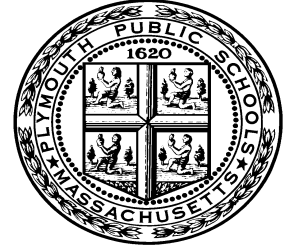


MEMORANDUM

Plymouth Public Schools

Administration Building



TO: School Committee Members

FR: Gary Costin, School Business Administrator

RE: FY19 Warrant Report and Approval

DT: May 30, 2019

Your School Committee Agenda contains a copy of the **Cost Center Transfer and Transaction Summary Report** and the schedule of bills for **FY19 Accounts Payable Warrant #S060619** for your review.

The Cost Center Transfer and Transaction Summary Report is inclusive of the payments in Warrant #**S060619** and all other year-to-date FY19 General Fund activity. The report columns identify: Original Appropriations, Transfers, Revised Appropriations, as well as Encumbrances, Expenditures, and Available Balances, summarized by Cost Center. The schedule of bills details all vendors and payment amount by account and fund number. The last page of the Warrant summarizes total payments for the General Fund and all other Funds.

(If you have specific questions regarding items on either the Summary Report or the Warrant, please contact me in advance of the School Committee meeting so I can research and respond to your inquiries. Thank you.)

The actual Warrant will be available for signatures at the School Committee meeting and/or at Central Office. The signed Warrant will be read into the record and voted at the School Committee meeting. The motion to approve is:

“Whereas School Committee members have been provided with a copy of the Cost Center Transfer and Transaction Summary Report and the Warrant for review, I move that the Plymouth School Committee accept and approve the Report and FY19 Accounts Payable Warrant #S060619 dated June 6, 2019, in the amount of \$685,313.28.”

Move: _____ Second: _____

Chapter 41: Section 56. Warrants for payment of bills

For purposes of this section, the board of selectmen and any other board, committee or head of department consisting of more than one member authorized to expend money, may designate any one of its members to approve all bills, drafts, orders and payrolls; provided, however, that the member shall make available to the board, committee or other department head, at the first meeting following such action, a record of such actions.

cc: Journal & File

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