



# Chelmsford School Department School Committee

## *Notice of Public Meeting*

Email Posting to [townclerk@townofchelmsford.us](mailto:townclerk@townofchelmsford.us) Thank you.

As required by G.L. c. 30 A, §18-25

Filed with Town Clerk:

**DATE: Tuesday April 15, 2025 TIME: 7:00 p.m. ROOM: Conf. Room 1**

**PLACE: CPS Central Administration Office ADDRESS: 230 North Road**

The Chelmsford School Committee (CSC) intends to conduct an in-person meeting on the date and time specified. The meeting will be live-streamed by Chelmsford Telemedia for interested community members to access and watch. Interested community members may e-mail Superintendent of Schools, Dr. Jay Lang, at [langj@chelmsford.k12.ma.us](mailto:langj@chelmsford.k12.ma.us) prior to 12:00 p.m. on Tuesday April 15, 2025 to be scheduled to provide in-person input under the public participation portion(s) of the agenda.

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **CHAIR OPENING STATEMENT**

### **CONSENT AGENDA**

1. Approval of the minutes of the regular school committee meeting of March 25, 2025

### **CHS STUDENT REPRESENTATIVE ANNOUNCEMENTS**

### **GOOD NEWS**

### **PUBLIC COMMENTS:**

The School Committee will hear from members of the public on items listed under New Business on the posted agenda. Speakers are asked to limit comments to 3 minutes to allow others an opportunity to speak. The School Committee will not respond directly to public comments, however will try to address comments when the item is reached on the agenda.

### **NEW BUSINESS**

1. Reorganization of School Committee
  - a. Election of School Committee Chair
  - b. Election of School Committee Vice Chair
  - c. Election of School Committee Secretary

2. Spotlight: CHIPS & Community Education Programs
3. Reminder: 2025/26 School Year – Kindergarten Registration Dates
4. Anticipated Last Day of School: Students & Staff
5. FY2025 Budget Report: 3rd Quarter Financials (July 2024 - March 2025)
6. Personnel Report: March 2025
7. 2025/26 School Committee Meeting Schedule
8. 2025/26 School Committee Liaison Assignments
9. Valley Collaborative Quarterly Report – FY2025 (3rd Quarter)
10. Approval of Field Trip & Travel Requests

#### **REPORTS**

1. Liaison Reports

#### **ACTION/NEW ITEMS**

1. Request for Reports & Updates

#### **PUBLIC COMMENTS:**

The School Committee will hear from members of the public on general matters of education interest. Speakers are asked to limit comments to 3 minutes to allow others an opportunity to speak. The School Committee will not respond directly to public comments, however will try to address comments at future meetings.

#### **ADJOURNMENT**

**CHELMSFORD SCHOOL COMMITTEE  
REGULAR MEETING  
March 25, 2025  
Meeting Minutes**

**Members Present:** Mr. Dennis King (Chair), Ms. Maria Santos (Vice Chair), Ms. Diana Lebeaux (Secretary), Ms. Susan Mackinnon and Mr. John Moses.

**Also present:** Dr. Jay Lang (Superintendent) and Dr. Linda Hirsch (Assistant Superintendent) and Ms. Joanna Johnson-Collins (Director of Business & Finance).

**Call to Order**

Mr. King called the meeting to order at 6:00 p.m.

**Pledge of Allegiance**

**Chair Opening Statement**

"This meeting is being live-streamed by Chelmsford Telemedia and posted to the CPS website for interested community members to access and watch. In-person public participation will be taking place tonight in accordance with the Chelmsford School Committee Public Participation Policy. Anyone speaking tonight during the public input portion of this meeting has notified the superintendent's office of their desire to speak and has been provided with these guidelines. Upon request written comments received no later than 12:00 p.m. on the day of this meeting will also be read and made part of the record of the meeting during the second public comment session."

**CONSENT AGENDA**

1. **Approval of the minutes of the regular school committee meeting of March 11, 2025**

**Ms. Santos moved to approve the minutes of the regular school committee meeting of March 11, 2025. Mr. Moses seconded. Motion carries 5-0.**

**CHS Student Representative Announcements**

Patrick shared that the "Career Exploration Breakfast" for juniors will be held on April 15<sup>th</sup>. Professionals from a wide array of jobs will be there to meet with students to explain the requirements for their careers. The CHS Chess Team took second place at the Lowell High School's "Merrimack Valley Chess Invitational"! MCAS will be held this week. Spring sports have begun!

## **Good News**

Dr. Hirsch said that she and Dr. Lang were able to attend *The Wizard of Oz* this past week and found it “amazing”! Ms. Santos added that the Katie Greer presentation was funded by the Chelmsford Council of Schools. An additional presentation for grades 9-12 as well as the current fourth graders will take place. An evening presentation will be held on April 8<sup>th</sup> at The PAC for families and community members on “digital health and safety”.

## **PUBLIC COMMENTS:**

None

### **1. Spotlight on the Departments & Schools: Mathematics & Byam Elementary School**

Dr. Lang welcomed Katherine Richard, K-12 Mathematics Coordinator, to the meeting as well as Byam Principal Jason Fredette and Assistant Principal Betsy Dolan for a dual department and school presentation. Ms. Richard began with an update on “Breakthrough Results” which has been focused on students at McCarthy Middle School. They have set goals on focus standards chosen by the grade 7 and 8 teams. Results demonstrate increase student understanding and provide leadership growth for teachers. This nine-week cycle will end when MCAS begins. Pre-assessments, weekly team meetings to monitor progress and post-assessments are done. Year two implementing Reveal Math for K-5 offers three PD days for planning lessons with a focus on student discourse. Next year’s focus will be “teaching with purpose” incorporating the math standards and differentiation. She introduced the Math Instructional Specialists, Amanda Bernie and Lesley Yanka, who service two elementary schools each. They spoke of providing coaching for: differentiation; collaborating with teachers; student discourse; providing strategies and resources. To demonstrate how students use good math vocabulary, manipulatives, talk math to one another, students paired up with one another and a School Committee member to go to vertical whiteboards to communicate with sentence starters and posters (drawings) to solve a problem from “The Learn” section of the curriculum. The problem involved determining the area of a room to buy the correct sized carpet. Krissy Babson, a fourth-grade teacher from Byam oversaw the live project with students and Committee members. After the groups solved the problem the students shared the strategies each group used and shared some of the “Math Discourse” they had while doing so. The students were amazing and received a round of applause from all!

Mr. Fredette and Ms. Dolan came to the table. Mr. Fredette shared that he was contacted by email by a principal from an elementary school on Martha’s Vineyard who wants to visit Byam to see the Reveal Math program. She was impressed by increased MCAS scores at Byam. Byam is looking forward to this visit. Ms. Dolan reviewed a presentation from last year when this math program was first launched and presented to The Committee. She sees increased confidence in both students and teachers this school year. The routines are the same for K-5. Mr. Fredette

added that in year three of the strategic plan and Byam's School Achievement Plan growth is truly happening in math with more than one year's growth being seen! The entire presentation was well received by The Committee. To appreciate it fully, please go to Chelmsford Telemedia You/Tube to watch.

## **2. Reschedule April 8, 2025 School Committee Meeting Date**

The next meeting will be held on April 15<sup>th</sup> at 7:00 p.m. Zoom attendance will be possible for those who are out of town.

## **3. FY2025 Budget Projection**

## **4. FY2025 Recommended One-Time Budget Expenditures**

Ms. Johnson included a memo and supporting data in tonight's agenda packet providing a projection update on the FY2025 budget. She shared that there are many "favorable" areas. Included are recommendations for "one-time purchases" from this budget totaling \$708,000. Additionally, she included a list of seven federal grants totaling over \$2 million. Funding from the USDA also helps fund our school nutrition programs which totals almost \$3 million.

## **5. FY2025 Recommended Budget Transfers**

**Ms. Santos motioned to approve the FY2025 local operating budget transfers totaling \$708,026 for the Chelmsford Public Schools as presented. Mr. Moses seconded. A roll call vote was taken. Motion carries 5-0.**

## **6. Personnel Report: February 2025**

No action required. Dr. Lang shared that we are in good shape!

## **REPORTS**

### **1. Liaison Reports**

Mr. Moses attended to Byam PTO meeting. They held a "Soup Luncheon" for the staff. It was a good meeting.

Ms. Mackinnon reported that the CHIPS PTO held a staff appreciation luncheon. Storyteller Joe and Mr. Riga from The Music Academy will be providing enrichment. In May baby goats will visit! They are reading a "Book of the Month" in all classes. Each classroom will do a book banner.

Ms. Lebeaux shared that the McCarthy/Parker PTOs met together. Parker will hold a STEM Fair this week. On June 11<sup>th</sup> they are planning a "We are Parker" extravaganza with lots of activities. Graduating Seniors have until April 11<sup>th</sup> to apply for PTO Scholarships. McCarthy raved about their zoom session with Dr. Melba Pattillo Beals who was one of "The Little Rock Nine". They were moved by her presentation and plan to have her return next year!

Ms. Santos shared that Center School will hold a recycle day on May 3<sup>rd</sup>. Activities for fourth graders are “in full swing”. The Taste of Chelmsford fundraiser went well. Their BINGO sessions are extremely well-attended! Graduating seniors who attended Center School should apply for their \$1,000 scholarships. The Chelmsford Council of Schools is doing a great job bringing the school PTOs together!

Mr. King attended the Center School Science Fair and was also a judge. He found many of the projects to be “incredible”! This Thursday Dr. Lang will present at the FIN/COM meeting. The second meeting of the “School Building Committee” will be held on April 9<sup>th</sup>. Dr. Lang will recommend Left Field to be the OPM for the new school project to the MSBA on May 12<sup>th</sup>.

### **ACTION/NEW ITEMS**

#### **1. Request for Reports & Updates**

Ms. Lebeaux wants to revisit technology in particular cell phones and Smart Watches in schools. She would like to see a survey done of the community stakeholders.

Dr. Lang added that Bill Silver will be addressing AI and other topics at one of the upcoming committee meetings. The AI group which attended sessions at MIT with Mr. Silver will be working on PD next year for staff.

The Chair shared that the new tennis courts will be dedicated to former Committee Member Al Thomas! The date will be selected soon.

### **PUBLIC COMMENTS:**

None

**ADJOURNMENT at 7:23 p.m.**

**Ms. Santos moved to adjourn. Mr. Moses seconded. Motion carries 5-0.**

*Respectfully submitted,*

*Sharon Giglio,*

*Recording Secretary*

# CHELMSFORD PUBLIC SCHOOLS

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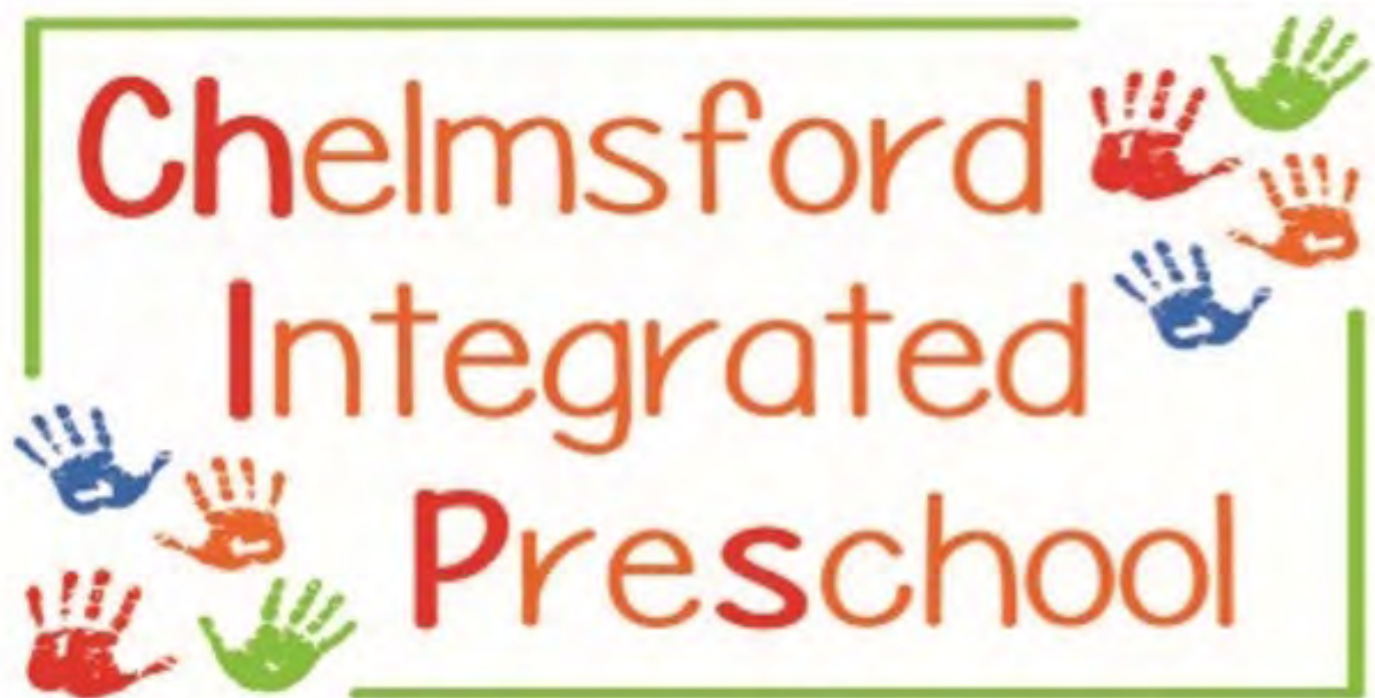
Jay Lang, Ed.D., Superintendent

## **Memorandum**

To: Members of the School Committee  
From: Jay Lang, Ed.D., Superintendent of Schools  
Date: April 11, 2025  
Re: Spotlight: CHIPs & Community Education Programs

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Attached please find PowerPoint presentations provided by Ms. Megan McGuirk, Coordinator of the Chelmsford Integrated Preschool (CHIPs) Program, and Ms. Robyn Adams, Director of Community Education, in advance of the school committee meeting presentation. I look forward to hearing the presentation and discussing the good work that is occurring in the CHIPs and Community Education Programs with the members of the school committee.





# CHIPS At A Glance

- Eight Classrooms
  - Five inclusive classrooms
  - Two intensive classrooms
  - One inclusive/intensive classroom
- Over 190 students enrolled
  - Most students attend 2, 3, or 4 half days per week

## Inclusive Classrooms (5)

- Classrooms are a mix of typically developing students and students who have identified disabilities
- Communication and motor support are embedded in the classrooms
- Half Day Sessions
- 2, 3, & 4 Day Options

- Intensive Classrooms (2)

- Substantially Separate Classrooms for students who require a higher level of support
- Communication and motor support are embedded in the program
- Half day and extended day options

## Inclusive/Intensive Classroom

- This classroom provides an opportunity for inclusion with additional support for students who require it
- Communication and motor support are embedded in the classroom
- Part of the student's day is in an inclusive environment and part is in a substantially separate classroom
- Students attend varying amounts of time based on individual needs and IEP Team decision

# Related Services and Supports

- Speech Therapy, Occupational Therapy, and Physical Therapy services are provided as determined by students' IEP Teams.
- Services are delivered in the classroom whenever possible.
- Related service providers consult regularly with classroom teachers to ensure carryover of skills throughout the school day.

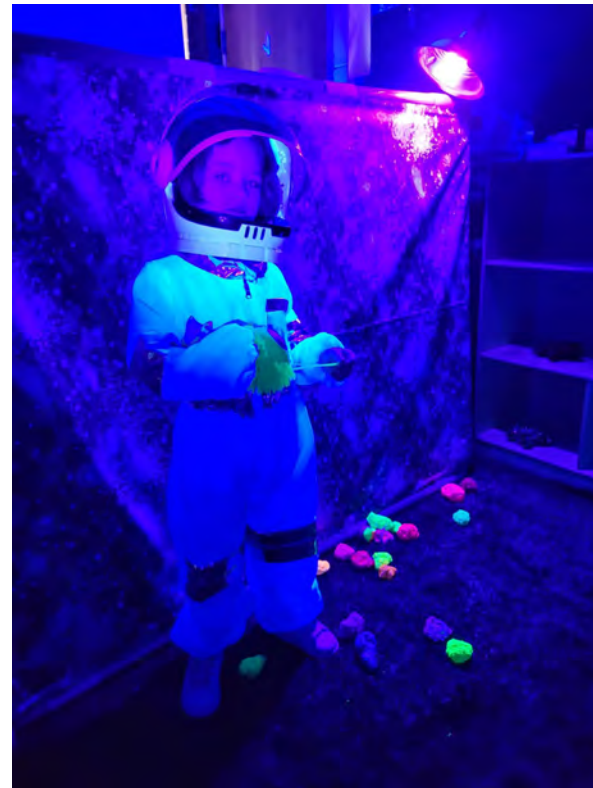
# CHIPS Curriculum

- Language rich, sensory friendly environment
- Developmentally appropriate curriculum aligned with the district's elementary curriculum
  - Foundations
  - Fountas and Pinnell Classroom
- Standards based report cards for both 3 and 4 year olds

# Winter Wonderland



# Space Week





# Under The Sea



# Touch A Truck



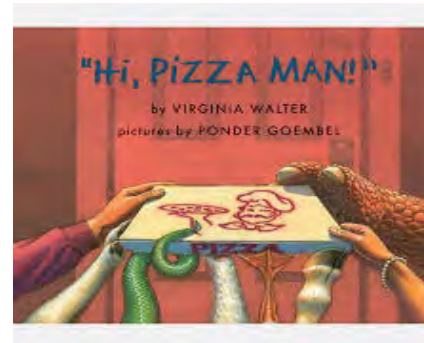
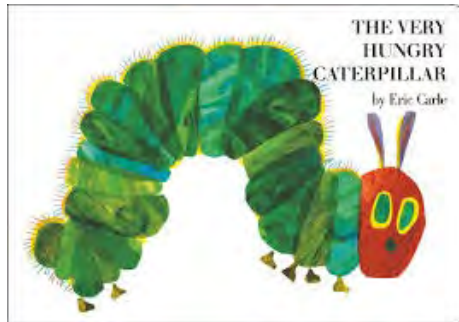
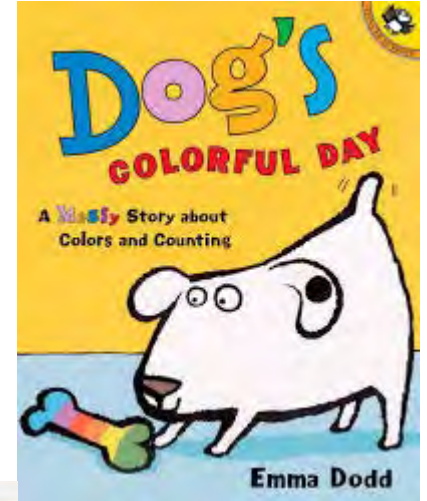
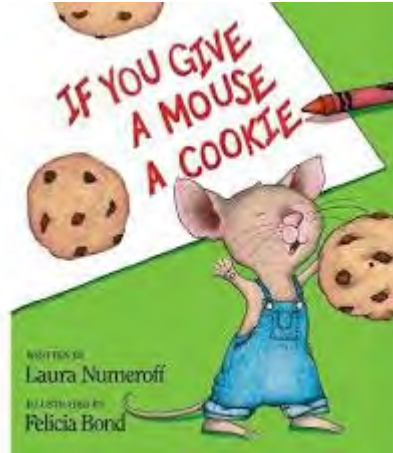


# Book of the Month

*We're Going on a Bear Hunt*  
Michael Rosen Helen Oxenbury



National Bestseller—More Than One Million Copies Sold





# Chelmsford Community Education 2024-2025



## What do we offer at Community Education?

Early Childhood Education
Extended Day
<b>Adult Education</b>
Summer Programs
Trips and Enrichment

Learning though  
all ages



# General Overview of Evening Classes – 3348 participants

## ○ ADULT COURSES

- Adult Art
- Crafts – Knitting, Crocheting, and Quilts
- Cooking
- Trips
- Technology
- Online Learning
- Languages
- Finances and Estate Planning
- Health and Wellness

## ○ CHILDREN’S COURSES

- Kids Cooking
- Art
- Yoga
- Educational
- Sports
- Music Lessons
- Summer Athletic Programs

# Adult Education

## Focus on Fitness

Pound

Zumba Toning

Strength Training

Ballroom Dancing

Mat Pilates

Line Dancing

Yoga





# Extended Day









# Extended Day Gives Back



## Preteens and Teens – Extended Day





# Childcare – Lion's Pride and Lion's Pride North

Full for the 2024-2025 school year

Ages 18 months – entering K

Uses the same curriculum at CPS

Enrichment Activities





# Hands on Learning in STEM





# Toddlers – Ice Fishing Theme





# Gingerbread Theme





# GOATS!





## Enrichment – Yoga and Puppets





# School Age Options

- BEFORE AND AFTER SCHOOL AT 5 SITES
  - 452 students enrolled
- VACATION WEEK COVERAGE
  - Daily theme-based programming for Feb and April
- SUMMERFEST
  - Full day with weekly themes and field trips
- SUMMERQUEST
  - Field Trip based program



# Highlights

- Increased enrollment and offerings for Adult Education
- The cafeteria was repainted and new tables installed
- All 2024-2025 school year programs, and programs for Summer 2025 filled within moments
- Return to cooking hot lunches on site last year for our students
- Piloted Auto Pay for Lion's Pride/Lion's Pride North.
- Added Yoga to Extended Day
- A new Tennis Pro has been secured for lessons

thank you



# CHELMSFORD PUBLIC SCHOOLS

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## **Memorandum**

To: Jay Lang, Ed.D., Superintendent of Schools  
Members of the School Committee

From: Joanna Johnson-Collins, Director of Business & Finance

Date: April 10, 2025

RE: 2025/26 Kindergarten Registration

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Kindergarten Registration for the 2025/26 school year began January 28 and January 29, 2025 at the Central Administration Office. Each year we have an additional registration session in the April or early May timeframe and this year the date is May 7, 2025 from 9:00 a.m. to 6:00 p.m. at the Central Administration Office. Parents and guardians are currently making appointments (in approximately fifteen-minute increments) for their registration meeting. This information is posted on the Chelmsford Public Schools (CPS) website and is also being announced through other social media outlets (i.e. ConnectEd). Attached are the flyers announcing Kindergarten registration as posted on the CPS website.



## 2025-26 Kindergarten Registration Open

*Kindergarten registration for the 2025-26 academic year must be made by appointment.*

**[RESERVE YOUR APPOINTMENT HERE](#)**

### **WHEN:**

- Tuesday, Jan. 28, 2025 from 9:00 a.m.-6:00 p.m.
- Wednesday, Jan. 29, 2025 from 9:00 a.m.-6:00 p.m.
- Wednesday, May 7, 2025 from 9:00 a.m.-6:00 p.m.

### **WHERE:**

- Chelmsford Public Schools Central Administration Office, 230 North Road, Chelmsford, MA.

### **STIPULATIONS:**

- Children entering kindergarten must be 5 years of age on or before August 31, 2025.
- Parents/guardians must complete the Google form with contact information and preferred appointment time (appointments take approximately 15 minutes).
- A staff member will follow-up with each parent to confirm date and time of appointment.

### **WHEN YOU ARRIVE TO REGISTRATION:**

A staff member will direct parents to a table representing each elementary school to process their student registration packet. In addition to the completed student registration packet, parents are required to submit the following required documentation:

1. A parent driver's license
2. Proof of residency/home ownership:
  - A copy of your mortgage statement or
  - Recently signed P&S Agreement, which requires follow-up with a home closing document or
  - Signed lease agreement or
  - Notarized Affidavit Supporting Residence document with the homeowner's real estate tax bill and copy of homeowner's driver's license.
3. Utility bill with name and address

4. A copy of the child's birth certificate
5. Certificate of lead poisoning and vision exam with stereopsis documentation
6. A physical examination within one year of entrance to school or within 30 days after school entry and updated immunizations covering the following:
  - diphtheria (5 doses)
  - pertussis (5 doses)
  - tetanus (5 doses; Td booster grade 7)
  - mumps-rubella-measles (2 doses)
  - polio (4 doses)
  - varicella (2 doses or Dr. documentation of chicken pox)
  - Hepatitis B (3 doses)
7. A copy of a current immunization record is required for registration.

If additional immunizations are needed prior to the beginning of school, a copy of the complete immunization record which meets state requirements must be provided prior to school entrance.

### **IF YOU ARE UNABLE TO SCHEDULE AN APPOINTMENT:**

Families who are not able to schedule an appointment for one of these three dates may complete the registration packet from the website and drop it off at the school administration central office located at 230 North Road, Chelmsford, MA 01824. Office hours are Monday through Friday between 8 a.m.-4 p.m.

Additional information about student registrations and packets may be found on the CPS website registration page.

### **ALL DOCUMENTATION IS REQUIRED AT THE TIME OF REGISTRATION**

#### **Contact:**

Ms. Jane McDonald  
Central Registrar  
Phone: 978-251-5100, ext. 6901  
mcdonaldj@chelmsford.k12.ma.us





# CHELMSFORD PUBLIC SCHOOLS

Dr. Linda Hirsch, Assistant Superintendent

## MEMORANDUM

To: Dr. Jay Lang, Superintendent  
Members of the Chelmsford School Committee

From: Dr. Linda Hirsch, Assistant Superintendent *Linda H. Hirsch*

Date: April 15, 2025

RE: Anticipated - Last Day of School for Students and Staff

On December 20, 2023, the School Committee voted to accept the final 2024/25 school year calendar. The calendar designated the last day of school for students on Wednesday, June 25, 2025, and the last day of school for staff on Thursday, June 26, 2025. These dates included six (6) provisional days to be used for school closures. So far, during the 2024/25 school year, there was one (1) school day cancellation on Thursday, February 6, 2025, for the entire district due to inclement weather.

The Department of Elementary and Secondary Education (DESE) Student Learning Regulation ([603 CRM 27.03: School Year Requirement](#)) requires that each school committee schedule a school year of 185 days for all elementary, middle, and secondary schools, of which five (5) of those days are used for no school days due to health, weather, or safety emergencies. School districts must be in operation for 180 school days each year. Further guidance from the department includes the following:

- All days lost to health, weather, or safety emergencies between the first day of the school year and March 31 must be made up by rescheduling full school days to ensure a 180-day school year.
- All days lost to health, weather, or safety emergencies between April 1 and June 1 must be made up to ensure a 180-day school year or at least until the district has reached its previously scheduled 185th day, whichever comes first. If all five (5) school days have been used prior to this point, the district is not required to schedule additional school days.
- Districts will not be expected to make up any days lost to health, weather, or safety emergencies that occur after June 1.

At this time, if school needs to be closed for any event described above between now and May 31<sup>st</sup>, we would be required to make-up a full day of school since the district has only used one (1) of the DESE required five (5) days built into the calendar for health, weather, or safety emergencies. Although we are not anticipating any school closure events, we will not be able to officially announce the last day of school for students and staff until June 1<sup>st</sup>.

There have been many requests for the last day of school from families and staff for planning purposes. The tentative last day of school for students and teachers based on current school closures without any additional need to close schools between now and May 31<sup>st</sup> are as follows:

**All Schools: CHS, Parker, McCarthy, Byam, Center, Harrington, South Row, CHIPS**

**Last Day Students:** Tuesday, June 17<sup>th</sup> – Half-Day (Full-Day Staff)

**Last Day Staff:** Wednesday, June 18<sup>th</sup> – Half Day



# CHELMSFORD PUBLIC SCHOOLS

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## Memorandum

To: Jay Lang, Ed.D., Superintendent of Schools  
Members of the School Committee

From: Joanna Johnson-Collins, Director of Business & Finance

Date: April 10, 2025

Re: FY2025 Financial Report – 3<sup>rd</sup> Quarter (July 2024 through March 2025)

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Attached please find a Year-to-Date Budget Report from MUNIS detailing the school department's financial activity through March 2025 for the \$ 73.880M annual operating budget. Further, attached please find a summary of the school department's grant and revolving fund balances for the same reporting period. Also included is a summary of the balances, by club or team (as of February 2025), for the student activity accounts at Chelmsford High School, McCarthy and Parker Middle Schools.

I have summarized a few of the larger budget variances below. Overall, the labor and non-labor accounts are favorable and special education out-of-district tuitions are in-line with our budget and year end circuit breaker offset at this point of the fiscal year.

Pages 5 –7 Instruction – Classroom Teachers: \$34,121 favorable variance

This category contains the budget and actuals for general education classroom teachers and the salary reserve for lane changes. Overall, this category is favorable by \$ 34,121.

The FY2025 local budget has one line item of \$ 171,049 to account for the lane changes for employees who achieved a higher degree (i.e. Bachelors to Masters). At the September 17, 2024 school committee meeting, the committee approved a budget transfer of \$ 146,942 to move funds from the one line (account) into the various labor accounts associated with the employees who received their lane change increase. After that budget transfer, the lane change account has a favorable variance of \$24,107.

The remaining labor accounts have some favorable and unfavorable variances. In the cases where the account is favorable, this is due to the variance between the hired teacher (i.e. an internal transfer or a new hire) salary and what was budgeted. For example, if a classroom teacher retired, we budgeted the vacant position salary at Masters Step 3. If a new teacher was hired at Bachelors Step 1, there would be a favorable variance. Conversely, where an account is unfavorable, this is due to the salary of the teacher filling an open position being greater than what was budgeted. In this scenario, if an internal transfer teacher at Masters Step 8 is now in that position, the account is unfavorable. The differences in salaries result in a favorable variance of approximately \$ 177,000. Another contributing factor to the favorable variance in salaries is approved unpaid leaves of absences (LOA) for various employees. At the March 25, 2025 school committee meeting, the committee approved budget transfers due to the favorable variances in this category and this budget reallocation supported some of the one-time purchase recommendations.

Pages 7 – 8 Specialist Teachers: \$ 144,897 favorable variance

This category contains the budget and actuals for special education classroom teachers and other specialists (i.e. reading, ELL and tutoring supports). The category is favorable at this point of the fiscal year for similar reasons outlined above in the classroom teacher category. This category has a budgeted offset of \$ 115,000 to the CHIPS revolving fund for the CHIPS teacher's salaries. We will make this offset journal entry in the fourth quarter of FY2025, if needed, and the category will be even more favorable.

Page 15 Medical / Health Services: \$ 136,950 favorable variance

This category contains the budget and actuals for medical, nursing and health services. This category will remain favorable by \$ 84,000 in FY2025 since one newly hired RN salary is less than budgeted and the contracted mental health service cost (Care Solace and Cartwheel) is funded from the final year of the ESSER III grant.

Page 16 Transportation Costs: (\$ 127,689) variance

This category contains the budget and actuals for the various transportation costs for the district (general education, special education, late runs supporting after school activities, homeless and foster transportation). The special education and homeless transportation costs are projected to be greater than the original budget. This is due to additional in-district and out-of-district vehicles needed for special education students and an increase in students that have become homeless in the area (cost shared with other districts). We will continue to monitor this category and recommend budget transfers from other favorable areas or an increase of the offset to the transportation revolving fund to bring this category to the original \$ 4.648M budgeted.

Page 19 Employee Separation Costs: \$ 86,761 favorable variance

This category contains the budget and actuals for the early retirement incentive benefit for teachers who retired at the end of last school year. Payments that were originally scheduled to be paid in July 2024 (FY2025), were paid in June 2024 (FY2024) due to some other favorable budget variances in FY2024. At the September 17, 2024 and the January 21, 2025 school committee meetings, the committee approved two budget transfers totaling \$ 34,479 to move funds from this favorable category to the capital land & buildings category for the CHS art rooms and science laboratory renovations. This category will remain favorable by \$ 86,761 in FY2025.

Page 19 Tuition Non-Public Schools: \$ 1,347,242 favorable variance

The special education out-of-district tuitions are budgeted in two accounts this year - the local account (1930) and the Circuit Breaker Revolving Fund (310). At this time, the encumbrances and YTD actual expenditures are coded to the local budget account (\$ 5.5M total of the \$ 6.9M originally estimated/budgeted) and one journal entry has been made transferring YTD actuals from the local operating budget account to the circuit breaker revolving fund. The category is favorable since some 2025 out-of-district tuitions were pre-paid at the end of FY2024. Below are summaries of the accounts/funds involved in funding out-of-district tuitions.

	7/1/24 Balance (carry over)	3/31/25 Receipts (Revenue) YTD	Current Balance	Estimated Receipts Apr -June 2025	Total carry over and new (budget)	Total SPED OOD Tuitions	6/30/2025 Estimated Balance
Local Account *						6,952,532	
Circuit Breaker	2,285,026	2,203,743	4,488,769	1,574,044	6,062,813	(2,501,416)	3,561,397
School Choice Original Offset						0	
Original Valley Collab credit						(300,000)	
Pre-Paid Tuitions						0	
Total*						4,151,116	

# CHELMSFORD PUBLIC SCHOOLS

\*The original FY2025 budget amount of \$ 4,151,116 reflects an offset from circuit breaker funds in the amount of \$ 2,501,416, no school choice funds offset, a \$ 300,000 Valley Collaborative tuition credit/refund, and no Pre-Paid Student OOD Tuitions. Since the time of finalizing the FY2025 budget, the final circuit breaker figures have been released by MA DESE and totaled \$ 2,505,762 for FY2024 and will total \$ 3,557,051 for FY2025, the Valley Collaborative tuition credit/refund will equal \$ 294,216, and the pre-paid tuition amount was greater than planned (\$ 1,725,300 paid in FY2024 due to favorable variances in FY2024). Please see the chart below for additional detail.

This summary outlines the original SPED OOD budget along with a current view of tuitions. Overall, SPED OOD tuitions are slightly higher than budget at this point of the fiscal year. A few more tuitions may still need to be encumbered, however, should the outlook change, updates will be provided.

	Original Budget SPED OOD Tuitions	Early Current Outlook	Favorable Variance
Pre-Paid Tuitions in FY24		1,725,300	
Paid and Encumbered Tuitions in FY25		5,525,298	
Subtotal		7,250,598	
Upcoming Encumbrances		9,002	
Potential Encumbrances			
Local Account *	6,952,532	7,259,600	
Circuit Breaker Offset	(2,501,416)	(2,505,762)	
School Choice Original Offset	0	0	
Valley Collab credit	(300,000)	(294,216)	
Pre-Paid Tuitions in FY24	0	(1,725,300)	
Total	4,151,116	2,734,322	1,416,794
Potential Prepaid Tuitions again in FY25 or potential reallocation of budget funds			TBD

While the school choice fund is not funding any SPED OOD tuitions this fiscal year, I have still included the summary of the activity in this fund for the quarterly reporting.

	7/1/24 Balance (carry over)	3/31/25 Receipts (Revenue) YTD	Current Balance	Estimated Receipts Apr – June 2025	Total carry over and new (budget)	Less SPED OOD Tuitions and 1:1 initiative	6/30/2025 Estimated Balance
School Choice	2,820,570	240,392	3,060,962	19,608	3,080,570		2,840,547
Offset for SPED OOD						0	
Offset for 1:1 initiative (Grades 8 & 12)						(127,459)	
Offset for 1-1 initiative (Grades 5 & 9)						(112,264)	

Thank you for the opportunity to provide this update.

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
0001 GENERAL FUND									
000 UNDEFINED									
1110 SCHOOL COMMITTEE									
11110000	51070	SC SEC SAL	6,110	0	6,110	3,525.00	.00	2,585.00	57.7%
11110000	54000	SC SUPPLIES	200	0	200	40.00	.00	160.00	20.0%
11110000	57130	SC CONFERENCE	3,000	0	3,000	1,239.08	.00	1,760.92	41.3%
11110000	57800	SC OTHER EXPENSE	25,000	0	25,000	22,507.74	.00	2,492.26	90.0%
TOTAL SCHOOL COMMITTEE			34,310	0	34,310	27,311.82	.00	6,998.18	79.6%
1210 SUPERINTENDENT									
11210000	51003	ADMINISTRATOR	16,132	0	16,132	.00	.00	16,132.00	.0%
11210000	51050	SUPT SALARY	245,209	0	245,209	179,190.90	66,017.70	.40	100.0%
11210000	51060	COMMUNICATIONS-M	66,950	0	66,950	48,925.00	18,025.00	.00	100.0%
11210000	51070	SUPT SECRETARY S	64,100	0	64,100	46,842.03	17,257.59	.38	100.0%
11210000	53990	CONTRACTED SERVI	50,000	0	50,000	12,120.00	3,037.50	34,842.50	30.3%
11210000	54000	SUPPLIES	10,000	-9,000	1,000	553.92	89.70	356.38	64.4%
11210000	57800	OTHER CHARGES/EX	46,050	9,000	55,050	51,214.15	1,071.50	2,764.35	95.0%
TOTAL SUPERINTENDENT			498,441	0	498,441	338,846.00	105,498.99	54,096.01	89.1%
1220 ASST. SUPERINTENDENT									
11220000	51003	ADMINISTRATOR	11,710	0	11,710	.00	.00	11,710.00	.0%
11220000	51050	ASST. SUPT. SALA	177,996	0	177,996	131,150.85	46,845.05	.10	100.0%
11220000	51070	ASST. SUPT. SEC.	64,100	0	64,100	46,842.03	17,257.59	.38	100.0%
11220000	54000	ASST SUPT SUPPLI	5,000	0	5,000	1,537.31	29.45	3,433.24	31.3%
11220000	57800	ASST SUPT OTH EX	19,000	0	19,000	12,686.55	200.00	6,113.45	67.8%
TOTAL ASST. SUPERINTENDENT			277,806	0	277,806	192,216.74	64,332.09	21,257.17	92.3%
1230 DISTRICT WIDE									
11230000	53140	COPIER - ADMINIS	200,000	219,884	419,884	99,578.89	294,156.48	26,148.63	93.8%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
11230000	53330	VITAL RECORDS PR	0	30,000	30,000	25,703.51	.00	4,296.49	85.7%
11230000	53420	POSTAGE	36,200	0	36,200	18,647.35	1,183.26	16,369.39	54.8%
11230000	53990	ADVERTISING	1,500	-295	1,205	220.06	405.88	579.06	51.9%
11230000	54206	SOFTWARE	250,000	8,575	258,575	258,379.86	194.58	.56	100.0%
11230000	57100	COOR. TRAVEL & C	6,500	3,046	9,546	6,677.93	.00	2,867.57	70.0%
11230000	57800	COOR. DUES	6,500	-3,046	3,455	114.00	.00	3,340.50	3.3%
TOTAL DISTRICT WIDE			500,700	258,164	758,864	409,321.60	295,940.20	53,602.20	92.9%
1410 BUSINESS AND FINANCE									
11410000	51003	ADMINISTRATOR	10,711	0	10,711	.00	.00	10,711.00	.0%
11410000	51050	SAL/BUSINESS MAN	162,805	0	162,805	118,972.87	43,832.11	.02	100.0%
11410000	51070	BUS OFFICE- SECR	294,641	0	294,641	219,814.46	79,326.38	-4,499.84	101.5%
11410000	53990	BUS OFFICE-CONTR	15,000	0	15,000	.00	.00	15,000.00	.0%
11410000	54000	BUSINESS OFFICE-	3,100	-582	2,518	1,979.20	.00	539.25	78.6%
11410000	57800	BUSINESS OFFICE-	6,900	582	7,482	7,424.13	57.42	.00	100.0%
TOTAL BUSINESS AND FINANCE			493,157	0	493,157	348,190.66	123,215.91	21,750.43	95.6%
1420 HUMAN RESOURCES									
11420000	51003	ADMINISTRATOR	6,246	0	6,246	.00	.00	6,246.00	.0%
11420000	51050	SAL/HR/DIRECTOR	142,406	0	142,406	104,065.85	38,340.05	.10	100.0%
11420000	51060	H/R SUBSTITUTES	39,467	0	39,467	28,190.70	11,276.28	.02	100.0%
11420000	51070	HR SEC SALARY	125,388	0	125,388	99,989.11	33,758.27	-8,359.38	106.7%
11420000	53990	CONTRACTED SERVI	30,000	0	30,000	8,092.00	.00	21,908.00	27.0%
11420000	54000	HR SUPPLIES	3,000	0	3,000	1,244.21	.00	1,755.79	41.5%
11420000	57800	HR OTHER EXPENSE	10,000	0	10,000	5,353.54	.00	4,646.46	53.5%
TOTAL HUMAN RESOURCES			356,507	0	356,507	246,935.41	83,374.60	26,196.99	92.7%
1430 LEGAL SERVICES									
11430000	53040	LEGAL FEES	75,000	0	75,000	12,826.56	.00	62,173.44	17.1%
11430076	53040	LEGAL FEES - SPE	45,000	0	45,000	32,740.55	.00	12,259.45	72.8%
TOTAL LEGAL SERVICES			120,000	0	120,000	45,567.11	.00	74,432.89	38.0%
1435 LEGAL SETTLEMENTS									

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
11435076 53990 SPED - LEGAL SET	3,000	0	3,000	.00	.00	3,000.00	.0%
TOTAL LEGAL SETTLEMENTS	3,000	0	3,000	.00	.00	3,000.00	.0%
1450 DISTRICTWIDE MIS							
11450000 51003 ADMINISTRATOR	10,711	0	10,711	.00	.00	10,711.00	.0%
11450000 51050 MIS DIR SALARY	162,805	0	162,805	118,972.87	43,832.11	.02	100.0%
11450000 51060 SALARIES	164,970	0	164,970	120,555.00	44,415.00	.00	100.0%
11450000 52470 TECHNOLOGY SERVI	80,000	0	80,000	68,754.86	8,902.50	2,342.64	97.1%
11450000 54000 SUPPLIES & MATER	20,000	0	20,000	17,039.18	2,960.82	.00	100.0%
11450000 54204 SCHOOL SECURITY	150,000	0	150,000	137,560.49	9,308.00	3,131.51	97.9%
11450000 57100 TRAVEL IN STATE	20,000	8,500	28,500	24,516.75	295.00	3,688.25	87.1%
11450000 57800 OTHER CHARGES/EX	12,000	0	12,000	69.58	.00	11,930.42	.6%
11450000 58510 EQUIPMENT- TECHN	70,000	0	70,000	63,904.65	3,968.98	2,126.37	97.0%
14400000 51056 SAL/NETWORK	440,711	0	440,711	317,421.90	117,886.65	5,402.45	98.8%
14400000 52472 COMPUTER SERVICE	460,000	-8,500	451,500	91,315.72	50,768.32	309,415.96	31.5%
TOTAL DISTRICTWIDE MIS	1,591,197	0	1,591,197	960,111.00	282,337.38	348,748.62	78.1%
2110 CURRICULUM DIRECTORS							
12110000 51050 SAL/SYS/CURR	1,303,417	0	1,303,417	966,349.29	351,366.87	-14,299.16	101.1%
12110000 51070 SAL/SYS/SEC	43,966	0	43,966	32,129.00	.00	11,837.00	73.1%
12110000 51310 CURRICULUM STIPE	5,000	0	5,000	7,647.12	.00	-2,647.12	152.9%
12110000 53170 STAFF DEVELOPMEN	10,000	0	10,000	2,762.76	.00	7,237.24	27.6%
12110000 53990 CONTRACTED SERVI	35,000	0	35,000	13,705.02	.00	21,294.98	39.2%
12110000 54000 SUPPLIES - CURR	2,000	3,000	5,000	3,868.14	.00	1,131.86	77.4%
12110000 57140 COURSE REIMBURSE	10,000	-3,000	7,000	.00	.00	7,000.00	.0%
12110000 58510 EQUIPMENT	5,000	0	5,000	.00	.00	5,000.00	.0%
12110023 53990 ELL CONTRACTED S	7,000	0	7,000	1,144.56	455.44	5,400.00	22.9%
12110076 51003 SALARIES ASSISTA	125,065	0	125,065	93,223.50	34,345.50	-2,504.00	102.0%
12110076 51050 SALARIES SUPERVI	165,805	0	165,805	121,972.87	43,832.11	.02	100.0%
12110076 51310 SALARIES-OVERTIM	10,908	0	10,908	.00	.00	10,908.00	.0%
12110076 54000 PARENT ADVISORY	1,000	0	1,000	499.00	.00	501.00	49.9%
12110076 54200 SUPPLIES SUPERVI	6,000	0	6,000	2,509.63	867.10	2,623.27	56.3%
12110076 54204 COMPUTER EQUIPME	3,500	0	3,500	.00	.00	3,500.00	.0%
12110076 57100 TRAVEL IN STATE	9,200	0	9,200	5,269.59	.00	3,930.41	57.3%
12110076 57310 DUES/OTHER	15,000	0	15,000	10,420.00	850.00	3,730.00	75.1%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12110176	51050	SALARIES PROFESS	479,050	0	479,050	331,613.82	128,074.66	19,361.52	96.0%
12110176	51070	SALARIES SECRETA	100,491	0	100,491	73,436.14	13,436.64	13,618.22	86.4%
12110976	51050	SAL/CHIPS/SUPERV	119,188	0	119,188	87,098.85	32,089.05	.10	100.0%
TOTAL CURRICULUM DIRECTORS			2,456,590	0	2,456,590	1,753,649.29	605,317.37	97,623.34	96.0%
2210 SCHOOL LEADERSHIP-BUILDING									
12210100	51003	DEANS	360,798	0	360,798	263,660.15	97,137.95	-.10	100.0%
12210100	51050	SAL/CHS/PRINCIPA	159,878	0	159,878	116,833.85	43,044.05	.10	100.0%
12210100	51060	SALARIES - CLERK	113,192	0	113,192	68,259.41	6,428.58	38,504.01	66.0%
12210100	51070	SAL/CHS/CLER/SEC	193,490	0	193,490	134,447.11	.00	59,042.89	69.5%
12210100	51310	HS ACCREDITATION	7,000	0	7,000	2,500.00	.00	4,500.00	35.7%
12210100	53920	HS GRADUATION	33,800	2,000	35,800	5,443.12	28,278.81	2,078.07	94.2%
12210100	53930	HS ACCREDITATION	3,650	0	3,650	.00	.00	3,650.00	.0%
12210100	53990	PRINTING HIGH SC	13,153	0	13,153	1,030.00	.00	12,123.00	7.8%
12210100	54000	SUPPLIES HIGH SC	9,025	-2,000	7,025	5,814.68	864.41	345.91	95.1%
12210100	54205	COMPUTER SUPP CH	15,000	0	15,000	6,581.15	2,349.42	6,069.43	59.5%
12210100	54206	SOFTWARE HIGH SC	40,000	0	40,000	21,662.00	.00	18,338.00	54.2%
12210100	57310	PRINCIPAL DUES C	16,940	-826	16,114	9,206.00	160.00	6,748.14	58.1%
12210100	57810	PRINCIPAL CONFER	12,800	0	12,800	8,872.20	.00	3,927.80	69.3%
12210200	51003	ASSISTANT PRINCI	120,976	0	120,976	88,405.48	32,570.44	.08	100.0%
12210200	51050	SAL/McCARTHY/PRI	148,097	0	148,097	109,301.61	38,795.33	.06	100.0%
12210200	51051	SALARIES - COPY	19,604	0	19,604	11,310.00	.00	8,294.00	57.7%
12210200	51060	SALARIES - CLERK	28,540	0	28,540	20,464.16	.00	8,075.84	71.7%
12210200	51070	SAL/McCARTHY/SEC	86,583	0	86,583	58,446.46	.00	28,136.54	67.5%
12210200	53990	PRINTING MCCARTH	2,000	0	2,000	192.00	308.00	1,500.00	25.0%
12210200	54000	SUPPLIES MCCARTH	8,000	0	8,000	1,256.47	109.86	6,633.67	17.1%
12210200	54205	COMPUTER SUPPLIE	7,000	0	7,000	4,966.31	633.55	1,400.14	80.0%
12210200	57310	DUES/CONFERENCES	5,000	0	5,000	2,485.94	.00	2,514.06	49.7%
12210300	51003	ASSISTANT PRINCI	123,976	0	123,976	90,597.89	33,378.17	-.06	100.0%
12210300	51050	SAL/PARKER/PRINC	137,803	0	137,803	100,702.28	37,100.84	-.12	100.0%
12210300	51051	SALARIES - COPY	21,162	0	21,162	12,208.80	.00	8,953.20	57.7%
12210300	51060	SALARIES - CLERK	26,170	0	26,170	19,201.01	.00	6,968.99	73.4%
12210300	51070	SAL/PARKER/SEC	81,806	0	81,806	54,704.13	.00	27,101.87	66.9%
12210300	53990	PRINTING PARKER	2,500	0	2,500	569.30	.00	1,930.70	22.8%
12210300	54000	SUPPLIES PARKER	7,000	0	7,000	3,422.86	.00	3,577.14	48.9%
12210300	54205	COMPUTER SUPPLIE	7,000	0	7,000	4,966.31	633.55	1,400.14	80.0%
12210300	57310	DUES/CONFERENCES	5,000	0	5,000	.00	.00	5,000.00	.0%
12210400	51003	ASSISTANT PRINCI	121,976	0	121,976	89,136.22	32,839.66	.12	100.0%
12210400	51050	SAL/BYAM/PRINCIP	139,658	0	139,658	102,865.52	36,792.56	-.08	100.0%
12210400	51060	SALARIES - CLERK	22,842	0	22,842	17,094.98	.00	5,747.02	74.8%



# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12210400	51070	SAL/BYAM/CLER/SE	44,931	0	44,931	32,093.55	.00	12,837.45	71.4%
12210400	53990	PRINTING BYAM	600	195	795	795.00	.00	.00	100.0%
12210400	54000	SUPPLIES BYAM	2,000	-1,700	300	.00	.00	300.00	.0%
12210400	54205	COMPUTER SUPPLIE	7,000	0	7,000	3,192.39	633.55	3,174.06	54.7%
12210400	57310	DUES/CONFERENCES	2,000	2,331	4,331	4,330.86	.00	.00	100.0%
12210500	51003	ASSISTANT PRINCI	119,188	0	119,188	87,098.85	32,089.05	.10	100.0%
12210500	51050	SAL/CENTER/PRINC	139,658	0	139,658	102,865.52	36,792.56	-.08	100.0%
12210500	51060	SALARIES - CLERK	20,822	0	20,822	14,948.63	.00	5,873.37	71.8%
12210500	51070	SAL/CENTER/CLER/	41,810	0	41,810	24,121.20	.00	17,688.80	57.7%
12210500	53990	PRINTING	500	-220	280	.00	.00	280.00	.0%
12210500	54000	SUPPLIES	2,500	1,644	4,144	1,599.24	.00	2,544.76	38.6%
12210500	54205	COMPUTER SUPPLIE	7,000	0	7,000	3,192.39	633.55	3,174.06	54.7%
12210500	57310	DUES/CONFERENCE	2,000	1,120	3,120	3,120.13	.00	-.13	100.0%
12210600	51003	ASSISTANT PRINCI	120,188	0	120,188	87,829.78	32,358.34	-.12	100.0%
12210600	51050	SAL/HARR./PRINCI	139,658	0	139,658	102,865.52	36,792.56	-.08	100.0%
12210600	51060	SALARIES - CLERK	20,361	0	20,361	12,013.70	.00	8,347.30	59.0%
12210600	51070	SAL/HARR./CLER/S	50,584	0	50,584	37,017.14	.00	13,566.86	73.2%
12210600	53990	PRINTING HARRING	800	0	800	.00	.00	800.00	.0%
12210600	54000	SUPPLIES HARRING	3,000	0	3,000	1,881.29	1,082.55	36.16	98.8%
12210600	54205	COMPUTER SUPPLIE	7,000	0	7,000	3,192.39	633.55	3,174.06	54.7%
12210600	57310	DUES/CONFERENCES	2,000	0	2,000	349.00	.00	1,651.00	17.5%
12210700	51003	ASSISTANT PRINCI	120,976	1,000	121,976	89,136.22	32,839.66	.12	100.0%
12210700	51050	SAL/SO.ROW/PRINC	134,638	0	134,638	98,389.22	36,248.66	.12	100.0%
12210700	51060	SALARIES - CLERK	22,173	0	22,173	16,112.46	.00	6,060.54	72.7%
12210700	51070	SAL/SO.ROW/CLER/	44,931	0	44,931	31,222.80	.00	13,708.20	69.5%
12210700	53990	PRINTING SOUTH R	200	0	200	.00	.00	200.00	.0%
12210700	54000	SUPPLIES SOUTH R	2,500	0	2,500	1,693.74	96.00	710.26	71.6%
12210700	54205	COMPUTER SUPPLIE	7,000	0	7,000	3,192.38	633.50	3,174.12	54.7%
12210700	57310	DUES/CONFERENCES	1,000	0	1,000	.00	.00	1,000.00	.0%
12210976	51060	SALARIES - CLERK	40,861	0	40,861	29,186.40	.00	11,674.60	71.4%
TOTAL SCHOOL LEADERSHIP-BUILDING			3,209,298	3,544	3,212,842	2,228,047.20	602,258.71	382,536.09	88.1%
2300 INSTRUCTION-TEACHING SERVICES									
12300000	51310	SALARIES-OVERTIM	7,773	0	7,773	3,885.00	.00	3,888.00	50.0%
12300000	51311	SALARIES - STIPE	36,274	0	36,274	18,130.00	.00	18,144.00	50.0%
12300000	51312	SALARIES - STIPE	28,501	0	28,501	14,214.00	.00	14,287.00	49.9%
TOTAL INSTRUCTION-TEACHING SERVICES			72,548	0	72,548	36,229.00	.00	36,319.00	49.9%
2305 CLASSROOM TEACHERS									
12305000	51450	LONGEVITY	18,295	0	18,295	18,295.00	.00	.00	100.0%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12305000	51460	SALARY RESERVE -	171,049	-146,942	24,107	.00	.00	24,107.00	.0%
12305039	51050	SAL/DIST.WIDE/TE	172,259	0	172,259	96,272.70	24,621.41	51,364.89	70.2%
12305056	51050	SALARIES - PROFE	142,000	0	142,000	115,173.45	84,460.53	-57,633.98	140.6%
12305102	51050	SAL/CHS/ART	264,897	0	264,897	149,962.17	112,071.85	2,862.98	98.9%
12305106	51050	SAL/CHS/BUS.	191,904	0	191,904	123,894.00	68,009.90	.10	100.0%
12305124	51050	SAL/CHS/ ENGLISH	1,371,989	0	1,371,989	818,715.24	551,696.67	1,577.09	99.9%
12305128	51050	SAL/CHS/F.LANG.	758,936	17,794	776,730	431,854.00	300,491.69	44,384.31	94.3%
12305134	51050	SAL/CHS/HLTH. ED	274,796	0	274,796	150,883.94	116,259.88	7,652.18	97.2%
12305136	51050	SAL/CHS/FAM. SCI.	95,952	0	95,952	55,356.90	40,595.06	.04	100.0%
12305139	51050	SAL/CHS/TECH. ED	254,078	0	254,078	174,159.00	104,870.90	-24,951.90	109.8%
12305156	51050	SAL/CHS/MATH	1,488,628	-15,740	1,472,888	876,530.40	595,833.96	523.64	100.0%
12305158	51050	SAL/CHS/MUSIC	287,856	0	287,856	166,070.70	121,785.18	.12	100.0%
12305174	51050	SAL/CHS/PHYS. ED	382,305	0	382,305	220,560.60	161,744.44	-.04	100.0%
12305178	51050	SAL/CHS/SCIENCE	1,431,407	-20,666	1,410,741	894,791.63	515,658.93	290.44	100.0%
12305184	51050	SAL/CHS/SOC.ST.	1,287,315	0	1,287,315	717,301.35	526,020.99	43,992.66	96.6%
12305202	51050	SAL/MCCARTHY/ART	183,451	-24,263	159,188	88,060.50	64,577.70	6,549.70	95.9%
12305224	51050	SAL/MCCARTHY/ENG	722,269	-24,267	698,002	416,515.96	281,114.33	371.98	99.9%
12305228	51050	SAL/MCCARTHY/F.L	502,662	0	502,662	317,778.45	218,436.83	-33,553.28	106.7%
12305234	51050	SAL/MCCARTHY/HLT	191,904	0	191,904	110,713.80	81,190.12	.08	100.0%
12305239	51050	SAL/MCCARTHY/TEC	289,518	0	289,518	167,029.65	122,488.41	-.06	100.0%
12305256	51050	SAL/MCCARTHY/MAT	754,653	0	754,653	438,915.77	279,083.31	36,653.92	95.1%
12305258	51050	SAL/MCCARTHY/MUS	261,163	0	261,163	163,851.15	97,311.81	.04	100.0%
12305274	51050	SAL/MCCARTHY/PHY	197,211	0	197,211	113,775.60	83,435.44	-.04	100.0%
12305278	51050	SAL/MCCARTHY/SCI	674,038	4,764	678,802	422,065.05	254,359.10	2,377.85	99.6%
12305284	51050	SAL/MCCARTHY/SOC	761,290	-27,246	734,044	448,863.31	284,499.77	681.38	99.9%
12305302	51050	SAL/PARKER/ART	95,263	24,263	119,526	68,826.90	43,084.01	7,615.19	93.6%
12305334	51050	SAL/PARKER/HLTH.	176,481	0	176,481	102,097.05	74,871.17	-487.22	100.3%
12305339	51050	SAL/PARKER/TECH.	61,323	0	61,323	35,378.70	25,944.38	-.08	100.0%
12305358	51050	SAL/PARKER/MUSIC	326,008	0	326,008	188,081.55	137,926.47	-.02	100.0%
12305374	51050	SAL/PARKER/PHYS.	292,213	0	292,213	181,452.48	109,719.34	1,041.18	99.6%
12305396	51050	SAL/PARKER/GRADE	1,478,073	-21,439	1,456,634	857,695.50	598,938.23	.00	100.0%
12305397	51050	SAL/PARKER/GRADE	1,511,398	4,869	1,516,267	859,454.68	692,758.79	-35,946.47	102.4%
12305400	51050	SAL/BYAM/CLASSRO	1,778,410	15,378	1,793,788	1,067,446.56	748,604.70	-22,263.26	101.2%
12305402	51050	SAL/BYAM/ART	82,349	0	82,349	47,509.05	34,839.97	-.02	100.0%
12305458	51050	SAL/BYAM/MUSIC	98,375	0	98,375	56,754.75	41,620.15	.10	100.0%
12305474	51050	SAL/BYAM/PHYS. E	170,244	0	170,244	98,217.60	72,026.24	.16	100.0%
12305491	51050	SAL/BYAM/KINDERG	460,115	0	460,115	265,450.95	194,664.03	.02	100.0%
12305500	51050	SAL/CENTER/CLASS	1,513,230	6,550	1,519,780	942,421.80	638,477.42	-61,119.22	104.0%
12305502	51050	SAL/CENTER/ART	77,585	0	77,585	55,417.80	22,167.12	.08	100.0%
12305558	51050	SAL/CENTER/MUSIC	71,000	0	71,000	50,714.25	20,285.70	.05	100.0%
12305574	51050	SAL/CENTER/PHYS.	102,189	0	102,189	58,955.25	43,233.85	-.10	100.0%
12305591	51050	SAL/CENTER/KINDE	368,369	-39,080	329,289	197,952.31	131,308.82	27.87	100.0%
12305600	51050	SAL/HARR./CLASSR	1,552,890	-87,078	1,465,812	865,823.28	599,988.26	.00	100.0%
12305602	51050	SAL/HARR./ART	78,397	0	78,397	45,229.05	33,167.97	-.02	100.0%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12305658 51050 SAL/HARR./MUSIC	77,585	0	77,585	37,161.30	27,251.62	13,172.08	83.0%
12305674 51050 SAL/HARR./PHYS.	95,952	0	95,952	55,356.90	40,595.06	.04	100.0%
12305691 51050 SAL/HARR./KINDER	321,894	0	321,894	185,708.10	136,185.94	-.04	100.0%
12305700 51050 SAL/SO. ROW/CLAS	1,498,750	6,550	1,505,300	880,546.65	628,045.66	-3,292.31	100.2%
12305702 51050 SAL/SO. ROW/ART	95,952	0	95,952	55,356.90	40,595.06	.04	100.0%
12305758 51050 SAL/SO. ROW/MUSI	95,002	0	95,002	54,808.80	40,193.12	.08	100.0%
12305774 51050 SAL/SO. ROW/PHYS	93,145	0	93,145	53,737.50	39,407.50	.00	100.0%
12305791 51050 SAL/SO. ROW/KIND	339,962	0	339,962	168,009.70	143,829.95	28,122.35	91.7%
TOTAL CLASSROOM TEACHERS	26,043,979	-326,553	25,717,426	15,232,955.68	10,450,348.74	34,121.58	99.9%
2310 SPECIALIST TEACHERS							
12310000 51050 TUTORING	367,920	0	367,920	105,903.94	.00	262,016.06	28.8%
12310023 51050 PROF SAL/ELL/DIS	71,000	4,522	75,522	65,462.85	26,185.14	-16,125.99	121.4%
12310076 51054 SALARIES SPECIAL	1,234,179	0	1,234,179	757,305.36	443,793.36	33,080.28	97.3%
12310076 51110 BOARD CERTIFIED	598,722	0	598,722	366,975.88	248,736.38	-16,990.26	102.8%
12310076 51120 OTHER SALARIES -	150,000	0	150,000	145,651.96	.00	4,348.04	97.1%
12310123 51050 SAL/CHS/ELL	84,334	4,808	89,142	51,428.10	37,713.94	-.04	100.0%
12310176 51054 SALARIES SPECIAL	1,235,968	0	1,235,968	731,807.85	514,037.19	-9,877.04	100.8%
12310177 51050 SAL/CHS/READING	101,259	0	101,259	58,418.70	42,840.38	-.08	100.0%
12310223 51050 SAL/MCCARTHY/ELL	84,334	4,808	89,142	51,428.10	37,713.94	-.04	100.0%
12310276 51054 SALARIES SPECIAL	970,217	0	970,217	555,115.36	371,668.64	43,433.00	95.5%
12310277 51050 SAL/MCCARTHY/REA	169,895	0	169,895	114,307.05	83,825.17	-28,237.22	116.6%
12310323 51050 SAL/PARKER/ELL	87,126	0	87,126	40,961.55	30,038.47	16,125.98	81.5%
12310376 51054 SALARIES SPECIAL	1,203,917	9,677	1,213,594	664,047.34	598,869.13	-49,322.47	104.1%
12310377 51050 SAL/PARKER/READI	198,141	0	198,141	114,312.15	83,828.91	-.06	100.0%
12310423 51050 SAL/BYAM/ELL	95,952	0	95,952	55,356.90	40,595.06	.04	100.0%
12310476 51054 SALARIES SPECIAL	631,432	0	631,432	370,882.80	214,099.05	46,450.15	92.6%
12310477 51050 SAL/BYAM/READING	203,448	0	203,448	131,283.15	72,165.01	-.16	100.0%
12310523 51050 SAL/CENTER/ELL	95,952	0	95,952	53,779.65	40,595.06	1,577.29	98.4%
12310576 51054 SALARIES SPECIAL	550,296	0	550,296	315,267.68	215,064.78	19,963.54	96.4%
12310577 51050 SAL/CENTER/READI	202,518	0	202,518	116,837.40	85,680.76	-.16	100.0%
12310623 51050 SAL/HARR./ELL	95,952	0	95,952	55,356.90	40,595.06	.04	100.0%
12310676 51054 SALARIES SPECIAL	713,214	0	713,214	419,480.07	308,340.34	-14,606.41	102.0%
12310677 51050 SAL/HARR./READING	196,271	0	196,271	113,233.35	83,037.79	-.14	100.0%
12310723 51050 SAL/SO. ROW/ELL	71,000	0	71,000	58,955.26	43,233.85	-31,189.11	143.9%
12310776 51054 SALARIES SPECIAL	582,949	5,307	588,256	361,025.04	227,978.84	-747.88	100.1%
12310777 51050 SAL/SO. ROW/READI	191,904	0	191,904	110,713.80	81,190.12	.08	100.0%
12310976 51054 SALARIES- SPECIA	548,527	15,378	563,905	405,189.15	273,716.11	-115,000.26	120.4%
TOTAL SPECIALIST TEACHERS	10,736,427	44,500	10,780,927	6,390,487.34	4,245,542.48	144,897.18	98.7%
2320 MEDICAL/THERAPEUTIC SERVICES							

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12320076	51053	SAL MEDICAL/THER	404,210	0	404,210	242,950.80	161,259.17	.03	100.0%
12320076	51054	SALARIES- PHYSIC	136,416	0	136,416	79,886.79	44,085.47	12,443.74	90.9%
TOTAL MEDICAL/THERAPEUTIC SERVICES			540,626	0	540,626	322,837.59	205,344.64	12,443.77	97.7%
2325 SUBSTITUTES									
12325000	51005	DTD SUBSTITUTE T	420,000	-100,250	319,750	269,610.82	.00	50,139.18	84.3%
12325000	51006	LTS SUBSTITUTE T	185,000	0	185,000	93,700.00	.00	91,300.00	50.6%
12325000	51008	RETIREE SUBSTITU	54,000	0	54,000	40,121.09	.00	13,878.91	74.3%
12325000	53990	CONTRACTUAL SER/	0	100,250	100,250	84,933.00	8,550.00	6,767.00	93.2%
12325076	51004	SUBSTITUTE PSP	152,000	0	152,000	67,169.50	.00	84,830.50	44.2%
TOTAL SUBSTITUTES			811,000	0	811,000	555,534.41	8,550.00	246,915.59	69.6%
2330 PARAPROFESSIONALS/ INST ASST									
12330076	51060	SPED - PSP'S - S	25,200	0	25,200	540.00	.00	24,660.00	2.1%
12330100	51060	SAL/CHS/PSP	32,713	0	32,713	18,881.04	.00	13,831.96	57.7%
12330176	51060	SPED PSP SALARY	791,734	-299,208	492,526	427,254.88	.00	65,271.12	86.7%
12330200	51060	SAL/MCCARTHY/PSP	77,849	0	77,849	44,164.69	.00	33,684.31	56.7%
12330276	51060	SPED PSP SALARY	511,408	-109,681	401,727	324,430.46	.00	77,296.54	80.8%
12330300	51060	SAL/PARKER/PSP	85,450	0	85,450	54,560.75	.00	30,889.25	63.9%
12330376	51060	SPED PSP SALARY	537,093	0	537,093	378,398.52	.00	158,694.48	70.5%
12330400	51060	SAL/BYAM/PSP	78,378	0	78,378	50,631.05	.00	27,746.95	64.6%
12330476	51060	SPED PSP SALARY	533,067	0	533,067	360,715.90	.00	172,351.10	67.7%
12330500	51060	SAL/CENTER/PSP	78,575	0	78,575	54,324.53	.00	24,250.47	69.1%
12330576	51060	SPED - PSP SALAR	461,767	0	461,767	302,563.59	.00	159,203.41	65.5%
12330600	51060	SAL/HARR./PSP	77,320	-2,250	75,070	52,214.62	.00	22,855.38	69.6%
12330676	51060	SPED PSP SALARY	537,331	0	537,331	392,937.36	.00	144,393.64	73.1%
12330700	51060	SAL/SO.ROW/PSP	79,436	-19,047	60,389	56,740.20	.00	3,648.80	94.0%
12330776	51060	SPED - PSP SALAR	389,960	0	389,960	218,476.33	.00	171,483.67	56.0%
12330976	51060	PSP/CHIPS	517,759	0	517,759	259,855.16	.00	257,903.84	50.2%
TOTAL PARAPROFESSIONALS/ INST ASST			4,815,040	-430,186	4,384,854	2,996,689.08	.00	1,388,164.92	68.3%
2340 LIBRARIANS MEDIA CENTER DIRECT									
12340100	51050	SAL/CHS/LIBRARY	101,259	0	101,259	58,418.70	42,840.38	-.08	100.0%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12340100	51060	SAL/CHS/PSP/LIBR	58,657	0	58,657	33,840.60	.00	24,816.40	57.7%
12340200	51050	SAL/MCCARTHY/LIB	93,145	0	93,145	46,009.35	18,403.74	28,731.91	69.2%
12340200	51051	TECHNOLOGY ASSIS	47,807	0	47,807	17,520.75	7,008.30	23,277.45	51.3%
12340300	51050	SAL/PARKER/LIBRA	71,000	0	71,000	53,737.50	39,407.50	-22,145.00	131.2%
12340300	51051	TECHNOLOGY ASSIS	47,807	0	47,807	17,520.75	7,008.30	23,277.45	51.3%
12340400	51051	TECHNOLOGY ASSIS	51,559	-2,065	49,494	26,858.70	19,696.38	2,938.92	94.1%
12340400	51060	SAL/BYAM/PSP/LIB	51,559	0	51,559	36,827.85	14,731.14	.01	100.0%
12340500	51051	TECHNOLOGY ASSIS	49,058	0	49,058	35,041.50	14,016.60	-.10	100.0%
12340500	51060	SAL/CENTER/PSP/L	58,358	0	58,358	33,668.10	24,689.94	-.04	100.0%
12340600	51051	TECHNOLOGY ASSIS	49,058	0	49,058	35,041.50	14,016.60	-.10	100.0%
12340600	51060	SAL/HARR./PSP/LI	49,058	0	49,058	35,926.50	14,016.60	-885.10	101.8%
12340700	51050	SAL/SO.ROW/LIBRA	51,559	0	51,559	29,745.60	21,813.44	-.04	100.0%
12340700	51051	TECHNOLOGY ASSIS	58,358	0	58,358	33,253.50	13,301.40	11,803.10	79.8%
TOTAL LIBRARIANS MEDIA CENTER DIRECT			838,241	-2,065	836,176	493,410.90	250,950.32	91,814.78	89.0%
2357 PROFESSIONAL DEVELOPMENT STIPE									
12357000	51310	MENTOR STIPENDS	35,000	0	35,000	18,192.00	.00	16,808.00	52.0%
12357000	53170	CONSULTANT SERVI	50,000	0	50,000	2,071.90	.00	47,928.10	4.1%
12357000	57130	TEACHERS CONFERE	10,000	0	10,000	35,930.00	.00	-25,930.00	359.3%
12357000	57140	TEACHERS COURSE	75,000	0	75,000	32,547.81	.00	42,452.19	43.4%
12357000	57800	SEC/PARA COURSE	5,000	0	5,000	315.00	.00	4,685.00	6.3%
12357100	57130	CHS - TEACHER CO	18,175	-229	17,946	12,360.03	1,535.00	4,050.97	77.4%
12357200	57130	MCCARTHY TEACHER	6,000	-1,313	4,687	.00	675.00	4,012.00	14.4%
12357300	57130	PARKER TEACHER C	6,000	1,313	7,313	3,438.00	3,874.25	.75	100.0%
12357400	57130	BYAM TEACHER CON	2,000	115	2,115	2,115.00	.00	.00	100.0%
12357500	57130	CENTER TEACHER C	5,000	0	5,000	1,950.00	.00	3,050.00	39.0%
12357600	57130	HARRINGTON TEACH	4,100	0	4,100	2,836.00	419.00	845.00	79.4%
12357700	57130	SOUTH ROW TEACHE	2,500	114	2,614	2,314.00	300.00	.00	100.0%
TOTAL PROFESSIONAL DEVELOPMENT STIPE			218,775	0	218,775	114,069.74	6,803.25	97,902.01	55.2%
2410 TEXTBOOKS & MEDIA MATERIALS									
12410000	53990	REBINDING	4,000	0	4,000	1,235.36	.00	2,764.64	30.9%
12410000	54000	TEXTBOOK ADOPTIO	127,000	-27,000	100,000	12,390.09	.00	87,609.91	12.4%
12410023	54000	TEXTS/ELL/GENERA	3,000	-2,507	493	253.41	.00	239.18	51.4%
12410076	54000	SUPPLIES/CURRICU	42,000	0	42,000	19,189.60	3,207.28	19,603.12	53.3%
12410106	54000	TEXTS/CHS/BUS.	12,000	0	12,000	11,716.00	.00	284.00	97.6%



# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
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12410124	54000	TEXTS/CHS/ENGLIS	14,200	0	14,200	14,134.30	.00	65.70	99.5%
12410128	54000	TEXTS/CHS/F. LAN	6,000	0	6,000	4,481.90	1,497.52	20.58	99.7%
12410156	54000	TEXTS/CHS/MATH	2,500	0	2,500	.00	.00	2,500.00	.0%
12410177	54000	TEXTS/CHS/READIN	2,000	-1,197	803	803.18	.00	.00	100.0%
12410178	54000	TEXTS/CHS/SCIENC	1,000	0	1,000	945.00	.00	55.00	94.5%
12410184	54000	TEXTS/CHS/SOC. S	7,000	-150	6,850	6,664.97	184.95	-.07	100.0%
12410224	54000	TEXTS/McCARTHY/E	6,000	27,000	33,000	32,990.77	.00	9.23	100.0%
12410228	54000	TEXTS/McCARTHY/F	5,000	0	5,000	3,246.95	1,687.05	66.00	98.7%
12410256	54000	TEXTS/McCARTHY/M	2,500	0	2,500	.00	.00	2,500.00	.0%
12410277	54000	TEXTS/McCARTHY/R	2,000	-1,664	336	335.80	.00	.00	100.0%
12410278	54000	TEXTS/McCARTHY/S	27,000	0	27,000	26,795.28	.00	204.72	99.2%
12410284	54000	TEXTS/McCARTHY/S	6,000	0	6,000	5,998.20	.00	1.80	100.0%
12410324	54000	TEXTS/PARKER/ENG	5,000	0	5,000	4,957.59	.00	42.41	99.2%
12410356	54000	TEXTS/PARKER/MAT	2,500	0	2,500	.00	.00	2,500.00	.0%
12410377	54000	TEXTS/PARKER/REA	2,000	-1,331	669	669.11	.00	.00	100.0%
12410384	54000	TEXTS/PARKER/SOC	3,000	150	3,150	3,150.15	.00	.00	100.0%
12410451	54000	TEXTS/BYAM/LANG.	15,000	2,968	17,968	16,934.56	.00	1,033.50	94.2%
12410456	54000	TEXTS/BYAM/MATH	2,500	0	2,500	.00	930.12	1,569.88	37.2%
12410484	54000	TEXTS/BYAM/SOC.	2,500	0	2,500	2,260.11	239.89	.00	100.0%
12410551	54000	TEXTS/CENTER/LAN	15,000	4,442	19,442	18,408.19	.00	1,033.50	94.7%
12410556	54000	TEXTS/CENTER/MAT	2,500	0	2,500	.00	930.12	1,569.88	37.2%
12410584	54000	TEXTS/CENTER/SOC	2,500	0	2,500	2,290.64	209.36	.00	100.0%
12410651	54000	TEXTS/HARR./LANG	15,000	-774	14,226	13,406.91	.00	819.35	94.2%
12410656	54000	TEXTS/HARR./MATH	2,500	0	2,500	.00	930.13	1,569.87	37.2%
12410684	54000	TEXTS/HARR./SOC.	2,500	0	2,500	2,260.10	239.90	.00	100.0%
12410751	54000	TEXTS/SO. ROW/LA	15,000	63	15,063	14,268.31	.00	795.00	94.7%
12410756	54000	TEXTS/SO. ROW/MA	2,500	0	2,500	.00	930.13	1,569.87	37.2%
12410784	54000	TEXTS/SO. ROW/SO	2,500	0	2,500	2,260.10	239.90	.00	100.0%
TOTAL TEXTBOOKS & MEDIA MATERIALS			361,700	0	361,700	222,046.58	11,226.35	128,427.07	64.5%
2415 OTHER INSTRUCTIONAL MATERIALS									
12415000	53990	CURRICULUM DEVEL	50,000	0	50,000	28,570.00	.00	21,430.00	57.1%
12415058	54000	SUPPLIES/MUSIC	10,624	0	10,624	10,501.40	122.60	.00	100.0%
12415100	53990	CONTRACTUAL SERV	6,000	0	6,000	6,000.00	.00	.00	100.0%
12415100	54000	LIBRARY SUPPLIES	10,000	0	10,000	6,060.00	1,875.67	2,064.33	79.4%
12415200	54000	LIBRARY SUP/MCCA	7,000	0	7,000	4,519.57	925.76	1,554.67	77.8%
12415300	54000	LIBRARY SUPPLIES	7,000	-174	6,826	1,556.00	3,444.23	1,825.65	73.3%
12415400	54000	LIBRARY GENERAL	4,500	0	4,500	3,894.75	605.25	.00	100.0%
12415500	54000	LIBRARY GEN SUPP	4,500	0	4,500	4,446.85	53.15	.00	100.0%
12415600	54000	LIBRARY GENERAL	4,500	0	4,500	4,378.52	121.48	.00	100.0%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12415700	54000	LIBRARY GENERAL	4,500	174	4,674	4,611.48	62.64	.00	100.0%
TOTAL OTHER INSTRUCTIONAL MATERIALS			108,624	0	108,624	74,538.57	7,210.78	26,874.65	75.3%
2420 INSTRUCTIONAL EQUIPMENT									
12420000	58510	EQUIP/CENT/GENER	50,000	0	50,000	300.00	7,589.43	42,110.57	15.8%
12420002	53990	CONTRACTED SERVI	600	0	600	.00	.00	600.00	.0%
12420074	58510	EQUIPMENT MAINT/	10,000	0	10,000	9,389.87	.00	610.13	93.9%
12420100	58510	EQUIP/CHS/GENERA	6,000	0	6,000	.00	5,728.50	271.50	95.5%
12420138	52460	MACHINE MAINT/IN	2,000	0	2,000	644.58	1,355.42	.00	100.0%
12420138	58510	EQUIP/CHS/INDUST	3,500	0	3,500	1,850.35	1,251.04	398.61	88.6%
12420139	52460	MACHINE MAINT/TE	3,500	0	3,500	250.00	430.00	2,820.00	19.4%
12420139	58510	EQUIP/CHS/TECH.E	26,000	0	26,000	737.65	.00	25,262.35	2.8%
12420174	58510	EQUIP/CHS/PHYS.E	4,000	0	4,000	4,000.00	.00	.00	100.0%
12420178	52460	MACHINE MAINT/SC	1,500	0	1,500	.00	1,500.00	.00	100.0%
12420178	53810	WASTE DISPOSAL	7,500	0	7,500	9,535.00	.00	-2,035.00	127.1%
12420178	58510	EQUIP/CHS/SCIENC	18,000	0	18,000	17,816.41	.00	183.59	99.0%
12420200	58510	EQUIP/McCARTHY/G	5,000	0	5,000	.00	.00	5,000.00	.0%
12420274	58510	EQUIP/McCARTHY/P	2,500	0	2,500	2,500.00	.00	.00	100.0%
12420278	58510	EQUIP/McCARTHY/S	6,000	0	6,000	5,968.62	.00	31.38	99.5%
12420300	58510	EQUIP/PARKER/GEN	5,000	0	5,000	.00	.00	5,000.00	.0%
12420374	58510	EQUIP/PARKER/PHY	2,500	160	2,660	2,638.15	.00	21.85	99.2%
12420378	52460	MACH MAINT/SCIEN	2,000	0	2,000	.00	2,000.00	.00	100.0%
12420378	58510	EQUIP/PARKER/SCI	4,000	0	4,000	3,999.13	.00	.87	100.0%
12420400	58510	EQUIP/BYAM/GENER	5,000	0	5,000	.00	.00	5,000.00	.0%
12420474	58510	EQUIP/BYAM/PHYS.	1,000	0	1,000	1,000.00	.00	.00	100.0%
12420500	58510	EQUIP/CENTER/GEN	5,000	0	5,000	.00	.00	5,000.00	.0%
12420574	58510	EQUIP/CENTER/PHY	1,000	0	1,000	1,000.00	.00	.00	100.0%
12420600	58510	EQUIP/HARR./GENE	5,000	0	5,000	.00	.00	5,000.00	.0%
12420674	58510	EQUIP/HARR./PHYS	1,000	0	1,000	972.42	.00	27.58	97.2%
12420700	58510	EQUIP/SO. ROW/GE	5,000	0	5,000	105.99	.00	4,894.01	2.1%
12420774	58510	EQUIP/SO. ROW/PH	1,000	-160	840	793.37	.00	46.63	94.4%
TOTAL INSTRUCTIONAL EQUIPMENT			183,600	0	183,600	63,501.54	19,854.39	100,244.07	45.4%
2430 GENERAL SUPPLIES									
12430000	54200	COPIER PAPER	54,000	20,155	74,155	50,707.96	16,796.00	6,651.24	91.0%
12430023	54000	SUPP./SYSTEMWIDE	3,000	0	3,000	2,291.49	.00	708.51	76.4%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12430058	57800	OTHER EXPENSE/MU	15,400	2,371	17,771	7,233.21	10,238.04	300.00	98.3%
12430076	54000	SUPPLIES SPECIAL	42,500	0	42,500	34,217.07	.00	8,282.93	80.5%
12430084	57800	OTHER CHARGES/EX	3,200	0	3,200	2,560.00	.00	640.00	80.0%
12430100	54000	SUPP./CHS/GENERA	68,225	-20,756	47,469	23,302.55	912.00	23,254.00	51.0%
12430102	54000	SUPP./CHS/ART	23,723	0	23,723	23,721.79	.00	1.21	100.0%
12430106	54000	SUPP./CHS/BUS.	8,000	0	8,000	80.28	.00	7,919.72	1.0%
12430124	54000	SUPP./CHS/ENGLIS	1,500	0	1,500	1,499.82	.00	.18	100.0%
12430128	54000	SUPP./CHS/F. LAN	5,000	27,097	32,097	3,357.51	1,638.18	27,101.31	15.6%
12430134	54000	SUPP./CHS/HLTH.	2,400	-45	2,355	2,348.55	.00	6.26	99.7%
12430138	54000	SUPP./CHS/INDUST	7,500	1,547	9,047	9,047.01	.00	-.01	100.0%
12430139	54000	SUPP./CHS/TECH.	11,000	-1,547	9,453	6,439.63	2,395.78	617.59	93.5%
12430156	54000	SUPP./CHS/MATH	2,350	7,800	10,150	1,822.28	8,320.12	7.60	99.9%
12430158	54000	SUPP./CHS/MUSIC	8,933	16,626	25,559	4,801.74	20,290.92	466.09	98.2%
12430177	54000	SUPP./CHS/READIN	1,500	0	1,500	697.52	136.09	666.39	55.6%
12430178	54000	SUPP./CHS/SCIENC	21,000	0	21,000	14,034.12	5,399.51	1,566.37	92.5%
12430184	54000	SUPP./CHS/SOC. S	3,000	0	3,000	2,740.27	259.73	.00	100.0%
12430200	54000	SUPP./MCCARTHY/G	19,000	12,500	31,500	10,631.85	.00	20,868.15	33.8%
12430202	54000	SUPP./MCCARTHY/A	7,900	1,302	9,202	9,066.17	.00	136.30	98.5%
12430224	54000	SUPP./MCCARTHY/E	1,500	248	1,748	1,500.01	247.93	.00	100.0%
12430228	54000	SUPP./MCCARTHY/F	2,500	0	2,500	1,161.27	1,338.73	.00	100.0%
12430234	54000	SUPP./MCCARTHY/H	800	45	845	845.19	.00	.00	100.0%
12430239	54000	SUPP./MCCARTHY/T	11,000	0	11,000	10,788.70	30.00	181.30	98.4%
12430256	54000	SUPP./MCCARTHY/M	3,000	0	3,000	2,925.10	73.47	1.43	100.0%
12430258	54000	SUPP./MCCARTHY/M	6,150	8,332	14,482	5,367.67	9,113.41	.92	100.0%
12430277	54000	SUPP./MCCARTHY/R	2,000	0	2,000	1,433.58	350.00	216.42	89.2%
12430278	54000	SUPP./MCCARTHY/S	8,500	0	8,500	7,029.52	908.38	562.10	93.4%
12430284	54000	SUPP./MCCARTHY/S	1,500	0	1,500	1,500.00	.00	.00	100.0%
12430300	54000	SUPP./PARKER/GEN	15,500	11,965	27,465	9,320.35	467.89	17,676.76	35.6%
12430302	54000	SUPP./PARKER/ART	6,125	16,570	22,695	7,396.75	15,297.08	1.17	100.0%
12430324	54000	SUPP./PARKER/ENG	2,000	353	2,353	2,000.00	353.31	.00	100.0%
12430334	54000	SUPP./PARKER/HLT	800	0	800	773.85	.00	26.15	96.7%
12430339	54000	SUPP./PARKER/TEC	11,000	0	11,000	3,940.96	.00	7,059.04	35.8%
12430356	54000	SUPP./PARKER/MAT	3,000	0	3,000	2,834.50	73.46	92.04	96.9%
12430358	54000	SUPP./PARKER/MUS	7,100	23,874	30,974	4,595.53	26,377.25	.75	100.0%
12430377	54000	SUPP./PARKER/REA	2,000	0	2,000	1,488.93	350.00	161.07	91.9%
12430378	54000	SUPP./PARKER/SCI	12,000	0	12,000	9,044.55	2,475.53	479.92	96.0%
12430384	54000	SUPP./PARKER/SOC	3,000	0	3,000	2,985.12	14.88	.00	100.0%
12430400	54000	GENERAL SUPPLIES	39,500	25,000	64,500	35,391.37	2,974.81	26,133.82	59.5%
12430402	54000	SUPP./BYAM/ART	3,400	85	3,485	3,484.72	.00	.28	100.0%
12430439	54000	SUPP./BYAM/TECH.E	3,500	0	3,500	2,545.32	.00	954.68	72.7%
12430451	54000	SUPP./BYAM/LANG.	2,500	0	2,500	2,500.00	.00	.00	100.0%
12430456	54000	SUPP./BYAM/MATH	2,500	0	2,500	2,494.87	.00	5.13	99.8%
12430458	54000	SUPP./BYAM/MUSIC	1,300	1,771	3,071	1,188.54	1,855.56	26.90	99.1%
12430478	54000	SUPP./BYAM/SCIEN	6,500	0	6,500	6,413.04	.00	86.96	98.7%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12430484	54000	SUPP./BYAM/SOC.	2,500	0	2,500	2,468.81	31.19	.00	100.0%
12430500	54000	SUPP./CENTER/GEN	25,700	25,000	50,700	25,082.12	204.00	25,413.88	49.9%
12430502	54000	SUPP./CENTER/ART	3,400	-45	3,355	3,321.86	.00	33.14	99.0%
12430539	54000	SUPP./CENTER/TECH	3,500	0	3,500	1,876.58	.00	1,623.42	53.6%
12430551	54000	SUPP./CENTER/LAN	2,500	0	2,500	2,147.98	236.32	115.70	95.4%
12430556	54000	SUPP./CENTER/MAT	2,500	0	2,500	2,100.84	327.98	71.18	97.2%
12430558	54000	SUPP./CENTER/MUS	1,300	0	1,300	1,173.04	.00	126.96	90.2%
12430578	54000	SUPP./CENTER/SCI	6,500	0	6,500	5,703.16	766.07	30.77	99.5%
12430584	54000	SUPP./CENTER/SOC	2,500	0	2,500	2,426.46	73.54	.00	100.0%
12430600	54000	SUPP./HARR./GENE	26,000	25,000	51,000	22,266.27	.00	28,733.73	43.7%
12430602	54000	SUPP./HARR./ART	3,500	50	3,550	3,549.44	.00	.07	100.0%
12430639	54000	SUPP./HARR./TECH.	3,500	0	3,500	1,896.44	.00	1,603.56	54.2%
12430651	54000	SUPP./HARR./LANG	2,500	0	2,500	1,840.23	236.32	423.45	83.1%
12430656	54000	SUPP./HARR./MATH	2,500	0	2,500	2,481.57	.00	18.43	99.3%
12430658	54000	SUPP./HARR./MUSI	1,300	-50	1,250	1,043.33	.00	207.16	83.4%
12430678	54000	SUPP./HARR./SCIE	6,500	0	6,500	6,187.44	196.28	116.28	98.2%
12430684	54000	SUPP./HARR./SOC.	2,500	0	2,500	2,334.59	165.41	.00	100.0%
12430700	54000	SUPP./SO. ROW/GE	25,000	25,000	50,000	20,797.24	.00	29,202.76	41.6%
12430702	54000	SUPP./SO. ROW/AR	3,152	170	3,322	3,321.57	.00	.43	100.0%
12430739	54000	SUPP./SO. ROW./TEC	3,500	0	3,500	1,985.00	.00	1,515.00	56.7%
12430751	54000	SUPP./SO. ROW/LA	2,500	0	2,500	2,272.64	227.36	.00	100.0%
12430756	54000	SUPP./SO. ROW/MA	2,500	0	2,500	2,134.65	331.38	33.97	98.6%
12430758	54000	SUPP./SO. ROW/MU	1,100	-125	975	974.01	.00	.99	99.9%
12430778	54000	SUPP./SO. ROW/SC	6,500	0	6,500	6,264.80	196.28	38.92	99.4%
12430784	54000	SUPP./SO. ROW/SO	2,500	0	2,500	2,404.65	95.35	.00	100.0%
TOTAL GENERAL SUPPLIES			613,258	230,293	843,551	469,604.98	131,775.54	242,170.48	71.3%
2440 OTHER INSTRUCTIONAL SERVICES									
12440076	53981	TUTORING/INSTRUC	20,000	0	20,000	6,002.40	5,517.76	8,479.84	57.6%
12440076	53990	CONTRACTUAL SERV	140,000	0	140,000	69,493.45	4,384.24	66,122.31	52.8%
12440076	54000	CONTINGENCY EXPE	55,000	6,000	61,000	30,899.29	6,931.94	23,168.77	62.0%
TOTAL OTHER INSTRUCTIONAL SERVICES			215,000	6,000	221,000	106,395.14	16,833.94	97,770.92	55.8%
2451 CLASSROOM INST TECHNOLOGY									
12451100	54204	INSTR TECH/CHS	100,000	0	100,000	22,477.35	1,443.33	76,079.32	23.9%
12451128	54205	INSTR TECH/CHS/F	10,000	0	10,000	4,650.00	.00	5,350.00	46.5%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
12451200	54204	INSTR TECH/MCC	60,000	0	60,000	14,008.92	1,473.32	44,517.76	25.8%
12451300	54204	INSTR TECH PARKE	60,000	0	60,000	13,414.91	1,443.34	45,141.75	24.8%
12451414	54204	COMPUTER/EQUIP/B	25,000	0	25,000	4,954.54	752.00	19,293.46	22.8%
12451514	54204	COMPUTER EQUIPME	25,000	0	25,000	4,954.54	752.00	19,293.46	22.8%
12451614	54204	INSTR TECH/HARR/	25,000	0	25,000	4,954.54	752.00	19,293.46	22.8%
12451714	54204	INSTR TECH/SROW/	25,000	0	25,000	5,312.34	752.00	18,935.66	24.3%
TOTAL CLASSROOM INST TECHNOLOGY			330,000	0	330,000	74,727.14	7,367.99	247,904.87	24.9%
2455 INSTRUCTIONAL SOFTWARE									
12455000	54000	INSTRUCTIONAL SO	455,000	-8,280	446,720	386,407.21	.00	60,312.79	86.5%
TOTAL INSTRUCTIONAL SOFTWARE			455,000	-8,280	446,720	386,407.21	.00	60,312.79	86.5%
2710 GUIDANCE COUNSELORS									
12710000	51050	SAL/SOCIAL WORKE	247,560	0	247,560	148,862.40	97,526.35	1,171.25	99.5%
12710000	51310	MTSS/SEL STIPEND	42,500	0	42,500	21,250.00	.00	21,250.00	50.0%
12710100	51050	GUID SALARIES /C	637,270	0	637,270	367,522.33	269,614.18	133.49	100.0%
12710100	51060	CAREER ED/CHS	68,508	0	68,508	50,063.29	18,444.37	.34	100.0%
12710100	51070	SAL/SEC/GUID	47,749	0	47,749	34,893.50	.00	12,855.50	73.1%
12710100	51310	STIPEND - GUIDAN	21,600	0	21,600	13,084.43	.00	8,515.57	60.6%
12710100	54000	SUPP./CHS/GUID	14,000	0	14,000	11,363.99	2,648.92	-12.91	100.1%
12710200	51050	GUID SALARIES /M	363,509	0	363,509	227,575.95	147,282.13	-11,349.08	103.1%
12710200	54000	SUPP./MCCARTHY/G	8,515	0	8,515	4,514.44	853.98	3,146.58	63.0%
12710300	51050	GUID SALARIES /P	203,138	0	203,138	117,195.00	85,943.00	.00	100.0%
12710300	54000	SUPP./PARKER/GUI	6,040	0	6,040	4,418.36	806.00	815.64	86.5%
12710327	51050	SAL/PARKER/S.W.	82,349	0	82,349	37,161.30	27,251.62	17,936.08	78.2%
12710400	51050	GUID SALARIES/BY	80,877	0	80,877	46,659.75	34,217.15	.10	100.0%
12710400	54000	SUPP./BYAM/GUID	3,100	0	3,100	2,719.86	46.38	333.76	89.2%
12710500	51050	GUID SALARIES /C	95,952	0	95,952	63,024.81	67,846.68	-34,919.49	136.4%
12710500	54000	SUPP./CENTER/GUI	3,100	0	3,100	2,719.86	46.38	333.76	89.2%
12710600	51050	GUID SALARIES /H	71,000	0	71,000	30,734.25	38,230.78	2,034.97	97.1%
12710600	54000	SUPP./HARR./GUID	3,100	0	3,100	2,719.86	46.38	333.76	89.2%
12710700	51050	GUID SALARIES /S	71,000	4,558	75,558	43,591.20	31,966.88	-.08	100.0%
12710700	54000	SUPP./SO.ROW/GUI	3,100	0	3,100	3,054.59	23.19	22.22	99.3%
TOTAL GUIDANCE COUNSELORS			2,073,967	4,558	2,078,525	1,233,129.17	822,794.37	22,601.46	98.9%
2800 PSYCHOLOGICAL SERVICES									
12800100	51050	SAL/CHS/PSYCH	295,447	0	295,447	170,450.25	124,996.85	-.10	100.0%



# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
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12800200	51050	SAL/McCARTHY/PSY	161,068	0	161,068	98,249.24	57,081.76	5,737.00	96.4%
12800300	51050	SAL/PARKER/PSYCH	177,752	0	177,752	126,270.18	82,261.30	-30,779.48	117.3%
12800400	51050	SAL/BYAM/PSYCH	97,218	0	97,218	40,208.70	29,486.38	27,522.92	71.7%
12800500	51050	SAL/CENTER/PSYCH	91,112	0	91,112	33,193.15	.00	57,918.85	36.4%
12800600	51050	SAL/HARR./PSYCH	80,534	0	80,534	57,524.25	23,009.70	.05	100.0%
12800700	51050	SAL/SO.ROW/PSYCH	107,186	0	107,186	61,838.10	45,347.94	-.04	100.0%
TOTAL PSYCHOLOGICAL SERVICES			1,010,317	0	1,010,317	587,733.87	362,183.93	60,399.20	94.0%
3200 MEDICAL/HEALTH SERVICES									
13200000	51007	NURSES/SUB	60,000	0	60,000	16,900.00	.00	43,100.00	28.2%
13200000	51310	SCHOOL NURSES-ST	2,200	0	2,200	.00	.00	2,200.00	.0%
13200000	53170	DOCTOR SALARY	5,000	0	5,000	3,750.00	1,250.00	.00	100.0%
13200000	53990	CONTRACTUAL SERV	58,883	0	58,883	5,853.00	.00	53,030.00	9.9%
13200000	57140	COURSE REIMBURSE	4,000	0	4,000	.00	.00	4,000.00	.0%
13200100	51050	SAL/CHS/NURSE	159,188	0	159,188	102,094.86	57,641.23	-548.09	100.3%
13200100	54000	SUPP/CHS/NURSE	4,200	0	4,200	1,686.03	1,070.79	1,443.18	65.6%
13200100	57100	HEALTH TRAVEL/HI	700	0	700	.00	.00	700.00	.0%
13200100	58510	EQUIP/CHS/NURSE	2,100	0	2,100	.00	.00	2,100.00	.0%
13200163	51050	SAL/CHS/NURSE	51,559	0	51,559	36,827.85	14,731.14	.01	100.0%
13200200	51050	SAL/McCARTHY/NUR	95,952	0	95,952	46,388.90	18,414.30	31,148.80	67.5%
13200200	53990	INSUR./McCARTHY/	1,375	0	1,375	504.00	.00	871.00	36.7%
13200200	54000	SUPP/McCARTHY/NU	1,623	0	1,623	1,194.29	62.45	366.26	77.4%
13200263	51050	SAL/McCARTHY/NUR	51,559	0	51,559	37,110.37	14,731.14	-282.51	100.5%
13200300	51050	SAL/PARKER/NURSE	95,952	0	95,952	55,882.66	40,595.06	-525.72	100.5%
13200300	54000	SUPP/PARKER/NURS	1,623	0	1,623	1,260.87	.00	362.13	77.7%
13200363	51050	SAL/PARKER/NURSE	58,358	0	58,358	33,668.10	24,689.94	-.04	100.0%
13200400	51050	SAL/BYAM/NURSE	71,000	0	71,000	41,442.66	30,105.35	-548.01	100.8%
13200400	54000	SUPP/BYAM/NURSE	1,260	0	1,260	1,230.40	44.49	-14.89	101.2%
13200500	51050	SAL/CENTER/NURSE	80,877	0	80,877	46,659.75	34,217.15	.10	100.0%
13200500	54000	SUPP/CENTER/NURS	1,260	0	1,260	1,063.99	26.94	169.07	86.6%
13200600	51050	SAL/HARR./NURSE	64,450	0	64,450	46,035.75	18,414.30	-.05	100.0%
13200600	54000	SUPP/HARR./NURSE	1,260	0	1,260	1,177.46	82.52	.02	100.0%
13200700	51050	SAL/SO.ROW/NURSE	77,585	0	77,585	45,185.72	32,824.44	-425.16	100.5%
13200700	54000	SUPP/SO.ROW/NURS	1,260	0	1,260	1,228.05	.00	31.95	97.5%
13200976	51050	SAL/CHIPS/NURSE	41,646	0	41,646	24,254.45	17,619.25	-227.70	100.5%
TOTAL MEDICAL/HEALTH SERVICES			994,870	0	994,870	551,399.16	306,520.49	136,950.35	86.2%
3300 TRANSPORTATION									
13300000	51060	SALARIES PSP	10,800	0	10,800	3,435.00	.00	7,365.00	31.8%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
13300000	51070	SALARIES -TRANSP	54,776	0	54,776	40,029.01	14,747.53	- .54	100.0%
13300000	53988	REGULAR TRANSPOR	1,853,187	0	1,853,187	1,111,912.20	742,174.80	-900.00	100.0%
13300000	53990	LATE BUSES/HIGH-	69,000	0	69,000	27,829.41	41,170.59	.00	100.0%
13300000	53996	FOSTER TRANS	40,000	0	40,000	7,650.00	.00	32,350.00	19.1%
13300000	53997	TRANSPORTATION S	4,995	0	4,995	4,995.00	.00	.00	100.0%
13300000	53999	HOMELESS TRANS	75,000	0	75,000	68,450.00	1,100.00	5,450.00	92.7%
13300076	53990	SPED TRANSPORTAT	2,540,000	0	2,540,000	1,787,817.83	924,316.22	-172,134.05	106.8%
TOTAL TRANSPORTATION			4,647,758	0	4,647,758	3,052,118.45	1,723,509.14	-127,869.59	102.8%
3400 FOOD SERVICES									
13400000	51110	SALARIES-FULL TI	104,691	0	104,691	76,505.02	28,186.06	- .08	100.0%
13400000	53990	CAFE CONT SERVIC	25,000	0	25,000	4,054.00	2,126.00	18,820.00	24.7%
TOTAL FOOD SERVICES			129,691	0	129,691	80,559.02	30,312.06	18,819.92	85.5%
3510 ATHLETIC SERVICES									
13510100	51040	SAL/ATHLETIC STU	14,239	0	14,239	7,469.98	.00	6,769.02	52.5%
13510100	51050	SAL/CHS/AD/TRAIN	120,976	0	120,976	88,405.48	32,570.44	.08	100.0%
13510100	51060	SAL/ATHLETICTRAI	57,461	0	57,461	41,990.76	15,470.28	- .04	100.0%
13510100	51070	SAL/SEC/ATHL	42,017	0	42,017	23,573.70	.00	18,443.30	56.1%
13510100	51310	SAL/ATHLETIC/COA	96,626	0	96,626	62,204.50	.00	34,421.50	64.4%
13510100	52110	ATH DEPT STADIUM	2,500	0	2,500	.00	.00	2,500.00	.0%
13510100	52400	POOL & ICE	95,000	0	95,000	49,365.00	17,337.00	28,298.00	70.2%
13510100	53989	OFFICIALS/POLICE	135,000	-5,000	130,000	95,658.09	560.00	33,781.91	74.0%
13510100	53990	RECONDITIONING	25,000	1,400	26,400	26,378.73	.00	21.27	99.9%
13510100	53995	TRANSPORTATION	120,000	0	120,000	68,844.76	34,000.00	17,155.24	85.7%
13510100	54000	SUPP/CHS/ATHL	68,000	-1,400	66,600	51,501.27	2,725.17	12,373.56	81.4%
13510100	54310	MEDICAL	9,500	0	9,500	8,946.91	528.04	25.05	99.7%
13510100	57400	INSUR./CHS/ATHL	30,170	0	30,170	28,410.00	.00	1,760.00	94.2%
13510100	57800	OTHER EXPENSES	60,000	5,000	65,000	60,798.29	3,084.99	1,116.72	98.3%
TOTAL ATHLETIC SERVICES			876,489	0	876,489	613,547.47	106,275.92	156,665.61	82.1%
3520 OTHER STUDENT ACTIVITIES									
13520064	54000	DESTINATION IMAG	2,300	0	2,300	.00	.00	2,300.00	.0%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
13520100	51050	SAL/CHS/ADVISORS	93,190	0	93,190	64,983.50	.00	28,206.50	69.7%
13520128	57800	CULTURAL EXCHANG	8,000	0	8,000	290.21	.00	7,709.79	3.6%
13520145	54000	SUPP/CHS/VOICE	3,000	0	3,000	.00	.00	3,000.00	.0%
13520154	53990	MATH TEAM TRANSP	2,750	0	2,750	727.38	1,210.00	812.62	70.5%
13520160	54000	NAT'L HONOR SOC/	4,900	0	4,900	.00	.00	4,900.00	.0%
13520178	53910	SCIENCE CLUB/HIG	2,500	0	2,500	2,384.25	.00	115.75	95.4%
13520194	51465	NIGHT SCHOOL HS	5,000	0	5,000	1,911.78	.00	3,088.22	38.2%
13520200	51050	SAL/McCARTHY/ADV	39,900	0	39,900	19,990.88	.00	19,909.12	50.1%
13520200	51310	SAL/McCARTHY/K.B	3,000	0	3,000	.00	.00	3,000.00	.0%
13520300	51050	SAL/PARKER/ADVIS	39,900	0	39,900	25,482.58	.00	14,417.42	63.9%
TOTAL OTHER STUDENT ACTIVITIES			204,440	0	204,440	115,770.58	1,210.00	87,459.42	57.2%
3600 SCHOOL SECURITY									
13600100	51060	STCH SCHOOL SECU	103,120	0	103,120	66,918.45	36,201.63	-.08	100.0%
13600100	51310	COURT LIAISON	15,000	0	15,000	.00	.00	15,000.00	.0%
13600200	51060	MCC PSP - SECURI	49,058	0	49,058	35,041.50	14,016.60	-.10	100.0%
13600300	51060	PARKER - PSP - S	51,559	0	51,559	36,827.85	14,731.14	.01	100.0%
TOTAL SCHOOL SECURITY			218,737	0	218,737	138,787.80	64,949.37	14,999.83	93.1%
4110 CUSTODIAL SERVICES									
14110000	51003	ADMINISTRATOR	9,678	0	9,678	.00	.00	9,678.00	.0%
14110000	51040	SALARIES - CUSTO	576,956	0	576,956	431,340.45	.00	145,615.55	74.8%
14110000	51050	SALARIES - PROFE	147,108	0	147,108	107,502.00	39,606.00	.00	100.0%
14110000	51110	SALARIES-CUST OT	10,000	0	10,000	8,782.17	.00	1,217.83	87.8%
14110000	51310	SALARIES- CUST O	17,500	0	17,500	19,473.98	.00	-1,973.98	111.3%
14110000	53990	CONTRACTUAL SERV	901,659	0	901,659	645,713.48	220,185.52	35,760.00	96.0%
14110000	54000	SUPPLIES	234,086	-6,000	228,086	92,116.84	62,809.56	73,159.60	67.9%
14110000	55960	UNIFORM ALLOWANC	8,250	0	8,250	8,250.00	.00	.00	100.0%
14110000	57800	OTHER CHARGES/EX	1,577	6,000	7,577	6,658.02	.00	918.98	87.9%
14110119	54000	SUPP/CHS/PERFORM	17,000	0	17,000	13,738.54	.00	3,261.46	80.8%
TOTAL CUSTODIAL SERVICES			1,923,814	0	1,923,814	1,333,575.48	322,601.08	267,637.44	86.1%
4120 HEATING OF BUILDINGS									
14120000	52130	FUEL	7,500	0	7,500	6,054.08	1,645.92	-200.00	102.7%

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09									
			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
14120100	52130	FUEL/HIGH	144,200	0	144,200	111,310.77	13,139.23	19,750.00	86.3%
14120200	52130	FUEL/MCCARTHY	74,600	0	74,600	59,645.60	16,969.40	-2,015.00	102.7%
14120300	52130	FUEL/PARKER	61,900	0	61,900	392.00	29,758.00	31,750.00	48.7%
14120400	52130	FUEL / BYAM	39,500	0	39,500	22,603.48	5,996.52	10,900.00	72.4%
14120500	52130	FUEL - CENTER SC	32,600	0	32,600	20,122.78	7,877.22	4,600.00	85.9%
14120600	52130	FUEL-HARRINGTON	22,400	0	22,400	13,273.61	5,701.39	3,425.00	84.7%
14120700	52130	FUEL-SOUTH ROW	34,500	0	34,500	29,387.41	16,762.59	-11,650.00	133.8%
TOTAL HEATING OF BUILDINGS			417,200	0	417,200	262,789.73	97,850.27	56,560.00	86.4%
4130 UTILITY SERVICES									
14130000	52110	ELECTRIC	22,400	0	22,400	14,251.66	4,263.34	3,885.00	82.7%
14130000	53410	TELEPHONE/SUPT O	68,800	0	68,800	15,169.14	10,469.69	43,161.17	37.3%
14130100	52110	ELECTRICITY/HIGH	226,700	0	226,700	124,101.75	48,821.88	53,776.37	76.3%
14130100	52310	WATER/HIGH	9,300	0	9,300	4,612.97	9,390.03	-4,703.00	150.6%
14130100	53410	TELEPHONE/HIGH	47,200	0	47,200	18,037.21	9,198.46	19,964.33	57.7%
14130200	52110	ELECTRICITY/MCCA	101,600	0	101,600	64,299.13	27,480.87	9,820.00	90.3%
14130200	53410	TELEPHONE/MCCART	28,600	0	28,600	8,164.32	4,199.52	16,236.16	43.2%
14130300	52110	ELECTRICITY/PARK	103,400	0	103,400	57,069.24	25,390.76	20,940.00	79.7%
14130300	53410	TELEPHONE/PARKER	28,600	0	28,600	7,985.40	4,078.44	16,536.16	42.2%
14130400	52110	ELECTRICITY/BYAM	59,500	0	59,500	47,525.41	24,012.69	-12,038.10	120.2%
14130400	53410	TELEPHONE/BYAM	17,200	0	17,200	5,167.60	2,672.30	9,360.10	45.6%
14130500	52110	ELECTRIC - CENTE	62,900	0	62,900	29,792.33	18,737.67	14,370.00	77.2%
14130500	52310	WATER CENTER SCH	3,400	0	3,400	2,026.80	324.20	1,049.00	69.1%
14130500	53410	TELEPHONE - CENT	16,000	0	16,000	5,344.32	2,895.58	7,760.10	51.5%
14130600	52110	ELECTRICITY/HARR	55,600	0	55,600	41,865.52	26,859.48	-13,125.00	123.6%
14130600	52310	WATER/HARRINGTON	3,300	0	3,300	2,052.11	2,033.89	-786.00	123.8%
14130600	53410	TELEPHONE/HARR	16,000	0	16,000	4,990.88	2,549.02	8,460.10	47.1%
14130700	52110	ELECTRICITY/SO R	48,600	0	48,600	38,884.00	23,966.00	-14,250.00	129.3%
14130700	53410	TELEPHONE/SO ROW	14,900	0	14,900	3,992.71	2,039.21	8,868.08	40.5%
TOTAL UTILITY SERVICES			934,000	0	934,000	495,332.50	249,383.03	189,284.47	79.7%
4210 MAINTENANCE OF GROUNDS									
14210000	59238	GENERAL MAINT	115,000	69,213	184,213	51,474.26	16,788.51	115,950.23	37.1%
14210100	59238	GROUNDS/HIGH	55,000	80,012	135,012	20,489.37	2,198.00	112,324.63	16.8%
TOTAL MAINTENANCE OF GROUNDS			170,000	149,225	319,225	71,963.63	18,986.51	228,274.86	28.5%
5150 EMPLOYEE SEPERATION COSTS									

# TOWN OF CHELMSFORD

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 09								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED	
15150000 51140 RETIREMENT/SICK	242,777	-34,479	208,298	121,536.25	.00	86,761.75	58.3%	
TOTAL EMPLOYEE SEPERATION COSTS	242,777	-34,479	208,298	121,536.25	.00	86,761.75	58.3%	
7200 CAPITAL- LAND & BUILDING								
17200000 57800 OTHER CHARGES/EX	0	105,279	105,279	32,664.20	1,815.00	70,799.80	32.8%	
TOTAL CAPITAL- LAND & BUILDING	0	105,279	105,279	32,664.20	1,815.00	70,799.80	32.8%	
9300 TUITION NON-PUBLIC SCHOOLS								
19300076 53990 TUITIONS	4,151,116	0	4,151,116	763,439.88	2,040,433.62	1,347,242.50	67.5%	
TOTAL TUITION NON-PUBLIC SCHOOLS	4,151,116	0	4,151,116	763,439.88	2,040,433.62	1,347,242.50	67.5%	
TOTAL UNDEFINED	73,880,000	0	73,880,000	43,543,978.92	23,672,908.46	6,663,112.62	91.0%	
GRAND TOTAL	73,880,000	0	73,880,000	43,543,978.92	23,672,908.46	6,663,112.62	91.0%	

\*\* END OF REPORT - Generated by Joanna Johnson-Collins \*\*



CHELMSFORD PUBLIC SCHOOLS  
FY25 GRANT AND REVOLVING FUND SUMMARY  
AS OF MARCH 31, 2025 - PRELIMINARY

MUNIS #	DESE #		FY25 Award	Balance 7/1/2024	Receipts	Expenditures	Encumbrances	Current Ending Balance (ties to Munis)	Remaining Revenue	Ending Balance with Remaining Revenue
<b>Federal &amp; State Grants</b>										
119	119	ESSER III CARES Act Grant - FY22	1,428,108	0.00	1,428,108.00	1,428,108.00		0.00	-	-
180	180	Title III - FY23	38,161	0.00	38,161.00	38,161.00		0.00	-	-
305	305	Title I - FY23	230,005	0.00	230,005.00	230,005.00		0.00	-	-
309	309	Title IVA - FY23	14,195	0.00	14,195.00	14,195.00		0.00	-	-
140	140	Title IIA Teacher Quality - FY24	76,828	0.00	75,000.00	75,000.00	1,828.00	(1,828.00)	1,828.00	-
180	180	Title III - FY24	40,671	0.00	13,023.00	14,384.00		(1,361.00)	27,648.00	26,287.00
240	240	SPED Entitlement Allocation - FY24	1,431,188	0.00	1,378,253.00	1,392,798.62	3,561.83	(18,107.45)	52,935.00	34,827.55
274	274	SPED Program Improvement - FY24	38,197	0.00	38,196.50	38,196.50		0.00	-	-
305	305	Title I - FY24	213,121	0.00	210,121.00	210,121.00		0.00	3,000.00	3,000.00
309	309	Title IVA - FY24	16,854	0.00		0.00		0.00	16,854.00	16,854.00
140	140	Title IIA Teacher Quality - FY25	80,679	0.00	51,494.00	59,729.32		(8,235.32)	29,185.00	20,949.68
180	180	Title III - FY25	46,750	0.00	4,605.00	4,694.98		(89.98)	42,145.00	42,055.02
240	240	SPED Entitlement Allocation - FY25	1,433,698	0.00	140,362.00	272,779.22	264,953.14	(397,370.36)	1,293,336.00	895,965.64
262	262	SPED Early Childhood - FY25	40,917	0.00	36,013.00	40,917.00		(4,904.00)	4,904.00	-
274	274	SPED Program Improvement - FY25	20,000	0.00				0.00	20,000.00	20,000.00
305	305	Title I - FY25	419,657	0.00	86,161.00	109,410.11	10,468.81	(33,717.92)	333,496.00	299,778.08
309	309	Title IVA - FY25	15,454	0.00				0.00	15,454.00	15,454.00
419	419	Innovation Pathways CHS - FY25	42,400	0.00	29,037.00	32,988.02	3,043.59	(6,994.61)	13,363.00	6,368.39
461	461	Early College Planning CHS - FY25	26,300	0.00				0.00	26,300.00	26,300.00
<b>Other Grant Funds</b>										
237	23724206	ATEF Grant (FY25)	1,741		1,741.23	1,676.16		65.07		65.07
250	25032005	Essential School Heath Grant (State) - FY25	37,500		14,800.00	9,810.00	4,690.00	300.00		300.00
254	254796	Terraponics Science Grant (Energy Conserv Comm) c/o		800.00				800.00		800.00
273	27300000	E-rate	156,167		156,167.34	72,773.34		83,394.00		83,394.00
301	30130007	Lowell General Hospital Circle Health (Private Grant 10K)		846.41				846.41		846.41
301	30123504	Applied Learning Leadership (Private Gr) CHS 3600 c/o		17.43				17.43		17.43
301	30123575	Project Lead The Way (Private Grant) CHS	15,000		15,000.00	11,613.56	3,386.44	0.00		-
301	30124152	Science Eco Rise (Private Grant) 1439 c/o		2.69				2.69		2.69
301	30124154	Science Eco Rise (Private Grant) 649.80 c/o		649.80				649.80		649.80
301	30124201	AFCEA Science (Private Grant) 2,000 c/o		28.17				28.17		28.17
301	30124153	Ecology Club Composting (Private Gr) 10000 c/o		2,563.40		1,950.00		613.40		613.40
301	30124155	Ecology Club Composting (Private Gr) 5000	5,000		5,000.00			5,000.00		5,000.00
301	30124405	PACE-TWO MIT STEM (Private Gr) 5000	2,500		2,500.00	2,500.00		0.00		-
301	30127000	MA School Mental Health Consort. (Private) c/o		500.00				500.00		500.00
301	30135200	Computer Science Honor Society 1 (Private) 500 c/o		75.00				75.00		75.00
301	30135201	Computer Science Honor Society 2 (Private) 500 c/o		500.00				500.00		500.00
310	---	Circuit Breaker	3,557,051	2,285,026.00	2,203,743.00	2,505,762.00		1,983,007.00		1,983,007.00
819	819555	Special Ed Reserve Fund (750K established FY22)		795,660.20	18,136.27			813,796.47		813,796.47
589	58962002	MA Civic Learning Grant (State) - 4400 c/o from FY22		350.00				350.00		350.00

CHELMSFORD PUBLIC SCHOOLS  
FY25 GRANT AND REVOLVING FUND SUMMARY  
AS OF MARCH 31, 2025 - PRELIMINARY

		Revolving Accounts	Estimated Receipts	Balance 7/1/2024	Receipts	Expenditures	Encumbrances	Current Ending Balance	Estimated Revenue	Ending Balance with Estimated Revenue
501	---	Café (School Nutrition)		4,168,053.36	1,831,660.59	2,409,823.75	307,967.35	3,281,922.85	354,822.55	3,636,745.40
502	---	Athletic		1,146,597.91	235,472.30	260,216.07	4,676.65	1,117,177.49	106,794.00	1,223,971.49
503	---	Gifts & Donations		53,320.55	14,555.62	6,121.86		61,754.31		61,754.31
504	---	Lost / Damaged Books & Computers		19,018.59	21,811.93	100.00		40,730.52		40,730.52
505	---	Musical Instrument Repair		0.00	0.00	0.00		0.00		-
506	---	Adult Education/Music/Guidance		500,439.15	248,747.40	216,639.95	4,303.44	528,243.16		528,243.16
507	---	Childcare		1,818,301.40	1,589,724.03	1,745,109.54	205,367.93	1,457,547.96		1,457,547.96
508	---	Out of Town Tuition Reimbursement		75,494.99	16,063.36			91,558.35		91,558.35
509	---	Summer School		34,746.16	6,500.00	4,000.00		37,246.16		37,246.16
510	---	School Choice	260,000.00	2,820,570.06	240,392.00	239,723.24		2,821,238.82		2,821,238.82
511	---	Civic Activities		383,504.26	166,910.00	131,587.88	6,129.05	412,697.33		412,697.33
516	---	Transportation	330,000.00	1,187,710.36	190,783.70	267,625.86	185,053.89	925,814.31		925,814.31
517	---	Student Activity	45,000.00	354,803.94	52,423.20			407,227.14		407,227.14
518	---	Turf Fields		355,075.36	60,480.00	506.83		415,048.53		415,048.53

## Chelmsford High School Student Activities

## Balance Sheet New

As of February 28, 2025

	Feb 28, 25
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
CHS Enterprise Checking	59,889.37
Enterprise Agency Account	197,980.25
Total Checking/Savings	257,869.62
Total Current Assets	257,869.62
<b>TOTAL ASSETS</b>	<b>257,869.62</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Equity - Athletics	131.35
Equity - ATWE	2,217.91
Equity - Band	738.72
Equity - Basketball Girls	0.00
Equity - Best Buddies	557.10
Equity - Career Center	1,270.26
Equity - Cheerleading	270.11
Equity - Chorus	987.38
Equity - Class of 23	10,845.96
Equity - Class of 24	14,487.29
Equity - Class of 25	54,769.38
Equity - Class of 26	10,856.59
Equity - Class of 27	2,142.89
Equity - Class of 28	941.80
Equity - Cross Country	2,250.00
Equity - Dance Team	2,126.41
Equity - DECA	10,783.83
Equity - ECO Club	1,224.46
Equity - Field Hockey	1,027.97
Equity - Field Trips	3,721.11
Equity - Fine Arts	2,076.70
Equity - Football	832.28
Equity - Gen. Student Body Fund	5,813.71
Equity - Golf	0.00
Equity - Ice Hockey Boys	978.06
Equity - Ice Hockey Girls	440.85
Equity - Key Club / Interact	6,676.05
Equity - Lacrosse Boys	6,425.67
Equity - Lacrosse Girls	7,416.83

## Chelmsford High School Student Activities

## Balance Sheet New

As of February 28, 2025

	Feb 28, 25
Equity - LIME	3,887.11
Equity - Lion Yearbook	1,637.61
Equity - Melting Pot Club	847.98
Equity - Mock Trial	255.50
Equity - Model UN	544.06
Equity - National Business HS	236.78
Equity - National Honor Society	682.63
Equity - National Science HS	2,780.00
Equity - NEHS	1,052.26
Equity - Orchestra	635.22
Equity - PAVE Program	319.78
Equity - Rugby	8,437.10
Equity - SAGA/PRISM	608.18
Equity - Ski Team	952.75
Equity - Soccer Boys	2,375.11
Equity - Soccer Girls	3,469.54
Equity - Softball	1,618.13
Equity - Speech & Debate Team	857.94
Equity - Student Council	3,029.68
Equity - Student Trainers	73.50
Equity - Swim Team Boys	1,023.07
Equity - Swim Team Girls	530.90
Equity - Tennis Boys	16.15
Equity - Tennis Girls	1,104.12
Equity - Theatre Guild	47,031.44
Equity - TJF (GIVE)	785.76
Equity - Track	6,157.19
Equity - Travel Abroad	0.00
Equity - Tri-M	89.40
Equity - Voice Student News	344.02
Equity - Volleyball Boys	1,509.92
Equity - Volleyball Girls	10,150.44
Equity - World Language HS -LFS	232.95
Equity - Wrestling	2,582.73
Total Other Current Liabilities	257,869.62
Total Current Liabilities	257,869.62
Total Liabilities	257,869.62
TOTAL LIABILITIES & EQUITY	257,869.62



**McCarthy Middle School**  
**Balance Sheet**  
As of February 28, 2025

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	<u>Feb 28, 25</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
McCarthy Agency Account	20,623.96
McCarthy Principal Account	15,791.79
Total Checking/Savings	<u>36,415.75</u>
Total Current Assets	<u>36,415.75</u>
<b>TOTAL ASSETS</b>	<b><u>36,415.75</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Band	6,082.56
Chorus	2,072.80
Cross Country	167.93
Drama	23,512.56
General Student Body Fund	1,280.79
Grade 7 and Field Trips	566.87
Grade 8 and Field Trips	13.51
Orchestra	1,290.60
Student council	188.07
Year Book	1,240.06
Total Equity	<u>36,415.75</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>36,415.75</u></b>

**Parker Middle School**  
**Balance Sheet**  
As of February 28, 2025

---

	Feb 28, 25
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Parker Agency Account	50,097.38
Parker Principal Account	17,462.51
Total Checking/Savings	67,559.89
Total Current Assets	67,559.89
<b>TOTAL ASSETS</b>	<b>67,559.89</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Band	549.13
Chorus	4,820.19
Drama	44,327.52
General Student Body Fund	909.22
Grade 5 and Field Trips	6,059.31
Grade 6 and Field Trips	459.74
Orchestra	1,205.36
Student Council	3,988.30
Yearbook	5,241.12
Total Equity	67,559.89
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>67,559.89</b>

# CHELMSFORD PUBLIC SCHOOLS

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*Office of Human Resources*

*230 North Road, Chelmsford, MA 01824*

*Telephone: (978) 251-5100 Fax: (978) 251-5110*

To: Dr. Jay Lang, Superintendent of Schools

From: Robyn Corbett, Executive Assistant to the Superintendent

Date: April 10, 2025

**Re: Personnel Report – March 2025**

---

Please see the attached Personnel Report which includes retirements, resignations, new hires and assignment changes. Thank you for sharing this report with members of the Chelmsford School Committee.

## Personnel Report – March 2025

### New Hires

**Ferreira, Kayleigh**

**Interim ABA Paraprofessional  
Harrington Elementary School  
Effective date: 4/7/25**

**Green, Abigail**

**Interim ABA Paraprofessional  
Chelmsford Integrated Preschool (CHIPs)  
Effective date: 4/28/25**

**Mercedes Dominguez, Maria**

**ABA Paraprofessional (NECC Program)  
Chelmsford High School  
Effective date: 4/7/25**

**Schweickert, Madison**

**Speech Language Pathologist  
Chelmsford High School  
Effective date: 4/14/25**

### Resignations:

**Autio, Jennifer**

**Paraprofessional  
Harrington Elementary School  
Effective date: 3/28/25**

**Da Silva McDonough, Maria**

**Paraprofessional  
McCarthy Middle School  
Effective date: 3/17/25**

**Jackson, Kerrie**

**ABA Paraprofessional  
McCarthy Middle School  
Effective date: 3/28/25**

**Marson, Ellen**

**Copy Clerk  
McCarthy Middle School  
Effective 4/11/25**



**Trahan, Amanda**

**ABA Paraprofessional**

**South Row Elementary School**

Effective date: 4/4/25

**Walker, Anan**

**Grade 2 Teacher**

**Center Elementary School**

Effective date: 3/12/25

**Weinbeck, Michaela**

**Paraprofessional**

**Parker Middle School**

Effective date: 3/14/25

[Retirements:](#)

[Assignment Changes:](#)

# CHELMSFORD PUBLIC SCHOOLS

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Jay Lang, Ed.D., Superintendent

## **Memorandum**

To: Members of the School Committee  
From: Jay Lang, Ed.D., Superintendent of Schools  
Date: April 10, 2025  
Re: 2025/26 School Committee Meeting Schedule - DRAFT

---

Attached please find a draft meeting schedule for the 2025/26 school year. I have moved the second meeting in the months of February and April to the last Tuesday of the month to avoid conflict with school vacation weeks. I have also moved the first meeting in April to the second Tuesday of the month to avoid conflict with town elections. I recommend scheduling one meeting in November this coming year, as the first Tuesday of the month is election day, and the second Tuesday of the month is Veteran's Day. I recommend the school committee vote to accept and publish the meeting schedule at the regular meeting of April 15, 2025.

CHELMSFORD PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING SCHEDULE

July 2025 – June 2026

July 22	6:00	School Committee Meeting	Administration Office (TELEVISED)
August 5	6:00	School Committee Meeting	Administration Office (TELEVISED)
August 19	6:00	School Committee Meeting	Administration Office (TELEVISED)
September 2	6:00	School Committee Meeting	Administration Office (TELEVISED)
September 16	6:00	School Committee Meeting	Administration Office (TELEVISED)
October 7	6:00	School Committee Meeting	Administration Office (TELEVISED)
October 21	6:00	School Committee Meeting	Administration Office (TELEVISED)
November 18	6:00	School Committee Meeting	Administration Office (TELEVISED)
December 2	6:00	School Committee Meeting	Administration Office (TELEVISED)
December 16	6:00	School Committee Meeting	Administration Office (TELEVISED)
January 6	6:00	School Committee Meeting	Administration Office (TELEVISED)
January 20	6:00	School Committee Meeting	Administration Office (TELEVISED)
February 3	6:00	School Committee Meeting	Administration Office (TELEVISED)
February 24	6:00	School Committee Meeting	Administration Office (TELEVISED)
March 3	6:00	School Committee Meeting	Administration Office (TELEVISED)
March 17	6:00	School Committee Meeting	Administration Office (TELEVISED)
April 7	6:00	Reorganization – SC Meeting	Administration Office (TELEVISED)
April 28	6:00	School Committee Meeting	Administration Office (TELEVISED)
May 5	6:00	School Committee Meeting	Administration Office (TELEVISED)
May 19	6:00	School Committee Meeting	Administration Office (TELEVISED)
June 2	6:00	School Committee Meeting	Administration Office (TELEVISED)
June 16	6:00	School Committee Meeting	Administration Office (TELEVISED)

Chelmsford School Committee  
2024-2025 Liaison Assignments/Contacts

Negotiations/Sub-Committees	Member	Member	Alternate
Administrators	Susan Mackinnon	Diana Lebeaux	
Teachers/Nurses	Dennis King	John Moses	
Prof. Support/Secretaries	Maria Santos	Susan Mackinnon	
Custodians	Diana Lebeaux	John Moses	
Food Service	John Moses	Diana Lebeaux	
Policy Sub-Committee	Dennis King	Maria Santos	
School Organizations	Member	Alternate	
Byam School Organization	John Moses	Diana Lebeaux	
Center School PTO	Maria Santos	Susan Mackinnon	
CHIPS PTO	Susan Mackinnon	Dennis King	
Harrington PTO	Susan Mackinnon	Maria Santos	
Chelmsford High PTO	John Moses	Maria Santos	
McCarthy PTO	Diana Lebeaux	John Moses	
Parker PTO	Diana Lebeaux	John Moses	
Council of Schools	Maria Santos	Dennis King	
South Row PTO	Diana Lebeaux	Susan Mackinnon	
SEPAC	Dennis King	Diana Lebeaux	
ELL Council	Maria Santos	Dennis King	
Town Boards	Member	Alternate	
Board of Selectman	Dennis King	Maria Santos	
Finance Committee	Susan Mackinnon	Diana Lebeaux	
Capital Planning Committee	Dennis King	Susan Mackinnon	
Permanent Building	Dennis King	John Moses	
Other Boards/Organizations	Contact Person		
Wellness Committee	Maria Santos		
Friends of Music	Susan Mackinnon		
CHS Alumni Association	Dennis King		
CHS Boosters	John Moses		
Legislative Outreach			
MASC	All		
State Elected Officials	All		
Federal Elected Officials	All		





# Central Administration

11 Executive Park Drive, N. Billerica, MA 01862 | Tel: (978) 528-7826 | [www.valleycollaborative.org](http://www.valleycollaborative.org)

## MEMORANDUM

To: Valley Collaborative Board of Directors/School Committees  
From: Dr. Chris A. Scott, Ph.D., Executive Director  
Date: April 10, 2025  
Re: Quarterly Reports on Collaborative Business – FY25 Third Quarter

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As per 603CMR 50.00: Educational Collaboratives – Education Laws and Regulations and in accordance with the provisions of M.G.L. c. 40, § 4E, please find below Valley Collaborative Quarterly Reports on Collaborative Business:

1. quarterly information and updates to the programs and services provided by the collaborative and any regional collaborative efforts;
  - Please find Valley Collaborative's Spring Newsletter attached
  - Please find Valley Collaborative's 3rd Quarter Finance Memo attached
  - Please find Valley Collaborative's March 2024 Treasurer Report attached
2. a report on significant changes in programs, services, budgets, and property as they arise;
  - Please find attached the Interim Statement of Revenues, Expenses, and Changes in Net Assets
  - Please find attached a copy of the FY' 26 Budget and Tuition Rates and Services & Fees Distributed by Treasurer Heidi Kriger on January 22, 2025

# Valley Collaborative Leadership Team



**Chris A. Scott, PhD**

Executive Director,  
Finance and Operations  
cscott@valleycollaborative.org



**Mazyar Moshtaghi**

Chief Technology Officer  
mmoshtaghi@valleycollaborative.org



**Nick LeClair**

Principal  
Valley Transitional High School  
Alternative Programming  
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**James George**

Business Manager/Accountant  
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**Heather Mackay**

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Elementary School  
hmackay@valleycollaborative.org



**Matthew Gentile**

Director of DDS & MRC  
Services  
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**Joia Mercurio**

Deputy Director  
jmercurio@valleycollaborative.org



**Nicole Noska**

Principal  
Valley Middle School,  
Valley Transitional High School  
Transitional Programming  
nnoska@valleycollaborative.org



**Jessica Marcotte**

Lead Nurse  
jscaiz@valleycollaborative.org



**Kari Morrin**

Director of HR, Title IX and  
504 Coordinator  
kmorrin@valleycollaborative.org

## Valley Collaborative Board



**Dr. Jay Lang, chair**

Superintendent, Chelmsford  
Public Schools



**Dr. Geoff Bruno**

Superintendent, Groton-  
Dunstable Regional School  
District



**Ms. Brenda  
Theriault-Regan**

Superintendent, Tewksbury  
Public Schools



**Dr. Kerry Clery**

Superintendent, Billerica Public  
Schools



**Dr. Denise Pigeon**

Superintendent, Nashoba Valley  
Technical School District



**Dr. Michael Flanagan**

Superintendent,  
Tyngsborough Public Schools



**Mr. Steven Stone**

Superintendent, Dracut Public  
Schools



**Mr. Brad Morgan**

Superintendent, North  
Middlesex Regional School  
District



**Dr. Christopher  
Chew**

Superintendent, Westford Public  
Schools

*Valley Collaborative partners with families, districts, and the community to provide innovative programming that empowers all students and adults to discover their diverse individual strengths, interests, and abilities. In doing so, those we serve become self-actualized members of society who contribute in a responsible manner.*



### We are: Reading

■ Page 2: Students at the Elementary School have been celebrating all things reading.



### We are: Adventurous

■ Page 3: The Middle School Outdoor Education Club is taking adventurous students to new heights, helping them overcome challenges and learn new skills.



### We are: Going Places

■ Page 8 The Adult Programs are expanding. But as a recent audit found, the quality of our services is as high as ever.

# VALLEY COLLABORATIVE

BUILDING A COMMUNITY THAT EMPOWERS  
CHILDREN AND ADULTS TO FIND THEIR OWN WAY

Volume 13, Issue 3 News for the extended Valley Collaborative community Spring 2025

## Spring is in the Air at Valley Collaborative!



ELEMENTARY STUDENTS (FROM LEFT) KURTIS LEDOUX, NICO MAGLIOCCHETTI, LINDSEY LAVANGA, DYLAN CARMICHAEL, ETHAN BARRY AND HUNTER HOLMES; (BACK) PRINCIPAL HEATHER MACKAY; (FRONT) DR. CHRIS SCOTT, EXECUTIVE DIRECTOR

Dear Valley Community:

As you will read in the coming pages of this newsletter, all of us at Valley have been busy with six programmatic, financial, and governance audits this year. These audit reports document all of the exemplary work Valley staff does every day so that we can offer the highest quality programming for those we serve in the most cost effective manner.

A large contributing factor to Valley's exemplary performance is our commitment to continuous improvement. In keeping with this philosophy, Valley prioritizes high quality professional learning for all staff.

Professional Learning (PL) for the adults who work with our students and DDS clients. Allocating time and resources for PL nourishes our culture of continuous learning for all at Valley. We believe that high quality professional learning ultimately enhances student learning and helps sustain our engaging learning environments. It is an important component of our "Planning for Success" and District Improvement Plan that are promoted by the Massachusetts Department of Secondary and Elementary Education.



## Elementary School: Celebrating Reading and the Arrival of Spring

We kicked off spring with our annual Read Across America week. We celebrated reading all through the week of March 3rd with a reading-themed spirit week. The school participated in a book-themed door decorating contest. Throughout the week classrooms hosted guest readers including parents, the Tyngsboro Fire Department, School Resource Officer Christopher Gustafson, and Executive Director Dr. Chris Scott. The week was capped off with a book reading by Detective Bethany Bonzcar and her service dog George. She read their autobiographical children's book *Curious About George* and held

a meet-and-greet with students. The event was organized by Literacy Curriculum Lead Meghan Waters



and Speech Language Pathologist Jillian Wendler.

In early spring several students scaled the icy slopes of Mt. Wachusett. Valley Collaborative Elementary School was awarded a MOOR Grant from the Massachusetts Office of Outdoor Education for winter hiking gear.

With the grant, we were able to obtain winter gloves, hats, boots, base-layers, snowshoes, and micro-spikes for hiking on ice. It was a new and exciting experience for the students. Student Brian Bolcome said it was the most challenging thing he had ever done. When he reached the summit he felt incredibly proud of himself! Student Zachary Rotberg started asking about and planning the next trip before the hike was even finished. A big thanks to teacher Matthew McCarthy, who applied for the grant and organized the trip.

Now that the snow has melted, students are getting back out on the playground daily and enjoying sunny outdoor recess once again! They are looking forward to all that spring at Valley Elementary has to offer. When asked what they are most excited for this spring, here is what they had to say!



IN EARLY SPRING, SEVERAL VALLEY ELEMENTARY STUDENTS SCALED MT. WACHUSETT, AN ADVENTURE THEY FOUND CHALLENGING AND PERSONALLY REWARDING. AFTER MAKING THEIR WAY BACK DOWN THE MOUNTAIN, THE STUDENTS HAD ONE QUESTION: 'WHEN'S OUR NEXT TRIP?'



DURING READ ACROSS AMERICA WEEK, DETECTIVE BETHANY BONZCAR AND HER SERVICE DOG GEORGE VISITED VALLEY ELEMENTARY TO READ THEIR AUTOBIOGRAPHICAL CHILDREN'S BOOK *CURIOUS ABOUT GEORGE*.

Douglas Boyton, 2nd grader, "Fun!"

Henry Gould, 4th grader, "Riding bikes and finally getting outside!"

Matthew Tobin, 2nd grader, "Soccer Outside!"

Kaleb Koval, 3rd grader, "Field Trips!"

Dionisio Quadros, 3rd grader, "Going outside and just feeling the wind!"

Benjamin Cross, 5th grader, "Geocaching!"

Jeremiah Alicea, 4th grader, "Football Club!" ■

## Meet the Middle School Outdoor Adventurers

*\*continued from page 3*

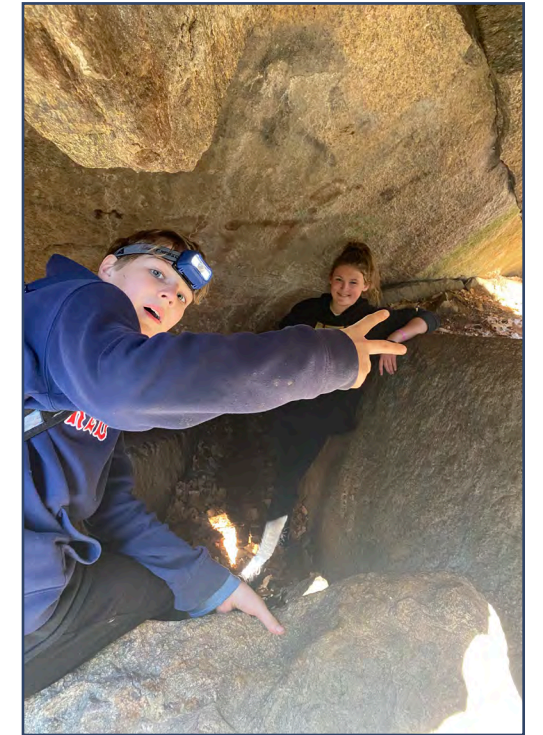
An appreciation for nature is also a key focus of the Outdoor Education Program. In addition to being out in the wild, students are also learning about the ecosystems they're interacting with, and becoming more aware of their impact on the world around them.

It's a mission that Aidan takes personally. His participation in outdoor adventures while a student at Valley inspired a passion for nature. In addition to mastering rock climbing he's now working on learning wilderness first aid training.

"As a kid, I loved being outside and going hiking and going skiing and going canoeing and all this stuff. And to be able to share that and for other kids to experience that, I think is really great," says Aidan.

Both Peter and Aidan have high hopes for the program's continued growth over the summer and into next year, especially as more students hear about the sorts of adventures that club members are enjoying.

"Our next goal is to expand the weekly outings beyond the middle school so that we have different groups of kids working together," says Peter. Students can also look forward to some more ambitious outings in the months ahead. "If we can think of a trip that's a good experience for the kids and beneficial to their growth, then we're going to figure out how to make it happen. ■



STUDENTS COLTON KNOWLTON AND HAYLIE HAMILTON EXPLORING

## Spring is in the Air at Valley Collaborative!

*\*continued from cover*

In order to not only meet the PL needs of our staff but also provide options, we have expanded our offerings throughout the year. On early release days, we have continued to provide PL for our Special Education Assistants (SEAs) through Academy modules that are taught by our very own in-house experts - our therapists and specialists.

Teachers have had the opportunity to attend a variety of sessions. Topics have included, but not limited to, how to implement the new IEP forms, best practices for teaching multilingual learners, interpreting data to improve instruction, creating SMART goals, effective co-teaching and executive functioning strategies. Health and safety offerings have included CPR/First Aid training, in school safety/intruder training and self- wellness and

mindfulness.

Beyond acquiring skills and knowledge on these topics, PL opportunities build a sense of community and collaboration among adults as they learn and grow together. Research has shown that the more professional learning educators participate in, the more likely their students are to succeed. Therefore, we are proud that we have offered more opportunities to our teachers and support staff. In order to facilitate the record keeping of our expanding program, Valley has implemented a Vector Solutions software program that helps to manage offerings and track participation. This is yet another way that Valley continues to strive to increase our effectiveness and efficiency. All of the above is further evidence that we are continuing to live our mission of building a community that empowers the individuals we serve to become self-

actualized members of society who contribute in a responsible manner. Please enjoy the updates in this Spring newsletter. If you have any questions or suggestions, please do not hesitate to reach out – my door is always open.

Chris A. Scott, Ph. D.  
Executive Director



## Adult Services: Continuously Improving to Meet the Needs of Our Community

As the season changes and we move toward the Spring, the Valley Collaborative Adult Program continues to expand services to meet the needs of our community members. After celebrating a number of individuals moving into the next phase of life and retiring from the Valley employment program, new individuals have begun to fill the voids left by our retirees. With several additions to the program, the enrollment in the Adult Program is back over 130 individuals. As our enrollment continues to rise, it's always so important to recognize that the increasing size of the program should not come at any sort of cost in terms of the level of programming offered.

One safe guard in place to ensure Valley's Adult programming remains top tier is a program review conducted by the Office of Quality Enhancement. While Valley does not conduct

the review, we are regularly focused on continuous program improvement to ensure that we are fully prepared when it is time for the biennial program review. This review cycle, Valley was eligible to conduct a targeted review based on our last review scoring high enough within a certain range. The Valley Collaborative Adult Program administration team meets regularly to ensure the procedures and protocols in place are meeting the specific parameters dictated by the state and the Department of Developmental Services. This planning and coordination lead to the day to day operations of the program, and ultimately acts as a road map for how the Adult Program operates on a daily basis. The ultimate goal through the oversight of the Department of Developmental Services is to create meaningful programming that will help the individuals served continue their personal growth through employment and social learning opportunities.

Our most recent review took place starting on February 24th and ran through February 27th. During this time, four state assigned auditors (or reviewers) were on site at Valley Collaborative checking on our programmatic practices, environmental safety measures, and overall support offered to the individuals we serve. While any review can certainly be a stressful process, the Valley Collaborative staff and individuals did an amazing job of going about their standard programming and allowing for the auditors to view the program in its organic form. The auditors supplemented their review of files and practices with individual



(LEFT TO RIGHT): ALANA CONNELL AND KAREN DOLAN, VALLEY COLLABORATIVE DDS AND MASSABILITY SERVICES

and staff interviews and observation as they scored Valley on over 200 different indicators broken into a Certification and Licensure section.

Valley is proud to report that we received a score of 100% on Certification Indicators as well as a 100% on Licensure Indicators! While the Valley Adult Program is proud to highlight the perfect review score, we also recognize how important it is to continue our programming with a constant eye toward improvement. We will continue to adjust the current programmatic set up while developing new aspects of programming that can further provide opportunities for personal growth for the individuals we serve. ■



(LEFT TO RIGHT): MIKE KOCZAN AND RENEE BOYDEN, CHELMSFORD HIGH SCHOOL.

## Valley Middle School: Meet the Outdoor Adventurers

Middle School Aide Aidan Butze, can still remember his favorite outdoor adventure during his time as a student at Valley. For three days, he and the other members of the Outdoor Education Club, hiked the Presidential Traverse, a New Hampshire mountain range that's home to some of the state's highest peaks. "That was one of the coolest trips we did," recalls Aidan. "The whole experience of being in the Outdoor Education Club was really beneficial for me."

These days, Aidan is still involved with the club but as a Valley staff member. He and Experiential Physical Education Teacher Peter Loring plan ambitious adventures, including skiing, rock climbing and mountain hikes, aimed at getting students outside and moving. But while the trips pack a heavy emphasis on fun, there is something more serious at work here.

"For our middle school, this has been a great way for us to build a sense of community," explains

Assistant Principal Brian Mihalek. "Students are working together to achieve goals while having a great time. It's been amazing to watch it come together."

Peter came to Valley in 2018 to help coordinate the Outdoor Education program, but he quickly revealed a talent for working with kids in a range of capacities. Over the years he's taught history, math and English, and filled in wherever needed. This year, Peter has been able to return to the program that brought him to Valley in the first place.

"We've really been able to take the Outdoor Education Club to a new level this year," says Peter. "We've got a core group of students who come back each week and are eager to go on some sort of a trip. Along the way, they're developing new skills and bonding with each other and with the staff."



VALLEY MIDDLE SCHOOL STUDENTS LOGAN STURGIS AND COLTON KNOWLTON ON A WINTER HIKE.

Every Friday, a small group of students from the middle school has been joining Aidan, Peter and other staff members for an outdoor-based field trip. The adventures expose students to places and challenges they've never experienced before, helping them build confidence and develop a range of survival skills, from how to navigate mountain ice to selecting the correct gear to wear and foods to eat. These ambitious hikes and climbs also require students to step out of their comfort zones, while teaching them about the importance of teamwork, communication and problem solving.

"They're learning that they are capable of doing hard things and doing things they don't think they can do," says Peter. "They're breaking the mindset of, 'I can't do this.'"



AIDAN BUTZE (RIGHT) WITH STUDENTS KYLEIGH THIBEAULT, LOGAN STURGIS AND COLTON KNOWLTON.



## Full STEAM Ahead at Valley Transitional High School

Spring is full STEAM ahead in the Transitional High School where students have been working on projects in the areas of Science, Technology, Engineering, Art and Math. In Meaghan Norris' School & Vocational Training (SVT) classroom, students tested Isaac Newton's first law of motion with a classic experiment, the egg drop. Students designed and created protective structures for their eggs to see whose egg could withstand a second story drop. Some students focused on cushioning and impact, using a variety of materials such as mini marshmallows and tissues to absorb the hard landing. Other students focused on gravity by making their structures light and adding parachutes to counter the acceleration that occurs during the drop. Students followed the scientific process and documented their observations in order to determine if their hypothesis was correct. Ultimately, it was the eggs that were well cushioned in a light structure that parachuted safely to the ground below.

Just down the hall in Meghan Gervais' School and Life Skills (SLS) classroom, students explored the physics concepts of thrust, lift, and drag with a paper airplane experiment. Students were challenged to apply their knowledge of weight and gravity to construct a paper airplane that would outsoar their classmates' planes. Students quickly learned that the length of time each plane was airborne depended upon the amount of thrust during lift off. After starting out with a short but swift nose dive, Meghan provided hand-over-hand modeling to students to demonstrate a smooth take off. The angle of the planes and the amount of force varied from student to student with

some doubling their time and distance upon their second and third attempts.

In conjunction with their vocational training, students in Tina Carraba's School and Life Skills-Intensive Special Needs (SLS-INSN) classroom are learning about tools and manufacturing and the qualitative effect of choosing the proper tools for various projects, a real life lesson in cause and effect. The assignment required students to select the proper tool for each project and describe why it was used and how it would make the design better. This assignment was particularly tricky as all of the tools would work but only one tool would actually improve the overall quality.

In the School to Work (STW) classroom, teacher Lori Escolas is preparing her seniors for metamorphosis, both figuratively and literally. Students will create a reflection project of their own personal growth for this school year in tandem with a science project where they will observe the life cycle of a butterfly. In a netted enclosure in their classroom, students will have the opportunity to feed and observe caterpillars as they morph into butterflies. As they record the day to day changes in the caterpillars they will also reflect on their own changes and successes. Past projects have included time lapse videos of the metamorphosis as well as visual timelines of the



TEACHER MEAGHAN NORRIS HOLDS THE PARACHUTE OF AN EGG READY FOR THE DROP.

students' own life cycles featuring photos from birth to present day.

In celebration of Earth Day, the Student Council has challenged each class to produce a tip for reducing, reusing and recycling to share with the school. Each class is challenged to creatively post their tip on their classroom doors using only found or recycled items for materials. Each spring the Town of Billerica holds a "Clean Up Green Up Day" where volunteers come together to clean up fields, parks, and open spaces around town. Since the official day falls on a Saturday, the Student Council will participate in its own version of "Clean Up, Green Up" during the month of April by cleaning up debris around the school grounds and the Linnell Circle neighborhood. ■

## Valley Transitional High School: On the Air!



If it's a Monday morning then it must be time to tune into the Valley Collaborative News. That's the weekly show that a team of students in the multi-media class put together for the entire school with the aid of music teacher and tech wizard Vlad Stoicescu.

Putting each newscast together begins the week before when students settle on topics and decide who at Valley they want to interview. "We talk about the news and what's going on. Maybe a little drama, some fun stuff," explains Madison Murray, who hosts the show. The news team also does original reporting, fanning out around the school to talk to students, teachers and staff in each classroom.

Madison says that students are eager to share the latest news, which might include the results of a basketball game, a pingpong tournament, or a report from an outdoor adventure or fieldtrip. The news team also has plenty of questions for staff members. During one recent interview segment

they turned the cameras on social worker Brittany Hynes, asking her why she decided to become a social worker, what career she might have chosen had she not become a social worker, and how social worker has helped make her the person that she is.

When the students are ready to put the show together, they head across the street to #40 Linnell Circle, home to the broadcast studio. The final product is assembled with editing help from Vlad and another student who is passionate about video editing and animation.

The recorded footage is then assembled into a 15-20 minute weekly news bulletin that the entire school can tune into. Madison, who serves as the official face of the broadcast, says that that's the most nerve wracking part. "If I mess up then everyone in the entire school can see it."

The idea for the news show came from Vlad, who has been building Valley's multi-media program for the last several years. "This was some-

VALLEY COLLABORATIVE NEWS TEAM (FROM LEFT): MADISON MURRAY, GUNNAR BEAULIEU, DULCE PEGUERO.

thing that the students really wanted to do, and I'm not someone who can ever say no," says Vlad. Now that the broadcast has become a regular feature of Valley life, Vlad says that he's thrilled by the idea's success. "It's fun to watch and it keeps everyone entertained," says Vlad. "That's really cool. And it makes everyone feel included, both the viewers and the students who do it."

For Madison, the opportunity to appear on camera each week represents the realization of a dream she's had since childhood. "Ever since I was a little kid I would pretend to be a newscaster. Now every week I get to say 'Hey everybody, welcome back to the Valley Collaborative News.'" ■

# Valley Collaborative Fiscal Year 2025: Six Stellar Audits

Fiscal year 2025 has been extremely busy in the business office as the Collaborative has gone through a total of six very successful audits, conducted by two state agencies, one state commission, and an independent financial audit. Below is the summary of results from this body of work.

## **Massachusetts Department of Elementary and Secondary Education Financial & Governance Review**

**Overall Rating: Exemplary**

As you are aware, Valley Collaborative underwent, as one of their “beta sites”, a DESE Collaborative Financial (and Governance”) Review performed by MARCUM Accounting for DESE back in May 2024. MARCUM presented at MOEC’s general membership meeting on October 7, 2024 and Valley was the case study/exemplar. Valley received a draft report in January and we provided feedback on both the financial and governance portions of the review. Valley is still waiting to hear back from DESE with regards to the final report for the finance and governance review audit.

At this point and according to the auditors, I surmise Valley has received a 100% on the financial portion of the audit. There may be a couple of governance criteria dating back prior to 2022-2023 that will be “partially met” (but have since been addressed in the last year and a half through the quarterly school committee packets). We are still waiting to see. Furthermore, the Department of Elementary and Secondary Education continues to work through some technical matters regarding

how certain DESE guidance and regulations are being interpreted by both Collaboratives across the Commonwealth and DESE with regards to the 25% Surplus Calculation. At this time, Valley has been instructed not to change how it has calculated the 25% surplus. Valley is proud to be a thought partner and the pilot site for this new financial and governance review process that all Collaboratives will undergo every six years.

## **Massachusetts Department of Developmental Services Targeted Review Report**

**Overall Rating: Exemplary/full compliance**

Valley Collaborative received a finding free DDS Audit. Valley is also in full compliance with DDS’s programmatic and licensure criteria. This DDS audit is the bookend to our exemplary audit year. As Jennifer Conley-Sevier, DDS Quality Enhancement Specialist noted: “The agency met the indicators as follows:

- Licensing: 100%
- Certification: 100%

On behalf of the entire OQE team, I would like to extend our gratitude for the professionalism you and your team have displayed throughout this survey process; it was a pleasure working with everyone at Valley Collaborative.”

## **FY’24 Independent Audit completed by Fritz DeGuglielmo LLC**

**Overall Rating: Exemplary/no findings**

Valley Collaborative received yet another finding free financial audit from our Independent Auditors Fritz DeGuglielmo LLC.

## **Massachusetts Department of Elementary and Secondary Education Mid Cycle Review - No findings/Full Approval** **Overall Rating: Exemplary/no findings**

- Valley underwent its Mid-Cycle Review with the Department of Elementary and Secondary Education this past Fall. We are in receipt of the final report and are proud to share that Valley received no findings. In addition to a finding free MCR report, below are the various points made by the DESE Office of Approved Special Education Schools (OASES) team during our exit interview.
- Students were engaged in rigorous curriculum/programming.
- Valley’s staff was observed interacting with students in a manner that was caring and compassionate.
- Our systems throughout the Collaborative were consistent and followed with fidelity.

»continued on next page



# VALLEY COLLABORATIVE



MASSACHUSETTS ORGANIZATION OF EDUCATIONAL COLLABORATIVES (MOEC) VISITED VALLEY ELEMENTARY SCHOOL TO LEARN ABOUT "BEST PRACTICES" AFTER IT RECEIVED AN A+ ON ITS PROGRAMMATIC DESE COORDINATED PROGRAM REVIEW. MIDDLE: DR. CHRIS SCOTT, EXECUTIVE DIRECTOR; ON HER RIGHT SIDE: BRYAN THOMAS ELEMENTARY SCHOOL ASST. PRINCIPAL/SPECIAL ED. ADMINISTRATOR AND NEXT TO HIM IS AMANDA APRILE ELEMENTARY SCHOOL, STEM CURRICULUM LEAD, MATH AND CONTENT AREAS ON HER LEFT SIDE IS AMY MURPHY ELEMENTARY SCHOOL ASST. PRINCIPAL/ SPECIAL ED. ADMINISTRATOR AND MEGHAN WATERS VALLEY ELEMENTARY SCHOOL LITERACY CURRICULUM LEAD

## Valley Collaborative Fiscal Year 2025: Six Stellar Audits

*\*continued from previous page*

- Staff were well trained including but not limited to top tier therapeutic teams, educators who deliver high quality programs consistent with the state standards, and highly trained Special Education Assistants. (Valley's successful efforts to put into place the Academy for Special Education Assistants is noteworthy.)
- DESE protocols and procedures were followed with fidelity.
- Staff were committed and devoted to the mission of Valley.
- Administrative teams had an impressively long tenure. (This is significant because we are in a field where it is typical for key positions to be vacant and/or hard to fill. Fortunately,

when people come to Valley, they fall in love with our mission and vision and stay for a very long time.)

- They wished that Valley could train other Collaboratives on how to do the exceptional work they witnessed.

### **Disabled Persons Protection Commission (DPPC) Review Overall Rating: Exemplary**

Valley has just completed its first compliance review on September 6, 2024. This review included DDS staff hired after July 1, 2023, along with their signed DPPC Consent Form and Valley's internal policies and procedures to adhere to M.G.L. c. 19C § 15.

### **Massachusetts Department of Developmental Services CORI Audit**

**Overall Rating: Exemplary**

On September 24, 2024, DDS performed a first-time CORI audit to ensure Valley Collaborative is in compliance with all procedures and protocols.

At Valley, we are always striving towards excellence. If you have any questions or suggestions, please do not hesitate to reach out. My door is always open.

My best to you,  
Chris A. Scott



# Central Administration

11 Executive Park Drive, N. Billerica, MA 01862 | Tel: (978) 528-7826 | [www.valleycollaborative.org](http://www.valleycollaborative.org)

## MEMORANDUM

To: Valley Collaborative Board of Directors  
From: Dr. Chris A. Scott, Ph.D., Executive Director, Finance and Operations  
Date: April 10, 2025  
Re: Financial Update

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Valley has had another very successful financial year. At this point, I estimate that Valley will finish the year between \$1.7 and \$2.1 million in revenue over expenses. Given the mechanics of the 25% cumulative surplus calculation, I am recommending that the Board vote to return \$1 million to its member districts at this time. The Board will be requested to revisit this calculation and perhaps the need to return more funds after the FY25 audit is complete next November. The projected FY25 budget for the state contracts is on target to be the same as last year which is lower than the original FY25 budget due to DDS clients unexpectedly retiring and changes made in the MRC Lowell office. Tuition revenue is projected to be up over \$1 million. Operating expenses are projected to be down \$170K. However, the capital expenses in the non-operating account (990), is currently \$125K higher than original budget due to expenditures in technology, furnishings, HVAC, and vans. We have completed 76.2% of the school year and our current revenues are at 74.3% and expenses are at 73.1%. I am requesting that the Board take a vote to amend the budget for a second time based on the projected revenues and expenses for FY25. Valley is poised to have a very strong fourth quarter.

Valley is still waiting to hear back from DESE, as one of their “beta sites”, with regards to the final report for the finance and governance review audit. At this point and according to the auditors, it appears that Valley has also received a 100% on the financial portion of the audit. There may be a couple of governance criteria dating back prior to 2022-2023 that will be “partially met” (but have since been addressed in the last year and a half through the quarterly school committee packets). We are still waiting to see.

Annually, MOEC surveys the tuition rates of all Collaboratives in the state so that we can compare ourselves to private special education schools in order to establish how competitively priced we are. I am pleased to report that the average FY25 member district tuition rates for all of the Collaborative surveyed is \$61,750.43 and Valley’s average tuition rate is considerably lower at \$43,510.91.

Entering into the fourth quarter of FY25, I am requesting the Board amend the FY25 budget to the projections outlined in the attached “Interim Statement of Revenues, Expenses and Changes in Net Assets” document.



**VALLEY COLLABORATIVE  
TREASURER'S REPORT  
MARCH 31, 2025**

		<u>Beginning Balance</u>	<u>Receipts</u>	<u>Payroll</u>	<u>Accounts Payable</u>	<u>Earnings</u>	<u>Transfers</u>	<u>Ending Balance</u>
<b>ENTERPRISE BANK ACCOUNTS</b>								
Operating	a/c 493426	\$ 2,784,185.23	\$ 2,643,418.05		\$ (280,091.70)		\$ (1,496,000.00)	\$ 3,651,511.58
Payroll	a/c 795823	\$ 287,629.95		\$ (1,585,763.37)			\$ 1,500,000.00	\$ 201,866.58
Joe's Bistro	a/c 531401	\$ 4,012.47	\$ 1,905.25				\$ (4,000.00)	\$ 1,917.72
ICS MMDA	a/c 856490	\$ 4,770.87				\$ 2.02		\$ 4,772.89
Capital Reserve	a/c 4063467	\$ 1,500,000.00						\$ 1,500,000.00
Independence Project	a/c 821315	<u>\$ 114.36</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 114.36</u>
<b>TOTAL ENTERPRISE BANK ACCOUNTS</b>		<u>\$ 4,580,712.88</u>	<u>\$ 2,645,323.30</u>	<u>\$ (1,585,763.37)</u>	<u>\$ (280,091.70)</u>	<u>\$ 2.02</u>	<u>\$ -</u>	<u>\$ 5,360,183.13</u>
<b>MMDT</b>	<b>a/c 0044263747</b>	<u>\$ 1,139,794.11</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,366.17</u>	<u>\$ -</u>	<u>\$ 1,144,160.28</u>
<b>Total Unrestricted Cash</b>		<u>\$ 5,720,506.99</u>	<u>\$ 2,645,323.30</u>	<u>\$ (1,585,763.37)</u>	<u>\$ (280,091.70)</u>	<u>\$ 4,368.19</u>	<u>\$ -</u>	<u>\$ 6,504,343.41</u>
<b>PARS OPEB Trust</b>		<u>\$ 7,915,062.42</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,915,062.42</u>
<b>TOTAL CASH</b>		<u>\$ 13,635,569.41</u>	<u>\$ 2,645,323.30</u>	<u>\$ (1,585,763.37)</u>	<u>\$ (280,091.70)</u>	<u>\$ 4,368.19</u>	<u>\$ -</u>	<u>\$ 14,419,405.83</u>

as of February 28, 2025

**Required Action:**

- Vote to amend the FY25 budget.
- Vote to return \$1 million to its member districts per 25% surplus calculation.

**Attachments:**

- Surplus Revenue Calculation at 25% as of 03.31.2025
- Members Distribution Credit FY25 Updated 04.04.2025
- Interim Statement of Net Assets as of February 28, 2025
- Interim Statement of Net Assets as of March 31, 2025
- Interim Statement of Revenues, Expenses and Changes in Net Assets as of February 28, 2025
- Interim Statement of Revenues, Expenses and Changes in Net Assets as of March 31, 2025
- FY 2025 Projections as of March 31, 2025

**Valley Collaborative**  
Interim Statement of Revenues, Expenses and Changes in Net Assets  
For the Period Ending March 31, 2025  
160 of 210 (76.2%) School Days

<b>UNAUDITED</b>		
	<b>AMENDED BUDGET</b>	<b>ACTUAL</b>
<b>REVENUES</b>		
Services	\$ 21,800,000	\$ 16,587,751
State Contracts	4,900,000	3,308,774
Other	700,000	444,766
Interest	30,000	41,682
<b>Total Revenues</b>	<b>27,430,000</b>	<b>20,382,973</b> 74.31%
<b>EXPENSES</b>		
Salaries	18,973,652	13,716,590
Employee Benefits	3,431,619	2,464,006
Operating Expenses	2,788,200	2,119,865
Leases & Rentals	593,247	543,856
Depreciation	751,000	563,250
<b>Total Expenses</b>	<b>26,537,718</b>	<b>19,407,567</b> 73.1%
<b>Change in Net Assets - Operating</b>	<b>\$ 892,282</b>	<b>\$ 975,406</b>
<b>Non Operating Activities</b>		
Return to Member Districts	-	
Non-Operating Expenses (1)	(875,000)	(985,234)
<b>Change in Net Assets</b>	<b>\$ 17,282</b>	<b>\$ (9,828)</b>

Substantially all disclosures and the Statement of Cash Flows required by GAAP are omitted. No assurance is provided on these financial statements.



## VALLEY COLLABORATIVE

### FY2026 BUDGET SUMMARY

	FY2023		FY2024		FY2025	FY 2025 Amended	FY 2026		
	<u>Budget</u>	<u>Actual</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Original</u>	<u>Amended Budget</u>	<u>Approved</u>	<u>vs. 2025 Amended</u>	<u>% change</u>
<b>REVENUES</b>									
Services	17,200,000	17,323,864	19,600,000	20,646,468	19,200,000	21,800,000	22,399,500	\$ 599,500	
State contracts	3,920,000	3,918,012	4,500,000	4,590,023	4,900,000	4,900,000	5,100,000	200,000	
Other	650,000	633,398	700,000	663,525	700,000	700,000	750,000	50,000	
Interest	30,000	36,296	5,000	59,537	30,000	30,000	30,000	-	
<b>Total Revenues</b>	<b>\$ 21,800,000</b>	<b>\$ 21,911,570</b>	<b>\$ 24,805,000</b>	<b>25,959,553</b>	<b>\$ 24,830,000</b>	<b>\$ 27,430,000</b>	<b>\$ 28,279,500</b>	<b>\$ 849,500</b>	<b>3.00%</b>
<b>EXPENSES</b>									
Salaries	14,604,102	14,520,241	16,431,226	16,717,809	17,173,652	18,973,652	18,788,975	(184,677)	
Operating Expenses	6,762,927	6,714,551	6,644,655	7,223,818	7,064,066	7,564,066	8,368,040	803,974	
<b>Total Expenses</b>	<b>\$ 21,367,029</b>	<b>\$ 21,234,792</b>	<b>\$ 23,075,881</b>	<b>23,941,627</b>	<b>\$ 24,237,718</b>	<b>\$ 26,537,718</b>	<b>\$ 27,157,015</b>	<b>\$ 619,297</b>	<b>2.28%</b>
<b>Revenues over/(under) Expenses</b>	<b>432,971</b>	<b>676,778</b>	<b>1,729,119</b>	<b>2,017,926</b>	<b>592,282</b>	<b>892,282</b>	<b>1,122,485</b>	<b>230,203</b>	
<b>NON-OPERATING</b>									
Capital	715,000	-	1,015,000	-	575,000	875,000	1,075,000	200,000	
Board Capital Reserve			-		-	-	-	-	
<b>BUDGETED SURPLUS/(SHORTFALL)</b>	<b>\$ (282,029)</b>	<b>\$ 676,778</b>	<b>\$ 714,119</b>	<b>\$ 2,017,926</b>	<b>\$ 17,282</b>	<b>\$ 17,282</b>	<b>\$ 47,485</b>	<b>30,203</b>	



# VALLEY COLLABORATIVE

## Fiscal Year 2026 Operating Budget, by Program

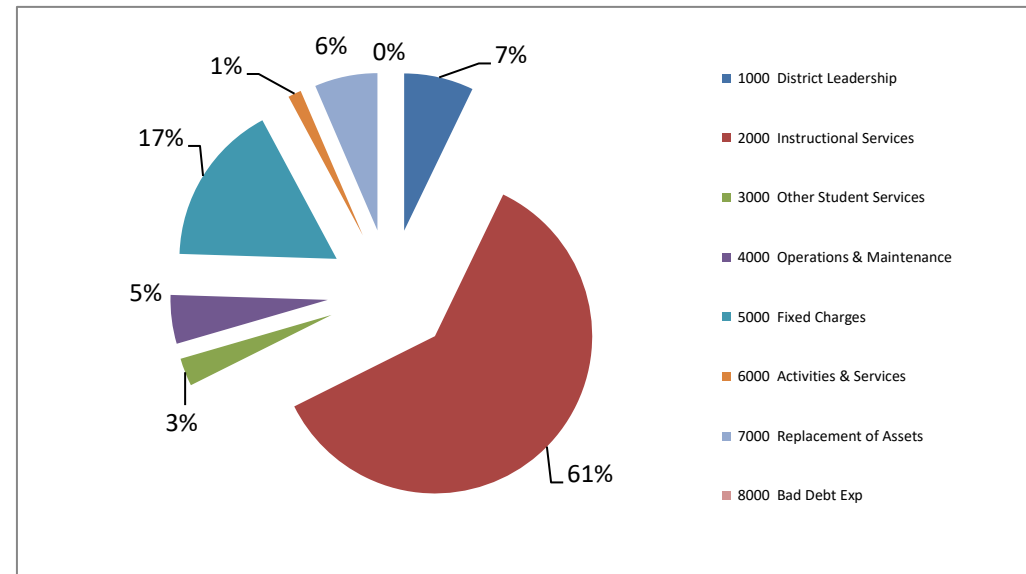
PROGRAM		PRELIMINARY BUDGET				
		SALARIES	EXPENSES	OTHER	REVENUE	Net Fav/(Unfav)
ADMINISTRATION:						
100	CENTRAL ACTIVITIES	2,122,582	2,863,265	(4,955,847)	30,000	-
POST-SECONDARY:						
101	MRC - EVALUATION & TRAINING	260,109	53,896	70,190	400,000	15,806
102	MRC - SUPPORTED WORK	92,263	27,913	26,863	250,000	102,962
500	DDS - OVER 22	2,013,766	904,278	652,271	5,300,000	1,729,685
HIGH SCHOOL:						
200	SCHOOL AND VOCATIONAL TRAINING	3,926,790	1,434,516	1,196,675	7,389,941	831,960
400	HIGH SCHOOL ALTERNATIVE	1,894,132	654,291	569,650	4,279,866	1,161,794
MIDDLE SCHOOL:						
712	MIDDLE SCHOOL EBS	1,016,764	372,887	310,629	2,102,719	402,438
711	MIDDLE SCHOOL ASD	1,155,912	252,499	314,822	1,521,440	(201,793)
ELEMENTARY SCHOOL:						
660	EBS & BEHAVIORAL	4,246,439	1,328,097	1,246,077	7,005,534	184,921
662	PDD & BEHAVIORAL	0	0	-	0	-
OTHER SERVICES:						
450	CTR FOR ASSESSMENTS & SERVICES	2,137,281	388,976	564,695	0	(3,090,952)
	CAPITAL PLAN			1,075,000		(1,075,000)
TOTALS		18,866,038	8,292,716	1,073,261	28,279,500	47,485

# VALLEY COLLABORATIVE

## Preliminary FY2026 Budget

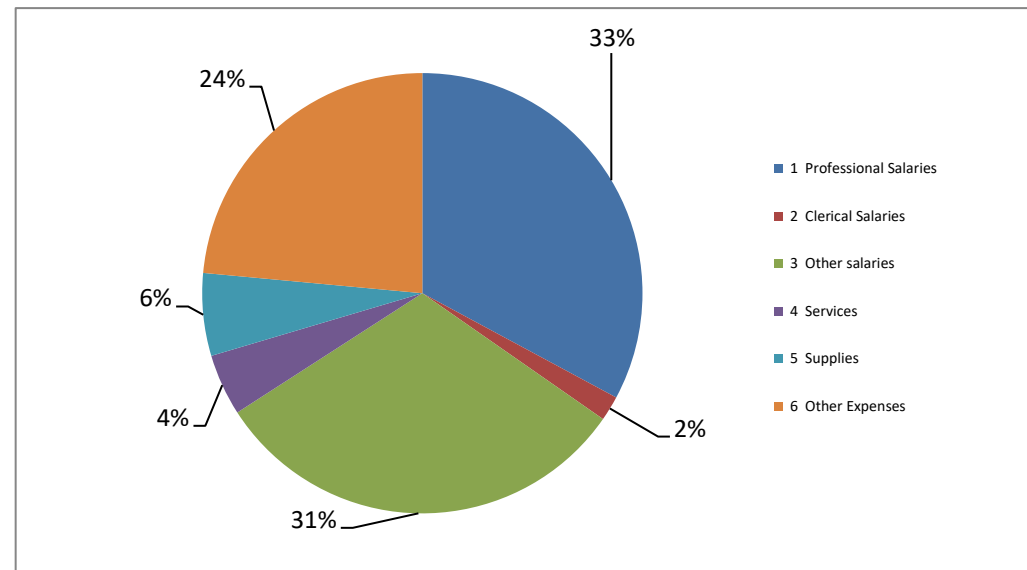
### DESE FUNCTION:

1000 District Leadership	2,019,172
2000 Instructional Services	17,073,312
3000 Other Student Services	811,173
4000 Operations & Maintenance	1,412,557
5000 Fixed Charges	4,704,577
6000 Activities & Services	385,223
7000 Replacement of Assets	1,826,000
8000 Bad Debt Exp	0
	<hr/>
	28,232,015



### DESE OBJECT:

1 Professional Salaries	9,275,435
2 Clerical Salaries	516,135
3 Other salaries	8,809,648
4 Services	1,276,500
5 Supplies	1,711,920
6 Other Expenses	6,642,377
	<hr/>
	28,232,015

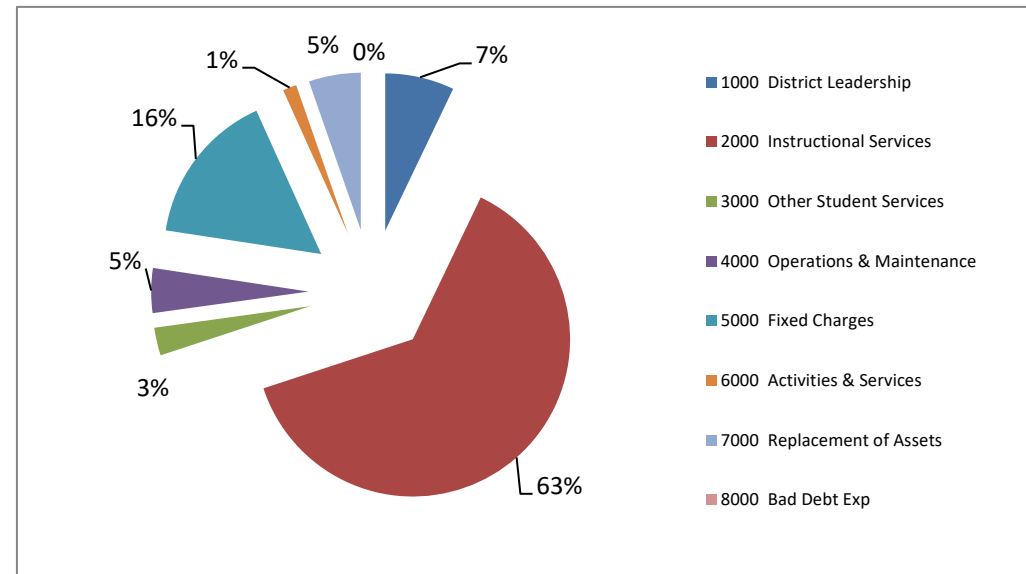


# VALLEY COLLABORATIVE

## Preliminary FY2025 Budget

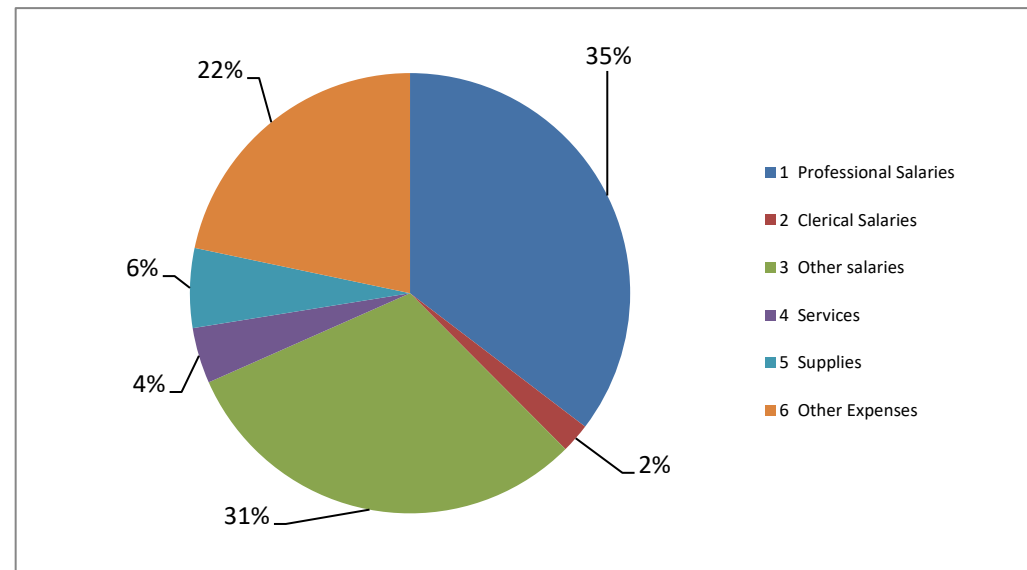
### DESE FUNCTION:

1000 District Leadership	1,764,320
2000 Instructional Services	15,590,739
3000 Other Student Services	710,289
4000 Operations & Maintenance	1,141,359
5000 Fixed Charges	3,928,366
6000 Activities & Services	351,646
7000 Replacement of Assets	1,326,000
8000 Bad Debt Exp	0
	<hr/> 24,812,718



### DESE OBJECT:

1 Professional Salaries	8,774,093
2 Clerical Salaries	536,826
3 Other salaries	7,652,894
4 Services	1,016,250
5 Supplies	1,449,039
6 Other Expenses	5,383,616
	<hr/> 24,812,718






**VALLEY COLLABORATIVE**  
**Recommended Capital Plan**  
**FY2026-2030**

	FY2022 Actual	FY2023 Actual	FY2024 Actual	FY2025 Budget	Five-Year Plan					5-year TOTALS
					FY2026	FY2027	FY2028	FY2029	FY2030	
FACILITIES ACQUISITION										-
FACILITIES IMPROVEMENTS	234,000	199,865	199,865	125,000	125,000	125,000	125,000	125,000	125,000	625,000
SITE IMPROVEMENTS	-	-	-							-
LEASEHOLD IMPROVEMENTS	-	-	-							-
VEHICLES	83,340	224,880	224,880	470,000	750,000	500,000	500,000	500,000	500,000	2,750,000
TECHNOLOGY PLAN	119,725	200,671	200,671	180,000	150,000	150,000	150,000	150,000	150,000	750,000
FURNISHINGS & EQUIPMENT	16,588	29,007	29,007	100,000	50,000	50,000	50,000	50,000	50,000	250,000
<b>TOTALS</b>	<b>\$ 453,653</b>	<b>\$ 654,423</b>	<b>\$ 654,423</b>	<b>\$ 875,000</b>	<b>\$ 1,075,000</b>	<b>\$ 825,000</b>	<b>\$ 825,000</b>	<b>\$ 825,000</b>	<b>\$ 825,000</b>	<b>\$ 4,375,000</b>



## Valley Collaborative 2025 - 2026 Tuition Rates

 <b>Program</b>	<b>Grades</b>	<b>Member District Rates</b>					<b>Non-Member District Rates</b>				
		<b>School Year Per Diem</b>	<b>School Year (180 Days)</b>	<b>Summer Per Diem</b>	<b>Summer (30 Days)</b>	<b>Total Tuition (SY+Summer)</b>	<b>School Year Per Diem</b>	<b>School Year (180 Days)</b>	<b>Summer Per Diem</b>	<b>Summer (30 Days)</b>	<b>Total Tuition (SY+Summer)</b>
<b>Intensive Special Needs (ISN)</b> Member and Non-Member Tuition Includes: SLP, OT, PT, BCBA, SW	K – Age 22	\$316	\$56,880	\$322	\$9,660	\$66,540	\$402	\$72,360	\$466	\$13,980	\$86,340
<b>Elementary School - Emotional Behavioral</b> Member and Non-Member Tuition Includes: SLP, OT, PT, BCBA, SW	K-6	\$258	\$46,440	\$263	\$7,890	\$54,330	\$329	\$59,220	\$391	\$11,730	\$70,950
<b>Elementary School - Pragmatic, Sensory, and Behavior</b> Member and Non-Member Tuition Includes: SLP, OT, PT, BCBA, SW	K-6	\$258	\$46,440	\$263	\$7,890	\$54,330	\$329	\$59,220	\$391	\$11,730	\$70,950
<b>Middle School - Emotional Behavioral</b> Member and Non-Member Tuition Includes: SLP, OT, PT, BCBA, SW	6-8	\$258	\$46,440	\$263	\$7,890	\$54,330	\$329	\$59,220	\$391	\$11,730	\$70,950
<b>Middle School - Pragmatic, Sensory, and Behavior</b> Member and Non-Member Tuition Includes: SLP, OT, PT, BCBA, SW	6-8	\$258	\$46,440	\$263	\$7,890	\$54,330	\$329	\$59,220	\$391	\$11,730	\$70,950
<b>High School &amp; Middle School - School &amp; Life Skills Training ISN</b> Member and Non-Member Tuition Includes: SLP, OT, PT, BCBA, SW	6 – Age 22	\$316	\$56,880	\$322	\$9,660	\$66,540	\$402	\$72,360	\$466	\$13,980	\$86,340
<b>High School - School &amp; Vocational Training</b> Member District Tuition Includes: SLP, OT, PT, BCBA, SW Non-Member District Tuition Includes: BCBA, SW	9 – Age 22	\$210	\$37,800	\$214	\$6,420	\$44,220	\$267	\$48,060	\$333	\$9,990	\$58,050
<b>High School - School &amp; Life Skills Training</b> Member District Tuition Includes: SLP, OT, PT, BCBA, SW Non-Member District Tuition Includes: BCBA, SW	9 – Age 22	\$210	\$37,800	\$214	\$6,420	\$44,220	\$267	\$48,060	\$333	\$9,990	\$58,050
<b>High School - School to Work Program</b> Member District Tuition Includes: SLP, OT, PT, BCBA, SW Non-Member District Tuition Includes: BCBA, SW	9 – Age 22	\$210	\$37,800	\$214	\$6,420	\$44,220	\$267	\$48,060	\$333	\$9,990	\$58,050
<b>High School - Alternative Program</b> Member District Tuition Includes: SLP, OT, PT, BCBA, SW Non-Member District Tuition Includes: BCBA, SW	9-12	\$226	\$40,680	\$230	\$6,900	\$47,580	\$288	\$51,840	\$349	\$10,470	\$62,310
<b>High School - Alternative Vocational Program</b> Member District Tuition Includes: SLP, OT, PT, BCBA, SW Non-Member District Tuition Includes: BCBA, SW	9-12	\$226	\$40,680	\$230	\$6,900	\$47,580	\$288	\$51,840	\$349	\$10,470	\$62,310

## Valley Collaborative 2025 -2026 Contract & Related Services Rates

<b>Hourly Services</b>	<b>Member District</b>	<b>Non-Member District</b>
Speech, Occupational, and Physical Therapy	\$108/hr.	\$140/hr.
Board Certified Behavior Analyst	\$108/hr.	\$140/hr.
Social Work	\$108/hr.	\$140/hr.
Reading Specialist	\$108/hr.	\$140/hr.
Transition Specialist	\$108/hr.	\$140/hr.
Cognitive/Intelligence Testing – Three Year Evaluations	\$108/hr.	\$140/hr.
Tutoring	\$54/hr.	\$71/hr.
1:1 District Paid Aide	\$253/day	\$328/day
Nurse	Contingent on qualifications	Contingent on qualifications
Interim Alternative Education Setting – Extended Evaluation	program tuition day rate + \$54/hr. related services	program tuition day rate + \$71/hr. related services
Initial/Reevaluation/ 3 year Evaluations	N/A	billed at the hourly rate for the appropriate service

## **Approval of Field Trip Requests**

- 1.) McCarthy Middle School  
8<sup>th</sup> Grade Students  
June 12, 2025  
Mel's Funway  
Litchfield, New Hampshire
- 2.) Community Education Program  
Summerfest  
July 31, 2025  
Canobie Lake Park  
Salem, New Hampshire
- 3.) Community Education Program  
Summerquest  
July 10 & 24, and August 6, 2025  
Canobie Lake Park  
Salem, New Hampshire
- 4.) Community Education Program  
Summerquest  
July 14, 2025  
Stevens Park & Chunky's Cinema  
Manchester, New Hampshire
- 5.) Community Education Program  
Summerquest  
July 16, 2025  
Seven Rivers Paddling  
Portsmouth, New Hampshire
- 6.) Community Education Program  
Summerquest  
July 22, 2025  
Oceanarium  
Hampton, New Hampshire

7.) Community Education Program

Summerquest

July 23, 2025

Mel's Funway

Litchfield, New Hampshire

**FIELD TRIP FORM APPLICATION – McCarthy Middle School**  
**250 North Road**  
**Chelmsford, MA. 01824**

Please fill out application form completely. Please print. \* Apply for only one trip per form.

School Requesting Permission McCarthy Middle School

Day(s) of Week for Trip: MON \_\_\_ TUE \_\_\_ WED \_\_\_ THR ☒ FRI \_\_\_ SAT \_\_\_ SUN

Trip Date: 6 / 18 / 25 If Overnight Trip, Return Date: \_\_\_ / \_\_\_ / \_\_\_

Requests for school day field trips should be made at least thirty calendar days in advance. All overnight trip requests should be two months in advance and will be submitted to the School Committee for final approval.

Faculty Trip Sponsor: Laura Casey Cell Phone: \_\_\_\_\_

Grade, Group, Class(es) or Course(es): 8<sup>th</sup> grade

Total Number of Students: 402

Number of Students Assigned Per Chaperone: ~~15~~

*approx.*

Total Number of Chaperones: 20 Number of Male 5 Number of Female 15

Non-faculty chaperones must be over 25 years of age and must have a CORI submitted at time of application.

Faculty/Chaperones (Names): 8<sup>th</sup> grade staff Cell Phone #: \_\_\_\_\_

Faculty/Chaperone with Epi-Pen Designation (Name): \_\_\_\_\_

If applicable

Is a Nurse Needed? Yes ☒ No ☐

Prior to booking a field trip, speak to your building school nurse to evaluate if there are individuals with special or medical needs participating in this trip. If yes, the nurse will need to evaluate whether a parent, staff member, or nurse will be required to attend the trip with student.

Reviewed by: [Signature] 4/3/25  
Signature of School Nurse Date

Event/Purpose of the Trip: \_\_\_\_\_

Curriculum Standard Addressed by Trip (Reason for the Trip)  
\_\_\_\_\_

Destination: Mel's Funway ( ) \_\_\_\_\_  
Name of Facility Facility Telephone  
454 Charles Bancroft Hwy Litchfield, New Hampshire  
Facility Street Address City State



Estimated Leave Time: 9:00 a.m. / p.m. Estimated Return Time: 1:30 a.m. / p.m.

No. of Regular School Buses Needed: 9 No. of Wheel Chair Accessible Buses Needed: 1

District Transportation Department will try to secure bus(es) from Transportation Company. Transportation to and from school takes precedent over any other field trip transportation request. After your bus request is processed, you will receive a quoted price and written confirmation from the Transportation Department. If no Chelmsford buses are needed, what are your alternate transportation arrangements?

**(Changes in plans must be reported to the Principal's Office before the day of the trip.)**

Bus Pick-Up Location (be specific) Front of McCarthy Middle School

Equipment Space Needed (such as music instruments): Yes ☐ NO ☒

Equipment: \_\_\_\_\_

Please indicate if bus space is needed for equipment. All equipment (athletic, music, or luggage) must be secured, must not obstruct the vision of the bus driver, and the bus aisle must be kept clear.

Meal Plans: package included BBQ cookout

### **TRIP COST/FUNDING**

Price per Bus: \$ 363.75 (9) Total Cost of Bus Transportation \$ 3,273.75

Total Price of event \$ 14,436.00

Additional Costs \_\_\_\_\_ \$ \_\_\_\_\_

Total Cost of Trip \$ 17,709.75

School/Org. to pay for: Students in need of grants (PTO) \$ \_\_\_\_\_

Student paying \$ 50<sup>00</sup> per person for: \_\_\_\_\_ \$ \_\_\_\_\_

Please list any other circumstances that may affect the trip:

Submitted by: \_\_\_\_\_

Signature of Trip Sponsor

Date

Approved by: \_\_\_\_\_

Signature of Dept. Head/Coordinator

Date

Signature of Building Principal

Date

**If an overnight trip, attach an itinerary and lodging information complete with name, location, & phone numb**

**FIELD TRIP APPLICATION FORM**

CHELMSFORD PUBLIC SCHOOLS

230 North Road, Chelmsford, MA 01824  
Phone (978) 251-5100

Teacher Sub(s) Needed:

YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_ Full-Day Sub(s)

\_\_\_\_\_ Half Day Sub(s)

needed for: AM / PM

Please fill out application form completely. Please print. \* Apply for only one trip per form.School Requesting Permission: \_\_\_\_\_ CHS \_\_\_\_\_ PARKER \_\_\_\_\_ McCARTHY X COMM.ED. \_\_\_\_\_  
\_\_\_\_\_ BYAM \_\_\_\_\_ CENTER \_\_\_\_\_ HARRINGTON \_\_\_\_\_ SOUTH ROWDay(s) of Week for Trip: MON \_\_\_\_\_ TUE \_\_\_\_\_ WED \_\_\_\_\_ THR X FRI \_\_\_\_\_ SAT \_\_\_\_\_ SUNTrip Date: 7/31/25 If Overnight Trip, Return Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Requests for school day field trips should be made at least thirty calendar days in advance. All overnight trip requests should be two months in advance and will be submitted to the School Committee for final approval.

Faculty Trip Sponsor: Courtney Quinn Cell Phone: \_\_\_\_\_

Grade, Group, Class(es) or Course(es): \_\_\_\_\_

Total Number of Students: 40 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

Number of Students Assigned Per Chaperone: \_\_\_\_\_

Total Number of Chaperones: 8 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

Non-faculty chaperones must be over 25 years of age and must have a CORI submitted at time of application.

Faculty/Chaperones (Names): Courtney Quinn + additional SF  
staff Cell Phone #: \_\_\_\_\_

Faculty/Chaperone with Epi-Pen Designation (Name): \_\_\_\_\_

If applicable

Is a Nurse Needed? Yes \_\_\_\_\_ No ✓

Prior to booking a field trip, speak to your building school nurse to evaluate if there are individuals with special or medical needs participating in this trip. If yes, the nurse will need to evaluate whether a parent, staff member, or nurse will be required to attend the trip with student.

Reviewed by:

Signature of School Nurse

Date

Event:/Purpose of the Trip: Summerfest

Curriculum Standard Addressed by Trip (Reason for the Trip)

Destination: Canobie Lake Park (\_\_\_\_\_) \_\_\_\_\_  
Name of Facility Facility Telephone85 N Policy St Salem NH 03079  
Facility Street Address City State

Facility Street Address

City

State

Estimated Leave Time: 10:30 (a.m.) / p.m. Estimated Return Time: 4:00 a.m. (p.m.)No. of Regular School Buses Needed: 1 No. of Wheel Chair Accessible Buses Needed:     

District Transportation Department will try to secure bus(es) from Transportation Company. Transportation to and from school takes precedent over any other field trip transportation request. After your bus request is processed, you will receive a quoted price and written confirmation from the Transportation Department. If no Chelmsford buses are needed, what are your alternate transportation arrangements?

***(Changes in plans must be reported to the Principal's Office before the day of the trip.)***

Bus Pick-Up Location (be specific): 170 Dalton Road, Chelmsford MA 01824Equipment Space Needed (such as music instruments): Yes      NO XEquipment:     

Please indicate if bus space is needed for equipment. All equipment (athletic, music, or luggage) must be secured, must not obstruct the vision of the bus driver, and the bus aisle must be kept clear.

Meal Plans:

**TRIP COST/FUNDING**Price per Bus: \$      Total Cost of Bus Transportation \$     Total Price of event \$     Additional Costs      \$     Total Cost of Trip \$     School/Org. to pay for: CommEd \$     Student paying \$ NA per person for: NA \$     

Please list any other circumstances that may affect the trip:

Submitted by:

Signature of Trip Sponsor

Date

Approved

by:

Signature of Dept. Head/Coordinator

Date

Signature of Building Principal

Date

Robyn Adams 4/1/23

**If an overnight trip, attach an itinerary and lodging information complete with name, location, & phone numb**

**FIELD TRIP APPLICATION FORM**

CHELMSFORD PUBLIC SCHOOLS

230 North Road, Chelmsford, MA 01824

Phone (978) 251-5100

Teacher Sub(s) Needed:

YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_ Full-Day Sub(s)

\_\_\_\_\_ Half Day Sub(s)

needed for: AM / PM

Please fill out application form completely. Please print. \* Apply for only one trip per form.

School Requesting Permission: \_\_\_\_\_ CHS \_\_\_\_\_ PARKER \_\_\_\_\_ McCARTHY X COMM.ED. \_\_\_\_\_  
\_\_\_\_\_ BYAM \_\_\_\_\_ CENTER \_\_\_\_\_ HARRINGTON \_\_\_\_\_ SOUTH ROW

Day(s) of Week for Trip: MON \_\_\_\_\_ TUE \_\_\_\_\_ WED \_\_\_\_\_ THR X FRI \_\_\_\_\_ SAT \_\_\_\_\_ SUN

Trip Date: 7/10/25 If Overnight Trip, Return Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Requests for school day field trips should be made at least thirty calendar days in advance. All overnight trip requests should be two months in advance and will be submitted to the School Committee for final approval.

Faculty Trip Sponsor: Kendra Gernicki Cell Phone: \_\_\_\_\_

Grade, Group, Class(es) or Course(es): Summer Quest

Total Number of Students: 40 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

Number of Students Assigned Per Chaperone: 4

Total Number of Chaperones: \_\_\_\_\_ Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

Non-faculty chaperones must be over 25 years of age and must have a CORI submitted at time of application.

Faculty/Chaperones (Names): Kendra Gernicki, Nick Pleva, Meghan  
Hosover, Lauren Pratt Cell Phone #: \_\_\_\_\_

Faculty/Chaperone with Epi-Pen Designation (Name): \_\_\_\_\_  
If applicable

Is a Nurse Needed? Yes \_\_\_\_\_ No X

Prior to booking a field trip, speak to your building school nurse to evaluate if there are individuals with special or medical needs participating in this trip. If yes, the nurse will need to evaluate whether a parent, staff member, or nurse will be required to attend the trip with student.

Reviewed by:

\_\_\_\_\_  
Signature of School Nurse

\_\_\_\_\_  
Date

Event/Purpose of the Trip: SUMMER QUEST

Curriculum Standard Addressed by Trip (Reason for the Trip)

Destination: Canobie Lake Park

\_\_\_\_\_  
Name of Facility

(\_\_\_\_\_) \_\_\_\_\_  
Facility Telephone

85 N. Policy St. Salem, NH 03079

\_\_\_\_\_  
Facility Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State



Facility Street Address

City

State

Estimated Leave Time: 9:30 (a.m.) / p.m. Estimated Return Time: 3:00 a.m. / (p.m.)No. of Regular School Buses Needed: 1 No. of Wheel Chair Accessible Buses Needed:     

District Transportation Department will try to secure bus(es) from Transportation Company. Transportation to and from school takes precedent over any other field trip transportation request. After your bus request is processed, you will receive a quoted price and written confirmation from the Transportation Department. If no Chelmsford buses are needed, what are your alternate transportation arrangements?

**(Changes in plans must be reported to the Principal's Office before the day of the trip.)**

Bus Pick-Up Location (be specific): 70 Deaton Road, Chelmsford, MA 01824Equipment Space Needed (such as music instruments): Yes      NO XEquipment:     

Please indicate if bus space is needed for equipment. All equipment (athletic, music, or luggage) must be secured, must not obstruct the vision of the bus driver, and the bus aisle must be kept clear.

Meal Plans:     

### TRIP COST/FUNDING

Price per Bus: \$      Total Cost of Bus Transportation \$     Total Price of event \$     Additional Costs      \$     Total Cost of Trip \$     School/Org. to pay for: Chelmsford Comm Ed \$     Student paying \$      per person for:      \$     Please list any other circumstances that may affect the trip:     

Submitted by:

Signature of Trip Sponsor

Date

Approved

by:

Signature of Dept. Head/Coordinator

Date

Signature of Building Principal

Date

Robert John 4/1/25

**If an overnight trip, attach an itinerary and lodging information complete with name, location, & phone numb**

**FIELD TRIP APPLICATION FORM**

CHELMSFORD PUBLIC SCHOOLS

230 North Road, Chelmsford, MA 01824  
Phone (978) 251-5100

Teacher Sub(s) Needed:

YES \_\_\_\_\_ NO \_\_\_\_\_  
\_\_\_\_\_ Full-Day Sub(s)  
\_\_\_\_\_ Half Day Sub(s)  
needed for: AM / PMPlease fill out application form completely. Please print. \* Apply for only one trip per form.School Requesting Permission: \_\_\_\_\_ CHS \_\_\_\_\_ PARKER \_\_\_\_\_ McCARTHY X COMM.ED. \_\_\_\_\_  
\_\_\_\_\_ BYAM \_\_\_\_\_ CENTER \_\_\_\_\_ HARRINGTON \_\_\_\_\_ SOUTH ROWDay(s) of Week for Trip: MON X TUE \_\_\_\_\_ WED \_\_\_\_\_ THR \_\_\_\_\_ FRI \_\_\_\_\_ SAT \_\_\_\_\_ SUNTrip Date: 7/14/25 If Overnight Trip, Return Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Requests for school day field trips should be made at least thirty calendar days in advance. All overnight trip requests should be two months in advance and will be submitted to the School Committee for final approval.

Faculty Trip Sponsor: Kendra Czernicki Cell Phone: \_\_\_\_\_Grade, Group, Class(es) or Course(es): Summer Quest

Total Number of Students: \_\_\_\_\_ Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

Number of Students Assigned Per Chaperone: 40Total Number of Chaperones: 4 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

Non-faculty chaperones must be over 25 years of age and must have a CORI submitted at time of application.

Faculty/Chaperones (Names): Kendra Czernicki, Nick Plover, Meghan Hoover, Lauren Pratt Cell Phone #: \_\_\_\_\_

Faculty/Chaperone with Epi-Pen Designation (Name): \_\_\_\_\_

If applicable

Is a Nurse Needed? Yes \_\_\_\_\_ No X

Prior to booking a field trip, speak to your building school nurse to evaluate if there are individuals with special or medical needs participating in this trip. If yes, the nurse will need to evaluate whether a parent, staff member, or nurse will be required to attend the trip with student.

Reviewed by:

\_\_\_\_\_  
Signature of School Nurse\_\_\_\_\_  
DateEvent/Purpose of the Trip: Summer QuestCurriculum Standard Addressed by Trip (Reason for the Trip)  
\_\_\_\_\_Destination: Stevens Park / Chunkys (\_\_\_\_\_) \_\_\_\_\_  
Name of Facility Facility TelephoneStevens Park / Erick Field Mammoth Road, Manchester NH 03103  
Facility Street Address City StateChunkys - 707 Huse Road Manchester, NH 03013  
cc: April Laskey, Food Service Director

09/13

Facility Street Address

City

State

Estimated Leave Time: 9:00 (a.m.) p.m. Estimated Return Time: 3:00 a.m. (p.m.)No. of Regular School Buses Needed: 1 No. of Wheel Chair Accessible Buses Needed:     

District Transportation Department will try to secure bus(es) from Transportation Company. Transportation to and from school takes precedent over any other field trip transportation request. After your bus request is processed, you will receive a quoted price and written confirmation from the Transportation Department. If no Chelmsford buses are needed, what are your alternate transportation arrangements?

***(Changes in plans must be reported to the Principal's Office before the day of the trip.)***

Bus Pick-Up Location (be specific): 70 Dalton Road, Chelmsford, MA 01824Equipment Space Needed (such as music instruments): Yes      NO XEquipment:     

Please indicate if bus space is needed for equipment. All equipment (athletic, music, or luggage) must be secured, must not obstruct the vision of the bus driver, and the bus aisle must be kept clear.

Meal Plans:     **TRIP COST/FUNDING**Price per Bus: \$      Total Cost of Bus Transportation \$     Total Price of event \$     Additional Costs      \$     Total Cost of Trip \$     School/Org. to pay for: Comm. Ed \$     Student paying \$      per person for:      \$     Please list any other circumstances that may affect the trip:     Submitted by:     

Signature of Trip Sponsor

Date

Approved

by:     

Signature of Dept. Head/Coordinator

Date

Signature of Building Principal

Date

***If an overnight trip, attach an itinerary and lodging information complete with name, location, & phone numb***

**FIELD TRIP APPLICATION FORM**

CHELMSFORD PUBLIC SCHOOLS

230 North Road, Chelmsford, MA 01824

Phone (978) 251-5100

Teacher Sub(s) Needed:

YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_ Full-Day Sub(s)

\_\_\_\_\_ Half Day Sub(s)

needed for: AM / PM

Please fill out application form completely. Please print. \* Apply for only one trip per form.

School Requesting Permission: \_\_\_\_\_ CHS \_\_\_\_\_ PARKER \_\_\_\_\_ McCARTHY X COMM.ED. \_\_\_\_\_  
\_\_\_\_\_ BYAM \_\_\_\_\_ CENTER \_\_\_\_\_ HARRINGTON \_\_\_\_\_ SOUTH ROW

Day(s) of Week for Trip: MON \_\_\_\_\_ TUE \_\_\_\_\_ WED X THR \_\_\_\_\_ FRI \_\_\_\_\_ SAT \_\_\_\_\_ SUN

Trip Date: 7 / 16 / 25 If Overnight Trip, Return Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Requests for school day field trips should be made at least thirty calendar days in advance. All overnight trip requests should be two months in advance and will be submitted to the School Committee for final approval.

Faculty Trip Sponsor: Kendra Czernicki Cell Phone: \_\_\_\_\_

Grade, Group, Class(es) or Course(es): Summer Quest

Total Number of Students: 40 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

Number of Students Assigned Per Chaperone: 10

Total Number of Chaperones: 4 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

Non-faculty chaperones must be over 25 years of age and must have a CORI submitted at time of application.

Faculty/Chaperones (Names): Kendra Czernicki, Nick Pleva, Meghan Hoover Cell Phone #: \_\_\_\_\_

Faculty/Chaperone with Epi-Pen Designation (Name): \_\_\_\_\_  
If applicable

Is a Nurse Needed? Yes \_\_\_\_\_

No ✓

Prior to booking a field trip, speak to your building school nurse to evaluate if there are individuals with special or medical needs participating in this trip. If yes, the nurse will need to evaluate whether a parent, staff member, or nurse will be required to attend the trip with student.

Reviewed by:

Signature of School Nurse

Date

Event/Purpose of the Trip: Summer Quest

Curriculum Standard Addressed by Trip (Reason for the Trip)

Destination:

Seven Rivers Paddling

Name of Facility

( )

Facility Telephone

185B Wentworth Road

Facility Street Address

Portsmouth

City

NH 03801

State

Facility Street Address

City

State

Estimated Leave Time: 8:45 a.m. / p.m. Estimated Return Time: 3:00 a.m. / p.m.No. of Regular School Buses Needed: 1 No. of Wheel Chair Accessible Buses Needed:     

District Transportation Department will try to secure bus(es) from Transportation Company. Transportation to and from school takes precedent over any other field trip transportation request. After your bus request is processed, you will receive a quoted price and written confirmation from the Transportation Department. If no Chelmsford buses are needed, what are your alternate transportation arrangements?

**(Changes in plans must be reported to the Principal's Office before the day of the trip.)**

Bus Pick-Up Location (be specific): 170 Dalton Road, Chelmsford, MA 01824Equipment Space Needed (such as music instruments): Yes      NO XEquipment:     

Please indicate if bus space is needed for equipment. All equipment (athletic, music, or luggage) must be secured, must not obstruct the vision of the bus driver, and the bus aisle must be kept clear.

Meal Plans:     

### TRIP COST/FUNDING

Price per Bus: \$      Total Cost of Bus Transportation \$     Total Price of event \$     Additional Costs      \$     Total Cost of Trip \$     School/Org. to pay for: Comm Ed \$     Student paying \$      per person for:      \$     

Please list any other circumstances that may affect the trip:

Submitted by:

Signature of Trip Sponsor

Date

Approved

by:

Signature of Dept. Head/Coordinator

Date

Signature of Building Principal

Date

If an overnight trip, attach an itinerary and lodging information complete with name, location, & phone numb



**FIELD TRIP APPLICATION FORM**

CHELMSFORD PUBLIC SCHOOLS

230 North Road, Chelmsford, MA 01824

Phone (978) 251-5100

Teacher Sub(s) Needed:

YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_ Full-Day Sub(s)

\_\_\_\_\_ Half Day Sub(s)

needed for: AM / PM

Please fill out application form completely. Please print. \* Apply for only one trip per form.School Requesting Permission: \_\_\_\_\_ CHS \_\_\_\_\_ PARKER \_\_\_\_\_ McCARTHY X COMM.ED. \_\_\_\_\_  
\_\_\_\_\_ BYAM \_\_\_\_\_ CENTER \_\_\_\_\_ HARRINGTON \_\_\_\_\_ SOUTH ROWDay(s) of Week for Trip: MON \_\_\_\_\_ TUE X WED \_\_\_\_\_ THR \_\_\_\_\_ FRI \_\_\_\_\_ SAT \_\_\_\_\_ SUNTrip Date: 7 / 22 / 25 If Overnight Trip, Return Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Requests for school day field trips should be made at least thirty calendar days in advance. All overnight trip requests should be two months in advance and will be submitted to the School Committee for final approval.

Faculty Trip Sponsor: Kendra Czernicki Cell Phone: \_\_\_\_\_Grade, Group, Class(es) or Course(es): Summer QuestTotal Number of Students: 40 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_Number of Students Assigned Per Chaperone: 10Total Number of Chaperones: 4 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

Non-faculty chaperones must be over 25 years of age and must have a CORI submitted at time of application.

Faculty/Chaperones (Names): Kendra Czernicki, Nick Pleva, Meghan Hoover  
Cell Phone #: \_\_\_\_\_Faculty/Chaperone with Epi-Pen Designation (Name): \_\_\_\_\_  
If applicableIs a Nurse Needed? Yes \_\_\_\_\_ No X

Prior to booking a field trip, speak to your building school nurse to evaluate if there are individuals with special or medical needs participating in this trip. If yes, the nurse will need to evaluate whether a parent, staff member, or nurse will be required to attend the trip with student.

Reviewed by:

Signature of School Nurse

Date

Event/Purpose of the Trip: Summer Quest

Curriculum Standard Addressed by Trip (Reason for the Trip)

Destination: Oceanarium

Name of Facility

( ) \_\_\_\_\_

Facility Telephone

23 Ridgeway Terrace

Facility Street Address

Hampton

City

NH 03842

State

Facility Street Address

City

State

Estimated Leave Time: 8:00 a.m. / p.m. Estimated Return Time: 3:00 a.m. / p.m.No. of Regular School Buses Needed: 1 No. of Wheel Chair Accessible Buses Needed:     

District Transportation Department will try to secure bus(es) from Transportation Company. Transportation to and from school takes precedent over any other field trip transportation request. After your bus request is processed, you will receive a quoted price and written confirmation from the Transportation Department. If no Chelmsford buses are needed, what are your alternate transportation arrangements?

***(Changes in plans must be reported to the Principal's Office before the day of the trip.)***

Bus Pick-Up Location (be specific): 170 Dalton Road, Chelmsford MA 01824  
 Equipment Space Needed (such as music instruments): Yes      NO X

Equipment:     

Please indicate if bus space is needed for equipment. All equipment (athletic, music, or luggage) must be secured, must not obstruct the vision of the bus driver, and the bus aisle must be kept clear.

Meal Plans:     

### TRIP COST/FUNDING

Price per Bus: \$      Total Cost of Bus Transportation \$     Total Price of event \$     Additional Costs      \$     Total Cost of Trip \$     School/Org. to pay for: Comm Ed \$     Student paying \$      per person for:      \$     

Please list any other circumstances that may affect the trip:

Submitted by:

Signature of Trip Sponsor

Date

Approved

by:

    Robert John 4/21/25

Signature of Dept. Head/Coordinator

Date

Signature of Building Principal

Date

**If an overnight trip, attach an itinerary and lodging information complete with name, location, & phone numb**

**FIELD TRIP APPLICATION FORM**

CHELMSFORD PUBLIC SCHOOLS

230 North Road, Chelmsford, MA 01824

Phone (978) 251-5100

Teacher Sub(s) Needed:

YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_ Full-Day Sub(s)

\_\_\_\_\_ Half Day Sub(s)

needed for: AM / PM

Please fill out application form completely. Please print. \* Apply for only one trip per form.School Requesting Permission: \_\_\_\_\_ CHS \_\_\_\_\_ PARKER \_\_\_\_\_ McCARTHY X COMM.ED. \_\_\_\_\_  
\_\_\_\_\_ BYAM \_\_\_\_\_ CENTER \_\_\_\_\_ HARRINGTON \_\_\_\_\_ SOUTH ROW

Day(s) of Week for Trip: MON \_\_\_\_\_ TUE \_\_\_\_\_ WED \_\_\_\_\_ THR \_\_\_\_\_ FRI \_\_\_\_\_ SAT \_\_\_\_\_ SUN

Trip Date: 7 / 23 / 25 If Overnight Trip, Return Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Requests for school day field trips should be made at least thirty calendar days in advance. All overnight trip requests should be two months in advance and will be submitted to the School Committee for final approval.

Faculty Trip Sponsor: Kendra Czernicki Cell Phone: \_\_\_\_\_Grade, Group, Class(es) or Course(es): Summer QuestTotal Number of Students: 40 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_Number of Students Assigned Per Chaperone: 10Total Number of Chaperones: 4 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

Non-faculty chaperones must be over 25 years of age and must have a CORI submitted at time of application.

Faculty/Chaperones (Names): Kendra Czernicki, Nick Pleva,  
Meghan Hoover, Lauren Pratt Cell Phone #: \_\_\_\_\_Faculty/Chaperone with Epi-Pen Designation (Name): \_\_\_\_\_  
If applicableIs a Nurse Needed? Yes \_\_\_\_\_ No ✓

Prior to booking a field trip, speak to your building school nurse to evaluate if there are individuals with special or medical needs participating in this trip. If yes, the nurse will need to evaluate whether a parent, staff member, or nurse will be required to attend the trip with student.

Reviewed by:

\_\_\_\_\_  
Signature of School Nurse\_\_\_\_\_  
DateEvent/Purpose of the Trip: Summer Quest

Curriculum Standard Addressed by Trip (Reason for the Trip)

Destination: Mel's Funway (\_\_\_\_\_) \_\_\_\_\_  
Name of Facility Facility Telephone  
454 Charles Bancroft Hwy Litchfield NH 03052  
Facility Street Address City State

Facility Street Address

City

State

Estimated Leave Time: 9:45 (a.m.) p.m. Estimated Return Time: 3:00 a.m. / (p.m.)No. of Regular School Buses Needed: 1 No. of Wheel Chair Accessible Buses Needed:     

District Transportation Department will try to secure bus(es) from Transportation Company. Transportation to and from school takes precedent over any other field trip transportation request. After your bus request is processed, you will receive a quoted price and written confirmation from the Transportation Department. If no Chelmsford buses are needed, what are your alternate transportation arrangements?

**(Changes in plans must be reported to the Principal's Office before the day of the trip.)**

Bus Pick-Up Location (be specific) 170 Dalton Road, Chelmsford, MA 01824Equipment Space Needed (such as music instruments): Yes      NO ✓Equipment:     

Please indicate if bus space is needed for equipment. All equipment (athletic, music, or luggage) must be secured, must not obstruct the vision of the bus driver, and the bus aisle must be kept clear.

Meal Plans:     **TRIP COST/FUNDING**Price per Bus: \$      Total Cost of Bus Transportation \$     Total Price of event \$     Additional Costs      \$     Total Cost of Trip \$     School/Org. to pay for: CommEd \$     Student paying \$      per person for:      \$     

Please list any other circumstances that may affect the trip:

Submitted by:

Signature of Trip Sponsor

Date

Approved

by:

Signature of Dept. Head/Coordinator

Date

Signature of Building Principal

Date

**If an overnight trip, attach an itinerary and lodging information complete with name, location, & phone numb**

**FIELD TRIP APPLICATION FORM**

CHELMSFORD PUBLIC SCHOOLS

230 North Road, Chelmsford, MA 01824

Phone (978) 251-5100

Teacher Sub(s) Needed:

YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_ Full-Day Sub(s)

\_\_\_\_\_ Half Day Sub(s)

needed for: AM / PM

Please fill out application form completely. Please print. \* Apply for only one trip per form.School Requesting Permission: \_\_\_\_\_ CHS \_\_\_\_\_ PARKER \_\_\_\_\_ McCARTHY X COMM.ED. \_\_\_\_\_  
\_\_\_\_\_ BYAM \_\_\_\_\_ CENTER \_\_\_\_\_ HARRINGTON \_\_\_\_\_ SOUTH ROWDay(s) of Week for Trip: MON \_\_\_\_\_ TUE \_\_\_\_\_ WED \_\_\_\_\_ THR X FRI \_\_\_\_\_ SAT \_\_\_\_\_ SUNTrip Date: 7/24/25 If Overnight Trip, Return Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Requests for school day field trips should be made at least thirty calendar days in advance. All overnight trip requests should be two months in advance and will be submitted to the School Committee for final approval.

Faculty Trip Sponsor: Kendara Czernicki Cell Phone: \_\_\_\_\_Grade, Group, Class(es) or Course(es): Summer QuestTotal Number of Students: 40 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_Number of Students Assigned Per Chaperone: 10Total Number of Chaperones: 4 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

Non-faculty chaperones must be over 25 years of age and must have a CORI submitted at time of application.

Faculty/Chaperones (Names): Kendara Czernicki, Meghan Hoover,  
Nick Pleva, Lauren Pratt Cell Phone #: \_\_\_\_\_

Faculty/Chaperone with Epi-Pen Designation (Name): \_\_\_\_\_

If applicable

Is a Nurse Needed? Yes \_\_\_\_\_ No ✓

Prior to booking a field trip, speak to your building school nurse to evaluate if there are individuals with special or medical needs participating in this trip. If yes, the nurse will need to evaluate whether a parent, staff member, or nurse will be required to attend the trip with student.

Reviewed by:

\_\_\_\_\_  
Signature of School Nurse\_\_\_\_\_  
DateEvent/Purpose of the Trip: Summer Quest

Curriculum Standard Addressed by Trip (Reason for the Trip)

Destination: Canobie Lake Park\_\_\_\_\_  
Name of Facility(\_\_\_\_\_) \_\_\_\_\_  
Facility Telephone85 N Policy St  
Facility Street AddressSalem  
CityNH 03079  
State



Facility Street Address

City

State

Estimated Leave Time: 9:30 a.m. / p.m. Estimated Return Time: 5:00 a.m. p.m.No. of Regular School Buses Needed: 1 No. of Wheel Chair Accessible Buses Needed:     

District Transportation Department will try to secure bus(es) from Transportation Company. Transportation to and from school takes precedent over any other field trip transportation request. After your bus request is processed, you will receive a quoted price and written confirmation from the Transportation Department. If no Chelmsford buses are needed, what are your alternate transportation arrangements?

**(Changes in plans must be reported to the Principal's Office before the day of the trip.)**

Bus Pick-Up Location (be specific) 170 Dalton Road, Chelmsford, MA 01824Equipment Space Needed (such as music instruments): Yes      NO XEquipment:     

Please indicate if bus space is needed for equipment. All equipment (athletic, music, or luggage) must be secured, must not obstruct the vision of the bus driver, and the bus aisle must be kept clear.

Meal Plans:     

### TRIP COST/FUNDING

Price per Bus: \$      Total Cost of Bus Transportation \$     Total Price of event \$     Additional Costs      \$     Total Cost of Trip \$     School/Org. to pay for: CommEd \$     Student paying \$      per person for:      \$     

Please list any other circumstances that may affect the trip:

Submitted by:

Signature of Trip Sponsor

Date

Approved

by:

Signature of Dept. Head/Coordinator

Date

Signature of Building Principal

Date

**If an overnight trip, attach an itinerary and lodging information complete with name, location, & phone numb**

**FIELD TRIP APPLICATION FORM**

CHELMSFORD PUBLIC SCHOOLS

230 North Road, Chelmsford, MA 01824

Phone (978) 251-5100

Teacher Sub(s) Needed:

YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_ Full-Day Sub(s)

\_\_\_\_\_ Half Day Sub(s)

needed for: AM / PM

Please fill out application form completely. Please print. \* Apply for only one trip per form.School Requesting Permission: \_\_\_\_\_ CHS \_\_\_\_\_ PARKER \_\_\_\_\_ McCARTHY X COMM.ED. \_\_\_\_\_  
\_\_\_\_\_ BYAM \_\_\_\_\_ CENTER \_\_\_\_\_ HARRINGTON \_\_\_\_\_ SOUTH ROWDay(s) of Week for Trip: MON \_\_\_\_\_ TUE \_\_\_\_\_ WED X THR \_\_\_\_\_ FRI \_\_\_\_\_ SAT \_\_\_\_\_ SUNTrip Date: 8 / 6 / 25 If Overnight Trip, Return Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Requests for school day field trips should be made at least thirty calendar days in advance. All overnight trip requests should be two months in advance and will be submitted to the School Committee for final approval.

Faculty Trip Sponsor: Kendra Gzernicki Cell Phone: \_\_\_\_\_Grade, Group, Class(es) or Course(es): SummerQuestTotal Number of Students: 40 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_Number of Students Assigned Per Chaperone: 10Total Number of Chaperones: 4 Number of Male \_\_\_\_\_ Number of Female \_\_\_\_\_

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Faculty/Chaperones (Names): Kendra Gzernicki, Meghan Hoover,  
Nick Pleva, Lauren Batt Cell Phone #: \_\_\_\_\_Faculty/Chaperone with Epi-Pen Designation (Name): \_\_\_\_\_  
If applicable

Is a Nurse Needed? Yes \_\_\_\_\_ No \_\_\_\_\_

Prior to booking a field trip, speak to your building school nurse to evaluate if there are individuals with special or medical needs participating in this trip. If yes, the nurse will need to evaluate whether a parent, staff member, or nurse will be required to attend the trip with student.

Reviewed by:

\_\_\_\_\_  
Signature of School Nurse\_\_\_\_\_  
DateEvent/Purpose of the Trip: Summer Quest

Curriculum Standard Addressed by Trip (Reason for the Trip)

Destination: Canobie Lake Park

Name of Facility

( ) \_\_\_\_\_

Facility Telephone

85 N. Polaris Street

Facility Street Address

Salem

City

NH 03079

State

Facility Street Address

City

State

Estimated Leave Time: 9:30 (a.m.) / p.m. Estimated Return Time: 3:00 a.m. / (p.m.)No. of Regular School Buses Needed: 1 No. of Wheel Chair Accessible Buses Needed:     

District Transportation Department will try to secure bus(es) from Transportation Company. Transportation to and from school takes precedent over any other field trip transportation request. After your bus request is processed, you will receive a quoted price and written confirmation from the Transportation Department. If no Chelmsford buses are needed, what are your alternate transportation arrangements?

**(Changes in plans must be reported to the Principal's Office before the day of the trip.)**

Bus Pick-Up Location (be specific) 170 Dalton Road, Andover, MA 01824Equipment Space Needed (such as music instruments): Yes      NO XEquipment:     

Please indicate if bus space is needed for equipment. All equipment (athletic, music, or luggage) must be secured, must not obstruct the vision of the bus driver, and the bus aisle must be kept clear.

Meal Plans:     **TRIP COST/FUNDING**Price per Bus: \$      Total Cost of Bus Transportation \$     Total Price of event \$     Additional Costs      \$     Total Cost of Trip \$     School/Org. to pay for: CommEd \$     Student paying \$      per person for:      \$     

Please list any other circumstances that may affect the trip:

Submitted by:

Signature of Trip Sponsor

Date

Approved

by:

Signature of Dept. Head/Coordinator

Date

Signature of Building Principal

Date

If an overnight trip, attach an itinerary and lodging information complete with name, location, & phone numb