

PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
BOARD OF EDUCATION MEETING
TUESDAY, FEBRUARY 27, 2018
BOARD ROOM – BARKER ROAD MIDDLE SCHOOL

AGENDA

6:00 P.M. – Budget Work Session

7:00 P.M. – Regular Meeting

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA (BOARD ACTION)
- IV. PRINCIPAL’S REPORT – Mr. Mike Biondi – Allen Creek Elementary School
- V. PUBLIC COMMENT
The Board of Education invites you, the residents of our school community, to feel comfortable in sharing matters of interest or concern about the District. If you have a question or a statement to make to the Board of Education, we ask that you fill out an index card, available at the sign-in table, and hand it to the School District Clerk. The Board President will recognize those of you who wish to speak. We ask that you raise your hand in order to be recognized and then identify yourself with your name and address.
Those items brought to the attention of the board during this time may be taken under consideration for future response or action. We ask that individual comments be limited to three minutes in order to accomplish the evening’s agenda. We respectfully ask that issues related to specific school district personnel or students, be brought to the attention of the superintendent of schools privately.
- VI. BOARD OF EDUCATION REPORT
 - A. Monroe County School Boards Association Meeting Reports
 1. Board President’s – next meeting – 3/21/18
 2. Executive Committee – next meeting – 2/28/18
 3. Information Exchange Committee – next meeting – 3/14/18
 4. Labor Relations Committee – next meeting – 2/28/18
 5. Legislative Committee – next meeting – 3/7/18
 6. Steering Committee – next meeting – 3/28/18
 - B. Meeting Reports
 - C. Dates to Remember
 1. 3/1/18 – Board of Education Visit/Tour at Barker Road Middle School
(7:00 am visit/7:30 am tour)
 2. 3/12/18 - Next Regularly Scheduled Meeting
- VII. FINANCIAL REPORT – Mr. Kenney
 - A. Action Items:
 1. Acceptance of Treasurer’s Report – January 31, 2018 (BOARD ACTION)
 - B. Discussion:
 - C. Other:
- VIII. HUMAN RESOURCE REPORT – Mr. Leone
 - A. Action Items:
 1. Professional Staff Report (BOARD ACTION)
 - B. Discussion:
 - C. Other:

- IX. CURRICULUM REPORT – Mrs. Ward
 - A. Action Items:
 - B. Discussion:
 - 1. Instructional Challenge and Acceleration
 - C. Other:

- X. SPECIAL EDUCATION REPORT – Ms. Woods
 - A. Action Items (See Consent Agenda)
 - 1. Appointments of Committee on Special Education
 - 2. Committee on Special Education: Amendment – Agreement No Meeting, Annual Reviews, Initial Eligibility Determination Meetings, Reevaluation Reviews, Requested Review Transfer Student.
 - 3. Sub-Committee on Special Education: Amendment – Agreement No Meetings, Reevaluation Reviews, Requested Reviews.
 - B. Discussion:
 - C. Other:

- XI. SUPERINTENDENT’S REPORT – Mr. Pero
 - A. Action Items:
 - 1. Call for Executive Session (BOARD ACTION)
 - 2. Approval of Budget Guidelines (BOARD ACTION)
 - 3. Approval of 2018-2019 Calendar (BOARD ACTION)
 - 4. Policy Approval – 2nd Reading (See Consent Agenda)
 - a. #5670-Records Management
 - B. Discussion:
 - 1. Policy Recommendation – 1st Reading
 - a. #3185-Website Accessibility
 - C. Other:

- XII. CONSENT AGENDA (BOARD ACTION)
 - A. Appointments of Committee on Special Education
 - B. Committee on Special Education
 - C. Sub-Committee on Special Education
 - D. Policy Approval - #5670-Records Management

- XIII. OLD BUSINESS

- XIV. NEW BUSINESS

- XV. PUBLIC COMMENT

- XVI. ADJOURNMENT/RECESS (BOARD ACTION)

Next Regularly Scheduled Meeting: March 12, 2018



Mission: The Pittsford Central School District community works collaboratively to inspire and prepare our students to be their best, do their best and make a difference in the lives of others.

For school district information, visit our website at pittsfordschools.org

PITTSFORD CENTRAL SCHOOL DISTRICT

TREASURER'S REPORT

January 31, 2018

The following reports have been prepared by the Assistant Director of Finance, Holly Evans, in accordance with the Uniform System of Accounts for School Districts as required by the New York State Department of Audit and Control. These reports represent the financial status of the District as of January 31, 2018.

GENERAL FUND

- The District received from NYS, as expected, STAR in the amount of \$7,377,145 and Lottery Aid of \$124,172 (see page 4).
- The District received from Monroe #1 BOCES a refund of \$659,218 for 2016-17 BOCES aided services (see page 4).

SCHOOL LUNCH FUND

- The school lunch program had net operations of \$29,506 for the month of January (see page 6).

TRUST & AGENCY FUND

- Activity was normal for the month of January (see page 8).

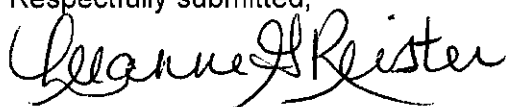
SPECIAL AID FUND

- Activity was normal for the month of January. The District received SED Approval for Title III. An amendment for Title I has been submitted and is awaiting approval (See page 11).

CAPITAL, DEBT AND RESERVE FUNDS

- Capital and Debt Service Funds have an unencumbered balance of \$4,464,764 (see page 13).
- Reserve fund balances total \$28,321,994 (see page 13).

Respectfully submitted,



Leeanne G. Reister
Director of Finance

PITTSFORD CENTRAL SCHOOLS

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

January 31, 2018

GENERAL FUND

	1/1/2018 Balance	Receipts	Disbursements	1/31/2018 Balance
Cash in Banks - Checking	\$ 7,824,326.38	\$ 13,660,199.33	\$ 9,367,715.57	\$12,116,810.14
Money Market Account-Chase	385,377.61	48.98	-	\$385,426.59
Money Market Account- Key	1,796,800.21	152.61	-	\$1,796,952.82
Money Market Account- M & T	4,537,930.78	385.43	-	\$4,538,316.21
Money Market Account- CNB	500,157.82	36.18	-	\$500,194.00
Chase Purchasing Card	-	548,868.51	340,146.32	208,722.19
Investments (See Schedule)	42,029,433.33	26,197.92	5,000,000.00	37,055,631.25
	\$ 57,074,026.13	\$ 14,235,888.96	\$ 14,707,861.89	\$56,602,053.20

RESERVES

	1/1/2018 Balance	Receipts	Disbursements	1/31/2018 Balance
Insurance Reserve (Checking)	\$ 1,221,447.96	\$ 155.25	\$ -	\$1,221,603.21
Reserve for Liability (Checking)	1,685,607.98	214.24	-	\$1,685,822.22
Reserve for Tax Certiorari (Checking)	738,971.96	93.92	-	\$739,065.88
Unemployment Reserve (Checking)	392,781.42	49.92	-	\$392,831.34
Capital Reserve	14,107,056.80	1,304.92	-	\$14,108,361.72
Bus Purchase Reserve	5,137,041.10	658.26	-	\$5,137,699.36
Instructional Technology Capital Reserve	1,502,750.36	191.00	-	\$1,502,941.36
Employee Benefit Reserve	2,061,143.33	261.97	-	\$2,061,405.30
Employee Retirement Contribution	2,004,756.77	254.80	-	\$2,005,011.57
Workers' Compensation Reserve	180,228.96	22.91	-	\$180,251.87
Investments (See Schedule)	-	-	-	-
	\$ 29,031,786.64	\$ 3,207.19	\$ -	\$29,034,993.83

SCHOOL LUNCH FUND

	1/1/2018 Balance	Receipts	Disbursements	1/31/2018 Balance
Cash in Banks - Checking	\$ 410,664.08	\$ 186,876.50	\$ 149,212.67	\$448,327.91
Money Market Account-Chase	207,513.29	26.37	-	\$207,539.66
	\$ 618,177.37	\$ 186,902.87	\$ 149,212.67	\$655,867.57

CAPITAL FUND

	1/1/2018 Balance	Receipts	Disbursements	1/31/2018 Balance
Cash in Banks - Checking	\$ 93,878.31	\$ 1.52	\$ 13,389.00	\$80,490.83
Capital-Dec 2012 Proposition-Reserve	-	-	-	-
Capital-Dec 2012 Proposition-BAN	2,724,756.95	349.86	42,382.86	\$2,682,723.95
Bus Purchase Reserve -Capital	42,000.24	-	-	\$42,000.24
	\$ 2,860,635.50	\$ 351.38	\$ 55,771.86	\$2,805,215.02

SPECIAL AID FUND

	1/1/2018 Balance	Receipts	Disbursements	1/31/2018 Balance
Cash in Banks - Checking	\$ 58,351.22	\$ 386,802.55	\$ 185,598.21	\$259,555.56
Money Market Account-Chase	-	-	-	-
	\$ 58,351.22	\$ 386,802.55	\$ 185,598.21	\$259,555.56

PITTSFORD CENTRAL SCHOOLS
INVESTMENT SCHEDULES

As of January 31, 2018

GENERAL FUND

Date Purchased	Maturity Date	Bank of Deposit	Principal Amount	Interest Rate	Number of Days	Interest Income
1/5/2018	3/6/2018	Chase	20,032,368.56	1.14%	60	37,540.11
1/10/2018	2/9/2018	Chase	10,023,262.69	1.07%	30	9,605.63
10/12/2017	4/10/2018	Chase	5,000,000.00	1.04%	180	25,643.84
10/12/2017	4/10/2018	CNB	2,000,000.00	0.20%	180	1,972.60
			<u>37,055,631.25</u>			<u>74,762.18</u>

Our current interest rates are as follows:

JP Morgan Chase Checking	0.07% -0.15%
Key Checking	0.02%
Key Money Market	0.05% -0.10%
M & T Money Market -General Fund	0.10%
Canandaigua National Bank Savings	0.08%

Many of our Chase money market accounts are bundled, but with separate account numbers to provide a higher rate of return.

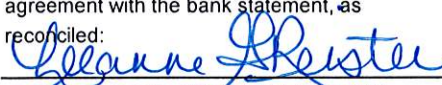
PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF JANUARY 2018
General Fund Accounts (Checking and Money Market)

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Dec	BEGINNING BALANCE			<u>15,044,592.80</u>
	Receipts:			
	Taxes & Tax Items			
	Non Property Taxes			
	Local Revenues	451,881.69		
	State Aid (Lottery, Medicaid & Star Aid)	7,501,317.13		
	Monroe #1 BOCES	684,520.61		
	Interest	2,591.62		
	Transfer - CD	5,012,000.00		
	Transfer - Debt Service			
	Transfer - School Lunch Fund DT/DF			
	Net Transfers			
	Total Receipts:			<u>13,652,311.05</u>
	Disbursements:			
	EFT/Wire Transfers		78,772.86	
	Check # 246977-247410		3,113,303.63	
	ACH Check# 000010-000013		1,032.04	
	Payroll Funding		5,509,871.55	
	Transfer to Special Aid DT/DF		100,000.00	
	Transfer to Health Fund		7,355.50	
	Transfer to P-Card		548,868.51	
	Net Transfers			
	Total Disbursements:			<u>(9,359,204.09)</u>
31-Jan	ENDING BALANCE	<u>\$ 13,652,311.05</u>	<u>\$ 9,359,204.09</u>	<u>19,337,699.76</u>

BANK RECONCILIATION

BALANCE PER BANK:	21,194,836.27
ADD:	
NSF Payments	1,724.94
Outstanding Deposit	148.00
SUBTRACT:	
Outstanding Checks	(1,665,307.45)
Outstanding Transfer to Special Aid	(82,125.00)
Outstanding Transfer to Debt Service	(111,575.00)
Deposit Error Corrected in February	(2.00)
ADJUSTED BANK BALANCE	<u>19,337,699.76</u>
BALANCE PER BOOKS	<u>19,337,699.76</u>

Note: This reconciliation combined with the P-card reconciliation on page 18 make up the total general fund cash balance (net of investments) shown on page 1

This is to certify that the cash balance is in agreement with the bank statement, as reconciled:

 Leanne G. Reister, Treasurer

Received by the Board of Education and entered as part of the minutes of the board meeting held:

 Veronica M. Walker, School District Clerk

PITTSFORD CENTRAL SCHOOLS

GENERAL FUND

Monthly Statement of Revenues
January 31, 2018

DESCRIPTION	BUDGETED REVENUES WITH ADJUSTMENTS	REV. REC'D 1/31/2018	REV. REC'D TO DATE	ESTIMATED TO 6/30	OVER/(UNDER) BUDGET
Real Property Taxes	90,497,962.62	(820.00)	88,300,267.12	90,497,962.62	-
Other Payments in Lieu of Taxes	66,681.00	-	272,813.62	272,813.62	206,133
STAR Tax Relief Program	7,377,145.38	7,377,145.40	7,377,145.40	7,377,145.40	0
Interest & Penalties	515.00	-	-	515.00	-
County Sales Tax	5,110,000.00	-	1,501,032.14	5,110,000.00	-
Textbook Charges	600.00	-	115.00	600.00	-
Tuition - Individuals	-	-	-	-	-
Other Student Charges	15,000.00	6.00	233.59	15,000.00	-
Admissions	12,975.00	2,960.00	15,518.00	15,518.00	2,543
Tuition - Other Districts	150,000.00	-	(8,181.70)	150,000.00	-
Health Services - Other Districts	220,346.00	-	-	220,346.00	-
Interest Earned on Investments	45,000.00	40,902.55	91,516.47	91,516.47	46,516
Rental of Real Property	80,000.00	12,504.00	37,385.83	80,000.00	-
Rental of Real Property, BOCES	-	-	-	-	-
Rental of Buses	-	-	4,415.84	4,415.84	4,416
Commissions	-	-	-	-	-
Forfeiture of Deposits	-	-	-	-	-
Sale of Scrap and Excess Materials	-	-	2,897.80	2,897.80	2,898
Sale of Instructional Materials - Textbooks	-	-	524.50	524.50	525
Sale of Equipment	-	-	98,111.00	98,111.00	98,111
Insurance Recoveries	40,000.00	-	42,054.24	42,054.24	2,054
Other Compensation for Loss	2,200.00	152.49	650.03	2,200.00	-
Refund for BOCES Aided Services	284,804.00	659,218.08	659,218.08	659,218.08	374,414
Refund of Prior Years Expense	60,000.00	60.00	8,844.23	60,000.00	-
Gifts and Donations	15,000.00	(966.00)	38,851.55	38,851.55	23,852
Unclassified Revenues	75,000.00	78,205.63	122,370.73	122,370.73	47,371
State Aid - General Operating/Foundation Aid	6,973,709.84	-	5,205,059.00	6,973,709.84	-
State Aid - Excess Cost	938,305.00	-	733,030.00	938,305.00	-
State Aid - Building Aid	6,500,330.00	-	-	6,500,330.00	-
State Aid - Lottery Aid	4,386,249.09	-	4,386,249.09	4,386,249.09	-
State Aid - Lottery Grant	579,468.07	124,171.73	579,468.07	579,468.07	-
State Aid - Commercial Gaming Grant	-	-	-	-	-
State Aid - BOCES	2,632,896.00	-	-	2,632,896.00	-
State Aid - Textbooks	364,936.00	-	-	364,936.00	-
State Aid - Software Aid	97,385.00	-	-	97,385.00	-
State Aid - Hardware Aid	87,000.00	-	-	87,000.00	-
State Aid - Library Mat. Aid	40,631.00	-	-	40,631.00	-
State Aid - Other Bullet Aid	50,000.00	-	50,000.00	50,000.00	-
State Aid - Other Charter School CSBT	1,750.00	-	1,750.00	1,750.00	-
State Aid - Other Urban Suburban	1,071,629.00	-	-	1,071,629.00	-
Medicaid Assistance	40,000.00	-	40,448.90	40,448.90	449
Appropriated Fund Balance	1,534,000.00	-	-	1,534,000.00	-
Reserve for Encumbrances	1,831,221.03	-	-	1,831,221.03	-
Appropriated Reserve: Liability	50,000.00	-	-	50,000.00	-
Appropriated Reserve: Workers Compensation	20,000.00	-	-	20,000.00	-
Appropriated Reserve: EBALR	400,000.00	-	-	400,000.00	-
Appropriated Reserve: ERS	203,000.00	-	-	203,000.00	-
Appropriated Reserve: Unemployment Res	40,000.00	-	-	40,000.00	-
Appropriated Reserve: Bus Purchase Reserve	-	-	-	-	-
TOTALS:	\$ 131,895,739.03	\$ 8,293,539.88	\$ 109,561,788.53	\$ 132,705,019.78	\$ 809,280.75

PITTSFORD CENTRAL SCHOOLS

GENERAL FUND

Schedule of Appropriated Expenses
January 31, 2018

	ORIGINAL APPROPRIATIONS	TRANSFERS AND ADJUSTMENTS	REVISED APPROPRIATIONS	EXPENDITURES TO DATE	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCES
School Operations						
Elementary Schools	17,306,310.00	119,341.40	17,425,651.40	7,708,719.59	8,414,557.41	1,302,374.40
Middle School	13,729,601.00	12,585.53	13,742,186.53	6,118,767.09	6,599,228.41	1,024,191.03
High School	19,296,582.00	157,219.77	19,453,801.77	8,793,008.35	8,729,510.97	1,931,282.45
Total School Operations	50,332,493.00	289,146.70	50,621,639.70	22,620,495.03	23,743,296.79	4,257,847.88
Central Student Programs & Services						
Special Education Office	453,566.00	(10,033.06)	443,532.94	192,783.24	117,985.08	132,764.62
Special Education Services	1,220,009.00	83.80	1,220,092.80	534,934.60	635,497.97	49,660.23
Out of District Spec. Ed Programs	6,305,348.00	494,187.85	6,799,535.85	3,277,742.89	3,056,900.74	464,892.22
Special Services	633,483.00	-	633,483.00	283,437.83	231,458.78	118,586.39
Summer Programs	24,000.00	-	24,000.00	14,400.00	9,600.00	0.00
Non Public Services	481,666.00	50,046.76	531,712.76	79,230.37	332,567.73	119,914.66
BOCES	441,011.00	(91,984.00)	349,027.00	224,054.02	85,945.98	39,027.00
Total Central Programs & Services	9,559,083.00	442,301.35	10,001,384.35	4,606,582.95	4,469,956.28	924,845.12
Instructional Services						
Curriculum & Instruction Services	645,693.00	70,035.45	715,728.45	477,927.65	154,874.80	82,926.00
Standards of Performance	504,652.00	-	504,652.00	194,111.12	201,848.19	108,692.69
Pupil Services Office	288,905.00	700.64	289,605.64	148,494.37	106,620.67	34,490.60
Instructional Technology Services	1,627,688.00	105,788.84	1,733,476.84	829,413.82	524,498.48	379,564.54
Professional Development Services	234,942.00	17,331.08	252,273.08	138,965.51	103,662.69	9,644.88
Data Team	391,536.00	1,473.31	393,009.31	233,160.68	155,134.39	4,714.24
Total Instructional Services	3,693,416.00	195,329.32	3,888,745.32	2,022,073.15	1,246,639.22	620,032.95
Support Services						
Finance Services	904,134.00	5,229.63	909,363.63	513,584.78	324,070.99	71,707.86
Personnel Services	379,993.00	4,697.19	384,690.19	203,566.48	127,903.74	53,219.97
Public Information Services	299,901.00	(1,377.75)	298,523.25	126,628.49	90,054.12	81,840.64
Operations and Maintenance	7,835,999.00	874,817.18	8,710,816.18	3,923,040.70	3,257,685.96	1,530,089.52
Printing and Mailing Services	279,967.00	7,257.93	287,224.93	121,356.34	136,405.82	29,462.77
Support Services Technology	1,181,775.00	32,477.39	1,214,252.39	785,317.96	63,633.25	365,301.18
Transportation Services	4,468,320.00	74,069.38	4,542,389.38	1,995,400.66	1,940,555.81	606,432.91
Total Support Services	15,350,089.00	997,170.95	16,347,259.95	7,668,895.41	5,940,309.69	2,738,054.85
Central Administration						
Board of Education	65,984.00	937.28	66,921.28	42,300.65	9,882.91	14,737.72
Superintendent's Office	338,486.00	6,256.59	344,742.59	196,895.21	137,242.33	10,605.05
Total Central Administration	404,470.00	7,193.87	411,663.87	239,195.86	147,125.24	25,342.77
Undistributed Expenses						
Debt Service & Interfund Transfers	10,609,672.00	-	10,609,672.00	6,782,134.50	3,639,687.50	187,850.00
Insurance & Fees	1,711,275.00	23,493.93	1,734,768.93	1,077,394.73	476,534.87	180,839.33
Employee Benefits	38,404,020.00	(123,415.09)	38,280,604.91	17,934,904.77	16,501,964.14	3,843,736.00
Total Undistributed Expenses	50,724,967.00	(99,921.16)	50,625,045.84	25,794,434.00	20,618,186.51	4,212,425.33
TOTAL	130,064,518.00	1,831,221.03	131,895,739.03	62,951,676.40	56,165,513.73	12,778,548.90
Transfers and Adjustments Detail:						
Prior Year Encumbrances		1,831,221.03				
Total Transfers and Adjustments		1,831,221.03				

PITTSFORD CENTRAL SCHOOLS
SCHOOL LUNCH FUND
 Monthly Operating Report
 January 31, 2018

	CURRENT YEAR	PREVIOUS YEAR	2017-18	2016-17
	MONTHLY TOTALS	MONTHLY TOTALS	YR-TO-DATE	YR-TO-DATE

REVENUES:

TYPE A SALES	\$ 74,554.25	\$ 76,314.50	\$ 355,120.50	\$ 365,499.25
OTHER CAFETERIA SALES	121,166.25	107,365.08	\$ 571,248.28	519,614.49
REBATES	-	128.43	\$ -	566.43
INTEREST INCOME	80.16	44.19	\$ 567.76	254.82
INSURANCE/OTHER COMP	324.00	-	\$ 324.00	-
MISCELLANEOUS INCOME	15.00	147.99	\$ 439.06	558.57
TOTAL REVENUES:	\$ 196,139.66	\$ 184,000.19	\$ 927,699.60	\$ 886,493.56

EXPENDITURES

SALARIES	\$ 61,587.77	\$ 60,132.77	\$ 338,684.71	\$ 329,357.32
EQUIPMENT	-	8,734.44	\$ -	34,237.02
CONTRACTUAL/BOCES	900.89	252.62	\$ 17,194.52	11,528.66
FOOD & MILK USED	65,197.64	58,975.45	\$ 321,584.70	332,278.06
REPAIRS	632.52	865.68	\$ 10,191.69	7,076.75
TRAVEL/MILEAGE	-	48.52	\$ 433.44	546.28
SUPPLIES	4,192.60	2,820.56	\$ 24,225.43	23,496.58
BENEFITS	34,122.27	35,450.14	\$ 206,447.72	220,736.50
TOTAL EXPENDITURES:	\$ 166,633.69	\$ 167,280.18	\$ 918,762.21	\$ 959,257.17

NET OPERATIONS: \$ 29,505.97 \$ 16,720.01 \$ 8,937.39 \$ (72,763.61)

OTHER ITEMS AFFECTING FUND BALANCE

Cumulative Change in Surplus Food Inventory	\$ -	\$ (81.18)
Cumulative Change in Reserve for Supplies Inventory	\$ 2,225.24	\$ (1,460.16)
Change in Fund Balance:	11,162.63	(74,304.95)
Fund Balance at July 1	\$ 443,215.85	\$ 498,705.03
Fund Balance to date	\$ 454,378.48	\$ 424,400.08

Beginning Inventories	\$ 29,020.32
Encumbrances	\$ -
Appropriated - Next Year's Budget	\$ 179,681.00

Loss of State Aid (National Lunch & Breakfast Program) \$16,529 Free & Reduced Paid

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF JANUARY 2018**


School Lunch Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Dec	BEGINNING BALANCE			<u>\$ 618,177.37</u>
	Receipts:			
	Daily Deposits	43,574.98		
	Prepays- School Lunch Office	1,465.00		
	Prepaid- via NutriKids/Heartland	139,182.98		
	Other Sales-Vending	1,410.95		
	Catering	864.80		
	Miscellaneous	324.00		
	Interest	80.16		
	Net Transfers			
	Total Receipts:			<u>186,902.87</u>
	Disbursements:			
	EFT/Wire Transfers			
	Check # 202180-202202		83,255.02	
	Payroll Funding		65,957.65	
	Void Checks			
	Transfer to Trust & Agency re: Sales Tax			
	Transfer to General re: DT/DF		-	
	Total Disbursements:			<u>(149,212.67)</u>
31-Jan	ENDING BALANCE	<u>\$ 186,902.87</u>	<u>\$ 149,212.67</u>	<u>655,867.57</u>

BANK RECONCILIATION

BALANCE PER BANK:	667,629.77
ADD: Outstanding Deposits	9,515.83
NSF Checks	6.00
SUBTRACT:	
Outstanding Checks	(21,284.03)
ADJUSTED BANK BALANCE	<u>655,867.57</u>
BALANCE PER BOOKS	<u>655,867.57</u>

This is to certify that the cash balance is in agreement with the bank statement, as reconciled:



Leeanne G. Reister, Treasurer

Received by the Board of Education and entered as part of the minutes of the board meeting held:

Veronica M. Walker, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
TRUST & AGENCY
January 31, 2018**

	12/31/2017			1/31/2018
	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
Private Purpose Funds (Scholarships)	70,512.61	2,769.18	547.50	72,734.29
Special Revenue Funds (Local Grants/Donations)	12,090.00	455.48	1,499.75	11,045.73
Consolidated Payroll	-	3,458,696.26	3,458,696.26	-
Net 1099R Distributions	-	-	-	-
NYS Employee Retirement	25,720.80	26,034.62	51,755.42	-
Income Protection (LTD)	-	13,369.00	13,369.00	-
Hospital Insurance	-	208,768.91	208,768.91	-
AFLAC	-	1,429.66	1,429.66	-
NYS Income Tax	-	223,262.17	223,262.17	-
Federal Income Tax	-	519,873.61	519,873.61	-
Federal Income Tax-1099R	-	-	-	-
Earned Income Credit	-	-	-	-
Income Execution	-	11,528.65	11,528.65	-
Association Dues	-	76,259.26	76,259.26	-
Social Security	-	774,589.28	774,589.28	-
Teacher Loans	-	19,513.00	19,513.00	-
Tax Sheltered Annuities	-	299,244.85	298,794.85	450.00
Bid Deposits	-	-	-	-
Other Liabilities	-	-	-	-
United Way	-	2,535.94	2,535.94	-
Life Insurance	-	7,880.88	7,880.88	-
Flex Benefits-Medical Exp.	(18,925.32)	46,115.80	43,446.33	(16,255.85)
Flex Benefits-Dependent Care	48,759.66	34,307.68	35,610.59	47,456.75
Flex Benefits-Management Fee	658.07	128.32	172.16	614.23
529 College Savings	-	-	-	-
Sales Tax	-	-	-	-
Accounts Receivable	-	-	-	-
Due from Other Funds	-	5,680,238.47	5,680,238.47	-
Due to Other Funds	388.91	113.01	-	501.92
Health Fund Reserve	2,138,100.29	7,609.39	65,947.78	2,079,761.90
TOTALS:	\$ 2,277,305.02	\$ 11,414,723.42	\$ 11,495,719.47	\$ 2,196,308.97

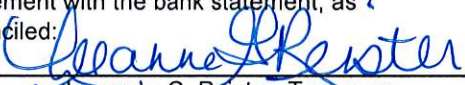
**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF JANUARY 2018**

Trust & Agency Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Dec	BEGINNING BALANCE			<u>\$ 2,194,702.41</u>
	Receipts:			
	Payroll Funding	5,677,272.76		
	FSA Deductions	40,275.90		
	General Fund- Health Fund Contribution	7,355.50		
	Miscellaneous	450.00		
	Interest	366.90		
	Net Transfers	1,516,818.12		
	Total Receipts:			<u>7,242,539.18</u>
	Disbursements:			
	EFT/Wire Transfers-Taxes		1,516,818.12	
	EFT Withdrawals (FSA/Health Fund Accounts)		104,900.96	
	EFT/Wire Transfers (Omni, NYS ERS & NYS Sales Tax)		350,550.27	
	Payroll Checks # 232984-233062		490,673.31	
	Direct Deposits (D280481-D282953)		3,347,525.38	
	Void Checks		(2,573.52)	
	Transfer FSA Surplus 2016-17 to General Fund			
	Net Transfers		1,516,818.12	
	Total Disbursements:			<u>(7,324,712.64)</u>
31-Jan	ENDING BALANCE	<u>\$ 7,242,539.18</u>	<u>\$ 7,324,712.64</u>	<u>2,112,528.95</u>

BANK RECONCILIATION

BALANCE PER BANK	2,257,861.94
ADD:	
Deposit in Transit	
SUBTRACT:	
Outstanding Checks	(136,399.81)
Benefit Resources - Current Month's transactions taken Next Month	(8,933.18)
ADJUSTED BANK BALANCE	<u>2,112,528.95</u>
BALANCE PER BOOKS	<u>2,112,528.95</u>

This is to certify that the cash balance is in agreement with the bank statement, as reconciled:


 Leeanne G. Reister, Treasurer

Received by the Board of Education and entered as part of the minutes of the board meeting held:

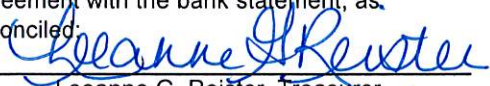
 Veronica M. Walker, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF JANUARY 2018
Private Purpose Trusts and Special Revenue Accounts**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Dec	BEGINNING BALANCE			<u>\$ 82,602.61</u>
	Receipts:			
	Miscellaneous -Dividend & Local Money	3,214.10		
	Interest	10.56		
	Net Transfers			
	Total Receipts:			<u>3,224.66</u>
	Disbursements:			
	Checks 200490-200493		2,047.25	
	Void Checks			
	Net Transfers			
	Total Disbursements:			<u>(2,047.25)</u>
31-Jan	ENDING BALANCE	<u>\$ 3,224.66</u>	<u>\$ 2,047.25</u>	<u>83,780.02</u>

BANK RECONCILIATION

BALANCE PER BANK:	83,830.02
ADD:	
SUBTRACT:	
Outstanding Checks	(50.00)
ADJUSTED BANK BALANCE	<u>83,780.02</u>
BALANCE PER BOOKS	<u>83,780.02</u>

This is to certify that the cash balance is in agreement with the bank statement, as reconciled:

 Leanne G. Reister, Treasurer

Received by the Board of Education and entered as part of the minutes of the board meeting held:

 Veronica M. Walker, School District Clerk

PITTSFORD CENTRAL SCHOOLS
SPECIAL AID FUNDS
SCHEDULE OF APPROPRIATED EXPENSE
January 31, 2018

DESCRIPTION	ORIGINAL BUDGET/REVENUES	PRIOR YR EXPENDITURES	CURRENT YR EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES	GRANT ADMINISTRATORS
SERVICES FOR FEES						Student Services
Driver Education (Cumulative Balance)	267,155.85	112,997.96	73,603.25	4,943.47	75,611.17	
Summer Enrichment (Cumulative Balance through 2017)	56,422.31	52,359.82	-	-	4,062.49	
Summer Enrichment (2017-18)	55,023.98	13,911.82	42,147.16	-	(1,035.00)	
Summer Enrichment (2018-19)	-	-	4,792.00	-	(4,792.00)	
IDEA 611 17/18 (07/01/17-06/30/18)	1,356,294.00	-	570,668.91	661,847.56	123,777.53	Special Education
Covers special education expenditures						
IDEA 619 17/18 (07/01/17-06/30/18)	30,471.00	-	10,473.00	18,998.45	999.55	Special Education
Covers pre-school educational expenses.						
TITLE I 16/17 (09/01/16-08/31/17)	272,530.00	199,077.61	8,685.26	-	64,767.13	Student Services
TITLE I 17/18 (09/01/17-08/31/18)	187,459.00	-	84,084.90	104,464.93	(1,090.83)	
Provides program additions at qualifying schools to support students at risk of not passing the required state assessments.						
TITLE IIA GRANT 16/17 (09/01/16-08/31/17)	181,261.00	90,699.36	44,211.20	-	46,350.44	Student Services
TITLE IIA GRANT 17/18 (09/01/17-08/31/18)	187,459.00	-	15,864.17	28,061.15	143,533.68	
Enhances Teacher/Principal training and recruitment.						
TITLE III GRANT 16/17 (09/01/16-08/31/17)	16,347.00	6,639.73	(46.96)	-	9,754.23	
TITLE III GRANT 17/18 (09/01/16-08/31/17)	16,593.00	-	1,470.61	750.00	14,372.39	
Provides language instructional education programs to assist Limited English Proficient (LEP) students achieve standards						
TITLE III Immigrant GRANT 16/17 (09/01/16-08/31/17)	27,812.00	2,181.51	(85.00)	-	25,515.49	Student Services
Provides language instructional education programs to assist Limited English Proficient (LEP) immigrant students achieve standards						
TITLE III Newcomer GRANT 16/17 (09/01/16-08/31/17)	19,990.00	-	19,142.87	-	847.13	Student Services
Provides language instructional education programs to assist Limited English Proficient (LEP) immigrant students achieve standards						
TEACHER CENTER GRANT 2017-18	61,580.00	-	45,808.23	448.04	15,323.73	Teacher Center
Provides staff development opportunities for teachers.						
SPECIAL ED SUMMER PROGRAMS 4408	380,000.00	-	370,711.26	5,345.40	3,943.34	Special Education
Payments for tuition to BOCES and outside providers of summer special education programs.						
SPECIAL ED SUMMER PROGRAM-In District	380,000.00	-	354,274.30	-	5,725.70	Special Education
Expenses for staff and materials for state approved in-district special education summer program.						
SPECIAL ED SUMMER PROGRAM-Related Services	18,000.00	-	9,974.89	-	8,025.11	Special Education
Payments to outside providers and staff for related services during July and August.						
SCHOOL LIBRARY SYSTEM GRANT 2017-18	3,025.00	-	1,825.00	1,200.00	-	Various Schools
Mini grants through BOCES for School Library Media Specialists.						
STATE SUPPORTED SCHOOLS	100,000.00	-	26,487.45	19,505.00	54,007.55	Spec Ed/Business Office
4201 Schools for the Blind and Deaf						
TOTALS:	3,597,223.14	477,867.81	1,684,092.50	845,564.00	589,698.83	

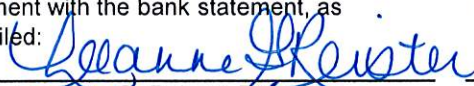
**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF JANUARY 2018**

Special Aid Funds

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Dec	BEGINNING BALANCE			\$ 58,351.22
	Receipts:			
	Local Revenues	37,247.55		
	State Aid/Federal Aid	249,555.00		
	Transfer from General (20% funding)			
	Transfer from General DT/DF	100,000.00		
	Transfer to Special Aid Fund: write offs			
	Net Transfers			
	Total Receipts:			<u>386,802.55</u>
	Disbursements:			
	EFT/Wire Transfers			
	Check # 204681-204696		84,598.71	
	Transfer to General Fund re: DT/DF			
	Void Checks/Stop Payments/NSF Checks			
	Payroll Funding		100,999.50	
	Transfer to Trust & Agency re: Sales Tax			
	Total Disbursements:			<u>(185,598.21)</u>
31-Jan	ENDING BALANCE	<u>\$ 386,802.55</u>	<u>\$ 185,598.21</u>	<u>259,555.56</u>

BANK RECONCILIATION

BALANCE PER BANK:	178,131.49
ADD: NSF Check	
Interfund Transfer from General Fund	82,125.00
SUBTRACT:	
Outstanding Checks	(700.93)
Outstanding Payment Center Fees	
ADJUSTED BANK BALANCE	<u>259,555.56</u>
BALANCE PER BOOKS	<u>259,555.56</u>

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 Leeanne G. Reister, Treasurer

Received by the Board of Education and entered as part of the minutes of the board meeting held:

 Veronica M. Walker, School District Clerk

PITTSFORD CENTRAL SCHOOLS

Capital & Debt Service SCHEDULE OF APPROPRIATED EXPENSE January 31, 2018

DESCRIPTION	PRIOR YEAR APPROPRIATIONS	PROJECT EXPENDITURES	EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES
Bus Purchases 2017-18	1,309,761.00	-	1,267,760.76	-	42,000.24
Capital 12-13 Funded by General Fund	250,000.00	165,099.19	84,900.81	-	-
Capital 13-14 Funded by General Fund	369,200.00	127,076.50	34,543.00	84,490.00	123,090.50
Capital 14-15 Funded by General Fund	250,000.00	30,800.00	-	-	219,200.00
Capital 15-16 Funded by General Fund	250,000.00	-	-	-	250,000.00
Capital 16-17 Funded by General Fund	250,000.00	-	-	-	250,000.00
Capital 16-17 Funded by General Fund	250,000.00	-	-	-	250,000.00
Capital Funded by Reserve & Obligations- Dec 11, '12 Proposition	42,239,786.00	37,176,344.52	1,556,804.06	176,164.09	3,330,473.33
Capital Funded by Donations - Dec 11, 2012 Proposition (Dec 11, 2012 Total Proposition = \$43,131,786)	417,400.00	417,400.00	-	-	-
Subtotal - Capital Fund	45,586,147.00	37,916,720.21	2,944,008.63	260,654.09	4,464,764.07
Debt Service	8,199,069.00	-	6,782,134.50	1,416,934.50	-
TOTALS :	53,785,216.00	37,916,720.21	9,726,143.13	1,677,588.59	4,464,764.07

RESERVE BALANCES January 31, 2018

DESCRIPTION	FUND BALANCE AT 07/01/2017	APPROPRIATED AMOUNT OR ACTUAL EXPENDITURE	INTEREST/ OTHER REVENUES	APPROVED TRANSFER (In/Out)	FUND BALANCE TO DATE
Bus Purchases Funded by Reserve	5,133,090.93		4,608.43		5,137,699.36
Capital Reserve	14,100,038.29		8,323.43		14,108,361.72
Instructional Technology Capital Reserve	1,501,617.17		1,324.19		1,502,941.36
Insurance Reserve	1,220,526.90		1,076.31		1,221,603.21
Unemployment Insurance Reserve	392,483.34	(40,000.00)	348.00		352,831.34
Reserve for Liability	1,684,336.91	(50,000.00)	1,485.31		1,635,822.22
Reserve for Tax Certiorari	738,414.73		651.15		739,065.88
Employee Benefit & Accrued Liability Reserve	2,059,919.34	(400,000.00)	1,485.96		1,661,405.30
Reserve for Retirement Contributions	2,003,404.21	(203,000.00)	1,607.36		1,802,011.57
Workers' Compensation Reserve	180,110.89	(20,000.00)	140.98		160,251.87
TOTALS :	29,013,942.71	(713,000.00)	21,051.12	-	28,321,993.83

Note: Fund Balance includes the use of appropriated or actual amounts, as well as, approved transfers yet to be completed and may not equal cash on page 1.

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF JANUARY 2018**

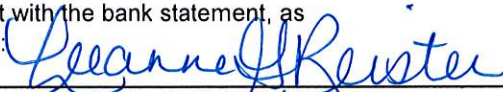
Capital

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Dec	BEGINNING BALANCE			<u>\$ 2,860,635.50</u>
	Receipts:			
	Transfer from General Fund re: Due to/from			
	Transfer from General Fund re: Bus Purch. Reserve			
	BAN Proceeds			
	Interest	351.38		
	Net Transfers			
	Total Receipts:			<u>351.38</u>
	Disbursements:			
	EFT/Wire Transfers			
	Payroll Funding		444.06	
	Capital Checks-# 60091		13,389.00	
	Capital Checks-Dec 2012 Prop # 869			
	Capital Checks-Dec 2012 Prop BAN # 4277-4279		41,938.80	
	Bus Purchase Reserve Checks (200027)			
	Transfer to General (Remaining Bus Purchase Reserve)			
	Net Transfers			
	Total Disbursements:			<u>(55,771.86)</u>
31-Jan	ENDING BALANCE	<u>\$ 351.38</u>	<u>\$ 55,771.86</u>	<u>2,805,215.02</u>

BANK RECONCILIATION

BALANCE PER BANK:	2,805,215.02
ADD: Outstanding Transfer	
SUBTRACT:	
Outstanding Checks	
Outstanding Transfer	
ADJUSTED BANK BALANCE	<u>2,805,215.02</u>
BALANCE PER BOOKS	<u>2,805,215.02</u>

This is to certify that the cash balance is in agreement with the bank statement, as reconciled:



Leeanne G. Reister, Treasurer

Received by the Board of Education and entered as part of the minutes of the board meeting held:

Veronica M. Walker, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF JANUARY 2018**


**Reserves: Liability, Tax Certiorari, Unemployment Insurance, Employee Retirement Contribution,
Employee Benefit & Accrued Liabilities Reserves, Workers' Compensation & Insurance Reserves**

DATE	DESCRIPTION	CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Dec	BEGINNING BALANCE			\$	8,284,938.38
	Receipts:				
	Transfer from General Fund				
	Interest - Reserve for Liability		214.24		
	Interest -Tax Certiorari		93.92		
	Interest- Unemployment Insurance		49.92		
	Interest- Employee Benefit & Accrued Liabilities		261.97		
	Interest- Employee Retirement Contribution		254.80		
	Interest- Workers' Compensation		22.91		
	Interest- Insurance Reserve		155.25		
	Total Receipts:				1,053.01
	Disbursements:				
	EFT Withdrawals				
	Transfer to General Fund				
	Total Disbursements:				-
31-Jan	ENDING BALANCE		\$ 1,053.01	\$ -	8,285,991.39

BANK RECONCILIATION

BALANCE PER BANK:	8,285,991.39
ADD:	
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	8,285,991.39
BALANCE PER BOOKS	8,285,991.39

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 Leanne G. Reister, Treasurer

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 Veronica M. Walker, School District Clerk


**PITTSFORD CENTRAL SCHOOLS
 BANK RECONCILIATION FOR THE MONTH OF JANUARY 2018
 Capital Reserve, Capital Instructional Technology Reserve and Bus Purchase Reserve Accounts**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Dec	BEGINNING BALANCE			<u>\$20,746,848.26</u>
	Receipts:			
	Interest - Bus Purchase Reserve	658.26		
	Interest - Capital Reserve	1,304.92		
	Interest - Capital IT Reserve	191.00		
	Transfer from General Fund	-		
	Total Receipts:			<u>2,154.18</u>
	Disbursements:			
	Transfer to Capital Fund			
	Total Disbursements:			<u>-</u>
31-Jan	ENDING BALANCE	<u>\$ 2,154.18</u>	<u>\$ -</u>	<u>20,749,002.44</u>

BANK RECONCILIATION

BALANCE PER BANK:	20,749,002.44
ADD:	-
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	<u>20,749,002.44</u>
BALANCE PER BOOKS	<u>20,749,002.44</u>

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 Veronica M. Walker, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF JANUARY 2018**


Debt Service Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Dec	BEGINNING BALANCE			\$ 1,146,277.98
	Receipts:			
	Transfer from General Fund (per appropriations)			
	Transfer from Capital Fund (Assuming BAN Premium)			
	Interest	113.54		
	Net Transfers			
	Total Receipts:			113.54
	Disbursements:			
	Checks (001047)			
	Depository Trust Company (Wires)			
	Transfer to General Fund			
	Total Disbursements:			-
31-Jan	ENDING BALANCE	<u>\$ 113.54</u>	<u>\$ -</u>	<u>1,146,391.52</u>

BANK RECONCILIATION

BALANCE PER BANK:	1,034,816.52
ADD:	
Transfer from General Fund	111,575.00
SUBTRACT:	
ADJUSTED BANK BALANCE	<u>1,146,391.52</u>
BALANCE PER BOOKS	<u>1,146,391.52</u>

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**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF JANUARY 2018**

Zero Balance Accounts: Purchasing Card

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Dec	BEGINNING BALANCE			\$ -
	Receipts:			
	Transfer from General Fund	548,868.51		
	Total Receipts:			548,868.51
	Disbursements:			
	JP Morgan Chase Withdrawal		340,146.32	
	Total Disbursements:			(340,146.32)
31-Jan	ENDING BALANCE	\$ 548,868.51	\$ 340,146.32	208,722.19

BANK RECONCILIATION

BALANCE PER BANK:	208,722.19
ADD:	-
SUBTRACT:	-
ADJUSTED BANK BALANCE	<u>208,722.19</u>
BALANCE PER BOOKS	<u>208,722.19</u>

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Veronica M. Walker, School District Clerk

PITTSFORD CENTRAL SCHOOLS

MONTHLY EXTRACLASSROOM ACTIVITY SUMMARY & RECONCILIATION January 31, 2018

SCHOOL	BEGINNING BALANCE 7/1/2017	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 1/31/2018
Allen Creek Elementary	2,229.03	565.93	733.40	2,061.56
Jefferson Road Elementary	1,667.23	1,545.75	2,102.57	1,110.41
Mendon Center Elementary	8,274.37	9,022.05	7,167.47	10,128.95
Park Road Elementary	4,644.89	3,674.50	4,824.77	3,494.62
Thornell Road Elementary	5,083.16	4,016.00	4,169.83	4,929.33
Barker Road Middle School	29,387.05	85,658.74	73,332.28	41,713.51
Calkins Road Middle School	62,895.28	46,961.55	42,508.50	67,348.33
Sutherland High School	62,707.29	56,328.07	51,389.82	67,645.54
Mendon High School	97,545.98	81,894.04	63,633.35	115,806.67
TOTALS:	274,434.28	289,666.63	249,861.99	314,238.92

BANK RECONCILIATION			
COMBINED BALANCES PER BANK:			332,402.19
ADD:	Outstanding Deposits / Bank Adjustments		49.00
	NSF Checks		122.30
SUBTRACT:	Outstanding Checks		(18,334.57)
ADJUSTED BANK BALANCE			<u>314,238.92</u>
BALANCE PER BOOKS			<u>314,238.92</u>

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
 Current Appropriation - Effective From: 01/01/2018 To: 01/31/2018
 Fiscal Year: 2018

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount	Amount
		Description			Transferred From	Transferred To
Fund: A - GENERAL FUND						
01/04/2018	013328	To cover the cost of contractual services.				
			A341-2167-500 R	MHS PhysEd Suppli	-400.00	
			A341-2167-400 R	MHS PhysEd Contracted Sv		400.00
01/04/2018	013355	TO COVER THE COST OF MILEAGE.				
			A117-2110-500 R	TR Tch RegSch Sup	-60.00	
			A117-2100-465 R	TR SchlSuppt Trav Conf		60.00
01/05/2018	013425	TO PAY FOR BOCES REGIONAL SCORING SERVICES.				
			A520-2830-422 R	PS Consultants	-2,400.00	
			A520-2830-500 R	PS Supplies & Mate	-200.00	
			A510-2010-490 R	CURINS BOCES Services		2,600.00
01/04/2018	013438	FOR FREE/REDUCED MEAL EXPENSE REIMBURSED BY GENERAL FUND.				
			A830-9060-800 R	BEN Hospital Medic	-7,750.50	
			A100-2100-500 R	ES Supplies & Materials		2,313.25
			A200-2100-500 R	Supplies & Materials		2,390.25
			A300-2100-500 R	Supplies & Materials		3,047.00
01/04/2018	013484	To provide funds for art supplies.				
			A112-2110-500 R	AC Tch RegSch Suj	-1.62	
			A112-2113-500 R	AC Art Supplies		1.62
01/04/2018	013494	TO PROVIDE FUNDS FOR BOCES CONFERENCE.				
			A232-2100-465 R	CR SchlSuppt Trav	-375.00	
			A232-2100-490 R	CR SchlSuppt BOCES		375.00
01/04/2018	013500	TO COVER THE COST OF BOCES WORKSHOP.				
			A340-2100-417 R	SHS SchlSuppt AP	-250.00	
			A340-2100-423 R	SHS SchlSuppt Reb	-260.00	
			A340-2100-492 R	SHS SchlSuppt Cop	-240.00	
			A340-2100-490 R	SHS SchlSuppt BOCES		750.00
01/05/2018	013503	TO PROVIDES FUNDS FOR BOCES WORKSHOP/CONFERENCE.				
			A231-2100-465 R	BR SchlSuppt Trav	-375.00	
			A231-2100-490 R	BR SchlSuppt BOCES		375.00
01/08/2018	013517	To cover the cost of contractual services.				
			A341-2610-500 R	MHS Library Supplie	-413.00	
			A341-2610-400 R	MHS Library Contracted Sv		413.00

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
 Current Appropriation - Effective From: 01/01/2018 To: 01/31/2018
 Fiscal Year: 2018

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
01/04/2018	013527	TO COVER COST OF MEMBERSHIP RENEWAL.				
			A620-1430-500 R	PER Supplies & Ma	-90.00	
			A620-1430-468 R	PER Memberships		90.00
01/08/2018	013531	TRANSFER FUNDS TO SCHOOL SUPPORT BOCES FOR A CONFERENCE.				
			A341-2020-490 R	MHS Supr RegSch I	-750.00	
			A341-2100-490 R	MHS SchISuppt BOCES		750.00
01/05/2018	013616	Funding for Scoring Services through BOCES.				
			A510-2010-422 R	CURINS Consultant	-3,000.00	
			A510-2010-500 R	CURINS Supplies	-3,000.00	
			A510-2010-490 R	CURINS BOCES Services		6,000.00
01/09/2018	013619	To cover the cost of contractual services.				
			A231-2100-500 R	BR SchISuppt Supp	-180.00	
			A231-2100-400 R	BR SchISuppt Contr Svc		180.00
01/08/2018	013620	To cover costs of Regional Scoring initiative.				
			A100-2100-141 R	ES SchISuppt Sub 1	-10,663.75	
			A200-2100-141 R	MS SchISuppt Sub 1	-10,663.75	
			A510-2010-490 R	CURINS BOCES Services		21,327.50
01/12/2018	013621	Funds needed for Instructional Supplies.				
			A540-2173-400 R	ProfDev TC Contrac	-341.85	
			A540-2173-500 R	ProfDev TC Supplies		341.85
01/09/2018	013646	TO PROVIDE FUNDS FOR BOCES WORKSHOP.				
			A231-2100-465 R	BR SchISuppt Trav	-1,050.00	
			A231-2100-490 R	BR SchISuppt BOCES		1,050.00
01/09/2018	013694	To cover the cost of printer toner.				
			A550-2060-500 R	DAT Supplies & Mal	-51.24	
			A550-2060-505 R	DAT Print & Toner Cartrid		51.24
01/09/2018	013695	TO COVER ELMO PURCHASE.				
			A340-2116-500 R	SHS Business Supp	-602.11	
			A530-2630-500 R	ITS Computer Inst Supplie		602.11
01/16/2018	013696	To cover the cost of contractual services.				
			A115-2110-500 R	PR Tch RegSch Sup	-413.00	
			A115-2100-400 R	PR SchISuppt Contr Svc		413.00

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
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 Fiscal Year: 2018

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount	Amount
		Description			Transferred From	Transferred To
01/10/2018	013697	TO MAKE FUNDS AVAILABLE FOR MILEAGE REIMBURSEMENT.				
			A231-2100-500 R	BR SchISuppt Supp	-300.00	
			A231-2100-466 R	BR SchISuppt Mileage		300.00
01/10/2018	013720	To cover the cost of contractual services.				
			A340-2100-505 R	SHS SchI Suppt Prr	-335.00	
			A340-2100-400 R	SHS SchISuppt Contr Svc		335.00
01/10/2018	013733	TO MAKE FUNDS AVAILABLE FOR PIANO TUNING.				
			A231-2100-500 R	BR SchISuppt Supp	-40.00	
			A231-2165-419 R	BR Music Vocal Piano Tune		40.00
01/12/2018	013821	TRANSFERE FUNDS TO COVER THE COST OF SUPPLIES.				
			A341-2100-417 R	MHS SchISuppt AP	-500.00	
			A341-2100-500 R	MHS SchISuppt Supplies		500.00
01/12/2018	013823	To provide funds for Science supplies.				
			A511-2076-465 R	STD Science Trav C	-115.98	
			A511-2076-500 R	STD Science Supplies		115.98
01/16/2018	013865	TRANSFER FUNDS TO COVER THE COST OF TECHNOLOGY SUPPLIES.				
			A341-2149-455 R	MHS Technology Ex	-150.00	
			A341-2149-500 R	MHS Technology Supplies		150.00
01/12/2018	014280	To cover the cost of contractual services.				
			A830-9060-800 R	BEN Hospital Medic	-515.00	
			A341-2100-400 R	MHS SchISuppt Contr Svc		515.00
01/16/2018	014330	To pay for docking station.				
			A610-1310-505 R	FIN BusAdmn Print	-209.00	
			A530-2630-500 R	ITS Computer Inst Supplie		209.00
01/16/2018	014336	For BOCES costs for School Improvement Prof Development.				
			A830-9060-800 R	BEN Hospital Medic	-29,400.00	
			A510-2010-490 R	CURINS BOCES Services		29,400.00
01/19/2018	014508	To provide funds for library supplies.				
			A232-2610-400 R	CR Library Contrac	-1,387.00	
			A232-2610-500 R	CR Library Supplies		1,387.00
01/17/2018	014518	To cover the February 2018 BAN Principal payment.				
			A810-9731-700 R	DBT Bond Antic Nol	-332,383.00	
			A810-9731-600 R	DBT Bond Antic Note Princ		332,383.00

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
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 Fiscal Year: 2018

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
01/17/2018	014530	To cover funds for bus tires for 2017-2018 school year.	A670-5510-400 R	TRN Contracted Ser	-3,000.00	
			A670-5510-593 R	TRN Tires		3,000.00
01/19/2018	014541	To provide funds to cover the cost for teacher conference.	A117-2100-500 R	TR SchISuppt Supp	-230.00	
			A117-2020-490 R	TR Supr RegSch BOCES		230.00
01/19/2018	014546	To cover the cost of contractual services.	A340-2176-500 R	SHS Science Suppli	-175.00	
			A340-2176-400 R	SHS Science Contract Sv		175.00
01/18/2018	014557	TRANSFER FUNDS TO COVER THE COST OF CONTRACTUAL SERVICES.	A341-2116-500 R	MHS Business Supp	-35.00	
			A341-2116-400 R	MHS Business Contr Serv		35.00
01/22/2018	014563	To provide funds for Library supplies.	A340-2610-400 R	SHS Library Contra	-1,423.38	
			A340-2610-500 R	SHS Library Supplies		1,423.38
01/22/2018	014578	TRANSFER FUNDS TO CULTURAL ARTS TO COVER CONTRACTUAL SERVICES.	A341-2167-500 R	MHS PhysEd Suppli	-173.85	
			A341-2110-493 R	MHS Young Aud-Cultural Ar		173.85
01/26/2018	014613	To cover the cost of equipment repair.	A341-2610-500 R	MHS Library Supplie	-635.00	
			A341-2610-455 R	MHS Library Equip Rpr		635.00
01/25/2018	014622	To cover the cost of contractual services.	A117-2100-500 R	TR SchISuppt Supp	-209.50	
			A117-2610-400 R	TR Library Contracted Svc		209.50
01/25/2018	014654	To cover the cost of contractual services.	A117-2110-500 R	TR Tch RegSch Sur	-149.00	
			A117-2110-400 R	TR Tch RegSch Contract Sv		149.00
01/22/2018	014717	TO COVER THE COST OF AUDITORIUM AUDIO SYSTEM.	A610-1310-200 R	FIN BusAdmn Equip	-1,742.00	
			A530-2630-200 R	ITS Computer Inst Equipmt		1,742.00
01/24/2018	014718	TRANSFER FUNDS TO CULTURAL ARTS TO COVER CONTRACTUAL SERVICES.	A341-2167-500 R	MHS PhysEd Suppli	-54.25	
			A341-2110-493 R	MHS Young Aud-Cultural Ar		54.25

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
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 Fiscal Year: 2018

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
01/24/2018	014810	TO COVER THE COST OF FIELD TRIPS.				
			A114-2110-493 R	MCE Young Aud-Ct	-300.00	
			A114-2110-403 R	MCE Tch RegSch Field Trip		300.00
01/25/2018	014852	TRANSFER FUNDS TO COVER THE COST OF COUNSELING SUPPLIES.				
			A341-2810-468 R	MHS Counseling Me	-190.00	
			A341-2810-500 R	MHS Counseling Supplies		190.00
01/26/2018	014963	TO COVER THE COST FOR BOOKS NEEDED FOR STUDENT COUNTRY PROJECTS.				
			A117-2110-500 R	TR Tch RegSch Sup	-297.02	
			A117-2610-481 R	TR LibraryTextbooks		297.02
01/26/2018	014966	To cover the cost of membership renewals				
			A511-2056-465 R	STD Reading Trav C	-40.00	
			A511-2056-468 R	STD Reading Memberships		40.00
01/31/2018	014977	To cover the cost of contractual services.				
			A341-2610-500 R	MHS Library Supplie	-402.50	
			A341-2610-400 R	MHS Library Contracted Sv		402.50
01/31/2018	014999	To cover the costs of BOCES workshops.				
			A520-2830-465 R	PS Travel and Conf	-80.00	
			A520-2830-490 R	PS BOCES		80.00
01/26/2018	015000	TO MAKE FUNDS AVAILABLE FOR MILEAGE COSTS.				
			A231-2100-500 R	BR SchISuppt Supp	-300.00	
			A231-2100-466 R	BR SchISuppt Mileage		300.00
01/31/2018	015074	TO COVER THE COST OF TRAVEL & CONFERENCE.				
			A341-2100-500 R	MHS SchISuppt Sup	-300.00	
			A341-2020-465 R	MHS Supr RegSch Trav Conf		300.00
01/31/2018	015075	To cover the cost of contractual services.				
			A232-2158-468 R	CR Math Membersh	-200.00	
			A232-2100-400 R	CR SchISuppt Contr Svc		200.00
01/31/2018	015244	To cover the cost of membership renewal.				
			A511-2056-500 R	STD Reading Suppl	-4.00	
			A511-2056-468 R	STD Reading Memberships		4.00

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
 Current Appropriation - Effective From: 01/01/2018 To: 01/31/2018
 Fiscal Year: 2018

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount	Amount	
		Description			Transferred From	Transferred To	
01/31/2018	015370	To correct negative budget accounts.					
			A100-2100-173 R	ES SchlSuppt OT/E	-22.77		
			A100-2100-173 R	ES SchlSuppt OT/E	-62.30		
			A100-2110-121 R	ES Tch RegSch 1-3	-11,983.32		
			A200-2100-173 R	MS SchlSuppt OT/E	-91.69		
			A300-2100-173 R	HS SchlSuppt OT/E	-239.82		
			A300-2116-131 R	HS Business Tchr S	-28.56		
			A830-9060-800 R	BEN Hospital Medic	-0.55		
			A830-9060-800 R	BEN Hospital Medic	-8,851.25		
			A100-2610-121 R	ES Library Tch Salary		11,983.32	
			A112-2100-173 R	AC SchlSuppt OT/Extra hrs		22.77	
			A112-2110-480 R	AC Tch RegSch Textbooks		0.55	
			A113-2100-173 R	JR SchlSuppt OT/Extra hrs		12.75	
			A117-2100-173 R	TR SchlSuppt OT/Extra hrs		49.55	
			A231-2100-173 R	BR SchlSuppt OT/Extra hrs		91.69	
			A300-2134-131 R	HS World Lang Tchr Sal		28.56	
			A340-2100-173 R	SHS SchlSuppt OT/Extra hr		100.89	
			A341-2100-173 R	MHS SchlSuppt OT/Extra hr		138.93	
			A410-2251-151 R	SpEd Office CPSE Coord		270.00	
			A410-2251-161 R	SpEd Office Clerk Salary		8,504.00	
			A630-1480-492 R	INF BOCES Services-Copier		77.25	
01/31/2018	015587	To correct negative budget accounts.					
			A200-2158-131 R	MS Math Tchr Salar	-9,787.28		
			A200-2110-122 R	MS Tch RegSch Gr.6 Sal		312.53	
			A200-2153-131 R	MS Reading/Literacy Tchr		9,474.75	
			Total for Fund A - GENERAL FUND		-449,873.84	449,873.84	

Director of Finance
 (money is available and allowable)
 Assistant Superintendent for Business Approval

Date of Treasurer's Report for BOE review

Date Completed

Person Completing

Leanne Reister
Don T. Keane
2/27/2018
2/8/2018
Cheri Culbreth

Pittsford Schools

Michael Pero
Superintendent of Schools

Administrative Offices
75 Barker Road - East Wing
Pittsford, NY 14534
585.267.1004
Fax: 585.267.1088
Michael_Pero@pittsford.monroe.edu

Budget Guidelines

Develop a Student based budget focused on:

- Implementation of rigorous, engaging and authentic curriculum, instruction and assessments
- Providing experiences, both curricular and extracurricular, that support the varied interests and abilities of the whole child
- Social Emotional Learning supports and inclusionary practices
- Integration of data systems and communication that allow for easy and timely accessibility of data for teachers, administrators, students and families
- Hiring and Retaining employees of the highest quality

Provide High Quality Professional Development focused on:

- Strategic Initiative and PCSD Vision
- Curriculum, assessment and instruction
- Professional Learning Communities
- Social and Emotional learning
- Continuous improvement for instructional and non-instructional staff members

Balance the investment in education with sensitivity to limited community resources by:

- Seeking new sources of revenue
- Balancing community expectations for services and programs, with the need to be cognizant of changes in property values, income levels, new state/federal tax laws and other economic uncertainties
- Seeking cost efficiencies to further address the costly impact of unfunded and under funded mandates

Maintain fiscal stability now and into the future through:

- Financially prudent and sustainable reserve accounts
- Partnerships, Shared Services, Audits
- Protecting and maintaining our Aa1 bond rating
- Protecting the community's investment in facilities and infrastructure
- Advocacy with legislators relative to appropriate levels of funding

Meet legal mandates and contractual obligations

School Name

2018-2019 School Calendar

Key Dates:

First Day for Teachers: August 30
 First Day for Students: Sept 5
 Fall Conference Day: Sept 4, Oct 5
 Spring Conference Day: Apr 8
 Last Day for Students: June 26
 Last Day for Teachers: June 26

	T	S
Aug.	1	0
Sept.	19	18
Oct.	22	21
Nov.	18	18
Dec.	15	15
Jan.	21	21
Feb.	15	15
March	20	20
April	17	16
May	21	21
June	18	18
Total	187	183

Legend:

Conference Days
Holiday Recess
Federal Holiday
Regents Exams
Rating Day

Federal Holidays:

Jul 04: Independence Day
 Sep 03: Labor Day
 Oct 08: Columbus Day
 Nov 12: Veterans Day (Observed)
 Nov 22: Thanksgiving Day
 Dec 25: Christmas Day
 Jan 21: M L King Day
 Feb 18: Presidents Day
 May 27: Memorial Day

Notes:

January Regents: Jan 22-25
 June Regents: June 3, 18-26
 Rating Days/No Exams: June 26
 Winter Break: Feb 18-22
 March Break: Mar 22
 Spring Break: Apr 15-19
 Memorial Day Break: May 24-27

July 2018

S	M	T	W	T	F	S
			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	31				

August 2018

S	M	T	W	T	F	S
			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	31	

September 2018

S	M	T	W	T	F	S
						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						

October 2018

S	M	T	W	T	F	S
			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	31			

November 2018

S	M	T	W	T	F	S
					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		

December 2018

S	M	T	W	T	F	S
						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	31					

January 2019

S	M	T	W	T	F	S
		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	31		

February 2019

S	M	T	W	T	F	S
					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		

March 2019

S	M	T	W	T	F	S
					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
31						

April 2019

S	M	T	W	T	F	S
		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			

May 2019

S	M	T	W	T	F	S
			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	31	

June 2019

S	M	T	W	T	F	S
						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						

Non-Instructional/Business
Operations

SUBJECT: RECORDS MANAGEMENT

~~The Superintendent will designate a~~ Records Management Officer ~~will be designated by the Superintendent, subject to the Board approval, to of the Board. The Records Management Officer will develop and coordinate an the District's~~ orderly and efficient records management program. Among other aspects, this program includes the legal disposition or destruction of obsolete records and the storage and management of inactive records. The Records Management Officer will further be given the authority and responsibility to work with other local District officials to develop and maintain this at all levels in the development and maintenance of the records management program.

~~In addition, The District may create a Records Advisory Board may be created to assist in establishing and supporting the records management program. Members of this board may include The District's legal counsel, the fiscal officer, and the Superintendent or designee may comprise the Advisory Board.~~

Retention and Disposition of Records

The Superintendent will retain records for such a period and dispose of them in the manner described in Records Retention and Disposition Schedule ED-1 or as otherwise approved by the Commissioner of Education.

Special Approvals for Disposition of Records

~~Records not listed on a records retention and disposition schedule will not be disposed of without the approval of the Commissioner of Education. Similarly, records that have been damaged by natural or manmade disasters, to the extent that the information contained in those records is substantially destroyed, or the records constitute a human health or safety risk, also require the Commissioner's approval before disposition.~~

Replacing Original Records with Microforms or Electronic Images

The District will follow procedures prescribed by the Commissioner of Education to ensure accessibility and intelligibility for the life of any microform or electronic records that Digital images of public records may be stored on electronic media, and these electronic records may replace paper originals or micrographic copies of these records. To ensure accessibility and intelligibility for the life of these records, the District will follow the procedures prescribed by the Commissioner of Education.

Retention and Preservation of Electronic Records

The District will ensure that record-s retention requirements are incorporated into any program, plan, or and process for design, redesign, or substantial enhancement of an information system that stores electronic records. The District will also ensure that electronic records are not rendered unusable because of changing technology before their retention and preservation requirements are met expire.