



# Watertown Public Schools

School Business Office  
30 Common Street  
Watertown, Massachusetts 02472-3492  
Phone: 617-926-7700  
Fax: 617-923-1234

*John Brackett, Ed.D., Interim Superintendent*  
*john.brackett@watertown.k12.ma.us*

*Mary C. DeLai, Director of Business Services*  
*mary.delai@watertown.k12.ma.us*

## MEMORANDUM

TO: Watertown School Committee  
FROM: Mary C. DeLai, Director of Business Services  
CC: John Brackett, Interim Superintendent  
DATE: June 14, 2017  
RE: Creation of Technology Revolving Fund

The Watertown Public School's technology department has made optional insurance coverage available to families to insure against loss or damage to district issued Chromebooks. Insurance can be purchased on-line through a parent portal made available by the insurer using a credit card. However, there are some families that either do not have credit cards or who would prefer not to make purchases on line. In those cases, the district is able to accept payment from families to facilitate the purchase of the third-party insurance. If a family does not purchase insurance then, from time to time, students are assessed a fee to cover the cost to repair damaged devices. In either case, the district needs a mechanism to handle the flow of funds and the traditional student activities fund is not an appropriate vehicle. Therefore, we are requesting that the School Committee allow the School Department to create a revolving fund under M.G.L. Chapter 71, Section 47.

Department of Revenue regulations allow School Departments to create a revolving fund under this authorizing statute. The creation of the fund does not require local acceptance by Town Council. It can be used for School Committee sponsored athletic and extracurricular programs, awards, equipment, and facilities. There is no spending ceiling for such funds and the revenue source is designated as participation fees and program receipts. Any interest on the fund reverts back to the general fund and any fund balance carries forward to the next fiscal year.

Revenues and expenses related to insuring and repairing Chromebooks for the 1:1 program will flow through this separate fund. In addition, any donations received specifically in support of this program will also be deposited to this fund and used for program related expenses.

We thank you for your consideration of this request and would be happy to provide any additional information or answer any questions you might have at the School Committee meeting on June 19, 2017.

**Recommended Motion: Move to authorize the School Department to create a Technology Revolving Fund pursuant to MGL Chapter 71, Section 47.**