

*Thank you PCSD Board of Education!!*



PITTSFORD CENTRAL SCHOOL DISTRICT  
PITTSFORD, NEW YORK  
BOARD OF EDUCATION MEETING  
MONDAY, OCTOBER 22, 2018  
BOARD ROOM – BARKER ROAD MIDDLE SCHOOL

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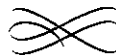
AGENDA

7:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA (BOARD ACTION)
- IV. PRINCIPAL'S REPORT – Mr. Shawn Clark – Jefferson Road Elementary School
- V. APPROVAL OF MINUTES: October 9, 2018 (BOARD ACTION)
- VI. 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.*
- VII. BOARD OF EDUCATION REPORT
  - A. Monroe County School Boards Association Meeting Reports
    - 1. Board President's – next meeting – 11/7/18
    - 2. Executive Committee – next meeting – 12/5/18
    - 3. Information Exchange Committee – next meeting – 11/14/18
    - 4. Labor Relations Committee – next meeting – 10/24/18
    - 5. Legislative Committee – next meeting – 11/7/18
    - 6. Steering Committee – next meeting – 1/23/19
    - 7. Community Outreach Advisory Committee – next meeting – 11/1/18
  - B. Other Meeting Reports
  - C. Dates to Remember
    - 1. 11/5/18 – Next Regularly Scheduled Meeting
- VIII. FINANCIAL REPORT – Mr. Kenney
  - A. Action Items:
    - 1. Acceptance of Treasurer's Report – September 2018 (BOARD ACTION)
    - 2. 1<sup>st</sup> Quarter Extraclassroom Activities Report (BOARD ACTION)
    - 3. Insurance Reserve Resolution (BOARD ACTION)
    - 4. Bid Award (See Consent Agenda)
      - a. BOCES II Cooperative Fall Fine Paper
  - B. Discussion:
  - C. Other

- IX. HUMAN RESOURCE REPORT – Mr. Leone
  - A. Action Items;
    - 1. Professional Staff Report (BOARD ACTION)
    - 2. Support Staff Report (BOARD ACTION)
  - B. Discussion:
  - C. Other:
  
- X. SPECIAL EDUCATION REPORT – Ms. Woods
  - A. Action Items: (See Consent Agenda)
    - 1. Committee on Special Education: Amendment – Agreement No Meetings, Reevaluation Review, Reevaluation Transfer Student, Requested Reviews, Requested Review Transfer Student, Transfer Student – Agreement No Meeting.
    - 2. Sub-Committee on Special Education: Amendment – Agreement No Meetings, Reevaluation to Determine Continuing Eligibility for Special Education, Requested Review.
    - 3. Committee on Preschool Special Education: Annual Review, Initial Eligibility Determination Meetings, Reevaluation Review, Transfer Student – Agreement No Meeting.
  - B. Discussion:
  - C. Other:
  
- XI. SUPERINTENDENT’S REPORT – Mr. Pero
  - A. Action Items:
    - 1. Call for Executive Session (BOARD ACTION)
    - 2. Field Trip Approval to Paris & Rennes, France (MHS/SHS) (BOARD ACTION)
    - 3. Gift to the District (See Consent Agenda)
      - a. Donation of \$1,500.00 from K.E.E.P. to support the PCSD Robotics Team.
  - B. Discussion:
  - C. Other:
  
- XII. CONSENT AGENDA (BOARD ACTION)
  - A. Bid Award
  - B. Committee on Special Education
  - C. Sub-Committee on Special Education
  - D. Committee on Preschool Special Education
  - E. Gift to the District
  
- XIII. OLD BUSINESS
  
- XIV. NEW BUSINESS
  
- XV. PUBLIC COMMENT
  
- XVI. ADJOURNMENT/RECESS (BOARD ACTION)

Next Regularly Scheduled Meeting: November 5, 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)***

*For Board  
Approval*

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
Board of Education Meeting  
Tuesday, October 9, 2018  
Barker Road Middle School

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The REGULAR MEETING of the Pittsford Central School District Board of Education was held at 7:00 p.m. in the Board Room, Barker Road Middle School on Tuesday, October 9, 2018.

BOARD MEMBERS PRESENT: A. Thomas, T. Aroesty, V. Baum, R. Sanchez-Kazacos, P. Sullivan.

BOARD MEMBERS ABSENT: K. McCluski, I. Narotsky

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

OTHERS PRESENT: S. Warchol, R. Scott, K. Ronan, J. Sussman, M. Graham

1. Mrs. Thomas called the meeting to order 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. Sanchez-Kazacos 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. 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 September 26, 2018, meeting.

**APPROVED:  
MINUTES  
9/26/18**

Vote: Unanimously carried by those present

4. Board Reports:

Mrs. Thomas reminded those attending the 10/17/18 Information Exchange Committee meeting that it will be a late afternoon meeting from 4:00 - 5:30 pm.

Mrs. Baum noted some highlights from the 10/3/18 Legislative meeting: organizing 20/30 summit for Regents, NYSSBA Area 2 Resolutions, and clarification on the extension of the school year to cover snow days.

Mrs. Thomas noted that the Community Outreach Advisory Committee meeting will be on 11/1/18.

Mrs. Thomas reminded the subcommittees to be prepared to report updates at the Board Retreat on 10/15/18.

Mr. Pero noted that the Board Retreat will begin with Pat Vaughan-Brogan talking about restorative practices. If time permits, an overview of Health & Safety and mental health will also take place.

5. Motion was made by Mr. Aroesty, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the External Audit Report Corrective Action Plan as presented.

**APPROVED:  
EXTERNAL  
AUDIT REPORT  
CORRECTIVE  
ACTION PLAN**

Vote: Unanimously carried by those present

40.

6. 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 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 by those present

**APPROVED:  
DECLARATION  
OF SCRAP  
EQUIPMENT**

7. Motion was made by Mr. Sullivan, 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 by those present

**APPROVED:  
PROFESSIONAL  
STAFF REPORT**

**A. Appointment – Teacher**

Name: Kathleen Eckler  
Position: Art – MCE  
Type of Position: Part-time  
Tenure Area: Art  
Probationary Period: N/A  
Certification: Permanent  
Salary: \$29,832.90  
Effective Date: September 1, 2018 – October 10, 2018

Name: Mallory Gregor  
Position: Art – MCE/MHS  
Type of Position: Probationary  
Tenure Area: Art  
Probationary Period: 10/15/2018-10/14/2022  
Certification: Professional  
Salary: \$47,671  
Effective Date: October 15, 2018

**B. Appointment – School Related Professional**

Name: Sohug Mookerjee  
Position: PRE - CSE Paraprofessional  
Type of Position: Civil Service  
Probationary Period: 09/24/2018 – 09/23/2019  
Salary: \$5,630.44  
Effective Date: September 24, 2018

**C. Modification**

Name: Danielle Warrell  
Position: PRE - CSE Paraprofessional  
Type of Position: Civil Service  
Probationary Period: N/A  
Modification: Move from Full-time to Part-time  
Effective Date: September 24, 2018

8. Motion was made by Mr. Sullivan, seconded by Mrs. Baum 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 by those present

**APPROVED:  
SUPPORT  
STAFF REPORT**

**CLERICAL**

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Maureen Shay	Counseling Clerical	MCE	18.75 wk	9/24/18	\$10,279.69
Jaime Myszka	Officer Clerk III (Registrar)	SHS	37.5 wk	10/22/18	\$28,275.00

**TRANSPORTATION**

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Richard Haggerty	Bus Driver	TMF	4.5 day	9/28/18	\$13,828.32
Michelle Corbett	Bus Attendant	TMF	4.5 day	10/3/18	\$10,170.45
Sharon Loria	Bus Driver (Retired)	TMF	4.5 day	10/10/18	\$20.01 per hr.

**RESIGNATIONS/  
TERMINATIONS**

<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>	
Carol Safar	Bus Driver	TMF	3 yrs	10/4/18
Terry Schutt	Bus Driver	TMF	1 wk	9/26/18

**RETIREMENT**

<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH</u>	<u>DATE</u>	
Sharon Loria	Bus Driver	TMF	10.3 yrs	10/4/18

**CUSTODIAL/MAINTANANCE**

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Christopher Burdick (Modification)	Security Worker	MHS	37.5	9/16/18	\$26,852.00
Mark Donovan (Modification)	Security Worker Substitute	as Needed	Per Diem	9/27/18	\$18.50 per hr.
Leanne Worboys (Modification)	Security Worker	SHS	37.5	9/16/18	\$26,852.00

**FOOD SERVICE**

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Amy Pierce	Food Service Sub	as needed	as needed	10/15/18	\$11.10 per hr.

**RESIGNATIONS/  
TERMINATIONS**

<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>	
Sengyoth Inbourne	Food Service Wkr	TRE	8 yrs	8/6/18

9. Curriculum Report:

Mrs. Ward thanked Mr. Cimnerer and his assistant Leslie for pulling together the data from multiple various reports where they packaged it in an organized way. She presented on the following topics: 1). grades 3-8 ELA and Math State Assessment results 2). 2018-19 Curriculum & Assessment Overview. Mrs. Ward spoke about ELA & math testing being reduced from 3 to 2 days, computer based testing, scores coming in late this year and Pittsford students continue to perform at very high levels on the assessments.

42.

10. Mr. Pero thanked PTSA for the donation of \$2595.60 which will allow all students at Calkins Road Middle School to have agendas.

11. Mr. Leone spoke about the new NYS Mandated Sexual Harassment Policy #6122

12. Mr. Pero noted that in the last KEEP meeting it was approved to pay for all regional competitions for High School Science Olympiad. He noted the new focus for KEEP is the student opportunity fund, technology and STEM. He also said that KEEP made a donation of \$1500 to First Robotics. Mr. Pero noted that a request to purchase drones was denied until the district revisits the policy. He also noted that the school district has approved to host the Rock to Change Summit next November, where our students will host approximately 500 other students and facilitate a day around inclusion.

13. Mr. Pero noted that the Central Office Team has been looking at enrollment. Mr. Cimmerer and the data team have been charged to look at enrollment by catchment area. He said that our enrollment has been fairly consistent over time but does anticipate it to grow incrementally.

14. Motion was made by Mrs. Sanchez-Kazacos, 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:  
Vote: Unanimously carried by those present

**APPROVED:  
CONSENT  
AGENDA**

Bid Awards:

18-19 FS Equipment

Refrigerated Merchandiser	Second & Broad Street Sales Corp/ DBA Joseph Flihan Co.	\$2,559.00
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BE IT FURTHER RESOLVED, that the Board of Education of the Pittsford Central School District reject all bids for the proofer cabinet in expectation of obtaining a lower bid price in the future.

*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 Meeting, Requested Reviews, Requested Review Transfer Students, Transfer Student – Agreement No Meeting.

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

Committee on Preschool Special Education: Amendment – Agreement No Meeting, Reevaluation Reviews.

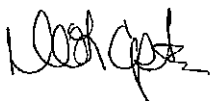
Gift to the District: CRMS PTSA purchased and gifted school wide student agendas at a cost of \$2595.60

Policy Approval: #6122-NYS Mandated Sexual Harassment

15. 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 adjournment of its Regular Meeting at 7:40 p.m.  
Vote: Unanimously carried by those present

**APPROVED:  
ADJOURNMENT**

Respectfully submitted



Deborah L. Carpenter  
School District Clerk

# PITTSFORD CENTRAL SCHOOL DISTRICT

## TREASURER'S REPORT

### September 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 September 30, 2018.

#### GENERAL FUND

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- Real Property Taxes in the amount of \$20,972,550 were received. The amount collected is 20.88% of the levy (see page 3).
- The District received Lottery Aid from NYS of 4,231,408 (see page 3).

#### SCHOOL LUNCH FUND

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- The school lunch program had net operations of (\$8,770) for the month of September (see page 6).

#### TRUST & AGENCY FUND

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

#### SPECIAL AID FUND

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- Activity was normal for the month of September. The District received approval for IDEA 619 and Teacher Center Grant. The District is awaiting SED approvals for IDEA 611, Title I, Title II, and Title III (See page 11).

#### CAPITAL, DEBT AND RESERVE FUNDS

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- Capital and Debt Service Funds have an unencumbered balance of \$3,921,657 (see page 13).
- Reserve fund balances total \$30,925,436 (see page 13).

Respectfully submitted,



Leeanne G. Reister  
Director of Finance

**PITTSFORD CENTRAL SCHOOLS**

**STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS**  
**September 30, 2018**

**GENERAL FUND**

	8/31/2018 Balance	Receipts	Disbursements	9/30/2018 Balance
Cash in Banks - Checking	\$ 2,543,925.12	\$ 27,303,361.29	\$ 20,681,524.59	\$ 9,165,761.82
Money Market Account-Chase	386,050.75	136.43	-	386,187.18
Money Market Account- Key	1,697,989.98	139.57	-	1,698,129.55
Money Market Account- M & T	4,547,246.14	1,682.16	-	4,548,928.30
Money Market Account- CNB	500,426.46	30.71	-	500,457.17
Chase Purchasing Card	-	69,971.86	69,971.86	-
Investments (See Schedule)	2,008,512.50	5,556.88	-	2,014,069.38
	<b>\$ 11,684,150.95</b>	<b>\$ 27,380,878.90</b>	<b>\$ 20,751,496.45</b>	<b>\$ 18,313,533.40</b>

**RESERVES**

	8/31/2018 Balance	Receipts	Disbursements	9/30/2018 Balance
Unemployment Reserve (Checking)	\$ 385,559.71	\$ 47.42	-	\$ 385,607.13
Workers' Compensation Reserve	160,404.25	200,023.01	-	360,427.26
Reserve for Tax Certiorari (Checking)	928,356.07	114.19	-	928,470.26
Employee Retirement Contribution	1,803,710.87	500,230.06	-	2,303,940.93
Reserve for Liability (Checking)	1,637,277.22	201.39	-	1,637,478.61
Insurance Reserve (Checking)	1,222,665.41	150.39	-	1,222,815.80
Capital Reserve	14,117,289.58	2,011,415.90	-	16,128,705.48
Bus Purchase Reserve	4,687,469.65	700,750.89	-	5,388,220.54
Employee Benefit Reserve	1,663,110.81	1,000,220.96	-	2,663,331.77
Instructional Technology Capital Reserve	1,504,248.21	300,189.94	-	1,804,438.15
Investments (See Schedule)	-	-	-	-
	<b>\$ 28,110,091.78</b>	<b>\$ 4,713,344.15</b>	<b>\$ -</b>	<b>\$ 32,823,435.93</b>

**SCHOOL LUNCH FUND**

	8/31/2018 Balance	Receipts	Disbursements	9/30/2018 Balance
Cash in Banks - Checking	\$ 289,573.80	\$ 251,549.45	\$ 141,837.64	\$ 399,285.61
Money Market Account-Chase	207,720.12	25.55	-	207,745.67
	<b>\$ 497,293.92</b>	<b>\$ 251,575.00</b>	<b>\$ 141,837.64</b>	<b>\$ 607,031.28</b>

**CAPITAL FUND**

	8/31/2018 Balance	Receipts	Disbursements	9/30/2018 Balance
Cash in Banks - Checking	\$ 70,454.15	\$ 1.16	\$ 37,237.00	\$ 33,218.31
Cash with Fiscal Agent	-	-	-	-
Capital-Dec 2012 Proposition-BAN	1,537,069.83	190.20	7,701.73	1,529,558.30
Bus Purchase Reserve -Capital	1,324,047.00	-	-	1,324,047.00
	<b>\$ 2,931,570.98</b>	<b>\$ 191.36</b>	<b>\$ 44,938.73</b>	<b>\$ 2,886,823.61</b>

**SPECIAL AID FUND**

	8/31/2018 Balance	Receipts	Disbursements	9/30/2018 Balance
Cash in Banks - Checking	\$ 503,461.69	\$ 17,602.68	\$ 162,873.03	\$ 358,191.34
Money Market Account-Chase	-	-	-	-
	<b>\$ 503,461.69</b>	<b>\$ 17,602.68</b>	<b>\$ 162,873.03</b>	<b>\$ 358,191.34</b>



# PITTSFORD CENTRAL SCHOOLS

## INVESTMENT SCHEDULES

*As of September 30, 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
			<u>2,014,069.38</u>			<u>\$ 6,058.76</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.

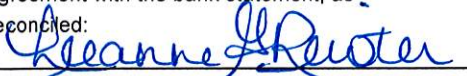
**PITTSFORD CENTRAL SCHOOLS**  
**BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2018**  
**General Fund Accounts (Checking and Money Market)**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>9,675,638.45</u>
	<b>Receipts:</b>			
	Taxes & Tax Items	20,993,547.51		
	Non Property Taxes			
	Local Revenues	305,262.83		
	State Aid (Excess Cost Aid)	4,403,502.93		
	Federal Aid - Medicaid (Both Portions)	12,386.78		
	Interest	3,159.37		
	Net Transfers			
	<b>Total Receipts:</b>			<u>25,717,859.42</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers		77,216.92	
	Check # 245019-250078		5,412,765.06	
	ACH #000139-000159		643.60	
	Transfer to Capital Reserve		2,010,119.00	
	Transfer to Workers Comp Reserve		200,000.00	
	Transfer to ERS Reserve		500,000.00	
	Transfer to Capital IT Reserve		300,000.00	
	Transfer to EBLAR Reserve		1,000,000.00	
	Transfer to Bus Purchase Reserve		700,000.00	
	Payroll Funding		5,716,819.77	
	Transfer to Debt (Bond Principal & Interest)		4,704,200.00	
	Void Checks		(1,597,702.36)	
	Transfer to P-Card		69,971.86	
	Net Transfers			
	<b>Total Disbursements:</b>			<u>(19,094,033.85)</u>
30-Sep	ENDING BALANCE	<u>\$ 25,717,859.42</u>	<u>\$ 19,094,033.85</u>	<u>16,299,464.02</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	19,621,022.45
<b>ADD:</b>	
NSF Payments	20.00
Outstanding Deposit (Pittsford Payment Center)	140.00
<b>SUBTRACT:</b>	
Outstanding Checks	(3,310,742.43)
Outstanding Transfer to Special Aid	(10,976.00)
<b>ADJUSTED BANK BALANCE</b>	<u>16,299,464.02</u>
<b>BALANCE PER BOOKS</b>	<u>16,299,464.02</u>

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

  
 Leeanne G. Reister, Treasurer

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

\_\_\_\_\_  
 Deborah L. Carpenter, School District Clerk

**PITTSFORD CENTRAL SCHOOLS**

**GENERAL FUND**

Monthly Statement of Revenues  
September 30, 2018

DESCRIPTION	BUDGETED REVENUES WITH ADJUSTMENTS	REV. REC'D 9/30/2018	REV. REC'D TO DATE	ESTIMATED TO 6/30	OVER/(UNDER) BUDGET
Real Property Taxes	100,460,555.00	20,972,550.00	20,972,550.00	100,460,555.00	-
Other Payments in Lieu of Taxes	83,570.00	20,997.51	20,997.51	83,570.00	-
STAR Tax Relief Program	-	-	-	-	-
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	7,440.00	7,440
Other Student Charges	15,000.00	-	186.00	15,000.00	-
Admissions	13,521.00	1,258.00	1,258.00	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	8,818.10	22,664.07	150,000.00	-
Rental of Real Property	80,000.00	6,159.00	6,159.00	80,000.00	-
Rental of Real Property, BOCES	-	-	-	-	-
Rental of Buses	2,000.00	-	-	2,000.00	-
Commissions	-	-	44.30	44.30	44
Forfeiture of Deposits	-	-	-	-	-
Sale of Scrap and Excess Materials	1,000.00	-	96.49	1,000.00	-
Sale of Instructional Materials - Textbooks	-	-	-	-	-
Sale of Equipment	50,000.00	-	-	50,000.00	-
Insurance Recoveries	40,000.00	322.61	322.61	40,000.00	-
Other Compensation for Loss	2,000.00	478.40	495.73	2,000.00	-
Refund for BOCES Aided Services	285,000.00	-	-	285,000.00	-
Refund of Prior Years Expense	60,000.00	600.00	1,994.23	60,000.00	-
Gifts and Donations	30,000.00	54.00	2,029.00	30,000.00	-
Unclassified Revenues	170,000.00	22,873.58	64,846.14	170,000.00	-
State Aid - General Operating/Foundation Aid	7,946,265.07	1,484,604.11	1,569,099.88	7,946,265.07	-
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	4,231,408.25	-
State Aid - Lottery Grant	77,734.68	77,734.68	77,734.68	77,734.68	-
State Aid - Commercial Gaming Grant	-	-	-	-	-
State Aid - BOCES	2,298,431.00	-	-	2,298,431.00	-
State Aid - Textbooks	360,568.00	93,180.00	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	6,193.39	75,364.17	75,364.17	35,364
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>\$ 26,934,671.63</b>	<b>\$ 27,189,346.65</b>	<b>\$ 139,240,778.68</b>	<b>\$ 42,848.47</b>

**PITTSFORD CENTRAL SCHOOLS**

**GENERAL FUND**

Schedule of Appropriated Expenses  
September 30, 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	132,229.26	19,220,786.26	1,908,244.75	14,712,201.10	2,600,340.41
Middle School	14,018,513.00	(67,561.13)	13,950,951.87	1,393,201.65	11,256,038.42	1,301,711.80
High School	19,559,451.00	355,116.50	19,914,567.50	2,137,885.56	15,007,333.30	2,769,348.64
<b>Total School Operations</b>	<b>52,666,521.00</b>	<b>419,784.63</b>	<b>53,086,305.63</b>	<b>5,439,331.96</b>	<b>40,975,572.82</b>	<b>6,671,400.85</b>
<b>Central Student Programs &amp; Services</b>						
Special Education Office	489,990.00	20,026.14	510,016.14	145,237.72	184,607.60	180,170.82
Special Education Services	1,243,917.00	-	1,243,917.00	102,560.29	1,041,300.86	100,055.85
Out of District Spec. Ed Programs	6,574,787.00	458,138.29	7,032,925.29	991,493.32	5,068,096.47	973,335.50
Special Services	651,058.00	(50.00)	651,008.00	69,127.56	541,232.11	40,648.33
Summer Programs	24,000.00	3,154.00	27,154.00	4,800.00	22,354.00	0.00
Non Public Services	428,928.00	2,000.00	430,928.00	20,043.61	323,648.16	87,236.23
BOCES	455,240.00	(42,787.97)	412,452.03	106,022.51	258,810.52	47,619.00
<b>Total Central Programs &amp; Services</b>	<b>9,867,920.00</b>	<b>440,480.46</b>	<b>10,308,400.46</b>	<b>1,439,285.01</b>	<b>7,440,049.72</b>	<b>1,429,066.73</b>
<b>Instructional Services</b>						
Curriculum & Instruction Services	715,265.00	4,851.01	720,116.01	277,171.60	293,978.31	148,966.10
Standards of Performance	509,204.00	(393.04)	508,810.96	41,482.91	283,046.05	184,282.00
Pupil Services Office	301,901.00	2,029.09	303,930.09	66,199.55	177,256.07	60,474.47
Instructional Technology Services	1,647,597.00	833,461.40	2,281,058.40	636,578.81	1,454,331.00	190,148.59
Professional Development Services	258,905.00	3,201.71	262,106.71	58,772.66	182,855.44	20,478.61
Data Team	406,019.00	1.00	406,020.00	109,774.39	287,160.68	9,084.93
<b>Total Instructional Services</b>	<b>3,838,891.00</b>	<b>643,151.17</b>	<b>4,482,042.17</b>	<b>1,189,979.92</b>	<b>2,678,627.55</b>	<b>613,434.70</b>
<b>Support Services</b>						
Finance Services	917,391.00	13,810.41	931,201.41	239,416.04	572,145.24	119,640.13
Personnel Services	415,423.00	6,954.83	422,377.83	108,908.33	240,487.74	72,981.76
Public Information Services	354,982.00	716.84	355,698.84	118,375.75	179,031.27	58,291.82
Operations and Maintenance	7,947,709.00	1,043,119.95	8,990,828.95	1,437,361.70	5,591,721.23	1,961,746.02
Printing and Mailing Services	285,498.00	4,733.18	290,231.18	57,020.76	212,027.93	21,182.49
Support Services Technology	1,281,386.00	98,839.62	1,380,225.62	552,233.52	729,189.66	98,602.44
Transportation Services	4,661,203.00	105,564.72	4,766,767.72	464,862.56	3,305,640.81	996,264.35
<b>Total Support Services</b>	<b>15,863,592.00</b>	<b>1,273,739.55</b>	<b>17,137,331.55</b>	<b>2,978,178.66</b>	<b>10,830,243.88</b>	<b>3,328,909.01</b>
<b>Central Administration</b>						
Board of Education	66,002.00	1,987.58	67,989.58	18,886.17	10,163.70	38,939.71
Superintendent's Office	343,203.00	6,849.10	350,052.10	92,842.76	245,277.69	11,931.65
<b>Total Central Administration</b>	<b>409,205.00</b>	<b>8,836.68</b>	<b>418,041.68</b>	<b>111,728.93</b>	<b>255,441.39</b>	<b>50,871.36</b>
<b>Undistributed Expenses</b>						
Debt Service & Interfund Transfers	12,501,690.00	-	12,501,690.00	4,952,775.72	7,277,573.60	271,340.68
Insurance & Fees	1,683,751.00	12,897.08	1,696,648.08	280,515.27	1,313,869.04	102,263.77
Employee Benefits	39,713,310.00	(145,839.36)	39,567,470.64	5,833,287.39	30,644,393.12	3,089,790.13
<b>Total Undistributed Expenses</b>	<b>53,898,751.00</b>	<b>(132,942.28)</b>	<b>53,765,808.72</b>	<b>11,066,578.38</b>	<b>39,235,835.76</b>	<b>3,463,394.58</b>
<b>TOTAL</b>	<b>136,544,880.00</b>	<b>2,653,050.21</b>	<b>139,197,930.21</b>	<b>22,225,082.86</b>	<b>101,415,771.12</b>	<b>15,557,076.23</b>

**Transfers and Adjustments Detail:**

Prior Year Encumbrances	2,653,050.21
<b>Total Transfers and Adjustments</b>	<b>2,653,050.21</b>

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

<b>CURRENT YEAR MONTHLY TOTALS</b>	<b>PREVIOUS YEAR MONTHLY TOTALS</b>	<b>2018-19 YR-TO-DATE</b>	<b>2017-18 YR-TO-DATE</b>
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**REVENUES:**

TYPE A SALES	\$ 73,751.75	\$ 69,766.50	\$ 73,751.75	\$ 69,766.50
OTHER CAFETERIA SALES	113,721.91	99,047.17	\$ 114,126.34	99,088.38
REBATES	-	-	\$ 366.38	-
INTEREST INCOME	71.90	82.44	\$ 205.07	258.77
INSURANCE/OTHER COMP	-	-	\$ -	-
MISCELLANEOUS INCOME	159.52	140.96	\$ 189.52	230.96
<b>TOTAL REVENUES:</b>	<b>\$ 187,705.08</b>	<b>\$ 169,037.07</b>	<b>\$ 188,639.06</b>	<b>\$ 169,344.61</b>

**EXPENDITURES**

SALARIES	\$ 57,772.84	\$ 60,908.73	\$ 83,368.00	\$ 83,874.21
EQUIPMENT	-	-	\$ -	-
CONTRACTUAL/BOCES	5,505.47	6,255.24	\$ 6,960.83	11,247.24
FOOD & MILK USED	84,218.97	81,424.85	\$ 84,218.97	81,424.85
REPAIRS	2,208.02	4,506.71	\$ 2,508.02	5,420.04
TRAVEL/MILEAGE	99.84	46.06	\$ 99.84	46.06
SUPPLIES	12,064.19	10,258.37	\$ 12,202.85	11,159.67
BENEFITS	34,606.04	32,426.29	\$ 82,522.13	71,875.97
<b>TOTAL EXPENDITURES:</b>	<b>\$ 196,475.37</b>	<b>\$ 195,826.25</b>	<b>\$ 271,880.64</b>	<b>\$ 265,048.04</b>

**NET OPERATIONS:**                  \$            (8,770.29)    \$            (26,789.18)    \$    (83,241.58)    \$    (95,703.43)

**OTHER ITEMS AFFECTING FUND BALANCE**

Cumulative Change in Surplus Food Inventory	\$ -	\$ -
Cumulative Change in Reserve for Supplies Inventory	\$ 3,619.54	\$ 1,242.06
Change in Fund Balance:	(79,622.04)	(94,461.37)
Fund Balance at July 1	\$ 457,290.41	\$ 443,215.85
Fund Balance to date	<b>\$ 377,668.37</b>	<b>\$ 348,754.48</b>

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

Loss of State Aid (National Lunch & Breakfast Program)	\$13,012	Free & Reduced Paid
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**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2018**

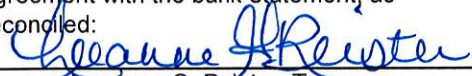
School Lunch Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 497,293.92</u>
	<b>Receipts:</b>			
	Daily Deposits	51,951.55		
	Prepays- School Lunch Office	2,590.00		
	Prepaid- via NutriKids/Heartland	196,635.94		
	Other Sales-Vending	325.61		
	Catering			
	Miscellaneous			
	Interest	71.90		
	Net Transfers			
	<b>Total Receipts:</b>			<u>251,575.00</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers			
	Check # 202322-202334		79,622.15	
	Payroll Funding		61,969.58	
	Void Checks			
	Transfer to Trust & Agency re: Sales Tax		245.91	
	Net Transfers			
	<b>Total Disbursements:</b>			<u>(141,837.64)</u>
30-Sep	ENDING BALANCE	<u>\$ 251,575.00</u>	<u>\$ 141,837.64</u>	<u>607,031.28</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	627,197.70
<b>ADD:</b> Outstanding Deposits	17,929.79
NSF Checks	6.00
<b>SUBTRACT:</b>	
Outstanding Checks	(38,102.21)
<b>ADJUSTED BANK BALANCE</b>	<u>607,031.28</u>
<b>BALANCE PER BOOKS</b>	<u>607,031.28</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  
TRUST & AGENCY  
September 30, 2018**

	7/31/2018			9/30/2018
	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
Private Purpose Funds (Scholarships)	63,174.50	238.87	2,800.00	60,613.37
Special Revenue Funds (Local Grants/Donations)	13,731.46	1.72	168.68	13,564.50
Consolidated Payroll	-	3,738,869.14	3,738,869.14	-
Net 1099R Distributions	-	-	-	-
NYS Employee Retirement	11,842.44	23,925.58	11,842.44	23,925.58
Income Protection (LTD)	-	13,196.99	13,196.99	-
Hospital Insurance	-	205,511.96	205,511.96	-
AFLAC	-	1,420.60	1,420.60	-
NYS Income Tax	-	241,612.90	241,612.90	-
Federal Income Tax	-	513,744.08	513,744.08	-
Federal Income Tax-1099R	-	-	-	-
Earned Income Credit	-	-	-	-
Income Execution	-	8,263.71	8,263.71	-
Association Dues	-	10,444.49	10,444.49	-
Social Security	-	806,583.48	806,583.48	-
Teacher Loans	-	21,188.17	21,188.17	-
Tax Sheltered Annuities	-	284,035.96	284,035.96	-
Bid Deposits	-	-	-	-
Other Liabilities	645.00	-	-	645.00
United Way	-	2,139.60	2,139.60	-
Life Insurance	-	7,439.13	7,439.13	-
Flex Benefits-Medical Exp.	(35,221.93)	51,596.24	56,348.69	(39,974.38)
Flex Benefits-Dependent Care	17,678.70	36,628.12	30,606.28	23,700.54
Flex Benefits-Management Fee	854.26	106.20	143.10	817.36
529 College Savings	-	-	-	-
Sales Tax	5.00	1,316.18	1,321.18	-
Accounts Receivable	-	-	-	-
Due from Other Funds	-	5,920,795.98	5,920,795.98	-
Due to Other Funds	180.78	101.85	-	282.63
Health Fund Reserve	1,719,622.62	190.12	30,170.42	1,689,642.32
<b>TOTALS:</b>	<b>\$ 1,792,512.83</b>	<b>\$ 11,889,351.07</b>	<b>\$ 11,908,646.98</b>	<b>\$ 1,773,216.92</b>

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

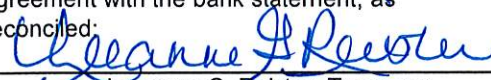
**Trust & Agency Accounts**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 1,715,606.87</u>
	<b>Receipts:</b>			
	Payroll Funding	5,918,681.25		
	FSA Deductions	44,165.28		
	General Fund- DT/DF			
	FSA/Health Fund Prefunding Credit			
	Miscellaneous	1,400.16		
	Interest	291.97		
	Net Transfers	1,661,402.04		
	<b>Total Receipts:</b>			<u>7,625,940.70</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers-Taxes		1,561,402.04	
	EFT Withdrawals (FSA/Health Fund Accounts)		73,103.21	
	EFT/Wire Transfers (Omni, NYS ERS & NYS Sales Tax)		297,199.58	
	Payroll Checks # 234552-234736		430,988.83	
	Direct Deposits (D268846-D301116)		3,618,412.82	
	T & A Checks #200071		-	
	FSA Checks #200089		-	
	Void Checks			
	Net Transfers		1,661,402.04	
	<b>Total Disbursements:</b>			<u>(7,642,508.52)</u>
30-Sep	ENDING BALANCE	<u>\$ 7,625,940.70</u>	<u>\$ 7,642,508.52</u>	<u>1,699,039.05</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK</b>	1,793,416.06
<b>ADD:</b>	
Deposit in Transit	
<b>SUBTRACT:</b>	
Outstanding Checks	(88,708.56)
Benefit Resources - Current Month's transactions taken Next Month	(5,668.45)
<b>ADJUSTED BANK BALANCE</b>	<u>1,699,039.05</u>
<b>BALANCE PER BOOKS</b>	<u>1,699,039.05</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

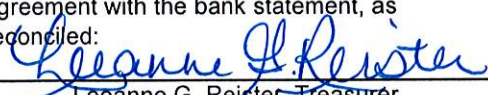


**PITTSFORD CENTRAL SCHOOLS**  
**BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2018**  
**Private Purpose Trusts and Special Revenue Accounts**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 76,905.96</u>
	<b>Receipts:</b>			
	Miscellaneous -Dividend & Local Money	231.00		
	Interest	9.59		
	Net Transfers			
	<b>Total Receipts:</b>			<u>240.59</u>
	<b>Disbursements:</b>			
	Checks 200549-200557		2,968.68	
	Void Checks			
	Net Transfers			
	<b>Total Disbursements:</b>			<u>(2,968.68)</u>
30-Sep	ENDING BALANCE	<u>\$ 240.59</u>	<u>\$ 2,968.68</u>	<u>74,177.87</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	77,943.55
<b>ADD:</b>	
<b>SUBTRACT:</b>	
Outstanding Checks	(3,765.68)
<b>ADJUSTED BANK BALANCE</b>	<u>74,177.87</u>
<b>BALANCE PER BOOKS</b>	<u>74,177.87</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**  
September 30, 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	-	37,208.98	8,961.14	75,254.38	
Summer Enrichment (Cumulative Balance)	90,888.39	15,332.64	64,523.12	31.24	10,981.39	
<b>IDEA 611 18/19 (07/01/18-06/30/19)</b>	1,269,903.00	-	148,504.01	906,005.76	215,393.23	Special Education
Covers special education expenditures						
<b>IDEA 619 18/19 (07/01/18-06/30/19)</b>	48,243.00	-	3,610.14	32,491.26	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	-	8,643.60	95,079.80	79,483.60	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	24,051.48	21,058.30	44,874.82	Student Services
<b>TITLE IIA GRANT 18/19 (09/01/18-08/31/19)</b>	103,745.00	-	1,252.40	18,848.40	83,644.20	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	-	-	150.00	21,900.00	
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	-	20,900.45	3,601.66	19,404.89	Teacher Center
Provides staff development opportunities for teachers.						
<b>SPECIAL ED SUMMER PROGRAMS 4408</b>	360,000.00	-	94,265.88	146,608.12	119,126.00	Special Education
Payments for tuition to BOCES and outside providers of summer special education programs.						
<b>SPECIAL ED SUMMER PROGRAM-In District</b>	360,000.00	-	278,003.41	18,900.00	63,096.59	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	-	15,564.38	-	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	-	-	85,000.00	-	Spec Ed/Business Office
4201 Schools for the Blind and Deaf						
<b>TOTALS :</b>	<b>3,117,287.89</b>	<b>276,140.72</b>	<b>723,162.52</b>	<b>1,336,735.68</b>	<b>781,248.97</b>	

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

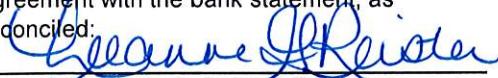
**Special Aid Funds**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			\$ 503,461.69
	<b>Receipts:</b>			
	Local Revenues	6,626.68		
	State Aid/Federal Aid	10,976.00		
	Transfer from General (20% funding)			
	Transfer from General DT/DF			
	Transfer to Special Aid Fund: write offs			
	Net Transfers			
	<b>Total Receipts:</b>			<u>17,602.68</u>
	<b>Disbursements:</b>			
	Transfer to Trust & Agency re: Sales Tax		79.61	
	Check # 205014-205047		23,062.99	
	Transfer to General Fund re: DT/DF			
	Void Checks/Stop Payments/NSF Checks			
	Payroll Funding		139,730.43	
	Net Transfers			
	<b>Total Disbursements:</b>			<u>(162,873.03)</u>
30-Sep	ENDING BALANCE	<u>\$ 17,602.68</u>	<u>\$ 162,873.03</u>	<u>358,191.34</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	355,230.38
<b>ADD:</b> Outstanding Deposit	
Interfund Transfer from General Fund	10,976.00
<b>SUBTRACT:</b>	
Outstanding Checks	(8,015.04)
Outstanding Payment Center Fees	
<b>ADJUSTED BANK BALANCE</b>	<u>358,191.34</u>
<b>BALANCE PER BOOKS</b>	<u>358,191.34</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

## Capital & Debt Service SCHEDULE OF APPROPRIATED EXPENSE September 30, 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	37,237.00	100,111.90	-
Capital 14-15 Funded by General Fund	250,000.00	30,800.00	-	51,069.54	168,130.46
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	-	39,810.47	544,153.10	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>214,828.94</b>	<b>2,275,857.63</b>	<b>3,921,656.90</b>
Debt Service	13,128,007.33	-	2,949,273.50	10,178,733.83	-
<b>TOTALS :</b>	<b>59,913,440.33</b>	<b>40,373,089.53</b>	<b>3,164,102.44</b>	<b>12,454,591.46</b>	<b>3,921,656.90</b>

## RESERVE BALANCES September 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)	2,265.17	-	4,778,220.54
Capital Reserve	16,124,796.90	(575,000.00)	3,908.58	-	15,553,705.48
Instructional Technology Capital Reserve	1,803,865.90	-	572.25	-	1,804,438.15
Insurance Reserve	1,222,354.67	-	461.13	-	1,222,815.80
Unemployment Insurance Reserve	385,461.44	(40,000.00)	145.69	-	345,607.13
Reserve for Liability	1,636,859.26	(50,000.00)	619.35	-	1,587,478.61
Reserve for Tax Certiorari	928,120.13	-	350.13	-	928,470.26
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)	695.96	-	2,100,940.93
Workers' Compensation Reserve	360,362.75	(20,000.00)	64.51	-	340,427.26
<b>TOTALS :</b>	<b>32,813,694.76</b>	<b>(1,898,000.00)</b>	<b>9,741.17</b>	<b>-</b>	<b>30,925,435.93</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 SEPTEMBER 2018**

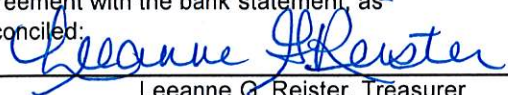
**Capital**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 2,931,570.98</u>
	<b>Receipts:</b>			
	Transfer from General Fund re: Due to/from			
	Transfer from General Fund re: Bus Purch. Reserve			
	BAN Proceeds			
	Interest	191.36		
	Net Transfers			
	<u>Total Receipts:</u>			<u>191.36</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers			
	Payroll Funding		161.47	
	Capital Checks-# 60099		37,237.00	
	Capital Checks-Dec 2012 Prop # 862-866			
	Capital Checks-Dec 2012 Prop BAN # 4328-4329		7,540.26	
	Bus Purchase Reserve Checks (200025)			
	BAN Redemption			
	Net Transfers			
	<u>Total Disbursements:</u>			<u>(44,938.73)</u>
30-Sep	ENDING BALANCE	<u>\$ 191.36</u>	<u>\$ 44,938.73</u>	<u>2,886,823.61</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	2,924,100.87
<b>ADD:</b>	
<b>SUBTRACT:</b>	
Outstanding Checks	(37,277.26)
<b>ADJUSTED BANK BALANCE</b>	<u>2,886,823.61</u>
<b>BALANCE PER BOOKS</b>	<u>2,886,823.61</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 SEPTEMBER 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-Aug	BEGINNING BALANCE				\$ 7,801,084.34
	<b>Receipts:</b>				
	Transfer from General Fund		1,700,000.00		
	Interest - Reserve for Liability		201.39		
	Interest -Tax Certiorari		114.19		
	Interest- Unemployment Insurance		47.42		
	Interest- Employee Benefit & Accrued Liabilities		220.96		
	Interest- Employee Retirement Contribution		230.06		
	Interest- Workers' Compensation		23.01		
	Interest- Insurance Reserve		150.39		
	Total Receipts:				<u>1,700,987.42</u>
	<b>Disbursements:</b>				
	EFT Withdrawals				
	Transfer to General Fund				
	Total Disbursements:				<u>-</u>
30-Sep	ENDING BALANCE		\$ 1,700,987.42	\$ -	<u>9,502,071.76</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	9,502,071.76
<b>ADD:</b>	
<b>SUBTRACT:</b>	
Outstanding Checks	
<b>ADJUSTED BANK BALANCE</b>	<u>9,502,071.76</u>
<b>BALANCE PER BOOKS</b>	<u>9,502,071.76</u>

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

  
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Leeanne G. Reister, Treasurer

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Deborah L. Carpenter, School District Clerk

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

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$20,309,007.44</u>
	<b>Receipts:</b>			
	Interest - Bus Purchase Reserve	750.89		
	Interest - Capital Reserve	1,296.90		
	Interest - Capital IT Reserve	189.94		
	Transfer from General Fund	3,010,119.00		
	<b>Total Receipts:</b>			<u>3,012,356.73</u>
	<b>Disbursements:</b>			
	Transfer to Capital Fund			
	<b>Total Disbursements:</b>			<u>-</u>
30-Sep	ENDING BALANCE	<u>\$ 3,012,356.73</u>	<u>\$ -</u>	<u>23,321,364.17</u>

**BANK RECONCILIATION**

BALANCE PER BANK:	23,321,364.17
ADD:	-
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	<u>23,321,364.17</u>
BALANCE PER BOOKS	<u>23,321,364.17</u>

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

  
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 Deborah L. Carpenter, School District Clerk

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


**Debt Service Fund**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			\$ 1,249,583.32
	<b>Receipts:</b>			
	Transfer from General Fund (per appropriations)	4,704,200.00		
	Transfer from Capital Fund (Assuming BAN Premium)			
	Interest	186.46		
	Net Transfers			
	<b>Total Receipts:</b>			4,704,386.46
	<b>Disbursements:</b>			
	Checks (001050)			
	Depository Trust Company (Wires)			
	Net Transfers			
	<b>Total Disbursements:</b>			-
30-Sep	ENDING BALANCE	<b>\$ 4,704,386.46</b>	<b>\$ -</b>	<b>5,953,969.78</b>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	5,953,969.78
<b>ADD:</b>	
<b>SUBTRACT:</b>	
Outstanding Checks	
<b>ADJUSTED BANK BALANCE</b>	5,953,969.78
<b>BALANCE PER BOOKS</b>	5,953,969.78

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

  
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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  
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2018**

Zero Balance Accounts: Purchasing Card

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			\$ -
	<b>Receipts:</b>			
	Transfer from General Fund	69,971.86		
				69,971.86
	<b>Disbursements:</b>			
	JP Morgan Chase Withdrawal		69,971.86	
				(69,971.86)
				-
30-Sep	ENDING BALANCE	\$ 69,971.86	\$ 69,971.86	-

**BANK RECONCILIATION**

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

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\_\_\_\_\_  
Leeanne G. Reister, Treasurer

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\_\_\_\_\_  
Deborah L. Carpenter, School District Clerk

# PITTSFORD CENTRAL SCHOOLS

## MONTHLY EXTRACLASSTROOM ACTIVITY SUMMARY & RECONCILIATION September 30, 2018

SCHOOL	BEGINNING BALANCE 7/1/2018	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 9/30/2018
Allen Creek Elementary	1,262.18	-	-	1,262.18
Jefferson Road Elementary	1,648.60	-	-	1,648.60
Mendon Center Elementary	11,109.61	581.00	40.52	11,650.09
Park Road Elementary	3,192.58	-	13.33	3,179.25
Thornell Road Elementary	4,684.56	-	-	4,684.56
Barker Road Middle School	36,536.60	584.86	11,245.52	25,875.94
Calkins Road Middle School	66,572.81	2,047.62	6,181.62	62,438.81
Sutherland High School	77,358.59	5,896.38	6,180.87	77,074.10
Mendon High School	103,009.24	12,002.55	13,883.37	101,128.42
<b>TOTALS :</b>	<b>305,374.77</b>	<b>21,112.41</b>	<b>37,545.23</b>	<b>288,941.95</b>

BANK RECONCILIATION		
COMBINED BALANCES PER BANK:		303,001.63
ADD:	Outstanding Deposits / Bank Adjustments	14.00
	NSF Checks	200.00
SUBTRACT:	Outstanding Checks	(14,273.68)
ADJUSTED BANK BALANCE		288,941.95
BALANCE PER BOOKS		288,941.95

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
**Current Appropriation - Effective From: 09/01/2018 To: 09/30/2018**  
**Fiscal Year: 2019**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
<b>Fund: A - GENERAL FUND</b>						
09/06/2018	005670	<b>To provide funds for Scholastic magazines at Park Rd.</b>				
			A115-2020-500 R	PR Supr RegSch Supplies	-139.10	
			A115-2110-500 R	PR Tch RegSch Supplies	-1,200.73	
			A115-2110-480 R	PR Tch RegSch Textbooks		1,339.83
09/04/2018	005705	<b>TO PROVIDE FUNDS FOR ART SUPPLIES.</b>				
			A231-2100-500 R	BR SchISuppt Supplies	-75.00	
			A231-2113-500 R	BR Art Supplies		75.00
09/04/2018	005794	<b>TO PROVIDE FUNDS FOR TEXTBOOK ORDER.</b>				
			A232-2100-500 R	CR SchISuppt Supplies	-292.49	
			A232-2100-480 R	CR SchISuppt Textbooks		292.49
09/05/2018	005835	<b>TO PROVIDE FUNDS FOR GEOGRAPHY BEE REGISTRATION.</b>				
			A232-2182-500 R	CR SocStudies Supplies	-90.00	
			A232-2182-406 R	CR SocStud Entry Fees		90.00
09/05/2018	005993	<b>TO COVER THE COST OF COPIER CLICK CHARGES.</b>				
			A830-9020-800 R	BEN Teachers Retirement	-7,210.48	
			A115-2100-492 R	PR SchISuppt Print Servs.		1,809.12
			A620-1430-492 R	PER Print Services		2,000.00
			A720-1240-492 R	SUPT Print Services		3,401.36
09/06/2018	006051	<b>TO COVER THE COST OF SCHOLASTIC NEWS AND BOOK RETURNS.</b>				
			A117-2100-500 R	TR SchISuppt Supplies	-2,268.34	
			A117-2110-480 R	TR Tch RegSch Textbooks		2,268.34
09/06/2018	006052	<b>FOR TABLETS FUNDED BY A KEEP DONATION.</b>				
			A830-9060-800 R	BEN Hospital Medical	-2,400.00	
			A530-2630-464 R	ITS Computer Inst Softwar		370.00
			A530-2630-500 R	ITS Computer Inst Supplie		2,030.00
09/07/2018	006091	<b>To provide funds for copier paper costs.</b>				
			A530-2630-500 R	ITS Computer Inst Supplie	-100.00	
			A530-2630-506 R	ITS Cmptr Inst Copy Paper		100.00
09/07/2018	006109	<b>To cover mileage costs.</b>				
			A113-2100-500 R	JR SchISuppt Supplies	-25.00	
			A113-2020-466 R	JR Supr RegSch Mileage		25.00
09/10/2018	006127	<b>TO COVER TEXTBOOK ORDER.</b>				
			A114-2110-500 R	MC Tch RegSch Supplies	-2,238.74	
			A114-2110-480 R	MC Tch RegSch Textbooks		2,238.74

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
**Current Appropriation - Effective From: 09/01/2018 To: 09/30/2018**  
**Fiscal Year: 2019**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
09/07/2018	006135	<b>TO COVER THE COST OF PRINTING, FOLDING AND STUFFING CENSUS FORMS.</b>		A650-1670-463 R	Print & Mail Postage	-1,954.49
			A650-1670-400 R	Print & Mail Contract Svc		1,954.49
09/10/2018	006180	<b>TO COVER NYSSMA ANNUAL MEMBERSHIP COSTS.</b>		A340-2164-406 R	SHS Music Instr Entry Fee	-30.00
			A340-2165-468 R	SHS Music Vocal Membershi		30.00
09/10/2018	006211	<b>TO PROVIDE FUNDS FOR CULTURAL ARTS EVENT.</b>		A231-2100-500 R	BR SchlSuppt Supplies	-500.00
			A231-2110-493 R	BRMS Young Aud-Cultural A		500.00
09/11/2018	006605	<b>TO COVER THE COST OF COPY PAPER.</b>		A620-1430-500 R	PER Supplies & Materials	-145.00
			A620-1430-506 R	PER Copy Paper		145.00
09/10/2018	006642	<b>To provide funds for sheet music.</b>		A112-2110-500 R	AC Tch RegSch Supplies	-375.75
			A112-2110-480 R	AC Tch RegSch Textbooks		375.75
09/10/2018	006676	<b>TO PROVIDE FUNDS FOR BOCES SUPPORT SERVICES.</b>		A231-2100-400 R	BR SchlSuppt Contr Svc	-495.00
			A231-2100-490 R	BR SchlSuppt BOCES		495.00
09/13/2018	006804	<b>TO COVER FUNDS FOR ART SUPPLIES.</b>		A231-2100-500 R	BR SchlSuppt Supplies	-40.00
			A231-2113-500 R	BR Art Supplies		40.00
09/12/2018	006929	<b>To cover the cost of a BOCES workshop.</b>		A440-2820-465 R	SPSV PsychSv Trav Conf	-375.00
			A520-2830-490 R	PS BOCES		375.00
09/13/2018	006947	<b>To provide funds for library supplies.</b>		A115-2020-500 R	PR Supr RegSch Supplies	-217.76
			A115-2610-500 R	PR Library Supplies		217.76
09/13/2018	007016	<b>TO PROVIDE FUNDS FOR MATHCOUNTS COMPETITION.</b>		A231-2158-500 R	BR Math Supplies	-240.00
			A231-2158-406 R	BR Math Entry Fees		240.00
09/13/2018	007018	<b>To provide funds for Professional Services for training purposes.</b>		A720-1240-161 R	SUPT Clerk Salaries	-2,500.00
			A720-1240-400 R	SUPT Contracted Services		2,500.00

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
**Current Appropriation - Effective From: 09/01/2018 To: 09/30/2018**  
**Fiscal Year: 2019**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
09/17/2018	007081	<b>TO PROVIDE FUNDS FOR NEW MOWER FOR MAINTENANCE.</b>	A640-1621-200 R	OM Custodial Equipment	-52,711.62	
			A640-1620-200 R	OM Equipment		52,711.62
09/27/2018	007100	<b>To provide funds for professional membership.</b>	A511-2076-500 R	STD Science Supplies	-25.00	
			A511-2076-468 R	STD Science Memberships		25.00
09/19/2018	007350	<b>TO PROVIDE FUNDS FOR THE SUMMER READING RAFFLE BOOKS.</b>	A232-2152-500 R	CR English Supplies	-110.00	
			A232-2610-500 R	CR Library Supplies		110.00
09/27/2018	007557	<b>TO PROVIDE FUNDS FOR CONFERENCE REGISTRATION COSTS.</b>	A232-2100-465 R	CR SchISuppt Trav Conf	-175.00	
			A232-2100-490 R	CR SchISuppt BOCES		175.00
09/19/2018	007579	<b>To provide funds for NASP membership.</b>	A511-2055-500 R	STD Psych Supplies	-10.00	
			A511-2055-468 R	STD Psych Memberships		10.00
09/19/2018	007580	<b>To cover the cost of BOCES registration for support services.</b>	A610-1310-465 R	FIN BusAdmn Trav & Conf	-200.00	
			A610-1310-490 R	FIN BusAdmn BOCES		200.00
09/27/2018	007582	<b>To cover the cost of NEC Display.</b>	A610-1330-400 R	FIN Tax Collection	-1,177.00	
			A610-1310-500 R	FIN BusAdmn Supplies		1,177.00
09/27/2018	007634	<b>TO COVER MILEAGE COSTS.</b>	A340-2020-500 R	SHS Supr RegSch Supplies	-300.00	
			A340-2020-466 R	SHS Supr RegSch Mileage		300.00
09/27/2018	007639	<b>TRANSFER FUNDS TO COVER THE COST OF BOCES WORKSHOPS.</b>	A341-2100-465 R	MHS SchISuppt Trav Conf	-350.00	
			A341-2100-490 R	MHS SchISuppt BOCES		350.00
09/27/2018	008019	<b>TRANSFER FUNDS TO COVER THE COST OF CONTRACTUAL SERVICES.</b>	A341-2176-500 R	MHS Science Supplies	-100.00	
			A341-2176-400 R	Contracted Services		100.00
09/27/2018	008166	<b>TO MAKE FUNDS AVAILABLE FOR TRAVEL &amp; CONFERENCE.</b>	A231-2100-500 R	BR SchISuppt Supplies	-450.00	
			A231-2020-465 R	BR Supr RegSch Trav Conf		450.00

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
**Current Appropriation - Effective From: 09/01/2018 To: 09/30/2018**  
**Fiscal Year: 2019**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
09/28/2018	008204	<b>TRANSFER FUNDS TO COVER THE COST OF COPY PAPER.</b>				
			A341-2158-500 R	MHS Math Supplies	-75.84	
			A341-2810-500 R	MHS Counseling Supplies	-25.28	
			A341-2100-506 R	MHS Schl Suppt Copy Paper		101.12
09/28/2018	008221	<b>TO COVER THE COST OF BOCES SPONSORED WORKSHOPS.</b>				
			A340-2100-465 R	SHS SchlSuppt Trav Conf	-200.00	
			A340-2810-465 R	SHS Counseling Trav & Con	-285.00	
			A340-2810-500 R	SHS Counseling Supplies	-65.00	
			A340-2100-490 R	SHS SchlSuppt BOCES		550.00
09/28/2018	008288	<b>TO COVER THE COST OF A PRINTER FOR THE HEALTH OFFICE.</b>				
			A112-2110-500 R	AC Tch RegSch Supplies	-413.08	
			A530-2630-500 R	ITS Computer Inst Supplie		413.08
09/30/2018	008582	<b>To correct negative budget accounts.</b>				
			A100-2100-173 R	ES SchlSuppt OT/Extra hrs	-15.24	
			A100-2100-173 R	ES SchlSuppt OT/Extra hrs	-47.19	
			A100-2100-173 R	ES SchlSuppt OT/Extra hrs	-225.47	
			A100-211K-110 R	ES Tch RegSch Kdg Sal	-38,850.00	
			A100-2815-173 R	ES HealthSv OT/Extra hrs	-450.76	
			A200-2100-153 R	MS SchlSuppt Summer Tch	-1,748.56	
			A200-2100-173 R	MS SchlSuppt OT/Extra hrs	-192.25	
			A200-2113-131 R	MS Art Teacher Salary	-15,622.70	
			A300-2100-173 R	HS SchlSuppt OT/Extra hrs	-182.41	
			A300-2164-131 R	HS Music Instr Tchr Salar	-2,205.00	
			A300-2610-153 R	HS Library Summer Tchr	-206.88	
			A300-2810-161 R	HS Counseling Clerk Salar	-279.21	
			A300-2855-139 R	HS Athletics-Other Employ	-236.51	
			A540-2173-120 R	ProfDev TC TOSA	-1,236.84	
			A830-9020-800 R	BEN Teachers Retirement	-98,742.88	

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
**Current Appropriation - Effective From: 09/01/2018 To: 09/30/2018**  
**Fiscal Year: 2019**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
			A100-2165-121 R	ES Music Vocal Tchr Salar		38,850.00
			A100-2815-153 R	ES HealthSv Summer Tch		450.76
			A112-2100-173 R	AC SchlSuppt OT/Extra hrs		15.24
			A113-2100-173 R	JR SchlSuppt OT/Extra hrs		47.19
			A114-2100-173 R	MC SchlSuppt OT/Extra hrs		186.48
			A115-2100-173 R	PR SchlSuppt OT/Extra hrs		38.99
			A200-2164-131 R	MS Music Instr Tchr Salar		2,205.00
			A200-2810-153 R	MS Counseling Summer Tchr		281.15
			A200-2815-153 R	MS HealthSv Summer Tch		1,467.41
			A231-2100-173 R	BR SchlSuppt OT/Extra hrs		192.25
			A300-2113-131 R	HS Art Teacher Salary		15,622.70
			A300-2158-131 R	HS Math Tchr Salary		36,083.48
			A300-2167-131 R	HS PhysEd Tchr Salary		62,659.40
			A300-2610-182 R	HS Library Aux Staff Sal		206.88
			A300-2810-153 R	HS Counseling Summer Tchr		279.21
			A300-2855-161 R	HS Athletics Clerk Salary		236.51
			A340-2100-173 R	SHS SchlSuppt OT/Extra hr		53.70
			A341-2100-173 R	MHS SchlSuppt OT/Extra hr		128.71
			A540-2173-182 R	ProfDev TC Aux Staff Sala		1,236.84
			<b>Total for Fund A - GENERAL FUND</b>		<b>-239,827.60</b>	<b>239,827.60</b>

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

Cheranne H. Reister  
D. T. Reister

Date of Treasurer's Report for BOE review

10/22/2018

Date Completed

10/5/2018

Person Completing

Cherri Carol Green

**Pittsford Central School District  
Annual Report on Extraclassroom Activity Funds**

**Allen Creek Elementary School**

<u>Club/Activity</u>	Beginning Balance July 1, 2018	Receipts	Disbursements	Ending Balance September 30, 2018
Student Council	\$ 1,262.18	\$ -	\$ -	\$ 1,262.18
Sales Tax Payable	-	-	-	-
	<u>\$ 1,262.18</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,262.18</u>

**Reconciliation of Cash Balances:**

<b>Checking Account</b>	
Bank Statement Balance at End of Month	\$ 1,262.18
Less Outstanding Checks	-
Plus NSF Check	-
Book Balance at End of Month	<u>\$ 1,262.18</u>
<b>Other Accounts</b>	
Petty Cash Funds	\$ -
CD's	\$ -
Savings	\$ -
Total Cash Balance at End of Month	<u>\$ 1,262.18</u>

**Jefferson Road Elementary School**

<u>Club/Activity</u>	Beginning Balance July 1, 2018	Receipts	Disbursements	Ending Balance September 30, 2018
Student Council	\$ 1,648.60	\$ -	\$ -	\$ 1,648.60
	<u>\$ 1,648.60</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,648.60</u>

**Reconciliation of Cash Balances:**

<b>Checking Account</b>	
Bank Statement Balance at End of Month	\$ 1,674.85
Less Outstanding Checks	(26.25)
Plus Outstanding Receipts	-
Book Balance at End of Month	<u>\$ 1,648.60</u>
<b>Other Accounts</b>	
Petty Cash Funds	\$ -
CD's	\$ -
Savings	\$ -
Total Cash Balance at End of Month	<u>\$ 1,648.60</u>

**Mendon Center Elementary School**

<u>Club/Activity</u>	Beginning Balance July 1, 2018	Receipts	Disbursements	Ending Balance September 30, 2018
Student Council	\$ 1,930.80	\$ 537.96	\$ -	\$ 2,468.76
Bookstore	7,465.14	-	40.00	7,425.14
Newspaper Club	-	-	-	-
Ski Club	1,509.17	-	-	1,509.17
Sales Tax	204.50	43.04	0.52	247.02
	<u>\$ 11,109.61</u>	<u>\$ 581.00</u>	<u>\$ 40.52</u>	<u>\$ 11,650.09</u>

**Reconciliation of Cash Balances:**

<b>Checking Account</b>	
Bank Statement Balance at End of Month	\$ 11,676.09
Less Outstanding Checks	(40.00)
Plus Outstanding Receipts	14.00
Plus Outstanding Receipts - NSF checks	-
Book Balance at End of Month	<u>\$ 11,650.09</u>
<b>Other Accounts</b>	
Petty Cash Funds	\$ -
CD's	\$ -
Savings	\$ -
Total Cash Balance at End of Month	<u>\$ 11,650.09</u>



**Park Road Elementary**

<u>Club/Activity</u>	<b>Beginning Balance July 1, 2018</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Ending Balance September 30, 2018</b>
Student Council	\$ 2,286.64	\$ -	\$ -	\$ 2,286.64
Ski Club	892.61	-	-	892.61
Sales Tax	13.33	-	13.33	0.00
	<u>\$ 3,192.58</u>	<u>\$ -</u>	<u>\$ 13.33</u>	<u>\$ 3,179.25</u>

**Reconciliation of Cash Balances:**

**Checking Account**

Bank Statement Balance at End of Month	\$ 3,179.25
Less Outstanding Checks	-
Plus Outstanding Receipts - Deposits in Transit	-
Book Balance at End of Month	<u>\$ 3,179.25</u>

**Other Accounts**

Petty Cash Funds	\$ -
CD's	\$ -
Savings	\$ -
Total Cash Balance at End of Month	<u>\$ 3,179.25</u>

**Thornell Road Elementary School**

<u>Club/Activity</u>	<b>Beginning Balance July 1, 2018</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Ending Balance September 30, 2018</b>
Student Council	\$ 3,653.87			\$ 3,653.87
Ski Club	1,030.69			1,030.69
Sales Tax	-			-
	<u>\$ 4,684.56</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,684.56</u>

**Reconciliation of Cash Balances:**

**Checking Account**

Bank Statement Balance at End of Month	\$ 4,684.56
Less Outstanding Checks	-
Plus Outstanding Receipts	-
Book Balance at End of Month	<u>\$ 4,684.56</u>

**Other Accounts**

Petty Cash Funds	\$ -
CD's	\$ -
Savings	\$ -
Total Cash Balance at End of Month	<u>\$ 4,684.56</u>

**Barker Road Middle School**

<u>Club/Activity</u>	<u>Beginning Balance</u> July 1, 2018	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u> September 30, 2018
Adventure Club	\$ 2,302.08	\$ -	\$ 1,566.69	\$ 735.39
Art Club	71.90	-	-	71.90
Bookstore	4,469.93	-	-	4,469.93
Drama Club	6,832.98	-	5,705.19	1,127.79
Gay Straight Alliance	25.00	-	-	25.00
Science Olympiad	513.68	-	-	513.68
Home & Careers	1,445.24	-	-	1,445.24
Latin Club	1.48	-	-	1.48
Music Activities	4,482.09	-	144.00	4,338.09
Robotics Club	221.42	-	221.42	-
Ski Club	4,252.72	-	-	4,252.72
Student Council	5,905.04	584.86	2,767.11	3,722.79
Yearbook	5,764.83	-	648.07	5,116.76
Sales Tax	248.21	-	193.04	55.17
	<u>\$ 36,536.60</u>	<u>\$ 584.86</u>	<u>\$ 11,245.52</u>	<u>\$ 25,875.94</u>

**Reconciliation of Cash Balances:****Checking Account**

Bank Statement Balance at End of Month	\$ 26,866.87
Less Outstanding Checks	(990.93)
Plus Outstanding Receipts	-
Plus NSF Check	-
Book Balance at End of Month	<u>\$ 25,875.94</u>

**Other Accounts**

Petty Cash Funds	\$ -
CD's	\$ -
Savings	\$ -
Total Cash Balance at End of Month	<u>\$ 25,875.94</u>

**Calkins Road Middle School**

<u>Club/Activity</u>	<u>Beginning Balance</u> July 1, 2018	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u> September 30, 2018
Art Club	\$ 27.10	\$ -	\$ -	\$ 27.10
Best Buddies	155.00	-	-	155.00
Bookstore	1,281.59	-	74.73	1,206.86
Drama Club	25,345.30	-	4,986.53	20,358.77
Home & Careers	3,842.27	-	-	3,842.27
Latin Club	1,020.30	-	-	1,020.30
Music Activities	15,011.79	806.01	275.71	15,542.09
Ski Club	1,945.98	-	-	1,945.98
Spanish Club	1,305.60	-	-	1,305.60
Student Council	5,700.25	89.25	822.42	4,967.08
Yearbook	10,915.40	1,152.36	-	12,067.76
Sales Tax Payable	22.23	-	22.23	-
	<u>\$ 66,572.81</u>	<u>\$ 2,047.62</u>	<u>\$ 6,181.62</u>	<u>\$ 62,438.81</u>

**Reconciliation of Cash Balances:****Checking Account**

Bank Statement Balance at End of Month	\$ 62,438.81
Less Outstanding Checks	-
Plus Outstanding Receipts	-
Plus NSF Check - Stop Payment	-
Plus Bank Service Charges	-
Book Balance at End of Month	<u>\$ 62,438.81</u>

**Other Accounts**

Petty Cash Funds	\$ -
CD's	\$ -
Savings	\$ -
Total Cash Balance at End of Month	<u>\$ 62,438.81</u>

**Sutherland High School**

<b><u>Club/Activity</u></b>	<b>Beginning Balance July 1, 2018</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Ending Balance September 30, 2018</b>
Class of 2018	4,112.90	385.79	20.00	4,478.69
Class of 2019	2,547.04	1,456.72	1,218.28	2,785.48
Class of 2020	1,883.91	387.50	549.34	1,722.07
Class of 2021	1,337.04	868.35	708.00	1,497.39
Class of 2022	-	1,533.85	952.00	581.85
Band	663.50	-	-	663.50
Best Buddies	677.48	-	-	677.48
DECA Club	91.47	-	-	91.47
Drama	8,928.32	-	520.86	8,407.46
Fine Arts	142.45	-	-	142.45
Gay Straight Alliance	320.77	-	-	320.77
Latin Club	659.59	-	-	659.59
Link Crew	1,165.52	28.84	934.26	260.10
Model UN	3,648.07	-	-	3,648.07
Musicals	23,624.58	-	-	23,624.58
Newspaper-Midnight	183.99	-	9.99	174.00
Pegasus	426.67	-	-	426.67
Project Earth	550.47	-	-	550.47
Runway for Relief	-	-	-	-
Show Choir	1,274.61	320.00	75.00	1,519.61
Ski Club	1,415.95	-	-	1,415.95
Student Council	12,788.48	368.66	895.85	12,261.29
Tri-M	246.74	-	-	246.74
Yearbook	10,384.33	350.00	-	10,734.33
Sales Tax Payable	284.71	196.67	297.29	184.09
	<b>\$ 77,358.59</b>	<b>\$ 5,896.38</b>	<b>\$ 6,180.87</b>	<b>\$ 77,074.10</b>

**Reconciliation of Cash Balances:**

<b>Checking Account</b>	
Bank Statement Balance at End of Month	\$ 79,352.79
Less Outstanding Checks	(2,478.69)
Plus Outstanding Receipts - NSF checks	200.00
Plus Outstanding Receipts - Deposits in Transit	-
Book Balance at End of Month	<u>\$ 77,074.10</u>
<b>Other Accounts</b>	
Petty Cash Funds	\$ -
CD's	\$ -
Savings	\$ -
<b>Total Cash Balance at End of Month</b>	<u><u>\$ 77,074.10</u></u>

**Mendon High School**

<u>Club/Activity</u>	<b>Beginning Balance July 1, 2018</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Ending Balance September 30, 2018</b>
Class of 2018	4,656.48	-	4,656.48	-
Class of 2019	11,648.10	1,164.12	-	12,812.22
Class of 2020	7,283.09	1,164.12	-	8,447.21
Class of 2021	1,403.51	1,164.12	-	2,567.63
Class of 2022	-	1,164.12	-	1,164.12
Best Buddies	365.18	-	-	365.18
Bookstore	3,279.99	-	-	3,279.99
Concert Band	-	-	-	-
DECA Club	1,265.62	200.00	-	1,465.62
Drama Club	5,108.61	1,802.89	676.06	6,235.44
Electrathon	201.76	-	-	201.76
Environmental Awareness	3.18	-	-	3.18
Concert Choir	668.21	-	-	668.21
French Club	289.56	-	-	289.56
Latin Club	761.02	-	-	761.02
Link Crew	3,579.41	450.00	1,029.85	2,999.56
Model UN	1,603.12	-	80.00	1,523.12
Musical Activities	24,701.54	-	-	24,701.54
National Honor Society	1,186.11	-	-	1,186.11
Orchestra	581.81	-	-	581.81
Pittsford Girl Up	323.68	-	-	323.68
Reality Check	124.60	-	-	124.60
Science Olympiad	118.77	-	-	118.77
Runway for Relief	419.40	-	-	419.40
Students against Cancer	-	-	-	-
Student Council	7,160.22	-	119.33	7,040.89
Technology Club	1,655.76	134.20	-	1,789.96
Virtual Enterprises	761.79	595.00	515.00	841.79
Wind Ensemble	752.01	-	-	752.01
Women's A Cappella	391.38	-	-	391.38
Yearbook	22,075.45	8,179.81	10,474.05	19,781.21
Sales Tax Payable	639.88	158.40	506.83	291.45
	<b>\$ 103,009.24</b>	<b>\$ 16,176.78</b>	<b>\$ 18,057.60</b>	<b>\$ 101,128.42</b>

**Reconciliation of Cash Balances:**

**Checking Account**

Bank Statement Balance at End of Month	\$ 111,866.23
Less Outstanding Checks	(10,737.81)
Plus Outstanding Receipts - NSF checks	
Book Balance at End of Month	<u>\$ 101,128.42</u>

**Other Accounts**

Petty Cash Funds	\$ -
CD's	\$ -
Savings	\$ -
<b>Total Cash Balance at End of Month</b>	<u><u>\$ 101,128.42</u></u>

TOTAL OF ALL CLUBS

288,941.95

# Pittsford Schools

Lomb Building  
42 W. Jefferson Road  
Pittsford, NY 14534  
585-267-1053  
Fax: 585-267-1069

Darrin Kenney  
*Assistant Superintendent for Business*

Darrin\_Kenney@pittsford.monroe.edu

Date: October 12, 2018  
To: Michael Pero, Superintendent of Schools  
From: Darrin Kenney, Assistant Superintendent for Business *DTK*  
Re: Insurance Reserve

The District currently has a reserve fund called the Insurance Reserve. The purpose of an insurance reserve "is to pay for liability, casualty and other types of losses for which insurance may have been purchased." (General Municipal Law §6-n) In order to expend funds from this reserve Board of Education approval is required.

I am therefore requesting Board of Education approval for expenditure from the above mentioned reserve to remit payment for the deductible on a settlement secured by New York Schools Insurance Reciprocal (NYSIR).

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 \$10,000 from the Insurance Reserve for the payment of the deductible invoice incurred for settlement on a claim against the District.

*DTK:kd*

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

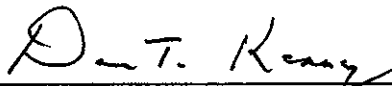
## RECOMMENDATION FOR COMPETITIVE BID AWARD

TO: Board of Education  
FROM: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Karen L. Houston, Purchasing Agent)  
BOE DATE: October 22, 2018  
TOPIC: BOCES II Cooperative Fall Fine Paper Bid RFB-1861-18  
DATE ADVERTISED: August 15, 2018, *Democrat & Chronicle*  
DATE BID OPENING: September 6, 2018  
TIME: 2:00 PM  
FUNDS: Budget Each Department and Building

**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
Copier Paper	WB Mason
	Veritiv Operating Corp
	Economy Paper
	Cascade School Supplies

**Comments:** The BOCES II Cooperative Fine Paper Bid contract is 11/1/18 - 4/30/19. Pittsford and nineteen (19) Districts participated. The bid was reviewed by Rose Brennan, BOCES II Bid Coordinator, and Karen L Houston, Purchasing Agent. The awards are recommended to the responsive bidders who met all specifications for the bid. Items purchased from this bid are identified on an ongoing basis by budget managers in the departments and schools.



---

Darrin Kenney, Assistant Superintendent for Business

Received

OCT 10 2018

PITTSFORD CENTRAL SCHOOL DISTRICT

Superintendent's Office

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: MARK Critelli, MARYANA Falkeisich, Julie Danella, Francina Tolpa School: MHS + SHS

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): Paris + Rennes, France

Estimated Number of Students: 20 Round Trip Mileage: \_\_\_\_\_

Departure: Date 3/22/19 Time TBD Return: Date 3/31/19 Time TBD

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

Estimated Number of Chaperones: Teachers: 2 Parents 0 Other: 0

Type of Transportation:

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

Arrangement for meals and lodging (if necessary): Paris + Transportation Arranged by Passports (Travel Company)  
Rennes is a homestay with french families

Cost:  
Estimated Cost Per Student: \$3,000

Event Fee: \_\_\_\_\_  
Travel: included  
Lodging: Included  
Meals: most included  
Other: \_\_\_\_\_  
Total: \$3,000

Estimated Funds from Each Source:  
from District: \_\_\_\_\_  
from student: \_\_\_\_\_  
outside source: \_\_\_\_\_  
fundraising: \_\_\_\_\_  
other: \_\_\_\_\_  
Total: \_\_\_\_\_

Describe fundraising or outside sources: None at this time, As per Past Precedent.

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

Date of parent informational meeting: To be Announced 11/7/18

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

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

Date of chaperone meeting: TBA 11/14/18 (include a copy of chaperone responsibilities and expectations)

Other remarks: No Chaperones - 1 Teachers (1 MHS, 1 SHS)

Mah Atef

Requesting Teacher(s) Signature

10/4/18

Date

**Curricular/Instructional Plan**

For what course is this trip required? French 3, 3h, 4/5 4h, AP (not required, but recommended)

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

Provide students with a real-life opportunity to develop their cultural and linguistic skills in a foreign language while learning French history in a French environment. standard 1: students will communicate in a language other than English. standard 2: students will learn and compare cultures to their own.

Activities

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

Students have completed at least 3 years of French and attend meetings in preparations of the French students' arrival. They should be currently enrolled in a French class, and have a proficient level of spoken French.

On trip: What instructional activities will occur on the trip? (see itinerary)

Students will tour + learn the Brittany region of France - Mont St Michel, Normandy, Rennes, and a tour of Paris as well



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

*Student Presentations About their experience about the culture they encountered, the use of Authentic Resources brought back by the teachers.*

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?

*Teachers will be notified well in Advance for work while in France. Students will be spending time in School in Rennes, where time to work is given.*

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

*Substitute will follow the plans left by the teachers.*

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

*[Signature]*  
Principal Approval

*10/4/18*  
Date

Director/ASI Approval

Date

Comments:

**TO BE COMPLETED BY THE SUPERINTENDENT**

*[Signature]*  
Superintendent's Approval

*10/20/18*  
Date

Comments: *Given the cost + time out of classroom, please plan for one of our breaks next year.*

\*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 Jeff Cimmerer (KEEP) Phone \_\_\_\_\_

Address 75 BARKER ROAD

School: DISTRICT OFFICE

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.

\$ 1500

2. Describe any conditions or restrictions for its use.

To be used to support Pittsford Robotics

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 \_\_\_\_\_  
(When appropriate)

Principal's Approval: \_\_\_\_\_ Date \_\_\_\_\_

Superintendent's Approval:  \_\_\_\_\_ Date 10/20/18

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