

PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
BOARD OF EDUCATION MEETING
MONDAY, OCTOBER 26, 2020
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. APPROVAL OF AGENDA (BOARD ACTION)
- III. PRINCIPAL’S REPORT – Mr. Michael Biondi – Allen Creek Elementary School
- IV. APPROVAL OF MINUTES: October 13, 2020 (BOARD ACTION)
- V. BOARD OF EDUCATION REPORT
 - A. Monroe County School Boards Association Meeting Reports
 - 1. Board Leadership – next meeting – 11/4/20
 - 2. Executive Committee – next meeting – 12/2/20
 - 3. Information Exchange Committee – next meeting – 11/18/20 (4:00pm)
 - 4. Labor Relations Committee – next meeting – 11/18/20 (12:00 pm)
 - 5. Legislative Committee – next meeting – 11/4/20
 - 6. Steering Committee – next meeting – 10/28/20 (**ZOOM mtg. at 4:00 p.m.**)
 - 7. Communications Outreach Advisory Committee
 - B. Other Meeting Reports
 - 1. Legislative Subcommittee Meeting – 10/26/20 (**via ZOOM**)
 - C. Dates to Remember
 - 1. 11/3/20 – Schools Closed for Superintendent’s Conference Day
 - 2. 11/5/20 – Board Tour Only (no visit) at Calkins Road Middle School – 7:30 a.m.
 - 3. 11/9/20 – Next Regularly Scheduled Meeting
- VI. FINANCIAL REPORT – Mr. Kenney
 - A. Action Items:
 - 1. Acceptance of Treasurer’s Report – September 30, 2020 (BOARD ACTION)
 - 2. 1st Quarter Extraclassroom Activities Report (BOARD ACTION)
 - 3. 2019-20 External Audit Findings-District Corrective Action Plan (BOARD ACTION)
 - 4. Recommendation for Use of Reserve Funds – Unemployment Reserve (BOARD ACTION)
 - B. Discussion:
 - C. Other:
- VII. HUMAN RESOURCE REPORT – Mr. Leone
 - A. Action Items:
 - 1. Professional Staff Report (BOARD ACTION)
 - 2. Support Staff Report (BOARD ACTION)
 - B. Discussion:
 - C. Other:
- VIII. CHIEF INFORMATION OFFICER REPORT – Dr. Cimmerer
 - 1. Action Items:
 - 2. Discussion:
 - 1. Health Symptom Screening Report
 - 3. Other:

- IX. SPECIAL EDUCATION REPORT – Ms. Woods
 - A. Action Items: (See Consent Agenda)
 - 1. Committee on Special Education: Amendments – Agreement No Meetings, Annual Review, Initial Eligibility Determination Meetings, Reevaluation Reviews.
 - 2. Sub-Committee on Special Education: Amendments – Agreement No Meetings, Reevaluation Reviews, Requested Review, Transfer Student – Agreement No Meeting.
 - 3. Committee on Preschool Special Education: Initial Eligibility Determination Meetings, Reevaluation Review, Amendment – Agreement No Meeting.
 - B. Discussion:
 - C. Other:

- X. SUPERINTENDENT’S REPORT – Mr. Pero
 - A. Action Items:
 - 1. Call for Executive Session (BOARD ACTION)
 - 2. Policy Approvals – 2nd Reading (See Consent Agenda)
 - a. #7611-Children with Disabilities
 - b. #8260-Title I Parent and Family Engagement
 - B. Discussion:
 - C. Other:

- XI. CONSENT AGENDA (BOARD ACTION)
 - A. Committee on Special Education
 - B. Sub-Committee on Special Education
 - C. Committee on Preschool Special Education
 - D. Approval of Policy #7611-Children with Disabilities
 - E. Approval of Policy #8260-Title I Parent and Family Engagement


XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. 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.

- XV. ADJOURNMENT/RECESS (BOARD ACTION)

Next regularly scheduled meeting: November 9, 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

*For Board
Approval*

PITTSFORD CENTRAL SCHOOL DISTRICT
Board of Education Meeting
Tuesday, October 13, 2020
Barker Road Middle School
(Live Streaming – Link to Public Access on Website)

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, October 13, 2020.

BOARD MEMBERS PRESENT: A. Thomas, T. Aroesty, V. Baum, I. Narotsky, R. Sanchez-Kazacos (video), R. Scott, P. Sullivan

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

OTHERS PRESENT: S. Clark, S. Pelusio, A. Jurus, J. Balthaser

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

2. Mrs. Thomas on behalf of the Board of Education and Central Office Team took a moment to offer heartfelt prayers to Paris Beckford and the Beckford family. She further noted that the district TIG (Trauma, Illness & Grief) Team has trained mental health staff who will assist anyone who may need it. Mrs. Thomas also noted the tip line number for anyone who could assist in bringing Paris home safely.

3. Motion was made by Mrs. Narotsky, 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

4. Motion was made by Mrs. Baum, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its September 30, 2020, Regular meeting.

**APPROVED:
MINUTES
9/30/20**

Vote: Unanimously carried

5. Board Reports: Mrs. Thomas read the MCSBA meeting dates as well as other dates to remember.

6. Motion was made by Mr. Aroesty, seconded by Mrs. Scott 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. Appointment – Certificated Staff

Name: Kerri Claffey
Position: Remote Elementary – Master Teacher Support
Type of Position: Per Diem Substitute
Tenure Area: N/A
Probationary Period: N/A
Certification: Permanent
Salary: \$325.00 Daily - 3 days per wk.
Effective Date: 09/28/2020

32.

Name: Elizabeth Coonan
 Position: Remote Elementary – Master Teacher Support
 Type of Position: Per Diem Substitute
 Tenure Area: N/A
 Probationary Period: N/A
 Certification: Permanent
 Salary: \$325.00 Daily - 3 days per wk.
 Effective Date: 10/05/2020

B. Change of Status – Part-Time to Full-Time

Name: Mary Bauer
 Position: TRE .5 Student Services Teacher/.5 Regular Sub
 Type of Position: Full-Time
 Tenure Area: Special Education
 Certification: Initial
 Salary: \$53,929.00
 Effective Date: 09/30/2020

C. Appointment – School Related Professional

Name: Maura Kirby
 Position: PRE Paraprofessional
 Type of Position: Part-Time
 Salary: \$15.33/HR.
 Effective Date: 09/09/2020

D. Appointment – Supervisory and Technical

Name: Layton Randall
 Position: Network Technician
 Type of Position: Full -Time
 Probationary Period: 1 Year
 Salary: \$50,000.00
 Effective Date: 10/13/2020

E. Resignation – School Related Professional – see attached
Cathleen Anstrom

7. Motion was made by Mrs. Narotsky, seconded by Mr. Sullivan 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>
Hamza Amin	Cleaner	CRMS	40/WK.	10/05/2020	\$30,142.00

CUSTODIAL/MAINTENANCE

<u>RESIGNATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Jeffrey Sacchitella	Cleaner	MHS	2.5 yrs.	09/28/2020

8. Student Services Report: Dr. Vaughan-Brogan discussed and provided an overview of Title I Services.
9. Dr. Vaughan-Brogan noted the first reading of policy #8260 – Title I Parent and Family Engagement
10. Special Education Report: Mrs. Woods noted that all CSE and CPSE recommendations would be acted upon this evening under the Consent Agenda.
11. Superintendent’s Report: Mr. Pero noted the second reading of policy #7131 – Identification and Education of Students in Temporary Housing that would be acted upon this evening under the Consent Agenda. He also noted the first reading of policy #7611 – Children with Disabilities.
12. Mr. Pero described the steps that are taken when a student tests positive for COVID-19. He also expressed his concern over traveling to areas on the NYS Travel Advisory List or internationally to a CDC level 2 or 3 Travel Health Notice Country and the upcoming breaks, noting that doing so could put everyone at risk. He continued by asking those who do travel to those areas, to notify your building administrator and begin the 14 days of quarantine as required when they return.
13. Mr. Pero talked about the upcoming series of ACT for Education webcasts. This Thursday, he along with Dr. Mendoza and Superintendents Kosiorek (Hilton) and Antonacci (BOCES 2) will deliver accurate and up-to-date information about local schools during the pandemic. All webcasts will be pre-recorded, but when they are broadcast, each will have a live chat feature for participation. Links can be found on the ACTforeducation.org webpage or the home page of PittsfordSchools.org under Partners, then select ACT for Education.
14. Mr. Pero shared as of now, if Pittsford closes for a snow day, school will actually be closed where students can enjoy the tradition of a snow day. The only thing that could change this is if we had any type of intermittent shut-down.
15. Mr. Pero noted that tomorrow night the Board of Education along with the Central Office Team would be meeting with national equity consultant, Natalie McGee to discuss best practices as it relates to communication with our students and families around topics specific to equity and inclusion. Ms. McGee will provide feedback on an equity policy, code of conduct work and the best way to formulate a strong district wide equity and inclusion plan.
16. This evening our Board members were recognized as part of School Board Recognition week. Mr. Pero noted that both Pittsford Educational Office Professionals (PEOP) and Pittsford District Teachers’ Association (PDTA) created a video of gratitude for everything that our Board of Education does. Mr. Pero expressed his sincerest thanks to the Board for being exemplary in many different ways. He continued by thanking the Board members for taking the time to tour all 10 of our buildings in all kinds of weather, participating in and often times leading regularly held county meetings, their commitment to professional development, hours of preparedness for Board meetings, attendance at so many different events, attending meetings with multiple community members, holding themselves accountable during annual Board evaluations, for goal setting, attending Opening Day and for leading with their hearts and volunteering. Mr. Pero thanked the Board for never having a singular focus and for always looking at what is best for students, staff and the community. He closed by saying that our community is lucky to have 7 highly dedicated, smart, caring and compassionate leaders. Mr. Pero presented the Board members with their gifts and then read a card on behalf of PEOP. The PEOP card along with Mr. Shawn Clark, on behalf of the Pittsford District Administrators’ Association (PDAA) and Mrs. Sarah Pelusio, on behalf of the Pittsford Parent, Teacher, Student Association (PTSA), extended sincere appreciation and gratitude to the Board of Education for their numerous hours of service, support, leadership and uncompromised commitment to maintaining excellence in Pittsford schools. As a gesture of gratitude, all three groups donated funds to the Pittsford Education Foundation (PEF).

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17. Mr. Pero asked everyone to keep Paris Beckford and her family in their thoughts and prayers and hoped for her safe return home.

18. Mrs. Thomas on behalf of the Board of Education, thanked everyone for this evening's acknowledgements. She continued by saying that each Board member is truly proud to be a part of a team that is dedicated to the mission and vision of the Pittsford Central School District. She noted that unique times require the Board to be unified, have civility as well as perseverance and they are present to serve in the best and worst of times.

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

**APPROVED:
CONSENT
AGENDA**

Committee on Special Education: Amendments – Agreement No Meetings, Initial Eligibility Determination Meeting, Reevaluation Reviews, Requested Reviews, Requested Review Transfer Student, Transfer Students – Agreement No Meetings.

Sub-Committee on Special Education: Amendment – Agreement No Meeting, Annual Reviews, Reevaluation Reviews, Transfer Students – Agreement No Meetings.

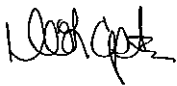
Committee on Preschool Special Education: Amendment – Agreement No Meeting, Initial Eligibility Determination Meeting, Reevaluation Review, Requested Reviews.

Policy Approval: #7131 – Identification and Education of Students in Temporary Housing

20. Motion was made by Mr. Aroesty, seconded by Mrs. Baum and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Regular Meeting at 7:35 p.m.
Vote: Unanimously carried

**APPROVED:
ADJOURNMENT**

Respectfully submitted,



Deborah L. Carpenter
School District Clerk

PITTSFORD CENTRAL SCHOOL DISTRICT

TREASURER'S REPORT

September 30, 2020

The following reports have been prepared by the Assistant Director of Finance, Holly Evans, in accordance with the Uniform System of Accounts for School Districts as required by the New York State Department of Audit and Control. These reports represent the financial status of the District as of September 30, 2020.

GENERAL FUND

- Real Property Taxes in the amount of \$21,653,724 were received. The amount collected is 20.23% of the levy (see page 4).
- The District received Lottery Aid from NYS of 5,253,725 (see page 4).

SCHOOL LUNCH FUND

- The school lunch program had net operations of (\$86,820) for the month of September (see page 6).

TRUST & AGENCY FUND

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

SPECIAL AID FUND

- Activity was normal for the month of September. The District is awaiting SED approvals for IDEA 611, IDEA 619, Teacher Center, 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 \$4,196,073 (see page 13).
- Reserve fund balances total \$36,714,828 (see page 13).

Respectfully submitted,



Leeanne G. Reister
Director of Finance

PITTSFORD CENTRAL SCHOOLS

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS September 30, 2020

GENERAL FUND

	8/31/2020 Balance	Receipts	Disbursements	9/30/2020 Balance
Cash in Banks - Checking	\$ 4,164,459.75	\$ 29,097,240.59	\$ 16,054,528.86	\$ 17,207,171.48
Money Market Account-Chase	389,473.27	15.89	-	389,489.16
Money Market Account- Key	339,642.13	2.61	80,000.00	259,644.74
Money Market Account- M & T	4,601,718.83	378.24	-	4,602,097.07
Money Market Account- CNB	135,028.58	7.75	-	135,036.33
Money Market Account- NYCLASS	126,378.88	4.94	-	126,383.82
Chase Purchasing Card	-	572,724.74	572,724.74	-
Investments (See Schedule)	2,076,002.98	432.50	-	2,076,435.48
	\$ 11,832,704.42	\$ 29,670,807.26	\$ 16,707,253.60	\$ 24,796,258.08

RESERVES

	8/31/2020 Balance	Receipts	Disbursements	9/30/2020 Balance
Unemployment Reserve (Checking)	\$ 364,959.01	\$ 8.98	-	\$ 364,967.99
Workers' Compensation Reserve	421,323.24	10.36	-	421,333.60
Reserve for Tax Certiorari (Checking)	1,249,402.55	30.74	-	1,249,433.29
Employee Retirement Contribution	1,906,049.40	46.89	-	1,906,096.29
Teachers Retirement Contribution	874,574.03	33.96	-	874,607.99
Reserve for Liability (Checking)	1,497,367.45	36.84	-	1,497,404.29
Insurance Reserve (Checking)	1,188,490.56	29.24	-	1,188,519.80
Capital Reserve	16,095,642.41	319.60	-	16,095,962.01
Bus Purchase Reserve	4,435,970.27	111.14	-	4,436,081.41
Employee Benefit Reserve	2,119,246.66	52.13	-	2,119,298.79
Instructional Technology Capital Reserve	2,409,125.25	59.26	-	2,409,184.51
	\$ 32,562,150.83	\$ 739.14	\$ -	\$ 32,562,889.97

SCHOOL LUNCH FUND

	8/31/2020 Balance	Receipts	Disbursements	9/30/2020 Balance
Cash in Banks - Checking	\$ 42,767.99	\$ 159,967.62	\$ 98,465.20	\$ 104,270.41
Money Market Account-Chase	109,245.22	0.88	100,000.00	9,246.10
Money Market Account-NYCLASS	201,604.75	7.82	-	201,612.57
	\$ 353,617.96	\$ 159,976.32	\$ 198,465.20	\$ 315,129.08

CAPITAL FUND

	8/31/2020 Balance	Receipts	Disbursements	9/30/2020 Balance
Cash in Banks - Checking	\$ 30,028.51	\$ 80,000.40	\$ 35,097.64	\$ 74,931.27
Capital Reserve	671,918.34	-	19,784.29	652,134.05
Bus Purchase Reserve -Capital	81,739.27	-	-	81,739.27
	\$ 783,686.12	\$ 80,000.40	\$ 54,881.93	\$ 808,804.59

SPECIAL AID FUND

	8/31/2020 Balance	Receipts	Disbursements	9/30/2020 Balance
Cash in Banks - Checking	\$ 413,853.31	\$ 92,741.00	\$ 266,054.09	\$ 240,540.22
	\$ 413,853.31	\$ 92,741.00	\$ 266,054.09	\$ 240,540.22

PITTSFORD CENTRAL SCHOOLS

INVESTMENT SCHEDULES

As of September 30, 2020

GENERAL FUND

Date Purchased	Maturity Date	Bank of Deposit	Principal Amount	Interest Rate	Number of Days	Interest Income
9/2/2020	10/2/2020	CNB	2,076,435.48	0.25%	30	432.50
			<u>2,076,435.48</u>			<u>432.50</u>

Our current interest rates are as follows:

JP Morgan Chase Checking	0.01%-0.03%
JP Morgan Chase Money Market	0.05%
Key Checking	0.01%
Key Money Market	0.01%
NYCLASS Money Market	0.04%
Canandaigua National Bank Money Market	0.07%
M & T Money Market -General Fund	0.10%

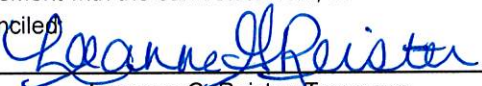
PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2020
General Fund Accounts (Checking and Money Market)

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>9,756,701.44</u>
	Receipts:			
	Taxes & Tax Items	21,680,075.43		
	Non Property Taxes			
	Local Revenues	363,946.47		
	State Aid	5,453,716.87		
	Monroe #1 BOCES	1,588,653.96		
	Federal Aid - Medicaid	762.44		
	Interest	531.64		
	Transfer- FSA Checking (Re: 19-20 Surplus)	9,963.21		
	Net Transfers			
	Total Receipts:			<u>29,097,650.02</u>
	Disbursements:			
	EFT/Wire Transfers		88,532.11	
	Check #257029-257179		4,419,255.11	
	ACH #00836-000844		1,229.50	
	Transfer to Capital (DT/DF)		80,000.00	
	Payroll Funding		6,052,087.40	
	Transfer to Debt (Bond Payment)		4,920,700.00	
	Transfer to P-Card		572,724.74	
	Net Transfers			
	Total Disbursements:			<u>(16,134,528.86)</u>
30-Sep	ENDING BALANCE	<u>\$ 29,097,650.02</u>	<u>\$ 16,134,528.86</u>	<u>22,719,822.60</u>

BANK RECONCILIATION

BALANCE PER BANK:	27,068,170.83
ADD:	
Outstanding Deposits	5,420.00
NSF ACH	1,040.81
SUBTRACT:	
Outstanding Checks	(4,261,924.14)
Outstanding Transfer to P-Card	(92,884.90)
ADJUSTED BANK BALANCE	<u>22,719,822.60</u>
BALANCE PER BOOKS	<u>22,719,822.60</u>

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



 Leeanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS

GENERAL FUND

Monthly Statement of Revenues
September 30, 2020

DESCRIPTION	BUDGETED REVENUES	REV. REC'D 9/30/2020	REV. REC'D TO DATE	ESTIMATED TO 6/30	OVER/(UNDER) BUDGET
Real Property Taxes	107,023,924.00	21,653,724.00	21,653,724.00	107,023,924.00	-
Other Payments in Lieu of Taxes	105,836.00	26,351.43	26,351.43	105,836.00	-
STAR Tax Relief Program	-	-	-	-	-
Interest & Penalties	700.00	-	-	700.00	-
County Sales Tax	5,275,115.00	-	0.01	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	-	-	13,500.00	-
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	983.47	5,642.59	75,000.00	-
Rental of Real Property	75,000.00	-	-	75,000.00	-
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	-	485.15	1,000.00	-
Sale of Instructional Materials - Textbooks	-	-	-	-	-
Sale of Equipment	85,000.00	-	-	85,000.00	-
Insurance Recoveries	30,000.00	-	2,836.22	30,000.00	-
Other Compensation for Loss	2,000.00	24.90	24.90	2,000.00	-
Refund for BOCES Aided Services	350,000.00	-	-	350,000.00	-
Refund of Prior Years Expense	100,000.00	29,545.00	33,918.02	100,000.00	-
Gifts and Donations	40,000.00	160.00	410.00	40,000.00	-
Unclassified Revenues	180,000.00	43.16	24,106.77	180,000.00	-
State Aid - General Operating/Foundation Aid	6,847,666.13	1,481,553.26	1,482,638.60	6,847,666.13	-
State Aid - Excess Cost	882,096.00	-	-	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	5,253,725.12	-
State Aid - Lottery Grant	70,552.75	70,552.75	70,552.75	70,552.75	-
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	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	-	-	-	-	-
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	381.22	1,466.56	50,000.00	-
Transfer from Debt Service	230,517.00	-	-	230,517.00	-
Subtotal	\$ 137,586,782.00	\$ 28,607,734.31	\$ 28,646,645.89	\$ 137,586,782.00	\$ -
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	\$ 28,607,734.31	\$ 28,646,645.89	\$ 140,328,172.00	\$ -
Appropriated Reserve: Tax Certiorari Reserve	67,439.96	-	-	67,439.96	-
Additional Appropriated Fund Balance	750,000.00	-	-	750,000.00	-
Interest Allocated to Reserves	-	739.14	1,762.04	1,762.04	1,762
Reserve for Encumbrances	2,236,101.62	-	-	2,236,101.62	-
Adjusted Budgeted Revenues Total	\$ 143,381,713.58	\$ 28,608,473.45	\$ 28,648,407.93	\$ 143,383,475.62	\$ 1,762.04

PITTSFORD CENTRAL SCHOOLS

GENERAL FUND

Schedule of Appropriated Expenses
September 30, 2020

	ORIGINAL APPROPRIATIONS	TRANSFERS AND ADJUSTMENTS	REVISED APPROPRIATIONS	EXPENDITURES TO DATE	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCES
School Operations						
Elementary Schools	19,620,936.00	(103,377.08)	19,517,558.92	1,926,036.22	15,599,910.65	1,991,612.05
Middle School	15,012,831.00	113,283.07	15,126,114.07	1,451,685.73	12,091,392.69	1,583,035.65
High School	20,744,832.00	478,504.26	21,223,336.26	2,164,486.37	15,855,477.65	3,203,372.24
Total School Operations	55,378,599.00	488,410.25	55,867,009.25	5,542,208.32	43,546,780.99	6,778,019.94
Central Student Programs & Services						
Special Education Office	562,174.00	8,329.70	570,503.70	114,341.02	226,576.91	229,585.77
Special Education Services	1,277,834.00	(13,641.85)	1,264,192.15	86,231.19	846,840.50	331,120.46
Out of District Spec. Ed Programs	6,615,544.00	227,734.80	6,843,278.80	1,065,157.86	5,249,365.07	528,755.87
Special Services	1,134,385.00	28,152.45	1,162,537.45	109,702.04	563,959.09	488,876.32
Summer Programs	26,000.00	262.00	26,262.00	5,200.00	4,800.00	16,262.00
Non Public Services	422,441.00	5,693.00	428,134.00	10,456.76	284,303.74	133,373.50
BOCES	443,866.00	(11,381.98)	432,484.02	164,044.58	210,955.42	57,484.02
Total Central Programs & Services	10,482,244.00	245,148.12	10,727,392.12	1,555,133.45	7,386,800.73	1,785,457.94
Instructional Services						
Curriculum & Instruction Services	830,159.00	115,681.41	945,840.41	281,292.03	384,465.01	280,083.37
Standards of Performance	553,919.00	(5,675.00)	548,244.00	50,789.98	365,475.35	131,978.67
Pupil Services Office	386,031.00	(2,644.16)	383,386.84	73,236.17	263,506.95	46,843.72
Instructional Technology Services	1,725,224.00	556,077.42	2,281,301.42	408,746.16	1,375,010.75	497,544.51
Professional Development Services	249,494.00	3,408.78	252,902.78	52,083.81	168,872.05	31,946.92
Data Team	459,847.00	(713.25)	459,133.75	119,430.97	307,687.73	32,015.05
Total Instructional Services	4,204,674.00	666,135.20	4,870,809.20	985,579.12	2,865,017.84	1,020,212.24
Support Services						
Finance Services	978,553.00	81,963.04	1,060,516.04	252,784.85	647,520.20	160,210.99
Personnel Services	480,856.00	(1,373.14)	479,482.86	106,112.43	191,168.92	182,201.51
Public Information Services	321,473.00	8,784.44	330,257.44	71,138.26	202,581.95	56,537.23
Operations and Maintenance	8,280,639.00	928,520.54	9,209,159.54	1,652,430.02	4,962,583.81	2,592,145.71
Printing and Mailing Services	295,252.00	5,581.62	300,833.62	41,271.66	234,466.13	25,095.83
Support Services Technology	1,495,943.00	570,641.05	2,066,584.05	978,755.18	865,762.40	222,066.47
Transportation Services	4,691,834.00	58,481.25	4,750,315.25	479,433.43	2,966,224.85	1,304,656.97
Total Support Services	16,544,550.00	1,650,598.80	18,195,148.80	3,581,925.83	10,070,308.26	4,542,914.71
Central Administration						
Board of Education	51,255.00	726.59	51,981.59	16,739.78	11,601.52	23,640.29
Superintendent's Office	394,888.00	13,861.63	408,749.63	105,315.35	280,949.09	22,485.19
Total Central Administration	446,143.00	14,588.22	460,731.22	122,055.13	292,550.61	46,125.48
Undistributed Expenses						
Debt Service & Interfund Transfers	10,762,722.00	-	10,762,722.00	5,459,200.00	4,888,004.59	415,517.41
Insurance & Fees	1,678,255.00	99,989.36	1,778,244.36	344,802.93	1,333,128.15	100,313.28
Employee Benefits	40,830,985.00	(111,328.37)	40,719,656.63	6,277,138.93	30,996,551.33	3,445,966.37
Total Undistributed Expenses	53,271,962.00	(11,339.01)	53,260,622.99	12,081,141.86	37,217,684.07	3,961,797.06
TOTAL	140,328,172.00	3,053,541.58	143,381,713.58	23,868,043.71	101,379,142.50	18,134,527.37

Transfers and Adjustments Detail:

Prior Year Encumbrances	2,236,101.62
PPE & Covid-19 Related Expenses Resolution	750,000.00
Tax Certiorari Reserve Appropriation	67,439.96
Total Transfers and Adjustments	3,053,541.58

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2020**

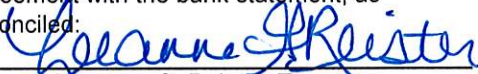
School Lunch Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 353,617.96</u>
	Receipts:			
	Daily Deposits	11,439.53		
	Prepays- School Lunch Office	420.00		
	Prepaid- via NutriKids/Heartland	47,753.13		
	Other Sales-Vending	75.21		
	Catering	276.50		
	Miscellaneous			
	Interest	11.95		
	Net Transfers	100,000.00		
	Total Receipts:			<u>159,976.32</u>
	Disbursements:			
	EFT/Wire Transfers			
	Check # 202975-203003		35,464.42	
	Payroll Funding		63,000.78	
	Void Checks			
	Transfer to Trust & Agency re: Sales Tax			
	Net Transfers		100,000.00	
	Total Disbursements:			<u>(198,465.20)</u>
30-Sep	ENDING BALANCE	<u>\$ 159,976.32</u>	<u>\$ 198,465.20</u>	<u>315,129.08</u>

BANK RECONCILIATION

BALANCE PER BANK:	334,306.11
ADD: Outstanding Deposits	2,971.86
SUBTRACT:	
Outstanding Checks	(22,148.89)
ADJUSTED BANK BALANCE	<u>315,129.08</u>
BALANCE PER BOOKS	<u>315,129.08</u>

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



Leeanne G. Reister, Treasurer

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

Deborah L. Carpenter, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
TRUST & AGENCY
September 30, 2020**

	8/31/2020			9/30/2020
	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
Private Purpose Funds (Scholarships)	117,188.77	392.40	-	117,581.17
Special Revenue Funds (Local Grants/Donations)	16,351.61	2,000.42	-	18,352.03
Consolidated Payroll	-	3,944,942.44	3,944,942.44	-
Net 1099R Distributions	-	-	-	-
NYS Employee Retirement	11,748.46	25,029.97	11,204.58	25,573.85
Income Protection (LTD)	-	12,623.67	12,623.67	-
Hospital Insurance	-	223,102.43	223,102.43	-
AFLAC	-	1,251.08	1,251.08	-
NYS Income Tax	-	257,789.60	257,789.60	-
Federal Income Tax	(3,756.00)	562,784.23	562,784.23	(3,756.00)
Federal Income Tax-1099R	-	-	-	-
Earned Income Credit	-	-	-	-
Income Execution	-	5,026.85	5,026.85	-
Association Dues	-	13,701.73	13,701.73	-
Social Security	(2,469.52)	855,519.30	855,519.30	(2,469.52)
Teacher Loans	-	17,708.41	17,708.41	-
Tax Sheltered Annuities	-	311,998.31	311,672.31	326.00
Bid Deposits	-	-	-	-
Other Liabilities	-	-	-	-
United Way	-	1,364.00	1,364.00	-
Life Insurance	-	5,836.94	5,836.94	-
Flex Benefits-Medical Exp.	(20,367.98)	48,978.92	43,672.27	(15,061.33)
Flex Benefits-Dependent Care	38,312.14	17,505.52	9,948.01	45,869.65
Flex Benefits-Management Fee	-	119.70	102.60	17.10
529 College Savings	-	-	-	-
Sales Tax	-	222.27	222.27	-
HSA Accounts	-	4,541.25	4,541.25	-
Accounts Receivable	-	-	-	-
Due from Other Funds	(540.00)	6,268,350.89	6,268,367.14	(556.25)
Due to Other Funds	17,443.53	18.93	-	17,462.46
Health Fund Reserve	1,351,408.16	29.10	30,879.45	1,320,557.81
TOTALS:	\$ 1,525,319.17	\$ 12,580,838.36	\$ 12,582,260.56	\$ 1,523,896.97

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2020**

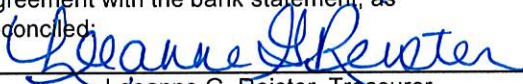
Trust & Agency Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 1,391,778.79</u>
	Receipts:			
	Payroll Funding	6,259,859.11		
	FSA Deductions	35,146.16		
	General Fund- DT/DF			
	FSA/Health Fund Prefunding Credit	9,963.21		
	Miscellaneous	548.27		
	Interest	48.03		
	Net Transfers	1,873,922.93		
	Total Receipts:			<u>8,179,487.71</u>
	Disbursements:			
	EFT/Wire Transfers-Taxes		1,674,134.10	
	EFT Withdrawals (FSA/Health Fund Accounts)		62,998.81	
	EFT/Wire Transfers (Omni, NYS ERS & HSA Bank)		327,123.78	
	Payroll Checks # 238444-238545		384,982.08	
	Direct Deposits (D354834-D357124)		3,866,114.98	
	T & A Checks #200101-200103		11.10	
	Void Checks		(5,985.05)	
	Net Transfers		1,873,922.93	
	Total Disbursements:			<u>(8,183,302.73)</u>
30-Sep	ENDING BALANCE	<u>\$ 8,179,487.71</u>	<u>\$ 8,183,302.73</u>	<u>1,387,963.77</u>

BANK RECONCILIATION

BALANCE PER BANK	1,460,039.51
ADD:	
Deposit in Transit	
SUBTRACT:	
Outstanding Checks	(63,623.22)
Benefit Resources - Current Month's transactions taken Next Month	(8,452.52)
	-
ADJUSTED BANK BALANCE	<u>1,387,963.77</u>
BALANCE PER BOOKS	<u>1,387,963.77</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

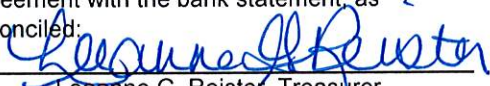
PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2020
Private Purpose Trusts and Special Revenue Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 133,540.38</u>
	Receipts:			
	Miscellaneous -Dividend & Local Money	2,389.50		
	Interest	3.32		
	Net Transfers			
	Total Receipts:			<u>2,392.82</u>
	Disbursements:			
	Checks 200665			
	Void Checks			
	Net Transfers			
	Total Disbursements:			<u>-</u>
30-Sep	ENDING BALANCE	<u>\$ 2,392.82</u>	<u>\$ -</u>	<u>135,933.20</u>

BANK RECONCILIATION

BALANCE PER BANK:	135,933.20
ADD:	
Outstanding Transfer from General NSF Check	
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	<u>135,933.20</u>
BALANCE PER BOOKS	<u>135,933.20</u>

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



 Leeanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS
SPECIAL AID FUNDS
SCHEDULE OF APPROPRIATED EXPENSE
September 30, 2020

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)	20,187.51	-	266.00	-	19,921.51	
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)	1,249,564.00	-	174,952.14	1,126,466.35	(51,854.49)	Special Education
Covers special education expenditures						
IDEA 619 20/21 (07/01/20-06/30/21)	33,285.00	-	1,931.06	26,339.44	5,014.50	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	-	8,798.53	87,268.66	73,907.81	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)	95,897.00	61,025.89	5,700.08	10.44	29,160.59	Student Services
TITLE IIA GRANT 20/21 (09/01/20-08/31/21)	85,477.00	-	1,273.84	7,812.26	76,390.90	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	-	-	-	24,796.00	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	-	-	-	13,864.00	
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	-	31,370.92	1,051.65	11,484.43	Teacher Center
Provides staff development opportunities for teachers.						
SPECIAL ED SUMMER PROGRAMS 4408	135,000.00	-	106,267.82	-	28,732.18	Special Education
Payments for tuition to BOCES and outside providers of summer special education programs.						
SPECIAL ED SUMMER PROGRAM-In District	155,000.00	-	131,696.46	210.00	23,093.54	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	45,000.00	-	-	-	45,000.00	Spec Ed/Business Office
4211 Schools for the Blind and Deaf						
TOTALS :	2,346,535.13	247,317.86	490,057.91	1,249,158.80	360,000.56	


**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2020**

Special Aid Funds

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			\$ 413,853.31
	Receipts:			
	Local Revenues	20.00		
	State Aid/Federal Aid	92,721.00		
	Transfer from General (20% funding)			
	Transfer from General DT/DF			
	Transfer to Special Aid Fund: write offs			
	Net Transfers			
	Total Receipts:			<u>92,741.00</u>
	Disbursements:			
	EFT/Wire Transfers			
	Check # 205794-205812		121,283.16	
	Transfer to General Fund re: DT/DF			
	Void Checks/Stop Payments/NSF Checks			
	Payroll Funding		144,770.93	
	Net Transfers			
	Total Disbursements:			<u>(266,054.09)</u>
30-Sep	ENDING BALANCE	<u>\$ 92,741.00</u>	<u>\$ 266,054.09</u>	<u>240,540.22</u>

BANK RECONCILIATION	
BALANCE PER BANK:	298,877.29
ADD:	
SUBTRACT:	
Outstanding Checks	(58,337.07)
ADJUSTED BANK BALANCE	<u>240,540.22</u>
BALANCE PER BOOKS	<u>240,540.22</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 September 30, 2020

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	-	21,367.87	3,060.13
Capital 16-16 Funded by General Fund	250,000.00	207,061.70	35,069.64	7,868.66	-
Capital 16-17 Funded by General Fund	250,000.00	128,927.52	40,546.44	43,713.73	36,812.31
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 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	827,138.71	231,150.00	420,984.05
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	2,621,925.52	385,839.53	4,196,073.49
Debt Service	10,322,722.00	-	757,773.50	9,564,948.50	-
TOTALS :	19,608,849.00	2,082,288.46	3,379,699.02	9,950,788.03	4,196,073.49

RESERVE BALANCES September 30, 2020

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	-	366.72	-	4,936,081.41
Capital Reserve	16,566,233.39	-	1,014.62	-	16,567,248.01
Instructional Technology Capital Reserve	2,409,002.77	-	181.74	-	2,409,184.51
Insurance Reserve	1,188,430.14	-	89.66	-	1,188,519.80
Unemployment Insurance Reserve	2,364,940.45	(30,000.00)	27.54	-	2,334,967.99
Reserve for Liability	1,497,289.42	-	114.87	-	1,497,404.29
Reserve for Tax Certiorari	1,249,339.21	(67,439.96)	94.08	-	1,181,993.33
Employee Benefit & Accrued Liability Reserve	3,119,131.71	(450,000.00)	167.08	-	2,669,298.79
Reserve for Retirement Contributions	2,405,948.89	(300,000.00)	147.40	-	2,106,096.29
Reserve for Teacher Retirement Contributions	1,777,434.66	(300,000.00)	265.33	-	1,477,699.99
Workers' Compensation Reserve	421,301.46	(75,000.00)	32.14	-	346,333.60
TOTALS :	37,934,766.79	(1,222,439.96)	2,501.18	-	36,714,828.01

Note: Fund Balance includes the use of appropriated or actual amounts, as well as, approved transfers yet to be completed and may not equal cash on page 1.

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2020**

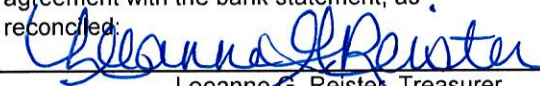
Capital

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$ 783,686.12</u>
	Receipts:			
	Transfer from General Fund re: Due to/from	80,000.00		
	Transfer from General Fund re: Bus Purch. Reserve			
	BAN Proceeds			
	Interest	0.40		
	Net Transfers			
	Total Receipts:			<u>80,000.40</u>
	Disbursements:			
	EFT/Wire Transfers			
	Transfer to General Fund re: Bus Purch. Reserve			
	Capital Checks-# 60140		35,097.64	
	Capital Reserve Checks #912-913		19,784.29	
	Bus Purchase Reserve Checks #200031			
	Net Transfers			
	Total Disbursements:			<u>(54,881.93)</u>
30-Sep	ENDING BALANCE	<u>\$ 80,000.40</u>	<u>\$ 54,881.93</u>	<u>808,804.59</u>

BANK RECONCILIATION

BALANCE PER BANK:	808,804.59
ADD:	
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	<u>808,804.59</u>
BALANCE PER BOOKS	<u>808,804.59</u>

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



 Leanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2020**


**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			\$	9,621,412.90
	Receipts:				
	Transfer from General Fund				
	Interest - Reserve for Liability		36.84		
	Interest -Tax Certiorari		30.74		
	Interest- Unemployment Insurance		8.98		
	Interest- Employee Benefit & Accrued Liabilities		52.13		
	Interest- Employee Retirement Contribution		46.89		
	Interest- Teachers Retirement Contribution		33.96		
	Interest- Workers' Compensation		10.36		
	Interest- Insurance Reserve		29.24		
	Transfers				
	Total Receipts:				<u>249.14</u>
	Disbursements:				
	EFT Withdrawals				
	Transfer to General Fund				
	Transfers			-	
	Total Disbursements:				<u>-</u>
30-Sep	ENDING BALANCE		<u>\$ 249.14</u>	<u>\$ -</u>	<u>9,621,662.04</u>

BANK RECONCILIATION

BALANCE PER BANK:	9,621,662.04
ADD:	
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	9,621,662.04
BALANCE PER BOOKS	9,621,662.04

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



Deanne G. Reister, Treasurer

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

Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2020
Capital Reserve, Capital Instructional Technology Reserve and Bus Purchase Reserve Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			<u>\$22,940,737.93</u>
	Receipts:			
	Transfer from General Fund: DT/DF			
	Interest - Bus Purchase Reserve	111.14		
	Interest - Capital Reserve	319.6		
	Interest - Capital IT Reserve	59.26		
	Net Transfers			
	Total Receipts:			<u>490.00</u>
	Disbursements:			
	Net Transfers			
	Total Disbursements:			<u>-</u>
30-Sep	ENDING BALANCE	<u>\$ 490.00</u>	<u>\$ -</u>	<u>22,941,227.93</u>

BANK RECONCILIATION

BALANCE PER BANK:	22,941,227.93
ADD:	-
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	<u>22,941,227.93</u>
BALANCE PER BOOKS	<u>22,941,227.93</u>

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


 Leanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

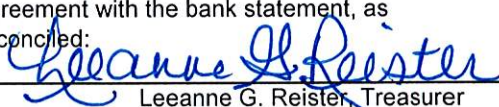
**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2020**

Debt Service Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			\$ 2,990,981.01
	Receipts:			
	Transfer from General Fund (per appropriations)	4,920,700.00		
	Interest	68.34		
	Net Transfers			
	Total Receipts:			4,920,768.34
	Disbursements:			
	Checks (001058)		219,273.50	
	Depository Trust Company (Wires)			
	Net Transfers			
	Total Disbursements:			(219,273.50)
30-Sep	ENDING BALANCE	\$ 4,920,768.34	\$ 219,273.50	7,692,475.85

BANK RECONCILIATION

BALANCE PER BANK:	7,692,475.85
ADD:	
SUBTRACT:	
ADJUSTED BANK BALANCE	7,692,475.85
BALANCE PER BOOKS	7,692,475.85

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


 Leanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2020**

Zero Balance Accounts: Purchasing Card

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
31-Aug	BEGINNING BALANCE			\$ -
	Receipts:			
	Transfer from General Fund	572,724.74		
	Total Receipts:			572,724.74
	Disbursements:			
	JP Morgan Chase Withdrawal		572,724.74	
	Total Disbursements:			(572,724.74)
30-Sep	ENDING BALANCE	\$ 572,724.74	\$ 572,724.74	-

BANK RECONCILIATION

BALANCE PER BANK:	-
ADD: Outstanding Transfer from General	92,884.90
Outstanding Vendor Credit Applied in October 2020	0.10
SUBTRACT: Outstanding Payments	(92,885.00)
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 EXTRACLASSTROOM ACTIVITY SUMMARY & RECONCILIATION August 31, 2020

SCHOOL	BEGINNING BALANCE 7/1/2020	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 8/31/2020
Allen Creek Elementary	1,058.39	-	-	1,058.39
Jefferson Road Elementary	2,469.84	-	-	2,469.84
Mendon Center Elementary	15,580.91	-	-	15,580.91
Park Road Elementary	3,002.83	-	-	3,002.83
Thornell Road Elementary	3,379.67	-	-	3,379.67
Barker Road Middle School	43,406.17	328.05	849.99	42,884.23
Calkins Road Middle School	53,030.02	3,085.88	689.82	55,426.08
Sutherland High School	57,420.03	5,370.79	3,721.17	59,069.65
Mendon High School	93,965.48	370.12	1,417.53	92,918.07
TOTALS :	273,313.34	9,154.84	6,678.51	275,789.67

BANK RECONCILIATION	
COMBINED BALANCES PER BANK:	278,273.06
ADD:	
Outstanding Deposits / Bank Adjustments	
NSF Checks	
SUBTRACT:	
Outstanding Checks	(2,483.39)
ADJUSTED BANK BALANCE	<u>275,789.67</u>
BALANCE PER BOOKS	<u>275,789.67</u>

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
 Current Appropriation - Effective From: 09/01/2020 To: 09/30/2020
 Fiscal Year: 2021

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
Fund: A - GENERAL FUND						
09/18/2020	004927	To provide funds for American Library Association Membership.	A341-2610-500-0610 R	MHS Library Supplies	-189.00	
			A341-2610-468-0610 R	MHS Library Memberships		189.00
09/01/2020	005364	Transfer to pay for 19/20 County Maintenance Service Increase for student CV.	A430-2250-475-2552 R	PrivSchl Oth Dst-Prnt Plc	-5,881.97	
			A430-2250-472-2552 R	PrivSchl Tuition		5,881.97
09/01/2020	005397	TO PROVIDE FUNDS FOR WORLD LANGUAGE PAPER ORDER.	A232-2110-500-0134 R	CR World Lang Supplies	-67.56	
			A232-2110-506-0100 R	CR SchlSuppt Copy Paper		67.56
09/01/2020	005417	Transfer funds to pay for sneeze guards for Covid19.	A410-2250-500-2251 R	SpEd Office Supplies	-2,424.97	
			A410-2250-500-CO19 R	SpEd Office Supplies		2,424.97
09/03/2020	005517	To provide funds for Palo Alto Reewal.	A530-2630-491-0630 R	ITS-Comp Equip BOCES	-13,059.34	
			A530-2630-490-0630 R	ITS Computer Inst BOCES		13,059.34
09/02/2020	005553	To cover transportation costs for Students with Special Needs.	A670-5510-165-0510 R	TRN Bus Drivers Salaries	-67,314.21	
			A670-5540-400-0540 R	TRN Contr Transportation		67,314.21
09/08/2020	005765	To cover the cost for an Accelerate U AP course through BOCES.	A530-2630-490-CO19 R	ITS Comp Inst BOCES COVID	-30,000.00	
			A510-2010-490-CO19 R	CURINS BOCES Svcs COVID		30,000.00
09/10/2020	005888	To provide funds for American Library Association Membership.	A232-2610-400-0610 R	CR Library Contr Svc	-272.00	
			A232-2610-468-0610 R	CR Library Memberships		272.00
09/10/2020	005998	Setup and Training for Allegheny Educational Systems.	A340-2110-500-0149 R	SHS Technology Supplies	-500.00	
			A340-2110-400-0149 R	SHS Technology Contr Sv		500.00
09/09/2020	006002	To cover the cost of docks.	A340-2250-500-2250 R	SHS SpEd Supplies	-220.50	
			A530-2630-500-0630 R	ITS Computer Inst Supplie		220.50
09/16/2020	006517	TO COVER THE COST FOR TECHNOLOGY REPAIRS.	A341-2110-500-0149 R	MHS Technology Supplies	-150.00	
			A341-2110-455-0149 R	MHS Technology Equip Rpr		150.00
09/16/2020	006547	To cover the cost of printer cartridges.	A340-2610-500-0610 R	SHS Library Supplies	-75.00	
			A340-2610-505-0610 R	SHS Library Prnt/Tnr Cart		75.00

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
 Current Appropriation - Effective From: 09/01/2020 To: 09/30/2020
 Fiscal Year: 2021

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
09/16/2020	006552	TO PROVIDE FUNDS FOR NATIONAL GEOGRAPHY BEE.				
			A232-2110-500-0182 R	CR SocStudies Supplies	-100.00	
			A232-2110-406-0182 R	CR SocStudies Entry Fees		100.00
09/16/2020	006553	To make funds available for piano tuning.				
			A115-2110-500-0100 R	PR SchISuppt Supplies	-60.00	
			A115-2110-419-0165 R	PR Music Vocal Piano Tune		60.00
09/16/2020	006589	To make funds available for piano tuning.				
			A231-2110-500-0100 R	BR SchISuppt Supplies	-410.00	
			A231-2110-419-0165 R	BR Music Vocal Piano Tune		410.00
09/18/2020	006590	To make funds available for piano tuning.				
			A340-2110-500-0165 R	SHS Music Vocal Supplies	-50.00	
			A340-2110-419-0165 R	SHS Music Vocal Piano Tun		50.00
09/16/2020	006591	To cover the cost of supplies.				
			A410-2250-500-2251 R	SpEd Office Supplies	-147.00	
			A410-2250-500-CO19 R	SpEd Office Supplies		147.00
09/16/2020	006595	To make funds available for piano tuning.				
			A113-2110-500-0100 R	JR SchISuppt Supplies	-100.00	
			A113-2110-419-0165 R	JR Music Vocal Piano Tune		100.00
09/16/2020	006756	TO COVER THE COST OF MUSICAL INSTRUMENTS FROM THE 20-21 MUSICAL INSTRUMENT BID.				
			A610-1310-200-0310 R	FIN BusAdmn Equipment	-8.69	
			A510-2110-200-0164 R	CURINS Music Instr Equipm		8.69
09/18/2020	006772	Funds to be used for Library Supplies				
			A232-2610-400-0610 R	CR Library Contr Svc	-1,364.00	
			A232-2610-500-0610 R	CR Library Supplies		1,364.00
09/18/2020	006925	To provide funds for nurse supplies.				
			A112-2110-500-0110 R	AC Tch RegSch Supplies	-40.65	
			A112-2815-500-0815 R	AC HealthSv Supplies		40.65
09/18/2020	006926	TO COVER NEGATIVE BALANCE FOR PIANO TUNING & MUSIC INSTRUMENT MEMBERSHIP.				
			A117-2110-500-0100 R	TR SchISuppt Supplies	-185.00	
			A117-2110-419-0165 R	TR Music Vocal Piano Tune		120.00
			A117-2110-468-0164 R	TR Music Instr Membership		65.00
09/21/2020	006951	To provide funds for maintenance supplies.				
			A640-1621-500-0621 R	OM Maint/Cust Supplies	-30,000.00	
			A640-1620-500-0620 R	OM Supplies		30,000.00
09/25/2020	006994	Additional Funds needed for Contracted Services account.				
			A340-2610-500-0610 R	SHS Library Supplies	-1,707.92	
			A340-2610-400-0610 R	SHS Library Contr Svc		1,707.92

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
 Current Appropriation - Effective From: 09/01/2020 To: 09/30/2020
 Fiscal Year: 2021

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
09/18/2020	007084	To provide funds for iPad cases.	A530-2630-490-CO19 R	ITS Comp Inst BOCES COVID	-2,880.22	
			A530-2630-500-CO19 R	ITS Comp Inst Sup/Mat COV		2,880.22
09/18/2020	007087	To provide funds for BOE Live Streaming.	A530-2630-490-CO19 R	ITS Comp Inst BOCES COVID	-5,500.00	
			A530-2630-400-CO19 R	ITS Comp Inst ContSvc COV		5,500.00
09/21/2020	007120	TO PROVIDE FUNDS FOR CONTRACTUAL SERVICES.	A232-2110-500-0100 R	CR SchISuppt Supplies	-2,041.35	
			A232-2110-400-0100 R	CR SchISuppt Contr Svc		2,041.35
09/21/2020	007138	TO PROVIDE FUNDS FOR BOCES SERVICES.	A530-2630-491-0630 R	ITS-Comp Equip BOCES	-10,219.00	
			A530-2630-490-0630 R	ITS Computer Inst BOCES		10,219.00
09/23/2020	007154	TO PROVIDE FUNDS FOR BOCES SERVICES.	A341-2610-400-0610 R	MHS Library Contr Svc	-4,765.70	
			A341-2610-490-0610 R	MHS Library BOCES Service		4,765.70
09/23/2020	007175	To cover Airwatch extra Licenses for 100 extra Ipads for Covid readiness.	A530-2630-400-0630 R	ITS Computer Inst ContrSv	-1,132.00	
			A530-2630-400-CO19 R	ITS Comp Inst ContSvc COV		1,132.00
09/23/2020	007446	To provide funds for counseling supplies.	A117-2110-500-0110 R	TR Tch RegSch Supplies	-3.34	
			A117-2810-500-0810 R	TR Counseling Supplies		3.34
09/23/2020	007468	TO PROVIDE FUNDS TO PURCHASE COVID-19 DECALS FOR ATHLETIC PRACTICES AND EVENTS.	A300-2855-500-0855 R	HS Athletics Supplies	-19,402.00	
			A300-2855-500-CO19 R	HS Athletics Suppl--COVID		19,402.00
09/24/2020	007618	To pay for teacher edition text books.	A115-2110-500-0100 R	PR SchISuppt Supplies	-49.98	
			A115-2110-480-0110 R	PR Tch RegSch Textbooks		49.98
09/28/2020	007709	To cover the cost for Delta Math.	A530-2630-491-0630 R	ITS-Comp Equip BOCES	-1,990.00	
			A530-2630-490-0630 R	ITS Computer Inst BOCES		1,990.00
09/28/2020	007728	TO COVER THE COST OF VOCAL SUPPLIES AND WORLD LANGUAGE MEMBERSHIP.	A341-2110-500-0134 R	MHS World Lang Supplies	-110.00	
			A341-2110-468-0134 R	MHS World Lang Membership		110.00
			A114-2110-400-0100 R	MC SchISuppt Contr Svc	-5.00	
			A114-2110-500-0165 R	MC Music Vocal Supplies		5.00

PITTSFORD CENTRAL SCHOOL DISTRICT

Budgetary Transfer Report

Current Appropriation - Effective From: 09/01/2020 To: 09/30/2020

Fiscal Year: 2021

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
09/28/2020	007736	TO COVER GENERATION READY.				
			A830-9060-800-0809 R	BEN Hospital Medical	-9,500.00	
			A720-2070-490-0002 R	Supt Office PD - BOCES		9,500.00
09/29/2020	007776	TO COVER THE COST OF CONTRACTUAL SERVICES.				
			A341-2110-500-0134 R	MHS World Lang Supplies	-47.88	
			A341-2110-400-0134 R	MHS World Lang Contr Svc		47.88
09/30/2020	007791	To cover the cost of toner/ink.				
			A520-2830-500-0830 R	PS Supplies & Materials	-73.29	
			A520-2830-505-0830 R	PS Print & Toner Cartridg		73.29
09/30/2020	007856	TO PROVIDE FUNDS FOR PAPER ORDER.				
			A232-2110-500-0134 R	CR World Lang Supplies	-15.30	
			A232-2110-506-0100 R	CR SchISuppt Copy Paper		15.30
09/30/2020	008509	To correct negative budget accounts.				
			A113-2110-121-0165 R	JR Music Vocal Tchr Sal	-30,908.20	
			A113-2250-162-2250 R	JR SpEd Para Salary	-118,000.00	
			A113-2820-159-0820 R	JR PsychSv Psych Salary	-960.82	
			A114-2110-121-0110 R	MC Tch RegSch 1-3	-165,029.36	
			A114-2110-121-0153 R	MC Reading Tchr Salary	-26,405.37	
			A114-2110-161-0100 R	MC SchISuppt Clerk Sal	-10,332.43	
			A114-2810-157-0810 R	MC Counselor Salary	-22,351.54	
			A115-2110-121-0136 R	PR InstrChall Tchr Sal	-729.45	
			A115-2250-162-2250 R	PR SpEd Para Salary	-52,000.00	
			A231-2110-131-0134 R	BR World Lang Tchr Sal	-1,504.30	
			A231-2110-131-0176 R	BR Science Tchr Salary	-3,276.80	
			A231-2250-162-2250 R	BR SpEd Para Salary	-32,105.23	
			A232-2110-131-0153 R	CR Reading/Literacy Tchr	-22,683.50	
			A232-2250-162-2250 R	CR SpEd Para Salary	-57,000.00	
			A300-2815-153-0815 R	HS HealthSv Summer Tch	-1,272.08	
			A340-2110-131-0134 R	SHS World Lang Tchr Sal	-63,000.00	
			A340-2110-131-0149 R	SHS Technology Tchr Salar	-108,917.19	
			A341-2610-162-0610 R	MHS Library Para Salary	-10,624.02	
			A410-2250-153-2251 R	SpEd Office Summer Tchr	-6,230.63	
			A440-2830-121-0837 R	SPSV ENL Tchr Sal	-703.45	
			A520-2830-150-0830 R	PS Admin Salary	-4,445.00	
			A530-2630-490-CO19 R	ITS Comp Inst BOCES COVID	-44,236.24	
			A100-2110-154-0100 R	ES SchISuppt Summer Wrk		197.23
			A100-2815-153-0815 R	ES HealthSv Summer Tch		1,272.08

PITTSFORD CENTRAL SCHOOL DISTRICT
 Budgetary Transfer Report
 Current Appropriation - Effective From: 09/01/2020 To: 09/30/2020
 Fiscal Year: 2021

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
			A341-2110-131-0149 R	MHS Technology Tchr Salar		68,689.34
			A341-2110-131-0152 R	MHS English Tchr Sal		40,227.85
			A341-2250-162-2250 R	MHS SpEd Para Salary		100,551.38
			A410-2250-154-2251 R	SpEd Office Summer Wrk		6,230.63
			A440-2820-153-0820 R	SPSV PsychSv Summer Tch		774.72
			A440-2830-131-0837 R	SPSV ENL Tchr Salaries		703.45
			A510-2010-500-CO19 R	CURINS Supply/Mat COVID		28,789.94
			A520-2830-151-0830 R	PS Teacher Salaries		4,445.00
			A640-1620-400-CO19 R	OM Contracted Svcs COVID		15,446.30
09/30/2020	009081	To correct negative budget accounts.				
			A420-2250-151-2256 R	SpEd Sv Adapt PE Tch Sal	-13,641.85	
			A530-2630-490-CO19 R	ITS Comp Inst BOCES COVID	-5,522.53	
			A115-2250-162-2250 R	PR SpEd Para Salary		731.97
			A231-2250-162-2250 R	BR SpEd Para Salary		12,909.88
			A440-2815-500-CO19 R	SPSV COVID Supplies		5,522.53
			Total for Fund A - GENERAL FUND		-1,013,942.86	1,013,942.86

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

Yvonne Heister
D. T. Kelly

Date of Treasurer's Report for BOE review

10/26/2020

Date Completed

10/14/2020

Person Completing

Charrin Cml-Greco

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

Allen Creek Elementary School

<u>Club/Activity</u>	Beginning Balance July 1, 2020	Receipts	Disbursements	Ending Balance September 30, 2020
Student Council	\$ 1,058.39	\$ -	\$ -	\$ 1,058.39
Sales Tax Payable	-	-	-	-
	<u>\$ 1,058.39</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,058.39</u>

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$ 1,058.39
Less Outstanding Checks	-
Plus NSF Check	-
Total Cash Balance at End of Month	<u><u>\$ 1,058.39</u></u>

Jefferson Road Elementary School

<u>Club/Activity</u>	Beginning Balance July 1, 2020	Receipts	Disbursements	Ending Balance September 30, 2020
Student Council	\$ 2,469.84	\$ -	\$ -	\$ 2,469.84
Sales Tax	-	-	-	-
	<u>\$ 2,469.84</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,469.84</u>

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$ 2,469.84
Less Outstanding Checks	-
Plus Outstanding Receipts	-
Total Cash Balance at End of Month	<u><u>\$ 2,469.84</u></u>

Mendon Center Elementary School

<u>Club/Activity</u>	Beginning Balance July 1, 2020	Receipts	Disbursements	Ending Balance September 30, 2020
Student Council	\$ 3,905.27	\$ -	\$ -	\$ 3,905.27
Best Buddies	-	-	-	-
Bookstore	9,891.88	-	-	9,891.88
Newspaper Club	-	-	-	-
Ski Club	1,769.17	-	-	1,769.17
Sales Tax	14.59	-	-	14.59
	<u>\$ 15,580.91</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 15,580.91</u>

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$ 15,594.91
Less Outstanding Checks	(14.00)
Plus Outstanding Receipts	-
Plus Outstanding Receipts - NSF checks	-
Total Cash Balance at End of Month	<u><u>\$ 15,580.91</u></u>

Park Road Elementary

<u>Club/Activity</u>	Beginning Balance July 1, 2020	Receipts	Disbursements	Ending Balance September 30, 2020
Student Council	\$ 2,932.72	\$ -	\$ -	\$ 2,932.72
Ski Club	70.11	-	-	70.11
Sales Tax	-	-	-	-
	<u>\$ 3,002.83</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,002.83</u>

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$ 3,002.83
Less Outstanding Checks	-
Plus Outstanding Receipts - Deposits in Transit	-
Total Cash Balance at End of Month	<u><u>\$ 3,002.83</u></u>

Thornell Road Elementary School

<u>Club/Activity</u>	Beginning Balance	Receipts	Disbursements	Ending Balance
	July 1, 2020			September 30, 2020
Student Council	\$ 3,128.08	\$ -	\$ -	\$ 3,128.08
Ski Club	251.59	-	-	251.59
Sales Tax	-	-	-	-
	<u>\$ 3,379.67</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,379.67</u>

Reconciliation of Cash Balances:

Checking Account	
Bank Statement Balance at End of Month	\$ 3,379.67
Less Outstanding Checks	-
Plus Outstanding Receipts	-
Total Cash Balance at End of Month	<u>\$ 3,379.67</u>

Barker Road Middle School

<u>Club/Activity</u>	Beginning Balance	Receipts	Disbursements	Ending Balance
	July 1, 2020			September 30, 2020
Adventure Club	\$ 1,476.16	\$ -	\$ -	\$ 1,476.16
Art Club	31.58	-	-	31.58
Bookstore	5,189.81	79.68	-	5,269.49
Drama Club	13,722.42	40.00	-	13,762.42
Science Olympiad	878.70	-	-	878.70
Home & Careers	1,483.34	-	-	1,483.34
Latin Club	1.48	-	-	1.48
Music Activities	9,017.06	-	199.99	8,817.07
Ski Club	1,291.54	-	-	1,291.54
Student Council	7,903.71	202.00	650.00	7,455.71
Yearbook	2,399.02	-	-	2,399.02
Sales Tax	11.35	6.37	-	17.72
	<u>\$ 43,406.17</u>	<u>\$ 328.05</u>	<u>\$ 849.99</u>	<u>\$ 42,884.23</u>

Reconciliation of Cash Balances:

Checking Account	
Bank Statement Balance at End of Month	\$ 42,940.71
Less Outstanding Checks	(56.48)
Plus Outstanding Receipts	-
Plus NSF Check	-
Total Cash Balance at End of Month	<u>\$ 42,884.23</u>

Calkins Road Middle School

<u>Club/Activity</u>	Beginning Balance	Receipts	Disbursements	Ending Balance
	July 1, 2020			September 30, 2020
Best Buddies	\$ 15.00	\$ -	\$ -	\$ 15.00
Blue Team	4,380.80	-	-	4,380.80
Bookstore	1,001.98	-	-	1,001.98
DIY Club	3.81	-	-	3.81
Drama Club	12,091.69	3,015.88	56.86	15,050.71
Home & Careers	3,031.68	-	-	3,031.68
Latin Club	1,020.30	-	-	1,020.30
Maroon Team	-	-	-	-
Music Activities	9,275.35	-	-	9,275.35
Principal's Cabinet	37.23	-	-	37.23
Science Olympiad	77.01	-	-	77.01
Ski Club	155.98	-	-	155.98
Spanish Club	1,305.60	-	-	1,305.60
Student Council	9,692.69	-	570.00	9,122.69
Yearbook	10,883.12	64.82	-	10,947.94
Sales Tax Payable	57.78	5.18	62.96	-
	<u>\$ 53,030.02</u>	<u>\$ 3,085.88</u>	<u>\$ 689.82</u>	<u>\$ 55,426.08</u>

Reconciliation of Cash Balances:

Checking Account	
Bank Statement Balance at End of Month	\$ 57,830.89
Less Outstanding Checks	(2,404.81)
Plus Outstanding Receipts	-
Plus NSF Check - Stop Payment	-
Plus Bank Service Charges	-
Total Cash Balance at End of Month	<u>\$ 55,426.08</u>

Sutherland High School

<u>Club/Activity</u>	Beginning	Receipts	Disbursements	Ending
	Balance			Balance
	July 1, 2020			September 30, 2020
Class of 2020	\$ 3,177.96	\$ 300.00	\$ -	\$ 3,477.96
Class of 2021	4,308.12	-	-	4,308.12
Class of 2022	2,721.00	-	-	2,721.00
Class of 2023	518.10	-	-	518.10
Class of 2024	-	500.00	-	500.00
Band	663.45	-	-	663.45
Best Buddies	448.01	-	-	448.01
DECA Club	760.47	-	-	760.47
Drama	7,504.11	-	-	7,504.11
Fine Arts	201.00	-	-	201.00
Gay Straight Alliance	412.90	-	-	412.90
Girl Up	-	-	-	-
Latin Club	659.57	-	-	659.57
Link Crew	505.46	1,254.81	632.70	1,127.57
Model UN	4,206.80	-	-	4,206.80
Musicals	6,678.07	3,265.79	3,015.88	6,927.98
Newspaper-Midnight	95.72	-	-	95.72
Pegasus	1,926.67	-	-	1,926.67
Project Earth	1,113.72	-	-	1,113.72
Runway for Relief	-	-	-	-
Science Olympiad	1,948.70	-	-	1,948.70
Show Choir	1,469.48	-	-	1,469.48
Ski Club	1,143.22	-	-	1,143.22
Student Council	9,132.67	-	-	9,132.67
Tri-M	146.74	-	-	146.74
Yearbook	7,655.69	-	-	7,655.69
Sales Tax Payable	22.40	50.19	72.59	(0.00)
	<u>\$ 57,420.03</u>	<u>\$ 5,370.79</u>	<u>\$ 3,721.17</u>	<u>\$ 59,069.65</u>

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$ 59,077.75
Less Outstanding Checks	(8.10)
Plus Outstanding Receipts - NSF checks	-
Plus Outstanding Receipts - Deposits in Transit	-
Total Cash Balance at End of Month	<u>\$ 59,069.65</u>

Mendon High School

Club/Activity	Beginning	Receipts	Disbursements	Ending
	Balance			Balance
	July 1, 2020			September 30, 2020
Class of 2020	\$ 12,185.56	\$ -	\$ -	\$ 12,185.56
Class of 2021	4,608.24	-	-	4,608.24
Class of 2022	3,082.97	-	-	3,082.97
Class of 2023	1,741.89	-	-	1,741.89
Art Club	64.04	-	-	64.04
Best Buddies	110.68	-	-	110.68
Bookstore	3,185.33	-	-	3,185.33
Concert Band	50.81	-	-	50.81
Concert Choir	1,478.07	60.00	-	1,538.07
DECA Club	3,093.00	-	-	3,093.00
Drama Club	5,405.44	-	458.00	4,947.44
Electrathon	367.84	-	-	367.84
Environmental Awareness	39.02	-	-	39.02
French Club	355.36	-	-	355.36
Latin Club	751.02	-	-	751.02
Link Crew	1,855.69	-	807.81	1,047.88
Model UN	2,472.29	65.00	65.00	2,472.29
Musical Activities	20,096.59	-	-	20,096.59
National Honor Society	764.39	-	-	764.39
Orchestra	748.11	-	-	748.11
Pittsford Girl Up	215.30	-	-	215.30
Reality Check	116.61	-	-	116.61
Science Olympiad	413.50	-	-	413.50
Runway for Relief	353.63	-	-	353.63
Sea Turtle Club	19.00	-	-	19.00
Students against Cancer	498.83	-	-	498.83
Student Council	9,995.32	24.00	-	10,019.32
Technology Club	650.22	21.12	-	671.34
Virtual Enterprises	450.00	-	-	450.00
Wind Ensemble	803.71	-	-	803.71
Yearbook	17,920.10	184.00	-	18,104.10
Sales Tax Payable	72.92	16.00	86.72	2.20
	\$ 93,965.48	\$ 370.12	\$ 1,417.53	\$ 92,918.07

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$ 92,918.07
Less Outstanding Checks	
Plus Outstanding Receipts - NSF checks	
Total Cash Balance at End of Month	\$ 92,918.07

TOTAL OF ALL CLUBS

275,789.67

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: October 20, 2020

To: Michael Pero, Superintendent of Schools

From: Darrin T. Kenney, Assistant Superintendent for Business

DTK

Re: 2019-20 External Audit Findings – District Corrective Action Plan

Prior Year Deficiency Pending Corrective Action:

Off-site Collections – Our examination revealed two instances totaling more than \$4,000 each where Driver's Education receipts were not deposited in a timely manner.

We recommend the District continue to make every effort to deposit funds within 3-5 business days after being received.

District's Response

The District will continue to review cash collection procedures with staff that are responsible for collecting money in off-site locations. These procedures will include cash collection, reconciliation, signatures of ticket takers, and deposit preparation. In addition, the District will perform random audits of cash collection events or activities. The BOE Cash Collection Policy will be included in these written procedures to reinforce timeliness of deposits. An online registration and payment system has been implemented which significantly reduces the amount of cash and checks that are handled. Drop safes have been placed in every building to enhance security for staff to place deposits for transport to the Business Office. The Directors of Athletics and Student Services have worked to develop procedures with the Summer Enrichment and ticket takers and these areas have been removed from the prior year finding.

Current Year Deficiency in Internal Control:

Retirement Reporting - During our examination of the retirement reporting we noted one instance in which an employee completed the application. However, they were not registered so contributions were not made and one instance where an employee opt out form was not on file.

We recommend the District develop procedures to track and monitor employees when retirement documentation is incomplete.

District's Response

Upon receiving the employee names related to the auditor findings, the Assistant Superintendent of Human Resources upon further investigation offers the following:

As to the *finding* “an employee opted out of the joining the NYS Retirement System but the opt out form was not on file”, the appropriate form **was** found in the employee’s personnel file, completed when they were onboarded in August 2014. As a result, the District disagrees with the finding since there was no error or omission on the part of the District.

As to the “*finding that an employee completed a NYS Retirement System Registration Form but was not registered, so contributions were not made*”, again, upon review of the personnel file, I found that the employee signed the registration form on August 22, 2019. Under NYSERS rules, we must electronically upload the membership registration form on the employee’s first day they are physically at work, September 4, 2019. During that time, there was unanticipated turnover of the Human Resources staff responsible for said filing. As a result the deferral was noticed and transmission occurred on October 8, 2019 and payments to the system commenced upon distribution of documents to the Payroll Office. To avoid such delay in the future, all members of the Human Resource Office Staff have been cross-trained in the electronic filing of required Retirement System forms.

Therefore, BE IT RESOLVED, that the Board of Education accepts and approves the External Audit Report Corrective Action Plan as presented.

BE IT FURTHER RESOLVED, that the Board of Education instructs the Superintendent or his designee to transmit the approved corrective action plan to the NYSED, Office of the NYS Comptroller and the District website in accordance with the law.

DTK:kd

Cc: L. Reister

Pittsford Schools

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75 Barker Road - East Wing
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Darrin_Kenney@pittsford.monroe.edu

Darrin Kenney
Assistant Superintendent for Business

Date: October 20, 2020

To: Michael Pero, Superintendent

From: Darrin T. Kenney, Assistant Superintendent for Business

DTK

Re: Recommendation for Use of Unemployment Reserve

The external auditor recounted the inventory of reserves the District currently has and applauded the District's efforts for having these "savings accounts permitted by law for specific purposes" and how crucial reserves will be to weathering the current pandemic storm.

One such reserve that will provide budget relief is the Unemployment Reserve. When we developed the 2020-21 budget, the appropriation for unemployment claims was kept commensurate with previous trend. However, the concern was the pandemic could result in unemployment claims spikes due to the pandemic. The magnitude and the duration of these claims spikes was and continues to be unknown. Rather than plan an arbitrary increase in the 2020-21 Unemployment Budget (appropriation), we planned to supplement the budget with the utilization of the Unemployment Reserve. At the close of the 2019-20 fiscal year, the Board of Education approved some of the year-end surplus be transferred to the Unemployment Reserve, so it would be better suited to provide budgetary relief throughout 2020-21 and beyond. What we do know at this time is we typically spend less than \$30,000 per year on unemployment and our first quarter invoice from the NYS Unemployment was in excess of \$109,000. Therefore, the resolution below is consistent with the plan and applicable NYS laws by requesting the Board of Education approve the withdrawal of \$109,290.85 from the Unemployment Reserve to fund the amendment increase of the budget so the first quarter invoice may be paid.

I therefore recommend the following resolution to wit:

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board of Education of the Pittsford Central School District does hereby authorize the withdrawal of \$109,290.85 from the Unemployment Reserve Fund for the purposes of paying the first quarter NYS Unemployment Claims invoice.

BE IT FURTHER RESOLVED that the Board of Education of the Pittsford Central School District does hereby authorize the 2020-2021 General Fund Budget to be amended (increased) by \$109,290.85, with funds provided by the Unemployment Reserve.

DTK:kd

7611 - CHILDREN WITH DISABILITIES

A child with a disability means a student under the age of 21 who is entitled to attend public schools and who, because of mental, physical, or emotional reasons can only receive appropriate educational opportunities from a program of special education. A child is not considered as having a disability if his or her educational needs are due primarily to unfamiliarity with the English language; environmental, cultural, or economic factors; or lack of appropriate instruction in reading or mathematics.

If the State Education Department (SED) finds that the District has inappropriate policies, procedures, or practices resulting in a significant disproportionality by race or ethnicity in the suspension, identification, classification, or placement of students with disabilities, the District will ensure that it publicly reports on the subsequent revisions to those policies, procedures, or practices.

The Board recognizes the existence of individual differences in the intellectual, social, emotional and physical development of children attending school in the District. In recognizing these differences, the Board supports a system of services offered in the least restrictive environment for children with disabilities which includes:

- a) Providing for the education of students with disabilities with non-disabled peers to the extent appropriate;
- b) Education in the regular classes with or without support services, education in a resource room, education for part of the day in a special class, full time education in a special class, home instruction and education in a residential setting;
- c) Establishing guidelines for the provision of appropriate accommodations necessary to measure the academic achievement and functional performance of the student in the administration of District-wide assessments;
- d) Not requiring any student to obtain a prescription for a drug or other substance identified as a controlled substance by the federal Controlled Substances Act as a condition of receiving services;
- e) Recruiting, hiring, training, and retaining highly qualified personnel to provide special education programs and services, and to ensure that teachers are appropriately certified for their professional assignments;
- f) To the extent feasible, using universal design principles in developing and administering District-wide curriculum, instruction and assessment programs;

(continued)

Students

7611 - CHILDREN WITH DISABILITIES (continued)

- g) Consideration of the location of a school program(s) to a student's residence, before placement into an educational program;
- h) Adoption of written policies and procedures ensuring that students with disabilities are provided appropriate opportunities to earn a high school diploma in accordance with Commissioner's regulations;
- i) Allocation of appropriate space within the District for special education programs that meet the needs of students with disabilities; and
- j) Assurance that appropriate space will be available to meet the needs of resident students with disabilities who attend special education programs provided by BOCES.

Provision of Special Education Services to Nonpublic School Students with Disabilities who are Parentally Placed

The District will comply with all Child Find responsibilities related to parentally placed nonpublic school students attending nonpublic schools located in the geographic region of the District. These requirements only pertain to students with disabilities parentally placed in elementary and secondary nonpublic schools, not to parental placements of preschool children with disabilities in private day care or preschool programs, or to CSE placements of students with disabilities in approved private schools, Special Act School Districts, State-supported or State-operated schools, or to Charter schools.

The actual cost for CSE administration, evaluations, and special education services provided to a student with a disability who is a resident of New York State, but a nonresident of the District, will be billed to the student's school district of residence, once written parental consent to share special education information before the two public school districts has been obtained.

The District will consult with representatives of the nonpublic schools located within the boundaries of the District, including consultation regarding the Child Find process, provision of special education services generally, and use of Federal funds. Individual services are determined by the CSE.

Individuals with Disabilities Education Act (IDEA), 20 USC § 1400 et seq.

20 USC § 9101(23)

21 USC § 812(c)

34 CFR Part 300

Education Law §§ 3004(4), 3004(5), 3208, 3242, 3602-c, 4401-4407 and 4410-6

8 NYCRR §§ 52.21, 57-3, 100.5, 100.9, 177.2, 200.2(b), 200.2(c)(2)(v), 200.4(e)(9) and 200.6(a)(1)

NOTE: Refer also to Policies #7615 -- Least Restrictive Environment
#7650 -- Identification and Register of Children with Disabilities
(Child Find)

Pittsford Central School District Adopted: 6/2/75

Revised: 6/28/82, 2/20/89, 4/8/96, 6/25/01, 9/13/04;

Instruction

SUBJECT: TITLE I PARENT AND FAMILY ENGAGEMENT

The District will collaborate with parents and other family members to help students participating in Title I programs reach their full academic potential and to improve the District's overall academic quality. As part of its collaboration, the District will conduct outreach; plan and implement programs, activities, and procedures for parent and family member engagement; and consult meaningfully with parents and family members.

District-Wide Parent and Family Engagement

To facilitate parent and family participation, the District will:

- a) Involve parents and family members in jointly developing this policy, its Title I Plan, and its support and improvement plans. If the parents or family members indicate that the Title I plan is not satisfactory, the District will submit their comments to the State Education Department along with the plan;
- b) Improve student academic achievement and school performance through coordination, providing technical assistance, and giving support necessary to assist and build the capacity of all participating schools in planning and implementing effective parent and family engagement activities, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education;
- c) Coordinate and integrate parent and family engagement strategies with other relevant federal, state, and local programs;
- d) Conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of its Title I schools. The evaluation will include identifying:
 1. Barriers to greater participation by parents and family members in Title I activities, with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background;
 2. The needs of parents and family members to assist with their child's learning, including engaging with school personnel and teachers; and
 3. Strategies to support successful school and family interactions.

- e) Use the evaluation's findings to design evidence-based strategies for more effective parent and family member engagement, and to revise the policy, if needed;
- f) Involve parents in Title I activities, which may assist the District to develop, revise, and review the parent and family engagement policy; and
- g) Involve parents and family members in decisions regarding how it spends funds reserved for parent and family engagement activities.

School-Level Parent and Family Member Engagement

The Board directs each school receiving Title I funds to develop a building-level parent and family member engagement plan with that school's parents and family members. In addition to the content included above, each school building-level plan will:

- a) Describe how to convene an annual meeting, at a convenient time, to inform parents and family members of their school's participation in Title I programs, to explain Title I requirements, and to identify the right of the parents and family members to be involved. All parents and family members of these children will be invited and encouraged to attend the meeting;
- b) Offer flexibility in scheduling meetings, and may provide transportation, child care, or home visits related to parent and family member engagement, using Title I funds;
- c) Involve parents and family members in an organized, ongoing, and timely way in planning, reviewing, and improving Title I programs, including this policy;
- d) Provide parents and family members with timely information about programs, curriculum in use, the academic assessments used to measure student progress, the achievement levels of the challenging state academic standards, and, if requested by parents or family members, opportunities for regular meetings to formulate suggestions and to participate in decisions relating to their child's education. The District will respond to any suggestions as soon as practicably possible; and
- e) Develop a compact jointly with parents and family members that outlines how they, school staff, and students will share responsibility for improved student academic achievement. The compact will also detail the means by which the school and parents and family members will build and develop a partnership to help all children achieve the state's standards.
- f) Have a compact that:
 1. Describes the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment to enable these students to meet the challenging state academic standards;
 2. Describes the ways in which each parent or family member will be responsible for supporting the child's learning, volunteering in the child's classroom, and participating, as appropriate, in decisions relating to the child's education and positive use of extracurricular time; and
 3. Addresses the importance of communication between teachers and parents or family members on an ongoing basis through, at a minimum:

- (a) Parent or family member-teacher conferences in elementary schools, at least annually, during which the compact will be discussed as it relates to the individual child's achievement;
- (b) Frequent reports to parents or family members on the child's progress;
- (c) Reasonable access to staff, volunteer opportunities, and participation in the child's activities. Conferences and materials will be provided to facilitate communication between parents or family members and teachers;
- (d) Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

If the parents or family members believe that the building-level parent and family engagement plan is not satisfactory, the school will submit their comments when it makes the plan available to the District.

To ensure effective involvement of parents or family members and to support a partnership among the school involved, parents or family members, and the community, to improve student academic achievement, the District and each school will

- a) Provide assistance to parents or family members of children served by the District or school to understand topics such as the challenging state academic standards, state and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of the children;
- b) Provide materials and training to help parents or family members to work with the children to improve their achievement, such as literacy training and using technology (including education about the harms of copyright piracy) to foster parent and family member engagement;
- c) Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents or family members, in the value and utility of parent or family member contribution, and in how to reach out to, communicate with, and work with parents or family members as equal partners; implement and coordinate parent or family member programs; and build ties between parents or family members and the school;
- d) Coordinate and integrate, to the extent feasible and appropriate, parent and family member engagement programs and activities with federal, state, and local programs, including public preschool programs that encourage and support parents and family members in more fully participating in the education of the children;
- e) Ensure that information related to school and parent and family member programs, meetings, and other activities is sent to the parents or family members of participating children in a format and, to the extent practicable, in a language the parents or family members can understand;
- f) Provide other reasonable support for parent and family member engagement activities as parents or family members may request.

In addition, the District and each school may:

- a) Involve parents or family members in developing training for teachers, principals, and other educators to improve the effectiveness of this training;
- b) Provide necessary literacy training from funds received under this part if the District has exhausted all other reasonably available sources of funding for the training;
- c) Pay reasonable and necessary expenses associated with local parent and family member engagement activities, including transportation and child care costs, to enable parents and family members to participate in school-related meetings and training sessions;
- d) Train parents or family members to enhance the involvement of other parents or family members;
- e) Arrange school meetings at a variety of times, or utilizing other means, for teachers or other educators, who work directly with participating children, to work with parents or family members who are unable to attend these conferences at school, to maximize parent and family engagement and participation;
- f) Adopt and implement model approaches to improving parent and family engagement;
- h) Develop appropriate roles for community-based organizations and businesses in parent and family member engagement activities, as appropriate.

In carrying out the parent and family member engagement requirements, the District and its schools, to the extent practicable, will provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports in a format and, to the extent practicable, in a language they understand.

Procedures for Filing Complaints/Appeals

The District will disseminate free of charge to parents and family members of children in Title I programs, and to appropriate private school officials or representatives, adequate information regarding the District's written complaint procedures for resolving Title I issues.

Comparability of Services

The District will ensure equivalence among its schools of the same grade span and levels of instruction with regard to teachers, administrators, and auxiliary personnel, as well as equivalence in providing curriculum materials and instructional supplies in Title I programs.

Title I of the Elementary and Secondary Education Act of 1965 (ESEA), as reauthorized by the Every Student

Succeeds Act (ESSA) of 2015
20 USC §§ 6318 and 6321
34 CFR Parts 74-86, 97-99, and 200

Pittsford Central School District Adopted: 5/23/05