



**BOARD OF EDUCATION BUDGET WORKSHOP AND MEETING**  
**TUESDAY, MARCH 21, 2017**  
**JR./SR. HIGH SCHOOL LIBRARY – 5:45 P.M.**

**1. Meeting Call to Order**

- 1.1 Pledge to the Flag
- 1.2 Acceptance of Agenda
- 1.3 Executive Session – to discuss NYMTA Negotiations with Heather Cole
- 1.4 Superintendent Search Update – Howard Mettelman, Oneida BOCES
- 1.5 Focus District Curriculum/Instructional Recommendations – Amy Lamitie
- 1.6 Public Budget Workshop
  - a. 2017-18 Budget Presentation
  - b. 2017-18 Budget Worksheet
  - c. 2017 Legal Notice

**2. Communications**

- 2.1 From the Floor
- 2.2 President's Messages

**3. Consent Agenda**

- 3.1 Board of Education Minutes – March 7, 2017
- 3.2 Business Office Reports for Month ending - N/A
- 3.3 CSE Reports
  - a. Meeting held 2/15/17
  - b. Meeting held 2/16/17 and 3/2/17
  - c. Meeting held 3/3/17
  - d. Meetings held 3/6/17
  - e. Meeting held 2/14/17 and 3/7/17

**4. Old Business**

**5. New Business**

- 5.1 Personnel Report – Action
- 5.2 2017-18 District Calendar – Action
- 5.3 Donation of Scoreboard from New York Mills Athletic Boosters - Action

**6. K-12 Principals' Report**

- 6.1 Special Education Transition
- 6.2 Pre-Prom Safety Program
- 6.3 Staffing
- 6.4 Field Testing
- 6.5 Spring Musical
- 6.6 Upcoming Events: National Honor Society Banquet

**7. Superintendent's Report**

- 7.1 Capital Project
  - a. Current Status
  - b. Current and Future Capital Outlay Projects
- 7.2 Nurse Position Discussion
- 7.3 School Census

**8. Board Discussion**

**9. Visitors Comments**

**10. Executive Session**

**11. Adjournment**




1.5

# Instructional Planning

**FOCUS AND EFFORTS TO DATE**

presented by Amy Lamitie, OHM Curriculum Specialist



# Instructional Shift 1

## Focus on Differentiated Instruction in ELA/Math:

- Up to sixty minutes daily in ELA/math, K-6
- TA support during ELA and math small-group instruction/response-to-intervention time (TIER 1/2 academic supports), K-6 (already budgeted)
- K-1 focus on behavioral supports during core instruction(TIER 1 behavioral support)
- Increased supports for all learners, including accelerated learners
- Cornerstone component of the RtI process/pre-referral process



# Instructional Shift 1

## INTENDED OUTCOMES:

- Increased number of students achieving grade-level expectations in reading and math fluencies;
- Higher growth within proficiency bands on NYS assessments; and
- Reduction in disruptive behaviors.

# Instructional Shift 2

## Standardization of Elementary Schedule:

- Maximizes interdisciplinary writing
- Maximizes core instructional time and continuity of paraprofessional supports
- Maximizes teacher preparatory time/common planning with special educators
- Allows for shared, stable TA supports across grade levels
- Benefits all students

# Instructional Shift 2

## INTENDED OUTCOMES:

- Reduction in cost to deliver classroom-level supports;
- Increased student engagement with grade-level topics;
- Increased engagement in social studies and science; and
- Higher-quality co-teaching.

# Efforts to Date

## CURRICULUM MAPPING

- K-12 ELA/math mapped; units of study 75% complete at present
- All maps/units need BOE approval June 2017
- Publish maps/units July 2017

## DIFFERENTIATED INSTRUCTIONAL STRATEGIES

- Initial awareness training of elementary staff (10/16)
- Full-staff training to design instructional learning segments (3/17)
- Summer PD opportunities, K-12 (already budgeted)



# Efforts to Date

## CURRICULUM PLANNING

- Prioritization of Journeys ELA curriculum
- Demonstrated need to design K-6 writing scope and sequence

## CO-TEACHING

- School-year and summer professional development to develop co-teaching protocols, procedures, skill set



1.6 a

# Public Budget Workshop #2

**Tuesday, March 21, 2017**

# GOAL 1: VISION, MISSION, CORE BELIEFS:



To collaboratively develop and approve a district vision, mission and core beliefs that will be shared with all stakeholders, be used on letterheads and school mailings in order for all to refer to these as guidelines for decision-making and continuous improvement in the district.

- To unify the community around a clear understanding of the vision/purpose for our school
- To dedicate ourselves to the mission of realizing this vision for our students and community.
- To use our vision, mission and core beliefs when making decisions; all decisions should align with and lead us to achievement of our vision.



## GOAL 2 COMMUNICATION:

To provide regular communication structures within the school community in order for consistency and transparency of message and work in order that we can support student academic and extra-curricular success by partnering with our school community in order to accomplish all District Comprehensive Educational Improvement Plan goals and action steps.

- Student academic and extra-curricular achievements
- Staff achievements
- Capital Project Progress
- Positive Outcomes and Results from our Focus School Designation
- Process of hiring new school leaders in the district
- Increased New York State Assessment rates rather than opt-out option



## GOAL 3 BUDGET:

To support the school through BOE and school leader review of data and identification of strategic fiscal and programmatic needs in the areas of leadership, curriculum and instruction, social/emotional developmental health and parent engagement in order to improve teaching and learning.

- Identification of leadership needs within the district for hiring purposes and for providing support for new leadership – two new principals and superintendent.
- Providing instructional support through BOCES for curriculum development, establishing of data structures within our district, and adopting a Professional Development Plan that includes teacher support in developing student learning targets, differentiating instruction and providing formative assessments to check for student understanding.
- Examination of student data and programs supporting our students' learning, including looking at our special education data in order to make changes that will increase opportunities and academic performance.

## GOAL 3 BUDGET (continued):

- ❑ Approve the district Response to Intervention Plan that clearly maps district academic and social/emotional supports for students.
- ❑ Support and attend school and community events to increase our parent partnerships and to encourage increased involvement in supporting our staff and students.
- ❑ Examination of student data and programs supporting our students' learning, including looking at our special education data in order to make changes that will increase opportunities and academic performance.
- ❑ Approve the district Response to Intervention Plan that clearly maps district academic and social/emotional supports for students.
- ❑ Support and attend school and community events to increase our parent partnerships and to encourage increased involvement in supporting our staff and students.



# Conditions in Need of Attention:



- Continued Focus District Status
- District In Need of Special Education Technical Assistance Designation
- Delay of Current Capital Project
- Upcoming Capital Outlay Project

# Included in 2017-18 Draft Budget:

## Capital/Trans. Increases

- Bond Anticipation Note  
\$100,000
- Purchase Two New Buses  
\$87,993
- 2 Additional Elementary Bus  
Monitors \$3,748

**Capital/Trans. Total \$191,741**

## Instructional Increases

- 1 FTE Special Education Teacher  
\$45,641 (Step 6 B+30)
- .5 FTE Special Education  
Secretary \$14,027
- 3 FTE Teacher Assistants \$50,427
- 1 FTE Elementary Classroom  
Teacher \$45,641 (Step 6 B+30)
- Continued Implementation of new  
Journey Elementary Reading  
Program \$43,100

**Instructional Total \$198,836**

**Total = \$ 390,577**



# Responsible Reductions included in 2017-18 Draft Budget

□ 15 School Monitors Hours per day (15 hrs. x \$13.05/hr. = \$195.75/day x 185 days/yr. = \$36,214)	\$36,214
□ CSE Stipend	\$3,800
□ BOCES Admin. Data Processing	\$14,608
□ Reductions in Non-Instructional Supplies	<u>\$22,799</u>
<b>TOTAL REDUCTION</b>	<b>\$77,421</b>



Balancing of 2017-18

Budget is being

Accomplished through the

Systematic use of

**FUND BALANCE**

For programmatic improvements.

# 2017-18 Budget Summary

2016-17 Budget	\$13,517,666
Proposed 2017-18 Budget	\$13,517,050
Budget to Budget Decrease	-.00455% (-\$616)
Projected State Aid	5.3% w/building aid .4% w/out building aid
Allowable Tax Levy Limit	1.6186%
<b>Tax Levy Increase per Board Directive</b>	<b>0%</b>



# Remaining Calendar Dates for the 2017-2018 Budget Preparation

Monday, April 3rd	1st Legal Notice must appear in newspaper. Must advertise four times within seven weeks of the vote with 1st publication 45 days before date of budget vote
<b>Tuesday, April 4th</b>	<b>Board Meeting, Budget Approval Recommended</b>
<b>Tuesday, April 11th</b>	<b>Board of Education Meeting (if needed)</b>
Monday, April 17th	Deadline for voter submitted petitions for propositions (for propositions other than those required to be included in the notice of annual meeting)
Friday, April 21st	Final Date Board of Education Approval of Budget (Spring Recess 4/17-21)
Monday, April 24th	District must transmit Property Tax Report Card to SED or 24 hours after budget adopted
Tuesday, April 25th	Districts must complete budget detail (7 days before Public Budget Hearing)
Tuesday, April 25th	Copies of the Budget must be available to residents
Tuesday, May 2nd	Public Budget Hearing
Wednesday, May 3- 10	Deadline for mailing Budget Notice
Tuesday, May 16th	Budget Vote (Noon - 9 p.m.)



# Board of Education:

Questions

Discussion

Decision-  
making



New York Mills School District  
2017-18 Budget Worksheet

3/17/2017 11:41 AM

1.6 b

Page 1

Budget Code	Description	2016-17 Budget	2017-18 Proposed Budget	Dollar Difference	Notes
<b>BOARD EXPENSES</b>					
1010. 400 00 0000	CONTRACTUAL	\$ 300.00	\$ 300.00	\$ -	
403 00 0000	TRAVEL-MILEAGE	\$ 4,500.00	\$ 4,500.00	\$ -	
404 00 0000	CONFERENCE FEES	\$ 10,000.00	\$ 10,000.00	\$ -	
450 00 0000	OFFICE SUPPLIES	\$ -	\$ -	\$ -	
	<b>TOTAL</b>	<b>\$ 14,800.00</b>	<b>\$ 14,800.00</b>	<b>\$ -</b>	
<b>DISTRICT CLERK</b>					
1040. 160 00 0000	NON-INST SALARIES	\$ 3,600.00	\$ 3,822.00	\$ 222.00	Estimate
400 00 0000	CONTRACTUAL	\$ -	\$ -	\$ -	
403 00 0000	TRAVEL	\$ -	\$ -	\$ -	
404 00 0000	CONFERENCE FEES	\$ -	\$ -	\$ -	
406 00 0000	ADVERTISING	\$ 3,850.00	\$ 3,850.00	\$ -	
410 00 0000	RENTAL	\$ -	\$ -	\$ -	
450 00 0000	OFFICE SUPPLIES	\$ 750.00	\$ 750.00	\$ -	
	<b>TOTAL</b>	<b>\$ 8,200.00</b>	<b>\$ 8,422.00</b>	<b>\$ 222.00</b>	
<b>DISTRICT MEETING</b>					
1060. 406 00 0000	ADVERTISING	\$ 500.00	\$ -	\$ (500.00)	Coding change
408 00 0000	CONTRACTUAL	\$ 1,000.00	\$ 1,000.00	\$ -	
450 00 0000	OFFICE SUPPLIES	\$ -	\$ -	\$ -	
	<b>TOTAL</b>	<b>\$ 1,500.00</b>	<b>\$ 1,000.00</b>	<b>\$ (500.00)</b>	
<b>CHIEF SCHOOL ADMINISTRATOR</b>					
1240. 150 00 0000	INST SALARIES	\$ 155,002.00	\$ 130,000.00	\$ (25,002.00)	New Superintendent
160 00 0000	NON-INST SALARIES	\$ 25,919.00	\$ 26,297.00	\$ 378.00	Estimate
400 00 0000	CONTRACTUAL	\$ 10,000.00	\$ 2,000.00	\$ (8,000.00)	Adjustment to actual
403 00 0000	TRAVEL MILEAGE	\$ 2,000.00	\$ 2,000.00	\$ -	
404 00 0000	CONFERENCE FEES	\$ 3,000.00	\$ 3,000.00	\$ -	
409 00 0000	DUES	\$ 3,000.00	\$ 3,000.00	\$ -	
450 00 0000	OFFICE SUPPLIES	\$ 1,000.00	\$ 500.00	\$ (500.00)	Adjustment to actual
	<b>TOTAL</b>	<b>\$ 199,921.00</b>	<b>\$ 166,797.00</b>	<b>\$ (33,124.00)</b>	

3/17/2017 11:41 AM



Budget Code				Description	2016-17	2017-18	Dollar	
3/17/2017 11:41 AM					Budget	Proposed Budget	Difference	Notes Page 2
<b>BUSINESS ADMINISTRATION</b>								
1310	160	00	0000	NON-INST SALARIES	\$ 67,300.00	\$ 73,910.00	\$ 6,610.00	Underfunded prior year
	401	00	0000	SERVICE CONTRACTS	\$ -		\$ -	
	402	00	0000	REPAIRS	\$ -		\$ -	
	403	00	0000	TRAVEL-MILEAGE	\$ 275.00	\$ 275.00	\$ -	
	404	00	0000	CONFERENCE FEES	\$ 500.00	\$ 250.00	\$ (250.00)	Adjustment to actual
	450	00	0000	OFFICE SUPPLIES	\$ 500.00	\$ 300.00	\$ (200.00)	Adjustment to actual
	490	00	0000	BOCES SERVICES	\$ 42,575.00	\$ 40,000.00	\$ (2,575.00)	Adjustment to actual
				<b>TOTAL</b>	<b>\$ 111,150.00</b>	<b>\$ 114,735.00</b>	<b>\$ 3,585.00</b>	
<b>AUDITING</b>								
1320	408	00	0000	AUDITING SERVICE	\$ 26,000.00	\$ 22,000.00	\$ (4,000.00)	New Firm
				<b>TOTAL</b>	<b>\$ 26,000.00</b>	<b>\$ 22,000.00</b>	<b>\$ (4,000.00)</b>	
<b>TAX COLLECTOR</b>								
1330	406	00	0000	ADVERTISING	\$ -	\$ -	\$ -	
1330	408	00	0000	FEES	\$ -	\$ -	\$ -	
				<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>CO-OP BID</b>								
1345	490	00	0000	BOCES CO-OP BID	\$ 3,208.00	\$ 3,208.00	\$ -	
				<b>TOTAL</b>	<b>\$ 3,208.00</b>	<b>\$ 3,208.00</b>	<b>\$ -</b>	
<b>FISCAL AGENT</b>								
1380	401	00	0000	SERVICE CONTRACTS	\$ 8,000.00	\$ 8,000.00	\$ -	
				<b>TOTAL</b>	<b>\$ 8,000.00</b>	<b>\$ 8,000.00</b>	<b>\$ -</b>	
<b>PERSONNEL SERVICES</b>								
1420	408	00	0000	ATTORNEY SERVICES	\$ 32,500.00	\$ 40,000.00	\$ 7,500.00	Adjustment to actual
1430	490	00	0000	BOCES-PERSONNEL SERV.	\$ 50,625.00	\$ 56,947.00	\$ 6,322.00	Labor Relations increase
1460	490	00	0000	BOCES-RECORDS INFORM	\$ 5,069.00	\$ 5,069.00	\$ -	
				<b>TOTAL</b>	<b>\$ 88,194.00</b>	<b>\$ 102,016.00</b>	<b>\$ 13,822.00</b>	
<b>PUBLIC INFORMATION &amp; SERVICES</b>								
1480	490	00	0000	BOCES-PUBLIC INFOR SPEC	\$ -	\$ -	\$ -	
				<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

Budget Code				Description	2016-17	2017-18	Dollar	
3/17/2017 11:41 AM					Budget	Proposed Budget	Difference	Notes Page 3
<b>CENTRAL SERVICES</b>								
<b>OPERATIONS</b>								
1620.	160	00	0000	NON-INST SALARIES	\$ 195,498.00	\$ 190,888.00	\$ (4,610.00)	Adjustment to actual
	200	00	0000	NEW EQUIPMENT	\$ -	\$ -	\$ -	
	400	00	0000	CONTRACTUAL	\$ 50,000.00	\$ 52,000.00	\$ 2,000.00	Siemens
	401	00	0000	SERVICE CONTRACTS	\$ 16,975.00	\$ 16,500.00	\$ (475.00)	Adjustment to actual
	414	00	0000	INSURANCE	\$ -	\$ -	\$ -	
	416	00	0000	NATURAL GAS	\$ 95,000.00	\$ 85,000.00	\$ (10,000.00)	Rate drop
	417	00	0000	ELECTRICITY	\$ 98,000.00	\$ 104,000.00	\$ 6,000.00	Rate increase
	418	00	0000	WATER	\$ 23,000.00	\$ 23,000.00	\$ -	
	420	00	0000	TELEPHONE	\$ -	\$ -	\$ -	
	450	00	0000	CLEANING SUPPLIES	\$ 20,000.00	\$ 16,500.00	\$ (3,500.00)	Adjustment to actual
				<b>TOTAL</b>	<b>\$ 498,473.00</b>	<b>\$ 487,888.00</b>	<b>\$ (10,585.00)</b>	
<b>MAINTENANCE</b>								
1621	160	00	0000	NON-INST SALARIES	\$ 158,170.00	\$ 158,170.00	\$ -	
	200	00	0000	NEW EQUIP	\$ -	\$ -	\$ -	
	201	00	0000	REPLACEMENT EQUIP	\$ -	\$ -	\$ -	
	400	00	0000	CONTRACTUAL	\$ 10,500.00	\$ 10,500.00	\$ -	
	401	00	0000	SERVICE CONTRACTS	\$ 5,500.00	\$ 5,500.00	\$ -	
	402	00	0000	REPAIRS	\$ 20,000.00	\$ 20,000.00	\$ -	
	403	00	0000	MILEAGE	\$ 350.00	\$ 350.00	\$ -	
	404	00	0000	CONFERENCE	\$ 100.00	\$ 100.00	\$ -	
	414	00	0000	INSURANCE	\$ -	\$ -	\$ -	
	450	00	0000	SUPPLIES & MATERIALS	\$ 40,000.00	\$ 35,000.00	\$ (5,000.00)	Adjustment to actual
	450	00	0508	GROUNDS	\$ 18,000.00	\$ 15,000.00	\$ (3,000.00)	Adjustment to actual
	450	00	0509	GASOLINE	\$ 1,000.00	\$ -	\$ (1,000.00)	Adjustment to actual
	490	00	0000	BOCES	\$ 38,422.00	\$ 38,422.00	\$ -	
				<b>TOTAL</b>	<b>\$ 292,042.00</b>	<b>\$ 283,042.00</b>	<b>\$ (9,000.00)</b>	
<b>CENTRAL PRINTING &amp; MAILING</b>								
1670	400	00	0000	POSTAGE	\$ 11,500.00	\$ 10,000.00	\$ (1,500.00)	Adjustment to actual
	490	01	0000	BOCES-PRINTING	\$ 75,000.00	\$ 65,000.00	\$ (10,000.00)	Adjustment to actual
				<b>TOTAL</b>	<b>\$ 86,500.00</b>	<b>\$ 75,000.00</b>	<b>\$ (11,500.00)</b>	



Budget Code				Description	2016-17	2017-18	Dollar	
3/17/2017 11:41 AM					Budget	Proposed Budget	Difference	Notes Page 4
<b>CENTRAL DATA PROCESSING</b>								
1680	490	01	0000	BOCES-ADMIN DATA PROC.	\$ 172,606.00	\$ 157,998.00	\$ (14,608.00)	Reduction in cost
				<b>TOTAL</b>	<b>\$ 172,606.00</b>	<b>\$ 157,998.00</b>	<b>\$ (14,608.00)</b>	
<b>SPECIAL ITEMS</b>								
1910.	414	00	0000	INSURANCE	\$ 55,000.00	\$ 55,000.00	\$ -	
				<b>TOTAL</b>	<b>\$ 55,000.00</b>	<b>\$ 55,000.00</b>	<b>\$ -</b>	
							\$ -	
1920	400	00	0000	ASSOCIATION DUES	\$ 5,500.00	\$ 5,500.00	\$ -	
				<b>TOTAL</b>	<b>\$ 5,500.00</b>	<b>\$ 5,500.00</b>	<b>\$ -</b>	
							\$ -	
1964.	400	00	0000	REFUND PROP TAX	\$ 25,000.00	\$ 10,000.00	\$ (15,000.00)	Adjustment to actual
				<b>TOTAL</b>	<b>\$ 25,000.00</b>	<b>\$ 10,000.00</b>	<b>\$ (15,000.00)</b>	
							\$ -	
1981.	490	00	0000	BOCES-ADMIN&CAP	\$ 156,483.00	\$ 156,483.00	\$ -	
				<b>TOTAL</b>	<b>\$ 156,483.00</b>	<b>\$ 156,483.00</b>	<b>\$ -</b>	
<b>INSTRUCTIONAL SUPPORT</b>								
<b>CURRICULUM</b>								
2010	150	00	0000	INSTR SALARIES	\$ 12,000.00	\$ 9,174.00	\$ (2,826.00)	Actual scheduled summer
	400	00	0000	CONTRACTUAL	\$ -	\$ -	\$ -	curriculum work
	490	00	0000	BOCES SERVICES	\$ 75,000.00	\$ 55,000.00	\$ (20,000.00)	Adjustment to actual
				<b>TOTAL</b>	<b>\$ 87,000.00</b>	<b>\$ 64,174.00</b>	<b>\$ (22,826.00)</b>	
							\$ -	
<b>SUPERVISION</b>								
2020.	150	00	0000	INST SALARIES	\$ 191,918.00	\$ 189,280.00	\$ (2,638.00)	Breakage/estimate
	160	00	0000	NON-INST SALARIES	\$ 74,690.00	\$ 65,230.00	\$ (9,460.00)	Adjustment to actual
	201	03	0000	EQUIPMENT	\$ -	\$ -	\$ -	
	400	02	0000	CONTRACTUAL	\$ 250.00	\$ -	\$ (250.00)	Adjustment to actual
	400	03	0000	CONTRACTUAL	\$ -	\$ -	\$ -	
	403	02	0000	TRAVEL-MILEAGE	\$ 500.00	\$ 400.00	\$ (100.00)	Adjustment to actual
	403	03	0000	TRAVEL-MILEAGE	\$ 400.00	\$ 400.00	\$ -	
	404	02	0000	CONFERENCE	\$ 300.00	\$ 300.00	\$ -	
	404	03	0000	CONFERENCE	\$ 300.00	\$ 300.00	\$ -	
	409	02	0000	DUES	\$ 200.00	\$ -	\$ (200.00)	Adjustment to actual
	409	03	0000	DUES	\$ 200.00	\$ -	\$ (200.00)	Adjustment to actual
3/17/2017 11:41 AM	450	02	0000	OFFICE SUPPLIES	\$ 4,500.00	\$ 1,500.00	\$ (3,000.00)	Adjustment to actual
	450	03	0000	OFFICE SUPPLIES	\$ 4,500.00	\$ 1,500.00	\$ (3,000.00)	Adjustment to actual

Budget Code				Description	2016-17	2017-18	Dollar	
3/17/2017 11:41 AM					Budget	Proposed Budget	Difference	Notes Page 5
				<b>TOTAL</b>	\$ 277,758.00	\$ 258,910.00	\$ (18,848.00)	
<b>INSERVICE</b>								
2070.	150	00	0000	INST SALARIES	\$ 15,000.00	\$ 30,800.00	\$ 15,800.00	PDP
2070.	400	00	0000	CONTRACTUAL	\$ 5,500.00	\$ 5,000.00	\$ (500.00)	Adjustment to actual
2070.	450	00	0000	SUPPLIES	\$ -		\$ -	
2070.	490	00	0000	BOCES INSERVICE	\$ 3,600.00	\$ 3,600.00	\$ -	
				<b>TOTAL</b>	\$ 24,100.00	\$ 39,400.00	\$ 15,300.00	
<b>TEACHING-REGULAR SCHOOL</b>								
2110.	120	00	0000	TEACHER K-3	\$ 783,580.00	\$ 829,221.00	\$ 45,641.00	KG Teacher
	120	01	0000	TEACHER 4 - 6	\$ 448,632.00	\$ 408,593.00	\$ (40,039.00)	Monitor to TA adjustment
	130	00	0000	TEACHER 7-12	\$ 1,435,666.00	\$ 1,387,405.00	\$ (48,261.00)	Breakage/estimate
	130	01	0000	AFTER SCHOOL PROGRAM	\$ 20,000.00	\$ 20,000.00	\$ -	
	131	00	0000	HEALTH BUY-OUTS	\$ 26,800.00	\$ 26,800.00	\$ -	
	140	00	0000	SUB SALARIES	\$ 92,000.00	\$ 82,000.00	\$ (10,000.00)	Adjustment to actual
	160	00	0000	NON-INST SALARIES	\$ 115,032.00	\$ 96,527.00	\$ (18,505.00)	Monitor to TA adjustment
2110.	200	02	0000	EQUIPMENT	\$ -	\$ 1,000.00	\$ 1,000.00	Whiteboards
	200	03	0000	EQUIPMENT	\$ 5,000.00	\$ 1,000.00	\$ (4,000.00)	Actual request
2110.	400	02	0000	CONTRACTUAL	\$ 3,000.00	\$ 3,000.00	\$ -	
	400	03	0000	CONTRACTUAL	\$ 3,000.00	\$ 4,235.00	\$ 1,235.00	All A2110 figures based on
	402	02	0000	REPAIRS	\$ -	\$ -	\$ -	actual figures provided by
	402	03	0000	REPAIRS	\$ -	\$ -	\$ -	Principals/Teachers etc.
	403	02	0000	TRAVEL-MILEAGE	\$ 1,000.00	\$ 1,000.00	\$ -	
	403	03	0000	TRAVEL-MILEAGE	\$ 1,000.00	\$ 1,000.00	\$ -	
	404	02	0000	CONFERENCE FEES	\$ 1,000.00	\$ 1,000.00	\$ -	
	404	03	0000	CONFERENCE FEES	\$ 1,000.00	\$ 1,000.00	\$ -	
	409	03	0000	DUES	\$ -	\$ -	\$ -	
				<b>Total</b>	\$ 2,936,710.00	\$ 2,863,781.00	\$ (72,929.00)	
2110.	450	02	0001	INST SUPPLY GR 1	\$ 400.00	\$ 285.00	\$ (115.00)	All A2110 figures based on
	450	02	0002	INST SUPPLY GR 2	\$ 700.00	\$ 646.00	\$ (54.00)	actual figures provided by
	450	02	0003	INST SUPPLY GR 3	\$ 575.00	\$ 481.00	\$ (94.00)	Principals/Teachers etc.
	450	02	0004	INST SUPPLY GR 4	\$ 1,000.00	\$ 264.00	\$ (736.00)	
3/17/2017 11:41 AM	450	02	0005	INST SUPPLY GR 5	\$ 200.00	\$ 194.00	\$ (6.00)	
	450	02	0006	INST SUPPLY GR 6	\$ 200.00	\$ 476.00	\$ 276.00	



Budget Code		Description	2016-17	2017-18	Dollar	
3/17/2017 11:41 AM			Budget	Proposed Budget	Difference	Notes Page 6
	450 02 0007	INST SUPPLY ESL	\$ -		\$ -	
	450 02 0013	INST SUPPLY K	\$ 200.00	\$ 592.00	\$ 392.00	All A2110 figures based on
	450 02 3000	INST SUPPLY ART	\$ 1,500.00	\$ -	\$ (1,500.00)	actual figures provided by
	450 02 4000	INST SUPPLY MUSIC	\$ 600.00	\$ 729.00	\$ 129.00	Principals/Teachers etc.
	450 02 4100	INST SUPPLY PHY ED	\$ -	\$ 375.00	\$ 375.00	
	450 02 4200	INST SUPPLY REMEDIATION	\$ 1,000.00	\$ 199.00	\$ (801.00)	
	450 02 4700	GENERAL INST SUPPLY	\$ 15,000.00	\$ 10,000.00	\$ (5,000.00)	
	450 02 3050	AV SUPPLIES ELEMENTARY	\$ -		\$ -	
	450 03 3000	INST SUPPLY ART K-12	\$ 2,342.00	\$ 4,510.00	\$ 2,168.00	
	450 03 3100	INST SUPPLIES AV	\$ -		\$ -	
	450 03 3200	INST SUPPLY BUS ED	\$ 40.00	\$ 453.00	\$ 413.00	
	450 03 3400	INST SUPPLY ENGLISH	\$ 1,125.00	\$ 1,380.00	\$ 255.00	
	450 03 3500	INST SUPPLY FOR LNG	\$ 1,955.00	\$ 2,204.00	\$ 249.00	
	450 03 3600	INST SUPPLY HEALTH	\$ -		\$ -	
	450 03 3700	INST SUPPLY HOME EC	\$ 1,131.00	\$ 1,736.00	\$ 605.00	
	450 03 3800	INST SUPPLY I.A.	\$ 974.00	\$ 2,280.00	\$ 1,306.00	
	450 03 3900	INST SUPPLY MATH	\$ 376.00	\$ 225.00	\$ (151.00)	
	450 03 4000	INST SUPPLY MUSIC	\$ 2,648.00	\$ 3,782.00	\$ 1,134.00	
	450 03 4100	INST SUPPLY P.ED	\$ -	\$ 1,021.00	\$ 1,021.00	
	450 03 4300	INST SUPPLY SCIENCE	\$ 2,462.00	\$ 2,500.00	\$ 38.00	
	450 03 4400	INST SUPPLY S.S.	\$ 65.00	\$ 1,639.00	\$ 1,574.00	
	450 03 4700	GENERAL INST SUPPLY	\$ 5,500.00	\$ 5,000.00	\$ (500.00)	
	450 03 4800	H.S. REIM SUPPLY	\$ -	\$ -	\$ -	
		<b>Supply Total</b>	<b>\$ 39,993.00</b>	<b>\$ 40,971.00</b>	<b>\$ 978.00</b>	
2110.	480 01 0000	TEXTBOOKS PRCHL	\$ 1,000.00	\$ 1,000.00	\$ -	
	480 02 0001	TEXTBOOKS GR 1	\$ -	\$ -	\$ -	
	480 02 0002	TEXTBOOKS GR 2	\$ -	\$ -	\$ -	
	480 02 0003	TEXTBOOKS GR 3	\$ -	\$ -	\$ -	
	480 02 0004	TEXTBOOKS GR 4	\$ -	\$ -	\$ -	
	480 02 0005	TEXTBOOKS GR 5	\$ -	\$ 320.00	\$ 320.00	
	480 02 0006	TEXTBOOKS GR 6	\$ -	\$ -	\$ -	
	480 02 0007	TEXTBOOKS ESL	\$ -	\$ -	\$ -	
	480 02 0013	TEXTBOOKS K	\$ -	\$ -	\$ -	
	480 02 2270	CONSUMABLES	\$ -	\$ -	\$ -	
3/17/2017 11:41 AM	480 02 4000	TEXTBOOKS MUSIC	\$ -	\$ -	\$ -	
	480 02 4200	REMEDATION	\$ -	\$ -	\$ -	

Budget Code				Description	2016-17	2017-18	Dollar	
3/17/2017 11:41 AM					Budget	Proposed Budget	Difference	Notes Page 7
480	02	4800	WORKBOOKS ELEM	\$ 45,000.00	\$ 88,100.00	\$ 43,100.00	Journeys K-6 Eureka Math	
480	03	2270	CONSUMABLE	\$ 8,381.00	\$ 11,440.00	\$ 3,059.00	Math& ELA	
480	03	3200	TEXTBOOKS BUS ED	\$ -	\$ 1,925.00	\$ 1,925.00	AP credit course/MVCC	
480	03	3400	TEXTBOOKS ENGLISH	\$ 3,056.00	\$ 2,725.00	\$ (331.00)		
480	03	3500	TEXTBOOKS FOR LNG	\$ -		\$ -		
480	03	3700	TEXTBOOKS HOME EC	\$ -		\$ -		
480	03	3900	TEXTBOOKS MATH	\$ -		\$ -		
480	03	4000	TEXTBOOKS MUSIC	\$ -		\$ -	All A2110 figures based on	
480	03	4300	TEXTBOOKS SCIENCE	\$ 5,000.00		\$ (5,000.00)	actual figures provided by	
480	03	4400	TEXTBOOKS S.S.	\$ 828.00		\$ (828.00)	Principals/Teachers etc.	
480	03	4700	TEXTBOOKS GEN INST	\$ -		\$ -		
480	03	5000	TEXTBOOKS TECH	\$ -		\$ -		
480	03	5100	TEXTBOOKS ART	\$ -	\$ -	\$ -		
			<b>Textbook Subtotal</b>	<b>\$ 63,265.00</b>	<b>\$ 105,510.00</b>	<b>\$ 42,245.00</b>		
2110.	490	00	0000	BOCES SERVICES	\$ 785,706.00	\$ 785,706.00	\$ -	
						\$ -		
				<b>Total</b>	<b>\$ 785,706.00</b>	<b>\$ 785,706.00</b>	<b>\$ -</b>	
						\$ -		
				<b>TOTAL REGULAR SCHOOL AND</b>	<b>\$ 4,214,532.00</b>	<b>\$ 4,158,452.00</b>	<b>\$ (56,080.00)</b>	
				<b>INSTRUCTIONAL SUPPORT</b>				
						\$ -		
<b>PROGRAMS/ STUDENTS WITH DISABILITIES</b>							\$ -	
2250.	150	00	0000	INST SALARIES	\$ 292,540.00	\$ 353,545.00	\$ 61,005.00	T&A's and Teacher
	160	00	0000	NON-INST SALARIES	\$ 188,620.00	\$ 188,620.00	\$ -	
	200	00	0000	EQUIPMENT	\$ -		\$ -	
	400	00	0000	CONTRACTUAL	\$ 15,000.00	\$ 20,000.00	\$ 5,000.00	Increased student referrals
	404	00	0000	CONFERENCE FEES	\$ 250.00	\$ 250.00	\$ -	
	450	00	0000	SUPPLIES	\$ 1,500.00	\$ 323.00	\$ (1,177.00)	Actual request
	470	00	0000	TUITION	\$ 200,000.00	\$ 200,000.00	\$ -	
	480	00	0000	TEXTBOOKS	\$ 1,000.00	\$ -	\$ (1,000.00)	Actual request
	490	00	0000	BOCES SERVICES	\$ 876,601.00	\$ 915,550.00	\$ 38,949.00	Placements
				<b>TOTAL</b>	<b>\$ 1,575,511.00</b>	<b>\$ 1,678,288.00</b>	<b>\$ 102,777.00</b>	



Budget Code				Description	2016-17	2017-18	Dollar	
3/17/2017 11:41 AM					Budget	Proposed Budget	Difference	Notes Page 8
<b>OCCUPATIONAL EDUCATION</b>							\$ -	
2280	150	00	0000	INST SALARIES	\$ 98,908.00	\$ 95,675.00	\$ (3,233.00)	Adjustment to actual
	490	00	0000	BOCES SERVICES	\$ 159,646.00	\$ 159,646.00	\$ -	
				<b>TOTAL</b>	<b>\$ 258,554.00</b>	<b>\$ 255,321.00</b>	<b>\$ (3,233.00)</b>	
<b>TEACHING SUMMER SCHOOL</b>								
2330	450	00	0000	SUPPLIES	\$ -	\$ -	\$ -	
2330	490	00	0000	BOCES-SPEC. SCHOOL	\$ 41,600.00	\$ 41,600.00	\$ -	
				<b>TOTAL</b>	<b>\$ 41,600.00</b>	<b>\$ 41,600.00</b>	<b>\$ -</b>	
<b>ALTERNATIVE EDUCATION</b>								
2340	490	00	0000	BOCES-ALT.ED	\$ 119,895.00	\$ 150,062.00	\$ 30,167.00	Placements
				<b>TOTAL</b>	<b>\$ 119,895.00</b>	<b>\$ 150,062.00</b>	<b>\$ 30,167.00</b>	
				<b>TOTAL SPECIAL SCHOOLS</b>	<b>\$ 1,995,560.00</b>	<b>\$ 2,125,271.00</b>	<b>\$ 129,711.00</b>	
<b>INSTRUCTIONAL MEDIA</b>								
<b>LIBRARY AND AV</b>								
2610.	150	00	0000	INST SALARIES	\$ 67,580.00	\$ 60,358.00	\$ (7,222.00)	Adjustment to actual
	160	00	0000	NON-INST SALARIES	\$ 27,600.00	\$ 28,005.00	\$ 405.00	Adjustment to actual
	200	00	0000	NEW EQUIP	\$ -	\$ -	\$ -	
	400	00	0000	CONTRACTUAL	\$ -	\$ -	\$ -	
	401	00	0000	SERVICE CONTRACTS	\$ 2,500.00	\$ 2,500.00	\$ -	
	460	02	0000	STATE AIDED LIBRARY MAT	\$ 3,593.00	\$ 3,494.00	\$ (99.00)	State Aid Estimate
	450	00	0000	SUPPLIES-	\$ 500.00	\$ -	\$ (500.00)	Actual request
	450	03	0000	SUPPLIES- HS	\$ -	\$ -	\$ -	
	490	00	0000	BOCES SERVICES	\$ 40,222.00	\$ 40,222.00	\$ -	
				<b>TOTAL</b>	<b>\$ 141,995.00</b>	<b>\$ 134,579.00</b>	<b>\$ (7,416.00)</b>	
<b>COMPUTER ASSISTED INST.</b>								
2630	220	00	0000	STATE AIDED EQUIPMENT	\$ 8,683.00	\$ 8,143.00	\$ (540.00)	State Aid Estimate
	400	00	0000	CONTRACTUAL	\$ 6,000.00	\$ 6,000.00	\$ -	
	450	00	0000	SUPPLIES	\$ 15,200.00	\$ 15,200.00	\$ -	
	450	00	0000	H.S.- SUPPLIES	\$ -	\$ -	\$ -	
	460	0	0000	STATE AIDED SOFTWARE	\$ 8,613.00	\$ 8,374.00	\$ (239.00)	State Aid Estimate
				<b>TOTAL</b>	<b>\$ 38,496.00</b>	<b>\$ 37,717.00</b>	<b>\$ (779.00)</b>	
2805	160	00	0000	ATTEND. R SCH NON	\$ -	\$ -	\$ -	
3/17/2017 11:41 AM				<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

Budget Code				Description	2016-17	2017-18	Dollar	
3/17/2017 11:41 AM					Budget	Proposed Budget	Difference	Notes Page 9
<b>GUIDANCE</b>								
2810	150	00	0000	INST SALARIES	\$ 85,598.00	\$ 85,598.00	\$ -	
	160	00	0000	NON-INST SALARIES	\$ 30,530.00	\$ 24,563.00	\$ (5,967.00)	Breakage/estimate
	403	00	0000	TRAVEL-MILEAGE	\$ 400.00	\$ 400.00	\$ -	
	404	00	0000	CONFERENCE FEES	\$ -		\$ -	
	450	00	0000	SUPPLIES	\$ 1,500.00	\$ 1,000.00	\$ (500.00)	Actual request
				<b>TOTAL</b>	<b>\$ 118,028.00</b>	<b>\$ 111,561.00</b>	<b>\$ (6,467.00)</b>	
<b>HEALTH SERVICES</b>								
2815.	160	00	0000	NON-INST SALARIES	\$ 83,428.00	\$ 83,428.00	\$ -	
	400	03	0000	CONTRACTUAL	\$ 2,300.00	\$ 2,000.00	\$ (300.00)	Adjustment to actual
	401	00	0000	SERVICE CONTRACTS	\$ 900.00	\$ -	\$ (900.00)	Adjustment to actual
	401	03	0000	SERVICE CONTRACTS	\$ -	\$ -	\$ -	
	408	00	0000	PERSONAL SERVICES	\$ -	\$ -	\$ -	
	450	02	0000	OFFICE SUPPLIES	\$ 1,600.00	\$ 1,500.00	\$ (100.00)	Actual request
	450	03	0000	OFFICE SUPPLIES	\$ 1,800.00	\$ 1,500.00	\$ (300.00)	Actual request
				<b>TOTAL</b>	<b>\$ 90,028.00</b>	<b>\$ 88,428.00</b>	<b>\$ (1,600.00)</b>	
<b>PSYCHOLOGICAL SERVICES</b>								
2820	490	00	0000	BOCES SERVICES	\$ 66,655.00	\$ 66,655.00	\$ -	
				<b>TOTAL</b>	<b>\$ 66,655.00</b>	<b>\$ 66,655.00</b>	<b>\$ -</b>	
<b>SOCIAL WORKER</b>								
2825	150	00	0000	INST SALARIES	\$ -	\$ -	\$ -	
				<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>SCHOOL RESOURCE OFFICER</b>								
2830	400	00	0000	SRO	\$ 75,500.00	\$ 75,500.00	\$ -	
				<b>TOTAL</b>	<b>\$ 75,500.00</b>	<b>\$ 75,500.00</b>	<b>\$ -</b>	
<b>CO-CURRICULAR ACTIVITIES</b>								
2850.	150	00	0000	INST SALARIES	\$ 55,787.00	\$ 55,787.00	\$ -	
	400	00	0000	CONTRACTUAL	\$ -	\$ -	\$ -	
	450	00	0000	SUPPLIES	\$ 500.00		\$ (500.00)	Adjustment to actual
				<b>TOTAL</b>	<b>\$ 56,287.00</b>	<b>\$ 55,787.00</b>	<b>\$ (500.00)</b>	
3/17/2017 11:41 AM								
<b>INTERSCHOLASTIC ATHLETICS</b>								



Budget Code				Description	2016-17	2017-18	Dollar	
3/17/2017 11:41 AM					Budget	Proposed Budget	Difference	Notes Page 10
2855.	150	00	0000	INST SALARIES	\$ 99,600.00	\$ 107,778.00	\$ 8,178.00	Estimate based on actual
	160	00	0000	NON-INST SALARIES	\$ 1,000.00	\$ 1,000.00	\$ -	
	200	00	0000	EQUIPMENT	\$ -	\$ -	\$ -	
	400	00	0000	CONTRACTUAL EXPENSE	\$ 7,500.00	\$ 7,500.00	\$ -	
	402	00	0000	REPAIRS	\$ 1,000.00	\$ -	\$ (1,000.00)	Adjustment to actual
	403	00	0000	TRAVEL-MILEAGE	\$ 750.00	\$ 750.00	\$ -	
	404	00	0000	CONFERENCE FEES	\$ 2,000.00	\$ 2,000.00	\$ -	
	408	00	0000	PERSONAL SERVICES	\$ 5,000.00	\$ -	\$ (5,000.00)	Recoding
	409	00	0000	DUES	\$ 2,700.00	\$ 7,700.00	\$ 5,000.00	Recoding
	410	00	0000	RENTAL	\$ 4,500.00	\$ 4,500.00	\$ -	
	411	00	0000	OFFICIALS	\$ 24,500.00	\$ 25,000.00	\$ 500.00	Actual request
	412	00	0000	ASSIGNOR FEES	\$ -	\$ -	\$ -	
	413	00	0000	TOURNAMENT FEES	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00	Actual request
	421	00	0000	AWARDS	\$ 1,200.00	\$ -	\$ (1,200.00)	Actual request
	450	00	0000	SUPPLIES	\$ 16,500.00	\$ 15,000.00	\$ (1,500.00)	Actual request
	450	00	0014	UNIFORMS	\$ 8,500.00	\$ 9,000.00	\$ 500.00	Actual request
				<b>TOTAL</b>	<b>\$ 177,250.00</b>	<b>\$ 185,228.00</b>	<b>\$ 7,978.00</b>	
<b>TRANSPORTATION</b>								
<b>PUPIL TRANSPORTATION</b>								
5510	160	00	0000	NON-INST SALARIES	\$ 213,361.00	\$ 213,361.00	\$ -	
	161	00	0000	NON-INST SALARIES-S/O	\$ 64,525.00	\$ 64,525.00	\$ -	
	210	00	0000	BUS PURCHASE	\$ 149,606.00	\$ 237,599.00	\$ 87,993.00	Two bus purchase
	400	00	0000	CONTRACTUAL	\$ 4,000.00	\$ 4,000.00	\$ -	
	401	00	0000	SERVICE CONTRACTS	\$ -	\$ -	\$ -	
	410	00	0000	BUS LEASE	\$ 122,177.00	\$ 87,472.00	\$ (34,705.00)	Lease reduction due to
	414	00	0000	INSURANCE	\$ 18,087.00	\$ 18,087.00	\$ -	purchasing
	450	00	0000	BUS REPAIR SUPPLIES	\$ 10,500.00	\$ 10,500.00	\$ -	
	450	00	0509	DIESEL FUEL	\$ 45,000.00	\$ 35,000.00	\$ (10,000.00)	Adjustment to actual
	490	00	0000	BOCES SERVICES	\$ 4,040.00	\$ 4,040.00	\$ -	
				<b>TOTAL</b>	<b>\$ 631,296.00</b>	<b>\$ 674,584.00</b>	<b>\$ 43,288.00</b>	



Budget Code				Description	2016-17	2017-18	Dollar	
3/17/2017 11:41 AM					Budget	Proposed Budget	Difference	NotesPage 11
<b>GARAGE BUILDING</b>								
5530	400	00	0000	CONTRACTUAL	\$ 4,150.00	\$ 4,150.00	\$ -	
	402	00	0000	REPAIRS	\$ 1,600.00	\$ 1,000.00	\$ (600.00)	Adjustment to actual
	414	00	0000	INSURANCE	\$ 8,786.00	\$ 8,786.00	\$ -	
	416	00	0000	GAS	\$ 20,000.00	\$ 10,000.00	\$ (10,000.00)	Rate decrease
	417	00	0000	ELECTRICITY	\$ 20,000.00	\$ 20,000.00	\$ -	
	418	00	0000	WATER	\$ 4,250.00	\$ 4,250.00	\$ -	
	420	00	0000	TELEPHONE	\$ -		\$ -	
	450	00	0501	OFFICE SUPPLIES	\$ 100.00	\$ 100.00	\$ -	
	450	00	0515	SUPPLIES&MATERIALS	\$ 1,000.00	\$ -	\$ (1,000.00)	Adjustment to actual
	450	00	0516	TOOLS-MECHANICS	\$ -	\$ -	\$ -	
				<b>TOTAL</b>	<b>\$ 59,886.00</b>	<b>\$ 48,286.00</b>	<b>\$ (11,600.00)</b>	
<b>EMPLOYEE BENEFITS</b>								
9010	800	00	0000	EMPLOYEE RETIREMENT	\$ 340,244.00	\$ 295,187.00	\$ (45,057.00)	Rate decrease
9020	800	00	0000	TEACHER RETIREMENT	\$ 659,999.00	\$ 609,850.00	\$ (50,149.00)	Rate decrease
9030	800	00	0000	SOCIAL SECURITY	\$ 445,129.00	\$ 445,129.00	\$ -	
9040	800	00	0000	WORKERS COMP	\$ 40,303.00	\$ 40,303.00	\$ -	
9050	800	00	0000	UNEMPLOYMENT INS	\$ 10,000.00	\$ 10,000.00	\$ -	
9055	800	00	0000	DISABILITY INSURANCE	\$ 3,500.00	\$ 3,500.00	\$ -	
9060	800	00	0000	HEALTH INSURANCE	\$ 1,650,306.00	\$ 1,650,306.00	\$ -	
				<b>TOTAL</b>	<b>\$ 3,149,481.00</b>	<b>\$ 3,054,275.00</b>	<b>\$ (95,206.00)</b>	
<b>DEBT SERVICE</b>								
9711	600	00	0000	SERIAL BOND-PRINCIPAL	\$ 535,000.00	\$ 550,000.00	\$ 15,000.00	Existing Bonds on prior
9711	700	00	0000	SERIAL BOND-INTEREST	\$ 215,088.00	\$ 178,831.00	\$ (36,257.00)	two projects
9770	600	00	0000	BAN-PRINCIPAL	\$ -	\$ 100,000.00	\$ 100,000.00	Renewal due to \$4.62mil
9770	700	00	0000	BAN INTEREST	\$ 90,507.00	\$ 90,507.00	\$ -	Project timing
				<b>TOTAL</b>	<b>\$ 840,595.00</b>	<b>\$ 919,338.00</b>	<b>\$ 78,743.00</b>	
<b>INTERFUND TRANSFERS</b>								
9901	950	00	0000	SPECIAL AID FUND	\$ 9,500.00	\$ 9,500.00	\$ -	
3/17/2017 2017 11:41 AM	9950	900	00 0000	TRANSFER CAPITAL OUTLAY	\$ 100,000.00	\$ 100,000.00		

Budget Code	Description	2016-17	2017-18	Dollar	
3/17/2017 11:41 AM		Budget	Proposed Budget	Difference	Notes Page 12
	TOTAL	\$ 109,500.00	\$ 109,500.00	\$ -	
	TOTAL	\$ 13,517,666.00	\$ 13,517,050.00	\$ (616.00)	-0.00455%

**NOTICE OF AN ANNUAL SCHOOL DISTRICT PUBLIC HEARING AND THE VOTE ON THE SCHOOL BUDGET, AND THE ELECTION OF MEMBERS OF THE BOARD OF EDUCATION OF THE NEW YORK MILLS UNION FREE SCHOOL DISTRICT.**

**NOTICE IS HEREBY GIVEN:** That the Board of Education (the "Board") of the New York Mills Union Free School District (the "School District") will conduct a public hearing for the purpose of discussing the expenditure of School District funds to meet the District's estimated expenses (the "Budget") for the fiscal year 2017-2018 in the library of the New York Mills Jr.-Sr. High School in the Village of New York Mills, commencing at 6:30 p.m. on May 2, 2017.

**NOTICE IS FURTHER GIVEN:** that the annual meeting and election of members of the Board of the School District, vote upon the appropriation of necessary funds to meet the estimated expenditures for the fiscal year commencing July 1, 2017 and authorizing the levy of taxes, and vote upon any other propositions properly submitted will be held at the Beekman Gymnasium, 1 Marauder Boulevard, New York Mills, New York on Tuesday, May 16, 2017 between the hours of 12:00 P.M. and 9:00 P.M., prevailing time.

**NOTICE IS FURTHER GIVEN:** that there is one (1) vacancy on the Board of Education to be filled for a five (5) year term, 2017-2022.

**NOTICE IS FURTHER GIVEN:** The voting machines will be used to record the vote upon the matters hereinafter set forth:

(1) Proposition # 1 – 2017-2018 Budget

SHALL THE FOLLOWING RESOLUTION BE APPROVED:

RESOLVED, the Board of Education of the New York Mills Union Free School District is hereby authorized to expend the sum of \$13,517,050 as a general fund appropriation for the 2017-18 school year and to levy the necessary tax therefor.

**NOTICE IS FURTHER GIVEN:** That copies of the detailed statement prepared by the Board of the amount of money which will be required for the fiscal year ending June 30, 2018 for school purposes, specifying the several purposes and the amount for each (the "Budget"), may be obtained by any resident of the School District at any District schoolhouse between the hours of 8: 00 a.m. and 4:00 p.m. on each day other than a Saturday, Sunday, or holiday during the fourteen (14) days immediately preceding May 16, 2017.

**NOTICE IS FURTHER GIVEN:** That candidate for the office of a member of the Board of Education shall be nominated by petition. A separate petition is required to nominate each candidate. Every petition must (i) be directed to the Clerk of the School District; (ii) be signed by at least twenty-five (25) qualified voters of the District; (iii) state the residence of each signer and the name and residence of the candidate; and (iv) be filed with the office of the Clerk of the School District, at the Jr.-Sr. High School Building, between the hours of 9:00 a.m. and 5:00 p.m. local time, no later than April 17, 2017.



**NOTICE IS FURTHER GIVEN:** That additional propositions may be placed upon the ballot for consideration by voters upon petition signed by at least twenty-five (25) qualified voters or five percent (5%) of the number of voters of the District who voted in the previous Annual Election of Board Members, whichever is greater and submitted to the School District Clerk in the District Office not later than 5:00 p.m. on the 30 days preceding the election at which the questions or proposition is to be voted on provided, however, that said proposition is within the powers of the voters, including that (i) teacher salaries and ordinary contingent expenses are not subject to amendment by the proposition; and (ii) any proposition which required the expenditure of moneys must specify the amount of the appropriation therefore; and (iii) all additional propositions are subject to review and revision, without change of intent, by the School District counsel.

**NOTICE IS FURTHER GIVEN:** The applications for absentee ballots may be obtained at the office of the School District Clerk. Applications for absentee ballots must be received by the School District Clerk on or before May 9, 2017 if the ballot is to be delivered by mail, or on or before May 15, 2017 if the ballot is to be delivered personally to the voters. Absentee ballots must be received by the School District Clerk not later than 5 p.m. on the date of the election. A list of all persons to whom absentee ballots shall have been issued will be available in the office of the District Clerk on each of the five days prior to the election, except Sunday, and shall also be posted at the polling place.

**BY ORDER OF THE BOARD OF EDUCATION OF THE NEW YORK MILLS UNION  
FREE SCHOOL DISTRICT, COUNTY OF ONEIDA, NEW YORK**  
**Paula Ann May**  
**School District Clerk**

o.d. April 2, 7, 12, and 20, 2017

Jacqueline Edwards  
President

Jonathan Fiore  
Vice President



Steve King  
Richard Ross  
Rick Surprenant  
Traci Welch  
Janet Wroblecki

**BOARD OF EDUCATION BUDGET WORKSHOP AND MEETING  
TUESDAY, MARCH 7, 2017  
JR./SR. HIGH SCHOOL LIBRARY – 6:30 P.M.**

**PRESENT:** Ms. Jacqueline Edwards, Mr. Steve King, Mr. Richard Ross, Mr. Rick Surprenant, Mrs. Traci Welch, Mrs. Wroblecki arrived 6:56 p.m.

**ABSENT:** Mr. Jonathan Fiore

**ALSO PRESENT:** Ms. Kathy Houghton, Mrs. Mary Facci (arrived 6:37 p.m.), Mr. Brent Dodge, Mrs. Lisa Stamboly, Mr. Bill Lachut, Mrs. Debbie Price, Mrs. Paula Ann May and 14 visitors and guests

**1. Meeting Call to Order**

Ms. Edwards called the meeting to order at 6:30 p.m.

1.1 Pledge to the Flag

Mr. King led the Pledge of Allegiance.

1.2 Acceptance of Agenda

Mr. King made the motion to accept the Agenda seconded by Mr. Surprenant.

Yes 5 No 0  
Motion carried.

1.3 Budget Workshop  
a. 2017-18 Budget Presentation

Ms. Houghton presented the following slides for the first Budget Workshop:

**New York Mills Union Free  
School District**

2017-18  
Public Budget Workshop #1  
Tuesday, March 7, 2017



**MISSION**

Through combined efforts of students, staff, parents, and community members, our mission is to foster the confidence, knowledge, cognition, and character necessary to instill a strong work ethic, to create an environment of tolerance and respect, and to ignite an attitude of inquiry and enthusiasm for learning that will enable students to become productive, responsible citizens.

**VISION**

Our vision is to create an incomparable K-12 school district that is as highly regarded for its academic excellence, as it is for its pride and commitment to actively serve and improve its surrounding community.

**Goal 1:  
VISION, MISSION,  
CORE BELIEFS**



**Goal 2:  
COMMUNICATION**

**Goal 3:  
BUDGET**

**External Issues Impacting the  
General Fund Budget**

- Tax Levy Cap
- State of the Economy
- Unfunded Mandates
- Political Atmosphere

New York Mills School Board Association





- ### Items for Board Consideration: Currency Included in 2017-18 Budget
- ❖ Focus District Status
  - ❖ District In-Need of Special Education Assistance Designation
  - ❖ Capital Project
  - ❖ Long Range Planning
    1. Program
    2. Staffing
    3. Facilities



### Continued Services Under School Improvement:

> .4 Curriculum Specialist /	
.2 Instructional Coach	\$65,241
> .4 Data Analyst	\$45,767
> PLC (OEE, Survey, District Review)	\$46,820
> Leadership Coaches	\$6,400
<b>Total</b>	<b>\$164,228</b>

### Special Education Assistance Plan Recommendations for Additional Staff:

> 1 FTE Special Education Teacher	\$47,080
> .5 Special Education Secretary	\$14,027
> 3 FTE Teaching Assistants	\$50,700
<b>Total</b>	<b>\$111,807</b>



Other Increase Included in Budget

1 Additional Elementary Teacher \$45,641

Other Increases considered, but not included in Budget

- > Pre-K \$250,000
- > Driver's Education \$26,500
- > 2 additional rotating Elementary Bus Monitors \$3,740
- > 1 FTE School Social Worker (annual of current BOCES 8 FTE) \$22,702
- > New Two Sided Markers 18 box \$35,000 (if not \$25,000)

Responsible Reductions ALREADY MADE in Draft Budget

- > 15 Hours of School Monitors per week \$50,500
- > CSE Stipend \$3,800
- > BOCES Admin. Data Processing \$14,600
- > District-Wide Reduction in Supply Cost \$22,799

Balancing the Budget

Tax Levy Cap Legislation Has Changed The Game!

- Limits the levy (NOT THE TAX RATE) increase to 2% of the national average of inflation, whichever is less
- Levy limit may be exceeded if 60% (supermajority) of voters approve
- Contingency budget levy must be equal or less than the prior year's tax levy

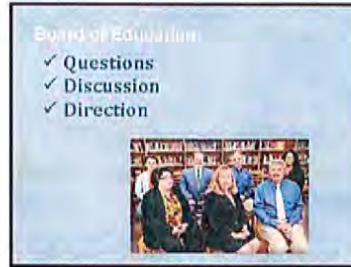
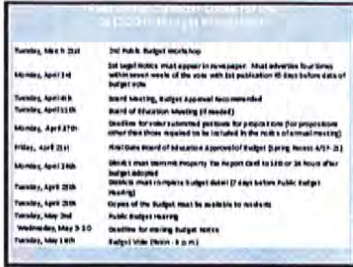
Office of the New York State Comptroller  
 Property Tax Cap  
 Formula for Determining the Levy Limit - School Districts

2017-18 Executive Program & Budget

Summary Tax Levy Limit:

2016-17 Budget	\$13,517,666
Proposed 2017-18 Budget	\$13,517,050
Budget to Budget Decrease	-.00455% (-\$616)
Projected State Aid	5.3% w/building aid -4% w/out building aid
Projected Tax Rate	777
Allowable Tax Levy Limit	1.6186%





b. 2017-18 Budget Worksheet

A few questions were asked about the budget line items.

**2. Communications**

2.1 From the Floor

Mrs. Marley shared how wonderful the faculty is. They guide and mentor our students' potential and they often think and rethink their lesson plans. They work patiently with our students and go above and beyond and hope that the Board will compensate them accordingly.

2.2 President's Messages

a. Committee Report(s)

1. Facilities Health & Safety Committee - R. Ross

N/A

2. Policy Committee – J. Wroblecki

N/A

3. Transportation Committee – R. Surprenant

Everything is running smoothly.

4. Finance Committee – T. Welch

Mrs. Welch said that the committee did meet on budget with the Department heads. There is a summary of the meeting in everyone's folder. Everyone is doing their best while meeting the needs of the students.

5. Community Relations Committee – S. King

Mr. King said the committee has not met but he is hoping to see the results of the community survey sent out by Mr. Mettelman.

b. Board Calendar



c. BOCES Representative Report

3. Consent Agenda

Mrs. Wroblicki made the motion seconded by Mr. King to approve the Consent Agenda which includes:

- 3.1 Board of Education Minutes February 7, 2017  
Business Office Reports for Month ending January 2017
- 3.2 CSE Reports
  - a. Minutes of meeting held 1/2/2017
  - b. Minutes of meeting held 2/2/2017
  - c. Minutes of meetings held 2/3/2017
  - d. Minutes of meeting held 2/6/2017
  - e. Minutes of meeting held 2/8/2017
  - f. Minutes of meeting held 2/13/2017

Yes 6 No 0  
Motion carried.

4. Old Business

N/A

5. New Business

5.1 Personnel Report – Action

Mr. Ross made the motion to approve the following personnel report seconded by Mrs. Welch:

NAME	TENURE AREA/CIVIL SERVICE TITLE	ASSIGNMENT	CERTIFICATION	SALARY/RATE OF PAV*	EMPLOYEE REPLACING	EFFECTIVE DATE	END OF PROBATIONARY APPOINTMENT
<b>I. Coaching Resignation</b>							
Blair, Holly		Modified Track Coach	C	-0-		3/2/2017	
<b>II. Termination</b>							
West, Kelly		School Monitor		-0-		3/7/2017	
<b>III. Instructional Appointment</b>							
Souza, Maria	Teacher Assistant	Elementary Teaching Assistant (8:00 a.m. - 3:00 p.m.)	CTA/1	\$16,609 prorated	New Position	3/8/2017	3/8/2021
<b>IV. Non-Instructional Resignation</b>							
Coris-Des, Deborah		School Nurse RN				3/31/2017	
<b>V. Substitute Employees</b>							
Oliver, Robert	N/A	Substitute Teacher	Health/Biology & General Science 7-12	\$90.00		3/8/2017	
Hamblyn, Jenna	N/A	Substitute Teacher	N/A	\$70.00		3/8/2017	
Coris-Des, Deborah	School Nurse RN	Substitute School Nurse	Registered Nurse	\$16.00/hour		4/3/2017	
<b>VI. Volunteer Coach</b>							
Dzikan, Andrea		Volunteer Track Assistant	C	-0-		2016-17 School Year	

Yes 6 No 0  
Motions carried.

5.2 Abolish School Monitor Position – Action

Mrs. Wroblecki made the motion to abolish a school monitor position with the following resolution seconded by Mr. King:

**RESOLVED** The New York Mills Board of Education abolish one (1) 7 hours per day in the classification of School Monitor effective March 7, 2017.

Yes 6 No 0  
Motion carried.

6. **K-12 Principal Reports**

N/A

7. **Superintendent's Report**

7.1 Town/City of New Hartford

After our last Board meeting on February 7<sup>th</sup>, Ms. Houghton contacted Brian Smith, our school attorney to ask for his advice regarding the possibility of the Town of New Hartford becoming a city in the future. Mr. Smith talked with Mr. Herb Cully, attorney for the Town of New Hartford and then prepared a brief for the Board of Education: "Potential Impacts on New York Mills Union Free School District if the Town of New Hartford Becomes a City." Ms. Houghton reviewed the general message of the brief; namely that there must be a count of the number of children between 0 and 18 in each school district whose borders are within or coterminous with the newly formed City of New Hartford at the time of the incorporation of the city, and the school district with the most children becomes the city school district. Because New Hartford currently has the most students, it is most likely that they would become the city school district. New York Mills and Sauquoit would remain in our current form unless annexation or centralization is sought by the Commissioner of Education and approved by the voters of the school district.

7.2 Focus District

Ms. Houghton briefed the Board and public about our current Focus District status and District Comprehensive Improvement Plan efforts.

a. Superintendent's Conference Day

Ms. Houghton reviewed the agenda for our March 17<sup>th</sup> Superintendent's Conference Day. Our faculty has been assigned to three K-12 groups for the duration of the day; during which each teacher will participate in three specific training sessions: Mid-Year Differentiated Instructional Planning, Classroom Strategies for Differentiated Instruction, and Mid-Year Data Analysis and Student Readiness. These topics were identified as areas of need during last year's Focus District Review and plans for this staff development were incorporated into our new Professional Development Plan.

b. Test Participation



Ms. Houghton shared four documents that are being distributed to parents and posted on our website: a letter from District Steering Committee, the Shared Decision Making group that has been designated to oversee our District Comprehensive Improvement Plan; The "Pros and Cons" of Refusing the NYS Assessments: A Response to "Why Refuse?" posted on "Stop Common Core in NYS;" Refuting Test Refusal, a Q & A created by Amy Lamitie, our BOCES Curriculum Specialist/Instructional Coach and a member of our school improvement team; and finally, Ms. Houghton's letter to parents regarding the NYS Assessments. Ms. Houghton stressed again that although parents have chosen to refuse the test on behalf of their children during the last few years, she is hoping that they will send their children to school to participate in the state assessments this year. She believes that if every child enrolled at New York Mills UFSD in grades 3-8 participates in the English Language Arts and Math assessments this year; we will demonstrate sufficient improvement and will have an excellent chance of being removed from future accountability lists.

### 7.3 Capital Project Update

Ms. Houghton reported that backfilling will be taking place at the front of the building this Thursday, March 9<sup>th</sup>. This will required that the front entrance and walk are closed that day. In addition, a crane will be used on site next week, which will limit parking in front of the building to those spaces on the elementary side only. A message regarding Thursday's work was sent to faculty, staff and parents yesterday. Ms. Houghton will send notification regarding the crane work by the end of this week. There is a contractors' meeting tomorrow, March 8 at 11:00 a.m. and she will share with the Board any new developments learned there. Our Clerk of the Works, Sam Sanzone is working with Ms. Houghton to develop a more detailed change order report, including the reason(s) a change was needed, than our architects have previously provided to the Board. Our goal is to complete that report by the end of the week.

## 8. Board Discussion

## 9. Visitors Comments

N/A

## 10. Executive Session – to discuss potential litigation and individual agreements

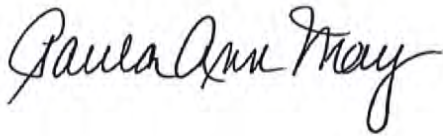
Mrs. Wroblecki made the motion at 8:06 p.m. to go into Executive Session to discuss a potential litigation and individual agreements after a five-minute break seconded by Mr. Ross.

Yes 6 No 0  
Motion carried.

Ms. Edwards appointed Ms. Houghton the Clerk Pro-tem.



Respectfully submitted,



Paula Ann May  
District Clerk

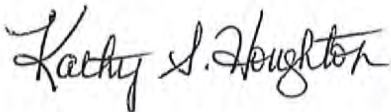
Ms. Edwards called the meeting back into regular session at 8:55 p.m.

**11. Adjournment**


Mr. King made the motion to adjourn 9:15 p.m. seconded by Mr. Surprenant



Yes 6 No 0  
Meeting Adourned.

Respectfully submitted,

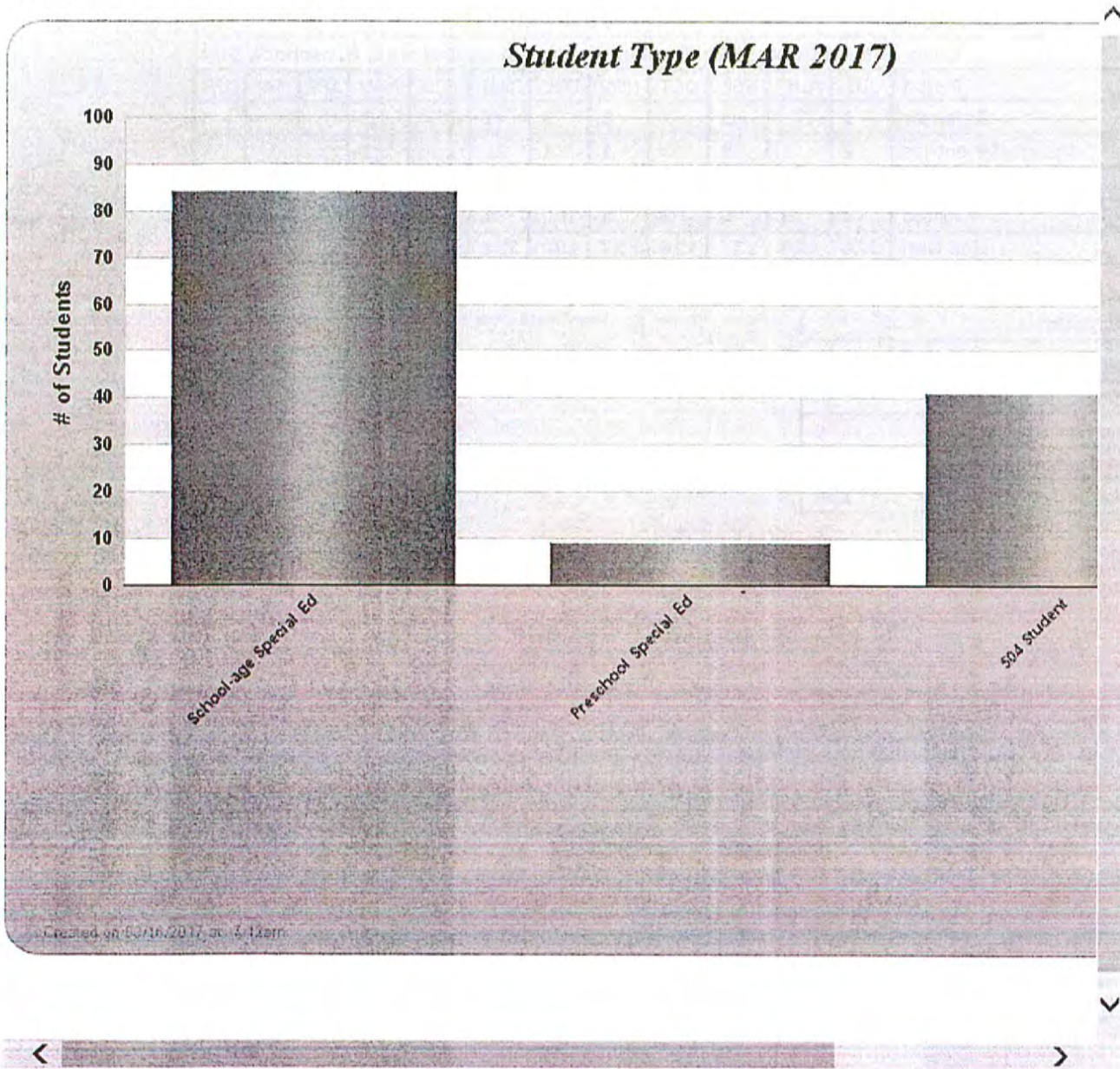


Kathy Houghton  
Clerk Pro-tem

 Statistics												
School Year	2016 - 2017											
Query	All Students with Student Type(s) of School-Age, Preschool, 504											
Period	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Referrals	1		5		3	3	1		3			
Transfers/Re-entries	2		5	1	1	1			1			
Declassified/Discontinued	1		1									
Exited	1	3	6	2	1		1	2				
Ended with	126	124	127	126	127	130	130	131	134			

 Statistics	
Student Type 	# Students
School-age Special Ed	84
Preschool Special Ed	9
504 Student	41
<b>Total</b>	<b>134</b>

All Students with Student Type(s) of School-Age, Preschool, 504 (Created 03/16/2017 @ 7:12am)  
Data ▶





**NEW YORK MILLS UNION FREE SCHOOL DISTRICT  
2017-2018**

**September 2017**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1	2
3	4 H	5 I	6 I	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

9/4 Labor Day  
9/5 & 6 Inservice  
9/7 1st Day/Students  
Sept. 19 Days

2/19-23 Mid Winter  
Break  
Feb. 15 Days

**February 2018**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19 H	20	21	22	23	24
25	26	27	28			

**March 2018**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16 I	17
18	19	20	21	22	23	24
25	26	27	28	29	30 H	31

10/9 Columbus Day  
Oct. 21 Days

3/16 Inservice  
3/30 Good Friday  
March 21 Days

**October 2017**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9 H	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**November 2017**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
			1	2	3	4
5	6	7	8	9	10 H	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

11/10 Veteran's Day  
11/22-24 Thanks-  
giving Break  
Nov. 18 Days

4/23-27 Spring  
Break  
April 16 Days

**April 2018**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Spring Recess

**December 2017**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

12/25-29 Winter  
Recess  
Dec. 16 Days

5/28 Memorial Day  
May 22 Days

**January 2018**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
	1 H	2	3	4	5	6
7	8	9	10	11	12	13
14	15 H	16	17	18	19	20
21	22 R	23 R	24 R	25 R	26	27
28	29	30	31			

1/1 Winter Recess  
1/15 Martin Luther  
King Jr.'s B-Day  
Jan. 21 Days

6/22 Inservice  
June 16 Days

Total 185 Days

**May 2018**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28 H	29	30	31		

**June 2018**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12 R	13 R	14 R	15 R	16
17	18 R	19 R	20 R	21 R	22 R/I	23
24	25	26	27	28	29	30



## **RESOLUTION TO ACCEPT SCOREBOARD**

**BE IT RESOLVED** that the New York Mills School District accept a donation of a scoreboard that will be used for football /track from the New York Mills Athletic Boosters Club. The scoreboard, model #9360 will be provided and installed from Eversan at a cost of approximately \$6,325.50 with Metal Solutions providing the metal components free of charge. All electrical and site work will be completed by the New York Mills maintenance staff. The scoreboard will include the label "Ben Ross Field" and will be installed during the spring of 2017 at a time that will not be disruptive to the district's physical education and interscholastic athletics.

Motion  
Second  
Vote

**CAPITAL OUTLAY PROJECTS  
\$100,000 OR LESS  
FACT SHEET**

Districts may receive reimbursement for capital outlay expenses for projects that are wholly funded through capital outlay and have a total cost of no more than \$100,000. A district may receive aid for a maximum of one such project in any aid year.

A district may spend and report the capital expense for such a project over multiple years, and receive aid on the same project over multiple years; however, only one project per year can receive aid.

The appropriate building aid ratio will be applied to the reported expenses to determine aid. Capital outlay expenses for these projects are not eligible for reorganization incentive aid but are eligible for the High Needs Supplemental Building Aid Ratio (HNSBAR).

EXCEL aid can be claimed on capital outlay projects.

The Office of Facilities Planning must be contacted in writing to have a project designated by Facilities Planning staff as a project eligible for this aid.

The anticipated expenditures should be reported on Form FB (Building and Misc.) of the State Aid Management System (SAMS).

The project code and the expenses for eligible projects must be reported on the ST-3, Capital Fund Schedule G3. Expenses reported on the ST-3 will not be aided if the Office of Facilities Planning has not flagged the project as eligible.

The Board of Education should decide whether to set up as a separate proposition at the May vote or as a line item within the Budget (A9950.9 Transfer to Capital Projects Fund). Information should be included in the Budget newsletter.

The Board of Education will need to make a SEQRA determination prior to the vote.





## CAPITAL OUTLAY PROJECTS \$100,000 OR LESS FACT SHEET

The Board of Education should decide whether to take an aggressive approach or a planned approach. Depending on the scope of the project, there may not be sufficient time to vote in Year 1 and have construction take place during that summer. (See attached timelines.)

### Aggressive Approach:

Year 1	Vote
Year 2	Submit Plans
Year 2	SED Approval
Year 2	Spend Money
Year 3	Aid Received

### Planned Approach:

Year 1	Vote
Year 2	Submit Plans
Year 2	SED Approval
Year 3	Spend Money
Year 4	Aid Received

CAUTION: If the project expenses exceed \$100,000, the State building aid will be amortized over the State PPU (15 years for reconstruction projects).

CAUTION: SED has been asked if capital outlay projects are exempt from the new regulations for projects approved after July 1, 2011 and if the aid flow will continue as in prior years. SED has advised that this is still being decided.



**CAPITAL OUTLAY PROJECTS  
\$100,000 OR LESS  
SEQUENCE OF EVENTS**

Identify building

Identify scope (must be at least \$10,000 of construction inside a building to generate State building aid)

Send in Letter of Intent

Contact Project Manager at Facilities Planning in writing to let him know the project should be designated as a capital outlay exception.

Board decision to do as line item in Budget or separate proposition at Budget vote

SEQRA determination

Include information in newsletter

Vote

Day after vote, authorize Architect to prepare final plans & specifications.

Submit FP-F and Scope of Proposed Project to Facilities Planning

SED Approval

Determine when to bid

Determine when construction to take place? Year 2 or Year 3?

Split project? Spend part Year 2 and Part Year 3?

CAUTION: If intend to do capital exception project each year, then splitting between 2 years may have a negative impact on the State aid flow and local impact.

Report anticipated expenditures on Form FB (Building and Misc.) of the State Aid Management System (SAMS).

Receive Construction Bids

Award Construction Contract(s)

SA-139 to be filed with State Education Department

Construction

Expenses to be reported on ST -3, Capital Fund Schedule G3

Final Building Project Report to be filed

State building aid received fiscal year after expenses incurred (if reported on ST -3).

## School Nurse Survey

Brookfield	1 Nurse	1 Building	approx.. 232 students
Clinton	1 F/T Nurse	High School	approx.. 285 students
	1 P/T Nurse	Middle School	approx.. 317 students (they share an office and are each other's backup)
	1 F/T Nurse	Elementary	approx.. 558 students
Oriskany	2 Nurses	2 Buildings	approx. 690 students total
Remsen	1 Nurse	Elementary	Pre-K – 6 approx. 240 students
	1 Nurse	H.S.	Grades 7-12 approx. 190 students (2 buildings)
Waterville	2 Nurses	2 Buildings	Approx. 900 students
Westmoreland	3 Nurses	1 each Building	Elementary 320 students/Middle School 315 Students/High School 270 students





# FERRARA FIORENZA PC

7.3

NICHOLAS J. FIORENZA  
HENRY F. SOBOTA  
SUSAN T. JOHNS  
CRAIG M. ATLAS  
JOSEPH G. SHIELDS  
DONALD E. BUDMEN  
COLLEEN W. HEINRICH  
MILES G. LAWLOR  
MICHAEL L. DODD  
BRIAN J. SMITH  
KATHERINE E. GAVETT  
CHARLES E. SYMONS

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\*NOT FOR SERVICE OF PROCESS

[bsmith@ferrarafirm.com](mailto:bsmith@ferrarafirm.com)

March 13, 2017

JOSEPH J. BUFANO  
HEATHER M. COLE  
JENNIFER E. MATHEWS  
JEFFREY M. LEWIS  
ALLISON L. MARLEY  
CATHERINE E. MUSKIN  
LINDSAY A. GETMAN

MICHAEL J. LOOBY  
COUNSEL

BENJAMIN J. FERRARA  
DENNIS T. BARRETT  
MARC H. REITZ  
DAVID W. LARRISON  
RETIRED

## Attorney/Client Privileged Communication

### Via E-Mail & First Class Mail

Ms. Kathy Houghton  
Superintendent of Schools  
New York Mills Union Free School District  
1 Marauder Boulevard  
New York Mills, NY 13417

**Re: School Census**

Dear Kathy:

I write in response to your recent inquiry regarding the duties or authority of a school district to conduct a school census. You have indicated that the New York Mills Union Free School District usual practice is to survey families upon their child's first enrollment at the School District about other children in the family who may be attending in future years.

A Union Free School District is not required under the law to perform a formal school census, but is authorized to do so under N.Y. Education Law § 3242. However, Section 200.2 of the Commissioner's Regulations requires that the school district locate and identify all students with disabilities who reside within the district, including homeless students and students who are wards of the State, and to establish a register of students eligible to attend the public schools or a preschool program during the next school year. A school census conducted pursuant to Education Law §3242 is the vehicle required for this purpose.

Section 3241 of the Education Law provides that a census is to be prepared biennially on or before the fifteen day of October and shall include all persons between birth and eighteen years of age and in the case of physically and mentally handicapped children between birth and twenty-one years of age, including the names, residences by street and number, day of the month and year of their birth, the names of the persons in parental relation to them, such information relating to physical or mental defects, to illiteracy, to employment and to the enforcement of the law relating to child labor and compulsory education as the education

Ms. Kathy Houghton  
March 13, 2017  
Page 2

department and the board of education shall require and such further information as such board of education shall require.

Additionally, a board of education upon written request therefore from the Commissioner of Education must compile a report on children between birth and age eighteen who are blind, deaf, or have a physical or mental handicap. This report should contain the student's name, age, address(es), and information relating to physical or mental defects, illiteracy, and employment. Such report shall indicate whether such children are being educated within the public schools of the district, and if they are not, where such education is being furnished to them.

Persons in parental relation to a child residing within the limits of the school district between birth and age eighteen are required to report the following information to the board of education as it requires:

- a) Two weeks before the child turns the compulsory school age, a person in parental relation to that child must provide the child's name, residence, the name of the person(s) in parental relation to the child, and the name and location of the school to which the child will be sent as a student.
- b) If a child of compulsory school age is removed from one school and sent to another or properly sent to work in accordance with the Labor Law, all of the related facts about the removal/transfer.
- c) If the residence of a child is removed from one police precinct to another, the new residence and the other facts listed in both (a) and (b) above.
- d) When a child between birth and age 18 becomes a resident of the city for the first time, the name, residence, and other facts as the board of education may require.

#### **Register of Students with Disabilities**

The regulations governing a school district's obligations to locate and identify students with disabilities are located at 8 NYCRR § 200.2 and require the board of education to establish a "register" of these students who are entitled to attend public schools in the district or who are eligible to attend a preschool program during the next school year. This register must be maintained and annually revised by the School District's CSE or Committee on Preschool Special Education, depending on the age of the student. Any person involved in the collection of data must have received prior training and written information about the procedures to be followed in the data collection.

Census data must be reported by October 1 to the CSE or Committee on Preschool Special Education and must be organized so that it can readily be determined whether each student is receiving an appropriate public education, a partial education, or no education. The necessary data for such a register includes:

Ms. Kathy Houghton  
March 13, 2017  
Page 3

- a) student's name, address and birthdate;
- b) student's parents' names, address(es), and the native language of the student's home;
- c) student's suspected disability;
- d) dates of referral, evaluations, recommendations of the Committee on Special Education, or Committee on Preschool Special Education, actual placement, and annual program reviews;
- e) site where the student is currently receiving an educational program;
- f) other student information as required by the Individuals with Disabilities Education Act (20 U.S.C. 1400 et seq.) and Federal regulations, including but not limited to the student's race, ethnicity, limited English proficiency status, gender and disability category;
- g) if the student is not receiving an appropriate public education, the reason shall be described.

School districts must also prepare and keep on file summary reports of student data, including the numbers of students who are served and unserved (along with the reasons for being unserved). This summary must be submitted to NYSED as prescribed by the Commissioner.

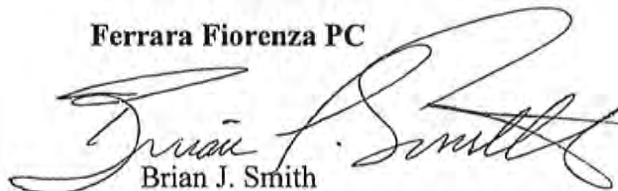
#### Conclusions

In sum, New York Mills Union Free School District is permitted to conduct a school census, but is not required to do so under New York Law. Its requirements with respect to surveying residents relate, instead, to locating and identifying students with disabilities residing in the District, all as outlined above.

If you have any further questions, please do not hesitate to contact me at your convenience.

Very truly yours,

**Ferrara Fiorenza PC**



Brian J. Smith

BJS/paw