



School Committee Meeting Materials

Regular School Committee Meeting

May 16, 2016

7:30 pm

*Mr. James M. Fleming
Ms. Rachel Hunt
Ms. Mary A. Manning*



*Mr. Patrick Schultz
Dr. Brendan R. Walsh
Ms. Kristine Wilson*

Mayor Kimberley Driscoll, Chair

“Know Your Rights Under the Open Meeting Law, M.G.L. c.30A § 18-25 and City Ordinance Sections 2-2028 through 2-2033.”

May 12, 2016

REGULAR SCHOOL COMMITTEE MEETING

Notice is hereby given that the **Salem School Committee** will hold a **Regular School Committee meeting Monday, May 16, 2016 at 7:30 p.m.** The meeting will be held in the **School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.**

**AGENDA
Monday, May 16, 2016**

- I. Call of Meeting to Order**
- II. Approval of the Agenda**
- III. Approval of Minutes**
 - a. Deliberation and Vote on the minutes of the Regular School Committee Meeting held on May 2, 2016
- IV. Questions and Comments from the Audience**
- V. Subcommittee Reports**
- VI. Action Items**
 - a. Deliberation and Vote on the Superintendent’s recommendation that Salem NOT be a School Choice Community-tabled on May 2, 2016 – (tabled May 2, 2016)
 - b. Deliberation and Vote on the Superintendent’s Request for \$15,000 from the Dominion Fund to cover expenses for the Strategic Planning Process
 - c. Deliberation and Vote on the recommendation of the Policy Subcommittee regarding a revision to the Transportation Policy relative to mileage requirements
- VII. Superintendent Report – Margarita Ruiz**
- VIII. Presentations and Reports**

Launching our Strategic Planning Process – Superintendent Margarita Ruiz and Jane Feinberg and Jody Cornish of New Profit

IX. Finance Report

a. Approval of Warrants

May 5, 2016 in the amount of \$190,665.49

b. Budget Transfer Requests

Budget Transfer Request FY16 - #18

Budget Transfer Request FY16 - #19

X. School Committee Concerns and Resolutions

XI. School Committee Meetings

DPAC Meeting – Monday, June 6, 2016 - 6:00 p.m.

Regular School Committee Meeting, June 6, 2016 – 7:30 p.m.

Special Meeting Tuesday, June 14, 2016 – 6:00 p.m. – Interviews of Business Manager Finalists

XII. Questions and Comments from the Audience

XIII. Adjourn to Executive Session for the purpose of discussing Collective Bargaining strategies and the School Committee will not be returning to open session this evening if needed

Respectfully submitted by:

Eileen M. Sacco, Secretary to the
Salem School Committee

Salem School Committee
Meeting Minutes
Monday, May 2, 2016

A regular meeting of the Salem School Committee was held on Monday, May 2, 2016 at 7:30 p.m. in the School Committee Chambers at Collins Middle School, 29 Highland Avenue, Salem, MA.

Members Present: Mayor Kimberley Driscoll, Dr. Brendan Walsh, Ms. Rachel Hunt, Ms. Mary Manning, Mr. Patrick Schultz, and Kristine Wilson

Members Absent: Mr. James Fleming

Others Present: Ms. Margarita Ruiz, Superintendent, Kate Carbone, Assistant Superintendent, Margaret Marotta, Assistant Superintendent, Philip Littlehale, School Business Manager, Dr. Jill Conrad, Chief of Operations Strategy, Chief of Communications Kelley Rice and Eileen Sacco, Secretary.

Call to Order

Mayor Driscoll called the Regular Meeting of the Salem School Committee to order at 7:30 p.m.

Approval of the Agenda

Dr. Walsh moved to approve the agenda as presented. Ms. Wilson seconded the motion. The motion carried.

Adjourn to Executive Session

Dr. Walsh moved that the School Committee adjourn to Executive Session at this time to hear a Level III Grievance and the School Committee will be returning to open session immediately following the Executive Session. Ms. Hunt seconded the motion. Mayor Driscoll called for a roll call vote on the motion:

| | |
|----------------|------|
| Mr. Shultz | Yes |
| Dr. Walsh | Yes |
| Ms. Wilson | Yes |
| Ms. Hunt | Yes |
| Mayor Driscoll | Yes. |

The motion carried (5-0). It was noted that Ms. Manning is present this evening and although not in the Chambers at this time she will be joining the Executive Session.

Approval of Minutes

The minutes of the Regular School Committee Meeting held on April 4, 2016 were presented for approval.

Dr. Walsh moved to approve the minutes of the April 4, 2016 Regular School Committee meeting. Ms. Wilson seconds the motion. The motion carried.

The minutes of the Special School Committee meeting held on April 26, 2016 were presented for approval.

Ms. Wilson moved to approve the minutes of the April 26th Special Meeting of the School Committee. Mr. Schultz seconded the motion. The motion carried.

Questions and Comments from the Audience

Kathy McCarthy and Tania Skeffington addressed the School Committee on behalf of the Salem High School After Prom Committee. Mrs. McCarthy explained that the annual celebration that is held after the Senior Prom will be held at the Lynch Van Otter Loo YMCA and is free of charge for all seniors and their guests. She noted that this is made possible through fundraising and donations and will be a fun evening of Bingo, athletics, music, and a hypnotist. Students will be bussed from the prom to the YMCA and bussed back to Salem High School for breakfast at 4:00 a.m. All students must be picked up by a parent at 5:00 a.m. She also noted that they are still looking for chaperone for the all night shift and anyone interested in volunteering or making a donation should contact Lisa Mansfield, Director of Student Activities at Salem High School.

Public Hearing on School Choice

Superintendent Ruiz addressed the School Committee and requested that this matter be tabled to the next School Committee Meeting for further discussion on the matter of school choice.

Mayor Driscoll noted that we are required by law to hold Public Hearing on this matter and suggested that we could open the public hearing this evening and continue it if members choose or close the hearing this evening. She explained that when the matter is brought back to the table there will be time for public comment as there are several opportunities during our meetings for public comment and if there are people who wish to speak on the matter may do so at that time.

Dr. Walsh moved to open the public hearing on school choice. Ms. Hunt seconded the motion. The motion carried.

Mayor Driscoll asked if there was anyone present this evening who wish to comment

on school choice. There being none she stated that she would entertain a motion to close the public hearing or continue it to the next meeting if members so choose.

Dr. Walsh moved to close the public hearing. Ms. Manning seconded the motion. The motion carried.

Action Items

- a. Deliberation and Vote on the Third and Final Reading of the policies of the following policies: 6103 – Legal Status - 6104 – Member Authority, - 6106 – Powers and Duties

Ms. Hunt moved approval. Dr. Walsh seconded the motion. The motion carried.

- b. Deliberation and vote on the Saltonstall School 8th Grade Trip to Canobie Lake Park in Salem NH on June 27, 2016

Dr. Walsh moved approval. Ms. Wilson seconded the motion. The motion carried.

- c. Deliberation and Vote on the Collins Middle School 8th Grade Trip to Canobie Lake in Salem NH on June 17, 2016

Dr. Walsh moved approval. Ms. Wilson seconded the motion. The motion carried.

- d. Deliberation and Vote on the Amendment to the Collaborative Agreement with the Northshore Education Consortium, specifically Section VII Item 5.a.viii

Dr. Walsh moved approval. Ms. Wilson seconded the motion. The motion carried.

Mayor Driscoll asked for information on this matter. Ms. Marotta explained that the Consortium is changing their by-laws for nonmember districts to have the ability to charge them more for services. She explained that we are a member district and this will have no effect on the Salem Public Schools.

- e. Deliberation and Vote on the School Committee Meeting Schedule July 1, 2016 through June 30, 2017

Ms. Hunt moved approval. Ms. Wilson seconded the motion. The motion carried.

- f. Deliberation and Vote on the approval of the School Calendars for the 2016-17 School Year

Dr. Walsh moved approval. Ms. Wilson seconded the motion. The motion carried.

- g.** Deliberation and Vote on the approval of the Salem High School ROTC trip to attend a three-day field trip to Camp Curtis Guild in Reading MA on May 13-15, 2017

Dr. Walsh moved approval. Ms. Wilson seconded the motion. The motion carried (5-1 with Ms. Manning opposed).

Dr. Walsh stated that he would like to take this opportunity to congratulate the Salem High School JROTC team who presented the colors at the National School Board Association Conference held in Boston recently. He stated that they did a wonderful job and were well received by those present. He stated that they did the Salem Public Schools and the City of Salem proud.

- h.** Deliberation and Vote on the Salem Public Schools FY17 School Budget

- 1. Deliberation and Vote on the approval of the Salem Public Schools FY17 Personnel Budget in the amount of \$44,634,937

Ms. Hunt moved approval. Ms. Wilson seconded the motion. The motion carried.

- 2. Deliberation and Vote on the approval of the Salem Public School FY17 Non Personnel Budget \$10,406,910

Ms. Hunt moved approval. Ms. Wilson seconded the motion. The motion carried.

- 3. Deliberation and Vote on the approval of the total FY17 Salem Public School Budget \$55,041,857

Ms. Wilson moved approval. Ms. Hunt seconded the motion. The motion carried.

- 4. Deliberation and Vote on the approval of the total FY17 Bentley Academy Charter School Budget \$2,904,380

Ms. Hunt and Ms. Wilson recused themselves from this matter as they are members of the Bentley Academy Charter School Board of Trustees.

Mr. Shultz moved approval. Ms. Manning seconded the motion. The motion carried.

- i.** Deliberation and Vote on the Salem High School After Prom Party to be held at the Lynch Van Otter Loo YMCA on Friday, May 27, 2016 from midnight to 5:00 a.m.

Dr. Walsh moved approval. Ms. Wilson seconded the motion. The motion

carried.

Superintendent Report – Margarita Ruiz

Superintendent Ruiz addressed the school committee stated that she would like to begin her report this evening by highlighting some of the wonderful events and activities that are happening in the Salem Public Schools.

Ms. Ruiz reported that she attended the National Honor Society Induction Ceremony and the National Art Honor Society last Thursday, which welcomed 24 new inductees. She stated that it was an exciting night to celebrate the students for their accomplishments in academics and the arts as well as their leadership in their school. She congratulated the students and their families on this well-deserved honor of their high school careers.

Ms. Ruiz reported that Monday marks the beginning of Teacher Appreciation Week and she would like to thank and celebrate all of our amazing teachers in the district. She stated that they come in day in and day out with great commitment and passion and she is proud to be the leader in the district with so many committed educators. She thanked all of the teaches in the district for all they do for our students and their families.

Ms. Ruiz reported that the district is on track with the principal hiring process for the vacancies in the district and she will be making an announcement soon and hopes to introduce the new Principals to the school committee at the May 16, 2016 School Committee meeting.

Ms. Ruiz reported that the Salem Public Schools food services department will be recognized for our breakfast in the classrooms in our schools during a ceremony at the Massachusetts State House next week. She noted that State Senator Joan Lovely and State Representative Paul Tucker will be in attendance. . She congratulated the food services staff and director Deborah Jeffers on this accomplishment.

Ms. Ruiz reported that a representative of the USDA toured Salem High School today. She reported that they had lunch at Salem High School and were very impressed with all of the healthy choices Salem high school offers our students.

Ms. Ruiz reported that this evening the school committee will be voting on the FY17 Salem Public schools budget. She thanked the School Committee members noting that they offered thoughtful comments and questions during the budget process. She stated that the budget presented was drafted to ensure that our resources are distributed effectively to ensure academic achievement for our students and she feels that this budget should put Salem on solid footing for the future. She stated that she has no doubt that this budget will bring our district to a high level of academic achievement.

Ms. Ruiz stated that she would like to thank her amazing team at Central office for their work and support on this budget. She noted that there were many meetings held and everyone worked hard to produce a balanced budget that accomplishes our goals.

Mayor Driscoll stated that she would like to thank to business manager Philip Littlehale, as this is his last budget for the Salem Public Schools, noting that he is leaving to pursue another opportunity. She noted that he will be helping out here and there and wished him well in his new position. Mr. Littlehale thanked the School Committee for their support and noted that he will be back to present the budget to the Salem City Council Finance Committee in June.

Ms. Ruiz reported that improvements to the Wi-Fi and all of our schools is taking place and will be a major step for the district in getting ready for Advanced Technology. She noted that increasing the connectivity of our schools will be a major step in having the district ready for 21st-century use of technology and preparation for future online programs, noting that the teacher evaluation process will be going online and we will be ready for that.

Ms. Ruiz reported that the first meeting of the Salem Public Schools Children's Cabinet which is part of the By All Means initiative, that Salem was selected to participate in was held last week. She stated that it was great to have all of the members around the table thinking critically about what are some of the challenges are and to think about what some of the systemic solutions are that we can find that will be helpful to us. She also reported that the first of five conventions for By All Means Initiative will be held on May 17th and 18th at Harvard University and the Children's Cabinet will be attending.

Ms. Ruiz reported that the new student information program Aspen will go live on July 11th. She explained that there will be more information coming for staff regarding training and preparation that need to be done before the system goes live. Ms. Ruiz reported that with the budget process completed the administration has their sights on the Strategic Planning process which they will be getting underway shortly. She explained that this is been delayed due to the budget process. Ms. Ruiz announced that the district will be partnering with NewProfit of Boston, a non-profit firm that they will be facilitating the strategic planning process and will be providing their services pro bono to the district. She noted that New Profit will facilitate the community process and engagement for the district. She reported that representatives of New Profit will be present at the next meeting to make a presentation to the School Committee.

Ms. Ruiz reported that she is excited to announce the first harvest of the Freight Farm at Salem High School and noted that there will be a ribbon-cutting ceremony on May 4 at 1 PM at Salem high school. She noted that the representative from USDA that toured Salem high school today was very excited about this work that we're doing here in Salem with this project. She noted that it is very exciting that will be able to produce vegetables that our students will be eating in their lunches.

Mayor Driscoll stated that is important to recognize the Pabich family for their donation of the freight from to Salem High School.

Mr. Schultz noted that the representative of the USDA would really love the school farms that are being planted as well.

Presentations and Reports – There were no reports or presentations this evening.

Finance Report

a. Approval of Warrants

The following warrant totals were presented for approval this evening.

- April 7, 2016 in the amount of \$766,052.57
- April 14, 2016 in the amount of \$195,729.18
- April 21, 2016 in the amount of \$284,164.95
- April 28, 2016 in the amount of \$234,542.58

Dr. Walsh moved approval. Ms. Hunt seconded the motion. The motion carried.

Budget Transfer Request #16 – Human Resources

Mr. Littlehale explained that Director of Human Capital Strategy and School Support Liza Bento is requesting a transfer of \$13,000 from Salaries Clerical to Contracted Services. The transfer is requested to fund temporary help in the HR department to help during the transition until full-time staff are fully hired. Funds are available in the HR salary line due to staff turnover and positions going unfilled.

The transfer request is summarized as follows:

| Date | | ORG | OBJ | Description | Amt | Reason |
|-----------|------|----------|------|---------------------|----------|-------------------|
| 4/28/2016 | From | 13482020 | 5160 | Clerical | (13,000) | Unfilled Position |
| 4/28/2016 | To | 13482021 | 5320 | Contracted services | 13,000 | Temporary help |

Dr. Walsh moved approval. Ms. Wilson seconded the motion. The motion carried.

Budget Transfer Request #17 – Business Office

Mr. Littlehale explained that he is requesting the transfer of \$22,500 from Retroactive Wages to Contracted Services. The transfer is requested to fund the cost of the services of the Interim Business Manager through June 30, 2016 which is being done on a contract basis. This transfer will be funded from amounts originally budgeted for ELT at the Collins Middle School which were transferred to the Retroactive Wages line in December. These funds became available as the district received the ELT grant to cover the ELT expense.

The transfer request is summarized as follows:

| Date | | ORG | OBJ | Description | Amt | Reason |
|-----------|------|----------|------|---------------------|----------|----------------------------|
| 4/28/2016 | From | 13930120 | 5161 | Retroactive Wages | (22,500) | Interim BM through 6/30/16 |
| 4/28/2016 | To | 13252030 | 5320 | Contracted Services | 22,500 | Interim BM through 6/30/16 |

Subcommittee Reports

There were no subcommittee reports this evening.

School Committee Concerns and Resolutions

Mayor Driscoll reported that with Ms. Hunt's announcement last month that she will be resigning from the School Committee, the School Committee and the Salem City Council will fill the seat with an election to be conducted in a joint meeting of both bodies. She explained that the process of filling a seat mid-term is governed by the City Charter which calls for a joint meeting to consider interested candidates who must submit a letter of interest to the Salem City Clerk. She reported that she has discussed this with City Council President Josh Turiel and they will be setting dates and deadlines for the process once it is determined when Ms. Hunt will be leaving office.

Questions and Comments from the Audience Regarding the May 2, 2016 Agenda

There were no questions or comments from the audience this evening.

Adjournment

There being no further business to come before the School Committee this evening, Dr. Walsh moved that the School Committee adjourn the meeting. Ms. Hunt seconded the motion. The motion carried.

The meeting adjourned at 9:00 p.m.

Respectfully submitted by:

Eileen M. Sacco, Secretary
Salem School Committee

Meeting Materials and Reports

Minutes of Regular School Committee Meeting April 4, 2016

Minutes of the Special Meeting held on April 26, 2016

School Committee Agenda May 2, 2016

Budget Transfer Request #16

Budget Transfer Request #17

Policies Reviewed:

6407 – Remote Participation at School Committee Meetings

6103 – Legal Status

6104 – Members Authority

6106 – Powers and Duties of the School Committee

Saltonstall School Canobie Lake Field Trip Request

Collins Middle School Canobie Lake Field Trip Request

North Shore Education Consortium Amendment to Collaborative Agreement

School Committee Meeting Schedule – July 1, 2016 – June 30, 2016

Salem High School JROTC Field Trip Request

Salem High School After Prom Party Information

To: Salem School Committee

From: Margarita Ruiz

Date: May 16, 2016

Re: Cost of Strategic Planning Convening's & Meetings

Our strategic planning process is about to get underway, supported and facilitated by New Profit, a Boston-based non-profit organization, dedicated to supporting organizations in reaching their maximum potential. We are very fortunate in that they will be doing this for us pro bono since school and district reform is an area of work that is deeply rooted in their mission. They are excited to work with Salem in our process of planning to deepen our turnaround efforts. Attached to the School Committee packet, you will find more information about New Profit and the focus of their work.

New Profit will be facilitating with a deep commitment that Salem Public Schools will be at the helm and they will serve as facilitators to support our work in developing a strategic plan for our schools. This work will span several months and we will be conducting a series of community convening's and meetings to engage a broad range of stakeholders. In the process, there will be costs related to locations, meeting materials, and food and snacks for the participants. Therefore, I am kindly requesting School Committee approval of an allocation of \$15,000 from the Dominion funds to cover the cost of conducting the related convening's and meetings. At no point will any of these funds be used to compensate New Profit for their work. This will be a one-time allocation that will be earmarked specifically for the cost of completing this process.

We will share the timeline, as well the proposed scope of the process, that aims to engage staff, students, parents, and community members in a series of focused conversations related to priorities that will guide the work.

We are looking forward to working with you in planning and launching the strategic plan that will chart the future of our schools.

We need more than big ideas to
solve America's toughest problems...

...We need a way to take
the most promising solutions

TO THE NEXT LEVEL

NEWPROFIT

INVEST IN THE BEST SOCIAL ENTREPRENEURS
CHANGE PUBLIC POLICY
JOIN A COMMUNITY OF INNOVATORS

NEW PROFIT is a national nonprofit venture philanthropy fund that seeks to break down the barriers that stand between people and opportunity in America.

Our core belief is that visionary entrepreneurs and philanthropists can upend the status quo and transform education, early childhood development, economic empowerment, and public health. We work hand-in-hand with them—and cross-sector and community-based partners—to drive large-scale change through three integrated activities:

1. WE INVEST IN VISIONARY LEADERS

with unrestricted capital and strategic support to help them scale the impact of path-breaking organizations.

2. WE CHANGE PUBLIC POLICY

to drive better social outcomes through innovation and more efficient use of resources.

3. WE BUILD COMMUNITY

and collaboration with problem solvers from across sectors.

SELECT EXAMPLES



BY THE NUMBERS

\$1.5 B

mobilized for social innovation
across all of our work

30+

current
investments

\$150 M

raised and disbursed to help
scale great organizations

250

innovative, cross-sector problem solvers
at the annual *Gathering of Leaders*



**ENTREPRENEURS,
PHILANTHROPISTS, AND
OTHERS IN OUR NETWORK
DON'T *PLAY THE GAME*;
THEY TRANSFORM IT.**

GET INVOLVED

New Profit Innovation Fund: Our learning lab for identifying organizations that are on the cusp of breakout growth and impact, and then providing them catalytic financial and strategic support.

Focus Funds: Our cross-sector collaboratives exploring powerful new areas of opportunity to drive large-scale change:

The Pathways Fund – Education and workforce development for low-income youth.

Reimagine Learning Fund – Transformative learning opportunities for all students.

Early Learning Fund – A strong early start for young children.

Reimagine School Systems Fund – More high performing schools for low-income students.

Learn to Earn Fund – Career readiness for 10 million more Americans by 2025.

Criminal Justice Reform Fund (in development)

America Forward: Our nonpartisan policy arm that works with 70+ organizations to advance a public policy agenda championing innovative and effective solutions to social problems.

Gathering of Leaders: Our signature annual convening brings together social entrepreneurs and their counterparts from other sectors for dialogue and collaboration.

Next Big Ideas: New Profit explores new approaches through initiatives like our Accelerator Program, which invests in the potential of extraordinary female social entrepreneurs, and our investments in Pay for Success, an exciting new approach to social innovation financing.



QUOTES FROM INVESTORS

“To do a good job in investing in social entrepreneurs you have to do solid due diligence. I need someone to figure out who are the right entrepreneurs and what are the right ideas to invest in, and I think New Profit does an excellent job at that.”

Josh Bekenstein

Chair, New Profit Board of Directors and
Managing Director, Bain Capital

“New Profit has got some of the smartest thinkers that I’ve met on the problems and issues of how we can make it a more level playing field in this country.”

Henry McCance

New Profit Board Member and
Chairman Emeritus, Greylock Partners

QUOTES FROM SOCIAL ENTREPRENEURS

“What distinguishes New Profit from other social investors is their holistic approach to helping organizations scale their impact.”

John Rice

Founder and CEO, MLT and
New Profit Board Member

“Most of all I think it’s about being in partnership with an organization that has the same stomach for the realities of growth and who really understand what it means to have to make tough choices as the market around you shifts.”

Rebecca Onie

Co-Founder and CEO,
Health Leads

NEW PROFIT LEADERSHIP TEAM

JENNIFER ANDERSON, Managing Partner, Chief Talent Officer
DOUG BORCHARD, Managing Partner, Chief Operating Officer
ALEX CORTEZ, Managing Partner, Reimagine School Systems Fund
GAIL FRANCK, Managing Partner, Chief Financial Officer
ELIZA GREENBERG, Managing Partner, New Profit Innovation Fund
SAM HIERSTEINER, Managing Partner, Communications & Corporate Partnerships
VANESSA KIRSCH, Founder & CEO
TULAINÉ MONTGOMERY, Managing Partner, Pathways Fund
KATHRYN PRICE, Managing Partner, Development Operations
J.B. SCHRAMM, Managing Partner, Learn to Earn Fund
ROBERT (BOB) SEARLE, Managing Partner, Portfolio Performance and Support
SHRUTI SEHRA, Managing Partner, Reimagine Learning Fund
DEBORAH SMOLOVER, Managing Partner, New Profit and Executive Director, America Forward
KIM SYMAN, Managing Partner, Field Leadership and Early Learning Fund

NEW PROFIT BOARD OF DIRECTORS

| | |
|---|---|
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| DUNCAN M. MCFARLAND The Bromley Charitable Trust | |





Toni Mertz
Interim Business Manager
The Salem Public Schools
City of Salem

29 Highland Avenue • Salem, Massachusetts 01970 Tel. (978) 740-1222 Fax (978) 740-1152
E-mail: tonimertz@salemk12.org

Memo

To: Salem School Committee

From: Toni Mertz

Date May 9, 2016

Re: FY16 Budget Transfer Request – Kate Carbone Prof. Dev. Fringe/Stipends

Kate Carbone Assistant Superintendent is requesting a transfer of \$26,500 from the Non Personnel Educational Training line to the Personnel Line Fringe/Stipends. The transfer is requested to move funds to the appropriated line for Fringe/Stipends.

The transfer request is summarized as follows:

| Date | | ORG | OBJ | Description | Amt | Reason |
|----------|------|----------|------|-------------|----------|-----------------|
| 05/09/16 | From | 13990161 | 5317 | Prof. Dev. | (26,500) | To pay stipends |
| 05/09/16 | To | 13990160 | 5150 | Fringe/Stip | 26,500 | To pay stipends |

I recommend approval of the transfer

Thank You.

Toni Mertz



Toni Mertz
Interim Business Manager
The Salem Public Schools
City of Salem

29 Highland Avenue • Salem, Massachusetts 01970

Tel. (978) 740-1222

Fax (978) 740-1152

E-Mail: tonimertz@salemk12.org

Memo:

To: Salem School Committee

From: Toni Mertz

Date: May 12, 2016

Re: FY16 Budget Transfer Request

Superintendent Margarita Ruiz is requesting a transfer of \$15,000 from the closeout of various line items into a contractual line item. These funds will be used under the direction of the Superintendent for non-employee services.

The transfer request is summarized as follows:

| Date | Transfer | ORG | Object | Description | Amount | Reason |
|-----------|----------|----------|--------|---------------------|-----------|---------------------|
| 5/12/2016 | from | 13032041 | 5780 | SRG Reallocation | 1,100.00 | Closeout acct |
| 5/12/2016 | from | 13441021 | 5307 | Instruct/Educ Test | 13,900.00 | Closeout acct |
| 5/12/2016 | to | 13032041 | 5320 | Contracted Services | 15,000.00 | Contracted services |

I recommend approval of the transfer.

Thank You.