

PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
BOARD OF EDUCATION MEETING
MONDAY, JANUARY 14, 2019
BOARD ROOM - BARKER ROAD MIDDLE SCHOOL

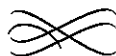
AGENDA

7:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA (BOARD ACTION)
- IV. BOCES PRESENTATION - Dan White - Superintendent of Monroe One Educational Services
- V. PRINCIPAL'S REPORT - Mr. Joshua Walker - Calkins Road Middle School
- VI. APPROVAL OF MINUTES: December 10, 2018 (BOARD ACTION)
- VII. PUBLIC COMMENT
The Board of Education offers this time for those wishing to express public opinion. When addressing the Board, you will be asked to clearly state your name and address and limit your comment/s to approximately three minutes in order for the Board to accomplish the evening's agenda.
- VIII. BOARD OF EDUCATION REPORT
 - A. Monroe County School Boards Association Meeting Reports
 - 1. Board President's - next meeting - 3/13/19
 - 2. Executive Committee - next meeting - 2/27/19
 - 3. Information Exchange Committee - next meeting - 2/13/19
 - 4. Labor Relations Committee - next meeting - 1/16/19
 - 5. Legislative Committee - next meeting - 2/6/19
 - 6. Steering Committee - next meeting - 1/23/19
 - 7. Community Outreach Advisory Committee - next meeting - 1/11/19
 - B. Other Meeting Reports
 - C. Dates to Remember
 - 1. 1/21/19 - Schools Closed for Martin Luther King Day
 - 2. 1/24/19 - Board of Education Visit/Tour at Allen Creek Elementary School
(Tour 7:15 am/Visit 7:30 am)
 - 3. 1/28/19 - Next Regularly Scheduled Meeting
 - 4. 1/30/19 - Board Retreat - 4:30 - 6:00 p.m.
 - 5. 2/2/19 - Legislative Breakfast - 9:00-11:30 a.m. - Penfield Country Club
- IX. FINANCIAL REPORT - Mr. Kenney
 - A. Action Items:
 - 1. Acceptance of Treasurer's Report - November 30, 2018 (BOARD ACTION)
 - 2. Bid Awards (See Consent Agenda)
 - a. BOCES II Cooperative Printer & Copier Supplies
 - b. 2019 New & Recap Tires and Services
 - B. Discussion:
 - C. Other
- X. HUMAN RESOURCE REPORT - Mr. Leone
 - A. Action Items:
 - 1. Professional Staff Report (BOARD ACTION)
 - 2. Support Staff Report (BOARD ACTION)
 - B. Discussion:
 - C. Other:

- XI. CURRICULUM REPORT – Mrs. Ward
 - A. Action Items:
 - 1. New Course Proposals – 2nd Reading
 - a. AP Computer Science A (BOARD ACTION)
 - b. Game Development (BOARD ACTION)
 - B. Discussion:
 - C. Other:
- XII. SPECIAL EDUCATION REPORT – Ms. Woods
 - A. Action Items: (See Consent Agenda)
 - 1. Committee on Special Education: Amendment – Agreement No Meetings, Initial Eligibility Determination Meetings, Requested Reviews, Requested Review Transfer Student, Transfer Student – Agreement No Meeting.
 - 2. Sub-Committee on Special Education: Amendment – Agreement No Meetings, Annual Review, Reevaluation Reviews, Requested Review.
 - 3. Committee on Preschool Special Education: Amendment – Agreement No Meetings, Initial Eligibility Determination Meetings, Requested Review.
 - B. Discussion:
 - C. Other:
- XIII. TECHNOLOGY/DATA REPORT – Dr. Cimmerer
 - A. Action Items:
 - B. Discussion:
 - 1. Enrollment Presentation
 - C. Other:
- XIV. SUPERINTENDENT’S REPORT – Mr. Pero
 - A. Action Items:
 - 1. Call for Executive Session (BOARD ACTION)
 - 2. Field Trip Approval to Washington, D.C. (MHS) (BOARD ACTION)
 - 3. Gift to the District (See Consent Agenda)
 - a. Donation of various camera equipment valuing over \$1,200.00 from the Spall family for use at Pittsford Schools.
 - B. Discussion:
 - 1. Inclusivity Report
 - C. Other:
- XV. CONSENT AGENDA (BOARD ACTION)
 - A. Bid Awards
 - B. Committee on Special Education
 - C. Sub-Committee on Special Education
 - D. Committee on Preschool Special Education
 - E. Gift to the District
- XVI. OLD BUSINESS
- XVII. NEW BUSINESS
- XVIII. PUBLIC COMMENT
- XIX. ADJOURNMENT/RECESS (BOARD ACTION)

Next Regularly Scheduled Meeting: January 28, 2019



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.*

PITTSFORD CENTRAL SCHOOL DISTRICT

Board of Education Meeting
Monday, December 10, 2018
Barker Road Middle School

The REGULAR MEETING of the Pittsford Central School District Board of Education began at 6:00 p.m. in the Board Room, Barker Road Middle School on Monday, December 10, 2018.

BOARD MEMBERS PRESENT: A. Thomas, K. McCluski, T. Aroesty, V. Baum, I. Narotsky (arrival 7:44),
R. Sanchez-Kazacos, P. Sullivan.

LEADERSHIP TEAM PRESENT: M. Pero, J. Cimmerer, D. Kenney, M. Leone, P. Vaughan-Brogan, M. Ward, E.
Woods

OTHERS PRESENT: *The sign-in sheet in its entirety are duly made a part of these minutes and are kept in a supplemental file for this meeting.*

1. At 6:00 p.m., the Board immediately convened into an Executive Session for the purpose of discussing a particular person, where no official business was conducted.

2. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Executive Session at 6:56 p.m.
Vote: Unanimously carried by those present

**APPROVED:
ADJOURNMENT**

3. Mrs. Thomas called the meeting to order at 7:00 p.m. and asked everyone to stand for the Pledge of Allegiance.

4. Motion was made by Mrs. McCluski, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the agenda for this meeting.
Vote: Unanimously carried by those present

**APPROVED:
AGENDA**

5. Principal's Report: Mrs. Thomas welcomed Dr. Balsamo and thanked him for the tour last Thursday. Dr. Mark Balsamo, principal, was present to update the Board on the activities taking place at Park Road Elementary School. Staff members Karen Socker, Jill Pink, Angie Stewart and Tami Holihan presented along with Dr. Balsamo.

6. Motion was made by Mr. Aroesty, seconded by Mrs. Baum and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its November 19, 2018, meeting.
Vote: Unanimously carried by those present

**APPROVED:
MINUTES
11/19/18**

7. Motion was made by Mrs. Baum, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its December 3, 2018, Special meeting.
Vote: Unanimously carried by those present with Mrs. McCluski, Mr. Sullivan and Mrs. Sanchez-Kazacos abstaining as they were unable to attend the December 3, 2018, Special meeting.

**APPROVED:
MINUTES
12/3/18**

8. Mrs. Thomas reviewed the upcoming dates to remember. She noted that Mrs. Baum was scheduled to attend the Legislative meeting in Albany today, but it was cancelled. It was also noted that the Legislative breakfast will now be held at the Penfield Country Club on February 2, 2019.

57.

9. Motion was made by Mrs. McCluski, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, the Board of Education of Pittsford Central School District, does hereby authorize the Superintendent to transfer \$52,926.97 from the Tax Certiorari Reserve to the General Fund for payment of refund to the taxpayer in accordance with the Stipulation of Settlement.

**ACCEPTED:
TAX
CERTIORARI
RESOLUTION**

Vote: Unanimously carried by those present

10. Motion was made by Mr. Aroesty, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education of the Pittsford Central School District at its regular meeting does hereby approve the budget transfer of funds as stated below:

**APPROVED:
BUDGET
TRANSFER**

Vote: Unanimously carried by those present

\$200,000

From:
100-211K-200 Instructional FDK
Equipment

To:
100-263K-200 Instructional
Technology FDK Equipment

11. Motion was made by Mr. Sullivan, seconded by Mrs. McCluski and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent's recommendation, approves the following Professional Staff Report:

**APPROVED:
PROFESSIONAL
STAFF REPORT**

Vote: Unanimously carried by those present

A. Appointment – School Related Professional

Name: Soni Kumar
Position: MHS - CSE Paraprofessional
Type of Position: Civil Service
Probationary Period: 12/3/2018 – 12/2/2019
Salary: \$16,885.44
Effective Date: December 3, 2018

Name: Julie Lloyd
Position: JRE - CSE Paraprofessional
Type of Position: Civil Service
Probationary Period: 12/20/2018 – 12/19/2019
Salary: \$16,299.36
Effective Date: December 20, 2018

B. Resignation – School Related Professional

Julie Bernacki

C. Winter Coaching Appointments – updated list

This report in its entirety is duly made a part of these minutes and is kept in a supplemental file for this meeting.

12. Motion was made by Mrs. McCluski, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent's recommendation, approves the following Support Staff Report:

**APPROVED:
SUPPORT
STAFF REPORT**

Vote: Unanimously carried by those present

CLERICAL RESIGNATIONS/ TERMINATIONS				
POSITION	BLDG	LENGTH OF SVC	DATE	
Colleen Fullone	Asst. to Food Svc Director	Food Svc.	5 yrs.	12/7/18

CLERICAL RETIREMENT				
POSITION	BLDG	LENGTH OF SVC	DATE	
Barbara Cody	Central Registrar	BR - East.	16 yrs.	2/15/19

TRANSPORTATION APPOINTMENTS					
POSITION	BLDG	HOURS	DATE	SALARY	
Gerald Verschneider	Asst. Head Mechanic	Transp.	11/12/18	\$50,381	
David Kester	Bus Driver On Call	Transp.	12/3/18	\$16.49/hr.	

RESIGNATIONS/ TERMINATIONS				
POSITION	BLDG	LENGTH OF SVC	DATE	
Patrick Hayes	Bus Driver AM/PM	Transportation	11 yrs.	1/4/19

CUSTODIAL/MAINTANANCE APPOINTMENTS					
POSITION	BLDG	HOURS	DATE	SALARY	
Matthew LoPresti	Head Custodian	BRMS	8 hrs/day	11/19/18	\$35,559

Moving to Head Custodian position

FOOD SERVICE RESIGNATIONS/ TERMINATIONS				
POSITION	BLDG	LENGTH OF SVC	DATE	
Jaime Burgos	Food Svc. Manager	Food Svc.	14 yrs.	12/31/18

Mr. Leone took a moment to recognize that our central registrar who has been with the district a long time, has decided to retire in February 2019.

13. Curriculum Report: Mrs. Ward noted the first readings for new course proposals: AP Computer Science A and Game Development.

Mrs. Narotsky arrived at this point, 7:44 pm.

14. Motion was made by Mr. Sullivan, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Sutherland HS baseball field trip to Myrtle Beach, SC from 4/12/19 to 4/18 or 4/19/19.
Vote: Unanimously carried

**APPROVED:
SHS BASEBALL
FIELD TRIP**

15. Mr. Pero noted the donation of \$52,200.00 from Trish & Robert Nelk for a scholarship fund in memory of their son, SPC Joseph Nelk who was a Pittsford graduate. \$1,000 will be awarded to one graduating Senior every year from Sutherland High School.

16. Mr. Pero also noted the donation of \$5,000 from PTSA to go towards the cost of installation of five (5) smartboards that will be placed in full day Kindergarten classrooms in all five elementary schools.

59.

17. Mr. Pero reflected on this evening's presentation from Park Road and said that it was outstanding. He also noted that it was nice to see so many students attend tonight's meeting. He gave words of encouragement to those wearing college apparel and offered good luck to those awaiting acceptance from colleges.

18. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Baum and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the following items per the Consent Agenda:
Vote: Unanimously carried

**APPROVED:
CONSENT
AGENDA**

Bid Awards:

Lunch Paper and Plastic Supply	Regional Distributors, Inc.	\$36,878.34 (Cost Estimated)
Audio-Visual Equipment	Various Vendors	\$30,037.84
Disposal of School District Outdated LIBRARY BOOKS with no value		\$0

This report in its entirety is duly made a part of these minutes and is kept in a supplemental file for this meeting.

Committee on Special Education: Amendment – Agreement No Meetings, Initial Eligibility Determination Meetings, Reevaluation Transfer Student, Requested Reviews.

Sub-Committee on Special Education: Amendment – Agreement No Meetings, Reevaluation Reviews, Requested Reviews.

Committee on Preschool Special Education: Amendment – Agreement No Meetings, Annual Review, Initial Eligibility Determination Meetings.

Gifts to the District:

A donation in the amount of \$52,200.00 from Trish & Robert Nelk was made for a scholarship fund in memory of their son, SPC Joseph Nelk who was a Pittsford graduate. \$1,000 will be awarded to one graduating Senior every year from Sutherland High School.

A donation in the amount of \$5,000 from PTSA to go towards the cost of installation of five (5) smartboards that will be placed in full day Kindergarten classrooms in all five elementary schools.

19. Public Comment:

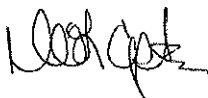
Student, Christina Mack asked if it was known how commonly the AP Computer Science A course is implemented nationwide. The answer was unknown as the course is relatively new.

Resident, George Charpied introduced himself and said that his son attends Pittsford Schools. He noted that the Board meetings are constructive and that he would like to continue participating in them.

20. Motion was made by Mr. Sullivan, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Regular Meeting at 7:51 p.m.
Vote: Unanimously carried

**APPROVED:
ADJOURNMENT**

Respectfully submitted



Deborah L. Carpenter
School District Clerk

PITTSFORD CENTRAL SCHOOL DISTRICT

TREASURER'S REPORT

November 30, 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 November 30, 2018.

GENERAL FUND

- Real Property Taxes in the amount of \$9,469,024 were received. The amount collected is 97.91% of the levy (see page 4).
- The District received their proportionate share of Sales Tax for the 3rd Quarter of 2018 from Monroe County in the amount of \$1,522,516 (see page 4).
- The District received Lottery Grant Aid of \$116,602 from New York State (see page 4).

SCHOOL LUNCH FUND

- The school lunch program had net operations of \$38,107 for the month of November (see page 6).

TRUST & AGENCY FUND

- Activity was normal for the month of November. The District received the \$52,200 donation for the establishment of the SPC Joseph Nelk Scholarship. (see page 8).

SPECIAL AID FUND

- Activity was normal for the month of November. The District received SED approval for the Title I, II & IV along with 20% of the funding. The District is awaiting SED approval for Title III & IDEA 611 (See page 11).

CAPITAL, DEBT AND RESERVE FUNDS

- Capital and Debt Service Funds have an unencumbered balance of \$3,858,165 (see page 13).
- Reserve fund balances total \$31,072,436 (see page 13).

Respectfully submitted,



Leanne G. Reister
Director of Finance

PITTSFORD CENTRAL SCHOOLS

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
November 30, 2018

GENERAL FUND

	10/31/2018 Balance	Receipts	Disbursements	11/30/2018 Balance
Cash in Banks - Checking	\$ 15,739,121.64	\$ 16,631,193.33	\$ 25,204,825.58	\$ 7,165,489.39
Money Market Account-Chase	386,370.83	177.81	-	386,548.64
Money Market Account- Key	1,114,387.25	183.20	-	1,114,570.45
Money Market Account- M & T	4,550,667.18	1,683.42	-	4,552,350.60
Money Market Account- CNB	500,493.37	32.91	-	500,526.28
Chase Purchasing Card	-	441,516.19	441,516.19	-
Investments (See Schedule)	47,014,069.38	15,037,917.21	5,000,000.00	57,051,986.59
	\$ 69,305,109.65	\$ 32,112,704.07	\$ 30,646,341.77	\$ 70,771,471.95

RESERVES

	10/31/2018 Balance	Receipts	Disbursements	11/30/2018 Balance
Unemployment Reserve (Checking)	\$ 385,656.14	\$ 47.44	-	\$ 385,703.58
Workers' Compensation Reserve	360,473.07	44.34	-	360,517.41
Reserve for Tax Certiorari (Checking)	928,588.27	214,156.75	-	1,142,745.02
Employee Retirement Contribution	2,304,233.76	283.42	-	2,304,517.18
Reserve for Liability (Checking)	1,637,686.73	199.71	38,250.00	1,599,636.44
Insurance Reserve (Checking)	1,185,887.60	145.86	-	1,186,033.46
Capital Reserve	16,130,757.20	1,985.78	-	16,132,742.98
Bus Purchase Reserve	5,388,984.52	668.38	-	5,389,652.90
Employee Benefit Reserve	2,663,670.28	327.63	-	2,663,997.91
Instructional Technology Capital Reserve	1,804,667.49	221.97	-	1,804,889.46
Investments (See Schedule)	-	-	-	-
	\$ 32,790,605.06	\$ 218,081.28	\$ 38,250.00	\$ 32,970,436.34

SCHOOL LUNCH FUND

	10/31/2018 Balance	Receipts	Disbursements	11/30/2018 Balance
Cash in Banks - Checking	\$ 428,151.99	\$ 199,130.89	\$ 167,171.98	\$ 460,110.90
Money Market Account-Chase	207,772.07	25.56	-	207,797.63
	\$ 635,924.06	\$ 199,156.45	\$ 167,171.98	\$ 667,908.53

CAPITAL FUND

	10/31/2018 Balance	Receipts	Disbursements	11/30/2018 Balance
Cash in Banks - Checking	\$ 9,647.80	\$ 1.19	\$ -	\$ 9,648.99
Cash with Fiscal Agent	-	-	-	-
Capital-Dec 2012 Proposition-BAN	1,521,041.75	766.09	214,995.94	1,306,811.90
Bus Purchase Reserve -Capital	44,999.57	-	-	44,999.57
	\$ 1,575,689.12	\$ 767.28	\$ 214,995.94	\$ 1,361,460.46

SPECIAL AID FUND

	10/31/2018 Balance	Receipts	Disbursements	11/30/2018 Balance
Cash in Banks - Checking	\$ 230,043.97	\$ 123,464.00	\$ 136,839.01	\$ 216,668.96
Money Market Account-Chase	-	-	-	-
	\$ 230,043.97	\$ 123,464.00	\$ 136,839.01	\$ 216,668.96

PITTSFORD CENTRAL SCHOOLS

INVESTMENT SCHEDULES

As of November 30, 2018

GENERAL FUND

Date Purchased	Maturity Date	Bank of Deposit	Principal Amount	Interest Rate	Number of Days	Interest Income
11/9/2018	1/8/2019	CNB	2,020,111.59	2.05%	30	3,403.75
11/1/2018	12/3/2018	CNB	5,008,375.00	2.05%	30	8,383.56
11/8/2018	12/10/2018	Chase	15,000,000.00	1.96%	30	23,178.08
10/18/2018	12/17/2018	Chase	20,000,000.00	1.98%	60	63,780.82
11/16/2018	1/14/2019	Chase	15,023,500.00	2.09%	60	7,684.93
			<u>57,051,986.59</u>			<u>\$ 106,431.14</u>

Our current interest rates are as follows:

JP Morgan Chase Checking	0.10% -0.25%
JP Morgan Chase Money Market	0.56%
Key Checking	0.15%
Key Money Market	0.15% -0.20%
Canandaigua National Bank Money Market	0.08%
M & T Money Market -General Fund	0.45%

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 NOVEMBER 2018

General Fund Accounts (Checking and Money Market)

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Oct	BEGINNING BALANCE			<u>22,291,040.27</u>
	Receipts:			
	Taxes & Tax Items	9,471,208.14		
	Non Property Taxes	1,522,515.96		
	Local Revenues	437,895.33		
	State Aid (VLT Lottery Aid)	116,602.02		
	Transfer from CD	5,000,000.00		
	Federal Aid - Medicaid (Both Portions)	34,108.62		
	Interest	12,243.56		
	Transfer-Liability Reserve	38,250.00		
	Net Transfers			
	Total Receipts:			<u>16,632,823.63</u>
	Disbursements:			
	EFT/Wire Transfers		60,298.96	
	Check # 250079-250483		3,765,161.48	
	ACH #000160-000196		5,004.97	
	Transfer to Capital Re: DT/DF		592.25	
	Transfer to Tax Certiorari Reserve		214,032.88	
	Transfer to Health Fund		1,820.00	
	Payroll Funding		5,716,398.85	
	Transfer to CD		15,000,000.00	
	Void Checks		(447.04)	
	Transfer to P-Card		441,516.19	
	Net Transfers			
	Total Disbursements:			<u>(25,204,378.54)</u>
30-Nov	ENDING BALANCE	<u>\$ 16,632,823.63</u>	<u>\$ 25,204,378.54</u>	<u>13,719,485.36</u>

BANK RECONCILIATION

BALANCE PER BANK:	13,738,373.86
ADD:	
NSF Payments	65.67
Outstanding Deposit (Pittsford Payment Center)	135.00
SUBTRACT:	
Outstanding Checks	(17,739.17)
Outstanding Transfer to Memorials & Scholarships	(1,350.00)
ADJUSTED BANK BALANCE	<u>13,719,485.36</u>
BALANCE PER BOOKS	<u>13,719,485.36</u>

0.00

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:

Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS

GENERAL FUND

Monthly Statement of Revenues
November 30, 2018

DESCRIPTION	BUDGETED REVENUES WITH ADJUSTMENTS	REV. REC'D 11/30/2018	REV. REC'D TO DATE	ESTIMATED TO 6/30	OVER/(UNDER) BUDGET
Real Property Taxes	93,372,931.79	9,469,024.05	91,445,032.66	93,372,931.79	-
Other Payments in Lieu of Taxes	83,570.00	-	74,656.34	83,570.00	-
STAR Tax Relief Program	7,087,623.21	-	-	7,087,623.21	-
Interest & Penalties	515.00	-	-	515.00	-
County Sales Tax	5,122,343.00	1,522,515.96	1,563,992.55	5,122,343.00	-
Textbook Charges	600.00	-	-	600.00	-
Tuition - Individuals	-	-	7,440.00	7,440.00	7,440
Other Student Charges	15,000.00	-	217.50	15,000.00	-
Admissions	13,521.00	-	7,132.85	13,521.00	-
Tuition - Other Districts	125,000.00	-	-	125,000.00	-
Health Services - Other Districts	215,000.00	-	-	215,000.00	-
Interest Earned on Investments	150,000.00	50,325.84	80,676.19	150,000.00	-
Rental of Real Property	80,000.00	3,691.50	9,775.50	80,000.00	-
Rental of Real Property, BOCES	-	-	-	-	-
Rental of Buses	2,000.00	618.77	3,609.80	3,609.80	1,610
Commissions	-	38.65	82.95	82.95	83
Forfeiture of Deposits	-	-	-	-	-
Sale of Scrap and Excess Materials	1,000.00	493.00	1,111.33	1,111.33	111
Sale of Instructional Materials - Textbooks	-	-	-	-	-
Sale of Equipment	50,000.00	-	151,395.00	151,395.00	101,395
Insurance Recoveries	40,000.00	-	10,562.12	40,000.00	-
Other Compensation for Loss	2,000.00	54.85	681.81	2,000.00	-
Refund for BOCES Aided Services	285,000.00	-	-	285,000.00	-
Refund of Prior Years Expense	60,000.00	1,122.30	169,570.78	169,570.78	109,571
Gifts and Donations	30,000.00	8,577.50	29,606.50	30,000.00	-
Unclassified Revenues	170,000.00	1,550.00	67,713.64	170,000.00	-
State Aid - General Operating/Foundation Aid	7,713,061.03	1,494,200.14	4,547,233.59	7,713,061.03	-
State Aid - Excess Cost	899,085.00	-	-	899,085.00	-
State Aid - Building Aid	7,007,757.00	-	-	7,007,757.00	-
State Aid - Lottery Aid	4,231,408.25	-	4,231,408.25	4,231,408.25	-
State Aid - Lottery Grant	310,938.72	116,602.02	310,938.72	310,938.72	-
State Aid - Commercial Gaming Grant	-	-	-	-	-
State Aid - BOCES	2,298,431.00	-	(52,835.00)	2,298,431.00	-
State Aid - Textbooks	360,568.00	-	93,180.00	360,568.00	-
State Aid - Software Aid	96,696.00	-	-	96,696.00	-
State Aid - Hardware Aid	88,572.00	-	-	88,572.00	-
State Aid - Library Mat. Aid	40,344.00	-	-	40,344.00	-
State Aid - Other Charter School CSBT	200,000.00	-	-	200,000.00	-
State Aid - Other FDK Conversion	649,150.00	-	-	649,150.00	-
State Aid - Other Urban Suburban	950,257.00	-	-	950,257.00	-
Medicaid Assistance	40,000.00	17,054.31	97,941.32	97,941.32	57,941
Interfund Transfers	-	-	-	-	-
Appropriated Fund Balance	2,854,508.00	-	-	2,854,508.00	-
Reserve for Encumbrances	2,653,050.21	-	-	2,653,050.21	-
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: Capital	575,000.00	-	-	575,000.00	-
Appropriated Reserve: Bus	610,000.00	-	-	610,000.00	-
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:	\$ 139,197,930.21	\$ 12,685,868.89	\$ 102,851,124.40	\$ 139,476,081.39	\$ 278,151.18

PITTSFORD CENTRAL SCHOOLS

GENERAL FUND

Schedule of Appropriated Expenses
November 30, 2018

	ORIGINAL APPROPRIATIONS	TRANSFERS AND ADJUSTMENTS	REVISED APPROPRIATIONS	EXPENDITURES TO DATE	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCES
School Operations						
Elementary Schools	19,088,557.00	148,571.89	19,237,128.89	5,038,163.89	11,854,397.35	2,344,567.65
Middle School	14,018,513.00	19,522.81	14,038,035.81	3,883,169.47	9,135,484.42	1,019,381.92
High School	19,559,451.00	317,398.93	19,876,849.93	5,725,884.54	12,110,722.61	2,040,242.78
Total School Operations	52,666,521.00	485,493.63	53,152,014.63	14,647,217.90	33,100,604.38	5,404,192.35
Central Student Programs & Services						
Special Education Office	489,990.00	20,026.14	510,016.14	200,066.81	148,596.87	161,352.46
Special Education Services	1,243,917.00	-	1,243,917.00	304,795.97	800,720.41	138,400.62
Out of District Spec. Ed Programs	6,574,787.00	458,138.29	7,032,925.29	1,865,650.67	4,413,155.15	754,119.47
Special Services	651,058.00	(50.00)	651,008.00	180,154.09	432,824.44	38,029.47
Summer Programs	24,000.00	3,154.00	27,154.00	9,600.00	14,400.00	3,154.00
Non Public Services	428,928.00	2,000.00	430,928.00	55,876.12	299,815.22	75,236.66
BOCES	455,240.00	(101,487.97)	353,752.03	150,227.71	194,372.29	9,152.03
Total Central Programs & Services	9,867,920.00	381,780.46	10,249,700.46	2,766,371.37	6,303,884.38	1,179,444.71
Instructional Services						
Curriculum & Instruction Services	715,265.00	36,141.01	751,406.01	373,491.88	264,668.77	113,245.36
Standards of Performance	509,204.00	(393.04)	508,810.96	118,680.25	278,204.54	111,926.17
Pupil Services Office	301,901.00	2,029.09	303,930.09	108,207.44	148,516.98	47,205.67
Instructional Technology Services	1,647,597.00	633,712.38	2,281,309.38	1,368,797.55	733,029.48	179,482.35
Professional Development Services	258,905.00	3,201.71	262,106.71	99,511.09	142,117.01	20,478.61
Data Team	406,019.00	469.86	406,488.86	175,035.14	223,230.01	8,223.71
Total Instructional Services	3,838,891.00	675,161.01	4,514,052.01	2,243,723.35	1,789,766.79	480,661.87
Support Services						
Finance Services	917,391.00	21,164.21	938,555.21	388,268.16	477,092.88	73,194.17
Personnel Services	415,423.00	6,954.83	422,377.83	170,246.13	198,321.76	53,609.94
Public Information Services	354,982.00	1,065.86	356,047.86	157,813.38	143,723.54	54,510.94
Operations and Maintenance	7,947,709.00	1,043,119.95	8,990,828.95	3,020,729.20	4,277,229.98	1,692,869.77
Printing and Mailing Services	265,498.00	4,733.18	290,231.18	91,581.54	181,440.77	17,208.87
Support Services Technology	1,281,386.00	106,339.62	1,387,725.62	774,853.32	527,337.74	85,534.56
Transportation Services	4,661,203.00	105,564.72	4,766,767.72	1,314,925.13	2,474,964.75	976,877.84
Total Support Services	15,863,592.00	1,288,942.37	17,152,534.37	5,918,416.86	8,280,111.42	2,954,006.09
Central Administration						
Board of Education	66,002.00	1,987.58	67,989.58	34,746.13	11,084.41	22,159.04
Superintendent's Office	343,203.00	6,849.10	350,052.10	146,448.23	195,237.67	6,366.20
Total Central Administration	409,205.00	8,836.68	418,041.68	181,194.36	206,322.08	30,525.24
Undistributed Expenses						
Debt Service & Interfund Transfers	12,501,690.00	-	12,501,690.00	5,536,739.29	6,693,610.03	271,340.68
Insurance & Fees	1,683,751.00	51,147.08	1,734,898.08	873,573.35	782,649.28	78,675.45
Employee Benefits	39,713,310.00	(200,061.02)	39,513,248.98	12,963,140.24	23,515,806.79	3,034,301.95
Total Undistributed Expenses	53,898,751.00	(148,913.94)	53,749,837.06	19,373,452.88	30,992,066.10	3,384,318.08
TOTAL	136,544,880.00	2,691,300.21	139,236,180.21	45,130,376.72	80,672,755.15	13,433,048.34

Transfers and Adjustments Detail:

Prior Year Encumbrances	2,653,050.21
Transfer from the Liability Reserve	38,250.00
Total Transfers and Adjustments	<u><u>2,691,300.21</u></u>

PITTSFORD CENTRAL SCHOOLS
SCHOOL LUNCH FUND
Monthly Operating Report
November 30, 2018

	CURRENT YEAR MONTHLY TOTALS	PREVIOUS YEAR MONTHLY TOTALS	2018-19 YR-TO-DATE	2017-18 YR-TO-DATE
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REVENUES:

TYPE A SALES	\$ 75,204.50	\$ 67,676.50	\$ 242,142.50	\$ 217,271.50
OTHER CAFETERIA SALES	126,401.40	115,423.54	\$ 389,349.94	346,516.26
REBATES	-	-	\$ 613.99	-
INTEREST INCOME	80.90	74.62	\$ 365.18	408.26
INSURANCE/OTHER COMP	-	-	\$ -	-
MISCELLANEOUS INCOME	30.00	-	\$ 219.52	245.96
TOTAL REVENUES:	\$ 201,716.80	\$ 183,174.66	\$ 632,691.13	\$ 564,441.98

EXPENDITURES

SALARIES	\$ 67,461.62	\$ 65,953.77	\$ 216,907.30	\$ 212,614.63
EQUIPMENT	6,174.00	-	\$ 6,174.00	-
CONTRACTUAL/BOCES	1,858.09	2,823.85	\$ 9,570.41	15,392.74
FOOD & MILK USED	45,660.14	54,046.62	\$ 196,255.41	196,588.52
REPAIRS	-	-	\$ 5,593.79	9,028.64
TRAVEL/MILEAGE	27.85	188.84	\$ 127.69	433.44
SUPPLIES	4,869.74	2,957.73	\$ 20,256.25	17,451.47
BENEFITS	37,558.46	31,136.95	\$ 159,965.54	135,057.01
TOTAL EXPENDITURES:	\$ 163,609.90	\$ 157,107.76	\$ 614,850.39	\$ 586,566.45

NET OPERATIONS: \$ 38,106.90 \$ 26,066.90 \$ 17,840.74 \$ (22,124.47)

OTHER ITEMS AFFECTING FUND BALANCE

Cumulative Change in Reserve for Supplies Inventory	\$ 3,283.72	\$ 1,355.76
Change in Fund Balance:	21,124.46	(20,768.71)
Fund Balance at July 1	\$ 457,290.41	\$ 443,215.85
Fund Balance to date	\$ 478,414.87	\$ 422,447.14

Beginning Inventories	\$	26,436.12
Encumbrances	\$	-
Appropriated - Next Year's Budget	\$	86,300.25

Loss of State Aid (National Lunch & Breakfast Program)	\$15,777	Free & Reduced Paid
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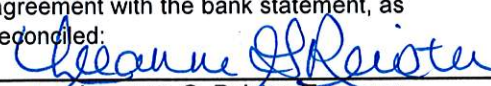
**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF NOVEMBER 2018**

School Lunch Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Oct	BEGINNING BALANCE			<u>\$ 635,924.06</u>
	Receipts:			
	Daily Deposits	40,398.16		
	Prepays- School Lunch Office	1,615.00		
	Prepaid- via NutriKids/Heartland	156,767.14		
	Other Sales-Vending			
	Catering	280.25		
	Miscellaneous	15.00		
	Interest	80.90		
	Net Transfers			
	Total Receipts:			<u>199,156.45</u>
	Disbursements:			
	EFT/Wire Transfers			
	Check # 202364-202389		94,906.15	
	Payroll Funding		72,265.83	
	Void Checks			
	Transfer to Trust & Agency re: Sales Tax			
	Net Transfers			
	Total Disbursements:			<u>(167,171.98)</u>
30-Nov	ENDING BALANCE	<u>\$ 199,156.45</u>	<u>\$ 167,171.98</u>	<u>667,908.53</u>

BANK RECONCILIATION

BALANCE PER BANK:	657,832.02
ADD: Outstanding Deposits	10,142.75
NSF Checks	6.00
SUBTRACT:	
Outstanding Checks	(72.24)
ADJUSTED BANK BALANCE	<u>667,908.53</u>
BALANCE PER BOOKS	<u>667,908.53</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:

 Deborah L. Carpenter, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
TRUST & AGENCY
November 30, 2018**

	9/30/2018			11/30/2018
	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
Private Purpose Funds (Scholarships)	61,495.84	56,735.86	100.00	118,131.70
Special Revenue Funds (Local Grants/Donations)	12,382.80	1.11	97.56	12,286.35
Consolidated Payroll	-	3,663,737.52	3,663,737.52	-
Net 1099R Distributions	-	-	-	-
NYS Employee Retirement	24,671.91	49,657.02	74,328.93	-
Income Protection (LTD)	-	13,074.22	13,074.22	-
Hospital Insurance	-	208,415.11	208,415.11	-
AFLAC	-	1,428.54	1,420.60	7.94
NYS Income Tax	-	233,407.45	233,407.45	-
Federal Income Tax	-	491,357.06	491,357.06	-
Federal Income Tax-1099R	-	-	-	-
Earned Income Credit	-	-	-	-
Income Execution	-	7,377.67	7,377.67	-
Association Dues	-	77,823.24	77,823.24	-
Social Security	-	789,403.25	789,403.25	-
Teacher Loans	-	21,264.00	21,264.00	-
Tax Sheltered Annuities	-	300,478.05	300,478.05	-
Bid Deposits	-	-	-	-
Other Liabilities	2,650.00	-	1,985.00	665.00
United Way	-	2,141.60	2,141.60	-
Life Insurance	-	7,358.38	7,358.38	-
Flex Benefits-Medical Exp.	(45,425.53)	51,898.20	56,518.93	(50,046.26)
Flex Benefits-Dependent Care	35,759.82	37,496.56	39,363.42	33,892.96
Flex Benefits-Management Fee	775.96	106.20	148.10	734.06
529 College Savings	-	-	-	-
Sales Tax	-	-	-	-
Accounts Receivable	-	-	-	-
Due from Other Funds	-	5,886,349.36	5,886,349.36	-
Due to Other Funds	415.83	165.07	-	580.90
Health Fund Reserve	2,090,393.76	20,128.97	50,445.42	2,060,077.31
TOTALS:	\$ 2,183,120.39	\$ 11,919,804.44	\$ 11,926,594.87	\$ 2,176,329.96

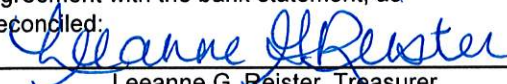
**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF NOVEMBER 2018**

Trust & Agency Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
30-Sep	BEGINNING BALANCE			<u>\$ 2,109,241.75</u>
	Receipts:			
	Payroll Funding	5,885,445.48		
	FSA Deductions	44,750.48		
	General Fund- DT/DF	1,820.00		
	FSA/Health Fund Prefunding Credit			
	Miscellaneous	7.94		
	Interest	403.95		
	Net Transfers	1,613,945.53		
	Total Receipts:			<u>7,546,373.38</u>
	Disbursements:			
	EFT/Wire Transfers-Taxes		1,513,945.53	
	EFT Withdrawals (FSA/Health Fund Accounts)		83,655.30	
	EFT/Wire Transfers (Omni, NYS ERS & NYS Sales Tax)		350,109.85	
	Payroll Checks # 234552-234736		503,996.90	
	Direct Deposits (D268846-D301116)		3,567,381.40	
	T & A Checks #200071		1,985.00	
	FSA Checks #200089			
	Void Checks		(25,316.29)	
	Net Transfers		1,613,945.53	
	Total Disbursements:			<u>(7,609,703.22)</u>
31-Oct	ENDING BALANCE	<u>\$ 7,546,373.38</u>	<u>\$ 7,609,703.22</u>	<u>2,045,911.91</u>

BANK RECONCILIATION

BALANCE PER BANK	2,178,369.29
ADD:	
Deposit in Transit	
SUBTRACT:	
Outstanding Checks	(126,612.23)
Benefit Resources - Current Month's transactions taken Next Month	(5,845.15)
ADJUSTED BANK BALANCE	<u>2,045,911.91</u>
BALANCE PER BOOKS	<u>2,045,911.91</u>

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 Leanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

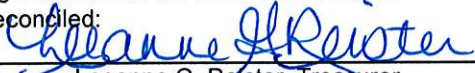
PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF NOVEMBER 2018
Private Purpose Trusts and Special Revenue Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Oct	BEGINNING BALANCE			<u>\$ 73,878.64</u>
	Receipts:			
	Miscellaneous -Dividend & Local Money	56,725.00		
	Interest	11.97		
	Net Transfers			
	Total Receipts:			<u>56,736.97</u>
	Disbursements:			
	Checks 200561-200562		197.56	
	Void Checks			
	Net Transfers			
	Total Disbursements:			<u>(197.56)</u>
30-Nov	ENDING BALANCE	<u>\$ 56,736.97</u>	<u>\$ 197.56</u>	<u>130,418.05</u>

BANK RECONCILIATION

BALANCE PER BANK:	129,765.05
ADD:	
Outstanding Transfer from General Fund	1,350.00
SUBTRACT:	
Outstanding Checks	(697.00)
ADJUSTED BANK BALANCE	<u>130,418.05</u>
BALANCE PER BOOKS	<u>130,418.05</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:

Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS
SPECIAL AID FUNDS
SCHEDULE OF APPROPRIATED EXPENSE
November 30, 2018

DESCRIPTION	ORIGINAL BUDGET/REVENUES	PRIOR YR EXPENDITURES	CURRENT YR EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES	GRANT ADMINISTRATORS
SERVICES FOR FEES						
Driver Education (Cumulative Balance)	121,424.50	-	58,542.82	6,969.78	55,911.90	Student Services
Summer Enrichment (Cumulative Balance)	93,277.00	15,332.64	64,523.12	31.24	13,390.00	
IDEA 611 18/19 (07/01/18-06/30/19) Covers special education expenditures	1,269,903.00	-	330,321.12	790,980.39	148,601.49	Special Education
IDEA 619 18/19 (07/01/18-06/30/19) Covers pre-school educational expenses.	48,243.00	-	10,830.42	35,713.98	1,698.60	Special Education
TITLE I 17/18 (09/01/17-08/31/18)	221,102.00	192,683.67	13,555.21	-	14,863.12	Student Services
TITLE I 18/19 (09/01/18-08/31/19) Provides program additions at qualifying schools to support students at risk of not passing the required state assessments.	183,207.00	-	40,605.24	133,792.60	8,809.16	Student Services
TITLE IIA GRANT 17/18 (09/01/17-08/31/18)	147,730.00	57,745.40	28,603.32	-	61,381.28	Student Services
TITLE IIA GRANT 18/19 (09/01/18-08/31/19) Enhances Teacher/Principal training and recruitment.	103,746.00	-	17,848.05	28,324.66	57,576.29	Student Services
TITLE III GRANT 17/18 (09/01/17-08/31/18)	16,693.00	3,444.43	3,561.23	-	9,587.34	
TITLE III GRANT 18/19 (09/01/18-08/31/19) Provides language instructional education programs to assist Limited English Proficient (LEP) students achieve standards	22,050.00	-	789.75	11,209.40	10,050.85	
TITLE III Immigrant GRANT 17/18 (09/01/17-08/31/18) Provides language instructional education programs to assist Limited English Proficient (LEP) immigrant students achieve standards	25,515.00	6,934.58	9,518.23	-	9,062.19	Student Services
TEACHER CENTER GRANT 2018-19 Provides staff development opportunities for teachers.	43,907.00	-	27,347.26	1,891.04	14,568.70	Teacher Center
SPECIAL ED SUMMER PROGRAMS 4408 Payments for tuition to BOCES and outside providers of summer special education programs.	275,000.00	-	274,940.64	-	59.36	Special Education
SPECIAL ED SUMMER PROGRAM-In District Expenses for staff and materials for state approved in-district special education summer program.	300,000.00	-	292,103.41	-	7,896.59	Special Education
SPECIAL ED SUMMER PROGRAM-Related Services Payments to outside providers and staff for related services during July and August.	18,000.00	-	15,564.38	-	2,435.62	Special Education
SCHOOL LIBRARY SYSTEM GRANT 2018-19 Mini grants through BOCES for School Library Media Specialists.	4,504.16	-	-	-	4,504.16	Various Schools
STATE SUPPORTED SCHOOLS 4201 Schools for the Blind and Deaf	85,000.00	-	38,043.48	46,956.52	-	Spec Ed/Business Office
TOTALS :	2,979,200.66	276,140.72	1,226,694.68	1,055,869.61	420,495.65	

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

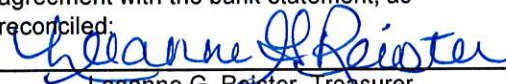
Special Aid Funds

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Oct	BEGINNING BALANCE			\$ 230,043.97
	Receipts:			
	Local Revenues			
	State Aid/Federal Aid	123,464.00		
	Transfer from General (20% funding)			
	Transfer from General DT/DF			
	Transfer to Special Aid Fund: write offs			
	Net Transfers			
	Total Receipts:			<u>123,464.00</u>
	Disbursements:			
	Transfer to Trust & Agency re: Sales Tax			
	Check # 205076-205093		40,246.59	
	Transfer to General Fund re: DT/DF			
	Void Checks/Stop Payments/NSF Checks			
	Payroll Funding		96,592.42	
	Net Transfers			
	Total Disbursements:			<u>(136,839.01)</u>
30-Nov	ENDING BALANCE	<u>\$ 123,464.00</u>	<u>\$ 136,839.01</u>	<u>216,668.96</u>

BANK RECONCILIATION

BALANCE PER BANK:	219,254.34
ADD: Outstanding Deposit	
Interfund Transfer from General Fund	
SUBTRACT:	
Outstanding Checks	(2,585.38)
Outstanding Payment Center Fees	
ADJUSTED BANK BALANCE	<u>216,668.96</u>
BALANCE PER BOOKS	<u>216,668.96</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:

Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS

Capital & Debt Service SCHEDULE OF APPROPRIATED EXPENSE November 30, 2018

DESCRIPTION	PRIOR YEAR		EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES
	APPROPRIATIONS	PROJECT EXPENDITURES			
Bus Purchases 2018-19	1,324,047.00	-	1,279,047.43	-	44,999.57
Capital 13-14 Funded by General Fund	369,200.00	231,851.10	98,633.89	38,715.01	-
Capital 14-16 Funded by General Fund	250,000.00	30,800.00	2,000.00	111,110.54	106,089.46
Capital 16-16 Funded by General Fund	250,000.00	-	-	-	250,000.00
Capital 16-17 Funded by General Fund	250,000.00	-	-	-	250,000.00
Capital 17-18 Funded by General Fund	250,000.00	-	-	-	250,000.00
Capital 18-19 Funded by General Fund	250,000.00	-	-	-	250,000.00
FDK 18-19 Funded by General Fund	1,185,000.00	-	583,963.57	-	601,036.43
Capital Funded by Reserve & Obligations- Dec 11, '12 Proposition	42,239,786.00	39,693,038.43	363,218.13	77,489.79	2,106,039.65
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	46,785,433.00	40,373,089.53	2,326,863.02	227,315.34	3,858,165.11
Debt Service	13,128,007.33	-	7,653,473.50	5,474,533.83	-
TOTALS :	59,913,440.33	40,373,089.53	9,980,336.52	5,701,849.17	3,858,165.11

RESERVE BALANCES November 30, 2018

DESCRIPTION	FUND BALANCE AT 07/01/2018	APPROPRIATED AMOUNT OR ACTUAL EXPENDITURE	INTEREST/ OTHER REVENUES	APPROVED TRANSFER (In/Out)	FUND BALANCE TO DATE
Bus Purchases Funded by Reserve	5,385,955.37	(610,000.00)	3,697.53	-	4,779,652.90
Capital Reserve	16,124,796.90	(575,000.00)	7,946.08	-	15,557,742.98
Instructional Technology Capital Reserve	1,803,865.90	-	1,023.56	-	1,804,889.46
Insurance Reserve	1,222,354.67	-	781.19	(37,082.40)	1,186,033.46
Unemployment Insurance Reserve	385,461.44	(40,000.00)	242.14	-	345,703.58
Reserve for Liability	1,636,859.26	(50,000.00)	1,027.18	(38,250.00)	1,549,636.44
Reserve for Tax Certiorari	928,120.13	-	592.01	214,032.88	1,142,745.02
Employee Benefit & Accrued Liability Reserve	2,662,673.37	(400,000.00)	1,324.54	-	2,263,997.91
Reserve for Retirement Contributions	2,303,244.97	(203,000.00)	1,272.21	-	2,101,517.18
Workers' Compensation Reserve	360,362.75	(20,000.00)	154.86	-	340,517.41
TOTALS :	32,813,694.76	(1,898,000.00)	18,041.10	138,700.48	31,072,436.34

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.

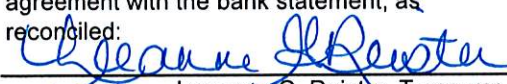
**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF NOVEMBER 2018**

Capital

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Oct	BEGINNING BALANCE			<u>\$ 1,575,689.12</u>
	Receipts:			
	Transfer from General Fund re: Due to/from	592.25		
	Transfer from General Fund re: Bus Purch. Reserve			
	BAN Proceeds			
	Interest	175.03		
	Net Transfers			
	Total Receipts:			<u>767.28</u>
	Disbursements:			
	EFT/Wire Transfers			
	Payroll Funding		188.38	
	Capital Checks-# 60100-60103			
	Capital Checks-Dec 2012 Prop # 862-866			
	Capital Checks-Dec 2012 Prop BAN # 4335-4339		214,807.56	
	Bus Purchase Reserve Checks (200025)			
	BAN Redemption			
	Net Transfers			
	Total Disbursements:			<u>(214,995.94)</u>
30-Nov	ENDING BALANCE	<u>\$ 767.28</u>	<u>\$ 214,995.94</u>	<u>1,361,460.46</u>

BANK RECONCILIATION

BALANCE PER BANK:	1,362,442.66
ADD:	
SUBTRACT:	
Outstanding Checks	(982.20)
ADJUSTED BANK BALANCE	<u>1,361,460.46</u>
BALANCE PER BOOKS	<u>1,361,460.46</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:

 Deborah L. Carpenter, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF NOVEMBER 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-Oct	BEGINNING BALANCE				\$ 9,466,195.85
	Receipts:				
	Transfer from General Fund		214,032.88		
	Interest - Reserve for Liability		199.71		
	Interest -Tax Certiorari		123.87		
	Interest- Unemployment Insurance		47.44		
	Interest- Employee Benefit & Accrued Liabilities		327.63		
	Interest- Employee Retirement Contribution		283.42		
	Interest- Workers' Compensation		44.34		
	Interest- Insurance Reserve		145.86		
	Total Receipts:				<u>215,205.15</u>
	Disbursements:				
	EFT Withdrawals				
	Transfer to General Fund			38,250.00	
	Total Disbursements:				<u>(38,250.00)</u>
30-Nov	ENDING BALANCE		\$ 215,205.15	\$ 38,250.00	<u>9,643,151.00</u>

BANK RECONCILIATION

BALANCE PER BANK:	9,643,151.00
ADD:	
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	<u>9,643,151.00</u>
BALANCE PER BOOKS	<u>9,643,151.00</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:

Deborah L. Carpenter, School District Clerk

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

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Oct	BEGINNING BALANCE			<u>\$23,324,409.21</u>
	Receipts:			
	Interest - Bus Purchase Reserve	1,941.58		
	Interest - Capital Reserve	712.58		
	Interest - Capital IT Reserve	221.97		
	Transfer from General Fund			
	Total Receipts:			<u>2,876.13</u>
	Disbursements:			
	Transfer to Capital Fund			
	Total Disbursements:			<u>-</u>
30-Nov	ENDING BALANCE	<u>\$ 2,876.13</u>	<u>\$ -</u>	<u>23,327,285.34</u>

BANK RECONCILIATION

BALANCE PER BANK:	23,327,285.34
ADD:	
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	<u>23,327,285.34</u>
BALANCE PER BOOKS	<u>23,327,285.34</u>

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

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

 Leeanne G. Reister, Treasurer

 Deborah L. Carpenter, School District Clerk

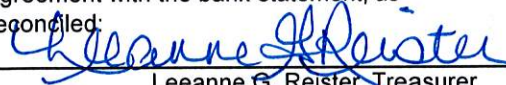
**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF NOVEMBER 2018**

Debt Service Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Oct	BEGINNING BALANCE			\$ 1,246,907.54
	Receipts:			
	Transfer from General Fund (per appropriations)			
	Transfer from Capital Fund (Assuming BAN Premium)			
	Interest	133.34		
	Net Transfers			
	<u>Total Receipts:</u>			<u>133.34</u>
	Disbursements:			
	Checks (001050)			
	Depository Trust Company (Wires)			
	Net Transfers			
	<u>Total Disbursements:</u>			<u>-</u>
30-Nov	ENDING BALANCE	<u>\$ 133.34</u>	<u>\$ -</u>	<u>1,247,040.88</u>

BANK RECONCILIATION

BALANCE PER BANK:	1,250,040.88
ADD:	
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	<u>1,250,040.88</u>
BALANCE PER BOOKS	<u>1,247,040.88</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:

 Deborah L. Carpenter, School District Clerk

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

Zero Balance Accounts: Purchasing Card

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Oct	BEGINNING BALANCE			\$ -
	Receipts:			
	Transfer from General Fund	441,516.19		
	Total Receipts:			441,516.19
	Disbursements:			
	JP Morgan Chase Withdrawal		441,516.19	
	Total Disbursements:			(441,516.19)
30-Nov	ENDING BALANCE	\$ 441,516.19	\$ 441,516.19	-

BANK RECONCILIATION

BALANCE PER BANK:	-
ADD:	-
SUBTRACT:	
ADJUSTED BANK BALANCE	-
BALANCE PER BOOKS	-

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:

Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS

MONTHLY EXTRACLASROOM ACTIVITY SUMMARY & RECONCILIATION November 30, 2018

SCHOOL	BEGINNING BALANCE 7/1/2018	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 11/30/2018
Allen Creek Elementary	1,262.18	380.00	22.45	1,619.73
Jefferson Road Elementary	1,648.60	1,111.40	1,746.65	1,013.35
Mendon Center Elementary	11,109.61	7,500.72	4,386.96	14,223.37
Park Road Elementary	3,192.58	3,603.50	1,385.04	5,411.04
Thornell Road Elementary	4,684.56	4,495.00	3,853.05	5,326.51
Barker Road Middle School	36,536.60	57,726.58	54,310.89	39,952.29
Calkins Road Middle School	66,572.81	43,090.35	40,652.57	69,010.59
Sutherland High School	77,358.59	26,272.32	27,143.92	76,486.99
Mendon High School	103,009.24	47,209.70	36,373.65	113,845.29
TOTALS :	305,374.77	191,389.57	169,875.18	326,889.16

BANK RECONCILIATION			
COMBINED BALANCES PER BANK:			357,105.63
ADD:	Outstanding Deposits / Bank Adjustments		382.00
	NSF Checks		275.00
SUBTRACT:			
	Outstanding Checks		(30,873.47)
ADJUSTED BANK BALANCE			<u>326,889.16</u>
BALANCE PER BOOKS			<u>326,889.16</u>

PITTSFORD CENTRAL SCHOOL DISTRICT
Current Appropriation - Effective From: 11/01/2018 To: 11/30/2018
Fiscal Year: 2019

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
Fund: A - GENERAL FUND						
11/07/2018	009885	TRANSFER FUNDS TO CULTURAL ARTS TO COVER ADDED EXPENSE FOR ADMISSTION TO MAG.	A341-2113-500 R	MHS Art Supplies	-100.00	
			A341-2110-493 R	MHS Young Aud-Cultural Ar		100.00
11/05/2018	010606	To cover cost of cultural arts field trip.	A112-2110-500 R	AC Tch RegSch Supplies	-89.70	
			A112-2110-493 R	AC Young Aud-Cultural Art		89.70
11/05/2018	010764	To provide funds for Kindergarten Art Supplies.	A112-2100-500 R	AC SchlSuppt Supplies	-29.48	
			A112-2113-500 R	AC Art Supplies		29.48
11/01/2018	010797	To pay for math support materials.	A115-2100-465 R	PR SchlSuppt Trav Conf	-1,000.00	
			A115-2100-505 R	PR Schl Suppt Print Cart	-1,140.00	
			A115-2110-480 R	PR Tch RegSch Textbooks		2,140.00
11/01/2018	010842	TRANSFER FUNDS TO COVER THE COST OF MCC LIBRARY FIELD TRIP.	A341-2610-500 R	MHS Library Supplies	-145.00	
			A341-2110-403 R	MHS Tch RegSchField Trip		145.00
11/05/2018	010933	TO COVER THE COST OF TRAVEL & CONFERENCE.	A231-2810-500 R	BR Counseling Supplies	-90.00	
			A231-2100-465 R	BR SchlSuppt Trav Conf		90.00
11/01/2018	010989	TO COVER COST OF ICE RINK RENTAL AT RIT FOR JV AND VARSITY HOCKEY TEAMS.				
		THE SECTION V HIGH SCHOOL HOCKEY LEAGUE IS DISSOLVING; THEREFORE, NO FEES FROM 468 CODE FOR 2018-2019.	A300-2855-468 R	HS Athletics Memberships	-5,000.00	
			A300-2855-409 R	HS Athletics Hockey Rent		5,000.00
11/02/2018	011106	Transfer funds for purchase of Foundations teacher kit for a Standards Leader led Collegial Circle.	A510-2010-500 R	CURINS Supplies	-450.00	
			A510-2012-500 R	CURINS Std Office Supplie		450.00
11/02/2018	011157	To provide funds for travel conference registration.	A115-2110-500 R	PR Tch RegSch Supplies	-69.32	
			A115-2100-465 R	PR SchlSuppt Trav Conf		69.32
11/02/2018	011185	ASHA Conference attendance for Speech Standards Leader.	A511-2051-468 R	STD Speech Memberships	-100.00	
			A511-2051-500 R	STD Speech Supplies	-350.00	
			A511-2051-465 R	STD Speech Trav Conf		450.00
11/06/2018	011186	To provide funds for movie licensing renewal.	A341-2610-500 R	MHS Library Supplies	-309.74	
			A341-2610-400 R	MHS Library Contracted Sv		309.74

PITTSFORD CENTRAL SCHOOL DISTRICT
Current Appropriation - Effective From: 11/01/2018 To: 11/30/2018
Fiscal Year: 2019

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
11/06/2018	011234	To pay for protective covers for books.	A115-2110-500 R	PR Tch RegSch Supplies	-53.99	
			A115-2610-500 R	PR Library Supplies		53.99
11/06/2018	011244	TO COVER THE COST OF TONER CARTRIDGES FOR ART DEPARTMENT.	A340-2113-500 R	SHS Art Supplies	-415.00	
			A340-2100-505 R	SHS Schl Suppt Prnt Cart		415.00
11/05/2018	011265	TO COVER THE COST OF AUDITORIUM CURTAIN AT TRE FUNDED BY PTSA.	A830-9060-800 R	BEN Hospital Medical	-1,975.00	
			A117-2100-500 R	TR SchlSuppt Supplies		1,975.00
11/07/2018	011287	To provide funds for American Library Association membership fee renewal.	A231-2610-400 R	BR Library Contracted Svc	-160.00	
			A231-2610-468 R	BR Library Memberships		160.00
11/06/2018	011321	To provide funds for the cost of stage curtain. Funds provided by PTSA.	A117-2100-500 R	TR SchlSuppt Supplies	-1,907.21	
			A117-2100-400 R	TR SchlSuppt Contr Svc		1,907.21
11/06/2018	011345	TO PROVIDE FUNDS FOR A CULTURAL ARTS PROGRAM.	A112-2110-403 R	AC Tch RegSch Field Trips	-2,000.00	
			A112-2110-500 R	AC Tch RegSch Supplies	-3,227.00	
			A112-2110-493 R	AC Young Aud-Cultural Art		5,227.00
11/07/2018	011464	TO PROVIDE FUNDS FOR A CULTURAL ARTS PROGRAM.	A231-2100-500 R	BR SchlSuppt Supplies	-841.50	
			A231-2110-493 R	BRMS Young Aud-Cultural A		841.50
11/07/2018	011529	TO COVER THE COST FOR NEW NAME PLATES.	A720-1240-465 R	SUPT Travel & Conference	-6.75	
			A720-1240-505 R	SUPT Print Cartridges	-50.00	
			A720-1240-500 R	SUPT Supplies		56.75
11/08/2018	011576	To allocate Building PTSA funds for Cultural Arts.	A470-2110-490 R	BOCES Tch RegSch BOCES Sv	-40,700.00	
			A112-2110-493 R	AC Young Aud-Cultural Art		4,000.00
			A113-2110-493 R	JR Young Aud-Cultural Art		4,000.00
			A114-2110-493 R	MCE Young Aud-Cultural Ar		8,000.00
			A115-2110-493 R	PR Young Aud-Cultural Ar		4,000.00
			A117-2110-493 R	TR Young Aud-Cultural Ar		7,000.00
			A231-2110-493 R	BRMS Young Aud-Cultural A		2,500.00
			A232-2110-493 R	CRMS Young Aud-Cultural		4,000.00
			A340-2110-493 R	SHS Young Aud-Cultural Ar		6,000.00
			A341-2110-493 R	MHS Young Aud-Cultural Ar		1,200.00

PITTSFORD CENTRAL SCHOOL DISTRICT
Current Appropriation - Effective From: 11/01/2018 To: 11/30/2018
Fiscal Year: 2019

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
11/08/2018	011602	TO FUND JRE RECESS CART SUPPLIES FUNDED BY PTSA DONATION.	A830-9060-800 R	BEN Hospital Medical	-700.00	
			A113-2020-500 R	JR Supr RegSch Supplies		700.00
11/09/2018	011610	FOR POND SUPPLIES AT JRE TO BE FUNDED BY PTSA DONATION.	A830-9060-800 R	BEN Hospital Medical	-600.00	
			A113-2020-500 R	JR Supr RegSch Supplies		600.00
11/13/2018	012006	To provide funds for a Cultural Arts Program.	A231-2100-500 R	BR SchISuppt Supplies	-375.00	
			A231-2110-493 R	BRMS Young Aud-Cultural A		375.00
11/13/2018	012027	To reimburse department funds from Cultural Arts funds.	A340-2110-493 R	SHS Young Aud-Cultural Ar	-2,446.00	
			A340-2100-500 R	SHS SchISuppt Supplies		1,150.00
			A340-2134-500 R	SHS World Lang Supplies		1,296.00
11/16/2018	012043	TO PROVIDE FUNDS FOR A WORLD LANGUAGE CONTRACTUAL EXPENSE.	A231-2134-500 R	BR World Lang Supplies	-144.00	
			A231-2100-400 R	BR SchISuppt Contr Svc		144.00
11/13/2018	012226	For Tech Services to conduct wiring work at Mendon HS.	A300-2855-400 R	HS Athletics Contract Sv	-600.00	
			A530-2630-400 R	ITS Computer Inst Contr S		600.00
11/14/2018	012294	FOR STEAM/STEM KITS AT PRE TO BE FUNDED BY PTSA DONATION.	A830-9060-800 R	BEN Hospital Medical	-1,000.00	
			A115-2110-500 R	PR Tch RegSch Supplies		1,000.00
11/14/2018	012314	TO COVER THE COST OF TEMPORARY STAFF WORKING IN BUSINESS OFFICE ACCOUNTS PAYABLE POSITION.	A830-9060-800 R	BEN Hospital Medical	-3,400.00	
			A610-1310-400 R	FIN BusAdmn Contract Serv		3,400.00
11/16/2018	012594	To provide funds for the cost of library books.	A112-2610-500 R	AC Library Supplies	-663.70	
			A112-2610-481 R	AC Library Textbooks		663.70
11/16/2018	012606	TO COVER COSTS OF SUB COSTS FOR GRADE LEVEL RELEASE DAYS THROUGH BOCES.	A830-9010-800 R	BEN Employee Retirement	-6,290.00	
			A510-2010-490 R	CURINS BOCES Services		6,290.00
11/19/2018	012663	TO FUND DIGITAL LIBRARY PURCHASE FUNDED BY NATIONAL GEOGRAPHIC DIGITAL ARCHIVE GRANT.	A830-9010-800 R	BEN Employee Retirement	-1,759.00	
			A340-2610-400 R	SHS Library Contracted Sv		1,759.00
11/20/2018	012772	To cover the cost of services for JR Pond renovation.	A113-2020-500 R	JR Supr RegSch Supplies	-1,240.00	
			A113-2100-400 R	JR SchISuppt Contr Svc		1,240.00

PITTSFORD CENTRAL SCHOOL DISTRICT
Current Appropriation - Effective From: 11/01/2018 To: 11/30/2018
Fiscal Year: 2019

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
11/20/2018	012777	To cover the cost of BOCES scoring 3-8 Math, ELA and Science exams 2018-19.		A830-9010-800 R	BEN Employee Retirement	-25,000.00
			A510-2010-490 R	CURINS BOCES Services		25,000.00
11/30/2018	013209	TO PROVIDE FUNDS FOR SCHOLASTIC MAGAZINE ORDER.		A232-2100-500 R	CR SchISuppt Supplies	-313.17
			A232-2100-480 R	CR SchISuppt Textbooks		313.17
11/30/2018	013423	To correct negative budget accounts.		A100-2100-173 R	ES SchISuppt OT/Extra hrs	-28.63
			A100-2110-121 R	ES Tch RegSch 1-3	-122.50	
			A100-2110-121 R	ES Tch RegSch 1-3	-27,909.60	
			A200-2100-173 R	MS SchISuppt OT/Extra hrs	-66.64	
			A200-2167-131 R	MS PhysEd Tchr Salary	-0.09	
			A300-2100-173 R	HS SchISuppt OT/Extra hrs	-579.96	
			A620-1430-161 R	PER Clerical/Secretarial	-3,800.00	
			A100-2165-121 R	ES Music Vocal Tchr Salar		122.50
			A114-2100-173 R	MC SchISuppt OT/Extra hrs		5.56
			A115-2100-173 R	PR SchISuppt OT/Extra hrs		23.07
			A200-2820-159 R	MS PsychSv Psych Salary		27,909.60
			A231-2100-173 R	BR SchISuppt OT/Extra hrs		66.64
			A300-2167-131 R	HS PhysEd Tchr Salary		0.09
			A340-2100-173 R	SHS SchISuppt OT/Extra hr		174.53
			A341-2100-173 R	MHS SchISuppt OT/Extra hr		405.43
			A620-1430-150 R	PER Administrative Salari		3,800.00
			Total for Fund A - GENERAL FUND		-137,247.98	137,247.98

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

Joanna Reister
D. T. Kenney

Date of Treasurer's Report for BOE review

01/14/2019

Date Completed

12/6/2018

Person Completing

Charis Cul-Dreco

PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

RECOMMENDATION FOR COMPETITIVE BID AWARD

To: Board of Education
From: Darrin Kenney, Assistant Superintendent for Business
(Prepared by Karen L. Houston)
BOE Date: January 14, 2019
Topic: BOCES II Cooperative Printer and Copier Supplies RFB-1867-18
Date Advertised: October 18, 2018, *Democrat & Chronicle*
Bid Opening Date: November 8, 2018
Bid Opening Time: 2:00 PM, BOCES II
Fund: Budget, Each Building or Department

BE IT RESOLVED, That the Board of Education of the Pittsford Central School District award contracts to the following vendors as low responsive bidders meeting specifications:

ITEM BID	RECOMMENDED VENDOR	ESTIMATED AMOUNT
Printer Supplies	Quill	\$331.81
	Laserlink International, Inc	\$6,248.00
	W.B. Mason	\$1,917.44
TOTAL:		<u>\$8,497.25</u> (ESTIMATED)

Comments: BOCES II Cooperative Printer and Copier Supplies Bid contract is valid 02/01/19 - 01/31/20. Pittsford and nine (9) other districts and/or BOCES participated. The bid was reviewed by Rose Brennan, BOCES II Bid Coordinator; Kimberly Palumbos, Purchasing Assistant; and Karen L. Houston, Purchasing Agent. The awards are recommended to the responsive bidders meeting all required bid specifications. Vendors offered discounts by brand for items not listed on the bid. Items are identified on an ongoing basis by budget managers in the departments and schools.



Darrin Kenney, Assistant Superintendent for Business

PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

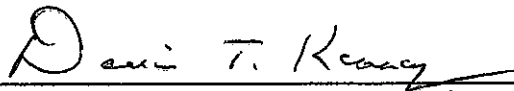
RECOMMENDATION FOR COMPETITIVE BID AWARD

TO: Board of Education
FROM: Darrin Kenney, Assistant Superintendent for Business
(Prepared by Karen L. Houston, Purchasing Agent)
BOE DATE: January 14, 2019
TOPIC: 2019 New and Recap Tires and Services
LEGAL AD: *The Daily Record*, December 11, 2018
BID OPENING: December 19, 2018, 11:00 A.M.
BUDGET: 670 5510 593

BE IT RESOLVED, That the Board of Education of the Pittsford Central School District award a contract to the following vendors as low responsive bidders meeting all district specifications:

ITEM BID	RECOMMENDED VENDOR	AMOUNT
New & Re-cap Tires, Supplies & Service	Lewis General Tire	\$17,175.00
	McCarthy Tire	\$8,245.00
	Tallmadge Tire Service	\$30,725.00
TOTAL:		\$56,145.00
		(Cost Estimated)

Comments: The 2019 Transportation New & Re-cap Tires, Supplies & Services Bid contract is valid from 1/14/19 through 12/31/19. This is an award for new and re-cap tires, supplies, & service for the PCSD Transportation Department. Vendor totals reflect the purchase of estimated quantities. Kathleen Herrick, Director of Transportation; Aaron Bunce, Head Mechanic; Kimberly Palumbos, Purchasing Assistant; and Karen L. Houston, Purchasing Agent reviewed all bid responses.



Darrin Kenney, Assistant Superintendent for Business

Received

DEC 19 2018

8460F.3
1 of 3

Superintendent's Office

PITTSFORD CENTRAL SCHOOL DISTRICT
Secondary Preliminary Field Trip Request

Instructions:

Complete and submit to your building principal at least three months in advance for an overnight, out of state or out of country trip and 3 weeks for a day trip.

Teacher(s) Initiating Request: Beth Latini School: Mendon High

Please check all that apply:

- Day trip
- Overnight, one night, without missing instructional time
- Overnight, one night, with missing instructional time
- Extended, overnight for more than one night
- Out of state
- Out of country

Logistics of Trip

Destination (include exact address): Annual US History & Government trip to Washington, D.C.

Estimated Number of Students: ~40 Round Trip Mileage: ~800

Departure: Date Friday, 5/24 Time 7 AM Return: Date Sunday, 5/26 Time 8:30 PM

Have both the district and building calendars been checked for conflicts, etc. yes no

Estimated Number of Chaperones: Teachers: ~4 Parents 0 Other: 0

Type of Transportation:

District bus: _____ Please complete *Special Trip Request Card*
Commercial Carrier: Star Travel & Tours Please complete form (8460F.7 - Trans)

Arrangement for meals and lodging (if necessary): Most meals included (arranged by 1st Choice Educational Tours).

Students bring lunch on way down & \$ for stop on way back. Hotel=Courtyard Alexandria Pentagon S (4641 Kenmore Ave. Alexandria, VA 22304)

Cost:

Estimated Cost Per Student:

Event Fee: _____

Travel: _____

Lodging: _____

Meals: _____

Other: _____

Total: ~\$525

Estimated Funds from Each Source:

from District: _____

from student: \$525

outside source: _____

fundraising: _____

other: _____

Total: _____

Describe fundraising or outside sources: Students need to fully fund this trip. If any student expresses a financial need, there are funds available to help offset the cost (usually by 50%) through both the PTSA & 1st Choice Educational Tours.

Complete for overnight, extended, out-of-state or out-of-country trips:

Date of parent informational meeting: April, 2019

Supervision details: i.e. baggage checks, curfews, room checks, non-direct supervision activities:

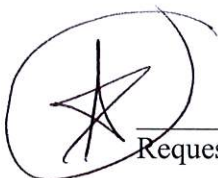
Each chaperone will be responsible for ~10 students throughout the duration of the trip. This will include baggage & room checks, and head-counts as we move from place to place. Last year we set up a group "Remind" so that all students, chaperones, tour guide & bus driver could be connected via devices. Private security is also provided each night at the hotel.

Expectations for student conduct: Include a copy of the conduct rules that will be shared with and signed by students and parents.

Date of chaperone meeting: early May, 2019 (Include a copy of chaperone responsibilities and expectations) *see attached*

Other remarks: Students & parents must also sign a District permission slip stating expectations ("students are expected to abide by the District Code of Conduct, school rules & all instructions from the chaperones...")

1st Choice requires parents to sign a registration form with rate/payment/refund info & also a travel insurance form.



B. Latni
Requesting Teacher(s) Signature

12/14/18
Date

Curricular/Instructional Plan

For what course is this trip required? offered to students in US History & APUS

Instructional Objectives: Be specific, include outcomes, desired proficiency level and how you will measure what standards and district curriculum goals it meets.

After spending a year with the required US History curriculum, students will be able to witness first-hand the presidents, events, court cases, civics lessons & turning points they have studied. Being in our nation's capital is an excellent way to actively review material that is required on the up-coming NYS Regents exam. We will use the locations we visit & time on the bus to review so that students are prepared for this exam.

Activities

Preparation: How will the student be prepared for the trips as an instructional activity?

The curriculum for the entire year helps prepare students so that they know what they are looking at when we tour locations such as Arlington Nat'l Cemetery, the 9/11 memorial outside the Pentagon, the Capitol building, the newly opened African American History & Culture Smithsonian & Washington's home at Mt. Vernon. This is over Memorial Day weekend, so "Rolling Thunder" participants will be there to support Vietnam vets/POW/MIA.

On trip: What instructional activities will occur on the trip?

Literally everything that we do on this trip has a connection to our curriculum (see attached itinerary)! This is a fantastic opportunity for students to actively review material, especially students who might struggle to study in a traditional way or who are "burned out" after taking AP exams.

Follow-Up: Upon return, what activities will occur to enrich the experience and to determine if the objectives were achieved.

Review for the NYS Regents Exam in US History & Government (which is a requirement for APUS students as well). Students will be able to share their first-hand experiences & historical/cultural connections that they made while visiting the sites. They also will have personal experiences to share, especially after witnessing & talking with some of the Vietnam vets who are in town over Memorial Day weekend.

Provisions for Continuity of School Work - to be completed for any missed instructional.

What instructional provisions have been made to help participants keep up with other classes that they will miss?

No instructional days will be missed due to this trip!

What specific plans have been made for the continued instruction of those students in the class who will not participate in the field trip?

No instructional days will be missed due to this trip!

TO BE COMPLETED BY THE BUILDING PRINCIPAL, DIRECTOR AND/OR ASI WHEN APPROPRIATE


Principal Approval


12/18/18
Date

Director/ASI Approval

Date

Comments: _____

TO BE COMPLETED BY THE SUPERINTENDENT


Superintendent's Approval

12/20/18
Date

Comments: _____

*If commercial carrier is the mode of transportation, form 8460F.7-Trans should be forwarded to the Transportation Department.

Board Approval Date: _____

Sent to Transportation: _____

PITTSFORD CENTRAL SCHOOL DISTRICT

ACCEPTING GIFTS FROM THE PUBLIC

If you wish to have a gift considered for acceptance by the school district, please read board policy "Accepting Gifts from the Public" and complete the form below.

Name ~~KS~~ KAREN SPALL Phone 970-376-4443

Address 17 SPRING CREEK COURT, EDWARDS, CO 81632

School: _____

1. Describe the gift. What is it? List its condition, age, size, and other details as applicable. If not cash or new item, please estimate the fair market value.

CAMERA EQUIPMENT, 5 Film cameras, 10 lens,
SEE ATTACHED LIST. 3 FLASHES, 7 Filters
\$1240. - 5 lens covers

2. Describe any conditions or restrictions for its use.

To be used by schools

3. If the gift is in trust, describe specifically your intentions for the use of the principle and for investment. (You may contact the District Treasurer to agree on a method for treating the principle.)

NA.

4. Which of the following conditions does the gift fulfill?

Is it in support of and a benefit to all district schools or to a particular district school?

Is it for a purpose for which the district could legally expend its own funds?

Is it for the purpose of awarding scholarships to students graduating from the district?

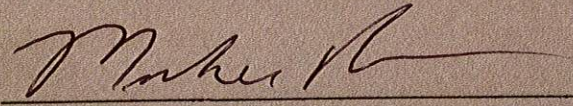
Thank you for your consideration of the district as a recipient of a gift. We will consider your donation and respond to you about our ability to accept your gift as soon as possible.

PLEASE NOTE:

In the case of Technology/Computer equipment, the gift needs to be approved by our Coordinator of Technology, Matthew Kwiatkowski. In the case of Athletic donations, the gift needs to be approved by our Athletic Director, Scott Barker.

Administrator's Approval: _____ Date _____
(When appropriate)

Principal's Approval: _____ Date _____

Superintendent's Approval:  Date 1/11/19

Board Action: Date: _____

Sue Spall
30 Grove Street
Pittsford, NY 14534

- SCHOOL -

SHS

Camera equipment

1. Canon A-1
Canon lens 3.5 FD 35MM
with manual
2. Canon AE-1
Canon Lens FD 50MM 1.4 with skylight filter
with red strap
manual included
3. Minolta SRT100
Minolta Lens MC Rokkor PF 1.9 F=55mm
with manual
4. Nikon N 80
Nikon Lens 50mm 1.8
5. Canon A1
Canon Macro FD 50mm 3.5 with skylight lens
black strap
with lens manual
6. Lens Vivatar Series i Lens 70-210 3.5
macro focusing auto Zoom
NO. 22701873 67mm
skylight filter 67mm
7. Lens Canon lens 365-105 3.5 1:4.5
skylight filter 55mm
with case
8. Lens Canon Lens FD 28mm 1:2
with case
9. Lens Canon Lens FD 50 mm 1.8
skylight filter 52 mm
with case
10. Lens Canon lens FD 50mm 1.8
skylight filter 55mm
11. Nikon Speedlight SB-20
with case and manual
12. Canon speed light 177A
with case

13. Canon speed light 155A
with case

14. UV filter 52mm

15. 5 assorted lens covers

16. ~~Quadlide tripod~~

17. ~~Vivitar 2220 tripod~~