

PITTSFORD CENTRAL SCHOOL DISTRICT  
PITTSFORD, NEW YORK  
BOARD OF EDUCATION MEETING  
TUESDAY, APRIL 18 2023  
MCCLUSKI ROOM – BARKER ROAD MIDDLE SCHOOL  
(LINK TO PUBLIC VIEWING ON WEBSITE)

AGENDA  
7:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA **(BOARD ACTION)**
- IV. PRINCIPAL’S REPORT – Ms. Elizabeth Konar – Jefferson Road Elementary School
- V. 2023-2024 PROPOSED BUDGET PRESENTATION AND ADOPTION **(BOARD ACTION)**
- VI. APPROVAL OF MINUTES: February 28, 2023 **(BOARD ACTION)**  
March 14, 2023 **(BOARD ACTION)**
- VII. BOARD OF EDUCATION REPORT
  - A. Monroe County School Boards Association Meeting Reports
    - 1. Board Leadership – next meeting – 5/3/23
    - 2. Executive Committee – next meeting – 4/26/23
    - 3. Information Exchange Committee – next meeting – 4/19/23
    - 4. Labor Relations Committee – next meeting – 4/26/23
    - 5. Legislative Committee – next meeting – 5/3/23
    - 6. Steering Committee
  - B. Other Meeting Reports
  - C. Dates to Remember
    - 1. 4/24/23 – PTSA Lifetime Achievement Awards – 7:00 p.m. – MHS Auditorium
    - 2. 4/28/23 – Schools Closed for Superintendent’s Conference Day
    - 3. 5/4/23 – Board Visit/Tour at Sutherland High School (7:00 am Visit/7:30 Tour)
    - 4. 5/9/23 – Next Regularly Scheduled Meeting
    - 5. 5/24/23 – MCSBA Annual Meeting
  - D. Acceptance of the Record of March 28, 2023, Capital Project Vote **(BOARD ACTION)**
  - E. BOCES Annual Election and Budget Vote
    - 1. Candidates **(BOARD ACTION)**
    - 2. Budget **(BOARD ACTION)**
- VIII. FINANCIAL REPORT – Mr. Vespi
  - A. Action Items:
    - 1. Acceptance of Treasurer’s Report – March 31, 2023 **(BOARD ACTION)**
    - 2. 3<sup>rd</sup> Quarterly Extraclassroom Activities Report **(BOARD ACTION)**
    - 3. Tax Certiorari Reserve **(BOARD ACTION)**
    - 4. 2023-2024 Food Service Budget and Prices **(BOARD ACTION)**
    - 5. Capital Project Bond Resolution April 2023 **(BOARD ACTION)**
  - B. Discussion:
    - 1. Sutherland High School Easement
  - C. Other:
- IX. HUMAN RESOURCE REPORT – Mr. Clark
  - A. Action Items:
    - 1. Professional Staff Report **(BOARD ACTION)**
    - 2. Support Staff Report **(BOARD ACTION)**
    - 3. Auditorium/Theatre Coordinator **(BOARD ACTION)**
    - 4. Student and Family Engagement Coordinator **(BOARD ACTION)**
  - B. Discussion:
    - 1. Tenure Recommendations – 1<sup>st</sup> Reading
  - C. Other:

- X. STUDENT SERVICES – Mrs. Cutaia
- A. Action Items:
    - 1. Approval of Foreign Exchange Agency **(BOARD ACTION)**
  - B. Discussion:
  - C. Other:
- XI. SPECIAL EDUCATION REPORT – Ms. Woods
- A. Action Items: **(See Consent Agenda)**
    - 1. Committee on Special Education: Amendments, Amendment – Agreement No Meetings, Annual Reviews, Reevaluation/Annual Reviews, Requested Reviews, Transfer Student – Agreement No Meetings, Initial Eligibility Determination Meetings.
    - 2. Sub-Committee on Special Education: Amendments, Amendment – Agreement No Meetings, Annual Reviews, Reevaluation Review, Reevaluation/Annual Reviews, Requested Review.
    - 3. Committee on Preschool Special Education: Initial Eligibility Determination Meetings, Reevaluation/Annual Reviews, Annual Reviews, Amendment – Agreement No Meeting, Requested Review.
  - B. Discussion:
  - C. Other:
- XII. SUPERINTENDENT’S REPORT – Mr. Pero
- A. Action Items:
    - 1. Call for Executive Session **(BOARD ACTION)**
    - 2. Field Trip Approval to Orlando, FL (MHS DECA) **(BOARD ACTION)**
    - 3. Field Trip Approval to Orlando, FL (SHS DECA) **(BOARD ACTION)**
    - 4. Gift to the District **(See Consent Agenda)**
      - a. Donation of \$1,954.90 from Girl Scout Troup 60211 for the purchase of a new Gaga Pit to include 5 balls and a “rules” sign to be placed at Thornell Road Elementary School.
  - B. Discussion:
  - C. Other:
- XIII. CONSENT AGENDA **(BOARD ACTION)**
- A. Committee on Special Education
  - B. Sub-Committee on Special Education
  - C. Committee on Preschool Special Education
  - D. Gift to the District
- XIV. OLD BUSINESS
- XV. NEW BUSINESS
- XVI. PUBLIC COMMENT
- The Pittsford Board of Education values transparency and the public comments made during its meetings. As such, the Pittsford Board of Education provides this agenda item at its regular meetings. Board of Education meetings are not public forums, rather, they are business meetings held in public where dialogue is not normally conducted with audience members.*
- The purpose of this agenda item is for the Board to receive respectful and constructive feedback, opinions and information from District residents. Given the amount of public comment and to be fair to our residents, privilege of the floor will only be permitted to those who reside in the district. Comments are taken under advisement by the Board of Education and the Superintendent of Schools. Respect and civility are required during these meetings, particularly as we have students routinely attending as part of their course work.*
- Comments should be in reference to an interest or topic, not an individual. Each speaker will have the floor for **no more than three minutes and yielding time amongst speakers is not permitted. The Board President reserves the right to limit the total amount of speaking time.** For speakers who do not follow meeting and decorum protocols, the speaker’s privilege to use the floor will no longer be recognized by the Board of Education. Those planning to address the Board during the Public Comment agenda item must fill out an online submission form that can be made out in advance rather than filling out an index card at the meeting. Only those that submit an online form are eligible for public comment. The online submission form will become available five days before the regular Board of Education meeting date. Comments must be submitted no later than noon the day of the Board meeting. The first 10 residents to submit the online submission form will be notified by email and have the opportunity to read their comment at the meeting, or if they choose, it will be read aloud on their behalf. The Board of Education values feedback. Anyone wanting to contact the Board may do so at any time by way of email.*
- XVII. ADJOURNMENT/RECESS **(BOARD ACTION)**

Next regularly scheduled meeting: **May 9, 2023**

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

*For school district information, visit our website at [pittsfordschools.org](http://pittsfordschools.org)*


# Pittsford Schools

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

Fax: 585.381.9368

Michael\_Vespi@pittsford.monroe.edu

Michael Vespi  
Assistant Superintendent for Business

Date: April 18, 2023  
To: Michael Pero, Superintendent of Schools  
From: Michael Vespi, Assistant Superintendent for Business   
Re: Budget Adoption and Property Tax Report Card Resolution

An electronic and a hard copy binder of the Superintendent's proposed 2023-2024 Programs and Services Budget have been prepared for your review. The format provides extensive detail for the budget that you will be recommending to the Board of Education at the April 18, 2023 meeting. I have also included the Property Tax Report Card (PTRC) that is also required to be approved by the Board of Education and then attached to the public budget document. The PTRC contains additional information about the status of the current reserve funds and expected reserve fund that I will discuss in detail at the required budget hearing in May.

In summary, the 2023-24 proposed budget is \$155,512,452, which is \$5,923,664 or 3.95% more than the current year. The tax levy increase is estimated to be 0.08%, which is within the maximum allowable tax cap.

Please advise if LeeAnne or I may be of further assistance to you in attaining Board of Education adoption of your budget. For your convenience, I have provided a resolution below:

***BE IT RESOLVED*** that the Board of Education of the Pittsford Central School District does hereby adopt and support as a corporate body the Superintendent's 2023-2024 Proposed Budget in the total amount of \$155,512,452 as presented.

***BE IT FURTHER RESOLVED*** that the Board of Education of the Pittsford Central School District approves the Property Tax Report Card and authorizes the Assistant Superintendent for Business to electronically submit to the New York State Commissioner of Education within 24 hours, as per law.

MV:dh  
CC: LeeAnne Reister

## 2023-24 Property Tax Report Card

261401 - Pittsford Central School District

Contact Person: Leeanne Reister

585-267-1036

|   | Budgeted<br>2022-23<br>(A) | Proposed Budget<br>2023-24<br>(B) |
|---|----------------------------|-----------------------------------|
| Total Budgeted Amount, not Including Separate Propositions  | 149,598,788                | 155,512,452                       |
| A. Proposed Tax Levy to Support the Total Budgeted Amount <sup>1</sup>  | 111,869,614                | 111,953,539                       |
| B. Tax Levy to Support Library Debt, if Applicable  | -                          | -                                 |
| C. Tax Levy for Non-Excludable Propositions, if Applicable <sup>2</sup>   | -                          | -                                 |
| D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable   | -                          | -                                 |
| E. Total Proposed School Year Tax Levy (A + B + C - D)  | 111,869,614                | 111,953,539                       |
| F. Permissible Exclusions to the School Tax Levy Limit  | 5,568,223                  | 2,944,113                         |
| G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions <sup>3</sup>   | 106,301,391                | 109,009,426                       |
| H. Total Proposed School Year Tax Levy, <u>Excluding</u> Levy to Support Library Debt and/or Permissible Exclusions (E - B - F + D) | 106,301,391                | 109,009,426                       |
| I. Difference: (G - H); (negative value requires 60.0% voter approval) <sup>2</sup>   | -                          | -                                 |
| Public School Enrollment  | 5,580                      | 5,537                             |
| Consumer Price Index  |                            | 8.00%                             |

|   | Actual<br>2022-23<br>(D) | Estimated<br>2023-24<br>(E) |
|---|--------------------------|-----------------------------|
| Adjusted Restricted Fund Balance                                    | 40,584,075               | 27,651,728                  |
| Assigned Appropriated Fund Balance                                  | 1,341,957                | 1,196,992                   |
| Adjusted Unrestricted Fund Balance                                  | 5,983,952                | 6,220,498                   |
| Adjusted Unrestricted Fund Balance as a Percent of the Total Budget | 4.00%                    | 4.00%                       |

**Schedule of Reserve Funds**

| Reserve Type                               | Reserve Name                               | Reserve Description *   | 3/31/23 Actual Balance | 6/30/23 Estimated Ending Balance | Intended Use of the Reserve in the 2022-23 School Year  |
|--|--|---|------------------------|----------------------------------|---|
| Capital                                    | Capital Project Reserve                    | To pay the cost of any object or purpose for which bonds may be issued.                       | 15,216,332             | 4,229,332                        | The District held a Capital Project for vote on March 28, 2023 to address construction needs. This project includes the use of \$14,000,000 from the Capital Project Reserve.                         |
| Capital                                    | Bus Purchase Reserve                       | To pay the cost of the purchase of buses and other transportation vehicles.                   | 5,008,025              | 5,213,329                        | The District will propose a proposition on May 16, 2023 for the purchase of replacement buses and transportation vehicles per the District bus replacement plan in the amount of \$1,794,696 million. |
| Capital                                    | Technology Reserve                         | To pay the cost of any object or purpose for technology projects.                             | 1,820,918              | 1,923,918                        | This reserve will be used to offset the cost of technology equipment and infrastructure per the District technology plan.   |
| Workers' Compensation                      | Workers' Compensation                      | To pay for Workers Compensation and benefits.   | 549,859                | 550,859                          | The District will appropriate \$50,000 for the 2023-24 budget to offset premium expenditures.   |
| Unemployment Insurance                     | Unemployment Insurance                     | To pay the cost of reimbursement to the State Unemployment Insurance Fund.                    | 2,379,134              | 379,134                          | This reserve would be used in to offset unemployment costs in the 2023-24 budget. There is no planned use for this fund next year.  |
| Insurance                                  | Insurance                                  | To pay liability, casualty, and other types of uninsured losses.                              | 2,202,298              | 2,203,798                        | This reserve would be used in the event there are substantial liability, casualty or other uninsured losses during the 2023-24 school year.   |
| Liability                                  | Liability                                  | To establish and maintain a program of reserves to cover liability claims incurred.           | 1,207,059              | 1,358,059                        | This reserve would be used in the event there are substantial liability costs incurred during the 2023-24 school year.  |
| Tax Certiorari                             | Tax Certiorari                             | To establish a reserve fund for tax certiorari settlements                                    | 3,279,635              | 2,400,096                        | This reserve will be used if any tax certiorari claims against the District are settled in 2023-24 for a greater refund than can be managed within the budget.  |
| EBALR – Employee Benefit Accrued Liability | EBALR - Employee Benefit Accrued Liability | For the payment of accrued 'employee benefits' due to employees upon termination of service.  | 2,859,552              | 3,859,552                        | The District will appropriate \$500,000 for the 2023-24 budget to offset costs at the time of retirement for those who retire during the year.  |
| Retirement Contribution                    | ERS Retirement Contribution                | To fund employer retirement contributions to the State and Local Employees' Retirement System | 2,121,388              | 2,423,388                        | The District will appropriate \$300,000 for the 2023-24 budget to offset Employee Retirement System expenditures.   |
| Retirement Contribution                    | TRS Retirement Contribution                | To fund employer retirement contributions to the Teachers' Retirement System                  | 3,472,106              | 4,472,106                        | This reserve would be used to offset Teachers' Retirement System expenditures. The District is not appropriating money for the 2023-24 budget.  |

PITTSFORD CENTRAL SCHOOL DISTRICT

Board of Education Meeting

Tuesday, February 28, 2023

Barker Road Middle School

(Link to Public Viewing on Website)

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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, February 28, 2023. Mrs. Cutaia reviewed the proposed Student Services budget. Ms. Woods reviewed the proposed budget for Central Services and Special Education. Mr. Kwiatkowski reviewed the proposed budget for Technology Instructional Services and BOCES Technology Support Services. Mrs. Ward provided an overview of the Curriculum and Instruction 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, February 28, 2023.

BOARD MEMBERS PRESENT: R. Scott, D. Berk, J. Casey, S. Pelusio, R. Sanchez-Kazacos.  
BOARD MEMBERS ABSENT: T. Aroesty, E. Kay  
LEADERSHIP TEAM PRESENT: M. Pero, J. Cimmerer, S. Clark, S. Cutaia, M. Vespi, M. Ward, N. Wayman, E. Woods.

OTHERS PRESENT: *The sign-in sheets in their entirety are duly made a part of these minutes and are kept in a supplemental file for this meeting.*

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

2. Motion was made by Mrs. Pelusio, seconded by Mr. Berk and carried **APPROVED:**  
regarding the following resolution: BE IT RESOLVED, that the Board of Education approves **AGENDA**  
the agenda for this meeting.  
Vote: Unanimously carried by those present

3. The Pittsford Panthers Robotics Team 381 presented to the Board.

4. Principal's Report: Ms. Melissa Julian, principal, was present to update the Board on the activities taking place at Mendon High School.

5. Mrs. Amy Thomas, past PCSD Board President and current Executive Director of the Monroe County School Boards Association (MCSBA), reviewed the supports that MCSBA offers to area school boards around the county.

6. Motion was made by Mr. Casey, seconded by Mrs. Sanchez-Kazacos and carried **APPROVED:**  
regarding the following resolution: BE IT RESOLVED, that the Board of Education approves **MINUTES**  
the minutes of its February 7, 2023, Regular meeting. **2/7/23**  
Vote: Unanimously carried by those present

7. Board Reports: Mrs. Scott noted the MCSBA meeting dates as well as other dates to remember. Mrs. Pelusio reported out on the Legislative committee meeting.

8. Motion was made by Mr. Casey, seconded by Mrs. Pelusio and carried **ACCEPTED:**  
regarding the following resolution: BE IT RESOLVED, that the Board of Education accepts **TREASURER'S**  
the Treasurer's Report for the month ending January 31, 2023. **REPORT**  
Vote: Unanimously carried by those present

9. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mr. Berk and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent’s recommendation, approves the following Professional Staff Report:  
Vote: Unanimously carried by those present

**APPROVED:  
PROFESSIONAL  
STAFF REPORT**

A. Change of Status – Probationary to Tenure

Name: Richard Vigdor  
Position: Assistant Principal  
Tenure Area: Assistant Principal  
Probationary Period: 07/01/2019 – 06/30/2023  
Certification: School Building Leader - Professional

B. Resignation for Retirement – Teacher – Letter attached

| First Name | Last Name | Location | Position | Yrs. In District | Retirement Date |
|------------|-----------|----------|----------|------------------|-----------------|
| Lawrence   | Wirth     | MHS      | Science  | 15.45            | 03/11/2023      |

C. Resignation for Retirement – Auxiliary – Letter attached

| First Name | Last Name | Location | Position               | Yrs. In District | Retirement Date |
|------------|-----------|----------|------------------------|------------------|-----------------|
| Ann        | Kane      | BRMS-E   | Prevention Coordinator | 18.8             | 04/07/2023      |

D. Spring Coaching Salaries – see attached list

10. Motion was made by Mrs. Pelusio, 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 Support Staff Report:  
Vote: Unanimously carried by those present

**APPROVED:  
SUPPORT  
STAFF REPORT**

CLERICAL

| APPOINTMENTS     | POSITION         | BLDG | HOURS    | DATE       | SALARY      |
|------------------|------------------|------|----------|------------|-------------|
| Deborah Ramsager | Office Clerk III | DO   | 37.5 wk. | 02/13/2023 | \$33,315.00 |

CLERICAL

| RETIREMENTS  | POSITION         | BLDG | LENGTH OF SVC | DATE       |
|--------------|------------------|------|---------------|------------|
| Susan Lipari | Office Clerk III | SHS  | 10 yrs.       | 06/30/2023 |

TRANSPORTATION

| APPOINTMENTS      | POSITION   | BLDG | HOURS    | DATE       | SALARY      |
|-------------------|------------|------|----------|------------|-------------|
| Emilio Battaglini | Bus Driver | TMF  | 22.5 wk. | 02/13/2023 | \$19,747.26 |
| Shawn Drake       | Bus Driver | TMF  | 22.5 wk. | 02/27/2023 | \$20,960.73 |

CUSTODIAL/MAINTENANCE

| APPOINTMENTS | POSITION   | BLDG | HOURS  | DATE       | SALARY      |
|--------------|------------|------|--------|------------|-------------|
| Kurt Miner   | PT Cleaner | MHS  | 10 wk. | 02/18/2023 | \$14.20 hr. |

CUSTODIAL/MAINTENANCE

| RESIGNATIONS | POSITION | BLDG | LENGTH OF SVC | DATE       |
|--------------|----------|------|---------------|------------|
| Richard Howk | Cleaner  | ACE  | 1.5 months    | 02/10/2023 |

## FOOD SERVICE

| APPOINTMENTS | POSITION            | BLDG | HOURS  | DATE       | SALARY      |
|--------------|---------------------|------|--------|------------|-------------|
| Thuy Amico   | Food Service Worker | MHS  | 20 wk. | 02/27/2023 | \$14.20 hr. |

11. Mrs. Cutaia and Mr. French presented on the Inclusivity Advisory Committee (IAC) mid-year update.

12. Special Education Report: Ms. Woods noted that CSE & CPSE recommendations are on the Consent Agenda.

13. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Pelusio and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves calling an Executive Session for the purpose of discussing the employment history of a particular person, where no official business will be conducted. This session will take place immediately after the Regular Meeting.

**APPROVED:  
EXECUTIVE  
SESSION**

Vote: Unanimously carried by those present

14. Motion was made by Mr. Berk, seconded by Mr. Casey and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the 2023/2024 school calendar as presented.

**APPROVED:  
2023/2024 SY  
CALENDAR**

Vote: Unanimously carried by those present

15. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mr. Casey and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the 2023/2024 Budget Guidelines as presented.

**APPROVED:  
BUDGET  
GUIDELINES**

Vote: Unanimously carried by those present

16. Mr. Pero spoke on the following: intruder prevention mechanisms and securing large rooms of assembly, social media – it's impact and the damage it can cause if posting negative things. A reminder to reach out to the proper chain of command before responding on social media, as many posts are unfounded and untruthful. He ended by asking people to love their neighbor and be respectful to everyone.

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

**APPROVED:  
CONSENT  
AGENDA**

Vote: Unanimously carried by those present

## MOA Approval

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

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

Committee on Preschool Special Education: Amendments – Agreement No Meetings, Initial Eligibility Determination Meetings, Requested Reviews.

18. Public Comment: Four people addressed the Board.

19. Motion was made by Mrs. Pelusio, seconded by Mrs. Sanchez-Kazacos and carried the following resolution: BE IT RESOLVED, that the Board of Education approves recessing its Regular Meeting in order to enter into Executive Session at 8:46 p.m.

**APPROVED:  
RECESS**

Vote: Unanimously carried by those present

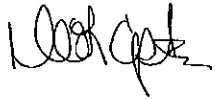


77.

20. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Scott and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Executive Session and Regular Meeting at 9:00 p.m.  
Vote: Unanimously carried by those present

**APPROVED:  
ADJOURNMENT**

Respectfully submitted,



Deborah L. Carpenter  
School District Clerk

*For Board  
Approval*

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Board of Education Meeting

Tuesday, March 14, 2023

Barker Road Middle School

(Link to Public Viewing 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 14, 2023. Mr. Pero reviewed the Central Administration budget. Mrs. Ward reviewed the School Based budgets. Mr. Vespi reviewed the Support Services and Undistributed Funds budget.

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 14, 2023.

BOARD MEMBERS PRESENT: T. Aroesty, R. Scott, D. Berk, J. Casey, E. Kay, S. Pelusio.

BOARD MEMBERS ABSENT: R. Sanchez-Kazacos

LEADERSHIP TEAM PRESENT: M. Pero, J. Cimmerer, S. Clark, S. Cutaia, M. Vespi, M. Ward, E. Woods.

OTHERS PRESENT: *The sign-in sheets in their entirety are duly made a part of these minutes and are kept in a supplemental file for this meeting.*

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

2. Motion was made by Mrs. Scott, seconded by Mrs. Pelusio and carried **APPROVED:**  
regarding the following resolution: BE IT RESOLVED, that the Board of Education approves **AGENDA**  
the agenda for this meeting.

Vote: Unanimously carried by those present

3. Principal's Report: Principal Walker and Vice Principal Falzoi, presented to the Board, the activities taking place at Calkins Road Middle School.

4. A required Public Hearing was conducted by Mr. Vespi. Listed below are the prioritization/focus areas regarding the proposed capital project budget:

- Safety & Security (fortifying main entrances with double doors, locks for large gathering areas and emergency generators).
- Address temporary classrooms @ Barker Road Middle School
- Renovated & expand science classrooms @ Mendon High School
- Create counseling/mental health spaces
- Building infrastructure (Roofing, HVAC systems)
- Athletics

5. Board Reports: Mr. Aroesty noted the MCSBA meeting dates as well as other dates to remember. Mrs. Pelusio reported out on recent advocacy trip to Albany.

6. Motion was made by Mr. Casey, seconded by Mrs. Kay and carried regarding the following resolution:

Vote: Unanimously carried by those present

**APPROVED:**  
**CAPITAL PROJECT VOTE**  
**& POLL WORKERS**

**BE IT RESOLVED**, that the Board of Education approves that the Special Meeting of the Pittsford Central School District, Town of Pittsford, Monroe and Ontario Counties, New York, shall be held in the Barker Road Middle School,

79.

75 Barker Road, Pittsford, New York, in said District, on the 28<sup>th</sup> day of March, 2023, with the polls to be open between the hours of 7:00 a.m. and 9:00 p.m. for the purpose of voting upon the capital project resolution as noted below. (*The proposed capital project resolution was previously approved by the Board*); and **FURTHER**, that said Board of Education approves the Chief Inspector of Election/Chairperson of Election, Inspectors of Election, Volunteer Election Clerks and/or Substitutes as listed below.

**I.**

**CAPITAL PROJECT RESOLUTION**

SHALL THE FOLLOWING RESOLUTION BE ADOPTED:

Shall the Board of Education of the Pittsford Central School District, Monroe and Ontario Counties, New York (the "District") be authorized to undertake a capital improvement project consisting of alterations, renovations and improvements to the District's school buildings and associated facilities, including improvements to the District's Barker Road Middle School, Mendon High School, Calkins Road Middle School, Sutherland High School, Allen Creek Elementary School, Jefferson Road Elementary School, Mendon Center Elementary School, Park Road Elementary School, Thornell Road Elementary School, the District's Transportation and Maintenance facility, the Lomb Building, outdoor playground facilities, site improvements for various school purposes, and other appurtenant and related improvements, and the acquisition and installation in and around the foregoing improvements of original furnishings, equipment, machinery, apparatus and technology improvements, and preliminary and incidental costs related thereto; for a total aggregate maximum cost of \$69,822,169, with such cost being raised by the expenditure of \$14,000,000 from the District's existing "Capital Project Reserve" capital reserve fund (said fund being established pursuant to a proposition approved by the qualified voters of the District on May 18, 2021), and with the balance thereof, not to exceed \$55,822,169, being raised by a tax upon the taxable property of the District to be levied and collected in annual installments as provided in Section 416 of the Education Law, with such tax to be offset by State aid available therefore, and in anticipation of such tax, by obligations of the District as may be necessary?

**II.**

**POLL WORKERS**

Cynthia Coleman is hereby appointed as **Chief Inspector of Election/Chairperson of Election** for this capital project vote.

The following are hereby appointed to act as **Inspectors of Election/Volunteer Election Clerks**

Monroe County Trained Election Inspectors:

Karen Dumont, Stacey Freed, John Reina, Curtis Nelson, Edward Kay, Kimberly Kay, Nancy Tirabassi, Gerald Tirabassi, Marie Wraight, John Tanza.

Volunteer Election Clerks/Substitutes:

The following are hereby appointed as Volunteer Election Clerks/Substitutes:

Nancy Campbell, Tina Maffuci, Mary Hamblin, Betsey Soffer, Marigrace Piazza, Linday Traynor, George Isgrigg, Suzanne Isgrigg, Becky Girouard, Sandy Stein, Chris Hall, Elizabeth Berens, Lois Houlihan, Nancy Ramsay, Roni Walker, Logan Hazen, Geri Drooz and/or any additional unnamed volunteers not listed that may be needed due to last minute shortage of helpers due to unforeseen circumstances and/or illness. *Each Election Clerk appointed for said vote, as herein provided, having volunteered, shall be entitled to no compensation for the work performed. The Clerk of said school district is hereby authorized and directed to give a written notice of appointment to the persons herein appointed.*

***For your information:** The Chief Inspector of Election/Chairperson of Election and Monroe County Trained Election Inspectors are the only paid positions. All others are gracious volunteers.*

7. Motion was made by Mrs. Scott, seconded by Mrs. Pelusio and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education accepts the Treasurer's Report for the month ending February 28, 2023.

Vote: Unanimously carried by those present

**ACCEPTED:  
TREASURER'S  
REPORT**

8. Motion was made by Mr. Casey, seconded by Mrs. Kay and carried regarding the following resolution:

Vote: Unanimously carried by those present

**APPROVED:  
DISPOSAL OF FOLDER/  
INSERTER MACHINE**

BE IT RESOLVED that the Board of Education of the Pittsford Central School District does hereby declare the above equipment scrap and does hereby authorize the sale and receipt of proceeds from such.

9. Motion was made by Mr. Casey, seconded by Mrs. Pelusio and carried regarding the following resolution:

Vote: Unanimously carried by those present

**APPROVED:  
BUDGET TRANSFER  
1:1 DEVICE PURCHASE**

BE IT RESOLVED, that the Board of Education does hereby approve the budget transfer of \$400,000 from budget code **830-9060-800-0809, Health Insurance** to code **530-2630-491-0530, Instructional Technology**.

10. Motion was made by Mr. Berk, seconded by Mrs. Kay and carried regarding the following resolution:

Vote: Unanimously carried by those present

**APPROVED:  
BUDGET TRANSFER  
TECHNOLOGY STORAGE**

BE IT RESOLVED, that the Board of Education does hereby approve the budget transfer of \$425,000 to code **530.2630.491.0530 Instructional Technology - BOCES** with \$300,000 from **830.9020.800.0801 - Teacher Retirement System** and \$125,000 from **830.9010.800.0800 - Employee Retirement System**.

11. Motion was made by Mrs. Scott, seconded by Mrs. Kay and carried regarding the following resolution:

Vote: Unanimously carried by those present

**APPROVED:  
CAPITAL RESERVE  
BUS PROPOSITION**

#### **Proposition - Capital Reserve Fund - Purchase of Buses**

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 "Capital Reserve Fund - Purchase of Buses" a sum of money not to exceed One Million, Seven Hundred Ninety Four Thousand Six Hundred Ninety Six Dollars (\$1,794,696) to be used for the purchase of five (5) replacement sixty-six passenger buses, five (5) replacement twenty-nine passenger buses, two (2) replacement thirty-six passenger buses, (1) replacement service truck and (1) replacement seven passenger sport utility vehicle and communications equipment used in the operation of such buses. State Aid generated on these purchases will be returned to the Capital Reserve Fund - Purchase of Buses.

12. Motion was made by Mr. Berk, seconded by Mrs. Kay and carried regarding the following resolution:

Vote: Unanimously carried by those present

**APPROVED:  
TRANSPORTATION VEH.  
RESERVE FUND - 2023**

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, Monroe and Ontario Counties, New York (the "District") is hereby authorized and directed to

- (a) establish a reserve fund pursuant to Education Law Section 3651 to be known as the "Transportation Vehicles Reserve Fund-2023" for the purpose financing, in whole or in part, the purchase of school buses and vehicles by the District, with the ultimate amount of such reserve fund not exceeding fifty million dollars (\$50,000,000),

81.

plus any accrued earnings on amounts deposited in such reserve fund, the probable existence of said reserve fund being ten (10) years, but said reserve fund to continue in existence for its stated purpose until liquidated in accordance with the Education Law, and the sources from which funds shall be obtained for said reserve fund being (i) current and future unappropriated fund balances from the General Fund of the District, as directed by the Board of Education, (ii) appropriations authorized by the voters from time to time, (iii) fund balances transferred from other reserve funds of the District as may be authorized by the Board of Education or by the voters of the District from time to time in accordance with applicable State law, and (iv) state aid, as directed by the Board of Education from time to time; and

- (b) transfer to said capital reserve fund the entire balance on deposit in said District's existing "Capital Reserve Fund - Purchase of Buses" established pursuant to Education Law Section 3651 pursuant to a proposition approved by the qualified voters of said District on May 19, 2015.

13. Motion was made by Mrs. Scott, seconded by Mrs. Pelusio and carried regarding the following resolution:

**APPROVED:  
SWIMMING FACILITIES  
RESERVE FUND - 2023**

Vote: Unanimously carried by those present

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, Monroe and Ontario Counties, New York (the "District") is hereby authorized and directed to establish a reserve fund pursuant to Education Law Section 3651 to be known as the "Swimming Facilities Reserve Fund-2023" for the purpose of financing, in whole or in part, the construction, reconstruction, improvements and maintenance of District swimming pools, including the acquisition and installation of machinery, equipment, apparatus or furnishings required for the purposes thereof, with the ultimate amount of such reserve fund not exceeding forty million dollars (\$40,000,000), plus any accrued earnings on amounts deposited in such reserve fund, the probable existence of said reserve fund being ten (10) years, but said reserve fund to continue in existence for its stated purpose until liquidated in accordance with the Education Law, and the sources from which funds shall be obtained for said reserve fund being (i) current and future unappropriated fund balances from the General Fund of the District, as directed by the Board of Education, (ii) appropriations authorized by the voters from time to time, (iii) fund balances transferred from other reserve funds of the District as may be authorized by the Board of Education or by the voters of the District from time to time in accordance with applicable State law, and (iv) state aid, as directed by the Board of Education from time to time.

14. Motion was made by Mr. Berk, seconded by Mrs. Kay 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 by those present

A. Appointment - Certificated Staff

Name: Benjamin Michalak  
Position: District Office Mental Health Specialist  
Type of Position: Probationary  
Tenure Area: School Social Worker  
Probationary Period: 02/23/2023 - 02/22/2027  
Certification: Provisional  
Salary: \$51,803.00  
Effective Date: 02/01/2023

B. Appointment - School Related Professional

Name: Kelly Flynn

Position: BRMS Paraprofessional  
 Type of Position: Full Time  
 Salary: \$21,840.00  
 Effective Date: 02/28/2023

Name: Karen Arbegast  
 Position: PRE Paraprofessional  
 Type of Position: Full Time  
 Salary: \$20,160.00  
 Effective Date: 03/06/2023

C. Appointment - Supervisory & Technical

Name: Rebecca Hyatt  
 Position: Assistant Payroll Supervisor  
 Type of Position: Full Time  
 Salary: \$47,775.00  
 Effective Date: 03/27/2023

D. Appointment - Supervisory & Technical - increase in salary

Name: Cheryl Muscarella  
 Position: Research Assistant  
 Type of Position: Full Time  
 Salary: \$47,775.00  
 Effective Date: 03/06/2023

E. Resignation - Teacher - see attached letter  
 Aaron Frohm

15. Motion was made by Mrs. Pelusio, seconded by Mrs. Kay and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent's recommendation, approves the following Support Staff Report:  
 Vote: Unanimously carried by those present

**APPROVED:  
 SUPPORT  
 STAFF REPORT**

CLERICAL

| <u>APPOINTMENTS</u> | <u>POSITION</u> | <u>BLDG</u>   | <u>HOURS</u> | <u>DATE</u> | <u>SALARY</u> |
|---------------------|-----------------|---------------|--------------|-------------|---------------|
| Lily Odhiambo       | School Aide Sub | District Wide | per diem     | 03/07/2023  | \$15.00 hr.   |

CLERICAL

| <u>RESIGNATIONS</u> | <u>POSITION</u> | <u>BLDG</u> | <u>LENGTH<br/>OF SVC</u> | <u>DATE</u> |
|---------------------|-----------------|-------------|--------------------------|-------------|
| Judith Artz         | School Aide     | BRMS        | 20 yrs.                  | 03/04/2023  |

FOOD SERVICE

| <u>RESIGNATIONS</u>  | <u>POSITION</u>     | <u>BLDG</u> | <u>LENGTH<br/>OF SVC</u> | <u>DATE</u> |
|----------------------|---------------------|-------------|--------------------------|-------------|
| Lucia Garcia-Asensio | Food Service Worker | CRMS        | 1 wk.                    | 02/27/2023  |

16. Special Education Report: Ms. Woods noted that CSE & CPSE recommendations are on the Consent Agenda.

17. Mr. Pero spoke about the budget and upcoming capital project. He asked everyone to please come out to vote on March 28. He also highlighted our unified basketball teams and their achievements, noting that Pittsford is the only district that has unified basketball at the middle school level.

83.

18. Motion was made by Mrs. Kay, seconded by Mrs. Pelusio and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the following items per the Consent Agenda:  
Vote: Unanimously carried by those present

**APPROVED:  
CONSENT  
AGENDA**

Bid Award:

|                                  |                 |            |
|----------------------------------|-----------------|------------|
| BOCES 2 Cooperative Magazine Bid | Various Vendors | \$3,589.86 |
|----------------------------------|-----------------|------------|

MOA Approval

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

Sub-Committee on Special Education: Amendments – Agreement No Meetings, Annual Reviews, Reevaluation Reviews, Reevaluation/Annual Reviews, Requested Review, Transfer Student – Agreement No Meeting.

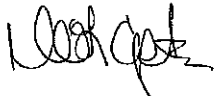
Committee on Preschool Special Education: Amendments – Agreement No Meetings, Initial Eligibility Determination Meetings.

19. Public Comment: Mr. Aroesty summarized the parameters and guidelines for public comment. Three people addressed the Board.

20. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Scott and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Regular Meeting at 7:59 p.m.  
Vote: Unanimously carried by those present

**APPROVED:  
ADJOURNMENT**

Respectfully submitted,



Deborah L. Carpenter  
School District Clerk

PITTSFORD CENTRAL SCHOOL DISTRICT  
MINUTES/RESULTS OF CAPITAL IMPROVEMENT PROJECT VOTE

March 28, 2023

Mrs. Cynthia Coleman, Chief Election Inspector, convened the Capital Improvement Project Vote of the Pittsford Central School District at 7:00 am on Tuesday, March 28, 2023

Mrs. Deborah Carpenter, School District Clerk, had available, the Proof of Publication, including the voting hours for the adoption of the capital project vote.

Mrs. Coleman was given and noted the names of the Inspectors of Election duly appointed pursuant to Board Resolution, as provided by statute.

Monroe County Trained Inspectors of Election:

Karen Dumont, Stacey Freed, John Reina, Curtis Nelson, Edward Kay, Kimberly Kay, Nancy Tirabassi, Gerald Tirabassi, Marie Wraight, John Tanza.

Volunteer Election Clerks:

The following are hereby appointed as Volunteer Election Clerks/Substitutes:

Nancy Campbell, Tina Maffucci, Mary Hamblin, Betsey Soffer, Marigrace Piazza, Linday Traynor, George Isgrigg, Suzanne Isgrigg, Becky Girouard, Sandy Stein, Chris Hall, Elizabeth Berens, Lois Houlihan, Nancy Ramsay, Roni Walker, Logan Hazen, Geri Drooz and/or any additional unnamed volunteers not listed that may be needed due to last minute shortage of helpers due to unforeseen circumstances and/or illness.

**CHIEF INSPECTOR/CHAIRPERSON OF ELECTION:** Mrs. Cynthia Coleman

Mrs. Coleman and Mrs. Carpenter verified that the ballots for the resolution have been properly placed on the voting machines and that the machines are in order, and that the public counters are set at 000.

Mrs. Carpenter, on behalf of Mrs. Coleman, checked in the Inspectors of Election and directed them to their assignments.

Mrs. Coleman declared the polls open for voting at 7:00 AM. Mrs. Carpenter on behalf of Mrs. Coleman declared the polls closed at 9:00 PM. All persons within the room who had not voted were entitled to vote.

After certification of the votes by Mrs. Coleman and Mrs. Carpenter and witnesses, Mrs. Carpenter announced the results of the ballot as follows:

Capital Project Resolution:           \$69,822,169                   Yes: 1981           No: 302

Total Number of Voters: 2283

Respectfully submitted,



Deborah L. Carpenter  
School District Clerk



**MONROE #1 BOCES ANNUAL ELECTION/BUDGET VOTE**

**April 25, 2023**

**RESOLUTION/BALLOT**

The undersigned, being the duly appointed and acting clerk of the \_\_\_\_\_ Central School District (the "district"), hereby certifies as follows:

The Board of Education of the District, at a meeting duly called and held on \_\_\_\_\_ which \_\_\_\_\_ members were present and \_\_\_\_\_ members were absent, and at which a quorum was present and voting throughout, took the following action: (check "yes" if the board adopted the resolution, "no" if the board voted against the resolution, "abstain" if the board decides not to vote).

**SEAT #1**

RESOLVED: to cast one vote for the election of Amy West, resident of the Honeoye Falls-Lima Central School District, as a member of the Monroe #1 BOCES Board for a term of office which will begin on July 1, 2023 and end on June 30, 2026.

Yes \_\_\_ No \_\_\_  
Abstain \_\_\_

**SEAT #2**

RESOLVED: to cast one vote for the election of Lisa Latten resident of the Penfield Central School District, as a member of the Monroe #1 BOCES Board for a term of office which will begin on July 1, 2023 and end on June 30, 2026.

Yes \_\_\_ No \_\_\_  
Abstain \_\_\_

**SEAT #3**

RESOLVED: to cast one vote for the election of Rebecca Hicks resident of the East Rochester Union Free School District, as a member of the Monroe #1 BOCES Board for a term of office which will begin on April 26, 2023 and end on June 30, 2025.

Yes \_\_\_ No \_\_\_  
Abstain \_\_\_

**ADMINISTRATIVE BUDGET VOTE**

RESOLVED: that the Board of Education of the \_\_\_\_\_ School District votes to approve the proposed BOCES administrative budget in the amount of **\$5,701,066** for the 2023-2024 fiscal year.

Yes \_\_\_ No \_\_\_  
Abstain \_\_\_

Dated: April \_\_\_\_, 2023

\_\_\_\_\_  
District Clerk

***\*Please complete this ballot, email it to Val Leonardo at [Valerie.Leonardo@boces.monroe.edu](mailto:Valerie.Leonardo@boces.monroe.edu) and send the signed original to Val regular/interoffice mail on **April 26, 2023**.***

# PITTSFORD CENTRAL SCHOOL DISTRICT

## TREASURER'S REPORT

### March 31, 2023

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 March 31, 2023.

#### GENERAL FUND

---

- The District received from New York State the following payments (see page 6):
  - General Aid (Spring Advance) \$1,265,859
  - General Aid (End of State Fiscal Year) \$4,918,900
  - Excess Cost Aid. \$428,668
  - Lottery Grant \$87,998
  - Commercial Gaming Grant \$103,190
  - Textbook Aid \$259,414
  - Software Aid \$92,172
  - Hardware Aid \$92,916
  - Library Materials Aid \$38,456
  - Charter School Aid \$174

#### SCHOOL LUNCH FUND

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- The school lunch program had net operations of \$79,851 for March (see page 9).

#### MISCELLANEOUS REVENUES & CUSTODIAL FUNDS

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- Activity was normal for the month of March (see page 17).

#### SPECIAL AID FUND

---

- Activity was normal for the month of March (see page 11).

The District is awaiting approval on an amendment for Title II and Title III (see page 11).

#### CAPITAL, DEBT AND RESERVE FUNDS

---

- Capital and Debt Service Funds have an unencumbered balance of \$1,289,098 (see page 13).
- Reserve fund balances total \$40,197,517 (see page 13).

Respectfully submitted,



Leeanne G. Reister  
Director of Finance

## PITTSFORD CENTRAL SCHOOLS

### STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS March 31, 2023

| GENERAL FUND                             | 2/28/2023<br>Balance    | Receipts                | Disbursements           | 3/31/2023<br>Balance    |
|--|-------------------------|-------------------------|-------------------------|-------------------------|
| Cash in Banks - Checking                 | \$ 2,703,467.20         | \$ 17,729,590.42        | \$ 11,000,218.18        | \$ 9,432,839.44         |
| Money Market Account-Chase               | 4,158,923.11            | 6,651.38                | 2,000,000.00            | 2,165,574.49            |
| Money Market Account- Key                | 26,809.40               | 9.11                    | -                       | 26,818.51               |
| Money Market Account- M & T              | 1,614,029.25            | 2,743.89                | -                       | 1,616,773.14            |
| Money Market Account- CNB                | 137,289.23              | 29.15                   | -                       | 137,318.38              |
| Money Market Account- NYCLASS            | 31,536,841.78           | 104,886.75              | 5,000,000.00            | 26,641,728.53           |
| Chase Purchasing Card                    | -                       | 248,512.41              | 248,512.41              | -                       |
| FSA/HRA Checking                         | 941,088.92              | 40,735.38               | 61,886.17               | 919,938.13              |
| Payroll Checking                         | 49,262.41               | 6,723,250.06            | 6,754,377.08            | 18,135.39               |
| Investments (See Schedule)               | 15,214,466.58           | 54,942.97               | -                       | 15,269,409.55           |
|  | <b>\$ 56,382,177.88</b> | <b>\$ 24,911,351.52</b> | <b>\$ 25,064,993.84</b> | <b>\$ 56,228,535.56</b> |
|  |                         |                         |                         |                         |
| RESERVES                                 | 2/28/2023<br>Balance    | Receipts                | Disbursements           | 3/31/2023<br>Balance    |
| Teachers Retirement Contribution         | 3,472,106.14            | 13,323.99               | -                       | 3,485,430.13            |
| Capital Reserve                          | 15,216,331.76           | 27,437.04               | -                       | 15,243,768.80           |
| Bus Purchase Reserve                     | 5,008,025.08            | 9,099.93                | -                       | 5,017,125.01            |
| Consolidated Reserves Account            | 15,348,924.40           | 28,025.60               | -                       | 15,376,950.00           |
| Instructional Technology Capital Reserve | 1,820,917.97            | 3,324.81                | -                       | 1,824,242.78            |
|  | <b>\$ 40,866,305.35</b> | <b>\$ 81,211.37</b>     | <b>\$ -</b>             | <b>\$ 40,947,516.72</b> |
|  |                         |                         |                         |                         |
| SCHOOL LUNCH FUND                        | 2/28/2023<br>Balance    | Receipts                | Disbursements           | 3/31/2023<br>Balance    |
| Cash in Banks - Checking                 | \$ 388,064.20           | \$ 296,623.89           | \$ 238,634.09           | \$ 446,054.00           |
| Money Market Account-NYCLASS             | 632,953.93              | 2,428.94                | -                       | 635,382.87              |
|  | <b>\$ 1,021,018.13</b>  | <b>\$ 299,052.83</b>    | <b>\$ 238,634.09</b>    | <b>\$ 1,081,436.87</b>  |
|  |                         |                         |                         |                         |
| CAPITAL FUND                             | 2/28/2023<br>Balance    | Receipts                | Disbursements           | 3/31/2023<br>Balance    |
| Cash in Banks - Checking                 | \$ 55,541.39            | \$ 18.73                | \$ 7,746.65             | \$ 47,813.47            |
| Capital Reserve                          | 4,434,408.25            | -                       | 141,204.96              | 4,293,203.29            |
| Bus Purchase Reserve -Capital            | 145,283.90              | -                       | -                       | 145,283.90              |
|  | <b>\$ 4,635,233.54</b>  | <b>\$ 18.73</b>         | <b>\$ 148,951.61</b>    | <b>\$ 4,486,300.66</b>  |
|  |                         |                         |                         |                         |
| SPECIAL AID FUND                         | 2/28/2023<br>Balance    | Receipts                | Disbursements           | 3/31/2023<br>Balance    |
| Cash in Banks - Checking                 | \$ 147,960.82           | \$ 1,936,069.78         | \$ 473,699.26           | \$ 1,610,331.34         |
|  | <b>\$ 147,960.82</b>    | <b>\$ 1,936,069.78</b>  | <b>\$ 473,699.26</b>    | <b>\$ 1,610,331.34</b>  |

# PITTSFORD CENTRAL SCHOOLS

## INVESTMENT SCHEDULES

As of March 31, 2023

### GENERAL FUND

| Date Purchased | Maturity Date | Bank of Deposit | Principal Amount     | Interest Rate | Number of Days | Interest Income  |
|----------------|---------------|-----------------|----------------------|---------------|----------------|------------------|
| 3/8/2023       | 4/7/2023      | CNB             | 10,157,113.44        | 4.57%         | 30             | 38,151.79        |
| 3/24/2023      | 4/24/2023     | CNB             | 5,112,296.11         | 4.60%         | 31             | 19,972.97        |
|                |               |                 | <u>15,269,409.55</u> |               |                | <u>58,124.76</u> |

Our current interest rates are as follows:

|  |             |
|--|-------------|
| JP Morgan Chase Checking               | 0.00%-2.17% |
| JP Morgan Chase Money Market           | 2.15%       |
| Key Checking                           | 0.40%       |
| Key Money Market                       | 0.40%       |
| NYCLASS Money Market                   | 4.51%       |
| Canandaigua National Bank Money Market | 0.25%       |
| M & T Money Market -General Fund       | 2.00%       |

**PITTSFORD CENTRAL SCHOOLS**

**GENERAL FUND**

Monthly Statement of Revenues  
March 31, 2023

| DESCRIPTION                                  | BUDGETED REVENUES        | REV. REC'D<br>3/31/2023 | REV. REC'D<br>TO DATE    | ESTIMATED<br>TO 6/30     | OVER/(UNDER)<br>BUDGET |
|--|--------------------------|-------------------------|--------------------------|--------------------------|------------------------|
| Real Property Taxes                          | 107,318,258.74           | 2,332,623.43            | 107,388,032.70           | 107,388,032.70           | 69,774                 |
| Other Payments in Lieu of Taxes              | 78,750.00                |                         | 81,103.45                | 81,103.45                | 2,353                  |
| STAR Tax Relief Program                      | 4,551,355.26             |                         | 4,551,358.19             | 4,551,358.19             | 3                      |
| Interest & Penalties                         | 100.00                   |                         | 100.00                   | 100.00                   | -                      |
| County Sales Tax                             | 6,125,200.00             |                         | 3,962,917.93             | 6,874,335.72             | 749,136                |
| Textbook Charges                             | 600.00                   |                         | -                        | 600.00                   | -                      |
| Tuition - Individuals                        | -                        |                         | 7,364.00                 | 7,364.00                 | 7,364                  |
| Other Student Charges                        | 5,000.00                 |                         | 300.00                   | 5,000.00                 | -                      |
| Other Charges - Services                     | -                        | 153.50                  | 259.12                   | 259.12                   | 259.12                 |
| Tuition - Other Districts                    | 225,000.00               |                         | 15,839.00                | 225,000.00               | -                      |
| Health Services - Other Districts            | 225,000.00               | 285,953.80              | 285,953.80               | 285,953.80               | 60,954                 |
| Interest Earned on Investments               | 50,000.00                | 172,243.07              | 1,024,109.53             | 1,150,000.00             | 1,100,000              |
| Rental of Real Property                      | 40,000.00                | 5,720.00                | 31,541.53                | 40,000.00                | -                      |
| Rental of Real Property, BOCES               | -                        |                         | -                        | -                        | -                      |
| Rental of Buses                              | 2,000.00                 | 236.00                  | 11,910.16                | 11,910.16                | 9,910                  |
| Commissions                                  | -                        |                         | -                        | -                        | -                      |
| Forfeiture of Deposits                       | -                        |                         | -                        | -                        | -                      |
| Sale of Scrap and Excess Materials           | 1,000.00                 | 126.00                  | 2,033.30                 | 2,033.30                 | 1,033                  |
| Sale of Instructional Materials - Textbooks  | -                        |                         | -                        | -                        | -                      |
| Sale of Equipment                            | 65,000.00                |                         | 57,175.00                | 65,000.00                | -                      |
| Insurance Recoveries                         | 30,000.00                |                         | 3,221.06                 | 30,000.00                | -                      |
| Other Compensation for Loss                  | 1,000.00                 | 1,360.96                | 6,272.28                 | 6,272.28                 | 5,272                  |
| Refund for BOCES Aided Services              | 300,000.00               |                         | 709,015.88               | 709,015.88               | 409,016                |
| Refund of Prior Years Expense                | 100,000.00               | 113.32                  | 292,338.49               | 292,338.49               | 192,338                |
| Gifts and Donations                          | 40,000.00                | 2,466.14                | 23,151.66                | 40,000.00                | -                      |
| Unclassified Revenues                        | 155,000.00               | 67,637.63               | 206,090.73               | 206,090.73               | 51,091                 |
| State Aid - General Operating/Foundation Aid | 9,934,882.91             | 6,130,347.49            | 11,312,928.88            | 11,312,928.88            | 1,378,046              |
| State Aid - Excess Cost                      | 604,945.00               | 1,268,036.10            | 1,967,525.60             | 1,967,525.60             | 1,362,581              |
| State Aid - Building Aid                     | 4,137,476.00             |                         | -                        | 4,137,476.00             | -                      |
| State Aid - Lottery Aid                      | 7,465,020.65             |                         | 7,465,020.65             | 7,465,020.65             | -                      |
| State Aid - Lottery Grant                    | 908,658.44               | 160,351.50              | 1,069,009.94             | 1,069,009.94             | 160,352                |
| State Aid - Commercial Gaming Grant          | -                        | 121,678.73              | 121,678.73               | 121,678.73               | 121,679                |
| State Aid - BOCES                            | 3,492,199.00             |                         | 1,098,178.00             | 3,492,199.00             | -                      |
| State Aid - Textbooks                        | 352,529.00               | 257,400.00              | 346,005.00               | 352,529.00               | -                      |
| State Aid - Software Aid                     | 92,412.00                | 91,993.00               | 91,993.00                | 92,412.00                | -                      |
| State Aid - Hardware Aid                     | 97,038.00                | 96,450.00               | 96,450.00                | 97,038.00                | -                      |
| State Aid - Library Mat. Aid                 | 38,556.00                | 38,381.00               | 38,381.00                | 38,556.00                | -                      |
| State Aid - Other Charter School CSBT        | 700.00                   | 300.00                  | 1,000.00                 | 1,000.00                 | 300                    |
| State Aid - Other Urban Suburban             | 1,019,150.00             |                         | -                        | 1,019,150.00             | -                      |
| Medicaid Assistance                          | 50,000.00                | 7,131.50                | 46,567.75                | 50,000.00                | -                      |
| <b>Subtotal</b>                              | <b>\$ 147,506,831.00</b> | <b>\$ 11,040,703.17</b> | <b>\$ 142,314,726.36</b> | <b>\$ 153,188,291.62</b> | <b>\$ 5,681,460.62</b> |
| Appropriated Fund Balance                    | 1,341,957.00             | -                       | -                        | 1,341,957.00             | -                      |
| Appropriated Reserves:                       |                          |                         |                          |                          |                        |
| Workers Compensation Reserve                 | 50,000.00                | -                       | -                        | 50,000.00                | -                      |
| EBALR Reserve                                | 400,000.00               | -                       | -                        | 400,000.00               | -                      |
| ERS Reserve                                  | 300,000.00               | -                       | -                        | 300,000.00               | -                      |
| <b>Budgeted Revenues Total</b>               | <b>\$ 149,598,788.00</b> | <b>\$ 11,040,703.17</b> | <b>\$ 142,314,726.36</b> | <b>\$ 155,280,248.62</b> | <b>\$ 5,681,460.62</b> |
| Interest Allocated to Reserves               | -                        | 81,211.37               | 363,441.92               | 363,441.92               | 363,442                |
| Reserve for Encumbrances                     | 2,969,770.84             | -                       | -                        | 2,969,770.84             | -                      |
| <b>Adjusted Budgeted Revenues Total</b>      | <b>\$ 152,568,558.84</b> | <b>\$ 11,121,914.54</b> | <b>\$ 142,678,168.28</b> | <b>\$ 158,613,461.38</b> | <b>\$ 6,044,902.54</b> |

# PITTSFORD CENTRAL SCHOOLS

## GENERAL FUND Schedule of Appropriated Expenses March 31, 2023

|  | ORIGINAL<br>APPROPRIATIONS | TRANSFERS AND<br>ADJUSTMENTS | REVISED<br>APPROPRIATIONS | EXPENDITURES<br>TO DATE | OUTSTANDING<br>ENCUMBRANCES | UNENCUMBERED<br>BALANCES |
|--|----------------------------|------------------------------|---------------------------|-------------------------|-----------------------------|--------------------------|
| <b>School Operations</b>                       |                            |                              |                           |                         |                             |                          |
| Elementary Schools                             | 20,788,555.00              | 6,289.78                     | 20,794,844.78             | 12,458,749.50           | 6,617,426.93                | 1,718,668.35             |
| Middle School                                  | 15,922,065.00              | 402,444.45                   | 16,324,509.45             | 9,619,740.13            | 5,098,802.89                | 1,605,966.43             |
| High School                                    | 21,977,859.00              | 186,620.93                   | 22,164,479.93             | 13,872,490.75           | 6,519,492.60                | 1,772,496.58             |
| <b>Total School Operations</b>                 | <b>58,688,479.00</b>       | <b>595,355.16</b>            | <b>59,283,834.16</b>      | <b>35,950,980.38</b>    | <b>18,235,722.42</b>        | <b>5,097,131.36</b>      |
| <b>Central Student Programs &amp; Services</b> |                            |                              |                           |                         |                             |                          |
| Special Education Office                       | 644,603.00                 | 24,339.36                    | 668,942.36                | 200,529.67              | 99,320.02                   | 369,092.67               |
| Special Education Services                     | 1,338,243.00               | (324.00)                     | 1,337,919.00              | 663,157.16              | 436,074.63                  | 238,667.21               |
| Out of District Spec. Ed Programs              | 6,796,995.00               | 292,174.44                   | 7,089,169.44              | 4,554,057.20            | 1,908,783.39                | 626,328.85               |
| Special Services                               | 1,273,672.00               | (1,061.05)                   | 1,272,610.95              | 630,469.94              | 341,754.57                  | 300,386.44               |
| Summer Programs                                | 30,000.00                  | -                            | 30,000.00                 | 20,800.00               | 5,200.00                    | 4,000.00                 |
| Non Public Services                            | 405,895.00                 | 14,692.56                    | 420,587.56                | 124,614.74              | 257,217.45                  | 38,755.37                |
| BOCES  | 480,000.00                 | (51,955.33)                  | 428,044.67                | 323,077.03              | 102,976.90                  | 1,990.74                 |
| <b>Total Central Programs &amp; Services</b>   | <b>10,969,408.00</b>       | <b>277,865.98</b>            | <b>11,247,273.98</b>      | <b>6,516,705.74</b>     | <b>3,151,326.96</b>         | <b>1,579,241.28</b>      |
| <b>Instructional Services</b>                  |                            |                              |                           |                         |                             |                          |
| Curriculum & Instruction Services              | 845,257.00                 | 77,451.66                    | 922,708.66                | 558,881.21              | 204,042.66                  | 159,784.79               |
| Standards of Performance                       | 590,309.00                 | 2,518.22                     | 592,827.22                | 335,413.61              | 176,443.37                  | 80,970.24                |
| Pupil Services Office                          | 376,731.00                 | 4,189.68                     | 380,920.68                | 194,956.92              | 66,220.69                   | 119,743.07               |
| Instructional Technology Services              | 1,748,581.00               | 1,566,749.74                 | 3,315,330.74              | 1,450,775.91            | 1,026,437.62                | 838,117.21               |
| Professional Development Services              | 235,210.00                 | 214.78                       | 235,424.78                | 167,893.44              | 58,524.22                   | 9,007.12                 |
| Data Team                                      | 491,502.00                 | (13,318.00)                  | 478,184.00                | 360,569.43              | 100,357.38                  | 17,257.19                |
| <b>Total Instructional Services</b>            | <b>4,287,590.00</b>        | <b>1,637,806.08</b>          | <b>5,925,396.08</b>       | <b>3,068,490.52</b>     | <b>1,632,025.94</b>         | <b>1,224,879.62</b>      |
| <b>Support Services</b>                        |                            |                              |                           |                         |                             |                          |
| Finance Services                               | 1,053,381.00               | 116,607.98                   | 1,169,988.98              | 828,901.11              | 276,608.37                  | 64,479.50                |
| Personnel Services                             | 540,084.00                 | 16,446.36                    | 556,530.36                | 358,744.84              | 105,494.32                  | 92,291.20                |
| Public Information Services                    | 322,915.00                 | 25,866.75                    | 348,801.75                | 233,219.85              | 98,179.98                   | 17,401.92                |
| Operations and Maintenance                     | 8,921,394.00               | 894,244.51                   | 9,815,638.51              | 5,659,558.57            | 3,156,020.69                | 1,000,059.25             |
| Printing and Mailing Services                  | 258,900.00                 | 17,365.25                    | 276,265.25                | 196,385.94              | 48,281.40                   | 31,597.91                |
| Support Services Technology                    | 1,556,229.00               | 867,564.93                   | 2,423,793.93              | 1,978,954.77            | 213,856.90                  | 230,982.26               |
| Transportation Services                        | 5,092,721.00               | 378,282.95                   | 5,471,003.95              | 3,145,384.33            | 1,486,304.43                | 839,315.19               |
| <b>Total Support Services</b>                  | <b>17,745,624.00</b>       | <b>2,316,398.73</b>          | <b>20,062,022.73</b>      | <b>12,401,149.41</b>    | <b>5,384,746.09</b>         | <b>2,276,127.23</b>      |
| <b>Central Administration</b>                  |                            |                              |                           |                         |                             |                          |
| Board of Education                             | 60,411.00                  | 46,634.67                    | 107,045.67                | 34,670.68               | 7,416.95                    | 64,958.04                |
| Superintendent's Office                        | 431,999.00                 | 1,315.90                     | 433,314.90                | 305,729.07              | 95,998.56                   | 31,587.27                |
| <b>Total Central Administration</b>            | <b>492,410.00</b>          | <b>47,950.57</b>             | <b>540,360.57</b>         | <b>340,399.75</b>       | <b>103,415.51</b>           | <b>96,545.31</b>         |
| <b>Undistributed Expenses</b>                  |                            |                              |                           |                         |                             |                          |
| Debt Service & Interfund Transfers             | 10,726,825.00              | 585,000.00                   | 11,311,825.00             | 10,274,322.78           | 437,024.58                  | 600,477.64               |
| Insurance & Fees                               | 1,716,384.00               | 146,216.27                   | 1,862,600.27              | 1,530,655.82            | 297,783.50                  | 34,160.95                |
| Employee Benefits                              | 44,972,068.00              | (2,061,821.95)               | 42,910,246.05             | 28,939,067.07           | 12,252,809.67               | 1,718,369.31             |
| <b>Total Undistributed Expenses</b>            | <b>57,415,277.00</b>       | <b>(1,330,605.68)</b>        | <b>56,084,671.32</b>      | <b>40,744,045.67</b>    | <b>12,987,617.75</b>        | <b>2,353,007.90</b>      |
| <b>TOTAL</b>                                   | <b>149,598,788.00</b>      | <b>3,544,770.84</b>          | <b>153,143,558.84</b>     | <b>99,021,771.47</b>    | <b>41,494,854.67</b>        | <b>12,626,932.70</b>     |

**Transfers and Adjustments Detail:**

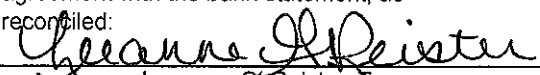
|   |                     |
|---|---------------------|
| Prior Year Encumbrances                     | 2,969,770.84        |
| Resolution for Emergency Project - SHS Roof | 575,000.00          |
| <b>Total Transfers and Adjustments</b>      | <b>3,544,770.84</b> |

**PITTSFORD CENTRAL SCHOOLS**  
**BANK RECONCILIATION FOR THE MONTH OF MARCH 2023**  
**General Fund Accounts (Checking and Money Market)**

| DATE   | DESCRIPTION CHECK/RECEIPT #        | RECEIPTS                | DISBURSEMENT            | BALANCE                |
|--------|------------------------------------|-------------------------|-------------------------|------------------------|
| 1-Mar  | BEGINNING BALANCE                  |                         |                         | <u>41,167,711.30</u>   |
|        | <b>Receipts:</b>                   |                         |                         |                        |
|        | Taxes & Tax Items                  | 2,024,032.37            |                         |                        |
|        | Payroll Funding                    | 6,718,119.57            |                         |                        |
|        | Local Revenues                     | 530,478.87              |                         |                        |
|        | State Aid (VLT Lottery Aid)        | 8,157,806.31            |                         |                        |
|        | FSA Deductions                     | 40,670.24               |                         |                        |
|        | Federal Aid - Medicaid             | 14,263.01               |                         |                        |
|        | Interest                           | 117,281.37              |                         |                        |
|        | Net Transfers                      | 7,248,512.41            |                         |                        |
|        | <b>Total Receipts:</b>             |                         |                         | <u>24,851,164.15</u>   |
|        | <b>Disbursements:</b>              |                         |                         |                        |
|        | EFT/Wire Transfers                 |                         | 493,929.81              |                        |
|        | General Fund Checks #265924-266256 |                         | 4,245,279.21            |                        |
|        | ACH #001392-001419                 |                         | 7,510.26                |                        |
|        | Payroll Checks & Direct Deposits   |                         | 6,689,817.40            |                        |
|        | Payroll Funding                    |                         | 6,379,793.84            |                        |
|        | Void Checks                        |                         | (5,093.49)              |                        |
|        | Net Transfers                      |                         | 7,248,512.41            |                        |
|        | <b>Total Disbursements:</b>        |                         |                         | <u>(25,059,749.44)</u> |
| 31-Mar | ENDING BALANCE                     | <u>\$ 24,851,164.15</u> | <u>\$ 25,059,749.44</u> | <u>40,959,126.01</u>   |

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

|                              |                      |
|------------------------------|----------------------|
| <b>BALANCE PER BANK:</b>     | 41,336,806.46        |
| <b>ADD:</b>                  |                      |
| Outstanding Deposits         |                      |
| ACH/Checks returns           | 63.94                |
| Outstanding Transfers        | 4,763.35             |
| <b>SUBTRACT:</b>             |                      |
| Outstanding Checks           | (371,988.41)         |
| Outstanding FSA Withdrawals  | (5,755.98)           |
| Outstanding Transfers        | (4,763.35)           |
| <b>ADJUSTED BANK BALANCE</b> | <u>40,959,126.01</u> |
| <b>BALANCE PER BOOKS</b>     | <u>40,959,126.01</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

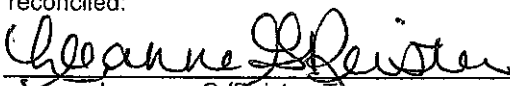
**PITTSFORD CENTRAL SCHOOLS**  
**BANK RECONCILIATION FOR THE MONTH OF MARCH 2023**  
**Capital Reserve, Capital Instructional Technology Reserve and Bus Purchase Reserve Accounts**

| DATE   | DESCRIPTION CHECK/RECEIPT #                     | RECEIPTS            | DISBURSEMENT | BALANCE                |
|--------|---|---------------------|--------------|------------------------|
| 1-Mar  | BEGINNING BALANCE                               |                     |              | <u>\$22,045,274.81</u> |
|        | <b>Receipts:</b>                                |                     |              |                        |
|        | Transfer from General: Year End Reserve Funding |                     |              |                        |
|        | Interest - Bus Purchase Reserve                 | 9,099.93            |              |                        |
|        | Interest - Capital Reserve                      | 27,437.04           |              |                        |
|        | Interest - Capital IT Reserve                   | 3,324.81            |              |                        |
|        | Net Transfers                                   |                     |              |                        |
|        | <b>Total Receipts:</b>                          |                     |              | <u>39,861.78</u>       |
|        | <b>Disbursements:</b>                           |                     |              |                        |
|        | Transfer to Capital Fund: IT Capital Reserve    |                     |              |                        |
|        | Net Transfers                                   |                     |              |                        |
|        | <b>Total Disbursements:</b>                     |                     |              | <u>-</u>               |
| 31-Mar | ENDING BALANCE                                  | <u>\$ 39,861.78</u> | <u>\$ -</u>  | <u>22,085,136.59</u>   |

**BANK RECONCILIATION**

|                              |                      |
|------------------------------|----------------------|
| <b>BALANCE PER BANK:</b>     | 22,085,136.59        |
| <b>ADD:</b>                  |                      |
| Transfer from General        | -                    |
| <b>SUBTRACT:</b>             |                      |
| Outstanding Checks           |                      |
| <b>ADJUSTED BANK BALANCE</b> | <u>22,085,136.59</u> |
| <b>BALANCE PER BOOKS</b>     | <u>22,085,136.59</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 MARCH 2023**

**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       |
|--------|--|-----------------|--------------|--------------|---------------|
| 1-Mar  | BEGINNING BALANCE                                  |                 |              | \$           | 18,821,030.54 |
|        | <b>Receipts:</b>                                   |                 |              |              |               |
|        | Transfer from General Fund (Year End Res. Funding) |                 |              |              |               |
|        | Interest - Reserve for Liability                   |                 | 2,203.97     |              |               |
|        | Interest -Tax Certiorari                           |                 | 5,988.29     |              |               |
|        | Interest- Unemployment Insurance                   |                 | 4,344.06     |              |               |
|        | Interest- Employee Benefit & Accrued Liabilities   |                 | 5,951.62     |              |               |
|        | Interest- Employee Retirement Contribution         |                 | 4,421.21     |              |               |
|        | Interest- Teachers Retirement Contribution         |                 | 13,323.99    |              |               |
|        | Interest- Workers' Compensation                    |                 | 1,095.27     |              |               |
|        | Interest- Insurance Reserve                        |                 | 4,021.18     |              |               |
|        | Transfers  |                 |              |              |               |
|        | <b>Total Receipts:</b>                             |                 |              |              | 41,349.59     |
|        | <b>Disbursements:</b>                              |                 |              |              |               |
|        | EFT Withdrawals                                    |                 |              |              |               |
|        | Transfer to General Fund: Appropriations           |                 |              |              |               |
|        | Transfers  |                 |              |              |               |
|        | <b>Total Disbursements:</b>                        |                 |              |              | -             |
| 31-Mar | ENDING BALANCE                                     |                 | \$ 41,349.59 | \$ -         | 18,862,380.13 |

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

|                              |               |
|------------------------------|---------------|
| <b>BALANCE PER BANK:</b>     | 18,862,380.13 |
| <b>ADD:</b>                  |               |
| <b>SUBTRACT:</b>             |               |
| Outstanding Checks           |               |
| <b>ADJUSTED BANK BALANCE</b> | 18,862,380.13 |
| <b>BALANCE PER BOOKS</b>     | 18,862,380.13 |

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 PAYROLL ACTIVITY  
March 31, 2023**

|                              | 3/1/2023             |                        |                        | 3/31/2023            |
|------------------------------|----------------------|------------------------|------------------------|----------------------|
|                              | BALANCE              | RECEIPTS               | DISBURSEMENTS          | BALANCE              |
| Consolidated Payroll         | 684.67               | 4,225,536.30           | 4,225,536.30           | 684.67               |
| Net 1099R Distributions      | -                    |                        |                        | -                    |
| United Way                   | -                    | 1,918.80               | 1,918.80               | -                    |
| NYS Employee Retirement      | 33,308.10            | 32,452.81              | 64,592.85              | 1,168.06             |
| Income Protection (LTD)      | -                    | 8,818.24               | 8,818.24               | -                    |
| Hospital Insurance           | -                    | 257,418.77             | 257,418.77             | -                    |
| AFLAC                        | -                    | 1,436.04               | 1,436.04               | -                    |
| Life Insurance               | -                    | 5,539.94               | 5,540.94               | (1.00)               |
| NYS Income Tax               | -                    | 252,498.62             | 252,530.97             | (32.35)              |
| Federal Income Tax           | -                    | 522,892.11             | 522,892.11             | -                    |
| Federal Income Tax-1099R     | -                    |                        |                        | -                    |
| Earned Income Credit         | -                    |                        |                        | -                    |
| Income Execution             | -                    | 5,305.06               | 5,305.06               | -                    |
| Association Dues             | -                    | 82,805.08              | 82,829.74              | (24.66)              |
| Social Security              | -                    | 916,267.58             | 916,436.58             | (169.00)             |
| Teacher Loans                | -                    | 18,664.50              | 18,664.50              | -                    |
| Tax Sheltered Annuities      | 13,488.38            | 341,021.97             | 350,160.35             | 4,350.00             |
| Other Liabilities            | -                    |                        |                        | -                    |
| Flex Benefits-Medical Exp.   | 16,869.09            | 61,077.02              | 71,314.58              | 6,631.53             |
| Flex Benefits-Dependent Care | 28,184.72            | 20,254.44              | 15,494.72              | 32,944.44            |
| Flex Benefits-Management Fee | (505.36)             | 560.98                 | 37.08                  | 18.54                |
| 529 College Savings          | -                    |                        |                        | -                    |
| HSA Accounts                 | (640.00)             | 10,004.00              | 10,031.50              | (667.50)             |
| Health Fund Reserve          | 895,401.87           |                        | 16,169.35              | 879,232.52           |
| <b>TOTALS:</b>               |                      |                        |                        |                      |
|                              | <b>\$ 986,791.47</b> | <b>\$ 6,764,472.26</b> | <b>\$ 6,827,128.48</b> | <b>\$ 924,135.25</b> |

**PITTSFORD CENTRAL SCHOOLS  
SCHOOL LUNCH FUND  
Monthly Operating Report  
March 31, 2023**

|  | CURRENT YEAR<br>MONTHLY TOTALS | PREVIOUS YEAR<br>MONTHLY TOTALS | 2022-23<br>YR-TO-DATE | 2021-22<br>YR-TO-DATE |
|--|--------------------------------|---------------------------------|-----------------------|-----------------------|
|--|--------------------------------|---------------------------------|-----------------------|-----------------------|

**REVENUES:**

|                        |                      |                      |                        |                        |
|------------------------|----------------------|----------------------|------------------------|------------------------|
| TYPE A SALES           | \$ 117,981.00        | \$ 107,402.50        | \$ 648,500.50          | \$ 554,211.50          |
| OTHER CAFETERIA SALES  | 188,703.83           | 164,695.53           | 1,012,301.52           | 845,644.05             |
| REBATES                | -                    | -                    | 1,005.12               | 377.17                 |
| INTEREST INCOME        | 2,428.94             | 35.31                | 12,112.32              | 119.72                 |
| INSURANCE/OTHER COMP   | -                    | -                    | -                      | -                      |
| MISCELLANEOUS INCOME   | 91.44                | 199.96               | 482.36                 | 1,082.81               |
| <b>TOTAL REVENUES:</b> | <b>\$ 309,205.21</b> | <b>\$ 272,333.30</b> | <b>\$ 1,674,401.82</b> | <b>\$ 1,401,435.25</b> |

**EXPENDITURES**

|                            |                      |                      |                        |                        |
|----------------------------|----------------------|----------------------|------------------------|------------------------|
| SALARIES                   | \$ 72,165.96         | \$ 64,245.91         | \$ 536,142.32          | \$ 501,956.06          |
| EQUIPMENT                  | 20,129.80            | 2,165.00             | 25,085.55              | 2,165.00               |
| CONTRACTUAL/BOCES          | -                    | 24.11                | 12,435.79              | 12,515.13              |
| FOOD & MILK USED           | 101,194.17           | 88,900.32            | 588,202.66             | 527,706.65             |
| REPAIRS                    | 3,627.26             | 2,325.46             | 22,873.58              | 15,115.08              |
| TRAVEL/MILEAGE             | -                    | -                    | -                      | -                      |
| SUPPLIES                   | 3,986.68             | 5,649.59             | 47,903.53              | 47,924.77              |
| BENEFITS                   | 28,250.10            | 37,786.88            | 255,458.61             | 290,930.87             |
| <b>TOTAL EXPENDITURES:</b> | <b>\$ 229,353.97</b> | <b>\$ 201,097.27</b> | <b>\$ 1,488,102.04</b> | <b>\$ 1,398,313.56</b> |

|                        |              |              |               |             |
|------------------------|--------------|--------------|---------------|-------------|
| <b>NET OPERATIONS:</b> | \$ 79,851.24 | \$ 71,236.03 | \$ 186,299.78 | \$ 3,121.69 |
|------------------------|--------------|--------------|---------------|-------------|

**OTHER ITEMS AFFECTING FUND BALANCE**

|   |               |               |
|---|---------------|---------------|
| Cumulative Change in Reserve for Supplies Inventory | \$ 4,345.70   | \$ 4,244.15   |
| Change in Fund Balance:                             | 190,645.48    | 7,365.84      |
| Fund Balance at July 1                              | \$ 638,971.21 | \$ 545,792.72 |
| Fund Balance to date                                | \$ 829,616.69 | \$ 553,158.56 |

|                                   |    |           |  |
|-----------------------------------|----|-----------|--|
| Beginning Inventories             | \$ | 26,838.47 |  |
| Encumbrances                      | \$ | -         |  |
| Appropriated - Next Year's Budget | \$ | 35,582.50 |  |

|  |          |                      |
|--|----------|----------------------|
| Loss of State Aid (National Lunch & Breakfast Program) | \$37,531 | Free, Reduced & Paid |
|--|----------|----------------------|


**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF MARCH 2023**

School Lunch Fund

| DATE   | DESCRIPTION CHECK/RECEIPT #      | RECEIPTS             | DISBURSEMENT         | BALANCE                |
|--------|----------------------------------|----------------------|----------------------|------------------------|
| 1-Mar  | BEGINNING BALANCE                |                      |                      | <u>\$ 1,021,018.13</u> |
|        | <b>Receipts:</b>                 |                      |                      |                        |
|        | Daily Deposits                   | 34,949.81            |                      |                        |
|        | Prepays- School Lunch Office     | 1,066.90             |                      |                        |
|        | Prepaid- via NutriKids/Heartland | 258,280.55           |                      |                        |
|        | Other Sales-Vending              | 1,634.28             |                      |                        |
|        | Catering                         | 692.35               |                      |                        |
|        | Miscellaneous                    |                      |                      |                        |
|        | Transfer from General re: DT/DF  |                      |                      |                        |
|        | Interest                         | 2,428.94             |                      |                        |
|        | Net Transfers                    |                      |                      |                        |
|        | <b>Total Receipts:</b>           |                      |                      | <u>299,052.83</u>      |
|        | <b>Disbursements:</b>            |                      |                      |                        |
|        | EFT/Wire Transfers               |                      |                      |                        |
|        | Check # 203704-203737            |                      | 164,414.63           |                        |
|        | Payroll Funding                  |                      | 74,219.46            |                        |
|        | Void Checks                      |                      |                      |                        |
|        | Transfer to General re: DT/DF    |                      |                      |                        |
|        | Net Transfers                    |                      |                      |                        |
|        | <b>Total Disbursements:</b>      |                      |                      | <u>(238,634.09)</u>    |
| 31-Mar | ENDING BALANCE                   | <u>\$ 299,052.83</u> | <u>\$ 238,634.09</u> | <u>1,081,436.87</u>    |

| BANK RECONCILIATION          |                     |
|------------------------------|---------------------|
| <b>BALANCE PER BANK:</b>     | 1,127,536.67        |
| <b>ADD:</b>                  |                     |
| Outstanding Deposits         | 8,788.50            |
| NSF Check                    | 260.00              |
| Outstanding Transfer         |                     |
| <b>SUBTRACT:</b>             |                     |
| Outstanding Checks           | (55,148.30)         |
| <b>ADJUSTED BANK BALANCE</b> | <u>1,081,436.87</u> |
| <b>BALANCE PER BOOKS</b>     | <u>1,081,436.87</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**  
**SPECIAL AID FUNDS**  
**SCHEDULE OF APPROPRIATED EXPENSE**  
**March 31, 2023**

| DESCRIPTION  | ORIGINAL BUDGET/REVENUES | PRIOR YR EXPENDITURES | CURRENT YR EXPENDITURES | O/S ENCUMBRANCES | UNENCUMBERED BALANCES | GRANT ADMINISTRATORS |
|--|--------------------------|-----------------------|-------------------------|------------------|-----------------------|----------------------|
| <b>SERVICES FOR FEES</b>   |                          |                       |                         |                  |                       |                      |
| Driver Education (Cumulative Balance)  | 120,630.00               | -                     | 87,349.18               | 4,601.81         | 28,679.01             | Student Services     |
| Summer Enrichment (Cumulative Balance)   | 104,005.09               | 5,446.43              | 70,449.07               | 75.00            | 28,034.59             |                      |
| Summer Enrichment (2023-24)  | 2,770.00                 | -                     | 400.00                  | 4,403.00         | (2,033.00)            |                      |
| <b>IDEA 611 (07/01/22-06/30/23)</b><br>Covers special education expenditures   | 1,266,045.00             | -                     | 727,987.76              | 394,719.60       | 143,337.84            | Special Education    |
| <b>IDEA 619 (07/01/22-06/30/23)</b><br>Covers pre-school educational expenses.   | 35,565.00                | -                     | 21,322.70               | 14,242.30        | -                     | Special Education    |
| <b>TITLE I 21/22 (09/01/21-08/31/22)</b>   | 172,157.00               | 151,542.10            | -                       | -                | 20,614.90             | Student Services     |
| <b>TITLE I 22/23 (09/01/22-08/31/23)</b><br>Provides program additions at qualifying schools to support students at risk of not passing the required state assessments       | 191,324.00               | -                     | 92,792.00               | 42,984.80        | 55,547.20             | Student Services     |
| <b>TITLE IIA GRANT 21/22 (09/01/21-08/31/22)</b>   | 135,021.22               | 88,987.09             | 18,912.09               | -                | 27,122.04             | Student Services     |
| <b>TITLE IIA GRANT 22/23 (09/01/22-08/31/23)</b><br>Enhances Teacher/Principal training and recruitment.   | 85,386.00                | -                     | 45,389.50               | 37,265.00        | 2,731.50              | Student Services     |
| <b>TITLE III GRANT 21/22 (09/01/21-08/31/22)</b>   | 41,250.00                | 11,640.24             | 19,405.47               | -                | 10,204.29             | Student Services     |
| <b>TITLE III GRANT 22/23 (09/01/22-08/31/23)</b><br>Provides language instructional education programs to assist Limited English Proficient (LEP) students achieve standards | 12,782.00                | -                     | 917.81                  | 1,116.00         | 10,748.19             | Student Services     |
| <b>TITLE IV SSAE GRANT (09/01/21-08/31/22)</b>   | 14,482.00                | 249.03                | 2,087.64                | -                | 12,145.33             | Student Services     |
| <b>TITLE IV SSAE GRANT (09/01/22-08/31/23)</b><br>Provides resources to increase the capacity of local agencies  | 12,816.00                | -                     | 576.00                  | -                | 12,240.00             | Student Services     |
| <b>TEACHER CENTER GRANT 2022-23</b><br>Provides staff development opportunities for teachers.  | 65,867.00                | -                     | 56,097.00               | 2,517.74         | 7,252.26              | Teacher Center       |
| <b>SPECIAL ED SUMMER PROGRAMS 4408</b><br>Payments for tuition to BOCES and outside providers of summer special education programs.  | 392,000.00               | -                     | 390,617.97              | -                | 1,382.03              | Special Education    |
| <b>SPECIAL ED SUMMER PROGRAM-In District</b><br>Expenses for staff and materials for state approved in-district special education summer program.                            | 455,450.00               | -                     | 394,135.14              | 351.88           | 60,962.98             | Special Education    |
| <b>SPECIAL ED SUMMER PROGRAM-Related Services</b><br>Payments to outside providers and staff for related services during July and August.                                    | 17,858.78                | -                     | 17,858.78               | -                | -                     | Special Education    |
| <b>AMERICAN RESCUE PLAN</b>  | 1,287,512.00             | 182,666.40            | 261,394.40              | 65,712.24        | 777,718.96            | Student Services     |
| <b>AMERICAN RESCUE PLAN 611 GRANT</b>  | 265,089.00               | 129,186.00            | 82,236.77               | 22,805.55        | 30,860.68             | Special Education    |
| <b>AMERICAN RESCUE PLAN 619 GRANT</b><br>Provides resources to address the COVID-19 impact on schools  | 29,267.00                | 7,767.04              | 2,723.91                | 10,267.96        | 8,508.09              | Special Education    |
| <b>CRRSA - ESSER II FUND</b><br>for the purpose of providing emergency relief funds to address the impact that COVID-19 has had, and continues to have, on schools           | 4,593,034.00             | 1,864,079.75          | 1,014,895.11            | 1,009,092.91     | 704,966.23            | Student Services     |
| <b>CRRSA - GEER II FUND</b><br>provides grants to Governors for the purpose of providing educational agencies with emergency assistance to address the impact of Covid-19    | 740,432.00               | 101,166.06            | 402,396.19              | 170,427.53       | 66,442.22             | Student Services     |
| <b>SCHOOL LIBRARY SYSTEM GRANT 2022-23</b><br>Mini grants through BOCES for School Library Media Specialists.  | 3,450.05                 | -                     | 3,283.48                | -                | 166.57                | Various Schools      |
| <b>NYS HEALTHCARE WORKER BONUSES</b><br>for bonuses to recruit, retain, & reward front line health care workers  | 134,024.25               | -                     | 134,024.25              | -                | -                     | Business Office      |
| <b>TOTALS :</b>  | 10,178,217.39            | 2,542,750.14          | 3,847,252.22            | 1,780,583.32     | 2,007,631.71          |                      |

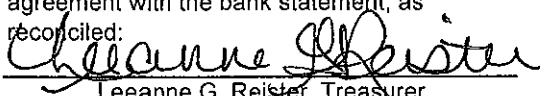
**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF MARCH 2023**

**Special Aid Funds**

| DATE   | DESCRIPTION CHECK/RECEIPT #              | RECEIPTS               | DISBURSEMENT         | BALANCE             |
|--------|--|------------------------|----------------------|---------------------|
| 1-Mar  | BEGINNING BALANCE                        |                        |                      | \$ 147,960.82       |
|        | <b>Receipts:</b>                         |                        |                      |                     |
|        | Local Revenues                           | 4,410.00               |                      |                     |
|        | State Aid/Federal Aid                    | 1,772,137.42           |                      |                     |
|        | Transfer from General (20% funding)      | -                      |                      |                     |
|        | Transfer from General DT/DF              | -                      |                      |                     |
|        | Transfer to Special Aid Fund: write offs | -                      |                      |                     |
|        | Net Transfers                            | -                      |                      |                     |
|        | <b>Total Receipts:</b>                   |                        |                      | <u>1,776,547.42</u> |
|        | <b>Disbursements:</b>                    |                        |                      |                     |
|        | EFT/Wire Transfers                       |                        | -                    |                     |
|        | Check # 206563-206588                    |                        | 50,070.63            |                     |
|        | Transfer to General Fund re: DT/DF       |                        | -                    |                     |
|        | Void Checks/Stop Payments/NSF Checks     |                        | -                    |                     |
|        | Payroll Funding                          |                        | 264,106.27           |                     |
|        | Net Transfers                            |                        | -                    |                     |
|        | <b>Total Disbursements:</b>              |                        |                      | <u>(314,176.90)</u> |
| 31-Mar | ENDING BALANCE                           | <u>\$ 1,776,547.42</u> | <u>\$ 314,176.90</u> | <u>1,610,331.34</u> |

**BANK RECONCILIATION**

|  |                     |
|--|---------------------|
| BALANCE PER BANK:                      | 1,632,683.08        |
| ADD: Outstanding Transfer from General | 2,770.00            |
| <b>SUBTRACT:</b>                       |                     |
| Outstanding Checks                     | (25,121.74)         |
| <b>ADJUSTED BANK BALANCE</b>           | <u>1,610,331.34</u> |
| <b>BALANCE PER BOOKS</b>               | <u>1,610,331.34</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 March 31, 2023

| DESCRIPTION                          | APPROPRIATIONS | PRIOR YEAR<br>PROJECT EXPENDITURES | EXPENDITURES  | O/S<br>ENCUMBRANCES | UNENCUMBERED<br>BALANCES |
|--------------------------------------|----------------|------------------------------------|---------------|---------------------|--------------------------|
| Bus Purchases 2022-23                | 1,578,192.00   | -                                  | 1,432,908.10  | 145,283.56          | 0.34                     |
| Capital 18-19 Funded by General Fund | 250,000.00     | 237,425.00                         | 12,575.00     | -                   | -                        |
| Capital 19-20 Funded by General Fund | 685,000.00     | 26,230.89                          | 658,769.11    | -                   | -                        |
| Capital 20-21 Funded by General Fund | 250,000.00     | -                                  | 250,000.00    | -                   | -                        |
| Capital 21-22 Funded by General Fund | 250,000.00     | 52,443.37                          | 101,730.89    | 95,825.74           | -                        |
| Capital 22-23 Funded by General Fund | 600,000.00     | -                                  | 312,850.76    | 92,390.53           | 194,758.71               |
| Capital Funded by Reserve - May 2021 | 6,000,000.00   | 743,675.33                         | 963,121.38    | 3,420,739.66        | 872,463.63               |
| Emergency Project - SHS Roof         | 575,000.00     | -                                  | 2,186.65      | 352,633.35          | 220,180.00               |
| BOCES Capital Project                | 2,833,574.00   | 1,597,106.00                       | 1,236,468.00  | -                   | -                        |
| Subtotal - Capital Fund              | 13,021,766.00  | 2,656,880.59                       | 4,970,609.89  | 4,106,872.84        | 1,287,402.68             |
| Debt Service                         | 29,299,941.60  | -                                  | 28,871,446.60 | 426,800.00          | 1,695.00                 |
| <b>TOTALS :</b>                      | 42,321,707.60  | 2,656,880.59                       | 33,842,056.49 | 4,533,672.84        | 1,289,097.68             |

## RESERVE BALANCES March 31, 2023

| DESCRIPTION                                  | FUND BALANCE<br>7/1/2022 | APPROPRIATED<br>AMOUNT OR<br>ACTUAL EXPENDITURE | INTEREST/<br>OTHER REVENUES | APPROVED<br>TRANSFER<br>(In/Out) | FUND BALANCE<br>TO DATE |
|--|--------------------------|---|-----------------------------|----------------------------------|-------------------------|
| Bus Purchases Funded by Reserve              | 4,979,457.19             |   | 37,667.82                   |                                  | 5,017,125.01            |
| Capital Reserve                              | 15,126,566.79            |   | 117,202.01                  |                                  | 15,243,768.80           |
| Instructional Technology Capital Reserve     | 1,810,569.32             |   | 13,673.46                   |                                  | 1,824,242.78            |
| Insurance Reserve                            | 2,189,412.39             |   | 16,906.81                   |                                  | 2,206,319.20            |
| Unemployment Insurance Reserve               | 2,365,213.41             |   | 18,264.36                   |                                  | 2,383,477.77            |
| Reserve for Liability                        | 1,199,996.12             |   | 9,266.47                    |                                  | 1,209,262.59            |
| Reserve for Tax Certiorari                   | 3,260,445.83             |   | 25,177.42                   |                                  | 3,285,623.25            |
| Employee Benefit & Accrued Liability Reserve | 3,240,692.02             | (400,000.00)                                    | 24,811.26                   |                                  | 2,865,503.28            |
| Reserve for Retirement Contributions         | 2,407,348.14             | (300,000.00)                                    | 18,461.56                   |                                  | 2,125,809.70            |
| Reserve for Teacher Retirement Contributions | 3,407,982.02             |   | 77,448.11                   |                                  | 3,485,430.13            |
| Workers' Compensation Reserve                | 596,391.57               | (50,000.00)                                     | 4,562.64                    |                                  | 550,954.21              |
| <b>TOTALS :</b>                              | 40,584,074.80            | (750,000.00)                                    | 363,441.92                  | -                                | 40,197,516.72           |

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.

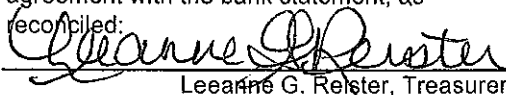
**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF MARCH 2023**

Capital

| DATE   | DESCRIPTION CHECK/RECEIPT #                        | RECEIPTS        | DISBURSEMENT         | BALANCE                |
|--------|--|-----------------|----------------------|------------------------|
| 1-Mar  | BEGINNING BALANCE                                  |                 |                      | <u>\$ 4,635,233.54</u> |
|        | <b>Receipts:</b>                                   |                 |                      |                        |
|        | Transfer from General Fund re: Due to/from         | -               |                      |                        |
|        | Transfer from General Fund re: Bus Purch. Reserve  |                 |                      |                        |
|        | BAN Proceeds                                       |                 |                      |                        |
|        | Interest   | 18.73           |                      |                        |
|        | Net Transfers                                      |                 |                      |                        |
|        | <b>Total Receipts:</b>                             |                 |                      | <u>18.73</u>           |
|        | <b>Disbursements:</b>                              |                 |                      |                        |
|        | EFT/Wire Transfers                                 |                 |                      |                        |
|        | Transfer to Capital Reserve re: Closing of Project |                 |                      |                        |
|        | Capital Checks-060187-061088                       |                 | 7,746.65             |                        |
|        | Capital Reserve Checks #000954-000956              |                 | 141,204.96           |                        |
|        | Bus Purchase Reserve Checks #                      |                 |                      |                        |
|        | Net Transfers                                      |                 |                      |                        |
|        | <b>Total Disbursements:</b>                        |                 |                      | <u>(148,951.61)</u>    |
| 31-Mar | ENDING BALANCE                                     | <u>\$ 18.73</u> | <u>\$ 148,951.61</u> | <u>4,486,300.66</u>    |

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

|                              |                     |
|------------------------------|---------------------|
| <b>BALANCE PER BANK:</b>     | 4,491,860.66        |
| <b>ADD:</b>                  |                     |
| <b>SUBTRACT:</b>             |                     |
| Outstanding Checks           | (5,560.00)          |
| <b>ADJUSTED BANK BALANCE</b> | <u>4,486,300.66</u> |
| <b>BALANCE PER BOOKS</b>     | <u>4,486,300.66</u> |

This is to certify that the cash balance is in agreement with the bank statement, as reconciled:  
  
 \_\_\_\_\_  
 Leeanne G. Reister, Treasurer

Received by the Board of Education and entered as part of the minutes of the board meeting held:  
 \_\_\_\_\_  
 Deborah L. Carpenter, School District Clerk



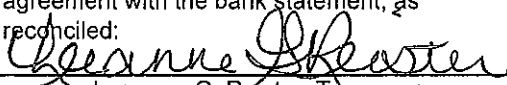
**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF MARCH 2023**

Miscellaneous Revenue Accounts

| DATE   | DESCRIPTION CHECK/RECEIPT #           | RECEIPTS           | DISBURSEMENT       | BALANCE              |
|--------|---------------------------------------|--------------------|--------------------|----------------------|
| 1-Mar  | BEGINNING BALANCE                     |                    |                    | <u>\$ 170,658.62</u> |
|        | <b>Receipts:</b>                      |                    |                    |                      |
|        | Miscellaneous -Dividend & Local Money | 2,220.04           |                    |                      |
|        | <b>Total Receipts:</b>                |                    |                    | <u>2,220.04</u>      |
|        | <b>Disbursements:</b>                 |                    |                    |                      |
|        | Checks 200808-200819                  |                    | 7,149.05           |                      |
|        | Void Checks                           |                    |                    |                      |
|        | <b>Total Disbursements:</b>           |                    |                    | <u>(7,149.05)</u>    |
| 31-Mar | ENDING BALANCE                        | <u>\$ 2,220.04</u> | <u>\$ 7,149.05</u> | <u>165,729.61</u>    |

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

|   |                   |
|---|-------------------|
| <b>BALANCE PER BANK:</b>                    | 173,898.78        |
| <b>ADD:</b>                                 |                   |
| Outstanding Transfer from General NSF Check |                   |
| <b>SUBTRACT:</b>                            |                   |
| Outstanding Checks                          | (8,169.17)        |
| <b>ADJUSTED BANK BALANCE</b>                | <u>165,729.61</u> |
| <b>BALANCE PER BOOKS</b>                    | <u>165,729.61</u> |

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 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

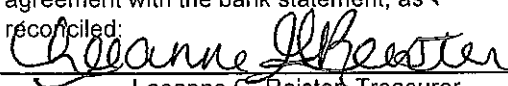
**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF MARCH 2023**

**Custodial Accounts**

| DATE   | DESCRIPTION CHECK/RECEIPT # | RECEIPTS    | DISBURSEMENT | BALANCE    |
|--------|-----------------------------|-------------|--------------|------------|
| 1-Mar  | BEGINNING BALANCE           |             |              | \$ -       |
|        | <b>Receipts:</b>            |             |              |            |
|        | Miscellaneous               | 1,453.58    |              |            |
|        | Interest                    |             |              |            |
|        | Net Transfers               |             |              |            |
|        | <b>Total Receipts:</b>      |             |              | 1,453.58   |
|        | <b>Disbursements:</b>       |             |              |            |
|        | EFT/Wire Transfers-Taxes    |             | 1,453.58     |            |
|        | Net Transfers               |             |              |            |
|        | <b>Total Disbursements:</b> |             |              | (1,453.58) |
| 31-Mar | ENDING BALANCE              | \$ 1,453.58 | \$ 1,453.58  | -          |

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

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

This is to certify that the cash balance is in agreement with the bank statement, as reconciled:  
  
 Leeanne G. Reister, Treasurer

Received by the Board of Education and entered as part of the minutes of the board meeting held:  
 \_\_\_\_\_  
 Deborah L. Carpenter, School District Clerk

# PITTSFORD CENTRAL SCHOOLS

## MISCELLANEOUS REVENUE & CUSTODIAL ACTIVITY SUMMARY March 31, 2023

| Miscellaneous Revenue Accounts              | BEGINNING<br>BALANCE<br>7/1/2022 | RECEIPTS  | DISBURSEMENTS | ENDING<br>BALANCE<br>3/31/2023 |
|---|----------------------------------|-----------|---------------|--------------------------------|
| Special Revenue Funds (Scholarships/Grants) | 164,888.09                       | 47,021.10 | 46,179.58     | 165,729.61                     |

| Custodial Accounts | BEGINNING<br>BALANCE<br>7/1/2022 | RECEIPTS | DISBURSEMENTS | ENDING<br>BALANCE<br>3/31/2023 |
|--------------------|----------------------------------|----------|---------------|--------------------------------|
| Sales Tax          | -                                | 4,891.25 | 4,891.25      | -                              |

| Extraclassroom Accounts    | BEGINNING<br>BALANCE<br>7/1/2022 | RECEIPTS   | DISBURSEMENTS | ENDING<br>BALANCE<br>3/31/2023 |
|----------------------------|----------------------------------|------------|---------------|--------------------------------|
| Allen Creek Elementary     | 1,523.62                         | 26.90      | -             | 1,550.52                       |
| Jefferson Road Elementary  | 2,277.46                         | 3,270.15   | 3,501.80      | 2,045.81                       |
| Mendon Center Elementary   | 17,643.80                        | 6,202.05   | 6,394.12      | 17,451.73                      |
| Park Road Elementary       | 3,305.43                         | 5,220.00   | 4,921.68      | 3,603.75                       |
| Thornell Road Elementary   | 3,661.10                         | 7,363.00   | 6,965.30      | 4,058.80                       |
| Barker Road Middle School  | 53,181.47                        | 97,467.14  | 96,103.82     | 54,544.79                      |
| Calkins Road Middle School | 47,464.84                        | 82,432.44  | 81,694.70     | 48,202.58                      |
| Sutherland High School     | 58,919.71                        | 79,224.11  | 75,523.91     | 62,619.91                      |
| Mendon High School         | 99,356.18                        | 104,336.22 | 97,222.74     | 106,469.66                     |
| <b>TOTALS :</b>            | 287,333.61                       | 385,542.01 | 372,328.07    | 300,547.55                     |

**PITTSFORD CENTRAL SCHOOLS  
BANK RECONCILIATION FOR THE MONTH OF MARCH 2023**

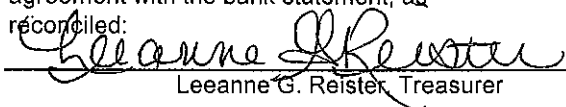
Debt Service Fund

| DATE   | DESCRIPTION CHECK/RECEIPT #                     | RECEIPTS           | DISBURSEMENT | BALANCE             |
|--------|---|--------------------|--------------|---------------------|
| 1-Mar  | BEGINNING BALANCE                               |                    |              | \$ 2,789,243.45     |
|        | <b>Receipts:</b>                                |                    |              |                     |
|        | Transfer from General Fund (per appropriations) |                    |              |                     |
|        | Proceeds of Advanced Refunding                  |                    |              |                     |
|        | Interest  | 4,723.17           |              |                     |
|        | Net Transfers                                   |                    |              |                     |
|        | <b>Total Receipts:</b>                          |                    |              | 4,723.17            |
|        | <b>Disbursements:</b>                           |                    |              |                     |
|        | Depository Trust Company (Wires)                |                    |              |                     |
|        | Net Transfers                                   |                    |              |                     |
|        | <b>Total Disbursements:</b>                     |                    |              | -                   |
| 31-Mar | ENDING BALANCE                                  | <u>\$ 4,723.17</u> | <u>\$ -</u>  | <u>2,793,966.62</u> |

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

|                              |                     |
|------------------------------|---------------------|
| <b>BALANCE PER BANK:</b>     | 2,793,966.62        |
| <b>ADD:</b>                  |                     |
| Outstanding Transfer         |                     |
| <b>SUBTRACT:</b>             |                     |
| <b>ADJUSTED BANK BALANCE</b> | <u>2,793,966.62</u> |
| <b>BALANCE PER BOOKS</b>     | <u>2,793,966.62</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 SCHOOL DISTRICT

Budgetary Transfer Report  
Fiscal Year: 2023  
Current Appropriation - Effective From: 03/01/2023 To: 03/31/2023

| Effective Date                | Trans ID | Transaction Description  | Budget Account       | Description               | Amount Transferred From | Amount Transferred To |
|-------------------------------|----------|--|----------------------|---------------------------|-------------------------|-----------------------|
| <b>Fund: A - GENERAL FUND</b> |          |  |                      |                           |                         |                       |
| 03/03/2023                    | 024827   | To cover travel conference   | A115-2020-465-0020 R | PR Supr RegSch Trav Conf  | -1.90                   |                       |
|                               |          |  | A115-2110-465-0100 R | PR SchISuppt Trav Conf    |                         | 1.90                  |
| 03/01/2023                    | 024854   | TO PAY FOR MEMBERSHIPS FOR EC AND SC   | A620-1430-400-0430 R | PER Contracted Services   | -180.00                 |                       |
|                               |          |  | A620-1430-468-0430 R | PER Memberships           |                         | 180.00                |
| 03/09/2023                    | 024948   | To provide funds for Junior Library Guild Annual Purchase Fee  | A340-2610-500-0610 R | SHS Library Supplies      | -42.31                  |                       |
|                               |          |  | A340-2610-400-0610 R | SHS Library Contr Svc     |                         | 42.31                 |
| 03/03/2023                    | 024969   | TO PROVIDE FUNDS FOR SEWING MACHINE ORDER  | A232-2110-500-0100 R | CR SchISuppt Supplies     | -167.24                 |                       |
|                               |          |  | A232-2110-500-0143 R | CR HomeCar Supplies       |                         | 167.24                |
| 03/03/2023                    | 024970   | TO PROVIDE FUNDS FOR EMATH INSTRUCTION PO  | A232-2110-468-0158 R | CR Math Memberships       | -272.78                 |                       |
|                               |          |  | A232-2110-400-0100 R | CR SchISuppt Contr Svc    |                         | 272.78                |
| 03/03/2023                    | 024987   | To cover ITS travel conference   | A530-2630-468-0630 R | ITS Computer Inst Members | -53.32                  |                       |
|                               |          |  | A530-2630-465-0630 R | ITS Computer Inst TravCon |                         | 53.32                 |
| 03/03/2023                    | 024995   | to cover MCDougall Invoice   | A630-1480-200-0480 R | INF Equipment             | -200.00                 |                       |
|                               |          |  | A630-1480-400-0480 R | INF Contracted Services   |                         | 200.00                |
| 03/16/2023                    | 024997   | To provide funds for field trip bus transportation.  | A341-2610-500-0610 R | MHS Library Supplies      | -637.98                 |                       |
|                               |          |  | A341-2610-400-0610 R | MHS Library Contr Svc     |                         | 637.98                |
| 03/08/2023                    | 025058   | TO PROVIDE FUNDS FOR WL SUPPLY ORDERS  | A232-2110-468-0134 R | CR World Lang Membership  | -150.00                 |                       |
|                               |          |  | A232-2110-500-0134 R | CR World Lang Supplies    |                         | 150.00                |
| 03/09/2023                    | 025059   | TO SUPPLEMENT THE COST OF ASCA MEMBERSHIP FOR ERIC DOMROES   | A341-2810-500-0810 R | MHS Counseling Supplies   | -29.00                  |                       |
|                               |          |  | A341-2810-468-0810 R | MHS Counseling Membership |                         | 29.00                 |
| 03/03/2023                    | 025269   | Budget transfer from Consultants to Supplies to:<br>Replace three aging office chairs including executive chair - \$864.76<br>Replace five worn laptop bags - \$264.94 | A550-2060-422-0060 R | DAT Consultants           | -1,129.70               |                       |
|                               |          |  | A550-2060-500-0060 R | DAT Supplies & Materials  |                         | 1,129.70              |
| 03/03/2023                    | 025270   | Transfer \$ to pay for overage for Unified Basketball Team Shirts  | A420-2250-500-2255 R | SpEd Sv Speech Supplies   | -205.00                 |                       |

|            |        |   |                      |                          |           |
|------------|--------|---|----------------------|--------------------------|-----------|
|            |        |   | A200-2250-500-2257 R | Sp Ed-Unified Sprts Supp | 205.00    |
| 03/04/2023 | 025318 | TO PROVIDE FUNDS FOR END OF YR INSTRUMENT CLEAN/REPAIRS                                 |                      |                          |           |
|            |        |   | A117-2110-500-0100 R | TR SchlSuppt Supplies    | -725.00   |
|            |        |   | A117-2110-455-0164 R | TR Music Instr Equip Rpr | 725.00    |
| 03/08/2023 | 025330 | TO PROVIDE FUNDS FOR E-MATH PND-03558   |                      |                          |           |
|            |        |   | A232-2110-500-0100 R | CR SchlSuppt Supplies    | -27.22    |
|            |        |   | A232-2110-400-0100 R | CR SchlSuppt Contr Svc   | 27.22     |
| 03/06/2023 | 025338 | FOR JRE ART SUPPLIES FUNDED BY SQUARE 1 ART DONATION FROM JRE PTSA                      |                      |                          |           |
|            |        |   | A830-9060-800-0868 R | BEN Medicare Part B      | -1,400.00 |
|            |        |   | A113-2110-500-0113 R | JR Art Supplies          | 1,400.00  |
| 03/07/2023 | 025359 | For LETRS training Anselm/Gulisano  |                      |                          |           |
|            |        |   | A115-2020-465-0020 R | PR Supr RegSch Trav Conf | -250.00   |
|            |        |   | A115-2110-465-0100 R | PR SchlSuppt Trav Conf   | 250.00    |
| 03/06/2023 | 025396 | To cover cost of ASBO Ed Summit for MV and LR   |                      |                          |           |
|            |        |   | A830-9040-800-0804 R | BEN Workers Compensation | -3,000.00 |
|            |        |   | A610-1310-465-0310 R | FIN BusAdmn Trav & Conf  | 3,000.00  |
| 03/08/2023 | 025426 | TO PROVIDE FUNDS FOR MATH SUPPLY ORDERS   |                      |                          |           |
|            |        |   | A232-2110-406-0158 R | CR Math Entry Fees       | -457.00   |
|            |        |   | A232-2110-468-0158 R | CR Math Memberships      | -27.22    |
|            |        |   | A232-2110-500-0158 R | CR Math Supplies         | 484.22    |
| 03/09/2023 | 025587 | TO PROVIDE FUNDS FOR SCIENCE OLYMPIAD PO  |                      |                          |           |
|            |        |   | A232-2110-500-0100 R | CR SchlSuppt Supplies    | -87.50    |
|            |        |   | A232-2110-500-0176 R | CR Science Supplies      | -87.50    |
|            |        |   | A232-2110-400-0100 R | CR SchlSuppt Contr Svc   | 175.00    |
| 03/09/2023 | 025594 | TO PROVIDE FUNDS FOR WORLD LANGUAGE CREPE FESTIVAL                                      |                      |                          |           |
|            |        |   | A232-2110-468-0134 R | CR World Lang Membership | -100.00   |
|            |        |   | A232-2110-500-0143 R | CR HomeCar Supplies      | 100.00    |
| 03/10/2023 | 025648 | TO COVER COST OF NYS SCIENCE OLYMPIAD STATE TOURNAMENT                                  |                      |                          |           |
|            |        |   | A231-2110-500-0100 R | BR SchlSuppt Supplies    | -122.67   |
|            |        |   | A231-2110-400-0100 R | BR SchlSuppt Contr Svc   | 122.67    |
| 03/14/2023 | 025664 | Move \$ in order to cover Unified Basketball shirt cost for middle schools              |                      |                          |           |
|            |        |   | A410-2250-500-2251 R | SpEd Office Supplies     | -60.00    |
|            |        |   | A200-2250-500-2257 R | Sp Ed-Unified Sprts Supp | 60.00     |
| 03/14/2023 | 026192 | TO PROVIDE ADDITIONAL FUNDS FOR INTERPRETEK PO #3223-02674                              |                      |                          |           |
|            |        |   | A232-2110-500-0100 R | CR SchlSuppt Supplies    | -390.00   |
|            |        |   | A232-2110-400-0100 R | CR SchlSuppt Contr Svc   | 390.00    |
| 03/15/2023 | 026202 | To provide funds for purchase of library workbench and stools for student activity use. |                      |                          |           |
|            |        |   | A231-2610-400-0610 R | BR Library Contr Svc     | -155.12   |
|            |        |   | A231-2610-500-0610 R | BR Library Supplies      | 155.12    |
| 03/17/2023 | 026217 | To pay for interpreter  |                      |                          |           |
|            |        |   | A115-2020-465-0020 R | PR Supr RegSch Trav Conf | -80.00    |
|            |        |   | A115-2110-400-0100 R | PR SchlSuppt Contr Svc   | 80.00     |
| 03/22/2023 | 026300 | TO TRANSFER FUNDS TO PAY FOR SPRING TRACK & FIELD INVITATIONALS                         |                      |                          |           |
|            |        |   | A300-2855-468-0855 R | HS Athletics Memberships | -1,500.00 |
|            |        |   | A300-2855-406-0855 R | HS Athletics Entry Fees  | 1,500.00  |
| 03/14/2023 | 026377 | TO PROVIDE FUNDS FOR PAPER ORDERS   |                      |                          |           |
|            |        |   | A232-2110-500-0140 R | CR HealthEd Supplies     | -7.09     |

|            |        |   |                      |                           |             |            |
|------------|--------|---|----------------------|---------------------------|-------------|------------|
|            |        |   | A232-2250-500-2250 R | CR SpEd Supplies          | -36.82      |            |
|            |        |   | A232-2110-506-0100 R | CR SchISuppt Copy Paper   |             | 43.91      |
| 03/15/2023 | 026391 | TO COVER COST OF NECESSARY SUPPLIES FOR HEALTH OFFICE   |                      |                           |             |            |
|            |        |   | A231-2110-500-0100 R | BR SchISuppt Supplies     | -30.36      |            |
|            |        |   | A231-2815-500-0815 R | BR HealthSv Supplies      |             | 30.36      |
| 03/14/2023 | 026441 | Transfer funds to cover two way radios  |                      |                           |             |            |
|            |        |   | A113-2020-465-0020 R | JR Supr RegSch Trav Conf  | -560.00     |            |
|            |        |   | A113-2020-466-0020 R | JR Supr RegSch Mileage    | -200.00     |            |
|            |        |   | A113-2020-468-0020 R | JR Supr RegSch Membership | -300.00     |            |
|            |        |   | A113-2020-500-0020 R | JR Supr RegSch Supplies   | -234.24     |            |
|            |        |   | A113-2110-500-0100 R | JR SchISuppt Supplies     |             | 1,294.24   |
| 03/14/2023 | 026442 | Budget transfer to cover increased mileage requests. Need to transport assessments to BOCES for scoring, Data Team providing increased building training in preparation for Computer Based Testing. Travel for meetings has returned to prepandemic levels. |                      |                           |             |            |
|            |        |   | A550-2060-468-0060 R | DAT Memberships           | -345.00     |            |
|            |        |   | A550-2060-466-0060 R | DAT Mileage               |             | 345.00     |
| 03/15/2023 | 026460 | TO FUND 1:1 DEVICE PROGRAM PURCHASES FOR GRADE 3 AS APPROVED BY THE BOE 3/14/2023   |                      |                           |             |            |
|            |        |   | A830-9060-800-0809 R | BEN Hospital Medical      | -400,000.00 |            |
|            |        |   | A530-2630-491-0630 R | ITS-Comp Equip BOCES      |             | 400,000.00 |
| 03/15/2023 | 026462 | TO APPROVE BUDGET TRANSFER FOR TECHNOLOGY STORAGE SYSTEM AS APPROVED BY BOE ON 3/14/2023  |                      |                           |             |            |
|            |        |   | A830-9010-800-0800 R | BEN Employee Retirement   | -125,000.00 |            |
|            |        |   | A830-9020-800-0801 R | BEN Teachers Retirement   | -300,000.00 |            |
|            |        |   | A530-2630-491-0630 R | ITS-Comp Equip BOCES      |             | 425,000.00 |
| 03/15/2023 | 026475 | To cover cost of CS membership to NSTA.   |                      |                           |             |            |
|            |        |   | A511-2010-465-0076 R | STD Science Trav Conf     | -65.00      |            |
|            |        |   | A511-2010-468-0076 R | STD Science Memberships   |             | 65.00      |
| 03/15/2023 | 026499 | To increase McDougall Contract by \$3,000 (PO # 052302238)  |                      |                           |             |            |
|            |        |   | A630-1480-500-0480 R | INF Supplies & Materials  | -2,000.00   |            |
|            |        |   | A630-1480-503-0480 R | INF Media Supplies        | -1,000.00   |            |
|            |        |   | A630-1480-400-0480 R | INF Contracted Services   |             | 3,000.00   |
| 03/17/2023 | 026581 | Transfer funds to pay for APE Supplies  |                      |                           |             |            |
|            |        |   | A420-2250-500-2255 R | SpEd Sv Speech Supplies   | -242.99     |            |
|            |        |   | A420-2250-500-2256 R | SpEd Sv Adapt PE Supplies |             | 242.99     |
| 03/23/2023 | 026583 | Funding needed for processing and cataloging of books and for bus transportation for a field trip.  |                      |                           |             |            |
|            |        |   | A341-2610-500-0610 R | MHS Library Supplies      | -299.15     |            |
|            |        |   | A341-2610-400-0610 R | MHS Library Contr Svc     |             | 299.15     |
| 03/20/2023 | 026639 | To cover cost for Library media tower & teacher chair   |                      |                           |             |            |
|            |        |   | A113-2110-400-0100 R | JR SchISuppt Contr Svc    | -265.00     |            |
|            |        |   | A113-2110-403-0110 R | JR Tch RegSch Field Trips | -300.00     |            |
|            |        |   | A113-2110-406-0110 R | JR Tch RegSch Entry Fees  | -300.00     |            |
|            |        |   | A113-2250-500-2250 R | JR SpEd Supplies          | -93.12      |            |
|            |        |   | A113-2810-500-0810 R | JR Counseling Supplies    | -72.50      |            |
|            |        |   | A113-2110-500-0100 R | JR SchISuppt Supplies     |             | 1,030.62   |
| 03/17/2023 | 026645 | To cover the purchase library supplies.   |                      |                           |             |            |
|            |        |   | A231-2610-400-0610 R | BR Library Contr Svc      | -359.52     |            |
|            |        |   | A231-2610-500-0610 R | BR Library Supplies       |             | 359.52     |

|            |        |  |                      |                           |           |          |
|------------|--------|--|----------------------|---------------------------|-----------|----------|
| 03/20/2023 | 026727 | To cover Orchestra supplies  | A113-2610-500-0610 R | JR Library Supplies       | -7.75     |          |
|            |        |  | A113-2815-455-0815 R | JR HealthSv Equip Rpr     | -28.00    |          |
|            |        |  | A113-2110-500-0164 R | JR Music Instr Supplies   |           | 35.75    |
| 03/21/2023 | 026752 | To purchase instrumental supplies.   | A341-2110-406-0164 R | MHS Music Instr Entry Fee | -250.00   |          |
|            |        |  | A341-2110-500-0164 R | MHS Music Instr Supplies  |           | 250.00   |
| 03/21/2023 | 026754 | To cover PO for Ink Cartridges for Instructional Materials Center                                      | A540-2070-400-0173 R | ProfDev Contracted Svc    | -162.00   |          |
|            |        |  | A540-2070-505-0173 R | ProfDev Print & Tonr Cart |           | 162.00   |
| 03/23/2023 | 026755 | TO PROVIDE FUNDS FOR COPIER PAPER  | A232-2110-500-0100 R | CR SchISuppt Supplies     | -976.06   |          |
|            |        |  | A232-2110-506-0100 R | CR SchISuppt Copy Paper   |           | 976.06   |
| 03/22/2023 | 026761 | To cover orchestra suopplies   | A113-2610-500-0610 R | JR Library Supplies       | -0.50     |          |
|            |        |  | A113-2110-500-0164 R | JR Music Instr Supplies   |           | 0.50     |
| 03/23/2023 | 026804 | To cover cost of paper on PO # PND-3812  | A340-2110-500-0100 R | SHS SchISuppt Supplies    | -524.20   |          |
|            |        |  | A340-2110-506-0100 R | SHS SchI Suppt Copy Paper |           | 524.20   |
| 03/23/2023 | 026805 | TO SUPPLEMENT TEXTBOOK BUDGET IN ORDER TO PURCHASE ENGLISH BOOKS                                       | A231-2110-500-0152 R | BR English Supplies       | -472.89   |          |
|            |        |  | A231-2110-480-0100 R | BR SchISuppt Textbooks    |           | 472.89   |
| 03/23/2023 | 026810 | To cover PO negative balance   | A540-2070-400-0173 R | ProfDev Contracted Svc    | -13.08    |          |
|            |        |  | A540-2070-500-0173 R | ProfDev Supplies & Matls  |           | 13.08    |
| 03/23/2023 | 026850 | COLORED PAPER PURCHASE FOR COUNSELING DEPT. (PO 4123-03308)  | A341-2810-500-0810 R | MHS Counseling Supplies   | -7.21     |          |
|            |        |  | A341-2110-506-0100 R | MHS SchI Suppt Copy Paper |           | 7.21     |
| 03/23/2023 | 026941 | To zero out all accounts and use supply \$ to order TC books   | A540-2070-400-0173 R | ProfDev Contracted Svc    | -501.27   |          |
|            |        |  | A540-2070-468-0173 R | ProfDev Memberships       | -11.00    |          |
|            |        |  | A540-2070-505-0173 R | ProfDev Print & Tonr Cart | -0.29     |          |
|            |        |  | A540-2070-506-0173 R | ProfDev Copy Paper        | -53.37    |          |
|            |        |  | A540-2070-500-0173 R | ProfDev Supplies & Matls  |           | 565.93   |
| 03/23/2023 | 026950 | To fund purchase of two Qualtrics Platform Essentials Certification Exams for professional development | A550-2060-422-0060 R | DAT Consultants           | -200.00   |          |
|            |        |  | A530-2630-400-0630 R | ITS Computer Inst ContrSv |           | 200.00   |
| 03/24/2023 | 027030 | To provide funds teacher conference attendance   | A112-2020-465-0020 R | AC Supr RegSch Trav Conf  | -2,000.00 |          |
|            |        |  | A112-2110-465-0100 R | AC SchISuppt Trav Conf    |           | 2,000.00 |
| 03/27/2023 | 027095 | Transfer \$ to pay for JJ conference   | A420-2250-500-2255 R | SpEd Sv Speech Supplies   | -464.00   |          |
|            |        |  | A410-2250-465-2251 R | SpEd Office Trav Conf     |           | 464.00   |
| 03/27/2023 | 027134 | To provide funds for portable restroom rental.   | A300-2855-500-0855 R | HS Athletics Supplies     | -160.31   |          |
|            |        |  | A300-2855-400-0855 R | HS Athletics Contr Svc    |           | 160.31   |
| 03/29/2023 | 027139 | TO COVER THE COST OF QUARTERLY RENTAL FOR 3 WATER COOLERS  |                      |                           |           |          |



|            |        |  |                      |                           |             |            |
|------------|--------|--|----------------------|---------------------------|-------------|------------|
|            |        |  | A231-2110-500-0100 R | BR SchlSuppt Supplies     | -22.50      |            |
|            |        |  | A231-2110-400-0100 R | BR SchlSuppt Contr Svc    |             | 22.50      |
| 03/30/2023 | 027142 | Transfer funds to pay for APE life jackets   |                      |                           |             |            |
|            |        |  | A410-2250-500-2251 R | SpEd Office Supplies      | -545.00     |            |
|            |        |  | A420-2250-500-2256 R | SpEd Sv Adapt PE Supplies |             | 545.00     |
| 03/28/2023 | 027196 | To cover the cost of converting Nurse's Office software  |                      |                           |             |            |
|            |        |  | A520-2830-465-0830 R | PS Travel and Conference  | -1,600.00   |            |
|            |        |  | A520-2830-466-0830 R | PS Mileage                | -1,600.00   |            |
|            |        |  | A530-2630-490-0630 R | ITS Computer Inst BOCES   |             | 3,200.00   |
| 03/29/2023 | 027203 | TO COVER COST OF TRANSPORTATION FOR ROBOTICS TO RIT - PND-03817                                      |                      |                           |             |            |
|            |        |  | A340-2110-500-0100 R | SHS SchlSuppt Supplies    | -595.00     |            |
|            |        |  | A340-2110-403-0110 R | SHS Tch RegSch Field Trip |             | 595.00     |
| 03/28/2023 | 027221 | TO PROVIDE FUNDS FOR WORLD LANGUAGE PAPER ORDER  |                      |                           |             |            |
|            |        |  | A232-2110-500-0134 R | CR World Lang Supplies    | -23.30      |            |
|            |        |  | A232-2110-506-0100 R | CR SchlSuppt Copy Paper   |             | 23.30      |
| 03/28/2023 | 027249 | To purchase cleaning products and gym floor finishes   |                      |                           |             |            |
|            |        |  | A640-1621-164-0621 R | OM Custodial Salary       | -125,000.00 |            |
|            |        |  | A640-1621-500-0621 R | OM Maint/Cust Supplies    |             | 125,000.00 |
| 03/28/2023 | 027258 | To purchase gym wall pads at PRE and playground baskets at MCE and PRE                               |                      |                           |             |            |
|            |        |  | A640-1620-400-0625 R | OM Security Contr Svc     | -50,000.00  |            |
|            |        |  | A640-1620-500-0620 R | OM Supplies               |             | 50,000.00  |
| 03/28/2023 | 027260 | For paving services  |                      |                           |             |            |
|            |        |  | A640-1620-164-0620 R | OM Maintenance/Custodial  | -50,000.00  |            |
|            |        |  | A640-1620-400-0620 R | OM Contracted Services    |             | 50,000.00  |
| 03/31/2023 | 027277 | To cover the cost of supplies through year end.  |                      |                           |             |            |
|            |        |  | A114-2610-455-0610 R | MC Library Equip Rpr      | -250.00     |            |
|            |        |  | A114-2610-500-0610 R | MC Library Supplies       |             | 250.00     |
| 03/29/2023 | 027283 | To cover costs for the Interim Asst. Director of Finance   |                      |                           |             |            |
|            |        |  | A830-9010-800-0800 R | BEN Employee Retirement   | -20,000.00  |            |
|            |        |  | A610-1310-400-0310 R | FIN BusAdmn Contr Svc     |             | 20,000.00  |
| 03/29/2023 | 027291 | TO COVER THE ANTICIPATED COSTS OF INTERPRETATION NEEDS FOR REMAINDER OF SCHOOL YEAR                  |                      |                           |             |            |
|            |        |  | A231-2110-500-0100 R | BR SchlSuppt Supplies     | -500.00     |            |
|            |        |  | A231-2110-400-0100 R | BR SchlSuppt Contr Svc    |             | 500.00     |
| 03/29/2023 | 027310 | To cover salary for part-time print shop staff member  |                      |                           |             |            |
|            |        |  | A830-9010-800-0800 R | BEN Employee Retirement   | -14,000.00  |            |
|            |        |  | A650-1670-161-0670 R | Print & Mail Clerk Salary |             | 14,000.00  |
| 03/30/2023 | 027331 | To pay for Book of the Month   |                      |                           |             |            |
|            |        |  | A115-2110-200-0110 R | PR Tch RegSch Equipment   | -415.76     |            |
|            |        |  | A115-2610-500-0610 R | PR Library Supplies       |             | 415.76     |
| 03/31/2023 | 027408 | To purchase year end supplies and datebooks  |                      |                           |             |            |
|            |        |  | A115-2110-200-0110 R | PR Tch RegSch Equipment   | -284.24     |            |
|            |        |  | A115-2110-500-0100 R | PR SchlSuppt Supplies     |             | 284.24     |
| 03/31/2023 | 027435 | TO PAY FOR ADDITIONAL ICE RINK RENTAL DUE TO ICE HOCKEY TEAM QUALIFYING FOR THE STATE CHAMPIONSHIPS. |                      |                           |             |            |
|            |        |  | A300-2855-500-0855 R | HS Athletics Supplies     | -2,200.00   |            |
|            |        |  | A300-2855-409-0855 R | HS Athletics Hockey Rent  |             | 2,200.00   |
| 03/31/2023 | 027464 | TO TRANSFER FUNDS FOR TECH DEPT EDD PROJECT FUNDED BY GRANT  |                      |                           |             |            |

03/31/2023 027517 To provide funds for negative budget codes

|                      |                           |            |           |
|----------------------|---------------------------|------------|-----------|
| A830-9050-800-0806 R | BEN Unemployment Insuranc | -500.00    |           |
| A340-2110-500-0149 R | SHS Technology Supplies   |            | 500.00    |
| A112-2815-173-0815 R | AC HealthSv OT/Extra Hr   | -119.38    |           |
| A113-2250-121-2250 R | JR SpEd Tchr Salary       | -18,330.79 |           |
| A300-2855-139-0855 R | HS Athletics Other Employ | -2,224.35  |           |
| A341-2020-161-0020 R | MHS Supr RegSch Clerk Sal | -17,273.94 |           |
| A341-2110-162-0100 R | MHS SchlSuppt Para Sal    | -22,230.09 |           |
| A341-2810-161-0810 R | MHS Counseling Clerk Sala | -4,020.09  |           |
| A440-2830-121-0838 R | SPSV Behav Spec Elem Tchr | -570.17    |           |
| A510-2010-153-0010 R | CURINS Summer Tchr        | -1,341.09  |           |
| A540-2070-120-0173 R | ProfDev TC TOSA           | -664.69    |           |
| A640-1620-164-0620 R | OM Maintenance/Custodial  | -1,716.69  |           |
| A830-9010-800-0800 R | BEN Employee Retirement   | -1,951.37  |           |
| A830-9020-800-0801 R | BEN Teachers Retirement   | -23,873.32 |           |
| A100-2110-466-0100 R | ES SchlSuppt Mileage      |            | 628.80    |
| A112-2020-161-0020 R | AC Supr RegSch Clerk Sal  |            | 1,815.20  |
| A112-2110-173-0100 R | AC SchlSuppt OT/Extra Hr  |            | 176.34    |
| A113-2020-150-0020 R | JR Supr RegSch Admn Sal   |            | 8,325.00  |
| A113-2020-161-0020 R | JR Supr RegSch Clerk Sal  |            | 1,783.29  |
| A113-2110-162-0100 R | JR SchlSuppt Para Salary  |            | 514.27    |
| A113-2110-173-0100 R | JR SchlSuppt OT/Extra Hr  |            | 454.64    |
| A114-2020-161-0020 R | MC Supr RegSch Clerk Sal  |            | 1,187.90  |
| A114-2110-145-0100 R | MC SchlSuppt Proctors     |            | 450.34    |
| A115-2020-161-0020 R | PR Supr RegSch Clerk Sal  |            | 1,561.40  |
| A115-2110-162-0100 R | PR SchlSuppt Para Salary  |            | 1,986.48  |
| A115-2110-173-0100 R | PR SchlSuppt OT/Extra Hr  |            | 34.02     |
| A115-2110-400-0100 R | PR SchlSuppt Contr Svc    |            | 20.00     |
| A117-2110-146-0100 R | TR SchlSuppt InSv Paymts  |            | 417.04    |
| A117-2110-169-0100 R | TR SchlSuppt Para Subs    |            | 2,214.93  |
| A117-2110-173-0100 R | TR SchlSuppt OT/Extra Hr  |            | 192.39    |
| A200-2855-139-0855 R | MS Athletics-Other Employ |            | 124.36    |
| A231-2020-161-0020 R | BR Supr RegSch Clerk Sal  |            | 1,130.67  |
| A232-2020-161-0020 R | CR Supr RegSch Clerk Sal  |            | 1,470.48  |
| A232-2110-162-0100 R | CR SchlSuppt Para Salary  |            | 509.02    |
| A232-2250-131-2250 R | CR SpEd Tchr Salary       |            | 18,330.79 |
| A300-2110-466-0100 R | HS SchlSuppt Mileage      |            | 937.94    |
| A300-2855-161-0855 R | HS Athletics Clerk Salary |            | 2,099.99  |
| A340-2110-161-0100 R | SHS SchlSuppt Clerk Sal   |            | 10,764.08 |
| A340-2810-161-0810 R | SHS Counseling Clerk Sala |            | 4,020.09  |
| A340-2815-173-0815 R | SHS HealthSv OT/Extra Hr  |            | 89.74     |
| A341-2110-168-0100 R | MHS SchlSuppt Clerk Subs  |            | 2,929.80  |
| A341-2815-173-0815 R | MHS HealthSv OT/Extra Hr  |            | 29.64     |
| A440-2830-161-0833 R | SPSV CareerInt Clerk Sala |            | 570.17    |
| A510-2010-161-0010 R | CURINS Clerk Salary       |            | 1,341.09  |
| A530-2630-161-0630 R | ITS Computer Inst Clerk S |            | 1,951.37  |
| A540-2070-161-0173 R | ProfDev TC Clerical Salar |            | 664.69    |

A610-1310-150-0310 R

FIN BusAdmn Salary

10,000.00

A610-1310-180-0310 R

FIN BusAdmn Sup/Tech Sal

13,873.32

A640-1620-161-0620 R

OM Clerical Salary

1,716.69

**Total for Fund A - GENERAL FUND**

**-1,210,932.95**

**1,210,932.95**

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

Heather L Reister

KL

Date of Treasurer's Report for BOE review

April 18, 2023

Date Completed

4/00/23

Person Completing

Cheryl Muscarella

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

**Allen Creek Elementary School**

| <u>Club/Activity</u> | Beginning<br>Balance<br>July 1, 2022 | Receipts        | Disbursements | Ending<br>Balance<br>March 31, 2023 |
|----------------------|--------------------------------------|-----------------|---------------|-------------------------------------|
| Student Council      | \$ 1,523.62                          | \$ 26.90        | \$ -          | \$ 1,550.52                         |
| Sales Tax Payable    | -                                    | -               | -             | -                                   |
|                      | <u>\$ 1,523.62</u>                   | <u>\$ 26.90</u> | <u>\$ -</u>   | <u>\$ 1,550.52</u>                  |

**Reconciliation of Cash Balances:**

**Checking Account**

|   |                           |
|---|---------------------------|
| Bank Statement Balance at End of Month    | \$ 1,550.52               |
| Less Outstanding Checks                   | -                         |
| Plus NSF Check                            | -                         |
| <b>Total Cash Balance at End of Month</b> | <u><u>\$ 1,550.52</u></u> |

**Jefferson Road Elementary School**

| <u>Club/Activity</u> | Beginning<br>Balance<br>July 1, 2022 | Receipts           | Disbursements      | Ending<br>Balance<br>March 31, 2023 |
|----------------------|--------------------------------------|--------------------|--------------------|-------------------------------------|
| Student Council      | \$ 2,277.46                          | \$ 3,270.15        | \$ 3,501.80        | \$ 2,045.81                         |
| Sales Tax            | -                                    | -                  | -                  | -                                   |
|                      | <u>\$ 2,277.46</u>                   | <u>\$ 3,270.15</u> | <u>\$ 3,501.80</u> | <u>\$ 2,045.81</u>                  |

**Reconciliation of Cash Balances:**

**Checking Account**

|   |                           |
|---|---------------------------|
| Bank Statement Balance at End of Month    | \$ 5,315.96               |
| Less Outstanding Checks                   | (3,270.15)                |
| Plus Outstanding Receipts                 | -                         |
| <b>Total Cash Balance at End of Month</b> | <u><u>\$ 2,045.81</u></u> |

**Mendon Center Elementary School**

| <u>Club/Activity</u> | Beginning<br>Balance<br>July 1, 2022 | Receipts           | Disbursements      | Ending<br>Balance<br>March 31, 2023 |
|----------------------|--------------------------------------|--------------------|--------------------|-------------------------------------|
| Student Council      | \$ 3,919.27                          | -                  | -                  | \$ 3,919.27                         |
| Bookstore            | 12,429.86                            | 2,317.74           | 1,325.14           | 13,422.46                           |
| Ski Club             | 1,129.17                             | 3,700.00           | 4,740.00           | 89.17                               |
| Sales Tax            | 165.50                               | 184.31             | 328.98             | 20.83                               |
|                      | <u>\$ 17,643.80</u>                  | <u>\$ 6,202.05</u> | <u>\$ 6,394.12</u> | <u>\$ 17,451.73</u>                 |

**Reconciliation of Cash Balances:**

**Checking Account**

|   |                            |
|---|----------------------------|
| Bank Statement Balance at End of Month    | \$ 17,451.73               |
| Less Outstanding Checks                   | -                          |
| Plus Outstanding Receipts                 | -                          |
| Plus Outstanding Receipts - NSF checks    | -                          |
| <b>Total Cash Balance at End of Month</b> | <u><u>\$ 17,451.73</u></u> |

**Park Road Elementary**

| <u>Club/Activity</u> | Beginning<br>Balance<br>July 1, 2022 | Receipts           | Disbursements      | Ending<br>Balance<br>March 31, 2023 |
|----------------------|--------------------------------------|--------------------|--------------------|-------------------------------------|
| Student Council      | \$ 2,975.32                          | -                  | -                  | \$ 2,975.32                         |
| Ski Club             | 330.11                               | 5,220.00           | 4,921.68           | 628.43                              |
| Sales Tax            | -                                    | -                  | -                  | -                                   |
|                      | <u>\$ 3,305.43</u>                   | <u>\$ 5,220.00</u> | <u>\$ 4,921.68</u> | <u>\$ 3,603.75</u>                  |

**Reconciliation of Cash Balances:**

**Checking Account**

|   |                           |
|---|---------------------------|
| Bank Statement Balance at End of Month          | \$ 3,603.75               |
| Less Outstanding Checks                         | -                         |
| Plus Outstanding Receipts - Deposits in Transit | -                         |
| <b>Total Cash Balance at End of Month</b>       | <u><u>\$ 3,603.75</u></u> |

**Thornell Road Elementary School**

| <u>Club/Activity</u> | Beginning<br>Balance | Receipts           | Disbursements      | Ending<br>Balance  |
|----------------------|----------------------|--------------------|--------------------|--------------------|
|                      | July 1, 2022         |                    |                    | March 31, 2023     |
| Student Council      | \$ 3,128.08          | \$ 1,228.00        | \$ 1,228.00        | \$ 3,128.08        |
| Ski Club             | 533.02               | 6,121.15           | 5,723.45           | 930.72             |
| Sales Tax            | -                    | 13.85              | 13.85              | -                  |
|                      | <u>\$ 3,379.67</u>   | <u>\$ 7,363.00</u> | <u>\$ 6,965.30</u> | <u>\$ 4,058.80</u> |

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

|   |                    |
|---|--------------------|
| Bank Statement Balance at End of Month    | \$ 4,058.80        |
| Less Outstanding Checks                   | -                  |
| Plus Outstanding Receipts                 | -                  |
| <b>Total Cash Balance at End of Month</b> | <u>\$ 4,058.80</u> |

**Barker Road Middle School**

| <u>Club/Activity</u> | Beginning<br>Balance | Receipts            | Disbursements       | Ending<br>Balance   |
|----------------------|----------------------|---------------------|---------------------|---------------------|
|                      | July 1, 2022         |                     |                     | March 31, 2023      |
| Adventure Club       | \$ 2,090.14          | \$ 5,765.00         | \$ 6,616.60         | \$ 1,238.54         |
| Art Club             | 31.58                | -                   | -                   | 31.58               |
| Bookstore            | 5,418.38             | 525.40              | 654.84              | 5,288.94            |
| Drama Club           | 13,733.54            | 18,118.00           | 19,407.03           | 12,444.51           |
| Science Olympiad     | 575.84               | 2,415.00            | 1,199.00            | 1,791.84            |
| Home & Careers       | 737.24               | 1,790.00            | 2,064.96            | 462.28              |
| Latin Club           | 1.48                 | -                   | -                   | 1.48                |
| Music Activities     | 10,183.22            | 2,055.00            | 4,661.22            | 7,577.00            |
| Ski Club             | 6,216.58             | 30,340.00           | 33,078.75           | 3,477.83            |
| Student Council      | 13,506.54            | 36,254.90           | 27,932.32           | 21,829.12           |
| Yearbook             | 318.37               | -                   | -                   | 318.37              |
| Sales Tax            | 368.56               | 203.64              | 489.10              | 83.10               |
|                      | <u>\$ 43,406.17</u>  | <u>\$ 97,466.94</u> | <u>\$ 96,103.82</u> | <u>\$ 54,544.59</u> |

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

|   |                     |
|---|---------------------|
| Bank Statement Balance at End of Month    | \$ 55,770.79        |
| Less Outstanding Checks                   | (1,226.00)          |
| Plus Outstanding Receipts                 | -                   |
| Plus NSF Check                            | -                   |
| <b>Total Cash Balance at End of Month</b> | <u>\$ 54,544.79</u> |

**Calkins Road Middle School**

| <u>Club/Activity</u> | Beginning<br>Balance | Receipts            | Disbursements       | Ending<br>Balance   |
|----------------------|----------------------|---------------------|---------------------|---------------------|
|                      | July 1, 2022         |                     |                     | March 31, 2023      |
| Best Buddies         | \$ 15.00             | \$ -                | \$ 15.00            | \$ -                |
| Blue Team            | 1,302.09             | 9,156.00            | 7,178.09            | 3,280.00            |
| Bookstore            | 1,311.83             | 716.75              | 658.67              | 1,369.91            |
| Drama Club           | 16,909.56            | 24,274.43           | 29,212.24           | 11,971.75           |
| Home & Careers       | 2,816.97             | 2,431.42            | 3,649.49            | 1,598.90            |
| Latin Club           | 1,020.30             | 325.00              | 325.00              | 1,020.30            |
| Maroon Team          | -                    | -                   | -                   | -                   |
| Music Activities     | 5,801.93             | 17,225.25           | 12,180.12           | 10,847.06           |
| Principal's Cabinet  | 37.23                | -                   | -                   | 37.23               |
| Science Olympiad     | 116.69               | 356.34              | 392.19              | 80.84               |
| Ski Club             | 1,045.98             | 23,100.00           | 22,443.75           | 1,702.23            |
| Spanish Club         | 1,305.60             | -                   | -                   | 1,305.60            |
| Student Council      | 5,459.51             | 4,454.39            | 4,047.09            | 5,866.81            |
| WEB Leaders          | -                    | 10.00               | -                   | 10.00               |
| Yearbook             | 10,271.42            | -                   | 1,168.91            | 9,102.51            |
| Sales Tax Payable    | 50.73                | 382.86              | 424.15              | 9.44                |
|                      | <u>\$ 47,464.84</u>  | <u>\$ 82,432.44</u> | <u>\$ 81,694.70</u> | <u>\$ 48,202.58</u> |

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

|   |                     |
|---|---------------------|
| Bank Statement Balance at End of Month    | \$ 55,020.16        |
| Less Outstanding Checks                   | (6,877.58)          |
| Plus Outstanding Receipts                 | -                   |
| Plus NSF Check                            | 60.00               |
| Plus Bank Service Charges                 | -                   |
| <b>Total Cash Balance at End of Month</b> | <u>\$ 48,202.58</u> |

**Sutherland High School**

| <u>Club/Activity</u>  | <b>Beginning<br/>Balance<br/>July 1, 2022</b> | <b>Receipts</b>     | <b>Disbursements</b> | <b>Ending<br/>Balance<br/>March 31, 2023</b> |
|-----------------------|---|---------------------|----------------------|--|
| Class of 2022         | 6,107.63                                      | \$ -                | \$ 6,107.63          | -  |
| Class of 2023         | 2,936.19                                      | 9,439.68            | 5,789.67             | 6,586.20                                     |
| Class of 2024         | 1,527.45                                      | 4,712.67            | 781.20               | 5,458.92                                     |
| Class of 2025         | 2,212.79                                      | 1,894.23            | 1,127.95             | 2,979.07                                     |
| Class of 2026         | -   | 2,283.65            | 780.03               | 1,503.62                                     |
| Band                  | 1,075.62                                      | 3,362.92            | 3,302.48             | 1,136.06                                     |
| Best Buddies          | 448.01  | 476.12              | 167.91               | 756.22                                       |
| DECA Club             | 744.47  | 6,475.00            | 7,031.00             | 188.47                                       |
| Drama                 | 7,403.09                                      | 5,375.66            | 5,373.50             | 7,405.25                                     |
| Fine Arts             | 168.00  | 130.00              | -                    | 298.00                                       |
| Gay Straight Alliance | 460.17  | -                   | 120.59               | 339.58                                       |
| Latin Club            | 684.57  | -                   | -                    | 684.57                                       |
| Link Crew             | 1,932.77                                      | 201.92              | 1,966.59             | 168.10                                       |
| Model UN              | 2,469.53                                      | 7,875.50            | 9,234.76             | 1,110.27                                     |
| Musicals              | 7,830.32                                      | 14,410.56           | 15,199.13            | 7,041.75                                     |
| Newspaper-Midnight    | 95.72   | 123.27              | -                    | 218.99                                       |
| Pegasus               | 1,926.67                                      | -                   | -                    | 1,926.67                                     |
| Project Earth         | 1,038.31                                      | -                   | 17.97                | 1,020.34                                     |
| RESET                 | -   | 392.21              | -                    | 392.21                                       |
| Science Olympiad      | 39.70   | 4,703.02            | 1,043.00             | 3,699.72                                     |
| Show Choir            | 688.02  | 820.00              | 392.36               | 1,115.66                                     |
| Ski Club              | 897.05  | 12,410.58           | 11,289.49            | 2,018.14                                     |
| Student Council       | 7,933.51                                      | 3,372.30            | 4,580.94             | 6,724.87                                     |
| Tri-M                 | 146.74  | -                   | 100.00               | 46.74  |
| U-Save                | -   | 118.00              | -                    | 118.00                                       |
| Yearbook              | 9,875.10                                      | -                   | 242.46               | 9,632.64                                     |
| Sales Tax Payable     | 278.28  | 646.82              | 875.25               | 49.85  |
|                       | <b>\$ 58,919.71</b>                           | <b>\$ 79,224.11</b> | <b>\$ 75,523.91</b>  | <b>\$ 62,619.91</b>                          |

**Reconciliation of Cash Balances:**

**Checking Account**

|   |                     |
|---|---------------------|
| Bank Statement Balance at End of Month          | \$ 64,687.88        |
| Less Outstanding Checks                         | (2,067.97)          |
| Plus Outstanding Receipts - NSF checks          | -                   |
| Plus Outstanding Receipts - Deposits in Transit | -                   |
| <b>Total Cash Balance at End of Month</b>       | <b>\$ 62,619.91</b> |

**Mendon High School**

| <b><u>Club/Activity</u></b> | <b>Beginning<br/>Balance<br/>July 1, 2022</b> | <b>Receipts</b>      | <b>Disbursements</b> | <b>Ending<br/>Balance<br/>March 31, 2023</b> |
|-----------------------------|---|----------------------|----------------------|--|
| Class of 2022               | 3,862.49                                      | 37.04                | 3,899.53             | -  |
| Class of 2023               | 7,595.68                                      | 2,921.30             | 100.00               | 10,416.98                                    |
| Class of 2024               | 3,065.89                                      | 3,228.30             | 100.00               | 6,194.19                                     |
| Class of 2025               | 1,560.00                                      | 386.25               | -                    | 1,946.25                                     |
| Class of 2026               | -   | 886.24               | -                    | 886.24                                       |
| Art Club                    | 140.89  | 376.02               | 20.00                | 496.91                                       |
| Best Buddies                | 345.69  | 341.19               | 194.44               | 492.44                                       |
| Bookstore                   | 2,727.33                                      | 247.37               | 224.96               | 2,749.74                                     |
| DECA Club                   | 1,390.90                                      | 39,210.00            | 39,234.08            | 1,366.82                                     |
| Drama Club                  | 4,875.67                                      | 4,115.89             | 3,906.94             | 5,084.62                                     |
| French Club                 | 224.52  | -                    | -                    | 224.52                                       |
| Latin Club                  | 756.02  | 40.00                | 40.00                | 756.02                                       |
| Link Crew                   | 2,203.03                                      | 245.19               | 1,338.00             | 1,110.22                                     |
| Masterminds                 | 272.82  | -                    | 19.99                | 252.83                                       |
| Model UN                    | 1,352.02                                      | 10,330.00            | 11,555.01            | 127.01                                       |
| Musical                     | 13,348.18                                     | 3,850.17             | 5,311.57             | 11,886.78                                    |
| Music Activities            | 7,126.81                                      | 3,730.04             | 3,775.57             | 7,081.28                                     |
| National Honor Society      | 764.39  | -                    | 500.00               | 264.39                                       |
| Pittsford Girl Up           | 85.83   | -                    | -                    | 85.83  |
| Science Olympiad            | 188.50  | 578.52               | 567.50               | 199.52                                       |
| Students against Cancer     | -   | 250.00               | 230.00               | 20.00  |
| Student Council             | 12,278.12                                     | 28,299.14            | 25,248.04            | 15,329.22                                    |
| Technology Club             | 1,304.66                                      | 2,591.33             | 3,253.61             | 642.38                                       |
| Virtual Enterprises         | 840.25  | -                    | 286.12               | 554.13                                       |
| Yearbook                    | 32,148.17                                     | 6,628.04             | 485.90               | 38,290.31                                    |
| Sales Tax Payable           | 898.32  | 645.25               | 1,532.54             | 11.03  |
|                             | <b>\$ 99,356.18</b>                           | <b>\$ 108,937.28</b> | <b>\$ 101,823.80</b> | <b>\$ 106,469.66</b>                         |

**Reconciliation of Cash Balances:**

|   |                      |
|---|----------------------|
| <b>Checking Account</b>                   |                      |
| Bank Statement Balance at End of Month    | \$ 124,463.56        |
| Less Outstanding Checks                   | (18,954.90)          |
| Plus Outstanding Receipt - NSF check      | 961.00               |
| <b>Total Cash Balance at End of Month</b> | <b>\$ 106,469.66</b> |

TOTAL OF ALL CLUBS

300,547.55

# Pittsford Schools

Administrative Offices  
75 Barker Road – East Wing  
Pittsford, NY 14534  
585.267.1036

Leeanne G. Reister  
Director of Finance

fax: 585.381.9368  
Leeanne\_Reister@pittsford.monroe.edu

To: Michael Pero, Superintendent  
Michael Vespi, Asst. Superintendent for Business *MVoj*

From: Leanne Reister, Director of Finance *YBR*

Re: Tax Certiorari Reserve

Over the last several years, the Board of Education has authorized establishing Tax Certiorari Reserve Funds according to NYSED Law Section 3651: Reserve Fund. The law states:

*“Any monies deposited to such reserve fund which are not expended for the payment of judgments or claims arising out of such tax certiorari proceeding for the tax roll in the year such monies are deposited to the said fund and/or which will not reasonably be required to pay any such judgment or claim shall be returned to the general fund on or before the first day of the fourth fiscal year following the deposit of such monies to said reserve.”*

For 2022-23, settlements for prior year claims continued to move slowly with only one case being settled. This case, however, was the largest potential liability, thus reducing the funds to be set aside for Tax Certiorari Claims. As such, the current Tax Certiorari Reserve should be adjusted to cover the remaining potential liability the District could incur. The chart below shows the current reserve amount and the amount that may be needed to settle the pending claims. The Board of Education should consider passing a resolution to transfer funds out of the Tax Certiorari Reserve to Unrestricted Fund Balance.

|         | <u>Balance</u><br><u>6/30/2022</u> | <u>Amount Needed</u><br><u>6/30/2023</u> | <u>Difference</u>     |
|---------|------------------------------------|--|-----------------------|
| 2018-19 | \$ 247,876.35                      | \$0                                      | \$247,876.35          |
| 2019-20 | \$ 619,720.29                      | \$0                                      | \$619,720.29          |
| 2020-21 | \$1,201,208.62                     | \$859,209.72                             | \$341,998.90          |
| 2021-22 | \$1,190,889.59                     | \$856,751.58                             | \$334,888.99          |
| 2022-23 | \$0                                | \$684,135.11                             | <u>\$(684,135.11)</u> |
|         |                                    |  | <b>\$860,349.42</b>   |

*I therefore recommend the following resolution to wit:*

**BE IT RESOLVED THAT** the Board of Education of the Pittsford Central School District authorizes the transfer of eight hundred sixty thousand three hundred forty-nine dollars and forty-two cents (\$860,349.42) from the Tax Certiorari Reserve Funds to the General Fund Unrestricted Fund Balance for tax certiorari claims related to unsettled Notice of Petitions.



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# Pittsford Schools

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

Fax: 585.381.9368

Michael\_Vespi@pittsford.monroe.edu

Michael Vespi  
*Assistant Superintendent for Business*

Date: April 10, 2023  
To: Michael Pero, Superintendent of Schools  
From: Michael Vespi, Assistant Superintendent for Business *M Vespi*  
Re: 2023-2024 Food Service Budget and Prices

Over ten years ago, the District took decided to separate from the NYS and Federal subsidized Child Nutrition Program. The challenge has been to operate a Free/Reduced meal program that mirrored the Federal/State program and do so with a totally “self-supporting operation.” Upon conversion to a self-sustaining program, the Board objectives were and remain today:

- Offer all students a healthy meal option commensurate with the Federal program
- Afford students options they would eat, rather than serve mandatory portions and lack of variety
- Reduce waste from students disposing food they did not want
- Provide meals free of charge, or at a reduced price, as if we were in the Federal and State programs
- Do all of the above at a reasonable meal price (Federal program was requiring substantial increases) in a self-sustaining program
- Operate a self-sustaining program (aka business model)

For the last decade, the District has accomplished the first five bullets. The first five years being self-sustaining was an elusive goal we could not quite accomplish. The 2018-19 year was the start of accomplishing all the goals. The implementation of Full Day Kindergarten further enhanced our program's participation. Unfortunately, the impacts of the pandemic returned the program to challenging times for the 2019-20 and 2020-21 fiscal years. After two years of substantial deficit due to lacking sales during COVID, 2021-22 ended with a modest surplus and we are projecting the 2022-23 year to finish with a surplus as well.

For the past two school years, program participation has substantially improved, but in some buildings, not quite to the pre-pandemic levels. Our cafeterias that are more modern, welcoming and efficient (Calkins Road Middle School) consistently have significantly higher levels of participation. Most students participate heavily in the ala carte items rather than a standard meal. Both of these facts may change in the coming years due to inflation and other factors. At the current time, the percent of students eligible to receive free or reduced lunch (per the Federal & NYS criteria) is stable.

There have been several factors that have emerged during the current year that, like everywhere, have adversely impacted the financials of the program and we do not anticipate the factors improving anytime soon:

- Inflation
  - Virtually everything costs substantially more. From switching to paper products, cost of food, insurance, equipment, repairs and delivery costs.
  - Concern that the struggling economy may result in an increase in students requiring Free or Reduced meals
- Supply Chain Shortage
  - Makes it difficult to provide some of the meals students want
  - Adversely affecting revenue and increasing costs of acquiring food and supplies
- Labor
  - The NYS Minimum Wage will increase again
  - A new labor contract goes into effect on July 1, 2023, addressing minimum wage increases
  - Continued Labor Shortage – As the labor shortage causes increased competition in the private sector food services industry, it is increasingly difficult to compete
  - As salaries increase, so do benefits

The program continues to be challenged to find the balance between being fiscally responsible to our students/parents and not relying on the Board of Education for subsidy. The Director and staff employed many measures to reduce costs, e.g., reducing choices, reducing labor hours, and not filling some open positions. The District is seeking to obtain applications for vacant positions to be adequately staffed at a fully operational level. During 2023-24 New York State budget negotiations, funding community eligibility in all school districts has been discussed as an option. Should this be implemented, the District would have to seriously consider returning to the National School Lunch Program. If there is a decision to return to the program, the School Lunch Department would need at least four FTE in addition to current staffing levels.

Based on inflation of goods and services and NYS minimum wage increases, we are recommending a 7.82% increase in the budget with no increase in meal prices.

Therefore, the enclosed budget includes the following highlights:

- Provides breakfast and lunch service to all District students commensurate with the prior year (barring NYS or DOH imposed changes)
- The budget is a 7.82% increase in Appropriations and Anticipated Revenue
  - Food, Supplies and Personnel Costs are the main contributors to the increase
  - The Appropriations increase is supported by an expected and historic trend increase in Ala Carte sales
- The program will continue to provide Free and Reduced price meals to students that meet the same Federal Guidelines as if we were still in the program. It is important to note, that unlike any other School Food Service Program, or the Food Service Industry, we absorb the costs of the Free/Reduced participation.

As the Board of Education considers the attached budget, please also take a moment to reflect on a very unique fact. Our Food Service Program is the ONLY operation in the County that operates

without some form of State, Federal or Property Tax (General Fund) support. Less than a handful of schools in NYS have attempted a self-funded operation and Pittsford has achieved it.

***THEREFORE BE IT RESOLVED*** that the Board of Education of the Pittsford Central School District does hereby approve the 2023-2024 School Food Service budget and meal prices detailed below:

| <b><i>Grade Level</i></b>     | <b><i>2022-23</i></b> | <b><i>2023-2024</i></b> | <b><i>Change</i></b> |
|-------------------------------|-----------------------|-------------------------|----------------------|
| Elementary                    | \$4.00                | \$4.00                  | \$0                  |
| Secondary                     | \$4.25                | \$4.25                  | \$0                  |
| Ala Carte Meal – <b>Adult</b> | \$6.00                | \$6.00                  | \$0                  |
| Annual Budget                 | \$2,112,180           | \$2,277,395             | 7.82%                |
|                               |                       |                         |                      |

*MV:dh*

*Attachments*

C: *L. Reister*  
*P. Vangellow*

**PITTSFORD CSD SCHOOL LUNCH BUDGET 2021-22**

| REVENUES:                  | Adopted Revenue             | Actual Revenue                | Adopted Revenue             | Estimated Revenue             | Proposed Revenue             | Percent Change |
|----------------------------|-----------------------------|-------------------------------|-----------------------------|-------------------------------|------------------------------|----------------|
|                            | 2020-21                     | 2020-21                       | 2021-22                     | 2021-22                       | 2022-23                      |                |
| Student Sales              | 759,768                     | 373,833                       | 822,093                     | 710,872                       | 894,801                      |                |
| Adult Sales                | 58,825                      | 35,000                        | 60,000                      | 59,525                        | 65,000                       |                |
| Adult/A la Carte Sales     | 1,131,751                   | 330,037                       | 1,073,510                   | 1,068,253                     | 1,087,878                    |                |
| Vending Sales              | 15,750                      | 5,440                         | 12,150                      | 15,398                        | 15,500                       |                |
| Catering                   | 7,000                       | 2,274                         | 7,000                       | 9,381                         | 13,500                       |                |
| State and Federal Aid      | -                           | -                             | -                           | -                             | -                            |                |
| Interest/Other/Commodities | 1,800                       | 1,287                         | 240                         | 1,248                         | 120                          |                |
| Transfer from General Fund | -                           | 650,236                       | -                           | -                             | -                            |                |
| Appropriated Fund Balance  | 31,790                      | -                             | 74,168                      | 3,771                         | 35,583                       |                |
|                            | <b>\$ 2,004,684</b>         | <b>\$ 1,398,107</b>           | <b>\$ 2,049,159</b>         | <b>\$ 1,868,446</b>           | <b>\$ 2,112,180</b>          | 3.1%           |
| <b>APPROPRIATIONS:</b>     | <b>Adopted Expenditures</b> | <b>Estimated Expenditures</b> | <b>Adopted Expenditures</b> | <b>Estimated Expenditures</b> | <b>Proposed Expenditures</b> |                |
|                            | <b>2020-21</b>              | <b>2020-21</b>                | <b>2021-22</b>              | <b>2021-22</b>                | <b>2022-23</b>               |                |
| Salaries                   | 743,298                     | 674,120                       | 757,651                     | 725,054                       | 790,888                      |                |
| Food Inventory/Supplies    | 760,684                     | 295,311                       | 759,461                     | 712,502                       | 865,085                      |                |
| Contractual/Repairs        | 20,300                      | 32,317                        | 29,290                      | 26,651                        | 26,790                       |                |
| Equipment                  | 35,000                      | 7,224                         | 35,000                      | 22,295                        | 35,000                       |                |
| Benefits                   | 445,402                     | 389,135                       | 467,757                     | 381,944                       | 394,417                      |                |
|                            | <b>\$ 2,004,684</b>         | <b>\$ 1,398,107</b>           | <b>\$ 2,049,159</b>         | <b>\$ 1,868,446</b>           | <b>\$ 2,112,180</b>          | 3.1%           |
| <b>NET OPERATIONS:</b>     | <b>\$ -</b>                 | <b>\$ -</b>                   | <b>\$ -</b>                 | <b>\$ -</b>                   | <b>\$ -</b>                  |                |

**BREAKFAST & LUNCH PRICES:**

|               | 2018-19      | 2019-20      | 2020-21      | 2021-22      | 2022-23      |
|---------------|--------------|--------------|--------------|--------------|--------------|
|               | <u>Lunch</u> | <u>Lunch</u> | <u>Lunch</u> | <u>Lunch</u> | <u>Lunch</u> |
| Elementary    | \$3.25       | \$3.25       | \$3.25       | \$3.50       | \$4.00       |
| Middle School | \$3.50       | \$3.50       | \$3.50       | \$3.75       | \$4.25       |
| High School   | \$3.50       | \$3.50       | \$3.50       | \$3.75       | \$4.25       |
| Adult         | \$5.25       | \$5.25       | \$5.50       | \$5.50       | \$6.00       |

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# Pittsford Schools

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

Fax: 585.381.9368

Michael\_Vespi@pittsford.monroe.edu

Michael Vespi  
*Assistant Superintendent for Business*

Date: April 18, 2023  
To: Michael Pero, Superintendent of Schools  
From: Michael Vespi, Assistant Superintendent for Business *M Vespi*  
Re: Capital Project Bond Resolution April 2023

On March 28, 2023, a resolution was passed by qualified voters authorizing the Board of Education of the Pittsford Central School District to undertake a capital improvement project consisting of alterations, renovations and improvements to the District's school buildings and associated facilities (the "Project"). Per bond counsel, the next step in the process is to approve a Bond Resolution authorizing the District to issue debt for its portion of the Project. The Bond Resolution does not commit the district to borrowing; it simply affords us the flexibility of an additional funding avenue if the Board elects to do so.

I, therefore submit the following resolution for your approval:

WHEREAS, the qualified voters of the Pittsford Central School District, Monroe and Ontario Counties, New York (the "School District") on March 28, 2023 approved a proposition authorizing the Board of Education (the "Board") of the School District (i) to undertake a capital improvement project consisting of alterations, renovations and improvements to the District's school buildings and associated facilities, including improvements to the District's Barker Road Middle School, Mendon High School, Calkins Road Middle School, Sutherland High School, Allen Creek Elementary School, Jefferson Road Elementary School, Mendon Center Elementary School, Park Road Elementary School, Thornell Road Elementary School, the District's Transportation and Maintenance facility, the Lomb Building, outdoor playground facilities, site improvements for various school purposes, and other appurtenant and related improvements, and the acquisition and installation in and around the foregoing improvements of original furnishings, equipment, machinery, apparatus and technology improvements, and preliminary and incidental costs related thereto (collectively, the "Project"), all at a total aggregate maximum cost of \$69,882,169; and (ii) to expend \$14,000,000 from the School District's existing "Capital Project Reserve" capital reserve fund (said fund being established pursuant to a proposition approved by the qualified voters of the School District on May 18, 2021), and with the balance thereof, not to exceed \$55,882,169, being raised by a tax upon the taxable property

of the School District to be levied and collected in annual installments as provided in Section 416 of the Education Law, with such tax to be offset by New York State aid available therefore, and in anticipation of such tax, by obligations of the School District as may be necessary (the “Proposition”); and

WHEREAS, the Board of Education of the School District, acting as lead agency under the State Environmental Quality Review Act and the regulations of the New York State Department of Environmental Conservation adopted thereunder (6 NYCRR Part 617) (collectively, “SEQRA”) by resolution adopted on January 17, 2023, determined that (i) the Project constitutes an “Unlisted” action within the meaning of SEQRA; (ii) the Project will not result in any significant adverse impact on the environment and issued a Negative Declaration under SEQRA to such effect; and (iii) the requirements of SEQRA applicable to the Project had been satisfied; and

WHEREAS, the Board of the School District now wishes to appropriate funds for the Project and to authorize the issuance of the School District’s serial bonds or bond anticipation notes to finance said appropriation.

NOW, THEREFORE, THE BOARD OF EDUCATION OF THE PITTSFORD CENTRAL SCHOOL DISTRICT, MONROE AND ONTARIO COUNTIES, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all its members), AS FOLLOWS:

SECTION 1. The School District is hereby authorized in accordance with the Proposition, to (i) undertake the Project and (ii) issue up to \$55,882,169 principal amount of serial bonds (including, without limitation, statutory installment bonds) (the “Bonds”), or bond anticipation notes in anticipation of the Bonds, pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the “Law”) to finance a portion of the estimated cost of the Project.

SECTION 2. It is hereby determined that the estimated maximum cost of the aforesaid specific objects or purposes is \$69,882,169, said amount is hereby appropriated therefor and the plan for the financing thereof shall consist of (i) the expenditure of \$14,000,000 from the School District’s existing “Capital Project Reserve” capital reserve fund, (ii) the issuance of up to \$55,882,169 in serial bonds of the School District authorized to be issued pursuant to Section 1 of this resolution, or bond anticipation notes issued in anticipation of the bonds, and (iii) the payment of the principal of said bonds or bond anticipation notes and the interest thereon as the same shall become due and payable by the application of State aid, and, to the extent necessary, the levy and collection of taxes on all the taxable real property in the School District.

SECTION 3. It is hereby determined that the period of probable usefulness of the aforesaid specific objects or purposes is thirty (30) years, pursuant to paragraph 97. of subsection a. of Section 11.00 the Law.

SECTION 4. The temporary use of available funds of the School District, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Law, for the purposes described in Section 1 of this resolution. The School District shall reimburse such expenditures with the proceeds of the bonds or bond anticipation notes authorized by this resolution. This resolution shall constitute a declaration of “official intent” to reimburse the expenditures authorized by Section 1 hereof with the proceeds of the Bonds and bond anticipation notes authorized herein, as required by United States Treasury Regulation Section 1.150-2.

SECTION 5. Each of the serial bonds authorized by this resolution and any bond anticipation notes issued in anticipation of such serial bonds shall contain the recital of validity prescribed by Section 52.00 of the Law and said bonds and any bond anticipation notes issued in anticipation of said bonds shall be general obligations of the School District, payable as to both principal and interest by a general tax upon all the real property within the School District without legal or constitutional limitation as to rate or amount. The faith and credit of the School District are hereby irrevocably pledged to the punctual payment of the principal and interest on the Bonds and bond anticipation notes and provisions shall be made annually in the budget of the School District by appropriation for (a) the amortization and redemption of the Bonds and bond anticipation notes to mature in such year and (b) the payment of interest to be due and payable in such year.

SECTION 6. Subject to the provisions of this resolution and of the Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals of said obligations and of Section 21.00, Section 50.00, Section 54.90, Sections 56.00 through 60.00, Section 62.10 and Section 63.00 of the Law, the powers and duties of the Board relative to authorizing serial bonds and bond anticipation notes, including without limitation the determination of whether to issue bonds providing for substantially level or declining annual debt service, and all matters incidental thereto, and prescribing the terms, form and contents as to the sale and issuance of the bonds herein authorized and of any bond anticipation notes issued in anticipation of the such bonds, and the renewals of said bond anticipation notes, are hereby delegated to the President of the Board of Education, the chief fiscal officer of the School District (the “President of the Board”). The delegation of authority to the President of the Board contained in this Section 6 shall include the authority to determine whether to issue and sell the bonds in a private sale to the Dormitory Authority of the State of New York (the “Dormitory Authority”) in accordance with Section 57.00(a) of the Law. In connection with, and in order to effectuate any such private sale of bonds to the Dormitory Authority pursuant to Section 57.00(a) of the Law, the President of the Board is hereby further authorized to execute one or more loan agreements, financing agreements and/or any other agreements with or for the benefit of the Dormitory Authority, including any amendments thereto and any instruments, certificates or other documents in connection therewith. Further, pursuant to subdivision b. of Section 11.00 of the Law, in the event that bonds authorized by this resolution are combined for sale, pursuant to subdivision c. of Section 57.00 of the Law, with bonds to be issued for one or more objects or purposes authorized by other bond resolutions of the Board, then the power of the Board to determine the

“weighted average period of probable usefulness” (within the meaning of subdivision a. of Section 11.00 of the Law) for such combined objects or purposes is hereby delegated to the President of the Board, as the chief fiscal officer of the School District.

SECTION 7. The President of the Board is hereby further authorized to take such actions and execute such documents as may be necessary (i) to ensure the continued status of the interest on the bonds authorized by this resolution and any bond anticipation notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the “Code”) and (ii) to designate the bonds authorized by this resolution and any bond anticipation notes issued in anticipation thereof, if applicable, as “qualified tax-exempt bonds” in accordance with Section 265(b)(3)(B)(i) of the Code.

SECTION 8. The President of the Board is further authorized to enter into a continuing disclosure undertaking with or for the benefit of the initial purchaser of the Bonds or bond anticipation notes in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

SECTION 9. The intent of this resolution is to give the President of the Board sufficient authority to execute those applications, agreements, instruments, certificates or to do any similar acts necessary or in the opinion of the President of the Board advisable to effect the issuance of the Bonds or bond anticipation notes without resorting to further action of the Board.

SECTION 10. In the absence of the President of the Board, the Vice President of the Board is hereby specifically authorized to exercise the powers delegated to the President of the Board in this resolution.

SECTION 11. The validity of the Bonds authorized by this resolution and of any bond anticipation notes issued in anticipation of the Bonds may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the School District is not authorized to expend money; or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or

- (c) such obligations are authorized in violation of the provisions of the Constitution.



SECTION 12. The School District Clerk is hereby authorized and directed to cause a copy of this resolution, or a summary thereof, to be published in the official newspaper(s) of the School District for legal notices, together with a notice of the School District in substantially the form provided in Section 81.00 of the Law.

SECTION 13. This resolution shall take effect immediately upon its adoption.

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows.

AYES

NAYS

Ted Aroesty  
Robin Scott  
Dave Berk  
Jeffrey Casey  
Emily Kay  
Sarah Pelusio  
René Sanchez-Kazacos

The resolution was thereupon declared duly adopted by a vote of \_\_\_\_ ayes and \_\_\_\_ nays.

Dated: April 18, 2023

STATE OF NEW YORK     )  
COUNTY OF MONROE    ) ss:

I, the undersigned District Clerk of the Pittsford Central School District, Monroe and Ontario Counties (the "School District"), DO HEREBY CERTIFY as follows:

1. I am the duly qualified and acting District Clerk of the School District, and the custodian of the records of the School District, including the minutes of the proceedings of the Board of Education, and am duly authorized to execute this certificate.

2. A regular meeting of the Board of Education of the School District (the "Board") was held on April 18, 2023, and attached hereto is a true and correct copy of a resolution duly adopted at such meeting and entitled:

**BOND RESOLUTION OF THE BOARD OF EDUCATION OF THE  
PITTSFORD CENTRAL SCHOOL DISTRICT, MONROE AND  
ONTARIO COUNTIES, NEW YORK AUTHORIZING THE ISSUANCE  
OF \$55,882,169 IN SERIAL BONDS OF THE SCHOOL DISTRICT TO  
FINANCE A PORTION OF A CAPITAL IMPROVEMENT PROJECT**

3. Public Notice of the time and place of said meeting was duly posted and duly given to the public and the news media in accordance with the Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, and that all members of said Board had due notice of said meeting. A legal quorum of members of the Board was present throughout said meeting, and a legally sufficient number of members (2/3's of the Board) voted in the proper manner for the adoption of the resolution. All other requirements and proceedings under the law, said regulations, or otherwise, incident to said meeting and the adoption of the resolution, including the publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

4. The seal appearing below constitutes the official seal of the School District and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the Pittsford Central School District this 18<sup>th</sup> day of April, 2023.

**PITTSFORD CENTRAL SCHOOL  
DISTRICT**

By: \_\_\_\_\_  
Deborah Carpenter, District Clerk

## ESTOPPEL NOTICE

The resolution, a summary of which is published herewith, has been adopted on April 18, 2023, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the Pittsford Central School District, Monroe and Ontario Counties, New York is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution.

Deborah Carpenter, District Clerk  
Pittsford Central School District

### SUMMARY OF BOND RESOLUTION

Set forth below is a summary of said resolution adopted by the Board of Education of the Pittsford Central School District, Monroe and Ontario Counties, New York, on April 18, 2023.

1. The resolution is entitled “BOND RESOLUTION OF THE BOARD OF EDUCATION OF THE PITTSFORD CENTRAL SCHOOL DISTRICT, MONROE AND ONTARIO COUNTIES, NEW YORK AUTHORIZING THE ISSUANCE OF \$55,882,169 IN SERIAL BONDS OF THE SCHOOL DISTRICT TO FINANCE A PORTION OF A CAPITAL IMPROVEMENT PROJECT”.

2. Amount of Debt Obligations Authorized: \$55,882,169.

3. Objects or Purposes for which the Obligations to be issued: a capital improvement project consisting of alterations, renovations and improvements to the District’s school buildings and associated facilities, including improvements to the District’s Barker Road Middle School, Mendon High School, Calkins Road Middle School, Sutherland High School, Allen Creek Elementary School, Jefferson Road Elementary School, Mendon Center Elementary School, Park Road Elementary School, Thornell Road Elementary School, the District’s Transportation and Maintenance facility, the Lomb Building, outdoor playground facilities, site improvements for various school purposes, and other appurtenant and related improvements, and the acquisition and installation in and around the foregoing improvements of original furnishings, equipment, machinery, apparatus and technology improvements, and preliminary and incidental costs related thereto. at a maximum cost of \$69,882,169.

4. Period of Probable Usefulness: 30 years.

The resolution summarized herein shall be available for public inspection during normal business hours at the offices of the School District Clerk of the Pittsford Central School District, 75 Barker Road, Pittsford, New York 14534.

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# Pittsford Schools

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Shana Cutaia  
Director of Student Services

Administrative Offices  
75 Barker Road-East Wing  
Pittsford, NY 14534  
585.267.1023  
Fax : 585-267-1069  
Shana\_Cutaia@pittsford.monroe.edu

## Application for Foreign Exchange Program Acceptance

**PROCESS:** A program may apply to be recognized and accepted by the Pittsford Central School District by:

1. Sending a letter of interest to the Director of Student Services with a copy of the program policies and procedures and complete the "Application for Foreign Exchange Program Acceptance."
2. Applications are due by February 1 for consideration for the following school year.
3. A committee whose membership will include the high school foreign exchange liaison and a secondary principal will review the request, seek additional information if needed, and make a recommendation for approval or non-approval to the Director of Student Services based on the above criteria.
4. The Director of Student Services will review the recommendation with the Superintendent.

*The Pittsford policies on Foreign Exchange are consistent with the policies and recommendations of the Bureau of Education and Cultural Affairs, which has been designated by the U.S. State Department to oversee exchange visitor programs in American Schools.*

Program Name: Education, Travel & Culture

Program Contact: Jessica Gutierrez

Phone Number: 803-431-5348 Date Submitted: 2/2/2023

## Please complete the following questions

1. What are the academic requirements of full-year and semester students?

\_\_\_\_ ETC students are required to maintain passing grades and take classes in English and \_\_\_\_  
\_\_\_\_ American History or Civics. Students have not graduated and are not guaranteed a \_\_\_\_  
\_\_\_\_ diploma. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Are there other schools in Monroe County that accept students in your program? If yes, please list each school, a contact name and number.

\_\_\_\_\_

We currently have students at Fairport High School and Honeoye Falls-Lima High Schools. \_  
In other areas of New York, we have placed students at Holland Patent High School,  
Amherst Central High School, Galway High School and Clayton A Bouton High School

3. Are there any families in the Rochester area who have hosted? Please provide names, addresses and phone numbers.

\_\_\_\_\_

Denise Milanette 75 East Street Honeoye Falls, NY 14472 585.503.5513  
Christine Bartolick 19 Warwick Dr Fairport, NY 14450 585.267.6434

\_\_\_\_\_

\_\_\_\_\_

4. Are your support personnel located in the Rochester area? If yes, give names, addresses, and phone numbers.

\_\_\_\_\_ Our Local Coordinator is Barbara Kressman 1612 Hennessey Rd Lot 1,  
Ontario, NY 14519 585.503.6042. Our Senior Field Manager is Jessica Gutierrez  
jgutierrez@edutrav.org 803.431.5348

5. Please check the appropriate box regarding monies paid to placement or support personnel. Placement and/or support personnel are:

Salaried employees - Managers

Receive other financial compensation. Please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Receive a stipend for placing services – Local Coordinators

Receive no financial compensation whatsoever.

6. Are the students in your program permitted to take Driver Education?

Yes

**No**

7. Enclose a copy of your program policies and procedures.

# Pittsford Schools

## Field Trip Approval Form

This form must be filled out for every district field trip. Complete and submit at least three months in advance for an overnight, out of state or out of country trip and 30 days for a day trip.

**Date of application:** 3/10/23

**School Requesting Trip:** MHS

**Date(s) of trip:** 4/22/23 - 4/26/23

**Classification of trip:** (Check all that apply)

- Day Trip
- Overnight without missing instructional time
- Overnight with missing instructional time
- Out of state
- Out of country

**Type of field trip:** Extracurricular DECA International Career Conf<sup>+</sup>

**Class/Club/Team Name Participating in the Trip:**

MHS DECA

**Reason for Trip:**

DECA competition against other students across the US, Canada, Mexico & more- winners from the State Conference earned the right to attend

**Trip Initiator(Teacher/Advisor/Coach):**

Letitia

Romas

First Name

Last Name

**Trip Initiator Email:** letitia\_romas@pittsford.monroe.e<sup>+</sup>

**Number of substitute teacher(s) to be needed for the date(s) of the trip?** 1

**TRIP LOGISTICS**

Have both the district and building calendars been checked for conflicts?

Yes     No

Date specific event- I do not control when these competitions are held.

Identify conflicts:

**Trip Destination Address:** (if overnight trip, provide name and address of overnight lodging)

**Name:** The Rosen

**Street Address:** Orlando Convention Center Drive

**City:** Orlando

**State:** FL

**Zip:**

**Date(s) of Departure from School:** 4/22/23

**Time(s) of Departure from School:** 7 am

**Date(s) of Return to School:** 4/26/22

**Time(s) of Return to School:** 4pm

**Estimated round trip miles:** airline

**Estimated Number of Students participating in trip:** 16 have

**Estimated Number of PCSD Chaperones participating in trip:** 1\*

**Estimated Number of Parent Chaperones participating in trip:** 0

**Is a nurse needed to attend the trip?** No

**Are you aware of the process for collecting, administering, distributing and securing medication?** Yes

**Are you aware of the process for accommodating students with IEP's, allergies, and/or medical conditions?** Yes

**Is trip insurance available for this trip?**

Yes     No, Explain We have never had it before for a club, but we can get airline cancellation insu

*did get airline cancellation insurance / refundable ticket*

**Type of transportation. Check all that apply:**

- Pittsford School Bus
- Non-Pittsford School Bus
- Commercial Tour Bus
- Train
- Airplane
- Other



## TRIP COSTS - Expenses

**Are you aware of any students who may require alternative financial support in order to attend?** No - Explain

We have started fundraising already to offset costs, but I will learn more after my parent meeting

**Estimated trip cost per student:** \$ 1500+

**Additional costs per student (spending money, event fees, food, gratuities, etc):**\$

**Estimated Trip Insurance fee per student (if applicable):** \$

## TRIP FUNDING - Payments

**Student payments will be made to:** Other, please specify Mendon DECA who will in turn pay NewYork DECA

**Please describe any fundraising (if involved):**

Favo Pizza Nights, Chik-fil-a nights, etc.

## Supervision of Overnight, Extended, Out-of-State, Out-of-Country Trips

**Name of Tour Company used to manage trip:**

**Date of Parent Informational Meeting:** 3/11/23

**Date of Chaperone Meeting:** 3/11/23

**Supervision Details i.e. baggage checks, curfews, room check-ins, non-direct supervision activities:**

Bag checks in morning before boarding airline Curfew : as outlined by State DECA; room checks – immediately after curfew; chaperones with students all day between their competitive events. Security on duty overnight at hotel.

**Trip Adviser agrees to provide the Code of Conduct during the mandatory parent meeting and will obtain confirmation that all participants have read and agree to the code of conduct**  
*Policy 8460: The District Code of Conduct applies to all participants at all times during a trip. Participation by students or adult supervisors may be terminated for a violation of the Code of Conduct during the trip. All expenses arising out of such an infraction, including travel expenses back to school and damage to property, are the responsibility of the student's parents, or in the case of an adult supervisor, that individual.*

**Trip Adviser Initials:** LR

**Trip Adviser will provide participants with the field trip cancellation policy and will obtain confirmation that all participants have read this policy.**

*Policy 8460: The Superintendent or designee reserves the right to cancel a field trip, particularly if security and safety is in doubt.*

**Trip Adviser Initials:** LR

**Curricular / Instructional**

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

Students have prepared & practiced for competitive events for several months in preparation for international Career Conference

**Preparation Activities (How will the student be prepared to for the trip as an instructional activity?):**

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

**On Trip Activities (What instructional activities will occur on the trip?):**

Students will present & compete in co-curricular competitive events in front of professionals in the business field: role plays, presentations, etc. When not competing they will be attending leadership, communication and project

**Follow-Up Activities (Upon return, what activities will occur to enrich the experience and to determine if the objectives were achieved?):**

Upon return students will continue to prepare for next year's competitions as well as share their experience with members

**What instructional provisions have been made to help participants keep up with other classes that they will miss?**

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

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

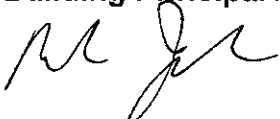
This is not a class, but during the day for the classes I will be missing, there are Sub plans that will continue instruction as normal.

**Other remarks about trip not included in any of the above fields:**

\* date specific competition & amount of students and chaperones vary based upon State qualifiers \*

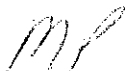
**Approvals:**

**Building Principal / Director Initials:**



**Date:** 8/23/23

**Superintendent Initials:**



**Date:** 3/27/23

# Refund policy

## General refund and cancellation details

### Will I get a refund if I cancel my flight?

If you decide not to travel, our normal cancellation policy applies:

- **Business Select®/Anytime tickets are refundable.** You can choose to either a) receive a method-of-payment refund or b) hold the value of the ticket as a [flight credit](#) that you can use to buy a future flight.
- **Wanna Get Away® and Wanna Get Away Plus™ tickets are non-refundable.** The value of the ticket will be converted to a [flight credit](#) or [Transferable Flight Credit™](#) (depending on the fare) that you can use to buy a future flight.

**Important:** If you don't cancel your reservation at least 10 minutes before the flight's original scheduled departure time, the value of Business Select or Anytime tickets will automatically be converted to a Transferable Flight Credit. Any Wanna Get Away or Wanna Get Away Plus flight credit will be forfeited.

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### How will I receive a method-of-payment refund?

Method-of-payment refunds will generally be made in the same form as the original payment:

- **Credit card:** Refunds will be processed to the same account no later than seven business days from the date we receive the request.
- **Cash:** Refunds will be issued by check no later than 20 business days from the date of the request for domestic travel. Refer to the [International Travel](#) page for refund policy information when local currency is used for an international flight.
- **Points:** Points will go back to the Rapid Rewards® account used to book the flight. Any taxes/fees not paid for using points can either be refunded as a method-of-payment refund or a flight credit to be used toward a future flight.
- **Southwest® gift card or Southwest LUV Vouchers®:** If the reservation is canceled within 24 hours of booking, please [contact us](#). If the reservation is canceled after 24 hours, the Southwest gift card or Southwest LUV Voucher will be refunded as a flight credit.
- **Flight credit:** Southwest flight credit from a previous reservation that is applied toward a Business Select or Anytime fare will be refunded as Transferable Flight Credit.

### What's Southwest's No-Show Policy?

If you don't cancel your reservation at least 10 minutes before the flight's original scheduled departure time, your reservation will be canceled, and the value of Business Select or Anytime tickets will be refunded in the form of a Transferable Flight Credit. Any Wanna Get Away or Wanna Get Away Plus funds will be forfeited.

Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away or Wanna Get Away Plus award travel reservations: If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your award travel reservation.

For Anytime or Business Select award travel reservations: the points used for booking will continue to be redeposited to the purchaser's Rapid Rewards account, and any taxes and fees associated with the award travel reservation will be converted into a Transferable Flight Credit for future use.

**New York DECA Board of Directors**  
**CANCELLATION/LATE FEE POLICY AGREEMENT**

**Regional Level**- all competitive event /registration fees are to be paid, submitted by the due date. Failure on your part to cover your Regional fees will result in your Chapter as being ineligible to compete at the District/Regional level.

**State Level**-all conference/hotel/competitive event registration as electronically submitted when the registration system closes on January 30, 2023 is considered registered to attend SCC. Chapters **MUST** pay for the number of students they register. There are **NO** exceptions to his policy. If you register 31 individuals, you will be charged for the 31 individuals.

**ICDC Level**-There are absolutely no hotel refunds/substitutions for ICDC.

**CANCELLATION AND CHANGE**. Registration and hotel fees will not be dropped or refunded due to cancellation after the close of registration. There will be **NO CANCELLATIONS** allowed after midnight on January 30<sup>th</sup>. After this date if you have a student drop, you can substitute another student in their place. **This applies only to SCC and Regional Events.**


**Inclement weather, sporting events, county playoffs are not justification for a refund due to your cancellation.** This applies to any State, Local or International DECA Event. If participants can attend the conference, it will be held. We have signed contracts that we are held to. **It is the individual school districts' decision/determination as to whether they wish to cancel their students. New York DECA will not reimburse any district for their cancellation call.**

**WHY:** Once registration closes New York DECA commits to orders for food and beverage services, hotel accommodations, busing, security, and pre-purchased conference materials. These are fixed costs that New York DECA cannot absorb. Contracts are signed 4 years out, so it is not possible to move the event.


- **Late Fee:** Effective immediately -A **10% late fee** will be assessed for chapters submitting payment after the **due date**.
- Chapters with previous outstanding balances will not be scheduled for SCC nor permitted to roster.
- This additional fee does not apply to students who have been 'bumped up' or added, nor does it apply to additional chaperones or advisors being brought to the conference.

*As Chapter Advisor(s) I attest, I have so advised my administration, student participants and parents/guardians of the New York DECA Cancellation /Late Fee Policy.*

I/We have read the cancellation policy and understand that there is a **NO REFUND Policy** in place.

School Administrator Signature 

Date 1/3/23

Chapter Advisor Signature 

Date 1/3/23

Chapter Pittsford Mendon

Advisor Letitia Reynolds

COPY

# Pittsford Schools

## Field Trip Approval Form (Athletic/Secondary)

This form must be filled out for every district field trip. Complete and submit at least three months in advance for an overnight, out of state or out of country trip and 30 days for a day trip.

Date of application: 3/22/23

School Requesting Trip: SHS



Date(s) of trip: 4/22/23 - 4/26/23

Classification of trip: (Check all that apply)

- Day Trip
- Overnight without missing instructional time
- Overnight with missing instructional time
- Out of state
- Out of country

Type of field trip: Extracurricular

Class/Club/Team Name Participating in the Trip:

DECA Sutherland

### Reason for Trip:

Students will compete at the International Career Development Conference in the event in which they qualified for at the State Career Conference on March 10, 2023. Students will compete in their respective events and attend academies related to their event to broaden their knowledge. Advisors will participate in the Professional Learning Series Workshops.

Trip Initiator(Teacher/Advisor/Coach):

Jennifer

Nicholas

First Name

Last Name

Trip Initiator Email: jennifer\_nicholas@pittsford.monroevt.edu

Number of substitute teacher(s) to be needed for the date(s) of the trip? 3



**TRIP LOGISTICS**

Have both the district and building calendars been checked for conflicts?

Yes     No  
None

Identify conflicts:

**Trip Destination Address:** (if overnight trip, provide name and address of overnight lodging)

**Name:** Rosen Plaza

**Street Address:** 9700 International Drive

**City:** Orlando

**State:** Florida

**Zip:** 32819

**Date(s) of Departure from School:** Saturday, April 22, 2023

**Time(s) of Departure from School:** N/A - Parent transport to ROC airport by 4:45am.

**Date(s) of Return to School:** Wednesday, April 26, 2023

**Time(s) of Return to School:** N/A - Parent pick up at ROC airport at 4:15pm

**Estimated round trip miles:**

**Estimated Number of Students participating in trip:** 1

**Estimated Number of PCSD Chaperones participating in trip:** 1

**Estimated Number of Parent Chaperones participating in trip:** 0

Is a nurse needed to attend the trip? No

Are you aware of the process for collecting, administering, distributing and securing medication? Yes

Are you aware of the process for accommodating students with IEP's, allergies, and/or medical conditions? Yes

Is trip insurance available for this trip?

Yes     No, Explain

Type of transportation. Check all that apply:

- Pittsford School Bus
- Non-Pittsford School Bus
- Commercial Tour Bus
- Train
- Airplane
- Other



**TRIP COSTS - Expenses**

Are you aware of any students who may require alternative financial support in order to attend? No - Explain

Estimated trip cost per student: \$ 1025

Additional costs per student (spending money, event fees, food, gratuities, etc):\$ 345

Estimated Trip Insurance fee per student (if applicable): \$ 0

**TRIP FUNDING - Payments**

Student payments will be made to: Other, please specify Sutherland DECA

Please describe any fundraising (if involved):

No fundraising.

**Supervision of Overnight, Extended, Out-of-State, Out-of-Country Trips**

Name of Tour Company used to manage trip:

Date of Parent Informational Meeting: 4/18/23

Date of Chaperone Meeting:

Supervision Details i.e. baggage checks, curfews, room check-ins, non-direct supervision activities:

Bag checks in the morning BEFORE boarding the bus. Curfew as outlined by ICDC DECA is at 12:30am. Room check-ins immediately after curfew each night.

**Trip Adviser agrees to provide the Code of Conduct during the mandatory parent meeting and will obtain confirmation that all participants have read and agree to the code of conduct**  
*Policy 8460: The District Code of Conduct applies to all participants at all times during a trip. Participation by students or adult supervisors may be terminated for a violation of the Code of Conduct during the trip. All expenses arising out of such an infraction, including travel expenses back to school and damage to property, are the responsibility of the student's parents, or in the case of an adult supervisor, that individual.*

Trip Adviser Initials: JAN

**Trip Adviser will provide participants with the field trip cancellation policy and will obtain confirmation that all participants have read this policy.**

*Policy 8460: The Superintendent or designee reserves the right to cancel a field trip, particularly if security and safety is in doubt.*

Trip Adviser Initials: JAN



**Curricular / Instructional**

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

Students prepare and practice for competitive event role plays for several months for the Regional Competition and State Career Conference. Role Play events directly align with Business department curriculum and goals.

**Preparation Activities (How will the student be prepared to for the trip as an instructional activity?):**

Students take practice exams, practice role play event scenarios and prepare for competition. In addition, there are networking events and academies for the students to participate in.

**On Trip Activities (What instructional activities will occur on the trip?):**

Students present and compete in competitive events in front of business professionals in the area of the competitive event. When not competing, students will be attending leadership, teamwork, and critical thinking skill workshops, plays

**Follow-Up Activities (Upon return, what activities will occur to enrich the experience and to determine if the objectives were achieved?):**

Upon return, members will share experiences with club members who did not attend.

**What instructional provisions have been made to help participants keep up with other classes that they will miss?**

Students know they are responsible for discussing the missing classes with their teachers. They understand that they are responsible for completing any missed assignments in a timely manner as determined with the teacher.

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

Sub plans will be prepared for the classes that I will be missing.

**Other remarks about trip not included in any of the above fields:**

**Approvals:**

Building Principal Initials:

*WSP*

Date:

*3/22/23*

Director Initials:

Date:

Superintendent Initials:

*mp*

Date:

*3/23/23*

Board Approval Date:

Page 4 of 4



PITTSFORD CENTRAL SCHOOL DISTRICT

ACCEPTING GIFTS FROM THE PUBLIC

If you wish to have a gift considered for acceptance by the school district, please read board policy "Accepting Gifts from the Public" and complete the form below.

Name Dawn Schnell on behalf of Troop 60211 Phone 585-261-1688  
Address 31 Thomas Grove Pittsford NY 14534  
School: Thornell Elementary

- 1. Describe the gift. What is it? List its condition, age, size, and other details as applicable. If not cash or new item, please estimate the fair market value.

Brand new Gaga Pit purchased from Coach Cliff's Gaga Ball Pits, along with five pit balls and a rules sign (\$1954.90)

- 2. Describe any conditions or restrictions for its use.

Girl Scout Bronze Project - donated to be used by all children at Thornell Road Elementary School

- 3. If the gift is in trust, describe specifically your intentions for the use of the principle and for investment. (You may contact the District Treasurer to agree on a method for treating the principle.)

N/A

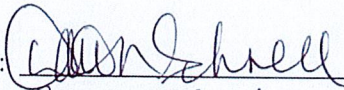
4. Which of the following conditions does the gift fulfill?

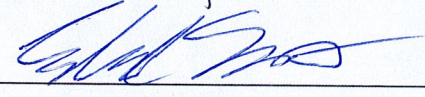
- Is it in support of and a benefit to all district schools or to a particular district school?
- Is it for a purpose for which the district could legally expend its own funds? (TRES)
- Is it for the purpose of awarding scholarships to students graduating from the district?

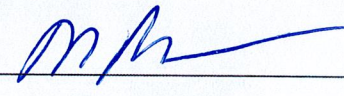
Thank you for your consideration of the district as a recipient of a gift. We will consider your donation and respond to you about our ability to accept your gift as soon as possible.

**PLEASE NOTE:**

In the case of Technology/Computer equipment, the gift needs to be approved by our Coordinator of Technology, Matthew Kwiatkowski. In the case of Athletic donations, the gift needs to be approved by our Athletic Director, Scott Barker.

Administrator's Approval:  Date 4/17/23  
(When appropriate) GS Bronze Project Coordinator Troop 60211

Principal's Approval:  Date 4/17/23

Superintendent's Approval:  Date 4/18/23

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