get the registration form and view the complete regulations

Material & Labor	\$16,802.97
Sales Tax	\$0.00
Total	\$16,802.97

Lease Payment Option

- Notes
- * A warranty period of 12 months shall apply to all parts and labor listed in this proposal.
 - * A 50% deposit is required for all projects with the balance due upon completion of the installation.
 - * The first 6 months monitoring fee is required at the time of signing this proposal.
 - * All application fees, permit fees, ROC(record of completion) fee, fines, any associated user fees, or additional inspections are the sole

10/26/21

Here yesterday...Here today...Here tomorrow

WYNQ36432

responsibility of the customer.

- * All fees, including drop off and pickup charges, for a man lift or similar vehicle/device will be billed after the job is completed.
- * This quote is effective for 30 days.
- * Unless indicated above the installation will be done during normal business hours, which are 8 AM to 4:30 PM.
- * The terms for monitoring for this system are shown on the monitoring contract. This rate will remain in force for the period specified on the monitoring contract.
- * The quoted fire system is based upon the building being totally sprinkled and operational.
- * This proposal is subject to the approval and acceptance by the AHJ. Any changes or additions required by the AHJ, the Fire Department, or the Building Department shall result in additional charges.
- * If this proposal is for new construction the quoted cost is based on the walls being open for all wiring runs. If walls are not open the cost for the above work will increase as necessary.
- * If upgrading an existing system any device or wiring that is found faulty, or incompatible with the existing panel, will be replaced at the prevailing rate for parts and labor. Warranty applies only to devices covered in the proposal.
- * At the time of the installation Wayne Alarm will install a customer purchased Knox Box .
- * If DSL is present and a filter is required there will be an additional charge for installing the filter.
- * Customer is aware that if CO detectors are part of this proposal they must be replaced when the end of life is reached. The life of a CO detector is approximately 5 years.
- * I am aware that when the telephone is out of service which can include, however not limited to, a malfunction or deliberate act, or because a burglar has cut the phone line an alarm signal will not reach the Monitoring Central Station. A High Security Long Range Radio service, for additional cost, is available in the event of a loss of phone service.
- * Upon receipt of signals from your alarm our central station will take the action as defined by the subscriber in original agreement or subsequent authorized changes. Subscriber is responsible for maintaining phone lines for communications.
- * Price is based on above list of materials and quantities only. Please confirm that all quantities are correct and that all necessary items have been included. If there are any discrepancies, please notify us so that we can adjust the price accordingly.
- * It's further agreed that Wayne Alarm Systems (Company) retains ownership of all equipment and parts installed until full payment of the aforementioned is received by the company. As a result the company may remove or deprogram any or all of the equipment and parts at the company's discretion due to non payment.
- * All services provided by Wayne Alarm Systems subject to all the terms and conditions of our installation, monitoring, and maintenance contracts.

Terms and Conditions

I.This document has been classified CONFIDENTIAL to give emphasis to the importance of restricting access of information herein to AUTHORIZED PERSONNEL ONLY

II.All material is guaranteed to be specified. Replacement components shall be of equal or better quality with no increase in price except where authorized by the subscriber. All work to be done in a workmanlike manner and in accordance with standard trade practices. All agreements contingent upon strikes, accidents or delays beyond the control of WAYNE ALARM SYSTEMS INC. Hereinafter called the CONTRACTOR. Subscriber to carry fire, tornado and other necessary insurance.

III.LIMIT OF LIABILITY It is understood that the CONTRACTOR is not an insurer that such insurance, if any, shall be obtained by the Subscriber. Amount payable to the Contractor hereunder are based upon the value of the subscribers property of others located in subscribers premises. The CONTRACTOR makes no guarantee or warranty, included any implied warranty of merchantability or fitness that the system or service supplied will avert or prevent occurrences or the consequences there from, which the system or services is designed to detect. The subscriber does not desire this agreement to provide for full liability of the CONTRACTOR and agrees that the CONTRACTOR shall be exempt from liability for loss or damage due directly or indirectly to occurrences or consequences there from which the equipment or services is designed or avert: that if the CONTRACTOR should be found liable for loss or damage due to a failure of equipment or service in any respect, its liability shall be limited to \$250.00 as the sole & exclusive remedy and that the provisions of this paragraph shall apply if loss or damage, irrespective of cause or origin, results directly or indirectly to a person or property from performance of obligations imposed by this agreement or from negligence, active or otherwise, of the CONTRACTOR, its agents or employees. No action shall be brought against the CONTRACTOR more than one year after the accrual; of the cause of action therefore, if the subscriber desires, the CONTRACTOR will amend this Agreement to allow the subscriber to pay an additional annual amount necessary to purchase an insurance policy or such greater liability, no such amendment shall be effective unless authorized by the subscriber, the CONTRACTOR and the insurance carrier which will be insuring the additional liability, in the event any person, not a party to this agreement, shall make any claim or file any lawsuit against the CONTRACTOR for failure of its equipment or service in any respect, customer agrees to indemnify, defend and hold the CONTRACTOR harmless from any and all such claims and lawsuits including the payment of all damages, expenses, costs and attorney's fees. If this agreement provides for a direct connection to person, persons or governmental agency which, in the judgment of the CONTRACTOR has jurisdiction of the subscriber's premises or other agency that department or agency may invoke the provisions hereof against any claims by the subscriber due to any failure of such department or agency.

IV.Subscriber may indicate acceptance of this proposal by indicating choice of systems from those offered and by affixing an authorized signature where indicated.

V.Following acceptance of this proposal, installation will be scheduled.

VI. Waiver of Subrogation: You hereby waive any rights your insurance company may have to be reimbursed by Company or Representatives for money paid to you or on your behalf.

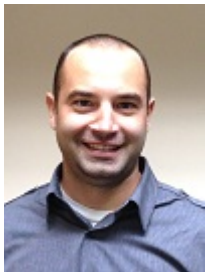
VII.Subscriber shall pay the CONTRACTOR the highest lawful rate of interest permissible under applicable law on all past due billings. If however claim is referred to an attorney to enforce collection, the subscriber shall be liable for legal fee of 25% in addition to outstanding balance. If a law suit is instituted in a court of applicable jurisdiction to enforce payment of said outstanding balance and reasonable attorney's fee of 25% of said outstanding balance plus interest.

The above prices, specification and conditions are satisfactory and hereby accepted. You are authorized to proceed and do all work as specified. Payments will be made in accordance with the terms herein defined.

Wayne Alarm Systems Inc.

By: **Zachary Preman**

Date: 10/26/21



For Marblehead Charter School

Title _____

By _____
Print Name

By _____

Date _____

Coversheet

Finance Committee

Section: VII. Committee Updates
Item: B. Finance Committee
Purpose: Discuss
Submitted by:
Related Material: May-22.pdf
Fin Notes, May-22.docx
Rockland Trust changes.pdf

Marblehead Community Charter Public School

Financial Results As of May 31, 2022



Prepared and reviewed by:

Jeff Barry - MCCPS Business Manager (jbarry@marbleheadcharter.com)

Rodolphe Hervé - MCCPS Treasurer (rherve@marbleheadcharter.com)

MCCPS

Balance Sheet Comparison

As of May 31, 2022

	As of May 31, 2022	As of May 31, 2021 (PY)	Increase / (Decrease)	%age
ASSETS				
Current Assets				
Checking/Savings				
1073 — EBSB Payroll (8947)	44,730	12,271	32,459	264.5%
1072 — EBSB Operating (8934)	774,517	407,762	366,755	89.9%
1010 — Charter Hall (8202)	0	0	0	
1040 — Petty Cash (4534)	1,337	(55)	1,392	-2511.2%
1070 — Checking (4542)	68,169	62,496	5,673	9.1%
1085 — PayPal	(649)	1,448	(2,097)	-144.8%
1090 — FoodService (5077)	34,002	20,652	13,350	64.6%
1074 Board Restricted (0623)	105,000		105,000	
Total Checking/Savings	1,027,106	504,573	522,533	103.6%
Accounts Receivable				
1200 — Accounts Receivable	10,289	0	10,289	
1201 — Grants Receivable	30,001	0	30,001	
Total Accounts Receivable	40,290	0	40,290	
Other Current Assets				
1310 — Prepaid Expense	13,402	0	13,402	
1210 — State Allocation Receivable	0	0	0	
Total Other Current Assets	13,402	0	13,402	
Total Current Assets	1,080,797	504,573	576,224	114.2%
Fixed Assets				
1532 — 17 Lime Street				
1533 — Land - 17 Lime Street	687,400	687,400	0	0.0%
1532 — 17 Lime Street - Other	3,562,600	3,562,600	0	0.0%
Total 1532 — 17 Lime Street	4,250,000	4,250,000	0	0.0%
1530 — Building Improvements	124,665	76,284	48,380	63.4%
1531 — Fixed Assets	66,648	66,648	0	0.0%
1599 — Accumulated Depreciation	(808,057)	(702,373)	(105,684)	15.0%
Total Fixed Assets	3,633,256	3,690,559	(57,304)	-1.6%
TOTAL ASSETS	4,714,052	4,195,132	518,920	12.4%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 — Accounts Payable	9,324	(33,609)	42,933	-127.7%
2010 — Accounts Payable FS	0	0	0	
Total Accounts Payable	9,324	(33,609)	42,933	-127.7%
Other Current Liabilities				
2110 — Accrued Payroll	145,615	0	145,615	NA
2110-25 — Payroll Liabilities	(32,926)	0	(32,926)	NA
2110-30 403B	4,146	(200)	4,346	NA
2111 — Accrued Payroll Taxes	5	5	0	NA
2160-25 — MTRB Liability	33,696	15,758	17,939	113.8%
2190-25 — Payroll Clearing Account	(135)	(25)	(110)	432.3%
2230 — Accrued Expenses	39,898	81,691	(41,793)	-51.2%
2200 — Deferred Revenue	0	0		
Total Other Current Liabilities	190,299	97,228	93,072	95.7%
Total Current Liabilities	199,623	63,619	136,005	213.8%
Long Term Liabilities				
2613 — East Boston Savings Bank	3,520,869	3,625,764	(104,895)	-2.9%
Total Long Term Liabilities	3,520,869	3,625,764	(104,895)	-2.9%
Total Liabilities	3,720,492	3,689,382	31,110	0.8%
Equity				
3000 — Opening Bal Equity	(295)	(295)	0	0.0%
3900 — Retained Earnings	499,286	353,926	145,360	41.1%
Net Income	494,569	152,119	342,450	225.1%
Total Equity	993,560	505,750	487,810	96.5%
TOTAL LIABILITIES & EQUITY	4,714,052	4,195,132	518,920	12.4%

MCCPS

Profit and Loss Prev Year Compariso

July 2021 - May 2022

	Accrual Basis				# months YTD		11
	Jul 2021 - May 2022	Jul 2020 - May 2021 (PY)	Increase / (Decrease)	%age	Budget	Over / (Under)	%age
Ordinary Income/Expense							
Income							
4005 — STATE ALLOCATION	3,415,780	2,855,401	560,379	19.6%	3,252,883	162,897	5.0%
4010 — FEDERAL & STATE GRANTS	5,500		5,500		0	5,500	NA
4020 — SCHOOL LUNCH			0		0	0	NA
4030 — STUDENT ACTIVITIES	440		440		0	440	NA
4040 — INVESTMENT INCOME	257	330	(73)	-22.2%	92	165	180.3%
4050 — OTHER INCOME	42,629	24,842	17,788	71.6%	22,688	19,942	87.9%
4055 — STUDENT SUCCESS FUND	21,762	18,177	3,585	NA	16,500	5,262	31.9%
4057 — VACATION PROGRAMMING			0	NA	0	0	NA
4060 — CONTRIBUTIONS (MCEF)		759	(759)	NA	0	0	NA
4070 — PRIVATE GRANTS			0	NA	0	0	NA
4080 — REIMBURSEMENTS	23,228	24,913	(1,685)	-6.8%	1,833	21,395	1167.0%
4085 — MEDICARE REIMB.			0	NA	0	0	#DIV/0!
4090 — FUNDRAISING	15,329	6,200	9,130	NA	45,833	(30,504)	-66.6%
Total Income	3,524,925	2,930,621	594,304	20.3%	3,339,829	185,096	5.5%
Gross Profit	3,524,925	2,930,621	594,304	20.3%	3,339,829	185,096	5.5%
Expense							
5000 PERSONNEL	2,175,453	1,958,764	216,689	11.1%	2,361,927	(186,474)	-7.9%
5140 BENEFITS	307,497	306,371	1,126	0.4%	402,110	(94,612)	-23.5%
5150 STAFF DEVELOPMENT	14,697	8,847	5,850	66.1%	27,500	(12,803)	-46.6%
5160 SEARCH COSTS		1,823	(1,823)	-100.0%	1,673	(1,673)	-100.0%
5170 SUBSTITUTE	3,035	15,653	(12,618)	-80.6%	0	3,035	NA
5200 DIRECT STUDENT SUPPORT	74,198	34,159	40,040	117.2%	57,108	17,090	29.9%
5261 STUDENT ACTIVITY	465		465	NA	96,250	(95,785)	-99.5%
5300 OCCUPANCY	147,807	122,189	25,618	21.0%	224,303	(76,496)	-34.1%
5400 OFFICE & ADMIN	225,084	209,159	15,924	7.6%	87,083	138,000	158.5%
6100 Depreciation	95,339	86,779	8,560	NA	0	95,339	NA
Total Expense	3,043,575	2,743,745	299,830	10.9%	3,257,954	(214,379)	-6.6%
Net Ordinary Income	481,350	186,876	294,474	157.6%	81,875	399,475	487.9%
Net Income	481,350	186,876	294,474	157.6%	81,875	399,475	487.9%

MCCPS
Profit and Loss Standard
 July 2021 - May 2022

	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Total
Income												
4005 STATE ALLOCATION	305,762	305,762	305,762	305,762	305,762	316,872	316,872	316,872	317,326	309,514	309,514	3,415,780
4010 FEDERAL & STATE GRANTS							5,500					5,500
4030 STUDENT ACTIVITIES											440	440
4040 INVESTMENT INCOME	16	62	27	19	18	24	19	10		23	40	257
4050 OTHER INCOME		5,305	5,375	3,007	4,050	6,868	2,334	4,135	4,455	3,412	3,690	42,629
4055 STUDENT SUCCESS FUND		771	7,035	13,510	246		150					21,762
4080 REIMBURSEMENTS				10,273				133	12,095		727	23,228
4090 FUNDRAISING				3,739	3,748	3,175	2,280		1,029	362	996	16,329
Total Income	305,778	311,900	318,199	336,310	313,824	326,939	327,154	321,150	334,954	313,311	315,407	3,524,925
Gross Profit	305,778	311,900	318,199	336,310	313,824	326,939	327,154	321,150	334,954	313,311	315,407	3,524,925
Expenses												
5000 PERSONNEL	92,137	170,545	240,070	211,992	216,365	219,366	197,570	213,120	192,616	211,646	210,027	2,175,453
5140 BENEFITS	25,510	20,235	29,478	34,831	34,184	28,566	24,830	24,597	24,507	36,631	26,129	307,497
5150 STAFF DEVELOPMENT		2,936	20,068	7,484	-19,130		1,909		1,430			14,697
5170 SUBSTITUTE		360			100			1,263	193	1,120		3,035
5200 DIRECT STUDENT SUPPORT	7,753	3,212	6,568	3,299	4,692	5,339	5,177	6,542	11,189	3,374	17,052	74,198
5261 STUDENT ACTIVITY											465	465
5300 OCCUPANCY	6,621	21,814	38,046	12,586	-17,632	10,941	13,687	18,764	16,927	15,553	10,499	147,907
5400 OFFICE & ADMIN	11,448	17,829	26,278	14,900	16,562	20,128	24,192	26,145	22,485	16,386	28,732	225,084
6100 Depreciation	7,889	7,889	7,889	8,959	8,959	8,959	8,959	8,959	8,959	8,959	8,959	96,339
Total Expenses	151,358	244,821	368,396	294,051	244,101	291,299	276,324	299,389	278,304	293,669	301,863	3,043,575
Net Operating Income	154,420	67,079	-50,197	42,259	69,723	35,641	50,831	21,761	56,650	19,642	13,544	481,350
Net Income	154,420	67,079	-50,197	42,259	69,723	35,641	50,831	21,761	56,650	19,642	13,544	481,350

**MCCPS - Profit and Loss by Class
July 2021 - May 2022**

	01 - General Fund	20 - School Lunch	21 - Student Activities	22 - Athletics	23 - Nature's Classroom	24 - Project Adventure	25 - Field Trips	27 - DC trip	28 - Senior Week	Total 21 - Student Activities	90 Federal Grants	115 - ESSER II	119 - ESSER III 140 - Title 2	240 - Sped 94-142	252 - AmRescue IDEA Transition	258 - SPED	274 - Targeted SPED 305 - Title 1 309 - Title 4	437 - Summer Reimbursement	719 - Literacy	Total 90 Federal Grants	92 Private Grants	94-FMPS Grant	95-PTO Reimb.			
Income																										
4065 STATE ALLOCATION	3,415,780									0										0						
4070 FEDERAL & STATE GRANTS	5,500									0		56,363	20,000	368	22,727	11,263	5,081	2,666	7,426	13,900	14,201	22,291				
4090 SCHOOL LUNCH		156,563								0																
4090 STUDENT ACTIVITIES	440			15,327	11,427	6,155	6,427		5,860	45,196																
4040 INVESTMENT INCOME	257	2								0																
4090 OTHER INCOME	42,629									0																
4055 STUDENT SUCCESS FUND	21,762									0																
4070 PRIVATE GRANTS										0																
4080 REIMBURSEMENTS	23,228									0											1,800	9,562				
4090 FUNDRAISING	15,329									0																
Total Income	3,624,925	156,565	0	15,327	11,427	6,155	6,427	0	5,860	45,196	0	56,363	20,000	368	22,727	11,263	5,081	2,666	7,426	13,900	14,201	22,291	176,286	1,800	9,562	0
Gross Profit	3,624,925	156,565	0	15,327	11,427	6,155	6,427	0	5,860	45,196	0	56,363	20,000	368	22,727	11,263	5,081	2,666	7,426	13,900	14,201	22,291	176,286	1,800	9,562	0
Expenses																										
8000 PERSONNEL	2,175,453	33,554		5,500	800					6,300		54,227		65,916	11,263				16,845		14,201			162,452		
8140 BENEFITS	307,497									0																
5150 STAFF DEVELOPMENT	14,897									0		20,000														
5170 SUBSTITUTE	3,035									0																5,367
5200 DIRECT STUDENT SUPPORT	74,198								37	37	5,447	16,183		3,846					5,678	7,204	20,931	59,290			3,340	
5281 STUDENT ACTIVITY	465			5,211	3,601	9,410	6,887	2,160	50	27,319																
5270 SCHOOL LUNCH EXP		52,861								0																
5300 OCCUPANCY	147,807	288								0		3,680												3,680		
5400 OFFICE & ADMIN	225,084									0														0		999
6100 Depreciation	95,339									0																
Total Expenses	3,043,676	86,703	0	10,711	4,401	9,410	6,887	2,160	87	33,656	5,447	74,090	20,000	0	69,762	11,263	0	0	22,523	7,204	14,201	20,931	245,422	703	8,707	999
Net Operating Income	481,350	69,863	0	4,616	7,026	-3,255	-460	-2,160	5,773	11,540	-5,447	-17,727	0	368	-47,035	0	5,081	2,666	-15,097	6,696	0	1,360	-65,136	1,097	855	-999
Net Income	481,350	69,863	0	4,616	7,026	-3,255	-460	-2,160	5,773	11,540	-5,447	-17,727	0	368	-47,035	0	5,081	2,666	-15,097	6,696	0	1,360	-65,136	1,097	855	-999

Total 92 Private Grants	TOTAL
0	3,415,780
0	181,796
0	156,553
0	45,636
0	259
0	42,629
0	21,762
11,362	11,362
0	23,228
0	15,329
11,362	3,914,335
11,362	3,914,335
0	2,377,759
0	307,497
5,367	49,054
0	3,035
3,340	136,866
0	27,784
0	52,861
703	152,476
999	226,083
0	95,339
10,409	3,419,765
953	494,569
953	494,569

MCCPS

Financial Ratios

As of May 31, 2022

months YTD

11

Debt Service Coverage Ratio	4.41
Days of Cash	117
LUNA (liquid unrestricted net assets)	3.91

Debt Service Coverage Ratio	
Standard monthly payment (Principal and Interest)	9,933
Net operating Income YTD	481,350
Annualized based on YTD results	525,109
Calculated Debt Service Ratio	4.41

Days Cash	
Cash on Hand	1,027,106
Operating Expense YTD	3,043,575
Annualized	3,320,264
Noncash expense	95,339
Depreciation YTD	
Annualized	104,006
Days Cash	117

Liquid Unrestricted Net Assets	
Unrestricted Net Assets	4,714,052
Fixed Assets	3,633,256
Liquid Unrestricted NA	1,080,797
Expense (YTD)	3,043,575
Monthly	276,689
LUNA	3.91

MCCPS

FY21 Operating Budget worksheet

APPROVED BUDGET

2020-2021

Ordinary Income/Expense Income

4057 — VACATION PROGRAMMING 0 actual

4005 — STATE ALLOCATION 3,086,095

Total 4040 — INVESTMENT INCOME 100

4050 — OTHER INCOME

4051 — 17 Lime Rent 21,750

4054 — Misc. Inc. 1,500

4056 — Homework Club 10,000

4050 — OTHER INCOME - Other 500

Total 4050 — OTHER INCOME 33,750

4055 — STUDENT SUCCESS FUND 18,000

4080 — REIMBURSEMENTS 2,000

4085 — MEDICARE REIMB. 5,000

Total 4090 — FUNDRAISING 45,000

Total Income 3,189,945

Gross Profit

Expense

5000 — PERSONNEL

5089 — Fellows 0

5088 — Vactaion Programming 0 actual

5100 - PAYROLL TAX

Fam/Medical Leave (new tax) 5,000

5120 — Work Comp 17,000

5117 — Unemployment 13,000

5116 — Medicare 35,000

5115 — Soc Sec 42,000

Total 5100 - Payroll Taxes 112,000

Salaries worksheet - update above 2,140,701

Total 5000 — PERSONNEL 2,252,701

5140 — BENEFITS

5141 — Health 373,774

5142 — Dental 25,661

5143 — Life & Disability 14,400

Total 5140 — BENEFITS 413,835

5150 — STAFF DEVELOPMENT 7,500 MCPSA m

New line - Teaching Force

5160 — SEARCH COSTS 1,700 SchoolSp

5200 — DIRECT STUDENT SUPPORT

5255 — Homework Club 6,500

5202 — Furnishings 1,000 reduced

5203 — Student Success Fund 15,300

5210 — Teachers supplies 5,000

5211 — Instructional Equipment 14,400

MCCPS

FY21 Operating Budget worksheet

		APPROVED BUDGET	
		2020-2021	
5215 — Curriculum supplies		5,000	
5220 — Student supplies		5,000	
5221 — SPED supplies		1,500	
5222 — SPED Services		1,500	
5240 — Computer Support		2,000	
5241 — Technology - Hardware		5,000	
5242 — Technology-Software		2,000	
5250 — Nursing supplies		1,500	
5290 — Vacation Programming		0	actual
Total 5200 — DIRECT STUDENT SUPPORT		65,700	
5300 — OCCUPANCY			
Total 5320 — Maintenance		40,000	
5330 — CustSvc		30,000	
5340 — CustSupplies		5,000	
5351 — Utilities			
5352 — Electric		30,000	
5354 — Water		8,500	
5355 — Communications		3,750	
Total 5351 — Utilities		42,250	
Total 5300 — OCCUPANCY		117,250	
5400 — OFFICE & ADMIN			
5492 — Mortgage Interest		120,423	
5405 — FundraisingExp			
5407 — Events			
5408 — Musical			
5405 — FundraisingExp - Other			
Total 5405 — FundraisingExp		6,000	
5410 — Supplies		5,000	
5430 — Accounting		18,000	
5431 — Legal		10,000	
5435 - Marketing		10,000	New item
5440 — PayrollSvc		5,500	
5450 — Printing&Copy		1,200	
5460 — Postage		3,500	
5470 — General Liability Insurance		30,000	
5480 — Board		7,000	
5486 — HoS Discretionary		1,500	
5487 — Admissions		1,500	
5497 — Bank Chrg		1,000	
	New Line Capex		
	New Line Professional Services		
Total 5400 — OFFICE & ADMIN		220,623	
6100 — Depreciation		95,000	
Total Expense		3,174,309	
Net Ordinary Income		15,636	

FinCom notes May 2022

The May check from the Commonwealth was \$309,514, same as April and hopefully the same for June. At press time the enrollment was 221...Peter can update on enrollment and admissions for next year.

As I begin to close out grants you will see negative balances on the All Classes sheet reduced. There are several grants that cross the fiscal year.

Expenses

- We needed to hire a bilingual psychologist twice last month...I will try and assign this expense to a grant (\$3,700)
- The second and final Enrichment debt was settled (\$6,800)
- We made the final payments on the front mural (\$14,000). I have created a new expense category for the murals and once we receive the transfer from the MCEF (\$26K) I'll get the accounting cleaned up

Audit updates

The FY22 audit is underway...Phase 1 is Compliance and I have been uploading the requested documents to the ShareFile with a soft deadline of 6/20. This includes Certificates of Inspection, personnel records, MTRS data, insurance info, enrollment details and a few dozen other items.

The Financial section commences shortly after the books are closed in July.

The audit and related Charter School End of Year Financial Report (CSEYOFR) are due to the state by 11/1.

Grant updates

Ellen was able to secure a math grant (4th & 5th) for \$17,725 for FY23 which includes PD session and online content.



Marblehead Community Charter Public School

17 Lime Street Marblehead, MA 01945

Tel: 781-631-0777

marbleheadcharter.org

Head of School: Peter Cohen, Ed.D.

Principal: Matt Cronin

Director of Student Services: Andrea Barlow

Motion:

The Board of Trustees votes to make the following changes to the school's accounts ending in 8934, 8947 & 0623 at Rockland Trust:

To remove Arthur Sullivan as a signatory

To add Timothy Wadlow (Board Chair) as a signatory

Changes to take effect as soon as the new signatories are active on the account.