

ADMINISTRATIVE REPORT

APPROVAL OF HARRISON HIGH SCHOOL COLLEGE MARKETING STUDENTS IN GRADES 9-12 FIELD TRIP TO METLIFE STADIUM FOR SPORTS MARKETING

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a field trip for the Harrison High School College Marketing Students in Grades 9-12 to travel to MetLife Stadium on Thursday, October 10, 2019. Departure will be at 7:45 AM on Thursday, October 10, 2019 from Harrison High School and students will return to Harrison High School at 2:30 PM on Thursday, October 10, 2019.

Motion: Di Lorenzo

Second: Puccio

Carried: 6 to 0

APPROVAL OF HARRISON HIGH SCHOOL BAND, MAJORETTES, AND COLOR GUARD FIELD TRIP TO STAMFORD, CONNECTICUT FOR THE STAMFORD BALLOON PARADE PERFORMANCE

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a field trip for the Harrison High School Band, Majorettes and Color Guard to travel to Stamford, Connecticut on Sunday, November 24, 2019. Departure will be at 9:00 AM on Sunday, November 24, 2019 from Harrison High School and students will return to Harrison High School at 3:00 PM on Sunday, November 24, 2019.

Motion: Di Lorenzo

Second: Puccio

Carried: 6 to 0

APPROVAL OF HARRISON HIGH SCHOOL MODEL CONGRESS FIELD TRIP TO PHILADELPHIA, PENNSYLVANIA FOR A COMPETITION

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a field trip for the Harrison High School Model Congress to travel to the Inn at Pennsylvania on Thursday, March 26, 2020. Departure will be at 8:00 AM on Thursday, March 26, 2020 from Harrison High School and students will return to Harrison High School at 5:00 PM on Sunday, March 29, 2020.

Motion: Di Lorenzo

Second: Puccio

Carried: 6 to 0

APPROVAL OF CSE/CPSE MINUTES

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves CSE/CPSE minutes for the following case numbers: 3900023, 80004, 900155, 900145, 3400132, 900257, 3900019, 3900015, 3900017, 3900018, 3900014.

Motion: Di Lorenzo

Second: Puccio

Carried: 6 to 0

APPROVAL OF CSE/CPSE RECOMMENDATIONS

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves CSE/CPSE recommendations for the following case numbers: 900275, 900277, 900269, 900278, 900270.

Motion: Di Lorenzo

Second: Puccio

Carried: 6 to 0

APPROVAL OF CSE/CPSE ANNUAL REVIEW

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves CSE/CPSE annual reviews for the following case number: 3800058.

Motion: Di Lorenzo

Second: Puccio

Carried: 6 to 0

FINANCE REPORT

2019/20 APPROPRIATION TRANSFERS (Attachment #1)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the 2019/20 appropriation transfers as submitted.

Motion: Di Lorenzo

Second: Kozak

Carried: 6 to 0

TREASURER'S REPORT: AUGUST 2019 (Attachment #2)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Treasurer's report for the month of August 2019.

Motion: Di Lorenzo

Second: Kozak

Carried: 6 to 0

APPROVAL TO APPOINT CULLEN & DANOWSKI, LLP TO PROVIDE INTERNAL AUDITING SERVICES

BE IT RESOLVED that, upon the recommendation of the Superintendent of schools, the Board of Education approves the appointment of Cullen & Danowski, LLP to provide internal auditing services for 2019/20, renewable for up to four years.

Motion: Di Lorenzo

Second: Kozak

Carried: 6 to 0

APPROVAL OF A TEMPORARY PETTY CASH FUND FOR THE HARRISON/RYE FOOTBALL GAME

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the issuance of a temporary petty cash fund not to exceed \$2,000 to the Assistant Superintendent for Business for the purpose of making change at the entry gates during the Harrison/Rye football game on Saturday, October 12, 2019. Funds will be kept secured and returned to the District's bank account as soon as practical after the conclusion of the game.

Motion: Di Lorenzo

Second: Kozak

Carried: 6 to 0

CONTRACT AWARD RFB #19/20-27: PROJECTOR BULBS (Attachment #3)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education awards the contract for projector bulbs to the lowest responsive and responsible bidder, Scott Electric, Greensburgh, PA.

Motion: Di Lorenzo

Second: Kozak

Carried: 6 to 0

CONTRACT AWARD RFB #19/20-26: HVAC: INSTALLATION, REPAIRS AND PREVENTATIVE MAINTENANCE (Attachment #4)

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education awards the contract for HVAC: installation, repairs and preventative maintenance to the lowest responsive and responsible bidder, Westrock Mechanical Corp., Tallman, NY.

Motion: Di Lorenzo

Second: Kozak

Carried: 6 to 0

APPROVAL OF CONTRACT WITH MUSIC THEATRE INTERNATIONAL

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education approves the contract with Music Theatre International for royalty and rental for the Louis M. Klein Middle School performance of *Disney's The Little Mermaid* at a cost not to exceed \$3,400.

Motion: Di Lorenzo

Second: Kozak

Carried: 6 to 0

DISTRICT OF LOCATION CONTRACTS FOR EDUCATIONAL SERVICES: GREENBURGH CENTRAL SCHOOL DISTRICT

BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the contracts with Greenburgh Central School District for educational services provided to a non-resident student who was parentally placed in the Harrison Central School District for the 2018/19 and 2019/20 school years.

Motion: Di Lorenzo

Second: Kozak

Carried: 6 to 0

The business meeting was adjourned at 8:38 PM.

Motion: Di Lorenzo

Second: Sullivan

Carried: 6 to 0

Respectfully submitted,



Barbara L. Teevan

| ACCOUNT | | TO | | DESCRIPTION | | Reason For Transfer | |
|-------------------|-------------------|----|--|----------------------|--|---------------------|---|
| FROM | | | | | | | |
| A1620.464.09.0000 | | | | Major Projects | | (6,600.00) | To transfer funds for Ed Data |
| | A1345.400.08.0000 | | | Contractual Svcs. | | 6,600.00 | |
| A2110.403.09.0004 | | | | Teacher Conf. PAR | | (800.00) | P.T.;J,S |
| | A2070.490.09.0000 | | | Boces Services | | 800.00 | |
| A2855.400.21.0000 | | | | Contract Svcs. | | (20,000.00) | To transfer funds for after school fitness center supv. |
| | A2855.150.09.0000 | | | Instr. Coaches | | 20,000.00 | Previously a contracted service |
| A2250.500.22.0000 | | | | Materials & Supplies | | (20,000.00) | To transfer funds to Business Office contractual service |
| | A1310.400.08.0000 | | | Contract Services | | 20,000.00 | line |
| A2110.200.09.0009 | | | | DW Equip. | | (3,000.00) | To transfer funds from Aides line to Nursing line for new |
| | A2110.200.04.0000 | | | Equipment | | 3,000.00 | Health Assistants |
| A2110.165.03.0000 | | | | Aides Sal. HAS | | (13,500.00) | |
| | A2815.160.03.0000 | | | Nurse Assist. HAS | | 13,500.00 | |
| A2110.165.04.0000 | | | | Aides Sal. PAR | | (13,500.00) | |
| | A2815.160.04.0000 | | | Nurse Assist. PAR | | 13,500.00 | |
| A2110.165.05.0000 | | | | Aides Sal. PUR | | (8,500.00) | |
| | A2815.160.05.0000 | | | Nurse Assist. PUR | | 8,500.00 | |
| A2110.165.06.0000 | | | | Aides Sal. PRES | | (8,500.00) | |
| | A2815.160.06.0000 | | | Nurse Assist. PRES | | 8,500.00 | |
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Approved at BOE Meeting _____
 Entered By _____
 Entry Number _____

**HARRISON CENTRAL SCHOOL DISTRICT
TREASURER'S REPORT
AUGUST 2019**

GENERAL FUND**J.P. MORGAN CHASE - CHECKING**

| | | | |
|-------------------------|------------------------------------|------------------|---------------------|
| Opening Balance 8/01/19 | | | \$912,547.58 |
| Receipts: | Interest Earnings | \$98.46 | |
| | Misc. Revenues | \$42,655.69 | |
| | State/Federal Aid | \$236,916.15 | |
| | Transfer from Other Funds/Accounts | \$4,701,522.68 | \$4,981,192.98 |
| Disbursements: | Transfer to Other Funds/Accounts | (\$4,319,909.26) | |
| | Transfer - SWSCHP | (\$1,170,000.93) | |
| | Transfer - NY Power Authority | (\$45,185.89) | (\$5,535,096.08) |
| Closing Balance 8/31/19 | | | <u>\$358,644.48</u> |

PEOPLE'S UNITED BANK - CHECKING

| | | | |
|-------------------------|---------------------------|--|---------------|
| Opening Balance 8/01/19 | | | \$1,884.75 |
| Receipts: | Interest Earnings | | \$0.63 |
| Disbursements: | Transfer to close account | | (\$1,885.38) |
| Closing Balance 8/31/19 | | | <u>\$0.00</u> |

J.P. MORGAN CHASE - CHECKING

| | | | |
|-------------------------|----------------------------------|--------------|-----------------------|
| Opening Balance 8/01/19 | | | \$986,414.62 |
| Receipts: | Westchester County - Sales Tax | \$403,547.00 | |
| | USAC Treasury E-Rate | \$37,069.82 | \$440,616.82 |
| Disbursements: | Transfer to Other Funds/Accounts | | (\$400,000.00) |
| Closing Balance 8/31/19 | | | <u>\$1,027,031.44</u> |

CUSTOMERS BANK - MONEY MARKET

| | | | |
|-------------------------|-------------------|--|------------------------|
| Opening Balance 8/01/19 | | | \$14,528,122.56 |
| Receipts: | Interest Earnings | | \$28,379.59 |
| Closing Balance 8/31/19 | | | <u>\$14,556,502.15</u> |

WEBSTER BANK - MONEY MARKET

| | | | |
|-------------------------|----------------------------------|--|------------------------|
| Opening Balance 8/01/19 | | | \$15,630,959.04 |
| Receipts: | Interest Earnings | | \$24,338.55 |
| Disbursements: | Transfer to Other Funds/Accounts | | (\$3,009,846.00) |
| Closing Balance 8/31/19 | | | <u>\$12,645,451.59</u> |

SIGNATURE BANK

| | | |
|-------------------------|-------------------|-----------------------|
| Opening Balance 8/01/19 | | \$4,471,357.69 |
| Receipts: | Interest Earnings | \$7,736.41 |
| Closing Balance 8/31/19 | | <u>\$4,479,094.10</u> |

CAPITAL FUND

WEBSTER BANK - CAPITAL BOND MONEY MARKET

| | | |
|-------------------------|----------------------------------|------------------------|
| Opening Balance 8/01/19 | | \$24,783,664.60 |
| Receipts: | Interest Earnings - Restricted | \$39,661.72 |
| Disbursements: | Transfer to Other Funds/Accounts | (\$2,026,522.68) |
| Closing Balance 8/31/19 | | <u>\$22,796,803.64</u> |

WEBSTER BANK - ENERGY PERFORMANCE ESCROW

| | | |
|-------------------------|--------------------------------|---------------------|
| Opening Balance 8/01/19 | | \$453,499.53 |
| Receipts: | Interest Earnings - Restricted | \$80.88 |
| Closing Balance 8/31/19 | | <u>\$453,580.41</u> |

SCHOOL LUNCH PROGRAM

J.P.MORGAN CHASE - CHECKING

| | | |
|-------------------------|-------------------|--------------------|
| Opening Balance 8/01/19 | | \$51,179.67 |
| Receipts: | Interest Earnings | \$6.50 |
| | Misc. Revenues | \$11,113.05 |
| Closing Balance 8/31/19 | | <u>\$62,299.22</u> |

EXPENDABLE TRUST FUND

J.P. MORGAN CHASE - MONEY MARKET

| | | |
|-------------------------|-------------------|---------------------|
| Opening Balance 8/01/19 | | \$233,209.63 |
| Receipts: | Interest Earnings | \$30.33 |
| | Misc. Revenues | \$7,000.00 |
| Closing Balance 8/31/19 | | <u>\$240,239.96</u> |

PAYROLL ACCOUNT - TRUST & AGENCY

J.P.MORGAN CHASE - CHECKING

| | | | |
|-------------------------|------------------------------------|------------------|--------------------|
| Opening Balance 8/01/19 | | | \$12,801.25 |
| Receipts: | Interest Earnings | \$14.79 | |
| | Transfer from Other Funds/Accounts | \$2,142,925.35 | \$2,142,940.14 |
| Disbursements: | Payroll expenditures | (\$2,137,999.17) | |
| | ERS Adjustment - August | (\$4,926.18) | (\$2,142,925.35) |
| Closing Balance 8/31/19 | | | <u>\$12,816.04</u> |

TRUST & AGENCY FUND

J.P.MORGAN CHASE - CHECKING

| | | | |
|-------------------------|-------------------|------------|---------------------|
| Opening Balance 8/01/19 | | | \$318,731.84 |
| Receipts: | Interest Earnings | \$41.07 | |
| | Misc. Revenues | \$5,753.11 | \$5,794.18 |
| Closing Balance 8/31/19 | | | <u>\$324,526.02</u> |

MULTI FUND ACCOUNT

- (maintains a zero balance - checks are covered as presented)

J.P.MORGAN CHASE - CHECKING

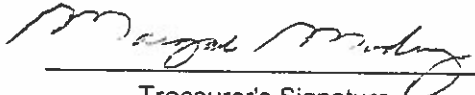
| | |
|----------------------------------|---------------------|
| OUTSTANDING CHECKS AT 7/31/19 | \$767,556.83 |
| CHECKS ISSUED AUGUST 2019 | \$2,425,654.87 |
| PAID (CASHED) CHECKS AUGUST 2019 | (\$2,911,829.91) |
| OUTSTANDING CHECKS AT 8/31/2019 | <u>\$281,381.79</u> |

RECAP OF CASH BALANCES AT 8/31/19:

| | |
|------------------------------------|------------------------|
| General Fund | \$33,066,723.76 |
| General Fund - RESTRICTED | \$22,796,803.64 |
| Capital Fund - RESTRICTED | \$453,580.41 |
| School Lunch Fund | \$62,299.22 |
| Trust & Agency Fund | \$337,342.06 |
| Expendable Trust Fund | \$240,239.96 |
| TOTAL CASH | <u>\$56,956,989.05</u> |
| Less: Multifund outstanding checks | (\$281,381.79) |
| Book Balance Cash | <u>\$56,675,607.26</u> |

| | |
|--|---------------------|
| AUGUST INTEREST EARNINGS - ALL ACCOUNTS | \$100,388.93 |
|--|---------------------|

I certify that the above balances are in agreement with the bank reconciliations and the balances are collateralized as required for the month ending August 31, 2019.


Treasurer's Signature

8/13/19
Date

RFB #19/20-27: Projector Bulbs**Term: Date of Award through June 30, 2020**

Bids for 18 types of projector bulbs were advertised and solicited. Seven responses were received:

| | Items Bid | Amount of Bid | Items Awarded | Amount of Award |
|--|-----------------------------|----------------------|----------------------|------------------------|
| Scott Electric Greensburg, PA | 18 | \$3,348 | 18 | \$3,348 |
| Specialty Bulb Co., Inc. Bohemia, NY | 18 | \$3,956 | - | - |
| MicroReplay Billerica, MA | 16 | \$4,114 | - | - |
| PC University Distributers Valley Steam, NY | 18 | \$4,754 | - | - |
| Technical Operations, Inc. New York, NY | 18 | \$5,475 | - | - |
| B&H Photo Video New York, NY | 17 | \$7,505 | - | - |
| Adwar Video Farmingdale, NY | <i>NOT TO SPECIFICATION</i> | | - | - |

Recommendation: Award contract to the lowest responsive and responsible bidder, Scott Electric, Greensburgh, PA.

RFB #19/20-26: HVAC: Installation, Repairs and Preventative Maintenance

Term: Date of Award through Jun 30, 2020

Bids for HVAC: Installation, Repairs and Preventative Maintenance were advertised and solicited. Three responses were received:

| Vendor | PART 1: PREVENTATIVE MAINTENANCE | PART 2: SERVICE AND REPAIR AS REQUIRED | | ESTIMATED ANNUAL AWARD |
|--|--|--|--------------------|---------------------------|
| | Total | Hourly Rate | Percent Mark-Up | |
| Westrock Mechanical Corp. Tallman, NY | \$70,000 | \$130 | 20% | \$334,000 |
| Air Kool Mechanical Contracting, Inc. Congers, NY | \$110,592 | \$108 | 35% | - |
| HRR Industries, Inc. Brewster, NY | <i>Non-responsive</i> | | | - |

Recommendation: Award contract to the lowest responsive and responsible bidder, Westrock Mechanical