

# Town of Brewster Select Board

2198 Main St., Brewster, MA 02631

townmanager@brewster-ma.gov

(508) 896-3701

## SELECT BOARD MEETING AGENDA

2198 Main Street

March 27, 2023 at 5:45 PM

### Select Board

David Whitney  
Chair

Edward Chatelain  
Vice Chair

Kari Hoffmann  
Clerk

Mary Chaffee

Cynthia Bingham

**Town Manager**  
Peter Lombardi

**Assistant Town  
Manager**  
Donna Kalinick

**Project Manager**  
Conor Kenny

**Executive  
Assistant**  
Erika Mawn

This meeting will be conducted in person at the time and location identified above. This means that at least a quorum of the members of the public body will attend the meeting in person and members of the public are welcome to attend in person as well. As a courtesy only, access to the meeting is also being provided via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast or affect remote attendance or participation, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda, which includes an applicant and its representatives, should make plans for in-person vs. virtual attendance accordingly.

Members of the public who wish to access the meeting may do so in the following manner:

**Phone:** Call (312) 626 6799 or (301) 715-8592. Webinar ID:890 9291 0526 Passcode: 509224

To request to speak: Press \*9 and wait to be recognized.

**Zoom Webinar:** <https://us02web.zoom.us/j/89092910526?pwd=WHM2V3hrVklhSTl0WWhVU09kanUzQT09>

Passcode: 509224

To request to speak: Tap Zoom "Raise Hand", then wait to be recognized.

When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting, may do so by accessing the meeting remotely, as noted above. Additionally, the meeting will be broadcast live, in real time, via *Live broadcast* (Brewster Government TV Channel 18), *Livestream* ([livestream.brewster-ma.gov](http://livestream.brewster-ma.gov)), or *Video recording* ([tv.brewster-ma.gov](http://tv.brewster-ma.gov)).

1. Call to Order
2. Declaration of a Quorum
3. Meeting Participation Statement
4. Recording Statement
5. Executive Session
  - To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel (Personnel Bylaw)
  - To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares (SEIU DPW/Golf/Water Union)

6:00 PM - Anticipated Start Time for Open Session

6. Discuss and Vote on FY24-26 SEIU DPW/Golf/Water Union Contract
7. Public Announcements and Comment: Members of the public may address the Select Board on matters not on the meeting's agenda for a maximum 3-5 minutes at the Chair's discretion. Under the Open Meeting Law, the Select Board is unable to reply but may add items presented to a future agenda.
8. Select Board Announcements and Liaison Reports
9. Town Manager's Report
10. Consent Agenda (pages 3-61)
  - a. Meeting Minutes: January 11, 2023
  - b. Appointment: Pond Property Planning Committee - Tino Kamarck as Brewster Conservation Trust Representative
  - c. Facility Use Applications: First Parish Brewster - Paines Creek Beach and Brewster Pond Coalition -Upper Mill Pond Landing
  - d. One Day Entertainment License Applications: First Parish Brewster (Paines Creek Beach), Hackenson (29 Pebble Path), Beck/Fambrough (Crosby Beach), and Beyond the Bounds (1077 Main Street)
  - e. Fee Waiver Request: First Parish Brewster
  - f. Pass Through Town Permission: Harbor to the Bay
  - g. Approved Liquor License Transfer Application Correction: Brewster Village Marketplace



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11. Discuss and Vote on 2023 Personnel Bylaw Fixed Wages and Salaries Scale (pages 62-67)
12. Review and Vote on FY24 Nauset Public School Budgets - Select Board FY23-24 Strategic Plan Goal G-1 (pages 68-193)
13. Discuss Proposition 2 ½ Nauset Regional and Brewster Elementary School Operating Overrides (pages 194-243)
14. Discuss and Vote on 2023 Annual Town Meeting Warrant Articles (pages 244-284)
15. FYIs (pages 285-291)
16. Matters Not Reasonably Anticipated by the Chair
17. Questions from the Media
18. Next Meetings: April 3, April 24, and May 1, 2023
19. Adjournment

**Date Posted:**  
03/23/2023

**Date Revised:**

**Received by Town Clerk:**

23 MAR 23 3:00PM  
CW  
BREWSTER TOWN CLERK



## Consent Agenda Cover Page

**a. Meeting Minutes: January 11, 2023**

Draft meeting minutes from the Finance Committee meeting that the Select Board attended on January 11, 2023 have been approved by the Finance Committee.

**Administration Recommendation:**

We recommend the Select Board approve the meeting minutes as presented.

**b. Appointment: Pond Property Planning Committee - Tino Kamarck as Brewster Conservation Trust Representative**

Tino Kamarck has been appointed by the Board of Trustees of the Brewster Conservation Trust as a non-voting representative on the Pond Property Planning Committee. The Select Board appointment process has been followed. This appointment will end on June 30, 2023.

**Administrative Recommendation:**

We recommend the Select Board approve this appointment.

**c. Facility Use Applications: First Parish Brewster- Paines Creek Beach and Brewster Ponds Coalition- Upper Mill Pond Landing**

The First Parish Brewster is requesting use of Paines Creek Beach on Sunday April 9, 2023 to hold an Easter Sunday Sunrise Service. The service will be from 5:45am until 6:30am and they expect to have 20-30 attendees. Multiple Department heads have reviewed the application and there are no concerns with this event.

The Brewster Pond Coalition and co-sponsor SUPfari will be holding two eco kayak tour fundraisers at Upper Mill Pond on Saturday May 6, 2023, with a rain date of Saturday May 13, 2023. The first paddle will be from 10am – 12pm and the second from 1pm -3pm. Each event will have a maximum of 15 paddlers, including 3 guides. The request is to use the town landing to launch kayaks for the event. Multiple Department heads have reviewed the application and there are no concerns with this event. The Town Manager's office request that the applicant provides a port-a-john at the location for this event and that all participants carry out all refuse.

**Administrative Recommendation:**

We recommend the Select Board approve both applications for facility use.

**d. One Day Entertainment License Applications: First Parish Brewster (Paines Creek Beach), Hackenson (29 Pebble Path), Beck/Fambrough (Crosby Beach) and Beyond the Bounds (1077 Main Street)**

First Parish Brewster is requesting a one-day entertainment license for the use of an acoustic guitar and microphone for their Easter Sunday Sunrise Service on Sunday April 9, 2023 from 5:45am – 6:30am.

Alex Hackenson of 29 Pebble Path Lane is requesting a one-day entertainment license to provide amplified music at a wedding ceremony and reception on Friday May 19, 2023 from 4pm until 9pm. This is an outdoor private event with a maximum of 80 guests. The applicant has secured off-site parking for the event. The Building Department noted that if the tent for the event is over 400 square feet a permit must be obtained. The Health Department noted to contact the Health Department to obtain permits if the event will be catered.

Susan Beck and John Fambrough will be holding their wedding at Crosby Beach on the flats on Saturday September 16, 2023 from 4pm until 6pm. They have already received Select Board approval for use of the flats at the meeting on February 13, 2023. The applicants would like to have acoustic music played live at their wedding ceremony for their 80 guests.

Beyond the Bounds is requesting a one-day entertainment license for Saturday May 6, 2023 from 12pm -2pm outside of By the Bay Designs at the Lemon Tree Village for Brewster in Bloom. The request is for 2 cellos with no amplification. The Health Department noted if any food is offered, proper permitting will need to be completed.

**Administrative Recommendation:**

We recommend that the Select Board approve all one-day entertainment license applications.

**e. Fee Waiver Request: First Parish Brewster**

First Parish Brewster is requesting fee waivers for the below fees due to their non-profit/church status.

|   |       |
|---|-------|
| Facility Use Application for Paines Creek Beach | \$50  |
| One-Day Entertainment License                   | \$35  |
| Building Department Sign Registration Permit    | \$25  |
| Total   | \$110 |

**Administrative Recommendation**

We recommend the Select Board approve the fee waivers.

**f. Pass Through Town Permission, Harbor to the Bay**

Harbor to the Bay will be hosting their 21<sup>st</sup> annual and final cycling event on Saturday September 23, 2023. They have requested the use of Brewster Town roads between the hours of 11:30am and 4:00pm. The anticipated number of participants for this event is 200-250. Multiple department heads have reviewed the application and there are no concerns with this event. The event organizer will communicate with the Fire Chief on their medical plan for the event.

**Administrative Recommendation**

We recommend that the Board approve the pass-through town permission.

**g. Approved Liquor License Transfer Application Correction: Brewster Village Marketplace**

The Select Board approved a transfer of liquor license application for Brewster Village Marketplace on February 27, 2023. The approved manager of record was Raj Patel, however some of the paperwork submitted by the applicant listed Mark Barbi as the manager of record, which is incorrect. The application did have the resume and passport information for Raj Patel and during the public hearing the attorney stated that Raj Patel would be the manager of record.

The ABCC will not accept the application unless the name of the approved manager of record is corrected on the LLA Certification form.

**Administration Recommendation:**

We recommend that the Board approve the updated Local License Authority Certification.



Approved: 3/15/23  
VOTE: 7-0-1

**TOWN OF BREWSTER FINANCE COMMITTEE  
JOINT MEETING WITH  
SELECT BOARD  
Date: January 11, 2023 Time: 6:00 PM  
VIRTUAL MEETING MINUTES**

Present: *Finance Committee* - Chair Pete Dahl, Vice Chair Frank Bridges, Clerk Bill Meehan, Robert Tobias, Alex Hopper, Honey Piviroto, Bob Young, Andy Evans  
Present: *Select Board* - Chair Whitney, Selectperson Chatelain, Selectperson Bingham, Selectperson Chaffee, Selectperson Hoffmann

Also present: Peter Lombardi, Town Administrator; Donna Kalinick, Assistant Town Administrator; Mimi Bernardo, Finance Director

Absent: William Henchy

Chair Dahl called the meeting to order at 6:01 pm and announced a quorum. After the Meeting Participation statement, Select Board Chair Whitney called the Select Board to order.

Pursuant to Chapter 107 of the Acts of 2022, this meeting will be conducted in person and via remote means, in accordance with applicable law. This means that members of the public body may access this meeting in person, or via virtual means. In person attendance will be at the meeting location listed above, and it is possible that any or all members of the public body may attend remotely. No in-person attendance of members of the public will be permitted, and public participation in any public hearing conducted during this meeting shall be by remote means only.

Additionally, the meeting may be viewed by: *Live broadcast* (Brewster Government TV Channel 18), *Livestream* ([livestream.brewster-ma.gov](http://livestream.brewster-ma.gov)), or *Video recording* ([tv.brewster-ma.gov](http://tv.brewster-ma.gov)).

**1. Public Announcements and Comment- none**

**2. Town Manager/Finance Director Report**

Peter wanted to acknowledge the special election yesterday, they have their funding, and we have our debt exclusion. Approximately \$4.25M. We will be in communication with Nauset officials around the debt and timing of the debt issuance and impact on resident tax bills for next year. The State Legislature and former Governor Baker approved our Special Act creating a Town Charter. Thanks to Bill and Cindy and their participation in that committee. It was a lot of work, but we have our own constitution now. There will be some changes relative to capital planning which we will talk about going forward. Pete congratulated Peter Lombardi and Donna Kalinick on their new titles because of the Charter as Town Manager and Assistant Town Manager.

**3. Presentation of FY23-27 Capital Improvement Plan, including supplemental FY23  
Capital requests – Finance Team**

Peter Lombardi addressed the committees joined by Mimi Bernardo and Donna Kalinick as your Finance Team. He wanted to start by mentioning we typically have this joint meeting around this time yearly. The town has a



5-year capital improvement plan, what it comprises are all the known projects, capital expenditures and investments, infrastructure, facilities, our fleet, etc. that really looks at things holistically looking at the needs of the community and tries to create a sustainable model while also being fiscally responsible. Historically, the plan has been developed in consultation with the Capital Planning Committee, however, with the Charter, those responsibilities have become more of a staff led process. In terms of what we are presenting tonight, we have met with Department Heads this summer and again in the past month and really look back on last year's plan and understand what is new and different in terms of priorities, new initiatives, projects, or acquisitions we had on our radar. We developed a series of recommendations we have here tonight. In the past, there was a large spreadsheet, which was difficult for others to access. We have moved to the open.gov platform, an online platform. It was a fair amount to take on initially but brings a lot of benefits and is very much in line with the goals and strategic plan of the Select Board in terms of this being an ongoing goal in continuing to improve outreach, communication and outreach and accessibility of town finances to our residents.

Our agenda for tonight, we start with the very big picture of the 5-year capital plan overview structured by department. There is a requirement that the Select Board present a 5-year capital plan for all projects over \$100,000 to the residents at the Annual Town Meeting in the spring.

He will then hand it to Mimi Bernardo for her to go over All the Funding Sources Summary. She will also talk about Planned Free Cash Investments. Then they will look at the Nauset & Brewster Elementary Schools Detail. After that, Donna Kalinick will look at the Spring 2023 Capital Requests. And we will close with telling Our Capital Stories. Then we will wrap up with questions. Peter Lombardi then went through the slide presentation slide by slide.

#### Major Projects

- Nauset Regional High School Renovation
- Stony Brook School Roof & HVAC
- Millstone Road Improvements
- Captains Maintenance Building & Irrigation System
- Rail Trail Extension to Linnell Landing
- Millstone Road Community Housing

#### Ongoing Commitments

- Integrated Water Resource Management Planning
- Fleet, Facilities, and Equipment Re-investments

#### Remaining Policy Questions

- Drummer Boy Park Improvements
- Wing Island Access Improvements
- Community Center
- Future Cape Cod Sea Camps Projects

Peter Lombardi then went through the Capital Projects List – mostly highlights – starting with those approved already and included in the plan. The next column is Spring of 2023 and you combine them to get the total aggregate need for this current fiscal year.

Peter Lombardi then handed it over to Mimi Bernardo to talk about the funding sources that were chosen to fund the projects on the list. Mimi Bernardo said that because we do leverage many funding sources, it makes it very manageable. It keeps us focused on what needs to be done, and we can always reprioritize as we go along. Free Cash is the primary funding source of the capital improvement plan, but that doesn't mean that free cash funds the largest and most complicated projects, which we know is debt, excluded debt preferably. The Water Department and Golf Department are Enterprise Funds. They pay for their own debt and if they don't borrow

for their projects, they use their retained earnings which is their free cash equivalent. Just because you are a Brewster taxpayer, and you pay taxes, you are technically funding projects that are paid for with General Fund money. The capital at the Golf Course and the Water Department is only funded through their receipts. So just because you play golf, and you don't have town water, you are funding golf course projects, but you aren't funding water projects. The fire department usually has very healthy receipt reserve fund for appropriation account from their ambulance receipts. That balance usually runs about \$2M. They use some of it to pay for their annual operating budget and for their capital. They can usually get the equipment they need. Short term debt is paid through the tax levy. Excluded debt will increase now based on last night. Funding sources are diversified and sustainable. For capital stabilization we have a healthy balance there and we aren't planning to use that in the next five years. She then went through the Capital Funding Sources Summary.

Peter Lombardi then went on to the Nauset Regional & Brewster School FY23-FY27 Capital, information received from the school staff. The School Committee will take this up and vote on their 5-year plan next week. There isn't a lot of supporting detail around this, but it will unfold over the next couple months. All 4 towns approved an annual capital allocation that goes to the region that increases 2.5% each year. It increases each year. For Brewster it is \$275,000 and raised from the tax levy – what we pay to the district to support their capital needs across all the districts. With the major capital needs for the Stony Brook School, one important item to note is that if the combined total of these projects over a 3-year period exceeds 30% of the assessed value of the facility, then other codes and requirements are triggered. Two projects totaling approximately \$11M for both.

Donna Kalinick then went through the Spring 2023 Capital Projects. Some of them have been mentioned already if they were \$100,000 or more. Some are under that and are ongoing items. The majority of our Capital requests are funded at our Annual Town Meeting. We did fund approximately \$2M of the \$3M total for this fiscal year. She discussed Public Works projects and Water Department projects, also the Cape Cod Sea Camps remediation. We are working with a consultant and will get that out to bid soon. She then went through highlights of projects that were not already discussed. Donna Kalinick also went over the Free Cash Balances & Appropriations. They are really hoping they will be able to accurately forecast these revenues. If there is any type of recession, it is often these types of revenues that are hit – rental tax, meal tax, and motor vehicle tax. Right now, Free Cash is healthy with a year end balance of \$1.15M which is 2.3% of the annual operating budget for the general fund.

She turned it over to Peter Lombardi to talk about our Capital Stories – the fun part! Peter Lombardi said it is the fun stuff. We do lots of things well, we don't always do the best job telling our stories. We hope this new way of looking at these stories can help us to do that on the Open Gov platform being as transparent as possible. Significant funds are being appropriated, and we are hopeful this helps folks navigate this much easier. There is a high-level overview of the project, funding sources, and when we think that project will come online. We are excited about this, we hope you have been able to take some time to look at the pages and if not, will be able to do so soon. He then opened it up for questions.

Pete thanked the Finance Team for a great presentation. Bill Meehan said this is by far the finest presentation we have received. Don't underestimate the work that went into this. Will the town of Brewster support two elementary schools for the indefinite future? Peter Lombardi said there was a feasibility study about the possibility of combining those two schools. Recently, the School Committee took a vote to not recommend consolidation at this time but expressed a willingness to continue to monitor enrollment and reopen discussions when enrollment dropped to around the mid-50 mark. For the most part, once they get to 3 classes/grade, consolidation becomes a lot easier practically speaking in terms of the State. As we talk about major looming expenditures, that is a policy discussion that will come up again in the context of what could be a significant debt exclusion to cover the cost of that work. Andy said the presentation was excellent and wanted to ask Peter

Lombardi about cost estimates for major projects. Given our experience with the Nauset Regional High School and the difficulty they had in making accurate cost estimations effected by covid, etc., do we have greater competence in the cost estimates for the major projects, so we don't have to go back and up all the estimates as we did in the school projects. Peter Lombardi answered our projects aren't on the same scale as the High School project. We have seen increases on the facilities side, less so on horizontal construction. We don't have a lot of major facility projects on our medium-term horizon, but we will continue to track it. That is part of the reason we update this plan annually. Frank said this was a very well thought out plan. When he looks at the summary page, at the totals, he is concerned with what he can and cannot see in this Capital Plan. Such as the Golf Course - \$10.5M - Peter Lombardi answered that on that question, in the Capital Plan, reflects our annual debt obligations because that is how it will be financed. If you go to the detail in the Golf Budget, you will see there are annual lease payments for those projects. Frank saw \$400,000 in remediation costs at the Bay Property. Peter Lombardi answered it is for a former shooting range on the property. That is a conservative estimate for what we think the project cost will be. We have done analysis on both properties, and this is the only part that needs to be cleaned up/ lead removal, we are planning to use ARPA funds for that work.

Selectperson Chaffee thanked the team for the presentation – she has some concern about the proposed Linnel bike path extension. She would support pausing that project while the work goes on to develop the long-term plan of the Bay Property. \$9M she would support holding off on. Peter Lombardi said at the same time we are finalizing design of the new Millstone Road improvements that includes a crossing from the new sidewalk over to the Sea Camps property. It is a fair point with a lot that has changed since we first initiated that project. Selectperson Chatelain said he shares Frank's concerns about the school improvements. How will the decision-making work there between the town boards and the school committee? Peter Lombardi said the School Committee has care, custody, and control of both schools and are the primary decision makers. They would want to look at a couple of decades of what systems really makes sense. Generally, to this point, Town Administration, and our Energy Manager have been working with school officials on this early feasibility work, this is the really known major capital project. He is hopeful there will be some sensitivity on the school's part for working with the town in terms of what makes the most sense – overall, timing, and means of financing, etc. More to come on that. It is very early on. It does bare a lot of attention in the coming months. Selectperson Chatelain hopes the School Committee, as it goes through the process, that all 4 options get considered. Peter Lombardi said that if the schools were to consolidate, it would only make sense at the Stony Brook School. Reinvestment in the Stony Brook School does make good long-term sense. Selectperson Hoffmann echoed the thank you and thought the Capital Stories are just great and hopes the residents will really go in and look at all of this! The report we received was helpful as we move through this. She wonders with the library's change with the decision not to invest in renovation, and with the electronic records and archival database project, will they be included in the project? Peter Lombardi said that primarily included existing Town records in paper and hard copy in town offices transitioning to an electronic format for ease of access. Relative to the library, with the decision not to move forward with the major renovation, the Board of the library is going back and looking at where their priorities lie. Their director is set to retire in a couple of months, and the Board is eager to sit down with the new director and see what they think will be the capital needs for the future. Selectperson Whitney thanked the group as well for an excellent presentation. The addition of the Capital Stories is tremendous and hopefully will really help people understand what the Capital Projects are funding.

**Selectperson Hoffmann MOVED to adjourn the meeting at 7:52 PM. Selectperson Chaffee second.  
Roll Call Vote: Selectperson Chatelain - yes, Selectperson Bingham - yes, Selectperson Chaffee - yes,  
Selectperson Hoffmann – yes, Chair Whitney - yes  
The Select Board voted: 5-yes 0-no**

#### **4. Nauset Regional High School Project – Discussion - none**



**5. Nauset Regional High School Budget – Discussion - none**

**6. Liaison Reports and Assignments - defer**

**7. Review and Approval of Minutes – Joint SB/FinCom 12/5/22 & 12/12/22; FinCom 10/19/22 & 11/30/22**

Bill Meehan *MOVED* to approve the 10/19/22 Minutes as presented. Andy Evans second.

Roll Call Vote: Bill Meehan – yes, Frank Bridges – yes, Robert Tobias – yes, Bob Young – yes, Andy Evans – yes, Alex Hopper – yes, Chair Pete Dahl– yes

The Committee voted: 7-yes 0-no

Honey left the meeting before the vote was taken.

Bill Meehan *MOVED* to approve the 11/30/22 Minutes as presented. Andy Evans second.

Roll Call Vote: Bill Meehan – yes, Frank Bridges – yes, Robert Tobias – yes, Bob Young – yes, Andy Evans – yes, Alex Hopper – yes, Chair Pete Dahl– yes

The Committee voted: 7-yes 0-no

Bill Meehan *MOVED* to approve the 12/5/22 Joint Minutes, the Finance Committee portion, as presented. Frank Bridges second.

Roll Call Vote: Bill Meehan – yes, Frank Bridges – yes, Robert Tobias – yes, Bob Young – yes, Andy Evans – yes, Alex Hopper – yes, Chair Pete Dahl– yes

The Committee voted: 7-yes 0-no

Bill Meehan *MOVED* to approve the 12/12/22 Joint Minutes, the Finance Committee portion, as presented. Frank Brides second.

Roll Call Vote: Bill Meehan – yes, Frank Bridges – yes, Robert Tobias – yes, Bob Young – yes, Andy Evans – yes, Alex Hopper – yes, Chair Pete Dahl– yes

The Committee voted: 7-yes 0-no

**8. Request for agenda items for future meetings – please email Pete**

**9. Matters Not Reasonably Anticipated by the Chair- none**

**10. Next Finance Committee Meeting – TBD**

**11. Adjournment**

Bill Meehan *MOVED* to adjourn the meeting at 7:57 PM. Frank Bridges second.

Roll Call Vote: Bill Meehan – yes, Frank Bridges – yes, Robert Tobias – yes, Bob Young – yes, Alex Hopper – yes, Andy Evans – yes, Chair Pete Dahl– yes.

The Committee voted: 7-yes 0-no

Respectfully submitted, Beth Devine

Packet of supporting materials on website for public review.



## BREWSTER CONSERVATION TRUST

36 Red Top Road Brewster, Massachusetts 02631  
[www.brewsterconservationtrust.org](http://www.brewsterconservationtrust.org)

13 March 2023

Mr. David Whitney, Chair  
Town of Brewster Select Board  
2198 Main Street  
Brewster, MA 02631

Dear Mr. Whitney:

The intent of this letter is to notify the Town of Brewster Select Board that the Brewster Conservation Trust's Pond Property Planning Committee (PPPC) representative, Seamus Woods has requested to step down from the committee. As such, the Board of Trustees of the Brewster Conservation Trust have appointed Tino Kamarck to represent the Trust as the new non-voting representative on the PPCC. For PPCC communication purposes only here is Tino's contact information:

Martin (Tino) Kamarck

[REDACTED]  
Brewster, MA 02631

[REDACTED]  
[tino@brewsterconservationtrust.org](mailto:tino@brewsterconservationtrust.org)

In addition, I will continue to serve as Alternate Representatives, to substitute for the designated representative if he is unable to attend a meeting.

Please let me know if you need any additional information. On behalf of the Trust, thank you again for the opportunity to participate in this exciting process.

Respectfully,

Amy Henderson  
Executive Director

Cc: Peter Lombardi  
Donna Kalinick  
Doug Wilcock, PPPC Chair

**APPLICATION FOR FACILITY USE**

BREWSTER BOARD OF SELECTMEN  
2198 MAIN STREET, BREWSTER, MA 02631

All requests must be made **at least two (2) weeks in advance of the desired use date**. For more information please call the Selectmen's Office at 896-3701. Completed forms may be dropped-off or mailed to the address above, or **faxed back to 508-896-8089**.

ORGANIZATION OR GROUP: First Parish Brewster

LOCAL SPONSORING ORGANIZATION: na

AREA OR FACILITIES NEEDED: Paine's Creek Beach

DATE OR DATES REQUESTED: Sunday April 9th 2023

TIME IN: 5:45 TIME OUT: 6:30 (INCLUDING PREPARATION & DISMANTLING)

PURPOSE OF FACILITY USE: Easter Sunday Sunrise Service

NATURE OF ACTIVITY TO TAKE PLACE: Easter Sunday Sunrise Service -  
short church service

WILL ADMISSION FEE BE CHARGED? YES  NO  AMOUNT           

NON-PROFIT ORGANIZATION: YES  NO

IRS # 237-113-652 TOTAL NUMBER OF PERSONS EXPECTED 20-30

MAXIMUM PEOPLE EXPECTED AT ONE TIME: 30

ANY SPECIAL EQUIPMENT NEEDED?:  
no

PERSON RESPONSIBLE FOR THE OBLIGATIONS OF THE GROUP WHO WILL PAY THE BILL - NAME:

Karena Stroh

MAILING ADDRESS: 1 Harwich Rd, Brewster MA 02631

TELEPHONE NUMBER: 508-896-5577

I have read the regulations and understand them with the acknowledgement that any additional expenses incurred will be paid by my organization and that any violation may jeopardize continue use of the building.

Signature: Karena Stroh

Telephone: 508-896-5577



**APPLICATION FOR FACILITY USE**

BREWSTER BOARD OF SELECTMEN

2198 MAIN STREET, BREWSTER, MA 02631

All requests must be made **at least two (2) weeks in advance of the desired use date.** For more information please call the Selectmen's Office at 896-3701. Completed forms may be dropped-off or mailed to the address above, or **faxed back to 508-896-8089.**

ORGANIZATION OR GROUP: Brewster Ponds Coalition

LOCAL SPONSORING ORGANIZATION: BPC / SUPfari

AREA OR FACILITIES NEEDED: Upper Mill Pond Town Landing

DATE OR DATES REQUESTED: May 6<sup>th</sup>, rained, May 13<sup>th</sup>

TIME IN: 9:45 TIME OUT: 3:15 (INCLUDING PREPARATION & DISMANTLING) <sup>paddle 1 10-12</sup> <sup>paddle 2 1-3</sup>

PURPOSE OF FACILITY USE: <sup>two</sup> kayak eco tours launch kayaks

NATURE OF ACTIVITY TO TAKE PLACE: eco kayak fundraiser

Participants learn about Kettle ponds, the herring run, how to protect the ponds, etc.

WILL ADMISSION FEE BE CHARGED? YES  NO  AMOUNT: \$76.00

NON-PROFIT ORGANIZATION: YES  NO

IRS # 472359878 TOTAL NUMBER OF PERSONS EXPECTED 15 each paddle including 3 guides

MAXIMUM PEOPLE EXPECTED AT ONE TIME: 15

ANY SPECIAL EQUIPMENT NEEDED?:  
none

PERSON RESPONSIBLE FOR THE OBLIGATIONS OF THE GROUP WHO WILL PAY THE BILL - NAME:

Susan Bridges

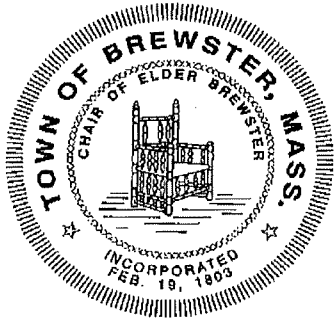
MAILING ADDRESS: Po Box 459 Brewster, MA 02631

TELEPHONE NUMBER: BPC (508) 258-9801 Susan Bridges [REDACTED]

I have read the regulations and understand them with the acknowledgement that any additional expenses incurred will be paid by my organization and that any violation may jeopardize continue use of the building.

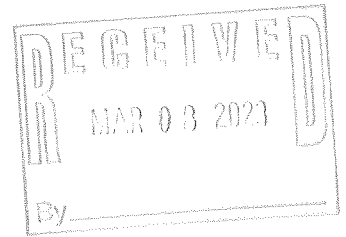
Signature: Susan G. Bridges

Telephone: [REDACTED]



**Board of Selectmen  
Town Administrator**

2198 Main Street  
Brewster, Massachusetts 02631-1898  
(508) 896-3701  
FAX (508) 896-8089



**APPLICATION FOR  
ONE-DAY ENTERTAINMENT LICENSE**

(must be submitted, with application fee, two (2) weeks prior to the date of the event)

Applicant's Name: First Parish Brewster Contact Phone#: 508 896 5577  
Applicant's Address: 1 HARWICH ROAD  
BREWSTER MA

Type of Event: SUNRISE EASTER WORSHIP

Location and Address where entertainment will be hosted if different from Applicant's Address:

PAINES CREEK BEACH

Date and hours requested of proposed event:

Day: APRIL 9<sup>th</sup> Times: 5:45 - 6:30 AM

Description of Entertainment proposed, please include name of the band or DJ if applicable:

Small worship service on Easter Morning for 20-30  
folks. Small sound system just for a mic so folks  
can hear. This will be the 4<sup>th</sup> year

Will the entertainment be performed indoors or outside of buildings? outdoors

Will temporary structures be erected (such as platforms, scaffolds, tents, pavilions, etc.) NO

If so, please describe \_\_\_\_\_

If music is proposed, will it be performed live? Acoustic guitar - no amp live

If music is proposed, will it be acoustic or amplified? " " "

Number of attendees anticipated over course of event 20 - 30

Maximum # at any one time: 30

FEE= \$35/day/location The fee has been waived in previous years

Signature of Applicant: \_\_\_\_\_

Date: March 7<sup>th</sup> 2023

Karenac@firstparishbrewster.org

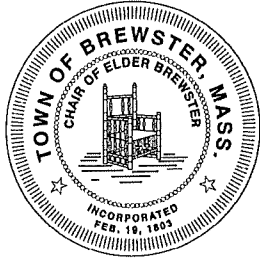
Licensing Authority's Approval:

Notices sent: \_\_\_\_\_

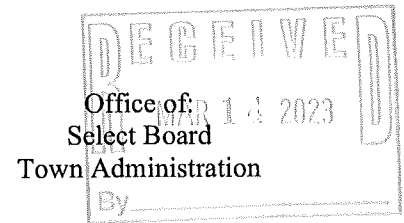
Fee Paid: \_\_\_\_\_

Date Approved \_\_\_\_\_

Signature for Licensing Authority \_\_\_\_\_



**Town of Brewster**  
 2198 Main Street  
 Brewster, MA 02631  
 Phone: (508) 896-3701  
 Website: www.brewster-ma.gov



**Application Fee: \$35.00**

**APPLICATION FOR  
 ONE-DAY ENTERTAINMENT LICENSE**

Application must be submitted at least 2 weeks prior to the date of the event. Following submission of a completed application and payment, the request will be placed on a Select Board meeting agenda for review. Submit to Town Manager's office or [emawn@brewster-ma.gov](mailto:emawn@brewster-ma.gov).

**Section 1: Applicant Information**

|  |
|--|
| Applicant's Name:  |
| Alex Hackenson   |
| Applicant's Address:   |
| 29 Pebble Path Lane  |
| Telephone # and Email Address:   |
| <div style="background-color: black; width: 100%; height: 1.2em;"></div> |

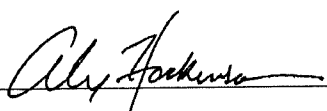
**Section 2: Event Information**

|   |
|---|
| Type of Event:  |
| Wedding   |
| Location of Event:  |
| 29 Pebble Path Lane   |
| Date of Event & Proposed Times:   |
| May 19, 2023 4 pm to 9 pm   |
| Description of entertainment proposed (include name of band or DJ, and if entertainment will be live, acoustic or amplified, etc.): |
| wedding ceremony and personal music playlist  |
| Will entertainment be performed indoors or outdoors: <b>Outdoors</b>  |

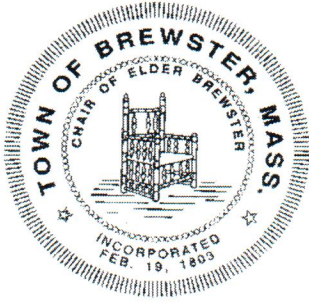
**Section 3: Additional Information:**

Will temporary structures be erected (i.e., platforms, scaffolds, tents, pavilions, etc.)? Yes:  No:   
 \*If yes, a building permit may be needed, please contact the building department for more information.

Number of anticipated attendees over the course of the event: 80 Maximum # at any one time: 80

Applicant Signature:  Date: 3/14/2023





**Board of Selectmen  
Town Administrator**

2198 Main Street  
Brewster, Massachusetts 02631-1898  
(508) 896-3701  
FAX (508) 896-8089

**APPLICATION FOR  
ONE-DAY ENTERTAINMENT LICENSE**

(must be submitted, with application fee, two (2) weeks prior to the date of the event)

Applicant's Name: Susan S. Beck and Jonathan Fambrough Contact Phone# [REDACTED]

Applicant's Address: [REDACTED]

Type of Event: Wedding Ceremony

Location and Address where entertainment will be hosted if different from Applicant's Address:

Beach / Brewster Flats near The Crosby Mansion - 163 Crosby Lane, Brewster, MA 02631

Date and hours requested of proposed event:

Day: Saturday, September 16th, 2023 Times: 4:00 pm to 6:00 pm - on and off

Description of Entertainment proposed, please include name of the band or DJ if applicable:

Soft accoustic music played live on a small mandolin

Will the entertainment be performed indoors or outside of buildings? outdoors on the flats during low tide.

Will temporary structures be erected (such as platforms, scaffolds, tents, pavilions, etc.) No

If so, please describe \_\_\_\_\_

If music is proposed, will it be performed live? Yes, quiet / soft / pretty music

If music is proposed, will it be acoustic or amplified? Acoustic

Number of attendees anticipated over course of event 80

Maximum # at any one time: 80

**FEE= \$35/day/location**

Signature of Applicant: [Signature]

Date: 03-8-2023

Licensing Authority's Approval:

Notices sent: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Date Approved \_\_\_\_\_

Signature for Licensing Authority \_\_\_\_\_

March 27<sup>th</sup>



**Town of Brewster**  
2198 Main Street  
Brewster, MA 02631  
Phone: (508) 896-3701  
www.brewster-ma.gov

Office of:  
Select Board  
Town Manager

**Application Fee: \$35.00**

**APPLICATION FOR  
ONE-DAY ENTERTAINMENT LICENSE**

Application must be submitted at least 4 weeks prior to the date of the event. Following submission of a completed application and payment, the request will be placed on a Select Board meeting agenda for review. Submit to Town Manager's office or [emawn@brewster-ma.gov](mailto:emawn@brewster-ma.gov).

**Section 1: Applicant Information**

|   |
|---|
| Applicant's Name:<br><i>Beyond the Bounds</i> |
| Applicant's Address:<br><i>P.O. Box 2209</i>  |
| Telephone # and Email Address:<br>[REDACTED]  |

**Section 2: Event Information**

|   |
|---|
| Type of Event:<br><i>Breaker in Bloom</i>   |
| Location of Event:<br><i>By the Bay Designs</i>   |
| Date of Event & Proposed Times:<br><i>05/6/23 12-2pm</i>  |
| Description of entertainment proposed (include name of band or DJ, and if entertainment will be live, acoustic or amplified, etc.):<br><i>2 cellos acoustic, no amplification</i> |
| Will entertainment be performed indoors or outdoors:<br><i>Outdoors</i>   |

**Section 3: Additional Information:**

Will temporary structures be erected (i.e., platforms, scaffolds, tents, pavilions, etc.)? Yes: \_\_\_\_\_ No: X  
\*If yes, a building permit may be needed, please contact the building department for more information.

Number of anticipated attendees over the course of the event: 30 Maximum # at any one time: 15

Applicant Signature: \_\_\_\_\_ Date: 3/17/23

# ***First Parish Brewster***

*An historic Unitarian Universalist congregation in the heart of Cape Cod*

March 23, 2023

Dear Brewster Board of Selectman's office,

First Parish Brewster is applying for a Sign Registration & Permit from the Town of Brewster Building Department. There is a \$25 filing fee for this, which we request be waived due to our non-profit/church status.

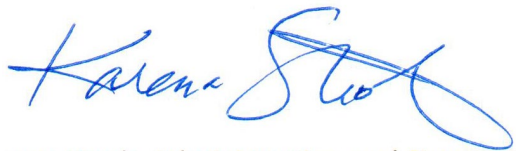
First Parish Brewster is applying for permits to hold an Easter Sunrise Service at Paine's Creek Beach on April 9, 2023. There is a \$35 application fee for the one-day entertainment license and \$50 fee for use of Paine's Creek Beach, we request a fee waiver in the amount of \$85 due to our non-profit/church status.

In 2011, Brewster Meeting House Preservation Project, Inc received a Community Preservation Act grant from the Town of Brewster and part of this agreement was that the Meeting House be available for Brewster community events. We appreciate all the many ways the Town of Brewster and FPB support each other for the good of the community. We believe this request for a sign special permit will also be in the best interest of the larger community.

The Sign Registration & Permit request being submitted to the Building Department is as follows:

**Temporary Sign Request:** FPBUU requests approval for one sandwich board (size 2 x3) to be displayed in front of the Meeting House one week prior to an event which is open to the public.

Thank you for your consideration.

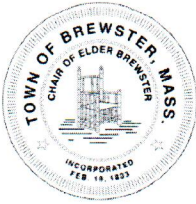


Karena Stroh, Administration and Finance Director  
First Parish Brewster Unitarian Universalist

***...opening hearts, growing souls, turning love into justice...***

**Brewster Meeting House: 1969 Main Street Mail: 1 Harwich Road, Brewster, MA 02631**

**508.896.5577 Webpage: [firstparishbrewster.org](http://firstparishbrewster.org)**



**Town of Brewster**  
2198 Main Street  
Brewster, MA 02631  
www.brewster-ma.gov  
Phone: (508) 896-3701  
Email: brewster@brewster-ma.gov

Office of:  
Select Board and  
Town Administrator

## **SELECT BOARD POLICY ON WAIVER OF TOWN PERMIT FEES**

Policy no. 5  
Date adopted: 10/5/87  
Date amended: 8/25/97  
Date amended: 4/16/02  
Date amended: 12/21/20

### **A. PURPOSE**

1. This policy seeks to create consistent and clear eligibility standards for the reduction or waiver of Town fees. The policy also establishes a standard process by which the Select Board will consider and potentially approve any such request.
2. The Town of Brewster seeks to support events held on Town property that broadly benefit the community, many of which are organized, coordinated, and/or hosted by local non-profit organizations. The Town also actively engages in construction projects that are initiated or coordinated by various Town entities that benefit the community.

### **B. POLICY & ELIGIBILITY**

1. **Town exemptions.** Construction projects initiated, participated in, or sponsored by the Town, including those related to affordable housing, shall be exempt from all applicable licensing and permit fees except electrical and plumbing/gas inspectional service fees.
2. **Nonprofit application limits.** The Select Board may consider waiver of fees associated with the use of Town facilities by non-profit organizations upon proof of current 501(c)(3) status. Such activity shall be consistent with the applicant organization's mission. Any such waiver amount shall not exceed \$1,000 for a particular request/event, nor shall the Board grant waivers in excess of \$2,000 per fiscal year to any one entity.
3. **Recycling Center waivers.** The Select Board may, from time to time, waive certain Recycling Center fees associated with disposal of brush materials after a significant storm event or a Town-sponsored clean-up activity.
4. **Public safety/emergency waivers.** As a result of a public safety or health emergency, the Select Board may, at their discretion, choose to waive or pro-rate certain fees.
5. **Other applications.** Requests for waiver from any other Town fees is generally discouraged but may be reviewed on a case-by-case basis. The Select Board's action on any such requests shall not be considered

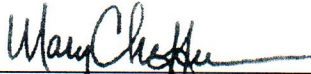



precedential.


**C. APPROVAL PROCESS**

1. Each project/event fee waiver request shall be submitted in writing to the Select Board stating the nature and purpose of such request.
2. The Select Board shall act on a request as soon as practicable.
3. The Select Board's action on any such request shall be final and not subject to appeal.

Approved by the Brewster Select Board on December 21, 2020

  
\_\_\_\_\_  
Mary Chaffee, Chair

  
\_\_\_\_\_  
Ben DeRuyter, Vice Chair

  
\_\_\_\_\_  
Cynthia Bingham, Clerk

  
\_\_\_\_\_  
David Whitney

  
\_\_\_\_\_  
Edward Chatelain



Harbor to the Bay, INC.  
BOX 990243 Boston, MA 02199  
[www.harbortothebay.org](http://www.harbortothebay.org)

March 4, 2023

Erika Mawn  
Executive Assistant to the Town Administrator  
2198 Main Street Brewster, MA 02631  
(508) 896-3701 ext. 1100  
[www.brewster-ma.gov](http://www.brewster-ma.gov)  
[emawn@brewster-ma.gov](mailto:emawn@brewster-ma.gov)

Sent via email

I am writing to let you know that on Saturday, September 23, 2023, we are planning the 21<sup>st</sup> Annual Harbor to the Bay Ride. It is with mixed emotions to share with you this will be the final year of our ride. After 20 successful rides we, the all-volunteer planning committee, has made the hard decision that this will be the final Harbor to the Bay charity ride. We request permission to ride through **Brewster** as part of our annual charity bike ride. This will be our 21st year coming through **Brewster** and we graciously thank you for your cooperation in previous years.

Harbor to the Bay INC., is a 501(C)3 non-profit organization, incorporated in the Commonwealth of Massachusetts. Its members are local men and women, committed to deliver 100% of rider received pledges to our four designated beneficiaries: The AIDS Support Group of Cape Cod, AIDS Action, Access Health MA and Fenway Health. Since its beginning, Harbor to the Bay has raised over \$6,700,000 for these four exceptional organizations.

The ride, which begins in Boston at 6:00AM and ends in Provincetown by 7:00PM, involves a total of approximately 200-250 cyclists riding through **Brewster** as follows: **Route 6A to Tubman Road to Long Pond Road onto the Cape Cod Rail Trail to Orleans. The riders should be coming through Brewster from between approximately 11:30 AM – 4:00PM.**

Please feel free to contact one of us at the numbers below with any questions.

Thank you again for your support!

Sincerely,

*James Morgrage*

*David Whitman*

Jim Morgrage  
Director  
617-320-7202  
[Jim@clubcafe.com](mailto:Jim@clubcafe.com)

David Whitman  
Committee Member  
617-901-6818  
[dwhitman@harbortothebay.org](mailto:dwhitman@harbortothebay.org)

Included: Event Notification Form, Fact Sheet, 501(C)3 form, Route Map

# EVENT NOTIFICATION FORM

Date: March 4, 2023

Ms. Mary-Joe Perry  
District Highway Director, District Five  
MassDOT, Highway Division  
1000 County Street  
Taunton, MA 02780

Dear Sir/Madame:

Please be advised that the Grantee(s) of this Event Harbor to the Bay has notified the Board of Selectmen/City Council, Local Police Department, Local Fire Department and if applicable the State Police of its intention to conduct **road work/parade/race/ride** or other events impacting State Highways on Route(s) Rt 6A to Tubman Rd to Long Pond Rd to the CC Rail Trail in or through the City/Town(s) of Brewster, MA benefiting 21st Annual Harbor to the Bay Ride, Sept. 23, 2023

The Grantee(s) of this Event understands that it must give the Police and Fire Departments at least 48 hours notice before the commencement of the proposed event.

The Grantee(s) must supply a Traffic Management Plan when the roadway is occupied and for all detours associated with said events to this Department and to all officials listed below. The Grantee(s) must notify the local and/or state police to set up a detour of this area with appropriate signs and barricades. The local Fire Department must be notified of the detour to ensure that measures will be taken to minimize disruption to the Fire Department's emergency service during the event. The Grantee(s) must also notify local media (newspapers, radio) of this proposed event.

The following signatures are required prior to the issuance of the Permit.

*Please email this form back to David at Harbor to the bay at: [dwhitman@harbortothebay.org](mailto:dwhitman@harbortothebay.org). Thank you!*

## **LOCAL POLICE DEPARTMENT**

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

City/Town: \_\_\_\_\_

## **FIRE DEPARTMENT**

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

City/Town: \_\_\_\_\_

## **BOARD OF SELECTMEN/CITY COUNCIL**

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

City/Town: \_\_\_\_\_

## **STATE POLICE DEPARTMENT**

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

City/Town: \_\_\_\_\_





*Dedicated to the memory of community leader & philanthropist  
**Michael A. Tye, United Liquors Corp.***

### **Fact Sheet**

- What:** After over 20 years, Harbor to the Bay will hold it's 21st and final annual one-day bike ride from Boston (or the Sagamore bridge) to Provincetown to raise vital funds for 4 AIDS/HIV agencies in the Boston area and Cape Cod.
- When:** Saturday, September 23, 2023
- Where:** 125 miles from Boston to Provincetown, or 68 miles from the Sagamore Bridge to Provincetown.
- Who:** Harbor to the Bay, Inc. is a 501(C) 3 not-for-profit organization incorporated in the Commonwealth of Massachusetts. Its members are local individuals, participants in past AIDS bicycle fundraising, and friends, committed to deliver 100% of rider pledges to our four beneficiaries.
- Why:** H2B founders experienced participating in lavishly produced AIDS charity cycling events where production costs outweighed funds going to beneficiaries. They determined that committed volunteers could produce an event with limited production costs that results in 100% of participant-raised funds going to the four beneficiaries (See pages 2 and 3.) Harbor to the Bay has no paid staff.
- Costs:** Operating expenses of the ride will be met by rider and crew registration fees, and by corporate and individual sponsorships, both in-kind and monetary.
- Our Mission:** To organize a grass-roots event, supported by a dedicated group of individuals who want to ride or crew and make a difference in our community.
- Sponsors:** Club Café Boston, The Ray Tye Medical Aid Foundation, Webster Bank, Bay Windows, The Boatslip Resort, The Harbor Hotel, Tin Pan Alley, Bread and Roses Bakery and many more.
- Information:** For further information, please visit [www.harbortothebay.org](http://www.harbortothebay.org); or contact:  
Jim Morgrage: [jim@clubcafe.com](mailto:jim@clubcafe.com) or 617-320-7202  
David Whitman: [dwhitman@harbortothebay.org](mailto:dwhitman@harbortothebay.org) 617-901-6818



## OUR BENEFICIARIES:

**Fenway Health, (FH)** The mission of Fenway Health is to enhance the wellbeing of the lesbian, gay, bisexual and transgender community and all people in our neighborhoods and beyond through access to the highest quality health care, education, research and advocacy. Funds raised from Harbor to the Bay support many programs and initiatives, including: Providing care for 2,000 patients living with HIV, Free or subsidized HIV medication for those who do not have the ability to pay, The Fenway Institute's community-based HIV research program—the first of its kind in the nation. Since 1985 the Institute has been on the cutting-edge of HIV/AIDS research and was one of two US sites in the critical iPrEx study that led to the use of pre-exposure prophylaxis (PrEP) to prevent transmission of HIV. Collaboration with the AIDS Action Committee of MA on outreach, testing, and prevention programs and services. Staff attendance at the World AIDS Conference.

**The AIDS Support Group of Cape Cod (ASGCC)** saves lives through prevention, education and life-sustaining services that address public health crises to build healthy communities across the Cape and Islands. Founded in 1983 by a group of volunteers in Provincetown, for over 35 years ASGCC has provided vital, year-round services for people living with HIV/AIDS, as well as providing Cape-wide prevention and screening services for HIV, HCV and other STIs. ASGCC's mission to respond to health crises led to the agency's lead role in tackling the opioid epidemic on the Cape. ASGCC provides harm reduction services including distribution of Narcan, overdose education, syringe services, and bridges to addiction treatment.



**AccessHealth MA, AHMA**, (formerly known as CRI) leads the fight against HIV and other infectious diseases. A unique, public health nonprofit, we provide access and support through drug assistance, insurance support, prevention, and research—all to make Massachusetts a healthier, more equitable place for every resident of the Commonwealth.

Integrating drug assistance, insurance navigation, prevention, and research, we offer a holistic, client-centered approach that advances social justice and equity in healthcare. Our goal is to diminish infectious diseases in Massachusetts, including HIV and tuberculosis.

We provide access to life-saving medications and health insurance coverage for Massachusetts residents in need who are living with HIV, at risk for HIV, have tuberculosis, or who have other infectious diseases. AccessHealth MA also conducts life-saving clinical research and has contributed critical research data that resulted in the FDA approval of nearly all the currently available HIV medications.

**AIDS Action, (AAC)** is the state's leading provider of prevention and wellness services for people living with and at risk of HIV/AIDS. AIDS Action works to stop the epidemic by eliminating new infections; maximizing healthier outcomes of those infected and at risk; and tackling the root causes of HIV/AIDS. Founded in 1983, AIDS Action has been advocating for the needs of people living with HIV/AIDS by educating the public and health professionals about HIV prevention and care. In 2013, AIDS Action Committee of Massachusetts entered into a strategic partnership with Fenway Health, allowing both organizations to improve delivery of care and services across the state and beyond. H2B funds provide critical support for our programs and services, including:

- Providing health and wellness services to individuals impacted by HIV/AIDS.
- Conducting cutting edge HIV prevention and awareness programs.
- Ensuring testing and access to treatment.
- Addressing health disparities caused by social forces like poverty, discrimination, domestic abuse, food insecurity, racism, and homophobia.
- Advocating for marginalized groups hit hardest by the epidemic at the city, state, and federal levels.

Since 2000, we along with our partners in the state have helped reduce new HIV diagnoses by 41%, keeping people healthy who might otherwise have become infected with HIV, and saved the state more than \$1.7 billion in avoided HIV-related health care costs.

RECEIVED  
AUG 30 2004  
KENT & JOHNSON, LLC

Internal Revenue Service

Date: August 24, 2004

Harbor To The Bay, Inc.  
% James M. Morgrage Club Cafe  
209 Columbus Avenue  
Boston, MA 02116-5109

Department of the Treasury  
P. O. Box 2508  
Cincinnati, OH 45201

Person to Contact:  
Mrs. Jones 31-03886  
Customer Service Specialist  
Toll Free Telephone Number:  
8:00 a.m. to 6:30 p.m. EST  
877-829-5500

Fax Number:  
513-263-3756  
Federal Identification Number:  
05-0568910  
Advance Ruling Period Ends:  
December 31, 2007

Dear Sir or Madam:

This is in response to your request of August 24, 2004, regarding your organization's tax-exempt status.

In November 2003 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code until the Advance Ruling Period Ending date indicated in the header above.

Within 90 days from the end of the advance ruling period, your organization must submit to us information needed to determine whether it has met the requirements of the applicable support test during the advance ruling period. This information is currently supplied on the Form 8734, *Support Schedule for Advance Ruling Period*.

Contributions to your organization are deductible under section 170 of the Code. Grantors and contributors may rely on the determination that your organization is not a private foundation until 90 days after the end of its advance ruling period. If the organization submits the required information within 90 days, grantors and contributors may continue to rely on the advance determination until the Service makes a final determination of your organization's foundation status.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

*Janna K. Skufca*  
Janna K. Skufca, Director, TE/GE  
Customer Account Services



All Riders must check in at each Check Point.

**Pit 1 Weymouth Nash School**

14.7 Miles from the Start of the Ride

Opens: 6:30 a.m. | Closes: 8:30 a.m.

**Pit 2 Halifax (Check Point) Halifax Boat Ramp**

15.9 Miles from Pit 1

Opens: 7:15 a.m. | Closes: 9:45 a.m.

**Pit 3 Plymouth Town Green**

13.0 Miles from Pit 2

Opens: 8:00 a.m. | Closes: 11:00 a.m.

**Pit 4 Bourne (Check Point) Sagamore Bridge**

14.8 Miles from Pit 3

Opens: 8:45 a.m. | Closes: 12:45 p.m.

**10:30 a.m. Second Half of the Route Opens**

**Pit 5 Barnstable Town Building**

16.9 Miles from Pit 4

Opens: 10:45 a.m. | Closes: 2:15 p.m.

**Pit 6 Brewster (Check Point) Cape Cod Rail Trail**

13.6 Miles from Pit 5

Opens: 11:30 a.m. | Closes: 3:45 p.m.

**Pit 7 Eastham**

10 Miles from Pit 6

Opens: 11:45 a.m. | Closes: 4:15 p.m.

**Pit 8 Wellfleet (Check Point) End of Rail Trail**

4.2 Miles from Pit 7

Opens: 12:00 p.m. | Closes: 5:00 p.m.

**Pit 9 North Truro**

10.7 Miles from Pit 8

Opens: 12:45 p.m. | Closes: 6:00 p.m.

**Pit 10 Provincetown (Check Point)**

5 Miles from Pit 9

Opens: 1:00 p.m.



**ROUTE Closes: 6:30 P.M. All Cyclists must be off the route at this time.**

# Harbor to the Bay Ride

L=Left R=Right X=Cross F=Forward B=Bear Q=Quick SS=Stop Sign T=T-Stop TL=Traffic Light V=Fork

| Total | Turn | Onto - Comments   |
|-------|------|---|
| 0.5   | L    | Tremont St.   |
| 0.5   | QR   | Waltham St.   |
| 0.8   | L    | Harrison Ave.   |
| 1.1   | R    | Traveler St.  |
| 1.5   | BR   | Dorchester Ave.   |
| 1.8   | BL   | Old Colony Ave.   |
| 2.5   | F    | Old Colony Ave. at the traffic circle                       |
| 2.9   | BR   | Old Colony Ave.   |
| 3.1   | R    | William T Morrissey Blvd.                                   |
| 3.7   | BR   | William T Morrissey Blvd.                                   |
| 5.5   | BR   | William T. Morrissey Blvd.                                  |
| 5.7   | L    | Hancock St./Neponset Ave.<br>Over the Neponset River Bridge |
| 6.0   | BR   | Onto Hancock St.  |
| 8.9   | BL   | Hancock St.   |
| 8.9   | F    | Washington St.  |
| 9.0   | R    | Temple St.  |
|       | F    | Hancock St.   |
| 9.4   | F    | Quincy Ave.   |

| Total | Turn | Onto - Comments  |
|-------|------|--|
| 39.5  | F    | MA-80 W  |
| 41.0  | L    | Carver Rd.   |
| 41.3  | BR   | Carver Rd.   |
| 41.8  | L    | Summer St.   |
| 43.4  | R    | Market St.   |
| 43.5  | BL   | Pleasant St.   |
| 43.6  | L    | <b>Pit Stop 3</b> Plymouth Town Green                      |
| 43.7  | R    | South St.  |
| 44.2  | F    | Pontus Meadow Rd.  |
| 44.3  | F    | South St.  |
| 45.1  | F    | Long Pond Rd.  |
| 53.8  | F    | Hedges Pond Rd.  |
| 55.6  | R    | MA-3A S/State Rd.  |
| 58.2  | F    | Canal Rd.  |
| 58.4  | BR   | <b>Pit Stop 4</b> Sagamore Bridge                          |
| 58.5  | L    | US-6 W/Sagamore Bridge (Walk<br>your bike over the bridge) |
| 58.9  | BL   | into parking lot after bridge                              |
| 59.1  | R    | toward Cranberry Hwy                                       |

| Total | Turn | Onto - Comments                           |
|-------|------|---|
| 88.9  | R    | Onto the Cape Cod Rail Trail              |
| 93.3  | R    | West Rd.                                  |
| 93.5  | L    | Cape Cod Rail Trail                       |
| 98.8  | L    | <b>Pit Stop 7</b> Eastham Brackett Rd.    |
| 103.0 | L    | <b>Pit Stop 8</b> WellFleet CC Rail Trail |
| 103.1 | L    | Lecount Hollow Rd.                        |
| 103.2 | R    | US-6 E                                    |
| 112.2 | R    | South Highland Rd                         |
| 113.9 | L    | Highland Rd.                              |
| 114.8 | R    | <b>Pit Stop 9</b> North Truro             |
| 115.0 | R    | MA-6A W                                   |
| 119.6 | R    | <b>Pit Stop 10</b> Harbor Hotel           |
| 119.8 | BL   | Commercial St.                            |
| 121.5 | L    | Boatslip Closing Ceremonies               |

## PIT STOPS MARKED IN RED YOU MUST CHECK IN

| Total | Turn | Onto - Comments                           |
|-------|------|---|
| 12.1  | R    | Front St.                                 |
| 12.4  | L    | Front St.                                 |
| 14.1  | BL   | Front St.                                 |
| 14.5  | L    | West St.                                  |
|       | QR   | Main St./MA-18                            |
| 14.7  | R    | <b>Pit Stop 1</b> Nash School             |
| 15.8  | R    | Pond St.                                  |
| 19.1  | BL   | Plymouth St.                              |
| 21.7  | BR   | Follow rotary to 3rd exit onto<br>MA-58 S |
| 21.8  | R    | MA-58 S                                   |
| 30.6  | R    | <b>Pit Stop 2</b> Halifax Boat Ramp       |
| 34.9  | L    | Mayflower Rd.                             |
| 35.6  | BR   | Mayflower Rd.                             |
| 36.2  | R    | Brook St.                                 |
| 36.6  | BL   | Spring St.                                |
| 36.9  | F    | Spring St.                                |
| 37.8  | L    | High St.                                  |
| 38.6  | F    | Parting Ways Rd.                          |

| Total | Turn | Onto - Comments                                    |
|-------|------|--|
| 59.1  | L    | Cranberry Hwy                                      |
| 59.9  | F    | Sandwich Rd.                                       |
| 60.2  | BR   | Main St.   |
| 61.7  | F    | Water St.  |
| 63.3  | L    | Service Rd.  |
| 69.9  | L    | MA-149 N   |
| 69.9  | BR   | 1st exit onto Service Rd. at the traffic<br>circle |
| 71.8  | L    | Oak St.  |
| 72.8  | L    | Iyannough Rd.                                      |
| 72.8  | R    | Main St.   |
| 75.3  | R    | <b>Pit Stop 5</b> Barnstable Fire Dept             |
| 80.8  | BR   | Setucket Rd.                                       |
| 84.5  | F    | Satucket Rd.                                       |
| 86.3  | F    | Stony Brook Rd.                                    |
| 87.1  | F    | Main St.   |
| 87.2  | R    | Tubman Rd.   |
| 88.8  | F    | Long Pond Rd.                                      |
| 88.9  | R    | <b>Pit Stop 6</b> Brewster CC Rail Trail           |

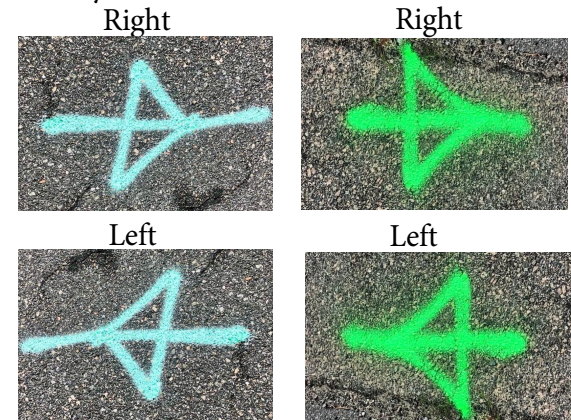
### Following the Route Markings

The route has been marked with green arrows painted on the pavement. They will look like the two below. Please note the shape and color.




Older Arrow Bear Right      Newly Painted Go Forward

There will be at least two arrows before every turn and one after.



Right      Right  
Left      Left

**Archived:** Friday, March 24, 2023 1:03:09 PM  
**From:** [jmooradian@demakislaw.com](mailto:jmooradian@demakislaw.com)  
**Mail received time:** Wed, 22 Mar 2023 17:56:05  
**Sent:** Wednesday, March 22, 2023 1:56:05 PM  
**To:** [Erika Mawn](#)  
**Subject:** RE: Brewster Village Marketplace  
**Importance:** Normal  
**Sensitivity:** None  
**Attachments:**  
[ABCC Page 1.pdf](#) 

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Hi Erika-

I have been in touch with the ABCC investigator, Lisa Watson, regarding this application. There is an issue with the name of the approved manager of record on the LLA Certification form. The town approved Raj Patel as manager of record. I mistakenly had the name Mark Barbi on the first page of the license application I originally sent you- but Raj Patel was the manager of record on page 6 of the application. Attached is the revised ABCC page 1.

Could you please revise the LLA Approval form updating the name of the manager of record to Raj Patel and email it to Lisa Watson? Her email is [lwatson@tre.state.ma.us](mailto:lwatson@tre.state.ma.us)

Let me know if you have any questions.

John Mooradian, Esq.  
Demakis Law Offices, P.C.  
56 Central Avenue  
Lynn, MA 01901  
Tel: (781) 595-3311 ext. 105  
FAX: (781) 592-4990

This email is intended solely for the use of the individual to whom it is addressed and may contain information that is privileged, confidential or otherwise exempt from disclosure under applicable law. If the reader of this email is not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone and return the original message to us at the listed email address. Thank you.

---

**From:** Erika Mawn <[emawn@brewster-ma.gov](mailto:emawn@brewster-ma.gov)>  
**Sent:** Tuesday, February 28, 2023 4:13 PM  
**To:** [jmooradian@demakislaw.com](mailto:jmooradian@demakislaw.com); [gdemakis@demakislaw.com](mailto:gdemakis@demakislaw.com)  
**Subject:** Brewster Village Marketplace

Good Afternoon,

Just wanted to let you know that I have submitted the application to the ABCC this afternoon. If I hear anything I will be in touch.

What is the proposed closing date for the property/business?

Thank you,  
Erika



*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
 www.mass.gov/abcc

**APPLICATION FOR A TRANSFER OF LICENSE**

Municipality

**1. TRANSACTION INFORMATION**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Transfer of License            | <input type="checkbox"/> Pledge of Inventory                              | <input type="checkbox"/> Change of Class  |
| <input type="checkbox"/> Alteration of Premises         | <input type="checkbox"/> Pledge of License                                | <input type="checkbox"/> Change of Category   |
| <input type="checkbox"/> Change of Location             | <input type="checkbox"/> Pledge of Stock                                  | <input type="checkbox"/> Change of License Type<br>(\$12 ONLY, e.g. "club" to "restaurant") |
| <input type="checkbox"/> Management/Operating Agreement | <input type="checkbox"/> Other <input style="width: 150px;" type="text"/> |   |

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

**2. LICENSE CLASSIFICATION INFORMATION**

| ON/OFF-PREMISES | TYPE | CATEGORY | CLASS |
|-----------------|------|----------|-------|
|                 |      |          |       |

**3. BUSINESS ENTITY INFORMATION**

The entity that will be issued the license and have operational control of the premises.

Current or Seller's License Number  FEIN

Entity Name

DBA  Manager of Record

Street Address

Phone  Email

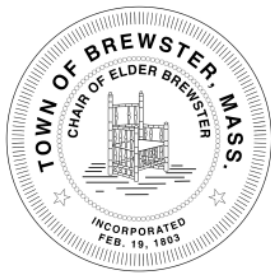
Add'l Phone  Website

**4. DESCRIPTION OF PREMISES**

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. If this application alters the current premises, provide the specific changes from the last approved description. You must also submit a floor plan.

|   |  |  |
|---|--|--|
| Total Sq. Footage <input style="width: 80px;" type="text"/>   | Seating Capacity <input style="width: 80px;" type="text"/> | Occupancy Number <input style="width: 80px;" type="text"/> |
| Number of Entrances <input style="width: 80px;" type="text"/> | Number of Exits <input style="width: 80px;" type="text"/>  | Number of Floors <input style="width: 80px;" type="text"/> |





# Town of Brewster

2198 Main Street  
Brewster, MA 02631-1898  
Phone: (508) 896-3701  
www.brewster-ma.gov

Office of:  
Select Board  
Town Manager

## Memo

To: Brewster Select Board

From: Erika Mawn, Executive Assistant

Date: February 17, 2023

RE: All Alcoholic Beverages Package Store License Transfer, Pledge of Inventory and Collateral for Brewster Village Marketplace

Brewster Market & Liquors, Inc. is purchasing the business, real estate and estimated inventory of KMKB, Inc. located at 1760 Main Street, known as Brewster Market Village Place. As part of the sale, we have received an application to transfer their All-Alcoholic Beverages Package Store Annual License. Along with the transfer of liquor license, there will also be a pledge of inventory and a pledge of collateral.

The Town Manager's office has received all required documentation for the Local Licensing Authority (the Select Board) to review and approve the transfer and pledges. Once approved by the local licensing authority, the application will be sent to the Alcoholic Beverages Control Commission for review and final approval.

We have been advised that there are no major changes to the business model, the store will remain as a convenient store/grocer with deli and the sale of beer, wine and liquor. There are no changes to the store footprint to what is already licensed. The hours in which alcohol will be sold will remain Monday- Saturday 8am until 11pm and Sundays from 10am until 11pm. The current store hours are Monday through Saturday from 7am until 7pm and closed on Sundays. The new owners propose the store hours will be 7am until 11pm daily.

The application has been reviewed by various departments and their feedback is outlined below.

### Building Department:

Unless there are changes made to the structure or the signs, the Building Department has no concerns or comments.

### Planning Department:

No concerns or specific comments for this transfer.

### Town Administration:

Requested to confirm hours of operation for the business and liquor sales. Inquired to see if the new owners intend to make any significant changes to the current business model. Attorney Mooradian responded that the premises are staying the same as currently licensed and will continue to operate as a deli/convenience store.

### Fire Department:

Fire lanes, parking lot lanes, and access to the building shall be in place and left open for Fire Department access. In addition, parking shall take place in designated areas only.

Police Department:

No concerns with the transfer, the ABCC will review the other interests to assure the new owner is not over their limit within the State.

Health Department:

Request for the new owners to contact the Health Department with regards to food service permitting prior to operating. In addition, if the new owners plan to continue to offer smoking products for sale, they will need to apply for a Tobacco Permit from the Health Department as well as with the State.

DEMAKIS LAW OFFICES, P. C.

GREGORY C. DEMAKIS  
THOMAS C. DEMAKIS

SANDOR RABKIN

JOHN M. MOORADIAN  
January 30, 2023

56 CENTRAL AVENUE  
LYNN, MASSACHUSETTS 01901

TEL. (781) 595-3311

FAX (781) 592-4990

www.demakislaw.com

Erika Mawn  
Board of Selectmen  
Brewster Town Hall  
2198 Main Street  
Brewster, MA 02631

RE: Transfer application for an Annual All Alcohol Beverages License of Brewster Market & Liquors, Inc. d/b/a Brewster Village Marketplace, Brewster, MA

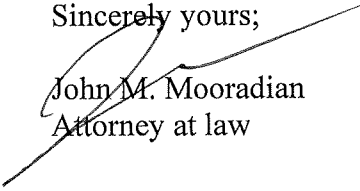
Dear Ms. Mawn:

Enclosed please find the following documents with regard to the above-referenced application:

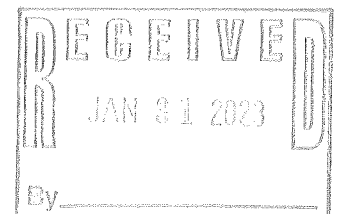
- 1) DOR and DUA Certificates for KMKB, Inc.
- 2) ABCC Transaction Summary.
- 3) ABCC Online Application Forms, including:
  - a. Monetary Transmittal Form with Proof of ABCC Payment.
  - b. Retail Application.
  - c. Manager Application.
  - d. Applicant's Statement.
  - e. CORI Forms
- 4) Corporate Resolution naming Raj Patel manager and authorizing the President, Tapan Patel, to apply for the transfer of the above-referenced liquor license and to pledge said license.
- 5) Corporate Documents – copy of Articles of Organization.
- 6) Sales Agreements - Copy of Asset Purchase and Sale Agreement.
- 7) Proof of Citizenship for the director(s) and manager.
- 8) Flow Chart for financing.
- 9) Loan Documents.
- 10) Source of Funds.
- 11) Proof of Legal Right to Occupy - Lease Documentation.
- 12) Floor Plan.

Thank you very much for your time and cooperation. If you have any questions or need additional information, please feel free to call me at extension 105.

Sincerely yours;

  
John M. Mooradian  
Attorney at law

Enclosure



# **APPLICATION**

**SUMMARY OF TRANSACTION**  
**KMKB, INC. D/B/A BREWSTER VILLAGE MARKETPLACE TO BREWSTER MARKET & LIQUORS, INC.**


Buyer: Brewster Market & Liquors, Inc. – Tapan Patel is the President, Treasurer, Secretary, Director and 100% shareholder. Raj Patel is the proposed manager of record.

Seller: KMKB, Inc.

Purchase Price: \$950,000 (business), \$800,000 (real estate), \$50,000 (estimated inventory)

Finance: The applicant is funding the purchase of the business via a \$700,000 promissory note to Fall River Five Cents Savings Bank and the purchase of the real estate via a \$640,000 promissory note to Fall River Five Cents Savings Bank. Tapan Patel is contributing \$460,000 towards the purchase of the business and real estate via a personal line of credit. The inventory is estimated at \$50,000 and is included in the financing outlined above.

Any loan documents, pledge agreements, or leases customarily signed at closing will be signed after license approval and upon closing of the transaction.

  
\_\_\_\_\_  
Tapan Patel



*The Commonwealth of Massachusetts*  
**Alcoholic Beverages Control Commission**  
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
 www.mass.gov/abcc

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
 MONETARY TRANSMITTAL FORM**

**APPLICATION FOR A TRANSFER OF LICENSE**

**APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.**

**ECRT CODE: RETA**

**Please make \$200.00 payment here: ABCC PAYMENT WEBSITE**

**PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT**

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN  STATE  ZIP CODE

For the following transactions (Check all that apply):

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> New License                                   | <input type="checkbox"/> Change of Location   | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal)                       | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC)         |
| <input checked="" type="checkbox"/> Transfer of License                | <input type="checkbox"/> Alteration of Licensed Premises  | <input type="checkbox"/> Change of License Type (i.e. club / restaurant)                | <input checked="" type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager                             | <input type="checkbox"/> Change Corporate Name  | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt)               | <input type="checkbox"/> Management/Operating Agreement                       |
| <input type="checkbox"/> Change of Officers/<br>Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest<br>(LLC Members/ LLP Partners,<br>Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder                     | <input type="checkbox"/> Change of Hours                                      |
|  |   | <input checked="" type="checkbox"/> Other <input type="text" value="Pledge Inventory"/> | <input type="checkbox"/> Change of DBA  |

**THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL**

**Alcoholic Beverages Control Commission**  
 95 Fourth Street, Suite 3  
 Chelsea, MA 02150-2358

## Payment Confirmation

### YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email.



**Transaction Processed Successfully.**

**INVOICE #: 106ac3dd-4afd-409d-96ee-686727021aa1**

| Description        | Applicant, License or Registration Number | Amount          |
|--------------------|---|-----------------|
| FILING FEES-RETAIL | Brewster Market & Liquors Inc.            | \$200.00        |
|                    |   | <b>\$200.00</b> |

Total Convenience Fee: \$0.35

Date Paid: 1/30/2023 12:15:42 PM EDT

Total Amount Paid: \$200.35

#### Payment On Behalf Of

**License Number or Business Name:**

Brewster Market & Liquors, Inc.

**Fee Type:**

FILING FEES-RETAIL

#### Billing Information

**First Name:**

John

**Last Name:**

Mooradian

**Address:**

56 Central Avenue

**City:**

Lynn

**State:**

MA

**Zip Code:**

01901

**Email Address:**

jmooradian@demakislaw.com



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
 www.mass.gov/abcc

APPLICATION FOR A TRANSFER OF LICENSE

Municipality

**1. TRANSACTION INFORMATION**

- Transfer of License
- Alteration of Premises
- Change of Location
- Management/Operating Agreement
- Pledge of Inventory
- Pledge of License
- Pledge of Stock
- Other
- Change of Class
- Change of Category
- Change of License Type (\$12 ONLY, e.g. "club" to "restaurant")

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

Brewster Market & Liquors, Inc. is purchasing the business assets and Section 15 all alcohol beverage package store license issued to KMKB, Inc. Brewster Market & Liquors, Inc. is seeking 1) approval of the transfer of the license, 2) approval of Mark Barbi as Manager of Record, and 3) approval of a pledge of the license and inventory to Fall River Five Cents Savings Bank. As part of the transaction, 1760 Brewster Realty, LLC is purchasing the real estate located at 1760 Main Street, Brewster. Brewster Market & Liquors, Inc. will lease the premises from 1760 Brewster Realty, LLC.

**2. LICENSE CLASSIFICATION INFORMATION**

| ON/OFF-PREMISES | TYPE               | CATEGORY                | CLASS  |
|-----------------|--------------------|-------------------------|--------|
| Off-Premises-15 | \$15 Package Store | All Alcoholic Beverages | Annual |

**3. BUSINESS ENTITY INFORMATION**

The entity that will be issued the license and have operational control of the premises.

Current or Seller's License Number  FEIN

Entity Name

DBA  Manager of Record

Street Address

Phone  Email

Add'l Phone  Website

**4. DESCRIPTION OF PREMISES**

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. If this application alters the current premises, provide the specific changes from the last approved description. You must also submit a floor plan.

Retail store located at 1760 Main Street, Brewster. Consists of approximately 3,168 square feet with 3 entrances/exits and stock cellar.

|                     |                                    |                  |                                  |                  |                                |
|---------------------|------------------------------------|------------------|----------------------------------|------------------|--------------------------------|
| Total Sq. Footage   | <input type="text" value="3,168"/> | Seating Capacity | <input type="text" value="N/A"/> | Occupancy Number | <input type="text"/>           |
| Number of Entrances | <input type="text" value="3"/>     | Number of Exits  | <input type="text" value="3"/>   | Number of Floors | <input type="text" value="1"/> |



**APPLICATION FOR A TRANSFER OF LICENSE**

**5. CURRENT OFFICERS, STOCK OR OWNERSHIP INTEREST**

Transferor Entity Name  By what means is the license being transferred?

List the individuals and entities of the current ownership. Attach additional pages if necessary utilizing the format below.

| Name of Principal                          | Title/Position   | Percentage of Ownership           |
|--|--|-----------------------------------|
| <input type="text" value="Kelly Cifelli"/> | <input type="text" value="President, Treasurer, Secretary, Director"/> | <input type="text" value="100%"/> |
| <input type="text"/>                       | <input type="text"/>   | <input type="text"/>              |
| <input type="text"/>                       | <input type="text"/>   | <input type="text"/>              |
| <input type="text"/>                       | <input type="text"/>   | <input type="text"/>              |
| <input type="text"/>                       | <input type="text"/>   | <input type="text"/>              |

**6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST**

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLC Members, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:  
**On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers** - At least 50% must be US citizens;  
**Off Premises(Liquor Store) Directors or LLC Managers** - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

| Name of Principal                        | Residential Address                     | SSN                                     | DOB                                     | Title and or Position  | Percentage of Ownership           | Director/ LLC Manager   | US Citizen  | MA Resident   |
|--|---|---|---|--|-----------------------------------|---|---|---|
| <input type="text" value="Tapan Patel"/> | <input type="text" value="[REDACTED]"/> | <input type="text" value="[REDACTED]"/> | <input type="text" value="[REDACTED]"/> | <input type="text" value="President, Treasurer, Secretary, Director"/> | <input type="text" value="100%"/> | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| <input type="text"/>                     | <input type="text"/>                    | <input type="text"/>                    | <input type="text"/>                    | <input type="text"/>   | <input type="text"/>              | <input type="radio"/> Yes <input type="radio"/> No            | <input type="radio"/> Yes <input type="radio"/> No            | <input type="radio"/> Yes <input type="radio"/> No            |
| <input type="text"/>                     | <input type="text"/>                    | <input type="text"/>                    | <input type="text"/>                    | <input type="text"/>   | <input type="text"/>              | <input type="radio"/> Yes <input type="radio"/> No            | <input type="radio"/> Yes <input type="radio"/> No            | <input type="radio"/> Yes <input type="radio"/> No            |
| <input type="text"/>                     | <input type="text"/>                    | <input type="text"/>                    | <input type="text"/>                    | <input type="text"/>   | <input type="text"/>              | <input type="radio"/> Yes <input type="radio"/> No            | <input type="radio"/> Yes <input type="radio"/> No            | <input type="radio"/> Yes <input type="radio"/> No            |
| <input type="text"/>                     | <input type="text"/>                    | <input type="text"/>                    | <input type="text"/>                    | <input type="text"/>   | <input type="text"/>              | <input type="radio"/> Yes <input type="radio"/> No            | <input type="radio"/> Yes <input type="radio"/> No            | <input type="radio"/> Yes <input type="radio"/> No            |

**APPLICATION FOR A TRANSFER OF LICENSE**

**6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST (Continued...)**

|  |  |  |  |
|--|--|--|--|
| Name of Principal                                  | Residential Address                                | SSN  | DOB  |
| <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            |
| Title and or Position                              | Percentage of Ownership                            | Director/ LLC Manager                              | US Citizen   |
| <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

|  |  |  |  |
|--|--|--|--|
| Name of Principal                                  | Residential Address                                | SSN  | DOB  |
| <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            |
| Title and or Position                              | Percentage of Ownership                            | Director/ LLC Manager                              | US Citizen   |
| <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

|  |  |  |  |
|--|--|--|--|
| Name of Principal                                  | Residential Address                                | SSN  | DOB  |
| <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            |
| Title and or Position                              | Percentage of Ownership                            | Director/ LLC Manager                              | US Citizen   |
| <input style="width:95%;" type="text"/>            | <input style="width:95%;" type="text"/>            | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

Additional pages attached?  Yes  No

**CRIMINAL HISTORY**  
 Has any individual listed in question 6, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions.  Yes  No

**6A. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE**  
 Does any individual or entity identified in question 6, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Name                     | License Type | License Name | Municipality |
|--------------------------|--------------|--------------|--------------|
| See Attached Spreadsheet |              |              |              |
|                          |              |              |              |
|                          |              |              |              |

**6B. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE**  
 Has any individual or entity identified in question 6, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes  No   
 If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Name        | License Type | License Name               |  |
|-------------|--------------|----------------------------|--|
| Tapan Patel | Section 15   | Kaival Hanson, LLC         |  |
| Tapan Patel | Section 15   | 20Ten Ashmont Market, Inc. |  |
|             |              |                            |  |

APPLICATION FOR A TRANSFER OF LICENSE

6C. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 6A or 6B ever been suspended, revoked or cancelled?
Yes [ ] No [x] If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Table with 4 columns: Date of Action, Name of License, City, Reason for suspension, revocation or cancellation. The table is currently empty.

7. CORPORATE STRUCTURE

Entity Legal Structure: Corporation; Date of Incorporation: 1/4/2022; State of Incorporation: Massachusetts; Is the Corporation publicly traded? [ ] Yes [x] No

8. OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises.

- If the applicant entity owns the premises, a deed is required.
• If leasing or renting the premises, a signed copy of the lease is required.
• If the lease is contingent on the approval of this license, and a signed lease is not available, a copy of the unsigned lease and a letter of intent to lease, signed by the applicant and the landlord, is required.
• If the real estate and business are owned by the same individuals listed in question 6, either individually or through separate business entities, a signed copy of a lease between the two entities is required.

Please indicate by what means the applicant will occupy the premises: Lease
Landlord Name: 1760 Brewster Realty, LLC; Landlord Phone: [ ]; Landlord Email: [ ]; Landlord Address: 1760 Main Street, Brewster, MA; Lease Beginning Date: x/2023; Rent per Month: \$8,000; Lease Ending Date: x/2038; Rent per Year: \$96,000; Will the Landlord receive revenue based on percentage of alcohol sales? [ ] Yes [x] No

9. APPLICATION CONTACT

The application contact is the person who the licensing authorities should contact regarding this application.

Name: John M. Mooradian; Phone: 781-595-3311; Title: Attorney; Email: jmooradian@demakislaw.com

## APPLICATION FOR A TRANSFER OF LICENSE

### 10. FINANCIAL DISCLOSURE

|                                       |             |
|---------------------------------------|-------------|
| A. Purchase Price for Real Estate     | \$800,000   |
| B. Purchase Price for Business Assets | \$950,000   |
| C. Other* (Please specify)            | \$50,000    |
| D. Total Cost                         | \$1,800,000 |

\*Other: (i.e. Costs associated with License Transaction including but not limited to: Property price, Business Assets, Renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs):"

#### SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial institution Statements, Bank Letter, etc.)

| Name of Contributor | Amount of Contribution |
|---------------------|------------------------|
| Tapan Patel         | \$460,000              |
|                     |                        |
|                     |                        |
| Total:              | \$460,000              |

#### SOURCE OF FINANCING

Please provide signed financing documentation.

| Name of Lender                     | Amount       | Type of Financing                  | Is the lender a licensee pursuant to M.G.L. Ch. 138.          |
|------------------------------------|--------------|------------------------------------|---|
| Fall River Five Cents Savings Bank | \$700,000.00 | Commercial Term Note (Business)    | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Fall River Five Cents Savings Bank | \$640,000.00 | Commercial Term Note (Real Estate) | <input type="radio"/> Yes <input checked="" type="radio"/> No |
|                                    |              |                                    | <input type="radio"/> Yes <input type="radio"/> No            |
|                                    |              |                                    | <input type="radio"/> Yes <input type="radio"/> No            |

#### FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

The applicant is funding the purchase of the business via a \$700,000 promissory note to Fall River Five Cents Savings Bank and the purchase of the real estate via a \$640,000 promissory note to Fall River Five Cents Savings Bank. Tapan Patel is contributing \$460,000 towards the purchase of the business and real estate via a personal line of credit.

### 11. PLEDGE INFORMATION

Please provide signed pledge documentation.

Are you seeking approval for a pledge?  Yes  No

Please indicate what you are seeking to pledge (check all that apply)  License  Stock  Inventory

To whom is the pledge being made?

Fall River Five Cents Savings Bank

## 12. MANAGER APPLICATION

### A. MANAGER INFORMATION

The individual that has been appointed to manage and control the licensed business and premises.

Proposed Manager Name  Date of Birth  SSN

Residential Address

Email  Phone

Please indicate how many hours per week you intend to be on the licensed premises

### B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen?\*  Yes  No \*Manager must be a U.S. Citizen  
If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.

Have you ever been convicted of a state, federal, or military crime?  Yes  No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

| Date | Municipality | Charge | Disposition |
|------|--------------|--------|-------------|
|      |              |        |             |
|      |              |        |             |
|      |              |        |             |

### C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

| Start Date | End Date | Position            | Employer | Supervisor Name |
|------------|----------|---------------------|----------|-----------------|
|            |          | See attached resume |          |                 |
|            |          |                     |          |                 |
|            |          |                     |          |                 |
|            |          |                     |          |                 |

### D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action?  Yes  No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

| Date of Action | Name of License | State | City | Reason for suspension, revocation or cancellation |
|----------------|-----------------|-------|------|---|
|                |                 |       |      |   |
|                |                 |       |      |   |
|                |                 |       |      |   |

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature  Date

### 13. MANAGEMENT AGREEMENT

Are you requesting approval to utilize a management company through a management agreement?

Yes  No

If yes, please fill out section 13.

Please provide a narrative overview of the Management Agreement. Attach additional pages, if necessary.

**IMPORTANT NOTE:** A management agreement is where a licensee authorizes a third party to control the daily operations of the license premises, while retaining ultimate control over the license, through a written contract. *This does not pertain to a liquor license manager that is employed directly by the entity.*

#### 13A. MANAGEMENT ENTITY

List all proposed individuals or entities that will have a direct or indirect, beneficial or financial interest in the management Entity (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

|  |  |  |
|--|--|--|
| Entity Name                              | Address                                  | Phone                                    |
| <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> |

|  |  |  |  |
|--|--|--|--|
| Name of Principal                        | Residential Address                      | SSN                                      | DOB                                      |
| <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> |

|  |  |  |  |  |
|--|--|--|--|--|
| Title and or Position                    | Percentage of Ownership                  | Director   | US Citizen   | MA Resident  |
| <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

|  |  |  |  |
|--|--|--|--|
| Name of Principal                        | Residential Address                      | SSN                                      | DOB                                      |
| <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> |

|  |  |  |  |  |
|--|--|--|--|--|
| Title and or Position                    | Percentage of Ownership                  | Director   | US Citizen   | MA Resident  |
| <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

|  |  |  |  |
|--|--|--|--|
| Name of Principal                        | Residential Address                      | SSN                                      | DOB                                      |
| <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> |

|  |  |  |  |  |
|--|--|--|--|--|
| Title and or Position                    | Percentage of Ownership                  | Director   | US Citizen   | MA Resident  |
| <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

|  |  |  |  |
|--|--|--|--|
| Name of Principal                        | Residential Address                      | SSN                                      | DOB                                      |
| <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> |

|  |  |  |  |  |
|--|--|--|--|--|
| Title and or Position                    | Percentage of Ownership                  | Director   | US Citizen   | MA Resident  |
| <input style="width: 95%;" type="text"/> | <input style="width: 95%;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

#### CRIMINAL HISTORY

Has any individual identified above ever been convicted of a State, Federal or Military Crime?

Yes  No

If yes, attach an affidavit providing the details of any and all convictions.

### 13B. EXISTING MANAGEMENT AGREEMENTS AND INTEREST IN AN ALCOHOLIC BEVERAGES

#### LICENSE

Does any individual or entity identified in question 13A, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages; and or have an active management agreement with any other licensees?

Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Name | License Type | License Name | Municipality |
|------|--------------|--------------|--------------|
|      |              |              |              |
|      |              |              |              |
|      |              |              |              |

**13C. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE**

Has any individual or entity identified in question 13A, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held?

Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Name | License Type | License Name | Municipality |
|------|--------------|--------------|--------------|
|      |              |              |              |
|      |              |              |              |
|      |              |              |              |

**13D. PREVIOUSLY HELD MANAGEMENT AGREEMENT**

Has any individual or entity identified in question 13A, and applicable attachments, ever held a management agreement with any other Massachusetts licensee?

Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Licensee Name | License Type | Municipality | Date(s) of Agreement |
|---------------|--------------|--------------|----------------------|
|               |              |              |                      |
|               |              |              |                      |
|               |              |              |                      |

**13E. DISCLOSURE OF LICENSE DISCIPLINARY ACTION**

Have any of the disclosed licenses listed in question section 13B, 13C, 13D ever been suspended, revoked or cancelled?

Yes  No  If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Date of Action | Name of License | City | Reason for suspension, revocation or cancellation |
|----------------|-----------------|------|---|
|                |                 |      |   |
|                |                 |      |   |
|                |                 |      |   |

**13F. TERMS OF AGREEMENT**

- a. Does the agreement provide for termination by the licensee? Yes  No
- b. Will the licensee retain control of the business finances? Yes  No
- c. Does the management entity handle the payroll for the business? Yes  No

d. Management Term Begin Date  e. Management Term End Date

f. How will the management company be compensated by the licensee? (check all that apply)

- \$ per month/year (indicate amount)
- % of alcohol sales (indicate percentage)
- % of overall sales (indicate percentage)
- other (please explain)

**ABCC Licensee Officer/LLC Manager**

Signature:   
 Title:   
 Date:

**Management Agreement Entity Officer/LLC Manager**

Signature:   
 Title:   
 Date:

## APPLICANT'S STATEMENT

I, Tapan Patel the:  sole proprietor;  partner;  corporate principal;  LLC/LLP manager  
Authorized Signatory

of Brewster Market & Liquors, Inc.  
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature:



Date:

1-26-2023

Title:

President



| <b>Question 6a Licenses Currently Held</b> |                     |                                |                     |
|--|---------------------|--------------------------------|---------------------|
| <b>Name</b>                                | <b>License Type</b> | <b>License Name</b>            | <b>Municipality</b> |
| Tapan Patel                                | Section 15          | New Jamaica Plain Market, Inc. | Boston              |
| Tapan Patel                                | Section 15          | 20Ten Larry's Liquors, Inc.    | Bellingham          |
| Tapan Patel                                | Section 15          | Gomes Liquors, Inc.            | Fitchburg           |
| Tapan Patel                                | Section 12          | S&H Hotel Yarmouth, LLC        | Yarmouth            |
| Tapan Patel                                | Section 12          | Squire Revere, LLC             | Revere              |
|  |                     |                                |                     |

# RAJ PATEL

Resourceful and multi-talented person able to work in diverse areas. More than 6 years of experience in the satisfactory management of varied hotel/restaurant duties and tasks. Personable and friendly with guests and colleagues alike.

## EXPERIENCE

---

### **DUNKIN DONUTS/ NORTHERN MANAGEMENT GROUP**

**Dedham, MA**

Area Director of Accounting

December 2020 - Present

- Constructed policies and procedures for tracking and reconciliation of transactions.
- Managed banking operations, including accounts payable, accounts receivable.
- Managed payroll for more than 250 employees
- Proactively developed cost-control strategies.
- Maintained general ledger, Profit & Loss statements, monthly invoices and other financial records.

### **HOLIDAY INN EXPRESS- BRYAN MONTPELIER**

**Montpelier, OH**

General Manager

August 2020- December 2020

- Coordinated with various departmental managers including housekeeping, food & beverage, front office, maintenance, etc. to ensure efficient operations
- Supervised the recruitment and hiring of top notch staff for all hotel departments
- Defined performance metrics and initiated tracking systems.
- Intervened in problem area to improve employee workflow, goals and motivations.
- Made monthly budget and expense goals to ensure maximum profit and cost saving.

### **COMFORT SUITES – BENTON HARBOR**

**Benton Harbor, MI**

General Manager

April 2020 – August 2020

- Managed all aspects of the hotel environment through a team of assistant manager, housekeeping director, front office manager and other hotel staff.
- Processed financial transactions, vendor accounts and billing.
- Built and maintained relationships with the guests and corporate entities.
- Demonstrated the highest level of personalized service to guests.

### **HILTON GARDEN INN – CHICAGO MIDWAY AIRPORT**

**Chicago, IL**

Front Office Manager

January 2019- December 2019

- Provided inputs for budgets, monthly forecast, operating statements and payroll progress reports to assist revenue management
- Managed weekly bank deposits, third-party vendor payments, on-site room block management, and master billing process including Accounts Payable and Accounts Receivable ledgers.
- Managed day-to-day operations, ensuring the quality, standards and meeting the expectations of the customers on a daily basis.
- Assisted housekeeping and F&B department as and when required.
- Managed controllable expenses to achieve or exceed pre-determined goals
- Handled complaints, settled disputes, and conflicts, or otherwise negotiating with others.
- Supervised staffing levels to ensure operational needs and financial objectives are met.
- Ensured regular communication with employees to create awareness of business objectives, recognize performance, and produce desired results.

**HYATT CENTRIC THE LOOP**

Front Desk Supervisor

**Chicago, IL**

April 2017- January 2019

- Assisted with the daily administrative duties of the hotel.
- Developed and executed room upsell program in order to meet/exceed revenue goals.
- Trained and oriented front office staff as and when needed.
- Coordinated weekly meetings to discuss sale strategy, revenue and customer satisfaction goals.
- Managed online inventory and enforced measures to achieve sold out nights during peak season.
- Analyzed, investigated and resolved guest complaints.
- Resolving queries about third party reservations, fraudulent credit cards and chargebacks.
- Worked as Manager On Duty during every shift.

**RESIDENCE INN BY MARRIOTT**

Night Auditor/ Guest Services Representative

**Lombard, IL**

February 2017-April 2017

- Settled credit card payments through batch processing.
- Generated reports outlining occupancy, daily transactions, revenue totals, etc.
- Reconciled the daily cash log and night audit report.
- Resolved accounting discrepancies and ensured correct routing for corporate accounts.
- Reviewed group charges according to the contracted rates and clauses.

**HYATT CENTRIC THE LOOP**

Night Auditor/ Guest Services Agent

**Chicago, IL**

March 2016- November 2016

- Made nightly cash deposits, logged bank statements, monitored and submitted daily reports, organized and verified receipts; identified and corrected discrepancies.
- Performed award night redemptions to generate extra revenue.
- Accepted walks from other hotels to ensure perfect sell out.
- Reviewed and completed outstanding balance and open folio accounts.

**HOLIDAY INN EXPRESS**

Night Auditor

**Schaumburg, IL**

August 2015- March 2016

- Worked as a PBX operator during night shifts.
- Balanced accounting discrepancies and reviewed group billing.
- Supervised morning breakfast preparation.

**AMERICA'S BEST INN AND SUITES**

Front Desk Agent/ Night Auditor

**Flowood, MS**

May 2013- May 2015

**TRAVEL INN**

Front Desk Agent/ Night Auditor

**Jackson, MS**

May 2013- May 2015

**EDUCATION**

- Bachelor's degree



Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street, First Floor  
Boston, MA 02114

STEVEN GROSSMAN  
TREASURER AND RECEIVER GENERAL

CORI REQUEST FORM

KIM S. GAINSBORO, ESQ.  
CHAIRMAN

The Alcoholic Beverages Control Commission has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information. For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

**ABCC LICENSE INFORMATION**

|   |                      |                |                                 |            |          |
|---|----------------------|----------------|---------------------------------|------------|----------|
| ABCC NUMBER:<br><small>(IF EXISTING LICENSEE)</small> | <input type="text"/> | LICENSEE NAME: | Brewster Market & Liquors, Inc. | CITY/TOWN: | Brewster |
|---|----------------------|----------------|---------------------------------|------------|----------|

**APPLICANT INFORMATION**

|                                       |                      |                     |                      |                                     |                      |
|---------------------------------------|----------------------|---------------------|----------------------|-------------------------------------|----------------------|
| LAST NAME:                            | Patel                | FIRST NAME:         | Tapan                | MIDDLE NAME:                        | <input type="text"/> |
| MAIDEN NAME OR ALIAS (IF APPLICABLE): | <input type="text"/> | PLACE OF BIRTH:     | India                |                                     |                      |
| DATE OF BIRTH:                        | <input type="text"/> | SSN:                | <input type="text"/> | ID THEFT INDEX PIN (IF APPLICABLE): | <input type="text"/> |
| MOTHER'S MAIDEN NAME:                 | <input type="text"/> | DRIVER'S LICENSE #: | <input type="text"/> | STATE LIC. ISSUED:                  | Massachusetts        |
| GENDER:                               | <input type="text"/> | HEIGHT:             | <input type="text"/> | WEIGHT:                             | <input type="text"/> |
| EYE COLOR:                            | <input type="text"/> |                     |                      |                                     |                      |
| CURRENT ADDRESS:                      | <input type="text"/> |                     |                      |                                     |                      |
| CITY/TOWN:                            | <input type="text"/> | STATE:              | MA                   | ZIP:                                | <input type="text"/> |
| FORMER ADDRESS:                       | <input type="text"/> |                     |                      |                                     |                      |
| CITY/TOWN:                            | <input type="text"/> | STATE:              | MA                   | ZIP:                                | <input type="text"/> |

**PRINT AND SIGN**

|               |             |                               |  |
|---------------|-------------|-------------------------------|--|
| PRINTED NAME: | Tapan Patel | APPLICANT/EMPLOYEE SIGNATURE: |  |
|---------------|-------------|-------------------------------|--|

**NOTARY INFORMATION**

On this 1-26-2023 before me, the undersigned notary public, personally appeared Tapan Patel  
(name of document signer), proved to me through satisfactory evidence of identification, which were Driver's license  
to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

NOTARY

**DIVISION USE ONLY**

|  |                      |
|--|----------------------|
| REQUESTED BY:  | <input type="text"/> |
| <small>SIGNATURE OF CORI-AUTHORIZED EMPLOYEE</small> |                      |

The DCII Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identify Theft PIN Number by the DCII. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. ALL CORI request forms that include this field are required to be submitted to the DCII via mail or by fax to (617) 660-4514.





**Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street, First Floor  
Boston, MA 02114**

**STEVEN GROSSMAN  
TREASURER AND RECEIVER GENERAL**

**KIM S. GAINSBORO, ESQ.  
CHAIRMAN**

**CORI REQUEST FORM**

The Alcoholic Beverages Control Commission has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information. For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

**ABCC LICENSE INFORMATION**

|  |                      |                       |                                 |                   |          |
|--|----------------------|-----------------------|---------------------------------|-------------------|----------|
| <b>ABCC NUMBER:</b><br><small>(IF EXISTING LICENSEE)</small> | <input type="text"/> | <b>LICENSEE NAME:</b> | Brewster Market & Liquors, Inc. | <b>CITY/TOWN:</b> | Brewster |
|--|----------------------|-----------------------|---------------------------------|-------------------|----------|

**APPLICANT INFORMATION**

|  |                      |                            |                      |  |                      |
|--|----------------------|----------------------------|----------------------|--|----------------------|
| <b>LAST NAME:</b>                            | Patel                | <b>FIRST NAME:</b>         | Raj                  | <b>MIDDLE NAME:</b>                        | <input type="text"/> |
| <b>MAIDEN NAME OR ALIAS (IF APPLICABLE):</b> | <input type="text"/> | <b>PLACE OF BIRTH:</b>     | India                |  |                      |
| <b>DATE OF BIRTH:</b>                        | <input type="text"/> | <b>SSN:</b>                | <input type="text"/> | <b>ID THEFT INDEX PIN (IF APPLICABLE):</b> | <input type="text"/> |
| <b>MOTHER'S MAIDEN NAME:</b>                 | <input type="text"/> | <b>DRIVER'S LICENSE #:</b> | <input type="text"/> | <b>STATE LIC. ISSUED:</b>                  | Massachusetts        |
| <b>GENDER:</b>                               | <input type="text"/> | <b>HEIGHT:</b>             | <input type="text"/> | <b>WEIGHT:</b>                             | <input type="text"/> |
| <b>EYE COLOR:</b>                            | <input type="text"/> |                            |                      |  |                      |
| <b>CURRENT ADDRESS:</b>                      | <input type="text"/> |                            |                      |  |                      |
| <b>CITY/TOWN:</b>                            | <input type="text"/> | <b>STATE:</b>              | MA                   | <b>ZIP:</b>                                | <input type="text"/> |
| <b>FORMER ADDRESS:</b>                       | <input type="text"/> |                            |                      |  |                      |
| <b>CITY/TOWN:</b>                            | <input type="text"/> | <b>STATE:</b>              | MA                   | <b>ZIP:</b>                                | <input type="text"/> |

**PRINT AND SIGN**

|                      |           |                                      |  |
|----------------------|-----------|--------------------------------------|--|
| <b>PRINTED NAME:</b> | Raj Patel | <b>APPLICANT/EMPLOYEE SIGNATURE:</b> |  |
|----------------------|-----------|--------------------------------------|--|

**NOTARY INFORMATION**

On this 25th of January 2023 before me, the undersigned notary public, personally appeared

(name of document signer), proved to me through satisfactory evidence of identification, which were

to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

**LUCIA FERRARA**  
 Notary Public  
 Commonwealth of Massachusetts  
 My Commission Expires September 4, 2026

NOTARY

**DIVISION USE ONLY**

|                      |  |
|----------------------|--|
| <b>REQUESTED BY:</b> | <input type="text"/>                                 |
|                      | <small>SIGNATURE OF CORI-AUTHORIZED EMPLOYEE</small> |

The DCII Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identify Theft PIN Number by the DCII. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. ALL CORI request forms that include this field are required to be submitted to the DCII via mail or by fax to (617) 669-4614.

# **CORPORATE VOTE**

**CORPORATE VOTE**

The Board of Directors or LLC Managers of   
Entity Name  
duly voted to apply to the Licensing Authority of   
City/Town and the  
Commonwealth of Massachusetts Alcoholic Beverages Control Commission on   
Date of Meeting

For the following transactions (Check all that apply):

- New License
- Transfer of License
- Change of Manager
- Change of Officers/  
Directors/LLC Managers
- Change of Location
- Alteration of Licensed Premises
- Change Corporate Name
- Change of Ownership Interest  
(LLC Members/ LLP Partners,  
Trustees)
- Change of Class (i.e. Annual / Seasonal)
- Change of License Type (i.e. club / restaurant)
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Issuance/Transfer of Stock/New Stockholder
- Other
- Change Corporate Structure (i.e. Corp / LLC)
- Pledge of Collateral (i.e. License/Stock)
- Management/Operating Agreement
- Change of Hours
- Change of DBA


“VOTED: To authorize   
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted.”

“VOTED: To appoint   
Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts.”

A true copy attest,

  
\_\_\_\_\_  
Corporate Officer /LLC Manager Signature

Tapan Patel  
\_\_\_\_\_  
(Print Name)

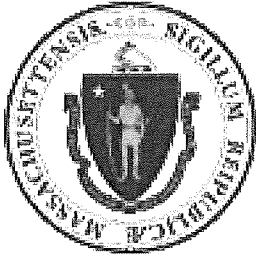
For Corporations ONLY

A true copy attest,

  
\_\_\_\_\_  
Corporation Clerk's Signature

Tapan Patel  
\_\_\_\_\_  
(Print Name)





**The Commonwealth of Massachusetts  
William Francis Galvin**

Minimum Fee: \$250.00

Secretary of the Commonwealth, Corporations Division  
One Ashburton Place, 17th floor  
Boston, MA 02108-1512  
Telephone: (617) 727-9640

**Articles of Organization**

(General Laws, Chapter 156D, Section 2.02; 950 CMR 113.16)

Identification Number: 001627656

**ARTICLE I**

The exact name of the corporation is:

BREWSTER MARKET & LIQUORS, INC.

**ARTICLE II**

Unless the articles of organization otherwise provide, all corporations formed pursuant to G.L. C156D have the purpose of engaging in any lawful business. Please specify if you want a more limited purpose:

**ARTICLE III**

State the total number of shares and par value, if any, of each class of stock that the corporation is authorized to issue. All corporations must authorize stock. If only one class or series is authorized, it is not necessary to specify any particular designation.

| Class of Stock | Par Value Per Share<br>Enter 0 if no Par | Total Authorized by Articles<br>of Organization or Amendments |                 | Total Issued<br>and Outstanding<br>Num of Shares |
|----------------|--|---|-----------------|--|
|                |  | Num of Shares   | Total Par Value |  |
| CNP            | \$0.00000                                | 275,000   | \$0.00          | 1,000  |

G.L. C156D eliminates the concept of par value, however a corporation may specify par value in Article III. See G.L. C156D Section 6.21 and the comments thereto.

**ARTICLE IV**

If more than one class of stock is authorized, state a distinguishing designation for each class. Prior to the issuance of any shares of a class, if shares of another class are outstanding, the Business Entity must provide a description of the preferences, voting powers, qualifications, and special or relative rights or privileges of that class and of each other class of which shares are outstanding and of each series then established within any class.

**ARTICLE V**

The restrictions, if any, imposed by the Articles of Organization upon the transfer of shares of stock of any class are:

ANY STOCKHOLDER, INCLUDING THE HEIRS, ASSIGNS, EXECUTORS OR ADMINISTRATORS OF A DECEASED STOCKHOLDER, DESIRING TO SELL OR TRANSFER SUCH STOCK OWNED BY HIM OR THEM, SHALL FIRST OFFER IT TO THE CORPORATION THROUGH THE BOARD OF DIRECTORS IN THE MANNER FOLLOWING: HE SHALL NOTIFY THE DIRECTORS OF HIS DESI

RICE AT WHICH HE IS WILLING TO SELL OR TRANSFER AND THE NAME OF ON ARBITRATOR. THE DIRECTORS SHALL WITHIN THIRTY DAYS THEREAFTER, EITHER ACCEPT THE OFFER, OR BY NOTICE TO HIM IN WRITING NAME A SECOND ARBITRATOR, AND THESE TWO SHALL NAME A THIRD. IT SHALL THEN BE THE DUTY OF THE ARBITRATORS TO ASCERTAIN THE VALUE OF THE STOCK, AND IF ANY ARBITRATOR SHALL NEGLECT OR REFUSE TO APPEAR AT ANY MEETING APPOINTED BY THE ARBITRATORS, A MAJORITY MAY ACT IN THE ABSENCE OF SUCH ARBITRATOR. AFTER THE ACCEPTANCE OF THE OFFER, OR THE REPORT OF THE ARBITRATORS AS TO THE VALUE OF THE STOCK, THE DIRECTORS SHALL HAVE THIRTY DAYS WITHIN WHICH TO PURCHASE THE SAME AT SUCH VALUATION, BUT IF AT THE EXPIRATION OF THIRTY DAYS THE CORPORATION SHALL NOT HAVE EXERCISED THE RIGHT SO TO PURCHASE, THE OWNER OF THE STOCK SHALL BE AT LIBERTY TO DISPOSE OF THE SAME IN ANY MANNER HE MAY SEE FIT. NO SHARES OF STOCK SHALL BE SOLD OR TRANSFERRED ON THE BOOKS OF THE CORPORATION UNTIL THESE PROVISIONS HAVE BEEN COMPLIED WITH, BUT THE BOARD OF DIRECTORS MAY IN ANY PARTICULAR INSTANCE WAIVE THE REQUIREMENT.

#### ARTICLE VI

Other lawful provisions, and if there are no provisions, this article may be left blank.

THE BOARD OF DIRECTORS MAY CONSIST OF ONE OR MORE INDIVIDUALS NOTWITHSTANDING THE NUMBER OF SHAREHOLDERS. THE DIRECTORS MAY MAKE, AMEND OR REPEAL THE BY-LAWS IN WHOLE OR IN PART, EXCEPT WITH RESPECT TO ANY PROVISION THEREOF WHICH BY LAW OR THE BY-LAWS REQUIRES ACTION BY THE STOCKHOLDER. MEETINGS OF THE STOCKHOLDERS MAY BE HELD ANYWHERE IN THE UNITED STATES. THE CORPORATION MAY BE A PARTNER IN ANY BUSINESS ENTERPRISE IT WOULD HAVE POWER TO CONDUCT BY ITSELF. THE DIRECTORS SHALL HAVE THE POWER TO FIX FROM TIME TO TIME THE IR COMPENSATION. NO PERSON SHALL BE DISQUALIFIED FROM HOLDING ANY OFFICE BY REASON OF ANY INTEREST. IN THE ABSENCE OF FRAUD, ANY DIRECTORS, OFFICER OR STOCKHOLDER OF THIS CORPORATION INDIVIDUALLY, OR ANY INDIVIDUAL HAVING ANY INTEREST IN ANY CONCERN WHICH IS A STOCKHOLDER OF THIS CORPORATION, OR ANY CONCERN IN WHICH ANY SUCH DIRECTORS, OFFICERS, STOCKHOLDERS OR INDIVIDUALS HAVE ANY INTEREST, MAY BE A PART TO, OR MAY BE PECUNIARILY OR OTHERWISE INTEREST IN, ANY CONTRACT, TRANSACTION OR OTHER ACT OF THIS CORPORATION; AND SUCH CONTRACT, TRANSACTIONS OR ACT SHALL NOT BE IN ANY WAY INVALIDATED OR OTHERWISE AFFECTED BY THIS FACT; NO SUCH DIRECTOR, OFFICER, STOCKHOLDER OR INDIVIDUAL SHALL BE LIABLE TO ACCOUNT TO THIS CORPORATION FOR ANY PROFIT OR BENEFIT REALIZED THROUGH ANY SUCH CONTRACT, TRANSACTION OR ACT; ANY SUCH DIRECTOR OF THIS CORPORATION MAY BE COUNTED IN DETERMINING THE EXISTENCE OF A QUORUM AT ANY MEETING OF THE DIRECTORS OR OF ANY COMMITTEE THEREOF WHICH SHALL AUTHORIZE ANY SUCH CONTRACT, TRANSACTION OR ACT, AND MAY VOTE TO AUTHORIZE THE SAME; THE TERM "INTEREST" INCLUDES PERSONAL INTEREST AND INTEREST AS A DIRECTOR, OFFICER, STOCKHOLDER, SHAREHOLDER, TRUSTEE, MEMBER OR BENEFICIARY OF ANY CONCERN; AND THE TERM "CONCERN" MEANS ANY CORPORATION, ASSOCIATION, TRUST, PARTNERSHIP, FIRM, PERSON OR OTHER ENTITY OTHER THAN THIS CORPORATION. NO DIRECTOR OF THE CORPORATION SHALL BE LIABLE TO THE CORPORATION OR ITS STOCKHOLDERS FOR MONETARY DAMAGES FOR BREACH OF FIDUCIARY DUTY AS A DIRECTOR, EXCEPT FOR LIABILITY (I) FOR ANY BREACH OF THE DIRECTOR'S DUTY OF LOYALTY TO THE CORPORATION OR ITS STOCKHOLDERS; (II) FOR ACTS OR OMISSIONS NOT IN GOOD FAITH OR WHICH INVOLVE INTENTIONAL MISCONDUCT OR A KNOWING VIOLATION OF LAW; (III) FOR IMPROPER DISTRIBUTIONS UNDER SECTION 6.40 OF CHAPTER 156D OF THE GENERAL LAWS OF THE COMMONWEALTH OF MASSACHUSETTS, OR SUCCESSOR PROVISIONS THERETO; OR (IV) FOR ANY TRANSACTION IN WHICH THE DIRECTOR DERIVED AN IMPROPER PERSONAL BENEFIT. NO AMENDMENT TO OR REPEAL OF ANY PROVISION OF T

E ARTICLES OF ORGANIZATION, SHALL APPLY TO OR HAVE ANY EFFECT ON ANY LIABILITY OR ALLEGED LIABILITY OF ANY DIRECTOR OF THE CORPORATION FOR WITH RESPECT TO ANY ACTS OR OMISSIONS OF SUCH DIRECTOR OCCURRING PRIOR TO SUCH AMENDMENT OR REPEAL.

**Note: The preceding six (6) articles are considered to be permanent and may be changed only by filing appropriate articles of amendment.**

#### ARTICLE VII

The effective date of organization and time the articles were received for filing if the articles are not rejected within the time prescribed by law. If a *later* effective date is desired, specify such date, which may not be later than the *90th day* after the articles are received for filing.

**Later Effective Date: Time:**

#### ARTICLE VIII

The information contained in Article VIII is not a permanent part of the Articles of Organization.

**a,b. The street address of the initial registered office of the corporation in the commonwealth and the name of the initial registered agent at the registered office:**

Name: TAPAN PATEL  
No. and Street: 110 HARTWELL AVENUE  
City or Town: LEXINGTON State: MA Zip: 02421 Country: USA

**c. The names and street addresses of the individuals who will serve as the initial directors, president, treasurer and secretary of the corporation (an address need not be specified if the business address of the officer or director is the same as the principal office location):**

| Title     | Individual Name<br>First, Middle, Last, Suffix | Address (no PO Box)<br>Address, City or Town, State, Zip Code |
|-----------|--|---|
| PRESIDENT | TAPAN PATEL                                    | 110 HARTWELL AVENUE<br>LEXINGTON, MA 02421 USA                |
| TREASURER | TAPAN PATEL                                    | 110 HARTWELL AVENUE<br>LEXINGTON, MA 02421 USA                |
| SECRETARY | TAPAN PATEL                                    | 110 HARTWELL AVENUE<br>LEXINGTON, MA 02421 USA                |
| DIRECTOR  | TAPAN PATEL                                    | 110 HARTWELL AVENUE<br>LEXINGTON, MA 02421 USA                |

**d. The fiscal year end (i.e., tax year) of the corporation:**  
December

**e. A brief description of the type of business in which the corporation intends to engage:**

MARKET AND LIQUOR STORE

**f. The street address (post office boxes are not acceptable) of the principal office of the corporation:**

No. and Street: 110 HARTWELL AVENUE  
City or Town: LEXINGTON State: MA Zip: 02421 Country: USA

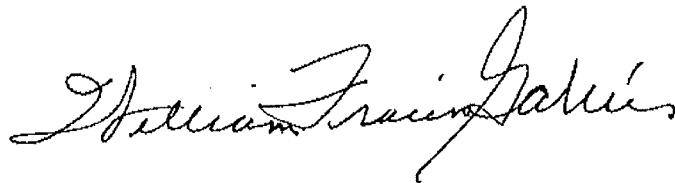


THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are

deemed to have been filed with me on:

January 04, 2023 10:34 AM

A handwritten signature in black ink, reading "William Francis Galvin". The signature is written in a cursive style with a large, prominent initial "W".

WILLIAM FRANCIS GALVIN

*Secretary of the Commonwealth*

**PROOF OF CITIZENSHIP**









The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission

For Reconsideration

LICENSING AUTHORITY CERTIFICATION

City /Town

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

The license applicant petitions the Licensing Authorities to approve the following transactions:

- New License
- Change of Location
- Change of Class (i.e. Annual / Seasonal)
- Change Corporate Structure (i.e. Corp / LLC)
- Transfer of License
- Alteration of Licensed Premises
- Change of License Type (i.e. club / restaurant)
- Pledge of Collateral (i.e. License/Stock)
- Change of Manager
- Change Corporate Name
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Management/Operating Agreement
- Change of Officers/  
Directors/LLC Managers
- Change of Ownership Interest  
(LLC Members/ LLP Partners,  
Trustees)
- Issuance/Transfer of Stock/New Stockholder
- Change of Hours
- Other
- Change of DBA

APPLICANT INFORMATION

Name of Licensee  DBA

Street Address  Zip Code

Manager

Granted under Special Legislation? Yes  No

If Yes, Chapter   
of the Acts of (year)

Type  Class  Category

(i.e. restaurant, package store) (Annual or Seasonal) (i.e. Wines and Malts / All Alcohol)

DESCRIPTION OF PREMISES

Complete description of the licensed premises

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA: Date  Time

Advertised Yes  No  Date Published  Publication

Abutters Notified: Yes  No  Date of Notice

Date APPROVED by LLA  Decision of the LLA

Additional remarks or conditions (E.g. Days and hours)

For Transfers ONLY:  
Seller License Number:  Seller Name:

The Local Licensing Authorities By:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Alcoholic Beverages Control Commission  
Ralph Sacramone  
Executive Director



Town of Brewster  
2198 Main Street  
Brewster, MA 02631-1898  
Phone: (508) 896-3701  
Fax: (508) 896-8089

Office of:  
Human Resources

## MEMORANDUM

**TO:** Select Board  
**FROM:** Susan Broderick, Human Resources Director  
**RE:** Fixed Rate and Salary Scale  
**DATE:** March 24, 2023

For your review and approval is the FY24 Fixed Rate and Salary Scale and an amended FY23 scale. This scale encompasses the Town's seasonal positions, as well as many of our part-time positions. The Select Board has a policy that this wage scale will be reviewed annually, as these employees do not receive automatic cost of living or step increases. The policy also states that the Town will use the current MA minimum wage as its lowest level of pay for seasonal positions. Past practice has been to extend this policy to all positions in the Fixed Rate & Salary Scale. As you may recall, in June of 2018, Governor Baker signed a bill that over a period of five years has raised the minimum wage to \$15.00 per hour. January 1, 2023 was the final year of the five-year minimum wage increase.

|   |         |
|---|---------|
| January 1, 2019, minimum wage increased from \$11.00 to \$12.00 |         |
| January 1, 2020   | \$12.75 |
| January 1, 2021   | \$13.50 |
| January 1, 2022   | \$14.25 |
| January 1, 2023   | \$15.00 |

The scale was sent to Department Heads for their review and recommendations for FY24 wages. Department heads have accounted for the increase in minimum wage in their FY23 / FY24 budgets. You will find that many of the wage scales encompass a large differential in the minimum versus maximum pay, this gives the Town more flexibility and is necessary in a competitive job market.

The Recreation Department has added two new positions. With the pool at the Sea Camps property scheduled to open this summer, the positions of Pool Attendant and Pool Manager have been added to both the FY23 and FY24 pay scales. These positions were discussed during budget presentations and have been included in FY24 budgets. The previously titled Clerical Support position has been changed to Department Assistant and the FY23 maximum has been raised. This keeps the position more in line with other Department Assistant positions in the Town. The maximum wage for the position of Head Lifeguard, Life Guard, and Water Safety Instructors has also been increased in the amended FY23 pay scale. Again, this will help the Town be more competitive in the current job market.

There is also the addition of a Clerical Support position for the FY23/FY24 fiscal years. This position was previously in the Fixed Rate and Salary Scale but was removed in FY15.

**TOWN OF BREWSTER  
PERSONNEL BYLAW EMPLOYEES  
FIXED RATE AND SALARY SCALE**

The following employees do not receive automatic annual cost of living increases or step/merit increases. The Select Board shall review these wage rates from time to time at their discretion with respect to market conditions.

| SEASONAL & ANNUAL PART-TIME POSITIONS:<br>Edit Date: March 24, 2023 |   | FY2022  |         | FY2023  |         | FY2024  |         |
|---|---|---------|---------|---------|---------|---------|---------|
|   |   | Min     | Max     | Min     | Max     | Min     | Max     |
| 1   | <u>Board of Registrars:</u>               |         |         |         |         |         |         |
|   | Head Registrar                            | \$14.00 | \$14.75 | \$14.75 | \$15.50 | \$15.50 | \$16.50 |
|   | Registrars                                | \$13.75 | \$14.50 | \$14.50 | \$15.25 | \$15.25 | \$16.25 |
|   | Assistant Registrars                      | \$13.50 | \$14.25 | \$14.25 | \$15.00 | \$15.00 | \$16.00 |
| 2   | <u>Election Workers:</u>                  |         |         |         |         |         |         |
|   | Wardens                                   | \$14.40 | \$15.15 | \$15.15 | \$15.75 | \$15.75 | \$16.75 |
|   | Deputy Wardens                            | \$14.10 | \$14.85 | \$14.85 | \$15.50 | \$15.50 | \$16.50 |
|   | Clerks                                    | \$13.80 | \$14.55 | \$14.55 | \$15.25 | \$15.25 | \$16.25 |
|   | Checkers & Counters                       | \$13.50 | \$14.25 | \$14.25 | \$15.00 | \$15.00 | \$16.00 |
| 3   | <u>Police Department (Part-time):</u>     |         |         |         |         |         |         |
|   | Police Matrons                            |         |         |         |         |         |         |
|   | a. Day (8am - Midnight)                   | \$13.50 | \$17.00 | \$16.00 | \$22.00 | \$17.00 | \$23.00 |
|   | b. Night (Midnight - 8am)                 | \$15.50 | \$21.00 | \$17.00 | \$23.00 | \$18.00 | \$24.00 |
|   | Police Dispatchers (Part-time)            | \$15.50 | \$21.50 | \$17.00 | \$23.00 | \$18.00 | \$24.00 |
| 4   | <u>Inspector Positions (Incl. Trans):</u> |         |         |         |         |         |         |
|   | Alternate Building Commissioner           | \$42.00 | N/A     | \$44.00 | N/A     | \$45.00 | N/A     |
|   | Gas Inspector                             | \$42.00 | N/A     | \$44.00 | N/A     | \$45.00 | N/A     |
|   | Assistant Gas Inspector                   | \$42.00 | N/A     | \$44.00 | N/A     | \$45.00 | N/A     |
|   | Assistant Building Inspector              | \$42.00 | N/A     | \$44.00 | N/A     | \$45.00 | N/A     |
|   | Plumbing Inspector                        | \$42.00 | N/A     | \$44.00 | N/A     | \$45.00 | N/A     |
|   | Assistant Plumbing Inspector              | \$42.00 | N/A     | \$44.00 | N/A     | \$45.00 | N/A     |
|   | Wiring Inspector                          | \$42.00 | N/A     | \$44.00 | N/A     | \$45.00 | N/A     |
|   | Assistant Wiring Inspector                | \$42.00 | N/A     | \$44.00 | N/A     | \$45.00 | N/A     |



|   |                                      |                       |         |                |                |                |                |
|---|--------------------------------------|-----------------------|---------|----------------|----------------|----------------|----------------|
| 5 | <u>Natural Resources Department:</u> |                       |         |                |                |                |                |
|   | Water Quality/Asst. Constable        | \$13.50               | \$15.75 | \$14.25        | \$16.25        | \$15.00        | \$17.50        |
|   | Shellfish Laborer/Warden             | \$13.50               | \$15.00 | \$14.25        | \$16.25        | \$15.00        | \$17.50        |
|   | Natural Resources Assistant          | \$17.00               | \$20.00 | \$17.00        | \$20.00        | \$18.00        | \$22.00        |
| 6 | <u>Stony Brook Mill</u>              |                       |         |                |                |                |                |
|   | Alewife Warden (Annual Stipend)      | \$1,100.00            | N/A     | \$1,100.00     | N/A            | \$1,000.00     | N/A            |
|   | Miller (Annually)                    | \$1,500.00            | N/A     | \$1,500.00     | N/A            | \$1,500.00     | N/A            |
| 7 | <u>Recreation Department:</u>        |                       |         |                |                |                |                |
|   | Program Coordinator                  | \$14.00               | \$19.00 | \$15.00        | \$20.00        | \$ 16.00       | \$ 21.00       |
|   | <b>Seasonal Department Asst</b>      | \$14.00               | \$17.00 | \$15.00        | <b>\$23.00</b> | \$ 20.00       | \$ 28.00       |
|   | Program Instructor                   | \$15.00               | \$20.00 | \$16.00        | \$21.00        | \$ 17.00       | \$ 22.00       |
|   | Assistant Program Instructor         | \$14.00               | \$18.00 | \$15.00        | \$19.00        | \$ 16.00       | \$ 20.00       |
|   | Referee & Umpires                    | \$40.00               | \$70.00 | \$50.00        | \$80.00        | \$ 50.00       | \$ 80.00       |
|   | Swim Program Director                | \$15.00               | \$20.00 | \$16.00        | \$21.00        | \$ 17.00       | \$ 22.00       |
|   | Assistant Swim Director              | \$14.00               | \$17.00 | \$15.00        | \$18.00        | \$ 16.00       | \$ 19.00       |
|   | Head Lifeguard                       | \$16.00               | \$22.00 | \$17.00        | <b>\$28.00</b> | \$ 22.00       | \$ 28.00       |
|   | Water Safety Instructors             | \$14.00               | \$19.00 | \$15.00        | <b>\$26.00</b> | \$ 20.00       | \$ 26.00       |
|   | Lifeguards                           | \$14.00               | \$19.00 | \$15.00        | <b>\$26.00</b> | \$ 20.00       | \$ 26.00       |
|   | <b>Pool Attendant</b>                | <b>New in FY23/24</b> |         | <b>\$16.00</b> | <b>\$22.00</b> | <b>\$16.00</b> | <b>\$22.00</b> |
|   | <b>Pool Manager</b>                  | <b>New in FY23/24</b> |         | <b>\$26.00</b> | <b>\$32.00</b> | <b>\$26.00</b> | <b>\$32.00</b> |
|   | Beach Monitor/Ambassador             | \$15.00               | \$22.00 | \$15.00        | \$22.00        | \$15.00        | \$22.00        |
|   | Gate Attendant                       | \$15.00               | \$22.00 | \$15.00        | \$22.00        | \$16.00        | \$22.00        |
|   | Playground Director                  | \$18.00               | \$24.00 | \$19.00        | \$25.00        | \$ 20.00       | \$ 26.00       |
|   | Playground Assistant Director        | \$16.00               | \$21.00 | \$17.00        | \$22.00        | \$ 18.00       | \$ 22.00       |
|   | Head Counselor                       | \$15.00               | \$20.00 | \$16.00        | \$21.00        | \$ 17.00       | \$ 22.00       |
|   | Counselors - Playground              | \$13.50               | \$16.50 | \$14.25        | \$17.50        | \$ 16.00       | \$ 18.50       |
|   | Playground Junior Leaders            | \$13.50               | \$16.00 | \$14.25        | \$17.00        | \$ 16.00       | \$ 18.00       |
|   | Tennis Director                      | \$17.00               | \$22.00 | \$18.00        | \$23.00        | \$ 19.00       | \$ 24.00       |
|   | Assistant Tennis Director            | \$16.00               | \$19.00 | \$17.00        | \$20.00        | \$ 18.00       | \$ 21.00       |
|   | Tennis Instructor                    | \$14.00               | \$17.00 | \$15.00        | \$18.00        | \$ 16.00       | \$ 19.00       |
|   | Sailing Director                     | \$17.00               | \$22.00 | \$18.00        | \$23.00        | \$ 19.00       | \$ 24.00       |
|   | Assistant Sailing Director           | \$16.00               | \$19.00 | \$17.00        | \$20.00        | \$ 18.00       | \$ 21.00       |
|   | Sailing Instructor                   | \$14.00               | \$18.00 | \$15.00        | \$19.00        | \$ 16.00       | \$ 20.00       |

|   |   |         |         |         |         |         |         |
|---|---|---------|---------|---------|---------|---------|---------|
| 8 | <u>Captains Golf Course:</u>                            |         |         |         |         |         |         |
|   | Seasonal Grounds Worker                                 | \$13.50 | \$20.00 | \$14.25 | \$20.00 | \$15.00 | \$21.00 |
|   | Seasonal Clubhouse/Proshop<br>Shift Worker              | \$13.50 | \$16.00 | \$14.25 | \$17.00 | \$15.00 | \$18.00 |
|   | Seasonal Golf Operations Workers                        | \$13.50 | \$15.00 | \$14.25 | \$16.00 | \$15.00 | \$17.00 |
| 9 | <u>Other Departments:</u>                               |         |         |         |         |         |         |
|   | Clerical Support - Previously in scale, removed in FY15 |         |         | \$15.00 | \$22.00 | \$15.00 | \$22.00 |
|   | Temporary Laborer                                       | \$13.50 | \$19.50 | \$15.00 | \$20.50 | \$16.00 | \$22.00 |
|   | Permit Sales Clerks                                     | \$14.00 | \$18.00 | \$15.00 | \$19.00 | \$16.00 | \$20.00 |
|   | Permit Sales Office Supervisor                          | \$15.00 | \$20.00 | \$16.00 | \$22.00 | \$17.00 | \$23.00 |
|   | Custodian (Part-time)                                   | \$14.00 | \$19.50 | \$15.00 | \$20.50 | \$16.00 | \$22.00 |
|   | Public Health Nurse                                     | \$30.00 | \$40.00 | \$30.00 | \$40.00 | \$30.00 | \$40.00 |

**TOWN OF BREWSTER  
PERSONNEL BYLAW EMPLOYEES  
FIXED RATE AND SALARY SCALE**

The following employees do not receive automatic annual cost of living increases, nor are they eligible for annual merit increases. The Board of Selectmen shall review these wage rates from time to time at their discretion with respect to market conditions.

| SEASONAL & ANNUAL PART-TIME POSITIONS:<br>Edit Date: March 11, 2022 |   | FY2021         |         | FY2022     |         | FY2023     |         |
|---|---|----------------|---------|------------|---------|------------|---------|
|   |   | Min            | Max     | Min        | Max     | Min        | Max     |
| 1   | <u>Board of Registrars:</u>               |                |         |            |         |            |         |
|   | Head Registrar                            | \$13.25        | \$14.00 | \$14.00    | \$14.75 | \$14.75    | \$15.50 |
|   | Registrars                                | \$13.00        | \$13.75 | \$13.75    | \$14.50 | \$14.50    | \$15.25 |
|   | Assistant Registrars                      | \$12.75        | \$13.50 | \$13.50    | \$14.25 | \$14.25    | \$15.00 |
| 2   | <u>Election Workers:</u>                  |                |         |            |         |            |         |
|   | Wardens                                   | \$13.65        | \$14.40 | \$14.40    | \$15.15 | \$15.15    | \$15.75 |
|   | Deputy Wardens                            | \$13.35        | \$14.10 | \$14.10    | \$14.85 | \$14.85    | \$15.50 |
|   | Clerks                                    | \$13.05        | \$13.80 | \$13.80    | \$14.55 | \$14.55    | \$15.25 |
|   | Checkers & Counters                       | \$12.75        | \$13.50 | \$13.50    | \$14.25 | \$14.25    | \$15.00 |
| 3   | <u>Police Department (Part-time):</u>     |                |         |            |         |            |         |
|   | Police Matrons                            |                |         |            |         |            |         |
|   | a. Day (8am - Midnight)                   | \$12.75        | \$16.00 | \$13.50    | \$17.00 | \$16.00    | \$22.00 |
|   | b. Night (Midnight - 8am)                 | \$15.00        | \$21.00 | \$15.50    | \$21.00 | \$17.00    | \$23.00 |
|   | Police Dispatchers (Part-time)            | \$15.00        | \$21.00 | \$15.50    | \$21.50 | \$17.00    | \$23.00 |
| 4   | <u>Inspector Positions (Incl. Trans):</u> |                |         |            |         |            |         |
|   | Alternate Building Commissioner           | \$41.00        | N/A     | \$42.00    | N/A     | \$44.00    | N/A     |
|   | Gas Inspector                             | \$41.00        | N/A     | \$42.00    | N/A     | \$44.00    | N/A     |
|   | Assistant Gas Inspector                   | \$41.00        | N/A     | \$42.00    | N/A     | \$44.00    | N/A     |
|   | Assistant Building Inspector              | \$41.00        | N/A     | \$42.00    | N/A     | \$44.00    | N/A     |
|   | Plumbing Inspector                        | \$41.00        | N/A     | \$42.00    | N/A     | \$44.00    | N/A     |
|   | Assistant Plumbing Inspector              | \$41.00        | N/A     | \$42.00    | N/A     | \$44.00    | N/A     |
|   | Wiring Inspector                          | \$41.00        | N/A     | \$42.00    | N/A     | \$44.00    | N/A     |
|   | Assistant Wiring Inspector                | \$41.00        | N/A     | \$42.00    | N/A     | \$44.00    | N/A     |
| 5   | <u>Natural Resources Department:</u>      |                |         |            |         |            |         |
|   | Water Quality/Asst. Constable             | \$12.75        | \$15.75 | \$13.50    | \$15.75 | \$14.25    | \$16.25 |
|   | Shellfish Laborer/Warden                  | \$12.75        | \$15.00 | \$13.50    | \$15.00 | \$14.25    | \$16.25 |
|   | Natural Resources Assistant               | New in FY22/23 |         | \$17.00    | \$20.00 | \$17.00    | \$20.00 |
| 6   | <u>Stony Brook Mill</u>                   |                |         |            |         |            |         |
|   | Alewife Warden (Annual Stipend)           | \$1,100.00     | N/A     | \$1,100.00 | N/A     | \$1,100.00 | N/A     |
|   | Miller (Annually)                         | \$1,500.00     | N/A     | \$1,500.00 | N/A     | \$1,500.00 | N/A     |



|   |  |                |         |         |         |         |         |
|---|--|----------------|---------|---------|---------|---------|---------|
| 7 | <u>Recreation Department:</u>              |                |         |         |         |         |         |
|   | Program Coordinator                        | \$13.00        | \$18.00 | \$14.00 | \$19.00 | \$15.00 | \$20.00 |
|   | Seasonal Clerical Support                  | \$13.00        | \$16.00 | \$14.00 | \$17.00 | \$15.00 | \$18.00 |
|   | Program Instructor                         | \$14.00        | \$19.00 | \$15.00 | \$20.00 | \$16.00 | \$21.00 |
|   | Assistant Program Instructor               | \$13.00        | \$17.00 | \$14.00 | \$18.00 | \$15.00 | \$19.00 |
|   | Referee & Umpires                          | \$30.00        | \$60.00 | \$40.00 | \$70.00 | \$50.00 | \$80.00 |
|   | Swim Program Director                      | \$14.00        | \$19.00 | \$15.00 | \$20.00 | \$16.00 | \$21.00 |
|   | Assistant Swim Director                    | \$13.00        | \$16.00 | \$14.00 | \$17.00 | \$15.00 | \$18.00 |
|   | Head Lifeguard                             | \$15.00        | \$21.00 | \$16.00 | \$22.00 | \$17.00 | \$23.00 |
|   | Water Safety Instructors                   | \$13.00        | \$18.00 | \$14.00 | \$19.00 | \$15.00 | \$20.00 |
|   | Lifeguards                                 | \$13.00        | \$18.00 | \$14.00 | \$19.00 | \$15.00 | \$20.00 |
|   | Beach Monitor/Ambassador                   | \$15.00        | \$21.00 | \$15.00 | \$22.00 | \$15.00 | \$22.00 |
|   | Gate Attendant                             | New in FY22/23 |         | \$15.00 | \$22.00 | \$15.00 | \$22.00 |
|   | Playground Director                        | \$17.00        | \$23.00 | \$18.00 | \$24.00 | \$19.00 | \$25.00 |
|   | Playground Assistant Director              | \$15.00        | \$20.00 | \$16.00 | \$21.00 | \$17.00 | \$22.00 |
|   | Head Counselor                             | \$14.50        | \$19.00 | \$15.00 | \$20.00 | \$16.00 | \$21.00 |
|   | Counselors - Playground                    | \$12.75        | \$16.00 | \$13.50 | \$16.50 | \$14.25 | \$17.50 |
|   | Playground Junior Leaders                  | \$12.75        | \$15.00 | \$13.50 | \$16.00 | \$14.25 | \$17.00 |
|   | Tennis Director                            | \$16.00        | \$21.00 | \$17.00 | \$22.00 | \$18.00 | \$23.00 |
|   | Assistant Tennis Director                  | \$15.00        | \$18.00 | \$16.00 | \$19.00 | \$17.00 | \$20.00 |
|   | Tennis Instructor                          | \$13.00        | \$16.00 | \$14.00 | \$17.00 | \$15.00 | \$18.00 |
|   | Sailing Director                           | \$16.00        | \$21.00 | \$17.00 | \$22.00 | \$18.00 | \$23.00 |
|   | Assistant Sailing Director                 | \$15.00        | \$18.00 | \$16.00 | \$19.00 | \$17.00 | \$20.00 |
|   | Sailing Instructor                         | \$13.00        | \$17.00 | \$14.00 | \$18.00 | \$15.00 | \$19.00 |
| 8 | <u>Captains Golf Course:</u>               |                |         |         |         |         |         |
|   | Seasonal Grounds Worker                    | \$12.75        | \$20.00 | \$13.50 | \$20.00 | \$14.25 | \$20.00 |
|   | Seasonal Clubhouse/Proshop<br>Shift Worker | \$12.75        | \$16.00 | \$13.50 | \$16.00 | \$14.25 | \$17.00 |
|   | Seasonal Golf Operations Workers           | \$12.75        | \$15.00 | \$13.50 | \$15.00 | \$14.25 | \$16.00 |
| 9 | <u>Other Departments:</u>                  |                |         |         |         |         |         |
|   | Temporary Laborer                          | \$12.75        | \$19.00 | \$13.50 | \$19.50 | \$15.00 | \$20.50 |
|   | Permit Sales Clerks                        | \$12.75        | \$17.00 | \$14.00 | \$18.00 | \$15.00 | \$19.00 |
|   | Permit Sales Office Supervisor             | \$15.00        | \$20.00 | \$15.00 | \$20.00 | \$16.00 | \$22.00 |
|   | Custodian (Part-time)                      | \$13.52        | \$19.00 | \$14.00 | \$19.50 | \$15.00 | \$20.50 |
|   | Public Health Nurse                        | New in FY22/23 |         | \$30.00 | \$40.00 | \$30.00 | \$40.00 |

**NAUSET PUBLIC SCHOOLS**

**FY 2024 COMBINED BUDGET WORKSHEET**

March 17, 2022

**Stony Brook Elementary**

|   |           |              | Dollar Increase | % Increase |
|---|-----------|--------------|-----------------|------------|
| <b>Budget January 19, 2023 version 1</b>                |           |              |                 |            |
|   |           | \$ 4,606,915 | \$ 279,587      | 6.46%      |
| Hardware Non-Instr Technology                           | 5009      | 195          |                 |            |
| Salaries Ed Assistants                                  | 5015      | 9,278        |                 |            |
| Textbooks/Software/Media                                | 5021      | (20,000)     |                 |            |
| Salaries Custodial                                      | 5041      | 2,336        |                 |            |
| SE Teachers Salaries                                    | 5056      | (5,011)      |                 |            |
| SE Salaries Ed Assistants                               | 5060      | (17,603)     |                 |            |
| Contracted Services Legal                               | 5107      | (4,000)      |                 |            |
| <b>SE STABILIZATION FUND</b>                            | 5097/5087 | 30,000       |                 |            |
| <b>Total Updated Budget February 16, 2023 Version 2</b> |           |              |                 |            |
|   |           | \$ 4,602,110 | \$ 274,782      | 6.35%      |
| Salaries Teachers                                       | 5010      | \$ 59,990    |                 |            |
| <b>Total Updated Budget March 17, 2023 Version 3</b>    |           |              |                 |            |
|   |           | \$ 4,662,100 | \$ 334,772      | 7.74%      |

**Eddy Elementary**

|   |                         |              | Dollar Increase | % Increase |
|---|-------------------------|--------------|-----------------|------------|
| <b>Budget January 19, 2023 version 1</b>                |                         |              |                 |            |
|   |                         | \$ 4,120,480 | \$ 298,835      | 7.82%      |
| SE Salaries Guidance                                    | 7071                    | \$ (33,230)  |                 |            |
| <b>SE STABILIZATION FUND</b>                            | 7087/7089<br>/7090/7093 | 42,460       |                 |            |
| <b>Total Updated Budget February 16, 2023 Version 2</b> |                         |              |                 |            |
|   |                         | \$ 4,129,710 | \$ 308,065      | 8.06%      |

**Combined Budgets**

|  |  |              | Dollar Increase | % Increase |
|--|--|--------------|-----------------|------------|
| Stony Brook Elementary   |  | \$ 4,662,100 | 334,772         | 7.74%      |
| Eddy Elementary  |  | 4,129,710    | 308,065         | 8.06%      |
|  |  | \$ -         |                 |            |
| <b>Total Combined Updated Budgets March 17, 2023 Version 4</b> |  |              |                 |            |
|  |  | \$ 8,791,810 | \$ 642,837      | 7.89%      |

**ADD: Benefits** \$ 2,280,746 (61,843) -2.64%

**TOTAL COMBINED OPERATING AND BENEFITS BUDGET MARCH 17, 2023 Version 4** \$ 11,072,556 580,994 5.54%

**NAUSET PUBLIC SCHOOLS**  
**FY 2024 COMBINED BUDGET WORKSHEET**  
**March 17, 2023**

**Total Combined Updated Budgets March 17, 2023 Version 4**
\$ 8,791,810

**Fringe Benefit Expenses Allocated to the Elementary Schools**
\$ 2,280,746

**Total Combined Updated Budgets March 17, 2023 Version 4**
\$ 11,072,556

|  | FY21                                       | FY22              | FY23              | FY24              |
|--|--|-------------------|-------------------|-------------------|
| <b>FRINGE BENEFITS ALLOCATION</b>                        |  |                   |                   |                   |
| Health   | 1,591,607                                  | 1,657,417         | 1,798,895         | 1,743,904         |
| Life   | 2,882                                      | 2,735             | 3,087             | 2,660             |
| Retirement   | 361,742                                    | 355,153           | 420,759           | 409,171           |
| Medicare   | 73,000                                     | 76,000            | 79,040            | 83,387            |
| Unemployment   | 39,210                                     | 40,008            | 40,808            | 41,624            |
|  | <b>SUBTOTAL FRINGE BENEFITS ALLOCATION</b> |                   |                   |                   |
|  | <u>2,068,441</u>                           | <u>2,131,313</u>  | <u>2,342,589</u>  | <u>2,280,746</u>  |
| <b>OPERATING BUDGETS</b>                                 |  |                   |                   |                   |
| Stony Brook  |  | 4,222,581         | 4,327,328         | 4,662,100         |
| Eddy   |  | 3,728,907         | 3,821,645         | 4,129,710         |
|  | <b>SUBTOTAL OPERATING BUDGETS</b>          |                   |                   |                   |
|  |  | <u>7,951,488</u>  | <u>8,148,973</u>  | <u>8,791,810</u>  |
| <br><b>TOTAL BUDGET &amp; FRINGE BENEFITS ALLOCATION</b> |  |                   |                   |                   |
|  |  | <u>10,082,801</u> | <u>10,491,562</u> | <u>11,072,556</u> |



| NAUSET PUBLIC SCHOOLS                |      |                    |                    |                    |                    |                    |                    |                    |                    |                 | 3/17/2023       |
|--------------------------------------|------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-----------------|-----------------|
| FY 2024 BUDGET WORKSHEET             |      |                    |                    |                    |                    |                    |                    |                    |                    |                 | ver 4           |
| <b><u>Stony Brook Elementary</u></b> |      |                    |                    |                    |                    |                    |                    |                    |                    |                 |                 |
|                                      |      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Proposed</b>    | <b>Dollar</b>   | <b>%</b>        |
|                                      |      | <b>2019-2020</b>   | <b>2019-2020</b>   | <b>2020-2021</b>   | <b>2020-2021</b>   | <b>2021-2022</b>   | <b>2021-2022</b>   | <b>2022-2023</b>   | <b>2023-2024</b>   | <b>Increase</b> | <b>Increase</b> |
| Salaries Principals                  | 5001 | \$96,479           | \$96,479           | \$98,981           | \$98,409           | \$125,377          | \$138,876          | \$126,011          | \$145,907          | \$19,896        | 15.79%          |
| Salaries Secretary                   | 5002 | \$112,655          | \$111,224          | \$115,357          | \$113,786          | \$117,094          | \$132,086          | \$123,551          | \$123,566          | \$15            | 0.01%           |
| Substitutes Secretary                | 5003 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0             | 0.00%           |
| Contracted Svcs Office Equipment     | 5004 | \$4,000            | \$2,467            | \$2,500            | \$2,467            | \$2,500            | \$2,566            | \$2,500            | \$2,600            | \$100           | 4.00%           |
| Supplies General Office              | 5074 | \$800              | \$507              | \$1,000            | \$2,054            | \$1,000            | \$245              | \$1,000            | \$250              | -\$750          | -75.00%         |
| Other Principal Expense              | 5006 | \$1,500            | \$0                | \$1,200            | \$0                | \$1,200            | \$3,781            | \$1,000            | \$0                | -\$1,000        | -100.00%        |
| Contracted Svcs Non-Instr Technology | 5007 | \$19,139           | \$14,722           | \$26,667           | \$17,040           | \$26,808           | \$21,444           | \$26,103           | \$33,780           | \$7,677         | 29.41%          |
| Supplies Non-Instr Technology        | 5008 | \$400              | \$0                | \$200              | \$0                | \$250              | \$0                | \$250              | \$0                | -\$250          | -100.00%        |
| Hardware Non-Instr Technology        | 5009 | \$0                | \$0                | \$0                | \$0                | \$0                | \$628              | \$0                | \$15,195           | \$15,195        | 100.00%         |
|                                      |      | <b>\$234,973</b>   | <b>\$225,399</b>   | <b>\$245,905</b>   | <b>\$233,756</b>   | <b>\$274,229</b>   | <b>\$299,626</b>   | <b>\$280,415</b>   | <b>\$321,298</b>   | <b>\$40,883</b> | <b>14.58%</b>   |
| Salaries Teachers                    | 5010 | \$1,370,231        | \$1,361,862        | \$1,501,271        | \$1,462,470        | \$1,549,733        | \$1,559,804        | \$1,654,058        | \$1,753,613        | \$99,555        | 6.02%           |
| Salaries Library/Tech                | 5104 | \$10,994           | \$10,994           | \$11,335           | \$0                | \$11,615           | \$409              | \$0                | \$0                | \$0             | 0.00%           |
| Stipends Mentor                      | 5011 | \$1,950            | \$1,685            | \$1,500            | \$3,133            | \$1,800            | \$1,472            | \$1,800            | \$1,800            | \$0             | 0.00%           |
| Tutor Salaries                       | 5080 | \$8,746            | \$13,978           | \$0                | \$8,973            | \$0                | \$0                | \$0                | \$0                | \$0             | 0.00%           |
| Salaries Instruct Coordinators       | 5012 | \$11,340           | \$11,340           | \$12,776           | \$11,623           | \$12,776           | \$5,942            | \$13,095           | \$12,396           | -\$699          | -5.34%          |
| Substitutes                          | 5013 | \$16,900           | \$16,640           | \$22,000           | \$10,506           | \$22,000           | \$22,381           | \$20,000           | \$20,000           | \$0             | 0.00%           |
| Substitutes Long Term                | 5014 | \$0                | \$11,407           | \$30,000           | \$69,322           | \$45,000           | \$38,841           | \$45,000           | \$40,000           | -\$5,000        | -11.11%         |
| Salaries Ed Assistants               | 5015 | \$199,754          | \$212,579          | \$220,826          | \$215,567          | \$238,713          | \$310,661          | \$255,613          | \$167,585          | -\$88,028       | -34.44%         |
| Substitutes Ed Assistants            | 5016 | \$4,000            | \$2,750            | \$4,500            | \$4,759            | \$4,500            | \$3,544            | \$4,500            | \$3,500            | -\$1,000        | -22.22%         |
| Contracted Svcs Instruction          | 5017 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0             | 0.00%           |
| Teacher Stipends                     | 5075 | \$1,000            | \$0                | \$1,000            | \$389              | \$1,000            | \$1,391            | \$1,000            | \$0                | -\$1,000        | -100.00%        |
| Substitutes Professional Development | 5018 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0             | 0.00%           |
| Contracted Svcs Prof Development     | 5019 | \$2,000            | \$0                | \$2,000            | \$0                | \$2,000            | \$0                | \$2,000            | \$0                | -\$2,000        | -100.00%        |
| Other Professional Development       | 5020 | \$250              | \$20,123           | \$1,500            | \$1,553            | \$15,000           | \$6,083            | \$15,000           | \$5,000            | -\$10,000       | -66.67%         |
| Contracted Services ELL Teacher      | 5081 | \$0                | \$0                | \$0                | \$0                | \$0                | \$34               | \$0                | \$0                | \$0             | 0.00%           |
| ELL Travel                           | 5103 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0             | 0.00%           |
| Contracted Svs Tech Maint & Support  | 5106 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$13,253           | \$13,253        | 100.00%         |
| Contracted Svs Elementary Curr. Dir. | 5111 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$7,872            | \$7,872         | 100.00%         |
|                                      |      | <b>\$1,627,165</b> | <b>\$1,663,358</b> | <b>\$1,808,708</b> | <b>\$1,788,295</b> | <b>\$1,904,137</b> | <b>\$1,950,562</b> | <b>\$2,012,066</b> | <b>\$2,025,019</b> | <b>\$12,953</b> | <b>0.64%</b>    |
| Textbooks/Software/Media             | 5021 | \$10,000           | \$14,670           | \$16,269           | \$17,137           | \$17,500           | \$3,374            | \$17,500           | \$20,000           | \$2,500         | 14.29%          |
| Other Instructional Material         | 5022 | \$12,500           | \$27,077           | \$15,000           | \$23,043           | \$25,000           | \$42,460           | \$25,000           | \$25,000           | \$0             | 0.00%           |
| Instructional Equipment              | 5023 | \$5,500            | \$7,544            | \$6,000            | \$6,062            | \$6,000            | \$54,630           | \$6,000            | \$6,000            | \$0             | 0.00%           |
| Supplies General                     | 5024 | \$10,000           | \$16,920           | \$15,000           | \$18,699           | \$15,000           | \$28,922           | \$15,000           | \$15,000           | \$0             | 0.00%           |
| Contracted Svcs Other Instructional  | 5025 | \$0                | \$353              | \$0                | \$519              | \$0                | \$0                | \$0                | \$0                | \$0             | 100.00%         |
| Contracted Svcs Instr Technology     | 5026 | \$7,500            | \$10,736           | \$12,716           | \$14,444           | \$19,313           | \$29,213           | \$23,755           | \$26,358           | \$2,603         | 10.96%          |
| Supplies Instrctnl Technology        | 5027 | \$1,500            | \$1,749            | \$1,500            | \$8,689            | \$1,500            | \$8,436            | \$1,500            | \$2,500            | \$1,000         | 66.67%          |
| Instructional Hardware               | 5028 | \$0                | \$0                | \$0                | \$40,704           | \$0                | \$2,139            | \$14,707           | \$41,798           | \$27,091        | 184.20%         |
| Library/Media Instrctnl Hardware     | 5029 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0             | 0.00%           |
| Instructional Software               | 5030 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0             | 0.00%           |
| Stipend Technology                   | 5106 | \$720              | \$0                | \$720              | \$0                | \$720              | \$0                | \$0                | \$0                | \$0             | 0.00%           |
|                                      |      | <b>\$47,720</b>    | <b>\$79,049</b>    | <b>\$67,205</b>    | <b>\$129,297</b>   | <b>\$85,033</b>    | <b>\$169,174</b>   | <b>\$103,462</b>   | <b>\$136,656</b>   | <b>\$33,194</b> | <b>32.08%</b>   |



| <u><b>Stony Brook Elementary</b></u>   |      | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Proposed</b>  | <b>Dollar</b>    | <b>%</b>        |
|--|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|
|  |      | <b>2019-2020</b> | <b>2019-2020</b> | <b>2020-2021</b> | <b>2020-2021</b> | <b>2021-2022</b> | <b>2021-2022</b> | <b>2022-2023</b> | <b>2023-2024</b> | <b>Increase</b>  | <b>Increase</b> |
| Salaries Guidance & Counseling         | 5031 | \$63,312         | \$67,150         | \$68,829         | \$71,671         | \$71,367         | \$41,304         | \$41,408         | \$98,940         | \$57,532         | 138.94%         |
| Contracted Svcs Testing                | 5032 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| Testing Materials                      | 5033 | \$250            | \$0              | \$750            | \$566            | \$750            | \$0              | \$750            | \$300            | -\$450           | -60.00%         |
|  |      | <b>\$63,562</b>  | <b>\$67,150</b>  | <b>\$69,579</b>  | <b>\$72,237</b>  | <b>\$72,117</b>  | <b>\$41,304</b>  | <b>\$42,158</b>  | <b>\$99,240</b>  | <b>\$57,082</b>  | <b>135.40%</b>  |
| Salaries Nurse                         | 5034 | \$73,394         | \$71,832         | \$78,234         | \$78,370         | \$82,991         | \$65,705         | \$62,081         | \$90,240         | \$28,159         | 45.36%          |
| Substitute Nurse                       | 5035 | \$400            | \$150            | \$750            | \$1,104          | \$750            | \$1,875          | \$750            | \$750            | \$0              | 0.00%           |
| Contracted Svcs School Physician       | 5036 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| Supplies Medical                       | 5037 | \$500            | \$697            | \$600            | \$650            | \$600            | \$2,001          | \$600            | \$600            | \$0              | 0.00%           |
| Other Medical Expenses                 | 5038 | \$500            | \$79             | \$200            | \$0              | \$200            | \$100            | \$200            | \$200            | \$0              | 0.00%           |
|  |      | <b>\$74,794</b>  | <b>\$72,758</b>  | <b>\$79,784</b>  | <b>\$80,124</b>  | <b>\$84,541</b>  | <b>\$69,681</b>  | <b>\$63,631</b>  | <b>\$91,790</b>  | <b>\$28,159</b>  | <b>44.25%</b>   |
| Regular Day Transportation             | 5088 | \$118,522        | \$113,845        | \$117,261        | \$108,722        | \$117,587        | \$103,899        | \$122,231        | \$139,319        | \$17,088         | 13.98%          |
| Transportation Fuel Escalation Charges | 5096 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
|  |      | <b>\$118,522</b> | <b>\$113,845</b> | <b>\$117,261</b> | <b>\$108,722</b> | <b>\$117,587</b> | <b>\$103,899</b> | <b>\$122,231</b> | <b>\$139,319</b> | <b>\$17,088</b>  | <b>13.98%</b>   |
| Salaries Cafeteria                     | 5077 | \$0              | \$16,000         | \$5,000          | \$14,653         | \$5,000          | \$74,000         | \$14,653         | \$0              | -\$14,653        | -100.00%        |
| Cafeteria Other Expense                | 5098 | \$1,000          | \$139            | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
|  |      | <b>\$1,000</b>   | <b>\$16,139</b>  | <b>\$5,000</b>   | <b>\$14,653</b>  | <b>\$5,000</b>   | <b>\$74,000</b>  | <b>\$14,653</b>  | <b>\$0</b>       | <b>-\$14,653</b> | <b>-100.00%</b> |
| Other Student Activity Expense         | 5040 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
|  |      | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>0.00%</b>    |
| Salaries Custodial                     | 5041 | \$127,433        | \$121,141        | \$127,807        | \$128,257        | \$132,765        | \$123,987        | \$121,786        | \$128,255        | \$6,469          | 5.31%           |
| Substitute Custodial                   | 5042 | \$500            | \$0              | \$600            | \$1,643          | \$600            | \$90             | \$600            | \$600            | \$0              | 0.00%           |
| Overtime Custodial                     | 5043 | \$750            | \$1,391          | \$750            | \$11,926         | \$1,000          | \$1,941          | \$1,000          | \$1,000          | \$0              | 0.00%           |
| Contracted Svcs Custodial              | 5044 | \$5,400          | \$6,369          | \$6,000          | \$6,176          | \$6,000          | \$7,407          | \$6,000          | \$6,000          | \$0              | 0.00%           |
| Supplies Custodial                     | 5045 | \$14,000         | \$17,016         | \$14,150         | \$10,326         | \$14,500         | \$13,667         | \$14,799         | \$7,000          | -\$7,799         | -52.70%         |
| Other Custodial Expense                | 5046 | \$300            | \$278            | \$300            | \$625            | \$900            | \$0              | \$975            | \$650            | -\$325           | -33.33%         |
| Fuel Oil                               | 5053 | \$97,765         | \$55,790         | \$97,765         | \$30,964         | \$97,765         | \$52,347         | \$97,765         | \$97,765         | \$0              | 0.00%           |
| Electricity                            | 5054 | \$57,000         | \$35,965         | \$57,000         | \$35,955         | \$57,000         | \$42,347         | \$57,000         | \$63,521         | \$6,521          | 11.44%          |
| Telephone                              | 5055 | \$2,852          | \$1,590          | \$2,582          | \$1,713          | \$2,582          | \$1,652          | \$2,582          | \$8,800          | \$6,218          | 240.82%         |
|  |      | <b>\$306,000</b> | <b>\$239,540</b> | <b>\$306,954</b> | <b>\$227,585</b> | <b>\$313,112</b> | <b>\$243,438</b> | <b>\$302,507</b> | <b>\$313,591</b> | <b>\$11,084</b>  | <b>3.66%</b>    |
| Contracted Svcs Grounds                | 5047 | \$2,500          | \$1,361          | \$2,000          | \$0              | \$2,000          | \$0              | \$2,000          | \$2,000          | \$0              | 0.00%           |
| Contracted Svcs Building               | 5048 | \$8,000          | \$10,491         | \$12,000         | \$28,355         | \$15,000         | \$15,651         | \$17,500         | \$16,000         | -\$1,500         | -8.57%          |
| Contracted Svcs Equipment              | 5049 | \$5,000          | \$3,511          | \$13,000         | \$1,575          | \$10,000         | \$1,138          | \$12,000         | \$10,000         | -\$2,000         | -16.67%         |
| Contracted Svcs Security               | 5050 | \$3,506          | \$4,344          | \$3,500          | \$738            | \$3,500          | \$1,510          | \$3,500          | \$2,500          | -\$1,000         | -28.57%         |
|  |      | <b>\$19,006</b>  | <b>\$19,707</b>  | <b>\$30,500</b>  | <b>\$30,668</b>  | <b>\$30,500</b>  | <b>\$18,299</b>  | <b>\$35,000</b>  | <b>\$30,500</b>  | <b>-\$4,500</b>  | <b>-12.86%</b>  |



| <b><u>Stony Brook Elementary</u></b> |      | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Proposed</b>  | <b>Dollar</b>   | <b>%</b>        |
|--------------------------------------|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|-----------------|
|                                      |      | <b>2019-2020</b> | <b>2019-2020</b> | <b>2020-2021</b> | <b>2020-2021</b> | <b>2021-2022</b> | <b>2021-2022</b> | <b>2022-2023</b> | <b>2023-2024</b> | <b>Increase</b> | <b>Increase</b> |
| Contracted Svcs Extraordinary Mncte  | 5051 | \$0              | \$9,437          | \$750            | \$2,652          | \$2,500          | \$2,664          | \$2,500          | \$2,500          | \$0             | 0.00%           |
|                                      |      | <b>\$0</b>       | <b>\$9,437</b>   | <b>\$750</b>     | <b>\$2,652</b>   | <b>\$2,500</b>   | <b>\$2,664</b>   | <b>\$2,500</b>   | <b>\$2,500</b>   | <b>\$0</b>      | <b>0.00%</b>    |
| SE Teachers Salaries                 | 5056 | \$263,111        | \$263,111        | \$272,345        | \$273,360        | \$280,620        | \$251,279        | \$290,295        | \$279,623        | -\$10,672       | -3.68%          |
| SE Tutors Salaries                   | 5078 | \$500            | \$279            | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| SE Salaries Speech Therapeutic       | 5057 | \$62,311         | \$64,824         | \$31,803         | \$40,964         | \$33,932         | \$47,054         | \$51,637         | \$56,503         | \$4,866         | 9.42%           |
| SE Contracted Svcs OT/PT             | 5079 | \$51,624         | \$51,624         | \$55,475         | \$55,475         | \$50,102         | \$47,270         | \$47,136         | \$54,096         | \$6,960         | 14.77%          |
| SE Substitute Teachers               | 5058 | \$2,000          | \$1,055          | \$2,200          | \$0              | \$2,000          | \$731            | \$2,000          | \$1,000          | -\$1,000        | -50.00%         |
| SE Substitutes Long Term             | 5059 | \$0              | \$0              | \$0              | \$5,675          | \$0              | \$8,215          | \$0              | \$0              | \$0             | 0.00%           |
| SE Salaries Ed Assistants            | 5060 | \$269,198        | \$278,970        | \$258,531        | \$287,678        | \$280,974        | \$294,701        | \$382,423        | \$381,250        | -\$1,173        | -0.31%          |
| SE Substitutes Ed Assistants         | 5061 | \$5,600          | \$1,365          | \$4,200          | \$873            | \$3,500          | \$5,971          | \$3,500          | \$3,500          | \$0             | 0.00%           |
| SE Contracted Svcs Prof Development  | 5062 | \$500            | \$0              | \$500            | \$0              | \$738            | \$0              | \$740            | \$0              | -\$740          | -100.00%        |
|                                      |      | <b>\$654,844</b> | <b>\$661,228</b> | <b>\$625,054</b> | <b>\$664,025</b> | <b>\$651,866</b> | <b>\$655,221</b> | <b>\$777,731</b> | <b>\$775,972</b> | <b>-\$1,759</b> | <b>-0.23%</b>   |
| SE Textbooks/Software/Media          | 5063 | \$500            | \$890            | \$350            | \$495            | \$500            | \$0              | \$500            | \$2,500          | \$2,000         | 400.00%         |
| SE Other Instructional Material      | 5064 | \$1,200          | \$3,577          | \$1,000          | \$3,430          | \$1,600          | \$3,490          | \$3,430          | \$2,500          | -\$930          | -27.11%         |
| SE Supplies General                  | 5065 | \$300            | \$597            | \$250            | \$643            | \$400            | \$823            | \$400            | \$400            | \$0             | 0.00%           |
| SE Other Instructional Services      | 5066 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| SE Contracted Svcs Inst Technology   | 5067 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 100.00%         |
| SE Supplies Instr Technology         | 5068 | \$0              | \$0              | \$250            | \$0              | \$250            | \$0              | \$250            | \$250            | \$0             | 0.00%           |
| SE Instructional Hardware            | 5069 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| SE Instructional Software            | 5070 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$940            | \$940           | 100.00%         |
|                                      |      | <b>\$2,000</b>   | <b>\$5,064</b>   | <b>\$1,850</b>   | <b>\$4,568</b>   | <b>\$2,750</b>   | <b>\$4,313</b>   | <b>\$4,580</b>   | <b>\$6,590</b>   | <b>\$2,010</b>  | <b>43.89%</b>   |
| SE Salaries Guidance                 | 5071 | \$56,294         | \$59,116         | \$60,594         | \$59,116         | \$61,806         | \$61,957         | \$52,728         | \$106,838        | \$54,110        | 102.62%         |
| SE Guidance Travel                   | 5073 | \$100            | \$0              | \$100            | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| SE Testing Materials                 | 5072 | \$1,000          | \$1,149          | \$1,750          | \$2,013          | \$1,500          | \$1,306          | \$500            | \$500            | \$0             | 0.00%           |
| SE Contracted Services Testing       | 5084 | \$0              | \$0              | \$0              | \$348            | \$0              | \$80             | \$0              | \$0              | \$0             | 0.00%           |
|                                      |      | <b>\$57,394</b>  | <b>\$60,265</b>  | <b>\$62,444</b>  | <b>\$61,477</b>  | <b>\$63,306</b>  | <b>\$63,343</b>  | <b>\$53,228</b>  | <b>\$107,338</b> | <b>\$54,110</b> | <b>101.66%</b>  |
| SE Contracted Svcs Psychological     | 5105 | \$5,000          | \$4,560          | \$10,000         | \$15,688         | \$12,500         | \$4,902          | \$12,500         | \$5,000          | -\$7,500        | -60.00%         |
|                                      |      | <b>\$5,000</b>   | <b>\$4,560</b>   | <b>\$10,000</b>  | <b>\$15,688</b>  | <b>\$12,500</b>  | <b>\$4,902</b>   | <b>\$12,500</b>  | <b>\$5,000</b>   | <b>-\$7,500</b> | <b>-60.00%</b>  |
| SE Summer School Transportation      | 5090 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$4,915          | \$4,915         | 100.00%         |
| SE Transportation                    | 5091 | \$63,335         | \$58,597         | \$65,235         | \$60,100         | \$64,511         | \$60,215         | \$80,491         | \$84,856         | \$4,365         | 5.42%           |
| SE Out of District Transportation    | 5092 | \$25,000         | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$30,576         | \$30,576        | 100.00%         |
|                                      |      | <b>\$88,335</b>  | <b>\$58,597</b>  | <b>\$65,235</b>  | <b>\$60,100</b>  | <b>\$64,511</b>  | <b>\$60,215</b>  | <b>\$80,491</b>  | <b>\$120,347</b> | <b>\$39,856</b> | <b>49.52%</b>   |



| <b><u>Stony Brook Elementary</u></b> |      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Proposed</b>    | <b>Dollar</b>    | <b>%</b>        |
|--------------------------------------|------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------------------|-----------------|
|                                      |      | <b>2019-2020</b>   | <b>2019-2020</b>   | <b>2020-2021</b>   | <b>2020-2021</b>   | <b>2021-2022</b>   | <b>2021-2022</b>   | <b>2022-2023</b>   | <b>2023-2024</b>   | <b>Increase</b>  | <b>Increase</b> |
| Transportation--McKinney Vento       | 5102 | \$1,500            | \$0                | \$1,500            | \$16,188           | \$0                | \$6,025            | \$0                | \$0                | \$0              | 0.00%           |
|                                      |      | <b>\$1,500</b>     | <b>\$0</b>         | <b>\$1,500</b>     | <b>\$16,188</b>    | <b>\$0</b>         | <b>\$6,025</b>     | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>0.00%</b>    |
| SE PreSchool Tuition                 | 5087 | \$394,716          | \$443,216          | \$437,454          | \$361,704          | \$355,631          | \$264,942          | \$367,845          | \$371,906          | \$4,061          | 1.10%           |
| SE Out of District Tuition           | 5097 | \$0                | \$0                | \$0                | \$0                | \$0                | \$12,000           | \$0                | \$56,160           | \$56,160         | 100.00%         |
| SE Extended School Year Tuition      | 5093 | \$8,000            | \$8,000            | \$8,500            | \$8,779            | \$9,100            | \$9,100            | \$14,574           | \$2,880            | -\$11,694        | -80.24%         |
|                                      |      | <b>\$402,716</b>   | <b>\$451,216</b>   | <b>\$445,954</b>   | <b>\$370,483</b>   | <b>\$364,731</b>   | <b>\$286,042</b>   | <b>\$382,419</b>   | <b>\$430,946</b>   | <b>\$48,527</b>  | <b>12.69%</b>   |
| SE Collaborative Assessment          | 5094 | \$235              | \$235              | \$224              | \$218              | \$213              | \$222              | \$225              | \$225              | \$0              | 0.00%           |
| SE Tuition Collaborative             | 5095 | \$78,000           | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
|                                      |      | <b>\$78,235</b>    | <b>\$235</b>       | <b>\$224</b>       | <b>\$218</b>       | <b>\$213</b>       | <b>\$222</b>       | <b>\$225</b>       | <b>\$225</b>       | <b>\$0</b>       | <b>0.00%</b>    |
| Salary Committee Secretary           | 5082 | \$486              | \$225              | \$490              | \$425              | \$491              | \$857              | \$500              | \$805              | \$305            | 61.00%          |
| Contracted Services Legal            | 5107 | \$0                | \$592              | \$5,000            | \$880              | \$5,000            | \$336              | \$5,000            | \$1,000            | -\$4,000         | -80.00%         |
| Contracted Services Professional     | 5108 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| Other School Committee Expense       | 5083 | \$750              | \$790              | \$400              | \$116              | \$800              | \$830              | \$800              | \$800              | \$0              | 0.00%           |
|                                      |      | <b>\$1,236</b>     | <b>\$1,607</b>     | <b>\$5,890</b>     | <b>\$1,421</b>     | <b>\$6,291</b>     | <b>\$2,023</b>     | <b>\$6,300</b>     | <b>\$2,605</b>     | <b>-\$3,695</b>  | <b>-58.65%</b>  |
| Salary Technology Support            | 5114 | \$0                | \$32,662           | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
|                                      |      | <b>\$0</b>         | <b>\$32,662</b>    | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>0.00%</b>    |
| Salaries Central Office              | 5086 | \$155,963          | \$152,469          | \$156,905          | \$157,140          | \$152,208          | \$152,837          | \$164,277          | \$163,072          | -\$1,205         | -0.73%          |
| Other Central Office Expense         | 5085 | \$15,669           | \$19,000           | \$15,572           | \$15,185           | \$15,449           | \$14,668           | \$17,454           | \$29,983           | \$12,529         | 71.78%          |
|                                      |      | <b>\$171,632</b>   | <b>\$171,469</b>   | <b>\$172,477</b>   | <b>\$172,325</b>   | <b>\$167,657</b>   | <b>\$167,505</b>   | <b>\$181,731</b>   | <b>\$193,055</b>   | <b>\$11,324</b>  | <b>6.23%</b>    |
| CIRCUIT BREAKER FY17                 | 5087 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                |                  |                 |
| CIRCUIT BREAKER FY18                 | 5097 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                |                  |                 |
| CIRCUIT BREAKER FY20                 | 5087 |                    |                    | -\$67,750          | \$0                | \$0                | \$0                | \$0                | \$0                |                  |                 |
| CIRCUIT BREAKER FY22                 | 5087 |                    |                    |                    |                    |                    |                    | -\$150,500         | \$0                |                  |                 |
| CIRCUIT BREAKER FY23                 | 5087 |                    |                    |                    |                    |                    |                    | \$0                | -\$42,460          |                  |                 |
| RESERVED FOR NEGOTIATION             |      |                    |                    | \$0                | \$0                | \$0                | \$0                | \$0                | \$2,803            |                  |                 |
| PRE PAYMENT FY23 PRE K               | 5087 |                    |                    |                    |                    |                    |                    |                    | -\$50,000          |                  |                 |
| TUITION REVOLVING                    | 5097 |                    |                    |                    |                    |                    |                    |                    | -\$50,234          |                  |                 |
| <b>GRAND TOTAL</b>                   |      | <b>\$3,955,634</b> | <b>\$3,953,285</b> | <b>\$4,054,524</b> | <b>\$4,054,482</b> | <b>\$4,222,581</b> | <b>\$4,222,458</b> | <b>\$4,327,328</b> | <b>\$4,662,100</b> | <b>\$334,772</b> | <b>7.74%</b>    |
| <b>Regular Day</b>                   |      | <b>\$2,492,742</b> | <b>\$2,539,044</b> | <b>\$2,731,646</b> | <b>\$2,687,989</b> | <b>\$2,888,756</b> | <b>\$2,972,647</b> | <b>\$2,978,623</b> | <b>\$3,162,716</b> | <b>\$184,093</b> | <b>6.18%</b>    |
| <b>SPED</b>                          |      | <b>\$1,462,892</b> | <b>\$1,414,241</b> | <b>\$1,322,878</b> | <b>\$1,366,493</b> | <b>\$1,333,825</b> | <b>\$1,249,811</b> | <b>\$1,348,705</b> | <b>\$1,499,384</b> | <b>\$150,679</b> | <b>11.17%</b>   |



# STONY BROOK ELEMENTARY SCHOOL

## FY '24 BUDGET LINE ITEM DESCRIPTIONS & JUSTIFICATIONS

Ver. 2 3-17-23

| <u>Acct #</u> | <u>Description</u>  |           |
|---------------|---|-----------|
| #5001         | <b>Salaries Principal</b><br>Compensation for principal position per current contract.  | \$145,907 |
| #5002         | <b>Salaries Secretary</b><br>Compensation for full-time Administrative Assistant to the Principal and for the Office/Data Administrative Assistant in the office. | \$123,566 |
| #5004         | <b>Contracted Services Office Equipment</b><br>Lease, maintenance, and toner costs for office copier along with the postage meter.                                | \$2,600   |
| #5074         | <b>Supplies General Office</b><br>Office supplies such as postage, printer cartridges, and general supplies   | \$250     |
| #5007         | <b>Contracted Services Non/Instructional Technology</b>   | \$33,780  |

|   |         |
|---|---------|
| Adobe Sign                                  | \$405   |
| Airwatch MDM                                | \$549   |
| Aspen                                       | \$2,027 |
| Atlas                                       | \$904   |
| Blackboard                                  | \$2,187 |
| Class Creator                               | \$315   |
| CrisisGo                                    | \$497   |
| Entrusted Email                             | \$192   |
| Filewave                                    | \$2,612 |
| Gaggle Archiving                            | \$645   |
| Google Education Plus                       | \$760   |
| Incident IQ                                 | \$953   |
| Kajeet Hotspots                             | \$104   |
| Open Architects                             | \$2,788 |
| Open Cape - Internet                        | \$4,410 |
| Open Cape - TLS                             | \$2,394 |
| Panorama                                    | \$2,457 |
| Parentsquare                                | \$1,085 |
| PDQ   | \$138   |
| Pickup Patrol (or other dismissal software) | \$400   |
| Raptor                                      | \$604   |
| Securly Web Filtering                       | \$1,345 |

|                                       |                 |
|---------------------------------------|-----------------|
| SNAP                                  | \$912           |
| Sophos Phishing License               | \$321           |
| Sophos Anti Virus (computers/servers) | \$1,437         |
| Firewall Subscription                 | \$1,156         |
| Subs Online                           | \$495           |
| Teachpoint                            | \$973           |
| TEC Student Data Privacy Alliance     | \$235           |
| Veeam Backup Cloud Licenses           | \$236           |
| Wasabi Cloud Backup Storage           | \$244           |
| <b>Total</b>                          | <b>\$33,780</b> |

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| <b>Acct #</b> | <b>Description</b> |
|---------------|--------------------|
|---------------|--------------------|

|              |   |                 |
|--------------|---|-----------------|
| <b>#5009</b> | <b><u>Hardware Non-Instructional Technology</u></b> | <b>\$15,000</b> |
|--------------|---|-----------------|

Hardware purchases essential for school safety and to update/replace some security cameras. Also includes camera/NVR maintenance and PB project.

|              |                                 |                    |
|--------------|---------------------------------|--------------------|
| <b>#5010</b> | <b><u>Salaries Teachers</u></b> | <b>\$1,753,613</b> |
|--------------|---------------------------------|--------------------|

This salary account funds teachers' contract salaries including step increases and longevity. Budgeted amount includes 12 classroom teachers, (4 kindergarten.; 4 grade one; and 4 grade two), all or a portion of specialist teachers, 1 EL teacher, 0.5 music teacher, 0.5 art teacher, 1 FTE technology/library teacher, 1 FTE physical education teacher, and 1 FTE world languages/world cultures teacher. Also includes portion of reading specialist and intervention/enrichment teachers.

|              |                                  |            |
|--------------|----------------------------------|------------|
| <b>#5104</b> | <b><u>Salaries Librarian</u></b> | <b>\$0</b> |
|--------------|----------------------------------|------------|

Salary now included in account #5010.

|              |                               |                |
|--------------|-------------------------------|----------------|
| <b>#5011</b> | <b><u>Stipends Mentor</u></b> | <b>\$1,800</b> |
|--------------|-------------------------------|----------------|

Anticipated need for the equivalent of three mentors and partial mentors for year 2/3 staff.

|              |   |                 |
|--------------|---|-----------------|
| <b>#5012</b> | <b><u>Salaries Instructional Coordinators</u></b> | <b>\$12,396</b> |
|--------------|---|-----------------|

Teacher stipends for (1) ELA Subject Coordinator, (1) Math Subject Coordinator, (1) Data Coordinator/NTSS position, and (1) Technology Subject Coordinator.

|              |                           |                 |
|--------------|---------------------------|-----------------|
| <b>#5013</b> | <b><u>Substitutes</u></b> | <b>\$20,000</b> |
|--------------|---------------------------|-----------------|

This account funds substitutes for teachers/staff listed in #5010.

|              |                                     |                 |
|--------------|-------------------------------------|-----------------|
| <b>#5014</b> | <b><u>Substitutes Long Term</u></b> | <b>\$40,000</b> |
|--------------|-------------------------------------|-----------------|

Based upon actuals from prior years and with a possible maternity leave(s).

|              |   |                  |
|--------------|---|------------------|
| <b>#5015</b> | <b><u>Salaries Educational Assistants</u></b> | <b>\$167,585</b> |
|--------------|---|------------------|

This account reflects salaries for kindergarten support and coverage of all recess/lunch duties.

|              |  |                |
|--------------|--|----------------|
| <b>#5016</b> | <b><u>Substitutes Educational Assistants</u></b> | <b>\$3,500</b> |
|--------------|--|----------------|

Substitute compensation for educational assistants.



| <b>Acct #</b> | <b>Description</b> |  |
|---------------|--------------------|--|
|---------------|--------------------|--|

|              |  |                |
|--------------|--|----------------|
| <b>#5020</b> | <b><u>Other Professional Development</u></b> | <b>\$5,000</b> |
|--------------|--|----------------|

Funding to provide opportunities for teachers/staff to attend workshops directly related to their areas of instruction. Continued work in Deep Learning and Creative Learning.

|              |  |                 |
|--------------|--|-----------------|
| <b>#5106</b> | <b><u>Contracted Services Technology Maintenance and Support</u></b> | <b>\$13,253</b> |
|--------------|--|-----------------|

Funds Stony Brook Elementary School's portion of the Region's elementary schools technology and maintenance and support personnel to address contracted services provided by our IT team for technology. Line item is based on the October 1<sup>st</sup> enrollment for the elementary schools.

|              |   |                |
|--------------|---|----------------|
| <b>#5111</b> | <b><u>CS – Elementary Curriculum Director</u></b> | <b>\$7,872</b> |
|--------------|---|----------------|

Funding for the Elementary Curriculum Coordinator position that was created several years ago. This represents Stony Brook's portion of the cost. Line item is based on the October 1<sup>st</sup> enrollment for the elementary schools.

|              |  |                 |
|--------------|--|-----------------|
| <b>#5021</b> | <b><u>Textbooks/Software/Media</u></b> | <b>\$20,000</b> |
|--------------|--|-----------------|

Includes funding for a new K-2 reading/language program and the renewal of math materials. Funding also includes any other textbooks that may be required or need to be replaced.

|              |  |                 |
|--------------|--|-----------------|
| <b>#5022</b> | <b><u>Other Instructional Material</u></b> | <b>\$25,000</b> |
|--------------|--|-----------------|

Consumable instructional materials including materials to support MA Curriculum Frameworks. This account also funds materials requisitioned by each of the specialists and for new books in the Stony Brook library. Based upon prior actuals.

|              |                                       |                |
|--------------|---------------------------------------|----------------|
| <b>#5023</b> | <b><u>Instructional Equipment</u></b> | <b>\$6,000</b> |
|--------------|---------------------------------------|----------------|

Lease (per year) two teacher copiers including operating costs.

|              |                                |                 |
|--------------|--------------------------------|-----------------|
| <b>#5024</b> | <b><u>General Supplies</u></b> | <b>\$15,000</b> |
|--------------|--------------------------------|-----------------|

This account is used to purchase supplies used for teachers and staff to function on a day-to-day basis. Based upon actual expenditures from prior years.

|              |   |            |
|--------------|---|------------|
| <b>#5025</b> | <b><u>Contracted Services Other Instructional</u></b> | <b>\$0</b> |
|--------------|---|------------|

Costs of any programs/field trips that cannot be afforded by students will be paid by PTO.

|              |  |                 |
|--------------|--|-----------------|
| <b>#5026</b> | <b><u>Contracted Services Instructional Technology</u></b> | <b>\$26,358</b> |
|--------------|--|-----------------|

Includes all software licenses outlined below.

|                            |         |
|----------------------------|---------|
| Adobe Creative Cloud Suite | \$30    |
| Amplify (DIBELS 8)         | \$3,116 |
| Aperture (DESSA)           | \$1,229 |
| Book Creator               | \$1,588 |
| Codelicious                | \$1,039 |
| Destiny Follett            | \$1,209 |
| iReady                     | \$1,131 |
| Learning A-Z               | \$2,285 |
| Learning Ally              | \$1,091 |

|                                     |                 |
|-------------------------------------|-----------------|
| Lexia                               | \$6,458         |
| Mystery Science                     | \$891           |
| Read & Write (Text Help)            | \$529           |
| Rockalingua                         | \$368           |
| Seesaw                              | \$1,218         |
| SLP Now                             | \$315           |
| Smart Learning Suite                | \$564           |
| Starfall                            | \$373           |
| Typetastic                          | \$299           |
| Zearn                               | \$2,625         |
| <b>Total Instructional Software</b> | <b>\$26,358</b> |

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**Acct #      Description**

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**#5027      Supplies Instructional Technology      \$2,500**  
 Operating, repair, and replacement supplies for technology (e.g., iPad repairs, cartridges for laser printers, light bulbs for Smart Boards, USB Cable wires, and replacement of iPad cases).

**#5028      Instructional Hardware      \$41,798**  
 All schools are beginning the process of a device replacement cycle. Stony Brook will replace 50 iPads and several SmartBoards and Hovercams. Capital Plan funding will be necessary for the costs beyond this dollar amount and will be used to replace computers in our lab.

**#5106      Stipend - Technology**  
 No longer needed. Completed by district-wide IT staff and Technology Subject Coordinator.      \$0

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**#5031      Salaries Guidance & Counseling      \$98,940**  
 Full-time adjustment counselor. ESSER funding is no longer available.

**#5032      Contracted Services Testing      \$0**  
 No funding is required in FY24.

**#5033      Testing Materials      \$300**  
 Diagnostic forms and rating scales related to assessing non-special education students.

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**#5034      Salaries Nurse      \$90,240**  
 Salary for a full-time nurse. Includes three days compensation for summer hours for the purpose of preparing student files, and connecting with teachers who have students with significant medical needs. Increase in cost due to change in staffing.

**#5035      Substitute Nurse      \$750**  
 Substitutes to cover any absences of the nurse.

**#5036      Contracted Services School Physician      \$0**  
 School physician volunteers services.

| <b>Acct #</b> | <b>Description</b>   |                  |
|---------------|--|------------------|
| <b>#5037</b>  | <b><u>Supplies Medical</u></b>   | <b>\$600</b>     |
|               | Medical supplies for the health office.  |                  |
| <b>#5038</b>  | <b><u>Other Medical Expenses</u></b>   | <b>\$200</b>     |
|               | Job related expenses and related opportunities for professional development.   |                  |
| <b>#5088</b>  | <b><u>Regular Day Transportation</u></b>   | <b>\$139,319</b> |
|               | Amount represents increase from the CCC over anticipated costs this year.  |                  |
| <hr/>         |  |                  |
| <b>#5077</b>  | <b><u>Salaries Cafeteria</u></b>   | <b>\$0</b>       |
|               | This line item covered any potential deficits in the Cafeteria Revolving Account. In FY24, the Revolving Account will be able to cover the cost of cafeteria salaries with current revenues and reserve funding. |                  |
| <b>#5098</b>  | <b><u>Cafeteria – Other Expense</u></b>  | <b>\$0</b>       |
|               | Additional cost of clothing allowance per contract. Funded in the Cafeteria Revolving Account in FY24.   |                  |
| <hr/>         |  |                  |
| <b>5041</b>   | <b><u>Salaries Custodial</u></b>   | <b>\$128,255</b> |
|               | Salaries for 2 FTE custodian and 50% of Facilities Director’s salary. Clothing allowance per contract is included in this line item.   |                  |
| <b>#5042</b>  | <b><u>Substitute Custodial</u></b>   | <b>\$600</b>     |
|               | Compensation for custodial substitutes.  |                  |
| <b>#5043</b>  | <b><u>Overtime Custodial</u></b>   | <b>\$1,000</b>   |
|               | Funds overtime when needed. Additional funding is through the use of the Building Rental Revolving Account for overtime expenses.  |                  |
| <b>#5044</b>  | <b><u>Contracted Services - Custodial</u></b>  | <b>\$6,000</b>   |
|               | Cost for trash removal, recycling, and recycling of hazardous materials--Nauset Disposal. Addition of contract for single stream recycling.  |                  |
| <b>#5045</b>  | <b><u>Supplies Custodial</u></b>   | <b>\$7,000</b>   |
|               | Cost of paper goods, cleaning supplies, vacuum supplies, plastic liners, ice melt, tools, lightbulbs, ballasts, and wax/wax remover.   |                  |
| <b>#5046</b>  | <b><u>Other Custodial Expenses</u></b>   | <b>\$650</b>     |
|               | Contractual stipend for day custodian when head custodian is absent.   |                  |
| <b>#5053</b>  | <b><u>Fuel Oil</u></b>   | <b>\$97,765</b>  |
|               | Estimated fuel cost for FY24 projection is level funded.   |                  |



| <b>Acct #</b> | <b>Description</b>  |                  |
|---------------|---|------------------|
| <b>#5054</b>  | <b><u>Electricity</u></b>   | <b>\$63,521</b>  |
|               | Electrical cost for FY24 is representative of the increase due to the fluctuation and the volatility of the energy markets.   |                  |
| <b>#5055</b>  | <b><u>Telephone</u></b>   | <b>\$8,800</b>   |
|               | Amount reflects the change in the telephone services to a voice over IP system.   |                  |
| <hr/>         |   |                  |
| <b>#5047</b>  | <b><u>Contracted Services Grounds</u></b>   | <b>\$2,000</b>   |
|               | Includes expenses for grounds maintenance and repairs (\$475), the sprinkler system; annual playground inspection (\$500); insect treatment; mulch, and general landscaping. Building Rental Revolving Account will offset some of these costs.   |                  |
| <b>#5048</b>  | <b><u>Contracted Services Building</u></b>  | <b>\$16,000</b>  |
|               | Preventative maintenance of entire pneumatic system, air handler units, exhaust fans, unit ventilators, and air conditioners. Includes air quality testing, technical maintenance expenses, plumbing, electrical and HVAC. Additional costs to be funded from the Building Rental Revolving Account and/or the Capital Plan.  |                  |
| <b>#5049</b>  | <b><u>Contracted Services Equipment</u></b>   | <b>\$10,000</b>  |
|               | This account funds: inspection of kitchen hood, suppression system, fire extinguisher re-tag, pumping of septic tank & grease trap, fire panel repair, locksmith repairs, State-required yearly boiler & pressure vessel inspection, State-required yearly lift inspection. Additional costs to be funded from the Building Rental Revolving Account and/or the Capital Plan. |                  |
| <b>#5050</b>  | <b><u>Contracted Services Security</u></b>  | <b>\$2,500</b>   |
|               | This account funds: annual fire alarm testing, yearly monitoring of panic device, daily monitoring and test of fire alarm, daily monitoring and test of security system, and contracted services for security system. Additional costs to be funded from the Building Rental Revolving Fund.  |                  |
| <hr/>         |   |                  |
| <b>#5051</b>  | <b><u>Contracted Services Extraordinary Maintenance</u></b>   | <b>\$2,500</b>   |
|               | This account funds addition unexpected costs with equipment/building maintenance.   |                  |
| <hr/>         |   |                  |
| <b>#5056</b>  | <b><u>SE Teachers Salaries</u></b>  | <b>\$279,623</b> |
|               | Three (3.0 FTE) special needs teachers' salaries including step increases and longevity.  |                  |
| <b>#5057</b>  | <b><u>Salaries Medical Therapeutic</u></b>  | <b>\$56,503</b>  |
|               | Speech and Language Pathologist salary. Offset by grants that pay remaining portion.  |                  |

| <b>Acct #</b> | <b>Description</b>  |                  |
|---------------|---|------------------|
| <b>#5079</b>  | <b><u>SE Contracted Services Medical/Therapeutic</u></b><br>Occupational Therapist and Physical Therapist costs. Shared across the district.  | <b>\$54,096</b>  |
| <b>#5058</b>  | <b><u>SE Substitute Teachers</u></b><br>Substitute compensation for special needs teachers.   | <b>\$1,000</b>   |
| <b>#5060</b>  | <b><u>SE Salaries Educational Assistants</u></b><br>This account reflects salaries and longevity for 9.89 FTE special needs educational assistants including 1:1 educational assistants and inclusion educational assistants. | <b>\$381,250</b> |
| <b>#5061</b>  | <b><u>SE Substitutes Educational Assistants</u></b><br>Substitute coverage for special needs educational assistants.  | <b>\$3,500</b>   |
| <b>#5062</b>  | <b><u>SE Contracted Services Professional Development</u></b><br>Addressed in account #5020 and often paid through grants.  | <b>\$0</b>       |
| <b>#5063</b>  | <b><u>SE Textbooks/Software/Media</u></b><br>Purchase of textbooks, workbooks, instructional materials, and software for SE students.   | <b>\$2,500</b>   |
| <b>#5064</b>  | <b><u>SE Other Instructional Materials</u></b><br>SE Instructional Materials. Based upon prior year actuals student need.   | <b>\$2,500</b>   |
| <b>#5065</b>  | <b><u>SE Supplies General</u></b><br>General supplies for special education teachers, educational assistants, and SLP.  | <b>\$400</b>     |
| <b>#5068</b>  | <b><u>SE Supplies - Instructional Technology</u></b><br>SE Instructional Technology general supplies to meet the needs of students and staff.   | <b>\$250</b>     |
| <b>#5070</b>  | <b><u>Contracted Service- SE Instructional Technology</u></b><br>Cost for special education software/app licenses – keyboarding, Boardmaker, and News2You applications to meet IEP goals and objectives.                      | <b>\$940</b>     |
| <b>#5071</b>  | <b><u>SE Salaries Guidance</u></b><br>Salary of 0.5FTE School Psychologist and 0.5FTE Evaluation Team Leader. Shared with Eddy.   | <b>\$106,838</b> |
| <b>#5073</b>  | <b><u>SE Guidance Travel</u></b><br>Eliminated from the budget for this year based upon prior year actuals.   | <b>\$0</b>       |
| <b>#5072</b>  | <b><u>SE Testing Materials</u></b><br>Testing materials used in the evaluation process. Update and replace current materials  | <b>\$500</b>     |

| <b>Acct #</b> | <b>Description</b>   |                  |
|---------------|--|------------------|
| <b>#5105</b>  | <b><u>SE Contracted Svcs Psychological</u></b>   | <b>\$5,000</b>   |
|               | Contracted services for special education students that need outside evaluations.  |                  |
| <b>#5090</b>  | <b><u>Special Education – Summer School Transportation</u></b>   | <b>\$4,915</b>   |
|               | This account funds summer transportation for Brewster residents with significant special needs.  |                  |
| <b>#5091</b>  | <b><u>Special Education Transportation</u></b>   | <b>\$84,856</b>  |
|               | This account funds transportation for Brewster residents with significant special needs.   |                  |
| <b>#5092</b>  | <b><u>SE Out of District Transportation</u></b>  | <b>\$30,576</b>  |
|               | This account funds out of district students' transportation. Represents cost for a PK student who is being educated in a program off-Cape.   |                  |
| <b>#5102</b>  | <b><u>Transportation-McKinney-Vento</u></b>  | <b>\$0</b>       |
|               | This line item funds the cost to transport students who are homeless. No funding requested in FY24.  |                  |
| <b>#5087</b>  | <b><u>SE Preschool Tuition</u></b>   | <b>\$371,906</b> |
|               | This account pays for Brewster students attending the Nauset Integrated Preschool Program located in Stony Brook Elementary School. Slight increase of costs with the full day program and with three PK classrooms in Brewster. |                  |
| <b>#5097</b>  | <b><u>SE Out of District Tuition</u></b>   | <b>\$56,160</b>  |
|               | This line item funds the tuition cost for PK student in a program off-Cape.  |                  |
| <b>#5093</b>  | <b><u>SE - Extended School Year</u></b>  | <b>\$2,880</b>   |
|               | Costs for extended school year for SE students. Pays for a portion of summer tutoring costs.   |                  |
| <b>#5094</b>  | <b><u>SE Collaborative Assessment</u></b>  | <b>\$225</b>     |
|               | Fee to be a member of the Cape Cod Collaborative based on student enrollment.  |                  |
| <b>#5095</b>  | <b><u>SE Tuition Collaborative</u></b>   | <b>\$0</b>       |
|               | No students currently projected attending the Cape Cod Collaborative in FY24.  |                  |
| <b>#5082</b>  | <b><u>Salary Committee Secretary</u></b>   | <b>\$805</b>     |
|               | This account funds the School Committee secretary.   |                  |
| <b>#5107</b>  | <b><u>Contracted Services – Legal</u></b>  | <b>\$1,000</b>   |
|               | Ongoing legal costs for consultation on legal issues.  |                  |
| <b>#5083</b>  | <b><u>Other School Committee Expense</u></b>   | <b>\$800</b>     |
|               | Provides two registrations for the annual MASC conference.   |                  |



| <u>Acct #</u> | <u>Description</u>   |                  |
|---------------|--|------------------|
| <b>#5086</b>  | <b><u>Salaries Central Office</u></b>  | <b>\$163,072</b> |
|               | Stony Brook's portion of overhead costs for CO salaries. See separate section of the budget for details. |                  |
| <b>#5085</b>  | <b><u>Other Central Office Expense</u></b>   | <b>\$29,983</b>  |
|               | Stony Brook's portion of overhead costs for CO expenses. See separate section of the budget for details. |                  |

| NAUSET PUBLIC SCHOOLS                 |      |                    |                    |                    |                    |                    |                    |                    |                    |                  | 3/17/2023      |
|---------------------------------------|------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------------------|----------------|
| FY 2024 BUDGET WORKSHEET              |      |                    |                    |                    |                    |                    |                    |                    |                    |                  | ver 3          |
| <u>Eddy Elementary</u>                |      |                    |                    |                    |                    |                    |                    |                    |                    |                  |                |
|                                       |      | Budget             | Actual             | Budget             | Actual             | Budget             | Actual             | Budget             | Proposed           | Dollar           | %              |
|                                       |      | 2019-2020          | 2019-2020          | 2020-2021          | 2020-2021          | 2021-2022          | 2021-2022          | 2022-2023          | 2023-2024          | Increase         | Increase       |
| Salaries Principals                   | 7001 | \$125,508          | \$126,120          | \$129,273          | \$130,904          | \$133,522          | \$134,232          | \$126,011          | \$136,325          | \$10,314         | 8.18%          |
| Salaries Secretary                    | 7002 | \$88,665           | \$90,136           | \$97,295           | \$97,056           | \$103,577          | \$119,520          | \$110,662          | \$108,238          | -\$2,424         | -2.19%         |
| Substitutes Secretary                 | 7003 | \$300              | \$0                | \$300              | \$228              | \$300              | \$0                | \$0                | \$300              | \$300            | 100.00%        |
| Contracted Svcs Office Equipment      | 7004 | \$1,000            | \$1,799            | \$1,500            | \$528              | \$1,800            | \$3,639            | \$1,800            | \$1,800            | \$0              | 0.00%          |
| Supplies General Office               | 7074 | \$1,500            | \$501              | \$1,000            | \$632              | \$800              | \$683              | \$800              | \$800              | \$0              | 0.00%          |
| Other Principal Expense               | 7006 | \$1,500            | \$726              | \$1,500            | \$658              | \$1,500            | \$1,330            | \$1,000            | \$1,000            | \$0              | 0.00%          |
| Contracted Svcs Non-Instr Technology  | 7007 | \$21,972           | \$16,157           | \$26,800           | \$18,466           | \$26,843           | \$19,681           | \$26,013           | \$17,201           | -\$8,812         | -33.88%        |
| Supplies Non-Instr Technology         | 7008 | \$0                | \$0                | \$0                | \$0                | \$0                | \$2,380            | \$0                | \$0                | \$0              | 0.00%          |
| Hardware Non-Instr Technology         | 7009 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$15,000           | \$15,000         | 100.00%        |
|                                       |      | <b>\$240,445</b>   | <b>\$235,439</b>   | <b>\$257,668</b>   | <b>\$248,472</b>   | <b>\$268,342</b>   | <b>\$281,465</b>   | <b>\$266,286</b>   | <b>\$280,664</b>   | <b>\$14,378</b>  | <b>5.40%</b>   |
| Salaries Teachers                     | 7010 | \$1,405,828        | \$1,371,062        | \$1,396,566        | \$1,404,326        | \$1,460,737        | \$1,439,633        | \$1,603,677        | \$1,701,474        | \$97,797         | 6.10%          |
| Salaries Librarian                    | 7104 | \$17,039           | \$17,039           | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%          |
| Stipends Mentor                       | 7011 | \$1,015            | \$0                | \$1,100            | \$1,073            | \$1,100            | \$2,037            | \$1,100            | \$1,100            | \$0              | 0.00%          |
| Tutor Salaries                        | 7079 | \$12,923           | \$9,710            | \$8,746            | \$303              | \$3,500            | \$0                | \$0                | \$0                | \$0              | 0.00%          |
| Salaries Instruct Coordinators        | 7012 | \$11,340           | \$11,340           | \$11,340           | \$11,624           | \$11,340           | \$8,913            | \$11,500           | \$11,500           | \$0              | 0.00%          |
| Substitutes                           | 7013 | \$11,000           | \$7,620            | \$11,500           | \$13,051           | \$11,500           | \$15,213           | \$13,000           | \$15,000           | \$2,000          | 15.38%         |
| Substitutes Long Term                 | 7014 | \$0                | \$6,791            | \$0                | \$28,918           | \$10,000           | \$52,241           | \$10,000           | \$10,000           | \$0              | 0.00%          |
| Salaries Ed Assistants                | 7015 | \$68,073           | \$89,660           | \$70,759           | \$45,697           | \$67,411           | \$72,797           | \$75,538           | \$63,855           | -\$11,683        | -15.47%        |
| Substitutes Ed Assistants             | 7016 | \$1,000            | \$3,672            | \$1,000            | \$346              | \$1,000            | \$810              | \$1,000            | \$1,000            | \$0              | 0.00%          |
| Contracted Svcs Instruction           | 7017 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%          |
| Substitutes Professional Development  | 7018 | \$2,000            | \$1,939            | \$2,000            | \$0                | \$2,000            | \$0                | \$2,000            | \$2,000            | \$0              | 0.00%          |
| Contracted Svcs Prof Development      | 7019 | \$1,200            | \$0                | \$1,000            | \$0                | \$1,000            | \$3,880            | \$1,000            | \$1,000            | \$0              | 0.00%          |
| Other Professional Development        | 7020 | \$0                | \$0                | \$0                | \$167              | \$0                | \$310              | \$0                | \$6,000            | \$6,000          | 100.00%        |
| Stipends Teachers                     | 7075 | \$735              | \$0                | \$735              | \$0                | \$0                | \$339              | \$0                | \$0                | \$0              | 0.00%          |
| ELL Travel                            | 7103 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%          |
| Contracted Svcs Tech Maint & Support  | 7110 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$7,872            | \$7,872          | \$7,872        |
| Contracted Svcs Elementary Curr. Dir. | 7111 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$13,253           | \$13,253         | \$13,253       |
|                                       |      | <b>\$1,532,153</b> | <b>\$1,518,833</b> | <b>\$1,504,746</b> | <b>\$1,505,505</b> | <b>\$1,569,588</b> | <b>\$1,596,173</b> | <b>\$1,718,815</b> | <b>\$1,834,054</b> | <b>\$115,239</b> | <b>6.70%</b>   |
| Textbooks/Software/Media              | 7021 | \$12,500           | \$5,919            | \$15,000           | \$7,688            | \$16,000           | \$13,139           | \$16,000           | \$5,133            | -\$10,867        | -67.92%        |
| Other Instructional Material          | 7022 | \$11,500           | \$8,706            | \$11,500           | \$3,479            | \$10,000           | \$9,859            | \$10,000           | \$15,000           | \$5,000          | 50.00%         |
| Instructional Equipment               | 7023 | \$15,000           | \$16,171           | \$18,000           | \$9,718            | \$18,500           | \$27,250           | \$8,000            | \$9,000            | \$1,000          | 12.50%         |
| Supplies General                      | 7024 | \$9,500            | \$9,251            | \$9,500            | \$3,107            | \$9,500            | \$7,113            | \$15,000           | \$14,000           | -\$1,000         | -6.67%         |
| Contracted Svcs Other Instructional   | 7025 | \$0                | \$119              | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 100.00%        |
| Contracted Svcs Instr Technology      | 7026 | \$12,816           | \$14,734           | \$13,879           | \$12,099           | \$14,129           | \$30,741           | \$20,589           | \$0                | -\$20,589        | -100.00%       |
| Supplies Instrctnl Technology         | 7027 | \$5,500            | \$1,680            | \$6,000            | \$3,697            | \$6,000            | \$6,076            | \$3,000            | \$3,000            | \$0              | 0.00%          |
| Instructional Hardware                | 7028 | \$0                | \$0                | \$0                | \$42,566           | \$0                | \$29,904           | \$14,000           | \$0                | -\$14,000        | 100.00%        |
| Library/Media Instrctnl Hardware      | 7029 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%          |
| Instructional Software                | 7030 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%          |
|                                       |      | <b>\$66,816</b>    | <b>\$56,580</b>    | <b>\$73,879</b>    | <b>\$82,354</b>    | <b>\$74,129</b>    | <b>\$124,082</b>   | <b>\$86,589</b>    | <b>\$46,133</b>    | <b>-\$40,456</b> | <b>-46.72%</b> |



| <i>Eddy Elementary</i>                 |      | Budget           | Actual           | Budget           | Actual           | Budget           | Actual           | Budget           | Proposed         | Dollar          | %               |
|--|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|-----------------|
|  |      | 2019-2020        | 2019-2020        | 2020-2021        | 2020-2021        | 2021-2022        | 2021-2022        | 2022-2023        | 2023-2024        | Increase        | Increase        |
| Salaries Guidance & Counseling         | 7031 | \$55,726         | \$55,726         | \$60,001         | \$59,775         | \$91,544         | \$71,912         | \$93,934         | \$96,120         | \$2,186         | 2.33%           |
| Contracted Svcs Testing                | 7032 | \$1,200          | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| Testing Materials                      | 7033 | \$500            | \$98             | \$300            | \$0              | \$300            | \$0              | \$300            | \$300            | \$0             | 0.00%           |
|  |      | <b>\$57,426</b>  | <b>\$55,824</b>  | <b>\$60,301</b>  | <b>\$59,775</b>  | <b>\$91,844</b>  | <b>\$71,912</b>  | <b>\$94,234</b>  | <b>\$96,420</b>  | <b>\$2,186</b>  | <b>2.32%</b>    |
| Salaries Nurse                         | 7034 | \$65,244         | \$65,244         | \$69,554         | \$69,148         | \$80,892         | \$81,147         | \$84,754         | \$91,477         | \$6,723         | 7.93%           |
| Substitute Nurse                       | 7035 | \$450            | \$1,200          | \$1,500          | \$2,596          | \$1,500          | \$525            | \$1,050          | \$1,500          | \$450           | 42.86%          |
| Contracted Svcs School Physician       | 7036 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| Supplies Medical                       | 7037 | \$550            | \$646            | \$650            | \$560            | \$650            | \$498            | \$650            | \$650            | \$0             | 0.00%           |
| Other Medical Expenses                 | 7038 | \$550            | \$345            | \$600            | \$479            | \$650            | \$155            | \$900            | \$900            | \$0             | 0.00%           |
|  |      | <b>\$66,794</b>  | <b>\$67,435</b>  | <b>\$72,304</b>  | <b>\$72,783</b>  | <b>\$83,692</b>  | <b>\$82,325</b>  | <b>\$87,354</b>  | <b>\$94,527</b>  | <b>\$7,173</b>  | <b>8.21%</b>    |
| Regular Day Transportation             | 7088 | \$118,522        | \$113,845        | \$117,261        | \$108,722        | \$117,587        | \$103,899        | \$122,231        | \$139,319        | \$17,088        | 13.98%          |
| Transportation Fuel Escalation Charges | 7096 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
|  |      | <b>\$118,522</b> | <b>\$113,845</b> | <b>\$117,261</b> | <b>\$108,722</b> | <b>\$117,587</b> | <b>\$103,899</b> | <b>\$122,231</b> | <b>\$139,319</b> | <b>\$17,088</b> | <b>13.98%</b>   |
| Salaries Cafeteria                     | 7076 | \$0              | \$0              | \$0              | \$4,888          | \$5,000          | \$0              | \$5,000          | \$0              | -\$5,000        | -100.00%        |
| Cafeteria Other Expense                | 7098 | \$700            | \$601            | \$700            | \$31             | \$700            | \$0              | \$700            | \$0              | -\$700          | -100.00%        |
|  |      | <b>\$700</b>     | <b>\$601</b>     | <b>\$700</b>     | <b>\$4,919</b>   | <b>\$5,700</b>   | <b>\$0</b>       | <b>\$5,700</b>   | <b>\$0</b>       | <b>-\$5,700</b> | <b>-100.00%</b> |
| Other Student Activity Expense         | 7040 | \$1,300          | \$240            | \$1,000          | \$99             | \$1,000          | \$249            | \$0              | \$0              | \$0             | 0.00%           |
|  |      | <b>\$1,300</b>   | <b>\$240</b>     | <b>\$1,000</b>   | <b>\$99</b>      | <b>\$1,000</b>   | <b>\$249</b>     | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>      | <b>0.00%</b>    |
| Custodial Salaries                     | 7041 | \$156,773        | \$155,281        | \$162,001        | \$162,230        | \$165,176        | \$132,635        | \$123,889        | \$109,228        | -\$14,661       | -11.83%         |
| Substitute Custodial                   | 7042 | \$1,000          | \$192            | \$1,000          | \$0              | \$1,000          | \$291            | \$1,000          | \$1,000          | \$0             | 0.00%           |
| Overtime Custodial                     | 7043 | \$200            | \$1,495          | \$200            | \$318            | \$500            | \$1,304          | \$500            | \$500            | \$0             | 0.00%           |
| Contracted Svcs Custodial              | 7044 | \$4,600          | \$4,260          | \$4,800          | \$5,509          | \$5,100          | \$9,089          | \$5,100          | \$7,000          | \$1,900         | 37.25%          |
| Supplies Custodial                     | 7045 | \$10,000         | \$8,331          | \$10,500         | \$10,154         | \$10,000         | \$10,182         | \$10,000         | \$10,000         | \$0             | 0.00%           |
| Other Custodial Expense                | 7046 | \$300            | \$0              | \$300            | \$0              | \$300            | \$0              | \$650            | \$350            | -\$300          | -46.15%         |
| Natural Gas                            | 7053 | \$36,835         | \$29,770         | \$39,107         | \$29,601         | \$39,107         | \$26,043         | \$39,107         | \$58,661         | \$19,554        | 50.00%          |
| Electricity                            | 7054 | \$57,000         | \$36,413         | \$57,000         | \$38,533         | \$57,000         | \$40,661         | \$57,000         | \$60,992         | \$3,992         | 7.00%           |
| Telephone                              | 7055 | \$3,466          | \$1,249          | \$3,466          | \$1,376          | \$3,466          | \$1,310          | \$3,466          | \$7,500          | \$4,034         | 116.39%         |
|  |      | <b>\$270,174</b> | <b>\$236,991</b> | <b>\$278,374</b> | <b>\$247,721</b> | <b>\$281,649</b> | <b>\$221,515</b> | <b>\$240,712</b> | <b>\$255,231</b> | <b>\$14,519</b> | <b>6.03%</b>    |



| <i>Eddy Elementary</i>              |      | Budget           | Actual           | Budget           | Actual           | Budget           | Actual           | Budget           | Proposed         | Dollar           | %              |
|-------------------------------------|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|----------------|
|                                     |      | 2019-2020        | 2019-2020        | 2020-2021        | 2020-2021        | 2021-2022        | 2021-2022        | 2022-2023        | 2023-2024        | Increase         | Increase       |
| Contracted Svcs Grounds             | 7047 | \$1,200          | \$1,953          | \$2,000          | \$2,517          | \$2,000          | \$526            | \$2,000          | \$2,000          | \$0              | 0.00%          |
| Contracted Svcs Building            | 7048 | \$12,000         | \$30,559         | \$13,000         | \$13,064         | \$15,000         | \$14,388         | \$17,500         | \$19,500         | \$2,000          | 11.43%         |
| Contracted Svcs Equipment           | 7049 | \$14,500         | \$12,895         | \$14,000         | \$4,842          | \$14,000         | \$15,318         | \$14,000         | \$14,500         | \$500            | 3.57%          |
| Contracted Svcs Security            | 7050 | \$3,700          | \$2,048          | \$3,000          | \$1,852          | \$2,700          | \$3,418          | \$2,700          | \$3,500          | \$800            | 29.63%         |
|                                     |      | <b>\$31,400</b>  | <b>\$47,455</b>  | <b>\$32,000</b>  | <b>\$22,275</b>  | <b>\$33,700</b>  | <b>\$33,650</b>  | <b>\$36,200</b>  | <b>\$39,500</b>  | <b>\$3,300</b>   | <b>9.12%</b>   |
| Contracted Svcs Extraordinary Mncte | 7051 | \$0              | \$0              | \$0              | \$19,712         | \$0              | \$8,910          | \$0              | \$0              | \$0              | 0.00%          |
|                                     |      | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$19,712</b>  | <b>\$0</b>       | <b>\$8,910</b>   | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>0.00%</b>   |
| SE Teachers Salaries                | 7056 | \$309,609        | \$307,830        | \$344,979        | \$345,787        | \$357,272        | \$344,877        | \$330,605        | \$342,937        | \$12,332         | 3.73%          |
| SE Tutors Salaries                  | 7080 | \$1,000          | \$0              | \$1,000          | \$76             | \$500            | \$0              | \$0              | \$0              | \$0              | 0.00%          |
| SE Contracted Services Tutors       | 7077 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$2,000          | \$2,000          | 100.00%        |
| SE Salaries Speech Therapeutic      | 7057 | \$96,134         | \$96,134         | \$98,500         | \$98,500         | \$102,866        | \$100,683        | \$102,791        | \$104,943        | \$2,152          | 2.09%          |
| SE Contracted Svcs OT/PT            | 7078 | \$46,193         | \$50,278         | \$49,743         | \$49,743         | \$64,503         | \$54,254         | \$66,048         | \$66,840         | \$792            | 1.20%          |
| SE Substitute Teachers              | 7058 | \$2,200          | \$405            | \$2,500          | \$410            | \$2,500          | \$1,163          | \$2,500          | \$3,000          | \$500            | 20.00%         |
| SE Substitutes Long Term            | 7059 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%          |
| SE Salaries Ed Assistants           | 7060 | \$291,935        | \$270,138        | \$338,500        | \$345,199        | \$339,134        | \$352,822        | \$330,786        | \$448,600        | \$117,814        | 35.62%         |
| SE Substitutes Ed Assistants        | 7061 | \$6,000          | \$3,880          | \$6,000          | \$5,420          | \$6,000          | \$12,465         | \$6,000          | \$6,000          | \$0              | 0.00%          |
| SE Contracted Svcs Prof Development | 7062 | \$1,500          | \$0              | \$500            | \$0              | \$800            | \$658            | \$800            | \$800            | \$0              | 0.00%          |
|                                     |      | <b>\$754,571</b> | <b>\$728,665</b> | <b>\$841,722</b> | <b>\$845,135</b> | <b>\$873,575</b> | <b>\$866,922</b> | <b>\$839,530</b> | <b>\$975,120</b> | <b>\$135,590</b> | <b>16.15%</b>  |
| SE Textbooks/Media/Software         | 7063 | \$1,550          | \$2,034          | \$1,550          | \$999            | \$2,000          | \$4,447          | \$2,000          | \$2,000          | \$0              | 0.00%          |
| SE Other Instructional Material     | 7064 | \$1,800          | \$412            | \$1,800          | \$367            | \$1,800          | \$1,825          | \$1,200          | \$1,200          | \$0              | 0.00%          |
| SE Supplies General                 | 7065 | \$700            | \$298            | \$500            | \$166            | \$500            | \$22             | \$500            | \$500            | \$0              | 0.00%          |
| SE Other Instructional Services     | 7066 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%          |
| SE Contracted Svcs Inst Technology  | 7067 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%          |
| SE Supplies Instr Technology        | 7068 | \$750            | \$139            | \$750            | \$299            | \$500            | \$458            | \$500            | \$500            | \$0              | 0.00%          |
| SE Instructional Hardware           | 7069 | \$800            | \$0              | \$800            | \$2,415          | \$500            | \$0              | \$500            | \$500            | \$0              | 0.00%          |
| SE Instructional Software           | 7070 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$940            | \$940            | 100.00%        |
|                                     |      | <b>\$5,600</b>   | <b>\$2,883</b>   | <b>\$5,400</b>   | <b>\$4,246</b>   | <b>\$5,300</b>   | <b>\$6,752</b>   | <b>\$4,700</b>   | <b>\$5,640</b>   | <b>\$940</b>     | <b>20.00%</b>  |
| SE Salaries Guidance                | 7071 | \$96,169         | \$96,169         | \$98,573         | \$98,594         | \$100,544        | \$33,239         | \$52,728         | \$106,838        | \$54,110         | 102.62%        |
| SE Guidance Travel                  | 7073 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%          |
| SE Testing Materials                | 7072 | \$2,000          | \$5,058          | \$2,000          | \$0              | \$500            | \$2,259          | \$500            | \$1,000          | \$500            | 100.00%        |
| SE Contracted Services Testing      | 7084 | \$0              | \$534            | \$0              | \$2,734          | \$0              | \$1,839          | \$0              | \$2,000          | \$2,000          | 100.00%        |
|                                     |      | <b>\$98,169</b>  | <b>\$101,761</b> | <b>\$100,573</b> | <b>\$101,328</b> | <b>\$101,044</b> | <b>\$37,337</b>  | <b>\$53,228</b>  | <b>\$109,838</b> | <b>\$56,610</b>  | <b>106.35%</b> |
| SE Contracted Svcs Psychological    | 7087 | \$2,500          | \$5,706          | \$3,000          | \$5,846          | \$3,000          | \$20,071         | \$3,000          | \$3,500          | \$500            | 16.67%         |
|                                     |      | <b>\$2,500</b>   | <b>\$5,706</b>   | <b>\$3,000</b>   | <b>\$5,846</b>   | <b>\$3,000</b>   | <b>\$20,071</b>  | <b>\$3,000</b>   | <b>\$3,500</b>   | <b>\$500</b>     | <b>16.67%</b>  |



| <i>Eddy Elementary</i>                |                         | Budget             | Actual             | Budget             | Actual             | Budget             | Actual             | Budget             | Proposed           | Dollar           | %              |
|---------------------------------------|-------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------------------|----------------|
|                                       |                         | 2019-2020          | 2019-2020          | 2020-2021          | 2020-2021          | 2021-2022          | 2021-2022          | 2022-2023          | 2023-2024          | Increase         | Increase       |
| Special Needs Transportation          | 7089                    | \$25,148           | \$49,376           | \$25,902           | \$0                | \$25,614           | \$27,971           | \$31,959           | \$33,692           | \$1,733          | 5.42%          |
| SE Summer School Transportation       | 7090                    | \$5,600            | \$5,600            | \$5,600            | \$5,600            | \$7,900            | \$0                | \$5,600            | \$3,535            | -\$2,065         | -36.88%        |
| SE Out of District Transportation     | 7092                    | \$0                | \$0                | \$0                | \$30,995           | \$22,000           | \$17,549           | \$22,000           | \$0                | -\$22,000        | -100.00%       |
|                                       |                         | <b>\$30,748</b>    | <b>\$54,976</b>    | <b>\$31,502</b>    | <b>\$36,595</b>    | <b>\$55,514</b>    | <b>\$45,520</b>    | <b>\$59,559</b>    | <b>\$37,227</b>    | <b>-\$22,332</b> | <b>-37.50%</b> |
| Transportation--McKinney Vento        | 7102                    | \$0                | \$0                | \$0                | \$18,563           | \$0                | \$1,875            | \$0                | \$11,340           | \$11,340         | 100.00%        |
|                                       |                         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$18,563</b>    | <b>\$0</b>         | <b>\$1,875</b>     | <b>\$0</b>         | <b>\$11,340</b>    | <b>\$11,340</b>  | <b>100.00%</b> |
| SE Extended School Year Tuition (ESY) | 7093                    | \$17,300           | \$17,300           | \$17,300           | \$17,869           | \$23,674           | \$0                | \$26,619           | \$4,506            | -\$22,113        | -83.07%        |
| SE Collaborative Assessment           | 7094                    | \$247              | \$247              | \$247              | \$215              | \$212              | \$212              | \$214              | \$214              | \$0              | 0.00%          |
| SE Tuition Collaborative              | 7095                    | \$0                | \$0                | \$0                | \$81,721           | \$51,312           | \$57,000           | \$57,000           | \$0                | -\$57,000        | -100.00%       |
| SE Out of District Tuition (ESY)      | 7097                    | \$353,669          | \$329,178          | \$383,043          | \$260,240          | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%          |
| SE Tuition Public Schools             | 7106                    | \$0                | \$27,799           | \$0                | \$0                | \$0                | \$0                | \$0                | \$25,444           | \$25,444         | 100.00%        |
|                                       |                         | <b>\$371,216</b>   | <b>\$374,524</b>   | <b>\$400,590</b>   | <b>\$360,045</b>   | <b>\$75,198</b>    | <b>\$57,212</b>    | <b>\$83,833</b>    | <b>\$30,164</b>    | <b>-\$53,669</b> | <b>-64.02%</b> |
| Salary Committee Secretary            | 7082                    | \$463              | \$289              | \$490              | \$172              | \$490              | \$674              | \$593              | \$805              | \$212            | 35.75%         |
| Contracted Services Legal             | 7107                    | \$0                | \$0                | \$0                | \$200              | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%          |
| Other School Committee Expense        | 7083                    | \$850              | \$0                | \$500              | \$0                | \$500              | \$0                | \$850              | \$0                | -\$850           | -100.00%       |
|                                       |                         | <b>\$1,313</b>     | <b>\$289</b>       | <b>\$990</b>       | <b>\$372</b>       | <b>\$990</b>       | <b>\$674</b>       | <b>\$1,443</b>     | <b>\$805</b>       | <b>-\$638</b>    | <b>-44.21%</b> |
| Salaries Central Office               | 7086                    | \$155,963          | \$152,469          | \$156,905          | \$157,140          | \$152,208          | \$152,837          | \$164,277          | \$163,072          | -\$1,205         | -0.73%         |
| Other Central Office Expense          | 7085                    | \$15,669           | \$19,000           | \$15,572           | \$15,185           | \$15,449           | \$14,668           | \$17,454           | \$29,983           | \$12,529         | 71.78%         |
|                                       |                         | <b>\$171,632</b>   | <b>\$171,469</b>   | <b>\$172,477</b>   | <b>\$172,325</b>   | <b>\$167,657</b>   | <b>\$167,505</b>   | <b>\$181,731</b>   | <b>\$193,055</b>   | <b>\$11,324</b>  | <b>6.23%</b>   |
| Advertising                           | 7105                    | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%          |
|                                       |                         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>0.00%</b>   |
| RESERVED FOR NEGOTIATION              | 7041                    |                    |                    | \$0                | \$0                | \$0                | \$0                | \$0                | \$2,290            |                  |                |
| FY20 CIRCUIT BREAKER FUNDS            | 7097                    |                    |                    | -\$37,471          | \$0                | \$0                | \$0                | \$0                | \$0                |                  |                |
| FY21 CIRCUIT BREAKER FUNDS            | 7090/7092/<br>7093/7095 |                    |                    |                    |                    | -\$80,602          | \$0                | \$0                | \$0                |                  |                |
| FY22 CIRCUIT BREAKER FUNDS            | 7090/7092/<br>7093/7095 |                    |                    |                    |                    | \$0                | \$0                | -\$63,500          | \$0                |                  |                |
| TUITION REVOLVING                     | 7106                    |                    |                    |                    |                    |                    |                    |                    | -\$25,117          |                  |                |
| <b>GRAND TOTAL</b>                    |                         | <b>\$3,821,479</b> | <b>\$3,773,516</b> | <b>\$3,917,016</b> | <b>\$3,916,792</b> | <b>\$3,728,907</b> | <b>\$3,728,048</b> | <b>\$3,821,645</b> | <b>\$4,129,710</b> | <b>\$308,065</b> | <b>8.06%</b>   |
|                                       | <i>Regular Day</i>      | <b>\$2,385,730</b> | <b>\$2,333,243</b> | <b>\$2,398,233</b> | <b>\$2,372,337</b> | <b>\$2,527,231</b> | <b>\$2,524,180</b> | <b>\$2,658,121</b> | <b>\$2,788,138</b> | <b>\$130,017</b> | <b>4.89%</b>   |
|                                       | <i>SPED</i>             | <b>\$1,435,749</b> | <b>\$1,440,273</b> | <b>\$1,518,783</b> | <b>\$1,544,455</b> | <b>\$1,201,676</b> | <b>\$1,203,868</b> | <b>\$1,163,524</b> | <b>\$1,341,572</b> | <b>\$178,048</b> | <b>15.30%</b>  |

**EDDY ELEMENTARY SCHOOL**  
**FY24 BUDGET**  
**LINE ITEM DESCRIPTIONS & JUSTIFICATIONS**

Ver. 2 3/17/23

| <b>Acct #</b> | <b>Description</b>  |                  |
|---------------|---|------------------|
| <b>#7001</b>  | <b>Salaries Principal</b><br>Compensation for principal position per current contract.  | <b>\$136,325</b> |
| <b>#7002</b>  | <b>Salaries Secretary</b><br>Compensation for Administrative Assistant to the Principal and Office/Data Administrative Assistant.   | <b>\$108,238</b> |
| <b>#7003</b>  | <b>Substitutes Secretary</b><br>Substitute stipend for secretarial absences.  | <b>\$300</b>     |
| <b>#7004</b>  | <b>Contracted Services Office Equipment</b><br>Repairs/maintenance costs and toner for office copier. Lease cost is included in instructional equipment.  | <b>\$1,800</b>   |
| <b>#7074</b>  | <b>Supplies General Office</b><br>Office supplies such as postage, printer cartridges, and general supplies.  | <b>\$800</b>     |
| <b>#7006</b>  | <b>Other Office/Principal Expenses</b><br>School-wide incentives/awards, PBIS and school culture materials, professional development books/workshops, MSSA Membership and Conference, ASCD membership, MassCUE Conference.  | <b>\$1,000</b>   |
| <b>#7007</b>  | <b>Contracted Services – Non-Instructional Technology</b><br>Technology subscriptions which are not directly linked to student instructional use, but are essential to supporting teaching, learning, and the efficiency of the building and organizational management of the school. <u>Note</u> : the actual cost is \$33,492 that is offset by applying \$16,291 from ESSER III funds. | <b>\$17,201</b>  |

|                 |         |
|-----------------|---------|
| Adobe Sign      | \$405   |
| Airwatch MDM    | \$550   |
| Aspen           | \$2,027 |
| Atlas           | \$904   |
| Blackboard      | \$2,188 |
| Class Creator   | \$315   |
| CrisisGo        | \$497   |
| Entrusted Email | \$248   |



|   |                 |
|---|-----------------|
| Filewave                                  | \$2,612         |
| Gaggle Archiving                          | \$645           |
| Google Education Plus                     | \$760           |
| Incident IQ                               | \$953           |
| Kajeet Hotspots                           | \$103           |
| Open Architects                           | \$2,788         |
| Open Cape - Internet                      | \$4,410         |
| Open Cape - TLS                           | \$2,394         |
| Panorama                                  | \$2,457         |
| Parentsquare                              | \$1,085         |
| PDQ                                       | \$138           |
| Pickup Patrol (or other similar software) | \$400           |
| Raptor                                    | \$604           |
| Securly Web Filtering                     | \$1,345         |
| SNAP                                      | \$912           |
| Sophos Phishing License                   | \$241           |
| Sophos Anti Virus (computers/servers)     | \$1,172         |
| Firewall Subscription                     | \$1,156         |
| Subs Online                               | \$495           |
| Teachpoint                                | \$973           |
| TEC Student Data Privacy Alliance         | \$235           |
| Veeam Backup Cloud Licenses               | \$236           |
| Wasabi Cloud Backup Storage               | \$244           |
| <b>Total Non Instructional Software</b>   | <b>\$33,492</b> |

**#7009 Hardware – Non-Instructional Technology \$15,000**  
Hardware purchases that are essential to keeping school safety features up-to-date and functional, including a camera/NVR maintenance/PB project.

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**#7010 Salaries Teachers \$1,701,474**  
This salary account funds teachers' contract salaries including step increases and longevity. The budgeted amount includes 12 grade level teachers: four in Grade 3, four in Grade 4, four in Grade 5; Specialist Teachers: 1.0 FTE PE, 0.5 FTE General Music and Chorus, 0.8 FTE Band and General Music, 0.5 FTE Art, 1.0 FTE Library/Technology; 1.0 FTE EL Teacher, 1.0 FTE Reading Specialist, 1.0 FTE Math Interventionist/Enrichment Teacher, 0.2 FTE Science Teacher.  
Note: Grade 5 classroom teacher is a new proposal, due to an increased population in that grade.

| <b>Acct #</b> | <b>Description</b>  |                 |
|---------------|---|-----------------|
| <b>#7011</b>  | <b>Stipends Mentor</b>  | <b>\$1,100</b>  |
|               | Budget includes anticipated stipends to cover mentors assigned to new teaching staff.   |                 |
| <b>#7079</b>  | <b>Tutor Salaries</b>   | <b>\$0</b>      |
|               | Tutoring for after school and summer intervention programs for general education students who need additional support and instruction. <u>Note</u> : the actual cost is \$7,995 that is offset by applying \$7,995 from ESSER III funds.  |                 |
| <b>#7012</b>  | <b>Salaries – Instructional Coordinators</b>  | <b>\$11,500</b> |
|               | Includes four stipends for Subject Coordinators in ELA, Math, Science, and Technology.  |                 |
| <b>#7013</b>  | <b>Substitutes</b>  | <b>\$15,000</b> |
|               | Substitute compensation for classroom grade level and specialist teacher absences. The increase is due to a district-wide increase in the substitute pay rates.   |                 |
| <b>#7014</b>  | <b>Substitutes Long-Term</b>  | <b>\$10,000</b> |
|               | Amount covers possible leaves of absences.  |                 |
| <b>#7015</b>  | <b>Salaries Educational Assistants</b>  | <b>\$63,855</b> |
|               | 2.0 FTE Educational Assistants who provide support in the general education program for all students, including lunch and recess duty.  |                 |
| <b>#7016</b>  | <b>Substitutes Educational Assistants</b>   | <b>\$1,000</b>  |
|               | Substitute compensation for educational assistant absences.   |                 |
| <b>#7018</b>  | <b>Substitutes – Professional Development</b>   | <b>\$2,000</b>  |
|               | Substitute compensation for staff attending professional development courses/workshops, including costs for coverage to attend Flex PD days per contract.   |                 |
| <b>#7019</b>  | <b>Contracted Services – Professional Development</b>   | <b>\$1,000</b>  |
|               | Cost of professional development opportunities for staff that are provided by outside sources.  |                 |
| <b>#7020</b>  | <b>Other Professional Development</b>   | <b>\$6,000</b>  |
|               | Cost of staff attending off-site professional development opportunities. This is a cost increase in order to continue providing our staff with high quality instruction and professional development. Professional development opportunities are tied to the Nauset Strategic Plan and/or the Eddy School Improvement Plan. |                 |
| <b>#7110</b>  | <b>Contracted Services Technology Maintenance &amp; Support</b>   | <b>\$7,872</b>  |
|               | Funds Eddy Elementary School’s portion of the Region’s elementary schools technology and maintenance and support personnel to address contracted services provided by our IT team for technology. Line item is based on the October 1 <sup>st</sup> enrollment for the elementary schools.                                  |                 |



| <b>Acct #</b> | <b>Description</b>   |                 |
|---------------|--|-----------------|
| <b>#7111</b>  | <b>Contracted Services Elementary Curriculum Director</b>  | <b>\$13,253</b> |
|               | Funding for the Elementary Curriculum Coordinator position that was created several years ago. This represents Eddy's portion of the cost. Line item is based on the October 1 <sup>st</sup> enrollment for the elementary schools.  |                 |
| <b>#7021</b>  | <b>Textbooks/Software/Media</b>  | <b>\$5,133</b>  |
|               | This budget line includes funding for a new Nauset ELA program for students in grades 3-5. This also includes sheet music and some digital components of textbooks that are used. <u>Note</u> : the actual cost is \$70,133 that is offset by applying \$65,000 from ESSER III funds.  |                 |
| <b>#7022</b>  | <b>Other Instructional Materials</b>   | <b>\$15,000</b> |
|               | This account includes consumable instructional materials that cannot be classified as textbooks, software, or media. Examples include science lab replacement materials, student agenda books, math manipulatives and consumables, Social Studies consumables, library costs (subscriptions, books, signage), art materials, physical education materials, general music supplies, and guidance materials. The increase from prior years is due to an increased need for ELA intervention materials that are needed in all classrooms due to pandemic learning loss, as well as the need for updated Social Studies materials in all classrooms. |                 |
| <b>#7023</b>  | <b>Instructional Equipment</b>   | <b>\$9,000</b>  |
|               | This budget line includes an increase in the contracted costs for leasing three copier machines. This account also funds calculators and other classroom equipment, as well as small furniture or rugs needed for instruction in classrooms. There is an increase in this line due to changing needs of learners, replacement of existing outdated and broken furniture, as well as outfitting a new fifth grade classroom section in FY24.  |                 |
| <b>#7024</b>  | <b>General Supplies</b>  | <b>\$14,000</b> |
|               | General supplies for all classrooms including paper, pencils, gridbooks, pens, writing journals, file folders, chart paper, post-it notes, etc. Note a slight decrease due to increase in technology costs as more instruction and learning involves digital components.   |                 |
| <b>#7025</b>  | <b>Contracted Services Other Instructional</b>   | <b>\$0</b>      |
|               | The estimated cost for field trips in grades 3-5 is \$27,000. This includes trips across Cape Cod to the Cape Cod Symphony, Audubon Society properties, Brewster Conservation properties, National Seashore, Plimoth-Patuxet and Wampanoag trips/visits, and a fifth grade trip to Boston. This budget line was cut to zero, with the hope that the PTO can provide funding plus reliance on fundraising in order to fund these educational enrichment opportunities.  |                 |

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**Acct #                      Description**

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**#7026                      Contracted Services Instructional Technology                      \$0**

This budget line contains all instructional software that is used in classrooms with students with the purpose of instruction, intervention, and student learning. Note: the actual cost is \$29,797 that is offset by applying \$29,797 from ESSER III funds.

|                                     |                 |
|-------------------------------------|-----------------|
| Adobe Creative Cloud Suite          | \$30            |
| Amplify (DIBELS 8)                  | \$2,962         |
| Aperture (DESSA)                    | \$1,229         |
| Book Creator                        | \$819           |
| BrainPOP                            | \$1,907         |
| Codelicious                         | \$987           |
| Destiny Follett                     | \$1,209         |
| iReady Reading                      | \$5,929         |
| IXL                                 | \$3,249         |
| Learning A-Z (Plus, Reading, ELL)   | \$74            |
| Learning Ally                       | \$1,090         |
| Lexia                               | \$6,678         |
| Mystery Science                     | \$891           |
| Read Naturally                      | \$998           |
| Read & Write (Text Help)            | \$529           |
| Rockalingua                         | \$368           |
| Smart Learning Suite                | \$564           |
| Typetastic                          | \$284           |
| <b>Total Instructional Software</b> | <b>\$29,797</b> |

**#7027                      Supplies Instructional Technology                      \$3,000**

Operating, repair, and replacement supplies for technology (light bulbs for Smart Boards, USB cable wires, replacement parts, monitors, iPad apps, iPad Repairs, replacement cases, replacement cables/blocks, etc.).

**#7028                      Instructional Hardware                      \$0**

This budget line consists of technology for students and staff that are instrumental to classroom instruction. All schools will begin the process of a regular device replacement cycle, so there is a consistent budget cost and we can proactively replace devices that are at end-of-life. Eddy will replace approximately one quarter of our iPads (60 devices) that are at end-of-life at 5-6 years of age. Additionally, this includes the cost to replace 7 mobile SmartBoard setups which are at end-of-life. Note: the actual cost is \$58,600 that is offset by postponing library device replacements and an anticipated \$30,000 e-rate savings from infrastructure updates at Eddy.

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| <b>Acct #</b> | <b>Description</b>  |                  |
|---------------|---|------------------|
| <b>#7031</b>  | <b>Salaries – Guidance &amp; Counseling</b><br>Salary for the Eddy 1.0 FTE School Adjustment Counselor.   | <b>\$96,120</b>  |
| <b>#7033</b>  | <b>Testing Materials</b><br>Diagnostic forms and rating scales related to assessing non-special education students.   | <b>\$300</b>     |
| <b>#7034</b>  | <b>Salaries Nurse</b><br>Salary for one full-time nurse; includes 3.0 additional days for summer work as stated in contract.  | <b>\$91,477</b>  |
| <b>#7035</b>  | <b>Substitute Nurse</b><br>Substitute compensation during nurse’s absence.  | <b>\$1,500</b>   |
| <b>#7036</b>  | <b>Contracted Services School Physician</b><br>Physician services are now volunteered by a local physician.   | <b>\$0</b>       |
| <b>#7037</b>  | <b>Supplies Medical</b><br>Medical supplies for the health office.  | <b>\$650</b>     |
| <b>#7038</b>  | <b>Other Medical Expenses</b><br>Malpractice insurance, professional subscription, nurse’s conference fees, audiometer for use with students.   | <b>\$900</b>     |
| <b>#7088</b>  | <b>Regular Day Transportation</b><br>Costs to provide transportation with 9 buses by Cape Cod Collaborative. These buses are shared with Stony Brook Elementary School.   | <b>\$139,319</b> |
| <b>#7076</b>  | <b>Salaries Cafeteria</b><br>This line item covered any potential deficits in the Cafeteria Revolving Account. In FY24, the Revolving Account will be able to cover the cost of cafeteria salaries with current revenues and reserve funding. | <b>\$0</b>       |
| <b>#7098</b>  | <b>Cafeteria – Other Expense</b><br>Additional cost of clothing allowance per contract. Funded in the Cafeteria Revolving Account in FY24.  | <b>\$0</b>       |



| <b>Acct #</b> | <b>Description</b>  |                  |
|---------------|---|------------------|
| <b>#7040</b>  | <b>Other Student Activity Expense</b>   | <b>\$0</b>       |
|               | This has been zero for the past several years due to the pandemic. These expenses are to cover student activities, celebrations, expenses to build culture in the building. No Funds are requested in FY24.   |                  |
| <b>#7041</b>  | <b>Salaries Custodial</b>   | <b>\$109,228</b> |
|               | Represents salaries for two full-time custodians, plus 50% of the Facilities Director's salary.   |                  |
| <b>#7042</b>  | <b>Substitutes Custodial</b>  | <b>\$1,000</b>   |
|               | Substitutes for custodians as needed.   |                  |
| <b>#7043</b>  | <b>Overtime Custodial</b>   | <b>\$500</b>     |
|               | Allowance for custodial overtime due to emergencies and/or school events not covered by reimbursement by outside organizations.   |                  |
| <b>#7044</b>  | <b>Contracted Custodial Services</b>  | <b>\$7,000</b>   |
|               | Pickup of trash, cardboard, recycling of hazardous materials, and water testing costs. Increase is due to increase in labor/utility costs and the addition of composting pickup and processing. The Brewster PTO is generously funding the cost of composting this school year. |                  |
| <b>#7045</b>  | <b>Supplies Custodial</b>   | <b>\$10,000</b>  |
|               | Materials needed to accomplish the daily cleaning and operation of the building. Costs include paper products, trash bags, cleaning products, ice melt, tools, light bulbs, ballasts, floor wax and wax remover, etc.   |                  |
| <b>#7046</b>  | <b>Other Custodial Expense</b>  | <b>\$350</b>     |
|               | Contractual stipend for day custodian when head custodian is absent. This line also includes the contractual allowance for clothing per the Brewster Custodial Contract.  |                  |
| <b>#7053</b>  | <b>Gas/Fuel Oil</b>   | <b>\$58,661</b>  |
|               | Gas/Fuel costs for FY24 is representative of the increase due to the fluctuation and the Volatility of the energy markets.  |                  |
| <b>#7054</b>  | <b>Electricity</b>  | <b>\$60,992</b>  |
|               | Electrical costs for FY24 is representative of the increase due to the fluctuation and the Volatility of the energy markets.  |                  |
| <b>#7055</b>  | <b>Telephone</b>  | <b>\$7,500</b>   |
|               | Updated phones are being installed in FY23, and the new cost for the Voice over IP telephone service is estimated at \$7,500 annually moving forward.   |                  |

| <b>Acct #</b> | <b>Description</b>   |                  |
|---------------|--|------------------|
| <b>#7047</b>  | <b>Contracted Services Grounds</b>   | <b>\$2,000</b>   |
|               | Costs associated with grounds upkeep and repairs; playground inspection, poison ivy removal, sprinkler maintenance, landscaping around the entrances to building and flagpole.   |                  |
| <b>#7048</b>  | <b>Contracted Services Building</b>  | <b>\$19,500</b>  |
|               | Preventive maintenance plan and technical maintenance expenses including pneumatic system, air handler units, exhaust fans, unit ventilators, air conditioner, air quality testing, and maintenance of plumbing, electrical, and HVAC. Increase is due to increased cost of labor and materials, plus a small carpentry project to provide additional small group spaces for special education groups, intervention and enrichment, and ensure that space is efficiently and effectively used throughout the building. |                  |
| <b>#7049</b>  | <b>Contracted Services Equipment</b>   | <b>\$14,500</b>  |
|               | Includes repairs to other equipment used in the operation of the building that are non-instructional: cleaning of boiler, inspection and retagging fire extinguishers, septic system, retagging the range hood, inspections, locksmith repairs, annual vessel inspection, and boiler maintenance.  |                  |
| <b>#7050</b>  | <b>Contracted Services Security</b>  | <b>\$3,500</b>   |
|               | Contracted services for fire alarm testing, monitoring panic alarm system, fire alarm/burglar system, annual maintenance of Galaxy security system, and Cape Cod Alarm maintenance of security system.   |                  |
| <b>#7056</b>  | <b>SE Teachers' Salaries</b>   | <b>\$342,937</b> |
|               | Salaries to cover 4.0 FTE special education teacher salaries, including step increases and longevity.  |                  |
| <b>#7077</b>  | <b>SE Contracted Services Tutors</b>   | <b>\$2,000</b>   |
|               | Tutoring costs for students who are absent for an extended period of time due to medical needs.  |                  |
| <b>#7057</b>  | <b>SE Salaries Medical/Therapeutic</b>   | <b>\$104,943</b> |
|               | Salary for a 1.0 FTE Speech/Language Pathologist to cover needs of SE students.  |                  |
| <b>#7078</b>  | <b>Contracted Services – Medical/Therapeutic</b>   | <b>\$66,840</b>  |
|               | OT/PT services for SE students.  |                  |
| <b>#7058</b>  | <b>SE Substitute Teachers</b>  | <b>\$3,000</b>   |
|               | Substitute compensation for special education teachers.  |                  |
| <b>#7060</b>  | <b>SE Salaries Educational Assistants</b>  | <b>\$448,600</b> |
|               | Salaries for 11.0 FTE special needs educational assistants for specific students and/or inclusion services under the direction of special needs teachers to support student's IEP requirements. This has increased due to an increase in three additional students requiring 1:1 support.  |                  |

| <b>Acct #</b> | <b>Description</b>   |                  |
|---------------|--|------------------|
| <b>#7061</b>  | <b>SE Substitutes - Educational Assistants</b>   | <b>\$6,000</b>   |
|               | Substitute coverage for special education educational assistants.  |                  |
| <b>#7062</b>  | <b>SE Contracted Services – Professional Development</b>   | <b>\$800</b>     |
|               | Includes Crisis Prevention Training and professional development for SE teachers.  |                  |
| <b>#7063</b>  | <b>SE Textbooks/Software/Media</b>   | <b>\$2,000</b>   |
|               | Purchase of textbooks, workbooks, instructional materials, and software for SE students.   |                  |
| <b>#7064</b>  | <b>SE Other Instructional Materials</b>  | <b>\$1,200</b>   |
|               | Additional special needs instructional materials for students.   |                  |
| <b>#7065</b>  | <b>SE Supplies General</b>   | <b>\$500</b>     |
|               | General supplies for all special needs teachers, educational assistants and speech/language for instructional purposes.  |                  |
| <b>#7068</b>  | <b>SE Supplies Instructional Technology</b>  | <b>\$500</b>     |
|               | Printer cartridges for inkjet and laser printers in the SE classrooms; iPad apps for SE students are included in this line.  |                  |
| <b>#7069</b>  | <b>SE Instructional Hardware</b>   | <b>\$500</b>     |
|               | Purchase of any additional hardware needs for students with special needs (iPad, keyboard).  |                  |
| <b>#7070</b>  | <b>SE Instructional Software</b>   | <b>\$940</b>     |
|               | Purchase of software needs for students with special needs to meet IEP goals and objectives.   |                  |
| <b># 7071</b> | <b>SE Salaries Guidance</b>  | <b>\$106,838</b> |
|               | Salary of 0.5 FTE School Psychologist and 0.5 FTE Evaluation Team Leader, shared with Stony Brook. This line increased because Eddy previously had a 1.0 FTE School Psychologist, but after a mid-year retirement in FY22, the remainder of FY22 had 0.5 FTE School Psychologist. The current FY23 budget contains 0.5 FTE School Psychologist and 0.5 FTE Evaluation Team Leader; this model will continue into FY24. |                  |
| <b>#7072</b>  | <b>SE Testing Materials</b>  | <b>\$1,000</b>   |
|               | This account funds testing materials used in the evaluation process. Purchases would be used to update and replace current testing materials or to purchase testing materials as needs arise. This account has been underfunded for the past few years.  |                  |
| <b>#7084</b>  | <b>SE Contracted Services-Testing</b>  | <b>\$2,000</b>   |
|               | Testing materials used in the evaluation process.  |                  |



| <b>Acct #</b> | <b>Description</b>  |                 |
|---------------|---|-----------------|
| <b>#7087</b>  | <b>SE Contracted Services Psychological</b><br>Contracted services for special education students.  | <b>\$3,500</b>  |
| <b>#7089</b>  | <b>Special Education Transportation</b><br>This account funds transportation for Brewster students with significant special needs who are unable to ride a typical school bus.            | <b>\$33,692</b> |
| <b>#7090</b>  | <b>Special Education Summer School Transportation</b><br>This account funds transportation for Brewster students for Summer Programming.  | <b>\$3,535</b>  |
| <b>#7092</b>  | <b>Special Education Out of District Transportation</b><br>This account funds transportation for Brewster students to attend out of District programming. No funds are requested in FY24. | <b>\$0</b>      |
| <b>#7102</b>  | <b>Transportation - McKinney Vento</b><br>Cost of transportation for students who are considered homeless and attend school at Eddy.  | <b>\$11,340</b> |
| <b>#7093</b>  | <b>SE Extended School Year Tuition</b><br>Cost of tutoring services provided to all Eddy SE students eligible for ESY services.   | <b>\$4,506</b>  |
| <b>#7094</b>  | <b>SE Collaborative Assessment</b><br>Cost divided among the districts/schools for Collaborative fee per student based on enrollment.   | <b>\$214</b>    |
| <b>#7097</b>  | <b>SE Out of District Tuition</b><br>No funding is requested for FY24.  | <b>\$0</b>      |
| <b>#7106</b>  | <b>SE Tuition Public Schools</b><br>Cost of tuition for one student to attend a specialized special education program housed at Eastham Elementary School.                                | <b>\$25,444</b> |
| <b>#7082</b>  | <b>Salary School Committee Secretary</b><br>Funds to compensate the secretary for attending meetings and preparing minutes.   | <b>\$805</b>    |



| <b>Acct #</b> | <b>Description</b>  |                  |
|---------------|---|------------------|
| <b>#7086</b>  | <b>Salaries Central Office</b>                              | <b>\$163,072</b> |
|               | Eddy School's share of Central Office Administration costs. |                  |
| <b>#7085</b>  | <b>Other Central Office Expense</b>                         | <b>\$29,983</b>  |
|               | Eddy School's share of Central Office Administration costs. |                  |

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NAUSET REGIONAL SCHOOLS

Ver 3  
3.9.2023

OPERATING BUDGET  
FY2024

| EXPENSE  | Certified Budget  | Certified Budget  | Certified Budget  | Certified Budget  | Proposed Budget   | Increase         | %               |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|-----------------|
|  | 2019-20           | 2020-2021         | 2021-2022         | 2022-2023         | 2023-2024         | Decrease         | (Decrease)      |
| MS   | 8,245,521         | 8,452,061         | 8,663,380         | 8,808,190         | 9,309,725         | 501,535          | 5.69%           |
| HS   | 11,781,018        | 11,859,106        | 12,155,584        | 12,348,334        | 12,570,735        | 222,401          | 1.80%           |
| OPEB Contribution                                | 400,000           | 0                 | 0                 | 0                 | 0                 | 0                | 0.00%           |
| Region Only                                      | 9,498,049         | 10,381,124        | 10,287,050        | 11,710,678        | 13,188,828        | 1,478,150        | 12.62%          |
| Region's Share of Central Office                 | 1,077,127         | 1,105,556         | 1,151,988         | 1,149,949         | 1,187,337         | 37,388           | 3.25%           |
| <b>Total</b>                                     | <b>31,001,715</b> | <b>31,797,847</b> | <b>32,258,002</b> | <b>34,017,151</b> | <b>36,256,625</b> | <b>2,239,474</b> | <b>6.58%</b>    |
| <b>INCOME</b>                                    |                   |                   |                   |                   |                   |                  |                 |
| State Base Aid                                   | 3,491,268         | 3,526,826         | 3,562,549         | 3,598,819         | 3,670,819         | 72,000           | 2.00%           |
| Charter School Aid                               | 61,549            | 58,154            | 299,244           | 475,921           | 500,020           | 24,099           | 5.06%           |
| State Transportation Aid                         | 819,851           | 819,851           | 819,851           | 819,851           | 744,795           | (75,056)         | -9.15%          |
| Truro & Provincetown Tuition                     | 2,344,166         | 2,118,863         | 1,880,965         | 1,987,618         | 1,974,898         | (12,720)         | -0.64%          |
| Elem. Ass. Therapists/Technology/Curriculum Dir. | 202,429           | 227,140           | 260,911           | 246,853           | 321,099           | 74,246           | 30.08%          |
| Estimated Receipts                               | 200,000           | 211,000           | 106,000           | 106,000           | 281,000           | 175,000          | 165.09%         |
| Transfer from E&D                                | 590,000           | 946,760           | 946,760           | 1,000,000         | 1,000,000         | 0                | 0.00%           |
| Prior Transfer-In from Revolving Funds***        | 0                 | 0                 | 0                 | 0                 | 0                 | 0                | 0.00%           |
|  | 7,709,263         | 7,908,594         | 7,876,280         | 8,235,062         | 8,492,631         | 257,569          | 3.13%           |
| <b>Total Operating Budget</b>                    | <b>23,292,452</b> | <b>23,889,253</b> | <b>24,381,722</b> | <b>25,782,089</b> | <b>27,763,994</b> | <b>1,981,905</b> | <b>7.69%</b>    |
| Construction Debt Service                        | 267,286           | 256,450           | 364,659           | 295,813           | 4,562,669         | 4,266,856        | 1442.42%        |
| Transfer from E&D                                | 4,106             | 1,154             | 0                 | 2,129             | 975               | (1,154)          | -54.20%         |
| SBAB Reimbursement                               | 0                 | 0                 | 0                 | 0                 | 0                 | 0                | 0.00%           |
| <b>DEBT TO BE FUNDED</b>                         | <b>263,180</b>    | <b>255,296</b>    | <b>364,659</b>    | <b>293,684</b>    | <b>4,561,694</b>  | <b>4,268,010</b> | <b>1453.27%</b> |
| Capital Plan Projects                            | 532,356           | 545,665           | 559,307           | 573,290           | 587,622           | 14,332           | 2.50%           |
| <b>TOTAL ASSESSMENT</b>                          | <b>24,087,988</b> | <b>24,690,214</b> | <b>25,305,688</b> | <b>26,649,063</b> | <b>32,913,310</b> | <b>6,264,247</b> | <b>23.51%</b>   |

\*\*\*Region Only Budget is presented net after the use of the Revolving Funds to charge operating expenses totaling \$2,298,768 directly to the Revolving Funds.

\*\*\*\*Construction Debt Service for the High School Building Project is an estimate at this time after consultation with our Financial Adviser. Line item consists of Interest on current and future BAN's, principal payments on current BAN's and Feasibility Study. Also included is the annual interest and principal on prior projects for the HS and MS.

NAUSET REGIONAL SCHOOLS

Ver 3  
3.9.2023

OPERATING BUDGET  
FY2024

|                            | BREWSTER          | EASTHAM          | ORLEANS          | WELLFLEET        | TOTAL             |
|----------------------------|-------------------|------------------|------------------|------------------|-------------------|
| FY 23 Population**         | 576               | 238              | 256              | 145              | 1,215             |
| Assessment %               | 47.41%            | 19.59%           | 21.07%           | 11.93%           | 100%              |
| Debt Assessment            | 139,228           | 57,528           | 61,879           | 35,049           | 293,684           |
| FY23 Capital Plan Projects | 271,782           | 112,299          | 120,792          | 68,417           | 573,290           |
| FY23 OPEB Contribution     | -                 | -                | -                | -                | -                 |
| Operating Assessment       | 12,222,619        | 5,050,319        | 5,432,276        | 3,076,875        | 25,782,089        |
| <b>Total Assessment</b>    | <b>12,633,629</b> | <b>5,220,146</b> | <b>5,614,947</b> | <b>3,180,341</b> | <b>26,649,063</b> |

|                            |                   |                  |                  |                  |                   |
|----------------------------|-------------------|------------------|------------------|------------------|-------------------|
| FY 24 Population**         | 575               | 224              | 251              | 145              | 1,195             |
| Assessment %               | 0.481172          | 0.187448         | 0.210042         | 0.121339         | 100.00%           |
| Debt Assessment            | 2,194,957         | 855,079          | 958,147          | 553,511          | 4,561,694         |
| FY24 Capital Plan Projects | 282,748           | 110,148          | 123,425          | 71,301           | 587,622           |
| FY24 OPEB Contribution     | -                 | -                | -                | -                | -                 |
| Operating Assessment       | 13,359,244        | 5,204,297        | 5,831,600        | 3,368,853        | 27,763,994        |
| <b>Total Assessment</b>    | <b>15,836,949</b> | <b>6,169,524</b> | <b>6,913,172</b> | <b>3,993,665</b> | <b>32,913,310</b> |

|                              | BREWSTER         | EASTHAM        | ORLEANS          | WELLFLEET      | TOTAL            |
|------------------------------|------------------|----------------|------------------|----------------|------------------|
| Increase (Decrease) 23 to 24 |                  |                |                  |                |                  |
| Population**                 | (1)              | (14)           | (5)              | 0              | (20)             |
| Assessment %                 | 0.71%            | -0.84%         | -0.07%           | 0.20%          | 0.00%            |
| Debt Assessment              | 2,055,729        | 797,551        | 896,268          | 518,462        | 4,268,010        |
| Capital Plan Projects        | 10,966           | (2,151)        | 2,633            | 2,884          | 14,332           |
| OPEB Contribution            | -                | -              | -                | -              | 0                |
| Operating Assessment         | 1,136,625        | 153,978        | 399,324          | 291,978        | 1,981,905        |
| <b>Total Assessment</b>      | <b>3,203,320</b> | <b>949,378</b> | <b>1,298,225</b> | <b>813,324</b> | <b>6,264,247</b> |

|                            |         |         |         |        |         |
|----------------------------|---------|---------|---------|--------|---------|
| 2024 Capital Plan Projects |         |         |         |        |         |
| Towns' Shares              | 282,747 | 110,148 | 123,425 | 71,301 | 587,622 |

|  |                   |                   |                  |               |
|--|-------------------|-------------------|------------------|---------------|
| <b>NAUSET REGIONAL SCHOOLS FY24 OPERATING BUDGET, DEBT, &amp; CAPITAL BUDGET</b> | <b>26,649,063</b> | <b>32,913,310</b> | <b>6,264,247</b> | <b>23.51%</b> |
|--|-------------------|-------------------|------------------|---------------|

|                              |                   |                  |                  |                  |                   |
|------------------------------|-------------------|------------------|------------------|------------------|-------------------|
| <b>2024 TOTAL ASSESSMENT</b> | <b>15,836,949</b> | <b>6,169,524</b> | <b>6,913,172</b> | <b>3,993,665</b> | <b>32,913,310</b> |
|------------------------------|-------------------|------------------|------------------|------------------|-------------------|

\*Population = The number of resident students attending Nauset, other schools as "choice students", or public charter schools.

\*\*Per DESE starting in FY18 Nauset will budget a portion of expenditures directly out of Revolving Funds instead of appropriations for those revolving funds revenue budgeted as a general fund revenue source (Transfer-In).

\*\*\*Region Only Budget is presented net after the use of the Revolving Funds to charge operating expenses totaling \$2,298,768 directly to the Revolving Funds.

**OPERATING EXPENSE BUDGETED FROM REVOLVING FUNDS**

| <u>EXPENSE</u>                                       | Certified<br>Budget<br>2019-2020 | Certified<br>Budget<br>2020-2021 | Certified<br>Budget<br>2021-2022 | Certified<br>Budget<br>2022-2023 | Proposed<br>Budget<br>2023-2024 | Increase/<br>(Decrease) | %<br>Increase<br>(Decrease) |
|--|----------------------------------|----------------------------------|----------------------------------|----------------------------------|---------------------------------|-------------------------|-----------------------------|
| Circuit Breaker Revolving Fund                       | 764,274                          | 930,600                          | 930,600                          | 1,180,600                        | 1,269,878                       | 89,278                  | 36.46%                      |
| School Choice Revolving Fund                         | 2,128,100                        | 1,556,500                        | 1,276,000                        | 1,233,000                        | 1,008,890                       | (224,110)               | -20.93%                     |
| Cape Cod Tech Revolving Fund                         | 6,000                            | 10,000                           | 10,000                           | 10,000                           | 10,000                          | -                       | 0.00%                       |
| Firebird Revolving Fund                              | -                                | -                                | -                                | 10,000                           | 10,000                          | -                       | 0.00%                       |
| MS Building Use Fund                                 | -                                | -                                | -                                | -                                | -                               | -                       | 0.00%                       |
| HS Building Use Fund                                 | -                                | -                                | -                                | -                                | -                               | -                       | 0.00%                       |
| International Student Revolving Fund                 | -                                | 25,000                           | -                                | -                                | -                               | -                       | 0.00%                       |
| <b>Total Expenses Funded With Revolving Funds***</b> | <b>2,898,374</b>                 | <b>2,522,100</b>                 | <b>2,216,600</b>                 | <b>2,433,600</b>                 | <b>2,298,768</b>                | <b>(134,832)</b>        | <b>3.71%</b>                |

\*\*\*Per DESE starting in FY18 Nauset will budget a portion of expenditures directly out of Revolving Funds instead of appropriations for those revolving funds revenue budgeted as a general fund revenue source (Transfer-In).

\*\*\*\*Region Only Budget is presented net after the use of the Revolving Funds to charge operating expenses totaling \$2,298,768 directly to the Revolving Funds.



**NAUSET REGIONAL SCHOOL DISTRICT**

March 9, 2023

**NAUSET REGIONAL MIDDLE SCHOOL**

|  |      |                     | Dollar<br>Increase | %<br>Increase |
|--|------|---------------------|--------------------|---------------|
| <b>Budget January 4, 2023 version 1</b>                |      | <b>\$ 9,638,344</b> | <b>\$ 830,154</b>  | <b>9.42%</b>  |
| Contracted Svcs Other Instr Services                   | 8027 | \$ (48,360)         |                    |               |
| Tutor Salaries   | 8100 | \$ (22,594)         |                    |               |
| Salaries Guidance Counselors                           | 8034 | \$ (79,025)         |                    |               |
| Classroom Instructional Hardware                       | 8032 | \$ (47,000)         |                    |               |
| SE Contracted Services Psychological                   | 8095 | \$ 5,000            |                    |               |
| Contracted Svs Instr Equipment                         | 8111 | \$ (34,414)         |                    |               |
| Salaries Nurse   | 8039 | \$ (41,153)         |                    |               |
| SE Salaries Therapeutic                                | 8076 | \$ (27,614)         |                    |               |
| SE Ed Assistants Salaries                              | 8080 | \$ (33,459)         |                    |               |
| <b>Total Updated Budget February 8, 2023 Version 2</b> |      | <b>\$ 9,309,725</b> | <b>\$ 501,535</b>  | <b>5.69%</b>  |

**NAUSET REGIONAL HIGH SCHOOL**

|   |         |                      |                   |              |
|---|---------|----------------------|-------------------|--------------|
| <b>Budget January 9, 2023 version 1</b>                 |         | <b>\$ 13,012,401</b> | <b>\$ 664,067</b> | <b>5.38%</b> |
| Salaries Teachers--Retirement/Replacement               | 8311    | \$ (40,689)          |                   |              |
| SE Teachers Salaries--Retirement/Replacement            | 8372    | \$ (24,196)          |                   |              |
| SE Salaries Ed Assistant Retirement/Replacement         | 8380    | \$ (15,225)          |                   |              |
| Various Retirements                                     | Various | \$ (181,745)         |                   |              |
| <b>Total Updated Budget February 2, 2023 Version 2</b>  |         | <b>\$ 12,750,546</b> | <b>\$ 402,212</b> | <b>3.26%</b> |
| Contracted Svcs Instr Technology                        | 8329    | \$ (69,811)          |                   |              |
| <b>Total Updated Budget February 15, 2023 Version 3</b> |         | <b>\$ 12,680,735</b> | <b>\$ 332,401</b> | <b>2.69%</b> |
| Various Line Item Reductions                            | Various | \$ (110,000)         |                   |              |
| <b>Total Updated Budget March 2, 2023 Version 4</b>     |         | <b>\$ 12,570,735</b> | <b>\$ 222,401</b> | <b>1.80%</b> |

**NAUSET REGIONAL SCHOOL DISTRICT**

March 9, 2023

***REGION ONLY BUDGET***

|   |      |                      |                     |               |
|---|------|----------------------|---------------------|---------------|
| <b>Budget February 2, 2023 version 1</b>  |      | <b>\$ 15,697,610</b> | <b>\$ 1,553,332</b> | <b>10.98%</b> |
| Employer's Share of Health Insurance      | 8720 | \$ (158,045)         |                     |               |
| Employer's Share Retired Health Insurance | 8724 | \$ (11,395)          |                     |               |

|   |  |                      |                     |              |
|---|--|----------------------|---------------------|--------------|
| <b>Total Updated Budget February 15, 2023 Version 2</b> |  | <b>\$ 15,528,170</b> | <b>\$ 1,383,892</b> | <b>9.78%</b> |
|---|--|----------------------|---------------------|--------------|

|                                      |      |             |  |  |
|--------------------------------------|------|-------------|--|--|
| Employer's Share of Health Insurance | 8720 | \$ (40,574) |  |  |
|--------------------------------------|------|-------------|--|--|

|   |  |                      |                     |              |
|---|--|----------------------|---------------------|--------------|
| <b>Total Updated Budget March 2, 2023 Version 3</b> |  | <b>\$ 15,487,596</b> | <b>\$ 1,343,318</b> | <b>9.50%</b> |
|---|--|----------------------|---------------------|--------------|

**REGION'S SHARE OF CENTRAL OFFICE**

|  |  |                     |                  |              |
|--|--|---------------------|------------------|--------------|
| <b>Budget January 10, 2023 version 3</b> |  | <b>\$ 1,187,337</b> | <b>\$ 37,388</b> | <b>3.25%</b> |
|--|--|---------------------|------------------|--------------|

**NAUSET REGIONAL SCHOOL DISTRICT**

March 9, 2023

| <b>Combined Budgets</b>                             |                     | <b>Dollar<br/>Increase</b> | <b>%<br/>Increase</b> |
|---|---------------------|----------------------------|-----------------------|
| NAUSET MIDDLE SCHOOL                                | \$ 9,309,725        | \$ 501,535                 | 5.69%                 |
| NAUSET HIGH SCHOOL                                  | 12,570,735          | 222,401                    | 1.80%                 |
| REGION ONLY (NET OF REVOLVING FUNDS)                | 13,188,828          | 1,478,150                  | 12.62%                |
| REGION'S SHARE OF CENTRAL OFFICE                    | 1,187,337           | 37,388                     | 3.25%                 |
| <b>Total Combined Updated Budgets March 2, 2023</b> | <b>\$36,256,625</b> | <b>\$ 2,239,474</b>        | <b>6.58%</b>          |

|   |                     |                     |              |
|---|---------------------|---------------------|--------------|
| <b>INCOME</b>                               | <b>\$ 8,320,631</b> | <b>\$ 85,569</b>    | <b>1.04%</b> |
| Increase in Chapter 70 Aid                  | \$ 72,000           | \$ 72,000           |              |
| Increase in State Transportation Aid        | \$ 50,000           | \$ 50,000           |              |
| Increase in Estimated Receipts              | \$ 50,000           | \$ 50,000           |              |
| <b>Total Operating Budget March 2, 2023</b> | <b>\$27,763,994</b> | <b>\$ 1,981,905</b> | <b>7.69%</b> |

|             |                     |                     |                 |
|-------------|---------------------|---------------------|-----------------|
| <b>DEBT</b> | <b>\$ 4,561,694</b> | <b>\$ 4,268,010</b> | <b>1453.27%</b> |
|-------------|---------------------|---------------------|-----------------|

|                |                   |                  |              |
|----------------|-------------------|------------------|--------------|
| <b>CAPITAL</b> | <b>\$ 587,622</b> | <b>\$ 14,332</b> | <b>2.50%</b> |
|----------------|-------------------|------------------|--------------|

|                         |                     |                     |               |
|-------------------------|---------------------|---------------------|---------------|
| <b>TOTAL ASSESSMENT</b> | <b>\$32,913,310</b> | <b>\$ 6,264,247</b> | <b>23.51%</b> |
|-------------------------|---------------------|---------------------|---------------|

|  |                     |                     |               |
|--|---------------------|---------------------|---------------|
| <b>NAUSET REGIONAL SCHOOLS FY24<br/>OPERATING BUDGET, DEBT, &amp;<br/>CAPITAL BUDGET</b> | <b>\$32,913,310</b> | <b>\$ 6,264,247</b> | <b>23.51%</b> |
|--|---------------------|---------------------|---------------|

| NAUSET REGIONAL SCHOOL DISTRICT        |      |                    |                    |                    |                    |                    |                    |                    |                    |                   | 3/2/2023        |
|--|------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-------------------|-----------------|
| FY 2024 BUDGET WORKSHEET               |      |                    |                    |                    |                    |                    |                    |                    |                    |                   | ver 3           |
| <i>Region Only - NHS / NMS</i>         |      |                    |                    |                    |                    |                    |                    |                    |                    |                   | <b>FINAL</b>    |
|  |      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Proposed</b>    | <b>Dollar</b>     | <b>%</b>        |
|  |      | <b>2019-2020</b>   | <b>2019-2020</b>   | <b>2020-2021</b>   | <b>2020-2021</b>   | <b>2021-2022</b>   | <b>2021-2022</b>   | <b>2022-2023</b>   | <b>2023-2024</b>   | <b>Increase</b>   | <b>Increase</b> |
| Transportation Charter School          | 8715 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0               | 0.00%           |
| Transportation MS RD                   | 8741 | \$556,738          | \$535,653          | \$556,738          | \$521,323          | \$558,285          | \$420,356          | \$580,337          | \$661,471          | \$81,134          | 13.98%          |
| Transportation MS Early Bus            | 8742 | \$22,772           | \$22,235           | \$22,772           | \$20,921           | \$22,835           | \$18,268           | \$23,737           | \$27,056           | \$3,319           | 13.98%          |
| Transportation MS Late Bus             | 8743 | \$13,690           | \$13,367           | \$13,690           | \$12,579           | \$13,728           | \$10,982           | \$14,270           | \$16,265           | \$1,995           | 13.98%          |
| Transportation HS RD                   | 8744 | \$556,738          | \$535,653          | \$556,738          | \$520,424          | \$558,285          | \$420,356          | \$580,337          | \$661,471          | \$81,134          | 13.98%          |
| Transportation HS Late Bus             | 8745 | \$13,163           | \$12,852           | \$13,163           | \$12,051           | \$13,200           | \$10,546           | \$13,721           | \$15,639           | \$1,918           | 13.98%          |
| Transportation Fuel Escalation Chgs MS | 8754 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0               | 0.00%           |
| Transportation Fuel Escalation Chgs HS | 8751 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0               | 0.00%           |
| Transportation - McKinney Vento        | 8758 | \$8,366            | \$18,326           | \$8,366            | \$0                | \$18,326           | \$16,982           | \$18,326           | \$18,326           | \$0               | 0.00%           |
|  |      | <b>\$1,171,467</b> | <b>\$1,138,086</b> | <b>\$1,171,467</b> | <b>\$1,087,298</b> | <b>\$1,184,659</b> | <b>\$897,490</b>   | <b>\$1,230,728</b> | <b>\$1,400,228</b> | <b>\$169,500</b>  | <b>13.77%</b>   |
| School Choice Tuition                  | 8728 | \$243,000          | \$264,054          | \$314,252          | \$296,597          | \$314,252          | \$348,245          | \$360,922          | \$442,823          | \$81,901          | 22.69%          |
| Charter School Tuition                 | 8729 | \$1,585,168        | \$1,152,301        | \$1,515,204        | \$1,509,508        | \$1,580,895        | \$2,150,381        | \$2,133,516        | \$2,511,073        | \$377,557         | 17.70%          |
|  |      | <b>\$1,828,168</b> | <b>\$1,416,355</b> | <b>\$1,829,456</b> | <b>\$1,806,105</b> | <b>\$1,895,147</b> | <b>\$2,498,626</b> | <b>\$2,494,438</b> | <b>\$2,953,896</b> | <b>\$459,458</b>  | <b>18.42%</b>   |
| SE Salaries Tutors                     | 8730 | \$500              | \$0                | \$500              | \$0                | \$500              | \$0                | \$0                | \$0                | \$0               | 0.00%           |
| SE Contracted Services Tutors          | 8731 | \$750              | \$0                | \$750              | \$3,150            | \$750              | \$0                | \$0                | \$0                | \$0               | 0.00%           |
| SE Contracted Svcs Psychological       | 8732 | \$3,000            | \$15,660           | \$6,500            | \$1,320            | \$15,660           | \$125              | \$0                | \$0                | \$0               | 0.00%           |
| SE Psychological Salaries              | 8766 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0               | 0.00%           |
| SE Salaries Speech Therapeutic, OT, PT | 8740 | \$202,429          | \$207,782          | \$227,140          | \$224,803          | \$260,911          | \$235,021          | \$246,853          | \$236,512          | (\$10,341)        | -4.19%          |
| SE Contracted Services OT/PT           | 8752 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0               | 0.00%           |
| SE Mentor Stipends                     | 8753 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0               | 0.00%           |
| SE Contracted Services Psychological   | 8760 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0               | 0.00%           |
| ELL Teacher Salaries                   | 8761 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0               | 0.00%           |
|  |      | <b>\$206,679</b>   | <b>\$223,442</b>   | <b>\$234,890</b>   | <b>\$229,273</b>   | <b>\$277,821</b>   | <b>\$235,146</b>   | <b>\$246,853</b>   | <b>\$236,512</b>   | <b>(\$10,341)</b> | <b>-4.19%</b>   |
| Cafeteria Salaries                     | 8765 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0               | 0.00%           |
|  |      | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>        | <b>0.00%</b>    |



| <i>Region Only - NHS / NMS</i>              |      | Budget             | Actual             | Budget             | Actual             | Budget             | Actual             | Budget             | Proposed           | Dollar           | %             |
|---|------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------------------|---------------|
|   |      | 2019-2020          | 2019-2020          | 2020-2021          | 2020-2021          | 2021-2022          | 2021-2022          | 2022-2023          | 2023-2024          | Increase         | Increase      |
| SE Contracted Svcs Transportation           | 8733 | \$326,976          | \$187,173          | \$160,160          | \$136,196          | \$283,713          | \$197,304          | \$490,611          | \$357,922          | (\$132,689)      | -27.05%       |
| SE Contracted Svc Trans Parent Reimburse    | 8734 | \$3,000            | \$771              | \$3,000            | \$30,882           | \$3,000            | \$146,629          | \$30,882           | \$196,440          | \$165,558        | 536.10%       |
| SE Transportation MS                        | 8746 | \$42,316           | \$39,532           | \$44,008           | \$40,720           | \$43,519           | \$42,019           | \$54,299           | \$57,243           | \$2,944          | 5.42%         |
| SE Transportation MS Summer                 | 8747 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$6,700            | \$6,700          | 100.00%       |
| SE Transportation HS                        | 8748 | \$186,300          | \$173,441          | \$193,752          | \$179,360          | \$191,600          | \$183,166          | \$239,060          | \$252,023          | \$12,963         | 5.42%         |
| SE Transportation HS Summer                 | 8749 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| SE Transportation Fuel Escalation Chgs      | 8755 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
|   |      | <b>\$558,592</b>   | <b>\$400,917</b>   | <b>\$400,919</b>   | <b>\$387,158</b>   | <b>\$521,832</b>   | <b>\$569,118</b>   | <b>\$814,852</b>   | <b>\$870,328</b>   | <b>\$55,476</b>  | <b>6.81%</b>  |
| SE Tuition Non-Public Schools               | 8735 | \$1,600,711        | \$903,170          | \$1,978,799        | \$722,906          | \$1,414,580        | \$575,725          | \$1,609,128        | \$1,505,405        | (\$103,723)      | -6.45%        |
| SE Tuition Collaborative                    | 8736 | \$521,427          | \$295,035          | \$314,867          | \$454,991          | \$596,602          | \$550,045          | \$615,400          | \$949,296          | \$333,896        | 54.26%        |
| SE Itinerant Services                       | 8737 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| SE Out of District Tuition                  | 8750 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| SE Tuition Out of State                     | 8756 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
|   |      | <b>\$2,122,138</b> | <b>\$1,198,205</b> | <b>\$2,293,666</b> | <b>\$1,177,897</b> | <b>\$2,011,182</b> | <b>\$1,125,770</b> | <b>\$2,224,528</b> | <b>\$2,454,701</b> | <b>\$230,173</b> | <b>10.35%</b> |
| Salaries Comm/Council Admin. Assist.        | 8701 | \$4,000            | \$2,885            | \$4,000            | \$4,116            | \$4,000            | \$7,645            | \$4,116            | \$7,645            | \$3,529          | 85.74%        |
| Supplies Treasurer                          | 8702 | \$1,300            | \$268              | \$1,300            | \$298              | \$1,300            | \$402              | \$300              | \$402              | \$102            | 34.00%        |
| Meet/Dues/Subscriptions                     | 8703 | \$2,100            | \$2,722            | \$2,100            | \$4,274            | \$2,725            | \$2,604            | \$4,275            | \$4,275            | \$0              | 0.00%         |
| Salary Treasurer                            | 8704 | \$20,000           | \$16,640           | \$17,056           | \$16,973           | \$17,659           | \$17,355           | \$18,145           | \$18,598           | \$453            | 2.50%         |
| Annual Fiscal Audit/Actuarial               | 8705 | \$44,550           | \$39,669           | \$44,550           | \$40,683           | \$48,050           | \$42,284           | \$48,050           | \$48,050           | \$0              | 0.00%         |
| Banking Services                            | 8706 | \$2,500            | \$4,535            | \$4,710            | \$16,679           | \$4,710            | \$1,992            | \$16,679           | \$16,679           | \$0              | 0.00%         |
| Medicaid Collection Services                | 8707 | \$14,584           | \$14,584           | \$14,584           | \$14,584           | \$14,584           | \$16,584           | \$14,584           | \$16,584           | \$2,000          | 13.71%        |
| Advertising                                 | 8708 | \$5,000            | \$3,154            | \$5,000            | \$1,000            | \$5,000            | \$1,505            | \$1,000            | \$1,505            | \$505            | 50.50%        |
| Legal Services School Committee             | 8709 | \$15,000           | \$32,704           | \$15,000           | \$65,933           | \$32,725           | \$48,380           | \$65,933           | \$65,933           | \$0              | 0.00%         |
| Legal Settlements                           | 8710 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| Superintendent Life Insurance               | 8738 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| Salaries Legal Settlements                  | 8739 | \$0                | \$0                | \$0                | \$5,065            | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
|   |      | <b>\$109,034</b>   | <b>\$117,161</b>   | <b>\$108,300</b>   | <b>\$169,605</b>   | <b>\$130,753</b>   | <b>\$138,751</b>   | <b>\$173,082</b>   | <b>\$179,671</b>   | <b>\$6,589</b>   | <b>3.81%</b>  |
| Clerical Stipend                            | 8763 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| Salaries Technology Maintenance and Support | 8768 | \$89,004           | \$89,404           | \$91,620           | \$91,620           | \$94,830           | \$0                | \$95,988           | \$151,931          | \$55,943         | 58.28%        |
|   |      | <b>\$89,004</b>    | <b>\$89,404</b>    | <b>\$91,620</b>    | <b>\$91,620</b>    | <b>\$94,830</b>    | <b>\$0</b>         | <b>\$95,988</b>    | <b>\$151,931</b>   | <b>\$55,943</b>  | <b>58.28%</b> |



| <u>Region Only - NHS / NMS</u>            |      | <u>Budget</u>       | <u>Actual</u>      | <u>Budget</u>       | <u>Actual</u>      | <u>Budget</u>       | <u>Actual</u>       | <u>Budget</u>       | <u>Proposed</u>     | <u>Dollar</u>      | <u>%</u>        |
|---|------|---------------------|--------------------|---------------------|--------------------|---------------------|---------------------|---------------------|---------------------|--------------------|-----------------|
|   |      | <u>2019-2020</u>    | <u>2019-2020</u>   | <u>2020-2021</u>    | <u>2020-2021</u>   | <u>2021-2022</u>    | <u>2021-2022</u>    | <u>2022-2023</u>    | <u>2023-2024</u>    | <u>Increase</u>    | <u>Increase</u> |
| Salary Professional Development           | 8711 | \$2,500             | \$0                | \$2,500             | \$181              | \$2,500             | \$0                 | \$0                 | \$0                 | \$0                | 0.00%           |
| Substitutes Professional Development      | 8712 | \$500               | \$0                | \$500               | \$0                | \$500               | \$0                 | \$0                 | \$0                 | \$0                | 0.00%           |
| Contracted Svcs Professional Developmnt   | 8713 | \$7,500             | \$33,901           | \$7,500             | \$0                | \$12,500            | \$1,485             | \$0                 | \$1,485             | \$1,485            | 100.00%         |
| Professional Develop Growth Reimb.        | 8714 | \$140,000           | \$135,250          | \$140,000           | \$140,000          | \$140,000           | \$140,000           | \$140,000           | \$140,000           | \$0                | 0.00%           |
| Professional Develop Ed Assistants        | 8771 | \$5,000             | \$5,000            | \$5,000             | \$5,000            | \$5,000             | \$5,000             | \$5,000             | \$5,000             | \$0                | 0.00%           |
| Professional Develop Admin. Assist.       | 8773 | \$0                 | \$0                | \$0                 | \$0                | \$0                 | \$0                 | \$5,000             | \$5,000             | \$0                | 0.00%           |
| Professional Develop Supplies             | 8767 | \$500               | \$123              | \$500               | \$0                | \$500               | \$67                | \$0                 | \$0                 | \$0                | 0.00%           |
|   |      | <b>\$156,000</b>    | <b>\$174,274</b>   | <b>\$156,000</b>    | <b>\$145,181</b>   | <b>\$161,000</b>    | <b>\$146,552</b>    | <b>\$150,000</b>    | <b>\$151,485</b>    | <b>\$1,485</b>     | <b>0.99%</b>    |
| County Retirement Assessment              | 8716 | \$896,694           | \$887,369          | \$977,378           | \$972,178          | \$828,215           | \$818,704           | \$872,496           | \$948,253           | \$75,757           | 8.68%           |
| FICA NRSD Share                           | 8718 | \$0                 | \$0                | \$0                 | \$0                | \$0                 | \$0                 | \$0                 | \$0                 | \$0                | 0.00%           |
| Medicare NRSD Share                       | 8719 | \$313,000           | \$290,341          | \$313,000           | \$301,437          | \$324,000           | \$314,526           | \$324,000           | \$360,000           | \$36,000           | 11.11%          |
| Employer's Share Health Insurance         | 8720 | \$3,871,594         | \$1,683,587        | \$3,849,094         | \$2,120,850        | \$3,483,765         | \$1,856,561         | \$3,782,764         | \$3,864,939         | \$82,175           | 2.17%           |
| OPEB Contribution                         | 8772 | \$50,000            | \$50,000           | \$450,000           | \$450,000          | \$450,000           | \$450,000           | \$450,000           | \$450,000           | \$0                | 0.00%           |
| Employer's Share Life Insurance           | 8721 | \$7,500             | \$6,801            | \$7,500             | \$6,851            | \$7,500             | \$6,849             | \$7,500             | \$7,500             | \$0                | 0.00%           |
| Worker's Compensation                     | 8722 | \$140,536           | \$122,390          | \$140,536           | \$130,929          | \$140,536           | \$130,009           | \$140,536           | \$140,536           | \$0                | 0.00%           |
| Unemployment Insurance                    | 8723 | \$50,000            | \$69,123           | \$50,000            | \$31,010           | \$69,125            | \$61,387            | \$50,000            | \$62,000            | \$12,000           | 24.00%          |
| Building/Contents/Liability/Auto Ins.     | 8725 | \$109,334           | \$88,503           | \$127,822           | \$116,923          | \$157,650           | \$126,513           | \$187,478           | \$206,226           | \$18,748           | 10.00%          |
| Officer Bonds                             | 8726 | \$2,066             | \$2,555            | \$2,619             | \$1,970            | \$2,619             | \$2,200             | \$2,619             | \$2,619             | \$0                | 0.00%           |
| Interscholastic Athletic Insurance        | 8727 | \$10,520            | \$10,038           | \$12,548            | \$10,038           | \$12,548            | \$11,038            | \$12,548            | \$12,548            | \$0                | 0.00%           |
|   |      | <b>\$5,451,244</b>  | <b>\$3,210,707</b> | <b>\$5,930,497</b>  | <b>\$4,142,186</b> | <b>\$5,475,958</b>  | <b>\$3,777,787</b>  | <b>\$5,829,941</b>  | <b>\$6,054,621</b>  | <b>\$224,680</b>   | <b>3.85%</b>    |
| Employer's Share Retired Health Ins.      | 8724 | \$700,157           | \$695,828          | \$683,809           | \$735,125          | \$747,868           | \$764,194           | \$756,268           | \$880,104           | \$123,836          | 16.37%          |
| Section 18 Health Ins. Exp.               | 8764 | \$3,941             | \$3,272            | \$2,600             | \$2,416            | \$2,600             | \$1,939             | \$2,600             | \$2,600             | \$0                | 0.00%           |
|   |      | <b>\$704,098</b>    | <b>\$699,100</b>   | <b>\$686,409</b>    | <b>\$737,541</b>   | <b>\$750,468</b>    | <b>\$766,133</b>    | <b>\$758,868</b>    | <b>\$882,704</b>    | <b>\$123,836</b>   | <b>16.32%</b>   |
| Region Facilities Director Salary         | 8774 | \$0                 | \$0                | \$0                 | \$0                | \$0                 | \$0                 | \$125,000           | \$120,000           | (\$5,000)          | -4.00%          |
| Architectural/Engineering Design Services | 8770 | \$0                 | \$0                | \$0                 | \$0                | \$0                 | \$0                 | \$0                 | \$0                 | \$0                | 0.00%           |
|   |      | <b>\$0</b>          | <b>\$0</b>         | <b>\$0</b>          | <b>\$0</b>         | <b>\$0</b>          | <b>\$0</b>          | <b>\$125,000</b>    | <b>\$120,000</b>    | <b>(\$5,000)</b>   | <b>100.00%</b>  |
| Salary Elementary Curriculum Director     | 8776 | \$0                 | \$0                | \$0                 | \$0                | \$0                 | \$0                 | \$0                 | \$31,519            | \$31,519           | 100.00%         |
|   |      | <b>\$0</b>          | <b>\$0</b>         | <b>\$0</b>          | <b>\$0</b>         | <b>\$0</b>          | <b>\$0</b>          | <b>\$0</b>          | <b>\$31,519</b>     | <b>\$31,519</b>    | <b>100.00%</b>  |
| <b>GRAND TOTAL</b>                        |      | <b>\$12,396,424</b> | <b>\$8,667,651</b> | <b>\$12,903,224</b> | <b>\$9,973,864</b> | <b>\$12,503,650</b> | <b>\$10,155,373</b> | <b>\$14,144,278</b> | <b>\$15,487,596</b> | <b>\$1,343,318</b> | <b>9.50%</b>    |
| Operations                                |      | \$6,509,380         | \$4,290,646        | \$6,972,826         | \$5,286,133        | \$6,613,009         | \$4,829,223         | \$7,132,879         | \$7,571,931         | \$439,052          | 6.16%           |
| SPED                                      |      | \$2,887,409         | \$1,822,564        | \$2,929,475         | \$1,794,328        | \$2,810,835         | \$1,930,034         | \$3,286,233         | \$3,561,541         | \$275,309          | 8.38%           |
| Trans                                     |      | \$1,171,467         | \$1,138,086        | \$1,171,467         | \$1,087,298        | \$1,184,659         | \$897,490           | \$1,230,728         | \$1,400,228         | \$169,500          | 13.77%          |
| Choice/Charter                            |      | \$1,828,168         | \$1,416,355        | \$1,829,456         | \$1,806,105        | \$1,895,147         | \$2,498,626         | \$2,494,438         | \$2,953,896         | \$459,458          | 18.42%          |
|   |      | <b>\$12,396,424</b> | <b>\$8,667,651</b> | <b>\$12,903,224</b> | <b>\$9,973,864</b> | <b>\$12,503,650</b> | <b>\$10,155,373</b> | <b>\$14,144,278</b> | <b>\$15,487,596</b> | <b>\$1,343,318</b> | <b>9.50%</b>    |



**Region Only – NHS/NMS Office FY2024 Budget**  
**Line Item Descriptions & Justification**

**February 2, 2023**  
**Ver 2**  
**FINAL**

**8741 Transportation MS RD**

The District will be entering into year one of a new five year contract with the Cape Cod Collaborative for the District's regular day transportation needs. The FY24 budgeted amount reflects an increase of \$81,134, representing a cumulative increase of 13.98% for FY23 and FY24. During the current FY23 school year, rates were increased due to an increase in additional hours for drivers and various cost increases.

**8742 Transportation MS Early Bus**

Transportation MS Early route. The District will be entering into year one of a new five year contract with the Cape Cod Collaborative for the District's transportation needs. The FY24 budgeted amount reflects an increase of \$3,319, representing a cumulative increase of 13.98% for FY23 and FY24. During the current FY23 school year, rates were increased due to an increase in additional hours for drivers and various cost increases.

**8743 Transportation MS Late Bus**

Transportation MS Late route. This represents two buses (200 runs) for this service at the Middle School for FY24. The FY24 budgeted amount reflects an increase of \$1,995, representing an increase of 13.98% for FY24. During the current FY23 school year, rates were increased due to an increase in additional hours for drivers and various cost increases.

**8744 Transportation HS RD**

The District will be entering into year one of a new five year contract with the Cape Cod Collaborative for the District's regular day transportation needs. The FY24 budgeted amount reflects an increase of \$81,134, representing an increase of 13.98% for FY24. During the current FY23 school year, rates were increased due to an increase in additional hours for drivers and various cost increases.

**8745 Transportation HS Late Bus**

Transportation HS Late route is for 104 days. This represents two buses (208 runs) for this service at the High School. The District will be entering into year one of a new five year contract with the Cape Cod Collaborative for the District's regular day transportation needs. The FY24 budgeted amount reflects an increase of \$1,918, representing an increase of 13.98% for FY24. During the current FY23 school year, rates were increased due to an increase in additional hours for drivers and various cost increases.

**8754 Transportation Fuel Escalation Charges HS**

The District will be entering into year one of a new five year contract with the Cape Cod Collaborative for the District's regular day transportation needs. This line item is not applicable for FY24 and no funding is being requested for this line item for FY24.

**8751 Transportation Fuel Escalation Charges MS**

The District will be entering into year one of a new five year contract with the Cape Cod Collaborative for the District's regular day transportation needs. This line item is not applicable for FY24 and no funding is being requested for this line item for FY24.

**8758 Transportation-McKinney Vento**

Represents costs to transport homeless students to other schools. This line item for FY24 is level funded.

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**8728 School Choice Tuition**

Reviewed the actual costs for two, three, four year average and the actual costs for FY23 and projected based on the actual costs for School Choice Tuition paid by the District. FY24 costs represents 61 students and an increase of \$81,901 or a 22.69% increase.

**8729 Charter School Tuition**

Reviewed the current enrollment (108), three and four year averages for the Lighthouse Charter and Sturgis Charter Schools. Three year average for Lighthouse Charter is 75 and three year average for Sturgis Charter is 16. FY24 projected per pupil costs are as follows: Lighthouse Charter \$22,147; Sturgis Charter \$27,113. This reflects an increase of \$377,557 or a 17.70% percentage increase for FY24.

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**8730 SE Salaries Tutors**

Provides short-term tutoring services for students in out-of-district programs. No funding is being requested in FY24 based on actual amounts spent in prior years.

**8731 SE Contracted Services Tutors**

Provides tutoring services for special needs students. No funding is being requested in FY24 based on actual amounts spent in prior years.

**8732 SE Contracted Services Psychological**

Provides for outside psychological consulting services for special needs students for assessment. No funding is being requested in FY24 based on actual amounts spent in prior years.

**8740 SE Salaries Speech Therapeutic, OT, PT**

Represents the Elementary portion of Speech Therapeutic, OT & PT services which are billed to the five elementary schools. Amounts are based on a three year averaging of actual hours spent in each building. The High School and Middle School portion is reflected in their respective operating budget. This reflects a decrease of \$10,341 or a 4.19% percentage decrease for FY24.

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**8733 SE Contracted Services Transportation**

Represents contracted services for Out-of-District Collaborative placements of special needs students' transportation through the Cape Cod Collaborative. Amount funded based on student needs and decreased by \$132,689 or a decrease of 27.05% based on current FY23 student needs and FY24 projected student needs.



**8734 SE Contracted Services Trans Parent Reimburse**

Represents amounts paid to parents for transportation reimbursement. Line item is increased by \$165,558 for FY24 and is based on the number of students being transported by parents. Line item reflects an increase of 536.10% increase for FY24.

**8746 SE Transportation MS**

This amount represents amounts for Middle School Special Needs transportation costs for in District transportation expenses. The projected increase of \$2,944 or a 5.42% increase as provided by the Cape Cod Collaborative. The District is charged per actual mileage as opposed to per bus per day fee. This line item is based on the student need for this service.

**8747 SE Transportation MS Summer**

This amount represents amounts for Middle School Special Needs transportation costs for in District transportation expenses for Summer Programming based on student needs. The projected increase of \$6,700 or a 100% increase as provided by the Cape Cod Collaborative.

**8748 SE Transportation HS**

This amount represents amounts for High School Special Needs transportation costs for in District transportation expenses. The projected increase of \$12,963 or a 5.42% increase as provided by the Cape Cod Collaborative. Included in this expense are costs for field trips, and transportation costs for the various programs inclusive of the following: Best Buddies Program, Life Skills Program, After School Program and Breakfast Café Program. The District is charged per actual mileage as opposed to per bus per day fee. This line item is based on the student need for this service.

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**8735 SE Tuition Non-Public Schools**

Tuition paid for Special Needs tuition to non-public schools for out-of-district residential/day placements for students with special needs which cannot be serviced in the District. This line item reflects a decrease of \$103,723 or a decrease of 6.45% for FY24 compared to costs for FY23. This is based on current student enrollment and projected enrollment for FY24.

**8736 SE Tuition Collaborative**

Tuition paid for Special Needs tuition to the Cape Cod Collaborative placements for students with special needs which cannot be serviced in the District. This line item reflects an increase of \$333,896 or an increase of 54.26% for FY24 compared to costs for FY23. This is based on the current student enrollment and projected enrollment for FY24.

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**8701 Salaries Committee/Council Administrative Assistant**

Compensation for the recording secretary to cover various meetings. Amount is contractual and is increased by \$3,529 based on actual amounts spent in FY22 or an increase of 85.74% for FY24.



**8702 Supplies Treasurer**

Line item covers costs for supplies for our Treasurer. Line item is increased for FY24 by \$102 based on actual amounts spent in FY22 or an increase of 34%.

**8703 Meet/Dues/Subscriptions**

Funds for meetings, dues and subscriptions. Line item for FY24 is level funded.

**8704 Salary Treasurer**

Line item covers the salary for the District's Treasurer. Amount is increased \$453 or a 2.5% increase for FY24 is based on contract language.

**8705 Annual Fiscal Audit/Actuarial**

Amounts expended for auditing services. Amounts reviewed for last year and current year costs and the level of services to be provided in FY24. Line item is level funded for FY24.

**8706 Banking Services**

Anticipated costs for banking services for FY24 is level funded for FY24.

**8707 Medicaid Collection Services**

Amounts paid to a third party vendor to submit applicable paperwork for Medicaid reimbursements on behalf of the District and the four member Towns. Amount to be expended in FY24 is based on the amount collected from Medicaid by the vendor on the District's behalf and is increased \$2,000 for FY24 based on the actual amount spent in FY22 representing an increase of 13.71% for FY24.

**8708 Advertising**

Line item funds costs for advertisement for the District. Amount is increased by \$505 or an increase of 50.50% based on the actual amounts spent in FY22.

**8709 Legal Services School Committee**

Amount is funded for FY24 based on the actual expenditures in FY22. Line item amount is level funded for FY24.

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**8768 Tech Technician Salary**

This line item funds part of the salary for the Chief Network Officer (\$98,863) (previously this was the technology support staff person who maintained the technology infrastructure of the High School campus, Middle School campus and Central Office). Additional funding is through Central Office budget (\$19,012). FY24 is based on an individual contract. The Technology Department was reconfigured in FY23.

In addition, new in FY24, this line item includes the salary for the Elementary Technology Technician (\$53,068) which will be billed to the five elementary schools in FY24. This line item has increased as a result of adding the Elementary Technology Technician in FY24 by \$55,943 or an increase of 58.28%. Previously, the Elementary Technology Technician was included in the Central Office Operating Budget.

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**8711 Salary Professional Development**

Line item funds the salary for any professional development. Reviewed the prior year actual costs. No funding is requested in FY24.

**8712 Substitutes Professional Development**

Line item funds professional development costs for substitutes. Reviewed prior year actual costs. No funding is requested in FY24.

**8713 Contracted Services Professional Development**

Line item funds professional development costs. Line item funded based on actual costs for FY22. Amount is increased by \$1,485 for FY24 representing a 100% increase based on the actual amount spent in FY22.

**8714 Professional Development Growth Reimbursement**

Line item level funded for FY24 from previous year per contract language.

**8771 Professional Development Ed Assistants**

Line item level funded for FY24 from previous year per contract language.

**8773 Professional Development Administrative Assistants**

Line item level funded for FY24 from previous year per contract language

**8767 Professional Development Supplies**

Line item covers professional development supplies. No funds are requested for FY24.

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**8716 County Retirement Assessment**

Amount is based on FY23 appropriation information provided by the Barnstable County Retirement Association. Amount represents full payment of the District's portion of the retirement expense on July 1, 2023. Savings of \$15,950 will be realized by paying in one payment versus two payments. Previous year's budget amount reflected one payment. FY24 amount reflects an increase of \$75,757 of expenses, reflecting an increase of 8.68%.

**8719 Medicare NRSD Share**

Amount is based on the projected FY24 salaries and is the employer's portion of the Medicare costs at a rate of 1.45%. Amount is increased \$36,000 for FY24 representing a 11.11% increase.

**8720 Employer's Share Health Insurance**

This represents the Employer's portion of health insurance costs. This amount reflects an increase of 8% in premium. (Prior year reflected a 3% increase) FY24 amount reflects an increase of \$280,794 or a 7.42% increase. The premium is for the following plans: Blue Card Elect Preferred PPO, Network Blue NE HMO, Harvard Pilgrim PPO, Harvard Pilgrim HMO; the HSA-Qualified High Deductible Health Plans for the following plans: Blue Care Elect Preferred PPO (PPO Saver), Network Blue NE HMO (HMO Saver), Harvard Pilgrim HSAQ PPO and Harvard Pilgrim HSAQ HMO based on the final published rates by the Cape Cod Municipal Health Group.



The District participates in the Cape Cod Municipal Health Group. (Employer's portion is 70%). Prior budgeting practices included the retirees' portion in this line item as well. Line item reflects a decrease of two plans due to reduction in staffing due to employee attrition. Retirees' portion is separated and included in line item budget #8724 Employer's Share Retired Health Insurance.

**8772 OPEB Contribution**

Line item funds the District's OPEB contribution. Previously, this was based on 1% of the budgetary costs of the following budget line items: #8720 Employer's Share of Health Insurance; #8724 Employer's Share of Retired Health Insurance; and #8764 Section 18 Health Insurance Expense. Per the vote of the School Committee, this line item was increased to \$450,000 beginning in FY21. Line item is level funded in FY24.

**8721 Employer's Share of Life Insurance**

Line item funds the employer's share of the employees' life insurance. Line item is level funded from previous year for FY24.

**8722 Worker's Compensation Insurance**

Line item funds the workers' compensation insurance premiums for Region's employees for work-related injuries. Amount represents current year premium for FY24 actual costs plus audited premium for FY22. Line item is level funded for FY24.

**8723 Unemployment Insurance**

Line item has been increased for FY24 based on the actual expenses incurred for FY22. Line item is increased by \$12,000 or a 24% increase in FY24. Amount may fluctuate based on the number of employees who file for and receive unemployment insurance benefits.

**8725 Buildings contents/liability/auto insurance**

Amount based on actual expenses incurred for FY23. The District increased the deductible in FY14 and again in FY20 realizing additional savings in premium costs. Amount is increased by \$18,748 or an increase of 10% for FY24 based on our recent claim history and after consulting with our MIIA Insurance Representative. This increase in premium is due to the increase in the value of the District properties per MIIA requirements. Also, this increase is reflected of the phase in increase over a three year period beginning in FY21.

**8726 Officer Bonds**

This line item covers the Treasurer and two School Committee Members. Amount is level level funded for FY24.

**8727 Interscholastic Athletic Insurance**

Line item is level funded for FY24.

**8724 Employer's Share Retired Health Ins.**

This line item represents the Employer's share of retirees' health insurance costs. Amount reflects an increase of \$135,231 or an increase of 17.88% based on an increase in the number of retirees and a 1% increase in the overall costs for retirees reflecting the final published rates by the Cape Cod Municipal Health Group. The District participates in the Cape Cod Municipal Health Group.

**8764 Section 18 Health Ins. Expense.**

This line item represents the penalty assessed to the District. Amount is an actual amount based on the number of retirees who did not elect Medicare upon attaining the age 65. Line item is level funded for FY24.

**8774 Region Facilities Director Salary**

This line item funds the contractual salary for the Region Facilities Director to oversee the MSBA High School renovation project, and the Middle School and Central Office buildings. Line item reflects a decrease of \$5,000 for FY24.

**8770 Architectural/Engineering Design Services**

This line item assists the Finance Office with the various interior and exterior repair/renovation capital projects such as window replacements, classroom modifications, handicap accessibility, science lab upgrades, elevators, roof replacements, brick restorations, HVAC modifications, etc., required for the Nauset Regional School District buildings.

Proposed work is inclusive of investigating problematic areas in site infrastructure, architectural, structural and building systems as well as recommendations of detailed repairs and the development of cost estimates for such repairs for the Nauset Regional School District. Assignments may include documenting existing conditions, investigating the nature and diversity of the problems and proposing alternate methods of repair for resolution of the problems. Detailed projects would be inclusive of the development of recommended solutions which may include pre-schematic design and outline specification with cost estimates and/or prepare construction documents and administer the construction contract for the solution. This architectural/engineering design services would inspect each of the locations to determine the specific work required and provide the Nauset Regional School District with a report prior to the preparation of design and bid plans for construction.

No funding is being requested for FY24 for this budget line item.

**8776 Salary Elementary Curriculum Director**

This line item is new in FY24 and funds the salary for the Elementary Director of Curriculum, Instruction and Assessment. Total salary in FY24 is \$31,519. Line item will be billed to the five elementary schools. Previously, this position was funded in the Central Office Operating Budget.



# **Nauset Regional School District**



***Proposed FY24 Operating Budgets***

***Nauset Regional High School***

***Nauset Regional Middle School***



## ***District Administration and Leadership***

***Superintendent of Schools – Brooke Clenchy***

**Director of Curriculum, Instruction, & Assessment – Dr. Robin Millen**

**Director of Finance & Operations – Giovanna Venditti**

**Director of Student Services – Mary Buchanan**

**Director of Human Resources – Joanna Hughes**

**Director of Food Services – Susan Murray**

**Nauset Public Schools Nurse Leader – Mary Ellen Reed**

**Nauset Regional High School Principal – Patrick Clark**

**Nauset Regional Middle School Interim Principal – Beth Deneen**



## **Nauset Regional School Committee**

**Chris Easley – Chair (Wellfleet)**

**Judy Schumacher – Vice Chair (Orleans)**

**Patricia Aurigemma (Eastham)**

**Moira Noonan-Kerry (Eastham)**

**Richard Draper (Brewster)**

**Tom Fitzgibbons (Brewster)**

**Cathryn Lonsdale (Brewster)**

**Griffin Ryder (Orleans)**

**Josh Stewart (Orleans)**

**Richard Stewart (Brewster)**



## **Superintendent's Message**

**With respect, the FY24 Nauset Regional High School & Nauset Regional Middle School Budgets are presented to the Nauset Regional School Committee. Director of Finance & Operations Giovanna Venditti, Principal Clark, and Interim Principal Deneen have each brought forth fiscally responsible operating budgets that support the Nauset District, the School Improvement Plan and the Nauset District Strategic Plan for the 2023-2024 school year. The goals and initiatives in these plans focus on 5 key areas: global competencies, 21st century goals, social-emotional learning, professional development, and community schools.**

**With the pandemic somewhat behind us, we acknowledge that some challenges still exist in our return to 'normal' learning. Our educators continue to strive to increase academic achievement and growth for all of our students, and engage in their own professional growth in order to do so. They also recognize the need to carefully balance this with the increasing demands for social-emotional and mental health supports for our students and staff. Thus, we have tried to be proactive with these supports, both within the operating budget and in the use of additional federal and state grants, to minimize the impact of the pandemic on learning and community wellness now and in the future.**



**Nauset Regional High School  
Accomplishments 2022/2023**

**Counseling Department**

- Roughly 200 juniors/families attended college planning night
- Initiated a meet/greet with grade 9 students to introduce ourselves to students, review q1 grades, answer questions
- 73% of seniors have submitted an application to a post secondary institution. Others have made commitments to the military
- SOS training completed with grade nine students in PE. Second semester will meet with the remaining students.

**Health Office/Nursing**

- Vaping Mock Teen Bedroom Display Set up for Parent/Teacher Conference Night w collaboration from Mashpee Schools and resources provided to parents
- Polished Dental Scheduled to provide dental hygiene services to students (regardless of insurance/ability to pay)
- Continued monitoring of diagnosed concussion students/ progress with feedback from Athletic Trainer
- Nursing Staff completed Suicide Prevention Training held by The Cape and Islands Suicide Prevention Coalition
- Ongoing Collaboration with Outer Cape Health Services School-Based Navigator

**World Language**

- Students are testing and receiving the Seal of Biliteracy as part of their graduation distinction. This distinction opens up opportunities for students as they move past high school, and recognizes Nauset as an exemplary high school in the area of World Language education.
- Met in a district-wide meeting during a PD day to begin to work together as we move towards implementation of new DESE standards
- Successful collaboration among teachers with the same courses, including inter-class contact in upper levels of Spanish.
- Participated in the district's World Language Task force and the National ACTFL Conference, focusing on developing scaffolded proficiency training and growth in the area of world language instruction implementation.
- The department has focused on social-emotional learning as well as academic proficiency, working to involve the whole lives of students within our purview. Student response to this has been very positive.

**Phys Ed**

- 9 th and 10 th grade physical Education Health classes added portions of the Michigan Model Health Curriculum as a resource. This helped strengthen our drug, alcohol and tobacco lesson's, especially in regards to vaping.
- A large number of our students are enrolling in our numerous physical education electives. Due to increased numbers, we will be adding a class entitled, "Walking for fitness."

- Instituted a “no device” policy. With the exception of Health education lessons, students are required to power down and get active.
- In Strength and Conditioning classes, we are pushing for an increase in female participation and have seen a great jump in participation
- Yoga Classes have seen a jump in student participation, especially in male students. The popularity may lead to increasing course offerings next year.

### **History Department**

- Training sessions and trouble-shooting ALICE security issues specific to History Department
- Met with History Department Heads (September 21, 2022) across Cape Cod to discuss Civics Project, Genocide, MCAS
- Meeting on ILP Program and Learning Standards and Expectations with planning, instruction, and assessment
- Hosted Nauset Alumni Day where former students presented their college experiences for Nauset students.

### **Business/Technology**

- We have three very accomplished new hires who have already positively impacted NRHS.
- Jess Mullen, computer science teacher, has already increased student numbers during the first semester in both AP Computer Science Principles and AP Computer Science A (Java). The new AP CSA course has grown from two students to eight, including two female students. CSP has grown to 19 students with five females enrolled.
- Nick Kuppens, business teacher, has re-energized the Intro to Business and Advertising and Marketing classes with his innovative and creative approach. Students have enjoyed such fun activities as designing food trucks and their menus. We believe Nick's classes have already gained popularity and we expect bigger numbers next year.
- Jenn Mullin, librarian, has transformed E105 into a vibrant space for reading and research. Jenn has also gone into classes to discuss databases and ethical research methods.
- Met with elementary and middle school technology teachers to help vertically align the curriculum.
- Collaborated with the elementary and middle school library media specialists to ensure that we are maximizing all resources to benefit students. Stakeholders are further discussing how to morph our existing spaces into beneficial learning commons.
- hosted the Cape Cod Vex Qualifying Invitational where schools across the Cape competed in the VRC Vex SpinUp Challenge. Nauset had five teams compete with 25 members in the Competitive Robotics Club.

### **Fine & Applied Arts**

- Culinary Arts continuing our Community Connection project with the Eastham COA.
- Honors Earning and Respecting Differences class worked to forge a mentoring program with students from NRMS
- 26 student-musicians accepted to the All Cape and Islands Music Festival
- 8 student-musicians accepted to the Massachusetts Southeastern District Music Festival at Berkley Somerset Regional High School in January.

- 2 of those students scored high enough on their auditions to be considered for the All State Music Festival Auditions
- Art classes are participating in the Annual book art show at Eastham Library.
- Saffron Jalbert has had work exhibited in the Wellfleet Public Library and is scheduled to have work displayed in the Snow Library exhibit in April.
- Fashion Photography collaboration with Salty Crown Boutique Dec.
- Snow Library Book art Exhibition April
- Art Department and Orleans Cultural Council Art Exhibition
- Upcycled Book Art Collaboration with Eastham Library
- Product Photography collaboration with Viv's Kitchen, Orleans
- Professional Big Band Concert and Clinic with Jazz Band and Choral students
- Professional Big Band Winter Solstice Concert on Dec 20th at NRMS attracted more than 400 patrons. All 5 musical ensembles performed.

### **English**

- IB English, students have completed their recorded individual presentations on focused analysis of individual texts from a range of global literature.
- In AP English, students have conducted a mock trial based on The Scarlet Letter that integrated Juniors and Seniors and familiarize students with argument and rhetoric.
- In Grade 10, students have practiced their research skills by creating mini research projects based on human rights issues after reading Eli Weisel's Night.
- Nauset students placed 1st, 2nd, and 3rd in The Cape Cod Chronicle fiction contest for the holiday issue, getting published and receiving financial awards.
- The student run Nauset Book Club has been reading everything from Gone Girl to James Joyce's Dubliners and is planning to donate books to local libraries.

### **Special Education Department**

- Our Individualized Learning Program (ILP) now has a full time teacher, full time school adjustment counselor, and full time educational assistant supporting roughly 20 of our highest need students with emotional disabilities.
- Life Skills and Post-Grad programs are partnering again with Mass Rehab's Pre-Employment Transition Services (Pre-ETS) program to bring vocational education into our school and bring students into the community.
- Co-taught English classrooms are supporting over 60 students across grades this year.
- The department welcomed 6 new staff members including 2 teachers, an SLP, an administrative assistant and 2 educational assistants.
- A full time administrative Special Education Coordinator is supporting IEP process compliance, teacher evaluation, and program development.
- 5 babies born in the last year to department members!!!

### **SWS Department**

- During our studies of Indian "Removal" and The Crucible, gr 11 visited Salem. We visited the Peabody Essex Museum to view Indian art and artifacts, the Salem Witch Trials Memorial, and the Salem Witch Museum.
- Our English teachers required 54 seniors to write their college essays, providing ideas and continually editing student work until all were successfully completed.
- Junior and senior students (58 total) completed a research paper to prepare them for college. Students were required to complete note cards, outlines, a list of sources, first

drafts and final papers using MLA format. In addition, the midterm was to present those papers in a Google Slide presentation.

- In our senior Facing History and Ourselves classes, we have been studying the Holocaust as a case study since September. After a detailed unit on German Expressionism and the Nazi Degenerate Art Exhibit, in collaboration with art, students repainted a classical painting of an idyllic German family in the expressionist style.

### **Math**

- Flexibility in coverage
- Development of new courses to better-support student needs
- Lots of extra help taking place before and after school
- Teacher-provided SAT Prep course outside of school time
- Retirement of a much beloved colleague after over 30 years of teaching
- Successful transition to a new department chair



| NAUSET REGIONAL SCHOOL DISTRICT      |      |                    |                    |                    |                    |                    |                    |                    |                    |                  |               |
|--------------------------------------|------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------------------|---------------|
| FY 2024 BUDGET WORKSHEET             |      |                    |                    |                    |                    |                    |                    |                    |                    |                  |               |
|                                      |      |                    |                    |                    |                    |                    |                    |                    |                    | 1/9/23           |               |
|                                      |      |                    |                    |                    |                    |                    |                    |                    |                    | ver 1            |               |
| <b><i>Nauset High School</i></b>     |      |                    |                    |                    |                    |                    |                    |                    |                    |                  |               |
|                                      |      | Budget             | Actual             | Budget             | Actual             | Budget             | Actual             | Budget             | Proposed           | Dollar           | %             |
|                                      |      | 2019-2020          | 2019-2020          | 2020-2021          | 2020-2021          | 2021-2022          | 2021-2022          | 2022-2023          | 2023-2024          | Increase         | Increase      |
| Salaries Principals                  | 8301 | \$393,286          | \$391,267          | \$401,049          | \$398,223          | \$404,147          | \$408,945          | \$404,875          | \$395,650          | -\$9,225         | -2.28%        |
| Salaries Admin. Asst.                | 8302 | \$145,456          | \$143,594          | \$151,656          | \$151,656          | \$155,193          | \$171,632          | \$171,885          | \$176,869          | \$4,984          | 2.90%         |
| Substitutes Admin. Asst.             | 8303 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| Contracted Svcs Office Equipment     | 8304 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| Supplies General Office              | 8305 | \$5,000            | \$4,511            | \$5,000            | \$5,791            | \$4,000            | \$245              | \$4,000            | \$4,000            | \$0              | 0.00%         |
| Other Office Expenses                | 8306 | \$15,763           | \$13,201           | \$17,700           | \$7,080            | \$15,700           | \$14,944           | \$15,700           | \$15,700           | \$0              | 0.00%         |
| Salaries Department Heads            | 8307 | \$56,661           | \$56,661           | \$56,661           | \$52,800           | \$56,661           | \$62,672           | \$60,665           | \$61,952           | \$1,287          | 2.12%         |
| Contracted Svcs Non-Instr Technology | 8308 | \$66,146           | \$67,964           | \$59,857           | \$74,643           | \$74,850           | \$64,090           | \$79,976           | \$109,022          | \$29,046         | 36.32%        |
| Supplies Non-Instr Technology        | 8309 | \$5,000            | \$3,484            | \$5,000            | \$2,812            | \$3,000            | \$620              | \$3,000            | \$3,000            | \$0              | 0.00%         |
| Hardware Non-Instr Technology        | 8310 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$84,500           | \$84,500         | 100.00%       |
|                                      |      | <b>\$687,312</b>   | <b>\$680,682</b>   | <b>\$696,923</b>   | <b>\$693,005</b>   | <b>\$713,551</b>   | <b>\$723,148</b>   | <b>\$740,101</b>   | <b>\$850,693</b>   | <b>\$110,592</b> | <b>14.94%</b> |
| Salaries Teachers                    | 8311 | \$6,714,147        | \$6,767,259        | \$6,635,103        | \$6,764,558        | \$6,899,243        | \$6,815,246        | \$6,953,939        | \$6,974,614        | \$20,675         | 0.30%         |
| Salaries Librarian                   | 8404 | \$100,476          | \$100,976          | \$102,988          | \$103,488          | \$0                | \$0                | \$82,000           | \$90,017           | \$8,017          | 9.78%         |
| Stipends Teachers                    | 8312 | \$93,759           | \$89,371           | \$93,759           | \$1,591            | \$3,142            | \$19,756           | \$3,142            | \$6,284            | \$3,142          | 100.00%       |
| Stipends Mentors                     | 8313 | \$10,110           | \$1,011            | \$10,110           | \$4,399            | \$8,813            | \$4,321            | \$8,813            | \$10,000           | \$1,187          | 13.47%        |
| Salaries Tutors                      | 8401 | \$3,000            | \$3,971            | \$7,400            | \$1,279            | \$4,000            | \$0                | \$1,300            | \$4,300            | \$3,000          | 230.77%       |
| Salaries Coord & Team Leaders        | 8314 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| Substitutes Teachers                 | 8315 | \$35,000           | \$43,504           | \$37,500           | \$51,335           | \$49,495           | \$53,693           | \$49,495           | \$49,495           | \$0              | 0.00%         |
| Substitutes Long Term                | 8316 | \$35,000           | \$60,785           | \$35,000           | \$138,330          | \$60,785           | \$13,239           | \$60,785           | \$60,785           | \$0              | 0.00%         |
| Salaries Ed Assistants               | 8317 | \$0                | \$27,535           | \$29,907           | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| Contracted Svcs Prof Development     | 8320 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| Other Professional Development       | 8321 | \$5,000            | \$2,598            | \$8,000            | \$3,108            | \$8,000            | \$3,914            | \$8,000            | \$8,000            | \$0              | 0.00%         |
| Salaries Teacher/Instr Prof Days     | 8318 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
| Substitutes Prof Development         | 8319 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%         |
|                                      |      | <b>\$6,996,492</b> | <b>\$7,097,010</b> | <b>\$6,959,767</b> | <b>\$7,068,088</b> | <b>\$7,033,478</b> | <b>\$6,910,169</b> | <b>\$7,167,474</b> | <b>\$7,203,495</b> | <b>\$36,021</b>  | <b>0.50%</b>  |

| <u>Nauset High School</u>             |      | Budget           | Actual           | Budget           | Actual           | Budget           | Actual           | Budget           | Proposed         | Dollar           | %             |
|---------------------------------------|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|---------------|
|                                       |      | 2019-2020        | 2019-2020        | 2020-2021        | 2020-2021        | 2021-2022        | 2021-2022        | 2022-2023        | 2023-2024        | Increase         | Increase      |
| Textbooks/Software & Media            | 8322 | \$43,000         | \$32,684         | \$41,900         | \$6,508          | \$39,621         | \$13,789         | \$27,687         | \$53,839         | \$26,152         | 94.46%        |
| Contracted Svcs Instructional Mater   | 8324 | \$3,250          | \$3,725          | \$3,225          | \$4,462          | \$3,331          | \$2,489          | \$3,331          | \$4,500          | \$1,169          | 35.09%        |
| Other Instructional Materials         | 8323 | \$63,000         | \$59,761         | \$68,917         | \$25,624         | \$71,336         | \$51,659         | \$71,336         | \$70,000         | -\$1,336         | -1.87%        |
| Instructional Equipment               | 8325 | \$43,500         | \$44,342         | \$43,500         | \$27,888         | \$39,870         | \$32,293         | \$39,870         | \$38,581         | -\$1,289         | -3.23%        |
| Supplies General                      | 8326 | \$12,000         | \$7,008          | \$10,771         | \$9,672          | \$8,715          | \$0              | \$8,715          | \$8,715          | \$0              | 0.00%         |
| Contracted Svcs Other Instr Service   | 8327 | \$50,800         | \$19,351         | \$14,589         | \$18,410         | \$28,465         | \$2,007          | \$18,500         | \$18,500         | \$0              | 0.00%         |
| Other Instructional Services          | 8328 | \$8,000          | \$8,586          | \$9,000          | \$5,910          | \$13,329         | \$6,499          | \$13,329         | \$9,333          | -\$3,996         | -29.98%       |
| Contracted Svcs Instructional Tech    | 8329 | \$22,317         | \$12,413         | \$41,976         | \$108,382        | \$66,263         | \$46,532         | \$33,284         | \$69,811         | \$36,527         | 109.74%       |
| Supplies Instructional Technology     | 8330 | \$6,000          | \$1,542          | \$4,812          | \$584            | \$3,267          | \$4,555          | \$3,267          | \$3,267          | \$0              | 0.00%         |
| Library/Media Instr Hardware          | 8331 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%         |
| Classroom Instructional Hardware      | 8332 | \$96,291         | \$92,129         | \$113,740        | \$50,861         | \$84,676         | \$209            | \$50,000         | \$44,640         | -\$5,360         | -10.72%       |
| Instructional Software                | 8333 | \$4,000          | \$18,587         | \$3,800          | \$915            | \$19,051         | \$4,155          | \$19,051         | \$72,343         | \$53,292         | 279.73%       |
| Supplies-Other Instructional Services | 8406 | \$3,300          | \$1,812          | \$800            | \$422            | \$1,857          | \$6,725          | \$1,857          | \$3,300          | \$1,443          | 77.71%        |
|                                       |      | <b>\$355,458</b> | <b>\$301,940</b> | <b>\$357,030</b> | <b>\$259,638</b> | <b>\$379,781</b> | <b>\$170,912</b> | <b>\$290,227</b> | <b>\$396,829</b> | <b>\$106,602</b> | <b>36.73%</b> |
| Salaries Guidance Counselors          | 8334 | \$545,849        | \$558,230        | \$582,478        | \$563,826        | \$640,659        | \$733,434        | \$675,077        | \$784,870        | \$109,793        | 16.26%        |
| Salaries Admin. Asst. Guidance        | 8335 | \$37,748         | \$36,493         | \$41,011         | \$39,334         | \$42,821         | \$44,242         | \$48,466         | \$52,146         | \$3,680          | 7.59%         |
| Supplies Guidance                     | 8336 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%         |
| Other Guidance                        | 8337 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%         |
| Contracted Services Testing           | 8338 | \$3,100          | \$2,938          | \$2,500          | \$3,174          | \$2,997          | \$0              | \$3,072          | \$3,072          | \$0              | 0.00%         |
|                                       |      | <b>\$586,697</b> | <b>\$597,661</b> | <b>\$625,989</b> | <b>\$606,334</b> | <b>\$686,477</b> | <b>\$777,676</b> | <b>\$726,615</b> | <b>\$840,088</b> | <b>\$113,473</b> | <b>15.62%</b> |
| Salaries Nurse                        | 8339 | \$108,304        | \$107,632        | \$113,527        | \$90,199         | \$113,181        | \$115,218        | \$120,429        | \$129,308        | \$8,879          | 7.37%         |
| Substitute Nurse                      | 8340 | \$0              | \$750            | \$0              | \$9,957          | \$0              | \$2,700          | \$0              | \$0              | \$0              | 0.00%         |
| Contracted Svcs Medical/Health        | 8341 | \$1,500          | \$393            | \$1,500          | \$1,269          | \$1,530          | \$0              | \$1,530          | \$1,530          | \$0              | 0.00%         |
| Supplies Medical/Health               | 8342 | \$2,300          | \$1,830          | \$2,000          | \$331            | \$2,000          | \$2,090          | \$2,000          | \$2,000          | \$0              | 0.00%         |
| Other Medical/Health                  | 8343 | \$0              | \$0              | \$0              | \$0              | \$0              | \$150            | \$0              | \$0              | \$0              | 0.00%         |
|                                       |      | <b>\$112,104</b> | <b>\$110,605</b> | <b>\$117,027</b> | <b>\$101,756</b> | <b>\$116,711</b> | <b>\$120,158</b> | <b>\$123,959</b> | <b>\$132,838</b> | <b>\$8,879</b>   | <b>7.16%</b>  |
| Salaries Athletics                    | 8348 | \$431,667        | \$396,998        | \$442,942        | \$441,646        | \$456,925        | \$474,044        | \$525,648        | \$544,667        | \$19,019         | 3.62%         |
| Transportation Contracted Svcs Ath    | 8349 | \$65,000         | \$49,199         | \$55,000         | \$33,213         | \$62,809         | \$55,913         | \$64,379         | \$64,379         | \$0              | 0.00%         |
| Contracted Services Officials         | 8350 | \$35,000         | \$26,192         | \$35,000         | \$22,669         | \$36,031         | \$36,989         | \$36,031         | \$36,031         | \$0              | 0.00%         |
| Contracted Services Athletics         | 8400 | \$47,500         | \$47,905         | \$48,000         | \$48,913         | \$57,826         | \$73,406         | \$59,272         | \$74,000         | \$14,728         | 24.85%        |
| Supplies Athletics                    | 8351 | \$24,000         | \$17,755         | \$10,000         | \$21,485         | \$28,384         | \$37,912         | \$28,384         | \$38,000         | \$9,616          | 33.88%        |
| Other Athletics                       | 8352 | \$17,000         | \$13,264         | \$17,000         | \$13,033         | \$20,025         | \$21,562         | \$20,025         | \$20,000         | -\$25            | -0.12%        |
|                                       |      | <b>\$620,167</b> | <b>\$551,313</b> | <b>\$607,942</b> | <b>\$580,959</b> | <b>\$662,000</b> | <b>\$699,826</b> | <b>\$733,739</b> | <b>\$777,077</b> | <b>\$43,338</b>  | <b>5.91%</b>  |

| <b><i>Nauset High School</i></b>   |      | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Proposed</b>  | <b>Dollar</b>    | <b>%</b>        |
|------------------------------------|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|
|                                    |      | <b>2019-2020</b> | <b>2019-2020</b> | <b>2020-2021</b> | <b>2020-2021</b> | <b>2021-2022</b> | <b>2021-2022</b> | <b>2022-2023</b> | <b>2023-2024</b> | <b>Increase</b>  | <b>Increase</b> |
| Cafeteria Salaries                 | 8409 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| Café Other                         | 8410 | \$0              | \$8,088          | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
|                                    |      | <b>\$0</b>       | <b>\$8,088</b>   | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>0.00%</b>    |
| Salaries Student Activities        | 8353 | \$38,165         | \$42,215         | \$41,300         | \$33,655         | \$38,165         | \$60,466         | \$63,145         | \$74,509         | \$11,364         | 18.00%          |
| Other Activities Expense           | 8383 | \$11,000         | \$16,195         | \$12,000         | \$10,495         | \$14,957         | \$12,186         | \$14,957         | \$14,957         | \$0              | 0.00%           |
|                                    |      | <b>\$49,165</b>  | <b>\$58,410</b>  | <b>\$53,300</b>  | <b>\$44,150</b>  | <b>\$53,122</b>  | <b>\$72,652</b>  | <b>\$78,102</b>  | <b>\$89,466</b>  | <b>\$11,364</b>  | <b>14.55%</b>   |
| Salaries Custodians                | 8354 | \$383,426        | \$385,080        | \$396,431        | \$408,878        | \$408,324        | \$395,864        | \$396,077        | \$389,992        | -\$6,085         | -1.54%          |
| Substitutes Custodians             | 8355 | \$0              | \$434            | \$0              | \$0              | \$0              | \$0              | \$0              | \$5,000          | \$5,000          | 100.00%         |
| Overtime Custodians                | 8356 | \$3,100          | \$482            | \$2,000          | \$2,459          | \$2,000          | \$3,721          | \$2,000          | \$8,000          | \$6,000          | 300.00%         |
| Contracted Services Custodial      | 8357 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| Supplies Custodial                 | 8358 | \$40,000         | \$41,176         | \$40,250         | \$31,028         | \$41,256         | \$26,792         | \$41,256         | \$44,000         | \$2,744          | 6.65%           |
| Other Custodial Expense            | 8359 | \$0              | \$162            | \$0              | \$6,298          | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| Fuel Oil/Gas                       | 8364 | \$86,000         | \$94,178         | \$112,963        | \$106,170        | \$112,963        | \$111,603        | \$112,963        | \$169,445        | \$56,482         | 50.00%          |
| Propane                            | 8365 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| Electric Service                   | 8366 | \$107,000        | \$88,906         | \$102,389        | \$102,872        | \$102,389        | \$122,824        | \$112,628        | \$168,942        | \$56,314         | 50.00%          |
| Telephone                          | 8367 | \$25,200         | \$14,695         | \$15,200         | \$10,048         | \$15,200         | \$10,074         | \$15,200         | \$15,200         | \$0              | 0.00%           |
| Water                              | 8368 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
|                                    |      | <b>\$644,726</b> | <b>\$625,113</b> | <b>\$669,233</b> | <b>\$667,753</b> | <b>\$682,132</b> | <b>\$670,878</b> | <b>\$680,124</b> | <b>\$800,579</b> | <b>\$120,455</b> | <b>17.71%</b>   |
| Contracted Services Grounds        | 8360 | \$16,500         | \$21,371         | \$18,500         | \$35,261         | \$18,500         | \$28,207         | \$18,963         | \$28,000         | \$9,037          | 47.66%          |
| Contracted Services Buildings      | 8361 | \$25,000         | \$34,976         | \$16,000         | \$60,944         | \$16,000         | \$35,271         | \$16,400         | \$31,000         | \$14,600         | 89.02%          |
| Contracted Services Security       | 8363 | \$57,000         | \$55,000         | \$55,000         | \$55,344         | \$56,100         | \$55,296         | \$56,100         | \$57,000         | \$900            | 1.60%           |
| Contracted Services Equipment      | 8362 | \$50,000         | \$33,554         | \$50,247         | \$44,635         | \$51,503         | \$30,275         | \$51,503         | \$31,000         | -\$20,503        | -39.81%         |
|                                    |      | <b>\$148,500</b> | <b>\$144,901</b> | <b>\$139,747</b> | <b>\$196,184</b> | <b>\$142,103</b> | <b>\$149,049</b> | <b>\$142,966</b> | <b>\$147,000</b> | <b>\$4,034</b>   | <b>2.82%</b>    |
| Contracted Svcs Extraordinary Main | 8369 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| Supplies Extraordinary Maintenance | 8370 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| Acquisition of Equipment           | 8371 | \$0              | \$0              | \$0              | \$0              | \$0              | \$11,566         | \$0              | \$0              | \$0              | 0.00%           |
|                                    |      | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$11,566</b>  | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>0.00%</b>    |

| <i>Nauset High School</i>            |      | <u>Budget</u>      | <u>Actual</u>      | <u>Budget</u>      | <u>Actual</u>      | <u>Budget</u>      | <u>Actual</u>      | <u>Budget</u>      | <u>Proposed</u>    | <u>Dollar</u>    | <u>%</u>        |
|--------------------------------------|------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------------------|-----------------|
|                                      |      | <u>2019-2020</u>   | <u>2019-2020</u>   | <u>2020-2021</u>   | <u>2020-2021</u>   | <u>2021-2022</u>   | <u>2021-2022</u>   | <u>2022-2023</u>   | <u>2023-2024</u>   | <u>Increase</u>  | <u>Increase</u> |
| SE Salaries Department Heads         | 8399 | \$5,151            | \$5,151            | \$0                | \$5,280            | \$0                | \$5,400            | \$0                | \$0                | \$0              | 0.00%           |
| SE Salaries Teachers                 | 8372 | \$599,060          | \$582,623          | \$640,345          | \$643,100          | \$638,681          | \$619,640          | \$647,122          | \$664,515          | \$17,393         | 2.69%           |
| SE Salaries Summer School            | 8373 | \$17,000           | \$17,000           | \$10,000           | \$10,328           | \$17,000           | \$17,000           | \$19,159           | \$17,000           | -\$2,159         | -11.27%         |
| SE Salaries Tutors                   | 8374 | \$21,500           | \$8,472            | \$21,500           | \$0                | \$21,500           | \$1,526            | \$21,500           | \$8,000            | -\$13,500        | -62.79%         |
| SE Contracted Services Tutors        | 8375 | \$10,000           | \$11,249           | \$10,000           | \$8,464            | \$10,000           | \$20,092           | \$10,000           | \$17,000           | \$7,000          | 70.00%          |
| SE Salaries Speech Therapeutic       | 8376 | \$139,702          | \$139,702          | \$146,171          | \$145,145          | \$149,549          | \$143,892          | \$123,781          | \$120,493          | -\$3,288         | -2.66%          |
| SE Contracted Svcs OT/PT             | 8377 | \$0                | \$0                | \$0                | \$1,130            | \$0                | \$5,985            | \$0                | \$0                | \$0              | 0.00%           |
| SE Substitutes                       | 8378 | \$0                | \$2,985            | \$0                | \$2,856            | \$0                | \$6,053            | \$2,900            | \$2,900            | \$0              | 0.00%           |
| SE Substitutes Long Term             | 8379 | \$0                | \$16,616           | \$0                | \$0                | \$15,000           | \$21,007           | \$15,000           | \$15,000           | \$0              | 0.00%           |
| SE Salaries Ed Assistants            | 8380 | \$502,182          | \$504,311          | \$501,556          | \$501,197          | \$510,414          | \$571,048          | \$600,953          | \$557,069          | -\$43,884        | -7.30%          |
| Special Education Coordinator        | 8415 | \$0                | \$0                | \$0                | \$46,000           | \$48,093           | \$50,000           | \$51,250           | \$52,532           | \$1,282          | 2.50%           |
|                                      |      | <b>\$1,294,595</b> | <b>\$1,288,109</b> | <b>\$1,329,572</b> | <b>\$1,363,500</b> | <b>\$1,410,237</b> | <b>\$1,461,643</b> | <b>\$1,491,665</b> | <b>\$1,454,509</b> | <b>-\$37,156</b> | <b>-2.49%</b>   |
| SE Textbooks/Software/Media          | 8381 | \$1,500            | \$946              | \$1,200            | \$690              | \$965              | \$0                | \$965              | \$1,000            | \$35             | 3.63%           |
| SE Other Instructional Materials     | 8382 | \$650              | \$34               | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| SE Supplies General                  | 8384 | \$2,500            | \$0                | \$10,500           | \$155              | \$0                | \$0                | \$10,500           | \$10,500           | \$0              | 0.00%           |
| SE Contracted Svcs Other Instruction | 8385 | \$500              | \$52               | \$0                | \$0                | \$5,000            | \$5,000            | \$5,000            | \$5,000            | \$0              | 0.00%           |
| SE Other Expense                     | 8386 | \$1,000            | \$0                | \$0                | \$0                | \$0                | \$1,632            | \$0                | \$0                | \$0              | 0.00%           |
| SE Supplies Instructional Technology | 8387 | \$0                | \$0                | \$0                | \$0                | \$0                | \$356              | \$0                | \$0                | \$0              | 0.00%           |
| SE Instructional Hardware            | 8388 | \$3,000            | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| SE Instructional Software            | 8389 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
|                                      |      | <b>\$9,150</b>     | <b>\$1,032</b>     | <b>\$11,700</b>    | <b>\$845</b>       | <b>\$5,965</b>     | <b>\$6,988</b>     | <b>\$16,465</b>    | <b>\$16,500</b>    | <b>\$35</b>      | <b>0.21%</b>    |
| SE Salaries Psychologist             | 8390 | \$71,018           | \$72,693           | \$78,498           | \$80,832           | \$83,099           | \$82,261           | \$88,302           | \$93,737           | \$5,435          | 6.16%           |
| SE Salaries Secretaries              | 8391 | \$47,013           | \$46,326           | \$48,150           | \$48,247           | \$49,086           | \$55,544           | \$53,667           | \$41,780           | -\$11,887        | -22.15%         |
| SE Supplies School Counseling        | 8392 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| SE Other School Counseling           | 8393 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| SE Supplies Testing & Assessment     | 8394 | \$3,500            | \$1,390            | \$0                | \$1,483            | \$0                | \$0                | \$500              | \$1,200            | \$700            | 140.00%         |
| SE Contracted Services Psychological | 8395 | \$21,000           | \$19,639           | \$26,500           | \$11,444           | \$26,985           | \$18,196           | \$26,500           | \$26,500           | \$0              | 0.00%           |
|                                      |      | <b>\$142,531</b>   | <b>\$140,048</b>   | <b>\$153,148</b>   | <b>\$142,006</b>   | <b>\$159,170</b>   | <b>\$156,001</b>   | <b>\$168,969</b>   | <b>\$163,217</b>   | <b>-\$5,752</b>  | <b>-3.40%</b>   |



| <u>Nauset High School</u>   |                    | Budget           | Actual           | Budget           | Actual           | Budget           | Actual           | Budget           | Proposed         | Dollar          | %               |
|-----------------------------|--------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|-----------------|
|                             |                    | <u>2019-2020</u> | <u>2019-2020</u> | <u>2020-2021</u> | <u>2020-2021</u> | <u>2021-2022</u> | <u>2021-2022</u> | <u>2022-2023</u> | <u>2023-2024</u> | <u>Increase</u> | <u>Increase</u> |
| ACCESS PROGRAM              | 13105              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
|                             |                    | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| SE Collaborative Assessment | 8398               | \$944            | \$944            | \$919            | \$855            | \$877            | \$846            | \$850            | \$850            | \$0             | 0.00%           |
|                             |                    | \$944            | \$944            | \$919            | \$855            | \$877            | \$846            | \$850            | \$850            | \$0             | 0.00%           |
| Salary Technology Support   | 8412               | \$133,177        | \$133,013        | \$136,809        | \$135,925        | \$109,980        | \$105,492        | \$112,078        | \$130,149        | \$18,071        | 16.12%          |
|                             |                    | \$133,177        | \$133,013        | \$136,809        | \$135,925        | \$109,980        | \$105,492        | \$112,078        | \$130,149        | \$18,071        | 16.12%          |
| RESERVED FOR NEGOTIATION    |                    | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$9,110          |                 |                 |
| SUB TOTAL                   |                    | \$11,781,018     | \$11,738,869     | \$11,859,106     | \$11,860,998     | \$12,155,584     | \$12,037,004     | \$12,473,334     | \$13,012,401     | \$539,067       | 4.32%           |
| Use of ESSER III Funds      | Various            | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$(125,000)      | \$0              | \$125,000       | 100.00%         |
| FY24 BUDGET GRAND TOTAL     |                    | \$11,781,018     | \$11,738,869     | \$11,859,106     | \$11,860,998     | \$12,155,584     | \$12,037,004     | \$12,348,334     | \$13,012,401     | \$664,067       | 5.38%           |
|                             | <u>Regular Day</u> | \$10,333,798     | \$10,308,736     | \$10,363,767     | \$10,353,792     | \$10,579,335     | \$10,411,526     | \$10,670,385     | \$11,377,325     | \$706,940       | 6.63%           |
|                             | <u>SPED</u>        | \$1,447,220      | \$1,430,133      | \$1,495,339      | \$1,507,206      | \$1,576,249      | \$1,625,478      | \$1,677,949      | \$1,635,076      | -\$42,873       | -2.56%          |

**NAUSET REGIONAL HIGH SCHOOL**

**2023-2024**

**Budget Justification**

**January 9, 2023 Version 1**

**Salaries Principals (8301)**

- One (1) Principal – per contract
- Two (2) Assistant Principals – per contract
- Assistant Principal for Academics was not replaced.

**Total: \$ 395,650**

**Salaries Administrative Assistants (8302)**

- Two (2) office secretaries – per contract
- Attendance/Accounting administrative assistant – per contract

**Total: \$ 176,869**

**Substitutes Administrative Assistant (8303)**

**Total: \$ 0**

**Contracted Svcs Office Equipment (8304)**

**Total: \$ 0**

**Supplies General Office (8305)**

These supplies are for the Main Office, Guidance Office, and Special Needs. Expenses include paper, printing, markers, white board cleaner, file folders, envelopes, and other general supplies.

**Total: \$ 4,000**

**Other Principal Expenses (8306)**

- New England Association Schools & Colleges
- 3 MSSAA Memberships,
- MSSAA Summer Institute
- NASSP
- Awards for Underclass, Senior Class
- Postage
- Administrative Professional Development

Includes com service bricks, award books, Nixon banners, mcas fruit, faculty Friday, fed ex, admin fuel (newspaper advertising)

**Total: \$ 15,700**

**Salaries Department Heads (8307)**

10 Department heads and 1 Coordinator of Online Courses @ \$5,515 per position:  
World Language, Science, Math, English, History, Applied Fine Arts, Business/Technology, Physical Education, Guidance, Special Education, and Coordinator of Online Courses.

**Total: \$ 61,952**

**Contracted Services Non-Instructional Technology (8308)**

**Adobe Sign** **\$1,393**

**Airwatch - Device Management MDM** **\$1,888**

The district will be using an MDM system to manage iOS devices. The MDM is required and allows the IT Department to provide seamless integration for app and profile deployment, resetting passwords, data protection, remote wipe and full inventory reporting.

**Aspen** **\$6,963**

Follett's X2 is the student information system. The cost is based on the number of students in each building.

**Atlas** **\$3,105**

Curriculum planning tool that allows for curriculum tracking across subjects and grade levels.

**Blackboard Engage-Website** **\$1,969**

Currently the District subscribes to Blackboard Engage web services. This is a template based web design that allows the schools to easily manage their web page. In addition, the service provides teacher accounts for teachers to have classroom webpages. All hosting and support is included.

**Crisis Go-Web base Emergency Response Program** **\$497**

This is an emergency communications and incident management program for all Nauset schools.

**Entrusted Email** **\$417**

Business Email security service

**Filewave** **\$8,973**

*\*migrating from AirWatch to Filewave*

|  |                 |
|--|-----------------|
| <b>Gaggle</b>  | <b>\$2,216</b>  |
| Manages student safety on school-provided technology.  |                 |
| <b>Google Education Plus</b>   | <b>\$2,610</b>  |
| Google Workspace offers solutions for large organizations with flexible storage options, advanced video conferencing features, and enterprise-grade security and compliance.   |                 |
| <b>Incident IQ</b>   | <b>\$3,274</b>  |
| Service management platform featuring asset management, help ticketing and workflow corralling.  |                 |
| <b>Kajeet HotSpots</b>   | <b>\$356</b>    |
| Allows students to participate in on-line learning and hybrid learning, promoting digital equity at school.  |                 |
| <b>Open Architect</b>  | <b>\$9,578</b>  |
| Provider of data and financial analysis combined with custom-build visualization tools to inform educational decision making.  |                 |
| <b>Open Cape Net</b>   | <b>\$13,498</b> |
| Internet Service Provider and provides Internet access. During the FY14/15 school years the District saw explosive growth in the use of technology. One of the biggest issues resulting from that growth was access to web based services. To resolve this, the District has increased bandwidth or added dedicated service where appropriate. The cost of increased service is expensive, but necessary due to the growing use of technology. |                 |
| <b>Open Cape - TLS</b>   | <b>\$7,182</b>  |
| This is a TLS line that allows the Nauset Schools to operate in a wide area network environment to share resources and streamline services/support.  |                 |
| <b>Parentsquare</b>  | <b>\$3,727</b>  |
| This is a robo calling service to inform students and families of emergencies and events that involve their schools. The cost is based on the number of students in each building.   |                 |
| <b>Panorama</b>  | <b>\$8,441</b>  |
| Student-success tracking software, providing visual data dashboards to track attendance, achievement and social skill development data, and digitally monitor tiered-intervention strategies.  |                 |
| <b>Picatime</b>  | <b>\$945</b>    |
| <b>PDQ Deploy and Inventory</b>  | <b>\$138</b>    |
| This program is used to push out updates like Adobe Flash to computers eliminating the need for technical staff to “touch” each computer.  |                 |



|  |                 |
|--|-----------------|
| <b>Raptor Security</b>   | <b>\$604</b>    |
| This system allows the schools to screen out registered sex offenders, manage custody issues, coordinated volunteers and respond to emergencies. |                 |
| <b>Securly Web Filtering and Classroom</b>   | <b>\$9,592</b>  |
| A cloud-based web filter for schools that protects students on all devices. Shields students from harmful content.                               |                 |
| <b>SNAP Health Program</b>   | <b>\$3,133</b>  |
| This is a school health management program that works alongside our student information system to support school nurses in caring for students.  |                 |
| <b>Sophos Filtering-Unified Networks</b>   | <b>\$13,661</b> |
| Includes Firewall protection. (Sophos Firewall Subscription – \$7,475 / Sophos Phishing License - \$669 / Sophos Anti Virus - \$5,517)           |                 |
| <b>Substitute Online</b>   | <b>\$495</b>    |
| This is the latest technology in substitute dispatching for absent teachers and other school employees.  |                 |
| <b>TeachPoint/Vector Evaluation Software</b>   | <b>\$3,078</b>  |
| Teach Point is the District's evaluation reporting tool. All certified staff are reviewed using criteria listed in the Teach Point forms.        |                 |
| <b>TEC: Student Data Privacy Alliance</b>  | <b>\$809</b>    |
| Provides administrative and legal support to negotiate privacy terms with software vendors.  |                 |
| <b>Veeam Backup Cloud Licenses</b>   | <b>\$236</b>    |
| <b>Wasabi Backup Cloud</b>   | <b>\$244</b>    |
| Allows for backups and replicas off site, ensuring data is always available and fully protected.   |                 |

**Total: \$ 109,022**

**Supplies Non-Instr Technology (8309)**

This account is used for toner cartridges for laser printers and printer cartridges.

**Total: \$ 3,000**

**Hardware Non-Instr Technology (8310)**

Technology replenish cycle for office desktops and laptops for School Counselor and Administrative Assistants

**Total: \$84,500**

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**Salaries Teachers (8311)**

List includes staff by departments and staffing patterns. Contracts for 2023-2024 set the individual staff members' salaries.

**Total: \$6,974,614**

**Librarian (8404)**

One Full Time Librarian - Restructuring library services to align with current academic needs and current best practices of libraries at secondary schools. NEASC Accreditation requires a Full Time Librarian.

**Total: \$ 90,017**

**Stipends Teachers (8312)**

- 1 Chorus Leader
- 1 Jazz Leader

**Total: \$6,284**

**Stipends Mentors (8313)**

New teachers work with a mentor during their first three years. Mentor level of support is dependent on a new teacher's years of experience.

**Total: \$10,000**

**Salaries Tutors (8401)**

During the school year, due to medical or disciplinary reasons, tutoring may be required under the law. An educational and restorative justice response to student discipline has resulted in a decrease in suspensions, which has reduced the need for funding in this account. Development of remote learning has also reduced tutoring by giving students who are not on campus access to classes.

**Total: \$ 4,300**

**Salaries Coord. / Team Leaders (8314)**

No funding is requested in FY24 because this work previously conducted by this account has been redistributed across main/guidance office staff, administrators, and guidance counselors.

**Total: \$ 0**

**Substitute Teachers (8315)**

The substitute teacher rate is \$127.50. The substitute nurse rate is \$172.50. This will fund approximately 165 days for each.

**Total: \$ 49,495**

**Long Term Substitutes (8316)**

Every year we have had the need for long term substitutes due to various faculty circumstances. Funding is requested in anticipation of the need for the equivalent of three long term subs to cover for three semesters. (\$283 per day for 215 days of coverage)

**Total: \$ 60,785**

**Salaries Ed Assistants (8317)**

Moved to 8311. No funding requested for FY24.

**Total: 0**

**Contracted Srvcs Professional Development (8320)**

**Total: \$ 0**

**Other Professional Development (8321)**

This account funds conferences or programs that our staff can benefit from.

**Total: \$ 8,000**

**Salaries Teacher/Instr Prof Days (8318)**

**Total: \$ 0**

**Substitutes Prof Development (8319)**

**Total: 0**

**Textbooks (8322)**

This line item supports the licensing of instructional resources. (Electronic texts) and \$12,000 for year one of three to rebuild the library collection.

**Total: \$ 53,839**

**Contracted Services Instructional Material (8324)**

Piano tuning, tool sharpening, printing, gas & O2 for art metal, repair and servicing of sewing machines, woodshop, air cleaners, service kilns, and scale calibrations.

**Total: \$ 4,500**

**Other Instructional Materials (8323)**

- Teaching Supplies for Art Classes
- Culinary Arts
- Woodworking
- Art Metal/Welding
- Science Lab Supplies
- Library Books
- Library Supplies
- Other Classroom Supplies

**Total: \$ 70,000**

**Instructional Equipment (8325)**

5 Copy machine leases, scientific equipment, LCD projectors, digital cameras (photography), and replace shop equipment.

**Total: \$ 38,581**

**General Supplies (8326)**

Paper, video tapes, batteries, lab kits, science, math supplies, and dry erase markers.

**Total: \$ 8,715**

**Contracted Svcs Other Instr Service (8327)**

Field trips in district and out of district; Music & Drama trips to competitions and performances; entry fees and costs for Applied and Fine Arts Competition; Virtual High School online coursework. This funding will provide twenty five (25) students a semester course at NRHS. This will be possible for both semesters totaling 50 selections and our E2020 online coursework for Project Access and other students seeking the program. ASL faculty interpreter.

**Total: \$ 18,500**



**Other Instructional Services (8328)**

- Microscopes and Scales serviced
- Industrial Arts Blades sharpened
- Shop Ventilation System
- Music Equipment

**Total: \$ 9,333**

**Contracted Services Instructional Technology (8329)**

Moved all instructional software to correct account 8333.

**Total: \$69,811**

**Supplies Instructional Technology (8330)**

Printer/Toner for copy machines  
Printer Cartridges  
3D printer extrusion materials

**Total: \$ 3,267**

**Library/Media Instr. Hardware (8331)**

**Total: \$ 0**

**Classroom Instructional Hardware (8332)**

Funds will be used to outfit Classes of 24 and 27 with Chromebooks, 7 replacement teacher laptops, 15 replacement laptops for a science lab, 10 replacement desktops for library and 20 replacement desktops for student online course. Remaining funds will be applied towards minor repairs (broken screens etc.), computer upgrades for SSD drives and DDR3 Rams as funds permit.

**Total: \$ 44,640**

**Instructional Software (8333)**

Each department updates, upgrades and replaces software. The substantial increase is merely a correction to previously inaccurate numbers. Currently NRHS has 30 instructional software licenses, the same number as 2021-22. This includes various instructional software to support classroom teachers. Inclusive of the following programs: **Adobe Creative Cloud Suite, Aperture, Boardmaker, Book Creator, Delta Math, Destiny Follet, Edgenuity, Everyday Speech, Family ID, Game Salad, Gizmos, Impact Software, IB Question Bank, iReady**

**Reading, iReady Math, Learning Ally, Naviance, Nearpod, OneSchool House, Read Naturally, Read & Write, Rockalingua, Schedule Star, SportsWare Online, Turnitin.**

**Total: \$ 72,343**

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**Supplies-Other Instructional Services (8406)**

Technology-based English Learner instructional support materials

**Total: \$ 3,300**

**Salaries Guidance Counselors (8334)**

5 full time Guidance Counselors and 2 full time Adjustment Counselors.

**Total: \$ 784,870**

**Salaries Administrative Assistant Guidance (8335)**

(1) 11 month Guidance Administrative Assistant per contract. (Added \$5,000 for additional month to have full coverage in summer)

**Total: \$ 52,146**

**Supplies Guidance (8336)**

**Total: \$ 0**

**Other Guidance (8337)**

**Total: \$ 0**

**Contracted Services Testing (8338)**

Naviance Software Contract Software for the organization, development and planning for college placement.

**Total: \$3,072**

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**Salaries Nurse (8339)**

One full time nurse and one part-time shared with the middle school.

**Total: \$ 129,308**

**Substitute Nurse (8340)**

Blended into the teachers substitute account # 8315.

**Total: \$ 0**

**Contracted Services Medical /Health (8341)**

Cleaning blankets, servicing machines and scales.

**Total: \$ 1,530**

**Supplies Medical / Health (8342)**

Everyday supplies used in treating students. Band-Aids, gauge pads, tape, etc.

**Total: \$ 2,000**

**Other Medical / Health (8343)**

No funds are requested for FY24.

**Total: \$ 0**

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**Salaries Athletics (8348)**

Funding of the various coaches involved in the funded sports per contract.

- Athletic Director
- Athletic Trainer
- Coaches: Including the addition of Varsity Assistant Coaches for 9 Teams

**Total: \$ 544,667**

**Transportation Contracted Services (8349)**

This figure represents close to 150 away trips for all the funded sports programs. The prices vary due to distance and time of trip. The additional money requested is to cover MIAA State Tournament trips and transportation through Cape Cod Collaborative.

**Total: \$ 64,379**

**Contracted Services Officials (8350)**

Each athletic event will be officiated by an assigned board certified officials. The fees are set by the state associations. Increases by contract through the MIAA.

- Soccer
- Field Hockey
- Wrestling
- Football
- Baseball
- Basketball

**Total: \$ 36,031**

**Contracted Services Athletics (8400)**

- Swimming Pool Rental
- Hockey Rink Rental
- Reconditioning Equipment and
- Minor repair of Jerseys, Helmets
- Yacht Club

**Total: \$ 74,000**

**Supplies Athletics (8351)**

Daily and seasonal equipment; uniform replacements; new uniform purchases; and athletic training supplies. Money will be divided among the various sports. This account also funds the awards presented at the three Athletic Awards Programs.

**Total: \$ 38,000**

**Other Athletics (8352)**

Cost associated with League matters necessary for scheduling, assigning officials, workshops, and awards. Some sports require entry fees to participate in various meets.

Examples: ACL League dues (\$4,790) MIAA (\$3,750)

**Total: \$ 20,000**

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**Cafeteria Salaries (8409)**

This account funds any potential cafeteria deficits in the Cafeteria Revolving Account. No funding is being requested in FY24.

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**Salaries Student Activities (8353)**

**\$74,509**

This line funds director and/or advisor positions for the contractually-negotiated, active student organizations on campus, found on pages 39-40 of the Teachers Contract.

**Other Activities Expense (8383)**

This is for Police coverage at events and printing of programs for various events.

**Total: \$14,957**

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**Custodians (8354)**

Staffing includes 7.0 custodians, one full time grounds person, and one full time maintenance person. The contract provides clothing allowance stipend which is taxable. Funding previously provided in line item #8359 Other Custodial Expenses.

**Total: \$ 389,992**

**Substitute Custodians (8355)**

This line item covers absences. Funds requested to cover an anticipated medical leave

**Total: \$ 5,000**

**Overtime Custodians (8356)**

Saturday events, storms, alarm calls and graduation require coverage at overtime rates.

**Total: \$ 8,000**

**Contracted Services Custodial**

No funds are requested for FY24.

**Total: \$ 0**

**Supplies Custodial (8358)**

General supplies include paper products, trash liners, and cleaning materials. Outside facilities including lights, general repair, paint, heating system, gas, etc.

**Total: \$ 44,000**

**Other Custodial Expense (8359)**

The contract provides for clothing allowance (\$300 x 7). Funding is provided in line item #8354 Salaries Custodians.

**Total: \$ 0**



**Fuel Oil / Gas (8364)**

Fuel Oil/Gas costs for FY24 is representative of the increase due to the fluctuation and volatility of the energy markets. Line item costs for natural gas are increased 50% for FY24.

**Total \$169,445**

**Propane (8365)**

No funds are requested for FY24.

**Total: \$ 0**

**Electric Service (8366)**

Electrical costs for FY24 is representative of the increase due to the fluctuations and volatility of the energy markets. Line item costs for electricity are increased 50% for FY24. Line also reflects SRECS credits for solar in the amount of \$30,000. In addition, the District has partnered with the Town of Wellfleet in a Power Purchase Agreement and anticipates savings of \$10,000 in electrical service beginning in May, 2022 (originally projected for January, 2020; however, this did not happen).

**Total: \$ 168,942**

**Telephone (8367)**

Line item costs for telephone is funded for FY24.

**Total: \$ 15,200**

**Water (8368)**

Cost of monitoring and testing water. No funding is requested for FY24. Costs to be covered by the Town of Eastham.

**Total: \$ 0**

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**Contracted Services Grounds (8360)**

Maintain and repair problems with irrigation; repairs to equipment, mowers, tractor. Snow removal is contracted for the interior portion of campus. Rental equipment is used sparingly.

**Total: \$ 28,000**

**Contracted Services Building (8361)**

Elevator inspection and licensing; various trades, carpet, roof, windows, plumbing, and hazardous waste removal.

**Total: \$ 31,000**

**Contracted Services Security (8363)**

Line item covers the cost for the School Resource Officer.

**Total: \$ 57,000**

**Contracted Services Equipment (8362)**

- Bleachers
- Heating System
- Inspections (problems to be fixed)
- Folding Doors
- HVAC/Mechanical
- Boiler Cleaning
- Water Pump
- Septic
- Energy Management
- Fire Extinguisher
- Repairs
- Eyewash station service,
- Vehicle repairs

**Total: \$ 31,000**

**Contracted Svs Extraordinary Main (8369)**

No funds are requested for FY24.

**Total: \$0**

**Supplies Extraordinary Main (8370)**

No funds are requested for FY24.

**Total: \$ 0**

**Acquisition Equipment (8371)**

No funds are requested for FY24.

**Total: \$ 0**

**SE Salaries Dept. Head (8399)**

One department head, who is responsible for scheduling the various students in the program, budget evaluation and the department's current needs. No funds are requested in this line item for FY24 as funding is included in line item #8307 Salaries Department Heads.

**Total: \$ 0**

**SE Salaries Teachers (8372)**

This salary line funds special needs teachers.

**Total: \$ 664,515**

**SE Salaries Summer School (8373)**

Extended school year program is primarily vocational in nature. Special needs students are placed in work experience opportunities. Job coaches are hired to oversee.

**Total: \$ 17,000**

**SE Salaries Tutors (8374)**

During the school year, due to medical or disciplinary reasons tutoring can be required under the law. Some services are necessary as part of the summer.

**Total: \$ 8,000**

**SE Contracted Services Tutors (8375)**

We are required at times to contract tutoring services as required by law. A student could be in a required program where the educational component is provided by their teachers (hospital, rehab, and jail).

**Total: \$17,000**

**SE Salaries Medical / Therapy (8376)**

This line funds a full time speech therapist and OT/PT. Students who receive these services are assigned as a result of the IEP process.

**Total: \$ 120,493**

**SE Contracted Svcs OT/PT (8377)**

This line is for occupational, vision, physical therapy. Students who receive these services are assigned as a result of the IEP process. Costs merged with line item #8376. No funds are requested for FY24.

**Total: \$ 0**

**SE Substitutes (8378)**

Line item includes funds to cover absences for Special Education teachers. Line item is level funded for FY24.

**Total: \$ 2,900**

**SE Substitutes Long Term (8379)**

Line item includes funds for long-term Special Education substitutes to cover extended long-term absences.

**Total: \$ 15,000**

**SE Salaries Ed Assistants (8380)**

This line includes the salaries for 17 educational assistants. In addition, this line item funds the Extended School Day stipends for vocational experiences in a Life Skills Program. (\$4,000)

**Total: \$557,069**

**SE Coordinator (8415)**

An administrative level position funded 50% in the operating budget and 50% funding from IDEA. (This position was previously split between middle school and high school) to coordinate and provide consistency for students in both schools regarding IEPs and support programs/strategies.

**Total: \$52,532**

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**SE Textbooks/Software/Media (8381)**

Supplemental text that are grade and age appropriate for the variety of students in the program. Purchase digital books as needed.

**Total: \$ 1,000**

**SE Other Instructional Materials (8382)**

Sound proofing materials used in classrooms for the hard of hearing students. No funds are requested for FY24.

**Total: \$ 0**

**SE Supplies General (8384)**

Classroom amplification, gloves, wipes, etc.

**Total: \$ 10,500**

**SE Contracted Svcs Other Instructional (8385)**

Bridge Program that supports students reentering school after hospitalization.

**Total: \$ 5,000**

**SE Other Expense (8386)**

Personal Care Stipend 1@ \$1,000. This varies from year to year depending on student need. No funds are requested for FY24.

**Total: \$ 0**

**SE Supplies Instructional Technology (8387)**

Printer cartridges. No funding requested in this line item for FY24. Expenses are included in line item #8384 SN Supplies General.

**Total: \$ 0**

**SE Instructional Hardware (8388)**

Funds the technology needs of the incoming Middle School Students. No funding requested in this line item for FY24. Expenses are included in line item #8384 SN Supplies General.

**Total: \$ 0**

**SE Instructional Software (8389)**

Funding provides for special software needed by students with special learning needs inclusive of the following programs: **IXL, Learning Without Tears, Lexia Powerup, News2You, Boardmaker.**

**Total: \$ 0**



**Salaries Psychologist (8390)**

One full time Psychologist -

**Total: \$ 93,737**

**SE Salaries Administrative Assistant (8391)**

One full time Special Needs Administrative Assistant -

**Total: \$41,780**

**SE Supplies Guidance (8392)**

No funds are requested for FY24.

**Total: \$ 0**

**SE Other Guidance (8393)**

No funds are requested for FY24.

**Total: \$ 0**

**SE Supplies Testing & Assessment (8394)**

Testing materials for initial evaluations or three year re-evaluations projecting up to seventy evaluations.

**Total: \$ 1,200**

**SN Contracted Services Psychological (8395)**

Outside referrals for psychiatric, medical, neuropsychological, and clinical evaluations. Vocational assessments (necessary for life skills students) job coaching contacted through Community Connections.

**Total: \$ 26,500**

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**Access Program (13105)**

Funds staff positions in the Teaching Salaries Account. No funding requested in this line item for FY24.

**Total: \$ 0**

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**SN Collaborative Assessment (8398)**

Per student assessment is \$1 X 850 students

**Total: \$ 850**

**Salary Technology Support (8412)**

This line item funds the salary for one support staff position for maintaining the technology infrastructure of the high school campus (\$48,149), and one position for a data specialist who does reporting for the district (\$82,000).

**Total: \$ 130,149**

NAUSET REGIONAL MIDDLE SCHOOL  
ACCOMPLISHMENTS 2022-2023  
Interim Principal Beth Deneen



This year at NRMS, we are focused on ensuring all students get what they need to succeed through our Multi-Tiered System of Supports (MTSS) initiative.

MTSS is a collaborative problem-solving framework to help schools provide equitable opportunities to address each student's academic, behavioral, and social-emotional needs. It's not a singular program or strategy; instead, it acts as a school-wide umbrella of evidence-based programs, practices, interventions, training, and assessments to create high quality instruction and wellness for all.

Schools implementing MTSS work to arm stakeholders with what they require to proactively educate the whole child along a tiered continuum. They do this while collaborating to plan for targeted and intensive interventions based on data-driven decision-making. In other words, this structural approach shifts the onus from students onto systems. Removing such obstacles at the systems level heightens our ability to provide all students with an excellent education in the most inclusive environment possible.

When implemented thoughtfully, an MTSS framework fosters equity and inclusion to improve student achievement and overall emotional well-being while decreasing disruptive behaviors and special education referrals. These benefits, in turn, positively impact learner outcomes and indicators for securing college and career-ready youth.

**ACADEMIC AND SOCIAL-EMOTIONAL LEARNING SCREENERS**

This year the DESSA and i-Ready Screeners were implemented in Math, Reading, and Social-Emotional Learning. These screeners support our ability to make data-driven decision-making for how best to strengthen our tier 1 supports while also offering interventions to struggling students. These screeners will be given in the fall, winter, and spring.

Student voice is an essential skill we are fostering at NRMS. In January, students had the opportunity to complete a Social-Emotional Learning (SEL) survey

allowing them to share their perspectives in the areas of self-management, emotion regulation, growth mindset, social awareness, and challenging feelings.

### **PANORAMA EDUCATION**

Panorama is a data-driven program allowing us to look at assessments, grades, attendance, behavior, and SEL data all in one platform to create interventions and track progress to determine what students need academically, social-emotionally, and behaviorally.

### **COMMUNITY PARTNERSHIP - BOLAND POND**

Community partnerships are integral in complementing our curriculum. This year, our partnership with the Orleans Conservation Trust has expanded. The Orleans Conservation Trust has a five-year strategic plan which prioritizes environmental education for young people. In January, they unveiled a new grant program that teachers can access for creative ecological teaching. The Orleans Conservation Trust is committed to cleaning up and renewing the pathways along Boland Pond and creating two new pondside outdoor “classrooms” with bench seating for outdoor lessons. In the first year, the grant program will provide up to \$12,500 for each school NRMS teachers are meeting and thinking of ways to collaborate on innovative projects across all academic disciplines. The application process ends in March, enabling the projects to begin in spring or fall. The grant funds can be used for materials, field trips relating to the projects, and teacher professional development.

### **COMMUNITY PARTNERSHIP - NRMS PARENT GROUP**

The NRMS Parent Group has been very active in supporting our school in a myriad of ways. In addition to providing delicious entrees for our teachers during parent/teacher conference nights, they have run several fundraisers such as selling Nauset gear and a holiday wreath sale, to earn money to support field trips, dances, and other student activities.

### **PROJECT-BASED LEARNING**

Project-based learning has increased across all grades. Group and team collaboration and competition in creating hands-on projects and initiatives have been important tools in student learning.

On Saturday, December 10, the NRMS Warriors Robotics Team competed in their First Lego League Competition at Worcester Polytechnic Institute (WPI). The competition was open to students from 4th to 8th grade, and our team competed against many teams who have been working together for nearly five years and have been preparing for this season since August. Given that our Warriors are a brand new team (established in late October), they put an impressive 125 points on the board by having their robot autonomously navigate an obstacle course built with Legos. The judges were incredibly impressed by their enthusiasm, team accomplishments, and how much fun they were having—one of the First Lego League Core Values. As they exited the judging quarters, the students exclaimed in unison, “They were so proud of us!” The following Monday, one student told her Nauset Time teacher, “It was the best day of my life.” The team is working diligently to prepare for next year and has solved several more obstacles on this year’s

course. They are brainstorming fundraising ideas and are incredibly grateful to the PTO for sponsoring their bus ride to WPI. This month, they will be attending the high school Vex Robotics Competition which NRHS is hosting, and they are ecstatic!



Ms. Fleischer's 7th grade science classes showcased their heat-efficient model homes ("Cozy Homes") and lab reports in the school library to each other and a team from Habitat for Humanity of Cape Cod, which has won awards for its green-building initiatives. Students used the engineering design process to build their homes and tested them with the scientific method. A significant goal of the project was for students to demonstrate resilience when they encountered failure; they succeeded and wrote stories about their experiences. The Habitat team praised the students for their ingenuity and for exhibiting growth mindsets. Prior to the Open House, the students were assisted in testing and improving their Cozy Homes in the Innovation Lab by parent volunteers, including a project manager at Natick Labs and a custom carpenter. In addition to meeting three state science standards, this project addressed the Strategic Plan/ School Improvement Plan's goal #1 (21st-century skills)/ Objective 3 (Focus Area #2): "Develop student autonomy by providing students with choice in their learning through inquiry-based instruction, project-based instruction, and authentic learning experiences." The Cozy Homes will again be displayed in the library during the 5th-grade Open House.





Students in Mr. Simms Adventure Education classes created Medicine Wheels for display. They have worked hard figuring out what the Four Directions mean and, most importantly, which animal (52 choices) lives in each direction for them. The Medicine Wheel is a mirror into how an individual lives their life and what makes one "infinitely unique". Many students keep their Wheels with them as they continue their journeys in life - into High School, College and beyond. Very empowering.



Adventure Education, now in its 12th year at NRMS, is an introspective journey into discovering what makes you infinitely unique. It encompasses Environmental Education and Science, Journal Writing and Artwork, Native American History and Culture, Cape Cod Natural and Colonial History, Personal Health and Team-Building Skills. By the end of this school year, 112 grade 7 students and 108 grade 8 students, including 78 in the Advanced Class, will have experienced this once-in-a-lifetime opportunity!

## DIGITAL LITERACY COMPUTER SCIENCE

In Ms. Pirtle's Computer Science class, 7th graders wrapped up Code.org's challenging JavaScript Unit. An overview of this curriculum is here: [Computer Science Discoveries](#) Seventh graders are ending their Term 2 computer science rotation with hands-on cyber security experience and will apply their new JavaScript coding skills to program a microcomputer to generate random passwords.

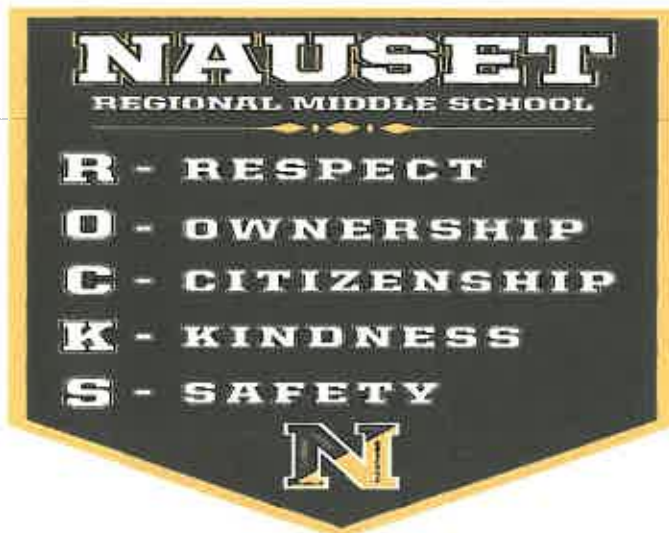


8th graders recently completed an Artificial Intelligence unit in which they first engaged in AI simulations of real-world problems and then moved on to program their own machine learning models. Students also debated several ethical questions that are arising as AI has become a part of our everyday lives. We are rounding out the term by flying our brand-new Tello Talent drones. This drone is a significant upgrade from our old Tellos, and together, learners and their teacher are exploring its exciting new features and capabilities. These include a programmable LED dot matrix screen, swarm capabilities, and the ability to code them using Scratch, Swift, Python, or JavaScript. Learn more about our [drones here](#).

## SAFE, CARING, & INCLUSIVE SCHOOL CULTURE AND CLIMATE

Everywhere in the building, our school community can see bright, bold signage reinforcing the positive messages (Leaders, Problem Solvers, Growth Mindset, Try New Things, Embrace Challenges, Effective Effort, Life-Long Learners, Safety, Seen, Heard, Valued, Belonging, Caring).

NRMS is focused on fostering dignity and belonging in our community through events such as our Community Celebrations, Spirit Days, and Evening Socials.



## NAUSET ROCKS-POSITIVE BEHAVIORAL SUPPORTS & INTERVENTIONS (PBIS)

We have had a successful school year promoting our new positive expectations for learning and behavior rooted in our Nauset ROCKS character traits of

*(Respect, Ownership, Citizenship, Kindness, and Safety).*

Together, students and staff have agreed (by signing our pledge puzzle) to cultivate safe, caring, and inclusive learning environments.

- R - Respect (Respecting your and others' bodies, brains and belongs)
- O - Ownership (Being responsible and accountable.)
- C - Citizenship (Sharing to make the school and community and the world a better place)
- K - Kindness (Kindness helps us to learn because it allows us to safely fail and failing safely is where the learning truly happens.)
- S - Safety (Every member of our NRMS community deserves to feel safe physically, mentally, and emotionally.)

Students earn tickets for positive social and learning behaviors. The tickets are tradeable for other items (charms, erasers, squishies, etc.) at our school store, "The Duck Depot." Students also participate in "Rock Star" challenges to win the monthly team celebrations.

Additionally, NRMS focuses on a different theme based on the Nauset Rocks positive expected behaviors each month. Students who consistently show the Nauset Rocks attributes can earn a "duck" reward. The goal is to have five ducks (one for each character trait) to earn entrance into Duck Day in May.



Compared to previous years, behavior referrals have been reduced by 31%. Efforts to reinforce positive "Nauset Rocks" behavior and the addition of a second assistant principal have allowed us to address behavior issues in a unified, consistent manner.

### NAUSET TIME ADVISORY

Homeroom is now called "Nauset Time," a 27-minute block scheduled at the beginning of each day where students can get what they need to succeed at NRMS. Our Nauset Time initiative is also helping to create a welcoming school culture that promotes positive learner expectations while also building the skills of a growth mindset and effective effort to support students in becoming life-long learners.

### SOCIAL-EMOTIONAL LEARNING



On Wednesday's during Nauset Time, students participate in our Character Strong SEL program focused on belonging, engagement, and well-being.



### **HIGH SCHOOL MENTORS SEMINAR- "Why Middle School Matters"**

We have partnered with the Nauset Regional High School EARD program (Exploring and Respecting Differences) to bring our HS Mentor Seminar to our 6th, 7th, and 8th graders during Nauset Time. This program helps students to maximize their middle school experience in preparation for a successful transition to high school. Topics include; a sense of belonging, inclusivity, academic mindset, study skills, time management, self-regulation, and handling the freedoms and privileges of high school.

### **SPIRIT DAYS/NRMS COMMUNITY CELEBRATIONS**

Our student councils, administrators, and counselors plan spirit day activities each month. Different themes have included Nauset Day, Pajama Day, SuperHero day, Twin - Triplets- and More Day. The spirit days bring fun and enjoyment to student life.

Along with monthly themes, the year is peppered with all-school community celebrations. In November, students who earned ROCKS in September and October entered a lottery to play in a floor hockey competition against a guest appearance from the Orleans Police Department. The pep band played, the chorus opened with the National Anthem, and students dressed as mascots and cheerleaders.



### **COOPER OUR THERAPY DOG**

Cooper, our therapy dog, assists students in class, one-on-one, and in our homework club to help with emotion regulation and managing challenging feelings. Cooper brings a calming and warm presence to our school community, helping staff and students feel safe and supported.

### FRESH AIR TIME

Each day, students enjoy fresh air time with their peers during lunch blocks to promote wellness and peer connections .

### ALICE TRAINING

Staff were able to participate in an interactive, scenario-based ALICE training to prepare staff in how to handle violent intruder events with pro-active options-based strategies.

### AFTER SCHOOL ENRICHMENT OPPORTUNITIES

Clubs and activities are an essential part of student life at NRMS. Staff club advisors offer students an array of interest-based after-school activities. This year's club offerings include Drama Club, Model United Nations, Early Bird Computing Club, National Junior Honor Society, Early Morning Gym, Green Allies Garden Club, Robotics, Art Club, Chess Club, Yearbook, Pride Club, Newspaper Club, Trunks & Turtles Club, as well as a Homework Club where students can go to work on their homework. Students are encouraged to let us know if they are interested in a club yet to be offered. For instance, Rubik's Cube enthusiasts expressed interest in having a Rubik's Cube Club so a club advisor was sought and found.

### SUNBURST STEAM AFTER SCHOOL PROGRAM

Our Sunburst STEAM After School program launched off in January for grade 6 students at NRMS. This program provides students with a deep learning experience that is free of charge, using new and emerging technologies, collaborations with community experts, local field trip explorations, and hands-on activities to encourage innovation and creative design.

### SPORTS & INTRAMURALS

**Interscholastic Sports:** Students in grades seven and eight may try out for our interscholastic teams in soccer, cross country, field hockey, basketball, softball, baseball, and track and field. Students who agree to join our sports teams must commit themselves to the team through each season and demonstrate good sportsmanship. To be eligible to participate in interscholastic sports, students must have passed a physical examination prior to participating in the sport. One such physical examination normally covers the student for the entire school year, but the school district reserves the right to require more than one physical examination during a given year if deemed to be in the best interest of the school district and/or student athlete. Students must complete an online concussion certification course and submit the certificate to the athletic director or coach. This must be completed once per year.

**Intramural sports:** We have after-school intramural activities for students in grades 6, 7, & 8 in good standing. This program offers a variety of sports activities such as floor hockey, basketball, weight training and others to be determined by student and staff input.



**NAUSET REGIONAL SCHOOL DISTRICT  
FY 2024 BUDGET WORKSHEET**

1/4/2023

Ver. 1

***Nauset Middle School***

|                                     |      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Proposed</b>    | <b>Dollar</b>    | <b>%</b>        |
|-------------------------------------|------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------------------|-----------------|
|                                     |      | <b>2019-2020</b>   | <b>2019-2020</b>   | <b>2020-2021</b>   | <b>2020-2021</b>   | <b>2021-2022</b>   | <b>2021-2022</b>   | <b>2022-2023</b>   | <b>2023-2024</b>   | <b>Increase</b>  | <b>Increase</b> |
| Salaries Principals                 | 8001 | \$261,508          | \$286,500          | \$251,125          | \$261,418          | \$257,397          | \$301,490          | \$282,625          | \$373,100          | \$90,475         | 32.01%          |
| Salaries Admin. Asst.               | 8002 | \$97,727           | \$96,420           | \$100,105          | \$112,422          | \$114,244          | \$117,800          | \$120,052          | \$123,733          | \$3,681          | 3.07%           |
| Substitutes Admin. Asst.            | 8003 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| Contracted Services                 | 8004 | \$5,048            | \$3,131            | \$5,123            | \$4,613            | \$5,251            | \$1,642            | \$5,329            | \$5,408            | \$79             | 1.48%           |
| Supplies and Equipment              | 8005 | \$12,924           | \$5,097            | \$13,117           | \$7,361            | \$13,445           | \$9,115            | \$13,646           | \$13,850           | \$204            | 1.49%           |
| Other Office Expenses               | 8006 | \$4,954            | \$3,163            | \$5,028            | \$4,426            | \$5,155            | \$8,604            | \$5,359            | \$5,439            | \$80             | 1.49%           |
| Salaries Department Head            | 8007 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| Contracted Svcs Non-Inst Technology | 8008 | \$49,305           | \$31,218           | \$48,770           | \$32,759           | \$56,251           | \$45,211           | \$57,287           | \$89,141           | \$31,854         | 55.60%          |
| Supplies & Equipment Non-Instr Tech | 8009 | \$4,260            | \$8,456            | \$4,324            | \$0                | \$4,432            | \$2,650            | \$8,000            | \$4,000            | -\$4,000         | -50.00%         |
| Hardware Non-Instr Technology       | 8010 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
|                                     |      | <b>\$435,726</b>   | <b>\$433,985</b>   | <b>\$427,592</b>   | <b>\$422,999</b>   | <b>\$456,175</b>   | <b>\$486,512</b>   | <b>\$492,298</b>   | <b>\$614,671</b>   | <b>\$122,373</b> | <b>24.86%</b>   |
| Salaries Teachers                   | 8011 | \$3,725,321        | \$3,719,146        | \$3,835,833        | \$3,909,087        | \$4,016,299        | \$3,882,559        | \$4,072,538        | \$4,049,018        | -\$23,520        | -0.58%          |
| Salaries Librarian                  | 8104 | \$94,634           | \$94,634           | \$97,000           | \$97,000           | \$98,940           | \$99,183           | \$101,291          | \$103,443          | \$2,152          | 2.12%           |
| Stipends Teachers                   | 8012 | \$9,372            | \$3,437            | \$9,512            | \$750              | \$9,512            | \$5,208            | \$9,714            | \$9,920            | \$206            | 2.12%           |
| Stipends Mentors                    | 8013 | \$0                | \$674              | \$1,688            | \$2,469            | \$3,033            | \$4,864            | \$3,097            | \$3,162            | \$65             | 2.10%           |
| Salary ELL Teacher                  | 8108 | \$55,812           | \$55,812           | \$60,460           | \$50,511           | \$65,021           | \$65,216           | \$70,173           | \$88,862           | \$18,689         | 26.63%          |
| Tutor Salaries                      | 8100 | \$22,391           | \$22,276           | \$22,391           | \$991              | \$22,261           | \$0                | \$1,015            | \$22,594           | \$21,579         | 2126.01%        |
| ELL Contracted Service              | 8101 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| Salaries Coord & Team Leaders       | 8014 | \$35,824           | \$31,185           | \$36,367           | \$34,872           | \$37,973           | \$41,594           | \$42,476           | \$43,386           | \$910            | 2.14%           |
| Substitutes Teachers                | 8015 | \$45,000           | \$19,828           | \$35,685           | \$16,712           | \$36,577           | \$36,508           | \$37,125           | \$37,681           | \$556            | 1.50%           |
| Substitutes Long Term               | 8016 | \$0                | \$13,205           | \$0                | \$32,889           | \$30,000           | \$46,692           | \$30,450           | \$30,906           | \$456            | 1.50%           |
| Salaries Ed Assistants              | 8017 | \$66,452           | \$65,727           | \$70,240           | \$72,240           | \$77,916           | \$78,027           | \$31,300           | \$33,848           | \$2,548          | 8.14%           |
| Substitute Ed Assistants            | 8103 | \$686              | \$1,380            | \$2,664            | \$3,150            | \$2,730            | \$7,501            | \$2,770            | \$2,811            | \$41             | 1.48%           |
| Contracted Svcs Prof Development    | 8020 | \$0                | \$0                | \$0                | \$0                | \$5,000            | \$5,000            | \$5,075            | \$5,151            | \$76             | 1.50%           |
| Other Professional Development      | 8021 | \$5,151            | \$6,735            | \$5,228            | \$1,049            | \$5,360            | \$3,233            | \$5,440            | \$5,521            | \$81             | 1.49%           |
| Salaries Teacher/Instr Prof Days    | 8018 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| Substitutes Prof Development        | 8019 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
|                                     |      | <b>\$4,060,643</b> | <b>\$4,034,039</b> | <b>\$4,177,068</b> | <b>\$4,221,720</b> | <b>\$4,410,622</b> | <b>\$4,275,585</b> | <b>\$4,412,464</b> | <b>\$4,436,303</b> | <b>\$23,839</b>  | <b>0.54%</b>    |

| <b><i>Nauset Middle School</i></b>   |      | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Proposed</b>  | <b>Dollar</b>    | <b>%</b>        |
|--------------------------------------|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|
|                                      |      | <b>2019-2020</b> | <b>2019-2020</b> | <b>2020-2021</b> | <b>2020-2021</b> | <b>2021-2022</b> | <b>2021-2022</b> | <b>2022-2023</b> | <b>2022-2023</b> | <b>Increase</b>  | <b>Increase</b> |
| Textbooks/Software & Media           | 8022 | \$13,856         | \$6,435          | \$5,819          | \$44,162         | \$52,787         | \$1,904          | \$7,932          | \$2,996          | -\$4,936         | -62.23%         |
| Other Instructional Materials        | 8023 | \$22,245         | \$12,696         | \$30,774         | \$16,833         | \$24,347         | \$15,722         | \$29,582         | \$24,045         | -\$5,537         | -18.72%         |
| Contracted Svcs Instructional Matls  | 8024 | \$1,680          | \$1,600          | \$968            | \$10,303         | \$968            | \$10,413         | \$8,923          | \$1,150          | -\$7,773         | -87.11%         |
| Instructional Equipment              | 8025 | \$11,774         | \$19,544         | \$11,428         | \$174,854        | \$7,869          | \$10,551         | \$15,511         | \$24,135         | \$8,624          | 55.60%          |
| Supplies General                     | 8026 | \$19,073         | \$13,191         | \$19,359         | \$15,636         | \$19,843         | \$22,630         | \$20,140         | \$27,940         | \$7,800          | 38.73%          |
| Contracted Svcs Other Instr Services | 8027 | \$5,922          | \$5,574          | \$6,010          | \$637            | \$6,160          | \$3,850          | \$6,252          | \$49,050         | \$42,798         | 684.55%         |
| Supplies-Other Instructional Svcs.   | 8106 | \$1,030          | \$477            | \$1,045          | \$66             | \$1,071          | \$1,216          | \$1,087          | \$1,103          | \$16             | 1.47%           |
| Contracted Svs Instr Equipment       | 8111 | \$17,362         | \$8,692          | \$19,127         | \$6,812          | \$19,605         | \$12,841         | \$19,900         | \$55,560         | \$35,660         | 179.20%         |
| Other Instructional Services         | 8028 | \$824            | \$525            | \$836            | \$0              | \$857            | \$120            | \$700            | \$710            | \$10             | 1.43%           |
| Contracted Svcs Instructional Tech   | 8029 | \$5,479          | \$10,747         | \$13,866         | \$17,176         | \$29,620         | \$34,856         | \$14,415         | \$63,143         | \$48,728         | 338.04%         |
| Supplies Instructional Technology    | 8030 | \$3,600          | \$1,947          | \$3,654          | \$1,651          | \$3,745          | \$0              | \$3,801          | \$3,858          | \$57             | 1.50%           |
| Library/Media Instr Hardware         | 8031 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| Classroom Instructional Hardware     | 8032 | \$85,090         | \$92,211         | \$76,040         | -\$3,680         | \$82,415         | \$55,300         | \$10,200         | \$47,000         | \$36,800         | 360.78%         |
| Instructional Software               | 8033 | \$463            | \$854            | \$470            | \$0              | \$482            | \$1,295          | \$489            | \$496            | \$7              | 1.43%           |
|                                      |      | <b>\$188,398</b> | <b>\$174,493</b> | <b>\$189,396</b> | <b>\$284,450</b> | <b>\$249,769</b> | <b>\$170,698</b> | <b>\$138,932</b> | <b>\$301,186</b> | <b>\$162,254</b> | <b>116.79%</b>  |
| Salaries Guidance Counselors         | 8034 | \$347,563        | \$376,973        | \$389,209        | \$389,209        | \$400,991        | \$388,194        | \$400,636        | \$432,271        | \$31,635         | 7.90%           |
| Salaries Guidance Secretary          | 8035 | \$52,557         | \$52,505         | \$55,499         | \$55,791         | \$58,005         | \$58,994         | \$58,610         | \$55,578         | -\$3,032         | -5.17%          |
| Supplies Guidance                    | 8036 | \$1,030          | \$0              | \$1,045          | \$0              | \$1,071          | \$0              | \$1,087          | \$1,103          | \$16             | 1.47%           |
| Other Guidance                       | 8037 | \$515            | \$0              | \$523            | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| Contracted Services Testing          | 8038 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
|                                      |      | <b>\$401,665</b> | <b>\$429,478</b> | <b>\$446,276</b> | <b>\$445,000</b> | <b>\$460,067</b> | <b>\$447,188</b> | <b>\$460,333</b> | <b>\$488,952</b> | <b>\$28,619</b>  | <b>6.22%</b>    |
| Salaries Nurse                       | 8039 | \$115,153        | \$114,915        | \$121,097        | \$105,620        | \$120,966        | \$115,179        | \$122,258        | \$167,378        | \$45,120         | 36.91%          |
| Substitute Nurse                     | 8040 | \$0              | \$375            | \$0              | \$799            | \$400            | \$2,025          | \$406            | \$412            | \$6              | 1.48%           |
| Contracted Svcs Medical/Health       | 8041 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| Supplies Medical/Health              | 8042 | \$1,776          | \$1,106          | \$1,802          | \$2,210          | \$1,847          | \$1,247          | \$1,874          | \$1,902          | \$28             | 1.49%           |
| Other Medical/Health                 | 8043 | \$812            | \$134            | \$824            | \$276            | \$845            | \$698            | \$857            | \$869            | \$12             | 1.40%           |
|                                      |      | <b>\$117,741</b> | <b>\$116,530</b> | <b>\$123,723</b> | <b>\$108,905</b> | <b>\$124,058</b> | <b>\$119,149</b> | <b>\$125,395</b> | <b>\$170,561</b> | <b>\$45,166</b>  | <b>36.02%</b>   |

| <b><i>Nauset Middle School</i></b> |      |                  |                  |                  |                  |                  |                  |                  |                  |                 |                 |
|------------------------------------|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|-----------------|
|                                    |      | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Proposed</b>  | <b>Dollar</b>   | <b>%</b>        |
|                                    |      | <b>2019-2020</b> | <b>2019-2020</b> | <b>2020-2021</b> | <b>2020-2021</b> | <b>2021-2022</b> | <b>2021-2022</b> | <b>2022-2023</b> | <b>2022-2023</b> | <b>Increase</b> | <b>Increase</b> |
| Salaries Athletics                 | 8048 | \$51,272         | \$46,343         | \$52,041         | \$36,771         | \$53,349         | \$67,566         | \$54,381         | \$78,254         | \$23,873        | 43.90%          |
| Transportation Athletics           | 8049 | \$15,417         | \$7,197          | \$15,648         | \$2,756          | \$16,039         | \$6,742          | \$16,279         | \$16,523         | \$244           | 1.50%           |
| Officials                          | 8050 | \$7,247          | \$6,076          | \$7,356          | \$1,175          | \$7,356          | \$6,351          | \$7,466          | \$7,577          | \$111           | 1.49%           |
| Supplies Athletics                 | 8051 | \$4,882          | \$2,657          | \$4,955          | \$1,881          | \$5,079          | \$3,555          | \$5,155          | \$5,232          | \$77            | 1.49%           |
| Other Athletics                    | 8052 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
|                                    |      | <b>\$78,818</b>  | <b>\$62,273</b>  | <b>\$80,000</b>  | <b>\$42,583</b>  | <b>\$81,823</b>  | <b>\$84,214</b>  | <b>\$83,281</b>  | <b>\$107,586</b> | \$24,305        | 29.18%          |
| Other Student Activity Expense     | 8107 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$7,636          | \$7,636         | 100.00%         |
| Salaries Student Activities        | 8053 | \$40,464         | \$30,425         | \$41,070         | \$4,770          | \$41,686         | \$31,450         | \$42,571         | \$43,209         | \$638           | 1.50%           |
|                                    |      | <b>\$40,464</b>  | <b>\$30,425</b>  | <b>\$41,070</b>  | <b>\$4,770</b>   | <b>\$41,686</b>  | <b>\$31,450</b>  | <b>\$42,571</b>  | <b>\$50,845</b>  | \$8,274         | 19.44%          |
| Café Salaries                      | 8109 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| Café Other                         | 8110 | \$0              | \$3,873          | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
|                                    |      | <b>\$0</b>       | <b>\$3,873</b>   | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>      | <b>0.00%</b>    |
| Salaries Custodians                | 8054 | \$401,630        | \$412,156        | \$428,967        | \$424,216        | \$419,561        | \$425,539        | \$427,353        | \$398,212        | -\$29,141       | -6.82%          |
| Substitutes Custodians             | 8055 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| Overtime Custodians                | 8056 | \$4,161          | \$2,372          | \$4,223          | \$0              | \$4,223          | \$2,491          | \$4,312          | \$4,376          | \$64            | 1.48%           |
| Contracted Services Custodial      | 8057 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| Supplies Custodial                 | 8058 | \$50,685         | \$52,884         | \$51,445         | \$42,109         | \$52,731         | \$57,194         | \$53,522         | \$54,324         | \$802           | 1.50%           |
| Other Custodial                    | 8059 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| Fuel Oil                           | 8064 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| Natural Gas                        | 8065 | \$75,000         | \$81,605         | \$103,240        | \$88,610         | \$103,240        | \$112,982        | \$103,240        | \$169,473        | \$66,233        | 64.15%          |
| Electric Service                   | 8066 | \$131,000        | \$84,632         | \$70,724         | \$96,229         | \$70,724         | \$110,320        | \$98,635         | \$165,480        | \$66,845        | 67.77%          |
| Telephone                          | 8067 | \$6,200          | \$6,712          | \$6,200          | \$7,816          | \$6,200          | \$8,095          | \$8,011          | \$9,310          | \$1,299         | 16.22%          |
| Water                              | 8068 | \$7,000          | \$7,000          | \$8,000          | \$5,000          | \$8,000          | \$6,800          | \$8,000          | \$8,000          | \$0             | 0.00%           |
|                                    |      | <b>\$675,676</b> | <b>\$647,361</b> | <b>\$672,799</b> | <b>\$663,980</b> | <b>\$664,679</b> | <b>\$723,421</b> | <b>\$703,073</b> | <b>\$809,175</b> | \$106,102       | 15.09%          |

| <b><i>Nauset Middle School</i></b>  |      |                    |                    |                    |                    |                    |                    |                    |                    |                  |                 |
|-------------------------------------|------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------------------|-----------------|
|                                     |      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Proposed</b>    | <b>Dollar</b>    | <b>%</b>        |
|                                     |      | <b>2019-2020</b>   | <b>2019-2020</b>   | <b>2020-2021</b>   | <b>2020-2021</b>   | <b>2021-2022</b>   | <b>2021-2022</b>   | <b>2022-2023</b>   | <b>2023-2024</b>   | <b>Increase</b>  | <b>Increase</b> |
| Contracted Services Grounds         | 8060 | \$4,078            | \$4,744            | \$4,139            | \$5,584            | \$4,243            | \$10,944           | \$4,306            | \$4,370            | \$64             | 1.49%           |
| Contracted Services Buildings       | 8061 | \$35,008           | \$31,654           | \$35,533           | \$40,488           | \$38,143           | \$35,929           | \$41,095           | \$41,711           | \$616            | 1.50%           |
| Contracted Services Security        | 8063 | \$55,561           | \$68,722           | \$68,948           | \$78,374           | \$69,990           | \$82,454           | \$84,131           | \$88,338           | \$4,207          | 5.00%           |
| Contracted Services Equipment       | 8062 | \$12,967           | \$10,936           | \$13,162           | \$1,211            | \$13,491           | \$3,751            | \$13,693           | \$13,898           | \$205            | 1.50%           |
|                                     |      | <b>\$107,614</b>   | <b>\$116,056</b>   | <b>\$121,782</b>   | <b>\$125,657</b>   | <b>\$125,867</b>   | <b>\$133,078</b>   | <b>\$143,225</b>   | <b>\$148,317</b>   | <b>\$5,092</b>   | <b>3.56%</b>    |
| Contracted Svcs Extraordinary Maint | 8069 | \$0                | \$4,115            | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| Supplies Extraordinary Maintenance  | 8070 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| Acquisition of Equipment            | 8071 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| Acquisition of Buses & Vans         | 8105 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
|                                     |      | <b>\$0</b>         | <b>\$4,115</b>     | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>       | <b>0.00%</b>    |
| SE Salaries Teachers                | 8072 | \$803,017          | \$785,542          | \$822,696          | \$766,200          | \$756,974          | \$995,435          | \$1,056,936        | \$1,158,052        | \$101,116        | 9.57%           |
| SE Salaries Summer School           | 8073 | \$22,550           | \$22,550           | \$22,550           | \$23,291           | \$24,354           | \$24,354           | \$27,868           | \$28,286           | \$418            | 1.50%           |
| SE Tutor Salaries                   | 8074 | \$0                | \$473              | \$0                | \$0                | \$2,000            | \$3,389            | \$2,030            | \$2,060            | \$30             | 1.48%           |
| SE Contracted Services Tutors       | 8075 | \$0                | \$7,304            | \$0                | \$2,948            | \$2,000            | \$2,907            | \$2,000            | \$7,030            | \$5,030          | 251.50%         |
| SE Salaries Therapeutic             | 8076 | \$157,814          | \$157,815          | \$166,635          | \$166,358          | \$159,518          | \$136,850          | \$140,311          | \$132,753          | -\$7,558         | -5.39%          |
| SE Contr Svcs OT/PT                 | 8077 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| SE Substitutes                      | 8078 | \$9,272            | \$3,130            | \$9,411            | \$1,653            | \$9,646            | \$3,009            | \$9,790            | \$9,936            | \$146            | 1.49%           |
| SE Substitutes Long Term            | 8079 | \$0                | \$1,898            | \$0                | \$1,881            | \$0                | \$0                | \$0                | \$0                | \$0              | 0.00%           |
| SE Ed Assistants Salaries           | 8080 | \$900,254          | \$890,864          | \$867,739          | \$693,652          | \$780,121          | \$663,957          | \$766,802          | \$820,831          | \$54,029         | 7.05%           |
| SE Substitutes Ed Assistants        | 8113 | \$10,302           | \$13,995           | \$10,456           | \$7,234            | \$10,717           | \$10,972           | \$10,877           | \$11,040           | \$163            | 1.50%           |
| Special Education Coordinator       | 8115 | \$0                | \$0                | \$0                | \$46,000           | \$48,093           | \$50,000           | \$51,250           | \$51,520           | \$270            | 0.53%           |
| Salaries MTSS Coordinator           | 8117 | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$73,573           | \$73,573         | 100.00%         |
| SE Stipend Prof Dev.                | 8099 | \$1,030            | \$0                | \$1,000            | \$0                | \$738              | \$0                | \$0                | \$0                | \$0              | 0.00%           |
|                                     |      | <b>\$1,904,239</b> | <b>\$1,883,571</b> | <b>\$1,900,487</b> | <b>\$1,709,217</b> | <b>\$1,794,161</b> | <b>\$1,890,873</b> | <b>\$2,067,864</b> | <b>\$2,295,081</b> | <b>\$227,217</b> | <b>10.99%</b>   |



| <b><i>Nauset Middle School</i></b>     |      |                  |                  |                  |                  |                  |                  |                  |                  |                  |                 |
|--|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|
|  |      | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    | <b>Budget</b>    | <b>Proposed</b>  | <b>Dollar</b>    | <b>%</b>        |
|  |      | <b>2019-2020</b> | <b>2019-2020</b> | <b>2020-2021</b> | <b>2020-2021</b> | <b>2021-2022</b> | <b>2021-2022</b> | <b>2022-2023</b> | <b>2023-2024</b> | <b>Increase</b>  | <b>Increase</b> |
| SE Textbooks/Software/Media            | 8081 | \$772            | \$359            | \$784            | \$157            | \$804            | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| SE Other Instructional Materials       | 8082 | \$3,566          | \$1,173          | \$2,316          | \$0              | \$2,374          | \$1,208          | \$0              | \$910            | \$910            | 100.00%         |
| SE Instructional Equipment             | 8083 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| SE Supplies General                    | 8084 | \$0              | \$3,229          | \$0              | \$1,671          | \$0              | \$2,377          | \$0              | \$0              | \$0              | 0.00%           |
| SE Contr Svcs Other Instr              | 8085 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$3,800          | \$12,200         | \$8,400          | 100.00%         |
| SE Other Expense                       | 8086 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| SE Supplies Instructional Tech         | 8087 | \$2,750          | \$0              | \$2,791          | \$0              | \$2,861          | \$108            | \$0              | \$0              | \$0              | 0.00%           |
| SE Instructional Hardware              | 8088 | \$2,616          | \$0              | \$5,855          | \$139            | \$6,001          | \$1,474          | \$3,600          | \$0              | -\$3,600         | -100.00%        |
| SE Instructional Software              | 8089 | \$200            | \$0              | \$2,616          | \$0              | \$2,681          | \$0              | \$2,681          | \$1,642          | -\$1,039         | -38.75%         |
|  |      | <b>\$9,904</b>   | <b>\$4,761</b>   | <b>\$14,362</b>  | <b>\$1,967</b>   | <b>\$14,721</b>  | <b>\$5,167</b>   | <b>\$10,081</b>  | <b>\$14,752</b>  | <b>\$4,671</b>   | <b>46.33%</b>   |
|  |      |                  |                  |                  |                  |                  |                  |                  |                  |                  |                 |
| SE Salaries Guidance                   | 8090 | \$103,192        | \$61,915         | \$53,463         | \$62,222         | \$68,645         | \$66,167         | \$70,275         | \$74,639         | \$4,364          | 6.21%           |
| SE Salaries Secretaries                | 8091 | \$45,736         | \$45,034         | \$45,736         | \$48,359         | \$46,236         | \$53,395         | \$54,167         | \$55,748         | \$1,581          | 2.92%           |
| SE Supplies Guidance                   | 8092 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| SE Other Guidance                      | 8093 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%           |
| SE Supplies Testing & Assess           | 8094 | \$1,622          | \$1,616          | \$1,646          | \$334            | \$1,688          | \$0              | \$2,713          | \$2,229          | -\$484           | -17.84%         |
|  |      | <b>\$150,550</b> | <b>\$108,565</b> | <b>\$100,845</b> | <b>\$110,915</b> | <b>\$116,569</b> | <b>\$119,562</b> | <b>\$127,155</b> | <b>\$132,616</b> | <b>\$5,461</b>   | <b>4.29%</b>    |
|  |      |                  |                  |                  |                  |                  |                  |                  |                  |                  |                 |
| SE Contracted Services Psychological   | 8095 | \$15,453         | \$14,481         | \$25,435         | \$15,713         | \$0              | \$25,006         | \$0              | \$5,000          | \$5,000          | 100.00%         |
| SE Collaborative Assessment            | 8098 | \$571            | \$525            | \$591            | \$569            | \$583            | \$535            | \$536            | \$536            | \$0              | 0.00%           |
|  |      | <b>\$16,024</b>  | <b>\$15,006</b>  | <b>\$26,026</b>  | <b>\$16,282</b>  | <b>\$583</b>     | <b>\$25,541</b>  | <b>\$536</b>     | <b>\$5,536</b>   | <b>\$5,000</b>   | <b>932.84%</b>  |
|  |      |                  |                  |                  |                  |                  |                  |                  |                  |                  |                 |
| Salary Technology Support              | 8112 | \$58,059         | \$58,019         | \$58,885         | \$78,960         | \$51,200         | \$51,127         | \$52,618         | \$53,912         | \$1,294          | 2.46%           |
|  |      | <b>\$58,059</b>  | <b>\$58,019</b>  | <b>\$58,885</b>  | <b>\$78,960</b>  | <b>\$51,200</b>  | <b>\$51,127</b>  | <b>\$52,618</b>  | <b>\$53,912</b>  | <b>\$1,294</b>   | <b>2.46%</b>    |
|  |      |                  |                  |                  |                  |                  |                  |                  |                  |                  |                 |
| Technology Leadership Integration Dir. | 8114 | \$0              | \$37,338         | \$71,750         | \$67,308         | \$71,400         | \$71,575         | \$73,364         | \$0              | -\$73,364        | -100.00%        |
|  |      | <b>\$0</b>       | <b>\$37,338</b>  | <b>\$71,750</b>  | <b>\$67,308</b>  | <b>\$71,400</b>  | <b>\$71,575</b>  | <b>\$73,364</b>  | <b>\$0</b>       | <b>-\$73,364</b> | <b>-100.00%</b> |
|  |      |                  |                  |                  |                  |                  |                  |                  |                  |                  |                 |
|  |      |                  |                  |                  |                  |                  |                  |                  |                  |                  |                 |
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|  |      |                  |                  |                  |                  |                  |                  |                  |                  |                  |                 |





**Nauset Regional Middle School**  
**2023-2024 Budget Justification**

**8001 Salaries Principals**

NRMS has one full-time Principal and two full-time Assistant Principals.

**8002 Salaries Administrative Assistants**

This account funds a principal's administrative assistant, and an attendance administrative assistant to allow for Aspen (student data) and DESE back-up report.

**8004 Contracted Office Services**

The budget reflects the following items: Postage machine lease year 5 of 5 (\$592), and postage and fax machine maintenance; budgeted at 1.5% increase from FY23 (Total: \$5,408).

**8005 Office Supplies and Equipment**

General office supplies include: Copy paper, envelopes, file folders, notebooks, forms, meeting and opening-day supplies; budgeted at 1.5% increase from FY23 (Total \$13,850).

**8006 Other Office Expenses**

Administrative registration fees, professional memberships, National Jr. Honor Society membership; professional conferences are all included in this account. This account also includes publishing/printing costs of student planner/handbook, Grade 5 School Choice parent/student printed folders, and back-to-school orientation and luncheon for new families and grade 6 students, Lanyard ID's etc. This account is budgeted at 1.5% increase from FY23 (Total: \$5,439).

**8008 Contracted Services Non-Instructional Technology**

The technology account includes computer maintenance, non-instructional software programs and various shared expenses among all schools and anticipated increases in the cost of other services  
TOTAL: \$89,141

**8009 Supplies and Equipment Non-Instructional Technology**

This account addresses the supplies such as toner for copy machines and other equipment needed to operate the non-instructional technology components of the school (\$4,000). Locks for student lockers were purchased from capital plan funds resulting in a reduction in this account from FY23.

**8011 Salary – Teachers**

NRMS employs 26 teachers who teach English, Science, Social Studies and Mathematics. There are a total of 7 math teachers, 6 ELA teachers, 6 social studies teachers, and 7 science teachers. In addition, there are 2 intervention/reading ELA teachers. In exploratory subjects, there are 17 full-time teachers: Physical Education, Health, Art, Band, Orchestra, Technology Education, Digital Literacy, French, Spanish, Greenhouse, Adventure Education, and Technology Integration. In addition, there is one part-time exploratory teacher in Music at 60%.

**8104 Salary Librarian**

This is the salary of the school Librarian.

**8012 Stipends Teachers**

This account funds stipends for teachers for curriculum development, supervision of students in weekend music dept. events, professional development preparation, Craft Fair Coordinator, Arts Day Coordinator, or other contractual stipends budgeted at 2.125% increase as per contracted rate.

**8013 Stipends Mentors**

The funding anticipates the hiring of new teachers who will require mentors per contractual rate. Budgeted at an increase of 2.125% per contractual rate.

**8108 Salary ELL Teacher**

This account funds the salary for one full-time English Language Learners teacher.

**8100 Tutor Salaries**

This includes funding for students who need tutoring services outside of school for disciplinary or extended medical reasons. Tutoring in ELA and Math are funded through this account when Title I funds are not available. (\$22,594)

**8014 Salaries Coordinators and Team Leaders**

This account pays for the following per contractual rate. All stipends are increased per FY23 contractual rates. TOTAL: (\$43,386)

- Social Studies Coordinator: \$3,099
- Math Coordinator: \$3,099
- English Language Arts Coordinator: \$3,099
- Science Coordinator: \$3,099
- Technology Coordinator: \$3,099
- Special Education Coordinator: \$3,099
- Two Team Leaders for each grade level: \$18,594 (6 team leaders at \$3,099 each)
- Two Team Leaders for Exploratory Subjects \$6,198 (at \$3,099 each)

**8015 Substitutes Teachers**

Budgeted at an increase of 1.5%.

**8016 Substitutes—Long-Term**

Budgeted at an increase of 1.5%.

**8017 Salaries Educational Assistants**

This account funds one Educational Assistant to assist the BRYT Program.

**8103 Substitute Ed Assistant**

Funding in this line item covers the costs of substitutes when (regular education) Educational Assistants are absent. (\$2,811) Budgeted at 1.5% increase.

**8020 Contracted Services Professional Development**

This account funds the BRYT Program (\$5,151) increased by 1.5%.

**8021 Other Professional Development**

This account funds professional development, conferences, workshops etc. specific to school goals and effective teaching practices. TOTAL: \$5.521 (increased 1.5%).

**8022 Textbooks, Software, Media**

This account funds textbooks. As technology advances, teachers are opting for digital material that students can easily access on their iPads. NOTE: \$42,305 for science and world language textbooks has been reclassified to ESSER II. TOTAL: \$2,996

- Music Dept. – Band, Orchestra & Chorus music (\$2,500)
- Library/Media – Massachusetts Library Systems Subscriptions for ebooks (\$496)

**8023 Other Instructional Material**

This account provides funds for trade books, periodicals, reference materials for use in the school library and in classrooms. TOTAL: \$24,045

- Library – Books (\$2,500)
- Math: Curriculum materials for learning basic skills; classroom set of graphing calculators (\$3,500)
- ELA – New books for classroom libraries to support diverse reading levels and differentiating according to interest: (\$12,000)
- Social Studies - Jr. Scholastic Magazine Sets for Gr. 6 and Gr. 8 (\$424)
- Music Dept. Dash Robots (\$246)
- DCLS - First Lego League Challenge Set (\$95)
- Greenhouse Materials – (\$5,000)
- Adventure Education - Books (\$280)

**8024 Contracted Services Instructional**

This account funds instructional contracted services for the Library and other Departments. Added to this account is the cost of an online language program for students taking Mandarin Chinese.

Total: \$1,150

- Library EBSCO – Magazine Subscriptions (\$750)
- Media Research - DEMCO Stop-Go Claymation (\$400)

**8025 Instructional Equipment**

This account funds the purchase of science lab equipment, physical education equipment, repair/maintenance of musical instruments, and lease/purchase of copy equipment primarily used to produce instructional materials. TOTAL: \$24,135

- Science Dept. – lab supplies and other curriculum-related materials such as magnets, beakers, cylinders, and miscellaneous curriculum-related items - (\$4,600)
- Music – Maintain, repair, supply various school-owned musical instruments for Band, Orchestra, Strings, Music T-shirts, replace Baritone Sax instrument beyond repair, Cello rack/stand - (\$12,300)
- Physical Education Equipment - Floor hockey equipment, footballs, dodgeballs, pickleball sets, volleyballs, basketballs, ball inflator, nets, disc trainers (\$3,426)
- Digital Literacy/Computer Science - NeoPixel Digital LED strips, Tello Propeller Sets, Micro Bit Starter Kits, Micro Bit cases; misc. cable clips, hooks, adhesive strips; Wall-Mounted Storage Bins/Racks (\$3,659)
- Adventure Education - Kites (\$150)

**8026 Instructional Supplies General**

During the course of a school year each teacher utilizes consumables that are replaced yearly: pens, pencils, paper, post-its, labels, envelopes, manila folders, staples, tape, markers, highlighters, chart paper, transparencies, construction paper, composition paper, tacks, glue, etc. Increases are 1.5% of FY23 expenses (TOTAL: \$ 27,940)

Art Supplies such as paper, clay, paint, plastic, and other consumable supplies (\$15,248); Makerspace supplies (\$859), General supplies for all classrooms (\$3,877) NJHS pins (\$203); Demco Library Supplies, (\$253); PBIS supplies (\$7,500)

**8027 Contracted Services Other Instructional Services**

This account provides funds for bus transportation to music auditions, festivals, competitions, and district elementary school visits, and extra-curricular events such as Model UN. This account also funds translations services:

- Translation Services (\$690)  
NEW: Transportation for Field Trips:
- Music Dept. - Choral and Band Workshops, Great East Adjudication Festival, Elementary Outreach concerts, String Jamboree, Southeastern District Jr. Festival (2-day), Southeastern District Jr. Festival Mansfield (\$7,480)
- Gr. 6 - Science classes annual Whale Watch (\$10,000)
- Gr. 7 - Science classes to Cape Cod Museum of Natural History; Grade level combined trip off Cape (\$25,000)
- Gr. 8 - Science classes to Whydah Pirate Museum (\$5,000)
- Greenhouse transportation to local farm (\$350)
- DCLS - Transportation to Chatham Marconi Maritime Center (\$530)

TOTAL: \$49,050

**8106 Supplies-Other Instructional Services**

This account provides funds to purchase gas for the school vans for use by the Adventure Education program in lieu of contracted-service bus transportation. (Total \$1,103) Increased by 1.5%.

**8111 Contracted Services Instructional Equipment**

This account provides funds for copy machine leases for five copy machines (\$55,560) and the upgrading of the vent system in the kiln room to effectively remove fumes and heat.

**8028 Other Instructional Services and Expenses**

This account provides registration fees, competition fees, other trips/events. Other events and field trips are paid through a separate Student Activities Revolving fund and/or through fundraising. This account is increased by 1.5% (\$710)

**8029 Contracted Services Instructional Technology**

The increase is due to the need to renew software instructional subscriptions. Total: \$63,143

**8030 Supplies Instructional Technology**

This account represents costs to purchase fax toner, copy toner, batteries, for use in all educational areas. Miscellaneous: SB lamps, cables, replacement parts, monitors, iPad apps, iPad repairs, replacement cases, replacement cables/blocks, etc. increased at 1.5% (\$3,858)

**8032 Instructional Hardware**

The focus of this account is continual upgrade of instructional hardware. NOTE: \$70,000 of Instructional Hardware utilizing ESSER II funds by June 30, 2023; \$64,790 utilizing ESSER III; \$35,000 utilizing ESSER III after July 1<sup>st</sup>.

TOTAL: \$47,000

- Chromebooks (\$47,000)

**8033 Instructional Software**

Software programs that supplement learning, budgeted at an increase of 1.5% (\$496)



**8034 Salaries Guidance**

This account funds three guidance counselors' salaries plus contractual rate for five extra days each to enable them to work during the summer months to complete student placement duties and new registrations. This line also includes the School Adjustment Counselor at 100% plus three extra days in the summer per contractual rate to attend juvenile court, student registration and guidance planning/family meeting. Post-Covid-19, compelling social/emotional student issues are highlighting the need for an additional adjustment counselor in FY24 budgeted at M+8 salary (\$79,025)

**8035 Guidance Administrative Assistant**

There is one, full-time guidance administration assistant who works 260 days per year. This individual is responsible for registration, student data in Aspen, state reports, enrollment figures, report card data entry, etc. This administrative assistant supports all guidance counselors.

**8036 Supplies Guidance**

This account pays for resource materials, transition materials for incoming 5th graders. (\$1,103) Increased 1.5%.

**8039 Salaries Nurses**

This line item has been increased by \$41,153 at B+10 to fund .5 FTE to fund a total of 2 FTE nurses who service the school, assisting students with very specific medical/health needs, such as: feeding tubes, allergies, suctioning, lifting, toileting, the changing of clothes and distribution of medications. The onset of COVID-19 has increased student and staff visits to the Nurse's Office as well as the case management required of these cases. In addition, behavioral health visits have increased, as well as students with significant health needs. The School Nurse is often requested to attend 504 and/or IEP meetings.

**8040 Nurses Substitute Account**

Nurse Substitutes needed to accommodate the number of students who receive daily service and the occasional requirement for a nurse to accompany a student on a field trip. (\$412) Increased by 1.5% in FY24.

**8041 Contracted Services Medical/Health**

This account covers the Middle School's portion of the District's school physician stipend. The District physician is donating their services.

**8042 Supplies Medical/Health**

This funds general supplies for use in the Nurses' Office including bandages, gauze, Tylenol, gloves, burn cream, Benadryl, etc.; Cafeteria/food costs, various other expenses/equipment and PPE as needed. Increased by 1.5% (Total \$1,902).

**8043 Other Medical/Health**

This includes the yearly purchase of Epi-pens and equipment replacement/maintenance costs; increased by 1.5% (\$869).

**8048 Salaries Athletics Interscholastic**

This funds salaries for our Athletic Director per contract stipend, coaches and assistant coaches for soccer, field hockey, basketball, baseball, cross country and track/field per contract stipend Increased by 2.125%. (\$78,254)

**8049 Transportation – Athletic Team Travel**

This funds bus and ferry transportation for soccer, field hockey, basketball, softball, cross country and track/field teams to various venues for games. Increased by 1.5% (\$16,523).

**8050 Officials**

Soccer, field hockey, track, basketball, and softball require officials/umpires. The rates are between \$107 - \$142 per game. Increased by 1.5% (\$7,577).

**8051 Uniforms/Supplies Athletics**

Every team must have a fully equipped medical kit. This line item also allows for replacement of safety equipment such as pads, nets, replacement balls, cones, pinnies, flags, measuring tapes, uniforms, batteries for AED mobile kit, etc.(\$5,232) increased by 1.5%.

**8107 Other Student Activity Expense**

This account funds registration fees and other expenses used to support student activities. TOTAL: \$7,636.

- Music Dept. - festival and competition fees and registrations (\$6,600)
- DCLS - registration fees for Lego challenge competitions and admission to Chatham Marconi Maritime Center (\$586)
- Adventure Education - Admission to Himalayan Salt Caves (\$450)

**8053 Salaries Student Activities**

This account supports a Drama Advisor at 1.5 days/week, three Student Council Advisors (one for each grade level), and numerous clubs and activities FY24 rates reflect a contractual increase of 2.125%. (\$43,209).

FY23 Clubs are noted below:

|                           |                              |                       |
|---------------------------|------------------------------|-----------------------|
| Art Club                  | Garden Club – Green Allies   | Robotics Club         |
| Chess Club                | Yearbook Club                | Trunks & Turtles Club |
| Drama Club                | Early Morning Computing Club | Model UN              |
| Early Morning Weight Room | Newspaper Club               | Rubik's Cube Club     |
| Homework Club             | Others TBD Pending Interest  |                       |

**8109 Cafeteria Salaries**

This account previously funded any potential cafeteria deficits in the Cafeteria Revolving Account. No funding is requested in FY24.

**8054 Custodians Salaries**

Nauset Regional Middle School employs seven full-time custodians; one of which is the head custodian, one of which is the grounds person, one of which is the night shift leader. An additional custodian is employed part time at 50%. This account also funds a travel allowance for the Head Custodian and contractual clothing allowance for all custodians.

**8056 Custodial Overtime**

Budgeted amounts are for emergency purposes (Increased by 1.5%).

**8058 Supplies Custodial**

Funds requested are based on an increase of 1.5% of the FY23 budgeted amount. (\$54,324)

- Grounds supplies
- Lights and electrical
- Door and locker parts
- Flooring material
- Glass
- Paint
- Plumbing
- Fuel, Anti-Freeze
- Paper products (i.e., towels, toilet tissue)

- (Cleaning supplies for all areas of the building.
- Unforeseen minor repair parts
- Foul weather gear

**8059 Other Custodial**

This account previously funded a travel allowance for the Head Custodian currently funded in the Salaries Custodians line item #8054. The contractual clothing allowance for all custodians is currently included in salaries line item #8054.

**8064 Fuel Oil**

This has been reduced to zero as we have switched over to natural gas.

**8065 Natural Gas**

Gas costs for FY24 is representative of the increase due to the fluctuation and the volatility of the energy markets. Line item costs are increased by 64.15% for FY24.

**8066 Electricity**

Electrical costs for FY24 is representative of the increase due to the fluctuation and the volatility of the energy markets. Line item cost for increased by 67.77% for FY24.

**8067 Telephone**

Line item costs for telephone service for FY24 is increased by 16.22% due to increases by the telephone vendor.

**8068 Water**

FY24 costs for water are level-funded.

**8060 Contracted Services Grounds**

This account funds turf management and maintenance of the irrigation system. Increased by 1.5% of FY23 costs. (\$4,370)

**8061 Contracted Services Buildings**

Contracted building services are increased at 1.5% of FY23 (\$41,711) and include the following

Annual Contracts:

- Elevators & Gate Keeper
- Boiler Cleaning
- Fire Sprinkler System Contract - Kitchen Systems
- Generator Maintenance
- Septic – pumping and fee to town

Other Annual Contracted Services:

- Finish Gym Floor
- Pest Control
- Various trades for repair to building and building systems, i.e., roof, plumbing, electrical, etc.
- Exterior light repair
- Phone repair service

**8063 Contracted Services Security**

This account funds the monitoring and maintenance of security systems, cameras, including Cape Cod Alarm wireless. This also provides funding for the School Resource Officer estimated pending contract negotiations (\$88,338).

**8062 Contracted Services Equipment**

Contracted services are increased 1.5% (\$13,898) and include:

- Fire Extinguisher Inspection
- Boiler Water Chemical Contract
- Well Monitoring
- Oil Tank Inspection
- Environmental Testing
- Repairs to various equipment

**8069 Contracted Services Extraordinary Maintenance**

Funds requested in this line item are intended to address extraordinary building and/or equipment repairs that would not be covered by funds requested in Accounts #8061 and #8063. No funding requested in FY24.

**8071 Acquisition of Equipment**

No funds are requested in FY24.

**8072 SE Teachers Salaries**

The middle school employs 10 special education teachers and one special education teacher at 80%. In addition, the District Teacher of the Deaf serves NRMS at .10%. This account also funds one Evaluation Team Leader.

**8073 SE Salaries Summer School**

This account funds staffing for special education students who require summer school services for three to four hours per day for about six weeks in July and August. The increase is based on 1.5% of FY23 (\$28,286)

**8074 SE Tutor Salaries**

This line pertains to fees associated with services provided by tutors due to extended (more than ten days) student absences. The length of time varies between ten and forty five days depending on needs. Increased 1.5% from FY23 (\$2,060)

**8075 SE Contracted Services Tutors**

This line item funds costs for students transitioning back from outside placements. The students are on a shortened day, working with a tutor for two hours per day. Sometimes the use of tutoring services instead of middle school staff as an alternative to outplacements. (\$7,030)

**8076 SE - Speech/Therapeutic**

Our Speech Pathologist is funded by this account as well as OT/PT medical therapeutic services, per contractual rate.

**8077 SE Contracted Services OT/PT**

This account funds the salaries for an occupational therapist and physical therapist, per contractual rates. No funding requested in FY24.

**8078 SE Substitutes**

Students who are identified as needing special education services are reevaluated yearly and have triennial reviews. When special education teachers attend these meetings or are out for illness, substitutes are needed to cover their classes. (\$9,936) Increased by 1.5%.

**8080 SE Educational Assistants**

Services provided by special educational assistants are divided into two categories:

- One-to-one educational assistants work with the neediest and most challenging students. The second group of educational assistants work with students with less severe disabilities. These educational assistants work with individuals or groups of students in resource rooms and in regular classrooms under the direction of certified special education teachers.
- Additionally, some of these educational assistants work with Special Education students during before- and after-school activities.

The number of educational assistants employed each year is adjusted based on the incoming and outgoing student population. Twenty-two special educational assistants are needed in FY24.

**8113 Special Education Sub Educational Assistants**

When special educational assistants are absent due to illness or to attend meetings, substitutes are needed to cover their classes. Increased 1.5% (\$11,040).

**8115 Special Education Coordinator**

NRMS employs one special education coordinator at 50% to coordinate IEP meetings, and oversee the Special Education department. Salary is contractual.

**8117 Salaries MTSS Coordinator**

This account employs one MTSS Coordinator. The salary was partially funded through ESSER in FY23.

**8099 Special Education Stipend Professional Development**

This account funds professional development/crisis intervention training. No funding requested in FY24.

**8081 SE Textbooks/Software/Media**

This includes guided reading book sets to accommodate diverse reading levels of students, READ (Scope) magazines, guided reading books sets in lieu of textbooks and upgrade of audible books and textbooks in large print for the visually-impaired, digital licenses for MALC students. No funding requested in FY24.

**8082 SE Other Instructional Materials**

This account funds special education ILP resources, special education math and science resources, and materials to help students with reading development including fluency and comprehension for ELA support classes, MALC and Reading such as: Raz Plus Reading A to Z, Wilson Language Student Notebooks, Wilson End-of-Step Assessment Pack, MALC printing supplies TOTAL: \$910

**8083 SE Instructional Equipment**

The account funds iPads, keyboards, covers and licenses for SN students. No funding requested in FY24.



**8084** SE Supplies General

General supplies, i.e. paper, pencils, etc. for Special Education teachers. No funding requested in FY24.

**8085** SE Other Instructional Contracted Services

This account provides funds for field trips and funds to pay individuals who work with students with special needs during music programs and before- and after-school activities estimated at \$60/week (\$200). In addition, this account provides contracted services for a vision teacher per student IEP (\$3,600), as well as (\$8,400) for ESY education. TOTAL: \$12,200

**8087** SE Supplies Instructional Technology

This account funds consumable supplies like printer cartridges for special education. No funding requested in FY23.

**8088** SE Instructional Hardware

Provides funds for FM sound system/sound treated equipment and technology and any special adaptive technology or equipment a student with special educational needs may require; flexible seating for MALC students. No funds requested in FY24

**8089** SE Instructional Software

Provide funds for special software needed by students with special learning. TOTAL \$1,642

**8090** SE Salaries Guidance

NRMS employs one FTE school psychologist to test/evaluate students.

**8091** SE Salary Administrative Assistant

There is one 10-month special education administrative assistant who works in collaboration with the other two full-time secretaries in the main office. The special needs administrative assistant schedules IEP meetings, sends notices, types IEP's, schedules other meetings, handles phone correspondence, and works closely with the special education coordinator and school psychologist as well as the special education teachers in the department.

**8093** SE Other Guidance

All soft materials – paper, post-it-notes, envelopes, etc. are funded from this account. No funding requested in FY24.

**8094** SE Supplies Testing/Assessment

The account funds materials for testing purposes such as: BRIEF 1, GORT-5, Pearson CLEF-5, Pearson Expressive Vocabulary tests, Pearson Peabody Vocabulary Tests, PRO-Ed Stuttering Severity kits, Brooks Test of Integrated Language and Literacy Skills kits TOTAL: \$2,229

**8095** SE Contracted Services Psychological

During the course of the school year we often contract out for psychologists as part of a child's testing protocol (\$5,000)

**8098** SE Collaborative Assessment

Fee paid to the Cape Cod Collaborative for membership based on student enrollment at the Collaborative. (\$536)

**8112** Salary Technology Support

This line funds the salary for a full-time Technology Support person at the Middle School.

**8114** Technology Leadership Integration Director

No funding requested in FY24.

## NPS Enrollment Comparison 10-1-2022 and 10-1-2021 (2021 in Red)

| School                      | PK |    | K   |     | 01  |     | 02  |     | 03  |     | 04  |     | 05  |     | Total | Difference |     |
|-----------------------------|----|----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|------------|-----|
| Eastham Elementary School   | 16 | 12 | 34  | 30  | 21  | 37  | 28  | 24  | 28  | 26  | 32  | 30  | 34  | 32  | 193   | 191        | -2  |
| Eddy Elementary School      | 0  | 0  | 0   | 0   | 0   | 0   | 0   | 0   | 72  | 69  | 57  | 75  | 85  | 58  | 214   | 202        | -12 |
| Orleans Elementary School   | 0  | 0  | 30  | 17  | 18  | 30  | 23  | 21  | 27  | 19  | 29  | 28  | 38  | 30  | 165   | 145        | -20 |
| Stony Brook Elementary      | 27 | 37 | 63  | 63  | 64  | 65  | 71  | 66  | 0   | 0   | 0   | 0   | 0   | 0   | 225   | 231        | 6   |
| Wellfleet Elementary School | 0  | 0  | 22  | 13  | 17  | 19  | 13  | 17  | 23  | 14  | 18  | 20  | 20  | 15  | 113   | 98         | -15 |
| Elementary Totals           | 43 | 49 | 149 | 123 | 120 | 151 | 135 | 128 | 150 | 128 | 136 | 153 | 177 | 135 | 910   | 867        | -43 |

### Nauset Regional Middle School

| Town | 06 |  | 07 |  | 08 |  | Total | Difference |
|------|----|--|----|--|----|--|-------|------------|
|------|----|--|----|--|----|--|-------|------------|

|                      |     |     |     |     |     |     |     |     |     |
|----------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Brewster             | 70  | 67  | 71  | 70  | 75  | 69  | 216 | 206 | -10 |
| Eastham              | 30  | 32  | 27  | 25  | 30  | 27  | 87  | 84  | -3  |
| Orleans              | 33  | 28  | 33  | 31  | 35  | 33  | 101 | 92  | -9  |
| Provincetown         | 1   | 0   | 1   | 2   | 2   | 0   | 4   | 2   | -2  |
| Truro                | 12  | 10  | 6   | 13  | 8   | 7   | 26  | 30  | 4   |
| Wellfleet            | 15  | 24  | 16  | 16  | 15  | 17  | 46  | 57  | 11  |
| Choice               | 13  | 14  | 17  | 23  | 26  | 25  | 56  | 62  | 6   |
| Middle School Totals | 174 | 175 | 171 | 180 | 191 | 178 | 536 | 533 | -3  |

### Nauset Regional High School

| Town               | 09  |     | 10  |     | 11  |     | 12  |     | SP | Total | Difference |     |
|--------------------|-----|-----|-----|-----|-----|-----|-----|-----|----|-------|------------|-----|
| Brewster           | 66  | 67  | 74  | 64  | 69  | 74  | 66  | 67  | 6  | 281   | 274        | -7  |
| Eastham            | 39  | 28  | 27  | 35  | 24  | 28  | 31  | 25  | 0  | 121   | 116        | -5  |
| Orleans            | 36  | 30  | 27  | 35  | 26  | 27  | 35  | 29  | 0  | 124   | 121        | -3  |
| Provincetown       | 5   | 9   | 5   | 5   | 4   | 4   | 6   | 5   | 0  | 20    | 23         | 3   |
| Truro              | 18  | 9   | 14  | 16  | 14  | 12  | 11  | 14  | 3  | 60    | 54         | -6  |
| Wellfleet          | 30  | 11  | 11  | 32  | 18  | 13  | 33  | 20  | 0  | 92    | 76         | -16 |
| Choice             | 32  | 22  | 35  | 35  | 46  | 34  | 43  | 45  | 0  | 156   | 136        | -20 |
| High School Totals | 226 | 176 | 193 | 222 | 201 | 192 | 225 | 205 | 9  | 854   | 800        | -54 |

| SUMMARY       | 2022 | 2021 | Difference | NOTES  |
|---------------|------|------|------------|--|
| Preschool     | 49   | 43   | 6          |  |
| Elementary    | 818  | 867  | -49        |  |
| Nauset Region | 1026 | 1068 | -42        |  |
| School Choice | 208  | 212  | -4         |  |
| Truro         | 74   | 86   | -12        | Truro Grade 6 is School Choice, Grade 7-12 is Tuition In.            |
| Provincetown  | 25   | 24   | 1          | Provincetown: Grade 6-8 Is School Choice. Grade 9-12 are Tuition In. |
| Grand Total   | 2200 | 2300 | -100       |  |

| NAUSET REGIONAL SCHOOLS  |            | Oct-22   |         |              |           |              |          |          |        |       |       |
|--|------------|----------|---------|--------------|-----------|--------------|----------|----------|--------|-------|-------|
| ENROLLMENT TRENDS  |            |          |         |              |           |              |          |          |        |       |       |
| HIGH SCHOOL  | As of      | Live in  | Live in | Live in      | School    | OTHER        |          |          |        |       |       |
|  | 1-Oct      | District | Truro   | Provincetown | Choice IN | STUDENTS     | TOTAL    |          |        |       |       |
|  | 2022       | 587      | 54      | 23           | 136       |              | 800      |          |        |       |       |
|  | 2021       | 618      | 60      | 20           | 156       |              | 854      |          |        |       |       |
|  | 2020       | 596      | 60      | 23           | 198       |              | 877      |          |        |       |       |
|  | 2019       | 616      | 60      | 26           | 219       |              | 921      |          |        |       |       |
|  | 2018       | 624      | 63      | 29           | 228       |              | 944      |          |        |       |       |
|  | 2017       | 603      | 48      | 37           | 236       |              | 924      |          |        |       |       |
|  | 2016       | 642      | 52      | 40           | 211       |              | 945      |          |        |       |       |
|  | 2015       | 676      | 52      | 44           | 209       |              | 981      |          |        |       |       |
|  | 2014       | 687      | 50      | 40           | 197       |              | 974      |          |        |       |       |
|  | 2013       | 706      | 61      | 43           | 214       |              | 1024     |          |        |       |       |
|  | 2012       | 695      | 52      | 33           | 190       |              | 970      |          |        |       |       |
|  | 2011       | 696      | 56      | 28           | 185       |              | 965      |          |        |       |       |
|  | 2010       | 737      | 50      | 32           | 168       |              | 987      |          |        |       |       |
|  | 2009       | 800      | 40      | NA           | 153       |              | 993      |          |        |       |       |
| MIDDLE SCHOOL  | As of      | Live in  | Live in | Live in      | School    | OTHER        |          |          |        |       |       |
|  | 1-Oct      | District | Truro   | Provincetown | Choice IN | STUDENTS     | TOTAL    |          |        |       |       |
|  | 2022       | 439      | 30      | 2            | 62        |              | 533      |          |        |       |       |
|  | 2021       | 450      | 26      | 4            | 56        |              | 536      |          |        |       |       |
|  | 2020       | 488      | 32      | 3            | 60        |              | 583      |          |        |       |       |
|  | 2019       | 480      | 41      | 4            | 64        |              | 589      |          |        |       |       |
|  | 2018       | 445      | 43      | 5            | 90        |              | 583      |          |        |       |       |
|  | 2017       | 419      | 38      | 7            | 89        |              | 553      |          |        |       |       |
|  | 2016       | 424      | 31      | 9            | 77        |              | 541      |          |        |       |       |
|  | 2015       | 437      | 31      | 9            | 67        |              | 544      |          |        |       |       |
|  | 2014       | 463      | 37      | 7            | 53        |              | 560      |          |        |       |       |
|  | 2013       | 489      | 22      | 7            | 65        |              | 583      |          |        |       |       |
|  | 2012       | 490      | 19      | 8            | 73        |              | 590      |          |        |       |       |
|  | 2011       | 490      | 27      | 8            | 46        |              | 571      |          |        |       |       |
|  | 2010       | 477      | 24      | 10           | 43        |              | 554      |          |        |       |       |
|  | 2009       | 489      | 23      |              | 55        |              | 567      |          |        |       |       |
| AS OF OCTOBER 1, 2022 Students Attending Nauset High School Under School Choice by Home Town   |            |          |         |              |           |              |          |          |        |       | TOTAL |
| Barnstable   | Bourne     | Chatham  | Dennis  | Harwich      | Sandwich  | Yarmouth     | Rockland | Bourne   |        |       |       |
| 26   | 2          | 8        | 24      | 37           | 3         | 35           | 1        |          |        |       | 136   |
| AS OF OCTOBER 1, 2022 Students Attending Nauset High School - Tuitioned In                     |            |          |         |              |           |              |          |          |        |       |       |
| (Barnstable includes: Centerville, Marston Mills, Osterville, Sagamore and Barnstable)         |            |          |         |              |           |              |          |          |        |       |       |
|  | Gr. 9      | Gr. 10   | Gr. 11  | Gr. 12       | Total     |              |          |          |        |       |       |
| Truro  | 9          | 16       | 12      | 17           | 54        |              |          |          |        |       |       |
| Provincetown   | 9          | 5        | 4       | 5            | 23        |              |          |          |        |       |       |
|  |            |          |         |              |           |              |          |          |        |       |       |
| AS OF OCTOBER 1, 2022 Students Attending Nauset Middle School Under School Choice by Home Town |            |          |         |              |           |              |          |          |        |       |       |
| Barnstable   | Chatham    | Dennis   | Harwich | Sandwich     | Yarmouth  | Provincetown | Truro    | Rockland | Bourne | TOTAL |       |
| 10   | 2          | 12       | 11      | 3            | 22        | 2            | 10       | 1        | 1      | 74    |       |
| (Barnstable includes: Centerville, Marston Mills, Osterville, Sagamore and Barnstable)         |            |          |         |              |           |              |          |          |        |       |       |
| AS OF OCTOBER 1, 2022 Students Attending Nauset Middle School - Tuitioned In                   |            |          |         |              |           |              |          |          |        |       |       |
|  | Gr. 7      | Gr. 8    |         |              | Total     |              |          |          |        |       |       |
| Truro  | 13         | 7        |         |              | 20        |              |          |          |        |       |       |
|  |            |          |         |              |           |              |          |          |        |       |       |
| AS OF OCTOBER 1, 2022 Nauset Resident Students Attending Other High Schools                    |            |          |         |              |           |              |          |          |        |       |       |
|  | Lighthouse |          | Sturgis |              | Tech      |              |          |          |        |       |       |
| 2022   | 85         |          | 24      |              | 101       |              |          |          |        |       |       |
| 2021   | 82         |          | 14      |              | 100       |              |          |          |        |       |       |
| 2020   | 64         |          | 10      |              | 92        |              |          |          |        |       |       |
| 2019   | 46         |          | 12      |              | 76        |              |          |          |        |       |       |
| 2018   | 53         |          | 15      |              | 77        |              |          |          |        |       |       |
| 2017   | 67         |          | 16      |              | 88        |              |          |          |        |       |       |
| 2016   | 67         |          | 17      |              | 81        |              |          |          |        |       |       |
| 2015   | 64         |          | 19      |              | 86        |              |          |          |        |       |       |
| 2014   | 62         |          | 23      |              | 69        |              |          |          |        |       |       |
| 2013   | 64         |          | 25      |              | 72        |              |          |          |        |       |       |
| 2012   | 69         |          | 23      |              | 72        |              |          |          |        |       |       |
| 2011   | 86         |          | 10      |              | 80        |              |          |          |        |       |       |

**NAUSET PUBLIC SCHOOLS  
SELECTED POPULATIONS  
OCTOBER 1, 2022**

| <u>Special Education</u> | Total Enrollment    | Special Education | District Percentage | State Average |
|--------------------------|---------------------|-------------------|---------------------|---------------|
| <b>Nauset Region</b>     | <b>1333</b>         | <b>234</b>        | <b>17.6%</b>        | <b>19.4%</b>  |
| <b>Brewster K-5</b>      | <b>433</b>          | <b>76</b>         | <b>17.6%</b>        | <b>19.4%</b>  |
| <b>Orleans K-5</b>       | <b>145</b>          | <b>27</b>         | <b>18.6%</b>        | <b>19.4%</b>  |
| <b>Eastham K-5</b>       | <b>191</b>          | <b>20</b>         | <b>10.5%</b>        | <b>19.4%</b>  |
| <b>Wellfleet K-5</b>     | <b>98</b>           | <b>11</b>         | <b>11.22%</b>       | <b>19.4%</b>  |
| <br>                     |                     |                   |                     |               |
| <u>ELL</u>               | Total Enrollment    | ELL               | District Percentage | State Average |
| <b>Nauset Region</b>     | <b>1333</b>         | <b>16</b>         | <b>1.2%</b>         | <b>12.1%</b>  |
| <b>Union 54</b>          | <b>867</b>          | <b>29</b>         | <b>3.3%</b>         | <b>12.1%</b>  |
| <br>                     |                     |                   |                     |               |
| <u>Low Income (DESE)</u> | District Percentage | State Average     |                     |               |
| <b>Nauset Region</b>     | <b>30.5%</b>        | <b>42.3%</b>      |                     |               |
| <b>Brewster</b>          | <b>39.2%</b>        | <b>42.3%</b>      |                     |               |
| <b>Orleans</b>           | <b>39.3%</b>        | <b>42.3%</b>      |                     |               |
| <b>Eastham</b>           | <b>47.3%</b>        | <b>42.3%</b>      |                     |               |
| <b>Wellfleet</b>         | <b>39.8%</b>        | <b>42.3%</b>      |                     |               |



**NAUSET PUBLIC SCHOOLS**  
**2021 Per Pupil Expenditures**  
Massachusetts Department of Education

| <b>District Name</b> | <b>Total<br/>In-district<br/>FTEs</b> | <b>In-District<br/>Expenditures per<br/>Pupil</b> | <b>Total<br/>Pupil FTEs</b> | <b>Total Expenditures per<br/>Pupil</b> |
|----------------------|---------------------------------------|---|-----------------------------|---|
| <b>Brewster</b>      | <b>423.0</b>                          | <b>\$25,191.24</b>                                | <b>444.4</b>                | <b>\$25,117.33</b>                      |
| <b>Eastham</b>       | <b>189.4</b>                          | <b>\$26,632.36</b>                                | <b>205.6</b>                | <b>\$25,444.12</b>                      |
| <b>Nauset</b>        | <b>1,407.4</b>                        | <b>\$25,591.04</b>                                | <b>1,545.7</b>              | <b>\$23,259.47</b>                      |
| <b>Orleans</b>       | <b>172.5</b>                          | <b>\$32,387.17</b>                                | <b>186.4</b>                | <b>\$31,703.40</b>                      |
| <b>Wellfleet</b>     | <b>100.3</b>                          | <b>\$35,603.25</b>                                | <b>120.1</b>                | <b>\$32,788.20</b>                      |

# FY 2022-2023 Grants

January 1, 2023

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## FEDERAL: Title I, Part A: Improving Basic Programs

### Operated by Local School Districts

|              |             | 2022-2023  | \$424,663 | (+0.247%) |
|--------------|-------------|------------|-----------|-----------|
| Allocations: | Elementary: | \$ 244,712 |           |           |
| 2022-2023    | Secondary:  | \$ 179,951 | \$423,618 |           |

Title I, Part A of the federal Elementary and Secondary Education Act (ESEA) provides supplemental resources to local school districts to help provide all children significant opportunity to receive a fair, equitable, and high-quality education, and to close educational achievement gaps.

Title I, Part A is one of four principal programs that are available to districts through formula grants under the Every Student Succeeds Act (ESSA), the current reauthorization of ESEA. The other programs are Title II, Part A; Title III; and Title IV, Part A. Priorities of Title I are as follows:

- Strengthen the core program in schools and provide academic and/or support services to low-achieving students at the preschool, elementary, middle, and high school levels;
- Provide evidence-based programs that enable participating students to achieve the learning standards of the state curriculum frameworks;
- Elevate the quality of instruction by providing eligible staff with substantial opportunities for professional development; and,
- Involve parents/guardians of participating public and private school children as active partners in their children's education at school through open, meaningful communication, training, and, as appropriate, inclusion in decision-making processes.

Title I monies also fund a portion of costs associated with the program director, coordinator, curriculum development and support, secretarial/clerical support, supplemental ESL support, tutoring, and professional development.

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## FEDERAL: Title II, Part A: Improving Educator Quality

|              |             | 2022-2023 | \$54,391 | (-14.63%) |
|--------------|-------------|-----------|----------|-----------|
| Allocations: | Elementary: | \$27,500  |          |           |
| 2022-2023    | Secondary:  | \$26,891  | \$63,714 |           |

The purpose of this federal grant program is to increase student achievement through comprehensive district initiatives that focus on the preparation, training, recruitment, and retention of highly qualified educators. These initiatives help districts meet the requirements for highly qualified teachers, instructional paraprofessionals in Title I targeted assistance and school-wide programs, and high-quality professional development. The goal is to improve the overall quality of all educators, including administrators, within the district.

The Improving Educator Quality Grant pays for a portion of our professional development program, the District mentoring program, clerical support, substitutes for literacy and math professional development days, as well as conference attendance.

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## FEDERAL: Title IV, Part A: Student Support and Academic Enrichment Grant

|              |             | 2022-2023 | \$53,393 | (+1.89%) |
|--------------|-------------|-----------|----------|----------|
| Allocations: | Elementary: | \$40,000  |          |          |
| 2022-2023    | Secondary:  | \$13,393  | \$52,401 |          |

Title IV, Part A of the federal Elementary and Secondary Education Act (ESEA) provides supplemental resources to local school districts to build capacity to help ensure that all students have equitable access to high quality educational experiences. The priorities of the grant are:

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1. Support well-rounded educational opportunities;
2. Support safe and healthy students; and
3. Support effective use of technology

Title IV, Part A is one of four principle programs that are available to districts through formula grants under ESSA, the current reauthorization of ESEA. The other programs are Title I, Part A; Title II, Part A; and Title III.

**FEDERAL: Title III: English Language Acquisition and Academic Achievement Program for English Learners and Immigrant Children and Youth**

|  |                  |                |                  |
|--|------------------|----------------|------------------|
|  | <b>2022-2023</b> | <b>\$8,278</b> | <b>(+72.67%)</b> |
|  | <b>2021-2022</b> | <b>\$4,794</b> |                  |

Title III of the federal Elementary and Secondary Education Act (ESEA) provides supplemental resources to local school districts to help ensure that English learners (ELs) and immigrant children and youth attain English proficiency and develop high levels of academic achievement in English, assist teachers and administrators to enhance their capacity to provide effective instructional programs designed to prepare ELs and immigrant children and youth to enter all-English instructional settings, and promote parental, family, and community participation in language instruction educational programs for parents, families, and communities.

*\*This grant was applied for and awarded collaboratively to Nauset Regional School District and Monomoy Regional School District.*

**FEDERAL: Early Childhood Special Education (FC262)**

|              |                  |                  |                 |
|--------------|------------------|------------------|-----------------|
|              | <b>2022-2023</b> | <b>\$ 23,199</b> | <b>(+1.7 %)</b> |
|              | <b>2021-2022</b> | <b>\$ 22,811</b> |                 |
| Allocations: |                  |                  |                 |
| Brewster     | \$ 10,606        |                  |                 |
| Eastham      | \$ 8,449         |                  |                 |
| Orleans      | \$ 3,068         |                  |                 |
| Wellfleet    | \$ 1,076         |                  |                 |

The Early Childhood Special Education Allocation funds are supplemental Federal funds (Section 619, Part B of IDEA) to provide school systems with funding to support 3, 4, and 5 year-old children with disabilities in high-quality programs across settings following the federal and state requirements for inclusive environments. Funds were used for special education staff, consultations, professional development, and supplies.

**FEDERAL: Special Education Entitlement IDEA (FC240)**

|              |                  |                  |                  |
|--------------|------------------|------------------|------------------|
|              | <b>2022-2023</b> | <b>\$691,869</b> | <b>(+2.03 %)</b> |
|              | <b>2021-2022</b> | <b>\$678,121</b> |                  |
| Allocations: |                  |                  |                  |
| Brewster     | \$ 145,882       |                  |                  |
| Eastham      | \$ 63,937        |                  |                  |
| Orleans      | \$ 66,491        |                  |                  |
| Wellfleet    | \$ 39,162        |                  |                  |
| Nauset       | \$ 376,397       |                  |                  |

The purpose of this federal entitlement grant program is to provide funds to ensure that eligible students with disabilities receive a free and appropriate public education that includes special education and related services designed to meet their individual needs. This grant funds special education positions, out of district coordination, supplies, therapeutic activities for students, professional development, and mileage for travel.

**FEDERAL: American Rescue Plan: IDEA – Early Childhood (FC264)**

|             |                  |                 |                |
|-------------|------------------|-----------------|----------------|
|             | <b>2022-2023</b> | <b>\$ 0</b>     | <b>(-100%)</b> |
|             | <b>2021-2022</b> | <b>\$ 4,620</b> |                |
| Allocation: | \$0              |                 |                |

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The purpose of this federal special education entitlement grant program is to provide funds to ensure that eligible 3, 4, and 5-year-old children with disabilities receive a free and appropriate public education that includes special education and related services designed to meet their individual needs in the least restrictive environment (LRE). Local Education Agencies (LEAs) are required to ensure that children, aged 3 through 5, who need special education and related services, receive these services through free and appropriate public education (FAPE), in accordance with the Individuals with Disabilities Education Act — (IDEA4) and Massachusetts Special Education laws (M.G.L. c. 71B) and regulations (603 CMR 28.00).

**FEDERAL: American Rescue Plan: IDEA – IDEA (FC252)**

|  |                  |             |                |
|--|------------------|-------------|----------------|
| <b>(Individuals with Disabilities Education Act)</b> | <b>2022-2023</b> | <b>\$ 0</b> | <b>(-100%)</b> |
| Allocation: \$0                                      | 2021-2022        | \$ 133,892  |                |

The American Rescue Plan Act was signed into law on March 11, 2021, dedicating supplemental funding in section 2014(a) to serve students with disabilities. These funds are provided to help districts recover from the impact of the coronavirus pandemic and to safely reopen schools and sustain safe operations.

Within the articulated priority of [Results-Driven Accountability](#) by the U.S. Department of Education's Office of Special Education Programs, the purpose of this federal special education entitlement grant program is to provide funds to ensure that eligible students with disabilities receive a free and appropriate public education that includes special education and related services designed to meet their individual needs.

**FEDERAL: ESSER II: Elementary and Secondary Schools  
Emergency Relief Fund II**

|                      |                  |                    |                          |
|----------------------|------------------|--------------------|--------------------------|
|                      | <b>2020-2021</b> | <b>\$1,186,909</b> | <b>Grant ends 9/2023</b> |
| Allocations: Nauset: |                  | \$586,918          |                          |
| FY21 Brewster:       |                  | \$268,774          |                          |
| Eastham:             |                  | \$159,535          |                          |
| Orleans:             |                  | \$ 85,841          |                          |
| Wellfleet:           |                  | \$ 85,841          |                          |

Coronavirus Aid, Relief, and Economic Security (CARES) Act and the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) provide resources to school districts to address the impact the Novel Coronavirus Disease (COVID-19) has had and continues to have, on elementary and secondary schools. This supplemental funding opportunity, the Elementary and Secondary Education Emergency Relief II (ESSER II) Fund, is intended to help school districts safely reopen schools, and measure and effectively address significant learning loss.

**FEDERAL: ESSER III: Elementary and Secondary Schools  
Emergency Relief Fund**

|                      |                  |                    |                          |
|----------------------|------------------|--------------------|--------------------------|
|                      | <b>2021-2022</b> | <b>\$2,584,119</b> | <b>Grant ends 9/2024</b> |
| Allocations: Nauset: |                  | \$1,296,588        |                          |
| FY22 Brewster:       |                  | \$ 603,994         |                          |
| Eastham:             |                  | \$ 336,071         |                          |
| Orleans:             |                  | \$ 177,018         |                          |
| Wellfleet:           |                  | \$ 170,448         |                          |

The American Rescue Plan Act provides resources to school districts to respond to the COVID-19 pandemic. The Education portion of this funding, the Elementary and Secondary School Emergency Relief's (ESSER III or ARP ESSER) purpose is to help schools and districts safely reopen and sustain the safe operation of schools and must respond to the academic, social, emotional, and mental health needs of all students, and particularly those disproportionately impacted by the COVID-19 pandemic.

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**FEDERAL: MA 21<sup>st</sup> Century Community Learning Centers (CCLC) – Supporting Additional Learning Time Grant**

2022-2023      \$210,000

Allocation:      \$210,000

This grant supports the implementation of academically enriching programming during Out-of-School Time (OST) and Expanded Learning Time (ELT — a longer school day/year for all students) that increases student engagement and contributes to a well-rounded education. This program is in the process of start up at the Nauset Middle School to support rising 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> graders afterschool beginning end of January, and will continue through the Summer 2023 to help support the SUNBURST program. Funding may continue for a period of up to five years total (allocations may vary from year to year).

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**FEDERAL: Supporting Students' Social Emotional Learning, Behavioral & Mental Health, and Wellness (Continuation)**

2022-2023      \$ 80,750      (-35.18%)

Allocation:      \$80,750

2021-2022      \$124,580

This grant adapts, expands, and strengthens multi-tiered systems of support to respond to the social-emotional and behavioral health needs of students, families and educators and to build strong partnerships with community-based mental health agencies and/or providers. Currently, these funds are being utilized at the Nauset Middle School.

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**STATE: Digital Literacy Now (Continuation)**

2022-2023      \$ 9,075      (-30.16%)

Allocation:      \$ 9,075

2021-2022      \$12,994

This grant supports establishment and promotion of rigorous, engaging, and standards-aligned digital literacy and computer science (DLCS) education in public schools from kindergarten through grade 12. This grant continues the DLCS implementation work from FY22 Digital Literacy Now Grant Part 2 (FC147).

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**STATE: Afterschool and Out-of- School Time (ASOST) (Continuation)**

2022-2023      \$ 75,000      (+15.38%)

Allocation:      \$ 75,000

2021-2022      \$ 65,000

To enhance the quality of and increase access to afterschool and out-of-school time (ASOST) programs in order to improve the academic, physical, social, and emotional wellness of school-age youth during the school year and summer months. Grant funding supports the SUNBURST Program located at Nauset Regional Middle School that runs from July – August.



| NAUSET REGIONAL SCHOOL DISTRICT<br>FY 2024 BUDGET WORKSHEET |      |                  |                  |                  |                  |                  |                  |                  |                  |                  | 1/10/2023<br>ver 3 |
|---|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|--------------------|
| <i>Region Shared - Central Office</i>                       |      |                  |                  |                  |                  |                  |                  |                  |                  |                  |                    |
|   |      | Budget           | Actual           | Budget           | Actual           | Budget           | Actual           | Budget           | Proposed         | Dollar           | %                  |
|   |      | 2019-2020        | 2019-2020        | 2020-2021        | 2020-2021        | 2021-2022        | 2021-2022        | 2022-2023        | 2023-2024        | Increase         | Increase           |
| Salary Superintendent                                       | 8803 | \$202,113        | \$203,199        | \$208,280        | \$273,155        | \$213,481        | \$190,000        | \$207,000        | \$212,175        | \$5,175          | 2.50%              |
| Salary Administrative Asst. to Superintendent               | 8805 | \$89,038         | \$89,788         | \$90,257         | \$108,553        | \$80,600         | \$85,000         | \$87,125         | \$92,250         | \$5,125          | 5.88%              |
| Contracted Svcs Consulting Superintendent                   | 8807 | \$0              | \$68,881         | \$0              | \$15,700         | \$0              | \$10,000         | \$0              | \$0              | \$0              | 100.00%            |
| Contracted Professional Svcs Superintendent                 | 8885 | \$0              | \$0              | \$0              | \$0              | \$0              | \$438            | \$0              | \$2,500          | \$2,500          | 100.00%            |
| Meet/Dues/Subscriptions Superintendent                      | 8808 | \$3,150          | \$3,518          | \$3,150          | \$3,094          | \$3,150          | \$7,692          | \$3,150          | \$8,588          | \$5,438          | 172.63%            |
| Travel Superintendent                                       | 8809 | \$0              | \$686            | \$2,500          | \$20             | \$1,811          | \$86             | \$1,811          | \$1,811          | \$0              | 0.00%              |
| Professional Development Superintendent                     | 8810 | \$1,800          | \$2,453          | \$3,400          | \$0              | \$3,400          | \$348            | \$3,400          | \$3,400          | \$0              | 0.00%              |
|   |      | <b>\$296,101</b> | <b>\$368,525</b> | <b>\$307,587</b> | <b>\$400,522</b> | <b>\$302,442</b> | <b>\$293,564</b> | <b>\$302,486</b> | <b>\$320,724</b> | <b>\$18,238</b>  | <b>6.03%</b>       |
| Salary Director of Curriculum, Instr. & Ass.                | 8811 | \$135,080        | \$63,608         | \$147,584        | \$60,765         | \$151,473        | \$150,000        | \$153,750        | \$169,125        | \$15,375         | 10.00%             |
| Salary Elementary Director of Curriculum, Inst. Ass.        | 8812 | \$0              | \$0              | \$0              | \$0              | \$0              | \$17,730         | \$30,750         | \$31,519         | \$769            | 2.50%              |
| Salary Grant Manager/Administrative Assistant               | 8813 | \$50,722         | \$50,766         | \$52,519         | \$21,540         | \$0              | \$0              | \$0              | \$82,000         | \$82,000         | 100.00%            |
| Travel Curriculum Director                                  | 8814 | \$0              | \$0              | \$0              | \$0              | \$0              | \$536            | \$0              | \$0              | \$0              | 100.00%            |
| Meet/Dues/Subscrip Director of Curr. Inst. & Ass.           | 8815 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$1,000          | \$1,000          | 100.00%            |
| Professional Develop Dir Curr. Inst. & Ass.                 | 8816 | \$1,000          | \$0              | \$1,000          | \$0              | \$1,000          | \$1,573          | \$1,000          | \$5,000          | \$4,000          | 400.00%            |
|   |      | <b>\$186,802</b> | <b>\$114,374</b> | <b>\$201,103</b> | <b>\$82,305</b>  | <b>\$152,473</b> | <b>\$169,839</b> | <b>\$185,500</b> | <b>\$288,644</b> | <b>\$103,144</b> | <b>55.60%</b>      |
| Salary Administrator of Prof Development                    | 8847 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | 0.00%              |
|   |      | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>0.00%</b>       |

| NAUSET REGIONAL SCHOOL DISTRICT<br>FY 2024 BUDGET WORKSHEET |      |                  |                  |                  |                  |                  |                  |                  |                  |                 | 1/10/2023<br>ver 3 |
|---|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|--------------------|
| <i>Region Shared - Central Office</i>                       |      |                  |                  |                  |                  |                  |                  |                  |                  |                 |                    |
|   |      | Budget           | Actual           | Budget           | Actual           | Budget           | Actual           | Budget           | Proposed         | Dollar          | %                  |
|   |      | 2019-2020        | 2019-2020        | 2020-2021        | 2020-2021        | 2021-2022        | 2021-2022        | 2022-2023        | 2023-2024        | Increase        | Increase           |
| Salaries Custodians   | 8869 | \$10,863         | \$10,075         | \$11,755         | \$10,658         | \$12,150         | \$9,167          | \$13,494         | \$14,435         | \$941           | 6.97%              |
|   |      | <b>\$10,863</b>  | <b>\$10,075</b>  | <b>\$11,755</b>  | <b>\$10,658</b>  | <b>\$12,150</b>  | <b>\$9,167</b>   | <b>\$13,494</b>  | <b>\$14,435</b>  | <b>\$941</b>    | <b>6.97%</b>       |
| Salary Nurse Leader   | 8874 | \$5,151          | \$5,151          | \$5,151          | \$5,360          | \$5,385          | \$0              | \$128,125        | \$131,328        | \$3,203         | 2.50%              |
| Professional Development Nurse Leader                       | 8883 | \$0              | \$0              | \$0              | \$0              | \$0              | \$300            | \$0              | \$500            | \$500           | 100.00%            |
| Substitute Nurse Training                                   | 8884 | \$0              | \$0              | \$0              | \$375            | \$0              | \$150            | \$1,000          | \$1,000          | \$0             | 0.00%              |
|   |      | <b>\$5,151</b>   | <b>\$5,151</b>   | <b>\$5,151</b>   | <b>\$5,735</b>   | <b>\$5,385</b>   | <b>\$450</b>     | <b>\$129,125</b> | <b>\$132,828</b> | <b>\$3,703</b>  | <b>2.87%</b>       |
| Salary Dir of Fin & Optns                                   | 8817 | \$147,794        | \$147,794        | \$151,488        | \$155,183        | \$151,488        | \$140,190        | \$174,250        | \$178,606        | \$4,356         | 2.50%              |
| Salary Business Office Staff                                | 8819 | \$322,763        | \$326,244        | \$319,425        | \$341,017        | \$347,166        | \$366,462        | \$372,009        | \$414,885        | \$42,876        | 11.53%             |
| Substitute Staffing Business Office                         | 8821 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%              |
| General Contracted Svcs Business                            | 8822 | \$15,525         | \$2,492          | \$15,525         | \$2,542          | \$15,525         | \$3,572          | \$15,525         | \$15,525         | \$0             | 0.00%              |
| Postage   | 8823 | \$5,000          | \$8,082          | \$5,000          | \$7,160          | \$5,000          | \$242            | \$5,000          | \$5,000          | \$0             | 0.00%              |
| Office Supplies Business                                    | 8824 | \$10,450         | \$13,175         | \$12,842         | \$13,902         | \$12,842         | \$12,892         | \$13,902         | \$13,902         | \$0             | 0.00%              |
| Office Equipment Business                                   | 8825 | \$5,600          | \$7,031          | \$5,600          | \$5,956          | \$7,100          | \$5,784          | \$7,100          | \$7,100          | \$0             | 0.00%              |
| Travel Business Manager                                     | 8826 | \$891            | \$325            | \$1,200          | \$82             | \$462            | \$44             | \$462            | \$462            | \$0             | 0.00%              |
| Meet/Dues/Subscriptions Business                            | 8827 | \$1,508          | \$3,655          | \$3,550          | \$4,135          | \$3,700          | \$4,251          | \$4,135          | \$4,251          | \$116           | 2.81%              |
| Professional Development Business                           | 8828 | \$3,763          | \$960            | \$1,700          | \$400            | \$1,700          | \$2,953          | \$1,700          | \$2,975          | \$1,275         | 75.00%             |
| Professional Dvlp Business Office                           | 8829 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%              |
|   |      | <b>\$513,294</b> | <b>\$509,758</b> | <b>\$516,330</b> | <b>\$530,377</b> | <b>\$544,983</b> | <b>\$536,390</b> | <b>\$594,083</b> | <b>\$642,706</b> | <b>\$48,623</b> | <b>8.18%</b>       |
| Salary Director of Student Services                         | 8858 | \$150,215        | \$166,433        | \$154,721        | \$140,000        | \$142,800        | \$133,000        | \$151,700        | \$155,493        | \$3,793         | 2.50%              |
| Salary Admin. Assistant to Director Student Services        | 8860 | \$71,101         | \$70,850         | \$72,872         | \$53,784         | \$56,591         | \$58,006         | \$80,000         | \$73,800         | -\$6,200        | -7.75%             |
| Office Supplies Dir of Student Services                     | 8862 | \$500            | \$0              | \$500            | \$500            | \$500            | \$348            | \$500            | \$500            | \$0             | 0.00%              |
| Meet/Dues/Pub Dir Student Services                          | 8864 | \$1,050          | \$1,030          | \$1,050          | \$1,200          | \$1,050          | \$0              | \$1,200          | \$1,200          | \$0             | 0.00%              |
|   |      | <b>\$222,866</b> | <b>\$238,313</b> | <b>\$229,143</b> | <b>\$195,484</b> | <b>\$200,941</b> | <b>\$191,354</b> | <b>\$233,400</b> | <b>\$230,993</b> | <b>-\$2,407</b> | <b>-1.03%</b>      |



| NAUSET REGIONAL SCHOOL DISTRICT                     |      |                  |                  |                  |                  |                  |                  |                  |                  |                 | 1/10/2023       |
|---|------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|-----------------|
| FY 2024 BUDGET WORKSHEET                            |      |                  |                  |                  |                  |                  |                  |                  |                  |                 | ver 3           |
| <i>Region Shared - Central Office</i>               |      |                  |                  |                  |                  |                  |                  |                  |                  |                 |                 |
|   |      | Budget           | Actual           | Budget           | Actual           | Budget           | Actual           | Budget           | Proposed         | Dollar          | %               |
|   |      | 2019-2020        | 2019-2020        | 2020-2021        | 2020-2021        | 2021-2022        | 2021-2022        | 2022-2023        | 2023-2024        | Increase        | Increase        |
| Salary Dir & Admin. Assistant to Human Resources    | 8830 | \$120,321        | \$125,009        | \$126,562        | \$130,532        | \$135,959        | \$172,400        | \$166,909        | \$210,125        | \$43,216        | 25.89%          |
| Consulting Human Resources                          | 8832 | \$300            | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0             | 0.00%           |
| Meet/Dues/Subscriptions Human Resources             | 8833 | \$1,058          | \$432            | \$350            | \$90             | \$450            | \$288            | \$450            | \$450            | \$0             | 0.00%           |
| Contracted Services Legal                           | 8834 | \$9,000          | \$2,368          | \$9,000          | \$6,392          | \$9,000          | \$16,520         | \$9,000          | \$16,520         | \$7,520         | 83.56%          |
| Professional Dev Human Resources                    | 8873 | \$1,000          | \$100            | \$0              | \$0              | \$100            | \$1,406          | \$100            | \$1,406          | \$1,306         | 1306.00%        |
| Advertising Human Resources                         | 8875 | \$2,400          | \$2,917          | \$2,700          | \$3,150          | \$3,000          | \$1,475          | \$3,150          | \$3,743          | \$593           | 18.83%          |
|   |      | <b>\$134,079</b> | <b>\$130,826</b> | <b>\$138,612</b> | <b>\$140,164</b> | <b>\$148,509</b> | <b>\$192,089</b> | <b>\$179,609</b> | <b>\$232,244</b> | <b>\$52,635</b> | <b>29.31%</b>   |
| Salary Director of Technology Integration           | 8836 | \$107,047        | \$115,561        | \$109,723        | \$125,426        | \$134,640        | \$140,000        | \$125,000        | \$105,575        | -\$19,425       | -15.54%         |
| Salary Chief Network Officer                        | 8865 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$19,012         | \$19,012        | 100.00%         |
| Salary Technician                                   | 8867 | \$63,886         | \$63,886         | \$66,234         | \$87,203         | \$113,118        | \$119,855        | \$129,480        | \$0              | -\$129,480      | -100.00%        |
| Salary Chief Technology Officer                     | 8886 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$117,875        | \$117,875       | 100.00%         |
| Contracted Svcs Technology                          | 8838 | \$47,546         | \$42,305         | \$45,154         | \$42,773         | \$49,745         | \$52,230         | \$51,237         | \$98,390         | \$47,153        | 92.03%          |
| Computer Supplies                                   | 8840 | \$1,500          | \$470            | \$1,500          | \$422            | \$1,500          | \$0              | \$1,500          | \$1,500          | \$0             | 0.00%           |
| Computer Software                                   | 8841 | \$1,500          | \$125            | \$1,500          | \$0              | \$1,500          | \$180            | \$1,500          | \$1,500          | \$0             | 0.00%           |
| Computer Hardware                                   | 8842 | \$2,500          | \$994            | \$2,500          | \$6,688          | \$2,500          | \$3,673          | \$6,688          | \$31,788         | \$25,100        | 375.30%         |
| Other Technology Expense                            | 8843 | \$2,000          | \$0              | \$2,000          | \$440            | \$2,000          | \$2,780          | \$2,000          | \$3,000          | \$1,000         | 50.00%          |
| Professional Development Technology                 | 8845 | \$1,000          | \$350            | \$1,000          | \$0              | \$1,000          | \$348            | \$1,000          | \$1,500          | \$500           | 50.00%          |
| Other District-Wide Supplies                        | 8887 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$5,000          | \$5,000         | 100.00%         |
| District-Wide Tech Infrastructure Maint. Contr. Sv. | 8888 | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$5,400          | \$5,400         | 100.00%         |
|   |      | <b>\$226,979</b> | <b>\$223,691</b> | <b>\$229,611</b> | <b>\$262,952</b> | <b>\$306,003</b> | <b>\$319,066</b> | <b>\$318,405</b> | <b>\$390,540</b> | <b>\$72,135</b> | <b>22.66%</b>   |
| ELL Coordinator                                     | 8866 | \$5,151          | \$5,151          | \$0              | \$5,551          | \$5,386          | \$0              | \$5,386          | \$0              | -\$5,386        | -100.00%        |
|   |      | <b>\$5,151</b>   | <b>\$5,151</b>   | <b>\$0</b>       | <b>\$5,551</b>   | <b>\$5,386</b>   | <b>\$0</b>       | <b>\$5,386</b>   | <b>\$0</b>       | <b>-\$5,386</b> | <b>-100.00%</b> |
| Salary Food Services Director                       | 8879 | \$80,557         | \$82,460         | \$84,521         | \$84,934         | \$86,633         | \$62,040         | \$105,044        | \$107,670        | \$2,626         | 2.50%           |
| Salary Food Services Bookkeeper                     | 8882 | \$48,681         | \$48,810         | \$51,576         | \$50,880         | \$53,625         | \$54,190         | \$57,414         | \$60,374         | \$2,960         | 5.16%           |
| Travel Food Services Director                       | 8880 | \$660            | \$144            | \$200            | \$0              | \$200            | \$0              | \$0              | \$0              | \$0             | 0.00%           |
|   |      | <b>\$129,898</b> | <b>\$131,414</b> | <b>\$136,297</b> | <b>\$135,814</b> | <b>\$140,458</b> | <b>\$116,230</b> | <b>\$162,458</b> | <b>\$168,044</b> | <b>\$5,586</b>  | <b>3.44%</b>    |

| NAUSET REGIONAL SCHOOL DISTRICT<br>FY 2024 BUDGET WORKSHEET |      |                 |                 |                 |                 |                 |                 |                 |                 |                | 1/10/2023<br>ver 3 |
|---|------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|----------------|--------------------|
| <i>Region Shared - Central Office</i>                       |      |                 |                 |                 |                 |                 |                 |                 |                 |                |                    |
|   |      | Budget          | Actual          | Budget          | Actual          | Budget          | Actual          | Budget          | Proposed        | Dollar         | %                  |
|   |      | 2019-2020       | 2019-2020       | 2020-2021       | 2020-2021       | 2021-2022       | 2021-2022       | 2022-2023       | 2023-2024       | Increase       | Increase           |
| Supplies Maintenance  | 8850 | \$1,500         | \$1,721         | \$1,500         | \$4,548         | \$1,721         | \$3,686         | \$4,548         | \$4,548         | \$0            | 0.00%              |
| Natural Gas   | 8851 | \$2,800         | \$1,425         | \$2,800         | \$1,378         | \$2,800         | \$1,816         | \$2,800         | \$4,200         | \$1,400        | 50.00%             |
| Electricity   | 8852 | \$11,287        | \$7,492         | \$11,287        | \$7,700         | \$11,287        | \$6,703         | \$11,287        | \$16,931        | \$5,644        | 50.00%             |
| Telephone   | 8853 | \$4,800         | \$2,941         | \$4,800         | \$3,192         | \$4,800         | \$3,216         | \$4,800         | \$4,800         | \$0            | 0.00%              |
| Water   | 8854 | \$1,056         | \$656           | \$1,056         | \$600           | \$1,056         | \$408           | \$1,056         | \$1,056         | \$0            | 0.00%              |
| Contracted Svcs General Maintenance                         | 8855 | \$2,500         | \$2,473         | \$2,500         | \$14,894        | \$2,473         | \$2,433         | \$2,473         | \$3,569         | \$1,096        | 44.32%             |
| Contracted Svcs Security                                    | 8856 | \$1,575         | \$2,952         | \$1,575         | \$1,500         | \$2,952         | \$1,830         | \$2,952         | \$2,952         | \$0            | 0.00%              |
| Contracted Svcs Extraordinary Maint.                        | 8857 | \$1,250         | \$1,937         | \$1,250         | \$0             | \$1,937         | \$0             | \$1,937         | \$1,937         | \$0            | 0.00%              |
|   |      | <b>\$26,768</b> | <b>\$21,597</b> | <b>\$26,768</b> | <b>\$33,812</b> | <b>\$29,026</b> | <b>\$20,092</b> | <b>\$31,853</b> | <b>\$39,993</b> | <b>\$8,140</b> | <b>25.55%</b>      |
| Joint Comte Secretary Salary                                | 8801 | \$700           | \$305           | \$700           | \$934           | \$700           | \$0             | \$700           | \$700           | \$0            | 0.00%              |
| Membership and Consultants                                  | 8802 | \$14,398        | \$12,193        | \$14,398        | \$11,547        | \$14,398        | \$12,917        | \$14,398        | \$19,488        | \$5,090        | 35.35%             |
|   |      | <b>\$15,098</b> | <b>\$12,498</b> | <b>\$15,098</b> | <b>\$12,481</b> | <b>\$15,098</b> | <b>\$12,917</b> | <b>\$15,098</b> | <b>\$20,188</b> | <b>\$5,090</b> | <b>33.71%</b>      |



|  |  |                    |                    |                    |                    |                    |                    |                    |                    |                  |                 |
|--|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------------------|-----------------|
| NAUSET REGIONAL SCHOOL DISTRICT                  |  |                    |                    |                    |                    |                    |                    |                    |                    |                  | 1/10/2023       |
| FY 2024 BUDGET WORKSHEET                         |  |                    |                    |                    |                    |                    |                    |                    |                    |                  | ver 3           |
| <i>Region Shared - Central Office</i>            |  |                    |                    |                    |                    |                    |                    |                    |                    |                  |                 |
|  |  | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Actual</b>      | <b>Budget</b>      | <b>Proposed</b>    | <b>Dollar</b>    | <b>%</b>        |
|  |  | <b>2019-2020</b>   | <b>2019-2020</b>   | <b>2020-2021</b>   | <b>2020-2021</b>   | <b>2021-2022</b>   | <b>2021-2022</b>   | <b>2022-2023</b>   | <b>2023-2024</b>   | <b>Increase</b>  | <b>Increase</b> |
| <b>SUB TOTAL REGION SHARED - CENTRAL OFFICE</b>  |  | <b>\$1,773,050</b> | <b>\$1,771,373</b> | <b>\$1,817,455</b> | <b>\$1,815,855</b> | <b>\$1,862,854</b> | <b>\$1,861,158</b> | <b>\$2,170,897</b> | <b>\$2,481,339</b> | <b>\$310,442</b> | <b>14.30%</b>   |
|  | Use of Title I Funds                             | 8812               | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (12,270)        | \$0                |                  |                 |
|  | Use of Title I Funds                             | 8813               | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (82,000)        |                  |                 |
|  | Move to Region Only Bill to Elementary Schools   | 8812               | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (31,519)        |                  |                 |
|  | Use of ESSER II & ESSER III Funds                | 8874               | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (128,125)       | \$ (131,328)       |                  |                 |
|  | Use of ESSER II & ESSER III Funds                | 8817               | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (29,810)        | \$0                |                  |                 |
|  | Use of ESSER II & ESSER III Funds                | 8819               | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (23,511)        | \$0                |                  |                 |
|  | Use of ESSER II & ESSER III Funds                | 8836               | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (105,575)       |                  |                 |
|  | Use of IDEA Funds                                | 8858               | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (10,000)        | \$ (15,000)        |                  |                 |
|  | Use of Title I Funds                             | 8860               | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (13,409)        | \$0                |                  |                 |
|  | Use of IDEA Funds                                | 8860               | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (5,000)         | \$0                |                  |                 |
|  | Use of ESSER II & ESSER III Funds                | 8866               | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (5,386)         | \$0                |                  |                 |
|  | Use of Cape Cod Tech Revolving Funds             | 8879               | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (27,721)        | \$ (27,721)        |                  |                 |
|  | Move to Region and Elementary Schools Cafeterias | 8879               | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (79,949)        |                  |                 |
|  | Move to Region and Elementary Schools Cafeterias | 8882               | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (48,299)        |                  |                 |
|  | Use of Summer Feeding Revolving Funds            | 8879               | \$0                | \$0                | \$0                | \$0                | \$0                | \$ (12,721)        | \$0                |                  |                 |
| <b>FY24 TOTAL REGION SHARED - CENTRAL OFFICE</b> |  | <b>\$1,773,050</b> | <b>\$1,771,373</b> | <b>\$1,817,455</b> | <b>\$1,815,855</b> | <b>\$1,862,854</b> | <b>\$1,861,158</b> | <b>\$1,902,944</b> | <b>\$1,959,948</b> | <b>\$57,004</b>  | <b>3.00%</b>    |



|  |                     |                     |                     |                   |                   |                   |                   |                   |             |                     |
|--|---------------------|---------------------|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------|---------------------|
| <b>NAUSET REGIONAL SCHOOL DISTRICT<br/>FY 2024 BUDGET WORKSHEET</b>  |                     |                     |                     |                   |                   |                   |                   |                   |             |                     |
| <b>Region Shared - Central Office</b>  |                     |                     |                     |                   |                   |                   |                   |                   |             | <b>1/10/2023</b>    |
| <b>CENTRAL OFFICE COSTS ALLOCATIONS</b>  |                     |                     |                     |                   |                   |                   |                   |                   |             | <b>ver 3</b>        |
| <b>COMPARISON 2024 vs 2023 vs 2022 vs 2021 vs 2020 vs 2019 vs 2018 vs 2017 vs 2016 vs 2015 vs 2014 vs 2013</b> |                     |                     |                     |                   |                   |                   |                   |                   |             |                     |
|  |                     |                     | <b>REGION</b>       | <b>STONY</b>      | <b>EDDY</b>       | <b>EASTHAM</b>    | <b>ORLEANS</b>    | <b>WELLFLEET</b>  |             |                     |
| <b>FY24</b>  |                     |                     | <b>60.59%</b>       | <b>9.85%</b>      | <b>9.85%</b>      | <b>8.68%</b>      | <b>6.59%</b>      | <b>4.45%</b>      |             | 100%                |
| FY23   |                     |                     | 60.43%              | 9.55%             | 9.55%             | 8.39%             | 7.17%             | 4.91%             |             | 100%                |
| FY22   |                     |                     | 61.84%              | 9.00%             | 9.00%             | 8.30%             | 7.41%             | 4.45%             |             | 100%                |
| FY21   |                     |                     | 60.83%              | 9.49%             | 9.49%             | 7.82%             | 8.02%             | 4.35%             |             | 100%                |
| FY20   |                     |                     | 60.75%              | 9.68%             | 9.68%             | 6.86%             | 8.74%             | 4.29%             |             | 100%                |
| FY19   |                     |                     | 59.79%              | 9.72%             | 9.72%             | 7.00%             | 9.03%             | 4.74%             |             | 100%                |
| FY18   |                     |                     | 59.53%              | 9.92%             | 9.92%             | 7.29%             | 8.69%             | 4.65%             |             | 100%                |
| FY17   |                     |                     | 60.40%              | 9.80%             | 9.80%             | 7.00%             | 8.44%             | 4.56%             |             | 100%                |
| FY16   |                     |                     | 60.42%              | 9.51%             | 9.51%             | 7.20%             | 8.63%             | 4.73%             |             | 100%                |
| FY 15  |                     |                     | 60.94%              | 9.12%             | 9.12%             | 8.08%             | 8.00%             | 4.74%             |             | 100%                |
| FY 14  |                     |                     | 60.19%              | 9.07%             | 9.06%             | 7.91%             | 8.37%             | 5.40%             |             | 100%                |
| FY 13  |                     |                     | 57.43%              | 10.03%            | 10.04%            | 9.13%             | 8.29%             | 5.07%             |             | 100%                |
| <b>Increase (Decrease) FY23 TO FY24</b>  |                     |                     | <b>0.16%</b>        | <b>0.30%</b>      | <b>0.30%</b>      | <b>0.29%</b>      | <b>-0.58%</b>     | <b>-0.46%</b>     |             |                     |
| <b>CENTRAL OFFICE COSTS ALLOCATIONS</b>  |                     |                     |                     |                   |                   |                   |                   |                   |             |                     |
|  |                     |                     | <b>REGION</b>       | <b>STONY</b>      | <b>EDDY</b>       | <b>EASTHAM</b>    | <b>ORLEANS</b>    | <b>WELLFLEET</b>  |             |                     |
|  |                     |                     | <b>60.59%</b>       | <b>9.85%</b>      | <b>9.85%</b>      | <b>8.68%</b>      | <b>6.59%</b>      | <b>4.45%</b>      |             | <b>100%</b>         |
| CO SALARIES  | \$1,655,556         | 1,655,556           | 1,002,937           | 163,072           | 163,072           | 143,702           | 109,101           | 73,672            |             | 1,655,556           |
| OTHER CENTRAL OFFICE EXPENSES  | \$304,392           | 304,392             | 184,400             | 29,983            | 29,983            | 26,421            | 20,060            | 13,545            |             | 304,392             |
| <b>TOTAL FY24 CENTAL OFFICE COSTS ALLOCATIONS</b>  | <b>\$1,959,948</b>  | <b>\$ 1,959,948</b> | <b>\$ 1,187,337</b> | <b>\$ 193,055</b> | <b>\$ 193,055</b> | <b>\$ 170,123</b> | <b>\$ 129,161</b> | <b>\$ 87,217</b>  |             | <b>\$ 1,959,948</b> |
| <b>TOTAL FY23 CENTRAL OFFICE COSTS ALLOCATIONS</b>   | <b>\$ 1,902,944</b> | <b>\$ 1,902,944</b> | <b>\$ 1,149,949</b> | <b>\$ 181,731</b> | <b>\$ 181,731</b> | <b>\$ 159,657</b> | <b>\$ 136,441</b> | <b>\$ 93,435</b>  |             | <b>1,902,944</b>    |
| <b>INCREASE (DECREASE) FROM FY23 TO FY24</b>   | <b>\$ 57,004</b>    | <b>\$ 57,004</b>    | <b>\$ 37,388</b>    | <b>\$ 11,324</b>  | <b>\$ 11,324</b>  | <b>\$ 10,466</b>  | <b>\$ (7,280)</b> | <b>\$ (6,218)</b> | <b>\$ -</b> | <b>\$ 57,004</b>    |

**Central Office FY2024 Budget**  
**Line Item Descriptions & Justification**

1/10/2022  
Ver 3

**8803 Salary Superintendent**

This line item funds the negotiated contract salary for the Superintendent.

**8805 Salary Administrative Assistant to the Superintendent**

This line item funds the Administrative Assistant to the Superintendent, salary is per contract. Line item increase due to an error in the amount budgeted in the prior year FY23.

**8807 Contracted Services Superintendent**

Line item provides funds for expert advice and consultation related to operations for the Superintendent. No funds are requested in this line item for FY24.

**8885 Contracted Professional Services Superintendent**

Line item provides funds for expert advice and consultation related to operations for the Superintendent. Line item is based on actual amounts to be spent in FY23.

**8808 Meeting Expense / Dues / Subscriptions Superintendent**

Membership in the MASS, AASA, & ASCD and subscription to the Education Week newspaper. Costs for coffee / refreshments meetings are paid from this account. Budget line item is based on actual amounts spent in FY22 and increased for FY24.

**8809 Travel Superintendent**

This line item in FY24 funds any repairs and maintenance required for the Central Office vehicles used for on and off Cape travel by the Superintendent and District staff. Budget line item is level funded in FY24.

**8810 Professional Development Superintendent**

Funds for three conferences: AASA (National), MASS (Mashpee), MASC (Hyannis). Budget line item is level funded in FY24.

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**8811 Salary Director of Curriculum, Instruction and Assessment**

This line item funds the salary for the Director of Curriculum, Instruction and Assessment. Total salary in FY24 is \$169,125 per contract language.

**8812 Salary Elementary Director of Curriculum, Instruction and Assessment**

This line item funds the salary for the Elementary Director of Curriculum, Instruction and Assessment. Total salary in FY24 is \$31,519. Line item will be billed to the five elementary schools and charged to the Region Only Budget. Previously, the funding allocation was from the Central Office operating budget and through Title I grant funding.



**8813 Salary Grant Manager/Administrative Assistant Director of Curriculum, Instruction and Assessment**

This line item funds the Grant Manager/Administrative Assistant salary to the Director of Curriculum, Instruction and Assessment. Funding for this position will be charged to Title I (\$82,000).

**8814 Travel Director of Curriculum, Instruction and Assessment**

This line item funds the travel costs for travel outside of the District for the Director of Curriculum, Instruction and Assessment. No funds are requested in FY24.

**8815 Meeting/Dues/Subscriptions Director of Curriculum, Instruction and Assessment**

This line item funds the costs for any professional associations and memberships for the Director of Curriculum, Instruction and Assessment.

**8816 Professional Development for Director of Curriculum, Instruction and Assessment**

This line item funds for conference fees for the Director of Curriculum, Instruction and Assessment. Previously, (previously for the Assistant Superintendent) these expenses were funded through grants. This line item is funded based on the Director's contract language for expense reimbursement.

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**8847 Salary Administrator of Professional Development**

Previously, this portion of the Assistant Superintendent's salary was allocated to professional Development. Line item was reclassified to #8811 (previously the Salary Assistant Superintendent in FY20 budget) Salary Director of Curriculum Instruction, and Assessment. This line item is no longer applicable.

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**8869 Salaries Custodian**

Salary for custodian to provide cleaning services at the Central Office. Amount is per contract language.

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**8874 Salary Nurse Leader**

This line item was previously the Nurse Coordinator Stipend. The Nurse Leader oversees required professional development for nurses and also interacts with our consultant physician on issues such as medications, allergies, etc. Amount is per contract language. No funding is requested in FY24 for Nurse Coordinator Stipend. This is now part of the Salary Nurse Leader salary \$131,328 and is funded through ESSER III Grant only in FY24.

**8883 Professional Development Nurse Leader**

This line item funds any professional development for the Nurse Leader in order to maintain her licenses and keep current in the field.

**8884 Substitute Nurse Training**

This line items provides funds for training substitute nurses who are new to the District. Budget line item is level funded in FY24.

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**8817 Salary Director of Finance & Operations**

This line item funds the salary for the Director of Finance & Operations. Total salary in FY24 is \$178,606.

**8819 Salary Business Office Staff**

Salaries and longevity costs for the Finance Office staff. All positions are non-union salaried positions. Positions are: Assistant Director of Finance & Operations, Administrative Assistant Accounts Payables (1 FTE). Previously, this was a combined position (.5 FTE Accounts Payable Finance Office and .5 FTE Human Resources). Payroll and Benefits Coordinator, Staff Accountant (1.0 FTE) and Administrative Assistant to the Director of Finance & Operations. Administrative Assistant Business Office (formerly Food Services Clerk/Bookkeeper (Business Office Clerk) has been reclassified to line item #8882 Salary Food Services Bookkeeper in order to align with the End of Year reporting requirements of the Department of Elementary and Secondary Education (DESE). (See Central Office Organizational Chart & Positions Listing). Total salaries for FY24 are \$414,885.

**8821 Substitute Staffing Business Office**

This line item covers the costs for substitute staffing for the business office staff when out on long-term leave as well as cross training as a result of an upcoming retirement to ensure a seamless transfer of duties. No funding is requested in FY24.

**8822 General Contracted Services Business**

Amount represents costs for E-Rate Consultant; copy machine leasing and applicable maintenance; maintenance contracts for other office machines; and other miscellaneous costs. Line item is level funded for FY24.

**8823 Postage**

Amount budgeted based on an average of prior year actual and prior year budgeted amounts and adjusted. The District is also interested in sending direct mail marketing to families to encourage them to choose Nauset Schools over Charter Schools. The District utilizes electronic e-mail whenever possible to reduce postage costs. Line item is level funded for FY24.

**8824 Office Supplies Business**

These funds are for office supplies (paper, ink cartridges, envelopes, files, etc.) as well as supplies for the postage machine. Line item is level funded for FY24.

**8825 Office Equipment Business**

Postage & folding machine maintenance; purchase replacement office equipment and furniture. Line item is level funded for FY24.

**8826 Travel Business Manager**

Travel allowance for the Director of Finance & Operations for travel outside of the District. Line item is level funded for FY24.

**8827 Meeting Costs, Dues and Subscriptions Business**

Meeting expenses (paper products & refreshments), dues and subscriptions for Business Office staff to stay current in their field. Line item has been increased for FY24 based on the actual amounts spent in FY22.



**8828 Professional Development Business**

Costs for any professional development for the Director of Finance & Operations. Line item is funded based on actual amounts spent in FY22.

**8829 Professional Development Business Office**

Costs for any professional development for the Business Office staff. No funding is requested for FY24.

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**8858 Salary Director of Student Services**

Director of Student Services salary is per contract language (\$155,493). Additional funding is through IDEA Grant (\$15,000) in FY24.

**8860 Salary Administrative Assistant to the Director of Student Services**

Salary and longevity for the Administrative Assistant to the Director of Student Services (\$73,800).

**8862 Office Supplies Director of Student Services**

Various office supplies and materials for the Director of Student Services. Line item is level funded for FY24.

**8864 Meeting, Dues Publications Director of Student Services**

Meetings, dues and subscriptions for the Director of Student Services to stay current in the field. Line item is level funded in FY24.

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**8830 Salary Director of Human Resources and Administrative Assistant**

Director of Human Resources salary is per contract. Also included in this line item is the Administrative Assistant Human Resources (1 FTE) which is a new position in FY23. Previously this position was a shared position, .5FTE Administrative Assistant Business Office and .5FTE Administrative Assistant for Human Resources. Increase in FY24 is due to changes in staffing and contract language.

**8832 Consulting Human Resources**

Funding is for expert advice and consultation related to human resources operations. No funding is being requested for FY24.

**8833 Meetings, Dues and Subscriptions Human Resources**

Meetings, dues and subscriptions for the Director of Human Resources to stay current in the field and Membership in the American Association of Personnel Administrators. Line item level funded for FY24.

**8834 Contracted Services Legal**

Expenses associated with the retention of legal counsel for labor and special education issues across all schools. Line item is level funded based on actual amounts spent in FY22.



**8873 Professional Development Human Resources**

Costs for any professional development for the Director of Human Resources. Line item is funded based on actual amounts spent in FY22.

**8875 Advertising Human Resources**

Funds the costs of advertising vacant positions and the cost of annual membership in School Spring an on-line employment search company. Line item is increased in FY24 per vendor contract.

**8836 Salary Director of Technology Integration**

Line item includes the salary for the Director of Technology Integration (\$105,575).

Previously, this line item included the salary for District-wide Technology Coordinator. This position has been reconfigured in FY23.

**8865 Salary Chief Network Officer**

Line item includes the partial salary for the Chief Network Officer (\$19,012). This position has been reconfigured in FY23.

**8867 Salary Technician**

This line item previously funded the salary for the Chief Technology Officer and Technology Technician. The Technology Department was reconfigured in FY23.

**8886 Salary Chief Technology Officer**

This line item funds the salary for the Chief Technology Officer. The Technology Department was reconfigured in FY23 (\$117,875).

**8838 Contracted Services Technology--\$98,390**

- **SoftRight**--The annual maintenance fee for our financial accounting software and additional related technical services related to icloud supports and migration. - **\$78,681**
- **Comcast/Open Cape**-- Internet Access and *Internet Provider*. - **\$3,402** (pending e-rate funds)
- **Sophos Filtering** and Sophos Phishing Licenses--*The Children's Internet Protection Act requires districts to filter internet services.* - **\$954**
- **Finaliste Platform/Blackboard Engage**--Currently, the District subscribes to Blackboard Engage web services. In FY24 Blackboard Engage will become Finaliste Platform providing the same services. This is a template based web design that allows the schools to easily manage their web page. In addition, the service provides teacher accounts for teachers to have classroom webpages. *All hosting and support is included.* - **\$2,188**
- **Airwatch MDM/Device Management**--The District uses an MDM system to manage iOS devices. The MDM is required and allows for the seamless integration for app and profile deployment, resetting passwords, data protection, remote wipe and full inventory reporting. - **\$315**
- **Veem Cloud Backup, Storage and Licensing**-- Storage Craft cloud based services secures and allows retrieval of student & staff files on & off-site. In 2006 *Federal Law mandated that all public and private institutions archive email correspondence for 7 years. In addition, user record and emails for up to 7 years upon their leaving or retiring from the School District. The cost is based on the number of staff in building.* -- **\$2,266**
- **Consulting**--*Higher level technology support for servers, firewalls, etc.* - **\$2,968**

- **Anti-Virus License**--Sophos is the cloud based application being used in the District to protect our technology from viruses and malware. The cost is based on the number of devices in each building. – included in with Sophos filtering.
- **Teach Point**--The District's evaluation reporting tool. All certified staff are reviewed using criteria listed in the TeachPoint forms. - **\$524**
- **Secure Email**--To ensure that sensitive data on students is protected when emailed, an encryption service is used to protect the data. - **\$1,179**
- **PDQ Deploy/Inventory**--This program is used to push out updates like Adobe Flash to computers eliminating the need for technical staff to "touch" each computer. - **\$138**
- **Google Enterprise** – Google meets and administrative console for education; includes messaging functions: gmail, calendar, contacts, google drive, documents and hangouts. - **\$96**
- **Adobe Sign Software**—E-signatures and digital signing software allows recipients to electronically sign documents by typing their name or uploading their signature on a computer. **\$1,806**
- **Zoom Software**—Video conferencing platform powers all of the District's communication needs, including meetings, chats, phone, webinars and online events. **\$2,824**
- **Smores Software**—Software tool for the design of online flyers and newsletters. **\$1,049**

#### **8840 Computer Supplies**

Funds are for various computer and printer supplies. Line item is level funded for FY24.

#### **8841 Computer Software**

Upgrades for existing or new software licenses – Microsoft Office, Gaggle and Log me in, etc. Line item is level funded for FY24.

#### **8842 Computer Hardware**

Funds are to maintain, repair, or replace outdated desktop computer hardware (\$5,000), access points, battery backup (\$5,783) for Central Office telephone system, firewall upgrade (\$21,005) and a shared backup server for the District.

#### **8843 Other Technology Expense**

Upgrades as needed and inclusive of Sonic Wall filtering software and hardware. Line item is level funded based on actual amounts spent in FY22 and increased slightly for FY24.

#### **8845 Professional Development Technology**

Costs for professional development / training for technology staff.

#### **8887 Other District-Wide Supplies**

New in FY24, this funds the costs for materials and supplies related to communication and outreach.

#### **8888 District-Wide Technology Infrastructure Maintenance Contracted Services**

New in FY24, this funds the costs for technology infrastructure, maintenance and support.



**8866 ELL Coordinator**

Stipend for the ELL Coordinator per contract. This person provides consultation and planning for students with limited English proficiency in all of our schools. No funding is requested in FY24. Funding is provided in Title IV.

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**8879 Salary Food Services Director**

This line item funds the salary for the District-wide Food & Nutrition Services Director (\$107,670). Additional funding is through Cape Cod Tech Revolving Account (\$27,721) and (\$79,949) to be charged to the various Cafeteria Revolving Accounts for the five elementary schools and the middle and high schools.

**8882 Salary Food Services Bookkeeper (Administrative Assistant Business Office)**

This line item funds the salary for the Business Office Clerk. Budgeted in this line item in order to align with the End of Year Reporting requirements of the Department of Elementary and Secondary Education (DESE). Increase in FY24 is per contract language (\$60,374). Additional funding (\$48,299) to be charged to the various Cafeteria Revolving Accounts for the five elementary schools and the middle and high schools.

**8880 Travel Food Services Director**

This line item funds any additional travel for Food & Nutrition Services Director for off Cape travel to conferences. No funding is requested in FY24.

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**8850 Supplies Maintenance**

Costs for cleaning supplies for the Central Office. Line item is level funded in FY24.

**8851 Natural Gas**

Natural gas cost has been increased for FY24 based on current market volatility and projected at 50% higher than FY23 budgeted amount.

**8852 Electricity**

Electricity costs has been increased for FY24 based on current market volatility and projected at 50% higher than FY23 budgeted amount.

**8853 Telephone**

The cost of telephone service (VOIP) voice over internet protocol new in FY20. Costs related to internet services have been reclassified to line item #8838 Contracted Services Technology. Funding in FY24 is level funded.

**8854 Water**

Costs for water service for Central Office. Funding in FY24 is level funded.

**8555 Contracted Services General Maintenance**

Contracted services for minor repairs—electrical, plumbing, HVAC, etc. for the Central Office. Line item is increased in FY24 based on actual amounts spent in FY22 and current amounts spent in FY23.

**8856 Contracted Services Security**

General maintenance by outside vendors such as security monitoring, lock smith, etc. for the Central Office. Budget line item is level funded in FY24.

**8857 Contracted Services Extraordinary Maintenance**

Contracted services for any unforeseen extraordinary maintenance costs for the Central Office. Line item is level funded in FY24.

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**8801 Joint Committee Secretary Salary**

Costs for recording secretary for up to four to five meetings annually. Budget line item is level funded for FY24.

**8802 Membership and Consultants**

Membership costs for four towns and the Region in the Massachusetts Association of School Committees, and on-line policy manual. Budget line item is increased in FY24 for additional services.

**NAUSET REGIONAL SCHOOL DISTRICT  
CAPITAL ARTICLE PLAN  
FISCAL YEAR 2024 ONLY**

| <b>Description</b>                                | <b>Amount</b>         |
|---|-----------------------|
| <b><u>Middle School:</u></b>                      |                       |
| Interactive classroom boards                      | 85,000                |
| New internet firewall                             | 41,000                |
| General repairs                                   | 35,000                |
| Roof repairs                                      | 16,622                |
| Replace classroom flooring                        | 25,000                |
| Mold remediation new flooring                     | 15,000                |
| Auditorium projector, screen & sound              | 44,000                |
| Replace Bathroom Partitions                       | 10,000                |
| Replace fire alarm system                         | Separate<br>Funding   |
| 2 new hot water pumps + 2 new boiler<br>feed pump | 25,000                |
| Retube heat exchangers                            | 46,000                |
| <b><u>Middle School Total</u></b>                 | <b><u>342,622</u></b> |
| <b><u>High School:</u></b>                        |                       |
| General plumbing repairs                          | 20,000                |
| General repairs - HVAC                            | 40,000                |
| General repairs                                   | 45,000                |
| Interactive classroom boards                      | 85,000                |
| Firewall Upgrade                                  | 55,000                |
| <b><u>High School Total</u></b>                   | <b><u>245,000</u></b> |
| <b><u>Administration Building:</u></b>            |                       |
| <b><u>Administration Total</u></b>                | <b><u>-</u></b>       |
| <b><u>Total Capital Articles</u></b>              | <b><u>587,622</u></b> |



# BREWSTER BUDGET FORECAST

FISCAL YEARS 2024-2028

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Peter Lombardi, Town Administrator

Mimi Bernardo, Finance Director

Donna Kalinick, Assistant Town Administrator

Town of Brewster, Massachusetts

December 12, 2022

# Agenda

- Where are we now: Recap of the FY23 Budget
- What can we afford: FY24 (and beyond) Budget Capacity
- Where do we go from here: Budget Development Guidelines
- What else is on the horizon: Financial Implications of Select Board Strategic Plan Goals

# Overview of FY23 Budget

- Continued conservative state aid and local receipt projections due to uncertainty of continued pandemic impacts, supply chain issues, and concerns about future recession
- Personnel expenses included 2.75% COLA, contractual step increases, and implementations of recommendations from compensation and classification study
- Level funded Town OPEB contribution at \$300k (\$267k in General Fund)
- Appropriated \$187.5k to Capital Stabilization and \$375k to Affordable Housing Trust from \$750k in Short-Term Rental (STR) revenues
- Created new Water Quality Capital Stabilization Fund and appropriated \$112.5k of STR revenues
- Created new Special Education Stabilization Fund and appropriated \$100k of available funding due to unanticipated significant increase in Ch. 70 school funding

## Overview of FY23 Budget (continued)

- Targeted staffing enhancements, including: new full-time CCSC Property Manager position, P/T Town Hall Floater, DNR Seasonal (2) Staff, P/T Town Nurse, and increased hours of ZBA Administrative support (new part-time positions are partially funded via ARPA in FY23-24)
- \$290,270 increase in Cape Cod Tech assessment, mainly due to 18 student Brewster enrollment increase
- 4.1% increase in Nauset Regional Assessment (5.74% operating budget increase)
- 2.5% increase in Brewster Elementary School operating expenses (not including health insurance and pension benefits)

# FY24 Budget Forecast: Revenue Assumptions

- **New Growth**
  - \$225k in FY24+
- **State Aid (cherry sheet)**
  - Level funded for FY24
  - 2% increases in FY25+
- **Local Receipts**
  - 6% increase for FY24 & FY25 estimates based on FY19-FY22 actuals and record-high Free Cash totals in FY21 & 22
  - Approx. 4.5% increase for FY26 through FY28
- **Short-term Rental Revenues**
  - \$100k increase to \$850k in FY24 based on \$1+M FY21 & 22 actuals
  - 5% increases in FY25+
  - 50% allocated to AHT, 25% to Capital Stabilization, 15% to Water Quality Stabilization (new in FY23), and 10% to General Fund



# FY24 Budget Forecast: Revenue Assumptions (cont'd)

- Solar Revenues

- \$20k in FY24+ to General Fund for Energy Manager
- \$70+k balance to Golf Department

- New Marijuana Revenues

- \$150,000 starting in FY25
- Increasing \$50,000 per year FY26-FY28

- Indirects

- Increased in FY23 (Golf & Water) to better reflect actual contributions
- 5% increases in FY24+

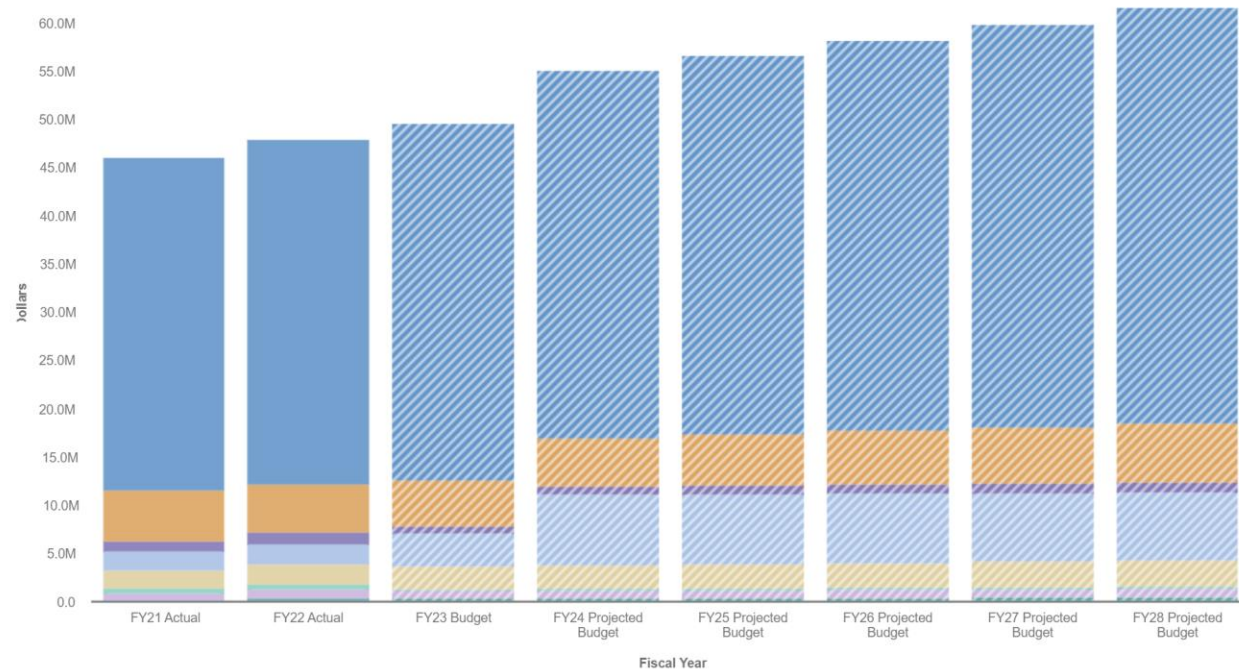
- Overlay Reserves (Abatements)

- \$250k FY24+ based on current balance and anticipated annual expenses, including expected expansion of targeted tax relief

### General Fund Financial Forecast FY24-28



Visualization



Sort By Chart of Accounts

- Taxes
- Local Receipts
- Short Term Rental Revenue
- Excluded Debt (Town & School)
- State Aid
- Transfers
- Ambulance Receipts Transfers
- Golf & Water Indirects

| Expand All                      | FY21 Actual          | FY22 Actual          | FY23 Budget          | FY24 Projected Budget | FY25 Projected Budget | FY26 Projected Budget | FY27 Projected Budget | FY28 Projected Budget |
|---------------------------------|----------------------|----------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| ▶ Taxes                         | \$ 34,562,555        | \$ 35,777,235        | \$ 36,948,880        | \$ 38,112,065         | \$ 39,295,394         | \$ 40,508,306         | \$ 41,751,540         | \$ 43,025,854         |
| ▶ Local Receipts                | 5,258,576            | 4,937,687            | 4,769,887            | 5,008,304             | 5,344,144             | 5,586,706             | 5,836,322             | 6,093,266             |
| ▶ Short Term Rental Revenue     | 1,033,274            | 1,229,255            | 750,000              | 850,000               | 892,500               | 937,125               | 983,981               | 1,033,180             |
| ▶ Excluded Debt (Town & School) | 1,987,130            | 2,111,089            | 3,454,311            | 7,274,256             | 7,230,626             | 7,178,736             | 7,145,076             | 7,113,189             |
| ▶ State Aid                     | 1,875,048            | 2,054,319            | 2,325,775            | 2,455,032             | 2,504,133             | 2,554,215             | 2,605,300             | 2,657,406             |
| ▶ Transfers                     | 515,049              | 550,709              | 176,785              | 177,383               | 183,591               | 190,017               | 196,668               | 203,551               |
| ▶ Ambulance Receipts Transfers  | 700,550              | 945,550              | 821,728              | 823,394               | 852,213               | 882,040               | 912,912               | 944,864               |
| ▶ Golf & Water Indirects        | 244,993              | 400,002              | 397,923              | 420,000               | 441,000               | 463,050               | 486,203               | 510,513               |
| <b>Total</b>                    | <b>\$ 46,177,174</b> | <b>\$ 48,005,846</b> | <b>\$ 49,645,289</b> | <b>\$ 55,120,434</b>  | <b>\$ 56,743,600</b>  | <b>\$ 58,300,195</b>  | <b>\$ 59,918,000</b>  | <b>\$ 61,581,822</b>  |

Data filtered by Revenues, General Fund and exported on December 9, 2022. Created with OpenGov

## FY24 Budget Projection: Expense Assumptions

- General Expenses 2%
- Personnel 2.5% COLA in FY24-26 (2% in FY27-28), plus step increases
- Nauset Schools 3% in FY24-25 (2.5% in FY26+)
- Cape Cod Tech 2.5% in FY24-26 (2.0% in FY27+)
- Pension 11% in FY24 (10% in FY25-26 and 9% in FY27-28)
- Health Insurance 5% in FY24+

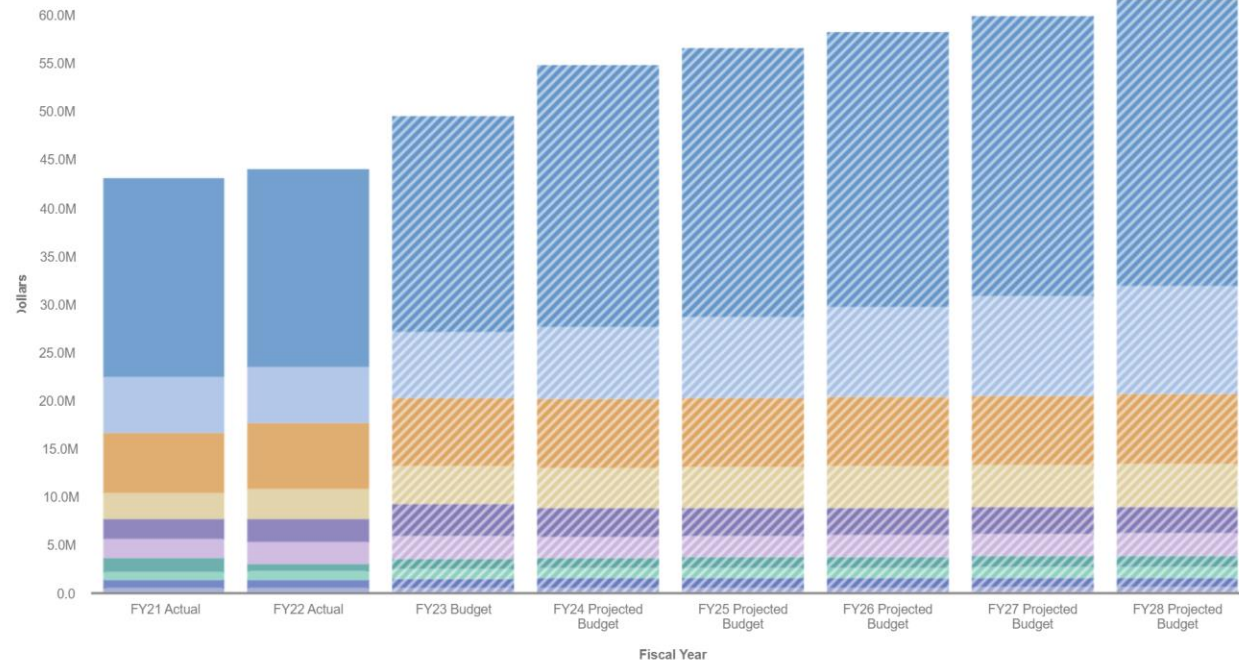
## FY24 Budget Projection: Expense Assumptions (cont'd)

- OPEB \$300k (\$267k from General Fund)
- Housing Trust \$425k (50% of STR revenues)
- Capital Stabilization \$212.5k (25% of STR revenues)
- Water Quality Stabilization \$127.5k (15% of STR revenues)

### General Fund Financial Forecast FY24-28



Visualization



Sort Large to Small

- Education
- Employee Benefits
- Public Safety
- General Government
- Town Debt
- Public Works
- Transfers In/Out
- Culture & Recreation
- Human Services
- Intergovernmental

| Collapse All                        | FY21 Actual          | FY22 Actual          | FY23 Budget          | FY24 Projected Budget | FY25 Projected Budget | FY26 Projected Budget | FY27 Projected Budget | FY28 Projected Budget |
|-------------------------------------|----------------------|----------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>▼ Education</b>                  | \$ 20,689,192        | \$ 20,540,036        | \$ 22,447,696        | \$ 27,242,709         | \$ 27,908,064         | \$ 28,549,456         | \$ 29,137,800         | \$ 29,737,493         |
| ▶ Operating Budgets                 | 20,009,668           | 19,685,282           | 21,487,225           | 22,126,264            | 22,784,334            | 23,418,778            | 23,998,240            | 24,592,069            |
| <b>▼ School Debt</b>                | 417,386              | 585,354              | 688,689              | 4,837,868             | 4,838,188             | 4,837,998             | 4,839,563             | 4,837,927             |
| ▶ NRSD - Excl Debt (via assessment) | 122,645              | 175,644              | 139,228              | 4,366,370             | 4,366,690             | 4,366,500             | 4,368,065             | 4,366,429             |
| ▶ CCT - Excl Debt (via assessment)  | 294,741              | 409,710              | 549,461              | 471,498               | 471,498               | 471,498               | 471,498               | 471,498               |
| ▶ Capital & Special Projects        | 262,138              | 269,400              | 271,782              | 278,577               | 285,541               | 292,680               | 299,997               | 307,497               |
| ▶ Employee Benefits                 | 5,825,136            | 5,883,936            | 6,857,698            | 7,452,173             | 8,409,359             | 9,367,451             | 10,299,768            | 11,243,658            |
| ▶ Public Safety                     | 6,231,318            | 6,830,039            | 7,034,141            | 7,186,442             | 7,210,399             | 7,229,324             | 7,248,628             | 7,268,318             |
| ▶ General Government                | 2,701,664            | 3,121,366            | 3,975,851            | 4,169,221             | 4,237,875             | 4,287,741             | 4,338,922             | 4,389,308             |
| ▶ Town Debt                         | 2,086,752            | 2,401,101            | 3,321,898            | 2,957,021             | 2,905,283             | 2,849,583             | 2,805,858             | 2,773,308             |
| ▶ Public Works                      | 2,042,765            | 2,214,839            | 2,359,842            | 2,236,954             | 2,257,473             | 2,278,416             | 2,299,793             | 2,321,612             |
| ▶ Transfers In/Out                  | 1,422,671            | 742,000              | 1,042,000            | 1,032,000             | 1,070,250             | 1,110,411             | 1,152,582             | 1,196,862             |
| ▶ Culture & Recreation              | 849,858              | 926,249              | 1,022,465            | 1,090,778             | 1,095,648             | 1,100,614             | 1,105,681             | 1,110,848             |
| ▶ Human Services                    | 782,264              | 829,980              | 927,978              | 964,067               | 970,745               | 977,557               | 984,504               | 991,591               |
| ▶ Intergovernmental                 | 637,629              | 659,514              | 639,160              | 650,691               | 660,798               | 671,058               | 681,474               | 692,048               |
| <b>Total</b>                        | <b>\$ 43,269,250</b> | <b>\$ 44,149,060</b> | <b>\$ 49,628,729</b> | <b>\$ 54,982,057</b>  | <b>\$ 56,725,893</b>  | <b>\$ 58,421,611</b>  | <b>\$ 60,055,009</b>  | <b>\$ 61,725,045</b>  |



## FY24 Budget Forecast: Excluded Debt

- Sea Camps Properties - \$20M debt issuance
  - 30-year term (level debt) – starting in FY23
  - \$981,623.00 payment in FY24
- Nauset High School - \$133M debt issuance
  - Assumed: 25-year term (level debt) – starting in FY24
  - +\$4.25M in FY24- Brewster's share
  - Approx. \$450 to \$500 annual cost for the average median home (\$636,700)
- Cape Cod Tech High School - \$81M debt issuance
  - 20-year term (level principal) – started in FY20
  - FY23 payment was \$549,461.00
  - FY24 payment will be \$471,498 based on 6 student decrease

## FY24 Budget Forecast Implications

- Estimated FY24 General Fund revenue totals:  
**\$55,120,434**
- Projected FY24 General Fund operating appropriations:  
**\$54,982,057**
- Estimated available FY24 levy capacity:  
**\$138,377**
- Limited levy capacity in FY25+ but no looming structural deficit if FY24 budget remains consistent with projections
- FY27-28 estimates result from compound effect of conservative revenue/expense driver assumptions (ie. local receipts and 5.74% increase in Nauset Regional Budget in FY23)
  - Largely consistent with medium-term assessment from last year's forecast

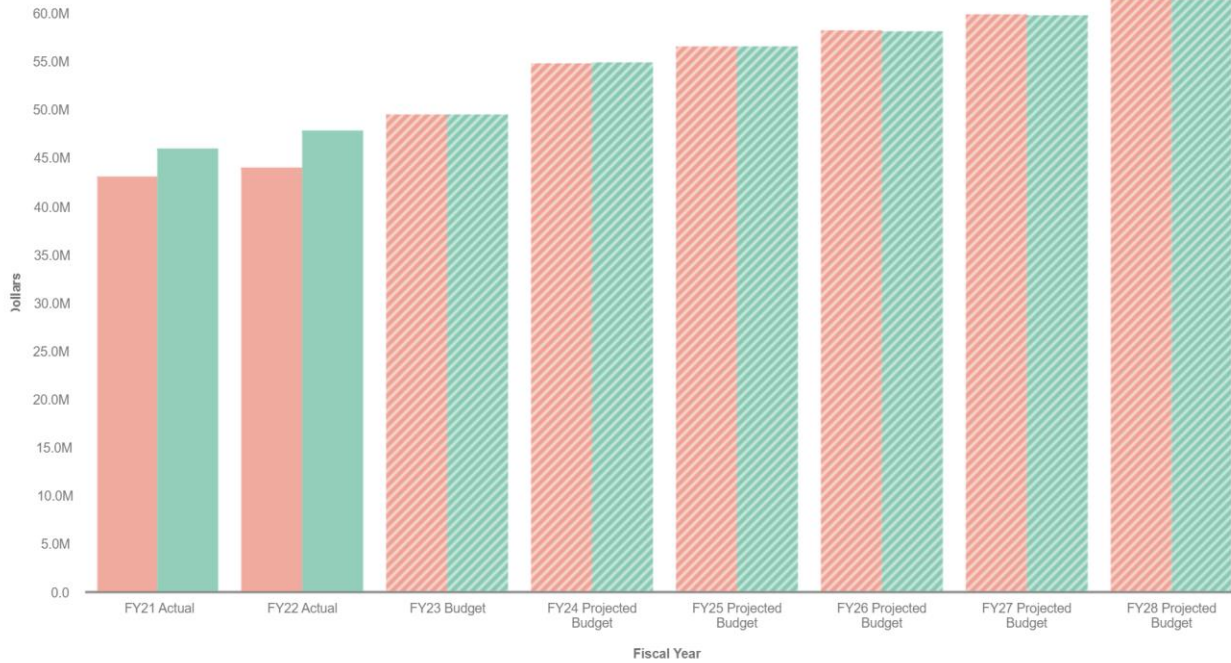
## General Fund Financial Forecast FY24-28



Visualization

Sort Large to Small

- Revenues
- Expenses



| Expand All                    | FY21 Actual         | FY22 Actual         | FY23 Budget      | FY24 Projected Budget | FY25 Projected Budget | FY26 Projected Budget | FY27 Projected Budget | FY28 Projected Budget |
|-------------------------------|---------------------|---------------------|------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| ▶ Revenues                    | \$ 46,177,174       | \$ 48,005,846       | \$ 49,645,289    | \$ 55,120,434         | \$ 56,743,600         | \$ 58,300,195         | \$ 59,918,000         | \$ 61,581,822         |
| ▶ Expenses                    | 43,269,250          | 44,149,060          | 49,628,729       | 54,982,057            | 56,725,893            | 58,421,611            | 60,055,009            | 61,725,045            |
| <b>Revenues Less Expenses</b> | <b>\$ 2,907,924</b> | <b>\$ 3,856,786</b> | <b>\$ 16,560</b> | <b>\$ 138,377</b>     | <b>\$ 17,707</b>      | <b>\$ -121,415</b>    | <b>\$ -137,009</b>    | <b>\$ -143,223</b>    |

Data filtered by Types, General Fund and exported on December 9, 2022. Created with OpenGov

# FY24 Budget Development

## Suggested operating budget guidance:

- *Target School expense increases of **3.0%***
  - Any increases above this amount will need to be funded via an operating override
- *Instruct Town Departments to deliver level services budget*
  - Department Head requests due January 6 - substantial increases require compelling rationale
  - Internal review completed by end of January
  - FY24 budget presentation on February 6 (joint meeting)
  - Department Head presentations planned for February 8 & 10 (joint meeting)

## Suggested capital budget guidance:

- *Update FY23-27 requests – goal to maintain ~\$1.75-2M annual commitment to funding capital needs via Free Cash*
  - Spring FY23 Department Head requests due December 22
  - FY23-27 CIP presentation planned for January 11 (joint meeting)
  - Supplemental FY23 capital needs to be addressed at Spring 2023 Town Meeting (\$2,641,154.00) in unappropriated Free Cash available)

# Select Board FY23-24 Strategic Plan Goals: Operating Budget Implications

- Complete Sea Camps discovery phase, including building inventories/assessment and continue to implement interim property management plan
- Continue to develop/refine and implement interim Sea Camps public access/use plans
- Identify and evaluate benefits of introducing/expanding targeted local tax relief policy options
- Develop five-year financial plan for the Affordable Housing Trust and determine whether additional funding streams should be explored to support housing initiatives at a range of income levels
- Identify priority areas to increase organizational capacity to meet enhanced service needs and expanded project demands and develop long term financing plan to fund necessary personnel
- Establish and communicate budget capacity to Nauset Schools officials based on the Town's current and long-term fiscal sustainability



# FISCAL YEAR 2024 BUDGET OVERVIEW

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Peter Lombardi, Town Manager

Mimi Bernardo, Finance Director

Donna Kalinick, Assistant Town Manager

Town of Brewster, Massachusetts

February 6, 2023

# Agenda

- Review of Updated Revenue Assumptions
- Summary of Expense Drivers and Major Changes
- Presentation of Proposed Budget Initiatives
- Summary of Budget Implications

# FY24 Budget: Revenue Projections

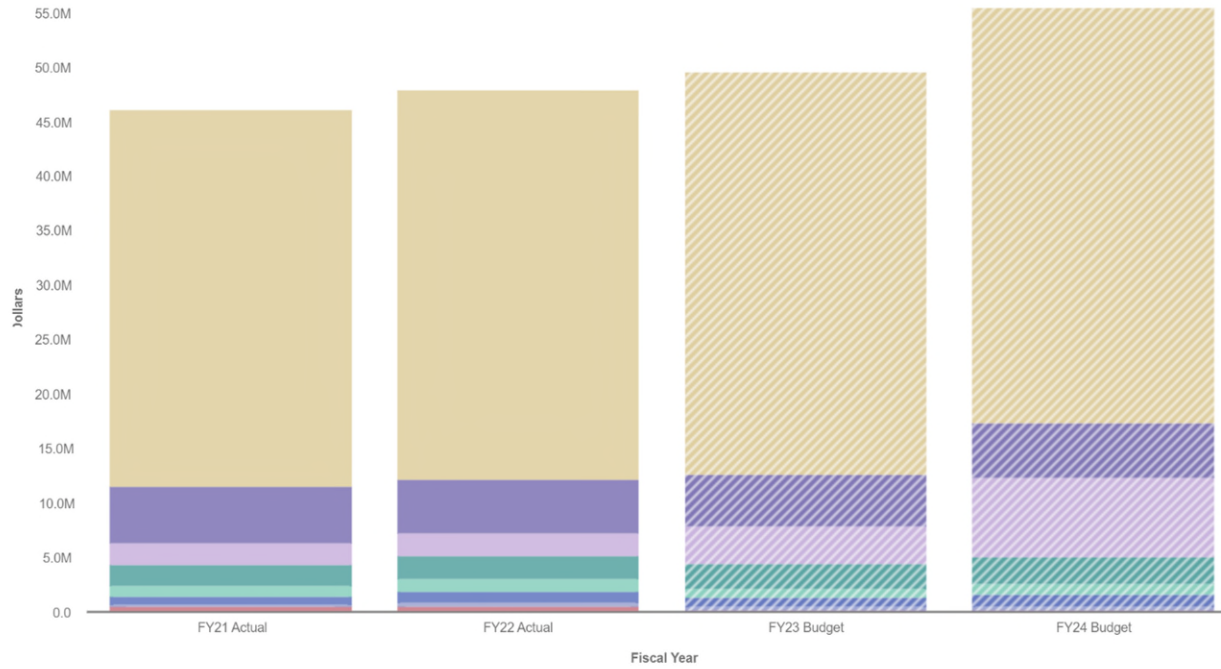
- **New Growth**
  - \$225k based on Assessor's analysis
- **State Aid (cherry sheet)**
  - Level funded FY23 actuals
  - State's recent consensus revenue hearing identified likely 1.6% increase
- **Local Receipts**
  - 5% increase from conservative FY23 assumptions
- **Short-term Rental Revenues**
  - \$250k increase to \$1M based on FY22 actuals (\$1.2+M) and FY23 estimates (~\$1.4M)

# FY24 Budget: Revenue Projections (cont'd)

- Ambulance Receipts
  - \$340k increase to \$1.062M, based on available balance and actual annual revenues; covers 1/3 of total Fire Dept operating expenses
- Water Indirects
  - \$3k increase to \$196k
- Golf Indirects
  - \$6k increase to \$212k
- Solar Revenues
  - \$22k to General Fund for part-time Energy Manager
  - \$69k to Golf Department
- New Marijuana Revenues
  - \$0 (anticipated facility openings by summer 2023)

## FY24 General Fund Revenues by Type

Visualization



Sort Large to Small

- Taxes
- Local Receipts
- Excluded Debt (Town & School)
- State Aid
- Short Term Rental Revenue
- Ambulance Receipts Transfers
- Golf & Water Indirects
- Transfers

| Expand All                      | FY21 Actual          | FY22 Actual          | FY23 Budget          | FY24 Budget          |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|
| ▶ Taxes                         | \$ 34,562,555        | \$ 35,777,235        | \$ 36,948,880        | \$ 38,110,535        |
| ▶ Local Receipts                | 5,258,576            | 4,937,687            | 4,769,887            | 5,008,304            |
| ▶ Excluded Debt (Town & School) | 1,987,130            | 2,111,089            | 3,454,311            | 7,252,202            |
| ▶ State Aid                     | 1,875,048            | 2,054,319            | 2,325,775            | 2,455,032            |
| ▶ Short Term Rental Revenue     | 1,033,274            | 1,229,255            | 750,000              | 1,000,000            |
| ▶ Ambulance Receipts Transfers  | 700,550              | 945,550              | 821,728              | 1,062,000            |
| ▶ Golf & Water Indirects        | 244,993              | 400,002              | 397,923              | 407,742              |
| ▶ Transfers                     | 515,049              | 550,709              | 176,785              | 181,685              |
| <b>Total</b>                    | <b>\$ 46,177,174</b> | <b>\$ 48,005,846</b> | <b>\$ 49,645,289</b> | <b>\$ 55,477,500</b> |

Data filtered by Revenues, General Fund, Administration/ Select Board and exported on February 3, 2023. Created with OpenGov

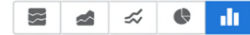


# Noteworthy FY24 Budget Expense Drivers: Forecast to Actual

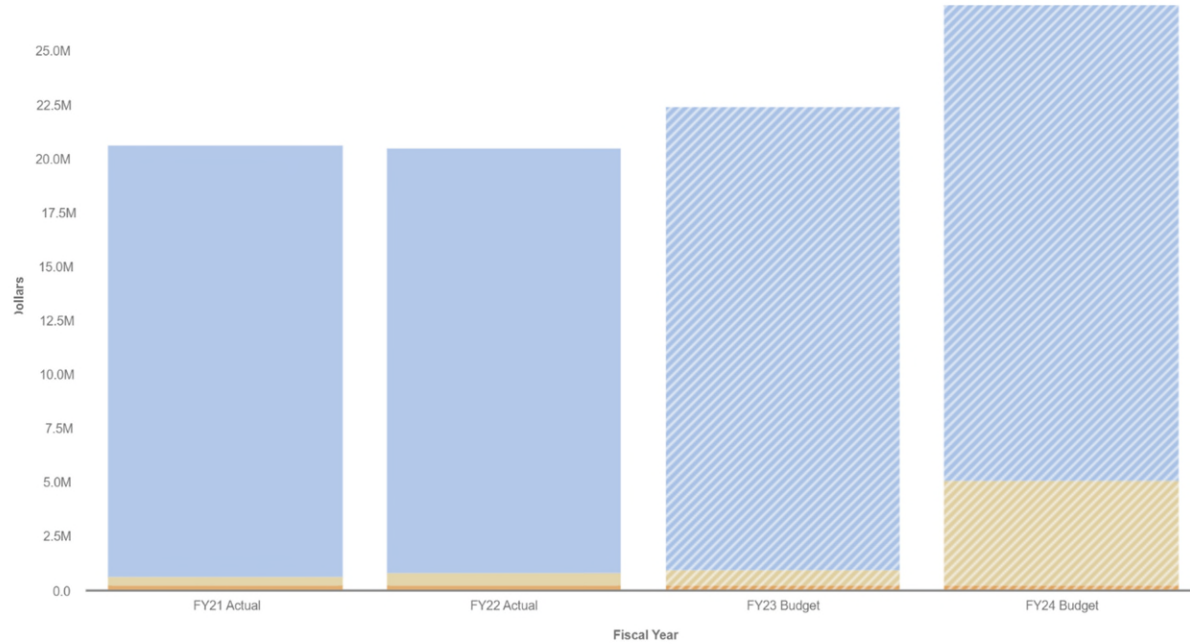
- Cape Cod Tech
  - Projected 2.5% operating increase (-1.1% decrease in Brewster enrollment relative to total student population)
  - \$78k debt decrease (due to enrollment decrease & declining assessment schedule – level principal)
- Nauset Regional
  - Projected 3.0% operating increase
  - Currently proposed ~7.0% operating increase (+1.46% increase due to Brewster enrollment relative to district)
- Brewster Elementary Schools
  - Projected 3% increase
  - Currently proposed 6.5% for Stony Brook and 7.8% for Eddy School

# FY24 Budgets for CCT, NRSD, & Brewster Elementary Schools

(This data assumes a 3% budget increase)



## Visualization



Sort **Large to Small**

- Operating Budgets
- School Debt
- Capital & Special Projects

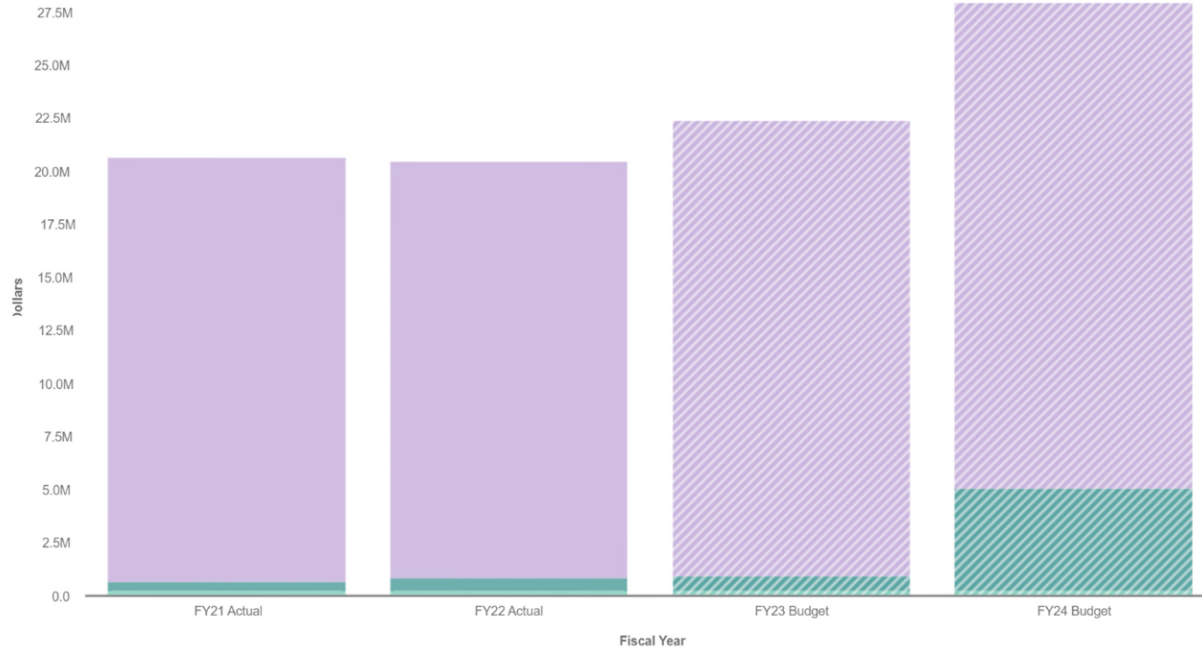
| Collapse All                               | FY21 Actual   | FY22 Actual   | FY23 Budget   | FY24 Budget   |
|--|---------------|---------------|---------------|---------------|
| <b>▼ Operating Budgets</b>                 | \$ 20,009,668 | \$ 19,685,282 | \$ 21,487,225 | \$ 22,022,262 |
| ▶ <b>NRSD</b>                              | 11,476,397    | 11,743,855    | 12,222,619    | 12,589,298    |
| ▶ <b>Stony Brook Elementary School</b>     | 4,053,833     | 3,775,078     | 4,327,328     | 4,457,148     |
| ▶ <b>Eddy Elementary School</b>            | 3,916,792     | 3,361,716     | 3,821,645     | 3,936,294     |
| ▶ <b>Cape Cod Tech High School</b>         | 562,646       | 804,633       | 1,115,633     | 1,039,522     |
| <b>▼ School Debt</b>                       | 417,386       | 585,354       | 688,689       | 4,837,868     |
| ▶ <b>NRSD - Excl Debt (via assessment)</b> | 122,645       | 175,644       | 139,228       | 4,366,370     |
| ▶ <b>CCT - Excl Debt (via assessment)</b>  | 294,741       | 409,710       | 549,461       | 471,498       |
| <b>▼ Capital &amp; Special Projects</b>    | 262,138       | 269,400       | 271,782       | 278,577       |
| ▶ <b>NRSD</b>                              | 262,138       | 269,400       | 271,782       | 278,577       |
| <b>Total</b>                               | \$ 20,689,192 | \$ 20,540,036 | \$ 22,447,696 | \$ 27,138,707 |

Data filtered by Education, General Fund, Administration/ Select Board, Expenses and exported on February 3, 2023. Created with OpenGov

## FY24 Budgets for CCT, NRSD, & Brewster Elementary Schools

(This data assumes a 7% budget increase for NRSD & BES)

### Visualization



Sort **Large to Small**

- Operating Budgets
- School Debt
- Capital & Special Projects

| Collapse All                             | FY21 Actual   | FY22 Actual   | FY23 Budget   | FY24 Budget   |
|--|---------------|---------------|---------------|---------------|
| <b>Operating Budgets</b>                 | \$ 20,009,668 | \$ 19,685,282 | \$ 21,487,225 | \$ 22,845,119 |
| <b>NRSD</b>                              | 11,476,397    | 11,743,855    | 12,222,619    | 13,078,202    |
| <b>Stony Brook Elementary School</b>     | 4,053,833     | 3,775,078     | 4,327,328     | 4,606,915     |
| <b>Eddy Elementary School</b>            | 3,916,792     | 3,361,716     | 3,821,645     | 4,120,480     |
| <b>Cape Cod Tech High School</b>         | 562,646       | 804,633       | 1,115,633     | 1,039,522     |
| <b>School Debt</b>                       | 417,386       | 585,354       | 688,689       | 4,837,868     |
| <b>NRSD - Excl Debt (via assessment)</b> | 122,645       | 175,644       | 139,228       | 4,366,370     |
| <b>CCT - Excl Debt (via assessment)</b>  | 294,741       | 409,710       | 549,461       | 471,498       |
| <b>Capital &amp; Special Projects</b>    | 262,138       | 269,400       | 271,782       | 278,577       |
| <b>NRSD</b>                              | 262,138       | 269,400       | 271,782       | 278,577       |
| <b>Total</b>                             | \$ 20,689,192 | \$ 20,540,036 | \$ 22,447,696 | \$ 27,961,564 |

Data filtered by Education, Governmental, Administration/ Select Board, Expenses and exported on February 3, 2023. Created with OpenGov

# Noteworthy FY24 Budget Expense Drivers: Forecast to Actual

- Health Insurance
  - Projected 5% overall increase
  - Actual % premium increase will be determined on Feb 8, 2023
- Pension
  - Projected 11% increase
  - Actual 11% increase based on experience
- Transfers Out
  - Projected \$50k increase to Affordable Housing Trust (50% of Short-term Rental revenues), \$25k to Capital Stabilization (25%), and \$15k to Water Quality Stabilization (15%)
  - Actual \$125k increase to Affordable Housing Trust, \$62.5k to Capital Stabilization, and \$37.5k to Water Quality Stabilization

# Noteworthy FY24 Budget Expense Drivers: Forecast to Actual

- Town Personnel\*
  - Projected 2.50% COLA, 3% step increases, and Phase 2 of Compensation & Class implementation
  - Actual 3% step increases, TBD COLA (funding in contractual obligations), and Phase 2 of Compensation & Class implementation
- Town Expenses
  - Projected 2% increase (not including health insurance & pension)
  - Actual 1.7% increase
- Total Town Operating Expenses
  - Actual 4.0% increase as proposed, with targeted staffing increases
  - Actual 3.4% increase, without targeted staffing increases

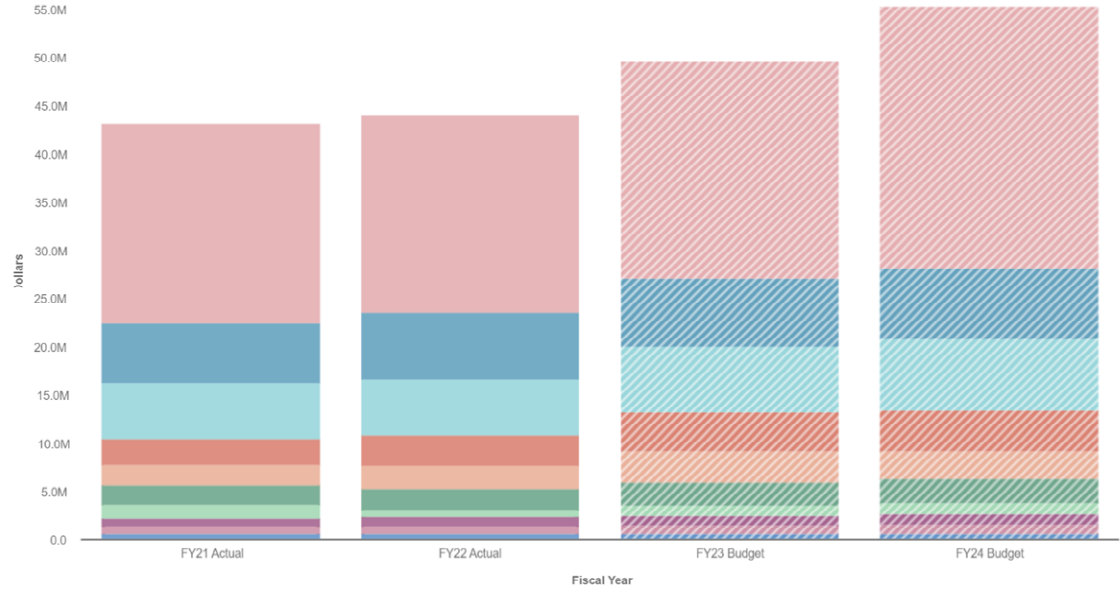
\* Note reduction in number of weeks from 52.2 in FY23 to 52 in FY24



## FY24 GF Expenses by Department

(This data assumes a 3% budget increase for NRSD & BES)

### Visualization



Sort **Large to Small**

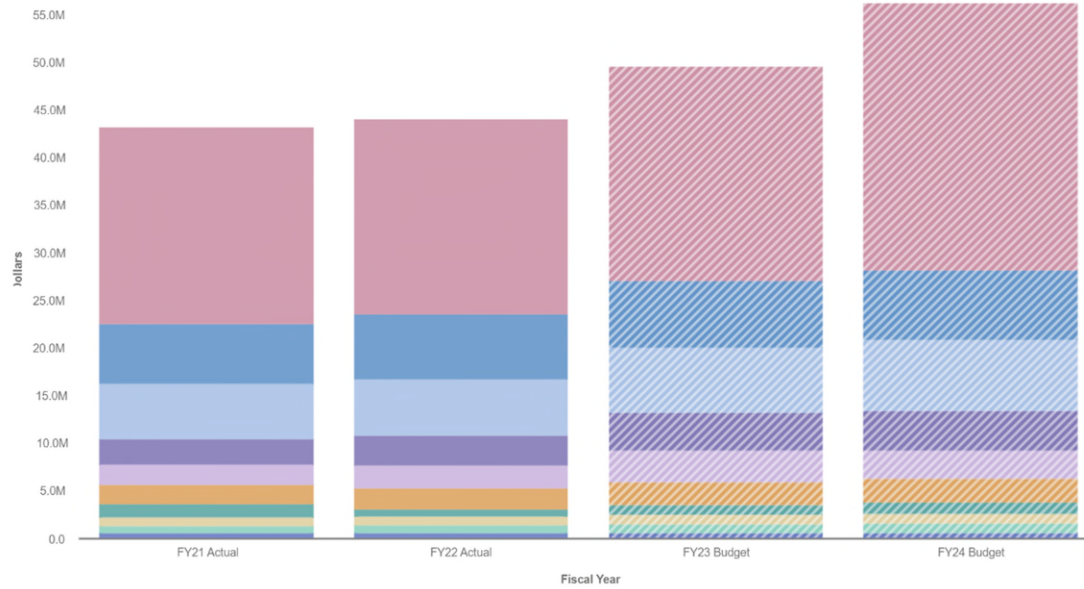
- Education
- Public Safety
- Employee Benefits
- General Government
- Town Debt
- Public Works
- Transfers In/Out
- Culture & Recreation
- Human Services
- Intergovernmental

| Collapse All                      | FY21 Actual          | FY22 Actual          | FY23 Budget          | FY24 Budget          |
|-----------------------------------|----------------------|----------------------|----------------------|----------------------|
| Education                         | \$ 20,689,192        | \$ 22,447,606        | \$ 24,447,606        | \$ 27,138,707        |
| Operating Budgets                 | 20,009,668           | 19,685,282           | 21,487,225           | 22,022,262           |
| NRSD                              | 11,476,397           | 11,743,855           | 12,222,619           | 12,589,298           |
| Stony Brook Elementary School     | 4,053,833            | 3,775,078            | 4,327,328            | 4,457,148            |
| Eddy Elementary School            | 3,910,792            | 3,361,716            | 3,821,645            | 3,936,294            |
| Cape Cod Tech High School         | 562,646              | 804,633              | 1,115,633            | 1,039,522            |
| School Debt                       | 417,386              | 585,354              | 688,689              | 4,837,868            |
| NRSD - Excl Debt (via assessment) | 122,645              | 175,644              | 139,228              | 4,366,370            |
| CCT - Excl Debt (via assessment)  | 294,741              | 409,710              | 549,461              | 471,498              |
| Capital & Special Projects        | 262,138              | 269,400              | 271,782              | 278,577              |
| Public Safety                     | 6,231,318            | 6,830,039            | 7,034,141            | 7,339,473            |
| Employee Benefits                 | 5,825,136            | 5,883,936            | 6,857,698            | 7,468,494            |
| General Government                | 2,701,664            | 3,121,366            | 3,975,851            | 4,159,373            |
| Town Debt                         | 2,086,752            | 2,401,101            | 3,321,898            | 2,957,646            |
| Public Works                      | 2,042,765            | 2,214,839            | 2,359,842            | 2,458,940            |
| Transfers In/Out                  | 1,422,671            | 742,000              | 1,042,000            | 1,167,000            |
| Culture & Recreation              | 849,858              | 926,249              | 1,022,465            | 1,079,961            |
| Human Services                    | 782,264              | 829,980              | 927,978              | 955,583              |
| Intergovernmental                 | 637,629              | 659,514              | 639,160              | 675,622              |
| <b>Total</b>                      | <b>\$ 43,269,250</b> | <b>\$ 44,149,060</b> | <b>\$ 49,628,729</b> | <b>\$ 55,400,799</b> |

## FY24 GF Expenses by Department

(This data assumes a 7% budget increase for NRSD & BES)

### Visualization



Sort **Large to Small**

- Education
- Public Safety
- Employee Benefits
- General Government
- Town Debt
- Public Works
- Transfers In/Out
- Culture & Recreation
- Human Services
- Intergovernmental

|  | FY21 Actual   | FY22 Actual   | FY23 Budget   | FY24 Budget   |
|--|---------------|---------------|---------------|---------------|
| <b>Collapse All</b>                        |               |               |               |               |
| ▼ <b>Education</b>                         | \$ 20,689,192 | \$ 20,540,036 | \$ 22,447,696 | \$ 27,961,564 |
| ▼ <b>Operating Budgets</b>                 | 20,009,668    | 19,685,282    | 21,487,225    | 22,845,119    |
| ▶ <b>NRSD</b>                              | 11,476,397    | 11,743,855    | 12,222,619    | 13,078,202    |
| ▶ <b>Stony Brook Elementary School</b>     | 4,053,833     | 3,775,078     | 4,327,328     | 4,606,915     |
| ▶ <b>Eddy Elementary School</b>            | 3,916,792     | 3,361,716     | 3,821,645     | 4,120,480     |
| ▶ <b>Cape Cod Tech High School</b>         | 562,646       | 804,633       | 1,115,633     | 1,039,522     |
| ▼ <b>School Debt</b>                       | 417,386       | 585,354       | 688,689       | 4,837,868     |
| ▶ <b>NRSD - Excl Debt (via assessment)</b> | 122,645       | 175,644       | 139,228       | 4,366,370     |
| ▶ <b>CCT - Excl Debt (via assessment)</b>  | 294,741       | 409,710       | 549,461       | 471,498       |
| ▶ <b>Capital &amp; Special Projects</b>    | 262,138       | 269,400       | 271,782       | 278,577       |
| ▶ <b>Public Safety</b>                     | 6,231,318     | 6,830,039     | 7,034,141     | 7,339,473     |
| ▶ <b>Employee Benefits</b>                 | 5,825,136     | 5,883,936     | 6,857,698     | 7,468,494     |
| ▶ <b>General Government</b>                | 2,701,664     | 3,121,366     | 3,975,851     | 4,159,373     |
| ▶ <b>Town Debt</b>                         | 2,086,752     | 2,401,101     | 3,321,898     | 2,957,646     |
| ▶ <b>Public Works</b>                      | 2,042,765     | 2,214,839     | 2,359,842     | 2,458,940     |
| ▶ <b>Transfers In/Out</b>                  | 1,422,671     | 742,000       | 1,042,000     | 1,167,000     |
| ▶ <b>Culture &amp; Recreation</b>          | 849,858       | 926,249       | 1,022,465     | 1,079,961     |
| ▶ <b>Human Services</b>                    | 782,264       | 829,980       | 927,978       | 955,583       |
| ▶ <b>Intergovernmental</b>                 | 637,629       | 659,514       | 639,160       | 675,622       |
| <b>Total</b>                               | \$ 43,269,250 | \$ 44,149,060 | \$ 49,828,729 | \$ 56,223,657 |

# Proposed FY24 Budget Initiatives

- Select Board FY23-24 Strategic Plan Goal SC-2: Continue to develop/refine and implement interim public access/use plans
- **Summer 2023 Brewster Community Pool Opening**
  - Pool expected to be open to residents from at least June 26 through August 15
  - Financially supported by initial \$200k appropriation from Free Cash in November 2022 to cover Year 1 start-up costs and operating expenses
  - 50% of new part-time (15 hours/week), seasonal (20 weeks) Recreation Dept Administrative Assistant (\$3k) paid from start-up appropriation - \$3k balance supported by General Fund
  - 100% of new seasonal pool attendants (7 days/week, 11 weeks/summer) paid from start-up appropriation (\$19k)
  - Planned solicitation to enter into contract with 3<sup>rd</sup> party service provider for lifeguards & pool management paid from start-up appropriation (~\$125k)
  - Pool fees from resident memberships expected to fully support future year pool operating expenses

# Proposed FY24 Budget Initiatives

- Select Board FY23-24 Strategic Plan Goal SC-2: Continue to develop/refine and implement interim public access/use plans
- **Summer 2023 First Light Beach**
  - Beach expected to be open to residents from Memorial Day through Columbus Day (weekends only before June 15 and after Labor Day); opening at 7AM
  - \$35k for First Light Beach gate attendants funded through Town's ARPA allocation

# Proposed FY24 Budget Initiatives

- Select Board FY23-24 Strategic Plan Goal SC-3: Launch community planning process, engage residents and stakeholders, determine support for constructing new community center on bay property, and develop long-term comprehensive plans for both properties
- **Community Engagement & Develop Comprehensive Plans**
  - Partner with Eastham via intermunicipal agreement to share planning staffing to meet project-specific organizational capacity needs
  - 8 hours/week for FY24 pilot program funded through Town's ARPA allocation (\$33k)



# Proposed FY24 Budget Initiatives

- Select Board FY23-24 Strategic Plan Goal G-7: Identify priority areas to increase organizational capacity to meet enhanced service needs and expanded project demands and develop long-term financing plan to fund necessary personnel
- Proposed Strategic Staffing Enhancements (8) - \$113k net impact on FY24 General Fund budget (including benefits)
- Building Department Local Inspector - \$5k
  - Increase hours from 35 to 37.5/week
- Recreation Department Assistant Director - \$8k
  - Increase hours from 35 to 40/week
- Part-time Police Department Custodian - net \$16k
  - Increase hours from 9 to 19/week

# Proposed FY24 Budget Initiatives (cont'd)

- Select Board FY23-24 Strategic Plan Goal G-7: Identify priority areas to increase organizational capacity to meet enhanced service needs and expanded project demands and develop long-term financing plan to fund necessary personnel
- **Part-time Health Inspector – net \$22k**
  - New 19 hour/week position to support current increased workload and anticipated expanded responsibilities
- **Part-time Town Clerk Administrative Assistant - \$17k**
  - New 15 hour/week position to support current increased workload
- **Assistant DPW Director – net \$70k including benefits**
  - New 40 hour/week position to align DPW staffing and management model with other comparable departments (ie. Water, Fire, Police)
  - Vacant full-time DPW Administrative Assistant position proposed to shift to part-time (19 hour/week) position

# Proposed FY24 Budget Initiatives (cont'd)

- Select Board FY23-24 Strategic Plan Goal G-7: Identify priority areas to increase organizational capacity to meet enhanced service needs and expanded project demands and develop long-term financing plan to fund necessary personnel
- **Golf Department Project Manager - \$98k including benefits**
  - New 37.5 hour/week position to expand capacity and support based on current and expected project coordination/oversight workload
  - Included in FY24 Golf Department Financial Forecast & 100% supported by Golf Enterprise Fund
- **Crosby Property Manager - \$8k**
  - Increase seasonal hours from 25 to 35 hours/week (6 months)
  - Supported by CY22 actual revenues and updated fee schedule & 100% supported by Crosby Revolving Fund

# Proposed FY24 Budget Initiatives

- Select Board FY23-24 Strategic Plan Goal H-1: Develop five-year financial plan for Affordable Housing Trust and determine whether additional funding streams should be explored to support housing initiatives at a range of income levels
- **Support recently adopted 5-Year Affordable Housing Trust Financial Plan**
  - Continue to direct 50% of Short-Term Rental revenues to Affordable Housing Trust (\$500k for FY24)
  - Also requires 30% target allocation identified by 5-Year Community Preservation Plan to be sustainable

# FY24 Budget Summary

- Estimated FY24 General Fund revenue totals:  
**\$55,477,500**
- Projected FY24 General Fund operating appropriations if Nauset Regional & Brewster School budgets at 3% estimate:  
**\$55,400,799**
- Estimated available FY24 levy capacity if Nauset Regional and Brewster School budgets at 3% estimate:  
**+\$77k**
- Projected FY24 General Fund operating appropriations if Nauset Regional & Brewster School budgets at 7% proposed:  
**\$56,223,657**
- Estimated available FY24 levy capacity if Nauset Regional and Brewster School budgets at 7% proposed:  
**-\$746k**

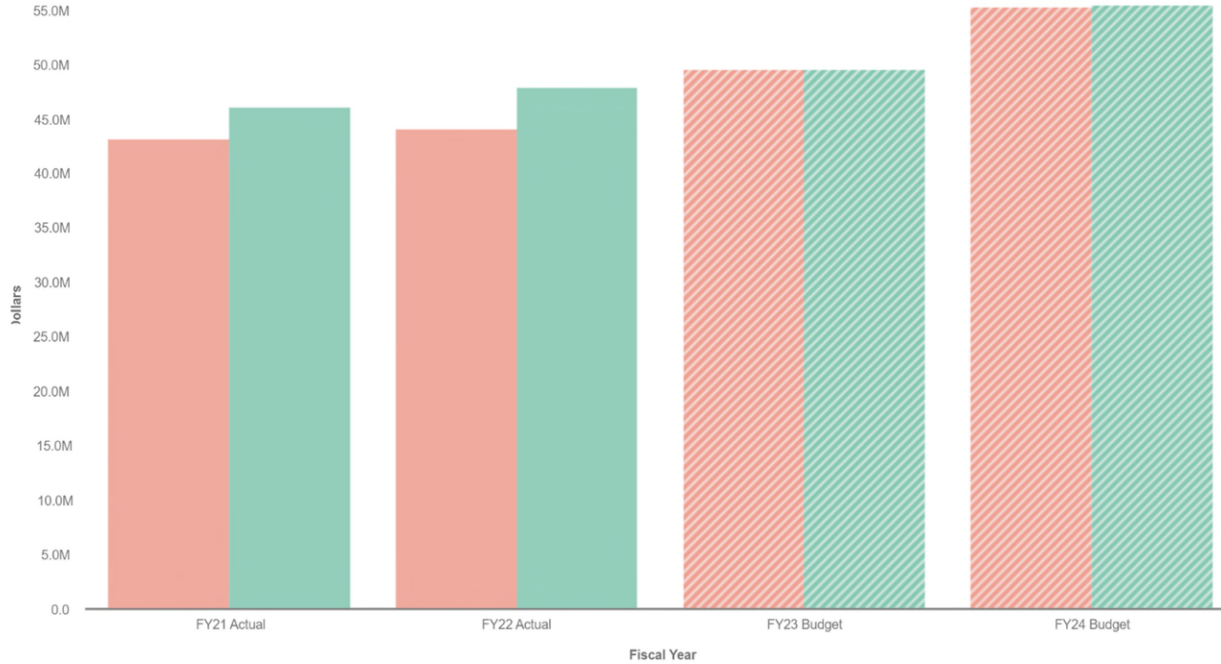


# FY24 Budget Summary – Schools at 3%

## FY24 General Fund Overview

This data assumes a 3% budget increase for NRSD & BES

### Visualization



Sort Large to Small

- Revenues
- Expenses

| Expand All                    | FY21 Actual         | FY22 Actual         | FY23 Budget      | FY24 Budget      |
|-------------------------------|---------------------|---------------------|------------------|------------------|
| ▸ Revenues                    | \$ 46,177,174       | \$ 48,005,846       | \$ 49,645,289    | \$ 55,477,500    |
| ▸ Expenses                    | 43,269,250          | 44,149,060          | 49,628,729       | 55,400,799       |
| <b>Revenues Less Expenses</b> | <b>\$ 2,907,924</b> | <b>\$ 3,856,786</b> | <b>\$ 16,560</b> | <b>\$ 76,701</b> |

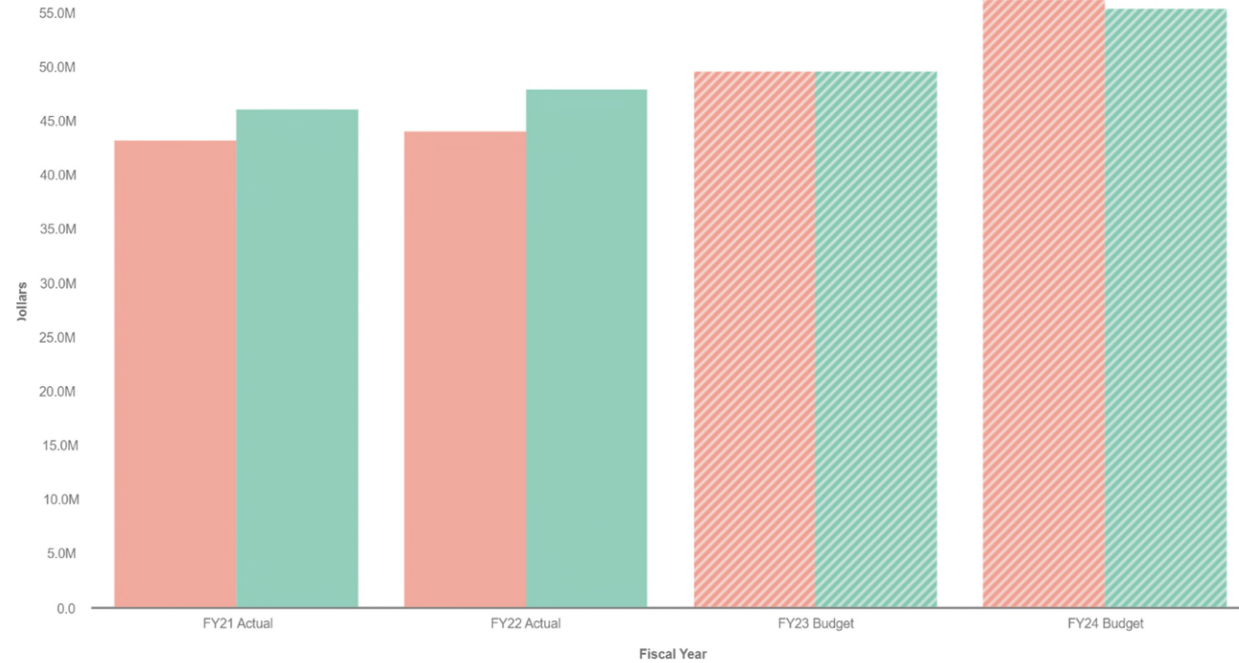
Data filtered by Types, General Fund, Administration/ Select Board and exported on February 3, 2023. Created with OpenGov

# FY24 Budget Summary – Schools at 7%

## FY24 General Fund Overview

This data assumes a 7% budget increase for NRSD & BES

### Visualization



Sort **Large to Small**

- Revenues
- Expenses

| Expand All                    | FY21 Actual         | FY22 Actual         | FY23 Budget      | FY24 Budget        |
|-------------------------------|---------------------|---------------------|------------------|--------------------|
| ▸ Revenues                    | \$ 46,177,174       | \$ 48,005,846       | \$ 49,645,289    | \$ 55,477,500      |
| ▸ Expenses                    | 43,269,250          | 44,149,060          | 49,628,729       | 56,223,657         |
| <b>Revenues Less Expenses</b> | <b>\$ 2,907,924</b> | <b>\$ 3,856,786</b> | <b>\$ 16,560</b> | <b>\$ -746,157</b> |

Data filtered by Types, General Fund, Administration/ Select Board and exported on February 3, 2023. Created with OpenGov

# FY24 Budget Policy Implications & Next Steps

- Select Board FY23-24 Strategic Plan Goal G-1: Establish and communicate budget capacity to Nauset School officials based on the Town's current and long-term fiscal sustainability
- Brewster's FY24 budget directive to Nauset & Brewster Schools: financial forecast identified ability to support 3% increase; any greater increase would require operating override(s)
- Town expenses can't be reduced by \$750k without dramatically impacting services and programs
- Only way to deliver balanced FY24 budget without operating override(s) based on currently proposed Nauset & Brewster School budgets is to direct ~85% of Town's estimated Short-Term Rental (STR) revenues to support operating budget (currently 10%)

# FY24 Budget Policy Implications & Next Steps

- Directing 85% of STR revenues to operating expenses will abandon our strategic approach to utilize them as a new funding source and will dramatically undermine the Affordable Housing Trust 5-Year Financial Plan
- Almost impossible to remove STR revenues as an operating budget funding source in future years if they are used in FY24 – equivalent to budget cut
- Assumption that FY24 Nauset & Brewster School budgets would be new baseline and concern that FY25+ school spending increases could exceed 5% again
- Communicate potential override implications to Nauset school officials based on current conditions as they continue to refine and finalize their respective budgets
- If deficit remains in March 2023, Town needs to decide on approach to operating override(s)

**Archived:** Friday, March 24, 2023 2:36:45 PM

**From:** [Colette Williams](#)

**Sent:** Friday, March 24, 2023 9:10:55 AM

**To:** [Peter Lombardi](#)

**Subject:** Levy Limit Override question

**Importance:** Normal

**Sensitivity:** None

---

Shall the Town of Brewster be allowed to assess an additional \$ [REDACTED] in real estate and personal property taxes for the purposes of **Funding the Town's Regional School District assessment** for the fiscal year beginning July 1<sup>st</sup>, 2023?

Or the reason could be: **Funding the operating budget of the Public Schools** another option highlighted below.

Took the above language from the DOR Prop 2 ½ Appendix A; copied and pasted below:

If the override is to fund personnel costs and other expenses normally appropriated as part of departmental operating budgets, the spending purpose may be broadly stated as in the following examples: • Funding the Town's operating budget. • Funding operating expenses and capital expenditures. • Providing for the general administrative cost of operating the schools, police department, fire department and other town departments. • Funding the operating budget of the Public Schools and the Municipal Government. • **Defraying school operating expenses**. • Funding the Town's Regional School District assessment.

Thank you,

Colette M. Williams, MMC/CMMC

Town Clerk

Records Access Officer

Brewster, MA

Beginning March 21, Brewster Town Offices will be open to the public Monday through Thursday from 8:30 to 4:00pm, and by appointment on Fridays. For the latest updates on Town services, please visit [www.brewster-ma.gov](http://www.brewster-ma.gov)

***\*The Commonwealth of Massachusetts Secretary of State has determined that e-mail is a public record***



## Education Laws and Regulations

### 603 CMR 41.00:

## Regional School Districts

### Section:

[41.01: Definitions](#)

[41.02: Reorganization Procedures](#)

[41.03: Department of Elementary and Secondary Education Approval](#)

[41.04: Municipal Representatives in Regional School District Collective Bargaining](#)

[41.05: Regional School District Budgets](#)

[41.06: Excess and Deficiency Funds](#)

[41.07: Fiscal Control of Regional School Districts by the Commissioner](#)

[View All Sections](#)

Most Recently Amended by the Board of Education: May 19, 2009

### 41.05: Regional School District Budgets

#### (1) Initial Adoption by the School Committee

(a) The regional school committee shall propose, by a majority vote, a budget containing all proposed operating expenditures, capital expenditures, and debt service payments to be paid from general revenues of the regional school district. The budget shall be classified into such line items as the regional school committee shall determine, provided that such line items shall be consistent with but need not be to the same level of detail as the chart of accounts required for the end of year reporting of expenditures pursuant to 603 CMR 10.03(3).

(b) The budget shall identify each separate revenue source, and the amount estimated for each revenue source; shall specify whether members' assessments are to be calculated pursuant to the statutory assessment method or the alternative assessment method; and shall specify the total amounts to be assessed to the members for the support of the budget.

(c) The regional school committee may include a line item in the budget for a reserve for extraordinary and unanticipated expenditures.

(d) The regional school committee may include a line item in the budget for transfers into a stabilization fund established pursuant to M.G.L. c.71, § 16G½. Proposed expenditures from this stabilization fund shall not be included in the budget, but shall be governed by the requirements of M.G.L. c.71, § 16G½.

(e) Expenditures from grant funds, revolving funds, trust funds, and other funds that by law may be expended by the regional school committee without further appropriation, shall not be included in the budget. A summary of projected receipts and expenditures in such funds shall be provided to the members for informational purposes only along with the budget.

(g) The regional school committee shall hold a public hearing on the proposed budget and, following such hearing, shall adopt a budget by a two-thirds vote, incorporating such changes from the proposed budget as the regional school committee deems appropriate.

(h) The treasurer of the regional school district shall certify and transmit the budget and the assessments to each member within 30 days after the school committee's adoption of the budget and, in any event, no later than April 30.

#### (2) Initial Action by the Local Appropriating Authorities

(a) The budget as adopted by the regional school committee and the member's assessment as certified by the treasurer of the regional school district, shall be placed before each local appropriating authority for its consideration. Notwithstanding any provision to the contrary in the regional agreement, approval of the budget shall require an affirmative vote of the appropriating authorities of two-thirds of the members. A vote by the local appropriating authority to appropriate the member's assessment shall constitute approval of the regional school district's budget. The use of the alternate assessment method shall require the approval of all of the members; such approval may be given by a separate vote of the appropriating authority, or if a separate vote is not taken, approval of a budget or assessment based on the alternate method shall be deemed approval of the method.

(b) If a local appropriating authority votes to appropriate a lower amount than the assessment as certified by the treasurer of the regional school district, such vote shall not constitute approval of the budget as submitted by the regional school committee. The regional school committee may consider such votes when it reconsiders the budget pursuant to 603 CMR 41.05(3).

(c) Approval of a budget based on the alternative assessment method shall be reported to the commissioner on the district's end of year financial returns.

### (3) Reconsideration of Rejected Budgets

(a) If the budget is not approved by two-thirds of the members, the regional school committee shall have 30 days from the date of disapproval by more than one-third of the members to reconsider, amend, and adopt a revised budget. With the approval of the Commissioner, this 30-day period may be extended an additional 15 days. Where the local appropriating authority is a town meeting and the annual town meeting is dissolved prior to voting on the budget, the budget shall be deemed disapproved by that member as of the date of such dissolution.

(b) The revised budget adopted by the regional school committee and the assessments corresponding to such budget may be less than, equal to, or greater than the amounts in the previously adopted budget.

(c) Within seven days following the regional school committee's adoption of a revised budget, the treasurer of the regional school district shall calculate and certify the assessment of each member and shall transmit the assessments and a copy of the revised budget to the members. Each member's local appropriating authority shall have 45 days from the date of the regional school committee's vote to meet and consider the revised budget.

(d) The approval of a revised budget shall be as set forth in 603 CMR 41.05(2)(a). If a local appropriating authority does not vote on the revised budget within the 45-day period, that member shall be deemed to have approved the revised budget.

(e) In a regional school district comprised of three or more members, if the revised budget is not approved, the regional school committee shall again reconsider, amend, and adopt a revised budget. The revised budget shall be resubmitted to the members pursuant to the provisions of 603 CMR 41.05(3).

(f) In a regional school district comprised of two members, if the revised budget is not approved by both members, the regional school committee shall again reconsider, amend, and adopt a revised budget and shall convene a district-wide meeting, at which the revised budget shall be placed before all voters eligible to vote at said meeting. If a majority of voters at this district-wide meeting votes to approve the revised budget, such vote shall constitute approval. If a majority of voters at this meeting votes to approve a greater or lesser amount for the budget, such amount shall be placed before the regional school committee for its ratification. If the regional school committee by a two-thirds vote ratifies this amount, it shall constitute approval. If the regional school committee rejects such greater or lesser amount, it shall again reconsider, amend, and adopt a revised budget and shall reconvene a district-wide meeting pursuant to the provisions of 603 CMR 41.05(3)(f).

(g) A district-wide meeting convened in accordance with 603 CMR 41.05(3)(f) shall only consider budgets based on the statutory assessment method.

(h) A regional school committee may reconsider, amend, and adopt a revised budget at any time prior to the approval of a previously adopted budget.

(i) If a local appropriating authority votes to approve an adopted budget subsequent to the required date for such action but prior to the regional school committee's revision of the budget, such vote shall be deemed valid.

(j) Whenever a member's assessment is reduced to a smaller amount than previously appropriated by the local appropriating authority, that appropriation shall automatically be reduced to the lesser amount.

#### **(4) Establishment of Budgets by the Commissioner**

English

(a) If the operating budget for a regional school district has not been approved by July 1, the superintendent of schools shall notify the Commissioner, and the Commissioner shall establish an interim monthly budget for the regional school district. The interim monthly budget shall be one-twelfth of the regional school district's budget for the prior fiscal year or such higher amount as the Commissioner may determine. The interim monthly budget shall remain in effect until an operating budget is approved pursuant to 603 CMR 41.05(3) or December 1, whichever comes earlier.

(b) If a regional school district's budget has not been approved by December 1 of the fiscal year, the Commissioner shall assume fiscal control of the regional school district pursuant to M.G.L. c.71, §16B, and 603 CMR 41.07, and shall establish the final budget for the fiscal year.

(c) Whenever the Commissioner establishes an interim or final budget for a regional school district under the provisions of 603 CMR 41.05(4), the treasurer of the regional school district shall calculate and certify to the members their respective assessments. Every member shall pay its respective assessment in accordance with the payment schedule in the regional agreement. The appropriation of funds to pay an assessment ordered by the Commissioner under 603 CMR 41.05(4) shall not be deemed approval by the municipality of the district's budget.

#### **(5) Amendments to Approved Budgets**

(a) A regional school committee may propose, with a two-thirds vote, an amendment to a previously approved budget. If such amendment results in an increase in the total amount of the budget or an increase in assessment for any member, such amendment shall be submitted to the local appropriating authorities for their approval. The treasurer of the regional school district shall submit the proposed amendment to the members within 7 days from the date of the regional school committee vote. The local appropriating authority of every member shall have 45 days from the date of the regional school committee's vote to meet and consider the amendment. The proposed amendment shall be effective if it is approved by two-thirds of the local appropriating authorities and by the local appropriating authority of any member whose assessment is increased.

(b) If a local appropriating authority does not vote on the proposed amendment within the 45-day period and that local appropriating authority has previously appropriated funds for its assessment in an amount greater than or equal to the member's assessment for the amended budget, that member shall be deemed to have approved the amended budget.

(c) If a proposed amendment to a previously approved budget does not increase the total amount of the budget and reduces or leaves unchanged the assessment for every member, the amendment shall not require approval by the local appropriating authorities and shall be effective upon a two-thirds vote of the regional school committee.

(d) If the Commissioner adjusts the required local contribution of any member or members subsequent to the approval of the budget, the regional school committee shall propose an amendment to the budget to reflect such adjustments.

(e) Whenever a member's assessment is reduced to a smaller amount than previously appropriated by the local appropriating authority, the appropriation shall automatically be deemed to be reduced to such lesser amount.

(f) Transfers from one budget line item to another shall require and be effective upon approval of the regional school committee. Such approval shall be by a majority vote of the regional school committee unless otherwise specified in the regional agreement. Authority for such transfers may not be delegated.

#### **(6) Changes to Budget upon Admission or Withdrawal of Members**

(a) The treasurer of the regional school district shall include prospective members in the calculation of assessments for the fiscal year in which the members will be admitted. If such assessments are based upon enrollment in the prior fiscal year, the treasurer of the regional school district, with the approval of the Commissioner, shall estimate the enrollment to be used for prospective members. The local appropriating authorities of prospective members shall vote on the district budget for the fiscal year in which the members will be admitted and on the same terms and conditions as if they were a member.

(b) The treasurer of the regional school district shall exclude withdrawing members from the calculation of assessments for the fiscal year in which such withdrawal will take place. The local appropriating authority of the withdrawing members shall not vote on the district budget for the fiscal year in which they will no longer be a member.

(7) **Department Opinions.** The regional school committee or the mayor or board of selectmen of a member may request the Commissioner issue an opinion as to whether

- (a) the assessments of members have been calculated correctly; and
- (b) whether the budget of the regional school district has been approved in accordance with statutory and regulatory requirements.

(8) **State Review.** The Commissioner, in consultation with the Commissioner of Revenue, may request any regional school committee to submit its proposed budget for review prior to its adoption by the regional school committee. Upon such request, the regional school committee shall provide the Department within 7 days with a copy of its proposed budget and all other information as requested by the Commissioner. The regional school committee shall not vote on the adoption of the budget, and the treasurer of the regional school district shall not certify assessments to the members unless and until the Commissioner and the Commissioner of Revenue jointly determine that the proposed budget is in balance.

**Regulatory Authority:**

603 CMR 41.00: M.G.L. c. 69, §1B; c. 71, §14B and §16D; c. 150E, §1.

**Disclaimer:**

For an official copy of these regulations, please contact the State House Bookstore, at 617-727-2834 or visit [Massachusetts State Bookstore](#).

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Last Updated: June 3, 2009

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## NAUSET REGIONAL SCHOOL DISTRICT AGREEMENT

The agreement for the establishment of the Nauset Regional School District, as heretofore amended, is hereby further amended to read as follows:

Agreement for a regional school district for the Towns of Brewster, Eastham, Orleans and Wellfleet, Massachusetts (hereinafter sometimes referred to as the member towns), such district to be called "Nauset Regional School District."

### SECTION I

#### Membership of the Regional District School Committee

- A. Number of Members. The Regional School District Committee, hereinafter referred to as the Committee, beginning with the annual town elections of 2003, shall consist of ten members, four from the Town of Brewster, three from Orleans, two from Eastham, and one from Wellfleet. To achieve proportional representation on the Committee, effective following the annual elections of 2003, the members from Brewster, Eastham and Wellfleet shall have one vote per member, and the members from Orleans .8 (8/10) votes per member. All ten members shall be elected by their individual towns, as prescribed in Paragraph B. below.
- B. Election of Members. The Nauset Regional School District shall consist of four member towns, each of which shall elect representatives to serve for three-year terms as described above; provided, however, that any member elected prior to 2001 shall serve for a three-year term.

At the annual town elections in 2002, Brewster and Orleans shall elect one member each for terms of three years. At the 2003 elections, Brewster, Eastham, and Orleans shall elect one member each, for terms of three years. At the 2004 elections, Brewster shall elect two members, and Eastham, Orleans and Wellfleet one member each, for terms of three years. The terms of all such elected members shall commence on the day following their election and continue for the terms for which they are elected and thereafter until their successors are elected and qualified. Thereafter, at every succeeding annual or special town election when a member town is required to elect a member each town shall elect such member to serve on the Committee for a term of three years commencing on the day following such election.

- C. Holding Office/Vacancies. Each member shall hold office during his term and thereafter until the appointment, or election and qualification of his



successor. If a vacancy exists, the Selectmen of the member town or towns of the district involved shall appoint a member to serve until the next annual or special town election and at such election, a successor to serve for the unexpired term, if any, shall be elected.

- D. Officers of the Committee. Annually upon the election or appointment and qualification of its members, the committee shall organize and choose by ballot a chairman and vice-chairman from its own membership. At the same meeting or at any other meeting the Committee shall appoint a treasurer and secretary who may be the same person but who need not be members of the Committee, choose such other officers as it deems advisable, determine the terms of office of its officers (except the Chairman and Vice-Chairman who shall be elected annually as provided above) and prescribe the powers and duties of any of its officers, fix the time and place for its regular meetings, and provide for the calling of special meetings.

## SECTION II

### Types of Regional District Schools

The regional district schools shall consist of facilities to serve the needs of grades six through twelve.

The Committee is hereby authorized to establish and maintain state-aided vocational education, acting as trustees therefore, in accordance with the provisions of Chapter 74 of the General Laws and Acts amendatory thereto or dependent thereon, if the Committee deems it desirable.

## SECTION III

### Locations of Regional District Schools

The regional district schools shall be located within the district and within a five-mile radius from the intersection of Mid-Cape Highway (Route 6) and Samoset Road (in Eastham).

## SECTION IV

### Apportionment and Payment of Costs Incurred by the District

- A. For the purpose of apportioning assessments levied by the district against the member towns, costs shall be divided into two categories, capital costs and operating costs.

- B. Capital costs shall include all expenses in the nature of capital outlay such as the cost of acquiring land, the cost of constructing, reconstructing and adding to buildings, and the cost of remodeling or making extraordinary repairs to a school building or buildings, including without limitation the cost of the original equipment and furnishings for such buildings or additions, plans, architects' or consultants' fees, costs of sewage treatment or disposal, grading and other items incidental to placing school buildings and additions and related premises in operating condition and any other costs (whether or not so financed) which the district is or may be authorized by statute to finance by the issue of bonds. Capital costs shall also include payment of principal and interest on bonds or other obligations issued by the district to finance the foregoing costs. Capital costs represented by debt service shall be apportioned as capital costs of the year in which the debt service falls due.
- C. Operating costs shall include all costs not included in capital costs as defined in Section IV (B) but including interest on temporary notes issued by the districts in anticipation of revenue.
- D. Payment of all capital costs in any fiscal year shall be apportioned among the member towns on the basis of their respective enrollments in the regional district schools on October 1 of the preceding fiscal year.
- E. Operating expenses of each fiscal year shall be apportioned to the member towns on the basis of their respective enrollments in the regional district schools, publicly-funded charter schools and public schools of choice, on October 1 of the preceding fiscal year.
- F. Each member town shall pay its proportionate share of the capital and operating expenses to the regional school district in each fiscal year in four equal installments on or about the first days of September, December, March and June, such schedule to be set by mutual agreement of the Boards of Selectmen of the member towns, and the School Committee. If mutual agreement cannot be reached, the payments shall be due on the first days of those months.

## SECTION V

### Transportation

Transportation of all pupils to and from the regional district schools shall be furnished by the regional school district and the cost thereof shall be apportioned among the member towns as an operating expense.

## SECTION VI

### Admission of Additional Towns

By an amendment of this agreement adopted under and in accordance with Section VIII below, any other town or towns may be admitted to the regional school district upon adoption as herein provided of such amendment and upon acceptance by the town or towns seeking admission of the agreement as so amended and also upon compliance with such provisions of law as may be applicable and such terms as may be set forth in such amendment.

## SECTION VII

### Separation

- A. Any member town may petition to withdraw from the regional school district under terms stipulated in a proposed amendment to the agreement provided (1) that the town seeking to withdraw shall remain liable for any unpaid operating costs which have been certified by the district treasurer to the treasurer of the withdrawing town, including the full amount so certified for the year in which such withdrawal takes effect, and (2) that said town shall remain liable to the district for its share of the indebtedness, other than temporary indebtedness incurred in anticipation of revenue, of the district outstanding at the time of such withdrawal, and for interest thereon, to the same extent and in the same manner as though the town had not withdrawn from the district except that (i) where any portion of such liability is computed on the basis of pupil enrollment, such portion shall be assessed as if the withdrawing town had the same pupil enrollment in each grade each year as it had on the October 1 preceding its withdrawal, and (ii) such liability shall be reduced by any amount which such town has paid over at the time of withdrawal and which as been applied to the payment of such indebtedness or interest.
- B. Said petitioning town shall cease to be a member town if the proposed amendment is approved by the Committee and accepted by the petitioning town and each of the other member towns, acceptance by the petitioning town and by the other member towns to be by majority vote at an annual or special town meeting.
- C. Money received by the district from the withdrawing town for payment of funded indebtedness or interest thereon shall be used for this purpose only, and until so used shall be deposited in trust in the name of the

district with a bank or trust company having its principal office in Massachusetts having a combined capital and surplus of not less than \$5,000,000.

- D. Upon the effective date of withdrawal the terms of office of all members serving on the Committee from the withdrawing town shall terminate and the total membership of the Committee, as provided in Section IA, shall be decreased accordingly.

## SECTION VIII

### Amendments

This agreement may be amended from time to time in the manner hereinafter provided, but no such amendment shall be made which shall substantially impair the rights of the holders of any bonds or notes or other indebtedness of the district then outstanding, or the rights of the district to procure the means for payment thereof, provided that nothing in this section shall prevent the admission of a new town or towns to the district and the reapportionment accordingly of capital costs of the district then outstanding and of interest thereon. A proposal for amendment may be initiated by a signed petition bearing the signatures of ten (10) per cent of the registered voters of any one of the member towns or by a majority of all the members of the regional district school committee. Any such proposal for amendment shall be presented to the secretary of the Committee who shall mail or deliver a notice in writing to the Board of Selectmen of each of the member towns that a proposal to amend this agreement has been received and shall enclose a copy of such proposal (without the signatures in the case of a proposal by petition). The Selectmen in each member town shall include in the warrant for the next annual or a special town meeting called for the purpose, an article stating the proposal or the substance thereof. Such amendment shall take effect upon its acceptance by each member town, in the manner hereinabove provided.

## SECTION IX

### Budget

The Committee shall determine the amounts necessary to be raised to maintain and operate the regional schools during the ensuing fiscal year and the amount required for payment of debt and interest incurred by the District which will be due in said year, and shall adopt an annual maintenance and operating budget for said year. The Committee shall then submit copies to the Finance or Advisory

Committee of each member town, or if there is no Finance or Advisory Committee in a member town, to the chairman of the Board of Selectmen of such town, for their consideration at least 45 days prior to the earliest business session of any member's annual town meeting. The Committee shall apportion the annual budget in accordance with the provisions of Section IV. The amount so apportioned for each town shall be certified in accordance with Section 16B of Chapter 71 of the General Laws by the district treasurer to the treasurers of the member towns and each town shall appropriate the amounts so certified.

## SECTION X

### Tuition Pupils

The Committee may accept for enrollment in the regional district school pupils from towns other than the member towns on a tuition basis and on such terms as it may determine.

*Initiated by the Nauset Regional School District School Committee.*



# ***Town of Brewster***



## ***SPECIAL & ANNUAL TOWN MEETING***

### ***WARRANT***

*for*

**May 1, 2023**

*at*

**6:00 PM**

**STONY BROOK ELEMENTARY SCHOOL  
384 UNDERPASS ROAD**

Please bring this copy of the warrant to Town Meeting  
Large print copies of the warrant are available at the Brewster Town Offices

**TOWN OF BREWSTER  
SPECIAL & ANNUAL TOWN MEETING WARRANT  
May 1, 2023**

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**TOWN OF BREWSTER ANNUAL TOWN MEETING MAY 1, 2023**

Barnstable, ss

To: Roland W. Bassett, Jr. Constable of the Town of Brewster

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and inform the Town of Brewster inhabitants qualified to vote in Town affairs to meet at the Stony Brook Elementary School, 384 Underpass Road, on **Monday, May 1, 2023**, next, at 6:00 p.m. o'clock in the evening, then and there to act upon the following articles:

**CAPE COD REGIONAL TECHNICAL HIGH SCHOOL OPERATING BUDGET**

**ARTICLE NO. 1:** To see what sums the Town will vote to raise and appropriate and/or transfer from available funds to defray Cape Cod Regional Technical High School charges and expenses for the Fiscal Year ending June 30, 2024, as follows:

| <u>DEPARTMENT</u>        | <u>EXPENDED<br/>FY2022</u> | <u>APPROPRIATED<br/>FY2023</u> | <u>REQUESTED<br/>FY2024</u> |
|--------------------------|----------------------------|--------------------------------|-----------------------------|
| CAPE COD TECH ASSESSMENT | 804,633                    | 1,115,633                      | 992,867                     |
| DEBT ASSESSMENT          | 409,710                    | 549,461                        | 471,498                     |
| TOTAL ASSESSMENT         | 1,214,343                  | 1,665,094                      | 1,464,365                   |

or to take any other action relative thereto.

(Cape Cod Technical School Committee)

(Majority Vote Required)

**COMMENT**

This article will provide funding for the Fiscal Year 2024 operating budget for the Cape Cod Regional Technical High School District. This district consists of the Towns of Barnstable, Brewster, Chatham, Dennis, Eastham, Harwich, Mashpee, Orleans, Provincetown, Truro, Wellfleet and Yarmouth. The overall district-wide budget has increased by 3.86% over Fiscal Year 2023. Due to increases in projected revenues, the total Fiscal Year 2024 assessment has decreased by \$217,785 or -1.71% over Fiscal Year 2023. Brewster’s actual share of the assessment has decreased by a sum of \$122,766, or -11.00%, over Fiscal Year 2023, partially due to decreases in Brewster student enrollment. District-wide enrollment has increased from 656 students to 664 students, while Brewster’s enrollment has decreased from 59 to 53 students for this same period.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee:**

**Yes 0, No 0, Abs 0**

**ELEMENTARY SCHOOLS OPERATING BUDGET**

**ARTICLE NO. 2:** To see what sums the Town will vote to raise and appropriate and/or transfer from available funds to defray the Elementary Schools’ charges and expenses, for the Fiscal Year ending June 30, 2024, as follows:

| <u>DEPARTMENT</u>                               | <u>EXPENDED<br/>FY2022</u> | <u>APPROPRIATED<br/>FY2023</u> | <u>REQUESTED<br/>FY2024</u> |
|---|----------------------------|--------------------------------|-----------------------------|
| ELEMENTARY SCHOOL BUDGET                        | 7,944,131                  | 8,148,973                      | 8,474,932                   |
| SCHOOL FRINGE BENEFITS                          | 1,928,092                  | 2,342,589                      | 2,280,746                   |
| TOTAL ELEMENTARY SCHOOL BUDGET (ARTICLE 2)      | 9,872,223                  | 10,491,562                     | 10,755,678                  |
| ELEMENTARY SCHOOL BUDGET OVERRIDE (ARTICLE 3)   | -                          | -                              | 316,878                     |
| TOTAL ELEMENTARY SCHOOL BUDGET (ARTICLES 2 + 3) | 9,872,223                  | 10,491,562                     | 11,072,556                  |

or to take any other action relative thereto.

(Elementary School Committee)

(Majority Vote Required)

**COMMENT**

This article provides partial funding for the Fiscal Year 2024 operational budget for the Stony Brook and Eddy Elementary Schools. The Fiscal Year 2024 budget request for the Elementary Schools, as approved by the Brewster School Committee, is \$8,791,810, a \$642,837 or 7.89% increase over Fiscal Year 2023 operating expenses. The Town’s total elementary school assessment is increasing by 5.54% when the schools’ proportionate shares of fringe benefits expenses is applied. This article will fund the portion of the Elementary Schools’ Fiscal Year 2024 budget that can be raised and appropriated within the Town’s current levy limit, a 4.00% increase in their operating budget. Approval of supplemental funding in Article 3 and at the local ballot on May 16, 2023 is required to fully fund the \$316,878 balance of the FY24 Elementary School budget to match the amounts voted by the Brewster School Committee.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee:**

**Yes 0, No 0, Abs 0**



**ELEMENTARY SCHOOLS OPERATING OVERRIDE**

**ARTICLE NO. 3:** To see if the Town will vote to raise and appropriate the sum of \$316,878 to defray the Elementary Schools' charges and expenses, for the Fiscal Year ending June 30, 2024, provided however that such appropriation shall be expressly contingent upon approval by the Town at a Regular or Special Election to authorize such sums to be raised outside the limits of General Laws Chapter 59 Section 21C, paragraphs (g) and (m) (Proposition 2½ so called), or to take any other action relative thereto.

(Elementary School Committee)

(Majority Vote Required)

**COMMENT**

This article will provide the balance of funding needed for the Fiscal Year 2024 operational budget for the Stony Brook and Eddy Elementary Schools. This appropriation is subject to approval of a Proposition 2 ½ override question on the May 16, 2023 local election ballot.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**

**NAUSET REGIONAL SCHOOLS OPERATING BUDGET**

**ARTICLE NO. 4:** To see what sums the Town will vote to raise and appropriate and/or transfer from available funds to defray the Nauset Regional School District charges and expenses for the Fiscal Year ending June 30, 2024, as follows:

| <u>DEPARTMENT</u>                        | <u>EXPENDED<br/>FY2022</u> | <u>APPROPRIATED<br/>FY2023</u> | <u>REQUESTED<br/>FY2024</u> |
|--|----------------------------|--------------------------------|-----------------------------|
| NAUSET ASSESSMENT                        | 11,743,855                 | 12,222,619                     | 12,711,524                  |
| NAUSET DEBT ASSESSMENT                   | 175,644                    | 139,228                        | 2,194,957                   |
| TOTAL NAUSET ASSESSMENT (ARTICLE 4)      | 11,919,499                 | 12,361,847                     | 14,906,481                  |
| NAUSET OVERRIDE (ARTICLE 5)              | -                          | -                              | 647,720                     |
| TOTAL NAUSET ASSESSMENT (ARTICLES 4 + 5) | 11,919,499                 | 12,361,847                     | 15,554,201                  |

or to take any other action relative thereto.

(Nauset Regional School Committee)

(Majority Vote Required)

COMMENT

This article provides partial funding for the Fiscal Year 2024 operational budget for the Nauset Regional School District. The overall operating budget for the Nauset Regional Schools, as approved by the Nauset Regional School Committee, is \$27,763,994, a \$1,981,905 or 7.69% increase over Fiscal Year 2023 operating expenses. Brewster’s share of the Nauset Schools operational budget is \$13,359,244. Brewster’s proportionate share of total student enrollment has increased from 47.4% in Fiscal Year 2023 to 48.1% in Fiscal Year 2024. This article will fund the portion of the Nauset Region Fiscal Year 2024 assessment that can be raised and appropriated within the Town’s current levy limit, a 4.00% increase in their operating budget. Approval of supplemental funding in Article 5 and at the local ballot on May 16, 2023 is required to fully fund the \$647,720 balance of the FY24 Nauset Region assessment to match the amounts voted by the Nauset Regional School Committee.

**Select Board: Yes 0, No 0, Abs 0      Finance Committee: Yes 0, No 0, Abs 0**

NAUSET REGIONAL SCHOOLS OPERATING OVERRIDE

**ARTICLE NO. 5:** To see if the Town will vote to raise and appropriate the sum of \$647,720 to defray the Nauset Regional School District charges and expenses, for the Fiscal Year ending June 30, 2024, provided however that such appropriation shall be expressly contingent upon approval by the Town at a Regular or Special Election to authorize such sums to be raised outside the limits of General Laws Chapter 59 Section 21C, paragraphs (g) and (m) (Proposition 2½ so called), or to take any other action relative thereto.

(Nauset Regional School Committee) (Majority Vote Required)

COMMENT

This article will provide the balance of funding needed to fully approve the Fiscal Year 2024 operational budget for the Nauset Regional School District. This appropriation is subject to approval of a Proposition 2 ½ override question on the May 16, 2023 local election ballot.

**Select Board: Yes 0, No 0, Abs 0      Finance Committee: Yes 0, No 0, Abs 0**

TOWN OPERATING BUDGET

**ARTICLE NO. 6:** To see what sums the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, for the purposes of supporting the offices, departments, boards, and commissions of the Town of Brewster for Fiscal Year 2024, including authorization for lease purchases of up to five years, as follows:

|   | <b>EXPENDED</b>       | <b>APPROPRIATED</b>   | <b>REQUESTED</b>      |
|---|-----------------------|-----------------------|-----------------------|
| <b><u>DEPARTMENT</u></b>                      | <b><u>FY 2022</u></b> | <b><u>FY 2023</u></b> | <b><u>FY 2024</u></b> |
| <b><u>GENERAL GOVERNMENT</u></b>              |                       |                       |                       |
| Finance Committee                             | 4,443                 | 105,500               | 105,500               |
| Assessors                                     | 131,261               | 151,782               | 161,716               |
| Accounting                                    | 228,491               | 258,343               | 258,426               |
| Treasurer/<br>Collector                       | 283,123               | 350,727               | 367,127               |
| Information<br>Technology                     | 332,312               | 410,962               | 438,384               |
| Legal   | 143,032               | 168,653               | 172,026               |
| Moderator                                     | 300                   | 300                   | 300                   |
| Planning                                      | 146,419               | 206,412               | 218,325               |
| Select Board / Town<br>Administration         | 504,271               | 592,355               | 613,872               |
| Human Resources                               | 126,348               | 165,949               | 175,766               |
| Town Clerk                                    | 195,237               | 249,324               | 254,921               |
| Public Buildings                              | 169,059               | 273,639               | 295,125               |
| <b><u>SUBTOTAL GENERAL<br/>GOVERNMENT</u></b> | <b>2,264,296</b>      | <b>2,933,946</b>      | <b>3,061,488</b>      |
|   |                       |                       |                       |
|   | <b>EXPENDED</b>       | <b>APPROPRIATED</b>   | <b>REQUESTED</b>      |
| <b><u>DEPARTMENT</u></b>                      | <b><u>FY 2022</u></b> | <b><u>FY 2023</u></b> | <b><u>FY 2024</u></b> |
| <b><u>PUBLIC SAFETY</u></b>                   |                       |                       |                       |
| Building Department                           | 410,856               | 416,157               | 431,967               |
| Fire Department                               | 3,101,671             | 3,123,820             | 3,273,347             |
| Emergency<br>Management                       | 0                     | 0                     | 2,500                 |
| Natural Resources                             | 422,012               | 483,715               | 515,732               |
| Police Department                             | 2,883,773             | 2,996,585             | 3,101,642             |
| Sealer of Weights &<br>Measures               | 9,455                 | 9,692                 | 9,934                 |
| <b><u>SUBTOTAL PUBLIC<br/>SAFETY</u></b>      | <b>6,827,767</b>      | <b>7,029,969</b>      | <b>7,335,122</b>      |
|   |                       |                       |                       |
|   |                       |                       |                       |

|  | <b>EXPENDED</b>       | <b>APPROPRIATED</b>   | <b>REQUESTED</b>      |
|--|-----------------------|-----------------------|-----------------------|
| <b><u>DEPARTMENT</u></b>                                 | <b><u>FY 2022</u></b> | <b><u>FY 2023</u></b> | <b><u>FY 2024</u></b> |
| <b><u>PUBLIC WORKS</u></b>                               |                       |                       |                       |
| Public Works   | 2,010,734             | 2,185,153             | 2,280,016             |
| Snow & Ice Removal                                       | 202,119               | 169,179               | 173,410               |
| Streetlights   | 3,461                 | 5,515                 | 5,515                 |
| <b><u>SUBTOTAL PUBLIC WORKS</u></b>                      | <b>2,216,314</b>      | <b>2,359,847</b>      | <b>2,458,941</b>      |
| <b><u>HUMAN SERVICES</u></b>                             |                       |                       |                       |
| Council on Aging   | 323,486               | 385,337               | 392,572               |
| Board of Health  | 260,037               | 284,805               | 315,248               |
| Veteran's Services                                       | 101,556               | 120,837               | 101,693               |
| Public Assistance  | 144,900               | 136,950               | 146,070               |
| <b><u>SUBTOTAL HUMAN SERVICES</u></b>                    | <b>829,979</b>        | <b>927,929</b>        | <b>955,583</b>        |
| <b><u>CULTURE &amp; RECREATION</u></b>                   |                       |                       |                       |
| Brewster Ladies Library                                  | 679,092               | 738,034               | 765,424               |
| Recreation   | 197,204               | 232,235               | 254,337               |
| Parades & Events   | 0                     | 1,500                 | 1,500                 |
| <b><u>SUBTOTAL CULTURE &amp; RECREATION</u></b>          | <b>876,296</b>        | <b>971,769</b>        | <b>1,021,261</b>      |
| <b><u>DEBT SERVICE</u></b>                               |                       |                       |                       |
| Principal & Interest                                     | 2,401,101             | 3,321,898             | 2,957,645             |
| <b><u>SUBTOTAL DEBT SERVICE</u></b>                      | <b>2,401,101</b>      | <b>3,321,898</b>      | <b>2,957,645</b>      |
| <b><u>INSURANCE, UTILITIES &amp; FRINGE BENEFITS</u></b> |                       |                       |                       |
| General Insurance  | 441,220               | 534,482               | 561,201               |
| Utilities  | 415,175               | 505,423               | 538,784               |
| Fringe Benefits  | 4,000,285             | 4,515,109             | 5,169,307             |
| <b><u>SUBTOTAL INSURANCE &amp; FRINGE</u></b>            | <b>4,856,680</b>      | <b>5,555,014</b>      | <b>6,269,292</b>      |

|  | <b>EXPENDED</b>       | <b>APPROPRIATED</b>   | <b>REQUESTED</b>      |
|--|-----------------------|-----------------------|-----------------------|
| <b><u>DEPARTMENT</u></b>   | <b><u>FY 2022</u></b> | <b><u>FY 2023</u></b> | <b><u>FY 2024</u></b> |
| <b><u>OTHER OPERATING EXPENSES &amp; ASSESSMENTS</u></b>         |                       |                       |                       |
| Assessments  | 28,040                | 29,271                | 31,217                |
| Alewives   | 3,300                 | 4,350                 | 4,350                 |
| Local Service Funding  | 39,843                | 40,000                | 48,000                |
| Transfer to Capital Stabilization                                | 225,000               | 187,500               | 250,000               |
| Transfer to General Stabilization                                | 0                     | 0                     | 0                     |
| Transfer to Housing Trust  | 250,000               | 375,000               | 500,000               |
| Transfer to OPEB Trust   | 267,000               | 267,000               | 267,000               |
| Transfer to Brewster Elementary Schools SPED Stabilization       | 0                     | 100,000               | 0                     |
| Transfer to Water Quality Capital Stabilization                  | 0                     | 112,500               | 150,000               |
| <b><u>SUBTOTAL OTHER OPERATING EXPENSE &amp; ASSESSMENTS</u></b> | <b>813,183</b>        | <b>1,115,621</b>      | <b>1,250,567</b>      |
| <b><u>GRAND TOTAL OF GENERAL FUND OPERATING BUDGETS</u></b>      | <b>21,085,616</b>     | <b>24,215,992</b>     | <b>25,309,899</b>     |

Or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**COMMENT**

This article will provide funding for the Fiscal Year 2024 operational budget for the Town boards, committees, and departments. The Town's General Fund operating budget, as presented in this article, exclusive of the transfers identified in Other Operating Expenses and Assessments which are funded from Short-Term Rental revenues, has increased by 4.18%.

Please note the following details on several of the budget line items listed above: Public assistance includes funding for Health & Human Service organizations and fuel assistance. Assessments include funding for the Pleasant Bay Alliance, Greenhead Fly, and Historic District. Local Services includes funding for the Chamber of Commerce, Town Band, Cultural Council, Skipping Program, and Millsites.



Select Board: **Yes 0, No 0, Abs 0**

Finance Committee: **Yes 8, No 0, Abs 0**

**WATER DEPARTMENT ENTERPRISE FUND OPERATING BUDGET**

**ARTICLE NO. 5:** To see if the Town will vote, in accordance with G.L. c. 44, §53F1/2, to appropriate from Water Department receipts, transfer from available funds or otherwise fund the sum of **TWO MILLION EIGHT HUNDRED NINETY SEVEN THOUSAND NINE HUNDRED THIRTY TWO DOLLARS (\$2,897,932)** for Fiscal Year 2024 costs associated with the operation of the Water Department including, but not limited to acquiring professional services and equipment, personnel and maintaining facilities and operations, including authorization for lease purchases of up to five years; all expenditures to be made by the Water Department, subject to the approval of the Town Manager, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**COMMENT**

In accordance with Massachusetts General Laws Chapter 44, Section 53F1/2, receipts from Water Department related activities are used to directly offset Water Department related expenditures including capital and infrastructure costs. Voting a spending amount within the Water Department Enterprise Fund allows receipts and related expenditures to be recorded in one fund. The Water Department's operating budget, as presented in this article, has increased by 4.5%. Water Department expenses are fully covered by user fees.

Select Board: **Yes 0, No 0, Abs 0**

Finance Committee: **Yes 8, No 0, Abs 0**

**GOLF DEPARTMENT ENTERPRISE FUND OPERATING BUDGET**

**ARTICLE NO. 6:** To see if the Town will vote to appropriate from the Golf Fund, in accordance with G.L. c.40, §5F, the sum of **FOUR MILLION THREE HUNDRED EIGHTY SIX THOUSAND EIGHT HUNDRED FIFTY FIVE (\$4,386,855)** for Fiscal Year 2024 costs associated with golf department related expenses including, but not limited to acquiring professional services and equipment, personnel and maintaining facilities and operations, including authorization for lease purchases of up to five years; all expenditures to be made by the Golf Department, subject to the approval of the Town Manager, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**COMMENT**

In accordance with Massachusetts General Laws Chapter 44, Section 53F½, receipts from Golf Department related activities are used to directly offset Golf Department related expenditures, including some capital and infrastructure costs. Voting a spending amount within the Golf Department Enterprise Fund allows receipts and related expenditures to be recorded in one

fund. The Golf Department’s operating budget, as presented in this article, has increased by 8.1%. Golf Department expenses are fully covered by user fees.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 8, No 0, Abs 0

**COMMUNITY PRESERVATION ACT FUNDING**

**ARTICLE NO. 9 :** To see if the Town will vote to act on the report of the Community Preservation Committee on the Fiscal Year 2024 Community Preservation Budget and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds for the administrative and operating expenses of the Community Preservation Committee, the undertaking of Community Preservation Projects and all other necessary and proper expenses for the year, with each item considered a separate appropriation to be spent by the Community Preservation Committee, all as set forth below:

|  |                   |
|--|-------------------|
| <u>Estimated revenues</u>                              | <u>FY24</u>       |
| a. Estimated FY24 tax surcharge                        | \$1,223,691       |
| b. Estimated FY24 state contribution (25%)             | <u>\$ 358,153</u> |
| c. FY24 Estimated Total:                               | \$1,581,844       |
| <br><u>FY24 Appropriations and Allocations</u>         |                   |
| a. Historic Preservation Reserve appropriation (10%)   | \$158,184         |
| b. Community Housing Reserve appropriation (10%)       | \$158,184         |
| c. Open Space/Recreation Reserve appropriation (10%)   | \$158,184         |
| d. Budgeted Reserve (65%)                              | \$1,028,199       |
| e. Administrative Expense (Budgeted Reserve) ( 5%)     | \$79,092          |
| f. Designated Reserves for Open Space                  | \$31,449          |
| g. Undesignated Fund Balance (Previous Year Carryover) | <u>\$315,520</u>  |
| h. Total   | \$1,928,182       |

|          | <i>Purpose</i>                                   | <i>Item</i>  | <i>Funding Source(s)</i>                       | <i>Amount</i>    |
|----------|--|--|--|------------------|
| <b>1</b> | <b>Historic Preservation</b>                     |  |  |                  |
|          | a. Designated Reserves for Historic Preservation | Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6 | Fiscal Year 2024 CPA estimated annual revenues | \$158,184        |
|          | <b>Sub-total</b>                                 |  |  | <b>\$158,184</b> |
| <b>2</b> | <b>Community Housing</b>                         |  |  |                  |
|          | a. Designated reserves for Housing               | Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6 | Fiscal Year 2024 CPA estimated annual revenues | \$158,184        |
|          | <b>Sub-total</b>                                 |  |  | <b>\$158,184</b> |

|          |  |   |  |                    |
|----------|--|---|--|--------------------|
| <b>3</b> | <b>Open Space/Recreation</b>   |   |  |                    |
|          | a. Community Preservation Bonded Debt Service  | Payment of debt principal and interest for the BBJ Property, and Bates Property bonds                                   | \$158,184 from Fiscal Year 2024 CPA estimated annual revenues and \$31,449 from Designated Reserves for Open Space | \$189,633          |
|          | <b>Sub-total</b>   |   |  | <b>\$189,633</b>   |
| <b>4</b> | <b>Budgeted Reserve</b>  |   |  |                    |
|          | a. Administration Expense  | Administration and operating expenses for Community Preservation Committee  | Fiscal Year 2024 CPA estimated annual revenues   | \$79,092           |
|          | b. Designated for Budgeted Reserve   | Transfer to reserve from estimated annual revenues in accordance with G.L. c.44B, §6                                    | Fiscal Year 2024 CPA estimated annual revenues   | \$1,028,199        |
|          | <b>Sub-total</b>   |   |  | <b>\$1,107,291</b> |
| <b>5</b> | <b>Undesignated Fund Balance (Previous Year Carryover)</b>   |   |  |                    |
|          | a. Brewster Council on Aging: Accessible Outdoor Furniture for Freemans Fields                     | Purchase and installation of accessible benches and picnic tables   | Undesignated Balance CPA Reserves  | \$9,670            |
|          | b. Brewster Town Administration: Housing Coordinator   | Payroll and operating costs for Part Time Housing Coordinator position to assist public with affordable housing program | Undesignated Balance CPA Reserves  | \$70,850           |
|          | c. Friends or Relatives with Autism & Related Disabilities (FORWARD): FORWARD at the Rock Phase II | 8 units of affordable rental housing in Dennis for developmentally disabled adults                                      | Undesignated Balance CPA Reserves  | \$125,000          |
|          | d. Housing Assistance Corporation (HAC): 107 Main Street, Orleans Affordable Rental Housing        | 14 units of affordable rental housing in Orleans  | Undesignated Balance CPA Reserves  | \$55,000           |
|          | e. Preservation of   | 46 units of affordable  | Undesignated   | \$55,000           |

|  |   |                             |                      |                    |
|--|---|-----------------------------|----------------------|--------------------|
|  | Affordable Housing Inc. (POAH) and Community Development Partnership (CDP): Juniper Hill in Wellfleet | rental housing in Wellfleet | Balance CPA Reserves |                    |
|  | <b>Sub-total</b>  |                             |                      | <b>\$315,520</b>   |
|  | <b>Grand Total</b>  |                             |                      | <b>\$1,928,812</b> |

For Fiscal Year 2024 Community Preservation purposes, each item is considered a separate appropriation to be spent by the Community Preservation Committee; provided however, that the above expenditures may be conditional on the grant or acceptance of appropriate historic preservation restrictions for historic resources, open space restrictions for open space reserves, and housing restrictions for community housing, running in favor of an entity authorized by the Commonwealth to hold such restrictions for such expenditures, meeting the requirements of G.L. c.184 and G.L. c.44B, Section 12, and to authorize the Board of Selectmen to convey or accept such restrictions;

And further, any revenues received in excess of the estimated receipts are transferred to their respective reserve fund balance(s) for future appropriation using the allocation formula of 10% Open Space/Recreation, 10% Housing, 10% Historical and 70% for Budgeted Reserve for CPA.

Or to take any other action relative thereto.

(Community Preservation Committee)

(Majority Vote Required)

COMMENT

In May of 2005, Brewster voters approved a ballot question which allowed for the adoption of the modified Community Preservation Act (CPA). The act appropriates a 3% surcharge on the town's real estate tax revenues, which are reserved in a special fund in order to finance projects and programs for the purposes of preservation of open space, recreation, community housing, and historic preservation. Brewster is also eligible to receive up to 100% in matching funds from the State, although we anticipate a reduced reimbursement rate from the State for Fiscal Year 2024, which is projected at 25%. In Fall 2022 Brewster adopted, through a local bylaw, a distribution schedule for the annual CPA funds beginning in FY24 as follows: 10% of the funds for open space and recreation, 10% for community housing, 10% for historic preservation, and the 70% undesignated reserve balance is available for any CPA eligible project. The 2022 bylaw also established a non-binding 2023-2027 Target Allocation Policy as follows: 30% for Open Space, 30% for community housing, 10% historic preservation, 10% recreation, and 20% for any CPA eligible project.

**1. Historic Preservation:**

**a. Designated Reserves for Historic Preservation** – This item transfers money from FY24 estimated annual revenues to the Historic Preservation reserve for future appropriation to meet the minimum 10% statutory allocation.

**Select Board: Yes 5, No 0, Abs 0      Finance Committee: Yes 8, No 0, Abs 0**

**2. Community Housing:**

**a. Designated Reserves for Community Housing** – This item transfers money from FY24 estimated annual revenues to the Community Housing reserve for future appropriation to meet the minimum 10% statutory allocation.

**Select Board: Yes 5, No 0, Abs 0      Finance Committee: Yes 8, No 0, Abs 0**

**3. Open Space:**

**a. Community Preservation Bonded Debt Service** – This item pays for the \$189,633 in FY 2024 principal and interest on 3 CPA (BBJ 1 and 2 and Bates) open space acquisitions that were financed via long term bonding.

**Select Board: Yes 5, No 0, Abs 0      Finance Committee: Yes 8, No 0, Abs 0**

**4. Reserves for Community Preservation:**

**a. Administrative Expense** – This item will fund the costs associated with general administrative and operating expenses, including but not limited to legal and other professional consulting services, related to carrying out the operations of the Community Preservation Committee. The Community Preservation Act allows up to 5% of expected annual revenues for this purpose.

**Select Board: Yes 5, No 0, Abs 0      Finance Committee: Yes 8, No 0, Abs 0**

**b. Designated for Budgeted Reserve** – This item transfers money from FY24 estimated annual revenues to the Budgeted Reserve for future appropriation to meet the minimum statutory allocation.

**Select Board: Yes 5, No 0, Abs 0      Finance Committee: Yes 8, No 0, Abs 0**

**5. Undesignated Balance/CPA Reserves:**

**a. Brewster Council on Aging: Accessible Outdoor Furniture for Freemans Fields** – This item will fund the cost of 8 weather resistant accessible benches and 2 picnic tables at Freemans Way fields to provide opportunities for exercise, socialization, and intergenerational activities



for residents. The installation will increase accessibility and enhance the improvements for this complex planned by the DPW and Recreation Department.

Total project cost: \$9,670    Funding requested: \$9,670    CPC vote: 8-0-0

**Select Board:    Yes 5, No 0, Abs 0    Finance Committee:    Yes 8, No 0, Abs 0**

**b. Town of Brewster: Housing Coordinator** – This item will fund the part-time Housing Coordinator position. The Community Preservation Committee has supported the Housing Coordinator position since 2017. The hiring of a housing coordinator was identified as a key strategy in the Brewster Housing Production Plan. The Housing Coordinator holds hours for the public weekly, supports multiple town committees, including the Housing Trust and Housing Partnership, and works with regional housing agencies and organizations in town to promote housing choice. The Housing Coordinator is an integral part of the Town housing efforts, outlined in both the Town Vision Plan and the Select Board strategic plan. The Housing Coordinator helps to acquire, create, preserve, and support community housing. The FY24 request is to fund the position at 30 hours per week with the CPC providing funding for the salary and the Town providing funding for all benefits of the position. Our housing program continues to be a partnership of many town entities.

Total Project Cost: \$ 105,000    CPC Request: \$ 70,580    CPC Vote: 9-0-0

**Select Board:    Yes 5, No 0, Abs 0    Finance Committee:    Yes 8, No 0, Abs 0**

**c. Friends or Relatives with Autism & Related Disabilities (FORWARD): FORWARD at the Rock Phase II** – The project is new construction of eight affordable and supportive one-bedroom apartments at 131 Hokum Rock Road in Dennis to be completed in 2024. The housing is for Cape Codders with autism and related disabilities who can live independently. These individuals still need supportive services, health and safety supervision and access to 24 hour emergency response, but do not require a congregate setting with round the clock staffing. All apartments will be built at ground level, and all will be barrier free, fully accessible, and designed to accommodate the sensory needs of residents with developmental disabilities. Supportive services will be provided by the Massachusetts Department of Developmental Disabilities (DDS) which will select and place all residents. Affordability is restricted to incomes less than 30% of Area Median Income and all rents will be subsidized through project-based vouchers. FORWARD has been awarded CPA funding from Dennis (\$685,000). Besides this Brewster request, FORWARD has applied for CPA funds from Yarmouth and Barnstable. FORWARD also plans to submit CPA grant applications to Orleans, Sandwich, and Bourne. FORWARD is seeking \$120,000 of Brewster CPA funds for hard construction expenses. The amount requested includes a \$5,000 set-aside for CPC legal expenses related to the award.

Total Project Cost: \$4,325,000    CPC Request: \$125,000    CPC Vote: 7-2-0

**Select Board:    Yes 5, No 0, Abs 0    Finance Committee:    Yes 8, No 0, Abs 0**

**d. Housing Assistance Corporation (HAC): 107 Main Street, Orleans Affordable Rental Housing**

The project at 107 Main Street in Orleans will be a high-quality, affordable rental community with 14 rental units in a single structure with three sections in the style of a historic Cape Cod home to be completed in 2023. All 14 units will be affordable to households earning up to 80% of area median income, in accordance with applicable state regulations and guidelines. The proposed project will be an asset to the surrounding neighborhood. It is well designed both architecturally and environmentally and fits well within the context of the area in which it will be located; the location is an excellent smart growth site close to downtown Orleans and various amenities. HAC did not originally intend to request CPA funds from surrounding towns, but construction cost escalation over the past year created a funding gap on the project. Besides this Brewster request, HAC has applied for CPA funds from Eastham (\$100,000), Chatham (\$100,000), and plans to apply to Harwich. Wellfleet declined the funding request. HAC is seeking \$50,000 of Brewster CPA funds for hard construction expenses. The CPC amount requested includes an additional \$5,000 to be set aside to pay for Brewster CPC legal expenses related to the award.

Total Project Cost: \$6,764,786    CPC Request: \$55,000    CPC Vote: 6-1-1

**Select Board:    Yes 5, No 0, Abs 0            Finance Committee:            Yes 7, No 1, Abs 0**

**e. Preservation of Affordable Housing Inc. (POAH) and Community Development Partnership (CDP): Juniper Hill in Wellfleet**

– Juniper Hill is the proposed development of 46 affordable housing units located at 95 Lawrence Road in Wellfleet to be completed in 2025. Juniper Hill will be the first such housing development in decades in Wellfleet that can serve populations and stabilize the regional economy. The Town of Wellfleet recognized this need as it released a 9-acre town owned lot for development in 2021 and designated POAH and CDP as joint developers in December 2021. The property will be divided into 2 parts: an Upper Village of 22 two bedroom and three bedroom town homes oriented for family housing, and a Lower Village with a multifamily elevator building consisting of 24 one and two bedroom flats. 35 of the 46 apartments will be targeted for families earning at or below 80% area median income (AMI), with the remaining workforce apartments intended as “workforce” housing for households earning up to 120% AMI. Wellfleet is contributing \$1.5 Million in CPA funding to this project. Besides this Brewster request, POAH/CDP have requested CPA funds from Orleans (\$100,000) and Provincetown (\$100,000). The CPC is recommending approval of \$50,000 in Brewster CPA funds to POAH/CDP for hard construction costs excluding apartments intended for families earning more than 100% AMI.

Total Project Cost: \$32,128,643    CPC Request: \$55,000            CPC Vote: 8-0-0

**Select Board:    Yes 5, No 0, Abs 0            Finance Committee:            Yes 6, No 1, Abs 1**

**CAPITAL AND SPECIAL PROJECTS EXPENDITURES**

**ARTICLE NO. 10:** To see what sums the Town will vote to raise and appropriate, transfer from available funds, or authorize the Town Treasurer to borrow under and pursuant to Massachusetts General Laws Chapter 44, Sections 7, 7(1), or 8, or any other enabling authority, for the capital outlay expenditures listed below, including, in each case, all incidental and related costs, to be expended by the Town Manager with the approval of the Board of Selectmen, except School expenditures to be made by the School Superintendent with the approval of the School Committee; authorize leases and lease purchase agreements for more than three but not more than five years for those items to be leased or lease purchased, and further that the Town Manager with the approval of the Board of Selectmen or School Superintendent with the approval of the School Committee for school items, be authorized to sell, convey, trade-in or otherwise dispose of equipment being replaced, all as set forth below:

| <i>Department</i>     | <i>Item</i>   | <i>Funding Source(s) /<br/>Appropriation or<br/>Transfer</i>  | <i>Amount</i>  |
|-----------------------|---|---|--|
| <b>1 Select Board</b> |   |   |  |
|                       | a. Integrated Water Resource Management Planning (IWRMP) & Implementation | Professional services and costs for preparing studies, engineering, and coordinating water resource management planning | Free Cash<br>\$100,000   |
|                       | b. IWRMP: Captains Golf Course Fertilizer Leaching Rate Study             | Professional services and costs for golf course nitrogen leaching rate study  | Water Quality Stabilization<br>\$40,000                            |
|                       | c. Vesper Pond Road Betterment  | Professional services and costs for project expenses related to the road betterment for the Vesper Pond neighborhood    | Road Betterments<br>Receipt Reserved for Appropriation<br>\$26,000 |
| <b>Sub-Total</b>      |   |   | <b>\$ 166,000</b>  |

| <i>Department</i>  | <i>Item</i>   | <i>Funding Source(s) /<br/>Appropriation or<br/>Transfer</i> | <i>Amount</i>   |
|--|---|--|-----------------|
| <b>2 Facilities</b>  |   |  |                 |
| a. Flat Roof Replacement (Spruce Hill)   | Professional services and costs associated with replacing the roof at the former Historical Society building                      | Free Cash  | \$5,000         |
| <b>Sub-Total</b>   |   |  | <b>\$5,000</b>  |
| <b>3 Police</b>  |   |  |                 |
| a. 5 Year Strategic Plan   | Professional services and costs associated with developing a five-year strategic plan for the Police Department                   | Free Cash  | \$20,000        |
| <b>Sub-Total</b>   |   |  | <b>\$20,000</b> |
| <b>4 Fire</b>  |   |  |                 |
| a. Software & Professional Services for Developing Standard Operating Guidelines | Costs for goods, materials and professional services to purchase software and develop standard operating guidelines               | Ambulance Fund   | \$35,000        |
| <b>Sub-Total</b>   |   |  | <b>\$35,000</b> |
| <b>5 Natural Resources</b>   |   |  |                 |
| a. Stony Brook Mill Retaining Wall & Fishway Improvements                        | Professional services and costs for repairs and improvements to the retaining wall and fishway infrastructure at Stony Brook Mill | Free Cash  | \$200,000       |

| <i>Department</i>                            | <i>Item</i>  | <i>Funding Source(s) /<br/>Appropriation or<br/>Transfer</i> | <i>Amount</i>    |
|--|--|--|------------------|
| b. Beach & Landing Repairs and Improvements  | Professional services and costs for repairs and improvements to various public beaches and public landings throughout town | Free Cash  | \$30,000         |
| c. Wildfire Management                       | Professional services and costs to implement and update the Town's Wildfire Management Plan                                | Free Cash  | \$10,000         |
| d. Walkers Pond Water Quality                | Professional services and costs to improve water quality in Walkers Pond   | Free Cash  | \$80,000         |
| <b>Sub-Total</b>                             |  |  | <b>\$320,000</b> |
| <b>6 Brewster Elementary Schools</b>         |  |  |                  |
| a. Combined Technology                       | Ongoing information technology system and equipment improvements at Eddy & Stony Brook Elementary Schools                  | Free Cash  | \$80,000         |
| b. Combined HVAC/Plumbing/Electrical Repairs | Professional services and costs for upgrades, repairs & replacement of HVAC, plumbing,                                     | Free Cash  | \$25,000         |

|  |  |   |           |          |
|--|--|---|-----------|----------|
|  |  | and electrical systems at Eddy & Stony Brook Elementary Schools   |           |          |
|  | c. Eddy School Technology Infrastructure | Professional services and costs to upgrade and replace information technology infrastructure at Eddy Elementary School  | Free Cash | \$96,000 |
|  | d. Stony Brook Outdoor Classroom         | Professional services and costs to design, purchase, and build outdoor classroom space at Stony Brook Elementary School | Free Cash | \$20,000 |
|  | e. Stony Brook Firewall                  | Professional services and costs for upgrades to the Stony Brook Elementary School firewall system                       | Free Cash | \$27,000 |
|  | f. Combined Security                     | Professional services and costs for upgrades to security systems at Eddy & Stony Brook Elementary Schools               | Free Cash | \$24,000 |
|  | g. Maintenance Pick-up Truck             | Costs to purchase and equip one (1) pick-up truck   | Free Cash | \$31,000 |



|  |  |   |                  |                  |
|--|--|---|------------------|------------------|
|  | h. Stony Brook Code Compliance (Asset Study) | Professional services and costs to conduct a code compliance study for the Stony Brook Elementary School  | Free Cash        | \$100,000        |
|  |  |   | <b>Sub-Total</b> | <b>\$403,000</b> |
| <b>7 Nauset Regional School District</b> |  |   |                  |                  |
|  | a. NRHS Annual Capital Allocation            | Professional services and costs, including procuring, engineering, permitting, repairing and maintaining buildings, grounds, and equipment within the Nauset Middle School and Nauset High School | Tax Levy         | \$282,748        |
|  |  |   | <b>Sub-Total</b> | <b>\$282,748</b> |
| <b>8 Public Works</b>                    |  |   |                  |                  |
|  | a. MS4 Stormwater Compliance                 | Professional services and costs to pay for MS4 stormwater compliance  | Free Cash        | \$90,000         |
|  | b. Landfill Monitoring                       | Professional services and costs for regulatory landfill monitoring requirements   | Free Cash        | \$70,000         |
|  | c. Dog Park Repairs & Maintenance            | Professional services and costs for routine repairs and maintenance at the Brewster Dog Park  | Free Cash        | \$10,000         |
|  |  |   | <b>Sub-Total</b> | <b>\$170,000</b> |

| 9 Water Enterprise |                                     |   |                              |                  |
|--------------------|-------------------------------------|---|------------------------------|------------------|
|                    | a. Distribution Infrastructure      | Costs for goods, materials and professional services to maintain, repair, and upgrade the Town's water distribution system                      | Water Retained Earnings      | \$50,000         |
|                    | b. Buildings & Treatment Facilities | Costs for goods, materials and professional services to maintain, repair, and upgrade the Water Department's buildings and treatment facilities | Water Retained Earnings      | \$50,000         |
|                    | c. Water Meter Replacement          | Costs for goods, materials and professional services to maintain and replace water meters   | Water Retained Earnings      | \$50,000         |
|                    | d. Tanks Exterior Painting          | Professional services and costs for painting two water storage tanks  | Water Retained Earnings      | \$200,000        |
|                    | e. Hydration Station Program        | Professional services and costs to purchase and install municipal hydration stations  | Water Retained Earnings      | \$25,000         |
| <b>Sub-Total</b>   |                                     |   |                              | <b>\$375,000</b> |
| 10 Cemetery        |                                     |   |                              |                  |
|                    | a. Cemetery Improvements            | Professional services and costs for improving and /or upgrading Town cemeteries   | Cemetery Perpetual Care Fund | \$40,000         |

|                            |  |   |                    |                    |
|----------------------------|--|---|--------------------|--------------------|
|                            | <b>Sub-Total</b>                       |   |                    | <b>\$40,000</b>    |
| 11 Brewster Ladies Library |  |   |                    |                    |
|                            | a. IT & Telephone Equipment Upgrades   | Professional services and costs to update the phone system and information technology systems | Free Cash          | \$10,000           |
|                            | <b>Sub-Total</b>                       |   |                    | <b>\$10,000</b>    |
| 12 Golf Enterprise Fund    |  |   |                    |                    |
|                            | a. Clubhouse Window & Door Replacement | Professional services and costs to replace windows and doors in the clubhouse and pro-shop    | Golf Reserve Funds | \$125,000          |
|                            | <b>Sub-Total</b>                       |   |                    | <b>\$125,000</b>   |
|                            | <b>GRAND TOTAL</b>                     |   |                    | <b>\$1,951,748</b> |

Or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

COMMENT

1. SELECT BOARD

1a. Integrated Water Resource Management Planning and Implementation - These funds will be used to continue to advance the Town's Integrated Water Resource Management Plan including educating residents about the new stormwater bylaw, providing support and technical assistance to the Town's Water Resource Task Force and Pleasant Bay Alliance, responding to new MA Department of Environmental Protection regulations, and working on related projects, including but not limited to I/A septic systems.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**

1b. Captains Golf Course Fertilizer Leaching Rate Study - These funds will be used to complete the ongoing leaching rate study at the Captain's Golf Course for the Pleasant Bay Watershed. Collection and analysis of this data may result in reductions in the Town's nitrogen mitigation requirements under our Pleasant Bay Watershed Permit.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**

1c. Vesper Pond Road Betterment - These funds will be used for FY23 project design expenses related to the road betterment for the Vesper Pond neighborhood approved by Town Meeting in November 2022. Once the project is completed, the Town will impose betterment assessments on all abutting property owners who will reimburse the Town for the project costs.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

## 2. FACILITIES

2a. Flat Roof Replacement (Spruce Hill) - These funds will be used for a flat rubber roof replacement at the former Brewster Historical Society building, located at Spruce Hill. The long-term disposition of this structure will be determined through the Sea Camps planning processes.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

## 3. POLICE

3a. 5-Year Strategic Plan - These funds will be used to develop a five-year strategic plan for the Police Department. This long-range plan will identify the organization's priorities and be the foundation for the organization's future initiatives and direction.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

## 4. FIRE

4a. Software & Professional Services for Developing Standard Operating Guidelines - These funds will be used to purchase software and professional services to develop standard operating guidelines and policy development to ensure compliance with state and federal guidelines. This project is a recommendation in the Fire Strategic Plan.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

## 5. NATURAL RESOURCES

5a. Stony Brook Mill Retaining Wall & Fishway Improvements - These funds will be used to repair the historic retaining wall supporting the headrace pond for the Stony Brook Mill. Additionally, the fish weirs north of Stony Brook Road need modifications to provide improved safe passage for migratory herring and alewife.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

5b. Beach & Landing Repairs and Improvements - These funds will be used to pay for professional services and repairs to various public beaches and landings throughout the town.

**Select Board:** Yes 0, No 0, Abs 0

**Finance Committee:** Yes 0, No 0, Abs 0

5c. Wildfire Management - These funds will be used to pay for services and costs to implement and update the Town's Wildfire Management Plan, including vegetation management, especially in the Punkhorn.

**Select Board:** Yes 0, No 0, Abs 0

**Finance Committee:** Yes 0, No 0, Abs 0

5d. Walkers Pond Water Quality - These funds will be used to pay for recommended water quality improvement measures identified by a recent technical report prepared by the School of Marine Science and Technology (SMASST) at UMASS Dartmouth documenting the causes of declining water quality in Walkers Pond.

**Select Board:** Yes 0, No 0, Abs 0

**Finance Committee:** Yes 0, No 0, Abs 0

## 6. ELEMENTARY SCHOOL DEPARTMENT

6a. Combined Technology Upgrades and Improvements – These funds will be used to continue with the K-5 technology plan for both Eddy and Stony Brook Elementary Schools, including replacing iPads, computers, network printers and laptops, switches and access points for wi-fi.

**Select Board:** Yes 0, No 0, Abs 0

**Finance Committee:** Yes 0, No 0, Abs 0

6b. Combined HVAC, Plumbing, Electric Maintenance & Repairs – These funds will be used to make repairs to the mechanical systems at both Elementary Schools as needed.

**Select Board:** Yes 0, No 0, Abs 0

**Finance Committee:** Yes 0, No 0, Abs 0

6c. Eddy School Technology Infrastructure – These funds will be used to upgrade the cable infrastructure in the building to increase bandwidth. The current infrastructure is original and is not adequate to service all of the technological upgrades or meet required annual testing.

**Select Board:** Yes 0, No 0, Abs 0

**Finance Committee:** Yes 0, No 0, Abs 0

6d. Stony Brook Outdoor Classroom – These funds will be combined with grant funds that the school received to create an outdoor classroom space for students that encourages exploration, strengthens connections, and provides creative learning opportunities.

**Select Board:** Yes 0, No 0, Abs 0

**Finance Committee:** Yes 0, No 0, Abs 0

6e. Stony Brook Firewall – These funds will be used to upgrade the school’s firewall system. Firewalls are vital for protecting students and instructors against cyber threats in school networks.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

6f. Combined Security – These funds will be used to make necessary improvements to both Eddy and Stony Brook Elementary security systems that monitor who enters the buildings and classrooms to enhance school safety.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

6g. Maintenance Pick-Up Truck – These funds will be used to replace the pick-up truck that is used by the School’s Facility Manager. The current truck is a 2011 and has outlived its useful life. The new truck will be a hybrid vehicle.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

6h. Stony Brook Code Compliance (Asset Study) – These funds will be used to pay a consultant to identify all code compliance upgrades that will be required in conjunction with the planned HVAC and Roof Replacement projects. The State of Massachusetts Building Code requires mandatory upgrades when a renovation project exceeds 30% of the buildings assessed value.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

## 7. NAUSET REGIONAL SCHOOL DISTRICT

7a. Capital Plan Projects – These funds, in the amount of \$282,748 for Fiscal Year 2024, are an assessment for the capital equipment and facilities budget for the Nauset High and Middle Schools. This program was originally approved by means of a Proposition 2 ½ override question in May of 2005, which included an annual 2.5% escalator.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

## 8. DEPARTMENT OF PUBLIC WORKS

8a. MS4 Stormwater Compliance - These funds will be used to pay for services for MS4 stormwater compliance including monitoring, design, permitting and construction for stormwater related projects.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0



8b. Landfill Monitoring - These funds will be used to pay for services for regulatory landfill monitoring requirements including engineering, permitting, and construction costs required to continue to meet the landfill monitoring regulatory requirements.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

8c. Dog Park Repairs & Maintenance - These funds will be used for routine maintenance at the Brewster Dog Park over the course of the year. Items include but are not limited to adding additional mulch & stone, making minor drainage improvements, maintaining and repairing irrigation, maintaining and repairing fencing, and tree work.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

## 9. WATER DEPARTMENT

9a. Distribution Infrastructure - These funds will be used to pay for goods, materials, and professional services to maintain, repair, and upgrade the Town's water distribution system.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

9b. Buildings & Treatment Facilities - These funds will be used to pay for goods, materials, and professional services to maintain, repair, and upgrade the Water Department's buildings and treatment facilities.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

9c. Water Meter Replacement - These funds will be used to pay for goods, materials, and professional services to maintain and replace water meters throughout town.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

9d. Tanks Exterior Painting - These funds will be used to pay for painting our two water storage tanks. This project is intended to extend the life of the existing coating at far less cost than a full coat rehabilitation.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

9e. Hydration Station Program - These funds will be used for the purchase of, and installation costs associated with, hydration stations proposed in numerous locations throughout the town to continue to encourage residents and visitors to avoid single-use plastic water bottles consistent with Town bylaws.

**Select Board:** Yes 0, No 0, Abs 0      **Finance Committee:** Yes 0, No 0, Abs 0

10. CEMETERY

10a. Cemetery Improvements - These funds will be used to pay for services associated with improving Town cemeteries including tree removal, tree planting, landscaping, cemetery layouts, stone repairs, general facility repairs, and/or cemetery upgrades and any related costs.

Select Board: Yes 0, No 0, Abs 0 Finance Committee: Yes 0, No 0, Abs 0

11. LIBRARY

11a. IT & Telephone Equipment Upgrades - These funds will be used for updating the library’s phone and technology systems. With new phones, residents will be able to reach staff more easily and services will be enhanced. Technology upgrades will support increased digital access.

Select Board: Yes 0, No 0, Abs 0 Finance Committee: Yes 0, No 0, Abs 0

12. GOLF

12a. Clubhouse Window & Door Replacement - These funds will be used to fully fund needed upgrades to the windows and doors in the clubhouse and pro shop. These windows are over 20 years old. Town Meeting previously appropriated \$210,000 in May 2022 and \$70,000 in November 2021 for this project.

Select Board: Yes 0, No 0, Abs 0 Finance Committee: Yes 0, No 0, Abs 0

**FREE CASH APPROPRIATIONS**

**ARTICLE NO. 11:** To see what sums the Town will vote to appropriate from available Free Cash to the following accounts:

|   | <i>FROM</i> | <i>TO</i>                  | <i>AMOUNT</i> |
|---|-------------|----------------------------|---------------|
| a | Free Cash   | Capital Stabilization Fund | \$250,000     |
| b | Free Cash   | Short-term Debt            | \$250,000     |

Or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**COMMENT**

This article would authorize the transfer of surplus funds from Free Cash for Fiscal Year 2023 to other accounts which require additional funding. If these transfers and Article The following is a brief review of these requests:

a. This sum will increase the Town’s long-term investments in our Capital Stabilization Fund. These funds may be appropriated by a 2/3 vote of Town Meeting and are intended to help

reduce future tax impacts of larger capital projects. The current balance of this fund is \$928,930. The Select Board has adopted a policy directing 25% of projected Short-Term Rental revenue to the Capital Stabilization Fund. If this proposed transfer and Article 6 of this Annual Town Meeting warrant are both approved by Brewster voters, the fund balance will be \$1,428,930.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**

b. This sum will reduce short-term debt expenses related to the acquisition of the Long Pond property purchased from the Cape Cod Sea Camps in 2021. The property was purchased by the Town for \$6,000,000. Town Meeting originally appropriated \$2,000,000 in available funds to cover a portion of these costs. MA Audubon and Brewster Conservation Trust have pledged a combined \$3,250,000 to assist the Town with these acquisition costs. These funds may be applied in future fiscal years to reduce this debt once the future disposition of this property has been decided by Brewster voters. In the meantime, the Town has been making short-term debt payments through non-excluded debt appropriations in our annual operating budget. When combined with the Town's FY24 operating budget appropriation of \$120,000 for this purpose, this transfer would reduce the remaining balance of debt for this purchase to \$3,320,000.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**

**SPECIAL REVENUE FUND/Cable Franchise Fee Account**

**ARTICLE NO. 12:** To see if the Town will vote to appropriate from the Cable Franchise Fee Special Revenue Fund the sum of **TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000)**, for the purpose of offsetting costs associated with providing local cable television related purposes, including, but not limited to the general public purpose of supporting and promoting public access to the Brewster cable television system; training in the use of local access equipment and facilities; access to community, municipal and educational meeting coverage; use and development of an institutional network and/or municipal information facilities; cable related personnel expenses; contracting with local cable programming services providers and/or any other appropriate cable related purposes, and including all incidental and related expenses, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**COMMENT**

Each resident's cable bill includes a line item to provide for the costs of local cable television services. These monies are retained in a special revenue account and are used to enhance local cable programming for the Town's public, education, and government channels. These funds will be used to continue these informational and educational services, and may include equipment purchases, contracted services, construction services, and labor expenses.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**

**TOWN BYLAW AMENDMENT: CREATION OF NEW COMMUNITY GARDEN AND WETLANDS  
PROTECTION REVOLVING FUNDS**

**ARTICLE NO. 13:** To see if the Town will vote to amend Article III of the Town bylaws to add the following new revolving funds to Chapter 21-8, consistent with MGL Ch 44 Sec 53E½, with such expenditure limits to be applicable from fiscal year to fiscal year, until such time as they may later be amended by Town Meeting, as follows:

| <b>Fund</b>         | <b>Revenue Source</b>  | <b>Authority to Spend</b>                           | <b>Use of Fund</b>   | <b>Fiscal Year Spending Limit</b> |
|---------------------|--|---|--|-----------------------------------|
| Community Garden    | Fees received for community garden programs and related services and operations      | Council on Aging & Town Manager                     | Expenses shall be related to expenses related to operating and managing the community garden and not used for any other purposes   | \$50,000                          |
| Wetlands Protection | Fees related to local administration and enforcement of the Wetlands Protections Act | Conservation Commission, with Select Board approval | Expenses shall be related to engaging consultant and technical assistance to review proposed projects, administrative or clerical expenses, salaries and/or fringe benefits of regular employees to the extent attributable to wetland protection act activities and not used for any other purposes | \$50,000                          |
| <b>Total</b>        |  |   |  | <b>\$100,000</b>                  |

Or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

COMMENT

The Town has partnered with Brewster Conservation Trust to manage the community gardens on Lower Road adjacent to the Eddy Sisters Trail since 1985. This program offers approximately sixty-five (400 sq ft) plots for residents to garden. The Town is looking to create a new revolving fund which will separately account for annual fees collected for use of the plots and expenditures related to maintenance of the community garden area.

The Conservation Commission collects filing fees related to applications under the state Wetlands Protection Act and our local wetlands bylaw. These fees have historically been placed into a Receipt Reserved For Appropriation account. MGL Ch 131 Sec 40 granted authority to the Conservation Commission to appropriate these funds with Select Board approval. These funds must be spent for wetlands protection related activities and expenditures. The proposed annual spending limit for each of these new revolving funds is \$50,000.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**

**FIRE UNION COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 14:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used to fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and International Association of Firefighters Local 3763 for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

COMMENT

This article will fund the costs associated with the contract settlement expenses between the International Association of Firefighters Local 3763 and the Town. The current contract expires on June 30, 2023, and the Town expects to agree to updated terms with the Union by Town Meeting.

**Select Board: Recommendation  
Deferred**

**Finance Committee: Recommendation  
Deferred**

**POLICE PATROL OFFICER COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 15:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used to fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and Brewster Police Union, Massachusetts Coalition of Police, Local 332, AFL-CIO, for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

COMMENT

This article will fund the costs associated with the contract settlement expenses between the Police Officers Union and the Town. The current contract expires on June 30, 2023, and the Town has agreed to an extension with the Union.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**

**POLICE SUPERIOR UNION COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 16:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used to fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and the Brewster Police Superior Officers Association, New England Police Benevolent Association, Local 78, for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

COMMENT

This article will fund the costs associated with the contract settlement expenses between the Police Superiors Union and the Town. The current contract expires on June 30, 2023, and the Town has agreed to an extension with the Union.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**

**POLICE DISPATCHER UNION COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 17:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used to fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and the Brewster Police Public Safety Dispatchers Union, Massachusetts Coalition of Police, Local 513, AFL-CIO, for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

COMMENT

The Police dispatchers have recently formed their own bargaining unit. The Town has agreed to a contract with this new Union. This article will fund the costs associated with the contract settlement expenses between the Union and the Town.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**



**LADIES LIBRARY UNION COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 18:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used to fund the cost items for the first fiscal year of the proposed Collective Bargaining Agreement between the Brewster Ladies Library Association and the Service Employees International Union, Local 888, Brewster Library Employees, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**COMMENT**

This article will fund the costs associated with the contract settlement expenses between the Ladies Library Association and the Library Union. The current contract expires on June 30, 2023, and the Town has agreed to an extension with the Union.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**

**SEIU COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 19:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and Service Employees International Union, Local 888, for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

**COMMENT**

This article will fund the costs associated with the contract settlement expenses between the Service Employees International Union, Local 888 (DPW, Water and Golf), and the Town. The current contract expires on June 30, 2023, and the Town has agreed to an extension with the Union.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee: Yes 0, No 0, Abs 0**

**OPEIU COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 20:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be used fund the cost items of the first fiscal year of the proposed Collective Bargaining Agreement between the Town of Brewster and Office and Professional Employees International Union, Local 6, for a term effective July 1, 2023 through June 30, 2026, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

COMMENT

This article will fund the costs associated with the contract settlement expenses between the Office and Professional Employees International Union, Local 6 and the Town. The current contract expires on June 30, 2023, and the Town has agreed to an extension with the Union.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee:**

**Yes 0, No 0, Abs 0**

**NON-UNION PERSONNEL WAGE FUNDING**

**ARTICLE NO. 21:** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund wage and salary adjustments effective July 1, 2023 for eligible and non-union employees dictated by the Compensation Plan developed pursuant to the Personnel Bylaw, Section 36-4 of the Brewster Town Code, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

COMMENT

This article will fund the costs associated with wage adjustments for employees covered under Personnel Bylaw Agreements and other non-union employees for fiscal years 2024 through 2026.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee:**

**Yes 0, No 0, Abs 0**

**SPECIAL ACT: TRANSFER CARE, CUSTODY, AND CONTROL & CHANGE USES OF WING ISLAND**

**ARTICLE NO. 22:** To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation authorizing the transfer from the Select Board for public bathing and recreation purposes to the Conservation Commission for conservation and passive recreation purposes, the parcel of land known as Wing Island, as acquired by the Town of Brewster pursuant to an Order of Taking dated July 14, 1961 and recorded on July 28, 1961, as described in a deed recorded with the Barnstable registry of deeds in book 1123, page 170, all as set forth below, and, further, to authorize the General Court to make changes of form only to such legislation without the approval of the Select Board, and, to authorize the Select Board to approve such changes that are within the public purposes of the vote taken hereunder, or to take any other action relative thereto.

SECTION 1. Notwithstanding any general or special law to the contrary, the town of Brewster is hereby authorized pursuant to the provisions of section 15A of chapter 40 of the general laws, to transfer a parcel of land from the select board for public bathing and recreation purposes to the care, custody and control of the conservation commission for open space and passive recreation purposes, including public bathing, subject and dedicated to the purposes of Article

97 of the Massachusetts Constitution a parcel of land shown Wing Island, as acquired by the Town of Brewster pursuant to an Order of Taking dated July 14, 1961 and recorded on July 28, 1961, as described in a deed recorded with the Barnstable registry of deeds in book 1123, page 170.

SECTION 2. This act shall take effect upon its passage.

Or to take any other action relative thereto.

(Select Board)

(2/3 Vote Required)

COMMENT

At the March 6, 2023 Special Town Meeting, Brewster voters overwhelmingly voted for Article 2, which sought to transfer care, custody, and control of Wing Island from the Select Board to the Conservation Commission and to clarify the island's designated uses from what was identified when the Town originally acquired the property (public bathing and recreational purposes) to what they have been as a matter of practice for the past 60 years (open space and passive recreation purposes). The Conservation Commission has since indicated their willingness to take on this responsibility. Town counsel opined that since the island is protected under Article 97 of the state Constitution, these actions require state approval via special legislation. At the March 6, 2023 Special Town Meeting, the Select Board committed to bringing this article to the May 2023 Annual Town Meeting to take that next appropriate procedural step. If approved by Town Meeting, special acts also require 2/3 approval of the state legislature.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee:**

**Yes 0, No 0, Abs 0**

**TOWN BYLAW AMENDMENT: BUILDING AND NEEDS ASSESSMENT COMMITTEE**

**ARTICLE NO. 23:** To see if the Town will vote to amend Chapter 12 of the Town bylaws to delete Article XV, Building and Needs Assessment Committee, in its entirety, or to take any other action relative thereto.

(Select Board)

(Majority Vote Required)

COMMENT

The Building and Needs Assessment Committee was originally created in 1995. This committee was broadly tasked with making recommendations about the locations of buildings and/or needs of the Town. This committee has been inactive for almost a decade, as its responsibilities have been assumed by other Town committees and staff over time. The Town still has 40+ volunteer committees.

**Select Board: Yes 0, No 0, Abs 0**

**Finance Committee:**

**Yes 0, No 0, Abs 0**

**NEW TOWN BYLAW: PROHIBITION ON SALE OF MINIATURE SINGLE USE CONTAINERS**

**ARTICLE NO. 24:** To see if the Town will vote to adopt the following ban on the sale of miniature single use containers for alcoholic beverages as a general bylaw and to insert into the Code of the Town of Brewster, Massachusetts as Chapter XX: "No person shall sell, offer for sale, or otherwise distribute alcoholic beverages in containers less than or equal to 100 milliliters within the Town of Brewster. This section shall take effect on January 1, 2024."

(Select Board)

(Majority Vote Required)

**COMMENT**

This article proposes a bylaw to ban the sale of so-called "nip" bottles. There are compelling reasons to support such a ban given the documented nip bottle trash found along many Brewster roads. Nips are often consumed in vehicles and discarded along roads. In 2022, "Beautify Brewster" volunteers collected 2,767 nip bottles, in one day, along select, but not all, Brewster streets. Nip bottles are not recyclable and must be disposed of in Brewster's solid waste. Similar bans have been adopted by Massachusetts municipalities including Falmouth and Wareham that have been found to be lawful by the Massachusetts Attorney General.

**Select Board: Yes 5, No 0, Abs 0**

**Finance Committee:**

**Yes 7, No 1, Abs 0**

**CITIZENS PETITION: PROHIBITION ON PLASTIC FOOD CONTAINERS AND UTENSILS**

**ARTICLE NO. 25:** To see if the Town will vote to amend the Town's General Bylaw by inserting a new bylaw entitled, Plastic Reduction, as follows, and to authorize the Town Clerk to assign appropriate numbering therefor:

Chapter \_\_\_\_: Plastic Reduction

This bylaw is enacted pursuant to the general police power in order to protect the health, safety, and welfare of the inhabitants of the Town.

**Effective Date**

This Bylaw shall take effect on September 1, 2024.

**Purpose and Intent**

Plastic food containers and single-use utensils form a significant portion of the solid waste stream going into landfills. Local landfills are running out of room; our future solid waste may have to be transported hundreds of miles to a landfill at considerable cost. Plastic food containers are not recyclable, nor are they biodegradable. Once buried in our landfills, they will persist for centuries. If incinerated the toxins in plastic are linked to cancer and threaten our air quality. Appropriate alternative and sustainable products are readily available from the vendors used by local food establishments; cooperative bulk buying arrangements are possible. Thus, elimination of plastic food containers and utensils is in the best interest of the health and welfare of Town inhabitants.

## Definitions

“Disposable Food Service Container” means single-use disposable products for serving or transporting prepared, ready-to-consume food. This includes plates, bowls, trays, hinged or lidded containers, and utensils.

“Food Establishment” means an operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, as further defined in 105 CMR 590.002. Any establishment requiring a permit to operate in accordance with the State Food Code, 105 CMR 590.000 et. seq., shall be considered a Food Establishment for the purposes of this Bylaw.

“Plastic” is defined as any type of plastic resin, which may contain recycled materials, and may be sold as recyclable, biodegradable, or compostable. The material is commonly categorized in terms of #1, #2, #3, #4, #5, #6, #7; plastic as referenced includes all categories.

“Prepared Food” means any food prepared for consumption on the Food Establishment’s premises, using any cooking or food preparation technique. This does not include any raw uncooked meat, fish or eggs unless provided for consumption without further food preparation.

“Town Facility” means any building, structure, land, or park owned or operated by the Town of Brewster, its agents and departments.

“Town Facility Uses” means all persons, societies, associations, organizations, or special event promoters who require permission to use a Town Facility. Town Facility Users also includes concession contracts with the Town, Town-managed concessions, Town-sponsored events, and food services provided at the Town’s expense.

## Prohibition

- A. Except as provided herein, Food Establishments are prohibited from dispensing Prepared Food to customers in Disposable Food Service containers and utensils made from Plastic.
- B. Town Facility Users are prohibited from dispensing Prepared Food to customers in Disposable Food Service containers made from Plastic and providing utensils made from Plastic.  
Public and private schools, educational institutions, summer camps, childcare facilities, and other childcare programs approved to participate in USDA Child Nutrition Programs are exempt.

## Administration and Enforcement

This Bylaw is enforced by the Town Administrator, or any committee appointed by them. Any Food Establishment or Town Facility User which violates any provisions of this Bylaw shall be subject to the following penalties:

First Offense: Written warning

2<sup>nd</sup> Offense: \$150 fine

3<sup>rd</sup> Offense and Subsequent Offenses: \$300 fine

Any such fines collected shall be payable to the Town of Brewster. Each day the violation continues constitutes a separate violation. After detection of an initial violation, the designated inspection authority will be required to verify subsequent compliance until compliance with this bylaw is established. All businesses will be routinely inspected until the Town Administrator deems the inspections to no longer be required.

(Citizens Petition)

(Majority Vote Required)

**COMMENT**

**Select Board: Yes 1, No 2, Abs 2**

**Finance Committee:**

**Yes 7, No 1, Abs 0**

**CITIZENS PETITION: NEW TOWN BYLAW – TOWN MEETING APPROVAL OF PROJECTS EXCEEDING \$100,000**

**ARTICLE NO. 26:** To see if the Town will vote to amend the Brewster Code by adding thereto a new Article 42-2, to read as follows:

“No improvements or alterations to land under the care, custody, and control of the Town exceeding \$100,000.00 in value may be made except by prior approval by a vote of more than a majority of Town Meeting”, or to take any other action relative thereto.

(Citizens Petition)

(Majority Vote Required)

**COMMENT**

Land under the care and custody of the Town may be presently developed, improved, or altered lawfully without a vote of Town Meeting, so long as the funds for such improvements are procured from outside sources, such as gifts or grants. This article will require Town Meeting approval before the Town may take such actions, irrespective of the source of the funding.

**Select Board: Yes 0, No 5, Abs 0**

**Finance Committee:**

**Yes 1, No 6, Abs 1**

**CITIZENS PETITION: CONDITIONS ON SELECT BOARD ACCEPTANCE OF ANONYMOUS GIFTS**

**ARTICLE NO. 27:** To see if the Town will vote to Amend Article 42-1 of the Brewster Code by deleting the present Article 42-1 in its entirety, and substituting therefore the following:

“The Select Board is authorized to accept or reject in whole or in part and on behalf of the Town all gifts tendered to the Town pursuant to this By-law and pursuant to G.L. c. 44 sec. 53A as amended; provided, however, that in the event of an anonymous gift exceeding \$10,000.00, the Select Board shall specify in writing, by a document approved by the Select Board and filed with the Town Clerk on or before the date of the acceptance of the gift, and made publicly available, identify any and all promises made by the Town as a condition of receipt of such gift and any condition or conditions which are attached to the acceptance of such gift; all purposes



for which such gift may be used by the Town; any obligations created or imposed upon the Town as a result of the acceptance of such gift; and the value of all staff time expended by the Town prior to the date of the Select Board Meeting at which approval for such gift is sought, and all funds expended by the Town prior to such date”, or to take any other action relative thereto.

(Citizens Petition)

(Majority Vote Required)

COMMENT

The proposed development of a Boardwalk to Wing Island was driven by an anonymous gift to the Brewster Conservation Trust, which it in turn pledged to the Town of Brewster for the construction of a boardwalk to be named after the anonymous donor – after it was built. This donation pledge has been withdrawn, but the Select Board’s actions in this regard raised concerns about anonymous donations driving Town policy and actions. This article will require that any anonymous gift be accompanied by full disclosure of all promises made by the Town as a condition of acceptance of such gifts, all conditions attached by the donor to the acceptance of the gift, and full disclosure of the terms of the gift to the Town. The Select Board remains empowered by the General Laws to accept such gifts, but this By-law will require full disclosure of the terms and conditions of anonymous gifts so that the voters have the benefit of complete disclosure and transparency.

**Select Board: Yes 0, No 5, Abs 0**

**Finance Committee:**

**Yes 0, No 0, Abs 0**

You are hereby directed to serve this Warrant with your doings thereon to the Town Clerk at the time and place of said meeting as aforesaid.

Given under our hand and Seal of the **Town of Brewster** affixed this **\_\_<sup>th</sup> day of April 2023.**

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David C. Whitney, Chair

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Edward B. Chatelain, Vice-Chair

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Kari Sue Hoffmann, Clerk

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Mary W. Chaffee

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Cynthia A. Bingham

I, Roland W. Bassett Jr, duly qualified Constable for the Town of Brewster, hereby certify that I served the Warrant for the Special Town Meeting of May 1, 2023 by posting attested copies thereof, in the following locations in the Town on **the xx day of April, 2023.**

Brewster Town Offices  
Brewster Ladies Library  
The Brewster General Store  
U. S. Post Office

Café Alfresco  
Brewster Pizza House  
Millstone Liquors

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Roland W. Bassett, Jr. Constable

**For Your Information (FYIs)  
Agenda Item #15**

1. MassPRIM Performance Update and Report



## Pension Reserves Investment Management Board

84 State Street, Suite 250  
Boston, Massachusetts 02109

Deborah B. Goldberg, Treasurer and Receiver General, Chair  
Michael G. Trotsky, CFA, Executive Director and Chief Investment Officer

### Town of Brewster

#### State Retirees Benefits Trust Fund

February 01, 2023 to February 28, 2023

|   | <u>Month To Date</u> | <u>Fiscal Year To Date</u> | <u>Calendar Year To Date</u> |
|---|----------------------|----------------------------|------------------------------|
| <b>Your beginning net asset value for the period was:</b>   | 3,404,402.59         | 3,294,393.09               | 3,268,481.19                 |
| Your change in investment value for the period was:   | (55,847.13)          | 54,162.37                  | 80,074.27                    |
| Your exchanges from (to) the Cash Fund for the period were:   | 60,000.00            | 60,000.00                  | 60,000.00                    |
| <b>Your ending net asset value for the period was:</b>  | <u>3,408,555.46</u>  | <u>3,408,555.46</u>        | <u>3,408,555.46</u>          |
| <b>Net Change in Investment Value represents the net change through investment activities as follows:</b> |                      |                            |                              |
| Gross Investment Income:  | 4,815.00             | 51,286.70                  | 9,927.49                     |
| Less Management Fees:   | <u>(773.52)</u>      | <u>(9,438.74)</u>          | <u>(1,464.41)</u>            |
| Net Investment Income:  | 4,041.48             | 41,847.96                  | 8,463.08                     |
| Net Fund Unrealized Gains/Losses:   | (62,227.00)          | 7,901.56                   | 68,232.93                    |
| Net Fund Realized Gains/Losses:   | <u>2,338.39</u>      | <u>4,412.85</u>            | <u>3,378.26</u>              |
| <b>Net Change in Investment Value as Above:</b>   | <u>(55,847.13)</u>   | <u>54,162.37</u>           | <u>80,074.27</u>             |

As of February 28, 2023 the net asset value of your investment in the SRBT Fund was:

\$3,408,555.46

If you have any questions regarding your statement, please contact the Client Services team at [clientservice@mapension.com](mailto:clientservice@mapension.com).  
A detailed statement of your account is attached to this summary sheet.



## Pension Reserves Investment Management Board

84 State Street, Suite 250  
Boston, Massachusetts 02109

Deborah B. Goldberg, Treasurer and Receiver General, Chair  
Michael G. Trotsky, CFA, Executive Director and Chief Investment Officer

### Town of Brewster

#### Cash Investment

February 01, 2023 to February 28, 2023

|   | <u>Month To Date</u> | <u>Fiscal Year To Date</u> | <u>Calendar Year To Date</u> |
|---|----------------------|----------------------------|------------------------------|
| <b>Your beginning net asset value for the period was:</b> | 0.00                 | 0.00                       | 0.00                         |
| Your investment income for the period was:                | 0.00                 | 0.00                       | 0.00                         |
| Your total contributions for the period were:             | 60,000.00            | 60,000.00                  | 60,000.00                    |
| Your total redemptions for the period were:               | 0.00                 | 0.00                       | 0.00                         |
| Your total exchanges for the period were:                 | (60,000.00)          | (60,000.00)                | (60,000.00)                  |
| Your state appropriations for the period were:            | 0.00                 | 0.00                       | 0.00                         |
| <b>Your ending net asset value for the period was:</b>    | <u>0.00</u>          | <u>0.00</u>                | <u>0.00</u>                  |

As of February 28, 2023 the net asset value of your investment in the Cash Fund was:

**\$0.00**

If you have any questions regarding your statement, please contact the Client Services team at [clientservice@mapension.com](mailto:clientservice@mapension.com).  
A detailed statement of your account is attached to this summary sheet.



## Pension Reserves Investment Management Board

84 State Street, Suite 250  
Boston, Massachusetts 02109

Deborah B. Goldberg, Treasurer and Receiver General, Chair  
Michael G. Trotsky, CFA, Executive Director and Chief Investment Officer

PHTF90200002  
Commonwealth Of Massachusetts

### Town of Brewster Investment Detail 2/28/2023

|            | <u>Investments Units Of Participation</u> | <u>Cost</u>         | <u>Price</u> | <u>Market Value</u> | <u>Unrealized Gain/Loss</u> |
|------------|---|---------------------|--------------|---------------------|-----------------------------|
| 13,545.395 | HCST OPEB MASTER TRUST                    | 3,336,567.90        | 251.6394     | 3,408,555.46        | 71,987.56                   |
|            | <b>Total Investment:</b>                  | <b>3,336,567.90</b> |              | <b>3,408,555.46</b> | <b>71,987.56</b>            |





## Pension Reserves Investment Management Board

84 State Street, Suite 250  
Boston, Massachusetts 02109

Deborah B. Goldberg, Treasurer and Receiver General, Chair  
Michael G. Trotsky, CFA, Executive Director and Chief Investment Officer

PHTF90200002  
Commonwealth Of Massachusetts

### Town of Brewster Statement of Change In Net Assets 02/28/2023

|                                     | Current Period  |                     | Fiscal Year     |                     | Year To Date    |                     |
|-------------------------------------|-----------------|---------------------|-----------------|---------------------|-----------------|---------------------|
|                                     | <u>2/1/2023</u> | <u>2/28/2023</u>    | <u>7/1/2022</u> | <u>2/28/2023</u>    | <u>1/1/2023</u> | <u>2/28/2023</u>    |
| NET ASSETS - BEGINNING OF PERIOD    |                 | 3,404,402.59        |                 | 3,294,393.09        |                 | 3,268,481.19        |
| DISBURSEMENTS:                      |                 |                     |                 |                     |                 |                     |
| CASH FUND EXCHANGES                 |                 |                     |                 |                     |                 |                     |
|                                     |                 | 60,000.00           |                 | 60,000.00           |                 | 60,000.00           |
| RECEIPTS:                           |                 |                     |                 |                     |                 |                     |
| CONTRIBUTIONS:                      |                 |                     |                 |                     |                 |                     |
| PARTICIPANTS                        |                 | 60,000.00           |                 | 60,000.00           |                 | 60,000.00           |
| INVESTMENT INCOME:                  |                 |                     |                 |                     |                 |                     |
| UNREALIZED GAIN/LOSS-INVESTMENT     |                 | -62,227.00          |                 | 7,901.56            |                 | 68,232.93           |
| MASTER TRUST ALLOCATED EXPENSES     |                 |                     |                 |                     |                 |                     |
|                                     |                 | -80.53              |                 | -1,727.79           |                 | -120.60             |
| MASTER TRUST CHANGE IN REALIZED G/L |                 |                     |                 |                     |                 |                     |
|                                     |                 | 2,338.39            |                 | 4,412.85            |                 | 3,378.26            |
| MASTER TRUST INVESTMENT INCOME      |                 |                     |                 |                     |                 |                     |
|                                     |                 | 4,815.00            |                 | 51,286.70           |                 | 9,927.49            |
| MT ALL INVESTMENT MANAGER FEES      |                 |                     |                 |                     |                 |                     |
|                                     |                 | -692.99             |                 | -7,710.95           |                 | -1,343.81           |
| UNIT EXCHANGES                      |                 |                     |                 |                     |                 |                     |
|                                     |                 | 60,000.00           |                 | 60,000.00           |                 | 60,000.00           |
| <b>Total Receipts</b>               |                 | <b>64,152.87</b>    |                 | <b>174,162.37</b>   |                 | <b>200,074.27</b>   |
| <b>Total Disbursements:</b>         |                 | <b>60,000.00</b>    |                 | <b>60,000.00</b>    |                 | <b>60,000.00</b>    |
| <b>Net Assets - End of Period:</b>  |                 | <b>3,408,555.46</b> |                 | <b>3,408,555.46</b> |                 | <b>3,408,555.46</b> |

## STATEMENT EXPLANATION

Below you will find a description of each item posted to your statement.

### CAPITAL ACCOUNT

|  |  |
|--|--|
| <b>Summary of Account Activity:</b>                    | A summary statement produced for your investment in the State Retiree Benefits Trust Fund (SRBTF) includes both month-to-date and fiscal year-to-date information. This statement is also furnished to the Public Employee Retirement Administration Commission (PERAC).   |
| <b>Your beginning net asset value for the period:</b>  | The total balance of your investment as of the opening date of the statement period.   |
| <b>Your change in investment value for the period:</b> | The total increase or decrease in your investment includes net investment income, realized gains or losses, and unrealized gains or losses.  |
| <b>Your total exchanges from (to) cash fund:</b>       | Movement of funds occurring on the first business day of each month between your Cash Fund and Capital Account (SRBTF).  |
| <b>Your ending net asset value for the period:</b>     | The total balance of your investment as of the closing date of the statement period.   |
| <b>Gross investment income:</b>                        | Represents your allocable share of the SRBTF's income associated with securities and other investments (i.e. real estate), except for realized and unrealized gains or losses. It is principally interest, dividends, real estate income, and private equity income.   |
| <b>Management fees:</b>                                | Represents your allocable share of the SRBTF's expenses related to PRIM's investment advisors, consultants, custodian and operations expenses.   |
| <b>Net investment income:</b>                          | Represents your allocable share of the SRBTF's gross investment income, less Management Fees.  |
| <b>Net fund unrealized gains/losses:</b>               | Represents your allocable share of the SRBTF's increase or decrease in value, attributed to a change in value of securities or other investments held in the PRIT Fund, relative to original cost. These gains or losses are "unrealized" because the investments have not yet been sold.                                |
| <b>Net fund realized gains/losses:</b>                 | Represents your allocable share of the SRBTF's increase or decrease in value attributed to the PRIT Fund's sale of securities or other investments (i.e. real estate property). Whether you "realize" a gain or loss depends upon the price at which the investment was sold in relation to its original purchase price. |

### CASH FUND

|   |  |
|---|--|
| <b>Your beginning net asset value for the period:</b> | The total balance of your investment as of the opening date of the statement period.   |
| <b>Your investment income for the period:</b>         | Interest earned for the period.  |
| <b>Your total contributions for the period:</b>       | Sum of all funds (i.e. wires and/or checks) sent into your SRBTF account during the statement period. Cash contributed any day during the month except the first business day will remain in your Cash Fund until the first business day of the following month, when it will then be exchanged into the General Allocation Account (SRBTF). |
| <b>Your total redemptions for the period:</b>         | Sum of all funds sent by wire from the PRIT Fund's custodian bank to your government entity during the statement period. A redemption made be made at any time throughout the month as long as your Cash Fund balance equals or exceeds the amount you wish to redeem.   |
| <b>Your ending net asset value for the period:</b>    | The total balance of your investment as of the closing date of the statement period.   |

If you have any questions regarding your statement, please contact the Client Services team at [clientservice@mapension.com](mailto:clientservice@mapension.com).

**PENSION RESERVES INVESTMENT TRUST  
SUMMARY OF PLAN PERFORMANCE  
RATES OF RETURN (GROSS OF FEES)  
Periods Ending February 28, 2023\***

|  | NAV \$ (000)      | Target Allocation Range | Actual Allocation % | Month        | FY '23      | Calendar YTD | 1 Year       | 3 Year      | 5 Year      | 10 Year     | Since Inception |
|--|-------------------|-------------------------|---------------------|--------------|-------------|--------------|--------------|-------------|-------------|-------------|-----------------|
| <b>GLOBAL EQUITY</b>   | 36,308,877        | 33 - 43%                | 38.7%               | -2.52        | 8.12        | 4.87         | -6.67        | 9.47        | 5.98        | 8.33        | 6.35            |
| <b>CORE FIXED INCOME</b>   | 12,720,421        | 12 - 18%                | 13.6%               | -2.83        | -4.30       | 1.29         | -14.40       | -4.48       | 1.11        | 2.15        | 6.43            |
| <b>VALUE ADDED FIXED INCOME *</b>  | 6,681,479         | 5 - 11%                 | 7.1%                | -0.34        | 4.44        | 2.27         | -1.73        | 4.35        | 4.26        | 4.34        | 7.38            |
| <b>PRIVATE EQUITY *</b>  | 16,305,687        | 12 - 18%                | 17.4%               | -0.43        | -6.34       | -0.18        | -6.26        | 26.18       | 22.82       | 21.02       | 15.82           |
| <b>REAL ESTATE *</b>   | 10,490,215        | 7 - 13%                 | 11.2%               | -0.06        | 0.18        | 1.09         | 9.38         | 12.62       | 10.84       | 10.56       | 7.13            |
| <b>TIMBERLAND *</b>  | 2,952,973         | 1 - 7%                  | 3.2%                | -0.59        | 3.56        | -0.08        | 8.05         | 8.04        | 5.30        | 6.07        | 8.11            |
| <b>PORTFOLIO COMPLETION STRATEGIES *</b>   | 8,065,248         | 7 - 13%                 | 8.6%                | -0.57        | 2.62        | 2.28         | 0.90         | 3.50        | 2.91        | 4.00        | 4.18            |
| <b>OVERLAY</b>   | 174,829           | 0.0%                    | 0.2%                | -12.30       | 0.78        | -0.96        | -15.39       | 6.93        | 3.86        |             | 9.95            |
| <b>TOTAL CORE</b>  | <b>93,735,477</b> | <b>100%</b>             | <b>100%</b>         | <b>-1.57</b> | <b>1.84</b> | <b>2.49</b>  | <b>-5.05</b> | <b>8.68</b> | <b>7.21</b> | <b>8.29</b> | <b>9.21</b>     |
| <i>IMPLEMENTATION BENCHMARK (using short term private equity benchmark) <sup>1</sup></i> |                   |                         |                     | <i>-1.61</i> | <i>1.96</i> | <i>2.16</i>  | <i>-3.75</i> | <i>8.19</i> | <i>6.97</i> | <i>7.69</i> | <i>9.53</i>     |
| <i>TOTAL CORE BENCHMARK (using private equity) <sup>2</sup></i>                          |                   |                         |                     | <i>-1.41</i> | <i>4.78</i> | <i>2.58</i>  | <i>-1.18</i> | <i>6.79</i> | <i>6.00</i> | <i>6.89</i> | <i>9.30</i>     |
| PARTICIPANTS CASH  | 26,561            |                         |                     | 0.36         | 2.27        | 0.74         | 2.44         | 0.93        | 1.44        | 0.96        | 3.44            |
| TEACHERS' AND EMPLOYEES' CASH  | 24,732            |                         |                     | 0.36         | 2.21        | 0.72         | 2.39         | 0.91        | 1.42        | 0.94        | 2.33            |
| <b>TOTAL FUND</b>  | <b>93,786,769</b> |                         |                     | <b>-1.57</b> | <b>1.84</b> | <b>2.48</b>  | <b>-5.03</b> | <b>8.65</b> | <b>7.19</b> | <b>8.27</b> | <b>9.25</b>     |

\* Certain Value-Added Fixed Income investments, Private Equity, certain Real Estate investments, Timberland, and certain Portfolio Completion Strategy investments are valued only at calendar quarter ends (March 31, June 30, September 30, and December 31).