

PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
BOARD OF EDUCATION MEETING
TUESDAY, MARCH 14, 2023
MCCLUSKI ROOM – BARKER ROAD MIDDLE SCHOOL
(LINK TO PUBLIC VIEWING ON WEBSITE)

AGENDA

6:00 P.M. – Budget Work Session

7:00 P.M. – Regular Meeting

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA **(BOARD ACTION)**
- IV. PRINCIPAL’S REPORT – Mr. Josh Walker – Calkins Road Middle School
- V. PUBLIC HEARING: CAPITAL PROJECT
- VI. 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 – 3/15/23
 - 4. Labor Relations Committee – next meeting – 3/22/23
 - 5. Legislative Committee – next meeting – 4/12/23
 - 6. Steering Committee – next meeting – 3/29/23
 - B. Other Meeting Reports
 - C. Dates to Remember
 - 1. 3/14/23 – Town/Village/School Leadership Meeting
 - 2. 3/23/23 – Board Visit/Tour at Transportation/Central Maint/Food Service
(Tour 8:45 am/Visit 9:00 am)
 - 3. 3/28/23 – Capital Project Referendum Vote – 7:00 am-9:00 pm – BRMS Large Gym
 - 4. 4/3/23-4/7/23 – Schools Closed for Spring Break
 - 5. 4/12/23 – Board Retreat
 - 6. 4/13/23 – Board Visit/Tour at Jefferson Road Elementary School (Tour 7:15 am/Visit 7:30 am)
 - 7. 4/18/23 – Next Regularly Scheduled Meeting
 - D. Approval of Capital Project Vote and Poll Workers **(BOARD ACTION)**
- VII. FINANCIAL REPORT – Mr. Vespi
 - A. Action Items:
 - 1. Acceptance of Treasurer’s Report – February 28, 2023 **(BOARD ACTION)**
 - 2. Disposal of Equipment Resolution – Folder/Inserter Machine **(BOARD ACTION)**
 - 3. Budget Transfer – 1:1 Device Purchases **(BOARD ACTION)**
 - 4. Budget Transfer – Technology Storage Solutions **(BOARD ACTION)**
 - 5. Capital Reserve – Bus Purchase Proposition **(BOARD ACTION)**
 - 6. Transportation Vehicles Reserve Fund – 2023 **(BOARD ACTION)**
 - 7. Swimming Facilities Reserve Fund - 2023 **(BOARD ACTION)**
 - 8. Bid Award **(See Consent Agenda)**
 - a. BOCES 2 Cooperative Magazines
 - B. Discussion:
 - C. Other:
- VIII. HUMAN RESOURCE REPORT – Mr. Clark
 - A. Action Items:
 - 1. Professional Staff Report **(BOARD ACTION)**
 - 2. Support Staff Report **(BOARD ACTION)**
 - 3. MOA Approval **(See Consent Agenda)**
 - B. Discussion:
 - C. Other:

IX. SPECIAL EDUCATION REPORT – Ms. Woods

A. Action Items: **(See Consent Agenda)**

1. 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.
2. Sub-Committee on Special Education: Amendments – Agreement No Meetings, Annual Reviews, Reevaluation Reviews, Reevaluation/Annual Reviews, Requested Review, Transfer Student – Agreement No Meeting.
3. Committee on Preschool Special Education: Amendments - Agreement No Meetings, Initial Eligibility Determination Meetings.

B. Discussion:

C. Other:

X. SUPERINTENDENT’S REPORT – Mr. Pero

A. Action Items:

1. Call for Executive Session **(BOARD ACTION)**

B. Discussion:

C. Other:

XI. CONSENT AGENDA

(BOARD ACTION)

- A. Bid Award
- B. MOA Approval
- C. Committee on Special Education
- D. Sub-Committee on Special Education
- E. Committee on Preschool Special Education

XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. 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.*

XV. ADJOURNMENT/RECESS

(BOARD ACTION)

Next regularly scheduled meeting: **April 18, 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

**PITTSFORD CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
RESOLUTION FOR SPECIAL MEETING AND POLL WORKERS
OF MARCH 28, 2023**

At a meeting of the Board of Education of Pittsford Central School District, New York, held at Barker Road Middle School, in the Town of Pittsford, Monroe County, New York, on the 14th day of March 2023, the following were acted upon:

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, 75 Barker Road, Pittsford, New York, in said District, on the 28th 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 annual district election.

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, Bestey 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

Resolution for capital project vote/poll workers

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.*

PITTSFORD CENTRAL SCHOOL DISTRICT

TREASURER'S REPORT

February 28, 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 February 28, 2023.

GENERAL FUND

- The District received from NYS the 2022 4th quarter sales tax payment of \$1,888,582 (see page 3).

SCHOOL LUNCH FUND

- The school lunch program had net operations of \$9,249 for the month of February (see page 9).

MISCELLANEOUS REVENUES & CUSTODIAL FUNDS

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

SPECIAL AID FUND

- The District processed Phase 1 and 2 Healthcare Worker Bonus Payments (see page 11).
- The District received approval of amendments for Covid Response and Relief Supplemental Appropriation ESSR and GEER Grants. The District is awaiting approval on an amendment for Title III (see page 11).

CAPITAL, DEBT AND RESERVE FUNDS

- Capital and Debt Service Funds have an unencumbered balance of \$1,647,778 (see page 13).
- Reserve fund balances total \$40,116,305 (see page 13).

Respectfully submitted,



Leanne G. Reister
Director of Finance

PITTSFORD CENTRAL SCHOOLS

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS February 28, 2023

GENERAL FUND	1/31/2023 Balance	Receipts	Disbursements	2/28/2023 Balance
Cash in Banks - Checking	\$ 11,279,924.81	\$ 3,606,669.12	\$ 12,183,126.73	\$ 2,703,467.20
Money Market Account-Chase	4,152,393.55	6,529.56	-	4,158,923.11
Money Market Account- Key	26,798.44	250,010.96	250,000.00	26,809.40
Money Market Account- M & T	1,611,610.09	2,419.16	-	1,614,029.25
Money Market Account- CNB	137,262.91	26.32	-	137,289.23
Money Market Account- NYCLASS	31,431,262.58	105,579.20	-	31,536,841.78
Chase Purchasing Card	-	248,959.51	248,959.51	-
FSA/HRA Checking	947,851.15	43,425.76	50,187.99	941,088.92
Payroll Checking	55,856.26	6,950,982.19	6,957,576.04	49,262.41
Investments (See Schedule)	15,161,516.14	52,950.44	-	15,214,466.58
	\$ 84,033,090.84	\$ 11,267,552.22	\$ 19,689,850.27	\$ 56,382,177.88
RESERVES	1/31/2023 Balance	Receipts	Disbursements	2/28/2023 Balance
Teachers Retirement Contribution	3,460,482.20	11,623.94	-	3,472,106.14
Capital Reserve	15,192,660.40	23,671.36	-	15,216,331.76
Bus Purchase Reserve	5,000,200.45	7,824.63	-	5,008,025.08
Consolidated Reserves Account	15,324,826.42	24,097.98	-	15,348,924.40
Instructional Technology Capital Reserve	1,818,059.11	2,858.86	-	1,820,917.97
	\$ 40,663,530.35	\$ 70,076.77	\$ -	\$ 40,866,305.35
SCHOOL LUNCH FUND	1/31/2023 Balance	Receipts	Disbursements	2/28/2023 Balance
Cash in Banks - Checking	\$ 386,022.43	\$ 203,225.92	\$ 201,184.15	\$ 388,064.20
Money Market Account-NYCLASS	630,834.93	2,119.00	-	632,953.93
	\$ 889,398.54	\$ 205,344.92	\$ 201,184.15	\$ 1,021,018.13
CAPITAL FUND	1/31/2023 Balance	Receipts	Disbursements	2/28/2023 Balance
Cash in Banks - Checking	\$ 104,729.27	\$ 250,039.12	\$ 299,227.00	\$ 55,541.39
Capital Reserve	4,449,725.21	-	15,316.96	4,434,408.25
Bus Purchase Reserve -Capital	145,283.90	-	-	145,283.90
	\$ 4,800,834.03	\$ 250,039.12	\$ 314,543.96	\$ 4,635,233.54
SPECIAL AID FUND	1/31/2023 Balance	Receipts	Disbursements	2/28/2023 Balance
Cash in Banks - Checking	\$ 129,167.54	\$ 1,243,154.78	\$ 1,224,361.50	\$ 147,960.82
	\$ 129,167.54	\$ 1,243,154.78	\$ 1,224,361.50	\$ 147,960.82

PITTSFORD CENTRAL SCHOOLS
INVESTMENT SCHEDULES

As of February 28, 2023

GENERAL FUND

Date Purchased	Maturity Date	Bank of Deposit	Principal Amount	Interest Rate	Number of Days	Interest Income
2/6/2023	3/8/2023	CNB	10,120,847.07	4.30%	30	35,769.57
2/22/2023	3/24/2023	CNB	5,093,619.51	4.40%	30	18,420.76
			15,214,466.58			54,190.33

Our current interest rates are as follows:

JP Morgan Chase Checking	0.00%-2.07%
JP Morgan Chase Money Market	2.15%
Key Checking	0.40%
Key Money Market	0.40%
NYCLASS Money Market	4.37%
Canandaigua National Bank Money Market	0.25%
M & T Money Market -General Fund	2.00%

PITTSFORD CENTRAL SCHOOLS

GENERAL FUND

Monthly Statement of Revenues

February 28, 2023

DESCRIPTION	BUDGETED REVENUES	REV. REC'D 2/28/2023	REV. REC'D TO DATE	ESTIMATED TO 6/30	OVER/(UNDER) BUDGET
Real Property Taxes	107,318,258.74	-	105,055,409.27	107,318,258.74	-
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	-
County Sales Tax	6,125,200.00	1,888,582.21	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	-	-	105.62	105.62	105.62
Tuition - Other Districts	225,000.00	7,721.00	15,839.00	225,000.00	-
Health Services - Other Districts	225,000.00	-	-	225,000.00	-
Interest Earned on Investments	50,000.00	171,322.33	851,866.46	1,150,000.00	1,100,000
Rental of Real Property	40,000.00	5,393.00	25,821.53	40,000.00	-
Rental of Real Property, BOCES	-	-	-	-	-
Rental of Buses	2,000.00	-	11,674.16	11,674.16	9,674
Commissions	-	-	-	-	-
Forfeiture of Deposits	-	-	-	-	-
Sale of Scrap and Excess Materials	1,000.00	324.40	1,907.30	1,907.30	907
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	1,143.64	4,911.32	4,911.32	3,911
Refund for BOCES Aided Services	300,000.00	-	709,015.88	709,015.88	409,016
Refund of Prior Years Expense	100,000.00	75,863.50	292,225.17	292,225.17	192,225
Gifts and Donations	40,000.00	1,060.00	20,685.52	40,000.00	-
Unclassified Revenues	155,000.00	302.65	138,453.10	155,000.00	-
State Aid - General Operating/Foundation Aid	9,934,882.91	7,559.57	5,182,581.39	9,934,882.91	-
State Aid - Excess Cost	604,945.00	-	699,489.50	699,489.50	94,545
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	160,351.49	908,658.44	908,658.44	-
State Aid - Commercial Gaming Grant	-	-	-	-	-
State Aid - BOCES	3,492,199.00	1,098,178.00	1,098,178.00	3,492,199.00	-
State Aid - Textbooks	352,529.00	-	88,605.00	352,529.00	-
State Aid - Software Aid	92,412.00	-	-	92,412.00	-
State Aid - Hardware Aid	97,038.00	-	-	97,038.00	-
State Aid - Library Mat. Aid	38,556.00	-	-	38,556.00	-
State Aid - Other Charter School CSBT	700.00	-	700.00	700.00	-
State Aid - Other Urban Suburban	1,019,150.00	-	-	1,019,150.00	-
Medicaid Assistance	50,000.00	7,559.56	39,436.25	50,000.00	-
Subtotal	\$ 147,506,831.00	\$ 3,425,361.35	\$ 131,274,023.19	\$ 150,076,071.05	\$ 2,569,240.05
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	-
Budgeted Revenues Total	\$ 149,598,788.00	\$ 3,425,361.35	\$ 131,274,023.19	\$ 152,168,028.05	\$ 2,569,240.05
Interest Allocated to Reserves	-	70,076.77	282,230.55	282,230.55	282,231
Reserve for Encumbrances	2,969,770.84	-	-	2,969,770.84	-
Adjusted Budgeted Revenues Total	\$ 152,568,558.84	\$ 3,495,438.12	\$ 131,556,253.74	\$ 155,420,029.44	\$ 2,851,470.60

PITTSFORD CENTRAL SCHOOLS

GENERAL FUND

Schedule of Appropriated Expenses
February 28, 2023

	ORIGINAL APPROPRIATIONS	TRANSFERS AND ADJUSTMENTS	REVISED APPROPRIATIONS	EXPENDITURES TO DATE	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCES
School Operations						
Elementary Schools	20,788,555.00	1,577.91	20,790,132.91	10,723,891.08	8,220,414.48	1,845,827.35
Middle School	15,922,065.00	380,614.13	16,302,679.13	8,292,489.63	6,326,615.15	1,683,574.35
High School	21,977,859.00	210,998.12	22,188,857.12	11,911,361.11	8,120,167.44	2,157,328.57
Total School Operations	58,688,479.00	593,190.16	59,281,669.16	30,927,741.82	22,667,197.07	5,686,730.27
Central Student Programs & Services						
Special Education Office	644,603.00	24,480.36	669,083.36	176,224.01	113,568.71	379,290.64
Special Education Services	1,338,243.00	(200.00)	1,338,043.00	562,560.64	535,133.82	240,348.54
Out of District Spec. Ed Programs	6,796,995.00	292,174.44	7,089,169.44	3,888,502.71	2,624,337.88	576,328.85
Special Services	1,273,672.00	(1,061.05)	1,272,610.95	516,733.53	435,094.80	320,782.62
Summer Programs	30,000.00	-	30,000.00	18,200.00	7,800.00	4,000.00
Non Public Services	405,895.00	14,692.56	420,587.56	112,614.04	263,194.31	44,779.21
BOCES	480,000.00	(51,955.33)	428,044.67	302,785.19	123,268.74	1,990.74
Total Central Programs & Services	10,969,408.00	278,130.98	11,247,538.98	5,577,820.12	4,102,398.26	1,587,520.60
Instructional Services						
Curriculum & Instruction Services	845,257.00	77,451.66	922,708.66	521,919.83	218,253.56	182,535.27
Standards of Performance	590,309.00	2,518.22	592,827.22	290,768.22	220,599.81	81,459.19
Pupil Services Office	376,731.00	7,389.68	384,120.68	172,662.77	85,131.82	126,326.09
Instructional Technology Services	1,748,581.00	736,398.37	2,484,979.37	1,305,627.63	716,402.91	462,948.83
Professional Development Services	235,210.00	214.78	235,424.78	148,628.10	74,597.09	12,199.59
Data Team	491,502.00	(13,118.00)	478,384.00	321,665.18	146,774.82	9,944.00
Total Instructional Services	4,287,590.00	810,854.71	5,098,444.71	2,761,271.73	1,461,760.01	875,412.97
Support Services						
Finance Services	1,053,381.00	69,734.66	1,123,115.66	738,896.71	336,418.73	47,800.22
Personnel Services	540,084.00	16,446.36	556,530.36	319,819.33	136,295.93	100,415.10
Public Information Services	322,915.00	25,886.75	348,801.75	205,986.51	121,434.87	21,380.37
Operations and Maintenance	8,921,394.00	894,244.51	9,815,638.51	4,998,508.95	3,317,050.59	1,500,078.97
Printing and Mailing Services	258,900.00	3,365.25	262,265.25	178,099.28	66,568.07	17,597.90
Support Services Technology	1,556,229.00	867,564.93	2,423,793.93	1,880,092.87	212,718.80	330,982.26
Transportation Services	5,092,721.00	378,282.95	5,471,003.95	2,709,966.16	1,887,537.57	873,500.22
Total Support Services	17,745,624.00	2,255,625.41	20,001,149.41	11,031,369.81	6,078,024.56	2,891,755.04
Central Administration						
Board of Education	60,411.00	46,634.67	107,045.67	30,437.19	10,360.44	66,248.04
Superintendent's Office	431,999.00	1,315.90	433,314.90	273,913.16	126,209.80	33,191.94
Total Central Administration	492,410.00	47,950.57	540,360.57	304,350.35	136,570.24	99,439.98
Undistributed Expenses						
Debt Service & Interfund Transfers	10,726,825.00	585,000.00	11,311,825.00	10,114,800.42	437,024.58	760,000.00
Insurance & Fees	1,716,384.00	146,216.27	1,862,600.27	1,405,946.65	422,315.17	34,338.45
Employee Benefits	44,972,068.00	(1,172,097.26)	43,799,970.74	25,271,241.58	16,071,928.15	2,456,801.01
Total Undistributed Expenses	57,415,277.00	(440,880.99)	56,974,396.01	38,791,988.65	16,931,267.90	3,251,139.46
TOTAL	149,598,788.00	3,544,770.84	153,143,558.84	87,394,342.48	51,377,218.04	14,371,998.32

Transfers and Adjustments Detail:

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

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

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Feb	BEGINNING BALANCE			<u>49,642,959.79</u>
	Receipts:			
	Taxes & Tax Items	-		
	Payroll Funding	6,858,772.27		
	Local Revenues	443,429.70		
	State Aid (VLT Lottery Aid)	160,351.49		
	Monroe #1 BOCES	1,098,178.00		
	Sales Tax	1,888,582.21		
	FSA Deductions	40,695.24		
	Federal Aid - Medicaid	15,119.13		
	Interest	118,332.77		
	Net Transfers	498,854.47		
	Total Receipts:			<u>11,122,315.28</u>
	Disbursements:			
	EFT/Wire Transfers		377,864.99	
	General Fund Checks #265544-265923		4,533,191.10	
	ACH #001374-001391		2,774.36	
	Transfer to Special Aid Re: DT/DF		750,000.00	
	Payroll Checks & Direct Deposits		6,957,576.04	
	Payroll Funding		6,319,312.73	
	Transfer- Capital Re: DT/DF		250,000.00	
	Void Checks		(92,009.92)	
	Net Transfers		498,854.47	
	Total Disbursements:			<u>(19,597,563.77)</u>
28-Feb	ENDING BALANCE	<u>\$ 11,122,315.28</u>	<u>\$ 19,597,563.77</u>	<u>41,167,711.30</u>

BANK RECONCILIATION

BALANCE PER BANK:	44,046,672.92
ADD:	
Outstanding Deposits	-
ACH/Checks returns	266.36
Outstanding Transfers	5,164.23
SUBTRACT:	
Outstanding Checks	(2,867,028.27)
Outstanding FSA Withdrawals	(3,197.88)
Outstanding Transfers	(14,166.06)
ACH/Checks returns	
ADJUSTED BANK BALANCE	<u>41,167,711.30</u>
BALANCE PER BOOKS	<u>41,167,711.30</u>

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



 Leanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 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-Feb	BEGINNING BALANCE			\$	18,785,308.62
	Receipts:				
	Transfer from General Fund (Year End Res. Funding)				
	Interest - Reserve for Liability		1,895.10		
	Interest -Tax Certiorari		5,149.06		
	Interest- Unemployment Insurance		3,735.27		
	Interest- Employee Benefit & Accrued Liabilities		5,117.53		
	Interest- Employee Retirement Contribution		3,801.61		
	Interest- Teachers Retirement Contribution		11,623.94		
	Interest- Workers' Compensation		941.78		
	Interest- Insurance Reserve		3,457.63		
	Transfers				
	Total Receipts:				35,721.92
	Disbursements:				
	EFT Withdrawals				
	Transfer to General Fund: Appropriations				
	Transfers				
	Total Disbursements:				-
28-Feb	ENDING BALANCE		\$ 35,721.92	\$ -	18,821,030.54

BANK RECONCILIATION

BALANCE PER BANK:	18,821,030.54
ADD:	
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	18,821,030.54
BALANCE PER BOOKS	18,821,030.54

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



 Leanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

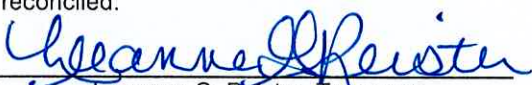
PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 2023
Capital Reserve, Capital Instructional Technology Reserve and Bus Purchase Reserve Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Feb	BEGINNING BALANCE			<u>\$22,010,919.96</u>
	Receipts:			
	Transfer from General: Year End Reserve Funding			
	Interest - Bus Purchase Reserve	7,824.63		
	Interest - Capital Reserve	23,671.36		
	Interest - Capital IT Reserve	2,858.86		
	Net Transfers			
	<u>Total Receipts:</u>			<u>34,354.85</u>
	Disbursements:			
	Transfer to Capital Fund: IT Capital Reserve			
	Net Transfers			
	<u>Total Disbursements:</u>			<u>-</u>
28-Feb	ENDING BALANCE	<u>\$ 34,354.85</u>	<u>\$ -</u>	<u>22,045,274.81</u>

BANK RECONCILIATION

BALANCE PER BANK:	22,045,274.81
ADD:	
Transfer from General	-
SUBTRACT:	
Outstanding Checks	
 ADJUSTED BANK BALANCE	<u>22,045,274.81</u>
BALANCE PER BOOKS	<u>22,045,274.81</u>

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



 Leanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
GENERAL FUND PAYROLL ACTIVITY
February 28, 2023**

	2/1/2023			2/28/2023
	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
Consolidated Payroll	(128.71)	4,511,785.22	4,510,971.84	684.67
Net 1099R Distributions	-	-	-	-
United Way	-	1,948.80	1,948.80	-
NYS Employee Retirement	32,413.60	32,109.12	31,214.62	33,308.10
Income Protection (LTD)	-	8,782.23	8,782.23	-
Hospital Insurance	-	257,534.84	257,534.84	-
AFLAC	-	1,273.76	1,273.76	-
Life Insurance	-	5,571.82	5,571.82	-
NYS Income Tax	(34.65)	252,057.15	252,022.50	-
Federal Income Tax	(106.09)	574,806.51	574,700.42	-
Federal Income Tax-1099R	-	-	-	-
Earned Income Credit	-	-	-	-
Income Execution	-	4,868.49	4,868.49	-
Association Dues	-	82,482.42	82,482.42	-
Social Security	(1,222.98)	956,775.44	955,552.46	-
Teacher Loans	-	18,860.00	18,860.00	-
Tax Sheltered Annuities	13,489.28	335,824.78	335,825.68	13,488.38
Other Liabilities	-	-	-	-
Flex Benefits-Medical Exp.	22,538.43	61,061.88	66,731.22	16,869.09
Flex Benefits-Dependent Care	19,540.00	20,254.44	11,609.72	28,184.72
Flex Benefits-Management Fee	(271.22)	74.16	308.30	(505.36)
529 College Savings	-	-	-	-
HSA Accounts	(363.75)	9,282.00	9,558.25	(640.00)
Health Fund Reserve	907,084.61	-	11,682.74	895,401.87
TOTALS:	\$ 1,039,767.49	\$ 7,135,353.06	\$ 7,141,500.11	\$ 986,791.47

**PITTSFORD CENTRAL SCHOOLS
SCHOOL LUNCH FUND
Monthly Operating Report
February 28, 2023**

CURRENT YEAR MONTHLY TOTALS	PREVIOUS YEAR MONTHLY TOTALS	2022-23 YR-TO-DATE	2021-22 YR-TO-DATE
--------------------------------	---------------------------------	-----------------------	-----------------------

REVENUES:

TYPE A SALES	\$ 78,885.50	\$ 66,947.00	\$ 530,519.50	\$ 446,809.00
OTHER CAFETERIA SALES	123,033.11	102,151.35	823,597.69	680,948.52
REBATES	-	-	1,005.12	377.17
INTEREST INCOME	2,119.00	11.08	9,683.38	84.41
INSURANCE/OTHER COMP	-	-	-	-
MISCELLANEOUS INCOME	-	30.00	390.92	882.85
TOTAL REVENUES:	\$ 204,037.61	\$ 169,139.43	\$ 1,365,196.61	1,129,101.95

EXPENDITURES

SALARIES	\$ 79,075.66	\$ 75,300.08	\$ 463,976.36	\$ 437,710.15
EQUIPMENT	-	-	4,955.75	-
CONTRACTUAL/BOCES	99.08	54.10	12,435.79	12,491.02
FOOD & MILK USED	71,872.34	60,456.07	487,008.49	438,806.33
REPAIRS	4,854.72	1,384.40	19,246.32	12,789.62
TRAVEL/MILEAGE	-	-	-	-
SUPPLIES	6,013.66	7,309.20	43,916.85	42,275.18
BENEFITS	32,873.04	36,814.31	227,208.51	253,143.99
TOTAL EXPENDITURES:	\$ 194,788.50	\$ 181,318.16	\$ 1,258,748.07	\$ 1,197,216.29

NET OPERATIONS: \$ 9,249.11 \$ (12,178.73) \$ 106,448.54 \$ (68,114.34)

OTHER ITEMS AFFECTING FUND BALANCE

Cumulative Change in Reserve for Supplies Inventory	\$ 2,129.79	\$ 8,797.90
Change in Fund Balance:	108,578.33	(59,316.44)
Fund Balance at July 1	\$ 638,971.21	\$ 545,792.72
Fund Balance to date	\$ 747,549.54	\$ 486,476.28

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

Loss of State Aid (National Lunch & Breakfast Program) \$24,941 Free, Reduced & Paid

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

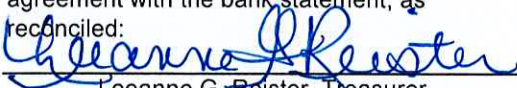
School Lunch Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Feb	BEGINNING BALANCE			<u>\$ 1,016,857.36</u>
	Receipts:			
	Daily Deposits	24,527.85		
	Prepays- School Lunch Office	1,660.00		
	Prepaid- via NutriKids/Heartland	174,948.01		
	Other Sales-Vending	1,371.56		
	Catering	718.50		
	Miscellaneous			
	Transfer from General re: DT/DF			
	Interest	2,119.00		
	Net Transfers			
	Total Receipts:			<u>205,344.92</u>
	Disbursements:			
	EFT/Wire Transfers			
	Check # 203680-203703		116,263.76	
	Payroll Funding		84,920.39	
	Void Checks			
	Transfer to General re: DT/DF			
	Net Transfers			
	Total Disbursements:			<u>(201,184.15)</u>
28-Feb	ENDING BALANCE	<u>\$ 205,344.92</u>	<u>\$ 201,184.15</u>	<u>1,021,018.13</u>

BANK RECONCILIATION

BALANCE PER BANK:	1,032,745.06
ADD:	
Outstanding Deposits	7,471.53
NSF Check	260.00
Outstanding Transfer	
SUBTRACT:	
Outstanding Checks	(19,458.46)
ADJUSTED BANK BALANCE	<u>1,021,018.13</u>
BALANCE PER BOOKS	<u>1,021,018.13</u>

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


Leeanne G. Reister, Treasurer

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

Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS
SPECIAL AID FUNDS
SCHEDULE OF APPROPRIATED EXPENSE
February 28, 2023

DESCRIPTION	ORIGINAL BUDGET/REVENUES	PRIOR YR EXPENDITURES	CURRENT YR EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES	GRANT ADMINISTRATORS
SERVICES FOR FEES						Student Services
Driver Education (Cumulative Balance)	120,630.00	-	79,100.83	6,185.72	35,343.45	
Summer Enrichment (Cumulative Balance)	104,005.09	5,446.43	70,449.07	75.00	28,034.59	
Summer Enrichment (2023-24)	-	-	400.00	4,403.00	(4,803.00)	
IDEA 611 (07/01/22-06/30/23)	1,268,038.00	-	662,772.16	502,450.95	102,814.89	Special Education
Covers special education expenditures						
IDEA 619 (07/01/22-06/30/23)	35,565.00	-	19,552.60	16,012.40	-	Special Education
Covers pre-school educational expenses.						
TITLE I 21/22 (09/01/21-08/31/22)	172,155.00	151,542.10	-	-	20,612.90	Student Services
TITLE I 22/23 (09/01/22-08/31/23)	191,324.00	-	74,046.00	61,565.80	55,712.20	Student Services
Provides program additions at qualifying schools to support students at risk of not passing the required state assessments						
TITLE IIA GRANT 21/22 (09/01/21-08/31/22)	131,865.00	88,987.09	18,912.09	-	23,965.82	Student Services
TITLE IIA GRANT 22/23 (09/01/22-08/31/23)	85,186.00	-	39,035.96	23,208.54	22,941.50	Student Services
Enhances Teacher/Principal training and recruitment.						
TITLE III GRANT 21/22 (09/01/21-08/31/22)	41,250.00	11,640.24	19,405.47	-	10,204.29	Student Services
TITLE III GRANT 22/23 (09/01/22-08/31/23)	8,494.00	-	762.11	128.00	7,603.89	Student Services
Provides language instructional education programs to assist Limited English Proficient (LEP) students achieve standards						
TITLE IV SSAE GRANT (09/01/21-08/31/22)	14,482.00	249.03	2,087.64	-	12,145.33	Student Services
Provides resources to increase the capacity of local agencies						
TEACHER CENTER GRANT 2022-23	65,867.00	-	54,626.56	1,278.83	9,961.61	Teacher Center
Provides staff development opportunities for teachers.						
SPECIAL ED SUMMER PROGRAMS 4408	382,000.00	-	378,882.61	807.40	2,309.99	Special Education
Payments for tuition to BOCES and outside providers of summer special education programs.						
SPECIAL ED SUMMER PROGRAM-In District	455,450.00	-	380,245.27	1,916.45	73,288.28	Special Education
Expenses for staff and materials for state approved in-district special education summer program.						
SPECIAL ED SUMMER PROGRAM-Related Services	17,658.78	-	17,858.78	-	-	Special Education
Payments to outside providers and staff for related services during July and August.						
AMERICAN RESCUE PLAN	1,287,512.00	182,686.40	244,895.32	82,285.68	777,644.60	Student Services
AMERICAN RESCUE PLAN 611 GRANT	265,089.00	129,186.00	79,377.97	24,914.35	31,610.68	Special Education
AMERICAN RESCUE PLAN 619 GRANT	29,267.00	7,767.04	2,723.91	10,267.96	8,508.09	Special Education
Provides resources to address the COVID-19 impact on schools						
CRRSA - ESSER II FUND	4,593,034.00	1,864,079.75	890,122.59	621,651.99	1,217,179.67	Student Services
for the purpose of providing emergency relief funds to address the impact that COVID-19 has had, and continues to have, on schools						
CRRSA - GEER II FUND	740,432.00	101,166.06	338,502.27	200,250.57	100,513.10	Student Services
provides grants to Governors for the purpose of providing educational agencies with emergency assistance to address the impact of Covid-19						
SCHOOL LIBRARY SYSTEM GRANT 2022-23	3,450.05	-	3,283.48	-	166.57	Various Schools
Mini grants through BOCES for School Library Media Specialists.						
NYS HEALTHCARE WORKER BONUSES	134,024.25	-	134,024.25	-	-	Business Office
for bonuses to recruit, retain, & reward front line health care workers						
TOTALS :	10,146,978.17	2,542,750.14	3,511,066.94	1,557,402.64	2,535,758.45	

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

Special Aid Funds

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Feb	BEGINNING BALANCE			\$ 129,167.54
	Receipts:			
	Local Revenues	-		
	State Aid/Federal Aid	11,357.83		
	Transfer from General (20% funding)	-		
	Transfer from General DT/DF	750,000.00		
	Transfer to Special Aid Fund: write offs	-		
	Net Transfers	-		
	Total Receipts:			<u>761,357.83</u>
	Disbursements:			
	EFT/Wire Transfers		-	
	Check # 206533-206562		288,025.40	
	Transfer to General Fund re: DT/DF		-	
	Void Checks/Stop Payments/NSF Checks		-	
	Payroll Funding		454,539.15	
	Net Transfers		-	
	Total Disbursements:			<u>(742,564.55)</u>
28-Feb	ENDING BALANCE	<u>\$ 761,357.83</u>	<u>\$ 742,564.55</u>	<u>147,960.82</u>

BANK RECONCILIATION

BALANCE PER BANK:	150,060.50
ADD: Outstanding Transfer from General	9,001.83
SUBTRACT:	
Outstanding Checks	(11,101.51)
ADJUSTED BANK BALANCE	<u>147,960.82</u>
BALANCE PER BOOKS	<u>147,960.82</u>

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


Leeanne G. Reister, Treasurer

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

Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS

Capital & Debt Service SCHEDULE OF APPROPRIATED EXPENSE February 28, 2023

DESCRIPTION	PRIOR YEAR APPROPRIATIONS	PROJECT EXPENDITURES	EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED 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	7,558.76	-	5,016.24
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	-	295,507.00	110,890.69	193,602.31
Capital Funded by Reserve - May 2021	6,000,000.00	743,675.33	957,804.42	3,426,056.62	872,463.63
Emergency Project - SHS Roof	575,000.00	-	-	-	575,000.00
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	4,940,746.28	3,778,056.61	1,646,082.52
Debt Service	29,299,941.60	-	28,871,446.60	426,800.00	1,695.00
TOTALS :	42,321,707.60	2,656,880.59	33,812,192.88	4,204,856.61	1,647,777.52

RESERVE BALANCES February 28, 2023

DESCRIPTION	FUND BALANCE 7/1/2022	APPROPRIATED AMOUNT OR ACTUAL EXPENDITURE	INTEREST/ OTHER REVENUES	APPROVED TRANSFER (In/Out)	FUND BALANCE TO DATE
Bus Purchases Funded by Reserve	4,979,457.19		28,567.89		5,008,025.08
Capital Reserve	15,126,566.79		89,764.97		15,216,331.76
Instructional Technology Capital Reserve	1,810,569.32		10,348.65		1,820,917.97
Insurance Reserve	2,189,412.39		12,885.63		2,202,298.02
Unemployment Insurance Reserve	2,365,213.41		13,920.30		2,379,133.71
Reserve for Liability	1,199,996.12		7,062.50		1,207,058.62
Reserve for Tax Certiorari	3,260,445.83		19,189.13		3,279,634.96
Employee Benefit & Accrued Liability Reserve	3,240,692.02	(400,000.00)	18,859.64		2,859,551.66
Reserve for Retirement Contributions	2,407,348.14	(300,000.00)	14,040.35		2,121,388.49
Reserve for Teacher Retirement Contributions	3,407,982.02		64,124.12		3,472,106.14
Workers' Compensation Reserve	596,391.57	(50,000.00)	3,467.37		549,858.94
TOTALS :	40,584,074.80	(750,000.00)	282,230.55	-	40,116,305.35

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

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

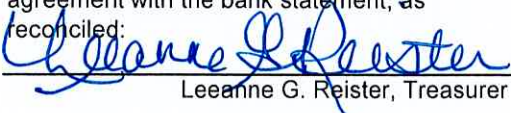
Capital

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Feb	BEGINNING BALANCE			<u>\$ 4,699,738.38</u>
	Receipts:			
	Transfer from General Fund re: Due to/from	250,000.00		
	Transfer from General Fund re: Bus Purch. Reserve			
	BAN Proceeds			
	Interest	39.12		
	Net Transfers			
	<u>Total Receipts:</u>			<u>250,039.12</u>
	Disbursements:			
	EFT/Wire Transfers			
	Transfer to Capital Reserve re: Closing of Project			
	Capital Checks-060184-061086		299,227.00	
	Capital Reserve Checks #000952-000953		15,316.96	
	Bus Purchase Reserve Checks #			
	Net Transfers			
	<u>Total Disbursements:</u>			<u>(314,543.96)</u>
28-Feb	ENDING BALANCE	<u>\$ 250,039.12</u>	<u>\$ 314,543.96</u>	<u>4,635,233.54</u>

BANK RECONCILIATION

BALANCE PER BANK:	4,644,270.50
ADD:	
SUBTRACT:	
Outstanding Checks	(9,036.96)
ADJUSTED BANK BALANCE	<u>4,635,233.54</u>
BALANCE PER BOOKS	<u>4,635,233.54</u>

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


 LEEANNE G. REISTER, Treasurer

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

 Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 2023
Miscellaneous Revenue Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Feb	BEGINNING BALANCE			<u>\$ 171,838.12</u>
	Receipts:			
	Miscellaneous -Dividend & Local Money			
	Total Receipts:			-
	Disbursements:			
	Checks 200806-200807		1,391.50	
	Void Checks		(212.00)	
	Total Disbursements:			<u>(1,179.50)</u>
28-Feb	ENDING BALANCE	<u>\$</u>	<u>-</u>	<u>\$ 170,658.62</u>

BANK RECONCILIATION

BALANCE PER BANK:	172,253.74
ADD:	
Outstanding Transfer from General NSF Check	
SUBTRACT:	
Outstanding Checks	(1,595.12)
ADJUSTED BANK BALANCE	<u>170,658.62</u>
BALANCE PER BOOKS	<u>170,658.62</u>

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



 Leanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

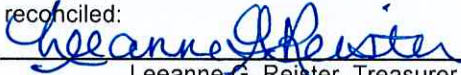
**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF FEBRUARY 2023**

Custodial Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Feb	BEGINNING BALANCE			\$ -
	Receipts:			
	Miscellaneous			
	Interest			
	Net Transfers			
	Total Receipts:			-
	Disbursements:			
	EFT/Wire Transfers-Taxes			
	Net Transfers			
	Total Disbursements:			-
28-Feb	ENDING BALANCE	\$ -	\$ -	-

BANK RECONCILIATION

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

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


 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

MISCELLANEOUS REVENUE & CUSTODIAL ACTIVITY SUMMARY February 28, 2023

Miscellaneous Revenue Accounts	BEGINNING BALANCE 7/1/2022	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 2/28/2023
Special Revenue Funds (Scholarships/Grants)	164,888.09	44,486.21	38,715.68	170,658.62

Custodial Accounts	BEGINNING BALANCE 7/1/2022	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 2/28/2023
Sales Tax	-	3,437.67	3,437.67	-

Extraclassroom Accounts	BEGINNING BALANCE 7/1/2022	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 2/28/2023
Allen Creek Elementary	1,523.62	26.90	-	1,550.52
Jefferson Road Elementary	2,277.46	-	-	2,277.46
Mendon Center Elementary	17,643.80	5,907.39	6,065.14	17,486.05
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	93,347.44	87,468.60	59,060.31
Calkins Road Middle School	47,464.84	62,344.06	61,396.41	48,412.49
Sutherland High School	58,919.71	57,116.11	58,494.77	57,541.05
Mendon High School	99,356.18	81,371.50	70,148.55	110,579.13
TOTALS :	287,333.61	312,696.40	295,460.45	304,569.56

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

Debt Service Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Feb	BEGINNING BALANCE			\$ 4,820,807.21
	Receipts:			
	Transfer from General Fund (per appropriations)			
	Proceeds of Advanced Refunding			
	Interest	4,061.24		
	Net Transfers			
	<u>Total Receipts:</u>			<u>4,061.24</u>
	Disbursements:			
	Depository Trust Company (Wires)		2,035,625.00	
	Net Transfers			
	<u>Total Disbursements:</u>			<u>(2,035,625.00)</u>
28-Feb	ENDING BALANCE	<u>\$ 4,061.24</u>	<u>\$ 2,035,625.00</u>	<u>2,789,243.45</u>

BANK RECONCILIATION

BALANCE PER BANK:	2,789,243.45
ADD:	
Outstanding Transfer	
SUBTRACT:	
ADJUSTED BANK BALANCE	<u>2,789,243.45</u>
BALANCE PER BOOKS	<u>2,789,243.45</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 SCHOOL DISTRICT

Budgetary Transfer Report
Fiscal Year: 2023

Current Appropriation - Effective From: 02/01/2023 To: 02/28/2023

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
Fund: A - GENERAL FUND						
02/10/2023	022697	TO FUND SWANK MOVIE LICENSING 2023-2024	A117-2610-500-0610 R	TR Library Supplies	-240.72	
			A117-2610-400-0610 R	TR Library Contr Svc		240.72
02/07/2023	022830	TO PROVIDE FUNDS FOR NEGATIVE BALANCE IN CRMS PAPER B/C	A232-2110-500-0100 R	CR SchISuppt Supplies	-39.60	
			A232-2110-506-0100 R	CR SchISuppt Copy Paper		39.60
02/02/2023	022992	To cover Jackie Bowser's ITSE conference	A115-2020-465-0020 R	PR Supr RegSch Trav Conf	-645.00	
			A530-2630-400-0630 R	ITS Computer Inst ContrSv		645.00
02/06/2023	023041	to cover cost of SAANYS membership reimbursement	A112-2020-500-0020 R	AC Supr RegSch Supplies	-189.00	
			A112-2020-468-0020 R	AC Supr RegSch Membership		189.00
02/27/2023	023151	to provide funds for ASCD membership	A114-2110-500-0100 R	MC SchISuppt Supplies	-96.12	
			A114-2020-468-0020 R	MC Supr RegSch Membership		96.12
02/07/2023	023250	TO FUND ART SUPPLY PURCHASES AT MCE FUNDED BY PTSA DONATION	A830-9060-800-0868 R	BEN Medicare Part B	-1,060.00	
			A114-2110-500-0113 R	MC Art Supplies		1,060.00
02/16/2023	023286	To provide funds for CRMS library supplies	A232-2610-400-0610 R	CR Library Contr Svc	-1,628.00	
			A232-2610-500-0610 R	CR Library Supplies		1,628.00
02/08/2023	023287	TO COVER COST OF MCSMA (MONROE COUNTY SCHOOL MUSIC ASSOCIATION) ENTRY FEES FOR QUALIFIED STUDENTS (PO#	A340-2110-500-0164 R	SHS Music Instr Supplies	-67.50	
			A340-2110-406-0164 R	SHS Music Instr Entry Fee		67.50
02/08/2023	023312	To cover 2023 pre-referendum services	A830-9060-800-0809 R	BEN Hospital Medical	-10,000.00	
			A810-1380-400-0380 R	DBT Fiscal Agt Fee Contra		10,000.00
02/08/2023	023339	Transfer negatives	A830-9010-800-0800 R	BEN Employee Retirement	-235,284.00	
			A430-2250-490-2249 R	Out District BOCES Placem		225,000.00
			A650-1670-490-0670 R	Print & Mail BOCES Servic		5,000.00
			A820-1420-490-0420 R	FEES Legal Fees BOCES Sv		4,882.00
			A820-1981-490-0981 R	FEES BOCES Administr Cost		2.00
			A830-9040-490-0804 R	BEN WORKERS COMP BOCES S		400.00
02/08/2023	023353	Please add funds for seed purchase for Elem. Science Standards 2nd grade.	A511-2010-465-0076 R	STD Science Trav Conf	-106.00	
			A511-2010-500-0076 R	STD Science Supplies		106.00
02/16/2023	023452	To pay for Swank movie license	A115-2020-465-0020 R	PR Supr RegSch Trav Conf	-478.00	
			A115-2110-400-0100 R	PR SchISuppt Contr Svc		478.00
02/08/2023	023458					

			A430-2250-490-2249 R	Out District BOCES Placem	-225,000.00	
			A650-1670-490-0670 R	Print & Mail BOCES Servic	-5,000.00	
			A820-1420-490-0420 R	FEES Legal Fees BOCES Sv	-4,882.00	
			A820-1981-490-0981 R	FEES BOCES Administr Cost	-2.00	
			A830-9040-490-0804 R	BEN WORKERS COMP BOCES S	-400.00	
			A830-9010-800-0800 R	BEN Employee Retirement		235,284.00
02/09/2023	023460	Transfer negatives				
			A830-9010-800-0800 R	BEN Employee Retirement	-1,205.10	
			A650-1670-490-0670 R	Print & Mail BOCES Servic		805.10
			A830-9040-490-0804 R	BEN WORKERS COMP BOCES S		400.00
02/10/2023	024061	Please transfer \$34 from 113-2110-500-0165 to 113-2110-406-0165				
			A113-2110-500-0165 R	JR Music Vocal Supplies	-34.00	
			A113-2110-406-0165 R	JR Music Vocal Entry Fees		34.00
02/10/2023	024080	To provide funds for copier staples				
			A112-2110-500-0110 R	AC Tch RegSch Supplies	-121.64	
			A112-2110-500-0100 R	AC SchISuppt Supplies		121.64
02/21/2023	024228	To pay for the SWANK Movie License				
			A117-2610-500-0610 R	TR Library Supplies	-214.29	
			A117-2610-400-0610 R	TR Library Contr Svc		214.29
02/15/2023	024342	Budget transfer request to provide funds for five laptops, five laptop docks, and six monitors to replace aging equipment in CIO office.				
			A550-2060-465-0060 R	DAT Travel and Conference	-363.00	
			A550-2060-490-0060 R	DAT BOCES	-1,000.00	
			A550-2060-500-0060 R	DAT Supplies & Materials	-8,000.00	
			A530-2630-491-0630 R	ITS-Comp Equip BOCES		9,363.00
02/21/2023	024507	To purchase yarn for art class				
			A115-2020-465-0020 R	PR Supr RegSch Trav Conf	-268.40	
			A115-2110-500-0113 R	PR Art Supplies		268.40
02/28/2023	024642	TO COVER COST OF GRADUATION				
			A340-2020-465-0020 R	SHS Supr RegSch Trav Conf	-2,000.00	
			A340-2020-468-0020 R	SHS Supr RegSch Membershi	-11.00	
			A340-2020-500-0020 R	SHS Supr RegSch Supplies	-923.00	
			A340-2110-400-0100 R	SHS SchISuppt Contr Svc	-1,000.00	
			A340-2110-400-0176 R	SHS Science Contr Svc	-350.00	
			A340-2110-406-0158 R	SHS Math Entry Fees	-731.00	
			A340-2110-455-0176 R	SHS Science Equip Rpr	-600.00	
			A340-2110-465-0100 R	SHS SchISuppt Trav Conf	-1,060.00	
			A340-2110-500-0100 R	SHS SchISuppt Supplies	-1,100.00	
			A340-2110-461-0100 R	SHS SchISuppt Commencmt		7,775.00
02/28/2023	024704	to cover SWANK for library (PD-03519)				
			A114-2110-500-0110 R	MC Tch RegSch Supplies	-102.50	
			A114-2110-400-0100 R	MC SchISuppt Contr Svc		102.50
02/27/2023	024718	Transfer funds to cover Best Buddies Memberships deficit				
			A420-2250-500-2255 R	SpEd Sv Speech Supplies	-200.00	
			A410-2250-468-2251 R	SpEd Office Memberships		200.00
02/28/2023	024739	to cover library purchase				
			A113-2110-500-0110 R	JR Tch RegSch Supplies	-9.32	
			A113-2610-500-0610 R	JR Library Supplies		9.32
02/28/2023	024744	TO COVER INCREASED COST OF VOCAL MUSIC SUPPLIES				
			A231-2110-500-0164 R	BR Music Instr Supplies	-34.06	
			A231-2110-500-0165 R	BR Music Vocal Supplies		34.06
02/28/2023	024746	TO PROVIDE FUNDS FOR SEWING MACHINE ORDER				

			A232-2110-422-0143 R	CR HomeCar Consultants	-500.00	
			A232-2110-500-0143 R	CR HomeCar Supplies		500.00
02/28/2023	024786	Put original transfer in wrong account. This transfer fixes the error!				
			A114-2110-400-0100 R	MC SchISuppt Contr Svc	-102.50	
			A114-2110-400-0110 R	MC Tch RegSch Contr Svc		102.50
02/28/2023	024787	need to cover PO for textbook				
			A114-2110-500-0110 R	MC Tch RegSch Supplies	-0.02	
			A114-2110-480-0110 R	MC Tch RegSch Textbooks		0.02
02/28/2023	024789	TO PROVIDE ADDITIONAL FUNDS TO FED EX PO				
			A232-2110-500-0100 R	CR SchISuppt Supplies	-27.22	
			A232-2110-400-0100 R	CR SchISuppt Contr Svc		27.22
02/28/2023	025275	To provide funds for negative budget codes				
			A114-2110-123-0110 R	MC Tch RegSch 4-5	-127,063.13	
			A231-2020-150-0020 R	BR Supr RegSch Admn Sal	-16,410.00	
			A231-2855-137-0855 R	BRMS Athletics Coach Sala	-2,342.31	
			A232-2250-131-2250 R	CR SpEd Tchr Salary	-18,496.23	
			A300-2815-153-0815 R	HS HealthSv Summer Tch	-540.98	
			A340-2610-161-0610 R	SHS Library Clerk Salary	-4,771.85	
			A530-2630-173-0630 R	ITS Computer Inst OT/Extr	-600.87	
			A550-2060-180-0060 R	DAT Supervisory/Technical	-433.66	
			A610-1310-161-0310 R	FIN BusAdmn Clerk Salary	-900.00	
			A830-9010-800-0800 R	BEN Employee Retirement	-1,296.00	
			A830-9020-800-0801 R	BEN Teachers Retirement	-44,170.47	
			A830-9060-800-0809 R	BEN Hospital Medical	-20,000.00	
			A100-2110-466-0100 R	ES SchISuppt Mileage		442.71
			A112-2110-173-0100 R	AC SchISuppt OT/Extra Hr		120.17
			A113-2020-150-0020 R	JR Supr RegSch Admn Sal		12,210.00
			A113-2110-121-0110 R	JR Tch RegSch 1-3		135.00
			A113-2110-123-0110 R	JR Tch RegSch 4-5		36.77
			A113-2110-173-0100 R	JR SchISuppt OT/Extra Hr		813.97
			A114-2020-150-0020 R	MC Supr RegSch Admn Sal		3,750.00
			A114-2610-121-0610 R	MC Library Tch Salary		186.78
			A115-2020-150-0020 R	PR Supr RegSch Admn Sal		450.00
			A115-2110-162-0100 R	PR SchISuppt Para Salary		11,600.42
			A115-2110-173-0100 R	PR SchISuppt OT/Extra Hr		128.99
			A115-2110-465-0100 R	PR SchISuppt Trav Conf		1.90
			A115-2815-158-0815 R	PR HealthSv NrseTchr Sal		135.00
			A117-2110-146-0100 R	TR SchISuppt InSv Paymts		472.24
			A117-2110-169-0100 R	TR SchISuppt Para Subs		646.51
			A117-2110-173-0100 R	TR SchISuppt OT/Extra Hr		171.54
			A200-2855-139-0855 R	MS Athletics-Other Employ		2,342.31
			A231-2110-162-0100 R	BR SchISuppt Para Salary		60,382.36
			A231-2610-161-0610 R	BR Library Clerk Salary		1,833.77
			A231-2815-173-0815 R	BR HealthSv OT/Extra Hr		198.32
			A232-2110-162-0100 R	CR SchISuppt Para Salary		35,004.92
			A232-2815-173-0815 R	CR HealthSv OT/Extra Hr		60.78
			A300-2110-163-0100 R	HS SchISuppt Security Sal		578.84
			A300-2110-466-0100 R	HS SchISuppt Mileage		704.43
			A340-2110-131-0176 R	SHS Science Tchr Salary		4,017.08
			A340-2110-161-0100 R	SHS SchISuppt Clerk Sal		8,106.83
			A340-2110-403-0110 R	SHS Tch RegSch Field Trip		1,000.00
			A340-2815-173-0815 R	SHS HealthSv OT/Extra Hr		117.24

A340-2820-159-0820 R	SHS PsychSv Psych Salary	1,296.00
A341-2110-168-0100 R	MHS SchISuppt Clerk Subs	2,698.45
A341-2250-131-2250 R	MHS SpEd Tchr Salary	18,496.23
A341-2610-161-0610 R	MHS Library Clerk Salary	2,751.30
A341-2815-173-0815 R	MHS HealthSv OT/Extra Hr	29.64
A530-2630-161-0630 R	ITS Computer Inst Clerk S	547.55
A530-2630-465-0630 R	ITS Computer Inst TravCon	53.32
A550-2060-161-0060 R	DAT Clerical/Secretarial	433.66
A610-1310-180-0310 R	FIN BusAdmn Sup/Tech Sal	900.00
A670-5530-173-0530 R	TRN Overtime/Extra Hr	20,000.00
A820-1950-458-0949 R	FEES Assessmt SchI Prope	44,170.47
Total for Fund A - GENERAL FUND		-742,100.49 742,100.49

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

Chloeanne Beister

RL/Vg

Date of Treasurer's Report for BOE review

3/14/23

Date Completed

3/03/23

Person Completing

Cheryl Muscarella

Pittsford Schools

Administrative Offices
75 Barker Road – East Wing
Pittsford, NY 14534
585.267.1077

fax: 585.381.9368

Michael_Vespi@pittsford.monroe.edu

Michael Vespi
Assistant Superintendent for Business

Date: March 14, 2023
To: Michael Pero, Superintendent of Schools
From: Michael Vespi, Assistant Superintendent for Business *Michael Vespi*
Re: Declaration of Scrap Equipment – Folder/Inserter Machine

The PCSD Business Department is requesting that a letter folder/inserter machine be declared scrap. This machine is 14 years old and is not in dependable working order. A representative from Quadient has evaluated the machine and claims it has no value for parts.

It is my recommendation that the Board of Education declare this item scrap and sold as such and proceeds be deposited into the General Fund according to Policy Board Policy 5250 which states “The Superintendent or the Superintendent’s designee may dispose of property that is obsolete, surplus or unusable by the District in such a manner that brings the most financial benefit to the District...”

Therefore, in accordance with Policy 5250 and applicable laws, I recommend the following:

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.

MV:dh

CC: Leanne Reister

Pittsford Schools

Disposal/Movement of Equipment

INVENTORY CONTROL FORM DISPOSALS/MOVEMENT

INSTRUCTIONS

The Business Office maintains an equipment inventory database for all fixed assets valued at \$1000 and above. Please use this form to notify the Business Office of the desire to dispose of equipment or the movement of any equipment that meets this criterion.

Please complete the appropriate sections.

Use one form per item.

Return to: **Research Assistant, BRMS East Offices ext. 1055**

Retain a copy for your records, if needed.

SECTION ONE TO REPORT DESIRE TO DISPOSE OF EQUIPMENT

School/Department: Business Office

Equipment Description: Folder/Inserter (Ex. Laptop, Printer)

Tag #: 002898 Serial #: 09DW-5259 #1338-01

(Pittsford CSD Tag w/ Blue Line)

Make & Model #: Neopost DS70

Condition of Equipment (check where applicable): Working Barely Repairable _____ Not repairable _____

Status of Equipment (check where applicable): Surplus _____ Obsolete X

Cheranne Rister

3/6/23

*14 years Old - End of Life
Rep from Quadiant Claims no
Value for parts or scrap*

SECTION TWO TO REPORT MOVEMENT OF EQUIPMENT

School/Department: _____

Equipment Description:

Tag #: _____ Serial #: _____

(Pittsford CSD Tag w/ Blue Line)

Make & Model #: _____

Transferred from: _____ to _____
(Bldg & Room) (Bldg & Room)

Signature of Supervisor or Principal

Date

FOR OFFICE USE ONLY:

Disposed of: _____ Date: _____

Sold to: _____ Cost _____ Date: _____

Sent to BOCES: _____ Date: _____

VFACS Updated: _____ Date: _____



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

To: Michael Pero, Superintendent

From: Michael Vespi, Assistant Superintendent for Business

Michael Vespi

Date: March 15, 2023

Re: Budget Transfer Request – 1:1 Device Program Purchases

For the last two years, the Technology Department has been implementing a 1:1 Device program in Pittsford Schools. Currently, grades 5-10 are utilizing this program and the plan for the 2023-24 school year is to expand this into other grade levels. In January, the Board of education approved a transfer to expand to grades 4-11. With computer based testing for grades 3-8 coming soon, the decision to expand into grade 3 was made to prepare students for taking NYS tests on computers. In the past couple of years, the economy has been experiencing extended procurement times. To ensure that the ordered items are received and ready to distribute by the start of the 2023-24 school year, the Technology Department is recommending PCSD place the order for laptops as soon as possible.

We are estimating \$400,000 to purchase the next phase of laptops. After reviewing the current budget, the District saw a lower increase to health insurance costs than were anticipated during budget development. I would like to recommend a budget transfer that per *Board policy 5330 – Budget Transfers*, will require the approval of the Board of Education

Therefore,

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**.

MV:dh

Cc: Leeanne Reister

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

To: Michael Pero, Superintendent

From: Michael Vespi, Assistant Superintendent for Business

Michael Vespi

Date: March 15, 2023

Re: Budget Transfer Request – Technology Storage Solution

The Technology Department has been informed that our current storage solution is approaching end of service with the vendor. Our storage system supports all District resources i.e.: curricular content, student work, forms, files and home and shared drives. Our current storage solution is hosted at Barker Road, East Wing and includes a backup that resides at Sutherland High School. Replacement costs to upgrade our full system are approximately \$425,000.

In the past couple of years, the economy has been experiencing extended procurement times. The Technology Department is recommending placing this order as soon as possible to ensure that they are received, installed and operational by the start of the 2023-24 fiscal year.

After reviewing the current budget, the District saw a decrease to TRS and ERS costs than were anticipated during budget development. I would like to recommend a budget transfer that per *Board Policy 5330 – Budget Transfers* will require the approval of the Board of Education

Therefore,

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**.

MV:dh

Cc: Leeanne Reister

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: March 15, 2022
To: Michael Pero, Superintendent of Schools
From: Michael Vespi, Assistant Superintendent for Business
Re: Capital Reserve - Bus Purchase Proposition

Michael Vespi

In maintaining the District's focus on long-range planning, fiscal accountability and Board of Education policy, it has been the practice to replace aging buses before they may need extensive repairs. Due to the current shortage of bus drivers and resultant route restructure, we are recommending the purchase/replacement of five full size 66 passenger buses, five 29 passenger buses, two 36 passenger buses, one service truck and one seven passenger sport utility vehicle as well as communications equipment used in the operation of such buses. The District will trade-in sixteen buses, which will reduce the fleet by four buses. Below is the 2023-2024 Capital Reserve – Bus Purchase Resolution for your consideration and Board of Education approval for placement on the May 16, 2023 ballot:

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.

MV:dh
Attachments
CC: Leeanne Reister

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: March 14, 2023
To: Michael Pero, Superintendent of Schools
From: Michael Vespi, Assistant Superintendent for Business
Re: Transportation Vehicles Reserve Fund - 2023

As previously discussed with the PCSD Audit Over-Sight Committee, it is necessary to create a new reserve fund for the Transportation Department vehicles as the existing fund has reached its capacity.

Therefore, I recommend the following resolution for your consideration:

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), 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.

MV:dh
Cc: L. Reister

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: March 14, 2023
To: Michael Pero, Superintendent of Schools
From: Michael Vespi, Assistant Superintendent for Business
Re: Swimming Facilities Reserve Fund - 2023

Michael Vespi

Based on your previous discussions with the Board of Education, I recommend the following resolution for the BOE's consideration:

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.

MV:dh
Cc: L. Reister

PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

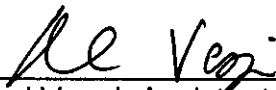
RECOMMENDATION FOR COMPETITIVE BID AWARD

To: Board of Education
From: Michael Vespi, Assistant Superintendent for Business
(Prepared by Leslie Pawluckie)
BOE Date: March 14, 2023
Topic: BOCES 2 Cooperative Magazine Bid
Date Advertised: December 16, 2022, *Democrat & Chronicle*
Date of Bid Opening: January 12, 2023
Time:
Source of Funds: Budget, Each Building or Department

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

ITEM BID	RECOMMENDED VENDOR		AMOUNT
Magazine Subscriptions	Magazine Subscription Service Agency	\$	2,903.20
	Magazine Subscriptions PTP	\$	686.66
TOTAL:			<u>\$ 3,589.86</u>

Comments: The BOCES 2 Cooperative Magazine Bid contract is 5/1/23- 4/30/24. Pittsford and six (6) other districts and/or BOCES participated. The bid was reviewed by Wendy Vergamini, BOCES 2 Bid Coordinator; Scoti Rodriguez, Purchasing Assistant; and Leslie Pawluckie, Purchasing Agent. The awards are recommended to the responsive bidders meeting all required bid specifications. Vendors offered discounts by brand for items not listed on the bid. Items are identified on an ongoing basis by budget managers in the departments and schools.



Michael Vespi, Assistant Superintendent for Business