

**I. Meeting Called to Order**

**II. Pledge of Allegiance to the Flag**

**III. President's Comments**

**IV. Superintendent's Report**

**V. Board Meeting Minutes**

**(BOARD ACTION)**

**VI. June 2023 Warrant Review (Dr. Schneider and Ms. Tessendorf)**

**(BOARD ACTION)**

**VII. Consensus Agenda**

**(BOARD ACTION)**

**Business**

1. Treasurer's Report
2. Budget Status Report
3. Revenue Status Report
4. Canon of Literature- *Final Approval*
5. Tax Certiorari Settlement
6. Agreements
7. Budget Transfer
8. Foreign Exchange Student
9. Appointments
10. BOE- Administrative Retreat
11. Athletic Field Trip- Initial and Final
12. New Club
13. Recommendations of the Committee on Special Education

**Personnel**

***End of Consensus Agenda***

**VIII. Board Committee Goals**

**(BOARD ACTION)**

**IX. Board Committee Structure**

**(BOARD ACTION)**

**X. District Committee Reports**

- Diversity, Equity, and Inclusion Task Force- Mr. Matt Schrage- July 27, 2023

**XI. Board Committee Reports**

- Policy Committee- Mrs. Beth Thomas
  - > Second Reading- 1095 Public Comments at Board Meetings

**(BOARD ACTION)**

**XII. Closing Remarks**

**I. Meeting Called to Order**

**II. Pledge of Allegiance to the Flag**

**III. President's Comments**

- Remarks
- Correspondence

**IV. Superintendent's Report**

- Remarks
- Correspondence
- Updates to Agenda - (e.g., supplemental agenda items, revisions, etc.)

**V. Board Meeting Minutes**

**(BOARD ACTION)**

- July 13, 2023- Reorganizational Meeting Minutes

**VI. June 2023 Warrant Review (Dr. Schneider and Ms. Tessendorf)**

**(BOARD ACTION)**

- A-118 General 12184979, 12184983, 12210294, 12210298 (Manual)
- A-119 General 17315 (In House Prepaid)
- A-120 General 9008943-9008945 (ACH Prepaid)
- A-121 General 9008885-9008942 (ACH)
- A-122 General 17261-17314 (Check Print)
- A-123 General 17245-17260 (In House)
- A-126 General 9008946-9008999 (ACH)
- A-127 General 17321-17360 (Check Print)
- A-128 General 17316-17320 (In House)
- C-22 Cafeteria 2800-2820
- C-23 Cafeteria 2821-2832
- F-45 Federal 9000437-9000442 (ACH)
- F-46 Federal 896-899 (Check Print)
- F-47 Federal 9000443-9000447 (ACH)
- F-48 Federal 900-902 (Check Print)
- H-43 Capital 9000200-9000201 (ACH)
- H-44 Capital 585-590 (Check Print)
- H-45 Capital 591-592 (In House)
- H-46 Capital 593-596 (Check Print)
- H-47 Capital 9000202-9000204 (ACH)

**VII. Consensus Agenda**

**(BOARD ACTION)**

The Superintendent recommends that the Board of Education approve/accept the following:

**Business**

**1. Treasurer's Report**

The Treasurer's Report for the Period of May 1, 2023 - May 31, 2023 and June 1, 2023 - June 30, 2023. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

**2. Budget Status Report**

The Appropriation Status Report, which is a summary, for the period of July 1, 2022 - May 31, 2023 and the Appropriation Status Report, which is a summary, for the period of July 1, 2022 - June 30,

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2022. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

### 3. Revenue Status Report

The Revenue Status Report, which is a summary, for the period of July 1, 2022- May 31, 2023 and the Revenue Status Report, which is a summary, for the period of July 1, 2022 - June 30, 2023. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

### 4. Canon of Literature- *Final Approval*

Kindergarten grade is requesting the following additions be made to our Canon of Literature and were approved by Council of Instructional Excellence on June 14, 2023. Initial Approval was on July 13, 2023.

- *Motion Push and Pull, Fast and Slow* by Darlene Stille
- *Clouds* by Erin Edison
- *A Year on the Farm* by Christina Mia Gardeski
- *A Year on the Pond* by Christina Mia Gardeski
- *A Year in the Forest* by Christina Mia Gardeski
- *A Year in the City* by Christina Mia Gardeski
- *Wind* by Erin Edison
- *Rain* by Erin Edison
- *Sunlight* by Erin Edison
- *Snow* by Erin Edison
- *What is a Scientist* by Barbara Lehn
- *What is Science* by Rebecca Kai Dotlich
- *Roll, Slope, and Slide* by Michael Dahl
- *Pull, Lift, and Lower* by Michael Dahl
- *Living Things Need Water* by Karen Aleo
- *Living Things Need Shelter* by Karen Aleo
- *Living Things Need Light* by Karen Aleo
- *Living Things Need Food* by Karen Aleo
- *Living Things Need Air* by Karen Aleo
- *Newton and Me* by Lynne Mayer
- *Living or Nonliving* by Kelli Hicks
- *I Use Science Tools* by Kelli Hicks
- *Give it a Push! Give it a Pull! A look at Forces* by Jennifer Boothroyd
- *Earthworms* by Lisa Amstutz
- *Fish Babies* by Catherine Veitch
- *Are you a Snail?* by Judy Allen and Tudor Humphries
- *A Butterfly's Life Cycle* by Mary Dunn

### 5. Tax Certiorari Settlement

**WHEREAS**, DP Fuller Family LP ("DP Fuller") filed tax certiorari proceedings challenging the assessment on its property located at 250 Eastern Boulevard in the City of Canandaigua for the 2019-20 through 2022-23 tax years; and

**WHEREAS**, DP Fuller has proposed settlement of the proceedings upon the following terms:

- a. Reduce the 2019 assessment to \$850,000;
- b. Reduce the 2020 assessment to \$850,000;
- c. Reduce the 2021 assessment to \$850,000;
- d. Reduce the 2022 assessment to \$750,000; and

- e. Payment of real property tax refunds without interest provided such payment is made within sixty days of demand for refunds; and

**WHEREAS**, the City of Canandaigua has approved the settlement proposal; and

**WHEREAS**, the Board of Education is willing to settle the proceedings pursuant to the terms outlined above.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Board of Education agrees to settle the tax certiorari proceeding commenced by DP Fuller in accordance with the terms set forth above and, in the form, approved by Ferrara Fiorenza PC and hereby delegates to Ferrara Fiorenza PC the authority to execute such settlement documents.
2. This Resolution shall take effect immediately.

## 6. Agreements

An agreement with The Rochester School of the Holy Childhood, Inc. to provide services for the 2023-2024 school year.

An agreement with Marcy Osburn MPS/PT for services for the 2023-2024 school year.

An agreement with Center for Dispute Settlement for the 2023-2024 school year.

An agreement with Michelle Diehl for teacher of the visually impaired services from July 1-August 20, 2023 at a rate of \$115.00/hour.

## 7. Budget Transfers

The below budget transfer is over \$20,000 and requires Board approval. This is related to retiree accrued benefit payouts in 2022-2023.

From: A 9060.800-00-0000	Health Insurance	\$ 87,000
To: A 9089.800-00-403B	Other Benefits (403B)	\$ 87,000

The below budget transfer is over \$20,000 and requires Board approval. This to cover Day Automation Maintenance Agreement.

From: 2630.490-00-0000	BOCES Instructional Technology	\$ 25,480
To: 1680.400-00-0000	Data Processing-Contractual	\$ 25,480

## 8. Foreign Exchange Student

Mrs. Marissa Logue, Academy Principal, is requesting approval for an AFS foreign exchange student **Ao Fukase** from Japan, for the 2023-2024 school year. Additional information is included in packet.

## 9. Appointments

Approval of the following appointments for the 2023-2024 school year.

- Records Access Officer- Deborah Sundlov
- Records Retention- Vernon Tenney

## 10. BOE- Administrative Retreat

Approval for payment to a local establishment for lunch for a Board, Administrative, and District Office retreat in August at a cost of no more than \$700.

## 11. Athletic Field Trip- Initial and Final

Mrs. Caroline Chapman, Athletic Director, is requesting initial and final approval of the below trip:

- Varsity Fall Cheerleading- Honesdale, PA, August 28-31, 2023

## 12. New Club

Mrs. Emily Bonadonna, Primary School Principal, and Mr. Brian Amesbury, Elementary School Principal, is requesting approval of a new club: **K-5 Student Musical Theatre**. The club will provide Primary-Elementary students with an introduction to theatre-making through the lens of selected musical productions. The unpaid advisor is Ms. Jessica Wood.

## 13. Recommendations of the Committee on Special Education

Recommendations of the Committee on Special Education meeting dates of: March 13, 2023; April 10, 2023; April 13, 2023; April 14, 2023; April 20, 2023; April 21, 2023; April 24, 2023; April 25, 2023; April 26, 2023; April 27, 2023; April 28, 2023; May 1, 2023; May 2, 2023; May 3, 2023; May 5, 2023; May 8, 2023; May 9, 2023; May 10, 2023; May 11, 2023; May 12, 2023; May 15, 2023; May 16, 2023; May 17, 2023; May 18, 2023; May 22, 2023; May 23, 2023; May 24, 2023; May 25, 2023; May 30, 2023; May 31, 2023; June 1, 2023; June 2, 2023; June 5, 2023; June 6, 2023; June 7, 2023; June 9, 2023; June 12, 2023; June 14, 2023; June 15, 2023; June 16, 2023; June 20, 2023; June 22, 2023; June 23, 2023; June 29, 2023; and July 6, 2023.

## Personnel

### 1. Non-Instructional Personnel

#### A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Jessica Castle	School Monitor	Resignation in order to accept another position in the District	9/4/2023
Pam Araya	Teacher Aide	Resignation	7/24/2023

#### B. Appointments

*Pending Civil Service approval and NYSED fingerprint clearance where applicable:*

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Brian Nageldinger	Custodial Worker	8/7/2023	\$15.61/hr.
JoAnne Relyea	Typist	8/29/2023	\$16.25/hr.
Therese Van Stralen	Library Aide	9/5/2023	\$15.05/hr.
Therese Van Stralen	Substitute Teacher Aide	9/7/2023	\$14.20/hr.
Jessica Parks	Teacher Aide	9/5/2023	\$15.05/hr.
John Leisenring	Summer Bus Driver	7/1/2023	Current Rate
William Chrysler	Summer Bus Driver	7/1/2023	Current Rate
Alyssa Lloyd	Student Helper – Maintenance	7/20/2023	\$15.00/hr.
Caitlyn Cuthbertson	Student Helper – Enrichment Program	7/24/2023	\$15.00/hr.
Katherine McFetridge	Student Helper – Enrichment Program	7/24/2023	\$15.00/hr.
Kendra Christensen	Substitute Teacher Aide	9/7/2023	\$14.20/hr.
Ashley Brown	Substitute Food Service Helper	9/7/2023	\$14.20/hr.
Lisa Haug	Food Service Helper	9/5/2023	\$15.38/hr.
Heather Schroeder	Substitute Summer Teacher Aide	7/25/2023	Current Rate
Cindy Johnston	Summer Teacher Aide	7/5/2023	Current Rate

Cynthia Vespi	Substitute Teacher Aide	9/7/2023	\$14.20/hr.
Nicole Becker-Tuccio	Teacher Aide	9/5/2023	\$15.05/hr.
Kendra Christensen	Substitute Teacher Aide	9/7/2023	\$14.20/hr.
Jessica Castle	Teacher Aide	9/5/2023	\$15.05/hr.
Bryce Raeman	School Monitor	9/5/2023	\$15.07/hr.
Randy Cook	Summer Custodial Worker	7/5/2023	\$15.00/hr.

1) Extended School Year Special Education Summer Program

The following staff has been recommended for the ESY Special Education Summer School Program, rates in accordance with contract:

Tara McClung, Substitute Summer Teacher Aide

C. Classification of Position

In order to stay in compliance with Civil Service, it is requested that the Board of Education approve the classification of one (1) position of **Information Technology Support Technician I**.

2. Instructional Personnel

A. Resignation for the Purpose of Retirement

The Superintendent received a letter of resignation for the purpose of retirement from the following individual. On behalf of the District, sincere best wishes for a happy and healthy retirement are offered. Thank you for the many years of service to the youth of the Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
Mary Ann Pavone	Elementary Teacher	8/31/2023	41

B. Appointments

*The Board of Education of the Canandaigua City School District hereby accepts the recommendation of the Superintendent to appoint the following instructional employees. Eligibility for tenure as a classroom teacher or building principal is contingent upon his/her successful completion of the probationary term and having received composite or overall APPR rating of either "Effective" or "Highly Effective" in at least three of the four preceding years and a rating higher than "Ineffective" in the final year of the probationary period.*

- 1) Amy Magierski received her Bachelor's degree in Studio Art/Communication Design from SUNY Buffalo. She earned her Master's degree in Education from the University of Phoenix. Ms. Magierski will be appointed to a 1.0 FTE, non-tenured Long-term Substitute 1<sup>st</sup> Grade Teacher for the 2023-24 school year.
- 2) Sarah Ducar received her Bachelor's degree in Childhood Education from Nazareth College. Ms. Ducar will be appointed to a 1.0 FTE, non-tenured Long-term Substitute Special Education Teacher for the 2023-24 school year.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Step/Rate</u>	<u>Probationary Period</u>
Amy Magierski	Childhood Ed 1-6	9/1/2023-6/30/2024	Step 1	N/A
Sarah Ducar	Childhood Ed 1-6; Students w/ Disabilities 1-6	9/1/2023-6/30/2024	Step 1	N/A

### 3) Teacher On Special Assignment

The following staff member is recommended for Special Assignments for the 2023-2024 school year and will remain on their current salary track and tenure area:

Keith Pedzich, 0.5 FTE, Communication

### 4) Interim Substitute Teacher

The following individual has been recommended for an Interim Substitute Teacher position as indicated at an agreed upon rate for the duration of the assignment:

Kim Broderick Webb- Special Education Teacher- Academy- 9/5/2023-11/24/2023

### 5) 2023-2024 Coach

The following individual is recommended to a 2023-2024 school year coaching position at the contractual rate:

John Herriman - Varsity Girls Lacrosse

### 6) 2023-2024 Fall Coaches

The following individuals are recommended to Fall coaching positions at rates per CTA contract:

Annesi, Mark	Varsity Boys Soccer
Carrigan, Haley	JV Girls Swim
Casteen, Leamon	Modified Football
Ceravolo, Colton	Modified Boys Volleyball
Chinn, Cheri	JV Girls Volleyball
Colcord, Max	JV Boys Volleyball
Condon, Kim	Modified Cross Country
Corbett, Jackie	Modified Girls Soccer
Crouse, Jordan	JV Fall Cheer
Ducharme, Dave	Varsity Girls Tennis
Ducharme, Leanne	Modified Cross Country
Dutcher, Josiah	JV Cross Country
Gioseffi, Dave	Fall Strength and Conditioning
Gisleson, Zach	Assistant Football
Hawkins, Bruce	JV Girls Tennis
Kraft, Rebecca	Girls Diving
Lopez, Donovan	JV Football
Mahar, Michael	Modified Girls Soccer
Marsh, Daina	Varsity Girls Volleyball
Marsh, Eric	Modified Boys Soccer
Nieman, Dave	JV Football
Owdienko, Danielle	Assistant Girls Soccer
Peck, Bryan	Varsity Girls Soccer
Post, Joe	Modified Football
Robbins, Daniel	Modified Football
Rose, Ben	Assistant Football
Sabbour, Joe	Assistant Boys Soccer
Segbers, Mitch	Varsity Boys Volleyball
Sheridan, Patrick	Modified Boys Soccer
Silco, Matt	Freshman Football
Smith, Evan	Varsity Girls Swimming
Thompson, Marlese	Varsity Cheer
Walters, Matt	Assistant Football
Ward, Eric	JV Boys Soccer
Ward, Matt	Varsity Cross Country

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Welch, Jeff	Varsity Football
Whittaker, Taylor	Modified Fall Cheer
Windheim, Taryn	Modified Girls Swimming
York Deven	Modified Football
York, David	Assistant Football
Zimmerman, Mike	Modified Football

7) Contract Substitute Teacher

The following individual had been recommended to Contract Substitute Teacher position for the 2023-2024 school year at the contractual rate:

Meaghan Nash - Primary School

8) Certified Substitute Teacher

The following individual has been recommended to Certified Substitute Teacher positions conditional upon criminal history clearance from the New York State Education Department where applicable.

Lisa Kay, Psychologist (Preferred)

**End of Consensus Agenda**

**VIII. Board Committee Goals**

**(BOARD ACTION)**

1. Strengthen board relationships
2. Increase visibility in our buildings
3. Carefully monitor mental health initiatives, supports, and outcomes
4. Support the capital project and plan for the next one

**IX. Board Committee Structure**

**(BOARD ACTION)**

**X. District Committee Reports**

Although Board of Education members receive minutes from these District committees, highlights and special items for background information may need to be shared on an as needed basis.

- Character Education Committee- Mrs. Amy Calabrese/ Mr. Milton Johnson
- Council for Instructional Excellence (CIE)- Dr. Jen Schneider/ Mrs. Beth Thomas
- **Diversity, Equity, and Inclusion Task Force- Mr. Matt Schrage- July 27, 2023**
- Safety / Health / Security Committee- Mr. John Polimeni

**XI. Board Committee Reports**

- Policy Committee- Mrs. Beth Thomas
  - > Second Reading- 1095 Public Comments at Board Meetings

**(BOARD ACTION)**

**XII. Closing Remarks**

*(President, Board of Education and/or Superintendent)*

**XIII. Upcoming Events**

- August 14- New Teacher Training Week- Breakfast
- August 28- Regular Board Meeting- 4:00 p.m.
- September 4- Labor Day
- September 5- Superintendent Conference Day- All in Attendance
- September 6- Superintendent Conference Day
- September 7- First Day of School
- September 11- Regular Board Meeting
- September 26- Regular Board Meeting (Tuesday)
- October 9- Columbus- Indigenous Peoples' Day



The Reorganizational meeting of the Canandaigua City School District Board of Education was held on Thursday, July 13, 2023 at 8:00 a.m. at the District Office, District Clerk Sundlov presiding.

**BOARD MEMBERS PRESENT:** Jeanie Grimm, Megan Personale, Jen Schneider, Jenny Tessendorf, Beth Thomas

**BOARD MEMBERS ABSENT:** Amy Calabrese, Milton Johnson, Julianne Miller, John Polimeni

**LEADERSHIP TEAM PRESENT:** Jamie Farr

**LEADERSHIP TEAM ABSENT:** Brian Nolan, Matt Schrage, Matt Fitch

**BOARD DISTRICT CLERK ABSENT:** Deborah Sundlov

**OTHERS PRESENT:**

Ms. Sundlov called the meeting to order at 8:00 a.m. leading all in the Pledge of Allegiance.

### ***Oath of Office - Re-elected Megan Personale and John Polimeni***

The Oath of Office was administered by Ms. Sundlov to Mrs. Megan Personale. Mr. John Polimeni will complete his oath of office at the District Office.

### ***Election of President for 2023-2024 and Oath of Office - District Clerk***

Ms. Sundlov asked for nominations for Board President. Upon a motion made by Mrs. Thomas, seconded by Mrs. Personale, with all present voting yes, and with no other nominations the Board of Education approved the appointment of Mrs. Jeanie Grimm as Board President. Ms. Sundlov administered the Oath of Office to Mrs. Grimm.

**APPROVED: BOARD PRESIDENT**

### ***Election of Vice President for 2022-2023 and Oath of Office***

President Grimm asked for nominations for Board Vice President. Upon a motion made by Ms. Tessendorf, seconded by Mr. Johnson, with all present voting yes, and with no other nominations the Board of Education approved the appointment of Mrs. Julianne Miller as Board Vice President. Mrs. Miller will complete her oath of office at the District Office.

**APPROVED: BOARD VICE PRESIDENT**

### ***Oath of Office - Superintendent***

Mrs. Grimm administered the Oath of Office to Superintendent Farr.

### ***Appointments, Designations and Authorizations***

Upon a motion made by Mrs. Thomas, seconded by Ms. Tessendorf, and with all present voting yes, the Board of Education approved the appointments, designations and authorizations.

**APPROVED: APPOINTMENTS/AUTHORIZATIONS**

1. **Appointments** ~ Oath of Office will be completed at this meeting or soon after and kept on file.

a) Appointment of District Treasurer

appointment of **Cullen Spencer** as District Treasurer for the 2023-2024 school year.

b) Appointment of District Clerk

appointment of **Deborah Sundlov** as District Clerk for the 2023-2024 school year.

c) Appointment of District Clerk Pro Tem

appointment of **Jeanie Grimm** and **Matt Fitch** as District Clerk Pro Tem for the 2023-2024 school year.

d) Appointment of Claims Auditor

appointment of **Jill Ehrlinger** as Claims Auditor for the 2023-2024 school year.

e) Appointment of Deputy Claims Auditor

appointment of **Coletta Perkins** as Deputy Claims Auditor for the 2023-2024 school year.

## 2. Designations of Depositories

designate JP Morgan Chase & Co., Canandaigua National Bank and Trust Company, and Five Star Bank as depositories for the funds belonging to the school district during the 2023-2024 school year; and that the Tax Collector be instructed to deposit daily, taxes received from October 1 to December 31 in the General Account at the Canandaigua National Bank and Trust Company and to the special Tax Account at JP Morgan Chase & Co. and to deposit taxes at in a timely manner not to exceed one business day.

The accounts in the aforementioned banks shall not exceed the following amounts:

- J.P. Morgan Chase & Co. \$80,000,000
- Canandaigua National Bank and Trust Company \$80,000,000
- NYCLASS \$80,000,000
- Five Star Bank \$15,000,000

## 3. Designation of Official Newspaper

designate the *Canandaigua Daily Messenger, Gannett Co., Inc.* as the official newspaper of the District.

## 4. National School Lunch Program

the District Clerk to sign renewal forms and monthly reports for participation in the National School Lunch Program.

## 5. Designation of the 504 and Title IX Coordinator

authorizing **Vernon Tenney** to serve as the 504 Coordinator for all District students and **Brian Nolan** to serve as the 504 Coordinator for all District personnel and Title IX Coordinator in the Canandaigua City School District for the 2023-2024 school year.

## 6. Authorizations

District Functions

authorize the following persons to perform the function specified for the 2023-2024 school year:

- a) Certification of Payrolls - **Matt Fitch**, Assistant Superintendent for Business; **Brian Nolan**, Assistant Superintendent for Personnel and Support Services, as alternate
- b) Signatories on Checks - **Cullen Spencer**, Treasurer
- c) Budget Transfers not to exceed \$20,000 - **Jamie Farr**, Superintendent of Schools
- d) Approval of Change Orders up to \$35,000 - **Jamie Farr**
- e) Signatories for Report of Personnel Changes - **Brian Nolan**, Designee; **Aline Clement**, Employee Relations Assistant, Alternate
- f) Signatories for all OMNI 403(b) Plan, Benefit Resource, Inc. Cafeteria Plan Agreements, Benefit Resource, Inc. HRA and FSA, HSA Bank - HSA Agreement, Excellus Health and Dental Insurance, Finger Lakes Area School Health Plan, and Retirement Special Pay Plans 403 (b) - **Matt Fitch**, Designee
- g) Trustees of Health Reimbursement Plans - **Matt Fitch** and **Cullen Spencer**
- h) Health Reimbursement Committee members - **Matt Fitch**, **Linda Eames**, and **Cullen Spencer**
- i) Designee of Employee Sick Bank/Leave Reserve - **Jamie Farr**, **Brian Nolan**

Authorization to Open Bids

any two of the following four individuals be authorized to open bids:

- Matt Fitch**, Purchasing Agent
- Brian Nolan**, Assistant Superintendent
- Jamie Farr**, Superintendent
- Cullen Spencer**, District Treasurer

## 7. Impartial Hearing

for the Board President or Vice President to independently appoint an Impartial Hearing Officer as necessary for any impartial hearing regarding the placement of a special education student.

## 8. Other Appointments

approve the following appointments for the 2023-2024 school year and authorize changes in writing and shared with the Board of Education:

- a) Purchasing Agent - **Matt Fitch**
- b) Records Access Officer - **Vernon Tenney**
- c) Special Counsel - Ferrara Fiorenza PC
- d) External Auditor for the Records for Fiscal Year 2022-2023 – Mengel, Metzger & Barr
- e) Internal Auditor for the Records for Fiscal Year 2022-2023 - Bonadio & Co. LLP
- f) Athletic Training Services - F.F. Thompson Hospital Systems, Inc.
- g) Employees Health Services - F.F. Thompson Hospital Systems, Inc. (Health Works Occupational Medicine)
- h) School Physician - FF Thompson Health, Dr. Michael Foote and nurse practitioners Jamie Kline, FNP and Karen Yax, FNP
- i) Student Accident Insurance - Gerber Life Insurance Company
- j) Homeless Liaison Designee - **Vernon Tenney**
- k) Copyright Officer - **Dan Bowman**
- l) Broker of Record Medical Consultant - Steve Smola, Smola Consulting, LLC
- m) Broker of Record Liability Insurance Agency - Haylor, Freyer & Coon
- n) Financial Advisor - Bernard P. Donegan, Inc.
- o) Architecture Firm - Labella Associate, DPC
- p) Medicaid Compliance Officer - **Matt Fitch**

- q) LEA Asbestos Designee - **Michael McClain**
- r) Bond Counsel - Tim McGill Esq.
- s) Dignity Act Coordinators – **Kris VanDuyne, Michele Reynolds, Lindsay Lazenby, Theron Chin, Eric Jordan**
- t) Civil Rights Compliance Officer - **Jamie Farr**
- u) Integrated Pest Management (IPM) Coordinator - **Mike McClain**
- v) Information Resource for Substance Use Related Services - **Cindy Vanderlee**
- w) Data Privacy Officer - **Dan Bowman and Tracy Lindsay**
- x) Chemical Safety Specialists - **Cary Burke**
- y) Data Protection Officer - **Daniel Bowman**
- z) Point of Contact for State and Local Child Welfare Agencies - **Vernon Tenney**
- aa) Chief Emergency Officer - **Mr. Brian Nolan**

## 9. Payment Rates

authorize the following payment rates for the 2023-2024 school year:

a) Mileage Reimbursement Rate	IRS Standard Rate
b) Daily Rate for Sub Teacher Non-Certified	\$115
c) Daily Rate for Sub Teacher Certified	\$125
d) Daily Rate for Sub Teacher Preferred	\$130
e) Daily Rate for Sub Teacher Contract	\$135
f) Daily Rate for Retired CA Teacher Contract Sub	\$155
g) Hourly Rate for Sub Registered Nurse	\$ 22
h) Hourly Rate for Sub School Bus Driver	\$ 19
i) Hourly Rate for Sub Custodial Worker	\$ 15
j) Hourly Rate for Sub Contract Registered Nurse	\$ 23
k) Hourly Rate for Sub Bus Monitor	\$ 15
l) Hourly Rate for Sub School Monitor	\$ 15
m) Hourly Rate for Sub Teacher Aid	\$ 15
n) Hourly Rate for Sub Food Service Helper	\$ 15
o) Hourly Rate for Student Helper	\$ 15
p) Hourly Rate for Lifeguard	\$ 15
q) General Counsel Attorney's Fees	
i. Partner/Senior Associates - \$230/hr	
ii. Junior Associates - \$175-\$225/hr	
iii. Law Clerks - \$140/hr	
iv. Paralegal - \$120/hr	

## 10. Official Undertakings

authorize faithful performance and blanket position bond coverage for the 2023-2024 school year, as follows:

The District Treasurer in the amount of \$2,000,000

The District Deputy Treasurer in the amount of \$1,000,000

The District Tax Collector in the amount of \$1,000,000

The District Claims Auditor in the amount of \$1,000,000

The Treasurer in the Extra-Classroom Activities Funds and employees associated with the Extra-Classroom Activities in the amount of \$1,000,000 per employee

The Superintendent of Schools in the amount of \$1,000,000

The Assistant Superintendent for Business in the amount of \$1,000,000

The Assistant Superintendent for Personnel and Support Services in the amount of \$1,000,000

## 11. Approval of Petty Cash Funds

approve the establishment of Petty Cash Funds for the school year 2023-2024, as follows:

<u>Building</u>	<u>Amount</u>
Section V Ticket Sales	\$400

## 12. Approval of Change Funds

approve the establishment of Change Funds for the 2023-2024 school year, as follows:

<u>Change Fund</u>	<u>Amount</u>
Cafeteria - four schools	\$450
Primary School - Summer School	\$ 20
Extraclass - Summer School	\$200
District Office	\$100
Graduates of Distinction	\$ 50

## 13. School Lunch Prices

the prices of school lunch for the 2023-2024 school year as follows:

Student breakfast - \$2.00
Student lunch K-12 - \$3.00
Adult lunch - \$5.15

## 14. Event Payments

approval of the below payments for event supervisor/scorer/timer/announcer: Game Supervisor: \$60.00 per event, additional \$18.00 per hour if event exceeds three hours Scorer/Timer/Announcer: \$45.00 for the first three hours and \$15.00 per hour for each hour past three hours

## 15. CIE Parent Representative

approval of the following parent representatives to the Council for Instructional Excellence for the 2023-2024 school year:

Dan Swartout, Jeff Burnette, Lisa Garigen, and Jennifer Frary

## 16. CSE/CPSE Appointments

the following parents appointed as parent representatives to the CSE/CPSE to be consistent with NYS Part 200 Regulations and Board Policy:

### CPSE Representatives

– Jennifer Callard

### CSE Representatives

– Britta Crystal, Jennifer Callard, Rebecca Aikins, and Bethany Wilkins

## 17. Appointment of Committee on Special Education and Committee on Preschool Special Education

the Committee on Special Education (CSE), the sub-Committee on Special Education and the Committee on Preschool Special Education (CPSE) for the 2023-2024 school be appointed as follows:

The Committee on Special Education shall include, but not be limited to:

- a) the parents or persons in parental relationship to the student;
- b) not less than one regular education teacher of the student whenever the student is or may be participating in the regular education environment;
- c) not less than one special education teacher of the student, or, if appropriate, not less than one special education provider of the student;
- d) a school psychologist; a representative of the school district who is qualified to provide or supervise special education and who is knowledgeable about the general education curriculum and the availability of resources of the school district, provided that an individual who meets these qualifications may also be the same individual appointed as the special education teacher or the special education provider of the student or the school psychologist. The representative of the school district shall serve as the chairperson of the committee; an individual who can interpret the instructional implications of evaluation results. Such individual may also be the individual appointed as the regular education teacher, the special education teacher or special education provider, the school psychologist, the representative of the school district or a person having knowledge or special expertise regarding the student when such member is determined by the school district to have the knowledge and expertise to fulfill this role on the committee;
- e) a school physician, if specifically requested in writing by the parent of the student or by a member of the school at least 72 hours prior to the meeting;
- f) an additional parent member of a student with a disability residing in the school district or a neighboring school district, provided that the additional parent member may be the parent of a student who has been declassified within a period not to exceed five years or the parent of a student who has graduated within a period not to exceed five years, if specifically requested in writing by the parent of the student, the student or by a member of the committee at least 72 hours prior to the meeting;
- g) other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate, as the school district or the parent(s) shall designate. The determination of knowledge or special expertise of such person shall be made by the party (parents or school district) who invited the individual to be a member of the committee on special education; and
- h) if appropriate, the student.

The Committee on Preschool Special Education shall include, but not be limited to:

- a) the parents of the preschool child;
- b) not less than one regular education teacher of the child whenever the child is or may be participating in the regular education environment;
- c) not less than one special education teacher of the child, or, if appropriate, not less than one special education provider of the child;
- d) a representative of the school district who is qualified to provide or supervise special education and who is knowledgeable about the general education curriculum and the availability of preschool special education programs and services and other resources of the school district and the municipality. The representative of the school district shall serve as the chairperson of the committee;
- e) an additional parent member of a child with a disability residing in the school district or a neighboring school district and whose child is enrolled in a preschool or elementary level education program, if specifically requested in writing by the parent of the student or by a member of the committee at least 72 hours prior to the meeting;
- f) an individual who can interpret the instructional implications of evaluation results, provided that such individual may also be the individual appointed as the regular education teacher, the special education teacher or special education provider, the school psychologist, the representative of the school district or a person having knowledge or special expertise regarding the student when such

member is determined by the school district to have the knowledge and expertise to fulfill this role on the committee;

- g) other persons having knowledge or special expertise regarding the child, including related services personnel as appropriate, as the school district or the parents shall designate. The determination of knowledge or special expertise of such person shall be made by the party (parents or school district) who invited the individual to be a member of the committee on special education;
- h) for a child in transition from early intervention programs and services, at the request of the parent, the appropriate professional designated by the agency that has been charged with the responsibility for the preschool child; and
- i) a representative of the municipality of the preschool child's residence, provided that the attendance of the appointee of the municipality shall not be required for a quorum.

## 18. CPSE/CSE Chair

the Director of Special Programs request that the Canandaigua City School District's Board of Education appoint the District's school psychologists and administrative intern to the role of CPSE/CSE chairperson. In the event that the Director of Special Programs or Assistant Director(s) of Special Programs are unavailable to chair a scheduled CPSE/CSE meeting, the school psychologist or intern will chair in the Director/Assistant Director's stead. Pursuant to section 200.3 (a) (1)(v) and 200.3 (a)(2)(iv) of the Regulations of the Commissioner of Education, "the representative of the school district, must serve as the Chairperson of the CSE, Subcommittee, and CPSE. The representative of the school district is an individual who is qualified to provide or supervise special education and knowledgeable about the general education curriculum and the availability of resources of the school district."

Primary Elementary School- Denise Shimmon, MaryAnne Duncan, and TBD

Middle School- Rachael Wendt, James Brenchley

Middle School/CACC- James Brenchley, Rachel Shading

High School- Amy Principato and Mandy Dedrick-Gerstner

Administrative Team- Christine Paige, Jennifer Marafioti, Rachael Schading, and Dennis DesRosiers

## 19. Confirmation of Regular Board Meetings

the below dates for Board of Education meetings/workshops dates for the 2023-2024 school year. Workshops will be held in various buildings throughout the school year on the second meeting of the month. The school district website will provide locations and times for these meetings. The Reorganizational meeting is approved to be held within the first two weeks of July.

July 13, July 31, August 28, September 11 and \*26, October 16 and \*30, November 13, December 11, January 8 and \*29, February 12, March 4 and \*25, April 15 and \*24, May 13 and \*\*22, and June 10 ----  
\*workshop, \*\*accept budget vote

## 20. Standard Work Day

Be it resolved that the Canandaigua City School District, Location code 70008, hereby establishes an eight (8) hour per day standard work day for all its employees with the exception of those listed below. The District will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained.

Title	Standard Work Day (Hours/Day)
Coach - Fall Sports	7.5
Coach - Spring Sports	7.5
Coach - Winter Sports	7.5
Co-Curricular Activity	7.5
Family Services Facilitator	7.5

Occupational Therapist	7.5
Physical Therapist	7.5
Prevention Specialist	7.5
Registered Professional Nurse	7.5
Summer Nurse	7.5
Summer Occupational Therapist	7.5
Summer Physical Therapist	7.5
Teacher Aide	6.0
Receptionist	8.0
Secretary I - 10 Month	8.0
Sub Teacher Aide	6.0
Summer Teacher Aide	6.0
Teacher Aide working as Sub Teacher	6.0
Typist- Full Time - 10 Months	8.0
Typist- Part Time - 10 Months	8.0
Full-Route Bus Driver	6.0
Partial-Route Bus Driver	6.0
Bus Driver Trainer	6.0
Student Helper	8.0

## 21. ACA Measurement - Coaches and Assistant Coaches

BE IT RESOLVED, that the Board hereby determines that the standardized, average number of hours of service for assistant coaches, who are paid on a non-hourly basis, based on a fixed salary or stipend for each season, solely for the purpose of reporting under the Affordable Care Act, shall be deemed to be as follows:

- Fall Season: 165 hours
- Winter Season: 206 hours
- Spring Season: 165 hours

The Superintendent of Schools, and the Superintendent’s designee(s), are authorized to use any reasonable method to allocate the number of hours of service for each calendar month during each season.

## 22. ACA Measurement - Accompanists

BE IT RESOLVED, that the Board hereby determines that the standardized, average number of hours of service for accompanists, who are paid on a non-hourly basis, based on a fixed salary or stipend for each season, solely for the purpose of reporting under the Affordable Care Act, shall be deemed to be as follows:

	<u>Rehearsal</u>	<u>Performance</u>	<u>NYSSMA</u>	<u>Estimated Hours*</u>
<b>September</b>	4	0	0	2.33
<b>October</b>	10	0	0	5.83
<b>November</b>	12	5	0	14.50
<b>December</b>	12	6	0	16.00
<b>January</b>	8	0	0	4.67
<b>February</b>	12	2	0	10.00
<b>March</b>	12	3	20	24.83
<b>April</b>	15	1	20	23.58
<b>May</b>	15	3	0	13.25
<b>June</b>	15	7	0	19.25

*\*Total estimated hours split amongst at least three different accompanists.*



## 23. Code of Conduct

re-adoption of the Code of Conduct for the 2023-2024 school year.

## 24. Professional Learning Plan

the Professional Learning Plan for the Canandaigua City School District for the 2023-2024 school year. Additional information is included as an attachment.

## 25. Instructional Technology Plan

the Instructional Technology Plan for the Canandaigua City School District for the 2022-2025 school year, updated June 2023. Additional information is included as an attachment.

## 26. Multi-Tiered System of Supports (MTSS)

re-adopt the Multi-Tiered System of Supports (MTSS) for the 2023-2024

## 27. District Safety Plan

re-adoption of the District Safety Plan for 2023-2024 school year.

## 28. Chemical Hygiene Plan

the District Chemical Hygiene Plan for the 2023-2024 school year as listed.

### *End of Appointments, Designations and Authorizations*

#### ***Resolution Authorizing Issuance of Notes and Bonds***

Upon a motion made by Mrs. Personale, seconded by Mrs. Thomas, and with all present voting yes, the Board of Education approved the appointments, designations and authorizations.

#### **APPROVED: ISSUANCE OF NOTES AND BONDS**

The Superintendent recommends the following resolution statement for issuance of notes and bonds.

A RESOLUTION CLARIFYING THE PROCEDURE FOR THE AUTHORIZATION OF THE ISSUANCE OF, AND THE EXECUTION OF, BOND ANTICIPATION NOTES, REVENUE ANTICIPATION NOTES AND TAX ANTICIPATION NOTES, OF THE CITY SCHOOL DISTRICT OF THE CITY OF CANANDAIGUA, ONTARIO COUNTY, NEW YORK.

BE IT RESOLVED, by the Board of Education of the Canandaigua City School District of the City of Canandaigua, Ontario County, New York, as follows:

Section 1. Whenever the President of the Board of Education of the Canandaigua City School District of the City of Canandaigua, Ontario County, New York, is absent and/or is unable to exercise any powers or duties heretofore delegated to him or her by this Board of Education pertaining or incidental to the authorization of the issuance of bond anticipation notes, revenue anticipation notes and tax anticipation notes of said School District or renewals thereof, such powers and duties shall be deemed to have been delegated to the Vice-

President of said Board of Education who shall have been selected in the manner provided by subdivision 1 of Section 2504 of the Education Law.

Section 2. The School District Clerk is hereby authorized to execute any of the notes described in Section 1 hereof as if he or she were the President or Vice-President of the Board of Education of said School District acting as the chief fiscal officer of said School District and the signature of the President or the Vice-President of the Board of Education of said School District on any such notes shall not be required.

Section 3. It is hereby determined that the office of the School District Clerk and the office of the Clerk of the School Board (Board of Education), if any, of said School District are one and the same and that henceforth such office shall be known as the office of the School District Clerk and holder of such office shall be known as the School District Clerk and that whenever any law requires action by the "Clerk of the School Board", the "School Board Clerk" or the "Clerk of the Board of Education" such action shall be performed on behalf of said School District by its School District Clerk.

Section 4. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution will be a vote on roll call as follows:

Mrs. Amy Calabrese	Absent
Mr. Milton Johnson	Voting Yes
Mrs. Julianne Miller	Absent
Mrs. Megan Personale	Voting Yes
Mr. John Polimeni	Absent
Dr. Jen Schneider	Absent
Ms. Jenny Tessendorf	Voting Yes
Mrs. Beth Thomas	Voting Yes
Mrs. Jeanie Grimm	Voting Yes

### ***End of Reorganizational Agenda***

#### ***Board Meeting Minutes***

***(BOARD ACTION)***

Upon a motion made by Mrs. Thomas, seconded by Mrs. Personale, with all present voting yes, the Board of Education approved the June 12, 2023 Regular Board Meeting minutes.

**APPROVED: MINUTES**

#### ***Consensus Agenda***

***(BOARD ACTION)***

Upon a motion made by Mr. Johnson, seconded by Ms. Tessendorf, with all present voting yes, the Board of Education approved:

**APPROVED: CONSENSUS AGENDA AND SUPPLEMENTAL**

#### **Business & District Items**

##### **1. Agreements**

a Professional Services Agreement with Ruth VanGorder for the 2023-2024 school year for classroom mindfulness and movement programs for UPK-5 students.

an agreement with Jennifer Wick, PhD for the 2023-2024 school year to serve in a support role to school staff in areas such as behavior, social skill development, and counseling; observe students to help inform intervention; meet with staff on an as-needed basis; meet with parents; and participate in training.

an agreement with School of the Holy Childhood for music therapy services for July 10, 2023-August 18, 2023. Services will be therapy sessions based upon an individualized education plan.

an agreement with Jacqueline Messina-Cowles for Speech Language services for the summer program.

an agreement with School of the Holy Childhood for music therapy services for July 10, 2023-August 18, 2023. Services will be therapy sessions based upon an individualized education plan.

an agreement with Jacqueline Messina-Cowles for Speech Language services for the summer program.

## 2. Low Balance Scholarship Accounts

the below scholarship accounts have balances below the typical award amount and no activity in the last three years. These accounts will be closed and the remaining balances be distributed evenly among the remaining active scholarship accounts.

- CM 899.25 Amanda McLouth Memorial Scholarship- \$ 0.17
- CM 899.17 Vedran Sedic Scholarship- \$ 8.67
- CM 899.39 Marshall Simonsen Memorial Scholarship- \$ 14.77
- CM 899.22 Donna Shaffer Memorial Scholarship- \$ 19.67
- CM 899.11 Al Moss Memorial Scholarship- \$ 25.65
- CM 899.27 K Talkington Memorial Scholarship- \$ 59.38
- CM 899.08 Ralph Rizzi Scholarship- \$ 62.87
- CM 899.13 James A. Harer Memorial Scholarship- \$ 67.20
- CM 899.28 Betty Hayes Memorial Scholarship- \$ 91.12
- CM 899.37 Nate Romano Memorial Scholarship- \$ 160.00

## 3. Inactive Scholarship Accounts

the below scholarship account has been inactive for at least three years but still has a sizable balance that could be used for multiple years. The original criteria for this scholarship have not been located, but will use the below generic criteria be for future awards:

*This \$500 scholarship will be awarded annually, until funds are exhausted, to a student that demonstrates dedication and passion for learning and plans to pursue post-secondary education.*

- CM 899.16 Kerry Foster Memorial- \$ 3,196.74

## 4. Canon of Literature- *Initial Approval*

kindergarten grade is requesting the following additions be made to our Canon of Literature and were approved by Council of Instructional Excellence on June 14, 2023.

- *Motion Push and Pull, Fast and Slow* by Darlene Stille
- *Clouds* by Erin Edison
- *A Year on the Farm* by Christina Mia Gardeski
- *A Year on the Pond* by Christina Mia Gardeski
- *A Year in the Forest* by Christina Mia Gardeski
- *A Year in the City* by Christina Mia Gardeski
- *Wind* by Erin Edison

- *Rain* by Erin Edison
- *Sunlight* by Erin Edison
- *Snow* by Erin Edison
- *What is a Scientist* by Barbara Lehn
- *What is Science* by Rebecca Kai Dotlich
- *Roll, Slope, and Slide* by Michael Dahl
- *Pull, Lift, and Lower* by Michael Dahl
- *Living Things Need Water* by Karen Aleo
- *Living Things Need Shelter* by Karen Aleo
- *Living Things Need Light* by Karen Aleo
- *Living Things Need Food* by Karen Aleo
- *Living Things Need Air* by Karen Aleo
- *Newton and Me* by Lynne Mayer
- *Living or Nonliving* by Kelli Hicks
- *I Use Science Tools* by Kelli Hicks
- *Give it a Push! Give it a Pull! A look at Forces* by Jennifer Boothroyd
- *Earthworms* by Lisa Amstutz
- *Fish Babies* by Catherine Veitch
- *Are you a Snail?* by Judy Allen and Tudor Humphries
- *A Butterfly's Life Cycle* by Mary Dunn

## 5. Shared Services

approval of Educational Data Services, Inc. for consumable school supplies under the New York Cooperative Bid Maintenance Program. The cost for the 2023-2024 school year will be \$13,915.

## 6. Surplus Books

the request of Mrs. Marissa Logue, Academy Principal, to declare as surplus the below items:

- Class set of books *Java Programming*. These books are no longer used for computer science courses.
- *Macroeconomics* by Paul Krugman and Robin Wells, 2006 approximately 68 copies

## 7. Athletic Trip- Final Approval

the request of Mrs. Caroline Chapman, Athletic Director final approval of the below trip:

- Football- Camp Stella Maris, Livonia, August 25-26, 2023 (*initial- June 121, 2023*)

## 8. Foreign Exchange Student

the request of Mrs. Marissa Logue for a Rotary foreign exchange student **Stine Kruhoffer Jorgensen** from Denmark, for the 2023-2024 school year. Additional information is included in packet.

## 9. Budget Transfer

the below budget transfer for 2022-2023 is over \$20,000 and requires Board approval. This is for purchase of grounds equipment.

From: A2110.200-00-0000	Instructional Equipment	\$ 27,200
To: A1621.200-00-0000	Buildings & Grounds Equipment	\$ 27,200

the below budget transfer for 2022-2023 is over \$20,000 and requires Board approval. This is for the purchase of science materials. These new materials are based on the results of the piloted materials based on the new required New York State science standards.

From: A2250.490-00-0000	Special Programs BOCES Services	\$455,000
To: A2110.490-00-0000	Instructional BOCES Services	\$455,000

## 10. Proctor

the request of Marissa Logue, Academy Principal, for Emily Zielinski to proctor a German exam.

## 11. Amendment to Student Teacher Placement

the request of Mrs. Emily Bonadonna and Mr. Brian Amesbury, Primary-Elementary Principals:

- Ava Bluberg, SUNY Geneseo with Julie Marie Smith- 10/26/2023-12/15/2023 (*approved 6/12/2023 for Mauren Kanaley Messina*)
- Samantha Miller, SUNY Geneseo with Nicole Kone- 9/5/2023-10/20/2923 (*approved 6/12/2023 with student Emily Eciga*)

## 12. Appointment of Deputy Claims Auditor

of **Coletta Perkins** as Deputy Claims Auditor for the 2023-2024 school year. The Oath of Office will be completed and be on file.

## 13. Recommendations of the Committee on Special Education

recommendations of the Committee on Special Education meeting dates of: March 9, 2023; March 29, 2023; March 31, 2023; April 11, 2023; April 14, 2023; April 17, 2023; April 18, 2023; April 19, 2023; April 21, 2023; April 24, 2023; April 25, 2023; April 26, 2023; April 28, 2023; May 1, 2023; May 2, 2023; May 3, 2023; May 4, 2023; May 5, 2023; May 8, 2023; May 10, 2023; May 11, 2023; May 12, 2023; May 15, 2023; May 16, 2023; May 17, 2023; May 18, 2023; May 19, 2023; May 22, 2023; May 23, 2023; May 24, 2023; May 25, 2023; May 26, 2023; May 30, 2023; May 31, 2023; June 1, 2023; June 2, 2023; June 5, 2023; June 6, 2023; June 7, 2023; June 8, 2023; June 9, 2023; June 12, 2023; June 13, 2023; June 15, 2023; June 16, 2023; June 20, 2023; June 21, 2023; June 22, 2023;

## Personnel

### 1. Non-Instructional Personnel

#### A. Retirement

resignation for the purpose of retirement from the following individual. On behalf of the District, sincere best wishes for a happy and healthy retirement are offered. Thank you for the many years of service to the Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
April VanDusen	Teacher Aide	6/22/2023	10

B. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Corinne Snell	Teacher Aide	Resignation	6/22/2023
Mia Bodine	Teacher Aide	Resignation	6/22/2023
David Smith	Custodial Worker	Resignation	6/23/2023
Nathaniel Bellis	Building Maintenance Assistant	Resignation	7/14/2023
Sara Kelly	Teacher Aide	Resignation in order to accept another position in the District	6/26/2023

C. Leave of Absence

- 1) Jeremy Sager, School Bus Driver, has requested a leave of absence beginning March 10, 2023.

D. Appointments

*Pending Civil Service approval and NYSED fingerprint clearance where applicable:*

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Marcia Kovalovsky	Substitute Typist	7/5/2023	\$27.10/hr.
Jann Santiago	Typist, Full-time	7/10/2023	\$15.81/hr.
Lucas Hall	Groundskeeper	7/10/2023	\$17.43/hr.
April VanDusen	Substitute Teacher Aide	9/7/2023	\$14.20/hr.
Amber George	Secretary I (Provisional)	7/5/2023	\$16.58/hr.
Nicholas Fustanio	Student Helper – Maintenance	7/5/2023	\$15.00/hr.
Brock Years	Student Helper – Maintenance	7/5/2023	\$15.00/hr.
Kelly LaBouf	Contract Substitute School Nurse	9/5/2023 – 6/30/2024	\$23.00/hr.
Heather Gustafson	Administrative Aide	9/5/2023	\$16.07/hr.
Advije Cakolli	Summer Bus Driver	7/1/2023 – 8/31/2023	Current Rate
John Bement	School Bus Driver	7/1/2023	\$24.66/hr.
Nathan Hedger	School Bus Driver Trainee	7/10/2023	\$15.00/hr.
Nicholas Ferris	Student Helper	7/10/2023	\$15.00/hr.
Breanna Coene	Student Helper	7/10/2023	\$15.00/hr.

1) Extended School Year Special Education Summer Program

the following staff for the ESY Special Education Summer School Program, rates in accordance with contract:

- Tracy Donnellan – Substitute Teacher Aide
- Emma Mincer – Teacher Aide
- Amy McCarthy – Teacher Aide
- Marlene Carter – Substitute Teacher Aide
- Sherry Sanderson – Substitute Summer Teacher Aide

2) Canandaigua Middle School Summer Program

the following staff for the CMS Summer School Program July 10 – August 10, 2023; rates per contract:

- Lilah Sickles, Student Helper
- Barb Newtown, Teacher Aide

## 2. Instructional Personnel

### A. Removals

- 1) Marie Windover, English Teacher at the Academy, has resigned from the District effective June 30, 2023.
- 2) Carlee Sossong, Long-term Substitute Elementary Teacher, has resigned from the District effective August 31, 2023.

### B. Appointments

*The Board of Education of the Canandaigua City School District hereby accepts the recommendation of the Superintendent to appoint the following instructional employees. Eligibility for tenure as a classroom teacher or building principal is contingent upon his/her successful completion of the probationary term and having received composite or overall APPR rating of either "Effective" or "Highly Effective" in at least three of the four preceding years and a rating higher than "Ineffective" in the final year of the probationary period.*

- 1) of Alexandra Blazey who worked for the District as a Long-term Substitute 3<sup>rd</sup> Grade Teacher for the 2022-23 school year. She is appointed to 1.0 FTE, non-tenured Long-term Substitute 4<sup>th</sup> Grade Teacher for the 2023-24 school year.
- 2) of Alyssa Sproule who worked for the District as a Long-term Substitute 5<sup>th</sup> Grade Teacher for the 2022-23 school year. She is appointed to 1.0 FTE, non-tenured Long-term Substitute 5<sup>th</sup> Grade Teacher for the 2023-24 school year.
- 3) of Jessica Damiano who has been working for the District as a Substitute Teacher since September 2021 and as a Long-term Substitute 5<sup>th</sup> Grade Teacher for the 2022-23 school year. She is appointed to 1.0 FTE, non-tenured Long-term Substitute 2<sup>nd</sup> Grade Teacher for the 2023-24 school year.
- 4) of Sara Kelly who received her Bachelor's degree in Inclusive Childhood Education from St. John Fisher University. She is currently attending Roberts Wesleyan University where she is working towards her Masters in Literacy. She has been working as a Teacher Aide for the District since 2021. Ms. Kelly is appointed to 1.0 FTE, non-tenured Long-term Substitute AIS Teacher for the 2023-24 school year.
- 5) of Jacquelyn Halstead who received her Bachelor's degree in Psychology from SUNY Geneseo. She earned her Master's degree in Psychology from SUNY Buffalo. Ms. Halstead is appointed to a 1.0 FTE 4-year probationary School Psychologist with a tenure area of School Psychologist effective August 1, 2023.
- 6) of John Magnan who received his Bachelor's degree in History/Adolescent Education from SUNY Geneseo. He has been working for the District as a Long-term Substitute Social Studies Teacher for the 2022-2023 school year. Mr. Magnan is appointed to a 1.0 FTE 3-year probationary IST Teacher with a tenure area of Social Studies effective July 1, 2023.
- 7) of Ashley Tapscott who received her Bachelor's degree in English from William Smith College. She earned her Master's degree in Education from Hobart and William Smith Colleges. She has been working in public education for the past 15 years. Ms. Tapscott is appointed to a 1.0 FTE 3-year probationary English Language Arts Teacher with a tenure area of English effective September 1, 2023.
- 8) of Leslie Mast who received her Bachelor's degree in Childhood and Special Education and her Master's degree in Reading & Literacy from SUNY Geneseo. She has been working in public education for the past

2 years. Ms. Mast is appointed to a 1.0 FTE 4-year probationary Special Education Teacher with a tenure area of Special Education effective September 1, 2023.

- 9) of Rebecca Kephart received her Bachelor’s degree in Elementary Education from St. John Fisher College. She earned her Master’s degree in Elementary Education from the University of New England. She has been working in public education for 3 years and private education for 10 years. Ms. Kephart is appointed to a 1.0 FTE, non-tenured Long-term Substitute Kindergarten Teacher for the 2023-24 school year.

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Step/Rate</u>	<u>Probationary Period</u>
Alexandra Blazey	Childhood Ed 1-6; Students w/ Disabilities 1-6	7/1/2023 – 6/30/2024	Step 2	N/A
Alyssa Sproule	Childhood Ed 1-6; Students w/ Disabilities 1-6	7/1/2023 – 6/30/2024	Step 2	N/A
Jessica Damiano	Childhood Ed 1-6	7/1/2023 – 6/30/2024	Step 2	N/A
Sara Kelly	Childhood Ed 1-6; Students w/ Disabilities 1-6	9/1/2023 – 6/30/2024	Step 1	N/A
Jacqlynn Halstead	School Psychologist	8/1/2023	Step 3	4-Year
John Magnan	Social Studies 7-12	7/1/2023	Step 2	3-Year
Ashley Tapscott	English 7-12	9/1/2023	Step 16	3-Year
Leslie Mast	Childhood Ed 1-6; Students w/ Disabilities 1-6; Literacy B-6	9/1/2023	Step 3	4-Year
Rebecca Kephart	Elementary PreK - 6	9/1/2023 – 6/30/2024	Step 1	N/A

10) Extended School Year Special Education Summer Program

the following staff for the ESY Special Education Summer School Program, rates in accordance with contract:

- Ashley Malcomb – Special Education Teacher
- Megan Myers – Teacher of the Deaf
- Debra VanDeMortel – Substitute Teacher
- Tracy Donnellan – Substitute Teacher
- Sherry Sanderson – Substitute Summer Teacher

11) Individual Contract

for the Board President to finalize the Superintendent contract.  
Jamie Farr, Superintendent

12) New Compensated Clubs 2023-2024 School Year

the following clubs to be added to the CTA Contract, Co-Curricular, Appendix A as compensated clubs under Group A:



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Drum Club, Elementary School  
Building Braves After School Club, Elementary School, Academy

### 13) Certified Substitute Teachers

the following individuals to Certified Substitute Teacher positions conditional upon criminal history clearance from the New York State Education Department:

Kim Broderick-Webb – Preferred  
Pam Welch – Preferred

***End of Consensus Agenda***

### ***Conflict of Interest Statement***

The Board was asked to submit their Conflict of Interest Statements to the Clerk.

### ***Board Committee***

Policy Committee- Mrs. Beth Thomas

- First Reading- 1095 Public Comments at Board Meetings

### ***Upcoming Events***

- July 31- Regular Board Meeting- 4:00 p.m.
- August 14- New Teacher Training Week
- August 28- Regular Board Meeting- 4:00 p.m.
- September 4- Labor Day
- September 5- Superintendent Conference Day- All in Attendance
- September 6- Superintendent Conference Day
- September 7- First Day of School
- September 11- Regular Board Meeting
- September 26- Regular Board Meeting (Tuesday)

### ***Adjournment***

Upon a motion made by Mrs. Thomas, seconded Mr. Johnson, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 8:05 a.m. The next Regular meeting will be on July 31, 2022 at the Operations Center.

Respectfully submitted,

Deborah Sundlov  
District Clerk

Treasurer's Report  
Cafeteria  
May 1 - May 31, 2023

<b>Balance Forward:</b>	<b>May 1, 2023</b>	931,455.31
<b>Receipts</b>		
	NYS Meal Claims	10,019.00
	Cafeteria Deposits	14,631.88
	Account Deposits - Online	65,230.44
	Federal Meal Claims	
	Refunds	
	Commissions	739.90
	Excess lunch deposit	
	Due from General	
	Rebates	
	Federal Supply Chain Assistance	
	Donation	
	Invoices	1,162.92
	Interest	2,483.54
		94,267.68
	<b>Total Receipts</b>	
<b>Disbursements</b>		
	Warrant	(87,941.91)
	Sales Tax	(330.83)
	Xfer to General	
	Payroll 5/15/23	(27,233.12)
	Payroll 5/31/23	(31,299.07)
		(146,804.93)
	<b>Total Disbursements</b>	
<b>Balance on Hand:</b>	<b>May 31, 2023</b>	<b>\$ 878,918.06</b>

**Bank Reconciliation**

Bank Statement			
	CNB 5115	0.03%	269,898.39
	CNB Paypal	0.00%	12,744.30
	NYCLASS 0010		602,942.49
	Deposit in transit (NYS Meal Claims)		10,019.00
	Deposit in transit (Inv 231465)		
	Outstanding Checks		(16,686.12)
	<b>Reconciled Balance</b>		<b>\$ 878,918.06</b>

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
 Capital Savings  
 May 1 - May 31, 2023

**Balance Forward: May 1, 2023** 38,930.71

**Receipts**

Receipts		
Xfer from Capital Checking CNB		
BAN Proceeds		
Print Deposits		
Xfer from Capital Now		
Interest	1.76	
<b>Total Receipts</b>	1.76	1.76

**Disbursements**

Xfer to Gen to pay back loan for Asset Preservation		
Xfer to Capital Checking for Asset Preservation		
Due to DS		
<b>Total Disbursements</b>		-

**Balance on Hand: May 31, 2023** \$ 38,932.47

**Bank Reconciliation**

Bank Statement	CNB 2223	0.03%	38,932.47
Bank Statement	NYCLASS		-
Xfer in transit (to Correct NYCLASS Acct)			
<b>Reconciled Balance</b>			<b>\$ 38,932.47</b>

Respectfully Submitted,



**Cullen Spencer, Treasurer**  
**7/21/2023**

**Reviewed by:** \_\_\_\_\_

Treasurer's Report  
Capital Now  
May 1 - May 31, 2023

**Balance Forward: May 1, 2023** 534,072.77  
**Receipts**

Loan from General for Asset Preservation		
Loan from General for Bus Purchase		
Smart Schools Bond		
Xfer from BAN Proceeds for Asset Preservation	1,072,060.78	
Xfer from General to settle interfund loans	145,951.37	
Refund (Terracon)		
Interest	0.24	
<b>Total Receipts</b>		<b>1,218,012.39</b>

**Disbursements**

Warrant	(1,216,817.15)	
Xfer to Capital Savings		
Due to DS		
Due to General		
<b>Total Disbursements</b>		<b>(1,216,817.15)</b>

**Balance on Hand: May 31, 2023** \$ 535,268.01

**Bank Reconciliation**

Bank Statement	CNB 5645	0.24
	Chase 1109	616,945.92
Deposit in Xfer		
Outstanding Checks		(81,678.15)
<b>Reconciled Balance</b>		<u><u>\$ 535,268.01</u></u>

**Respectfully Submitted,**



**Cullen Spencer, Treasurer**  
**7/21/2023**

**Reviewed by:** \_\_\_\_\_

Treasurer's Report  
Debt Service  
May 1 - May 31, 2023

<b>Balance Forward:</b>	<b>May 1, 2023</b>		560,161.85
<b>Receipts</b>			
	Due from Capital		
	BAN Premium		
	Interest - CD	2,154.17	
	Interest - Checking	0.46	
	<b>Total Receipts</b>		<u>2,154.63</u>
<b>Disbursements</b>			
	Xfer to General	-	
	<b>Total Disbursements</b>		<u>-</u>
<b>Balance on Hand:</b>	<b>May 31, 2023</b>		<u><u>\$ 562,316.48</u></u>

**Bank Reconciliation**

Bank Statement	CNB 7123	10,162.31
Bank Statement	CD 7700	552,154.17
	<b>Reconciled Balance</b>	<u><u>\$ 562,316.48</u></u>

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Deductions  
May 1 - May 31, 2023

**Balance Forward: May 1, 2023** 93,090.58

**Receipts**

PR 5/15	1,974,766.85	
PR 5/31	2,040,008.24	
Xfer for TSA contribution (ER)		
XFER from VEBA for funding		
Retiree Accrued benefit payouts		
ERS Adjustments		
Xfer from General Now		
OMNI Refund		
Interest	6.14	
<b>Total Receipts</b>	<b>6.14</b>	<b>4,014,781.23</b>

**Disbursements**

Warrant	(4,014,775.09)	
Sales Tax remittance		
ERS Adjustments	(31.47)	
Omni TSA Contributions (ER)		
Xfer to Gen Now	(582.50)	
VEBA Funding		
Due to General		
<b>Total Disbursements</b>	<b>(4,015,389.06)</b>	

**Balance on Hand: April 30, 2023** **\$ 92,482.75**

**Bank Reconciliation**

Bank Statement CNB 8615	0.03%	208,026.24
Charge in-transit (ERS)		(19,698.62)
Charge in-transit (OMNI)		(81,067.99)
NYS Payroll tax payment in-transit		
Outstanding Checks		(14,776.88)

**Reconciled Balance** **\$ 92,482.75**

Respectfully Submitted,



**Cullen Spencer, Treasurer**  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Federal  
May 1 - May 31, 2023

**Balance Forward: May 1, 2023** 459,537.00

**Receipts**

IDEA 611	
IDEA 619	
ARP-IDEA 611	
Federal COVID Stimulus - CRRSA	
Federal COVID Stimulus - ARPA	
Summer 4408 (ESY)	
Title IA	
Title III ENL	
Title IIIA	
Title IV	
Title IIA	
UPK	26,114.00
UPK - ARPA	
E-Rate/ECF	

	Total Receipts	26,114.00
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**Disbursements**

Warrant - Checks	(29,584.12)
Warrant - ACH	(13,097.25)
Due to General	
PR Adjustments	
XFER to Gen for Summer School 2020	
PR 5-15	(189,032.33)
PR 5-31	(154,971.61)

	Total Disbursements	(386,685.31)
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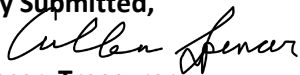
<b>Balance on Hand: May 31, 2023</b>		<b>\$ 98,965.69</b>
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**Bank Reconciliation**

Bank Statement	Chase 1117	0.00%	91,511.63
Outstanding Checks			(18,659.94)
Deposit in transit (xfer from Gen Muni)			26,114.00

	Reconciled Balance	<b>\$ 98,965.69</b>
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Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
General Muni  
May 1 - May 31, 2023

**Balance Forward: May 1, 2023** 45,380,278.71

**Receipts**

STAR			
Gen Aid		3,639,670.82	
VLT			
Excess Cost Aid			
Nonresident Homeless Aid			
Incarcerated Youth			
Instructional Materials Aid			
Summer Sch 4408			
E-rate			
MCD			
Ch. 47/66/721			
IB Exam Waivers			
FEMA			
Xfer from Deductions			
Xfer from Leadership for PSAT Proctors			
Xfer from Tax Collections			
Xfer from Gen Now			
Xfer from Gen Paypal		47,710.72	
Due from Payroll			
Chromebook sales			
Interest		118,724.52	
	<b>Total Receipts</b>		<b>3,806,106.06</b>

**Disbursements**

Xfer to General Now		(4,600,000.00)	
Xfer to VEBA			
Loan to Capital for Asset Preservation		(1,070,665.78)	
Loan to Capital for Bus purchase			
	<b>Total Disbursements</b>		<b>(5,670,665.78)</b>

**Balance on Hand: May 31, 2023** **\$ 43,515,718.99**

**Bank Reconciliation**

Bank Statement	CNB 4323		6,178,214.89
	NYCLASS	01-1165-0006	9,821,664.12
	CNB CD	9981	3,721,974.56
	CNB CD	7795	7,254,778.48
	CNB CD	2571	4,525,018.72
	CNB CD	8460	4,050,201.22
	CNB CD	9618	-
	CNB CD	1006	5,000,000.00
	CNB CD	2894	3,000,000.00
In-transit (Xfer from Deductions for 8/15/22 Payroll)			
In-transit (Xfer to Fed)			(26,114.00)
In-transit (Xfer to Gen now)			
In-transit (Xfer to Cafe)			(10,019.00)
	<b>Reconciled Balance</b>		<b><u>\$ 43,515,718.99</u></b>

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_



Treasurer's Report  
General Now  
May 1 - May 31, 2023

**Balance Forward: May 1, 2023** 4,064,757.75  
**Receipts**

Tax Collections - Net of NSF & Adjustments	
County Prior Year Taxes	
County Tax Penalty	
Medical Payroll Deductions	97,876.04
Dental Payroll Deductions	12,270.52
Invoices	18,249.83
City Prior Year Taxes	42,158.38
City Tax Penalty	3,408.31
PILOT	5,246.46
BOCES	
Refunds	1,354.37
Student Fees	4,768.02
Donations	
Insurance Recovery	
ACH Returns	
Misc	
Scrap	471.17
Square Chromebook sales	
Xfer from Gen Muni	4,600,000.00
Xfer from Café	
Xfer from Extracurricular (Stipends)	1,600.00
Xfer from Deductions	582.50
Retiree Health ACH	
Xfer from Capital	
Xfer from Federal	
Interest	3,725.00
	3,725.00
Total Receipts	4,791,710.60

**Disbursements**

Warrant	(1,202,644.30)
Xfer to Capital	(145,951.37)
Payroll 5/15	(1,758,501.40)
Payroll 5/31	(1,853,737.56)
Small balance adjustment	
Xfer to Extracurricular for Coffee	
Health Insurance Wire	(970,391.99)
ERS Annual Invoice	
Xfer to Payroll	
Loan to Capital for Asset Pres	(1,395.00)
Xfer to Gen Muni	(47,710.72)
BAN Principal Paydown	
BAN Interest	
H S A Fundings	(500.00)
Loan to Federal	
Bond Interest	
Bond Principal	
Check Print Postage	(96.96)
	(96.96)
Total Disbursements	(5,980,929.30)


**Balance on Hand: May 31, 2023** \$ 2,875,539.05

**Bank Reconciliation**

Bank Statement	
CNB 9172	1,966,182.83
Tax Collection 6026	-
Chase Lockbox 6841	1,065,275.40
CNB 3427	-
Outstanding Checks	(155,919.18)
Charge in-transit (C/R 5333 to Cafe)	
Charge in-transit (Extracurricular Square sales)	
Charge in-transit (Payroll HSA correction)	

**Reconciled Balance** \$ 2,875,539.05

Respectfully Submitted,

  
Cullen Spencer, District Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Leadership  
May 1 - May 31, 2023

**Balance Forward: May 1, 2023** \$ 129,783.43  
**Receipts**

Vanco RevTrak Revenue	670.00
Donation from Extracurricular	250.00
Interest	413.66
Cash Receipt Query Attached	18,458.18
<b>Total Receipts</b>	<b>19,791.84</b>

**Disbursements**

Warrant	(8,191.74)
Xfer to Extracurricular	
Xfer to General for Proctor Pay	
Xfer to General for DECA Donation	
Xfer to Café for Catering Invoices	
Write-off NSF check #500 (Crockton)	
<b>Total Disbursements</b>	<b>(8,191.74)</b>

**Balance on Hand: May 31, 2023** \$ 141,383.53

**Bank Reconciliation**

Bank Statement CNB 4762	43,019.25
Bank Statement NYCLASS 0009	100,490.41
Less Outstanding Checks	(2,996.13)
Deposit in-transit - RevTrak deposit	670.00
Deposit in-transit - Xfer from Trust Mem for SS donation	200.00
<b>Reconciled Balance</b>	<b><u><u>\$ 141,383.53</u></u></b>

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Payroll  
May 1 - May 31, 2023

<b>Balance Forward:</b>	<b>May 1, 2023</b>		12,608.45
<b>Receipts</b>			
	Net Payroll 5/15	1,285,835.11	
	Net Payroll 5/31	1,325,047.19	
	Xfer from Gen Now		
	ACH Return		
	Payroll adjustments		
	Interest	6.86	
	<b>Total Receipts</b>		<b>2,610,889.16</b>
<b>Disbursements</b>			
	Payroll Checks	(14,084.88)	
	Payroll Dir Dep 5/15	(1,283,010.27)	
	Payroll Dir Dep 5/31	(1,313,787.15)	
	Adj for negative PR checks	(920.66)	
	Xfer to General Now		
	<b>Total Disbursements</b>		<b>(2,611,802.96)</b>
<b>Balance on Hand:</b>	<b>May 31, 2023</b>		<b>\$ 11,694.65</b>
<b>Bank Reconciliation</b>			
Bank Statement	CNB 7815	0.03%	26,947.90
Outstanding Checks			(15,253.25)
Deposit in transit - Stop payment fee refund			
	<b>Reconciled Balance</b>		<b>\$ 11,694.65</b>

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Trust Memorial  
May 1 - May 31, 2023

<b>Balance Forward:</b>	<b>May 1, 2023</b>		386,298.12
<b>Receipts</b>			
	Dividends		
	Academy Trust	218.88	
	Sara Shenkman	18.24	
	Donations/Contributions	250.00	
	Investment Results		
	Stale-Dated Check write-offs		
	Interest	0.60	
	<b>Total Receipts</b>	<u>487.72</u>	
<b>Disbursements</b>			
	Warrant		
	Investment Results		
	Due to Extra Curricular		
	<b>Total Disbursements</b>	<u>-</u>	
<b>Balance on Hand:</b>	<b>May 31, 2023</b>		<u><u>\$ 386,785.84</u></u>

**Bank Reconciliation**

Bank Statement	CNB Invest		365,021.16
Bank Statement	CNB 6516	0.03%	22,214.68
Less Outstanding Checks			(250.00)
Charges in-transit (To Leadership for SS donation)			(200.00)
	<b>Reconciled Balance</b>		<u><u>\$ 386,785.84</u></u>

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Unemployment Reserve  
May 1 - May 31, 2023

**Balance Forward: May 1, 2023** 468,193.77

**Receipts**

Interest Earnings on CD  
Xfer from General  
Interest

1,763.32

Total Receipts

1,763.32

**Disbursements**

Xfer to general for Claim pymnt

Total Disbursements

-

**Balance on Hand: May 31, 2023**

**\$ 469,957.09**

**Bank Reconciliation**

Bank Statement CNB 5716

18,194.59

Bank Statement CD 7719

451,762.50

**Reconciled Balance**

**\$ 469,957.09**

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
VEBA  
May 1 - May 31, 2023

**Balance Forward: May 1, 2023** 412,626.05  
**Receipts**

Veba Recon from General		
Interest Earnings on CD		
Due from General		
Interest	1,567.24	
<b>Total Receipts</b>	1,567.24	1,567.24

**Disbursements**

Funding to BRI		
Xfer for Veba Funding		
BRI Admin Fees		
Xfer to General for Admin Fees	-	
<b>Total Disbursements</b>	-	-

**Balance on Hand: May 31, 2023** \$ 414,193.29

**Bank Reconciliation**

Bank Statement CNB 3023		12,626.62
Bank Statement CD		401,566.67
<b>Reconciled Balance</b>		<b>\$ 414,193.29</b>

**Respectfully Submitted,**



**Cullen Spencer, Treasurer**  
**7/21/2023**

**Reviewed by:** \_\_\_\_\_

# Canandaigua City School District

## Revenue Status Report By Function From 7/1/2022 To 5/31/2023



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<a href="#">A 1001</a>	Real Property Tax	49,900,441.00	0.00	49,900,441.00	46,919,120.19	2,981,320.81
<a href="#">A 1081</a>	Other Payment in Lieu of Taxes	676,789.00	0.00	676,789.00	541,524.71	135,264.29
<a href="#">A 1085</a>	School Tax Relief Reimbursement	0.00	0.00	0.00	2,981,320.79	-2,981,320.79
<a href="#">A 1090</a>	Interest and Penalties on Real Property Taxes	175,000.00	0.00	175,000.00	167,399.54	7,600.46
<a href="#">A 1335</a>	Other Student Fees/Charges - From Individuals	7,500.00	0.00	7,500.00	6,415.64	1,084.36
<a href="#">A 2230</a>	Tuitions - Other Districts in NYS	160,000.00	0.00	160,000.00	97,594.53	62,405.47
<a href="#">A 2280</a>	Health Services for Other Districts	50,000.00	0.00	50,000.00	77,073.30	-27,073.30
<a href="#">A 2401</a>	Interest and Earnings	75,000.00	0.00	75,000.00	897,677.24	-822,677.24
<a href="#">A 2440</a>	Rental of Buses	40,000.00	0.00	40,000.00	9,964.95	30,035.05
<a href="#">A 2650</a>	Sale of Scrap and Excess Materials	2,500.00	0.00	2,500.00	8,533.57	-6,033.57
<a href="#">A 2666</a>	Sale of Transportation Equipment	50,000.00	0.00	50,000.00	98,130.00	-48,130.00
<a href="#">A 2680</a>	Insurance Recoveries	0.00	0.00	0.00	121,076.03	-121,076.03
<a href="#">A 2701</a>	Refund of Prior Year Expenses	75,000.00	0.00	75,000.00	342,651.70	-267,651.70
<a href="#">A 2705</a>	Gifts and Donations	0.00	21,194.72	21,194.72	21,294.72	-100.00
<a href="#">A 2770</a>	Other Unclassified Revenues	60,000.00	0.00	60,000.00	93,034.25	-33,034.25
<a href="#">A 3101</a>	Formula Operating Aid	27,416,454.00	0.00	27,416,454.00	17,170,222.27	10,246,231.73
<a href="#">A 3102</a>	VLT Lottery Aid	0.00	0.00	0.00	5,737,287.58	-5,737,287.58
<a href="#">A 3103</a>	BOCES Aid	2,100,000.00	0.00	2,100,000.00	502,002.00	1,597,998.00
<a href="#">A 3104</a>	Tuition Aid (Chapters 47, 66, and 721)	215,000.00	0.00	215,000.00	49,915.71	165,084.29
<a href="#">A 3260</a>	Texbook Aid	195,000.00	0.00	195,000.00	194,788.00	212.00
<a href="#">A 3261</a>	Computer Hardware Aid	50,000.00	0.00	50,000.00	49,698.00	302.00
<a href="#">A 3262</a>	Computer Software Aid	49,000.00	0.00	49,000.00	51,187.00	-2,187.00
<a href="#">A 3263</a>	Library Media Aid	20,000.00	0.00	20,000.00	21,356.00	-1,356.00
<a href="#">A 3289</a>	Other State Aid	15,000.00	0.00	15,000.00	261,003.51	-246,003.51
<a href="#">A 4286</a>	CARES Act Education Stabilization Federal Funds	0.00	0.00	0.00	51.99	-51.99
<a href="#">A 4289</a>	Other Federal Aid (Specify)	0.00	0.00	0.00	43,826.65	-43,826.65
<a href="#">A 4601</a>	Medicaid Assistance	110,000.00	0.00	110,000.00	125,479.66	-15,479.66
<b>A Totals:</b>		<b>81,442,684.00</b>	<b>21,194.72</b>	<b>81,463,878.72</b>	<b>76,589,629.53</b>	<b>4,874,249.19</b>
<a href="#">C 1240</a>	Qualified Breakfast Sales	40,000.00	0.00	40,000.00	70,484.40	-30,484.40
<a href="#">C 1245</a>	Other Breakfast Sales	6,000.00	0.00	6,000.00	13,218.64	-7,218.64
<a href="#">C 1440</a>	Qualified Lunch Sales	330,000.00	0.00	330,000.00	330,301.30	-301.30
<a href="#">C 1445</a>	Other Lunch Sales	115,000.00	0.00	115,000.00	168,878.62	-53,878.62

# Canandaigua City School District

## Revenue Status Report By Function From 7/1/2022 To 5/31/2023



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<a href="#">C 1446</a>	Catering/Special Events	2,000.00	0.00	2,000.00	5,118.00	-3,118.00
<a href="#">C 2401</a>	Interest and Earnings	200.00	0.00	200.00	3,139.04	-2,939.04
<a href="#">C 2402</a>	Over/Short	0.00	0.00	0.00	112.94	-112.94
<a href="#">C 2770</a>	Other Unclassified Revenue	800.00	0.00	800.00	19,430.78	-18,630.78
<a href="#">C 2771</a>	Commissions	5,000.00	0.00	5,000.00	7,708.61	-2,708.61
<a href="#">C 3190</a>	State Aid - School Lunch	20,000.00	0.00	20,000.00	18,460.00	1,540.00
<a href="#">C 3290</a>	State Aid - School Breakfast	10,000.00	0.00	10,000.00	9,568.00	432.00
<a href="#">C 4190</a>	Surplus Food - Federal	60,000.00	0.00	60,000.00	62,697.98	-2,697.98
<a href="#">C 4190.100</a>	Federal Lunch	550,000.00	130,000.00	680,000.00	639,442.00	40,558.00
<a href="#">C 4190.200</a>	Federal Breakfast	150,000.00	128,690.00	278,690.00	217,177.00	61,513.00
<a href="#">C 4190.300</a>	Other Federal Revenues	0.00	120,000.00	120,000.00	172,501.00	-52,501.00
<a href="#">C 4192</a>	Summer Food Service Program	0.00	0.00	0.00	22,560.00	-22,560.00
<a href="#">C 5031</a>	Transfer from General Fund	60,000.00	0.00	60,000.00	0.00	60,000.00
<b>C Totals:</b>		<b>1,349,000.00</b>	<b>378,690.00</b>	<b>1,727,690.00</b>	<b>1,760,798.31</b>	<b>-33,108.31</b>
<a href="#">F3E 4126.000.22</a>	Title III ENL 2022	2,998.43	0.00	2,998.43	740.00	2,258.43
<a href="#">F3E 4126.000.23</a>	Title III ENL 2023	4,247.00	0.00	4,247.00	0.00	4,247.00
<b>F3E Totals:</b>		<b>7,245.43</b>	<b>0.00</b>	<b>7,245.43</b>	<b>740.00</b>	<b>6,505.43</b>
<a href="#">F3I 4256.000.22</a>	Title III Imigrant Education Revenues	1,440.00	0.00	1,440.00	1,439.80	0.20
<b>F3I Totals:</b>		<b>1,440.00</b>	<b>0.00</b>	<b>1,440.00</b>	<b>1,439.80</b>	<b>0.20</b>
<a href="#">FAR 4289</a>	Federal Stimulus Revenues - ARPA	2,754,503.44	0.00	2,754,503.44	611,695.44	2,142,808.00
<b>FAR Totals:</b>		<b>2,754,503.44</b>	<b>0.00</b>	<b>2,754,503.44</b>	<b>611,695.44</b>	<b>2,142,808.00</b>
<a href="#">FCR 4289</a>	CRRSA REVENUES - GEER/ESSR	1,738,052.20	0.00	1,738,052.20	867,275.20	870,777.00
<b>FCR Totals:</b>		<b>1,738,052.20</b>	<b>0.00</b>	<b>1,738,052.20</b>	<b>867,275.20</b>	<b>870,777.00</b>
<a href="#">FEC 4289</a>	ECF Program Revenues	11,150.00	0.00	11,150.00	29,689.52	-18,539.52
<b>FEC Totals:</b>		<b>11,150.00</b>	<b>0.00</b>	<b>11,150.00</b>	<b>29,689.52</b>	<b>-18,539.52</b>
<a href="#">FHB 3289</a>	Healthcare Workers Bonus	102,267.50	0.00	102,267.50	102,267.50	0.00
<b>FHB Totals:</b>		<b>102,267.50</b>	<b>0.00</b>	<b>102,267.50</b>	<b>102,267.50</b>	<b>0.00</b>



# Canandaigua City School District

## Revenue Status Report By Function From 7/1/2022 To 5/31/2023



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<a href="#">FHL 4289</a>	ARP - Homeless (HCY) Revenues	11,980.00	0.00	11,980.00	0.00	11,980.00
	<b>FHL Totals:</b>	<b>11,980.00</b>	<b>0.00</b>	<b>11,980.00</b>	<b>0.00</b>	<b>11,980.00</b>
<a href="#">FIA 4126.000.22</a>	Title I Part A 2021-22	59,015.92	0.00	59,015.92	55,629.40	3,386.52
<a href="#">FIA 4126.000.23</a>	Title I Part A 2022-23	509,007.00	0.00	509,007.00	195,529.00	313,478.00
	<b>FIA Totals:</b>	<b>568,022.92</b>	<b>0.00</b>	<b>568,022.92</b>	<b>251,158.40</b>	<b>316,864.52</b>
<a href="#">FIB 4256</a>	IDEA Section 611	966,098.00	0.00	966,098.00	506,596.00	459,502.00
	<b>FIB Totals:</b>	<b>966,098.00</b>	<b>0.00</b>	<b>966,098.00</b>	<b>506,596.00</b>	<b>459,502.00</b>
<a href="#">FIC 4256</a>	IDEA Section 619	31,873.00	0.00	31,873.00	25,520.00	6,353.00
	<b>FIC Totals:</b>	<b>31,873.00</b>	<b>0.00</b>	<b>31,873.00</b>	<b>25,520.00</b>	<b>6,353.00</b>
<a href="#">FIE 4289</a>	ARP-IDEA 611 Revenues	164,955.88	0.00	164,955.88	35,598.00	129,357.88
	<b>FIE Totals:</b>	<b>164,955.88</b>	<b>0.00</b>	<b>164,955.88</b>	<b>35,598.00</b>	<b>129,357.88</b>
<a href="#">FIF 4289</a>	ARP-IDEA 619 Revenues	20,010.00	0.00	20,010.00	0.00	20,010.00
	<b>FIF Totals:</b>	<b>20,010.00</b>	<b>0.00</b>	<b>20,010.00</b>	<b>0.00</b>	<b>20,010.00</b>
<a href="#">FII 4126.000.22</a>	Title IIA State Aid 21/22	2,836.52	0.00	2,836.52	1,890.00	946.52
<a href="#">FII 4126.000.23</a>	Title IIA State Aid 22/23	88,870.00	0.00	88,870.00	51,050.00	37,820.00
	<b>FII Totals:</b>	<b>91,706.52</b>	<b>0.00</b>	<b>91,706.52</b>	<b>52,940.00</b>	<b>38,766.52</b>
<a href="#">FIV 4129.000.22</a>	Title IV State Aid 21/22	8,355.86	0.00	8,355.86	0.00	8,355.86
<a href="#">FIV 4129.000.23</a>	Title IV State Aid 22/23	34,771.00	859.00	35,630.00	10,805.00	24,825.00
	<b>FIV Totals:</b>	<b>43,126.86</b>	<b>859.00</b>	<b>43,985.86</b>	<b>10,805.00</b>	<b>33,180.86</b>
<a href="#">FSS 3289</a>	Summer School Aid	663,200.00	0.00	663,200.00	240,142.45	423,057.55
<a href="#">FSS 5031</a>	Summer School Interfund Transfer	165,800.00	0.00	165,800.00	0.00	165,800.00
	<b>FSS Totals:</b>	<b>829,000.00</b>	<b>0.00</b>	<b>829,000.00</b>	<b>240,142.45</b>	<b>588,857.55</b>
<a href="#">FUP 3289</a>	Universal PreK	265,121.00	0.00	265,121.00	158,674.00	106,447.00
<a href="#">FUP 3289.FX</a>	Universal PreK - Federal Expansion	461,664.00	0.00	461,664.00	206,462.00	255,202.00

# Canandaigua City School District

## Revenue Status Report By Function From 7/1/2022 To 5/31/2023



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
	<b>FUP Totals:</b>	<b>726,785.00</b>	<b>0.00</b>	<b>726,785.00</b>	<b>365,136.00</b>	<b>361,649.00</b>
<a href="#">H23 5031</a>	Capital Outlay 2022-23 Interfund transfer	100,000.00	0.00	100,000.00	0.00	100,000.00
	<b>H23 Totals:</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>
<a href="#">HAG 2680</a>	Insurance Recoveries	900,000.00	0.00	900,000.00	0.00	900,000.00
<a href="#">HAG 5031</a>	Interfund Transfer from General Fund	100,000.00	0.00	100,000.00	0.00	100,000.00
	<b>HAG Totals:</b>	<b>1,000,000.00</b>	<b>0.00</b>	<b>1,000,000.00</b>	<b>0.00</b>	<b>1,000,000.00</b>
<a href="#">HAP 2770</a>	Other Miscellaneous Revenues	-1,810.00	0.00	-1,810.00	500.00	-2,310.00
<a href="#">HAP 5031</a>	Asset Pres - Interfund Transfer	-2,000,000.00	0.00	-2,000,000.00	0.00	-2,000,000.00
<a href="#">HAP 5710</a>	Asset Pres - Serial Bonds	51,100,000.00	0.00	51,100,000.00	0.00	51,100,000.00
<a href="#">HAP 5731</a>	Asset Pres - BANS Redeemed	-660,000.00	0.00	-660,000.00	0.00	-660,000.00
	<b>HAP Totals:</b>	<b>48,438,190.00</b>	<b>0.00</b>	<b>48,438,190.00</b>	<b>500.00</b>	<b>48,437,690.00</b>
<a href="#">HBU 5031</a>	Interfund Transfer from General Fund	0.00	1,455,189.00	1,455,189.00	1,455,189.00	0.00
	<b>HBU Totals:</b>	<b>0.00</b>	<b>1,455,189.00</b>	<b>1,455,189.00</b>	<b>1,455,189.00</b>	<b>0.00</b>
<a href="#">HSS 3297.000</a>	Smart Schools State Sources	246,672.00	0.00	246,672.00	0.00	246,672.00
	<b>HSS Totals:</b>	<b>246,672.00</b>	<b>0.00</b>	<b>246,672.00</b>	<b>0.00</b>	<b>246,672.00</b>
<a href="#">TC 2770.44</a>	Taxes Collected - Wood Library	0.00	0.00	0.00	844,250.00	-844,250.00
	<b>TC Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>844,250.00</b>	<b>-844,250.00</b>
<a href="#">V 2401</a>	Interest & Earnings	0.00	0.00	0.00	99,616.96	-99,616.96
<a href="#">V 2710</a>	Premium on BANS/Bonds	0.00	0.00	0.00	35,925.00	-35,925.00
	<b>V Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>135,541.96</b>	<b>-135,541.96</b>
	<b>Grand Totals:</b>	<b>140,644,762.75</b>	<b>1,855,932.72</b>	<b>142,500,695.47</b>	<b>83,886,912.11</b>	<b>58,613,783.36</b>

# Canandaigua City School District

## Appropriation Status Summary Report By Object From 7/1/2022 To 5/31/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
100	Instructional Salary	*	21,700.00	-5,000.00	16,700.00	5,468.86	0.00	11,231.14
120	Instructional Salary	*	7,888,926.00	-191,353.50	7,697,572.50	5,373,210.04	1,376,717.27	947,645.19
121	Instructional Salary	*	351,157.00	3,700.00	354,857.00	265,638.82	65,861.95	23,356.23
122	Instructional Salary	*	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
129	Instructional Salary	*	7,218.00	1,500.00	8,718.00	5,607.00	0.00	3,111.00
130	Instructional Salary	*	8,870,080.00	0.00	8,870,080.00	6,965,586.33	1,735,594.42	168,899.25
140	Instructional Salary Substitutes	*	773,750.00	21,000.00	794,750.00	733,022.12	0.00	61,727.88
141	Instructional Salary	*	25,000.00	0.00	25,000.00	0.00	0.00	25,000.00
150	Instructional Salary	*	10,927,241.00	40,840.50	10,968,081.50	8,854,471.01	1,742,829.09	370,781.40
151	Instructional Salary	*	9,500.00	2,500.00	12,000.00	6,966.00	0.00	5,034.00
160	Non-Instructional Salary	*	10,204,932.00	-32,385.00	10,172,547.00	8,553,625.39	364,831.04	1,254,090.57
200	Equipment	*	490,178.00	22,288.95	512,466.95	329,170.81	98,306.91	84,989.23
220	Computer Hardware	*	130,600.00	-42,000.00	88,600.00	34,426.45	43,574.46	10,599.09
400	Contractual	*	3,186,609.00	630,838.29	3,817,447.29	2,806,447.91	565,713.89	445,285.49
415		*	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
450	Supplies	*	1,631,916.00	430,602.53	2,062,518.53	1,505,458.60	246,912.55	310,147.38
460	Computer Software	*	118,596.00	22,012.08	140,608.08	113,074.79	20,531.43	7,001.86
470	Tuition	*	1,485,421.00	8,311.80	1,493,732.80	954,019.00	349,409.73	190,304.07
480	Textbooks	*	208,766.00	39,296.46	248,062.46	189,794.41	25,720.25	32,547.80
490	BOCES	*	8,622,657.00	-184,169.28	8,438,487.72	5,878,277.84	1,775,823.03	784,386.85
600	Principal	*	4,345,000.00	0.00	4,345,000.00	340,000.00	0.00	4,005,000.00
700	Interest	*	1,307,567.00	0.00	1,307,567.00	304,240.64	0.00	1,003,326.36
800	Employee Benefits	*	22,304,989.00	-231,125.00	22,073,864.00	18,185,590.44	988,062.05	2,900,211.51
900	Interfund Transfers	*	330,000.00	1,455,189.00	1,785,189.00	1,455,189.00	0.00	330,000.00
<b>Fund ATotals:</b>			<b>83,248,803.00</b>	<b>1,992,046.83</b>	<b>85,240,849.83</b>	<b>62,859,285.46</b>	<b>9,399,888.07</b>	<b>12,981,676.30</b>
160	Non-Instructional Salary	*	515,000.00	0.00	515,000.00	469,086.01	6,250.00	39,663.99
200	Equipment	*	20,000.00	188,590.00	208,590.00	41,882.86	157,155.42	9,551.72
400	Contractual	*	507,800.00	173,700.00	681,500.00	582,178.36	92,560.61	6,761.03
450	Supplies	*	51,000.00	16,400.00	67,400.00	63,644.87	8,235.84	-4,480.71
800	Employee Benefits	*	255,200.00	0.00	255,200.00	178,456.90	0.00	76,743.10
<b>Fund CTotals:</b>			<b>1,349,000.00</b>	<b>378,690.00</b>	<b>1,727,690.00</b>	<b>1,335,249.00</b>	<b>264,201.87</b>	<b>128,239.13</b>

# Canandaigua City School District

## Appropriation Status Summary Report By Object From 7/1/2022 To 5/31/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
150		*	4,850.75	0.00	4,850.75	0.00	0.00	4,850.75
450		*	1,654.68	740.00	2,394.68	740.00	0.00	1,654.68
	<b>Fund F3ETotals:</b>		<b>6,505.43</b>	<b>740.00</b>	<b>7,245.43</b>	<b>740.00</b>	<b>0.00</b>	<b>6,505.43</b>
450		*	1,440.00	0.00	1,440.00	1,440.00	0.00	0.00
	<b>Fund F3ITotals:</b>		<b>1,440.00</b>	<b>0.00</b>	<b>1,440.00</b>	<b>1,440.00</b>	<b>0.00</b>	<b>0.00</b>
150		*	1,648,474.53	331,926.79	1,980,401.32	783,426.71	50,099.02	1,146,875.59
160		*	30,000.00	-30,000.00	0.00	0.00	0.00	0.00
400		*	304,740.00	-196,061.20	108,678.80	75,851.98	20,800.00	12,026.82
450		*	280,135.03	-113,056.85	167,078.18	59,023.39	9,349.59	98,705.20
800		*	479,276.82	19,068.32	498,345.14	0.00	0.00	498,345.14
	<b>Fund FARTotals:</b>		<b>2,742,626.38</b>	<b>11,877.06</b>	<b>2,754,503.44</b>	<b>918,302.08</b>	<b>80,248.61</b>	<b>1,755,952.75</b>
150		*	1,279,499.82	100,134.64	1,379,634.46	1,156,470.24	222,727.88	436.34
160		*	-18,853.05	57,046.00	38,192.95	38,192.37	0.00	0.58
400		*	81,911.00	-57,561.00	24,350.00	17,350.00	7,000.00	0.00
450		*	138,129.11	-91,769.08	46,360.03	46,359.88	0.00	0.15
800		*	255,677.76	-6,163.00	249,514.76	0.00	0.00	249,514.76
	<b>Fund FCRTotals:</b>		<b>1,736,364.64</b>	<b>1,687.56</b>	<b>1,738,052.20</b>	<b>1,258,372.49</b>	<b>229,727.88</b>	<b>249,951.83</b>
200		*	11,150.00	0.00	11,150.00	0.00	0.00	11,150.00
	<b>Fund FECTotals:</b>		<b>11,150.00</b>	<b>0.00</b>	<b>11,150.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,150.00</b>
150		*	95,000.00	0.00	95,000.00	94,500.00	0.00	500.00
800		*	7,267.50	0.00	7,267.50	7,229.25	0.00	38.25
	<b>Fund FHBTotals:</b>		<b>102,267.50</b>	<b>0.00</b>	<b>102,267.50</b>	<b>101,729.25</b>	<b>0.00</b>	<b>538.25</b>
450		*	11,980.00	0.00	11,980.00	3,580.00	8,400.00	0.00
	<b>Fund FHLTotals:</b>		<b>11,980.00</b>	<b>0.00</b>	<b>11,980.00</b>	<b>3,580.00</b>	<b>8,400.00</b>	<b>0.00</b>
150	Instructional Salary	*	338,029.00	0.00	338,029.00	268,345.26	66,785.74	2,898.00
200	Equipment	*	22,100.00	-4,450.00	17,650.00	17,650.00	0.00	0.00

# Canandaigua City School District

## Appropriation Status Summary Report By Object From 7/1/2022 To 5/31/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
400	Contractual	*	27,928.35	753.00	28,681.35	21,108.85	4,942.15	2,630.35
450	Supplies	*	26,914.55	1,528.38	28,442.93	19,789.76	3,000.00	5,653.17
800	Employee Benefits	*	150,605.00	4,614.64	155,219.64	4,614.64	0.00	150,605.00
Fund FIATotals:			565,576.90	2,446.02	568,022.92	331,508.51	74,727.89	161,786.52
150	Instructional Salary	*	617,961.00	0.00	617,961.00	488,852.33	129,131.49	-22.82
160	Non-Instructional Salary	*	184,931.00	0.00	184,931.00	164,354.55	0.00	20,576.45
400	Contractual	*	52,428.00	7,865.00	60,293.00	60,293.00	0.00	0.00
800	Employee Benefits	*	110,778.00	-7,865.00	102,913.00	0.00	0.00	102,913.00
Fund FIBTotals:			966,098.00	0.00	966,098.00	713,499.88	129,131.49	123,466.63
160	Non-Instructional Salary	*	21,037.00	0.00	21,037.00	19,283.45	1,753.15	0.40
400	Contractual	*	10,007.00	613.00	10,620.00	10,620.00	0.00	0.00
800	Employee Benefits	*	829.00	-613.00	216.00	0.00	0.00	216.00
Fund FICTotals:			31,873.00	0.00	31,873.00	29,903.45	1,753.15	216.40
150		*	116,902.50	-3,603.00	113,299.50	90,615.57	22,683.72	0.21
400		*	0.00	11,500.00	11,500.00	11,200.00	300.00	0.00
800		*	48,053.38	-7,897.00	40,156.38	0.00	0.00	40,156.38
Fund FIETotals:			164,955.88	0.00	164,955.88	101,815.57	22,983.72	40,156.59
150		*	17,000.00	-3,454.00	13,546.00	13,546.00	0.00	0.00
400		*	0.00	6,464.00	6,464.00	6,464.00	0.00	0.00
800		*	3,010.00	-3,010.00	0.00	0.00	0.00	0.00
Fund FIFTotals:			20,010.00	0.00	20,010.00	20,010.00	0.00	0.00
150	Instructional Salary	*	84,165.00	0.00	84,165.00	68,787.87	15,544.15	-167.02
400	Contractual	*	6,237.00	0.00	6,237.00	2,072.56	0.00	4,164.44
460	Travel	*	1,304.52	0.00	1,304.52	1,280.00	0.00	24.52
Fund FIITotals:			91,706.52	0.00	91,706.52	72,140.43	15,544.15	4,021.94
150	Instructional Salary	*	19,951.00	998.33	20,949.33	15,963.13	4,988.05	-1.85
400	Contractual	*	15,730.00	-10,000.00	5,730.00	0.00	0.00	5,730.00

# Canandaigua City School District

## Appropriation Status Summary Report By Object From 7/1/2022 To 5/31/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
450	Supplies	*	7,445.86	9,860.67	17,306.53	10,980.94	219.99	6,105.60
<b>Fund FIVTotals:</b>			<b>43,126.86</b>	<b>859.00</b>	<b>43,985.86</b>	<b>26,944.07</b>	<b>5,208.04</b>	<b>11,833.75</b>
150	Instructional Salary	*	85,000.00	0.00	85,000.00	79,150.50	0.00	5,849.50
160	Non-Instructional Salary	*	150,000.00	0.00	150,000.00	124,544.94	0.00	25,455.06
400	Contractual	*	43,500.00	0.00	43,500.00	14,009.35	0.00	29,490.65
450	Supplies	*	500.00	0.00	500.00	18,599.33	0.00	-18,099.33
470	Tuition	*	125,000.00	0.00	125,000.00	123,976.20	0.00	1,023.80
490		*	350,000.00	0.00	350,000.00	249,085.00	0.00	100,915.00
800	Employee Benefits	*	75,000.00	0.00	75,000.00	57,564.03	0.00	17,435.97
<b>Fund FSSTotals:</b>			<b>829,000.00</b>	<b>0.00</b>	<b>829,000.00</b>	<b>666,929.35</b>	<b>0.00</b>	<b>162,070.65</b>
150	Instructional Salary	*	209,598.00	0.00	209,598.00	179,172.64	30,695.36	-270.00
160	Non-Instructional Salary	*	55,187.00	0.00	55,187.00	53,791.80	3,206.09	-1,810.89
400	Contractual	*	462,000.00	0.00	462,000.00	336,050.00	125,950.00	0.00
<b>Fund FUPTotals:</b>			<b>726,785.00</b>	<b>0.00</b>	<b>726,785.00</b>	<b>569,014.44</b>	<b>159,851.45</b>	<b>-2,080.89</b>
240		*	10,000.00	1,500.00	11,500.00	10,375.94	981.87	142.19
294		*	90,000.00	-1,500.00	88,500.00	0.00	85,700.00	2,800.00
<b>Fund H23Totals:</b>			<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>10,375.94</b>	<b>86,681.87</b>	<b>2,942.19</b>
160		*	12,000.00	0.00	12,000.00	0.00	0.00	12,000.00
240		*	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
243		*	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00
244		*	20,000.00	0.00	20,000.00	5,062.50	14,937.50	0.00
245		*	13,000.00	0.00	13,000.00	6,000.00	7,000.00	0.00
246		*	10,000.00	0.00	10,000.00	0.00	3,550.00	6,450.00
253		*	492,500.00	0.00	492,500.00	0.00	0.00	492,500.00
293		*	400,000.00	0.00	400,000.00	236,790.50	10,472.95	152,736.55
400		*	22,500.00	0.00	22,500.00	0.00	0.00	22,500.00
450		*	10,000.00	0.00	10,000.00	2,004.00	1,258.00	6,738.00
<b>Fund HAGTotals:</b>			<b>1,000,000.00</b>	<b>0.00</b>	<b>1,000,000.00</b>	<b>249,857.00</b>	<b>47,218.45</b>	<b>702,924.55</b>

# Canandaigua City School District

## Appropriation Status Summary Report By Object From 7/1/2022 To 5/31/2023



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
201	*	17,000.00	1,390,251.65	1,407,251.65	860,585.77	529,665.88	17,000.00
240	*	2,019,199.25	-1,231,807.04	787,392.21	71,981.16	109,224.31	606,186.74
243	*	38,550.00	3,726.00	42,276.00	11,000.00	226.00	31,050.00
244	*	-1,290.00	301,265.13	299,975.13	19,984.58	281,281.05	-1,290.50
245	*	114,458.49	550,830.55	665,289.04	409,338.57	141,491.98	114,458.49
246	*	268,723.02	43,741.12	312,464.14	86,454.00	17,057.12	208,953.02
253	*	3,660,757.09	-1,848,039.72	1,812,717.37	0.00	0.00	1,812,717.37
270	*	1,725,000.00	-1,725,000.00	0.00	0.00	0.00	0.00
293	*	342,130.81	15,544,055.73	15,886,186.54	9,961,877.57	5,517,017.16	407,291.81
294	*	10,963.00	8,497,579.26	8,508,542.26	6,072,792.52	2,424,533.45	11,216.29
295	*	7,829.00	1,089,594.36	1,097,423.36	707,532.12	389,350.24	541.00
296	*	10,411.00	3,328,141.70	3,338,552.70	1,772,189.98	1,566,362.72	0.00
297	*	270,526.00	4,405,207.59	4,675,733.59	956,200.00	3,739,462.59	-19,929.00
<b>Fund HAPTotals:</b>		<b>8,484,257.66</b>	<b>30,349,546.33</b>	<b>38,833,803.99</b>	<b>20,929,936.27</b>	<b>14,715,672.50</b>	<b>3,188,195.22</b>
210	*	0.00	2,524,234.00	2,524,234.00	1,069,001.33	0.00	1,455,232.67
<b>Fund HBUTotals:</b>		<b>0.00</b>	<b>2,524,234.00</b>	<b>2,524,234.00</b>	<b>1,069,001.33</b>	<b>0.00</b>	<b>1,455,232.67</b>
200	*	170,697.81	0.00	170,697.81	0.00	0.00	170,697.81
400	*	75,974.19	0.00	75,974.19	0.00	0.00	75,974.19
<b>Fund HSSTotals:</b>		<b>246,672.00</b>	<b>0.00</b>	<b>246,672.00</b>	<b>0.00</b>	<b>0.00</b>	<b>246,672.00</b>
440	*	0.00	0.00	0.00	844,250.00	0.00	-844,250.00
<b>Fund TCTotals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>844,250.00</b>	<b>0.00</b>	<b>-844,250.00</b>
<b>Grand Totals:</b>		<b>102,480,198.77</b>	<b>35,262,126.80</b>	<b>137,742,325.57</b>	<b>92,113,884.52</b>	<b>25,241,239.14</b>	<b>20,387,201.91</b>

Treasurer's Report  
Cafeteria  
June 1 - June 30, 2023

<b>Balance Forward:</b>	<b>June 1, 2023</b>	878,918.06
<b>Receipts</b>		
	NYS Meal Claims	272,697.00
	Cafeteria Deposits	6,756.48
	Account Deposits - Online	30,642.44
	Federal Meal Claims	
	Refunds	
	Commissions	1,061.81
	Excess lunch deposit	
	Due from General	
	Rebates	
	Federal Supply Chain Assistance	
	Donation	250.00
	Invoices	2,400.72
	Interest	2,434.35
		316,242.80
	<b>Total Receipts</b>	
<b>Disbursements</b>		
	Warrant	(180,637.16)
	Sales Tax	(108.42)
	Xfer to General	
	Payroll 6/15/23	(35,389.12)
	Payroll 6/30/23	(32,200.95)
		(248,335.65)
	<b>Total Disbursements</b>	
<b>Balance on Hand:</b>	<b>June 30, 2023</b>	<b>\$ 946,825.21</b>

**Bank Reconciliation**

Bank Statement		
	CNB 5115	0.03% 291,105.36
	CNB Paypal	0.00% 15.00
	NYCLASS 0010	605,370.33
	Deposit in transit (Fed Meal Claims)	65,861.00
	Deposit in transit (Inv 231465)	
	Outstanding Checks	(15,526.48)
	<b>Reconciled Balance</b>	<b>\$ 946,825.21</b>

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_



Treasurer's Report  
Capital Savings  
June 1 - June 30, 2023

**Balance Forward: June 1, 2023** 38,932.47

**Receipts**

Receipts		
Xfer from Capital Checking CNB	0.24	
BAN Proceeds	18,100,000.00	
Print Deposits		
Xfer from Capital Now		
Interest	18,584.76	
<b>Total Receipts</b>		<b>18,118,585.00</b>

**Disbursements**

Xfer to Gen to pay back loan for Asset Preservation	(2,873,198.74)	
Xfer to Capital Checking for Asset Preservation	(377,850.32)	
Due to DS		
<b>Total Disbursements</b>		<b>(3,251,049.06)</b>

**Balance on Hand: June 30, 2023** \$ 14,906,468.41

**Bank Reconciliation**

Bank Statement CNB 2223	0.03%	38,934.31
Bank Statement NYCLASS		14,867,534.10
Xfer in transit (to Correct NYCLASS Acct)		

**Reconciled Balance** \$ 14,906,468.41

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Capital Now  
June 1 - June 30, 2023

**Balance Forward: June 1, 2023** 535,268.01

**Receipts**

Loan from General for Asset Preservation	1,216,034.67
Loan from General for Bus Purchase	
Insurance Proceeds for Academy Gym Floor	229,746.94
Smart Schools Bond	
Xfer from BAN Proceeds for Asset Preservation	377,850.32
Xfer from General to settle interfund loans	
Refund (Terracon)	
Interest	
<b>Total Receipts</b>	<b>1,823,631.93</b>

**Disbursements**

Warrant	(1,690,340.28)
Xfer to Capital Savings	
Due to DS	
Due to General	
<b>Total Disbursements</b>	<b>(1,690,340.28)</b>

**Balance on Hand: June 30, 2023** \$ 668,559.66

**Bank Reconciliation**

Bank Statement	CNB 5645	-
	Chase 1109	1,003,113.52
Deposit in Xfer		
Outstanding Checks		(334,553.86)
<b>Reconciled Balance</b>		<u><u>\$ 668,559.66</u></u>

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Debt Service  
June 1 - June 30, 2023

**Balance Forward: June 1, 2023** 562,316.48

**Receipts**

Due from Capital		
BAN Premium	211,671.00	
Interest - CD	2,236.22	
Interest - Checking	12.46	
<b>Total Receipts</b>	<hr/>	<b>213,919.68</b>

**Disbursements**

Xfer to General	-	
<b>Total Disbursements</b>	<hr/>	<b>-</b>

**Balance on Hand: June 30, 2023** \$ 776,236.16

**Bank Reconciliation**

Bank Statement CNB 7123	221,830.77
Bank Statement CD 7700	554,390.39
Deposit in transit (refund of CNB wire fee)	15.00

**Reconciled Balance** \$ 776,236.16

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Deductions  
June 1 - June 30, 2023

**Balance Forward: June 1, 2023** 92,482.75

**Receipts**

PR 6/15	1,994,294.24	
PR 6/30	5,210,277.44	
Xfer for TSA contribution (ER)		
XFER from VEBA for funding		
Retiree Accrued benefit payouts		
ERS Adjustments	1.00	
Xfer from General Now		
OMNI Refund		
Interest	7.25	
<b>Total Receipts</b>	<b>7,204,579.93</b>	

**Disbursements**

Warrant	(7,204,571.68)	
Sales Tax remittance		
BRI Balance due	(855.62)	
ERS Adjustments		
Omni TSA Contributions (ER)		
Xfer to Gen Now		
VEBA Funding		
Due to General		
<b>Total Disbursements</b>	<b>(7,205,427.30)</b>	

**Balance on Hand: June 30, 2023** **\$ 91,635.38**

**Bank Reconciliation**

Bank Statement	CNB 8615	0.03%	130,311.49
Charge in-transit (ERS)			(22,698.63)
Charge in-transit (OMNI)			
NYS Payroll tax payment in-transit			
Outstanding Checks			(15,977.48)

**Reconciled Balance** **\$ 91,635.38**

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Federal  
June 1 - June 30, 2023

**Balance Forward: June 1, 2023** 98,965.69

**Receipts**

IDEA 611	256,904.00
IDEA 619	3,165.00
ARP-IDEA 611	52,245.00
Federal COVID Stimulus - CRRSA	494,570.00
Federal COVID Stimulus - ARPA	332,607.00
Summer 4408 (ESY)	
Title IA	108,350.00
Title III ENL	
Title IIIA	
Title IV	17,739.00
Title IIA	26,800.00
UPK	79,934.00
UPK - ARPA	139,322.00
E-Rate/ECF	

	Total Receipts	1,511,636.00
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**Disbursements**

Warrant - Checks	(38,926.78)
Warrant - ACH	(58,556.22)
Due to General	
PR Adjustments	
XFER to Gen for Summer School 2020	
PR 6-15	(145,288.89)
PR 6-30	(439,561.87)

	Total Disbursements	(682,333.76)
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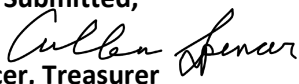
<b>Balance on Hand: June 30, 2023</b>	<b>\$ 928,267.93</b>
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**Bank Reconciliation**

Bank Statement	Chase 1117	0.00%	942,095.09
Outstanding Checks			(13,827.16)
Deposit in transit (xfer from Gen Muni)			

	<b>Reconciled Balance</b>	<b>\$ 928,267.93</b>
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Respectfully Submitted,

  
Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
General Muni  
June 1 - June 30, 2023

**Balance Forward: June 1, 2023** 43,515,718.99

**Receipts**

STAR			
Gen Aid		1,555,762.24	
VLT			
Excess Cost Aid		740,515.20	
Nonresident Homeless Aid			
Incarcerated Youth			
Instructional Materials Aid			
Summer Sch 4408			
E-rate			
MCD		108,725.75	
Ch. 47/66/721			
IB Exam Waivers			
FEMA			
Xfer from Deductions			
Xfer from Leadership for PSAT Proctors			
Xfer from Tax Collections			
Xfer from Gen Now			
Xfer from Gen Paypal			
Due from Payroll			
Chromebook sales			
Interest		74,910.54	
	<b>Total Receipts</b>		<b>2,479,913.73</b>

**Disbursements**

Xfer to General Now		(13,279,974.48)	
Xfer to VEBA			
Loan to Capital for Asset Preservation		(1,216,034.67)	
Loan to Capital for Bus purchase			
	<b>Total Disbursements</b>		<b>(14,496,009.15)</b>

**Balance on Hand: June 30, 2023** **\$ 31,499,623.57**

**Bank Reconciliation**

Bank Statement	CNB 4323		10,477,329.12
	NYCLASS 01-1165-0006		5,859,490.97
	CNB CD 9981		-
	CNB CD 7795		7,254,778.48
	CNB CD 2571		-
	CNB CD 8460		-
	CNB CD 9618		-
	CNB CD 1006		5,000,000.00
	CNB CD 2894		3,000,000.00

In-transit (Xfer from Deductions for 8/15/22 Payroll)			
In-transit (Xfer to Fed)			
In-transit (Xfer to Gen now)		(26,114.00)	
In-transit (Xfer to Cafe)		(65,861.00)	

**Reconciled Balance** **\$ 31,499,623.57**

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
General Now  
June 1 - June 30, 2023

**Balance Forward: June 1, 2023** 2,875,539.05  
**Receipts**

Tax Collections - Net of NSF & Adjustments		
County Prior Year Taxes	196,612.78	
County Tax Penalty	16,517.20	
Medical Payroll Deductions	97,888.96	
Dental Payroll Deductions	12,251.40	
Invoices	30,478.74	
City Prior Year Taxes	19,657.78	
City Tax Penalty	1,804.60	
PILOT	117,651.29	
BOCES		
Refunds	59.12	
Student Fees	9,915.73	
Donations		
Insurance Recovery		
ACH Returns		
Misc		
Scrap	1,719.90	
Square Chromebook sales	1,854.31	
Xfer from Gen Muni	13,279,974.48	
Xfer from Café		
Xfer from Extracurricular (Drone Donation)	17,435.00	
Xfer from Deductions		
Retiree Health ACH		
Xfer from Capital	2,873,198.74	
Xfer from Federal		
Interest	2,663.52	
<b>Total Receipts</b>	<b>16,679,683.55</b>	

**Disbursements**

Warrant	(1,421,353.00)	
Xfer to Capital		
Payroll 6/15	(1,813,616.23)	
Payroll 6/30	(4,738,514.62)	
Small balance adjustment		
Xfer to Extracurricular for Coffee		
Health Insurance Wire	(1,997,327.23)	
ERS Annual Invoice		
Xfer to Payroll		
Loan to Capital for Asset Pres		
Xfer to Gen Muni		
DASNY	(2,891,024.48)	
BAN Principal		
BAN Interest	(211,000.00)	
H S A Fundings	(312.50)	
Loan to Federal		
Bond Interest	(119,659.38)	
Bond Principal	(1,655,000.00)	
Check Print Postage	(53.28)	
<b>Total Disbursements</b>	<b>(14,847,860.72)</b>	

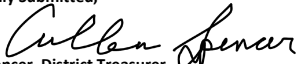
**Balance on Hand: June 30, 2023** **\$ 4,707,361.88**

**Bank Reconciliation**

<b>Bank Statement</b>		
CNB 9172	922,711.75	
Tax Collection 6026	-	
Chase Lockbox 6841	4,043,962.31	
CNB 3427	1,957.51	
Outstanding Checks	(287,280.49)	
Deposit in-transit (from Gen Muni)	26,114.00	
Charge in-transit (Extracurricular Square sales)	(103.20)	
Charge in-transit (Payroll HSA correction)		

**Reconciled Balance** **\$ 4,707,361.88**

Respectfully Submitted,

  
Cullen Spencer, District Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_





Treasurer's Report  
Payroll  
June 1 - June 30, 2023

<b>Balance Forward:</b>	<b>June 1, 2023</b>		11,694.65
<b>Receipts</b>			
	Net Payroll 6/15	1,322,964.63	
	Net Payroll 6/30	3,538,153.79	
	Xfer from Gen Now		
	ACH Return	640.80	
	Payroll adjustments		
	Interest	9.58	
	<b>Total Receipts</b>	<hr/>	4,861,768.80
<b>Disbursements</b>			
	Payroll Checks	(15,968.54)	
	Payroll Dir Dep 6/15	(1,314,386.00)	
	Payroll Dir Dep 6/30	(3,531,404.68)	
	Adj for negative PR checks		
	Xfer to General Now		
	<b>Total Disbursements</b>	<hr/>	(4,861,759.22)
<b>Balance on Hand:</b>	<b>June 30, 2023</b>		<hr/> <b>\$ 11,704.23</b> <hr/>
<b>Bank Reconciliation</b>			
Bank Statement	CNB 7815	0.03%	23,825.03
Outstanding Checks			(12,120.80)
Deposit in transit - Stop payment fee refund			
	<b>Reconciled Balance</b>		<hr/> <b>\$ 11,704.23</b> <hr/>

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Trust Memorial  
June 1 - June 30, 2023

**Balance Forward:            June 1, 2023** 386,785.84

**Receipts**

Dividends		
Academy Trust	77.00	
Sara Shenkman	18.07	
Donations/Contributions	3,122.24	
Investment Results	22,691.99	
Stale-Dated Check write-offs		
Interest	0.68	
Total Receipts		25,909.98

**Disbursements**

Warrant	(25,316.83)	
Xfer to Extracurricular	(9,250.00)	
Investment Results		
Due to Extra Curricular		
Total Disbursements		(34,566.83)

**Balance on Hand:            June 30, 2023** \$    378,128.99

**Bank Reconciliation**

Bank Statement    CNB Invest	369,713.15
Bank Statement    CNB 6516	20,090.84
Less Outstanding Checks	(11,475.00)
Charges in-transit (To Leadership for SS donation)	(200.00)
<b>Reconciled Balance</b>	<u><u>\$    378,128.99</u></u>

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
Unemployment Reserve  
June 1 - June 30, 2023

**Balance Forward: June 1, 2023** 469,957.09

**Receipts**

Interest Earnings on CD  
Xfer from General  
Interest

1,843.21

Total Receipts

1,843.21

**Disbursements**

Xfer to general for Claim pymnt

Total Disbursements

-

**Balance on Hand: June 30, 2023**

\$ 471,800.30

**Bank Reconciliation**

Bank Statement CNB 5716

471,800.30

Bank Statement CD 7719

-

**Reconciled Balance**

\$ 471,800.30

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

Treasurer's Report  
VEBA  
June 1 - June 30, 2023

**Balance Forward: June 1, 2023** 414,193.29  
**Receipts**

Veba Recon from General		
Interest Earnings on CD		
Due from General		
Interest	1,626.87	
<b>Total Receipts</b>	<u>1,626.87</u>	<b>1,626.87</b>

**Disbursements**

Funding to BRI		
Xfer for Veba Funding		
BRI Admin Fees		
Xfer to General for Admin Fees	-	
<b>Total Disbursements</b>	<u>-</u>	<b>-</b>

**Balance on Hand: June 30, 2023** \$ 415,820.16

**Bank Reconciliation**

Bank Statement CNB 3023	12,627.14	
Bank Statement CD 7735	403,193.02	
<b>Reconciled Balance</b>	<u><u>\$ 415,820.16</u></u>	

Respectfully Submitted,



Cullen Spencer, Treasurer  
7/21/2023

Reviewed by: \_\_\_\_\_

# Canandaigua City School District

## Revenue Status Report By Function From 7/1/2022 To 6/30/2023



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<a href="#">A 1001</a>	Real Property Tax	49,900,441.00	0.00	49,900,441.00	46,919,120.19	2,981,320.81
<a href="#">A 1081</a>	Other Payment in Lieu of Taxes	676,789.00	0.00	676,789.00	688,755.14	-11,966.14
<a href="#">A 1085</a>	School Tax Relief Reimbursement	0.00	0.00	0.00	2,981,320.79	-2,981,320.79
<a href="#">A 1090</a>	Interest and Penalties on Real Property Taxes	175,000.00	0.00	175,000.00	189,407.58	-14,407.58
<a href="#">A 1335</a>	Other Student Fees/Charges - From Individuals	7,500.00	0.00	7,500.00	16,331.37	-8,831.37
<a href="#">A 2230</a>	Tuitions - Other Districts in NYS	160,000.00	0.00	160,000.00	243,000.17	-83,000.17
<a href="#">A 2280</a>	Health Services for Other Districts	50,000.00	0.00	50,000.00	77,073.30	-27,073.30
<a href="#">A 2401</a>	Interest and Earnings	75,000.00	0.00	75,000.00	977,111.34	-902,111.34
<a href="#">A 2440</a>	Rental of Buses	40,000.00	0.00	40,000.00	12,529.95	27,470.05
<a href="#">A 2650</a>	Sale of Scrap and Excess Materials	2,500.00	0.00	2,500.00	10,253.47	-7,753.47
<a href="#">A 2666</a>	Sale of Transportation Equipment	50,000.00	0.00	50,000.00	98,130.00	-48,130.00
<a href="#">A 2680</a>	Insurance Recoveries	0.00	0.00	0.00	122,810.87	-122,810.87
<a href="#">A 2701</a>	Refund of Prior Year Expenses	75,000.00	0.00	75,000.00	342,651.70	-267,651.70
<a href="#">A 2705</a>	Gifts and Donations	0.00	38,629.72	38,629.72	38,729.72	-100.00
<a href="#">A 2770</a>	Other Unclassified Revenues	60,000.00	0.00	60,000.00	95,773.45	-35,773.45
<a href="#">A 3101</a>	Formula Operating Aid	27,416,454.00	0.00	27,416,454.00	19,520,862.59	7,895,591.41
<a href="#">A 3102</a>	VLT Lottery Aid	0.00	0.00	0.00	5,737,287.58	-5,737,287.58
<a href="#">A 3103</a>	BOCES Aid	2,100,000.00	0.00	2,100,000.00	1,938,589.38	161,410.62
<a href="#">A 3104</a>	Tuition Aid (Chapters 47, 66, and 721)	215,000.00	0.00	215,000.00	49,915.71	165,084.29
<a href="#">A 3260</a>	Texbook Aid	195,000.00	0.00	195,000.00	194,788.00	212.00
<a href="#">A 3261</a>	Computer Hardware Aid	50,000.00	0.00	50,000.00	49,698.00	302.00
<a href="#">A 3262</a>	Computer Software Aid	49,000.00	0.00	49,000.00	51,187.00	-2,187.00
<a href="#">A 3263</a>	Library Media Aid	20,000.00	0.00	20,000.00	21,356.00	-1,356.00
<a href="#">A 3289</a>	Other State Aid	15,000.00	0.00	15,000.00	261,003.51	-246,003.51
<a href="#">A 4286</a>	CARES Act Education Stabilization Federal Funds	0.00	0.00	0.00	51.99	-51.99
<a href="#">A 4289</a>	Other Federal Aid (Specify)	0.00	0.00	0.00	43,826.65	-43,826.65
<a href="#">A 4601</a>	Medicaid Assistance	110,000.00	0.00	110,000.00	179,842.53	-69,842.53
<a href="#">A 5031</a>	Interfund Transfers	0.00	0.00	0.00	43.67	-43.67
<b>A Totals:</b>		<b>81,442,684.00</b>	<b>38,629.72</b>	<b>81,481,313.72</b>	<b>80,861,451.65</b>	<b>619,862.07</b>
<a href="#">C 1240</a>	Qualified Breakfast Sales	40,000.00	0.00	40,000.00	70,484.40	-30,484.40
<a href="#">C 1245</a>	Other Breakfast Sales	6,000.00	0.00	6,000.00	13,218.64	-7,218.64
<a href="#">C 1440</a>	Qualified Lunch Sales	330,000.00	0.00	330,000.00	330,301.30	-301.30

# Canandaigua City School District

## Revenue Status Report By Function From 7/1/2022 To 6/30/2023



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<a href="#">C 1445</a>	Other Lunch Sales	115,000.00	0.00	115,000.00	168,878.62	-53,878.62
<a href="#">C 1446</a>	Catering/Special Events	2,000.00	0.00	2,000.00	8,815.73	-6,815.73
<a href="#">C 2401</a>	Interest and Earnings	200.00	0.00	200.00	3,139.04	-2,939.04
<a href="#">C 2402</a>	Over/Short	0.00	0.00	0.00	112.94	-112.94
<a href="#">C 2770</a>	Other Unclassified Revenue	800.00	0.00	800.00	19,725.78	-18,925.78
<a href="#">C 2771</a>	Commissions	5,000.00	0.00	5,000.00	8,770.42	-3,770.42
<a href="#">C 3190</a>	State Aid - School Lunch	20,000.00	0.00	20,000.00	19,801.00	199.00
<a href="#">C 3290</a>	State Aid - School Breakfast	10,000.00	0.00	10,000.00	10,364.00	-364.00
<a href="#">C 4190</a>	Surplus Food - Federal	60,000.00	0.00	60,000.00	63,353.70	-3,353.70
<a href="#">C 4190.100</a>	Federal Lunch	550,000.00	130,000.00	680,000.00	686,652.00	-6,652.00
<a href="#">C 4190.200</a>	Federal Breakfast	150,000.00	128,690.00	278,690.00	235,828.00	42,862.00
<a href="#">C 4190.300</a>	Other Federal Revenues	0.00	158,500.00	158,500.00	172,501.00	-14,001.00
<a href="#">C 4192</a>	Summer Food Service Program	0.00	0.00	0.00	22,560.00	-22,560.00
<a href="#">C 5031</a>	Transfer from General Fund	60,000.00	0.00	60,000.00	0.00	60,000.00
<b>C Totals:</b>		<b>1,349,000.00</b>	<b>417,190.00</b>	<b>1,766,190.00</b>	<b>1,834,506.57</b>	<b>-68,316.57</b>
<a href="#">F3E 4126.000.22</a>	Title III ENL 2022	2,998.43	0.00	2,998.43	740.00	2,258.43
<a href="#">F3E 4126.000.23</a>	Title III ENL 2023	4,247.00	0.00	4,247.00	0.00	4,247.00
<b>F3E Totals:</b>		<b>7,245.43</b>	<b>0.00</b>	<b>7,245.43</b>	<b>740.00</b>	<b>6,505.43</b>
<a href="#">F3I 4256.000.22</a>	Title III Imigrant Education Revenues	1,440.00	0.00	1,440.00	1,439.80	0.20
<b>F3I Totals:</b>		<b>1,440.00</b>	<b>0.00</b>	<b>1,440.00</b>	<b>1,439.80</b>	<b>0.20</b>
<a href="#">FAR 4289</a>	Federal Stimulus Revenues - ARPA	2,754,503.44	0.00	2,754,503.44	944,302.44	1,810,201.00
<b>FAR Totals:</b>		<b>2,754,503.44</b>	<b>0.00</b>	<b>2,754,503.44</b>	<b>944,302.44</b>	<b>1,810,201.00</b>
<a href="#">FCR 4289</a>	CRRSA REVENUES - GEER/ESSR	1,738,052.20	0.00	1,738,052.20	1,361,845.20	376,207.00
<b>FCR Totals:</b>		<b>1,738,052.20</b>	<b>0.00</b>	<b>1,738,052.20</b>	<b>1,361,845.20</b>	<b>376,207.00</b>
<a href="#">FEC 4289</a>	ECF Program Revenues	11,150.00	0.00	11,150.00	29,689.52	-18,539.52
<b>FEC Totals:</b>		<b>11,150.00</b>	<b>0.00</b>	<b>11,150.00</b>	<b>29,689.52</b>	<b>-18,539.52</b>
<a href="#">FHB 3289</a>	Healthcare Workers Bonus	102,267.50	0.00	102,267.50	102,267.50	0.00

# Canandaigua City School District

## Revenue Status Report By Function From 7/1/2022 To 6/30/2023



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
	<b>FHB Totals:</b>	<b>102,267.50</b>	<b>0.00</b>	<b>102,267.50</b>	<b>102,267.50</b>	<b>0.00</b>
<a href="#">FHL 4289</a>	ARP - Homeless (HCY) Revenues	11,980.00	0.00	11,980.00	0.00	11,980.00
	<b>FHL Totals:</b>	<b>11,980.00</b>	<b>0.00</b>	<b>11,980.00</b>	<b>0.00</b>	<b>11,980.00</b>
<a href="#">FIA 4126.000.22</a>	Title I Part A 2021-22	59,015.92	0.00	59,015.92	55,629.40	3,386.52
<a href="#">FIA 4126.000.23</a>	Title I Part A 2022-23	509,007.00	0.00	509,007.00	303,879.00	205,128.00
	<b>FIA Totals:</b>	<b>568,022.92</b>	<b>0.00</b>	<b>568,022.92</b>	<b>359,508.40</b>	<b>208,514.52</b>
<a href="#">FIB 4256</a>	IDEA Section 611	966,098.00	0.00	966,098.00	763,500.00	202,598.00
	<b>FIB Totals:</b>	<b>966,098.00</b>	<b>0.00</b>	<b>966,098.00</b>	<b>763,500.00</b>	<b>202,598.00</b>
<a href="#">FIC 4256</a>	IDEA Section 619	31,873.00	0.00	31,873.00	28,685.00	3,188.00
	<b>FIC Totals:</b>	<b>31,873.00</b>	<b>0.00</b>	<b>31,873.00</b>	<b>28,685.00</b>	<b>3,188.00</b>
<a href="#">FIE 4289</a>	ARP-IDEA 611 Revenues	164,955.88	0.00	164,955.88	87,843.00	77,112.88
	<b>FIE Totals:</b>	<b>164,955.88</b>	<b>0.00</b>	<b>164,955.88</b>	<b>87,843.00</b>	<b>77,112.88</b>
<a href="#">FIF 4289</a>	ARP-IDEA 619 Revenues	20,010.00	0.00	20,010.00	0.00	20,010.00
	<b>FIF Totals:</b>	<b>20,010.00</b>	<b>0.00</b>	<b>20,010.00</b>	<b>0.00</b>	<b>20,010.00</b>
<a href="#">FII 4126.000.22</a>	Title IIA State Aid 21/22	2,836.52	0.00	2,836.52	1,890.00	946.52
<a href="#">FII 4126.000.23</a>	Title IIA State Aid 22/23	88,870.00	0.00	88,870.00	77,850.00	11,020.00
	<b>FII Totals:</b>	<b>91,706.52</b>	<b>0.00</b>	<b>91,706.52</b>	<b>79,740.00</b>	<b>11,966.52</b>
<a href="#">FIV 4129.000.22</a>	Title IV State Aid 21/22	8,355.86	0.00	8,355.86	0.00	8,355.86
<a href="#">FIV 4129.000.23</a>	Title IV State Aid 22/23	34,771.00	859.00	35,630.00	28,544.00	7,086.00
	<b>FIV Totals:</b>	<b>43,126.86</b>	<b>859.00</b>	<b>43,985.86</b>	<b>28,544.00</b>	<b>15,441.86</b>
<a href="#">FSS 3289</a>	Summer School Aid	663,200.00	0.00	663,200.00	240,142.45	423,057.55
<a href="#">FSS 5031</a>	Summer School Interfund Transfer	165,800.00	0.00	165,800.00	0.00	165,800.00
	<b>FSS Totals:</b>	<b>829,000.00</b>	<b>0.00</b>	<b>829,000.00</b>	<b>240,142.45</b>	<b>588,857.55</b>

# Canandaigua City School District

## Revenue Status Report By Function From 7/1/2022 To 6/30/2023



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<a href="#">FUP 3289</a>	Universal PreK	265,121.00	0.00	265,121.00	238,608.00	26,513.00
<a href="#">FUP 3289.FX</a>	Universal PreK - Federal Expansion	461,664.00	0.00	461,664.00	345,784.00	115,880.00
	<b>FUP Totals:</b>	<b>726,785.00</b>	<b>0.00</b>	<b>726,785.00</b>	<b>584,392.00</b>	<b>142,393.00</b>
<a href="#">H23 5031</a>	Capital Outlay 2022-23 Interfund transfer	100,000.00	0.00	100,000.00	0.00	100,000.00
	<b>H23 Totals:</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>
<a href="#">HAG 2680</a>	Insurance Recoveries	900,000.00	0.00	900,000.00	229,746.94	670,253.06
<a href="#">HAG 5031</a>	Interfund Transfer from General Fund	100,000.00	0.00	100,000.00	0.00	100,000.00
	<b>HAG Totals:</b>	<b>1,000,000.00</b>	<b>0.00</b>	<b>1,000,000.00</b>	<b>229,746.94</b>	<b>770,253.06</b>
<a href="#">HAP 2770</a>	Other Miscellaneous Revenues	-1,810.00	0.00	-1,810.00	500.00	-2,310.00
<a href="#">HAP 5031</a>	Asset Pres - Interfund Transfer	-2,000,000.00	0.00	-2,000,000.00	0.00	-2,000,000.00
<a href="#">HAP 5710</a>	Asset Pres - Serial Bonds	51,100,000.00	0.00	51,100,000.00	18,115,000.00	32,985,000.00
<a href="#">HAP 5731</a>	Asset Pres - BANS Redeemed	-660,000.00	0.00	-660,000.00	1,885,000.00	-2,545,000.00
	<b>HAP Totals:</b>	<b>48,438,190.00</b>	<b>0.00</b>	<b>48,438,190.00</b>	<b>20,000,500.00</b>	<b>28,437,690.00</b>
<a href="#">HBU 5031</a>	Interfund Transfer from General Fund	0.00	1,455,189.00	1,455,189.00	1,455,189.00	0.00
	<b>HBU Totals:</b>	<b>0.00</b>	<b>1,455,189.00</b>	<b>1,455,189.00</b>	<b>1,455,189.00</b>	<b>0.00</b>
<a href="#">HSS 3297.000</a>	Smart Schools State Sources	246,672.00	0.00	246,672.00	0.00	246,672.00
	<b>HSS Totals:</b>	<b>246,672.00</b>	<b>0.00</b>	<b>246,672.00</b>	<b>0.00</b>	<b>246,672.00</b>
<a href="#">TC 2770.44</a>	Taxes Collected - Wood Library	0.00	0.00	0.00	844,250.00	-844,250.00
	<b>TC Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>844,250.00</b>	<b>-844,250.00</b>
<a href="#">V 2401</a>	Interest & Earnings	0.00	0.00	0.00	120,450.64	-120,450.64
<a href="#">V 2710</a>	Premium on BANS/Bonds	0.00	2,340,000.00	2,340,000.00	2,588,778.00	-248,778.00
	<b>V Totals:</b>	<b>0.00</b>	<b>2,340,000.00</b>	<b>2,340,000.00</b>	<b>2,709,228.64</b>	<b>-369,228.64</b>
	<b>Grand Totals:</b>	<b>140,644,762.75</b>	<b>4,251,867.72</b>	<b>144,896,630.47</b>	<b>112,547,512.11</b>	<b>32,349,118.36</b>



# Canandaigua City School District

## Appropriation Status Summary Report By Object From 7/1/2022 To 6/30/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
100	Instructional Salary	*	21,700.00	-5,000.00	16,700.00	5,822.86	0.00	10,877.14
120	Instructional Salary	*	7,888,926.00	-240,820.37	7,648,105.63	6,758,498.31	0.00	889,607.32
121	Instructional Salary	*	351,157.00	3,700.00	354,857.00	329,954.87	0.00	24,902.13
122	Instructional Salary	*	5,000.00	0.00	5,000.00	3,686.20	0.00	1,313.80
129	Instructional Salary	*	7,218.00	1,500.00	8,718.00	5,607.00	0.00	3,111.00
130	Instructional Salary	*	8,870,080.00	-20,000.00	8,850,080.00	8,698,956.92	0.00	151,123.08
140	Instructional Salary Substitutes	*	773,750.00	92,567.57	866,317.57	862,837.12	0.00	3,480.45
141	Instructional Salary	*	25,000.00	-12,100.70	12,899.30	0.00	0.00	12,899.30
150	Instructional Salary	*	10,927,241.00	20,697.36	10,947,938.36	10,647,319.62	0.00	300,618.74
151	Instructional Salary	*	9,500.00	2,375.00	11,875.00	9,009.65	0.00	2,865.35
160	Non-Instructional Salary	*	10,204,932.00	-2,116.86	10,202,815.14	9,629,048.02	0.00	573,767.12
200	Equipment	*	490,178.00	15,288.95	505,466.95	346,174.58	148,650.25	10,642.12
220	Computer Hardware	*	130,600.00	-42,000.00	88,600.00	39,486.45	38,514.46	10,599.09
400	Contractual	*	3,186,609.00	631,724.78	3,818,333.78	3,093,557.90	73,950.71	650,825.17
415		*	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
450	Supplies	*	1,631,916.00	550,981.04	2,182,897.04	1,628,458.94	274,577.57	279,860.53
460	Computer Software	*	118,596.00	22,012.08	140,608.08	126,224.69	8,142.85	6,240.54
470	Tuition	*	1,485,421.00	8,311.80	1,493,732.80	1,144,680.33	10,351.00	338,701.47
480	Textbooks	*	208,766.00	39,296.46	248,062.46	210,684.66	2,364.65	35,013.15
490	BOCES	*	8,622,657.00	-164,324.28	8,458,332.72	6,663,863.44	1,467,672.43	326,796.85
600	Principal	*	4,345,000.00	-54,000.00	4,291,000.00	3,880,000.00	0.00	411,000.00
700	Interest	*	1,307,567.00	54,000.00	1,361,567.00	1,360,950.02	0.00	616.98
800	Employee Benefits	*	22,304,989.00	-347,800.00	21,957,189.00	20,637,451.20	0.00	1,319,737.80
900	Interfund Transfers	*	330,000.00	1,455,189.00	1,785,189.00	1,455,189.00	0.00	330,000.00
<b>Fund ATotals:</b>			<b>83,248,803.00</b>	<b>2,009,481.83</b>	<b>85,258,284.83</b>	<b>77,537,461.78</b>	<b>2,024,223.92</b>	<b>5,696,599.13</b>
160	Non-Instructional Salary	*	515,000.00	0.00	515,000.00	537,729.24	0.00	-22,729.24
200	Equipment	*	20,000.00	179,038.28	199,038.28	107,944.24	82,418.87	8,675.17
400	Contractual	*	507,800.00	207,200.00	715,000.00	678,921.88	0.00	36,078.12
450	Supplies	*	51,000.00	38,951.72	89,951.72	83,304.42	5,979.98	667.32
800	Employee Benefits	*	255,200.00	-8,000.00	247,200.00	200,252.82	0.00	46,947.18
<b>Fund CTotals:</b>			<b>1,349,000.00</b>	<b>417,190.00</b>	<b>1,766,190.00</b>	<b>1,608,152.60</b>	<b>88,398.85</b>	<b>69,638.55</b>

# Canandaigua City School District

## Appropriation Status Summary Report By Object From 7/1/2022 To 6/30/2023



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
150	*	4,850.75	0.00	4,850.75	3,528.00	0.00	1,322.75
450	*	1,654.68	740.00	2,394.68	740.00	0.00	1,654.68
<b>Fund F3ETotals:</b>		<b>6,505.43</b>	<b>740.00</b>	<b>7,245.43</b>	<b>4,268.00</b>	<b>0.00</b>	<b>2,977.43</b>
450	*	1,440.00	0.00	1,440.00	1,440.00	0.00	0.00
<b>Fund F3ITotals:</b>		<b>1,440.00</b>	<b>0.00</b>	<b>1,440.00</b>	<b>1,440.00</b>	<b>0.00</b>	<b>0.00</b>
150	*	1,648,474.53	331,926.79	1,980,401.32	845,246.20	0.00	1,135,155.12
160	*	30,000.00	-30,000.00	0.00	0.00	0.00	0.00
400	*	304,740.00	-196,061.20	108,678.80	82,351.98	14,300.00	12,026.82
450	*	280,135.03	-113,056.85	167,078.18	75,614.69	1,656.29	89,807.20
800	*	479,276.82	19,068.32	498,345.14	0.00	0.00	498,345.14
<b>Fund FARTotals:</b>		<b>2,742,626.38</b>	<b>11,877.06</b>	<b>2,754,503.44</b>	<b>1,003,212.87</b>	<b>15,956.29</b>	<b>1,735,334.28</b>
150	*	1,279,499.82	100,134.64	1,379,634.46	1,380,083.03	0.00	-448.57
160	*	-18,853.05	57,046.00	38,192.95	38,192.37	0.00	0.58
400	*	81,911.00	-57,561.00	24,350.00	24,350.00	0.00	0.00
450	*	138,129.11	-91,769.08	46,360.03	46,359.88	0.00	0.15
800	*	255,677.76	-6,163.00	249,514.76	0.00	0.00	249,514.76
<b>Fund FCRTotals:</b>		<b>1,736,364.64</b>	<b>1,687.56</b>	<b>1,738,052.20</b>	<b>1,488,985.28</b>	<b>0.00</b>	<b>249,066.92</b>
200	*	11,150.00	0.00	11,150.00	0.00	0.00	11,150.00
<b>Fund FECTotals:</b>		<b>11,150.00</b>	<b>0.00</b>	<b>11,150.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,150.00</b>
150	*	95,000.00	0.00	95,000.00	94,500.00	0.00	500.00
800	*	7,267.50	0.00	7,267.50	7,229.25	0.00	38.25
<b>Fund FHBTotals:</b>		<b>102,267.50</b>	<b>0.00</b>	<b>102,267.50</b>	<b>101,729.25</b>	<b>0.00</b>	<b>538.25</b>
450	*	11,980.00	0.00	11,980.00	3,580.00	8,400.00	0.00
<b>Fund FHLTotals:</b>		<b>11,980.00</b>	<b>0.00</b>	<b>11,980.00</b>	<b>3,580.00</b>	<b>8,400.00</b>	<b>0.00</b>
150	Instructional Salary	338,029.00	0.00	338,029.00	337,231.00	0.00	798.00
200	Equipment	22,100.00	-4,450.00	17,650.00	17,650.00	0.00	0.00

# Canandaigua City School District

## Appropriation Status Summary Report By Object From 7/1/2022 To 6/30/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
400	Contractual	*	27,928.35	753.00	28,681.35	21,108.85	4,908.00	2,664.50
450	Supplies	*	26,914.55	1,528.38	28,442.93	20,056.92	3,230.84	5,155.17
800	Employee Benefits	*	150,605.00	4,614.64	155,219.64	4,614.64	0.00	150,605.00
Fund FIATotals:			565,576.90	2,446.02	568,022.92	400,661.41	8,138.84	159,222.67
150	Instructional Salary	*	617,961.00	0.00	617,961.00	618,388.82	0.00	-427.82
160	Non-Instructional Salary	*	184,931.00	0.00	184,931.00	188,833.09	0.00	-3,902.09
400	Contractual	*	52,428.00	7,865.00	60,293.00	60,293.00	0.00	0.00
800	Employee Benefits	*	110,778.00	-7,865.00	102,913.00	0.00	0.00	102,913.00
Fund FIBTotals:			966,098.00	0.00	966,098.00	867,514.91	0.00	98,583.09
160	Non-Instructional Salary	*	21,037.00	0.00	21,037.00	21,036.60	0.00	0.40
400	Contractual	*	10,007.00	613.00	10,620.00	10,620.00	0.00	0.00
800	Employee Benefits	*	829.00	-613.00	216.00	0.00	0.00	216.00
Fund FICTotals:			31,873.00	0.00	31,873.00	31,656.60	0.00	216.40
150		*	116,902.50	-3,603.00	113,299.50	113,299.29	0.00	0.21
400		*	0.00	11,500.00	11,500.00	11,200.00	300.00	0.00
800		*	48,053.38	-7,897.00	40,156.38	0.00	0.00	40,156.38
Fund FIETotals:			164,955.88	0.00	164,955.88	124,499.29	300.00	40,156.59
150		*	17,000.00	-3,454.00	13,546.00	13,546.00	0.00	0.00
400		*	0.00	6,464.00	6,464.00	6,464.00	0.00	0.00
800		*	3,010.00	-3,010.00	0.00	0.00	0.00	0.00
Fund FIFTotals:			20,010.00	0.00	20,010.00	20,010.00	0.00	0.00
150	Instructional Salary	*	84,165.00	0.00	84,165.00	84,332.02	0.00	-167.02
400	Contractual	*	6,237.00	0.00	6,237.00	2,072.56	0.00	4,164.44
460	Travel	*	1,304.52	0.00	1,304.52	1,280.00	0.00	24.52
Fund FIITotals:			91,706.52	0.00	91,706.52	87,684.58	0.00	4,021.94
150	Instructional Salary	*	19,951.00	3,978.33	23,929.33	23,931.18	0.00	-1.85
400	Contractual	*	15,730.00	-12,980.00	2,750.00	0.00	0.00	2,750.00

# Canandaigua City School District

## Appropriation Status Summary Report By Object From 7/1/2022 To 6/30/2023



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
450	Supplies	*	7,445.86	9,860.67	17,306.53	10,980.94	219.99	6,105.60
<b>Fund FIVTotals:</b>			<b>43,126.86</b>	<b>859.00</b>	<b>43,985.86</b>	<b>34,912.12</b>	<b>219.99</b>	<b>8,853.75</b>
150	Instructional Salary	*	85,000.00	0.00	85,000.00	79,150.50	0.00	5,849.50
160	Non-Instructional Salary	*	150,000.00	0.00	150,000.00	124,544.94	0.00	25,455.06
400	Contractual	*	43,500.00	0.00	43,500.00	14,009.35	0.00	29,490.65
450	Supplies	*	500.00	0.00	500.00	18,599.33	0.00	-18,099.33
470	Tuition	*	125,000.00	0.00	125,000.00	123,976.20	0.00	1,023.80
490		*	350,000.00	0.00	350,000.00	249,085.00	0.00	100,915.00
800	Employee Benefits	*	75,000.00	0.00	75,000.00	57,564.03	0.00	17,435.97
<b>Fund FSSTotals:</b>			<b>829,000.00</b>	<b>0.00</b>	<b>829,000.00</b>	<b>666,929.35</b>	<b>0.00</b>	<b>162,070.65</b>
150	Instructional Salary	*	209,598.00	0.00	209,598.00	209,598.00	0.00	0.00
160	Non-Instructional Salary	*	55,187.00	0.00	55,187.00	55,187.00	0.00	0.00
400	Contractual	*	462,000.00	0.00	462,000.00	460,350.00	0.00	1,650.00
<b>Fund FUPTotals:</b>			<b>726,785.00</b>	<b>0.00</b>	<b>726,785.00</b>	<b>725,135.00</b>	<b>0.00</b>	<b>1,650.00</b>
240		*	10,000.00	1,500.00	11,500.00	10,413.28	0.00	1,086.72
294		*	90,000.00	-1,500.00	88,500.00	85,700.00	0.00	2,800.00
<b>Fund H23Totals:</b>			<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>96,113.28</b>	<b>0.00</b>	<b>3,886.72</b>
160		*	12,000.00	0.00	12,000.00	1,305.28	0.00	10,694.72
240		*	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
243		*	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00
244		*	20,000.00	0.00	20,000.00	5,062.50	14,937.50	0.00
245		*	13,000.00	0.00	13,000.00	6,000.00	7,000.00	0.00
246		*	10,000.00	0.00	10,000.00	0.00	3,550.00	6,450.00
253		*	492,500.00	0.00	492,500.00	0.00	0.00	492,500.00
293		*	400,000.00	0.00	400,000.00	247,263.45	0.00	152,736.55
400		*	22,500.00	0.00	22,500.00	1,150.00	0.00	21,350.00
450		*	10,000.00	0.00	10,000.00	2,249.00	1,013.00	6,738.00
<b>Fund HAGTotals:</b>			<b>1,000,000.00</b>	<b>0.00</b>	<b>1,000,000.00</b>	<b>263,030.23</b>	<b>36,500.50</b>	<b>700,469.27</b>

# Canandaigua City School District

## Appropriation Status Summary Report By Object From 7/1/2022 To 6/30/2023



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
201	*	17,000.00	1,390,251.65	1,407,251.65	939,107.76	451,143.89	17,000.00
240	*	2,019,199.25	-1,231,807.04	787,392.21	363,082.64	99,279.31	325,030.26
243	*	38,550.00	3,726.00	42,276.00	26,018.00	226.00	16,032.00
244	*	-1,290.00	301,265.13	299,975.13	19,984.58	281,281.05	-1,290.50
245	*	114,458.49	550,830.55	665,289.04	477,370.24	105,915.58	82,003.22
246	*	268,723.02	43,741.12	312,464.14	91,686.00	17,319.25	203,458.89
253	*	3,660,757.09	-1,848,039.72	1,812,717.37	0.00	0.00	1,812,717.37
270	*	1,725,000.00	-1,725,000.00	0.00	0.00	0.00	0.00
293	*	342,130.81	15,544,055.73	15,886,186.54	11,262,436.93	4,350,972.80	272,776.81
294	*	10,963.00	8,497,579.26	8,508,542.26	6,705,473.76	1,791,852.21	11,216.29
295	*	7,829.00	1,089,594.36	1,097,423.36	783,478.92	296,263.44	17,681.00
296	*	10,411.00	3,328,141.70	3,338,552.70	2,012,694.83	1,325,857.87	0.00
297	*	270,526.00	4,405,207.59	4,675,733.59	2,127,054.10	2,568,608.49	-19,929.00
<b>Fund HAPTotals:</b>		<b>8,484,257.66</b>	<b>30,349,546.33</b>	<b>38,833,803.99</b>	<b>24,808,387.76</b>	<b>11,288,719.89</b>	<b>2,736,696.34</b>
210	*	0.00	2,524,234.00	2,524,234.00	1,069,001.33	0.00	1,455,232.67
900	*	0.00	0.00	0.00	43.67	0.00	-43.67
<b>Fund HBUTotals:</b>		<b>0.00</b>	<b>2,524,234.00</b>	<b>2,524,234.00</b>	<b>1,069,045.00</b>	<b>0.00</b>	<b>1,455,189.00</b>
200	*	170,697.81	0.00	170,697.81	0.00	0.00	170,697.81
400	*	75,974.19	0.00	75,974.19	0.00	0.00	75,974.19
<b>Fund HSSTotals:</b>		<b>246,672.00</b>	<b>0.00</b>	<b>246,672.00</b>	<b>0.00</b>	<b>0.00</b>	<b>246,672.00</b>
440	*	0.00	0.00	0.00	844,250.00	0.00	-844,250.00
<b>Fund TCTotals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>844,250.00</b>	<b>0.00</b>	<b>-844,250.00</b>
600	*	0.00	2,340,000.00	2,340,000.00	2,340,000.00	0.00	0.00
<b>Fund VTotals:</b>		<b>0.00</b>	<b>2,340,000.00</b>	<b>2,340,000.00</b>	<b>2,340,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Grand Totals:</b>		<b>102,480,198.77</b>	<b>37,658,061.80</b>	<b>140,138,260.57</b>	<b>114,128,659.31</b>	<b>13,470,858.28</b>	<b>12,538,742.98</b>

**Request for Overnight Field Trip**

To authorize overnight field trip approval, each section of this cover sheet must be filled out **in detail along with accompanying documents** (itinerary, permission slip, forms, etc.). Failure to complete this cover sheet and provide thorough documentation will result in the packet being returned without making it onto a board agenda thus delaying and jeopardizing potential approval. *At no point should there be any parent or student meeting(s) nor money collected prior to this form reaching board approval, unless there is preapproval by the Superintendent.* Should you have questions regarding proper completion of the forms, please see your immediate supervisor for assistance.

**Name of Group/Club (building/grade level):**

**Varsity Fall Cheerleading Team**

**Destination:**

**Pine Forest Cheerleading camp – Trails End, Honesdale, PA**

**Departure Date and Approximate Time:**

**Monday, August 28<sup>th</sup> 2023, 8:00am**

**Return Date and Approximate Time:**

**Thursday, August 31<sup>st</sup> 2023, 4:25pm**

**Number of Students Expected to Attend:**

**18-20**

**Number of Chaperones (also detail how students will be supervised 24 hours / day):**

**2 Coaches (Varsity & Asst Varsity) – UCA Staff Instructors, Pine Forest Cheerleading Camp Staff**

**Cost per Student (costs should include an itemized and realistic summary of travel, hotel, meals, and admission, etc. - include fundraising opportunities and arrangements made for those who cannot afford the trip as well):**

**Mode of Transportation (include bus service / airline):**

**Niagara Scenic Tours  
2926 Lakeville Rd, Avon, 14414**

**Accommodations (Hotel information such as address, phone number and webpage link):**

**Pine Forest Cheerleading Camp  
100 Trails End Rd  
Beach Lake, PA 18405  
(570) 729-7111 – [www.cheerleadingcamps.com](http://www.cheerleadingcamps.com)**

**Refund policy/ Insurance or other recoup options:**

**Full payment is due on the day we arrive at camp.**

<b>Cost per student</b>	
<b>Package Amount</b>	<b>315.00</b>
<b>or Breakdown Amount</b>	
<b>Based on 20 Travel</b>	<b>151.97</b>
<b>Lodging</b>	
<b>Meals</b>	
<b>Breakfast</b>	
<b>Travel Days (2) Lunch</b>	<b>20.00</b>
<b>Dinner</b>	
<b>Other (Explanation)</b>	
<b>Cost of Trip Per Student</b>	<b>486.97</b>
<b>Less Club Contribution</b>	<b>(366.97)</b>
<b>Less Expected Fundraising</b>	
<b>Final Cost to Student</b>	<b>120.00</b>

## Request for Overnight Field Trip

*In the space provided below, please detail your trip and how it connects to your content area, program or activity. Include the educational outcomes students will gain from the experience:*

The CA Varsity Cheerleaders would like to attend UCA's (Universal Cheerleader Association) – Pine Forest Cheerleading Camp in PA. After several years of not attending a summer camp as a team, our athletes and staff would greatly benefit from this outstanding opportunity! Our athletes are looking to advance their personal skills, gain new knowledge (tips & techniques) for Game Day cheer and meet other teams from several other states throughout the country. Athletes who attend UCA Camps learn in a safe environment with personal coaching and instruction from UCA trained instructors. (Many of the UCA instructors are current college cheerleaders and compete nationally.)

*Before submitting approval, you must submit supporting documentation. Attached are templates which needs to be updated with detailed information for your proposed trip. These documents should be submitted in the following order (check list):*

- *A detailed itinerary*
- *Introductory letter*
- *Field trip permission form*
- *Overnight trip parent meeting agenda*
- *Emergency medical information for overnight trips/camps*
- *Behavior expectations/monitoring guidelines*
- *Trip parent/student survey*
- *Chaperone responsibilities and trip tips*

Marlese S. Thompson  
Name (print) of Trip Coordinator

*Marlese S. Thompson*  
Signature of Trip Coordinator

7/20/23  
Date

### Approvals: (Office Use Only)

Principal/AD/Supervisor: (Initial) BAWC (Final) \_\_\_\_\_

Director Of Transportation: (Initial) \_\_\_\_\_ (Final) \_\_\_\_\_

ASI: (Initial) \_\_\_\_\_ (Final) \_\_\_\_\_

Superintendent: (Initial) [Signature] (Final) \_\_\_\_\_

Board of Education: (Initial) \_\_\_\_\_ (Final) \_\_\_\_\_

# Introductory Letter

Dear Parent:

Your child is being provided a wonderful opportunity to extend his/her learning beyond the classroom and assume adult responsibilities at the same time. The **Canandaigua Cheerleading Booster Club, is sponsoring a trip for the Canandaigua Varsity Cheerleaders to attend the UCA's Pine Forest Cheerleading Camp in Honesdale, PA.**

Enclosed you will find the following important forms that must be completed and RETURNED by August 24<sup>th</sup>, 2023:

- Student rules for behavior
- Student Profile and Medical form: a medical release form that is required in the event that your son/daughter requires immediate medical care.
- Trip cancellation policy/ insurance
- a permission slip

Because this is a school-sponsored activity, the rules that govern our students at the Academy will be in full effect. Please refer to our Parent/Student handbook and the Student Agenda for a complete listing of expectations, consequences, and penalties for inappropriate conduct or behavior.

If you have any questions, please feel free to contact us at:

**The final payment for this trip was due on Thursday, August 24<sup>th</sup>, 2023. Any outstanding balances must be paid immediately. All payments are non-refundable. Money cannot be returned in the case of last minute student discipline or an unforeseen and previously unscheduled athletic event.**



**Attachment 1 – Tentative Itinerary**

**Accommodations:**

Pine Forest Cheerleading Camp – Trail's End, 100 Trails End Rd, Beach Lake, PA 18405

**Restaurants:**

**(2) Lunch – Travel Days – On Way to and From Camp**  
At Camp Dining Hall

**Travel/Motor Coach:**

Niagara Scenic Tours

**Chaperone Contact Information:**

Marlese Thompson – (585) 737-8024

Maralee Taft – (585) 737-6163

**Attachment 2 - FIELD TRIP PERMISSION FORM**

Field trips are an important part of a child's school experience. Your child has the opportunity to participate in a field trip. The purpose of this form is to obtain your permission for your child to participate in this trip and to obtain information regarding your plans for that day in case there is an emergency of any kind. Please call the teacher indicated if you have any questions. In the event that the field trip is cancelled due to extenuating circumstances, we will make every effort to reimburse students when possible. For any extended (overnight) Co-curricular or Extra-curricular field trips students must have no illegal absences the two (2) days prior to the field trip and also must be within the school's attendance policy.

Trip Date – August 18<sup>th</sup> – 31<sup>st</sup>

Class/Group – Fall Varsity Cheerleaders

Teacher/Supervisor - Marlese Thompson (Coach) & Maralee Taft (Asst Coach)

Trip Destination - Pine Forest Cheerleading Camp – Trail's End

Other Planned Stops - Lunch, On the way down & Back from Camp

Planned Departure Time 8:00am Planned Return Time 4:30pm

Departing From – Canandaigua Academy Returning To – Canandaigua Academy

**Additional**

<b>Transportation</b>
Bus _____
Walk _____
Other _____

**To be completed by parent:**

\_\_\_\_\_ has my permission to attend the school sponsored trip to  
*Name of Student*

\_\_\_\_\_ on \_\_\_\_\_  
*Location Date(s)*

I am fully aware that all District and school policies are in effect during this trip and for safety purposes, a pre-trip search of all luggage and carry-on items may be conducted by the school administration **for any extended (overnight) field trips.**

If my child violates the District's Code of Conduct or District policy during the trip, I understand that the school administration may decide that my child cannot continue to participate in the trip. If that happens, I agree that it will be my responsibility to provide transportation home for my child. During the trip I may be contacted at:

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Alternate number \_\_\_\_\_

In the event that I cannot be reached for return transportation, I have arranged for the following person to pick up my child:

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Alternate number \_\_\_\_\_

**By signing this, I agree to the pre-trip search described above and that if according to the school administration my child may not continue to participate in the trip due to my child's conduct, I will provide transportation home for my child at my expense.**

**I agree to abide by all school rules, trip safety and local authority policies.**

\_\_\_\_\_  
*Signature of Parent/Guardian Date*

\_\_\_\_\_  
*Signature of Student Date*

**Attachment 3**

**Overnight Trip Parent Meeting Agenda**

**Meeting Date: Thursday, August 24<sup>th</sup>, 2023**

**Date of trip: August 28<sup>th</sup> – August 31<sup>st</sup> 2023**

**Hotel: - Pine Forest Cheerleading Camp – Trail’s End, Honesdale, PA**

**Costs: At this point all deposits should be collected and only spending money will be necessary**

**Room Assignments** \_\_\_\_\_

**Rules/Behavior** \_\_\_\_\_

**Students with Medication** \_\_\_\_\_

**Trip cancellation policy/ insurance** \_\_\_\_\_

\_\_\_\_\_

**Other:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Letter from School Nurses Regarding Medication

To: Parents/Guardians of students attending trip to **Camp on August 18<sup>th</sup>-31<sup>st</sup>, 2023**

From: **Academy Nurse, Canandaigua Academy**

Re: Medication for **Camp**

The guidelines for students taking prescription and non-prescription drugs on the trip are as follows:

- All medications require a Health Care Provider's order for each medication. Parents/Guardians must bring the medication in to the School Nurse by **August 24<sup>th</sup>, 2023.**
- Parents/Guardians need to sign the health information sheet.
- Medication **must be** in the prescription/original bottle, clearly labeled with the dose and the time of administration.
- The students may self-carry and administer inhalers, epi-pens, and diabetic supplies as long as they have a record of this on file in the nurses' office for this school year.
- Prescribed medications will be given by a medical practitioner/chaperone traveling with the group.
- The School Nurse will provide the medical practitioner/chaperone with all appropriate information.
- Students **will not** be allowed to carry non-prescription medication (over-the-counter). The nurse/chaperone will administer these to students as necessary.
- Mouthwash is not permitted on the trip.

Please call us at **# of nurse in charge or district lead nurse** if you have any questions.

**CANANDAIGUA CITY SCHOOL DISTRICT**

CONFIDENTIAL - will be seen by trip or school staff

**EMERGENCY MEDICAL INFORMATION FOR OVERNIGHT FIELD TRIPS/CAMPS**

Student's Name : \_\_\_\_\_ AGE: \_\_\_\_\_

Home address: \_\_\_\_\_ DOB: \_\_\_\_\_

Parent / Guardian: \_\_\_\_\_ (H) phone: \_\_\_\_\_

Home address: \_\_\_\_\_ Cell phone: \_\_\_\_\_

(W) phone: \_\_\_\_\_

Emergency Contact\* \_\_\_\_\_ (H) phone: \_\_\_\_\_

Home address: \_\_\_\_\_ Cell phone: \_\_\_\_\_

(W) phone: \_\_\_\_\_

**EMERGENCY CONTACTS:**

Student's health care provider: \_\_\_\_\_ Phone: \_\_\_\_\_

Student's dentist: \_\_\_\_\_ Phone: \_\_\_\_\_

**INSURANCE**

Medical insurance provider for student: \_\_\_\_\_ Policy #: \_\_\_\_\_

**STUDENT'S HEALTH STATUS** BEFORE THE TRIP The School Nurse will review health records of students.

Does your child have any health problems? (Please check all that apply and tell us about them):

\_\_\_ Allergies to food, medicine, or bites

\_\_\_ Asthma

\_\_\_ Breathing or lung problems

\_\_\_ Cardiac (Heart) problems

\_\_\_ Diabetes

\_\_\_ Seizure disorder

\_\_\_ Bones or Joints

\_\_\_ Other problems? \_\_\_\_\_

Please tell us more about the problem(s) \_\_\_\_\_

Date of last tetanus shot \_\_\_\_\_

**MEDICATIONS:** If your child already has a health care provider's note on file, you do not need to have the following verified by the health care provider. If you do not, you must have your health care provider sign at the bottom giving your child permission to take medicine on the trip. All medication except authorized self-carry inhalers, epinephrine auto injectors, diabetes supplies, or other emergency medications must be carried by and dispensed by a medical provider/chaperone.

1) I request that my child receive the following medications on the field trip or at camp:

NAME OF MEDICATION	DOSE / HOW MUCH?	WHEN?	WHERE? (BY MOUTH, SKIN, etc.)

I attest that this student has demonstrated to me that they can self-administer the medication (s)

Inhaler,  Epi Pen,  insulin/glucagon/diabetic supplies safely and effectively, and may carry and use this medication independently at school/for school sponsored activities.

\_\_\_\_\_  
Health Care Provider's Signature                      Date                      Parent/Guardian signature                      Date

2) I give permission to a health care provider or hospital to secure proper treatment including (but not limited to) medications, injections, anesthesia or surgery for my child as named above:

\_\_\_\_\_  
Parent / Guardian Signature                      Date

\*If your student requires emergency care while on the trip, the supervising teacher will call you to inform you of the circumstances and to obtain permission for treatment. If you cannot be reached promptly, please name another person (relative or close friend) who can speak for you. If no contact person can be reached, the health care providers(s) will act in the child's best interest. Revised Oct 2017

We are all responsible for making this a safe trip that is totally incident-free so that we can continue to build on this kind of activity in the future.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**CANANDAIGUA ACADEMY**

**Pine Forest Cheerleading Camp – Trail’s End – CA Varsity Cheerleaders**

**PARENT/STUDENT CONTRACT  
TO BE READ, SIGNED and RETURNED**

**1. Drugs, Alcohol and Tobacco**

The students of **Canandaigua** Varsity Cheerleading must follow the policy concerning the possession and use of drugs, alcohol and tobacco. At no time during the trip, from the time we depart **Canandaigua on August 18<sup>th</sup>, 2023 and return to Canandaigua on August 31<sup>st</sup>, 2023** are students to be in the possession of and/or using illegal and/or illicit drugs, alcohol or tobacco products (including smokeless tobacco products). Violation of this rule will result in a call home, disciplinary action upon returning to Canandaigua, and the loss of the right to participate in senior year activities for the remainder of the year (i.e. senior ball, possibly graduation ceremony). In the case of drug possession and use, we will notify the local authorities. Be aware that violation of the drug, alcohol, and tobacco contract will have training rule implications. As mentioned several times already, the trip will be immediately cancelled for violation of the school’s drug, alcohol, weapons, or thievery/vandalism policy and an immediate parent-accompanied return home will take place.

**2. Being on Time**

Many of the activities planned while at **Pine Forest Cheer Camp** involve appointments and reservations that have been made months in advance. Therefore, it is very important that everyone is punctual. The necessary times and meeting points will be indicated to you each day; it is your responsibility to be on time.

**3. Body piercing/tattooing**

Students are NOT allowed to have any part of their bodies pierced or tattooed while on this trip. **Honesdale, PA** is a large city with the potential for contracting a communicable disease if one engages in an activity such as piercing or tattooing, as there is no way to be sure if the equipment used is properly sterilized. We would also have no way of knowing or keeping track of whether or not the student had parental permission; therefore it will NOT be allowed.

**4. Free Time**

The trip we have planned for students at **Pine Forest Cheer Camp** allows for little free time. Students must stay together in groups of at least three people (with at least one person with a cell phone) for their own safety and must remain in the areas designated by the chaperones and tour guides. You may not fully appreciate how large **TBD** is and how quickly the potential for problems may arise if you are not cautious. We want this to be a fantastic experience, as it has been the past, and therefore you must act responsibly.

**5. Curfew**

Each night you will be given a curfew which will be based on the next day's activities. Upon returning to the hotel there will be time to socialize, etc. Students must be in their rooms before curfew. At designated times, chaperones will do room checks. All persons assigned to the room must be in that room for room check. Once the room is checked, the chaperones will place a small piece of masking tape over one corner of the door. The door must then remain shut and students in their room until the next morning. We do not do this because we mistrust

## Attachment 7

### Behavior Expectations/Monitoring Guidelines

This trip is a school sponsored activity provided for you by the Board of Education, your family—and through your own effort and cooperation. Its intent is that of an enjoyable, educational, cultural, and social event free from distractions and stresses caused by negative behavioral situations. All school rules are in effect at all times. Violators will be disciplined through standard district channels upon return to Canandaigua. Immediate and necessary action will be handled by administrators while on the trip. In severe cases parents will be notified that a serious violation has occurred, and the student involved will be transported home immediately **by a parent, at the parent's expense.**

**It is assumed by your participation in this trip that you agree to the following:**

- To refrain from the use of alcohol, tobacco, controlled substances, and any form of illegal and/or illicit substances. Violations will carry severe consequences **including police action** if necessary. Similarly, any attempt at shoplifting or thievery at any location will involve the police.
- If the use of illegal and/or illicit drugs or alcohol is suspected, the chaperones and a building administrator will **IMMEDIATELY** confront the student(s). The administrator will call parents and local police.
- **It will be each parent's responsibility to provide immediate transportation home for their child if he/she is found in violation of the school's alcohol, drug, weapons, or thievery/vandalism policy.**
- Students are required to abide by any trip safety plan including COVID requirements and local authority and host requirements.
- There will be no smoking or burning of incense/candles in hotel rooms.
- Students are **ONLY** allowed in their assigned hotel room. If a student is in another student's hotel room, the door must be **WIDE OPEN AT ALL TIMES.**
- To respond immediately and with due respect to directives issued by the chaperones, tour guides, bus drivers, hotel and restaurant personnel, and any others in authority.
- To adhere to the itinerary sites as a group, with the understanding that **"side trips" on your own are not allowed.** No one is to walk or take any public or private transportation to any other location for any reason. Your whereabouts must be known by the trip chaperones at all times.
- To strictly adhere to all announced time schedules, including all meeting times and locations and curfews. Once "lights out" time occurs at the hotel, no one is to leave his or her assigned room until the next morning.
- To conduct yourself in an adult fashion at all times. You are representing your family and your school, as well as yourself. Immature behavior of **any type** will be immediately halted, and students involved will be reprimanded. You will be expected to dress and conduct yourself with dignity and class at all times. Loud, raucous, disruptive, or distracting behavior will not be allowed.
- To show respect for others and the property of others - students, chaperones, hosts at attractions, and at the hotel restaurants and other locations we will be visiting.
- To feel confident to report any complaints or problems to the appropriate chaperone(s).
- At no time will students be allowed to sleep in areas other than those assigned.
- Visits by local family members are to be pre-arranged and **PRECEDED** with a note from your parent.
- Visits by local friends are specifically **not** allowed.
- Students will be taped into their hotel rooms each night.



**Attachment 8**

**Trip Parent/Student Survey  
Evaluation of Trip**

1. Was the trip a positive experience for you/your child?

Yes    No

2. Would you recommend this trip for future teams/students?

Yes    No

3. Were there fundraising opportunities provided for you/your family to meet the financial requirements of this trip?

Yes    No

4. Would you recommend any changes for this trip in the future?

Yes    No

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

the students. It is done in the hopes of removing any temptation to wander around at night. We take our responsibility for your safety seriously.

**6. Serious Infractions of Any of the Rules, Safety Plan or local authority or host requirements**

If you violate any of the above rules/regulations, causing a serious situation, or if you continuously and willfully violate any of the above, you will be sent home with your parent at their expense. The chaperones and tour director will make this decision in consultation with school district officials. You will also face school consequences as a result.

**7. Theft and Loss of Personal Items**

At no time is Canandaigua Cheerleading Booster Club, Canandaigua City School District, Pine Forest Cheerleading Camp or the motor coach company responsible for the theft or loss of personal items.

**8. Parent/Guardian Signature**

After you and your parents have read this, please sign below.

---

**Student Signature**

**Date**

---

**Parent/Guardian Signature**

**Date**

# General Trip Tips

1. Never give out your hotel name or room number to strangers!
2. You will pay for services charged to your room (i.e. long distance phone calls, room service, movies, etc.)
3. The maid will take money left out in your room. He/She will think it is a tip. So unless it is intended as a tip, keep it on you at all times.
4. Valuables should either be left at home or be kept in the *hotel safe*. If lost or stolen, we are not responsible.
5. Do not venture out on your own!
6. You **MUST ALWAYS** travel **WITH A CHAPERONE** or **BUDDY**!
7. You may bring an I-Pod or personal music device, but you cannot bring anything with open speakers. Remember -- you bring these items **at your own risk**. We will take no responsibility if they are lost or stolen.
8. Keep the bus and plane neat and clean at all times. Continually police your own area!
9. **PACK:**
  - One suitcase for under the bus.
  - One very small soft carry-on bag to keep with you on the bus, along with a pillow and blanket.
  - Bring appropriate clothing for the trip.
  - A cell phone or watch. It is critical that you are always **ON TIME**!
  - **Bring some snacks for the way down on the bus. You may not bring opened drinks, but you may bring wrapped snacks, like granola bars and such, and unopened containers to drink.**
10. Budget money for:
  - Lunch each day of competition
  - Snack throughout the day
  - Souvenirs
11. Be sure to represent yourself, school, parents, community, chaperone, etc. in a positive light.
12. The school rules, as clearly written in your student agenda and throughout this packet, will be in effect for the entire trip.
13. Inappropriate items purchased on this trip will be confiscated and returned to you only when your parents pick you up.

# Chaperone Responsibilities

## THE FOLLOWING IS A LIST OF CHAPERONE RESPONSIBILITIES

### KEEP IN MIND THE FOLLOWING:

1. Have the students keep all areas neat and clean at all times.
2. Certain foods are okay on the bus, but students need to be considerate of others.
3. Students need to remember to respect others in terms of noise levels.
4. Personal music devices (mp3 players) are acceptable; however, *no open speakers are permitted*.

### BE SURE THAT STUDENTS ASSIGNED TO YOU ARE ON THE BUS EVERY TIME WE DEPART.

1. In addition to taking role call at designated areas and times, you should also remain in contact with your group at all times.

### INFORM ADVISOR OF ANY SEVERE PROBLEMS AS SOON AS POSSIBLE.

1. The advisor may suggest ways for you to handle the problem or may opt to handle it him/herself

### BE AVAILABLE FOR CHAPERONE MEETINGS AT ANY OR ALL OF THE FOLLOWING:

1. Immediately after attendance is taken on each bus
2. Upon arrival to each location- before students are allowed to unload
3. Every organized meal
4. After curfew
5. Other times as necessary

### ENFORCE THE SCHOOL RULES

Please read the school rules and become familiar with them. As chaperones we set the tone for the entire trip, not only with our attitude and disciplinary style, but also with our actions and words. As chaperones, we all assume the responsibility of being a role model.

One item that we would like to call to your attention is the school rule regarding the use of tobacco and alcohol. As adults, we have the freedom to make personal choices about the consumption of these products, but as *leaders* of young adults we are models of healthy choices. Whether your personal philosophy advocates the use of these products or not, you should not be seen smoking nor should you consume alcohol at any time!

We are each parent's proxy on this trip. A mishandled "chaperone - student" situation can easily be attributed to an error in judgment.



## **Board Committees 2023-2024**

### **Audit/Finance Committee**

Milton Johnson, Chair  
Jen Schneider  
Jenny Tessendorf

Community Members:  
Joe Delforte  
Christine Palace-Neininger

Administrators: Matt Fitch  
  Jamie Farr

Minute Taker: Cullen Spencer

Meeting Frequency: monthly;  
bi-weekly or weekly during budget season  
Meeting Time: Fridays, 7 a.m.

### **Policy Committee**

Beth Thomas, Chair  
Jeanie Grimm  
Megan Personale

Administrator: Jamie Farr

Minute Taker: Deb Sundlov  
Meeting Frequency: monthly

Meeting Time: school hours-Wednesdays

### **Site Committee**

John Polimeni, Chair  
Amy Calabrese  
Julianne Miller

Community Member:  
Tom Reho

Administrators: Brian Nolan  
  Mike McClain  
  Jamie Farr

Minute Taker: Brian Nolan  
Meeting Frequency: meetings as needed  
Meeting Time: 4 p.m.



## District & Other Committees 2023-2024

*Please note that only one board member is needed but two are welcome!  
If you can't make a committee meeting, please ensure the other board member can.  
If neither can, please ask another board member.*

### **Character Education (CEC)**

Administrators: Justine Olszewski  
Theron Chinn  
Board Member: Amy Calabrese  
Milton Johnson

Meeting Frequency: Monthly

### **Council on Instructional Excellence (CIE)**

Administrators: Matt Schrage  
Jamie Farr  
Multiple other admin  
Board Members: Jen Schneider  
Beth Thomas

Meeting Frequency: monthly

### **Safety / Health / Security Committee**

Administrator: Vernon Tenney  
Board Member: John Polimeni

Meeting Frequency: Oct, Dec, Feb, April,  
June

### **Diversity, Equity, & Inclusion (DEI)**

Administrators Jamie Farr  
Matt Schrage  
Vernon Tenney  
Board Member: Julianne Miller

Meeting Frequency: TBD

### **\*\*\* Other Committees \*\*\***

#### **Four County School Boards Association**

#### **Legislative Committee**

Beth Thomas & Julianne Miller

#### **Board of Directors**

Jenny Tessendorf  
Megan Personale, Alternate

#### **Phelps-Gorham**

Jeanie Grimm

## Public Comments at Designated Board Meetings

The Board encourages public comments at designated Regular Board meetings. ~~Time permitting, the Board will designate a specific portion of its meeting agenda for comments.~~ In all circumstances, reasonable decorum and order must be maintained during the public comment period. The Superintendent shall create and, as warranted, periodically update regulations setting forth requirements and procedures relating to the conduct of public comment periods during Designated Board meetings consistent with this policy and applicable law.

Persons wishing to address the Board are asked to contact the District Clerk at 585-396-3170 for a copy of the regulation.

Board Approved: October 19, 2020; October 18, 2021 Non-Substantive: November 17, 2021