

PITTSFORD CENTRAL SCHOOL DISTRICT  
PITTSFORD, NEW YORK  
BOARD OF EDUCATION MEETING  
MONDAY, NOVEMBER 19, 2018  
BOARD ROOM – BARKER ROAD MIDDLE SCHOOL

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AGENDA

7:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA (BOARD ACTION)
- IV. PRINCIPAL’S REPORT – Mr. Josh Walker – Calkins Road Middle School
- V. DISTRICT INCLUSIVITY COMMITTEE PRESENTATION
- VI. APPROVAL OF MINUTES: November 5, 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 – 1/9/19
    - 2. Executive Committee – next meeting – 12/5/18
    - 3. Information Exchange Committee – next meeting – 1/9/19
    - 4. Labor Relations Committee – next meeting – 11/28/18
    - 5. Legislative Committee – next meeting – 12/5/18
    - 6. Steering Committee – next meeting – 1/23/19
    - 7. Community Outreach Advisory Committee – next meeting –12/6/18
  - B. Other Meeting Reports
  - C. Dates to Remember
    - 1. 11/21/18-11/23/18 – Schools Closed for Thanksgiving Recess
    - 2. 12/6/18 – Board Visit/Tour at Park Road Elementary School  
(Tour 7:15 am/Visit 7:30 am)
    - 3. 12/10/18 – Next Regularly Scheduled Meeting
- IX. FINANCIAL REPORT – Mr. Kenney
  - A. Action Items:
    - 1. Acceptance of Treasurer’s Report – October 31, 2018 (BOARD ACTION)
    - 2. Tax Certiorari Reserve Resolution (BOARD ACTION)
    - 3. Bid Awards (See Consent Agenda)
      - a. BOCES II Cooperative Electricity
      - b. BOCES II Cooperative Electrical, Plumbing and Building Supplies
  - B. Discussion:
    - 1. Facility Summer Work Update
  - C. Other

- X. HUMAN RESOURCE REPORT – Mr. Leone
  - A. Action Items;
    - 1. Professional Staff Report (BOARD ACTION)
    - 2. Support Staff Report (BOARD ACTION)
    - 3. Part Time Professional/Specialist Salaries 2018-2019 (BOARD ACTION)
  - B. Discussion:
  - C. Other:
  
- XI. SPECIAL EDUCATION REPORT – Ms. Woods
  - A. Action Items: (See Consent Agenda)
    - 1. Committee on Special Education: Amendment – Agreement No Meetings, Annual Review, Initial Eligibility Determination Meetings, Requested Review Transfer Student.
    - 2. Sub-Committee on Special Education: Amendment – Agreement No Meeting, Annual Review, Reevaluation Reviews, Requested Reviews.
    - 3. Committee on Preschool Special Education: Amendment – Agreement No Meetings, Initial Eligibility Determination Meetings, Reevaluation Reviews.
  - B. Discussion:
  - C. Other:
  
- XII. SUPERINTENDENT’S REPORT – Mr. Pero
  - A. Action Items:
    - 1. Call for Executive Session (BOARD ACTION)
    - 2. Field Trip Approval to Orlando, FL (MHS DECA) (BOARD ACTION)
    - 3. Gift to the District (See Consent Agenda)
      - a. Donation of \$5,000.00 from K.E.E.P. for the purchase of five (5) Smartboards to be placed in the FDK rooms at all 5 Pittsford Elementary schools.
  - B. Discussion:
  - C. Other:
  
- XIII. 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
  - F. Liability Reserve
  
- XIV. OLD BUSINESS
  
- XV. NEW BUSINESS
  
- XVI. PUBLIC COMMENT
  
- XVII. ADJOURNMENT/RECESS (BOARD ACTION)

Next Regularly Scheduled Meeting: December 10, 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](http://pittsfordschools.org)***

PITTSFORD CENTRAL SCHOOL DISTRICT

Board of Education Meeting  
Monday, November 5, 2018  
Barker Road Middle School

The REGULAR MEETING of the Pittsford Central School District Board of Education was held at 7:00 p.m. in the Auditorium and Board Room, Barker Road Middle School on Monday, November 5, 2018.

BOARD MEMBERS PRESENT: A. Thomas, K. McCluski, T. Aroesty (7:14 arrival), V. Baum, I. Narotsky, 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: S. Warchol, R. Scott, B. Haims, J. Clark

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

2. Motion was made by Mr. Sullivan, seconded by Mrs. Baum and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the agenda for this meeting.

**APPROVED:**  
**AGENDA**

Vote: Unanimously carried by those present

3. Mr. Pero opened up the Pittsford Pride program by saying that students being recognized this evening truly make a difference and have made Pittsford Schools a better place just by being who they are. This portion of the Board meeting will be aired on Channel 1303 and will be on a District podcast. Mr. Pero explained how the selection process begins in each building in order to bring us to this celebration. Mrs. Thomas, Mrs. McCluski and Mr. Pero read the nomination write-ups which explained the reason students have been selected. After all were recognized, they proceeded to the front of the auditorium to claim their certificates and write-ups; then joined the Board of Education on stage for pictures. The following students are our Pittsford Pride recipients being recognized this evening:

Name	Grade Level	School
Jared Berger	8 <sup>th</sup>	Barker Road MS
Chase Boss	12 <sup>th</sup>	Mendon HS
Kevin Curran	5 <sup>th</sup>	Park Road
Simon Delong	5 <sup>th</sup>	Mendon Center
Kelly Dykens	5 <sup>th</sup>	Allen Creek
Sienna Hughes	5 <sup>th</sup>	Thornell Road
Leah Klueber	5 <sup>th</sup>	Jefferson Road
Emma Neufeglise	8 <sup>th</sup>	Calkins Road MS
Kelsey Newlands	12 <sup>th</sup>	Sutherland HS

Mr. Aroesty arrived at 7:14 pm.

4. The Board meeting moved into the Board Room at the conclusion of the Pittsford Pride ceremony at 7:44 pm.

5. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its October 22, 2018 meeting.

**APPROVED:**  
**MINUTES**  
**10/22/18**

Vote: Unanimously carried

48.

5. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its October 22, 2018 meeting.  
Vote: Unanimously carried

**APPROVED:  
MINUTES  
10/22/18**

6. Mrs. Thomas reviewed upcoming meeting dates and dates to remember.

7. Motion was made by Mrs. McCluski, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED that the Board of Education of the Pittsford Central School District does hereby declare the above equipment scrap, and does hereby authorize the sale for scrap and receipt of proceeds from such.  
Vote: Unanimously carried

**APPROVED:  
DECLARATION  
OF BRMS  
SCRAP  
EQUIPMENT**

8. 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 Professional Staff Report:  
Vote: Unanimously carried

**APPROVED:  
PROFESSIONAL  
STAFF REPORT**

**A. Appointment – Teacher**

Name: Rachel Sando  
Position: School Psychologist  
Type of Position: Regular Sub  
Tenure Area: N/A  
Probationary Period: N/A  
Certification:  
Salary: \$37,973.60  
Effective Date: November 19, 2018

**B. Resignation – – School Related Professional**

Rebecca Borquist – letter attached

**C. Resignation for Retirement – School Related Professional**

Deborah Brunelle – letter attached

9. Motion was made by Mr. Sullivan, seconded by Mrs. Narotsky 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:  
Vote: Unanimously carried

**APPROVED:  
SUPPORT  
STAFF REPORT**

**CUSTODIAL/MAINTANANCE**

<u>RESIGNATIONS/ TERMINATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Jason Schultz	Cleaner	MHS		11/12/18

**RETIREMENT**

John Barg	Cleaner	SHS	14 yrs	10/24/18
Betty Wood	Cleaner	SHS	10 yrs	1/25/19

10. Mrs. Ward presented the Regents/AP/ACT/SAT exam reports.

11. Motion was made by Mrs. McCluski, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education of the Pittsford Central School District appoints Ellen Cutler-Igoe from the Impartial Hearing Officer Rotational List to serve as the Impartial Hearing Officer for a special education impartial hearing matter.

**APPROVED:  
IMPARTIAL  
HEARING  
OFFICER (IHO)  
APPOINTMENT**

Vote: Unanimously carried

12. Motion was made by Mr. Sullivan, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the MHS baseball field trip to Kissimmee, FL from 4/13/19 - 4/19/19.

**APPROVED:  
MHS  
FIELD TRIP**

Vote: Unanimously carried

13. Motion was made by Mr. Aroesty, seconded by Mrs. McCluski and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the MHS wind ensemble & concert choir field trip to Boston, MA from 4/7/19 - 4/9/19.

**APPROVED:  
MHS  
FIELD TRIP**

Vote: Unanimously carried

14. Mr. Pero noted the polling sites for the Nov. 6<sup>th</sup> election would be at Barker Rd. MS and Calkins Rd. MS.

15. Mr. Pero mentioned that the following topics would be covered during the upcoming advisory committee meeting: RTS bus stops and the best approach to maintaining stops in Pittsford.

16. Motion was made by Mrs. Narotsky, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the following items per the Consent Agenda:

**APPROVED:  
CONSENT  
AGENDA**

Vote: Unanimously carried

Bid Award:

18-19 FS Equipment

Proofer Cabinet

Main Ford General Supply

\$3,615.00

*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, Requested Review.

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

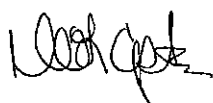
Committee on Preschool Special Education: Amendment – Agreement No Meetings.

17. Motion was made by Mrs. Baum, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Regular Meeting at 8:15 p.m.

**APPROVED:  
ADJOURNMENT**

Vote: Unanimously carried

Respectfully submitted



Deborah L. Carpenter  
School District Clerk

# PITTSFORD CENTRAL SCHOOL DISTRICT

## TREASURER'S REPORT

### October 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 October 31, 2018.

#### GENERAL FUND

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- Real Property Taxes in the amount of \$61,003,459 were received. The amount collected so far is 87.83% of the levy (see page 4).
- The District invested \$45,000,000 into Certificate of Deposits (see page 2).
- The District received from NYS Foundation Aid of \$1,483,934 (see page 4).
- The District received payments of \$53,659 for in lieu of taxes (see page 4).
- The District received Lottery Grant Aid of \$116,602 (see page 4).

#### SCHOOL LUNCH FUND

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- The school lunch program had net operations of \$62,975 for the month of October (see page 6).

#### TRUST & AGENCY FUND

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

#### SPECIAL AID FUND

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- Activity was normal for the month of September. The District is awaiting SED approvals for IDEA 611, Title I, Title II, Title III, & Title IV (See page 11).

#### CAPITAL, DEBT AND RESERVE FUNDS

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- Capital and Debt Service Funds have an unencumbered balance of \$3,919,657 (see page 13).
- Reserve fund balances total \$30,892,267 (see page 13).

Respectfully submitted,



Leanne G. Reister  
Director of Finance

**PITTSFORD CENTRAL SCHOOLS**

**STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS**  
**October 31, 2018**

**GENERAL FUND**

	9/30/2018 Balance	Receipts	Disbursements	10/31/2018 Balance
Cash in Banks - Checking	\$ 9,165,761.82	\$ 62,836,997.79	\$ 56,263,637.97	\$ 15,739,121.64
Money Market Account-Chase	386,187.18	183.65	-	386,370.83
Money Market Account- Key	1,698,129.55	221.27	583,963.57	1,114,387.25
Money Market Account- M & T	4,548,928.30	1,738.88	-	4,550,667.18
Money Market Account- CNB	500,457.17	5,000,036.20	5,000,000.00	500,493.37
Chase Purchasing Card	-	470,650.54	470,650.54	-
Investments (See Schedule)	2,014,069.38	45,000,000.00	-	47,014,069.38
	<b>\$ 18,313,533.40</b>	<b>\$ 113,309,828.33</b>	<b>\$ 62,318,252.08</b>	<b>\$ 69,305,109.65</b>

**RESERVES**

	9/30/2018 Balance	Receipts	Disbursements	10/31/2018 Balance
Unemployment Reserve (Checking)	\$ 385,607.13	\$ 49.01	-	\$ 385,656.14
Workers' Compensation Reserve	360,427.26	45.81	-	360,473.07
Reserve for Tax Certiorari (Checking)	928,470.26	118.01	-	928,588.27
Employee Retirement Contribution	2,303,940.93	292.83	-	2,304,233.76
Reserve for Liability (Checking)	1,637,478.61	208.12	-	1,637,686.73
Insurance Reserve (Checking)	1,222,815.80	154.20	37,082.40	1,185,887.60
Capital Reserve	16,128,705.48	2,051.72	-	16,130,757.20
Bus Purchase Reserve	5,388,220.54	763.98	-	5,388,984.52
Employee Benefit Reserve	2,663,331.77	338.51	-	2,663,670.28
Instructional Technology Capital Reserve	1,804,438.15	229.34	-	1,804,667.49
Investments (See Schedule)	-	-	-	-
	<b>\$ 32,823,435.93</b>	<b>\$ 4,251.53</b>	<b>\$ 37,082.40</b>	<b>\$ 32,790,605.06</b>

**SCHOOL LUNCH FUND**

	9/30/2018 Balance	Receipts	Disbursements	10/31/2018 Balance
Cash in Banks - Checking	\$ 399,285.61	\$ 208,958.69	\$ 180,092.31	\$ 428,151.99
Money Market Account-Chase	207,745.67	26.40	-	207,772.07
	<b>\$ 607,031.28</b>	<b>\$ 208,985.09</b>	<b>\$ 180,092.31</b>	<b>\$ 635,924.06</b>

**CAPITAL FUND**

	9/30/2018 Balance	Receipts	Disbursements	10/31/2018 Balance
Cash in Banks - Checking	\$ 33,218.31	\$ 583,979.48	\$ 607,549.99	\$ 9,647.80
Cash with Fiscal Agent	-	-	-	-
Capital-Dec 2012 Proposition-BAN	1,529,558.30	194.37	8,710.92	1,521,041.75
Bus Purchase Reserve -Capital	1,324,047.00	-	1,279,047.43	44,999.57
	<b>\$ 2,886,823.61</b>	<b>\$ 584,173.85</b>	<b>\$ 1,895,308.34</b>	<b>\$ 1,575,689.12</b>

**SPECIAL AID FUND**

	9/30/2018 Balance	Receipts	Disbursements	10/31/2018 Balance
Cash in Banks - Checking	\$ 358,191.34	\$ 227,322.00	\$ 355,469.37	\$ 230,043.97
Money Market Account-Chase	-	-	-	-
	<b>\$ 358,191.34</b>	<b>\$ 227,322.00</b>	<b>\$ 355,469.37</b>	<b>\$ 230,043.97</b>

**PITTSFORD CENTRAL SCHOOLS**  
**INVESTMENT SCHEDULES**

*As of October 31, 2018*

**GENERAL FUND**

Date Purchased	Maturity Date	Bank of Deposit	Principal Amount	Interest Rate	Number of Days	Interest Income
9/10/2018	11/9/2018	CNB	2,014,069.38	1.83%	60	6,058.76
10/2/2018	11/1/2018	CNB	5,000,000.00	2.04%	30	8,383.56
10/16/2018	11/16/2018	Chase	15,000,000.00	1.88%	30	23,178.08
10/18/2018	12/17/2018	Chase	20,000,000.00	1.94%	60	63,780.82
10/18/2018	11/19/2018	Chase	5,000,000.00	1.87%	30	7,684.93
			<u>47,014,069.38</u>			<u>\$ 109,086.15</u>

Our current interest rates are as follows:

JP Morgan Chase Checking	0.10% -0.29%
JP Morgan Chase Money Market	0.43%
Key Checking	0.02%
Key Money Market	0.05% -0.10%
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 OCTOBER 2018**  
**General Fund Accounts (Checking and Money Market)**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
30-Sep	BEGINNING BALANCE			<u>16,299,464.02</u>
	<b>Receipts:</b>			
	Taxes & Tax Items	61,060,775.62		
	Non Property Taxes			
	Local Revenues	663,606.78		
	State Aid (VLT Lottery Aid)	116,602.02		
	Monroe #1 BOCES	942,512.20		
	Federal Aid - Medicaid (Both Portions)	11,045.69		
	Interest	7,553.08		
	Transfer-Insurance Reserve	37,082.40		
	Net Transfers	5,000,000.00		
	<b>Total Receipts:</b>			<u>67,839,177.79</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers		98,268.06	
	Check # 250079-250483		4,577,306.66	
	ACH #000160-000196		7,464.02	
	Transfer to Capital Re: DT/DF		583,963.57	
	Transfer to Special Aid Re: DT/DF		100,000.00	
	Payroll Funding		6,021,883.13	
	Transfer to CD		45,000,000.00	
	Void Checks		(11,934.44)	
	Transfer to P-Card		470,650.54	
	Net Transfers		5,000,000.00	
	<b>Total Disbursements:</b>			<u>(61,847,601.54)</u>
31-Oct	ENDING BALANCE	<u>\$ 67,839,177.79</u>	<u>\$ 61,847,601.54</u>	<u>22,291,040.27</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	22,474,835.41
<b>ADD:</b>	
NSF Payments	
Outstanding Deposit (Pittsford Payment Center)	
<b>SUBTRACT:</b>	
Outstanding Checks	(71,641.14)
Outstanding Transfer to Special Aid	(112,154.00)
<b>ADJUSTED BANK BALANCE</b>	<u>22,291,040.27</u>
<b>BALANCE PER BOOKS</b>	<u>22,291,040.27</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

GENERAL FUND

Monthly Statement of Revenues  
October 31, 2018

DESCRIPTION	BUDGETED REVENUES WITH ADJUSTMENTS	REV. REC'D 10/31/2018	REV. REC'D TO DATE	ESTIMATED TO 6/30	OVER/(UNDER) BUDGET
Real Property Taxes	93,372,931.79	61,003,458.61	81,976,008.61	93,372,931.79	-
Other Payments in Lieu of Taxes	83,570.00	53,658.83	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	-	41,476.59	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	31.50	217.50	15,000.00	-
Admissions	13,521.00	5,874.85	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	7,686.28	30,350.35	150,000.00	-
Rental of Real Property	80,000.00	(75.00)	6,084.00	80,000.00	-
Rental of Real Property, BOCES	-	-	-	-	-
Rental of Buses	2,000.00	2,991.03	2,991.03	2,991.03	991
Commissions	-	-	44.30	44.30	44
Forfeiture of Deposits	-	-	-	-	-
Sale of Scrap and Excess Materials	1,000.00	521.84	618.33	1,000.00	-
Sale of Instructional Materials - Textbooks	-	-	-	-	-
Sale of Equipment	50,000.00	151,395.00	151,395.00	151,395.00	101,395
Insurance Recoveries	40,000.00	10,239.51	10,562.12	40,000.00	-
Other Compensation for Loss	2,000.00	131.23	626.96	2,000.00	-
Refund for BOCES Aided Services	285,000.00	-	-	285,000.00	-
Refund of Prior Years Expense	60,000.00	166,454.25	168,448.48	168,448.48	108,448
Gifts and Donations	30,000.00	19,000.00	21,029.00	30,000.00	-
Unclassified Revenues	170,000.00	1,317.50	66,163.64	170,000.00	-
State Aid - General Operating/Foundation Aid	7,829,663.05	1,483,933.57	3,053,033.45	7,829,663.05	-
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	194,336.70	116,602.02	194,336.70	194,336.70	-
State Aid - Commercial Gaming Grant	-	-	-	-	-
State Aid - BOCES	2,298,431.00	(52,835.00)	(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	5,522.84	80,887.01	80,887.01	40,887
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	-	-	-	-	-
<b>TOTALS:</b>	<b>\$ 139,197,930.21</b>	<b>\$ 62,975,908.86</b>	<b>\$ 90,165,255.51</b>	<b>\$ 139,457,136.03</b>	<b>\$ 259,205.82</b>

**PITTSFORD CENTRAL SCHOOLS**

**GENERAL FUND**

Schedule of Appropriated Expenses

October 31, 2018

	ORIGINAL APPROPRIATIONS	TRANSFERS AND ADJUSTMENTS	REVISED APPROPRIATIONS	EXPENDITURES TO DATE	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCES
<b>School Operations</b>						
Elementary Schools	19,088,557.00	145,206.49	19,233,763.49	3,463,161.10	13,277,012.83	2,493,589.56
Middle School	14,018,513.00	(14,886.70)	14,003,626.30	2,661,108.13	10,255,980.68	1,086,537.49
High School	19,559,451.00	309,039.84	19,868,490.84	4,076,254.50	13,488,612.27	2,303,624.07
<b>Total School Operations</b>	<b>52,666,521.00</b>	<b>439,359.63</b>	<b>53,105,880.63</b>	<b>10,200,523.73</b>	<b>37,021,605.78</b>	<b>5,883,751.12</b>
<b>Central Student Programs &amp; Services</b>						
Special Education Office	489,990.00	20,026.14	510,016.14	170,386.65	166,392.23	173,237.26
Special Education Services	1,243,917.00	-	1,243,917.00	205,761.83	941,542.48	96,612.69
Out of District Spec. Ed Programs	6,574,787.00	458,138.29	7,032,925.29	1,307,218.52	4,971,587.30	754,119.47
Special Services	651,058.00	(50.00)	651,008.00	120,929.11	491,745.49	38,333.40
Summer Programs	24,000.00	3,154.00	27,154.00	7,200.00	16,800.00	3,154.00
Non Public Services	428,928.00	2,000.00	430,928.00	37,911.62	309,427.63	83,588.75
BOCES	455,240.00	(60,787.97)	394,452.03	131,900.55	232,699.45	29,852.03
<b>Total Central Programs &amp; Services</b>	<b>9,867,920.00</b>	<b>422,480.46</b>	<b>10,290,400.46</b>	<b>1,981,308.28</b>	<b>7,130,194.58</b>	<b>1,178,897.80</b>
<b>Instructional Services</b>						
Curriculum & Instruction Services	715,265.00	4,851.01	720,116.01	316,977.05	259,421.69	143,717.27
Standards of Performance	509,204.00	(393.04)	508,810.96	82,271.34	313,587.25	112,952.37
Pupil Services Office	301,901.00	2,029.09	303,930.09	87,242.85	162,218.38	54,468.86
Instructional Technology Services	1,647,597.00	633,112.38	2,280,709.38	1,249,244.10	843,049.49	188,415.79
Professional Development Services	258,905.00	3,201.71	262,106.71	79,810.87	161,817.23	20,478.61
Data Team	406,019.00	469.86	406,488.86	142,543.27	255,530.03	8,415.56
<b>Total Instructional Services</b>	<b>3,838,891.00</b>	<b>643,271.01</b>	<b>4,482,162.01</b>	<b>1,958,089.48</b>	<b>1,995,624.07</b>	<b>528,448.46</b>
<b>Support Services</b>						
Finance Services	917,391.00	17,764.21	935,155.21	302,356.62	547,328.01	85,470.58
Personnel Services	415,423.00	6,954.83	422,377.83	134,870.73	212,854.46	74,652.64
Public Information Services	354,982.00	1,065.86	356,047.86	138,897.19	162,263.74	54,886.93
Operations and Maintenance	7,947,709.00	1,043,119.95	8,990,828.95	2,267,500.27	4,771,342.96	1,951,985.72
Printing and Mailing Services	285,498.00	4,733.18	290,231.18	73,530.20	195,900.90	20,800.08
Support Services Technology	1,281,386.00	106,339.62	1,387,725.62	659,056.17	643,134.89	85,534.56
Transportation Services	4,661,203.00	105,564.72	4,766,767.72	921,614.34	2,873,064.31	972,089.07
<b>Total Support Services</b>	<b>16,883,592.00</b>	<b>1,285,542.37</b>	<b>17,149,134.37</b>	<b>4,497,825.52</b>	<b>9,405,889.27</b>	<b>3,245,419.58</b>
<b>Central Administration</b>						
Board of Education	66,002.00	1,987.58	67,989.58	20,701.09	10,225.45	37,063.04
Superintendent's Office	343,203.00	6,849.10	350,052.10	119,391.70	218,508.12	12,152.28
<b>Total Central Administration</b>	<b>409,205.00</b>	<b>8,836.68</b>	<b>418,041.68</b>	<b>140,092.79</b>	<b>228,733.57</b>	<b>49,215.32</b>
<b>Undistributed Expenses</b>						
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	12,897.08	1,696,648.08	731,333.95	886,638.68	78,675.45
Employee Benefits	39,713,310.00	(159,337.02)	39,553,972.98	9,662,817.70	26,881,298.45	3,009,856.83
<b>Total Undistributed Expenses</b>	<b>53,898,751.00</b>	<b>(146,439.94)</b>	<b>53,752,311.06</b>	<b>15,930,890.94</b>	<b>34,461,547.16</b>	<b>3,359,872.96</b>
<b>TOTAL</b>	<b>136,544,880.00</b>	<b>2,653,050.21</b>	<b>139,197,930.21</b>	<b>34,708,730.74</b>	<b>90,243,594.43</b>	<b>14,245,605.04</b>

**Transfers and Adjustments Detail:**

Prior Year Encumbrances 2,653,050.21

**Total Transfers and Adjustments** 2,653,050.21

**PITTSFORD CENTRAL SCHOOLS  
SCHOOL LUNCH FUND  
Monthly Operating Report  
October 31, 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	\$ 93,186.25	\$ 79,828.50	\$ 166,938.00	\$ 149,595.00
OTHER CAFETERIA SALES	148,822.20	132,004.34	\$ 262,948.54	231,092.72
REBATES	247.61	-	\$ 613.99	-
INTEREST INCOME	79.21	74.87	\$ 284.28	333.64
INSURANCE/OTHER COMP	-	-	-	-
MISCELLANEOUS INCOME	-	15.00	\$ 189.52	245.96
<b>TOTAL REVENUES:</b>	\$ 242,335.27	\$ 211,922.71	\$ 430,974.33	\$ 381,267.32

**EXPENDITURES**

SALARIES	\$ 66,077.68	\$ 62,786.65	\$ 149,445.68	\$ 146,660.86
EQUIPMENT	-	-	-	-
CONTRACTUAL/BOCES	751.49	1,321.65	\$ 7,712.32	12,568.89
FOOD & MILK USED	66,376.30	61,117.05	\$ 150,595.27	142,541.90
REPAIRS	3,085.77	3,608.60	\$ 5,593.79	9,028.64
TRAVEL/MILEAGE	-	198.54	\$ 99.84	244.60
SUPPLIES	3,183.66	3,334.07	\$ 15,386.51	14,493.74
BENEFITS	39,884.95	32,044.09	\$ 122,407.08	103,920.06
<b>TOTAL EXPENDITURES:</b>	\$ 179,359.85	\$ 164,410.65	\$ 451,240.49	\$ 429,458.69

**NET OPERATIONS:**                      \$            62,975.42    \$            47,512.06    \$            (20,266.16)    \$            (48,191.37)

**OTHER ITEMS AFFECTING FUND BALANCE**

Cumulative Change in Reserve for Supplies Inventory	\$ 2,610.95	\$ 1,726.48
Change in Fund Balance:	(17,655.21)	(46,464.89)
Fund Balance at July 1	\$ 457,290.41	\$ 443,215.85
Fund Balance to date	\$ 439,635.20	\$ 396,750.96

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

Loss of State Aid (National Lunch & Breakfast Program)	\$18,600	Free & Reduced Paid
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**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF OCTOBER 2018**

**School Lunch Fund**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
30-Sep	BEGINNING BALANCE			<u>\$ 607,031.28</u>
	<b>Receipts:</b>			
	Daily Deposits	45,311.23		
	Prepays- School Lunch Office	2,840.00		
	Prepaid- via NutriKids/Heartland	156,928.99		
	Other Sales-Vending	1,364.35		
	Catering	2,213.70		
	Miscellaneous	247.61		
	Interest	79.21		
	Net Transfers			
	<b>Total Receipts:</b>			<u>208,985.09</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers			
	Check # 202364-202389		109,294.36	
	Payroll Funding		70,797.95	
	Void Checks			
	Transfer to Trust & Agency re: Sales Tax			
	Net Transfers			
	<b>Total Disbursements:</b>			<u>(180,092.31)</u>
31-Oct	ENDING BALANCE	<u>\$ 208,985.09</u>	<u>\$ 180,092.31</u>	<u>635,924.06</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	634,022.11
<b>ADD:</b> Outstanding Deposits	10,470.63
NSF Checks	6.00
<b>SUBTRACT:</b>	
Outstanding Checks	(8,574.68)
<b>ADJUSTED BANK BALANCE</b>	<u>635,924.06</u>
<b>BALANCE PER BOOKS</b>	<u>635,924.06</u>

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

  
 Leeanne G. Register, 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  
October 31, 2018**

	9/30/2018			10/31/2018
	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
Private Purpose Funds (Scholarships)	60,613.37	1,032.97	150.50	61,495.84
Special Revenue Funds (Local Grants/Donations)	13,564.50	1.57	1,183.27	12,382.80
Consolidated Payroll	-	3,935,530.94	3,935,530.94	-
Net 1099R Distributions	-	-	-	-
NYS Employee Retirement	23,925.58	24,587.93	23,841.60	24,671.91
Income Protection (LTD)	-	13,167.32	13,167.32	-
Hospital Insurance	-	208,153.37	208,153.37	-
AFLAC	-	1,420.60	1,420.60	-
NYS Income Tax	-	246,239.02	246,239.02	-
Federal Income Tax	-	525,912.43	525,912.43	-
Federal Income Tax-1099R	-	-	-	-
Earned Income Credit	-	-	-	-
Income Execution	-	7,679.49	7,679.49	-
Association Dues	-	12,742.41	12,742.41	-
Social Security	-	841,891.46	841,891.46	-
Teacher Loans	-	21,633.00	21,633.00	-
Tax Sheltered Annuities	-	299,198.77	299,198.77	-
Bid Deposits	-	-	-	-
Other Liabilities	645.00	9,435.25	7,430.25	2,650.00
United Way	-	2,141.60	2,141.60	-
Life Insurance	-	7,407.05	7,407.05	-
Flex Benefits-Medical Exp.	(39,974.38)	54,580.46	60,031.61	(45,425.53)
Flex Benefits-Dependent Care	23,700.54	36,996.56	24,937.28	35,759.82
Flex Benefits-Management Fee	817.36	106.20	147.60	775.96
529 College Savings	-	-	-	-
Sales Tax	-	-	-	-
Accounts Receivable	-	-	-	-
Due from Other Funds	-	6,192,425.76	6,192,425.76	-
Due to Other Funds	282.63	133.20	-	415.83
Health Fund Reserve	1,689,642.32	471,145.01	70,393.57	2,090,393.76
<b>TOTALS:</b>	<b>\$ 1,773,216.92</b>	<b>\$ 12,913,562.37</b>	<b>\$ 12,503,658.90</b>	<b>\$ 2,183,120.39</b>

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

**Trust & Agency Accounts**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
30-Sep	BEGINNING BALANCE			<u>\$ 1,699,039.05</u>
	<b>Receipts:</b>			
	Payroll Funding	6,191,120.51		
	FSA Deductions	45,841.61		
	General Fund- DT/DF	470,915.00		
	FSA/Health Fund Prefunding Credit			
	Miscellaneous	9,529.01		
	Interest	363.21		
	Net Transfers	1,613,850.20		
	<b>Total Receipts:</b>			<u>8,331,619.54</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers-Taxes		1,613,850.20	
	EFT Withdrawals (FSA/Health Fund Accounts)		109,668.45	
	EFT/Wire Transfers (Omni, NYS ERS & NYS Sales Tax)		323,040.37	
	Payroll Checks # 234552-234736		474,680.52	
	Direct Deposits (D268846-D301116)		3,779,924.33	
	T & A Checks #200071		7,430.25	
	FSA Checks #200089			
	Void Checks		(1,027.48)	
	Net Transfers		1,613,850.20	
	<b>Total Disbursements:</b>			<u>(7,921,416.84)</u>
31-Oct	ENDING BALANCE	<u>\$ 8,331,619.54</u>	<u>\$ 7,921,416.84</u>	<u>2,109,241.75</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK</b>	2,264,323.63
<b>ADD:</b>	
Deposit in Transit	
<b>SUBTRACT:</b>	
Outstanding Checks	(146,712.09)
Benefit Resources - Current Month's transactions taken Next Month	(8,369.79)
<b>ADJUSTED BANK BALANCE</b>	<u>2,109,241.75</u>
<b>BALANCE PER BOOKS</b>	<u>2,109,241.75</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 OCTOBER 2018**

**Private Purpose Trusts and Special Revenue Accounts**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
30-Sep	BEGINNING BALANCE			<u>\$ 74,177.87</u>
	<b>Receipts:</b>			
	Miscellaneous -Dividend & Local Money	1,025.00		
	Interest	9.54		
	Net Transfers			
	<b>Total Receipts:</b>			<u>1,034.54</u>
	<b>Disbursements:</b>			
	Checks 200558-200560		1,333.77	
	Void Checks			
	Net Transfers			
	<b>Total Disbursements:</b>			<u>(1,333.77)</u>
31-Oct	ENDING BALANCE	<u>\$ 1,034.54</u>	<u>\$ 1,333.77</u>	<u>73,878.64</u>

<b>BANK RECONCILIATION</b>				
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<b>BALANCE PER BANK:</b>	74,826.14
<b>ADD:</b>	
<b>SUBTRACT:</b>	
Outstanding Checks	(947.50)
<b>ADJUSTED BANK BALANCE</b>	<u>73,878.64</u>
<b>BALANCE PER BOOKS</b>	<u>73,878.64</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**  
**SPECIAL AID FUNDS**  
**SCHEDULE OF APPROPRIATED EXPENSE**  
 October 31, 2018

DESCRIPTION	ORIGINAL BUDGET/REVENUES	PRIOR YR EXPENDITURES	CURRENT YR EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES	GRANT ADMINISTRATORS
<b>SERVICES FOR FEES</b>						Student Services
Driver Education (Cumulative Balance)	121,424.50	-	48,089.81	7,965.46	65,369.23	
Summer Enrichment (Cumulative Balance)	93,277.00	15,332.64	64,523.12	31.24	13,390.00	
<b>IDEA 611 18/19 (07/01/18-06/30/19)</b>	1,269,903.00	-	240,155.31	824,187.48	205,560.21	Special Education
Covers special education expenditures						
<b>IDEA 619 18/19 (07/01/18-06/30/19)</b>	48,243.00	-	7,220.28	28,881.12	12,141.60	Special Education
Covers pre-school educational expenses.						
<b>TITLE I 17/18 (09/01/17-08/31/18)</b>	221,102.00	192,683.67	13,555.21	-	14,863.12	Student Services
<b>TITLE I 18/19 (09/01/18-08/31/19)</b>	183,207.00	-	24,545.13	149,436.20	9,225.67	Student Services
Provides program additions at qualifying schools to support students at risk of not passing the required state assessments.						
<b>TITLE IIA GRANT 17/18 (09/01/17-08/31/18)</b>	147,730.00	57,745.40	28,603.32	-	61,381.28	Student Services
<b>TITLE IIA GRANT 18/19 (09/01/18-08/31/19)</b>	103,745.00	-	12,974.30	31,385.90	59,384.80	Student Services
Enhances Teacher/Principal training and recruitment.						
<b>TITLE III GRANT 17/18 (09/01/17-08/31/18)</b>	16,593.00	3,444.43	3,561.23	-	9,587.34	
<b>TITLE III GRANT 18/19 (09/01/18-08/31/19)</b>	22,050.00	-	68.13	11,023.56	10,958.31	
Provides language instructional education programs to assist Limited English Proficient (LEP) students achieve standards						
<b>TITLE III Immigrant GRANT 17/18 (09/01/17-08/31/18)</b>	25,515.00	6,934.58	9,518.23	-	9,062.19	Student Services
Provides language instructional education programs to assist Limited English Proficient (LEP) immigrant students achieve standards						
<b>TEACHER CENTER GRANT 2018-19</b>	43,907.00	-	25,214.61	1,253.05	17,439.34	Teacher Center
Provides staff development opportunities for teachers.						
<b>SPECIAL ED SUMMER PROGRAMS 4408</b>	275,000.00	-	274,940.64	-	59.38	Special Education
Payments for tuition to BOCES and outside providers of summer special education programs.						
<b>SPECIAL ED SUMMER PROGRAM-In District</b>	300,000.00	-	292,103.41	-	7,896.59	Special Education
Expenses for staff and materials for state approved in-district special education summer program.						
<b>SPECIAL ED SUMMER PROGRAM-Related Services</b>	18,000.00	-	15,584.38	-	2,435.62	Special Education
Payments to outside providers and staff for related services during July and August.						
<b>STATE SUPPORTED SCHOOLS</b>	85,000.00	-	19,021.74	65,978.26	-	Spec Ed/Business Office
4201 Schools for the Blind and Deaf						
<b>TOTALS :</b>	<b>2,974,696.50</b>	<b>276,140.72</b>	<b>1,079,658.85</b>	<b>1,120,142.27</b>	<b>498,754.66</b>	

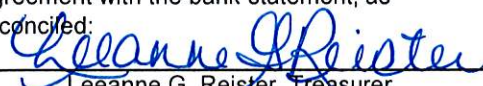
**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF OCTOBER 2018**

**Special Aid Funds**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
30-Sep	BEGINNING BALANCE			\$ 358,191.34
	<b>Receipts:</b>			
	Local Revenues	130.00		
	State Aid/Federal Aid	127,192.00		
	Transfer from General (20% funding)			
	Transfer from General DT/DF	100,000.00		
	Transfer to Special Aid Fund: write offs			
	Net Transfers			
	<b>Total Receipts:</b>			<u>227,322.00</u>
	<b>Disbursements:</b>			
	Transfer to Trust & Agency re: Sales Tax			
	Check # 205048-205075		257,056.85	
	Transfer to General Fund re: DT/DF			
	Void Checks/Stop Payments/NSF Checks			
	Payroll Funding		98,412.52	
	Net Transfers			
	<b>Total Disbursements:</b>			<u>(355,469.37)</u>
31-Oct	ENDING BALANCE	<u>\$ 227,322.00</u>	<u>\$ 355,469.37</u>	<u>230,043.97</u>

BANK RECONCILIATION	
<b>BALANCE PER BANK:</b>	129,644.31
<b>ADD:</b> Outstanding Deposit	
Interfund Transfer from General Fund	112,154.00
<b>SUBTRACT:</b>	
Outstanding Checks	(11,754.34)
Outstanding Payment Center Fees	
<b>ADJUSTED BANK BALANCE</b>	<u>230,043.97</u>
<b>BALANCE PER BOOKS</b>	<u>230,043.97</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 October 31, 2018

DESCRIPTION	APPROPRIATIONS	PRIOR YEAR PROJECT EXPENDITURES	EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES
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 14-15 Funded by General Fund	250,000.00	30,800.00	2,000.00	51,069.54	166,130.46
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 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	137,781.47	301,475.66	2,107,490.44
Capital Funded by Donations - Dec 11, 2012 Proposition (Dec 11, 2012 Total Proposition = \$43,131,786)	417,400.00	417,400.00	-	-	-
<b>Subtotal - Capital Fund</b>	<b>46,785,433.00</b>	<b>40,373,089.53</b>	<b>2,101,426.36</b>	<b>391,260.21</b>	<b>3,919,656.90</b>
Debt Service	13,128,007.33	-	7,653,473.50	5,474,533.83	-
<b>TOTALS:</b>	<b>59,913,440.33</b>	<b>40,373,089.53</b>	<b>9,754,899.86</b>	<b>5,865,794.04</b>	<b>3,919,656.90</b>

## RESERVE BALANCES October 31, 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)	3,029.15		4,778,984.52
Capital Reserve	16,124,796.90	(575,000.00)	5,960.30		15,555,757.20
Instructional Technology Capital Reserve	1,803,865.90		801.59		1,804,667.49
Insurance Reserve	1,222,354.67	(37,082.40)	615.33		1,185,887.60
Unemployment Insurance Reserve	385,461.44	(40,000.00)	194.70		345,656.14
Reserve for Liability	1,636,859.26	(50,000.00)	827.47		1,587,686.73
Reserve for Tax Certiorari	928,120.13		468.14		928,588.27
Employee Benefit & Accrued Liability Reserve	2,662,673.37	(400,000.00)	658.40		2,263,331.77
Reserve for Retirement Contributions	2,303,244.97	(203,000.00)	988.79		2,101,233.76
Workers' Compensation Reserve	360,362.75	(20,000.00)	110.32		340,473.07
<b>TOTALS:</b>	<b>32,813,694.76</b>	<b>(1,935,082.40)</b>	<b>13,654.19</b>	<b>-</b>	<b>30,892,266.55</b>

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.

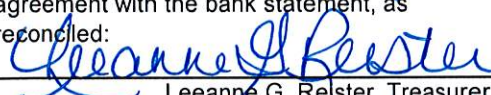
**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF OCTOBER 2018**

**Capital**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
30-Sep	BEGINNING BALANCE			<u>\$ 2,886,823.61</u>
	<b>Receipts:</b>			
	Transfer from General Fund re: Due to/from	583,963.57		
	Transfer from General Fund re: Bus Purch. Reserve	-		
	BAN Proceeds	-		
	Interest	210.28		
	Net Transfers	1,324,047.00		
	<b>Total Receipts:</b>			<u>1,908,220.85</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers		26.91	
	Payroll Funding		607,549.99	
	Capital Checks-# 60100-60103		-	
	Capital Checks-Dec 2012 Prop # 862-866		8,684.01	
	Capital Checks-Dec 2012 Prop BAN # 4330-4334		1,279,047.43	
	Bus Purchase Reserve Checks (200025)		-	
	BAN Redemption		1,324,047.00	
	Net Transfers		-	
	<b>Total Disbursements:</b>			<u>(3,219,355.34)</u>
31-Oct	ENDING BALANCE	<u>\$ 1,908,220.85</u>	<u>\$ 3,219,355.34</u>	<u>1,575,689.12</u>

<b>BANK RECONCILIATION</b>
----------------------------

<b>BALANCE PER BANK:</b>	1,578,972.78
<b>ADD:</b>	
<b>SUBTRACT:</b>	
Outstanding Checks	(3,283.66)
<b>ADJUSTED BANK BALANCE</b>	<u>1,575,689.12</u>
<b>BALANCE PER BOOKS</b>	<u>1,575,689.12</u>

This is to certify that the cash balance is in agreement with the bank statement, as reconciled:  
  
 Leeanne G. Relster, 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 OCTOBER 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
30-Sep	BEGINNING BALANCE				\$ 9,502,071.76
	<b>Receipts:</b>				
	Transfer from General Fund				
	Interest - Reserve for Liability		208.12		
	Interest -Tax Certiorari		118.01		
	Interest- Unemployment Insurance		49.01		
	Interest- Employee Benefit & Accrued Liabilities		338.51		
	Interest- Employee Retirement Contribution		292.83		
	Interest- Workers' Compensation		45.81		
	Interest- Insurance Reserve		154.20		
	Total Receipts:				1,206.49
	<b>Disbursements:</b>				
	EFT Withdrawals				
	Transfer to General Fund			37,082.40	
	Total Disbursements:				(37,082.40)
31-Oct	ENDING BALANCE		<u>\$ 1,206.49</u>	<u>\$ 37,082.40</u>	<u>9,466,195.85</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	9,466,195.85
<b>ADD:</b>	
<b>SUBTRACT:</b>	
Outstanding Checks	
<b>ADJUSTED BANK BALANCE</b>	9,466,195.85
<b>BALANCE PER BOOKS</b>	9,466,195.85

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 OCTOBER 2018  
 Capital Reserve, Capital Instructional Technology Reserve and Bus Purchase Reserve Accounts**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
30-Sep	BEGINNING BALANCE			<u>\$23,321,364.17</u>
	<b>Receipts:</b>			
	Interest - Bus Purchase Reserve	763.98		
	Interest - Capital Reserve	2,051.72		
	Interest - Capital IT Reserve	229.34		
	Transfer from General Fund			
	<b>Total Receipts:</b>			<u>3,045.04</u>
	<b>Disbursements:</b>			
	Transfer to Capital Fund			
	<b>Total Disbursements:</b>			<u>-</u>
31-Oct	ENDING BALANCE	<u>\$ 3,045.04</u>	<u>\$ -</u>	<u>23,324,409.21</u>

<b>BANK RECONCILIATION</b>
----------------------------

<b>BALANCE PER BANK:</b>	23,324,409.21
<b>ADD:</b>	-
<b>SUBTRACT:</b>	
Outstanding Checks	
<b>ADJUSTED BANK BALANCE</b>	<u>23,324,409.21</u>
<b>BALANCE PER BOOKS</b>	<u>23,324,409.21</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 OCTOBER 2018**


**Debt Service Fund**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
30-Sep	BEGINNING BALANCE			\$ 5,953,969.78
	<b>Receipts:</b>			
	Transfer from General Fund (per appropriations)			
	Transfer from Capital Fund (Assuming BAN Premium)			
	Interest	137.76		
	Net Transfers			
	<b>Total Receipts:</b>			137.76
	<b>Disbursements:</b>			
	Checks (001050)			
	Depository Trust Company (Wires)		4,707,200.00	
	Net Transfers			
	<b>Total Disbursements:</b>			(4,707,200.00)
31-Oct	ENDING BALANCE	<u>\$ 137.76</u>	<u>\$ 4,707,200.00</u>	<u>1,246,907.54</u>

<b>BANK RECONCILIATION</b>
----------------------------

<b>BALANCE PER BANK:</b>	1,249,907.54
<b>ADD:</b>	
<b>SUBTRACT:</b>	
Outstanding Checks	
<b>ADJUSTED BANK BALANCE</b>	<u>1,249,907.54</u>
<b>BALANCE PER BOOKS</b>	<u>1,246,907.54</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 OCTOBER 2018**

Zero Balance Accounts: Purchasing Card

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
30-Sep	BEGINNING BALANCE			\$ -
	<b>Receipts:</b>			
	Transfer from General Fund	470,650.54		
	<b>Total Receipts:</b>			470,650.54
	<b>Disbursements:</b>			
	JP Morgan Chase Withdrawal		470,650.54	
	<b>Total Disbursements:</b>			(470,650.54)
31-Oct	ENDING BALANCE	\$ 470,650.54	\$ 470,650.54	-

**BANK RECONCILIATION**

BALANCE PER BANK:	25.00
ADD:	-
SUBTRACT:           Bank Error Corrected in November	(25.00)
ADJUSTED BANK BALANCE	-
BALANCE PER BOOKS	-

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

  
 \_\_\_\_\_  
 Leeanne G. Roister, 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 October 31, 2018

SCHOOL	BEGINNING BALANCE 7/1/2018	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 10/31/2018
Allen Creek Elementary	1,262.18	-	-	1,262.18
Jefferson Road Elementary	1,648.60	-	-	1,648.60
Mendon Center Elementary	11,109.61	4,118.52	2,248.68	12,979.45
Park Road Elementary	3,192.58	2,269.50	535.29	4,926.79
Thornell Road Elementary	4,684.56	423.00	-	5,107.56
Barker Road Middle School	36,536.60	53,131.86	14,508.46	75,160.00
Calkins Road Middle School	66,572.81	30,833.22	9,463.31	87,942.72
Sutherland High School	77,358.59	16,437.67	19,687.42	74,108.84
Mendon High School	103,009.24	25,761.31	23,302.15	105,468.40
<b>TOTALS :</b>	<b>305,374.77</b>	<b>132,975.08</b>	<b>69,745.31</b>	<b>368,604.54</b>

BANK RECONCILIATION			
COMBINED BALANCES PER BANK:			380,760.42
ADD:	Outstanding Deposits / Bank Adjustments		104.00
	NSF Checks		200.00
SUBTRACT:	Outstanding Checks		(12,459.88)
ADJUSTED BANK BALANCE			368,604.54
BALANCE PER BOOKS			368,604.54

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
**Current Appropriation - Effective From: 10/01/2018 To: 10/31/2018**  
**Fiscal Year: 2019**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
<b>Fund: A - GENERAL FUND</b>						
10/02/2018	007686	<b>TO PROVIDE FUNDS FOR CONTRACTUAL SERVICES.</b>				
			A232-2100-500 R	CR SchISuppt Supplies	-1,800.00	
			A232-2100-400 R	CR SchISuppt Contr Svc		1,800.00
10/02/2018	007867	<b>TO COVER THE COST OF AV SUPPLIES.</b>				
			A640-1623-400 R	OM AV Contracted Services	-1,700.00	
			A640-1623-500 R	OM AV Supplies		1,700.00
10/10/2018	008233	<b>To cover costs of Kindergarten Art supplies</b>				
			A112-2100-500 R	AC SchISuppt Supplies	-341.27	
			A112-2113-500 R	AC Art Supplies		341.27
10/01/2018	008289	<b>Covering a portion of Cultural Arts request (BART) until PTSA funds are deposited into account.</b>				
			A340-2100-500 R	SHS SchISuppt Supplies	-25.00	
			A340-2110-493 R	SHS Young Aud-Cultural Ar		25.00
10/01/2018	008291	<b>TRANSFER FUNDS FROM SCHOOL SUPPORT WORKSHOPS TO SCHOOL SUPPORT BOCES FOR A CONFERENCE.</b>				
			A341-2100-465 R	MHS SchISuppt Trav Conf	-200.00	
			A341-2100-490 R	MHS SchISuppt BOCES		200.00
10/01/2018	008292	<b>TRANSFER FUNDS FROM DEPARTMENT BUDGETS TO COVER PAPER ORDERS.</b>				
			A341-2158-500 R	MHS Math Supplies	-75.84	
			A341-2810-500 R	MHS Counseling Supplies	-25.28	
			A341-2100-506 R	MHS SchI Suppt Copy Paper		101.12
10/01/2018	008547	<b>TO COVER THE COST OF STUDENT TRANSPORTATION TO ALBANY FOR AN AWARD.</b>				
			A830-9060-800 R	BEN Hospital Medical	-1,575.00	
			A117-2110-403 R	TR Tch RegSch Field Trip		1,575.00
10/02/2018	008600	<b>TO PROVIDE FUNDS FOR CONFERENCE REGISTRATION COSTS..</b>				
			A232-2020-465 R	CR Supr RegSch Trav Conf	-175.00	
			A232-2020-490 R	CR Supr RegSch BOCES		175.00
10/02/2018	008605	<b>TO PROVIDE FUNDS FOR DROP SAFES WITHIN ALL 9 BUILDINGS.</b>				
			A830-9060-800 R	BEN Hospital Medical	-3,518.80	
			A610-1310-500 R	FIN BusAdmn Supplies		3,518.80
10/02/2018	008664	<b>To cover mileage costs and print services.</b>				
			A113-2100-500 R	JR SchISuppt Supplies	-173.89	
			A113-2020-466 R	JR Supr RegSch Mileage		26.83
			A113-2100-492 R	JR SchISuppt Print Servs.		147.06
10/04/2018	008713	<b>TO PROVIDE FUNDS FOR BOCES WORKSHOP/RESACHING TEENS/FOSTERING RESILIENCE PART 2.</b>				
			A231-2100-465 R	BR SchISuppt Trav Conf	-175.00	
			A231-2100-490 R	BR SchISuppt BOCES		175.00

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
**Current Appropriation - Effective From: 10/01/2018 To: 10/31/2018**  
**Fiscal Year: 2019**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
10/04/2018	008814	<b>TRANSFERE FUNDS FROM SCHOOL SUPPORT TO PE TO COVER A WELLNESS ROOM MACHINE.</b>	A341-2100-500 R	MHS SchISuppt Supplies	-39.35	
			A341-2167-500 R	MHS PhysEd Supplies		39.35
10/04/2018	008816	<b>To adjust for mistake in using ELA standards account for Counseling Standards purchase.</b>	A511-2053-465 R	STD Counseling Trav & Con	-147.00	
			A511-2053-500 R	STD Counseling Supplies	-150.00	
			A511-2052-500 R	STD English Supplies		297.00
10/16/2018	008933	<b>To provide funds for field trips.</b>	A112-2110-500 R	AC Tch RegSch Supplies	-400.15	
			A112-2110-493 R	AC Young Aud-Cultural Art		400.15
10/25/2018	009359	<b>Balance textbook fund.</b>	A115-2110-500 R	PR Tch RegSch Supplies	-2.05	
			A115-2110-480 R	PR Tch RegSch Textbooks		2.05
10/17/2018	009360	<b>To provide funds for BOCES workshop.</b>	A112-2100-465 R	AC SchISuppt Trav Conf	-175.00	
			A112-2100-490 R	AC SchISuppt BOCES		175.00
10/12/2018	009368	<b>TRANSFER FUNDS FROM MATH SUPPLIES TO COVER THE COST OF MATH LEAGUE MEMBERSHIP.</b>	A341-2158-500 R	MHS Math Supplies	-20.00	
			A341-2158-406 R	MHS Math Entry Fees		20.00
10/10/2018	009397	<b>Add funds for HEALTH membership costs.</b>	A511-2040-500 R	STD Health Supplies	-50.00	
			A511-2040-468 R	STD Health Memberships		50.00
10/15/2018	009450	<b>TO PROVIDE FUNDS FOR ACADEMIC CHALLENGE BOWL REGISTRATION.</b>	A232-2100-500 R	CR SchISuppt Supplies	-494.00	
			A232-2100-490 R	CR SchISuppt BOCES		494.00
10/16/2018	009669	<b>To provide funds for Library Membership Renewel.</b>	A232-2610-400 R	CR Library Contracted Sv	-251.00	
			A232-2610-468 R	CR Library Memberships		251.00
10/17/2018	009779	<b>TO COVER THE COST OF FORECAST 5CAST AND 5CAST PLUS ANALYTICS.</b>	A830-9060-800 R	BEN Hospital Medical	-7,500.00	
			A660-2630-490 R	SST Computer Inst BOCES		7,500.00
10/18/2018	009811	<b>To cover the cost of copy paper.</b>	A520-2830-505 R	PS Print & Toner Cartridg	-100.00	
			A520-2830-506 R	PS Copy Paper		100.00

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
**Current Appropriation - Effective From: 10/01/2018 To: 10/31/2018**  
**Fiscal Year: 2019**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
10/18/2018	009818	To cover the cost of Copier paper.	A530-2630-500 R	ITS Computer Inst Supplie	-100.00	
			A530-2630-506 R	ITS Cmptr Inst Copy Paper		100.00
10/17/2018	009823	<b>TO COVER THE COST OF COPY PAPER.</b>	A830-9060-800 R	BEN Hospital Medical	-435.00	
			A610-1310-506 R	FIN BusAdmn Copy Paper		435.00
10/18/2018	009824	<b>TO COVER THE COST OF PAPER ORDER.</b>	A620-1430-500 R	PER Supplies & Materials	-150.00	
			A620-1430-506 R	PER Copy Paper		150.00
10/18/2018	009838	<b>TO COVER THE COST OF COPIER PAPER.</b>	A720-1240-505 R	SUPT Print Cartridges	-150.00	
			A720-1240-506 R	SUPT Copy Paper		150.00
10/18/2018	009861	<b>TO PROVIDE FUNDS FOR PAPER ORDER.</b>	A232-2134-500 R	CR World Lang Supplies	-26.16	
			A232-2100-506 R	CRMS Schl Suppt Copy Pap		26.16
10/19/2018	009886	<b>PROGRAM FUNDING NEEDED FOR CULTURAL ARTS WHILE WAITING FOR PTSA FUNDS.</b>	A340-2020-465 R	SHS Supr RegSch Trav Conf	-1,150.00	
			A340-2110-493 R	SHS Young Aud-Cultural Ar		1,150.00
10/19/2018	009890	<b>TO PROVIDE FUNDS FOR A CULTURAL ARTS EVENT.</b>	A231-2100-500 R	BR SchlSuppt Supplies	-2,530.00	
			A231-2110-493 R	BRMS Young Aud-Cultural A		2,530.00
10/22/2018	009946	<b>TRANSFER FUNDS FROM BUSINESS SUPPLIES TO COVER COST OF FIELD TRIPS .</b>	A341-2116-500 R	MHS Business Supplies	-145.00	
			A341-2110-403 R	MHS Tch RegSchField Trip		145.00
10/19/2018	009967	<b>To provide funds for installation of building layout plans for camera/prox card system.</b>	A640-1625-500 R	OM Security Supplies	-13,613.76	
			A640-1625-400 R	OM Security Contractual		13,613.76
10/19/2018	009972	<b>For purchase of paper for Curriculum and Standards office.</b>	A510-2010-500 R	CURINS Supplies	-300.00	
			A510-2012-500 R	CURINS Std Office Supplie	-50.00	
			A510-2010-506 R	CURINS Copy Paper		350.00
10/22/2018	010017	<b>BUDGET TRANSFER FOR TRIUMPH LEARNING MATH LAB ORDER.</b>	A114-2110-500 R	MC Tch RegSch Supplies	-69.96	
			A114-2110-480 R	MC Tch RegSch Textbooks		69.96
10/22/2018	010019	<b>Transfer funds to cover cost of ASCD membership.</b>	A511-2059-500 R	STD SpEd Supplies	-69.00	
			A511-2059-468 R	STD Sp Ed Memberships		69.00

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
**Current Appropriation - Effective From: 10/01/2018 To: 10/31/2018**  
**Fiscal Year: 2019**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
10/23/2018	010136	<b>CULTURAL ARTS PROGRAM TO HOCHSTEIN FOR WORLD LANGUAGE DEPT.</b>		A340-2134-500 R	SHS World Lang Supplies	-1,297.00
				A340-2110-493 R	SHS Young Aud-Cultural Ar	1,297.00
10/23/2018	010180	<b>TO COVER THE COST OF TRAVEL AND CONFERENCE.</b>		A231-2100-500 R	BR SchISuppt Supplies	-668.32
				A231-2020-465 R	BR Supr RegSch Trav Conf	668.32
10/26/2018	010231	<b>TRANSFER FUNDS FROM WORLD LANGUAGE SUPPLIES TO WORLD LANGUAGE MEMBERSHIP TO COVER AATSP MEMBERSHIP.</b>				
				A341-2134-500 R	MHS World Lang Supplies	-55.00
				A341-2134-468 R	MHS World Lang Membership	55.00
10/30/2018	010347	<b>Funds for membership to NABT for Standards Leader for Sec. Science.</b>		A511-2076-465 R	STD Science Trav Conf	-2.00
				A511-2076-500 R	STD Science Supplies	-77.00
				A511-2076-468 R	STD Science Memberships	79.00
10/26/2018	010370	<b>TRANSFER FUNDS FROM SCHOOL SUPPORT SUPPLIES TO COVER COSTS OF PE SUPPLIES.</b>				
				A341-2100-500 R	MHS SchISuppt Supplies	-10.00
				A341-2167-500 R	MHS PhysEd Supplies	10.00
10/25/2018	010403	<b>TO PROVIDE FUNDS FOR CULTURAL ARTS EVENT.</b>		A232-2100-500 R	CR SchISuppt Supplies	-2,045.00
				A232-2110-493 R	CRMS Young Aud-Cultural	2,045.00
10/25/2018	010537	<b>To provide funds for copy paper for maintenance and security offices.</b>		A640-1625-500 R	OM Security Supplies	-500.00
				A640-1620-506 R	OM Copy Paper	500.00
10/26/2018	010621	<b>TO PROVIDE FUNDS FOR CONTRACCTUAL SERVICES.</b>		A232-2176-500 R	CR Science Supplies	-225.00
				A232-2100-400 R	CR SchISuppt Contr Svc	225.00
10/30/2018	010652	<b>TO MAKE FUNDS AVAIALBLE FOR CONFERENCE COSTS.</b>		A231-2810-500 R	BR Counseling Supplies	-117.00
				A231-2100-490 R	BR SchISuppt BOCES	117.00
10/30/2018	010833	<b>TO PROVIDE FUNDS FOR CULTURAL ARTS EVENT.</b>		A117-2110-500 R	TR Tch RegSch Supplies	-800.00
				A117-2110-494 R	TR Visitng Author-BOCES	800.00
10/30/2018	010845	<b>To cover Memebership costs.</b>		A550-2060-466 R	DAT Mileage	-94.00
				A550-2060-468 R	DAT Memberships	94.00

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
**Current Appropriation - Effective From: 10/01/2018 To: 10/31/2018**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Fiscal Year: 2019	
					Amount Transferred From	Amount Transferred To
10/30/2018	010892	<b>To allocate District PTSA funds for Cultural Arts.</b>				
		A470-2110-490 R	BOCES Tch RegSch BOCES Sv	-8,000.00		
		A112-2110-493 R	AC Young Aud-Cultural Art		523.00	
		A113-2110-493 R	JR Young Aud-Cultural Art		492.00	
		A114-2110-493 R	MCE Young Aud-Cultural Ar		1,102.00	
		A115-2110-493 R	PR Young Aud-Cultural Ar		588.00	
		A117-2110-493 R	TR Young Aud-Cultural Ar		592.00	
		A231-2110-493 R	BRMS Young Aud-Cultural A		998.00	
		A232-2110-493 R	CRMS Young Aud-Cultural		939.00	
		A340-2110-493 R	SHS Young Aud-Cultural Ar		1,310.00	
		A341-2110-493 R	MHS Young Aud-Cultural Ar		1,456.00	
10/30/2018	010914	<b>To allocate Building PTSA funds for Visiting Author.</b>				
		A470-2110-490 R	BOCES Tch RegSch BOCES Sv	-5,000.00		
		A112-2110-494 R	AC Visiting Author-BOCES		800.00	
		A113-2110-494 R	JR Visiting Author-BOCES		850.00	
		A114-2110-494 R	MCE Visitng Author-BOCES		1,600.00	
		A115-2110-494 R	PR Visiting Author-BOCES		950.00	
		A117-2110-494 R	TR Visitng Author-BOCES		800.00	
10/30/2018	010915	<b>To allocate District PTSA funds to Visiting Author..</b>				
		A470-2110-490 R	BOCES Tch RegSch BOCES Sv	-5,000.00		
		A112-2110-494 R	AC Visiting Author-BOCES		1,200.00	
		A113-2110-494 R	JR Visiting Author-BOCES		1,150.00	
		A114-2110-494 R	MCE Visitng Author-BOCES		400.00	
		A115-2110-494 R	PR Visiting Author-BOCES		1,050.00	
		A117-2110-494 R	TR Visiting Author-BOCES		1,200.00	
10/31/2018	011156	<b>To correct negative budget accounts.</b>				
		A100-2100-173 R	ES SchISuppt OT/Extra hrs	-1,509.84		
		A100-2110-121 R	ES Tch RegSch 1-3	-23,791.18		
		A100-2250-162 R	ES SpEd Para Salary	-1,894.77		
		A200-2100-173 R	MS SchISuppt OT/Extra hrs	-353.11		
		A200-2112-153 R	MS Acad Interv Summer Sal	-3,059.17		
		A300-2100-173 R	HS SchISuppt OT/Extra hrs	-988.71		
		A300-2116-131 R	HS Business Tchr Salary	-6,681.45		
		A300-2149-131 R	HS Technology Tchr Salary	-48,842.66		
		A300-2158-131 R	HS Math Tchr Salary	-33,271.51		
		A300-2610-173 R	HS Library OT/Extra hrs	-111.49		
		A511-2052-135 R	STD English Inst Ldr Stip	-1.00		
		A530-2630-150 R	ITS Computer Inst AdmSal	-349.02		
		A830-9010-800 R	BEN Employee Retirement	-468.86		

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
**Current Appropriation - Effective From: 10/01/2018 To: 10/31/2018**  
**Fiscal Year: 2019**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount	Amount
					Transferred From	Transferred To
			A100-2110-123 R	ES Tch RegSch 4-5		2,745.00
			A100-2113-121 R	ES Art Teacher Salary		18,337.36
			A100-2610-121 R	ES Library Tch Salary		161.60
			A100-2815-153 R	ES HealthSv Summer Tch		72.22
			A100-2815-158 R	ES HealthSv NurseTchr Sal		2,475.00
			A112-2100-173 R	AC SchISuppt OT/Extra hrs		164.78
			A113-2100-173 R	JR SchISuppt OT/Extra hrs		34.79
			A115-2100-173 R	PR SchISuppt OT/Extra hrs		104.69
			A117-2100-173 R	TR SchISuppt OT/Extra hrs		1,205.58
			A200-2134-131 R	MS World Lang Tchr Sal		48,842.66
			A200-2250-162 R	MS SpEd Para Salary		1,894.77
			A200-2815-153 R	MS HealthSv Summer Tch		3,059.17
			A231-2100-173 R	BR SchISuppt OT/Extra hrs		238.83
			A232-2100-173 R	CR SchISuppt OT/Extra hrs		114.28
			A300-2134-131 R	HS World Lang Tchr Sal		33,271.51
			A300-2140-131 R	HS HealthEd Tchr Salary		6,681.45
			A300-2610-182 R	HS Library Aux Staff Sal		111.49
			A340-2100-173 R	SHS SchISuppt OT/Extra hr		207.65
			A341-2100-173 R	MHS SchISuppt OT/Extra hr		781.06
			A511-2049-135 R	STD Tech InstrLdr Stipend		1.00
			A550-2060-492 R	DAT Print Services		468.86
			A630-1480-180 R	INF Supervisory/Technical		349.02
			<b>Total for Fund A - GENERAL FUND</b>		<b>-183,115.60</b>	<b>183,115.60</b>

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

Cherianne B. Reister  
D. T. Reaney

Date of Treasurer's Report for BOE review

11/19/2018

Date Completed

11/6/2018

Person Completing

Cherianne B. Reister

# Pittsford Schools

Administrative Offices  
75 Barker Road - East Wing  
Pittsford, NY 14534  
585.267.1053

Fax: 585.381.9368  
Darrin\_Kenney@pittsford.monroe.edu

Darrin Kenney  
Assistant Superintendent for Business

Date: November 14, 2018  
To: Michael Pero, Superintendent of Schools  
From: Darrin T. Kenney, Assistant Superintendent for Business *STK*  
Re: Tax Certiorari Reserve Resolution – Adjustment Funding

For many years the District's taxpayers have benefited by section 3651 of Education Law in permitting districts to fund a Tax Certiorari Reserve. The purpose of the reserve is to afford the Board of Education the ability to set aside funds for tax assessment challenges. The legal process to determine a judgment or settlement often takes several years and involves the various municipalities in the jurisdiction. Therefore, the law requires the District look back through the funds set aside in the reserve every four years adjust the set aside to reflect the current tax certiorari picture.

The chart below provided by the Director of Finance, Leeanne Reister, demonstrates the "updating" of the balances by fiscal year set aside. The 2014-15 amounts have recently regained activity in the legal process and we are therefore recommending the amount be reduced to the latest information. During the 2017-18 fiscal year we received new petitions and therefore are recommending a set aside commensurate with those claims.

Fiscal Year	Balance as of 6/30/18	Amount Needed Today	Difference (adjustment needed)	Notes
2014-15	\$ 352,846.48	\$ 52,926.97	\$ (299,919.51)	Potential Settlement
2015-16	\$ 190,567.36	\$ 190,567.36	\$ -	No change
2016-17	\$ 191,315.58	\$ 190,153.37	\$ (1,162.21)	correction
2017-18	\$ 193,390.71	\$ 193,390.71	\$ -	No change
2018-19	\$ -	\$ 515,114.60	\$ 515,114.60	New Claims
<b>Total</b>	<b>\$ 928,120.13</b>	<b>\$ 1,142,153.01</b>	<b>\$ 214,032.88</b>	<b>Board Resolution Adjustment to Reserve</b>

*I therefore recommend the following resolution:*

**BE IT RESOLVED THAT** the Board of Education of the Pittsford Central School District authorizes the transfer of two hundred fourteen thousand thirty two dollars and eighty-eight cents (\$214,032.88) into the Tax Certiorari Reserve from the General Fund Unrestricted Fund Balance for tax certiorari claims related to currently unsettled Notice of Petitions.

*DTK:kd*



# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

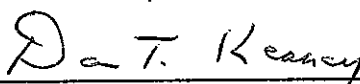
## RECOMMENDATION FOR COMPETITIVE BID AWARD

TO: Board of Education  
FROM: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Karen L. Houston)  
BOE DATE: November 19, 2018  
TOPIC: BOCES II Cooperative Electricity Bid RFB-1877-18  
Date Advertised: October 11, 2018, *Democrat & Chronicle*  
Date of Bid Opening: October 25, 2018  
Time of Bid Opening: 2:00 PM at BOCES II  
SOURCE OF FUNDS: 640-1622-418 & 670-5530-420

**BE IT RESOLVED**, That the Board of Education of the Pittsford Central School District award a contract to the following vendor as low responsive bidder meeting specifications:

ITEM BID	RECOMMENDED VENDOR	AMOUNT
<i>Electricity</i>	Energy Cooperative of America, Inc.	<u>\$1,462,000.00</u> (Est. 2019 and 2020 Budget)

**Comments:** The BOCES II Cooperative Electricity Bid contract period is 01/01/19-12/31/19. Four bids were received at time of bid opening and reviewed by Rose Brennan, BOCES II Bid Coordinator, and William A. Baker, KB Marketing Associates. Energy Cooperative of America, Inc. submitted the bid with the lowest potential cost while meeting all specifications; therefore, Mr. Baker recommends bid award to Energy Cooperative of America, Inc. See Mr. Baker's attached recommendation letter for further explanation.

  
\_\_\_\_\_  
Darrin Kenney, Assistant Superintendent for Business



KB Marketing Associates  
Energy Professionals  
PO Box 455, Walworth, NY 14568-0455  
(585) 507-7451  
[kbma1@rochester.rr.com](mailto:kbma1@rochester.rr.com)

October 25, 2018

Rose Brennan, Purchasing Agent  
Monroe 2-Orleans BOCES  
3599 Big Ridge Road  
Spencerport, NY 14559-1799

Subject: School District Cooperative Bid Advisement for CY2019 Electric Supply

Dear Rose:

After reviewing the four (4) bids received on October 25<sup>th</sup> for the supply of Electricity to the school districts participating in the Monroe 2-Orleans BOCES bid for the contract period January 1 thru December 31, 2019, I have concluded that the bid submitted by **Energy Cooperative of America, Inc.** for the fixed price Adder would best serve these districts with the potential lowest possible cost while meeting the Bid Specifications.

Electricity supplied via Energy Cooperative of America, Inc. (ECA) will utilize the ESS Price Option contract method from RG&E and National Grid using a variable supply price for all electricity used during this 12-month period. This supply price will be composed of the NYISO Day Ahead Market commodity price + ECA's fixed price Adder + CES Clean Energy Standard + NYISO Supply system losses. This method was chosen for its potential for lowest prices and minimal risk of price escalation. Billing will utilize the dual-billing model with separate monthly billing from ECA and the LDCs.

Attached is my analysis providing the verification calculations for the four (4) bids submitted. The adder price for 2019 will average **\$.006613/Kwh** which is 7.7% higher than the current CY2018 average adder price. The adder price represents approximately 10% of the total cost of electricity to the Districts. This increase will cost the bid participants approximately \$42,194 more annually.

The electric supply prices are anticipated to remain low due to lower cost power generation in the NYS Grid. The NYS Clean Energy Standard (CES) charge will to be charged on all electric supply billings during 2019. This is the NYS & PSC mandated charge which the electric energy suppliers are required to collect from their customers. My monthly electric billing cost analysis breaks down all the charges contained in the electric supply billing.

Thank you for this opportunity to continue serving you in energy related matters.

Sincerely,

A handwritten signature in black ink, appearing to read 'WABaker'.

William A. Baker, Consultant  
Attachment: BOCES 2 ELECTRIC BID RESULTS ANALYSIS & CALCULATION - CY2018

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

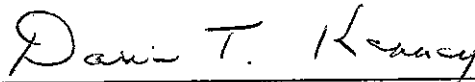
## RECOMMENDATION FOR COMPETITIVE BID AWARD

To: Board of Education  
From: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Karen L. Houston)  
BOE Date: November 19, 2018  
Topic: BOCES II Cooperative Electrical, Plumbing, and Building Supplies  
RFB- 1882-18  
Date Advertised: October 11, 2018 *Democrat & Chronicle*  
Bid Opening Date: November 1, 2018  
Bid Opening Time: 2:00 PM at BOCES II  
Fund: Schools and Departments

**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 specifications:

ITEM BID	RECOMMENDED VENDOR	ESTIMATED AMOUNT
<b>Building Supplies:</b> (Estimated)	VP Supply Corp.	37,187.08
<b>TOTAL:</b>		<u>\$ 37,187.08</u> (Cost Estimated)

**Comments:** The Boces II Cooperative Building Supplies Bid contract period is 01/01/19 - 12/31/19. Pittsford and 7 other districts participated. One bid response received. The bid was reviewed by Rose Brennan, Bid Coordinator at Boces II. The bid is recommended for award on an aggregate basis to the vendor submitting the lowest responsive and responsible bid that met all requirements.



Darrin Kenney, Assistant Superintendent for Business

**PITTSFORD CENTRAL SCHOOLS  
PITTSFORD, NEW YORK  
BOARD OF EDUCATION  
SPECIAL SALARIES REPORT  
NOVEMBER 19, 2018**

A. Special Salaries – see below

PITTSFORD CENTRAL SCHOOL  
PITTSFORD, NEW YORK

PART TIME PROFESSIONAL/SPECIALIST SALARIES 2018 - 2019

	<u>2017 - 2018</u>	<u>2018-19</u>
Tutors –		
In-hospital students	23.00/hr.*	23.00/hr.*
Life Guards (school year)	12.50/hr.	12.50/hr.
Accompanist	17.50/hr.	17.50/hr.
Substitute Teachers—Itinerant	95.00/day	95.00/day
Substitute Teachers—Short Term	120.00/day	120.00/day
Substitute Paraprofessionals	11.00/hr.	11.80/hr.
Kindergarten Screeners (district and non-district)	27.00/hr.	27.00/hr.
Administrative Substitute	170.00/day	175.00/day
Single Presenter	60.00/hr.	60.00/hr.
Co-Presenter	40.00/hr.	40.00/hr.
Collegial Circle Facilitator (Professional Staff)	10.00/hr.	10.00/hr.
H.S. Concert Coverage (Lights/Sound)	30.18/hr.	30.18/hr.
Administrator Mentor		\$3,800/yr.

\*Mileage and parking to be paid for those experiencing these costs as a result of their assignment.

Board of Education

Received

NOV 13 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: Romas School: MHS

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): Orlando Florida

Estimated Number of Students: \*depends upon State qualifiers Round Trip Mileage: N/A

Departure: Date 4/26 or 4/27/19 Time depends on flight sche Return: Date 4/30 or 5/1/19 Time depends on flight schedules

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

Estimated Number of Chaperones: Teachers: 1-2\* Parents Other:

Type of Transportation:

District bus: Please complete Special Trip Request Card Commercial Carrier: AIRLINE Please complete form (8460F.7 - Trans)

Arrangement for meals and lodging (if necessary):

\* date specific competition & amount of students vary based upon regional qualifiers \*

Cost:

Estimated Cost Per Student: Event Fee: \$1000+ Travel: Lodging: Meals: Other: Total: \$1000+

Estimated Funds from Each Source: from District: from student: \$1,000+ outside source: fundraising: other: Total:

Describe fundraising or outside sources: Fundraising has been planned to help offset costs for all

Cv

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

Date of parent informational meeting: ~~approx 2-3 weeks before trip~~ *3/9/19*

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

Bag checks in morning BEFORE boarding bus.

Curfew : as outlined by State DECA; room checks – immediately after curfew; chaperones with students during all tours, etc.;

Security on duty overnight at hotel. NYDECA Code of Conduct followed.

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: *TBA* *4/10/19* (Include a copy of chaperone responsibilities and expectations)

Other remarks:

*[Signature]*  
Requesting Teacher(s) Signature

*10/11/18*  
Date

**Curricular/Instructional Plan**

For what course is this trip required? DECA Nationals

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

Students are participating at National level competitions & co-curricular events

Activities

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

Students will prepare & practice for competitive events for several months in preparation for International Career Conference.

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

Students will take exams, present projects & compete in co-curricular events based on entrepreneurship, marketing, hospitality & management.

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

Upon return students will continue to prepare for next year, as well as share their experience with members and other classes..

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?

Prior to trip, all students will be held responsible for receiving work they might miss while they're gone and completing any make-up work they to do.

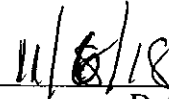
What specific plans have been made for the continued instruction of those students in the class who will not participate in the field trip?

Sub plans will continue instruction as normal.

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



Principal Approval



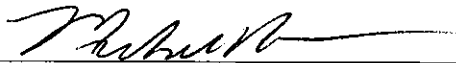
Date

Director/ASI Approval

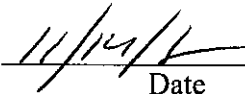
Date

Comments:

**TO BE COMPLETED BY THE SUPERINTENDENT**



Superintendent's Approval



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 KEEP  
Jeff 40 Cimmerer ✓ Phone 585-267-1084

Address BRM 8 - E

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.

\$ 5000.00 for FDK Smartboard

- From KEEP -

2. Describe any conditions or restrictions for its use.

All Five Elementary 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.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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?

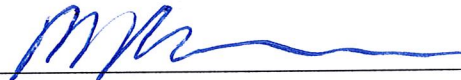
Thank you for your consideration of the district as a recipient of a gift. We will consider your donation and respond to you about our ability to accept your gift as soon as possible.

**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 11/16/18  
(When appropriate)

Principal's Approval: N/A Date \_\_\_\_\_

Superintendent's Approval:  Date 11/19/18

Board Action: Date: \_\_\_\_\_

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# Pittsford Schools

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Administrative Offices  
75 Barker Road – East Wing  
Pittsford, NY 14534

585.267.1053

fax: 585.381.9368

Darrin\_Kenney@pittsford.monroe.edu

Darrin Kenney  
*Assistant Superintendent for Business*

Date: November 14, 2018  
To: Michael Pero, Superintendent of Schools  
From: Darrin T. Kenney, Assistant Superintendent for Business  
Re: Budget Transfer – Settlement

DTK

A settlement agreement has been reached regarding a specific student with special needs for the current school year and 2019-20. The District has established reserves for this type of expense and by law needs Board of Education approval to transfer funds from the Liability Reserve to cover this expenditure and legal fees incurred.

I therefore recommend the following resolution to wit:

**BE IT RESOLVED** that the Board of Education of the Pittsford Central School District does hereby authorize the treasurer to expend \$38,250 from the Liability Reserve for payment of the Settlement Agreement.

DTK:kd