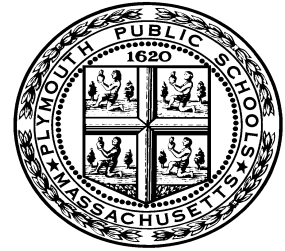# MEMORANDUM

Plymouth Public Schools

Administration Building

TO: School Committee Members

FR: Adam Blaisdell, Ed.D.,School Business Administrator

RE: FY24 Warrant

DT: July 1, 2024

Your School Committee Agenda contains a copy of the **Cost Center Transfer and Transaction Summary Report** and the schedule of bills for **FY24 Accounts Payable Warrant #S24JUL1** for your review.

The Cost Center Transfer and Transaction Summary Report is inclusive of the payments in Warrant **#S24JUL1** and all other year-to-date FY24 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 the Warrant, please contact me in advance of the School Committee meeting so I can research and respond to your inquiries. Thank you.)

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 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 FY24 Accounts Payable Warrant #S24JUL1 dated June 30, 2024, in the amount of $1,618,345.24."

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