

PITTSFORD CENTRAL SCHOOL DISTRICT  
PITTSFORD, NEW YORK  
BOARD OF EDUCATION MEETING  
MONDAY, DECEMBER 9, 2019  
BOARD ROOM – BARKER ROAD MIDDLE SCHOOL

---

AGENDA

6:00 P.M. – Executive Session

7:00 P.M. – Regular Meeting

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA (BOARD ACTION)
- IV. PRINCIPAL’S REPORT – Mr. Joshua Walker – Calkins Road Middle School
- V. APPROVAL OF MINUTES: November 18, 2019 (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 – 1/8/20
    - 2. Executive Committee – next meeting – 2/26/20
    - 3. Information Exchange Committee – next meeting – 1/15/20
    - 4. Labor Relations Committee – next meeting – 1/22/20
    - 5. Legislative Committee – next meeting – 1/8/20
    - 6. Steering Committee – next meeting – 1/29/20
    - 7. Communications Outreach Advisory Committee- next meeting-TBD
  - B. Other Meeting Reports
  - C. Dates to Remember
    - 1. 12/23/19-1/3/20 – Schools Closed for Winter Recess
    - 2. 1/6/20 – Schools Reopen
    - 3. 1/9/20 – Board Visit at District Office – 8:00 a.m.
    - 4. 1/13/20 – Next Regularly Scheduled Meeting
- VIII. FINANCIAL REPORT – Darrin Kenney
  - A. Action Items:
    - 1. Acceptance of Treasurer’s Report – October 31, 2019 (BOARD ACTION)
    - 2. Capital Project – Fuel Island Replacement (BOARD ACTION)
    - 3. Bid Awards (See Consent Agenda)
      - a. BOCES II Cooperative Electrical, Plumbing, and Building Supplies
      - b. 2020 New and Recapped Tires and Services
      - c. BOCES II Cooperative Non-Food Supplies
  - 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:
    - 1. Tenure Recommendations – 1<sup>st</sup> Reading
  - C. Other:

- X. STUDENT SERVICES REPORT – Dr. Vaughan-Brogan
  - A. Action Items:
  - B. Discussion:
    - 1. Code of Conduct – 2<sup>nd</sup> Reading
  - C. Other:
  
- XI. CURRICULUM REPORT – Mrs. Ward
  - A. Action Items:
    - 1. Approval of New Course Proposal: English 12 Program (BOARD ACTION)
  - B. Discussion:
  - C. Other:
  
- XII. SPECIAL EDUCATION REPORT – Ms. Woods
  - A. Action Items: (See Consent Agenda)
    - 1. Committee on Special Education: Amendments – Agreements No Meetings, Annual Review, Initial Eligibility Determination Meetings, Reevaluation Reviews, Requested Review.
    - 2. Sub-Committee on Special Education: Amendments – Agreements No Meetings, Reevaluation Reviews, Requested Review.
    - 3. Committee on Preschool Special Education: Requested Review, Amendment – Agreement No Meeting, Initial Eligibility Determination Meetings, Reevaluation Review.
  - B. Discussion:
  - C. Other:
  
- XIII. SUPERINTENDENT’S REPORT – Mr. Pero
  - A. Action Items:
    - 1. Call for Executive Session (BOARD ACTION)
  - B. Discussion:
  - C. Other:
  
- XIV. CONSENT AGENDA (BOARD ACTION)
  - A. Bid Awards
  - B. Committee on Special Education
  - C. Sub-Committee on Special Education
  - D. Committee on Preschool Special Education
  
- XV. OLD BUSINESS
  
- XVI. NEW BUSINESS
  
- XVII. PUBLIC COMMENT
  
- XVIII. ADJOURNMENT/RECESS (BOARD ACTION)

Next regularly scheduled meeting: January 13, 2020



**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 18, 2019

Barker Road Middle School

---

The REGULAR MEETING of the Pittsford Central School District Board of Education began at 7:00 p.m. in the Board Room, Barker Road Middle School on Monday, November 18, 2019.

BOARD MEMBERS PRESENT: A. Thomas, K. McCluski, T. Aroesty, 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: *The sign-in sheets in their entirety are duly made a part of these minutes and are kept in a supplemental file for this meeting.*

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

2. Mrs. Thomas asked everyone to join the Board in a moment of silence for those who were impacted by recent events at Saugus H.S. in Santa Clarita, CA.

3. Motion was made by Mr. Sullivan, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the agenda for this meeting with the following change: principles report before the code of conduct public hearing.

**APPROVED:  
AGENDA**

Vote: Unanimously carried

4. Mr. Michael Biondi, principal, was present to update the Board on the activities taking place at Allen Creek Elementary School.

5. Dr. Vaughan-Brogan presented phase II (final working draft) of the Code of Conduct Hearing, noting changes that have been made to the language for better understanding. The goal is to have the final version (phase III) ready to go before the Board for approval by the end of 2020.

6. Motion was made by Mrs. McCluski, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its November 4, 2019, meeting.

**APPROVED:  
MINUTES  
11/4/19**

Vote: Carried by all except Mrs. Thomas, who abstained as she was not in attendance at the 11/4/19 meeting.

7. Public Comment: S. Warchol talked about SRP (School Related Professionals) Recognition Day and handed out stickers to wear tomorrow to show support of our SRP's.

8. Board Reports: Mrs. Thomas read the MCSBA meeting dates as well as other dates to remember. Mrs. Baum and Mr. Sullivan reported on recent subcommittee work.

9. Motion was made by Mr. Aroesty, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education accepts the Treasurer's Report for the period ending September 30, 2019.

**ACCEPTED:  
TREASURER'S  
REPORT**

Vote: Unanimously carried

49.

10. Motion was made by Mrs. McCluski, seconded by Mrs. Baum and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Extraclassroom Activities Report.  
Vote: Unanimously carried

**APPROVED:  
EXTRACLASSROOM  
ACTIVITIES REPORT**

11. Mr. Kenney provided an update on the facility summer work projects.

12. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. McCluski and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent's recommendation, approves the following Professional Staff Report:  
Vote: Unanimously carried

**APPROVED:  
PROFESSIONAL  
STAFF REPORT**

**A. Appointment – Certificated Staff**

Name: Paul Myers  
Position: Physical Education  
Type of Position: Part-Time .5  
Tenure Area: Physical Education  
Probationary Period: N/A  
Certification: Initial  
Salary: \$23,867.00  
Effective Date: 11/12/2019

Name: Jennifer Naramore  
Position: English as a Second Language  
Type of Position: Regular Sub  
Tenure Area: English as a Second Language  
Probationary Period: N/A  
Certification: Initial  
Salary: \$25,034.00  
Effective Date: 12/02/2019

**B. Appointment – School Related Professional**

Name: Marissa Conciardo  
Position: CSE Assigned Paraprofessional  
Type of Position: Full-time  
Probationary Period: N/A  
Salary: \$16,673.00  
Effective Date: 11/12/2019

Name: Stephanie Dillingham  
Position: CSE Assigned Paraprofessional  
Type of Position: Full-time  
Probationary Period: N/A  
Salary: \$16,963.00  
Effective Date: 11/12/2019

**C. Winter Coaching Annual Appointments – see attached revised listing**

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

13. Motion was made by Mr. Aroesty, 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

**APPROVED:  
SUPPORT  
STAFF REPORT**

CLERICAL RETIREMENTS	POSITION	BLDG	LENGTH OF SVC	DATE
Carla Boerman*	Office Clerk II	CRMS	20+ Yrs.	01/10/2020

\*corrected from 10/21/19 BOE Report

FOOD SERVICE APPOINTMENTS	POSITION	BLDG	HOURS	DATE	SALARY
Darlene Wilcox	Food Service Sub	TMF	Per Diem	11/12/2019	11.80/hr.
Cleopatra Laicer	Food Service Sub	TMF	Per Diem	11/04/2019	11.80/hr.

FOOD SERVICE RESIGNATIONS	POSITION	BLDG	LENGTH OF SVC	DATE
Stephen Patchett	Food Service Worker	MHS	2 YRS	11/04/2019

14. Mr. Leone noted the recent passing of Kathryn Lemke and spoke on honoring her in memory. He also thanked everyone for the many well wishes that he has received in the last few weeks.

15. Curriculum Report: Mrs. Ward introduced Jude Dietz, Tom Doebelin, Matt Davidson and Holli Englerth who reviewed the first reading of a new course proposal: English 12 Program.

16. Special Education Report: Mrs. Woods noted that all items would be acted upon this evening under the Consent Agenda.

17. Mr. Pero noted the second reading of policy #2335 - Health and Dental Insurance for Board of Education Members that would be acted upon this evening under the Consent Agenda.

18. Mr. Pero noted the donation of \$2000.00 from PTSA to be applied towards Generation Ready Workshops.

19. Mr. Pero shared his Thanksgiving wishes. He challenged everyone to think about the things they do have, and to be grateful, happy and to love every day as well as themselves.

20. 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 following items per the Consent Agenda:  
Vote: Unanimously carried

**APPROVED:  
CONSENT  
AGENDA**

Committee on Special Education: Amendment, Amendments - Agreements No Meetings, Initial Eligibility Determination Meeting, Reevaluation Reviews, Requested Reviews.

Sub-Committee on Special Education: Amendments - Agreements No Meetings, Reevaluation Reviews, Requested Reviews.

Committee on Preschool Special Education: Initial Eligibility Determination Meetings, Reevaluation Reviews, Amendment - Agreement No Meeting.

Policy Approval: #2335 - Health and Dental Insurance for Board of Education Members.

Gift to the District: Donation of \$2000.00 from PTSA to be applied towards Generation Ready Workshops.

51.

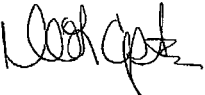
21. New Business: Mrs. Thomas reviewed the details regarding the New York State School Boards Association (NYSSBA) membership and noted that it would be \$12,391 to renew. Various comments were shared. After a lengthy discussion, it was decided by a show of hands that membership to NYSSBA would be discontinued. The option to reestablish membership may be revisited on a yearly basis.

22. Motion was made by Mrs. McCluski, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Regular Meeting at 9:00 p.m.

**APPROVED:  
ADJOURNMENT**

Vote: Unanimously carried

Respectfully submitted,



Deborah L. Carpenter  
School District Clerk

# PITTSFORD CENTRAL SCHOOL DISTRICT

## TREASURER'S REPORT

### October 31, 2019

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, 2019.

#### GENERAL FUND

---

- Real Property Taxes in the amount of \$58,037,917 were received. The amount collected so far is 85.88% of the levy (see page 4).
- The District invested \$25,000,000 into Certificate of Deposits (see page 2).
- The District received from NYS Foundation Aid of \$1,658,564 (see page 4).
- The District received payments of \$79,922 for in lieu of taxes (see page 4).
- The District received Lottery Grant Aid of \$120,507 (see page 4).

#### SCHOOL LUNCH FUND

---

- The school lunch program had net operations of \$50,926 for the month of October (see page 6).

#### TRUST & AGENCY FUND

---

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

#### SPECIAL AID FUND

---

- Activity was normal for the month of October. The District received approval for IDEA 611. The District is awaiting approval of Title I, Title II, Title III, and Title IV (See page 11).

#### CAPITAL, DEBT AND RESERVE FUNDS

---

- Capital and Debt Service Funds have an unencumbered balance of \$4,523,996 (see page 13).
- Reserve fund balances total \$32,983,492 (see page 13).

Respectfully submitted,



Leanne G. Reister  
Director of Finance

**PITTSFORD CENTRAL SCHOOLS**

**STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS**

**October 31, 2019**

**GENERAL FUND**

	9/30/2019 Balance	Receipts	Disbursements	10/31/19 Balance
Cash in Banks - Checking	\$ 14,513,778.54	\$ 61,570,322.80	\$ 55,733,535.67	\$ 20,350,565.67
Money Market Account-Chase	388,592.65	164.91	-	388,757.56
Money Market Account- Key	333,161.37	56.59	-	333,217.96
Money Market Account- M & T	4,585,697.65	2,921.92	-	4,588,619.57
Money Market Account- CNB	81,897.64	5,000,002.78	5,000,000.00	81,900.42
Money Market Account- NYCLASS	-	20,012,407.37	-	20,012,407.37
Chase Purchasing Card	-	290,763.17	290,763.17	-
Investments (See Schedule)	2,052,749.64	25,006,158.25	-	27,058,907.89
	<b>\$ 21,955,877.49</b>	<b>\$ 111,882,797.79</b>	<b>\$ 61,024,298.84</b>	<b>\$ 72,814,376.44</b>

**RESERVES**

	9/30/2019 Balance	Receipts	Disbursements	10/31/19 Balance
Unemployment Reserve (Checking)	\$ 364,658.66	\$ 46.35	\$ -	\$ 364,705.01
Workers' Compensation Reserve	440,960.71	56.05	-	441,016.76
Reserve for Tax Certiorari (Checking)	1,091,181.28	138.69	-	1,091,319.97
Teachers Retirement Contribution	867,538.56	867,983.31	867,538.56	867,983.31
Employee Retirement Contribution	2,104,322.89	267.46	-	2,104,590.35
Reserve for Liability (Checking)	1,601,631.34	203.57	-	1,601,834.91
Insurance Reserve (Checking)	1,187,512.56	150.93	-	1,187,663.49
Capital Reserve	16,080,959.32	2,416.58	-	16,083,375.90
Bus Purchase Reserve	5,089,747.93	652.09	-	5,090,400.02
Employee Benefit Reserve	2,517,186.70	319.93	-	2,517,506.63
Instructional Technology Capital Reserve	2,407,142.79	305.95	-	2,407,448.74
	<b>\$ 33,752,842.74</b>	<b>\$ 872,540.91</b>	<b>\$ 867,538.56</b>	<b>\$ 33,757,845.09</b>

**SCHOOL LUNCH FUND**

	9/30/2019 Balance	Receipts	Disbursements	10/31/19 Balance
Cash in Banks - Checking	\$ 277,972.57	\$ 220,600.97	\$ 163,763.02	\$ 334,810.52
Money Market Account-Chase	427,969.35	46.19	200,000.00	228,015.54
Money Market Account-NYCLASS	-	200,085.31	-	200,085.31
	<b>\$ 705,941.92</b>	<b>\$ 420,732.47</b>	<b>\$ 363,763.02</b>	<b>\$ 762,911.37</b>

**CAPITAL FUND**

	9/30/2019 Balance	Receipts	Disbursements	10/31/19 Balance
Cash in Banks - Checking	\$ 72,083.88	\$ 6.75	\$ 44,011.50	\$ 28,079.13
Capital Reserve	2,982,139.16	500,000.00	996,252.39	2,485,886.77
Bus Purchase Reserve -Capital	40,799.75	-	-	40,799.75
	<b>\$ 3,095,022.79</b>	<b>\$ 500,006.75</b>	<b>\$ 1,040,263.89</b>	<b>\$ 2,554,765.65</b>

**SPECIAL AID FUND**

	9/30/2019 Balance	Receipts	Disbursements	10/31/19 Balance
Cash in Banks - Checking	\$ 111,454.79	\$ 477,767.14	\$ 152,531.65	\$ 436,690.28
	<b>\$ 111,454.79</b>	<b>\$ 477,767.14</b>	<b>\$ 152,531.65</b>	<b>\$ 436,690.28</b>



# PITTSFORD CENTRAL SCHOOLS

## INVESTMENT SCHEDULES

As of October 31, 2019

### GENERAL FUND

Date Purchased	Maturity Date	Bank of Deposit	Principal Amount	Interest Rate	Number of Days	Interest Income
10/7/2019	12/6/2019	CNB	2,058,907.89	2.05%	60	6,938.24
10/8/2019	11/7/2019	CNB	5,000,000.00	1.63%	30	6,698.63
10/11/2019	11/10/2019	Chase	20,000,000.00	1.44%	30	23,671.23
			<u>27,058,907.89</u>			<u>37,308.10</u>

Our current interest rates are as follows:

JP Morgan Chase Checking	0.10% -0.25%
JP Morgan Chase Money Market	0.50%
Key Checking	0.15%
Key Money Market	0.15% -0.20%
Canandaigua National Bank Money Market	0.04%
NYCLASS Savings	1.78%
M & T Money Market -General Fund	0.75%


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 2019**  
**General Fund Accounts (Checking and Money Market)**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>19,903,127.85</u>
	<b>Receipts:</b>			
	Taxes & Tax Items	59,717,839.32		
	Non Property Taxes			
	Local Revenues	666,506.39		
	State Aid (BOCES Aid, VLT Lottery Aid)	1,163,042.28		
	Federal Aid - Medicaid (Both Portions)	17,364.41		
	Interest	21,123.97		
	Net Transfers	25,000,000.00		
	<b>Total Receipts:</b>			<u>86,585,876.37</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers		67,878.02	
	Check #254044-254360		4,091,508.74	
	ACH #000580-000611		8,500.61	
	Transfer to CD		25,000,000.00	
	Payroll Funding		6,274,885.13	
	Transfer to P-Card		290,763.17	
	Net Transfers		25,000,000.00	
	<b>Total Disbursements:</b>			<u>(60,733,535.67)</u>
30-Sep	ENDING BALANCE	<u>\$ 86,585,876.37</u>	<u>\$ 60,733,535.67</u>	<u>45,755,468.55</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	46,135,998.45
<b>ADD:</b>	
Outstanding Deposits	
<b>SUBTRACT:</b>	
Outstanding Checks	(23,051.76)
Outstanding Transfer to Memorials & Scholarships	(357,478.14)
<b>ADJUSTED BANK BALANCE</b>	<u>45,755,468.55</u>
<b>BALANCE PER BOOKS</b>	<u>45,755,468.55</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**

**GENERAL FUND**

Monthly Statement of Revenues  
October 31, 2019

DESCRIPTION	BUDGETED REVENUES WITH ADJUSTMENTS	REV. REC'D 10/31/2019	REV. REC'D TO DATE	ESTIMATED TO 6/30	OVER/(UNDER) BUDGET
Real Property Taxes	103,141,036.00	58,033,333.90	83,498,220.90	103,141,036.00	-
Other Payments in Lieu of Taxes	91,930.00	79,921.91	93,708.67	93,708.67	1,779
STAR Tax Relief Program	-	-	-	-	-
Interest & Penalties	515.00	-	-	515.00	-
County Sales Tax	5,330,861.00	-	58,804.88	5,330,861.00	-
Textbook Charges	600.00	-	12.00	600.00	-
Tuition - Individuals	-	-	-	-	-
Other Student Charges	15,000.00	54.25	54.25	15,000.00	-
Admissions	13,450.00	5,672.00	6,374.00	13,450.00	-
Tuition - Other Districts	125,000.00	-	-	125,000.00	-
Health Services - Other Districts	215,000.00	-	-	215,000.00	-
Interest Earned on Investments	225,000.00	27,448.31	68,184.98	225,000.00	-
Rental of Real Property	80,000.00	7,322.00	14,661.00	80,000.00	-
Rental of Real Property, BOCES	-	-	-	-	-
Rental of Buses	2,000.00	-	3,482.57	3,482.57	1,483
Commissions	-	-	-	-	-
Forfeiture of Deposits	-	-	-	-	-
Sale of Scrap and Excess Materials	1,000.00	-	782.54	1,000.00	-
Sale of Instructional Materials - Textbooks	-	487.75	487.75	487.75	488
Sale of Equipment	100,000.00	32,647.50	32,647.50	100,000.00	-
Insurance Recoveries	40,000.00	-	4,696.68	40,000.00	-
Other Compensation for Loss	2,000.00	502.97	1,127.57	2,000.00	-
Refund for BOCES Aided Services	285,000.00	-	-	285,000.00	-
Refund of Prior Years Expense	90,000.00	168,411.34	168,877.25	168,877.25	78,877
Gifts and Donations	30,000.00	15,810.00	18,872.82	30,000.00	-
Unclassified Revenues	170,000.00	58.91	28,091.62	170,000.00	-
State Aid - General Operating/Foundation Aid	6,958,993.75	1,668,523.22	3,339,810.83	6,958,993.75	-
State Aid - Excess Cost	810,756.00	-	(11,624.00)	810,756.00	-
State Aid - Building Aid	6,594,136.00	-	-	6,594,136.00	-
State Aid - Lottery Aid	5,243,067.70	-	5,243,067.70	5,243,067.70	-
State Aid - Lottery Grant	200,845.55	120,507.33	200,845.55	200,845.55	-
State Aid - Commercial Gaming Grant	-	-	-	-	-
State Aid - BOCES	2,819,445.00	-	-	2,819,445.00	-
State Aid - Textbooks	358,645.00	-	92,445.00	358,645.00	-
State Aid - Software Aid	90,583.00	-	-	90,583.00	-
State Aid - Hardware Aid	95,198.00	-	-	95,198.00	-
State Aid - Library Mat. Aid	39,719.00	-	-	39,719.00	-
State Aid - Other Charter School CSBT	-	-	-	-	-
State Aid - Other FDK Conversion	478,396.00	-	-	478,396.00	-
State Aid - Other Urban Suburban	1,071,244.00	-	-	1,071,244.00	-
Medicaid Assistance	50,000.00	9,959.24	22,713.84	50,000.00	-
Interfund Transfers	-	-	-	-	-
Appropriated Fund Balance	1,300,000.00	-	-	1,300,000.00	-
Reserve for Encumbrances	1,972,753.53	-	-	1,972,753.53	-
Appropriated Reserve: Liability	114,353.00	-	-	114,353.00	-
Appropriated Reserve: Workers Compensation	20,000.00	-	-	20,000.00	-
Appropriated Reserve: EBALR	400,000.00	-	-	400,000.00	-
Appropriated Reserve: ERS	200,000.00	-	-	200,000.00	-
Appropriated Reserve: Unemployment Res	40,000.00	-	-	40,000.00	-
Appropriated Reserve: Bus Purchase Reserve	-	-	-	-	-
<b>TOTALS:</b>	<b>\$ 138,816,527.53</b>	<b>\$ 60,170,660.63</b>	<b>\$ 92,886,345.90</b>	<b>\$ 138,899,153.77</b>	<b>\$ 82,626.24</b>

# PITTSFORD CENTRAL SCHOOLS

## GENERAL FUND

### Schedule of Appropriated Expenses October 31, 2019

	ORIGINAL APPROPRIATIONS	TRANSFERS AND ADJUSTMENTS	REVISED APPROPRIATIONS	EXPENDITURES TO DATE	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCES
<b>School Operations</b>						
Elementary Schools	18,785,800.00	186,874.82	18,972,674.82	3,574,722.81	13,966,897.02	1,431,054.99
Middle School	14,487,850.00	247,335.05	14,735,185.05	2,777,621.08	10,824,184.89	1,133,379.08
High School	20,253,891.00	224,595.69	20,478,486.69	4,171,103.73	14,155,460.55	2,151,922.41
<b>Total School Operations</b>	<b>53,527,541.00</b>	<b>658,805.56</b>	<b>54,186,346.56</b>	<b>10,523,447.62</b>	<b>38,946,542.46</b>	<b>4,716,358.48</b>
<b>Central Student Programs &amp; Services</b>						
Special Education Office	553,941.00	69,211.82	623,152.82	130,088.85	227,818.40	265,245.57
Special Education Services	1,228,511.00	35,256.00	1,263,767.00	217,699.99	990,875.21	55,191.80
Out of District Spec. Ed Programs	6,313,232.00	421,893.88	6,735,125.88	1,620,076.96	4,500,367.55	614,681.37
Special Services	687,772.00	(35,600.00)	652,172.00	128,591.80	501,092.53	22,487.67
Summer Programs	26,000.00	433.00	26,433.00	7,200.00	16,800.00	2,433.00
Non Public Services	428,114.00	17,174.90	445,288.90	44,398.89	316,585.42	84,304.59
BOCES	450,355.00	(60,695.49)	389,659.51	182,459.68	162,140.32	45,059.51
<b>Total Central Programs &amp; Services</b>	<b>9,687,925.00</b>	<b>447,674.11</b>	<b>10,135,599.11</b>	<b>2,330,516.17</b>	<b>6,715,679.43</b>	<b>1,089,403.51</b>
<b>Instructional Services</b>						
Curriculum & Instruction Services	754,251.00	17,063.69	771,314.69	310,675.43	304,554.12	156,085.14
Standards of Performance	501,720.00	39,716.88	541,436.88	91,387.89	357,902.82	92,146.17
Pupil Services Office	328,635.00	7,439.93	336,074.93	94,663.85	180,475.94	60,935.14
Instructional Technology Services	1,648,872.00	277,294.23	1,926,166.23	856,271.32	855,089.28	214,805.63
Professional Development Services	261,608.00	4,675.51	266,283.51	70,951.76	150,519.55	44,812.20
Data Team	420,585.00	2,705.11	423,290.11	144,615.87	245,580.43	33,093.81
<b>Total Instructional Services</b>	<b>3,915,671.00</b>	<b>348,895.35</b>	<b>4,264,566.35</b>	<b>1,568,566.12</b>	<b>2,094,122.14</b>	<b>601,878.09</b>
<b>Support Services</b>						
Finance Services	947,453.00	16,472.97	963,925.97	331,668.69	538,483.52	93,773.76
Personnel Services	426,397.00	13,999.47	440,396.47	145,507.80	227,578.63	67,310.04
Public Information Services	363,098.00	5,653.72	368,751.72	88,639.17	225,505.55	54,607.00
Operations and Maintenance	8,155,228.00	855,720.23	9,010,948.23	2,257,049.97	4,601,715.36	2,152,182.90
Printing and Mailing Services	287,390.00	7,295.56	294,685.56	62,704.36	217,365.09	14,616.11
Support Services Technology	1,481,131.00	(29,844.96)	1,451,286.04	595,501.29	528,243.71	327,541.04
Transportation Services	4,804,057.00	155,693.44	4,959,750.44	956,352.31	2,832,673.70	1,170,724.43
<b>Total Support Services</b>	<b>16,464,754.00</b>	<b>1,024,990.43</b>	<b>17,489,744.43</b>	<b>4,437,423.59</b>	<b>9,171,585.56</b>	<b>3,880,755.28</b>
<b>Central Administration</b>						
Board of Education	59,400.00	760.69	60,160.69	19,514.90	13,943.65	26,702.14
Superintendent's Office	372,525.00	6,962.08	379,487.08	130,761.79	229,280.12	19,445.17
<b>Total Central Administration</b>	<b>431,925.00</b>	<b>7,722.77</b>	<b>439,647.77</b>	<b>150,276.69</b>	<b>243,223.77</b>	<b>46,147.31</b>
<b>Undistributed Expenses</b>						
Debt Service & Interfund Transfers	11,608,669.00	1,385.75	11,610,054.75	5,605,923.50	5,384,131.25	620,000.00
Insurance & Fees	1,667,676.00	149,162.47	1,816,838.47	773,883.61	946,569.29	96,385.57
Employee Benefits	39,385,260.00	(551,529.91)	38,833,730.09	10,916,869.59	23,851,709.14	4,065,151.36
<b>Total Undistributed Expenses</b>	<b>52,661,605.00</b>	<b>(400,981.69)</b>	<b>52,260,623.31</b>	<b>17,296,676.70</b>	<b>30,182,409.68</b>	<b>4,781,536.93</b>
<b>TOTAL</b>	<b>136,689,421.00</b>	<b>2,087,106.53</b>	<b>138,776,527.53</b>	<b>36,306,906.89</b>	<b>87,353,543.04</b>	<b>15,116,077.60</b>

**Transfers and Adjustments Detail:**

Prior Year Encumbrances	1,972,753.53
Liability Reserve Appropriation	114,353.00
<b>Total Transfers and Adjustments</b>	<b>2,087,106.53</b>

**PITTSFORD CENTRAL SCHOOLS  
SCHOOL LUNCH FUND  
Monthly Operating Report  
October 31, 2019**

CURRENT YEAR MONTHLY TOTALS	PREVIOUS YEAR MONTHLY TOTALS	2019-20 YR-TO-DATE	2018-19 YR-TO-DATE
--------------------------------	---------------------------------	-----------------------	-----------------------

**REVENUES:**

TYPE A SALES	\$ 91,925.75	\$ 93,186.25	\$ 167,183.75	\$ 166,938.00
OTHER CAFETERIA SALES	143,933.04	148,822.20	263,066.33	262,948.54
REBATES	556.06	247.61	979.63	613.99
INTEREST INCOME	172.60	79.21	424.24	284.28
INSURANCE/OTHER COMP	-	-	-	-
MISCELLANEOUS INCOME	45.00	-	241.14	189.52
<b>TOTAL REVENUES:</b>	<b>\$ 236,632.45</b>	<b>\$ 242,335.27</b>	<b>\$ 431,895.09</b>	<b>\$ 430,974.33</b>

**EXPENDITURES**

SALARIES	\$ 66,296.33	\$ 66,077.68	\$ 148,350.83	\$ 149,445.68
EQUIPMENT	-	-	-	-
CONTRACTUAL/BOCES	339.10	751.49	6,893.89	7,712.32
FOOD & MILK USED	81,781.22	66,376.30	159,607.55	150,595.27
REPAIRS	3,953.15	3,085.77	6,628.10	5,593.79
TRAVEL/MILEAGE	37.53	-	37.53	99.84
SUPPLIES	2,365.78	3,183.66	11,474.31	15,386.51
BENEFITS	30,933.68	39,884.95	119,857.33	122,407.08
<b>TOTAL EXPENDITURES:</b>	<b>\$ 185,706.79</b>	<b>\$ 179,359.85</b>	<b>\$ 452,849.54</b>	<b>\$ 451,240.49</b>

<b>NET OPERATIONS:</b>	\$ 50,925.66	\$ 62,975.42	\$ (20,954.45)	\$ (20,266.16)
------------------------	--------------	--------------	----------------	----------------

**OTHER ITEMS AFFECTING FUND BALANCE**

Cumulative Change in Reserve for Supplies Inventory	\$ 2,407.40	\$ 2,610.95
Change in Fund Balance:	(18,547.05)	(17,655.21)
Fund Balance at July 1	\$ 568,518.20	\$ 457,290.41
Fund Balance to date	\$ 549,971.15	\$ 439,635.20

Beginning Inventories	\$	24,857.37
Encumbrances	\$	-
Appropriated - Next Year's Budget	\$	45,000.00

Loss of State Aid (National Lunch & Breakfast Program)	\$	18,547.00	Free, Reduced & Paid
--	----	-----------	----------------------

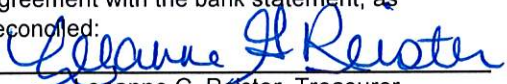
**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF OCTOBER 2019**

**School Lunch Fund**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 705,941.92</u>
	<b>Receipts:</b>			
	Daily Deposits	41,915.71		
	Prepays- School Lunch Office	1,851.75		
	Prepaid- via NutriKids/Heartland	175,366.76		
	Other Sales-Vending	279.09		
	Catering	560.50		
	Miscellaneous	586.06		
	Interest	172.60		
	Net Transfers	200,000.00		
	<b>Total Receipts:</b>			<u>420,732.47</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers			
	Check # 202658-202685		92,606.23	
	Payroll Funding		71,156.79	
	Void Checks			
	Transfer to Trust & Agency re: Sales Tax			
	Net Transfers		200,000.00	
	<b>Total Disbursements:</b>			<u>(363,763.02)</u>
30-Sep	ENDING BALANCE	<u>\$ 420,732.47</u>	<u>\$ 363,763.02</u>	<u>762,911.37</u>

BANK RECONCILIATION	
<b>BALANCE PER BANK:</b>	762,223.30
<b>ADD:</b> Outstanding Deposits	10,068.07
NSF Checks	
<b>SUBTRACT:</b>	
Outstanding Checks	(9,380.00)
<b>ADJUSTED BANK BALANCE</b>	<u>762,911.37</u>
<b>BALANCE PER BOOKS</b>	<u>762,911.37</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  
October 31, 2019**

	9/30/2019			10/31/2019
	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
Private Purpose Funds (Scholarships)	109,157.26	2,663.95	1,100.00	110,721.21
Special Revenue Funds (Local Grants/Donations)	17,662.12	2.24	-	17,664.36
Consolidated Payroll	(737.09)	4,050,927.05	4,050,777.05	(587.09)
Net 1099R Distributions	-	-	-	-
NYS Employee Retirement	1,413.47	24,639.37	25,711.31	341.53
Income Protection (LTD)	-	12,843.87	12,843.87	-
Hospital Insurance	-	210,778.62	210,778.62	-
AFLAC	-	1,306.62	1,306.62	-
NYS Income Tax	(8.87)	254,767.41	254,767.41	(8.87)
Federal Income Tax	-	557,413.49	557,413.49	-
Federal Income Tax-1099R	-	-	-	-
Earned Income Credit	-	8,187.26	8,187.26	-
Income Execution	-	-	-	-
Association Dues	-	14,565.41	14,565.41	-
Social Security	(225.82)	874,399.24	874,295.52	(122.10)
Teacher Loans	-	22,631.14	22,631.14	-
Tax Sheltered Annuities	-	344,957.89	344,957.89	-
Bid Deposits	-	-	-	-
Other Liabilities	-	4,019.00	-	4,019.00
United Way	-	2,190.60	2,190.60	-
Life Insurance	-	6,704.16	6,704.16	-
Flex Benefits-Medical Exp.	(50,276.11)	68,409.72	68,266.61	(50,133.00)
Flex Benefits-Dependent Care	21,928.13	43,107.76	30,608.10	34,427.79
Flex Benefits-Management Fee	682.76	127.80	153.90	656.66
529 College Savings	-	-	-	-
Sales Tax	-	-	-	-
Accounts Receivable	-	-	-	-
Due from Other Funds	525.00	6,441,881.05	6,441,881.05	525.00
Due to Other Funds	1,996.75	159.34	-	2,156.09
Health Fund Reserve	1,588,026.76	175.89	37,060.00	1,551,142.65
<b>TOTALS:</b>	<b>\$ 1,690,144.36</b>	<b>\$ 12,946,858.88</b>	<b>\$ 12,966,200.01</b>	<b>\$ 1,670,803.23</b>

**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF OCTOBER 2019**

**Trust & Agency Accounts**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 1,562,274.98</u>
	<b>Receipts:</b>			
	Payroll Funding	6,441,881.05		
	FSA Deductions	55,822.64		
	General Fund- DT/DF	-		
	FSA/Health Fund Prefunding Credit	-		
	Miscellaneous	4,273.76		
	Interest	334.19		
	Net Transfers	1,686,476.42		
	<b>Total Receipts:</b>			<u>8,188,788.06</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers-Taxes		1,686,476.42	
	EFT Withdrawals (FSA/Health Fund Accounts)		80,265.97	
	EFT/Wire Transfers (Omni, NYS ERS & NYS Sales Tax)		370,669.20	
	Payroll Checks # 236974-237184		491,641.19	
	Direct Deposits (D329706-D332279)		3,894,166.18	
	T & A Checks #200071		-	
	FSA Checks #200089		-	
	Void Checks		-	
	Net Transfers		1,686,476.42	
	<b>Total Disbursements:</b>			<u>(8,209,695.38)</u>
30-Sep	ENDING BALANCE	<u>\$ 8,188,788.06</u>	<u>\$ 8,209,695.38</u>	<u>1,541,367.66</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK</b>	1,703,337.87
<b>ADD:</b>	
Deposit in Transit	
<b>SUBTRACT:</b>	
Outstanding Checks	(149,089.62)
Benefit Resources - Current Month's transactions taken Next Month	(12,880.59)
<b>ADJUSTED BANK BALANCE</b>	<u>1,541,367.66</u>
<b>BALANCE PER BOOKS</b>	<u>1,541,367.66</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

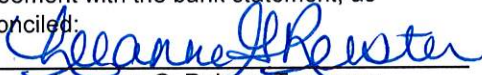


**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF OCTOBER 2019  
Private Purpose Trusts and Special Revenue Accounts**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 126,819.38</u>
	<b>Receipts:</b>			
	Miscellaneous -Dividend & Local Money	2,650.00		
	Interest	16.19		
	Net Transfers			
	Total Receipts:			<u>2,666.19</u>
	<b>Disbursements:</b>			
	Checks 200617		1,100.00	
	Void Checks			
	Net Transfers			
	Total Disbursements:			<u>(1,100.00)</u>
30-Sep	ENDING BALANCE	<u>\$ 2,666.19</u>	<u>\$ 1,100.00</u>	<u>128,385.57</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	128,385.57
<b>ADD:</b>	
Outstanding Transfer from General	
<b>SUBTRACT:</b>	
Outstanding Checks	
<b>ADJUSTED BANK BALANCE</b>	<u>128,385.57</u>
<b>BALANCE PER BOOKS</b>	<u>128,385.57</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**  
**SPECIAL AID FUNDS**  
**SCHEDULE OF APPROPRIATED EXPENSE**  
 October 31, 2019

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)	236,861.19	121,721.81	50,172.54	3,030.62	61,936.22	
Summer Enrichment (Cumulative Balance)	141,128.07	64,523.12	64,098.39	286.67	12,219.89	
ROC 2 Change (Cumulative Balance)	10,048.60	-	327.30	1,612.59	8,108.71	
<b>IDEA 611 19/20 (07/01/19-06/30/20)</b>	<b>1,215,727.00</b>	<b>-</b>	<b>258,632.08</b>	<b>859,773.65</b>	<b>97,321.27</b>	Special Education
Covers special education expenditures						
<b>IDEA 619 19/20 (07/01/19-06/30/20)</b>	<b>33,007.00</b>	<b>-</b>	<b>-</b>	<b>870.00</b>	<b>32,137.00</b>	Special Education
Covers pre-school educational expenses.						
<b>TITLE I 18/19 (09/01/18-08/31/19)</b>	<b>198,070.00</b>	<b>177,809.09</b>	<b>3,560.00</b>	<b>-</b>	<b>16,700.91</b>	Student Services
<b>TITLE I 19/20 (09/01/19-08/31/20)</b>	<b>180,534.00</b>	<b>-</b>	<b>24,257.92</b>	<b>147,104.68</b>	<b>9,171.40</b>	Student Services
Provides program additions at qualifying schools to support students at risk of not passing the required state assessments.						
<b>TITLE IIA GRANT 18/19 (09/01/18-08/31/19)</b>	<b>165,126.00</b>	<b>87,687.21</b>	<b>22,881.16</b>	<b>-</b>	<b>54,557.63</b>	Student Services
<b>TITLE IIA GRANT 19/20 (09/01/19-08/31/20)</b>	<b>95,897.00</b>	<b>-</b>	<b>4,182.10</b>	<b>32,468.66</b>	<b>59,246.24</b>	Student Services
Enhances Teacher/Principal training and recruitment.						
<b>TITLE III GRANT 18/19 (09/01/18-08/31/19)</b>	<b>38,642.00</b>	<b>18,072.95</b>	<b>2,560.00</b>	<b>-</b>	<b>18,009.05</b>	Student Services
<b>TITLE III GRANT 19/20 (09/01/19-08/31/20)</b>	<b>8,196.00</b>	<b>-</b>	<b>-</b>	<b>375.00</b>	<b>7,821.00</b>	Student Services
Provides language instructional education programs to assist Limited English Proficient (LEP) students achieve standards						
<b>TITLE IV SSAE GRANT 18/19 (09/01/18-08/31/19)</b>	<b>13,480.00</b>	<b>4,390.00</b>	<b>1,300.00</b>	<b>-</b>	<b>7,790.00</b>	Student Services
<b>TITLE IV SSAE GRANT 19/20 (09/01/19-08/31/20)</b>	<b>13,613.00</b>	<b>-</b>	<b>1,140.92</b>	<b>5,704.68</b>	<b>6,767.40</b>	
Provides resources to increase the capacity of local agencies to provide student support and academic enrichment programs						
<b>TEACHER CENTER GRANT 2019-20</b>	<b>43,907.00</b>	<b>-</b>	<b>29,562.94</b>	<b>916.12</b>	<b>13,427.94</b>	Teacher Center
Provides staff development opportunities for teachers.						
<b>SPECIAL ED SUMMER PROGRAMS 4408</b>	<b>360,000.00</b>	<b>-</b>	<b>120,070.22</b>	<b>18,328.48</b>	<b>221,601.30</b>	Special Education
Payments for tuition to BOCES and outside providers of summer special education programs.						
<b>SPECIAL ED SUMMER PROGRAM-In District</b>	<b>360,000.00</b>	<b>-</b>	<b>302,889.27</b>	<b>-</b>	<b>57,110.73</b>	Special Education
Expenses for staff and materials for state approved in-district special education summer program.						
<b>SPECIAL ED SUMMER PROGRAM-Related Services</b>	<b>19,000.00</b>	<b>-</b>	<b>6,324.75</b>	<b>-</b>	<b>12,675.25</b>	Special Education
Payments to outside providers and staff for related services during July and August.						
<b>STATE SUPPORTED SCHOOLS</b>	<b>43,000.00</b>	<b>-</b>	<b>10,677.01</b>	<b>32,322.99</b>	<b>-</b>	Spec Ed/Business Office
4201 Schools for the Blind and Deaf						
<b>TOTALS :</b>	<b>3,176,238.86</b>	<b>474,204.18</b>	<b>902,636.60</b>	<b>1,102,794.14</b>	<b>696,601.94</b>	

**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF OCTOBER 2019**

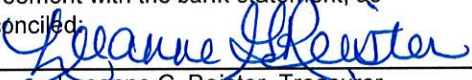
**Special Aid Funds**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			\$ 111,454.79
	<b>Receipts:</b>			
	Local Revenues	240.00		
	State Aid/Federal Aid	477,527.14		
	Transfer from General (20% funding)			
	Transfer from General DT/DF			
	Transfer to Special Aid Fund: write offs			
	Net Transfers			
	<b>Total Receipts:</b>			<u>477,767.14</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers			
	Check # 205448-205479		56,692.52	
	Transfer to General Fund re: DT/DF			
	Void Checks/Stop Payments/NSF Checks			
	Payroll Funding		95,839.13	
	Net Transfers			
	<b>Total Disbursements:</b>			<u>(152,531.65)</u>
30-Sep	ENDING BALANCE	<u>\$ 477,767.14</u>	<u>\$ 152,531.65</u>	<u>436,690.28</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	82,455.19
<b>ADD:</b> NSF Payments	
Interfund Transfer from General Fund	357,478.14
<b>SUBTRACT:</b>	
Outstanding Checks	(3,243.05)
Outstanding Payment Center Fees	
<b>ADJUSTED BANK BALANCE</b>	<u>436,690.28</u>
<b>BALANCE PER BOOKS</b>	<u>436,690.28</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 October 31, 2019

DESCRIPTION	APPROPRIATIONS	PRIOR YEAR PROJECT EXPENDITURES	EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES
Bus Purchases 2019-20	1,021,349.00	-	980,549.25	-	40,799.75
Capital 14-15 Funded by General Fund	250,000.00	111,599.54	103,010.31	33,899.00	1,491.15
Capital 15-16 Funded by General Fund	250,000.00	-	47,213.50	130,105.00	72,681.50
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
Capital Funded by Reserve - May 2019	3,000,000.00	138,580.41	510,438.19	1,525,531.78	825,449.62
BOCES Capital Project	2,833,574.00	-	-	-	2,833,574.00
Subtotal - Capital Fund	5,271,349.00	250,179.95	1,641,211.25	1,689,535.78	4,523,996.02
Debt Service	10,738,669.00	-	5,605,923.50	5,132,745.50	-
<b>TOTALS :</b>	<b>16,010,018.00</b>	<b>250,179.95</b>	<b>7,247,134.75</b>	<b>6,822,281.28</b>	<b>4,523,996.02</b>

## RESERVE BALANCES October 31, 2019

DESCRIPTION	FUND BALANCE AT 07/01/2019	APPROPRIATED AMOUNT OR ACTUAL EXPENDITURE	INTEREST/ OTHER REVENUES	APPROVED TRANSFER (In/Out)	FUND BALANCE TO DATE
Bus Purchases Funded by Reserve	5,087,762.02	-	2,638.00	-	5,090,400.02
Capital Reserve	16,074,876.07	-	8,499.83	-	16,083,375.90
Instructional Technology Capital Reserve	2,406,458.85	-	989.89	-	2,407,448.74
Insurance Reserve	1,187,064.73	-	598.76	-	1,187,663.49
Unemployment Insurance Reserve	364,520.26	(40,000.00)	184.75	-	324,705.01
Reserve for Liability	1,601,027.35	(114,353.00)	807.56	-	1,487,481.91
Reserve for Tax Certiorari	1,090,769.79	-	550.18	-	1,091,319.97
Employee Benefit & Accrued Liability Reserve	2,516,314.31	(400,000.00)	1,192.32	-	2,117,506.63
Reserve for Retirement Contributions	2,103,521.02	(200,000.00)	1,069.33	-	1,904,590.35
Reserve for Teacher Retirement Contributions	867,535.00	-	448.31	-	867,983.31
Workers' Compensation Reserve	440,830.90	(20,000.00)	185.86	-	421,016.76
<b>TOTALS :</b>	<b>33,740,680.30</b>	<b>(774,353.00)</b>	<b>17,164.79</b>	<b>-</b>	<b>32,983,492.09</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 2019**

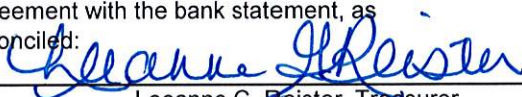
**Capital**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 3,095,022.79</u>
	<b>Receipts:</b>			
	Transfer from General Fund re: Due to/from			
	Transfer from General Fund re: Bus Purch. Reserve			
	BAN Proceeds			
	Interest	6.75		
	Net Transfers	500,000.00		
	<b>Total Receipts:</b>			<u>500,006.75</u>
	<b>Disbursements:</b>			
	EFT/Wire Transfers			
	Transfer to Debt Service Fund			
	Capital Checks-# 60119-60121		44,011.50	
	Capital Reserve Checks #874		496,252.39	
	Bus Purchase Reserve Checks #200030			
	Net Transfers		500,000.00	
	<b>Total Disbursements:</b>			<u>(1,040,263.89)</u>
30-Sep	ENDING BALANCE	<u>\$ 500,006.75</u>	<u>\$ 1,040,263.89</u>	<u>2,554,765.65</u>

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

<b>BALANCE PER BANK:</b>	2,554,765.65
<b>ADD:</b>	
<b>SUBTRACT:</b>	
Outstanding Checks	
<b>ADJUSTED BANK BALANCE</b>	<u>2,554,765.65</u>
<b>BALANCE PER BOOKS</b>	<u>2,554,765.65</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 2019**

**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				\$ 10,174,992.70
	<b>Receipts:</b>				
	Transfer from General Fund				
	Interest - Reserve for Liability		203.57		
	Interest -Tax Certiorari		138.69		
	Interest- Unemployment Insurance		46.35		
	Interest- Employee Benefit & Accrued Liabilities		319.93		
	Interest- Employee Retirement Contribution		267.46		
	Interest- Teachers Retirement Contribution		444.75		
	Interest- Workers' Compensation		56.05		
	Interest- Insurance Reserve		150.93		
	Transfers		867,538.56		
	<b>Total Receipts:</b>				<u>869,166.29</u>
	<b>Disbursements:</b>				
	EFT Withdrawals				
	Transfer to General Fund				
	Transfers			867,538.56	
	<b>Total Disbursements:</b>				<u>(867,538.56)</u>
30-Sep	ENDING BALANCE		\$ 869,166.29	\$ 867,538.56	<u><u>10,176,620.43</u></u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	10,176,620.43
<b>ADD:</b>	
<b>SUBTRACT:</b>	
Outstanding Checks	
<b>ADJUSTED BANK BALANCE</b>	<u>10,176,620.43</u>
<b>BALANCE PER BOOKS</b>	<u><u>10,176,620.43</u></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

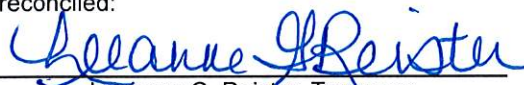
**PITTSFORD CENTRAL SCHOOLS**  
**BANK RECONCILIATION FOR THE MONTH OF OCTOBER 2019**  
**Capital Reserve, Capital Instructional Technology Reserve and Bus Purchase Reserve Accounts**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$23,577,850.04</u>
	<b>Receipts:</b>			
	Interest - Bus Purchase Reserve	652.09		
	Interest - Capital Reserve	2,416.58		
	Interest - Capital IT Reserve	305.95		
	Net Transfers			
	Total Receipts:			<u>3,374.62</u>
	<b>Disbursements:</b>			
	Net Transfers			
	Total Disbursements:			<u>-</u>
30-Sep	ENDING BALANCE	<u>\$ 3,374.62</u>	<u>\$ -</u>	<u>23,581,224.66</u>

**BANK RECONCILIATION**

<b>BALANCE PER BANK:</b>	23,581,224.66
<b>ADD:</b>	-
<b>SUBTRACT:</b>	
Outstanding Checks	
<b>ADJUSTED BANK BALANCE</b>	<u>23,581,224.66</u>
<b>BALANCE PER BOOKS</b>	<u>23,581,224.66</u>

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

  
 \_\_\_\_\_  
 Lianne 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 2019**

**Debt Service Fund**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			\$ 7,797,428.17
	<b>Receipts:</b>			
	Transfer from General Fund (per appropriations)			
	Transfer from Capital Fund (Assuming BAN Premium)			
	Interest	352.21		
	Net Transfers			
	<u>Total Receipts:</u>			<u>352.21</u>
	<b>Disbursements:</b>			
	Checks (001054)			
	Depository Trust Company (Wires)		4,814,400.00	
	Net Transfers			
	<u>Total Disbursements:</u>			<u>(4,814,400.00)</u>
30-Sep	ENDING BALANCE	<u>\$ 352.21</u>	<u>\$ 4,814,400.00</u>	<u>2,983,380.38</u>

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


**BALANCE PER BANK:** 2,983,380.38

**ADD:**

**SUBTRACT:**

<b>ADJUSTED BANK BALANCE</b>	<u>2,983,380.38</u>
<b>BALANCE PER BOOKS</b>	<u>2,983,380.38</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 2019**

**Zero Balance Accounts: Purchasing Card**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			\$ -
	<b>Receipts:</b>			
	Transfer from General Fund	290,763.17		
	<b>Total Receipts:</b>			290,763.17
	<b>Disbursements:</b>			
	JP Morgan Chase Withdrawal		290,763.17	
	<b>Total Disbursements:</b>			(290,763.17)
30-Sep	ENDING BALANCE	\$ 290,763.17	\$ 290,763.17	-

**BANK RECONCILIATION**

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

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

  
\_\_\_\_\_  
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

## MONTHLY EXTRACLASSTROOM ACTIVITY SUMMARY & RECONCILIATION October 31, 2019

SCHOOL	BEGINNING BALANCE 7/1/2019	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 10/31/2019
Allen Creek Elementary	527.49	-	-	527.49
Jefferson Road Elementary	1,469.88	20.25	-	1,490.13
Mendon Center Elementary	13,552.41	3,432.24	2,644.50	14,340.15
Park Road Elementary	3,762.21	1,092.00	824.96	4,029.25
Thornell Road Elementary	4,282.63	-	7.00	4,275.63
Barker Road Middle School	43,135.02	53,711.02	22,933.30	73,912.74
Calkins Road Middle School	65,939.86	19,936.34	12,084.32	73,791.68
Sutherland High School	75,991.24	19,451.32	20,268.11	75,174.45
Mendon High School	93,429.77	28,989.90	8,501.46	113,918.21
<b>TOTALS:</b>	<b>302,090.31</b>	<b>126,633.07</b>	<b>67,263.65</b>	<b>361,459.73</b>

BANK RECONCILIATION			
<b>COMBINED BALANCES PER BANK:</b>			382,644.16
<b>ADD:</b>	Outstanding Deposits / Bank Adjustments		329.00
	NSF Checks		365.00
<b>SUBTRACT:</b>	Outstanding Checks		(21,878.43)
<b>ADJUSTED BANK BALANCE</b>			<u>361,459.73</u>
<b>BALANCE PER BOOKS</b>			<u>361,459.73</u>

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
 Budgetary Transfer Report  
 Current Appropriation - Effective From: 10/01/2019 To: 10/31/2019  
 Fiscal Year: 2020

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
<b>Fund: A - GENERAL FUND</b>						
10/07/2019	007916	To provide funds for BOCES services..	A231-2100-500 R	BR SchISuppt Supplies	-506.00	
			A231-2100-490 R	BR SchISuppt BOCES		506.00
10/07/2019	008182	TO COVER THE COST OF SUMMER READING PRIZES FOR STUDENTS.	A232-2152-500 R	CR English Supplies	-100.00	
			A232-2610-500 R	CR Library Supplies		100.00
10/11/2019	008581	To provide funds for yearly subscription for electronic signage.	A341-2610-500 R	MHS Library Supplies	-129.00	
			A341-2610-400 R	MHS Library Contracted Sv		129.00
10/07/2019	008652	To provide funds for schoolwide use of Purell.	A114-2110-500 R	MC Tch RegSch Supplies	-569.19	
			A114-2100-500 R	MC SchISuppt Supplies		569.19
10/07/2019	008699	TO COVER COST FOR CONTRACTUAL SERVICES.	A340-2100-500 R	SHS SchISuppt Supplies	-3,100.00	
			A340-2100-400 R	SHS SchISuppt Contr Svc		3,100.00
10/07/2019	008702	To provide funds for AED/CPR classes.	A640-1621-490 R	OM BOCES Services	-150.00	
			A640-1620-490 R	OM BOCES		150.00
10/07/2019	008703	To provide funds for Travel & Conference.	A231-2020-500 R	BR Supr RegSch Supplies	-38.01	
			A231-2020-465 R	BR Supr RegSch Trav Conf		38.01
10/07/2019	008739	To provide funds for Mathcounts Competition fees.	A231-2158-500 R	BR Math Supplies	-50.00	
			A231-2158-406 R	BR Math Entry Fees		50.00
10/07/2019	008779	To provide funds for choral sheet music.	A112-2110-500 R	AC Tch RegSch Supplies	-465.74	
			A112-2165-480 R	AC Music Vocal Textbooks		465.74
10/07/2019	008932	To provide funds for video reformatting for bus cameras.	A670-5510-500 R	TRN Supplies & Materials	-6,168.97	
			A670-5510-400 R	TRN Contracted Services		6,168.97
10/07/2019	009472	TO COVER COST OF REPLACEMENT DIESEL PUMPS.	A830-9060-800 R	BEN Hospital Medical	-19,402.24	
			A670-5510-400 R	TRN Contracted Services		19,402.24

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
 Budgetary Transfer Report  
 Current Appropriation - Effective From: 10/01/2019 To: 10/31/2019  
 Fiscal Year: 2020

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
10/09/2019	009551	TRANSFER FUNDS FROM SCHOOL SUPPORT TO NURSE SUPPLIES TO COVER ADDITIONAL NURSE SUPPLIES.	A341-2100-500 R	MHS SchlSuppt Supplies	-76.23	
			A341-2815-500 R	MHS HealthSv Supplies		76.23
10/09/2019	009955	To cover the cost of Emergency excess hours.	A440-2815-400 R	SPSV HlthSv Sch Physician	-1,000.00	
			A440-2831-400 R	SPSV Mental Hlth Pitt You		1,000.00
10/10/2019	009963	TO PROVIDE FUNDS FOR ACADEMIC CHALLENGE BOWL REGISTRATION.	A232-2100-400 R	CR SchlSuppt Contr Svc	-506.00	
			A232-2100-490 R	CR SchlSuppt BOCES		506.00
10/09/2019	009988	TO COVER THE COST FOR RENEWAL OF AIRWATCH MANAGEMENT SYSTEM FOR IPADS.	A830-9060-800 R	BEN Hospital Medical	-9,000.00	
			A530-2630-464 R	ITS Computer Inst Softwar		9,000.00
10/11/2019	010034	Moving funds for WL training (comprehensive input) and to cover membership renewals.	A511-2034-500 R	STD World Lang Supplies	-150.00	
			A511-2034-465 R	STD World LangTravel Conf		105.00
			A511-2034-468 R	STD World Lang Membership		45.00
10/11/2019	010050	Transfer funds to purchase Circle Forward books for counseling dept.	A511-2053-465 R	STD Counseling Trav & Con	-165.00	
			A511-2053-500 R	STD Counseling Supplies		165.00
10/11/2019	010052	TRANSFER FUND FROM SCIENCE SUPPLIES TO COVER THE COST OF SCIENCE CONTRACTUAL SERVICES.	A341-2176-500 R	MHS Science Supplies	-100.00	
			A341-2176-400 R	Contracted Services		100.00
10/18/2019	010089	To provide funds for instructional software.	A530-2630-400 R	ITS Computer Inst Contr S	-63.64	
			A530-2630-464 R	ITS Computer Inst Softwar		63.64
10/18/2019	010097	To provide funds for BOCES classes.	A640-1621-500 R	OM Maint/Cust Supplies	-75.00	
			A640-1620-490 R	OM BOCES		75.00
10/16/2019	010098	TO PROVIDE FUNDS FOR MATHCOUNTS COMPETITION.	A231-2158-500 R	BR Math Supplies	-40.00	
			A231-2158-406 R	BR Math Entry Fees		40.00
10/15/2019	010173	Funds added to cover Travel & Conference.	A510-2012-465 R	CURINS Std Office Trav Co	-111.00	
			A511-2034-465 R	STD World LangTravel Conf		111.00
10/16/2019	010249	TO PROVIDE FUNDS FOR SCIENCE OLYMPIAD SERVICES.	A232-2176-500 R	CR Science Supplies	-225.00	
			A232-2100-400 R	CR SchlSuppt Contr Svc		225.00

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
 Budgetary Transfer Report  
**Current Appropriation - Effective From: 10/01/2019 To: 10/31/2019**  
**Fiscal Year: 2020**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
10/18/2019	010285	To provide funds for visiting author.	A231-2100-500 R	BR SchISuppt Supplies	-480.50	
			A231-2110-493 R	BRMS Young Aud-Cultural A		480.50
10/18/2019	010289	To provide funds for 14TH ANNUAL MENTAL HEALTH CONFERENCE.	A231-2100-465 R	BR SchISuppt Trav Conf	-110.00	
			A231-2100-490 R	BR SchISuppt BOCES		110.00
10/16/2019	010290	TO TRANSFERS FUNDS FOR SOURCES OF STRENGTH FUNDED BY PTSA DONATION.	A830-9069-800 R	BEN Health Fund	-2,000.00	
			A520-2830-500 R	PS Supplies & Materials		2,000.00
10/16/2019	010359	TO TRANSFER FUNDS FOR PRE LIBRARY FUNDED BY DONATIONS FROM CELEBRATE W/ A BOOK.	A830-9010-800 R	BEN Employee Retirement	-450.00	
			A115-2610-500 R	PR Library Supplies		450.00
10/18/2019	010469	To provide funds for workshop attendance.	A112-2100-465 R	AC SchISuppt Trav Conf	-175.00	
			A112-2100-490 R	AC SchISuppt BOCES		175.00
10/21/2019	010561	To provide funds for Dignity Act Coordinator Training.	A231-2100-465 R	BR SchISuppt Trav Conf	-125.00	
			A231-2020-490 R	BR Supr RegSch BOCES		125.00
10/21/2019	010562	To provide funds for art supplies.	A231-2100-500 R	BR SchISuppt Supplies	-71.77	
			A231-2113-500 R	BR Art Supplies		71.77
10/21/2019	010712	TO COVER THE COST FOR INSTRUCTIONAL SOFTWARE.	A341-2158-500 R	MHS Math Supplies	-300.00	
			A530-2630-464 R	ITS Computer Inst Softwar		300.00
10/21/2019	010743	To provide frunds for Cultural Arts event.	A231-2100-500 R	BR SchISuppt Supplies	-1,035.00	
			A231-2110-493 R	BRMS Young Aud-Cultural A		1,035.00
10/23/2019	010818	TO PROVIDE FUNDS FOR BOOKS PURCHASED BY THE LIBRARY.	A232-2100-500 R	CR SchISuppt Supplies	-153.90	
			A232-2610-500 R	CR Library Supplies		153.90
10/22/2019	010830	To cover registration fee for District Clerk Seminar.	A710-1010-465 R	BOE Travel & Conference	-50.00	
			A710-1040-465 R	BOE Travel & Conference		50.00
10/22/2019	010832	To cover mileage costs.	A113-2020-500 R	JR Supr RegSch Supplies	-150.00	
			A113-2020-466 R	JR Supr RegSch Mileage		150.00

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
 Budgetary Transfer Report  
 Current Appropriation - Effective From: 10/01/2019 To: 10/31/2019  
 Fiscal Year: 2020

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
10/23/2019	011012	<b>TO COVER COST OF CHARTER SCHOOL TUITION FOR STUDENTS WHO MOVED INTO THE DISTRICT.</b>				
			A830-9060-800 R	BEN Hospital Medical	-7,000.00	
			A460-2110-473 R	Payments-Charter Schools		7,000.00
10/24/2019	011019	<b>TO COVER CLICK CHARGES</b>				
			A510-2010-490 R	CURINS BOCES Services	-13,460.51	
			A112-2100-492 R	AC SchISuppt Print Servs.		817.19
			A114-2100-492 R	MC SchISuppt Print Servs.		4,266.57
			A115-2100-492 R	PR SchISuppt Print Servs.		1,910.26
			A231-2100-492 R	BR SchISuppt Print Servs.		2,259.71
			A232-2100-492 R	CR SchISuppt Print Servs		1,240.58
			A340-2100-492 R	SHS SchISuppt Print Servs		1,329.70
			A341-2100-492 R	MHS SchISuppt Print Servs		1,467.65
			A630-1480-492 R	INF BOCES Services-Prints		168.85
10/28/2019	011086	<b>To provide funds for contractual services.</b>				
			A340-2610-500 R	SHS Library Supplies	-530.67	
			A340-2610-400 R	SHS Library Contracted Sv		530.67
10/28/2019	011194	<b>TO COVER COST FOR ELEVATOR MODERNIZATION FOR MCE AND BRMS.</b>				
			A640-1622-420 R	OM Utilities Natural Gas	-123,912.00	
			A640-1620-400 R	OM Contracted Services		123,912.00
10/29/2019	011202	<b>To provide funds for NYSAHPERD memberships.</b>				
			A511-2040-465 R	STD Health Trav Conf	-190.00	
			A511-2040-500 R	STD Health Supplies	-50.00	
			A511-2040-468 R	STD Health Memberships		240.00
10/29/2019	011224	<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		458.00
			A113-2110-493 R	JR Young Aud-Cultural Art		506.00
			A114-2110-493 R	MCE Young Aud-Cultural Ar		1,115.00
			A115-2110-493 R	PR Young Aud-Cultural Ar		598.00
			A117-2110-493 R	TR Young Aud-Cultural Ar		581.00
			A231-2110-493 R	BRMS Young Aud-Cultural A		1,007.00
			A232-2110-493 R	CRMS Young Aud-Cultural		938.00
			A340-2110-493 R	SHS Young Aud-Cultural Ar		1,330.00
			A341-2110-493 R	MHS Young Aud-Cultural Ar		1,467.00

**PITTSFORD CENTRAL SCHOOL DISTRICT**  
 Budgetary Transfer Report  
 Current Appropriation - Effective From: 10/01/2019 To: 10/31/2019  
 Fiscal Year: 2020

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
10/29/2019	011225	<b>To allocate Building PTSA funds for Cultural Arts.</b>		A470-2110-490 R	BOCES Tch RegSch BOCES Sv	-33,925.00
				A112-2110-493 R	AC Young Aud-Cultural Art	4,000.00
				A113-2110-493 R	JR Young Aud-Cultural Art	4,580.00
				A114-2110-493 R	MCE Young Aud-Cultural Ar	8,000.00
				A115-2110-493 R	PR Young Aud-Cultural Ar	3,000.00
				A117-2110-493 R	TR Young Aud-Cultural Ar	5,000.00
				A231-2110-493 R	BRMS Young Aud-Cultural A	2,500.00
				A232-2110-493 R	CRMS Young Aud-Cultural	4,000.00
				A340-2110-493 R	SHS Young Aud-Cultural Ar	1,645.00
				A341-2110-493 R	MHS Young Aud-Cultural Ar	1,200.00
10/30/2019	011336	<b>Adjust for increased cost for membership to NCTM.</b>		A511-2058-500 R	STD Math Supplies	-58.00
				A511-2058-468 R	STD Math Memberships	58.00
10/30/2019	011370	<b>Transfer to cover cost of requested PLTW Natl Summit conference.</b>		A511-2049-500 R	STD Tech Supplies	-50.00
				A511-2049-465 R	STD Tech Trav Conf	50.00
10/31/2019	011651	<b>To correct negative budget accounts.</b>		A100-2100-148 R	ES SchISuppt Accompanist	-3,000.00
				A100-2100-168 R	ES SchISuppt Clerk Subs	-6,000.00
				A100-2100-173 R	ES SchISuppt OT/Extra hrs	-2,000.00
				A100-2815-173 R	ES HealthSv OT/Extra hrs	-2,000.00
				A102-2250-162 R	ACE SpEd Para Salary	-9,132.51
				A103-2820-159 R	JRE PsychSv Psych Salary	-38,237.51
				A105-2100-162 R	PRE SchISuppt Para Salary	-1,486.81
				A105-2113-121 R	PRE Art Teacher Salary	-7,711.00
				A200-2100-145 R	MS SchISuppt Proctors	-16,000.00
				A200-2100-169 R	MS SchISuppt Para Subs	-20,000.00
				A200-2100-173 R	MS SchISuppt OT/Extra hrs	-2,500.00
				A200-2112-153 R	MS Acad Interv Summer Sal	-272.10
				A200-2815-173 R	MS HealthSv OT/Extra hrs	-3,000.00
				A201-2100-161 R	BR SchISuppt Clerk Sal	-2,924.85
				A202-2020-161 R	CR Supr RegSch Clerk Sal	-2,871.66
				A300-2100-145 R	HS SchISuppt Proctors	-8,000.00
				A300-2100-148 R	HS SchISuppt Accompanist	-10,000.00
				A300-2100-173 R	HS SchISuppt OT/Extra hrs	-3,000.00
				A300-2815-173 R	HS HealthSv OT/Extra hrs	-1,000.00
				A310-2182-131 R	SHS SocStudies Tchr Sal	-5,576.90

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Budgetary Transfer Report

**Current Appropriation - Effective From: 10/01/2019 To: 10/31/2019**

**Fiscal Year: 2020**

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
			A460-2815-141 R	NonPubSv Nurse Subs	-304.19	
			A830-9069-800 R	BEN Health Fund	-46,774.49	
			A830-9069-800 R	BEN Health Fund	-1,228.00	
			A830-9069-800 R	BEN Health Fund	-35,662.11	
			A100-2136-135 R	ES InstrChall InstrLdr St		201.00
			A102-2815-173 R	ACE HealthSv OT/Extra hrs		400.00
			A103-2165-121 R	JRE Music Vocal Tchr Sala		4,128.80
			A103-2815-173 R	JRE HealthSv OT/Extra hrs		400.00
			A104-2100-148 R	MCE SchISuppt Accompanist		1,500.00
			A104-2100-168 R	MCE SchISuppt Clerk Subs		3,000.00
			A104-2110-121 R	MCE Tch RegSch 1-3		525.00
			A104-2815-173 R	MCE HealthSv OT/Extra hrs		400.00
			A105-2100-168 R	PRE SchISuppt Clerk Subs		3,000.00
			A105-2176-121 R	PRE Science Tchr Salary		3,060.10
			A105-2250-162 R	PRE SpEd Para Salary		1,217.62
			A105-2815-173 R	PRE HealthSv OT/Extra hrs		400.00
			A105-2820-159 R	PRE PsychSv Psych Salary		16,047.00
			A107-2100-148 R	TRE SchISuppt Accompanist		1,500.00
			A107-2100-162 R	TRE SchISuppt Para Salary		1,486.81
			A107-2250-162 R	TRE SpEd Para Salary		5,056.00
			A107-2815-173 R	TRE HealthSv OT/Extra hrs		400.00
			A107-2820-159 R	TRE PsychSv Psych Salary		22,190.51
			A112-2100-173 R	AC SchISuppt OT/Extra hrs		2,000.00
			A200-2810-153 R	MS Counseling Summer Tchr		272.10
			A201-2100-145 R	BR SchISuppt Proctors		8,000.00
			A201-2100-169 R	BR SchISuppt Para Subs		20,000.00
			A201-2176-131 R	BR Science Tchr Salary		46,771.59
			A201-2810-157 R	BR Counselor Salary		35,662.11
			A201-2810-161 R	BR Counseling Clerk Salar		2,924.85
			A201-2815-173 R	BR HealthSv OT/Extra hrs		1,500.00
			A202-2100-145 R	CR SchISuppt Proctors		8,000.00
			A202-2100-161 R	CR SchISuppt Clerk Sal		2,871.66
			A202-2815-173 R	CR HealthSv OT/Extra hrs		1,500.00
			A232-2100-173 R	CR SchISuppt OT/Extra hrs		2,500.00
			A310-2100-148 R	SHS SchISuppt Accompanist		10,000.00
			A310-2176-131 R	SHS Science Tchr Salary		5,576.90
			A310-2250-162 R	SHS SpEd Para Salary		2,858.89
			A310-2815-173 R	SHS HealthSv OT/Extra hrs		500.00



**PITTSFORD CENTRAL SCHOOL DISTRICT**  
 Budgetary Transfer Report  
 Current Appropriation - Effective From: 10/01/2019 To: 10/31/2019  
 Fiscal Year: 2020

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
			A311-2100-145 R	MHS SchISuppt Proctors		8,000.00
			A311-2815-173 R	MHS HealthSv OT/Extra hrs		500.00
			A340-2100-173 R	SHS SchISuppt OT/Extra hr		3,000.00
			A460-2815-171 R	NonPubSv Reg Nurse Salary		304.19
			A511-2013-135 R	STD Art Standards Inst Le		365.00
			A511-2043-135 R	STD HomeCons Sci InstrLd		129.00
			A511-2051-135 R	STD Speech InstLdr Stipen		200.00
			A511-2062-135 R	STD Library InstrLdr Stip		333.00
10/31/2019	011925	To correct negative budget accounts.				
			A300-2855-137 R	HS Athletics Coach Salary	-568,000.00	
			A310-2855-137 R	SHS Athletics Coach Salar		284,000.00
			A311-2855-137 R	MHS Athletics Coach Salar		284,000.00
10/31/2019	12685	To cover the cost of school supplies.				
			A114-2110-500 R	MC Tch RegSch Supplies	-1,326.58	
			A114-2100-500 R	MC SchISuppt Supplies		1,326.58
			<b>Total for Fund A - GENERAL FUND</b>		<b>-1,032,477.08</b>	<b>1,032,477.08</b>

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

Deanne Reister

D. T. Keane

Date of Treasurer's Report for BOE review

12/9/2019

Date Completed

11/15/2019

Person Completing

Chamuel G. Gero

# 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: December 2, 2019  
To: Michael Pero, Superintendent of Schools  
From: Darrin T. Kenney, Assistant Superintendent for Business *DTK*  
Re: Campus Construction Proposal – Fuel Island Replacement Bid

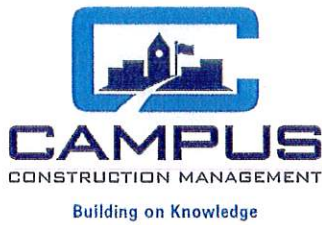
In May 2019, voters approved the Capital Project for partial replacement roofs at Barker Road Middle School and Park Road Elementary School, and the replacement of the fuel storage at the transportation facility.

On November 15, 2019, representatives from Campus Construction Management, SEI Design Group and the District opened sealed bids for the replacement of the fuel storage at the Transportation Maintenance Facility. After consultation and review, Campus Construction Management has offered the attached proposal for the General Work involved with this project. Similar to previous projects, Campus Construction Management will provide overall project management and contractor coordination on a daily basis. The attached proposal summarizes the bids received and the recommendation of the District Project Team consisting of representatives of the District (D. Kenney, J. Beardsley), SEI Design Group and Campus Construction Management.

I therefore endorse the acceptance of the recommendation. For your convenience, I have provided the following resolution for consideration:

**BE IT RESOLVED** that the Board of Education of the Pittsford Central School District at its regular meeting does hereby accept the bid submitted by L & O Mechanical, Inc. in the amount of Two Hundred Sixty-Five Thousand, Nine Hundred Dollars (\$265,900) for services in conjunction with the replacement of the fuel island and storage approved by voters on May 21, 2019.

*DTK:kd*  
Attachments



November 26, 2019

Pittsford Central School District Board of Education  
Michael Pero, Superintendent of Schools  
Pittsford Central School District  
75 Barker Road  
Pittsford, New York 14534

Re: Pittsford Central School District – Fuel Island Replacement

Dear Michael Pero:

The Pittsford Central School District received bids for the Fuel Island Replacement Project on November 15, 2019 at 11:00 AM (EST). Bids were opened and publicly read out loud.

There were 5 respondents to the bid package being opened that day. This contract was for General Work. Campus CMG and SEI met with L&O Mechanical on 11/25/2019 to verify they are qualified for their bid. After a thorough vetting process, it is the conclusion of the project team that the low bidder is responsible, and it is our recommendation they be awarded the contract.

Below describes the lowest responsible bidder for the contract and their bid.

**Contract No. 101 - General Work**

**L & O Mechanical, Inc.**

**Total Base Bid: \$ 265,900.00**

**Total Proposed Contract Amount: \$ 265,900.00**



Page 2

Based on the project team's input, contractor's references and previous completed projects, Campus Construction Management Group, in cooperation with SEI Design Group, is unable to find any reason not to qualify the above contractor as the lowest responsible bidder and recommends the Board of Education approve and award the contract as noted above.

We look forward to the beginning of a successful project. Please feel free to contact me if you should have any questions.

Yours truly,



Gary Huffman  
Project Executive/Sr. Project Manager  
Campus Construction Management Group Inc.

Cc: Darrin Kenney – Pittsford Central School District  
Jeff Beardsley – Pittsford Central School District  
Kurt Vader – SEI Design Group

Attachment: Bid Tabulation Sheets



**Bid Tabulation Sheet**

Client: Pittsford CSD  
 Project No.: 2019-911  
 Bid Date: 11/15/2019  
 Location: Pittsford Transportation Office  
 Budgeted Value:



**Pittsford Transportation Center & Fuel Island Contract**

CONTRACTORS BIDDING	Bid Signed	Bid Bond	Non-Collusion Signed	Iran Divestment	Certified Corporate Resolution	Addenda 1 Acknowledged	Addenda 2	NYS General Municipal Law	BASE BID	Unit Price No. 1	Unit Price No. 2	TOTAL
										Disposal/Replacement of Unsatisfactory Soils (Per 10 Tons)	Disposal of Petroleum Impacted Ground Water (Per Gallon)	
Empire State Mech Contractors	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	X	<input checked="" type="checkbox"/>	\$353,000.00	\$900.00	\$10.00	\$353,000.00
L & O Mechanical	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	X	<input checked="" type="checkbox"/>	\$265,900.00	\$700.00	\$2.50	\$265,900.00
LaValley Bros	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	X	<input checked="" type="checkbox"/>	\$292,250.00	\$1,250.00	\$0.95	\$292,250.00
NW Contracting	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	X	<input checked="" type="checkbox"/>	\$409,800.00	\$1,060.00	\$1.25	\$409,800.00
Pump Doctor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	X	<input checked="" type="checkbox"/>	\$335,000.00	\$1,500.00	\$6.00	\$335,000.00
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>				\$0.00
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>				\$0.00
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>				\$0.00
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>				\$0.00

Apparent Low Bidder: L & O Mechanical

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

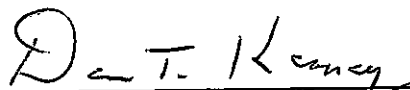
## RECOMMENDATION FOR COMPETITIVE BID AWARD

To: Board of Education  
From: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Leslie Pawluckie, Purchasing Agent)  
BOE Date: December 9, 2019  
Topic: BOCES II Cooperative Electrical, Plumbing, and Building Supplies  
Date Advertised: October 10, 2019 *Democrat & Chronicle*  
Bid Opening Date: November 7, 2019  
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
Electrical, Plumbing & Building Supplies	Cooper Friedman Electric Co.
	Metco Supply

**Comments:** The BOCES II Cooperative Electrical, Plumbing, and Building Supplies is 1/1/20 - 12/31/20. Pittsford and five (5) Districts participated. The bid was reviewed by Rose Brennan, BOCES II Bid Coordinator, and Leslie Pawluckie, 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

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

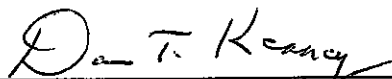
## RECOMMENDATION FOR COMPETITIVE BID AWARD

TO: Board of Education  
FROM: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Leslie Pawluckie, Purchasing Agent)  
BOE DATE: December 9, 2019  
TOPIC: 2020 New and Recap Tires and Services  
LEGAL AD: *The Daily Record*, November 21, 2019  
BID OPENING: December 3, 2019, 11:00 A.M.  
BUDGET: 670 5510 593

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

ITEM BID	RECOMMENDED VENDOR	AMOUNT
New & Re-cap Tires, Supplies & Service	Lewis General Tire	\$14,260.00
	McCarthy Tire	\$120.00
	Parmenter Inc.	\$1,000.00
	Tallmadge Tire Service	\$39,680.00
<b>TOTAL:</b>		<u>\$55,060.00</u>
		(Cost Estimated)

**Comments:** The 2019 Transportation New & Re-cap Tires, Supplies & Services Bid contract is valid from Board Approval date through 12/31/20. This is an award for new and re-cap tires, supplies, & service for the PCSD Transportation Department. Vendor totals reflect the purchase of estimated quantities. Kathleen Herrick, Director of Transportation; Aaron Bunce, Head Mechanic; Kimberly Palumbos, Purchasing Assistant; and Leslie Pawluckie, Purchasing Agent reviewed all bid responses.

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

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

## RECOMMENDATION FOR COMPETITIVE BID AWARD

To: Board of Education  
From: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Leslie Pawluckie, Purchasing Agent)  
BOE Date: December 9, 2019  
Topic: BOCES II Coop Lunch Paper & Plastic Supply RFB-1915-19  
Date of Legal Notice: October 10, 2019, *Democrat & Chronicle*  
Date of Bid Opening: November 7, 2019  
Time: 2:00PM at BOCES II  
Funds: School Lunch Budget

**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
<b>LUNCH PAPER AND PLASTIC SUPPLY</b>		

	Regional Distributors, Inc.	\$45,212.47
<b>TOTAL:</b>		<u>\$ 45,212.47</u>
		(Cost Estimated)

**Comments:** The Boces II Cooperative Lunch Paper & Plastic Supply Bid contract is valid 01/01/20-12/31/20. Pittsford and 20 other districts participated. The bid responses were reviewed by Rose Brennan, BOCES II Bid Coordinator. The bid for Cooperative Lunch Paper & Plastic Supply was recommended for award on an aggregate basis to the vendor submitting the lowest responsive and responsible bid meeting all required specifications.

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