

PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
BOARD OF EDUCATION MEETING
MONDAY, MARCH 22, 2021
MCCLUSKI ROOM – BARKER ROAD MIDDLE SCHOOL
(LINK TO PUBLIC ACCESS ON WEBSITE)

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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 – Mrs. Shana Cutaia – Barker Road Middle School
- V. APPROVAL OF MINUTES March 9, 2021 (BOARD ACTION)
- VI. BOARD OF EDUCATION REPORT
 - A. Monroe County School Boards Association Meeting Reports
 - 1. Board Leadership – next meeting – 5/5/21 (5:45 p.m.) - Doubletree Inn
 - 2. Executive Committee – next meeting – 4/28/21 (5:45 p.m.) - Ridgemont Country Club
 - 3. Information Exchange Committee – next meeting – 4/14/21 (12:00 p.m.) – In Person
 - 4. Labor Relations Committee – next meeting – 3/24/21 (12:00 p.m.) – In Person
 - 5. Legislative Committee – next meeting – 4/7/21 – (12:00 p.m.) – ZOOM
 - 6. Steering Committee – next meeting – 4/21/21 - (12:00 p.m.) – Doubletree Inn
 - 7. Communications Outreach Advisory Committee
 - B. Other Meeting Reports
 - C. Dates to Remember
 - 1. 3/29/21-4/2/21 – Schools Closed for Spring Break
 - 2. 4/7/21 – Next Regularly Scheduled Meeting
- VII. FINANCIAL REPORT – Mr. Kenney
 - A. Action Items:
 - 1. Acceptance of Treasurer’s Report – February 28, 2021 (BOARD ACTION)
 - 2. Re-Establishment of Capital Reserve (BOARD ACTION)
 - 3. Building Condition Survey Proposal (BOARD ACTION)
 - 4. SEQRA Resolution (BOARD ACTION)
 - 5. Mini-Capital Project – Capital Reserve Fund (BOARD ACTION)
 - 6. Appropriated Fund Balance Inter-fund Transfer to Food Service (BOARD ACTION)
 - 7. Bid Award (See Consent Agenda)
 - a. BOCES II Cooperative Magazine Bid
- VIII. HUMAN RESOURCE REPORT – Mr. Clark
 - A. Action Items:
 - 1. Professional Staff Report (BOARD ACTION)
 - 2. Support Staff Report (BOARD ACTION)
 - B. Discussion:
 - C. Other:
- IX. STUDENT SERVICES – Dr. Vaughan-Brogan
 - A. Action Items:
 - B. Discussion:
 - 1. Results of Well-Being Check In Surveys
 - C. Other:

- X. SPECIAL EDUCATION REPORT – Ms. Woods
 - A. Action Items: (See Consent Agenda)
 - 1. Committee on Special Education: Amendments – Agreements No Meetings, Annual Reviews, Initial Eligibility Determination Meetings, Reevaluation/Annual Reviews, Requested Review.
 - 2. Sub-Committee on Special Education: Amendments, Annual Reviews, Reevaluation/Annual Reviews, Reevaluation Reviews.
 - 3. Committee on Preschool Special Education: Initial Eligibility Determination Meetings, Reevaluation Reviews.
 - 4. Settlement Agreement Resolution (BOARD ACTION)
 - B. Discussion:
 - C. Other:

- XI SUPERINTENDENT’S REPORT – Mr. Pero
 - A. Action Items:
 - 1. Call for Executive Session (BOARD ACTION)
 - 2. Policy Approvals – 2nd Reading (See Consent Agenda)
 - a. #8320-Selection of Library and Media Center Materials
 - b. #8330-Objection to Instructional Materials
 - B. Discussion:
 - 1. Policy Recommendation - 1st reading
 - a. #TBD-Educational Equity and Excellence Policy
 - 2. Technology Enhancement
 - 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. Policy Approvals: #8320 and #8330

XIII. OLD BUSINESS

XIV. NEW BUSINESS

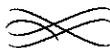
XV. PUBLIC COMMENT

*The Board of Education offers this time for those wishing to express public opinion. When addressing the Board, you will need to identify yourself on your Zoom profile prior to entering the public comment session. You will be asked to clearly state your **name and address** and limit your comment(s) to no more than **three minutes**. We will keep time in order to be respectful of those who may be waiting to comment and the BOE president reserves the right to limit the total amount of speaking time.*

A reminder that the Board of Education Meeting is conducted in public in a constructive atmosphere; it is not a public forum. We welcome comments and/or input and the BOE/Superintendent will take such comments/input under advisement. In an effort to avoid repetitiveness, if you are attending with other residents with similar input, we ask that you assign one person to address the BOE/Superintendent.

- XVI. ADJOURNMENT/RECESS (BOARD ACTION)

Next regularly scheduled meeting: (Wednesday) April 7, 2021



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

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

PITTSFORD CENTRAL SCHOOL DISTRICT
Board of Education Meeting
Tuesday, March 9, 2021
Barker Road Middle School
(Live Streaming – Link to Public Access on Website)

A BUDGET WORKSHOP SESSION of the Pittsford Central School District Board of Education was held at 6:00 p.m. in the McCluski Room, Barker Road Middle School on Tuesday, March 9, 2021. Mrs. Ward reviewed the School Based budget. Mr. Pero reviewed the Central Administration budget. Mr. Kenney reviewed the Support Services and Undistributed (Unallocated) budgets.

The REGULAR MEETING of the Pittsford Central School District Board of Education began at 7:00 p.m. in the McCluski Room, Barker Road Middle School on Tuesday, March 9, 2021.

- BOARD MEMBERS PRESENT: A. Thomas, T. Aroesty, V. Baum, I. Narotsky, R. Sanchez-Kazacos, R. Scott, P. Sullivan
- LEADERSHIP TEAM PRESENT: M. Pero, J. Cimmerer, S. Clark, D. Kenney, P. Vaughan-Brogan, M. Ward, N. Wayman, E. Woods
- OTHERS PRESENT: L. Reister, A. Jurus, J. Guarino, J. Smith, V. Vetere

1. Mrs. Thomas called the meeting to order at approximately 7:03 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. 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 agenda for this meeting.

**APPROVED:
AGENDA**

Vote: Unanimously carried

3. Motion was made by Mrs. Baum, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its February 23, 2021, meeting.

**APPROVED:
MINUTES
2/23/21**

Vote: Unanimously carried

4. Board Reports: Mrs. Thomas read the MCSBA meeting dates as well as other dates to remember. Mrs. Sanchez-Kazacos, Mrs. Baum and Mrs. Scott all reported out on the Town Hall meeting with Samra Brouk on mental health. Mrs. Baum reported out on her meetings with Assembly members H. Bronson, S. Clark, M. Byrnes and Senator P. Helming. Mrs. Thomas noted how educated the legislators are regarding education.

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

**APPROVED:
PROFESSIONAL
STAFF REPORT**

Vote: Unanimously carried

A. Termination of Position – Teacher Fellows

Stefanie	Bunnell	District	Teacher Fellow	12/31/2020
Taylor	Bellis-Escudero	District	Teacher Fellow	12/31/2020
Sydney	Carollo	District	Teacher Fellow	12/31/2020
Kevin	Dedes	District	Teacher Fellow	12/31/2020
Isabelle	Cirulli	District	Teacher Fellow	12/31/2021
Cameron	Pettrone	District	Teacher Fellow	12/31/2021

70.

B. Fall Coaching Appointments – see attached list

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

6. 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 Support Staff Report:
Vote: Unanimously carried

**APPROVED:
SUPPORT
STAFF REPORT**

CUSTODIAL/MAINTENANCE

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Eric Benz	Cleaner	MHS	40/wk.	03/15/2021	\$30,581.00

7. Curriculum Report: Mrs. Ward noted the second reading of a textbook adoption that would be acted upon this evening under the Consent Agenda.

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

9. Motion was made by Mrs. Baum, seconded by Mrs. Scott and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the 2021/2022 Budget Guidelines as presented.
Vote: Unanimously carried

**APPROVED:
BUDGET
GUIDELINES**

10. 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 approves the 2021/2022 school calendar as presented.
Vote: Unanimously carried

**APPROVED:
2021/2022
CALENDAR**

11. Mr. Pero noted the donation of \$1,500.00 from the Pittsford Education Foundation (PEF) to the Pittsford Central School District's Student Opportunity Fund that will be acted upon this evening under the Consent Agenda.

12. Mr. Pero noted that this Friday (3/12/21) marks the 1-year anniversary of schools closing due to the pandemic. He also expressed his thoughts and prayers for those who have experienced any kind of loss over this past year. Mr. Pero continued by saying that although this past year has been very fatiguing for everyone, he's very proud of the accomplishments that have been made. He closed by saying that he is filled with gratitude from staff and community for consistently going beyond the call of duty and thanked everyone for helping to keep schools open.

13. Mr. Pero talked about the metrics that might open schools fully in the near future.

14. Mr. Pero noted that planning for senior events (ball, parade, awards night and graduation) is still ongoing.

15. The following policy recommendations went for a first reading:

- a. #8320 – Selection of Library and Media Center Materials
- b. #8330 – Objection to Instructional Materials

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

**APPROVED:
CONSENT
AGENDA**

Textbook Adoption: By the People

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

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

Committee on Preschool Special Education: Amendments - Agreements No Meetings, Annual Review, Reevaluation/Annual Reviews, Reevaluation Reviews, Initial Eligibility Determination Meetings.

Gift to the District: Donation of \$1,500.00 from the Pittsford Education Foundation (PEF) to the Pittsford Central School District's Student Opportunity Fund.

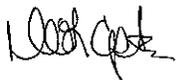
17. New Business: Mrs. Thomas made a statement regarding the impact of COVID, noting that students, staff, the administration and families have made monumental concessions during this past year. She highlighted the advocacy efforts made by the Board and Superintendent and said that the district has remained steadfast while keeping up with the ever-changing demands of the governors executive orders, all of which took place without any temporary shut downs due to COVID transmissions. Mrs. Thomas said all advocating efforts would continue to support a safe reopening of the schools. She also noted receiving personal attacks via email that requested her resignation that were based on misinformation. Mrs. Thomas proceeded to dispel the circulating rumors and provided full transparency to address the false claims. After sharing the truth, she continued by asking the interest groups who are circulating the misinformation, to please stop. She spoke of Mr. Pero's past messages of civility and re-emphasized the importance of those messages, saying that she along with the entire Board will continue to serve with the highest integrity, grace and commitment to advocate for what is best for students.

18. Public Comment: Resident J. Smith commended and thanked Superintendent Pero and the Board for all of their efforts especially this past year. Resident V. Vetere acknowledged sending Mrs. Thomas the email referenced under New Business. Ms. Vetere also spoke on the budget.

19. 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 adjournment of its Regular Meeting at 7:51 p.m.
Vote: Unanimously carried

**APPROVED:
ADJOURNMENT**

Respectfully submitted,



Deborah L. Carpenter
School District Clerk

PITTSFORD CENTRAL SCHOOL DISTRICT

TREASURER'S REPORT

February 28, 2021

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 February 28, 2021.

GENERAL FUND

- The District received from NYS the 2020 4th quarter sales tax payment of \$1,534,684 (see page 3).

SCHOOL LUNCH FUND

- The school lunch program had net operations of (\$55,461) for the month of February (see page 6).

TRUST & AGENCY FUND

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

SPECIAL AID FUND

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

CAPITAL, DEBT AND RESERVE FUNDS

- Capital and Debt Service Funds have an unencumbered balance of \$3,236,479 (see page 13).
- Reserve fund balances total \$37,087,914 (see page 13).

Respectfully submitted,



Leanne G. Reister
Director of Finance

PITTSFORD CENTRAL SCHOOLS

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
February 28, 2021

GENERAL FUND

	1/31/2021 Balance	Receipts	Disbursements	2/28/2021 Balance
Cash in Banks - Checking	\$ 8,619,291.32	\$ 10,099,464.90	\$ 17,307,510.46	\$ 1,411,245.76
Money Market Account-Chase	18,396,237.99	5,002,580.23	3,000,000.00	20,398,818.22
Money Market Account- Key	209,653.14	1.61	100,000.00	109,654.75
Money Market Account- M & T	9,604,803.53	381.24	5,000,000.00	4,605,184.77
Money Market Account- CNB	135,067.61	7.25	-	135,074.86
Money Market Account- NYCLASS	2,127,498.46	113.84	-	2,127,612.30
Chase Purchasing Card	-	257,212.89	257,212.89	-
Investments (See Schedule)	24,091,441.88	-	-	24,091,441.88
	\$ 63,183,993.93	\$ 15,359,761.96	\$ 25,664,723.35	\$ 52,879,032.54

RESERVES

	1/31/2021 Balance	Receipts	Disbursements	2/28/2021 Balance
Unemployment Reserve (Checking)	\$ 2,364,975.76	\$ -	-	\$ 2,364,975.76
Workers' Compensation Reserve	421,338.78	-	-	421,338.78
Reserve for Tax Certiorari (Checking)	1,249,559.31	28.69	-	1,249,588.00
Employee Retirement Contribution	2,406,333.65	55.25	-	2,406,388.90
Teachers Retirement Contribution	1,778,047.05	95.12	-	1,778,142.17
Reserve for Liability (Checking)	1,497,555.33	34.38	-	1,497,589.71
Insurance Reserve (Checking)	1,188,639.67	27.29	-	1,188,666.96
Capital Reserve	17,046,798.21	304.40	-	17,047,102.61
Bus Purchase Reserve	4,936,580.06	114.66	-	4,936,694.72
Employee Benefit Reserve	3,119,602.76	71.63	-	3,119,674.39
Instructional Technology Capital Reserve	2,409,427.51	55.32	-	2,409,482.83
	\$ 38,418,858.09	\$ 786.74	\$ -	\$ 38,419,644.83

SCHOOL LUNCH FUND

	1/31/2021 Balance	Receipts	Disbursements	2/28/2021 Balance
Cash in Banks - Checking	\$ 125,106.34	\$ 67,107.90	\$ 120,579.56	\$ 71,634.68
Money Market Account-Chase	36,599.67	-	-	36,599.67
Money Market Account-NYCLASS	251,680.68	13.50	-	251,694.18
	\$ 413,386.69	\$ 67,121.40	\$ 120,579.56	\$ 359,928.53

CAPITAL FUND

	1/31/2021 Balance	Receipts	Disbursements	2/28/2021 Balance
Cash in Banks - Checking	\$ 16,063.34	\$ 100,000.26	\$ 37,797.00	\$ 78,266.60
Capital Reserve	-	-	-	-
Bus Purchase Reserve -Capital	81,739.27	-	-	81,739.27
	\$ 97,802.61	\$ 100,000.26	\$ 37,797.00	\$ 160,005.87

SPECIAL AID FUND

	1/31/2021 Balance	Receipts	Disbursements	2/28/2021 Balance
Cash in Banks - Checking	\$ 56,253.49	\$ 182,373.61	\$ 170,833.07	\$ 67,794.03
	\$ 56,253.49	\$ 182,373.61	\$ 170,833.07	\$ 67,794.03

PITTSFORD CENTRAL SCHOOLS
INVESTMENT SCHEDULES

As of February 28, 2021

GENERAL FUND

Date Purchased	Maturity Date	Bank of Deposit	Principal Amount	Interest Rate	Number of Days	Interest Income
1/29/2021	3/30/2021	CNB	10,007,445.81	0.20%	60	3,290.12
12/31/2020	3/1/2021	CNB	2,077,996.07	0.20%	60	683.18
1/13/2021	3/15/2021	CNB	12,006,000.00	0.20%	61	4,012.96
<u>24,091,441.88</u>						<u>7,986.26</u>

Our current interest rates are as follows:

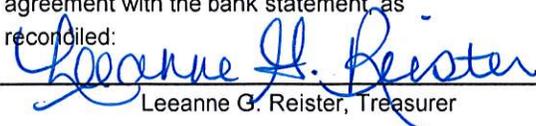
JP Morgan Chase Checking	0.00%-0.03%
JP Morgan Chase Money Market	0.16%
Key Checking	0.01%
Key Money Market	0.01%
NYCLASS Money Market	0.07%
Canandaigua National Bank Money Market	0.07%
M & T Money Market -General Fund	0.06%

PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 2021
General Fund Accounts (Checking and Money Market)

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Jan	BEGINNING BALANCE			<u>39,092,552.05</u>
	Receipts:			
	Taxes & Tax Items			
	Non Property Taxes	1,534,683.55		
	Local Revenues	351,890.70		
	State Aid (Excess Cost, Charter & Lottery Aid)	196,927.08		
	Federal Aid - Medicaid	15,819.62		
	Interest	3,196.12		
	Net Transfers	13,000,000.00		
	Total Receipts:			<u>15,102,517.07</u>
	Disbursements:			
	EFT/Wire Transfers		86,346.41	
	Check #258145-258398		3,837,982.94	
	ACH #000911-000924		1,680.31	
	Transfer to Debt Service (Bond Payment 2/1)		1,958,500.00	
	Void Checks		(32.00)	
	Payroll Funding		6,015,787.91	
	Transfer to Special Aid (DT/DF)		150,000.00	
	Transfer to Capital (DT/DF)		100,000.00	
	Transfer to P-Card		257,212.89	
	Net Transfers		13,000,000.00	
	Total Disbursements:			<u>(25,407,478.46)</u>
28-Feb	ENDING BALANCE	<u>\$ 15,102,517.07</u>	<u>\$ 25,407,478.46</u>	<u>28,787,590.66</u>

BANK RECONCILIATION

BALANCE PER BANK:	32,491,819.69
ADD:	
Outstanding Deposits	
NSF ACH/Checks	407.51
SUBTRACT:	
Outstanding Checks	(3,581,446.34)
Outstanding Transfer to Capital Reserve	(100,000.00)
Outstanding Transfer to P-Card	(23,190.20)
ADJUSTED BANK BALANCE	<u>28,787,590.66</u>
BALANCE PER BOOKS	<u>28,787,590.66</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
February 28, 2021

DESCRIPTION	BUDGETED REVENUES	REV. REC'D 2/28/2021	REV. REC'D TO DATE	ESTIMATED TO 6/30	OVER/(UNDER) BUDGET
Real Property Taxes	101,675,131.47	-	99,699,381.09	101,675,131.47	-
Other Payments in Lieu of Taxes	105,836.00	-	113,318.22	113,318.22	7,482
STAR Tax Relief Program	5,348,792.53	-	5,349,341.80	5,349,341.80	549
Interest & Penalties	700.00	-	-	700.00	-
County Sales Tax	5,275,115.00	1,534,683.55	3,160,676.20	5,275,115.00	-
Textbook Charges	600.00	-	70.00	600.00	-
Tuition - Individuals	-	-	-	-	-
Other Student Charges	15,000.00	-	3.77	15,000.00	-
Admissions	13,500.00	-	-	-	(13,500)
Tuition - Other Districts	200,000.00	-	-	200,000.00	-
Health Services - Other Districts	225,000.00	-	-	225,000.00	-
Interest Earned on Investments	75,000.00	3,196.38	36,602.17	75,000.00	-
Rental of Real Property	75,000.00	-	10,413.85	15,000.00	(60,000)
Rental of Real Property, BOCES	-	-	-	-	-
Rental of Buses	3,000.00	-	-	3,000.00	-
Commissions	-	-	-	-	-
Forfeiture of Deposits	-	-	-	-	-
Sale of Scrap and Excess Materials	1,000.00	478.82	1,787.65	1,787.65	788
Sale of Instructional Materials - Textbooks	-	-	-	-	-
Sale of Equipment	85,000.00	-	109,000.00	109,000.00	24,000
Insurance Recoveries	30,000.00	5,773.95	16,770.21	30,000.00	-
Other Compensation for Loss	2,000.00	26.95	611.37	2,000.00	-
Refund for BOCES Aided Services	350,000.00	-	523,756.10	523,756.10	173,756
Refund of Prior Years Expense	100,000.00	114,471.75	401,139.29	401,139.29	301,139
Gifts and Donations	40,000.00	-	23,410.00	40,000.00	-
Unclassified Revenues	180,000.00	27,328.96	111,530.76	180,000.00	-
State Aid - General Operating/Foundation Aid	6,299,794.00	7,909.81	4,400,899.22	6,299,794.00	-
State Aid - Excess Cost	882,096.00	86,445.33	759,232.83	882,096.00	-
State Aid - Building Aid	4,564,888.00	-	-	4,564,888.00	-
State Aid - Lottery Aid	5,253,725.12	-	5,253,725.12	5,253,725.12	-
State Aid - Lottery Grant	617,724.88	110,341.75	617,724.88	617,724.88	-
State Aid - Commercial Gaming Grant	-	-	-	-	-
State Aid - BOCES	3,663,319.00	-	-	3,663,319.00	-
State Aid - Textbooks	358,645.00	-	90,690.00	358,645.00	-
State Aid - Software Aid	87,000.00	-	-	87,000.00	-
State Aid - Hardware Aid	93,175.00	-	-	93,175.00	-
State Aid - Library Mat. Aid	37,257.00	-	-	37,257.00	-
State Aid - Other Charter School CSBT	700.00	140.00	700.00	700.00	-
State Aid - Other FDK Conversion	258,085.00	-	-	258,085.00	-
State Aid - Other Urban Suburban	1,194,587.00	-	-	1,194,587.00	-
State Aid - Other Cares Act	194,594.00	-	-	194,594.00	-
Medicaid Assistance	50,000.00	7,909.81	34,172.78	50,000.00	-
Transfer from Debt Service	230,517.00	-	230,517.41	230,517.41	0
Subtotal	\$ 137,586,782.00	\$ 1,898,707.06	\$ 120,945,474.72	\$ 138,020,996.94	\$ 434,214.94
Appropriated Fund Balance	1,586,390.00	-	-	1,586,390.00	-
Appropriated Reserves:					
Unemployment Reserve	30,000.00	-	-	30,000.00	-
Workers Compensation Reserve	75,000.00	-	-	75,000.00	-
EBALR Reserve	450,000.00	-	-	450,000.00	-
ERS Reserve	300,000.00	-	-	300,000.00	-
TRS Reserve	300,000.00	-	-	300,000.00	-
Budgeted Revenues Total	\$ 140,328,172.00	\$ 1,898,707.06	\$ 120,945,474.72	\$ 140,782,386.94	\$ 434,214.94
Appropriated Reserve: Tax Certiorari Reserve	67,439.98	-	-	67,439.98	-
Appropriated Reserve: Unemployment Reserve	109,290.85	-	-	109,290.85	-
Additional Appropriated Fund Balance	750,000.00	-	-	750,000.00	-
Interfund Transfers	-	-	478,215.54	478,215.54	478,216
Interest Allocated to Reserves	-	786.74	6,662.50	6,662.50	6,663
Reserve for Encumbrances	2,236,101.62	-	-	2,236,101.62	-
Adjusted Budgeted Revenues Total	\$ 143,491,004.43	\$ 1,899,493.80	\$ 121,430,352.76	\$ 144,410,097.41	\$ 919,092.98

PITTSFORD CENTRAL SCHOOLS

GENERAL FUND

Schedule of Appropriated Expenses
February 28, 2021

	ORIGINAL APPROPRIATIONS	TRANSFERS AND ADJUSTMENTS	REVISED APPROPRIATIONS	EXPENDITURES TO DATE	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCES
School Operations						
Elementary Schools	19,620,936.00	169,332.27	19,790,268.27	10,284,395.39	7,882,188.76	1,623,684.12
Middle School	15,012,831.00	148,663.03	15,161,494.03	7,808,931.20	6,062,481.38	1,290,081.45
High School	20,744,832.00	407,293.82	21,152,125.82	11,005,549.79	7,904,396.52	2,242,179.51
Total School Operations	55,378,599.00	725,289.12	56,103,888.12	29,098,876.38	21,849,066.66	5,155,945.08
Central Student Programs & Services						
Special Education Office	562,174.00	(64,909.80)	497,264.20	237,490.01	106,005.53	153,768.66
Special Education Services	1,277,834.00	(117,283.75)	1,160,550.25	608,124.22	542,559.81	9,866.22
Out of District Spec. Ed Programs	6,615,544.00	227,734.80	6,843,278.80	3,673,615.74	2,373,126.79	796,536.27
Special Services	1,134,385.00	28,667.49	1,163,052.49	503,630.76	376,173.57	283,248.16
Summer Programs	26,000.00	262.00	26,262.00	248.50	1,951.50	24,062.00
Non Public Services	422,441.00	5,693.00	428,134.00	56,343.87	251,654.35	120,135.78
BOCES	443,866.00	(53,306.98)	390,559.02	255,581.97	119,418.03	15,559.02
Total Central Programs & Services	10,482,244.00	26,856.76	10,509,100.76	5,335,035.07	3,770,889.58	1,403,176.11
Instructional Services						
Curriculum & Instruction Services	830,159.00	100,897.99	931,056.99	555,995.46	186,788.43	188,273.10
Standards of Performance	553,919.00	6,629.12	560,548.12	280,516.56	211,316.75	68,714.81
Pupil Services Office	386,031.00	1,840.80	387,871.80	215,807.97	130,033.34	42,030.49
Instructional Technology Services	1,725,224.00	548,023.41	2,273,247.41	1,374,655.84	756,773.74	141,817.83
Professional Development Services	249,494.00	3,408.78	252,902.78	147,892.76	76,452.03	28,557.99
Data Team	459,847.00	(813.25)	459,033.75	298,753.05	143,039.97	17,240.73
Total Instructional Services	4,204,674.00	659,986.85	4,864,660.85	2,873,621.64	1,504,404.26	486,634.95
Support Services						
Finance Services	978,553.00	80,755.97	1,059,308.97	627,777.38	295,994.56	135,537.03
Personnel Services	480,856.00	(1,373.14)	479,482.86	291,261.42	115,053.28	73,168.16
Public Information Services	321,473.00	53,247.90	374,720.90	165,857.48	93,931.88	114,931.54
Operations and Maintenance	8,280,639.00	950,846.85	9,231,485.85	4,573,656.91	2,975,517.30	1,682,311.64
Printing and Mailing Services	295,252.00	5,581.62	300,833.62	141,845.57	141,918.29	17,069.76
Support Services Technology	1,495,943.00	570,641.05	2,066,584.05	1,522,527.94	221,031.73	323,024.38
Transportation Services	4,691,834.00	58,481.25	4,750,315.25	2,073,467.77	1,680,832.69	996,014.79
Total Support Services	16,544,550.00	1,718,181.50	18,262,731.50	9,396,394.47	5,524,279.73	3,342,057.30
Central Administration						
Board of Education	51,255.00	726.59	51,981.59	23,533.34	5,249.86	23,198.39
Superintendent's Office	394,888.00	13,861.63	408,749.63	250,451.26	116,052.08	42,246.29
Total Central Administration	446,143.00	14,588.22	460,731.22	273,984.60	121,301.94	65,444.68
Undistributed Expenses						
Debt Service & Interfund Transfers	10,762,722.00	-	10,762,722.00	9,691,334.50	886,387.50	185,000.00
Insurance & Fees	1,678,255.00	99,989.36	1,778,244.36	1,277,430.54	392,893.57	107,920.25
Employee Benefits	40,830,985.00	(82,059.38)	40,748,925.62	23,199,212.14	14,836,906.78	2,712,806.70
Total Undistributed Expenses	53,271,962.00	17,929.98	53,289,891.98	34,167,977.18	16,116,187.85	3,005,726.95
TOTAL	140,328,172.00	3,162,832.43	143,491,004.43	81,145,889.34	48,886,130.02	13,458,985.07

Transfers and Adjustments Detail:

Prior Year Encumbrances	2,236,101.62
PPE & Covid-19 Related Expenses Resolution	750,000.00
Unemployment Reserve Appropriation	109,290.85
Tax Certiorari Reserve Appropriation	67,439.96
Total Transfers and Adjustments	3,162,832.43

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 2021**

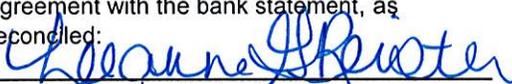
School Lunch Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Jan	BEGINNING BALANCE			<u>\$ 413,386.69</u>
	Receipts:			
	Daily Deposits	10,542.34		
	Prepays- School Lunch Office	193.60		
	Prepaid- via NutriKids/Heartland	55,997.40		
	Other Sales-Vending	374.56		
	Catering			
	Miscellaneous			
	Transfer from General re: DT/DF			
	Interest	13.50		
	Net Transfers			
	Total Receipts:			<u>67,121.40</u>
	Disbursements:			
	EFT/Wire Transfers			
	Check # 203109-203134		53,618.30	
	Payroll Funding		66,961.26	
	Void Checks			
	Transfer to Trust & Agency re: Sales Tax			
	Net Transfers			
	Total Disbursements:			<u>(120,579.56)</u>
28-Feb	ENDING BALANCE	<u>\$ 67,121.40</u>	<u>\$ 120,579.56</u>	<u>359,928.53</u>

BANK RECONCILIATION

BALANCE PER BANK:	380,887.14
ADD: Outstanding Deposits	10,044.03
SUBTRACT:	
Outstanding Checks	(31,002.64)
ADJUSTED BANK BALANCE	<u>359,928.53</u>
BALANCE PER BOOKS	<u>359,928.53</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
February 28, 2021**

	1/31/2021			2/28/2021
	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
Private Purpose Funds (Scholarships)	174,951.82	2,100.00	184.00	176,867.82
Special Revenue Funds (Local Grants/Donations)	16,908.51	-	-	16,908.51
Consolidated Payroll	-	3,816,884.20	3,816,884.20	-
Net 1099R Distributions	-	-	-	-
NYS Employee Retirement	26,356.89	26,094.85	25,845.01	26,606.73
Income Protection (LTD)	-	12,433.60	12,433.60	-
Hospital Insurance	-	231,103.75	231,103.75	-
AFLAC	-	1,251.08	1,251.08	-
NYS Income Tax	(204.43)	243,184.17	243,184.17	(204.43)
Federal Income Tax	(4,183.18)	523,240.63	523,240.63	(4,183.18)
Federal Income Tax-1099R	-	-	-	-
Earned Income Credit	-	-	-	-
Income Execution	-	4,816.20	4,816.20	-
Association Dues	-	81,098.46	81,098.46	-
Social Security	(16,810.10)	857,011.17	844,357.40	(4,156.33)
Teacher Loans	-	16,102.00	16,102.00	-
Tax Sheltered Annuities	-	338,095.98	338,095.98	-
Bid Deposits	-	-	-	-
Other Liabilities	-	-	-	-
United Way	-	1,364.00	1,364.00	-
Life Insurance	-	6,077.97	6,077.97	-
Flex Benefits-Medical Exp.	(2,069.42)	40,430.48	53,180.69	(14,819.63)
Flex Benefits-Dependent Care	49,939.97	16,800.00	12,435.00	54,304.97
Flex Benefits-Management Fee	121.50	61.20	75.60	107.10
529 College Savings	-	-	-	-
Sales Tax	-	-	-	-
HSA Accounts	-	5,962.50	5,962.50	-
Accounts Receivable	-	-	-	-
Due from Other Funds	(616.25)	6,180,190.13	6,180,212.63	(638.75)
Due to Other Funds	30,198.19	-	-	30,198.19
Health Fund Reserve	1,225,431.71	25.94	15,956.50	1,209,501.15
TOTALS:	\$ 1,500,025.21	\$ 12,404,328.31	\$ 12,413,861.37	\$ 1,490,492.15

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 2021**

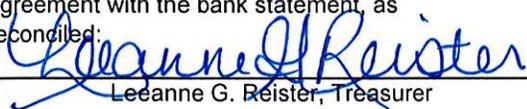
Trust & Agency Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Jan	BEGINNING BALANCE			<u>\$ 1,308,164.88</u>
	Receipts:			
	Payroll Funding	6,180,190.13		
	FSA Deductions	28,645.84		
	General Fund- DT/DF	-		
	FSA/Health Fund Prefunding Credit	-		
	Miscellaneous	500.00		
	Interest	25.94		
	Net Transfers	1,598,128.43		
	Total Receipts:			<u>7,807,490.34</u>
	Disbursements:			
	EFT/Wire Transfers-Taxes		1,598,128.43	
	EFT Withdrawals (FSA/Health Fund Accounts)		53,001.95	
	EFT/Wire Transfers (Omni, NYS ERS & HSA Bank)		369,903.49	
	Payroll Checks # 238980-239106		458,028.00	
	Direct Deposits (D366787-D369206)		3,741,749.10	
	T & A Checks #		-	
	Void Checks		-	
	Net Transfers		1,598,128.43	
	Total Disbursements:			<u>(7,818,939.40)</u>
28-Feb	ENDING BALANCE	<u>\$ 7,807,490.34</u>	<u>\$ 7,818,939.40</u>	<u>1,296,715.82</u>

BANK RECONCILIATION

BALANCE PER BANK	1,406,169.59
ADD:	
Credit from OMNI	80.34
SUBTRACT:	
Outstanding Checks	(101,894.18)
Benefit Resources - Current Month's transactions taken Next Month	(7,639.93)
	-
ADJUSTED BANK BALANCE	<u>1,296,715.82</u>
BALANCE PER BOOKS	<u>1,296,715.82</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:

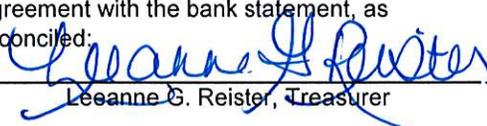
Deborah L. Carpenter, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 2021
Private Purpose Trusts and Special Revenue Accounts**

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Jan	BEGINNING BALANCE			<u>\$ 191,860.33</u>
	Receipts:			
	Miscellaneous -Dividend & Local Money	2,100.00		
	Interest			
	Net Transfers			
	Total Receipts:			<u>2,100.00</u>
	Disbursements:			
	Checks 200677-200678		184.00	
	Void Checks			
	Net Transfers			
	Total Disbursements:			<u>(184.00)</u>
28-Feb	ENDING BALANCE	<u>\$ 2,100.00</u>	<u>\$ 184.00</u>	<u>193,776.33</u>

BANK RECONCILIATION

BALANCE PER BANK:	193,776.33
ADD:	
Outstanding Transfer from General NSF Check	
SUBTRACT:	
Outstanding Checks	-
ADJUSTED BANK BALANCE	<u>193,776.33</u>
BALANCE PER BOOKS	<u>193,776.33</u>

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 Leanne C. 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
February 28, 2021

DESCRIPTION	ORIGINAL BUDGET/REVENUES	PRIOR YR EXPENDITURES	CURRENT YR EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES	GRANT ADMINISTRATORS
SERVICES FOR FEES						Student Services
Driver Education (Cumulative Balance)	26,027.51	-	9,162.90	-	16,864.61	
Summer Enrichment (Cumulative Balance)	12,298.62	2,595.50	75.00	-	9,628.12	
IDEA 611 20/21 (07/01/20-06/30/21)	1,517,089.00	-	708,047.20	526,009.30	283,032.50	Special Education
Covers special education expenditures						
IDEA 619 20/21 (07/01/20-06/30/21)	34,508.00	-	19,287.94	15,220.06	-	Special Education
Covers pre-school educational expenses.						
TITLE I 19/20 (09/01/19-08/31/20)	197,189.00	172,343.88	7,000.00	-	17,845.12	Student Services
TITLE I 20/21 (09/01/20-08/31/21)	169,975.00	-	87,191.73	78,875.46	3,907.81	Student Services
Provides program additions at qualifying schools to support students at risk of not passing the required state assessments.						
TITLE IIA GRANT 19/20 (09/01/19-08/31/20)	96,897.00	61,025.89	5,708.78	-	29,162.33	Student Services
TITLE IIA GRANT 20/21 (09/01/20-08/31/21)	90,477.00	-	19,617.04	17,099.06	53,760.90	Student Services
Enhances Teacher/Principal training and recruitment.						
TITLE III GRANT 19/20 (09/01/19-08/31/20)	23,692.00	4,507.02	1,257.30	-	17,927.68	Student Services
TITLE III GRANT 20/21 (09/01/20-08/31/21)	24,796.00	-	2,612.01	7,823.66	14,360.33	Student Services
Provides language instructional education programs to assist Limited English Proficient (LEP) students achieve standards						
TITLE IV SSAE GRANT 19/20 (09/01/19-08/31/20)	21,403.00	6,845.57	-	-	14,557.43	Student Services
TITLE IV SSAE GRANT 20/21 (09/01/20-08/31/21)	13,864.00	-	81.90	-	13,782.10	
Provides resources to increase the capacity of local agencies to provide student support and academic enrichment programs						
TEACHER CENTER GRANT 2020-21	43,907.00	-	36,107.77	150.00	7,649.23	Teacher Center
Provides staff development opportunities for teachers.						
SPECIAL ED SUMMER PROGRAMS 4408	260,000.00	-	255,873.82	-	4,126.18	Special Education
Payments for tuition to BOCES and outside providers of summer special education programs.						
SPECIAL ED SUMMER PROGRAM-In District	155,000.00	-	142,319.23	4,480.23	8,200.54	Special Education
Expenses for staff and materials for state approved in-district special education summer program.						
SPECIAL ED SUMMER PROGRAM-Related Services	20,000.00	-	19,468.76	-	531.24	Special Education
Payments to outside providers and staff for related services during July and August.						
STATE SUPPORTED SCHOOLS	75,000.00	-	50,410.77	24,589.23	-	Spec Ed/Business Office
4211 Schools for the Blind and Deaf						
TOTALS :	2,781,123.13	247,317.86	1,364,222.15	674,247.00	495,336.12	

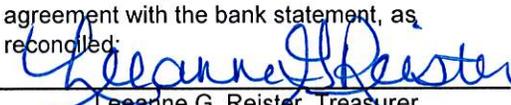
**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 2021**

Special Aid Funds

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Jan	BEGINNING BALANCE			\$ 56,253.49
	Receipts:			
	Local Revenues	-		
	State Aid/Federal Aid	32,373.61		
	Transfer from General (20% funding)	-		
	Transfer from General DT/DF	150,000.00		
	Transfer to Special Aid Fund: write offs	-		
	Net Transfers	-		
	Total Receipts:			<u>182,373.61</u>
	Disbursements:			
	EFT/Wire Transfers		-	
	Check # 205872-205888		73,392.11	
	Transfer to General Fund re: DT/DF		-	
	Void Checks/Stop Payments/NSF Checks		-	
	Payroll Funding		97,440.96	
	Net Transfers		-	
	Total Disbursements:			<u>(170,833.07)</u>
28-Feb	ENDING BALANCE	<u>\$ 182,373.61</u>	<u>\$ 170,833.07</u>	<u>67,794.03</u>

BANK RECONCILIATION

BALANCE PER BANK:	122,399.04
ADD:	
SUBTRACT:	
Outstanding Checks	(54,605.01)
ADJUSTED BANK BALANCE	<u>67,794.03</u>
BALANCE PER BOOKS	<u>67,794.03</u>

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

 Leeanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS

Capital & Debt Service SCHEDULE OF APPROPRIATED EXPENSE February 28, 2021

DESCRIPTION	APPROPRIATIONS	PRIOR YEAR PROJECT EXPENDITURES	EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES
Bus Purchases 2020-21	1,517,553.00	-	1,435,813.73	81,739.27	-
Capital 14-15 Funded by General Fund	250,000.00	225,572.00	23,488.13	939.87	-
Capital 15-16 Funded by General Fund	250,000.00	207,061.70	42,938.30	-	-
Capital 16-17 Funded by General Fund	250,000.00	128,927.52	121,072.48	-	-
Capital 17-18 Funded by General Fund	250,000.00	-	34,783.44	215,216.56	-
Capital 18-19 Funded by General Fund	250,000.00	-	-	248,737.71	1,262.29
Capital 19-20 Funded by General Fund	685,000.00	-	-	-	685,000.00
Capital Funded by Reserve - May 2020	3,000,000.00	1,520,727.24	1,479,272.76	-	-
BOCES Capital Project	2,833,574.00	-	283,357.00	-	2,550,217.00
Subtotal - Capital Fund	9,286,127.00	2,082,288.46	3,420,725.84	546,633.41	3,236,479.29
Debt Service	10,553,239.41	-	9,919,651.91	633,587.50	-
TOTALS:	19,839,366.41	2,082,288.46	13,340,377.75	1,180,220.91	3,236,479.29

RESERVE BALANCES February 28, 2021

DESCRIPTION	FUND BALANCE AT 07/01/2020	APPROPRIATED AMOUNT OR ACTUAL EXPENDITURE	INTEREST/ OTHER REVENUES	APPROVED TRANSFER (In/Out)	FUND BALANCE TO DATE
Bus Purchases Funded by Reserve	4,935,714.69	-	980.03	-	4,936,694.72
Capital Reserve	16,566,233.39	-	2,653.68	478,215.54	17,047,102.61
Instructional Technology Capital Reserve	2,409,002.77	-	480.06	-	2,409,482.83
Insurance Reserve	1,188,430.14	-	236.82	-	1,188,666.96
Unemployment Insurance Reserve	2,364,940.45	(139,290.85)	35.31	-	2,225,684.91
Reserve for Liability	1,497,289.42	-	300.29	-	1,497,589.71
Reserve for Tax Certiorari	1,249,339.21	(67,439.96)	248.79	-	1,182,148.04
Employee Benefit & Accrued Liability Reserve	3,119,131.71	(450,000.00)	542.68	-	2,669,674.39
Reserve for Retirement Contributions	2,405,948.89	(300,000.00)	440.01	-	2,106,388.90
Reserve for Teacher Retirement Contributions	1,777,434.66	(300,000.00)	707.51	-	1,478,142.17
Workers' Compensation Reserve	421,301.46	(75,000.00)	37.32	-	346,338.78
TOTALS:	37,934,766.79	(1,331,730.81)	6,662.50	478,215.54	37,087,914.02

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 FEBRUARY 2021**

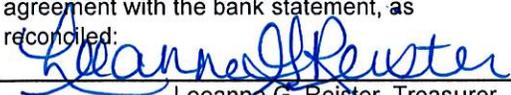
Capital

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Jan	BEGINNING BALANCE			<u>\$ 97,802.61</u>
	Receipts:			
	Transfer from General Fund re: Due to/from	100,000.00		
	Transfer from General Fund re: Bus Purch. Reserve	-		
	BAN Proceeds	-		
	Interest	0.26		
	Net Transfers	-		
	Total Receipts:			<u>100,000.26</u>
	Disbursements:			
	EFT/Wire Transfers		-	
	Transfer to Capital Reserve re: Closing of Project			
	Capital Checks-# 60146		37,797.00	
	Capital Reserve Checks #			
	Bus Purchase Reserve Checks #		-	
	Net Transfers		-	
	Total Disbursements:			<u>(37,797.00)</u>
28-Feb	ENDING BALANCE	<u>\$ 100,000.26</u>	<u>\$ 37,797.00</u>	<u>160,005.87</u>

BANK RECONCILIATION

BALANCE PER BANK:	197,802.87
ADD:	
SUBTRACT:	
Outstanding Checks	(37,797.00)
ADJUSTED BANK BALANCE	<u>160,005.87</u>
BALANCE PER BOOKS	<u>160,005.87</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 FEBRUARY 2021**

**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-Jan	BEGINNING BALANCE			\$	14,026,052.31
	Receipts:				
	Transfer from General Fund		-		
	Interest - Reserve for Liability		34.38		
	Interest -Tax Certiorari		28.69		
	Interest- Unemployment Insurance		-		
	Interest- Employee Benefit & Accrued Liabilities		71.63		
	Interest- Employee Retirement Contribution		55.25		
	Interest- Teachers Retirement Contribution		95.12		
	Interest- Workers' Compensation		-		
	Interest- Insurance Reserve		27.29		
	Transfers		-		
	Total Receipts:				<u>312.36</u>
	Disbursements:				
	EFT Withdrawals			-	
	Transfer to General Fund			-	
	Transfers			-	
	Total Disbursements:				<u>-</u>
28-Feb	ENDING BALANCE		<u>\$ 312.36</u>	<u>\$ -</u>	<u>14,026,364.67</u>

BANK RECONCILIATION

BALANCE PER BANK:	14,026,364.67
ADD:	
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	14,026,364.67
BALANCE PER BOOKS	14,026,364.67

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

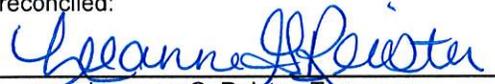
PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 2021
Capital Reserve, Capital Instructional Technology Reserve and Bus Purchase Reserve Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Jan	BEGINNING BALANCE			<u>\$24,392,805.78</u>
	Receipts:			
	Transfer from Capital Fund: Closing of Project			
	Interest - Bus Purchase Reserve	114.66		
	Interest - Capital Reserve	304.4		
	Interest - Capital IT Reserve	55.32		
	Net Transfers			
	Total Receipts:			<u>474.38</u>
	Disbursements:			
	Net Transfers			
	Total Disbursements:			<u>-</u>
28-Feb	ENDING BALANCE	<u>\$ 474.38</u>	<u>\$ -</u>	<u>24,393,280.16</u>

BANK RECONCILIATION

BALANCE PER BANK:	24,293,280.16
ADD:	
Transfer from General	100,000.00
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	<u>24,393,280.16</u>
BALANCE PER BOOKS	<u>24,393,280.16</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

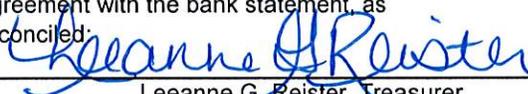
**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 2021**

Debt Service Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Jan	BEGINNING BALANCE			\$ 2,765,300.92
	Receipts:			
	Transfer from General Fund (per appropriations)	1,958,500.00		
	Interest	59.02		
	Net Transfers	-		
	Total Receipts:			<u>1,958,559.02</u>
	Disbursements:			
	Checks (001059)			
	Depository Trust Company (Wires)		1,958,500.00	
	Net Transfers			
	Total Disbursements:			<u>(1,958,500.00)</u>
28-Feb	ENDING BALANCE	<u>\$ 1,958,559.02</u>	<u>\$ 1,958,500.00</u>	<u>2,765,359.94</u>

BANK RECONCILIATION

BALANCE PER BANK:	2,765,359.94
ADD:	
SUBTRACT:	
ADJUSTED BANK BALANCE	<u>2,765,359.94</u>
BALANCE PER BOOKS	<u>2,765,359.94</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 FEBRUARY 2021**

Zero Balance Accounts: Purchasing Card

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Jan	BEGINNING BALANCE			\$ -
	Receipts:			
	Transfer from General Fund	257,212.89		
	Total Receipts:			257,212.89
	Disbursements:			
	JP Morgan Chase Withdrawal		257,212.89	
	Total Disbursements:			(257,212.89)
28-Feb	ENDING BALANCE	\$ 257,212.89	\$ 257,212.89	-

BANK RECONCILIATION

BALANCE PER BANK:	-
ADD: Outstanding Transfer from General	23,190.20
Outstanding Vendor Credit	39.36
SUBTRACT: Outstanding Payments	(23,229.56)
ADJUSTED BANK BALANCE	-
BALANCE PER BOOKS	-

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



Leanne G. Reister, Treasurer

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

Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS

MONTHLY EXTRACLASSROOM ACTIVITY SUMMARY & RECONCILIATION February 28, 2021

SCHOOL	BEGINNING BALANCE 7/1/2020	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 2/28/2021
Allen Creek Elementary	1,058.39	50.70	-	1,109.09
Jefferson Road Elementary	2,469.84	-	-	2,469.84
Mendon Center Elementary	15,580.91	14.00	-	15,594.91
Park Road Elementary	3,002.83	42.60	-	3,045.43
Thornell Road Elementary	3,379.67	-	-	3,379.67
Barker Road Middle School	43,406.17	6,406.43	9,126.68	40,685.92
Calkins Road Middle School	53,030.02	7,340.81	2,508.82	57,862.01
Sutherland High School	57,420.03	19,368.76	10,567.75	66,221.04
Mendon High School	93,965.48	32,331.03	25,490.08	100,806.43
TOTALS :	273,313.34	65,554.33	47,693.33	291,174.34

BANK RECONCILIATION			
COMBINED BALANCES PER BANK:			291,265.82
ADD:	Outstanding Deposits / Bank Adjustments		325.00
	NSF Checks		
SUBTRACT:	Outstanding Checks		(416.48)
ADJUSTED BANK BALANCE			291,174.34
BALANCE PER BOOKS			291,174.34

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
 Current Appropriation - Effective From: 02/01/2021 To: 02/28/2021
 Fiscal Year: 2021

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
Fund: A - GENERAL FUND						
02/09/2021	015870	To cover the cost of toner.	A440-2830-500-0833 R	SPSV CareerInt Supplies	-39.96	
			A520-2830-505-0830 R	PS Print & Toner Cartridg		39.96
02/05/2021	015996	To cover the cost of software subscription.	A114-2110-468-0110 R	MC Tch RegSch Membersh	-198.00	
			A114-2110-400-0110 R	MC Tch RegSch Contr Svc		198.00
02/03/2021	016021	FOR LIBRARY BOOKS FUNDED BY SCHOLASTIC BOOK FAIR.	A830-9060-800-0868 R	BEN Medicare Part B	-788.14	
			A232-2610-500-0610 R	CR Library Supplies		788.14
02/09/2021	016049	To cover the cost for 3rd grade virtual field trip.	A117-2110-500-0100 R	TR SchISuppt Supplies	-100.00	
			A117-2110-400-0100 R	TR SchISuppt Contr Svc		100.00
02/05/2021	016176	TO PROVIDE FUNDS FOR SUPPLIES.	A232-2110-421-0134 R	CR World Lang Meeting Exj	-250.00	
			A232-2110-500-0134 R	CR World Lang Supplies		250.00
02/05/2021	016244	To cover copier click charges at high schools.	A830-9060-800-0809 R	BEN Hospital Medical	-7,904.46	
			A340-2110-492-0100 R	SHS SchISuppt Print Servs		3,089.04
			A341-2110-492-0100 R	MHS SchISuppt Print Servs		4,815.42
02/09/2021	016291	To provide funds for copy paper order.	A232-2110-500-0134 R	CR World Lang Supplies	-32.11	
			A232-2110-506-0100 R	CR SchISuppt Copy Paper		32.11
02/09/2021	016335	FOR THE PURCHASE AND INSTALLATION OF SSBA APPROVED ACCESS POINTS.	A530-2630-180-0630 R	ITS Computer Inst Sup/Tec	-35,000.00	
			A530-2630-490-CO19 R	ITS Comp Inst BOCES CO\	-158,339.98	
			A530-2630-491-0630 R	ITS-Comp Equip BOCES		193,339.98
02/09/2021	016407	To provide funds for Learning & the Brain Virtual Conference.	A511-2250-500-0050 R	STD SpEd Supplies	-59.00	
			A511-2250-465-0050 R	STD SpEd Trav Conf		59.00
02/11/2021	016426	To provide funds for contractual services.	A117-2110-500-0110 R	TR Tch RegSch Supplies	-99.00	
			A117-2250-400-2250 R	TR SpEd Contr Svc		99.00

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
 Current Appropriation - Effective From: 02/01/2021 To: 02/28/2021
 Fiscal Year: 2021

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
02/11/2021	016517	TO COVER COST OF STREAMING BOE MEETINGS FOR THE REMAINDER OF 20-21.				
			A830-9060-800-0809 R	BEN Hospital Medical	-5,500.00	
			A530-2630-400-CO19 R	ITS Comp Inst ContSvc COV		5,500.00
02/18/2021	017056	To cover the cost for transportation costs for contractual services.				
			A670-5510-591-0510 R	TRN Gasoline & Diesel	-18,710.00	
			A670-5540-400-0540 R	TRN Contr Transportation		18,710.00
02/24/2021	017171	TO COVER ADMINISTRATIVE MEMBERSHIP COSTS.				
			A231-2110-500-0100 R	BR SchISuppt Supplies	-158.00	
			A231-2020-468-0020 R	BR Supr RegSch Membership		158.00
02/25/2021	017284	TO COVER MEMBERSHIP COSTS.				
			A341-2110-500-0134 R	MHS World Lang Supplies	-345.12	
			A341-2110-468-0134 R	MHS World Lang Membership		345.12
02/25/2021	017288	TO COVER THE COST OF SCHOOL SUPPORT COPY PAPER.				
			A341-2110-500-0158 R	MHS Math Supplies	-193.26	
			A341-2110-506-0100 R	MHS SchI Suppt Copy Paper		193.26
02/24/2021	017293	To cover the cost for additional training in foundational reading.				
			A410-2250-500-CO19 R	SpEd Office Supplies	-1,730.37	
			A410-2250-490-2251 R	SpEd Office BOCES Service		1,730.37
02/24/2021	017362	TO COVER COST OF PLACEMATS DUE TO COVID-19.				
			A830-9060-800-0809 R	BEN Hospital Medical	-645.80	
			A640-1620-500-CO19 R	OM Supplies - COVID 19		645.80
02/25/2021	017393	TO PROVIDE FUNDS FOR HEALTH SERVICE SUPPLIES.				
			A232-2110-500-0100 R	CR SchISuppt Supplies	-1.80	
			A232-2815-500-0815 R	CR HealthSv Supplies		1.80
02/26/2021	017410	TO PROVIDE FUNDS FOR HOOD FOR FOOTBALL HELMENTS FOR ADDITIONAL COVID-19 PROTECTION.				
			A300-2855-500-0855 R	HS Athletics Supplies	-1,007.00	
			A300-2855-500-CO19 R	HS Athletics Suppl--COVID		1,007.00
02/28/2021	017510	To correct negative budget accounts.				
			A112-2110-146-0100 R	AC SchISuppt InSv Paymts	-1,740.99	
			A112-2110-161-0100 R	AC SchISuppt Clerk Sal	-1,290.64	
			A114-2110-162-0100 R	MC SchISuppt Para Salary	-2,463.08	
			A114-2815-158-0815 R	MC HealthSv NrseTchr Sal	-132.00	
			A200-2855-137-0855 R	MS Athletics Coach Salary	-17,034.00	
			A231-2110-131-0164 R	BR Music Instr Tchr Salar	-15,331.33	
			A300-2110-153-0100 R	HS SchISuppt Summer Tch	-448.75	

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
 Current Appropriation - Effective From: 02/01/2021 To: 02/28/2021
 Fiscal Year: 2021

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
			A300-2855-137-0855 R	HS Athletics Coach Salary	-16,677.00	
			A341-2020-161-0020 R	MHS Supr RegSch Clerk Sa	-51.00	
			A341-2110-131-0158 R	MHS Math Tchr Salary	-38,104.76	
			A341-2610-162-0610 R	MHS Library Para Salary	-25.50	
			A410-2250-161-2251 R	SpEd Office Clerk Salary	-39,937.72	
			A620-1430-143-0430 R	PER Teacher Fellows	-8,102.83	
			A112-2110-173-0100 R	AC SchISuppt OT/Extra Hr		12.98
			A113-2110-121-0110 R	JR Tch RegSch 1-3		135.00
			A114-2110-146-0100 R	MC SchISuppt InSv Paymts		404.08
			A114-2110-168-0100 R	MC SchISuppt Clerk Subs		175.71
			A114-2110-173-0100 R	MC SchISuppt OT/Extra Hr		1,856.09
			A115-2020-161-0020 R	PR Supr RegSch Clerk Sal		25.50
			A115-2110-121-0110 R	PR Tch RegSch 1-3		1,155.64
			A115-2110-146-0100 R	PR SchISuppt InSv Paymts		686.86
			A115-2110-173-0100 R	PR SchISuppt OT/Extra Hr		81.08
			A115-2250-162-2250 R	PR SpEd Para Salary		1,641.95
			A115-2815-158-0815 R	PR HealthSv NrseTchr Sal		132.00
			A117-2020-161-0020 R	TR Supr RegSch Clerk Sal		25.50
			A117-2110-146-0100 R	TR SchISuppt InSv Paymts		650.05
			A117-2110-173-0100 R	TR SchISuppt OT/Extra Hr		337.22
			A200-2110-466-0100 R	MS SchISuppt Mileage		40.83
			A231-2110-131-0152 R	BR EnglishTeacher Sal		6,273.53
			A231-2110-131-0158 R	BR Math Tchr Salary		4,212.50
			A231-2110-131-0182 R	BR SocStudies Tchr Sal		4,845.30
			A231-2855-137-0855 R	BRMS Athletics Coach Sala		8,434.00
			A232-2855-137-0855 R	CRMS Athletics Coach Sala		8,600.00
			A300-2110-466-0100 R	HS SchISuppt Mileage		407.92
			A340-2110-131-0134 R	SHS World Lang Tchr Sal		5,833.95
			A340-2110-131-0158 R	SHS Math Tchr Salary		7,194.45
			A340-2110-131-0182 R	SHS SocStudies Tchr Sal		3,677.18
			A340-2250-131-2250 R	SHS SpEd Tchr Salary		26,350.75
			A340-2855-137-0855 R	SHS Athletics Coach Salar		13,035.00
			A341-2110-131-0134 R	MHS World Lang Tchr Sal		5,180.10
			A341-2110-131-0176 R	MHS Science Tchr Salary		12,541.91
			A341-2110-131-0182 R	MHS SocStudies Tchr Sal		3,677.17
			A341-2250-131-2250 R	MHS SpEd Tchr Salary		11,945.02

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
 Current Appropriation - Effective From: 02/01/2021 To: 02/28/2021
 Fiscal Year: 2021

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
			A341-2610-161-0610 R	MHS Library Clerk Salary		25.50
			A341-2855-137-0855 R	MHS Athletics Coach Salar		3,642.00
			A620-1430-150-0430 R	PER Administrative Salry		8,102.83
			Total for Fund A - GENERAL FUND		-372,441.60	372,441.60

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

Chelanne Ruster
D. T. Reaney

Date of Treasurer's Report for BOE review

03/20/2021

Date Completed

03/04/2021

Person Completing

Cheryl Cul-Draco

Pittsford Schools

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

Darrin Kenney
Assistant Superintendent for Business

Fax: 585.381.9368
Darrin_Kenney@pittsford.monroe.edu

Date: March 15, 2021
To: Michael Pero, Superintendent
From: Darrin T. Kenney, Assistant Superintendent for Business
Re: Re-Establish Capital Reserve

DTK

Education Law 3651 permits the Board of Education to Restrict Fund Balance for the purpose of funding various Reserves. The law is very prescriptive on the type, purpose, how to fund and how to access funds of each of the permitted reserve types. One such Reserve that the District has experienced great success with, is the Capital Reserve.

The Capital Reserve is a separate fund established for the purpose of funding, or partially funding, the maintenance facilities and capital projects, or any project where the voters could approve the issuance of debt. Per law, a Capital Reserve requires voter approval to establish the term of the reserve and the ultimate amount of money to be deposited, funding methods and withdrawal. In 2007, the voters authorized the District's first Capital Reserve for a term of ten years and maximum accumulated amount of \$14 million. The 2007 Capital Reserve, through voter authorization, permitted the District to perform various roof replacements, electrical upgrades and code compliance measures throughout the District, without issuing any debt or increasing taxes. The NYS Building Aid received on said projects was placed back into the reserve to replenish the balance and go toward the "ultimate amount." In 2011, we were approaching the ultimate funding amount and preparing for the \$42 million Capital Project that included turf fields. In 2011, the voters approved extending the term another ten years (2021) and increasing the ultimate amount to \$39 million, including the remaining balance in the 2007 Reserve. The 2007/2011 Capital Reserve has funded without the issuance of debt or additional taxes, \$12 million of the 2013 \$42 million capital project, roof replacements, ventilation and new lavatories in schools to name just a few things.

Today, ten years later, the 2007/2011 Capital Reserve is approaching its term and ultimate funding amount. The reserve remains in place to fund future projects or settle debt service, but the District can no longer fund or replenish usage over time. Therefore, after consultation with the District's Attorney and External Auditor, we are recommending the following resolutions. The resolutions are to establish, as prescribed by law, a new 2021 Capital Reserve fund for a probable maximum term of 10 years and ultimate funding amount of \$42 million. This number was derived by utilizing our standard ultimate transfers of \$25 million over a ten year period, PLUS the \$17 million remaining in the 2007/2011 Capital Reserve being transferred into the new 2021 Capital Reserve.

I therefore recommend and would be happy to discuss with you and/or the Board of Education the following resolution:

Proposition No. [4] – Authorization to Create and Fund New Capital Reserve and to Transfer 2007/2011 General Capital Reserve Fund Balance to Newly Created 2021 Capital Reserve

Shall the following resolution be approved by the voters:

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District is hereby authorized and directed to establish a reserve fund pursuant to Education Law Section 3651 to be known as the “2021 Capital Project Reserve Fund” for the purpose of financing, in whole or in part, construction, reconstruction, additions, alterations, renovations or other improvements to said District’s buildings and facilities, including playgrounds, athletic fields, recreation areas, parking areas, roadways, and other site improvements, and the acquisition and installation of machinery, equipment, apparatus or furnishings, and costs incidental thereto; with the ultimate amount of such reserve fund not exceeding Forty-Two Million Dollars (\$42,000,000), plus any accrued earnings on amounts deposited in such reserve fund, the probable existence of said reserve fund being ten (10) years, but with said reserve fund continuing in existence for its stated purpose until liquidated in accordance with the Education Law or until the funds are exhausted, and the sources from which funds shall be obtained for said reserve fund being: (a) an initial amount transferred upon voter approval of all funds remaining in the 2007/2011 General Capital Reserve Fund; (b) from unappropriated fund balance remaining in the general fund at the end of this fiscal year and/or from time to time thereafter, in such amount as the Board of Education may designate; (c) State aid received and made available by the Board of Education from time to time; and (d) any other monies derived from budgetary appropriations or other sources authorized by the voters from time to time, all as permitted by law; and

BE IT FURTHER RESOLVED, that the Board of Education of the Pittsford Central School District is hereby authorized and directed to transfer all funds remaining in the “2007/2011 General Capital Reserve Fund,” as established by the District in May 2007 and as amended in May 2011, specifically Seventeen Million Forty-Four Thousand Four Hundred Forty-Eight dollars and Ninety-Three cents (\$17,044,448.93), to the “2021 Building Capital Reserve Fund;” and

BE IT FURTHER RESOLVED, that the 2007/2011 General Capital Reserve Fund is hereby depleted and dissolved as a result of this action.

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: March 16, 2021
To: Michael Pero, Superintendent of Schools
From: Darrin T. Kenney, Assistant Superintendent for Business
Re: NYS Building Condition Survey – 2021

DTK

Section 155.4 of the NYS Commissioner of Education regulations requires all districts to perform an extensive “Building Condition Survey” (BCS) every five years. To meet the technical requirements of a BCS, we requested a proposal from the District’s architect, SEI Design Group, to perform the BCS on all of our facilities. Their proposal offers a base cost of \$121, 000. (Additional services outlined in the proposal would be on an “as needed” basis.) Please be advised that a portion of this cost will be mitigated because the contract will generate Building Aid, per section 3602 of Education Law. The study requires exhaustive physical inspection and documentation forming the framework for the Long Range Facility Plan (LRFP) and planning future capital projects. Therefore, I recommend the Board consider the proposal from SEI Design Group to perform the next Building Condition Survey.

In accordance with Policy 5412, contracts in excess of \$75,000 require Board of Education approval. I therefore respectfully submit the following resolution:

BE IT RESOLVED that the Board of Education of the Pittsford Central School District at its March 22, 2021 Regular Board of Education meeting approves the proposal from the District’s Board appointed architect, SEI Design Group, in the amount of one hundred twenty-one thousand dollars (\$121,000) to perform the State required Building Condition Survey.

DTK:kd

Attachment

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: March 18, 2021
To: Michael Pero, Superintendent of Schools
From: Darrin T. Kenney, Assistant Superintendent for Business
Re: SEQR – 2021 Capital Project Resolution Type II

Part of the Board of Education's function in placing a Capital Project into motion is to comply with the NYS Department of Environmental Conservation's regulations and issue a Site Environmental Quality Review statement. The District's attorney of Harter Secrest & Emery LLP has consulted with the District Project Team and recommends for the 2021 Mini Project a Negative Type II Impact Declaration, as provided by the attorney below:

RESOLUTION

WHEREAS, the Board of Education of the Pittsford Central School District is considering to undertake certain capital improvements (the "Project"), including:

- Emergency generators and related infrastructure at Pittsford Mendon High School, Thornell Road Elementary School and the Transportation Building;
- Replacement of outdated lighting in large common areas (gymnasiums, auditoriums, and cafeterias) at Pittsford Mendon High School, Pittsford Sutherland High School, Mendon Center Elementary School, Park Road Elementary School, and Thornell Road Elementary School;
- Minor HVAC repairs and replacement of air handling units and digital controls at Pittsford Mendon high School, and Pittsford Sutherland High School;
- Replacement of roof and emergency egress doors at Mendon Center Elementary School;
- Replacement of failed windows and heating system for the Lomb building on the Pittsford Sutherland High School campus, which replacement is necessary to preserve that building; and
- Plumbing renovation and improvements at Allen Creek Elementary School

WHEREAS, the proposed Project consists of routine activities of an educational institution for the purpose of replacement, rehabilitation or reconstruction of a structure or facility including upgrades to meet code or legal requirements, in kind; and/or maintenance or repair involving no substantial changes in an existing structure or facility; and/or expansion of an accessory/appurtenant non-residential facility involving less than 4,000 square feet of gross floor area; and/or expansion of existing facilities by less than 10,000 square feet of gross floor area; and

WHEREAS, such actions are deemed, pursuant to the regulations adopted by the New York State Department of Environmental Conservation, to be “Type II” actions and are not subject to the requirements of the New York State Environmental Quality Review Act;

NOW THEREFORE IT IS RESOLVED, that the proposed proposition is a Type II action pursuant to 6 NYCRR § 617.5(c) and that further review pursuant to the New York State Environmental Quality Review Act is not necessary.

DTK:kd

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: March 16, 2021
To: Michael Pero, Superintendent
From: Darrin T. Kenney, Assistant Superintendent for Business
Re: Mini-Capital Project – Capital Reserve Fund

DTK

Continuing the District's focus on long-range facility planning and fiscal responsibility, the District is undergoing the updating of the NYS Building Condition Survey and District Long Range Facility Plan. While the aforementioned processes will take time to formulate large projects, it is important to address on an ongoing basis the smaller and time sensitive items that are often eligible for NYS Building Aid. Therefore, in collaboration with the Board of Education's appointed architect and engineer, the Project Team is recommending a small or "mini-project" that focuses on health/safety, efficiency and preserving the integrity of the facility, mitigating more extensive and costly repairs in the future.

- Health and Safety include emergency generators in locations (Transportation, Mendon High, Thornell Road Elementary) that historically lose power frequently. Last year we closed school because of this issue. Without a generator, the Transportation Department is unable to communicate with buses, and Mendon High School, long ago designated as an Emergency Shelter and Point of Distribution, houses communications equipment for our Transportation Department and Monroe County first responders. Also upgrading specific heat and ventilation systems and related infrastructure at Mendon and Sutherland High Schools. Smaller code compliance projects include cafeteria doors and public address replacement at Mendon Center Elementary and Sutherland High School, respectively.
- Efficiency and Cost Effectiveness include replacement of beyond end of life lighting systems that have not been converted to date, where parts are unavailable and extremely inefficient, with energy efficient, brighter LED lighting in large assembly areas (gym, auditorium, cafeteria/commons) at Mendon Center Park and Thornell Elementary Schools, Mendon and Sutherland High Schools.
- Preservation of Facility projects include extensive replacement and repairs of the windows and the boiler at the Lomb Building as well as roof remediation at the Transportation/Maintenance Facility, Mendon Center Elementary and Mendon High School.

We are recommending that the entire mini-project be funded by voter approved withdrawal from the Capital Reserve. Therefore, the District will NOT be requesting the community to issue debt or increase property taxes to fund these projects. Most of the mini-project is eligible for NYS Building or Transportation Aid with said funds utilized to replenish the Capital Reserve for similar use in

future projects. Some of the scope of work will save on annual costs and be eligible for energy credits that will provide financial relief in subsequent annual budgets.

I, therefore offer the following proposition for your consideration and Board of Education approval for placement on the May 18, 2021 annual vote ballot:

PROPOSITION – General Capital Reserve Fund of Capital Project
Shall the following resolution be adopted, to wit:

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District is hereby authorized to withdraw from the “General Capital Reserve Fund” a sum of money not to exceed Six Million Dollars (\$6,000,000) to perform renovation and repair projects to enhance health and safety, efficiency and preservation of facilities.

BE IT FURTHER RESOLVED, that the Board of Education of the Pittsford Central School District does hereby authorize these funds to be used for the installation of emergency generators and related infrastructure at Transportation Maintenance Building, Mendon High School, Thornell Road Elementary, the installation of LED lighting at Mendon and Sutherland High Schools, Mendon Center, Park Road and Thornell Road Elementary Schools, the replacement and remediation of windows and boiler at the Lomb Building, upgrade of heat, ventilation and related systems at Mendon and Sutherland High Schools, partial roof replacement and restoration at Mendon Center Elementary and Mendon High, plumbing improvements at Allen Creek Elementary, public address system upgrade at Sutherland High School and other incidental work associated with said projects. Work is to be performed summer 2021 through summer 2022.

DTK:kd

Pittsford Schools

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Darrin_Kenney@pittsford.monroe.edu

Darrin Kenney
Assistant Superintendent for Business

Date: March 17, 2021
To: Michael Pero, Superintendent
From: Darrin T. Kenney, Assistant Superintendent for Business
Re: Interfund Transfer to Food Service Fund

DTK

During the 2020-21 fiscal year every Treasurer's Report has demonstrated expenditures in excess of revenue. The deficit is purely a factor of decreased participation and sales in the program, due to less students coming to school, grades 6-12 two days per week and no participation K-12 on Wednesdays. As a result, the ADP (average daily participation) in breakfast and lunch has decreased 55%. On any given day, having 55% less customers has translated to 62% less sales when ala carte sales are included. Since many districts do not have a 4.5-day elementary program, their counts are even lower, despite receiving Federal/NYS AND District General Fund subsidy.

Several years ago, the District opted out of participating in the Federal or NYS Nutrition programs. While we do not receive the revenue/subsidy, that other districts do, we also did not incur the costs that were required during the pandemic. To contain costs, the program has employed strategies including reduction of food orders, reduced cost menu items, decreased labor hours and not filling vacant positions, which places us in a predicament, should we reopen quickly.

As of February 2021, the program has lost \$450,000 since June 30, 2020 and is about to have a structural deficit and has experienced a cash flow deficit. NYS Education Law defines "ordinary contingent expenditures specifically authorized by statute, expenses for cafeteria services." While having a healthy fund balance in the School Lunch Fund was of great benefit to remain solvent through the pandemic, unfortunately the pandemic and its constraints on the program is outlasting the Fund Balance. Therefore, per the District's External Auditor and law, the Board of Education should recognize the deficit as an "ordinary contingent expense" of the General Fund and appropriate from the General Fund undesignated Fund Balance a transfer to the School Lunch Fund. Since the year is not complete, we propose a resolution similar to the typical "year-end" resolution with an up to amount, that the Board amends to the exact dollar amount subsequent to the close of the fiscal year.

BE IT RESOLVED that the Board of Education of the Pittsford Central School District recognizes the operation of a school cafeteria (School Lunch Fund) an ordinary contingent expense, pursuant to section 2023(1) NYS Education Law and authorizes the Appropriation of up to \$800,000 of Undesignated General Fund Balance to the Pittsford Central School District School Lunch Fund.

DTK:kd

PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

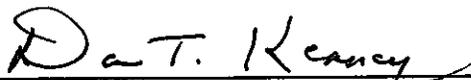
RECOMMENDATION FOR COMPETITIVE BID AWARD

To: Board of Education
From: Darrin Kenney, Assistant Superintendent for Business
(Prepared by Leslie Pawluckie)
BOE Date: March 22, 2021
Topic: BOCES II Cooperative Magazine Bid RFB-1941-21
Date Advertised: December 18, 2020, *Democrat & Chronicle*
Date of Bid Opening: January 14, 2021
Time: 2:00 P.M., BOCES II
Source of Funds: Budget, Each Building or Department

BE IT RESOLVED, That the Board of Education of the Pittsford Central School District award contracts to the following vendor as lowest responsive bidder meeting specifications:

ITEM BID	RECOMMENDED VENDOR	AMOUNT
Magazine Subscriptions	Magazine Subscriptions PTP	\$ 4,929.60
TOTAL:		<u>\$ 4,929.60</u>

Comments: The BOCES II Cooperative Magazine Bid contract is 5/1/21- 4/30/22. Pittsford and seven (7) other districts and/or BOCES participated. The bid was reviewed by Rose Brennan, BOCES II Bid Coordinator, and Leslie Pawluckie, Purchasing Agent. It is recommended for award to the lowest responsive bidder meeting all required bid specifications. Subscriptions purchased from this bid are identified on an ongoing basis by budget managers in the departments and schools.



Darrin Kenney, Assistant Superintendent for Business

Instruction

SUBJECT: SELECTION OF LIBRARY AND MEDIA CENTER MATERIALS

A school library/library media center will be established and maintained in each school of the District. The library in each elementary and secondary school will meet the needs of the students, and provide an adequate complement to the instructional program in the various areas of the curriculum. The District will also employ a certified School Librarian, unless equivalent service is provided by an alternative arrangement approved by the Commissioner.

The Board agrees that the responsibility of the school library is:

- a) To provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the students served.
- b) To provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
- c) To provide a background of information that will enable students to make intelligent judgments in their daily lives.
- d) To provide materials on opposing sides of controversial issues so that young citizens may develop, under guidance, the practice of critical reading and thinking.
- e) To provide materials representative of the many religious, ethnic, and cultural groups and their contribution to our American heritage.
- f) To place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library.

In interpreting these principles, the following will apply:

- a) Broad and varied collections will be developed systematically by the School Librarian, based on recommendations of the professional staff and suggestions of students and parents. Final approval will be made by the Building Principal.
- b) Qualitative standards of selection involving factual accuracy, authoritativeness, artistic quality, and appeal will be applied by School Librarians before purchases are made.
- c) Materials will not be excluded because of the race, nationality, political opinions, or religious views of the author.
- d) Materials will be continuously re-evaluated in relation to changing curriculum and instructional needs. Worn out, outdated materials will be discarded.

(Continued)

SUBJECT: SELECTION OF LIBRARY AND MEDIA CENTER MATERIALS (Cont'd.)

Ref: Policy 5250 Disposal of District Personal Property
Policy 8340 Instructional Materials and Textbook Adoptions
Policy 8330 Objection to Instructional Materials

Education Law § 207
8 NYCRR §§ 21.4, 91.1, 91.2

Instruction

SUBJECT: OBJECTION TO INSTRUCTIONAL MATERIALS

Any criticism of instructional materials that are in the schools should be submitted in writing to the Superintendent and the Board will be informed. A committee, including the librarian and building principal, will be designated by the Superintendent to investigate and evaluate the challenged material according to the principles and qualitative standards stated in District policy.

Curriculum Areas In Conflict With Religious Beliefs

In accordance with applicable law and regulation, a student may be excused from the study of specific materials relating to health and hygiene if these materials are in conflict with the religion of their parents or guardian. Alternatives may be provided that are of comparable instructional value.

Education Law Section 3204(5)
8 NYCRR Section 135.3

NOTE: Refer also to Policies #8320 -- Selection of Library and Media Center Materials
#8360 -- Religious Expression in the Instructional Program