

PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
BOARD OF EDUCATION MEETING
TUESDAY, NOVEMBER 8, 2022
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. PITTSFORD PRIDE
- V. APPROVAL OF MINUTES: October 18, 2022 (BOARD ACTION)
- VI. BOARD OF EDUCATION REPORT
 - A. Monroe County School Boards Association Meeting Reports
 - 1. Board Leadership – next meeting – 3/1/23
 - 2. Executive Committee – next meeting – 11/30/22 (5:45 pm)
 - 3. Information Exchange Committee – next meeting – 11/9/22
 - 4. Labor Relations Committee – next meeting – 11/16/22
 - 5. Legislative Committee – next meeting – 11/30/22 (Noon)
 - 6. Steering Committee – next meeting – 11/9/22
 - B. Other Meeting Reports
 - C. Dates to Remember
 - 1. 11/10/22 – Schools Closed for Superintendent’s Conference Day
 - 2. 11/11/22 – Schools Closed for Veterans Day
 - 3. 11/23/22-11/25/22 – Schools Closed for Thanksgiving Day Recess
 - 4. 11/29/22 – Next Regularly Scheduled Meeting
- VII. FINANCIAL REPORT – Mr. Vespi
 - A. Action Items:
 - 1. Acceptance of Treasurer’s Report – September 2022 (BOARD ACTION)
 - 2. 1st Quarterly Extraclassroom Activities Report (BOARD ACTION)
 - 3. Declaration of Scrap Equipment – PRE Carpet Extractor (BOARD ACTION)
 - 4. Expanded Budget Development Calendar Resolution (BOARD ACTION)
 - 5. Bid Award (See Consent Agenda)
 - a. Recycling & Trash Removal Services
 - B. Discussion:
 - 1. Summer Work Report
 - C. Other:
- VIII. HUMAN RESOURCE REPORT – Mr. Clark
 - A. Action Items:
 - 1. Professional Staff Report (BOARD ACTION)
 - 2. Support Staff Report (BOARD ACTION)
 - B. Discussion:
 - C. Other:
- IX. CURRICULUM REPORT – Mrs. Ward
 - A. Action Items:
 - 1. New Course Proposal – 2nd Reading (BOARD ACTION)
 - a. Data Driven Business Analysis
 - B. Discussion:
 - 1. 3-8 State Assessment Results Presentation
 - C. Other:

X. SPECIAL EDUCATION REPORT – Ms. Woods

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

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

B. Discussion:

C. Other:

XI. SUPERINTENDENT’S REPORT – Mr. Pero

A. Action Items:

1. Call for Executive Session **(BOARD ACTION)**
2. Policy Approvals – **2nd Reading (See Consent Agenda)**
 - a. #7540-Suicide Prevention and Intervention
 - b. #8110-Curriculum Development, Resources and Evaluation
 - c. #8330-Objection to Instructional Materials and Controversial Issues
3. Policy Deletion – **2nd Reading (See Consent Agenda)**
 - a. Deletion of #8331-Controversial Issues (subsumed in revision of #8330)
4. Gifts to the District – **(See Consent Agenda)**
 - a. Donation of \$2,000.00 from PTSA for the Sources of Strength program at Sutherland and Mendon High Schools.
 - b. Donation of \$4,000.00 from PTSA for Cultural Arts at PCSD.

B. Discussion:

C. Other:

XII. CONSENT AGENDA

(BOARD ACTION)

- A. Bid Award
- B. Committee on Special Education
- C. Sub-Committee on Special Education
- D. Committee on Preschool Special Education
- E. Policy Approvals: #7540, #8110, #8330
- F. Policy Deletion: #8331(Subsumed in revision of #8330)
- G. Gifts to the District

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. 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.

XVI. ADJOURNMENT/RECESS

(BOARD ACTION)

Next regularly scheduled meeting: **November 29, 2022 – 7:00 p.m.**

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

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

PITTSFORD CENTRAL SCHOOL DISTRICT

Board of Education Meeting

Tuesday, October 18, 2022

Barker Road Middle School

(Link to Public Viewing on Website)

The REGULAR MEETING of the Pittsford Central School District Board of Education began at 7:00 p.m. in the McCluski Room, Barker Road Middle School on Tuesday, October 18, 2022.

BOARD MEMBERS PRESENT: T. Aroesty, R. Scott, D. Berk, J. Casey, E. Kay, S. Pelusio, 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. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the agenda for this meeting. **APPROVED: AGENDA**

Vote: Unanimously carried

3. Principal's Report: Dr. Mark Balsamo, principal, along with some of his staff, presented to the Board on the activities taking place at Park Road Elementary School.

4. 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 approves the minutes of its September 13, 2022, Regular meeting. **APPROVED: MINUTES 9/13/22**

Vote: Unanimously carried

5. Motion was made by Mrs. Scott, seconded by Mr. Berk and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its September 27, 2022, Special meeting. **APPROVED: MINUTES 9/27/22**

Vote: Unanimously carried by all except Mr. Casey as he was not in attendance.

6. Board Appreciation: As part of NYS School Board Recognition week, this evening our Board of Education members were recognized for their countless hours of dedicated service to our students and community.

7. Board Reports: Mr. Aroesty read the MCSBA meeting dates as well as other dates to remember. Mr. Berk reported out on the Information Exchange meeting. Mr. Vespi on behalf of Mrs. Sanchez-Kazacos reported out on the Audit Oversight Committee (AOC) meeting. Mrs. Kay reported out on the Labor Relations meeting.

8. Motion was made by Mr. Casey, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education accepts the Treasurer's Report for the months of June/July/August 2022. **ACCEPTED: TREASURER'S REPORTS**

Vote: Unanimously carried

9. Motion was made by Mrs. Pelusio, seconded by Mrs. Kay and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Extraclassroom Activities Report. **APPROVED: EXTRACLASSROOM ACTIVITIES REPORT**

Vote: Unanimously carried

36.

10. Motion was made by Mr. Casey, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education at its regular meeting held on October 18, 2022 and on the recommendation of the Audit Oversight Committee, accepts the Basic Financial Statements and Communicating Internal Control Related Matters Identified in an Audit Report for the year ended June 30, 2022 as presented.
Vote: Unanimously carried

**ACCEPTED:
EXTERNAL
AUDIT REPORT**

11. Motion was made by Mrs. Scott, seconded by Mr. Casey and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the External Audit Report Corrective Action Plan as presented.
Vote: Unanimously carried

**APPROVED:
CORRECTIVE
ACTION PLAN**

12. 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 accepts the internal auditor’s Risk Assessment, Internal Audit Plan report and Corrective Action Responses (all dated May 9th, 2022) as presented to and recommended by the Audit Oversight Committee.
Vote: Unanimously carried

**ACCEPTED:
RISK ASSESSMENT
REPORT**

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 at its regular meeting does hereby approve the transportation contract for First Student to provide eight buses for transportation services on 11/8/22, 5/1/23 and 5/16/23 at a cost of \$375.00 per day per bus for a total cost of \$9,000.00 for Pittsford Central School District Urban Suburban students.
Vote: Unanimously carried

**APPROVED:
TRANSPORTATION
CONTRACT**

14. Motion was made by Mr. Casey, seconded by Mrs. Scott and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent’s recommendation, approves the following Professional Staff Report:
Vote: Unanimously carried

**APPROVED:
PROFESSIONAL
STAFF REPORT**

A. Salary Adjustment- Administrator

Name: Melanie Ward
Position: Assistant Superintendent for Curriculum and Instruction
Type of Position: Full Time
Tenure Area: N/A
Probationary Period: N/A
Certification: Permanent
Salary: \$183,309.00
Effective Date: 09/12/2022

B. Appointment – Certificated Staff

Name: Paula Lobe
Position: SHS Earth Science
Type of Position: Regular Substitute
Tenure Area: N/A
Probationary Period: N/A
Certification: Permanent
Salary: \$45,798.94
Effective Date: 09/12/2022

Name: Martha Sullivan
 Position: MCE Librarian
 Type of Position: Part Time
 Tenure Area: N/A
 Probationary Period: N/A
 Certification: Professional
 Salary: \$12,818.00
 Effective Date: 10/17/2022

Name: Taylor O'Leary
 Position: BRMS .8/CRMS.2 Behavior Specialist
 Type of Position: Probationary
 Tenure Area: School Psychologist
 Probationary Period: 10/21/2022 – 10/20/2025
 Certification: Permanent
 Salary: \$56,982.00
 Effective Date: 10/24/2022

C. Appointment – School Related Professional

Name: Delaney West
 Position: MCE CSE Assigned Paraprofessional
 Type of Position: Full Time
 Salary: \$18,533.00
 Effective Date: 09/21/2022

Name: Andrew Young
 Position: MHS Supervisory Paraprofessional
 Type of Position: Full Time
 Salary: \$22,424.00
 Effective Date: 10/06/2022

Name: Savita Mehta
 Position: CRMS CSE Assigned Paraprofessional
 Type of Position: Full Time
 Salary: \$21,840.00
 Effective Date: 10/11/2022

Name: Elizabeth Hoagland
 Position: MHS School Nurse
 Type of Position: Full Time
 Salary: \$42,872.00
 Effective Date: 10/04/2022

D. Resignation for Retirement – School Related Professional - see attached

First Name	Last Name	Location	Position	Yrs. In District	Retirement Date
Kathleen	Kirwan	TRE	Educational Assistant	12.5	11/01/2022

38.

E. Resignation – School Related Professional – see attached letter

Evelyn Byron
 Delaney West
 Cameron Pettrone
 Jared DeBell

F. Winter Coaching Salaries – see attached list

G. Coaching Salaries for Unified Bowling – see attached list

15. 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 Support Staff Report:
 Vote: Unanimously carried

**APPROVED:
 SUPPORT
 STAFF REPORT**

CLERICAL

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Skye Bird	Office Clerk III	CRMS/SHS	37.5 hrs.	09/12/2022	\$24,327.75
Marianne Illanes	School Aide	ACE	15 hrs.	09/07/2022	\$13.90 hr.

CLERICAL

<u>RESIGNATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Bryan Cavanagh	Office Clerk III	BRMS-E	6 mos.	09/30/2022

CLERICAL

<u>RETIREMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Catherine Thomas	Office Clerk III	DO	10.5 yrs.	02/03/2023

TRANSPORTATION

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Jason Swarts	On Call Bus Attendant	TMF	Per Diem	09/09/2022	\$15.75 hr.
Kiki France-Perry	Bus Driver	TMF	22.5 hrs.	10/24/2022	\$21,275.01

TRANSPORTATION

<u>RESIGNATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Jason Swarts	Bus Attendant	TMF	4 months	09/07/2022
Alisha Morrell	Safety Coordinator	TMF	10 yrs.	09/23/2022
Janine Peterson	Bus Driver	TMF	6.7 yrs.	10/07/2022

CUSTODIAL/MAINTANANCE

<u>SALARY ADJUSTMENT</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Richard Brimmer	Maintenance Man	TMF	40 hrs.	9/26/22	\$53,650

CUSTODIAL/MAINTANANCE

<u>RESIGNATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
William Cowie	Summer Helper	TMF	Position Ended	09/30/2022
Derek Fried	Summer Helper	TMF	Position Ended	09/30/2022
Christopher Fursman	Summer Helper	TMF	Position Ended	09/30/2022
Alana Fursman	Summer Helper	TMF	Position Ended	09/30/2022
Jack Whitaker	Summer Helper	TMF	Position Ended	09/30/2022
William Fursman	Summer Helper	TMF	Position Ended	09/30/2022

FOOD SERVICE

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Robert Regnier	Food Service Worker Substitute	JRE	varies	09/01/2022	\$14.00 hr.

FOOD SERVICE

<u>RESIGNATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Jason Swarts	Food Service Worker	BRMS	1 yr.	09/12/2022

16. Motion was made by Mr. Casey, seconded by Mrs. Kay and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Civil Service title change as presented - Senior Computer Application Specialist.
Vote: Unanimously carried

**APPROVED:
CIVIL SERVICE
TITLE CHANGE**

17. Motion was made by Mrs. Scott, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Bus Drivers and Attendants Contractual Agreement as presented.
Vote: Unanimously carried

**APPROVED:
CONTRACTUAL
AGREEMENT**

18. 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 the School Aides Starting Salaries Agreement as presented.
Vote: Unanimously carried

**APPROVED:
STARTING SALARIES
AGREEMENT**

19. Mrs. Ward introduced Mr. Casey Sanderson and Mrs. Kristie Burch who noted the first reading of and presented a new course proposal: Data Driven Business Analysis.

20. 8:09 pm Mr. Pero allowed the students from Participation in Government class to have their papers signed.

21. Mrs. Ward presented on Instructional Materials Protocols.

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

23. Motion was made by Mrs. Scott, seconded by Mr. Casey 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

24. Mr. Pero noted the first readings of the following policies:

- #7540 Suicide Prevention and Intervention
- #8110 Curriculum Development, Resources and Evaluation
- #8330 Objection to Instructional Materials and Controversial Issues
- The Deletion of #8331 Controversial Issues (will be subsumed in revision of #8330)

25. Motion was made by Mr. Casey, seconded by Mrs. Scott and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the SHS softball field trip to Orlando, FL from 4/01/23 - 4/08/23.

**APPROVED:
SHS SOFTBALL
FIELD TRIP**

Vote: Unanimously carried

40.

26. Motion was made by Mrs. Pelusio, seconded by Mrs. Kay and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the SHS baseball field trip to Orlando, FL from 4/01/23 - 4/08/23.
Vote: Unanimously carried

**APPROVED:
SHS BASEBALL
FIELD TRIP**

27. Mr. Pero thanked the Board for their service and level of commitment. He noted that it was also important for people to understand that service is not just attending Board meetings. He described how our Board members exceed far beyond any expectations, of any Board member, for any District. He continued by listing his top 21 things that our Board members do. Mr. Pero shared that no one ever sees our Board members having so much compassion for students and staff. He added that they are student centered and care deeply for every child's success and well-being. He ended by saying that our Board members model citizenship and what respectful dialogue should look like. Mr. Pero thanked the Board for everything that they do and noted that gifts will be forthcoming.

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

**APPROVED:
CONSENT
AGENDA**

Bid Awards:

BOCES 2 Cooperative Fall Fine Paper	Economy Products and Solutions	
Reconditioning & Laundering Interscholastic Sports Equipment & Uniforms	Riddell	\$41,509.75 (Estimated)

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

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

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

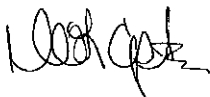
29. Motion was made by Mrs. Pelusio, seconded by Mr. Casey and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves recessing its Regular Meeting in order to enter into Executive Session at 8:28 p.m.
Vote: Unanimously carried

**APPROVED:
RECESS**

30. 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 the adjournment of its Executive Session and Regular Meeting at 9:11 p.m.
Vote: Unanimously carried

**APPROVED:
ADJOURNMENT**

Respectfully submitted,



Deborah L. Carpenter
School District Clerk

PITTSFORD CENTRAL SCHOOL DISTRICT

TREASURER'S REPORT

September 30, 2022

The following reports have been prepared by the Assistant Director of Finance, Holly Evans, in accordance with the Uniform System of Accounts for School Districts as required by the New York State Department of Audit and Control. These reports represent the financial status of the District as of September 30, 2022.

GENERAL FUND

- Real Property Taxes in the amount of \$17,234,591 were received. The amount collected is 16.06% of the levy (see page 3).
- The District received Lottery Aid from NYS of 7,465,021 (see page 3).

SCHOOL LUNCH FUND

- The school lunch program had net operations of \$53 for the month of September (see page 9).

MISCELLANEOUS REVENUES & CUSTODIAL FUNDS

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

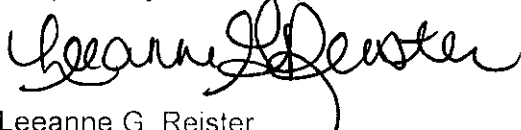
SPECIAL AID FUND

- Activity was normal for the month of September. The District is awaiting SED approvals for Special Education grants IDEA 611, IDEA 619, Title I, Title II, Title III, Title IV and the Teacher Center Grant (see page 11).
- The District is awaiting SED approval for an amendment to the American Rescue Plan Grant (see page 11).

CAPITAL, DEBT AND RESERVE FUNDS

- Capital and Debt Service Funds have an unencumbered balance of \$1,660,644 (see page 13).
- Reserve fund balances total \$39,867,082 (see page 13).

Respectfully submitted,



Leeanne G. Reister
Director of Finance

PITTSFORD CENTRAL SCHOOLS

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS September 30, 2022

GENERAL FUND	8/31/2022 Balance	Receipts	Disbursements	9/30/2022 Balance
Cash in Banks - Checking	\$ 3,243,380.96	\$ 29,359,832.62	\$ 22,956,478.12	\$ 9,646,735.46
Money Market Account-Chase	2,124,420.76	486.41	2,000,000.00	124,907.17
Money Market Account- Key	59,669.44	500,000.63	500,000.00	59,670.07
Money Market Account- M & T	1,607,339.51	268.65	-	1,607,608.16
Money Market Account- CNB	136,943.39	11.26	-	136,954.65
Money Market Account- NYCLASS	4,130,854.57	5,545.54	2,965,656.00	1,170,744.11
Chase Purchasing Card	-	559,510.90	559,510.90	-
FSA/HRA Checking	962,918.05	38,325.18	22,770.91	978,472.32
Payroll Checking	7,398.02	6,601,429.38	6,569,780.49	39,046.91
Investments (See Schedule)	-	-	-	-
	\$ 22,103,673.51	\$ 37,065,410.57	\$ 35,574,196.42	\$ 13,764,138.85
RESERVES	8/31/2022 Balance	Receipts	Disbursements	9/30/2022 Balance
Teachers Retirement Contribution	2,448,744.04	970,329.99	-	3,419,074.03
Capital Reserve	12,508,421.59	2,626,881.69	-	15,135,303.28
Bus Purchase Reserve	3,981,134.70	1,000,982.80	-	4,982,117.50
Consolidated Reserves Account	14,365,589.68	903,545.63	-	15,269,135.31
Instructional Technology Capital Reserve	1,311,125.16	500,327.04	-	1,811,452.20
	\$ 34,615,015.17	\$ 6,002,067.15	\$ -	\$ 40,617,082.32
SCHOOL LUNCH FUND	8/31/2022 Balance	Receipts	Disbursements	9/30/2022 Balance
Cash in Banks - Checking	\$ 340,820.05	\$ 263,326.46	\$ 194,914.98	\$ 409,231.53
Money Market Account-NYCLASS	374,251.44	703.51	-	374,954.95
	\$ 771,433.69	\$ 264,029.97	\$ 194,914.98	\$ 784,186.48
CAPITAL FUND	8/31/2022 Balance	Receipts	Disbursements	9/30/2022 Balance
Cash in Banks - Checking	\$ 329,834.94	\$ 500,014.50	\$ 720,039.50	\$ 109,809.94
Capital Reserve	4,965,229.02	500,000.00	786,014.48	4,679,214.54
Bus Purchase Reserve -Capital	1,578,192.00	-	1,432,908.10	145,283.90
	\$ 7,322,531.52	\$ 1,000,014.50	\$ 2,938,962.08	\$ 4,934,308.38
SPECIAL AID FUND	8/31/2022 Balance	Receipts	Disbursements	9/30/2022 Balance
Cash in Banks - Checking	\$ 462,097.29	\$ 6,283.44	\$ 392,158.82	\$ 76,221.91
	\$ 462,097.29	\$ 6,283.44	\$ 392,158.82	\$ 76,221.91

PITTSFORD CENTRAL SCHOOLS

INVESTMENT SCHEDULES

As of September 30, 2022

GENERAL FUND

Date Purchased	Maturity Date	Bank of Deposit	Principal Amount	Interest Rate	Number of Days	Interest Income
			<u>0.00</u>			<u>0.00</u>

Our current interest rates are as follows:

JP Morgan Chase Checking	0.00%-0.30%
JP Morgan Chase Money Market	0.90%
Key Checking	0.15%
Key Money Market	0.15%
NYCLASS Money Market	2.28%
Canandaigua National Bank Money Market	0.10%
M & T Money Market -General Fund	0.25%

PITTSFORD CENTRAL SCHOOLS

GENERAL FUND

Monthly Statement of Revenues

September 30, 2022

DESCRIPTION	BUDGETED REVENUES	REV. REC'D 9/30/2022	REV. REC'D TO DATE	ESTIMATED TO 6/30	OVER/(UNDER) BUDGET
Real Property Taxes	111,869,614.00	17,234,590.69	17,234,590.69	111,869,614.00	-
Other Payments in Lieu of Taxes	78,750.00	1,861.60	1,861.60	78,750.00	-
STAR Tax Relief Program	-	-	-	-	-
Interest & Penalties	100.00	-	-	100.00	-
County Sales Tax	6,125,200.00	-	213,870.51	6,125,200.00	-
Textbook Charges	600.00	-	-	600.00	-
Tuition - Individuals	-	-	-	-	-
Other Student Charges	5,000.00	-	150.00	5,000.00	-
Other Charges - Services	-	-	94.72	94.72	94.72
Tuition - Other Districts	225,000.00	8,118.00	8,118.00	225,000.00	-
Health Services - Other Districts	225,000.00	-	-	225,000.00	-
Interest Earned on Investments	50,000.00	7,119.56	25,305.52	50,000.00	-
Rental of Real Property	40,000.00	-	1,573.00	40,000.00	-
Rental of Real Property, BOCES	-	-	-	-	-
Rental of Buses	2,000.00	10,707.89	10,707.89	10,707.89	8,708
Commissions	-	-	-	-	-
Forfeiture of Deposits	-	-	-	-	-
Sale of Scrap and Excess Materials	1,000.00	627.50	1,032.90	1,032.90	33
Sale of Instructional Materials - Textbooks	-	-	-	-	-
Sale of Equipment	65,000.00	-	-	65,000.00	-
Insurance Recoveries	30,000.00	-	-	30,000.00	-
Other Compensation for Loss	1,000.00	525.00	835.00	1,000.00	-
Refund for BOCES Aided Services	300,000.00	-	-	300,000.00	-
Refund of Prior Years Expense	100,000.00	1,216.00	4,260.32	100,000.00	-
Gifts and Donations	40,000.00	1,114.11	1,694.11	40,000.00	-
Unclassified Revenues	155,000.00	-	28,988.90	155,000.00	-
State Aid - General Operating/Foundation Aid	10,737,340.36	1,716,983.19	1,724,769.32	10,737,340.36	-
State Aid - Excess Cost	604,945.00	-	-	604,945.00	-
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	7,465,020.65	-
State Aid - Lottery Grant	106,900.99	106,900.99	106,900.99	106,900.99	-
State Aid - Commercial Gaming Grant	-	-	-	-	-
State Aid - BOCES	3,492,199.00	-	-	3,492,199.00	-
State Aid - Textbooks	352,529.00	88,605.00	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	-	-	-	-	-
State Aid - Other Urban Suburban	1,019,150.00	-	-	1,019,150.00	-
Medicaid Assistance	50,000.00	4,160.87	11,946.98	50,000.00	-
Subtotal	\$ 147,506,831.00	\$ 26,647,551.05	\$ 26,930,326.10	\$ 147,515,666.51	\$ 8,835.51
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	\$ 26,647,551.05	\$ 26,930,326.10	\$ 149,607,623.51	\$ 8,835.51
Interest Allocated to Reserves	-	13,064.15	33,007.52	33,007.52	33,008
Reserve for Encumbrances	2,969,770.84	-	-	2,969,770.84	-
Adjusted Budgeted Revenues Total	\$ 152,568,558.84	\$ 26,660,615.20	\$ 26,963,333.62	\$ 152,610,401.87	\$ 41,843.03

PITTSFORD CENTRAL SCHOOLS

GENERAL FUND
Schedule of Appropriated Expenses
September 30, 2022

	ORIGINAL APPROPRIATIONS	TRANSFERS AND ADJUSTMENTS	REVISED APPROPRIATIONS	EXPENDITURES TO DATE	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCES
School Operations						
Elementary Schools	20,788,555.00	166,304.52	20,954,859.52	2,020,169.96	16,445,626.40	2,489,063.16
Middle School	15,922,065.00	143,364.04	16,065,429.04	1,558,005.12	12,857,143.07	1,650,280.85
High School	21,977,859.00	198,114.01	22,175,973.01	2,371,980.52	16,255,481.68	3,548,510.81
Total School Operations	58,688,479.00	507,782.57	59,196,261.57	5,950,155.60	45,558,251.15	7,687,854.82
Central Student Programs & Services						
Special Education Office	644,603.00	24,280.36	668,883.36	96,392.21	294,947.29	277,543.86
Special Education Services	1,338,243.00	-	1,338,243.00	83,952.14	879,886.11	374,404.75
Out of District Spec. Ed Programs	6,796,995.00	292,174.44	7,089,169.44	1,098,298.52	5,404,047.18	586,823.74
Special Services	1,273,672.00	(1,096.40)	1,272,575.60	129,486.01	967,031.57	176,058.02
Summer Programs	30,000.00	-	30,000.00	5,200.00	20,800.00	4,000.00
Non Public Services	405,895.00	14,692.56	420,587.56	35,576.67	322,777.08	62,233.81
BOCES	480,000.00	8,129.67	488,129.67	205,408.36	252,508.40	30,212.91
Total Central Programs & Services	10,969,408.00	338,180.63	11,307,588.63	1,654,313.91	8,141,997.63	1,511,277.09
Instructional Services						
Curriculum & Instruction Services	845,257.00	71,307.50	916,564.50	221,669.59	523,484.13	171,410.78
Standards of Performance	590,309.00	1,151.08	591,460.08	58,030.24	389,711.28	143,718.56
Pupil Services Office	376,731.00	1,239.78	377,970.78	92,238.66	248,175.83	37,556.29
Instructional Technology Services	1,748,581.00	423,196.91	2,171,777.91	531,269.58	1,339,681.74	300,826.59
Professional Development Services	235,210.00	214.78	235,424.78	50,725.97	165,292.94	19,405.87
Data Team	491,502.00	(3,755.00)	487,747.00	124,001.81	316,355.04	47,390.15
Total Instructional Services	4,287,590.00	493,355.05	4,780,945.05	1,077,935.85	2,982,700.96	720,308.24
Support Services						
Finance Services	1,053,381.00	33,430.92	1,086,811.92	293,056.63	636,174.73	157,580.56
Personnel Services	540,084.00	17,301.36	557,385.36	120,079.70	282,738.80	154,566.86
Public Information Services	322,915.00	25,866.75	348,801.75	85,323.73	238,162.49	25,315.53
Operations and Maintenance	8,921,394.00	894,244.51	9,815,638.51	1,953,967.23	5,184,060.45	2,677,610.83
Printing and Mailing Services	258,900.00	2,560.15	261,460.15	66,034.30	146,839.11	48,586.74
Support Services Technology	1,556,229.00	867,564.93	2,423,793.93	579,059.63	1,636,934.22	207,800.08
Transportation Services	5,092,721.00	203,282.95	5,296,003.95	573,142.49	3,138,416.21	1,584,445.25
Total Support Services	17,745,624.00	2,044,271.57	19,789,895.57	3,670,663.71	11,263,326.01	4,855,905.85
Central Administration						
Board of Education	60,411.00	1,530.05	61,941.05	19,294.16	15,910.67	26,736.22
Superintendent's Office	431,999.00	1,420.52	433,419.52	114,358.58	283,034.54	36,026.40
Total Central Administration	492,410.00	2,950.57	495,360.57	133,652.74	298,945.21	62,762.62
Undistributed Expenses						
Debt Service & Interfund Transfers	10,726,825.00	-	10,726,825.00	5,631,925.00	4,909,900.00	185,000.00
Insurance & Fees	1,716,384.00	102,045.80	1,818,429.80	325,326.19	1,371,763.61	121,340.00
Employee Benefits	44,972,068.00	(518,815.35)	44,453,252.65	6,877,453.27	33,982,153.49	3,593,645.89
Total Undistributed Expenses	57,415,277.00	(416,769.55)	56,998,507.45	12,834,704.46	40,263,817.10	3,899,985.89
TOTAL	149,598,788.00	2,969,770.84	152,568,558.84	25,321,426.27	108,509,038.06	18,738,094.51

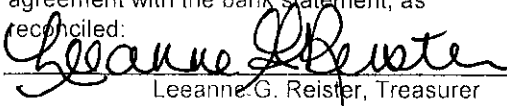
Transfers and Adjustments Detail:

Prior Year Encumbrances	2,969,770.84
Total Transfers and Adjustments	2,969,770.84

PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2022
General Fund Accounts (Checking and Money Market)

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Sep	BEGINNING BALANCE			<u>12,272,924.70</u>
	Receipts:			
	Taxes & Tax Items	17,236,452.29		
	Payroll Funding	6,595,670.09		
	Local Revenues	453,786.77		
	State Aid (Excess Cost Aid, General Aid)	7,660,526.64		
	Sales Tax	-		
	Transfer from CD	-		
	FSA Deductions	38,325.18		
	Transfer from Capital Re: DT/DF	-		
	Federal Aid - Medicaid	8,321.73		
	Interest	7,105.06		
	Net Transfers	5,059,510.40		
	Total Receipts:			<u>37,059,698.16</u>
	Disbursements:			
	EFT/Wire Transfers		659,411.60	
	General Fund Checks #263815-264229		5,320,484.93	
	ACH #001247-001261		1,895.36	
	Transfer to Capital Re: DT/DF		500,000.00	
	Payroll Checks & Direct Deposits		6,569,680.49	
	Payroll Funding		6,307,810.14	
	Transfer- Debt Service		5,166,300.00	
	Transfer- Reserves (Year End Funding)		5,989,003.00	
	Void Checks		(5,611.91)	
	Net Transfers		5,059,510.40	
	Total Disbursements:			<u>(35,568,484.01)</u>
30-Sep	ENDING BALANCE	<u>\$ 37,059,698.16</u>	<u>\$ 35,568,484.01</u>	<u>13,764,138.85</u>

BANK RECONCILIATION	
BALANCE PER BANK:	15,951,247.83
ADD:	
Bank Correction	80.00
Outstanding Deposits	914.10
NSF ACH/Checks	148.54
Outstanding Transfers	243,470.79
SUBTRACT:	
Outstanding Checks	(2,187,017.76)
Outstanding FSA Withdrawals	(933.86)
Outstanding Transfers	(243,770.79)
ADJUSTED BANK BALANCE	<u>13,764,138.85</u>
BALANCE PER BOOKS	<u>13,764,138.85</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 SEPTEMBER 2022
 Capital Reserve, Capital Instructional Technology Reserve and Bus Purchase Reserve Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Sep	BEGINNING BALANCE			<u>\$17,800,681.45</u>
	Receipts:			
	Transfer from General: Year End Reserve Fundii	4,123,347.00		
	Interest - Bus Purchase Reserve	982.80		
	Interest - Capital Reserve	3,534.69		
	Interest - Capital IT Reserve	327.04		
	Net Transfers			
	Total Receipts:			<u>4,128,191.53</u>
	Disbursements:			
	Transfer to Capital Fund: IT Capital Reserve			
	Net Transfers			
	Total Disbursements:			<u>-</u>
30-Sep	ENDING BALANCE	<u>\$ 4,844.53</u>	<u>\$ -</u>	<u>21,928,872.98</u>

BANK RECONCILIATION

BALANCE PER BANK:	21,928,872.98
ADD:	
Transfer from General	-
SUBTRACT:	
Outstanding Checks	
 ADJUSTED BANK BALANCE	 <u>21,928,872.98</u>
BALANCE PER BOOKS	<u>21,928,872.98</u>

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


 Leanne G. Reister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2022**

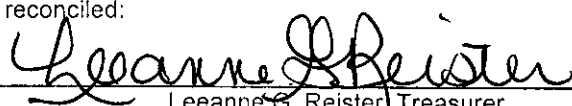
**Reserves: Liability, Tax Certiorari, Unemployment Insurance, Employee Retirement Contribution,
Employee Benefit & Accrued Liabilities Reserves, Workers' Compensation & Insurance Reserves**

DATE	DESCRIPTION	CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Sep	BEGINNING BALANCE			\$	16,814,333.72
	Receipts:				
	Transfer from General Fund (Year End Res. Funding		1,865,656.00		
	Interest - Reserve for Liability		278.83		
	Interest -Tax Certiorari		757.60		
	Interest- Unemployment Insurance		549.58		
	Interest- Employee Benefit & Accrued Liabilities		752.96		
	Interest- Employee Retirement Contribution		559.35		
	Interest- Teachers Retirement Contribution		4,673.99		
	Interest- Workers' Compensation		138.58		
	Interest- Insurance Reserve		508.73		
	Transfers				
	Total Receipts:				1,873,875.62
	Disbursements:				
	EFT Withdrawals				
	Transfer to General Fund: Appropriations				
	Transfers				
	Total Disbursements:				-
30-Sep	ENDING BALANCE		\$ 1,873,875.62	\$ -	18,688,209.34

BANK RECONCILIATION

BALANCE PER BANK:	18,688,209.34
ADD:	
SUBTRACT:	
Outstanding Checks	
ADJUSTED BANK BALANCE	18,688,209.34
BALANCE PER BOOKS	18,688,209.34

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



 Leanne S. 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
September 30, 2022**

	9/1/2022			9/30/2022
	BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
Consolidated Payroll	-	4,169,487.74	4,169,487.74	-
Net 1099R Distributions	-	-	-	-
United Way	-	1,953.60	1,953.60	-
NYS Employee Retirement	173.98	30,627.84	13.45	30,788.37
Income Protection (LTD)	-	8,824.86	8,824.86	-
Hospital Insurance	-	239,086.20	239,213.91	(127.71)
AFLAC	376.34	810.16	1,186.50	-
Life Insurance	-	5,571.68	5,571.68	-
NYS Income Tax	-	265,892.09	266,044.34	(152.25)
Federal Income Tax	-	565,625.06	565,853.72	(228.66)
Federal Income Tax-1099R	-	-	-	-
Earned Income Credit	-	-	-	-
Income Execution	818.07	2,151.89	2,969.96	-
Association Dues	-	13,387.55	13,388.55	(1.00)
Social Security	-	899,200.62	899,694.42	(493.80)
Teacher Loans	-	18,659.08	18,659.08	-
Tax Sheltered Annuities	6,229.63	340,170.76	340,436.21	5,964.18
Flex Benefits-Medical Exp.	(13,257.35)	53,957.28	39,742.57	957.36
Flex Benefits-Dependent Care	22,410.44	22,233.36	15,116.48	29,527.32
Flex Benefits-Management Fee	10.46	43.72	32.32	21.86
529 College Savings	-	-	-	-
HSA Accounts	(240.00)	6,700.00	6,718.75	(258.75)
Health Fund Reserve	954,671.42	208.00	5,977.97	948,901.45
TOTALS:	\$ 971,192.99	\$ 6,644,591.49	\$ 6,600,886.11	\$ 1,014,898.37

PITTSFORD CENTRAL SCHOOLS

BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2022

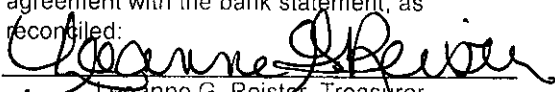
School Lunch Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Sep	BEGINNING BALANCE			<u>\$ 715,071.49</u>
	Receipts:			
	Daily Deposits	35,573.63		
	Prepays- School Lunch Office	2,973.00		
	Prepaid- via NutriKids/Heartland	223,550.16		
	Other Sales-Vending	257.42		
	Catering	972.25		
	Miscellaneous	-		
	Transfer from General re: DT/DF	-		
	Interest	703.51		
	Net Transfers	-		
	Total Receipts:			<u>264,029.97</u>
	Disbursements:			
	EFT/Wire Transfers		137.37	
	Check # 203543-203576		132,831.27	
	Payroll Funding		61,946.34	
	Void Checks		-	
	Transfer to General re: DT/DF		-	
	Net Transfers		-	
	Total Disbursements:			<u>(194,914.98)</u>
30-Sep	ENDING BALANCE	<u>\$ 264,029.97</u>	<u>\$ 194,914.98</u>	<u>784,186.48</u>


BANK RECONCILIATION

BALANCE PER BANK:	821,426.70
ADD: Outstanding Deposits	10,672.81
NSF Check	200.00
Outstanding Transfer	
SUBTRACT:	
Outstanding Checks	(48,111.03)
Bank Correction	(2.00)
ADJUSTED BANK BALANCE	<u>784,186.48</u>
BALANCE PER BOOKS	<u>784,186.48</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
September 30, 2022

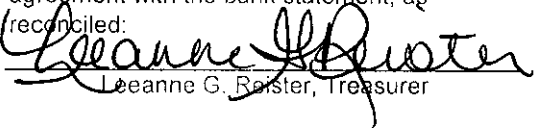
DESCRIPTION	ORIGINAL BUDGET/REVENUES	PRIOR YR EXPENDITURES	CURRENT YR EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES	GRANT ADMINISTRATORS
SERVICES FOR FEES						Student Services
Driver Education (Cumulative Balance)	80,306.25	-	31,017.77	-	49,288.48	
Summer Enrichment (Cumulative Balance)	20,229.20	-	-	-	20,229.20	
Summer Enrichment (2022-23)	83,775.89	5,446.43	70,449.07	6,863.88	1,016.51	
IDEA 611 (07/01/22-06/30/23)	1,268,038.00	-	133,880.85	823,462.13	310,695.02	Special Education
Covers special education expenditures						
IDEA 619 (07/01/22-06/30/23)	35,565.00	-	1,770.10	15,930.90	17,864.00	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	-	6,101.00	67,110.80	118,112.20	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	600.00	23,365.82	Student Services
TITLE IIA GRANT 22/23 (09/01/22-08/31/23)	85,186.00	-	109.29	12,535.13	72,541.58	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	8,796.76	13,285.64	7,527.36	Student Services
TITLE III GRANT 22/23 (09/01/22-08/31/23)	8,494.00	-	165.00	-	8,329.00	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	-	49,053.27	3,572.66	13,241.07	Teacher Center
Provides staff development opportunities for teachers						
SPECIAL ED SUMMER PROGRAMS 4408	200,000.00	-	155,852.71	-	44,147.29	Special Education
Payments for tuition to BOCES and outside providers of summer special education programs						
SPECIAL ED SUMMER PROGRAM-In District	400,000.00	-	326,126.28	93,546.45	(19,672.73)	Special Education
Expenses for staff and materials for state approved in-district special education summer program						
SPECIAL ED SUMMER PROGRAM-Related Services	15,000.00	-	10,273.15	-	4,726.85	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	30,314.32	188,846.40	885,664.88	Student Services
AMERICAN RESCUE PLAN 611 GRANT	265,089.00	129,186.00	2,160.00	23,343.04	110,399.96	Special Education
AMERICAN RESCUE PLAN 619 GRANT	29,267.00	7,767.04	-	-	21,499.96	Special Education
Provides resources to address the COVID-19 impact on schools						
CRRSA - ESSER II FUND	4,593,034.00	1,864,079.75	84,492.69	656,748.71	1,987,712.85	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	11,595.42	169,323.62	458,346.90	Student Services
provides grants to Governors for the purpose of providing educational agencies with emergency assistance to address the impact of Covid-19						
STATE SUPPORTED SCHOOLS	-	-	-	-	-	Spec Ed/Business Office
4211 Schools for the Blind and Deaf						
TOTALS :	9,728,871.34	2,542,750.14	943,157.41	2,075,169.36	4,167,794.43	

PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2022

Special Aid Funds

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Sep	BEGINNING BALANCE			\$ 462,097.29
	Receipts:			
	Local Revenues	6,208.44		
	State Aid/Federal Aid	-		
	Transfer from General (20% funding)	-		
	Transfer from General DT/DF	-		
	Transfer to Special Aid Fund: write offs	-		
	Net Transfers	-		
	Total Receipts:			<u>6,208.44</u>
	Disbursements:			
	EFT/Wire Transfers		-	
	Check # 206378-206448		166,245.21	
	Transfer to General Fund re: DT/DF		-	
	Void Checks/Stop Payments/NSF Checks		(75.00)	
	Payroll Funding		225,913.61	
	Net Transfers		-	
	Total Disbursements:			<u>(392,083.82)</u>
30-Sep	ENDING BALANCE	<u>\$ 6,208.44</u>	<u>\$ 392,083.82</u>	<u>76,221.91</u>

BANK RECONCILIATION	
BALANCE PER BANK:	110,965.58
ADD: Outstanding Deposit	
SUBTRACT:	
Outstanding Checks	(34,743.67)
ADJUSTED BANK BALANCE	<u>76,221.91</u>
BALANCE PER BOOKS	<u>76,221.91</u>

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

 Leanne G. Raister, Treasurer

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

 Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS

Capital & Debt Service SCHEDULE OF APPROPRIATED EXPENSE September 30, 2022

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	5,378.50	-	7,196.50
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	-	47,281.89	202,718.11	-
Capital 21-22 Funded by General Fund	250,000.00	52,443.37	14,810.00	153,695.89	29,050.74
Capital 22-23 Funded by General Fund	600,000.00	-	-	-	600,000.00
Capital Funded by Reserve - May 2021	6,000,000.00	743,875.33	597,887.95	3,634,040.47	1,024,396.25
BOCES Capital Project	2,833,574.00	1,597,106.00	1,236,468.00	-	-
Subtotal - Capital Fund	12,446,766.00	2,656,880.59	3,993,503.55	4,135,738.03	1,660,643.83
Debt Service	9,936,825.00	-	5,631,925.00	4,304,900.00	-
TOTALS :	22,383,591.00	2,656,880.59	9,625,428.55	8,440,638.03	1,660,643.83

RESERVE BALANCES September 30, 2022

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		2,660.31		4,982,117.50
Capital Reserve	15,126,566.79		8,736.49		15,135,303.28
Instructional Technology Capital Reserve	1,810,569.32		882.88		1,811,452.20
Insurance Reserve	2,189,412.39		1,437.31		2,190,849.70
Unemployment Insurance Reserve	2,365,213.41		1,552.72		2,366,766.13
Reserve for Liability	1,199,996.12		787.77		1,200,783.89
Reserve for Tax Certiorari	3,260,445.83		2,140.43		3,262,586.26
Employee Benefit & Accrued Liability Reserve	3,240,892.02	(400,000.00)	1,915.35		2,842,607.37
Reserve for Retirement Contributions	2,407,348.14	(300,000.00)	1,453.12		2,108,801.26
Reserve for Teacher Retirement Contributions	3,407,982.02		11,092.01		3,419,074.03
Workers' Compensation Reserve	596,391.57	(50,000.00)	349.13		546,740.70
TOTALS :	40,584,074.80	(750,000.00)	33,007.52	-	39,867,082.32

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

**PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2022**

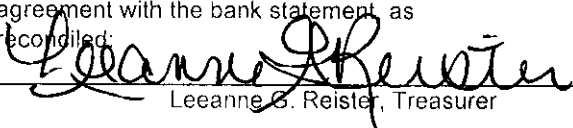
Capital

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Sep	BEGINNING BALANCE			<u>\$ 6,873,255.96</u>
	Receipts:			
	Transfer from General Fund re: Due to/from	500,000.00		
	Transfer from General Fund re: Bus Purch. Reserve			
	BAN Proceeds			
	Interest	14.50		
	Net Transfers	500,000.00		
	Total Receipts:			<u>1,000,014.50</u>
	Disbursements:			
	EFT/Wire Transfers			
	Transfer to Capital Reserve re: Closing of Project			
	Capital Checks-# 60174-60179		720,039.50	
	Capital Reserve Checks #000932-000934		286,014.48	
	Bus Purchase Reserve Checks #200035		1,432,908.10	
	Net Transfers		500,000.00	
	Total Disbursements:			<u>(2,938,962.08)</u>
30-Sep	ENDING BALANCE	<u>\$ 1,000,014.50</u>	<u>\$ 2,938,962.08</u>	<u>4,934,308.38</u>

BANK RECONCILIATION

BALANCE PER BANK:	6,375,994.44
ADD:	
 SUBTRACT:	
Outstanding Checks	(1,441,686.06)
 ADJUSTED BANK BALANCE	<u>4,934,308.38</u>
BALANCE PER BOOKS	<u>4,934,308.38</u>

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



 Leanne G. Reister, Treasurer

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

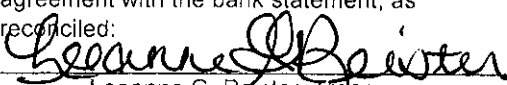
 Deborah L. Carpenter, School District Clerk

PITTSFORD CENTRAL SCHOOLS
 BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2022
 Miscellaneous Revenue Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Sep	BEGINNING BALANCE			<u>\$ 146,789.40</u>
	Receipts:			
	Miscellaneous -Dividend & Local Money	177.00		
	Total Receipts:			<u>177.00</u>
	Disbursements:			
	Checks 200774-200775		1,029.93	
	Void Checks			
	Total Disbursements:			<u>(1,029.93)</u>
30-Sep	ENDING BALANCE	<u>\$ 177.00</u>	<u>\$ 1,029.93</u>	<u>145,936.47</u>

BANK RECONCILIATION

BALANCE PER BANK:	152,231.59
ADD:	
Outstanding Transfer from General NSF Check	
SUBTRACT:	
Outstanding Checks	(6,295.12)
ADJUSTED BANK BALANCE	<u>145,936.47</u>
BALANCE PER BOOKS	<u>145,936.47</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 SEPTEMBER 2022

Custodial Accounts

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Sep	BEGINNING BALANCE			\$ -
	Receipts:			
	Miscellaneous	1,736.30		
	Interest			
	Net Transfers			
	Total Receipts:			1,736.30
	Disbursements:			
	EFT/Wire Transfers-Taxes		1,736.30	
	Net Transfers			
	Total Disbursements:			(1,736.30)
30-Sep	ENDING BALANCE	\$ 1,736.30	\$ 1,736.30	-

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 September 30, 2022

Miscellaneous Revenue Accounts	BEGINNING BALANCE 7/1/2022	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 9/30/2022
Special Revenue Funds (Scholarships/Grants)	164,888.09	809.21	19,760.83	145,936.47

Custodial Accounts	BEGINNING BALANCE 7/1/2022	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 9/30/2022
Sales Tax	-	1,736.30	1,736.30	-

Extraclassroom Accounts	BEGINNING BALANCE 7/1/2022	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 9/30/2022
Allen Creek Elementary	1,523.62	-	-	1,523.62
Jefferson Road Elementary	2,277.46	-	-	2,277.46
Mendon Center Elementary	17,643.80	-	-	17,643.80
Park Road Elementary	3,305.43	-	-	3,305.43
Thornell Road Elementary	3,661.10	1,228.00	1,228.00	3,661.10
Barker Road Middle School	53,181.47	-	13,748.95	39,432.52
Calkins Road Middle School	47,464.84	884.15	9,636.15	38,712.84
Sutherland High School	58,919.71	13,327.63	11,167.71	61,079.63
Mendon High School	99,356.18	8,690.49	9,049.58	98,997.09
TOTALS :	287,333.61	24,130.27	44,830.39	266,633.49

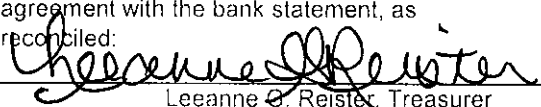
PITTSFORD CENTRAL SCHOOLS
BANK RECONCILIATION FOR THE MONTH OF SEPTEMBER 2022

Debt Service Fund

DATE	DESCRIPTION CHECK/RECEIPT #	RECEIPTS	DISBURSEMENT	BALANCE
1-Sep	BEGINNING BALANCE			\$ 2,767,782.06
	Receipts:			
	Transfer from General Fund (per appropriations)	5,166,300.00		
	Interest	633.65		
	Net Transfers			
	Total Receipts:			5,166,933.65
	Disbursements:			
	Depository Trust Company (Wires)		5,166,300.00	
	Net Transfers			
	Total Disbursements:			(5,166,300.00)
30-Sep	ENDING BALANCE	<u>\$ 5,166,933.65</u>	<u>\$ 5,166,300.00</u>	<u>2,768,415.71</u>

BANK RECONCILIATION	
BALANCE PER BANK:	2,768,115.71
ADD:	
Outstanding Transfer	300.00
SUBTRACT:	
ADJUSTED BANK BALANCE	<u>2,768,415.71</u>
BALANCE PER BOOKS	<u>2,768,415.71</u>

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



 Leeanne O. 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: 09/01/2022 To: 09/30/2022

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
Fund: A - GENERAL FUND						
09/07/2022	008892	Need to transfer \$174.95 to provide funds for MusicPlay Online Subscription	A114-2110-500-0165 R	MC Music Vocal Supplies	-174.95	
			A114-2110-400-0165 R	MC Music Vocal Contr Svc		174.95
09/09/2022	009188	TO COVER COST OF MEMBERSHIP ON PO #PND-01855	A340-2110-500-0158 R	SHS Math Supplies	-300.00	
			A340-2110-468-0158 R	SHS Math Memberships		300.00
09/02/2022	009631	Budget transfer to cover the increase in price of copier paper for District Office as requested by Purchasing Agent	A550-2060-500-0060 R	DAT Supplies & Materials	-50.00	
			A550-2060-506-0060 R	DAT Copy Paper		50.00
09/06/2022	009636	To cover office copier paper order	A520-2830-500-0830 R	PS Supplies & Materials	-50.00	
			A520-2830-506-0830 R	PS Copy Paper		50.00
09/06/2022	009726	TIFP - SPRING 2022	A830-9020-800-0801 R	BEN Teachers Retirement	-6,266.93	
			A470-2110-490-0110 R	BOCES Tch RegSch Sv		6,266.93
09/09/2022	010098	To cover nursing services for a special education student	A430-2250-490-2249 R	Out District BOCES Placem	-30,000.00	
			A341-2250-400-2250 R	MHS SpEd Contr Svc		30,000.00
09/09/2022	010100	To cover costs of contracted transportation to athletic contests due to the driver shortage	A830-9060-800-0809 R	BEN Hospital Medical	-30,000.00	
			A300-2855-407-0855 R	HS Athletics Team Trip		30,000.00
09/13/2022	010210	TO PROVIDE FUNDS FOR NYSSMA MEMBERSHIP FEES	A232-2110-500-0164 R	CR Music Instr Supplies	-50.00	
			A232-2110-468-0164 R	CR Music Instr Membership		50.00
09/14/2022	010233	TO COVER NYSSMA MEMBERSHIP FEES	A341-2110-500-0164 R	MHS Music Instr Supplies	-16.25	
			A341-2110-500-0165 R	MHS Music Vocal Supplies	-16.25	
			A341-2110-468-0164 R	MHS Music Instr Membershi		16.25
			A341-2110-468-0165 R	MHS Music Vocal Membershi		16.25
09/15/2022	010282	for NYSSMA Membership fees	A115-2110-500-0100 R	PR SchISuppt Supplies	-25.00	
			A115-2110-468-0164 R	PR Music Instr Membership		25.00
09/15/2022	010881	TO PROVIDE FUNDS FOR JOSHUA WALKER'S T/C FORM	A232-2020-500-0020 R	CR Supr RegSch Supplies	-181.69	
			A232-2020-465-0020 R	CR Supr RegSch Trav Conf		181.69
09/19/2022	010962	TO PROVIDE FUNDS FOR ROBOTSHOP PO	A232-2110-500-0100 R	CR SchISuppt Supplies	-102.20	
			A232-2110-500-0149 R	CR Technology Supplies		102.20
09/19/2022	011016	to cover conference registration for ENL teacher	A520-2830-465-0830 R	PS Travel and Conference	-150.00	
			A440-2830-465-0837 R	SPSV ENL Trvl & Cnfr		150.00

09/19/2022	011017	To purchase PE supplies	A115-2110-500-0100 R	PR SchlSuppt Supplies	-73.18	
			A115-2110-500-0167 R	PR PhysEd Supplies		73.18
09/19/2022	011112	To provide funds for copier staples	A112-2110-500-0110 R	AC Tch RegSch Supplies	-182.28	
			A112-2110-505-0100 R	AC Schl Suppt Print Cart		182.28
09/19/2022	011165	TO PROVIDE FUNDS FOR ENTRY FEE/MATH MADNESS	A231-2110-500-0100 R	BR SchlSuppt Supplies	-95.00	
			A231-2110-406-0158 R	BR Math Entry Fees		95.00
09/19/2022	011218	TO COVER THE COST OF NYSMSA MEMBERSHIP FEE	A231-2110-500-0100 R	BR SchlSuppt Supplies	-230.00	
			A231-2110-468-0164 R	BR Music Instr Membership		230.00
09/19/2022	011238	FOR WATER FOUNTAIN MATS AT MCE FUNDED BY PTSA	A830-9060-800-0868 R	BEN Medicare Part B	-116.22	
			A114-2110-500-0100 R	MC SchlSuppt Supplies		116.22
09/21/2022	011351	TO PROVIDE FUNDS FOR SUMMER READING BOOKS	A232-2110-500-0152 R	CR English Supplies	-122.70	
			A232-2610-500-0610 R	CR Library Supplies		122.70
09/21/2022	011499	To provide funds for E-Book hosting fee.	A340-2610-500-0610 R	SHS Library Supplies	-50.00	
			A340-2610-400-0610 R	SHS Library Contr Svc		50.00
09/21/2022	011506	TO COVER THE COST OF BROKEN BASS CLARINET REPAIR	A231-2110-500-0164 R	BR Music Instr Supplies	-167.00	
			A231-2110-455-0164 R	BR Music Instr Equip Rpr		167.00
09/22/2022	011639	TO COVER THE COST OF ANNUAL SUBSCRIPTION	A231-2110-500-0134 R	BR World Lang Supplies	-50.43	
			A231-2110-400-0134 R	BR World Lang Contr Svc		50.43
09/22/2022	011708	Transfer money to pay for the repair of a broken display for student CS	A410-2250-400-2251 R	SpEd Office Contr Svc	-319.00	
			A410-2250-455-2251 R	SpEd Office Equip Rpr		319.00
09/28/2022	012062	To cover travel conference	A115-2110-200-0110 R	PR Tch RegSch Equipment	-500.00	
			A115-2020-465-0020 R	PR Supr RegSch Trav Conf		500.00
09/29/2022	012213	provide funds for conference reimbursement	A620-1430-437-0430 R	PER Study Grant Stipend	-45.00	
			A620-1430-465-0430 R	PER Travel and Conference		45.00
09/30/2022	012305	To provide funds for negative budget codes	A112-2110-146-0100 R	AC SchlSuppt InSv Paymts	-1,018.13	
			A113-2110-121-0113 R	JR Art Teacher Salary	-3,274.34	
			A113-2250-162-2250 R	JR SpEd Para Salary	-63,238.83	
			A114-2110-121-0164 R	MC Music Instr Tchr Sal	-903.24	
			A232-2020-150-0020 R	CR Supr RegSch Admn Sal	-307.49	
			A232-2110-131-0113 R	CR Art Teacher Salary	-703.45	
			A232-2110-131-0165 R	CR Music Vocal Tchr Salar	-29,579.44	
			A232-2815-171-0815 R	CR HealthSv Reg Nurse Sal	-3,771.65	
			A300-2110-153-0100 R	HS SchlSuppt Summer Tch	-6,009.07	
			A300-2855-150-0855 R	HS Athletics Admin Salary	-136.94	
			A340-2110-131-0176 R	SHS Science Tchr Salary	-67,201.54	
			A341-2610-182-0610 R	MHS Library Aux Staff Sal	-11,871.79	
			A341-2810-161-0810 R	MHS Counseling Clerk Sala	-13,121.11	
			A440-2820-151-0820 R	SPSV PsychSV Certif Sala	-1,246.40	

A510-2010-149-0010 R	CURINS Steering Com Pmts	-1,151.08	
A650-1670-492-0670 R	Print & Mail Print Servs.	-628.46	
A830-9010-800-0800 R	BEN Employee Retirement	-44,125.52	
A100-2110-154-0100 R	ES SchlSuppt Summer Wrk		1,837.26
A113-2020-161-0020 R	JR Supr RegSch Clerk Sal		219.89
A113-2110-123-0110 R	JR Tch RegSch 4-5		3,274.34
A113-2250-121-2250 R	JR SpEd Tchr Salary		44,214.30
A114-2110-121-0110 R	MC Tch RegSch 1-3		258.11
A114-2110-121-0153 R	MC Reading Tchr Salary		645.13
A114-2610-121-0610 R	MC Library Tch Salary		935.73
A115-2110-146-0100 R	PR SchlSuppt InSv Paymts		1,018.13
A200-2110-154-0100 R	MS SchlSuppt Summer Wrk		1,505.29
A200-2810-153-0810 R	MS Counseling Summer Tchr		7,048.77
A231-2110-131-0134 R	BR World Lang Tchr Sal		703.45
A231-2250-131-2250 R	BR SpEd Tchr Salary		270.00
A231-2250-162-2250 R	BR SpEd Para Salary		18,754.53
A231-2610-131-0610 R	BR Library Tch Salary		910.67
A231-2815-173-0815 R	BR HealthSv OT/Extra Hr		104.31
A232-2020-150-0020 R	CR Supr RegSch Admn Sal		87.60
A232-2110-131-0134 R	CR World Lang Tchr Sal		29,579.44
A232-2110-131-0164 R	CR Music Instr Tchr Salar		67,201.54
A232-2815-173-0815 R	CR HealthSv OT/Extra Hr		1,067.96
A300-2110-154-0100 R	HS SchlSuppt Summer Wrk		2,001.14
A300-2110-173-0100 R	HS SchlSuppt OT/Extra Hr		98.76
A300-2810-153-0810 R	HS Counseling Summer Tchr		4,294.27
A300-2855-161-0855 R	HS Athletics Clerk Salary		136.94
A340-2110-163-0100 R	SHS SchlSuppt Security Sa		566.62
A340-2610-182-0610 R	SHS Library Aux Staff Sal		285.99
A340-2815-173-0815 R	SHS HealthSv OT/Extra Hr		2,081.31
A340-2820-159-0820 R	SHS PsychSv Psych Salary		1,246.40
A341-2610-161-0610 R	MHS Library Clerk Salary		9,739.40
A341-2810-157-0810 R	MHS Counselor Salary		1,778.07
A341-2815-173-0815 R	MHS HealthSv OT/Extra Hr		518.07
A511-2010-153-0010 R	CURINS STD Curric Summ Wk		1,151.08
A610-1310-150-0310 R	FIN BusAdmn Salary		14,833.16
A620-1430-135-0430 R	PER Admin Mentor Stp		7,600.00
A620-1430-492-0430 R	PER Print Services		664.36
A630-1480-180-0480 R	INF Supervisory/Technical		3,552.00
A720-1240-492-0002 R	SUPT Print Services		628.46
A820-1910-425-0910 R	FEES Unallocated Insuranc		17,476.00
Total for Fund A - GENERAL FUND		-317,622.56	317,622.56

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

Loeanne Reister

Re / vj

Date of Treasurer's Report for BOE review

11/8/22

Date Completed

10/07/22

Person Completing

Cheryl Muscarella

Pittsford Central School District
Quarterly Report on Extraclassroom Activity Funds

Allen Creek Elementary School

<u>Club/Activity</u>	Beginning Balance	Receipts	Disbursements	Ending Balance
	July 1, 2022			September 30, 2022
Student Council	\$ 1,523.62	\$ -	\$ -	\$ 1,523.62
Sales Tax Payable	-	-	-	-
	<u>\$ 1,523.62</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,523.62</u>

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$ 1,523.62
Less Outstanding Checks	-
Plus NSF Check	-
Total Cash Balance at End of Month	<u>\$ 1,523.62</u>

Jefferson Road Elementary School

<u>Club/Activity</u>	Beginning Balance	Receipts	Disbursements	Ending Balance
	July 1, 2022			September 30, 2022
Student Council	\$ 2,277.46	\$ -	\$ -	\$ 2,277.46
Sales Tax	-	-	-	-
	<u>\$ 2,277.46</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,277.46</u>

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$ 2,277.46
Less Outstanding Checks	-
Plus Outstanding Receipts	-
Total Cash Balance at End of Month	<u>\$ 2,277.46</u>

Mendon Center Elementary School

<u>Club/Activity</u>	Beginning Balance	Receipts	Disbursements	Ending Balance
	July 1, 2022			September 30, 2022
Student Council	\$ 3,919.27	\$ -	\$ -	\$ 3,919.27
Bookstore	12,429.86	-	-	12,429.86
Ski Club	1,129.17	-	-	1,129.17
Sales Tax	165.50	-	-	165.50
	<u>\$ 17,643.80</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 17,643.80</u>

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$ 17,643.80
Less Outstanding Checks	-
Plus Outstanding Receipts	-
Plus Outstanding Receipts - NSF checks	-
Total Cash Balance at End of Month	<u>\$ 17,643.80</u>

Park Road Elementary

<u>Club/Activity</u>	Beginning Balance	Receipts	Disbursements	Ending Balance
	July 1, 2022			September 30, 2022
Student Council	\$ 2,975.32	\$ -	\$ -	\$ 2,975.32
Ski Club	330.11	-	-	330.11
Sales Tax	-	-	-	-
	<u>\$ 3,305.43</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,305.43</u>

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$ 3,305.43
Less Outstanding Checks	-
Plus Outstanding Receipts - Deposits in Transit	-
Total Cash Balance at End of Month	<u>\$ 3,305.43</u>

Thornell Road Elementary School

<u>Club/Activity</u>	Beginning Balance	Receipts	Disbursements	Ending Balance
	July 1, 2022			September 30, 2022
Student Council	\$ 3,128.08	\$ 1,228.00	\$ 1,228.00	\$ 3,128.08
Ski Club	533.02	-	-	533.02
Sales Tax	-	-	-	-
	<u>\$ 3,379.67</u>	<u>\$ 1,228.00</u>	<u>\$ 1,228.00</u>	<u>\$ 3,661.10</u>

Reconciliation of Cash Balances:**Checking Account**

Bank Statement Balance at End of Month	\$ 3,661.10
Less Outstanding Checks	-
Plus Outstanding Receipts	-
Total Cash Balance at End of Month	<u>\$ 3,661.10</u>

Barker Road Middle School

<u>Club/Activity</u>	Beginning Balance	Receipts	Disbursements	Ending Balance
	July 1, 2022			September 30, 2022
Adventure Club	\$ 2,090.14	\$ -	\$ -	\$ 2,090.14
Art Club	31.58	-	-	31.58
Bookstore	5,418.38	-	-	5,418.38
Drama Club	13,733.54	-	8,553.16	5,180.38
Science Olympiad	575.84	-	-	575.84
Home & Careers	737.24	-	-	737.24
Latin Club	1.48	-	-	1.48
Music Activities	10,183.22	-	-	10,183.22
Ski Club	6,216.58	-	-	6,216.58
Student Council	13,506.54	-	4,871.20	8,635.34
Yearbook	318.37	-	-	318.37
Sales Tax	368.56	-	324.59	43.97
	<u>\$ 43,406.17</u>	<u>\$ -</u>	<u>\$ 13,748.95</u>	<u>\$ 39,432.52</u>

Reconciliation of Cash Balances:**Checking Account**

Bank Statement Balance at End of Month	\$ 45,655.18
Less Outstanding Checks	(6,222.66)
Plus Outstanding Receipts	-
Plus NSF Check	-
Total Cash Balance at End of Month	<u>\$ 39,432.52</u>

Galkins Road Middle School

<u>Club/Activity</u>	Beginning Balance	Receipts	Disbursements	Ending Balance
	July 1, 2022			September 30, 2022
Best Buddies	\$ 15.00	\$ -	\$ -	\$ 15.00
Blue Team	1,302.09	150.00	76.57	1,375.52
Bookstore	1,311.83	-	-	1,311.83
DIY Club	-	631.89	8,699.20	(8,067.31)
Drama Club	16,909.56	-	-	16,909.56
Home & Careers	2,816.97	-	-	2,816.97
Latin Club	1,020.30	-	-	1,020.30
Maroon Team	-	-	-	-
Music Activities	5,801.93	91.15	220.00	5,673.08
Principal's Cabinet	37.23	-	-	37.23
Science Olympiad	116.69	-	-	116.69
Ski Club	1,045.98	-	-	1,045.98
Spanish Club	1,305.60	-	-	1,305.60
Student Council	5,459.51	-	377.52	5,081.99
Yearbook	10,271.42	-	212.13	10,059.29
Sales Tax Payable	50.73	11.11	50.73	11.11
	<u>\$ 47,464.84</u>	<u>\$ 884.15</u>	<u>\$ 9,636.15</u>	<u>\$ 38,712.84</u>

Reconciliation of Cash Balances:**Checking Account**

Bank Statement Balance at End of Month	\$ 43,064.41
Less Outstanding Checks	(4,351.57)
Plus Outstanding Receipts	-
Plus NSF Check - Stop Payment	-
Plus Bank Service Charges	-
Total Cash Balance at End of Month	<u>\$ 38,712.84</u>

Sutherland High School

<u>Club/Activity</u>	Beginning Balance July 1, 2022	Receipts	Disbursements	Ending Balance September 30, 2022
Class of 2022	6,107.63	\$ -	\$ 6,107.63	-
Class of 2023	2,936.19	6,780.71	-	9,716.90
Class of 2024	1,527.45	1,908.66	-	3,436.11
Class of 2025	2,212.79	1,870.19	1,073.95	3,009.03
Class of 2026	-	2,283.65	-	2,283.65
Band	1,075.62	-	-	1,075.62
Best Buddies	448.01	-	-	448.01
DECA Club	744.47	-	-	744.47
Drama	7,403.09	-	450.00	6,953.09
Fine Arts	168.00	-	-	168.00
Gay Straight Alliance	460.17	-	-	460.17
Latin Club	684.57	-	-	684.57
Link Crew	1,932.77	201.92	1,516.59	618.10
Model UN	2,469.53	-	-	2,469.53
Musicals	7,830.32	-	-	7,830.32
Newspaper-Midnight	95.72	-	-	95.72
Pegasus	1,926.67	-	-	1,926.67
Project Earth	1,038.31	-	-	1,038.31
Science Olympiad	39.70	-	-	39.70
Show Choir	688.02	-	-	688.02
Ski Club	897.05	-	-	897.05
Student Council	7,933.51	25.00	1,583.76	6,374.75
Tri-M	146.74	-	-	146.74
Yearbook	9,875.10	-	150.00	9,725.10
Sales Tax Payable	278.28	257.50	285.78	250.00
	<u>\$ 57,420.03</u>	<u>\$ 13,327.63</u>	<u>\$ 11,167.71</u>	<u>\$ 61,079.63</u>

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$ 61,414.96
Less Outstanding Checks	(335.33)
Plus Outstanding Receipts - NSF checks	-
Plus Outstanding Receipts - Deposits in Transit	-
Total Cash Balance at End of Month	<u>\$ 61,079.63</u>

Mendon High School

<u>Club/Activity</u>	<u>Beginning Balance July 1, 2022</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance September 30, 2022</u>
Class of 2022	3,862.49	-	3,862.49	-
Class of 2023	7,595.68	1,545.00	-	9,140.68
Class of 2024	3,065.89	1,545.00	-	4,610.89
Class of 2025	1,560.00	386.25	-	1,946.25
Class of 2026	-	886.24	-	886.24
Art Club	140.89	-	-	140.89
Best Buddies	345.69	-	-	345.69
Bookstore	2,727.33	-	-	2,727.33
Concert Band	-	-	-	-
Concert Choir	-	-	-	-
DECA Club	1,390.90	-	-	1,390.90
Drama Club	4,875.67	-	-	4,875.67
Environmental Awareness	-	-	-	-
French Club	224.52	-	-	224.52
Latin Club	756.02	-	-	756.02
Link Crew	2,203.03	-	-	2,203.03
Masterminds	272.82	-	-	272.82
Model UN	1,352.02	-	-	1,352.02
Musical	13,348.18	-	4,311.57	9,036.61
Music Activities	7,126.81	-	-	7,126.81
National Honor Society	764.39	-	-	764.39
Orchestra	-	-	-	-
Pittsford Girl Up	85.83	-	-	85.83
Science Olympiad	188.50	-	-	188.50
Runway for Relief	-	-	-	-
Sea Turtle Club	-	-	-	-
Students against Cancer	-	-	-	-
Student Council	12,278.12	4,070.19	-	16,348.31
Technology Club	1,304.66	-	-	1,304.66
Virtual Enterprises	840.25	-	-	840.25
Wind Ensemble	-	-	-	-
Yearbook	32,148.17	87.96	-	32,236.13
Sales Tax Payable	898.32	169.85	875.52	192.65
	<u>\$ 99,356.18</u>	<u>\$ 8,690.49</u>	<u>\$ 9,049.58</u>	<u>\$ 98,997.09</u>

Reconciliation of Cash Balances:

Checking Account

Bank Statement Balance at End of Month	\$	100,873.66
Less Outstanding Checks		(4,351.57)
Plus Outstanding MSB Deposits		2,475.00
Total Cash Balance at End of Month	<u>\$</u>	<u>98,997.09</u>

TOTAL OF ALL CLUBS

266,633.49

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: November 8 2022
To: Michael Pero, Superintendent of Schools
From: Michael Vespi, Assistant Superintendent for Business
Re: Declaration of Scrap Equipment – PRE Carpet Extractor

The Maintenance Department has requested one carpet extractor be declared scrap. This extractor is obsolete and not repairable.

It is my recommendation that the Board of Education declare these items 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

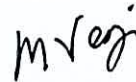
Pittsford Schools

Administrative Offices
75 Barker Road – East Wing
Pittsford, NY 14534
585.267.1077
fax: 585.381.9368

Michael Vespi
Assistant Superintendent for Business

Michael_Vespi@pittsford.monroe.edu

Date: November 1 2022
To: Michael Pero, Superintendent of Schools
From: Michael Vespi, Assistant Superintendent for Business
Re: Expanded Budget Development Calendar Resolution



According to policy 5140 – Administration of the Budget, “The Superintendent, working in conjunction with the administrative staff, is responsible to the Board for the administration of the budget.”

I have attached the Expanded Budget Development Calendar for Fiscal Year 2023-2024 for presentation to the Board of Education at the meeting tonight for approval.

To that end, I recommend the following:

BE IT RESOLVED that the Board of Education of the Pittsford Central School District does hereby accept and approve the Expanded Budget Development Calendar for Fiscal Year 2023-2024 as presented.

MV:dh

EXPANDED BUDGET DEVELOPMENT CALENDAR

For Fiscal Year 2023-2024

Date	Budgetary Action	Requirement
November 8, 2022	Budget Calendar Approved	Budget calendar is presented to the BOE for approval
November 10, 2022	Budget Development Packets to Stakeholders	Internal District Documents emailed out to budget originators
November 10, 2022 - December 30, 2022	Principal Meetings	Meet with budget originators and discuss budget guidelines
January 3, 2023	Submit Budget Packets to Director of Finance	Packets due to Director of Finance (Leeanne Reister) for compilation
January 4, 2023	Budget Request Packet Review	Review Budget submittals with various Budget Stakeholders
January 19, 2023	Budget Guidelines	Guidelines & Process, Charge, Input District Planning Team (DPT) - Board Adopt the Guidelines
February 4, 2023	Budget Request Packet Review	Review Budget submittals with various Budget Stakeholders
February 7, 2023	Budget Worksession	Executive Proposal, Tax Cap, Human Resources & Staffing & Budget Guidelines
February 28, 2023	Budget Worksession	Building Budgets, Special Education, PPS, Curriculum, Tech, Data
March 1, 2023	Tax Cap Calculation	On or before March first of each year submit to the state comptroller information necessary for the calculation of the tax levy limit
March 13-17, 2022	Legal Notice to Attorney for review	Two weeks before deadline
March 14, 2022	Budget Worksession	Central Admin, Support Services, Unallocated/Benefits, Budget Development Status
March 20-23	Legal Notice submitted to Newspapers	Daily Record plan 5 days prior to publish
March 28-31, 2023	Legal Notice - Newspaper 1st posting	Must advertise 4 times in 2 papers of general paid circulation with first publicatoin at least 45 days prior to vote
April 14, 2023	Legal Notice - Newspaper 2nd posting	Must advertise 4 times in 2 papers of general paid circulation with first publicatoin at least 45 days prior to vote
April 17, 2023	Absentee Ballots	District Clerk will maintain a list for possible inspection of qualified voters given absentee ballots to be provided between these dates
April 17, 2023	Petition Submissions - BOE candidates & propositions	30 days prior to vote, +1 day if falls on Sunday
April 18, 2023	Adopt Budget - BOE	At least 25 days prior to the vote - Early this year, April 25th as backup if needed
April 19, 2023	Property Tax Report Card	File online with SED after budget adoption, but no later than 24 days before the vote
April 19, 2023	Budget Newsletter Preparation - Nancy	Prep work April 19-23
April 21, 2023	Military Ballots	25 days prior to the vote

EXPANDED BUDGET DEVELOPMENT CALENDAR For Fiscal Year 2023-2024

Date	Budetary Action	Requirement
April 25, 2023	Public Budget Statement Info to D. Hansen	Available to public at least 7 days prior to hearing & 14 prior to vote
April 26, 2023	Newsletter Print	April 26-30
April 30, 2023	Budget Notice to Printer	at least 6 days prior to vote and after hearing - 10 Days for Print
TBD	PTSA Budget Presentation	Superintendent & Assistant Superintendent
May 2, 2023	Newsletter Mailed to Homes	Director of Communications
May 2, 2023	Budget Statements - available	Available to public at least 7 days prior to hearing & 14 prior to vote
May 5, 2023	Legal Notice - <i>Newspaper 3rd posting</i>	Must advertise 4 times in 2 papers of general paid circulation with first publicatoin at least 45 days prior to vote
May 5, 2023	PTSA Meet the Candidates	
May 9, 2023	Budget Notice - Mail	at least 6 days prior to vote and after hearing
May 9, 2023	Budget Hearing	Budget must be presented in thee part format including required attachments. Not less than 7 or more than 14 days prior to the annual meeting.
May 12, 2023	Legal Notice - <i>Newspaper 4th posting</i>	Must advertise 4 times in 2 papers of general paid circulation with first publicatoin at least 45 days prior to vote
May 16, 2023	Annual Meeting / Vote	Statewide Vote Date - 3rd Tuesday in May

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, Purchasing Agent)
BOE Date: November 8, 2022
PCSD Mini Bid Title: Not received from NYS yet
OGS Contract Title: Recycling and Trash Removal Services
OGS Master Contract #: PS937AA
OGS Award #: 22760-SW
FUNDS: 2022-2023 O&M Contractual Budget 640-1620-400-0620

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

ITEM BID	RECOMMENDED VENDOR	AMOUNT
Recycling and Trash Removal Services	Waste Management of New York	\$ 107,531.49
TOTAL:		<u><u>\$ 107,531.49</u></u>

Comments: Recycling and Trash Removal Services contract runs December 1, 2022 through November 30, 2023. Bid responses reviewed by Jeff Beardsley, Director of Operations, Maintenance & Security, Dan Fursman, Head of Maintenance/Grounds, and Leslie Pawluckie, Purchasing Agent. Recommendation for award for Pittsford Central School District is Waste Management, the only vendor awarded the New York State Rubbish Removal Contract for Monroe County, NY.

Michael Vespi, Assistant Superintendent for Business

Pittsford Schools

New Course Proposal Application

New course name: Data Driven Business Analysis

Submitted to Assistant Superintendent for Curriculum and Instruction

By: Kristie Burch and Casey Sanderson. February 2022

Presented to DSLT on: 3/9/2022

Presented to ILC on: 9/26/2022

Signatures of High School Principals indicating they have reviewed this proposal with the standards leader(s):
(This does not signify approval or disapproval)

Principal of Mendon High School Signature

Principal of Sutherland High School Signature

Recommendation by Assistant Superintendent to the Superintendent on:

Date: _____

Assistant Superintendent for Instruction Signature

Recommendation by Superintendent to Board of Education on:

Date: _____

Superintendent of Schools Signature

1. Which of the following apply to the course proposal under consideration:
 - a. A content change greater than 40% to an existing course.
 - New course name: **Data Driven Business Analysis**
 - Name of the original course: **Business Analysis**
 - This course provides students with hands-on experience with the analytical software tools and techniques that are used in today's businesses. Emphasis will be placed on the application of spreadsheet models for supporting management decision-making. A variety of spreadsheet-based cases in market research, financial analysis, accounting applications and other business domains will be utilized to show how to effectively analyze and solve business problems using the spreadsheet tool.
 - b. A totally new course.
 - New course name:
2. What is the target student population? 11th and 12th grade students.
3. Please indicate below which criteria this proposed new course meets. Give explanations and attach supporting evidence as directed.
 - a. Yes No Meets a New York State Education Department *mandate*.

In 2018, the New York State Legislature passed, and the Governor signed into law, legislation requiring the New York State Education Department (NYSED) to create a workgroup and present draft NYS K-12 Computer Science Standards to the Commissioner of Education and the Board of Regents for approval.

All [Computer Science and Digital Fluency standards](#) are expected to be at full implementation as of September 2024 in all grade bands K-12.

- b. Yes No Was developed based on current *benchmarking with at least three other high performing schools* in New York State and/or the United States.

Pittsford Central School district is currently at the forefront in the development of a course of this nature. Through our conversation with Michael LaMastra, Business and Marketing Associate for CTE within the NYSED, we were able to obtain data for individuals who reported teaching Computer Applications on the 2019-2020 BEDS form (most recent data available). While we were unable to locate other schools within NYS offering a course of a similar nature, Mr. LaMastra reported that he “is not directly aware of anyone else doing a course like this, but there is always a first. I know that in Syracuse, there is a proposed STEAM school that is planning a pathway in data analytics, so I think this is an area where growth can happen. I think exposing the students to how data can and is being used to make business decisions is a key competency for success in today’s business world.”

- In what area is PCSD below the NY State norm for your department?

The 19-20 NYS BEDS data from the NYS Department of Education shows that there were 82 Mendon students and 67 Sutherland students enrolled in a general computer applications course. This course provides students with an overview of functionality that Microsoft Word, Excel, Access and PowerPoint provide. Other schools currently offer a course specific to Business Computer Applications. A course of this nature would dial-in on further analysis of information and allow students to apply their computer, specifically Excel skills, in new and unique ways.

- Attach supporting data. Data attached.

c. Yes No Fills a need/gap based on the research of *educational literature regarding current and future student needs.*

- What need/gap will this course meet? **Digital Literacy and Computer Science**

- Attach hard copies of supporting research data and a bibliography.
• Copies attached.

Data Science is the Future. Let's Start Teaching It-Education Week
(Attached in Appendix)

[Certiport White Paper-Ten Reasons Schools Should Offer Microsoft Certification to Its Students](#)

[PWC Data Driven White Paper](#)

[A Study of Building Analytical Skills in the Workforce](#)

[Microsoft Excel-Is it an Important Skill for College Graduates?](#)

d. Yes No Fills a need/gap based on *educational research regarding course trends (research may include, but is not limited to, such things as the PCSD Graduate/Alumni survey, the Youth Risk Behavior Survey or other local, state, or national survey or research results)*

- What need/gap will this course meet?

1. NYSED views digital literacy as vital to success in college, careers, and citizenship. The NY Statewide Learning Technology Plan (2010) identifies that "technology is a path for teaching and learning, but it is also a body of practices, skill, and knowledge to be learned," and expresses the Board of Regents' expectation that "all New York State learners will develop technological literacy to enter college, become productive members of the workforce, and succeed as citizens."
2. In February 2017, NYSED released a survey to the field that asked respondents to provide feedback on topics related to digital literacy. The survey was re-opened in May 2017 to ensure all stakeholders had the opportunity to respond. In total, NYSED received 3375 responses, over 70% of which were from New York State teachers. The remaining 30% included administrators, BOCES administrative staff, and members of educational organizations. 93% of respondents indicated that a need exists for a common statewide understanding of the technology knowledge and skills all students should demonstrate to be prepared for college, careers, and citizenship in

the 21st Century. In addition, New York’s approved Every Student Succeeds Act (ESSA) Plan includes the expectation that NYSED “will work with stakeholders to provide guidance regarding digital literacy for students. (1)

3. In September 2018, NYSED convened a group of statewide experts on computer science and educational technology to assist in thinking through matters related to the creation of computer science and digital literacy standards for New York State. The group of experts recommended NYSED combine computer science and digital literacy under one “umbrella,” as has been done in several other states. The group also developed Guiding Principles for the development of the new standards.
4. Review of the data from the PCSD 5-year post graduate survey, question 19, indicates a desire to increase offerings in both computer science and research design courses. The updated coursework contained within this offering would meet both requests due the nature of workbook, spreadsheet, and data visualization design, along with inquiry associated with business area content.
5. Per Question 15, also from the PCSD 5-year post graduate survey, 70% of respondents referenced that critical thinking and analytic skills are relevant in their life and work today. Over 80% indicated the importance of collaboration and communication. A course of this nature would require students not only interpret data, but to communicate results of their findings in a meaningful and useful way.
6. Among the anecdotal information obtained from the PCSD 5-year post graduate survey question “What technology tools do you currently use/access the most?,” Excel was mentioned 13 times with the Microsoft Office Suite being mentioned 14 times.

- Attach hard copies of supporting research data and a bibliography.

Copies of bibliography attached.

1&3 <http://www.nysed.gov/common/nysed/files/programs/curriculum-instruction/draft-nys-k-12-computer-science-digital-fluency-standards.pdf>

2 NYS Approved ESSA Plan, p. 188

<http://www.nysed.gov/common/nysed/files/programs/essa/nys-essa-plan.pdf>

4 – 6 PCSD 5-year graduate survey (attached)

e. Yes No Will infringe on or overlap another course offered by your department?
If, yes, please explain: _____

f. Yes No Will infringe on or overlap a course offered by another department?
If, yes, please explain: _____

g. Yes No Will be offered in place of an existing course(s). The existing course(s) to be removed from the program of studies book is **Business Analysis**

h. Yes No Will meet or exceed New York State and PCS District standards.

Explain: **Computer Science and Digital Fluency Standards** New York State is implementing Computer Science and Digital Fluency Standards as of Fall 2023, with full implementation expected in Fall 2024. The vision behind these standards state that “every student will know how to live productively and safely in a technology-dominated world. This includes understanding the essential features of digital technologies, why and how they work, and how to communicate and create using those technologies. This course will continue to meet PCSD standards and tie in the new Computer Science and Digital Fluency Standards as well.

i. Yes No Will be offered at both high schools.

If it will not be offered at both, please explain:

j. Yes No The course proposal was considered in light of NCAA Eligibility requirements.

- 3 Explain how this course will help participating students in their development of the PCSD Next Generation Skills. (Communication and Collaboration; Creativity and Innovation; Critical thinking and Problem solving; Information literacy and Research: Learning Mindsets)

Computer science emphasizes problem solving and pushes students to be active creators – rather than passive consumers – of computer technologies. This course would combine the analysis of business principles and techniques with the application of Microsoft Excel.

Critical Thinking requires students to gather and assess information relevant to question. Students will use Excel and possibly other freeware applications such as Tableau Public to explore and create data visualizations to arrive at an informed conclusion.

Teamwork will be encouraged through coursework in order to work effectively to support a shared purpose or goal. Students will need to work collaboratively in order to design structures, assign meaning to collected information, and determine conclusions, significance, and implications of the findings. Effective communication will be necessary in order to articulate findings successfully based on the task and audience at hand.

Students will be required to access relevant information efficiently from a variety of resources and evaluate the task in order to strategically design workbooks, spreadsheets, and visualizations. Students must employ a learning mindset in order to adapt to obstacles and unexpected results.

- 4 In what other way(s) will this course help meet the current and future needs of our PCSD students? (*consider the PCSD Tech Quest Plan, Career Development and Occupational Skills {C-DOS}, Cultural Proficiencies, Social Emotional Learning Frameworks, etc.*)

For our students to lead productive and successful lives upon graduation, they must understand and know how to use digital technologies. Technology knowledge and skills are vital for full participation in 21st Century life, work, and citizenship. There is a need for students pursuing business, but in all industries as well, to be able to make informed decisions using data. Quantitative skills are applicable and necessary in all areas of business and can also be utilized in social sciences and STEM work.

Through our program review as part of the CTE certification process, a need for additional computer and analytical skills was identified by industry professionals. This is supported in information available from the United States Department of Labor Bureau of Labor Statistics, "Employment of computer and information technology occupations is projected to grow 13 percent from 2016 to 2026, faster than the average for all occupations. These occupations are projected to add about 557,100 new jobs." And these hundreds of thousands of new jobs offer significantly higher-than average pay; the median wage for computer and information technology occupations is higher than all other occupations.
<https://www.bls.gov/ooh/computer-and-information-technology/home.htm>

- 5 Yes No Has consideration been given to integrate this course with other disciplines?

Please explain: _____

- 6 Yes No Are teachers currently on staff with the expertise need to teach this course?

If not, how do you expect to meet this need if the course is approved?

Currently, there is one teacher at each high school that can teach this class based on their background teaching Advanced Microsoft Applications.

- 7 Yes No Can this course be taught within the space already allocated to your Department?

If No, what plans have you considered to accommodate the space needs for the course?

- 8 What scheduling options are possible for this course?

- a. Meets every day all year
- b. Meets every other day all year
- c. Meets every day for a semester
- d. Other... Please explain: _____

- 9 Which of the following will be recommended in an effort to offset a need for an increase in staffing:

- a. Rotation – course offered every other semester or year – rotating with a current course that will be offered opposite it. The course it will rotate opposite is currently being offered every semester or every year.

The current course to be involved in the rotation is: _____

- b. A course (or courses) currently being offered, one that always runs, will be removed from the program of studies and this new course will be in its place.
- c. Name of course being removed: **Business Analysis**. Our goal in this course proposal is to update the course content of **Business Analysis** in order to better reflect college and career readiness as defined within the CTE program, the technological needs of our students, the Next Generation Skills supported by the district, incorporate feedback from the graduate survey, and implement the upcoming K-12 Computer Science and Digital Fluency Standards.
- d. Other

10 What resources will need to be allocated to develop and maintain this course?

- a. Textbooks, supplementary texts, and/or review books. Please estimate count/cost. The attached price quote is for 60 books (30 books per building) at a cost of \$4500. This is an estimate of cost, dependent on course approval and textbook adoption process. This is only one example we have explored, however, the formal Textbook Adoption Process would be implemented pending Board of Education approval.
- b. Hardware: _____
 Software: **Microsoft Excel and Access Apps, currently available on both teacher and student devices.**

Coordinator of Technology signature (required): _____

- c. Other Equipment – explain and estimate cost. _____
Give the source of your information. _____
- d. Training of teacher(s) – please estimate cost. **Microsoft Office User Specialist Training. Currently, there is one teacher at each building that has the necessary expertise in Microsoft Excel and Access necessary to teach this course, however would like to pursue official Microsoft Specialist Training. Moving forward, we would suggest that one additional teacher at each building be trained. The current cost of the “Test Out” training program we’ve explored ranges from \$100-\$200 per teacher.**
- e. Transportation – please estimate cost. _____
- f. Facility alterations- please estimate cost. _____

Director of Operations, Maintenance and Security signature (required): _____

g. Any other special needs – please estimate cost. _____

Please explain: _____

Students

SUBJECT: SUICIDE PREVENTION AND INTERVENTION

The District is committed to protecting the health and well-being of all students by creating and maintaining policies, procedures, and plans for the prevention, intervention, and post-intervention of suicide.

The Board instructs the Superintendent to establish a district Trauma, Illness, and Grief (TIG) Team. Members of the team should include, but are not limited to, a school administrator, school psychologist, school counselor, school social worker, teacher, school nurse and/or District medical director, and any other District staff member who can be of assistance during a crisis. The TIG team will develop a suicide prevention and intervention plan, which will be integrated into the existing District-wide school safety plan. The suicide prevention and intervention plan will include education and awareness of risk factors for youth suicide, procedures for intervening if a student exhibits risk factors, including referral services, and a post-intervention plan to help the school and community cope with the aftermath of suicide should it occur.

The administration will inform staff of District policies, procedures, and plans for suicide prevention, intervention, and post-intervention. The District will actively respond to any situation where a student verbally or behaviorally indicates intent to attempt suicide or engage in self-harm. When District staff become aware of a student exhibiting potential suicidal behavior, they should immediately escort the student to a member of the building's school mental health team and report the behavior to an administrator.

Suicide prevention will also be incorporated into the curriculum, as developmentally appropriate, to educate students and will be provided in a manner so as not to sensationalize the topic, but to provide students with information and resources on this important mental health issue. In addition, the District will foster interagency cooperation that will enable staff to identify and access appropriate community resources to aid students in times of crisis.

The District will inform students, staff, and parents or guardians of the 988 hotline, which connects callers to the National Suicide Prevention Lifeline. Individuals can call or text 988 to be connected to the hotline. The 988 hotline is intended for anyone who is: suicidal; experiencing a mental health or substance use-related crisis; or experiencing any kind of emotional distress.

Professional Development/Learning and Training

Staff training and professional learning on suicide and crisis intervention should be offered annually. The training should include: information on how to identify warning signs for suicide, and the protocols to follow when referring a student thought to be at risk for suicide; a description of the roles and responsibilities of the TIG team; and the flow of communication and the tasks each role of the TIG team undertakes.

(Continued)

2022

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2 of 2

Students

SUBJECT: SUICIDE PREVENTION AND INTERVENTION (Cont'd.)

NOTE: Refer also to Policies 7551-- Non-Discrimination and Anti-Harassment in the District
#5681 -- School Safety Plans
#7550 -- Dignity for All Students
#7553 -- Hazing of Students
#5682 -- Post-Incident Response (Crisis Response)

Instruction

SUBJECT: CURRICULUM DEVELOPMENT, RESOURCES AND EVALUATION

The Board of Regents and the New York State Education Department (NYSED) are responsible for setting state learning standards for what all students should know and be able to do as a result of skilled instruction. The District must provide students with instruction on certain specified topics as outlined in law, regulation, and guidance and will develop curriculum based on established state learning standards, laws, regulations, and guidance that is responsive to the needs of children in a rapidly changing society.

Definitions

For purposes of this policy, the following definitions apply:

- a) "Curriculum" means the outline or scope and sequence of the content, concepts, and skills students will learn to enable them to meet state learning standards.
- b) "Instruction" means the ways (e.g., approaches, strategies, environments, materials, interactions) that an educator chooses to teach the curriculum, based on the needs of their students.
- c) "State learning standards" means the knowledge, skills, and understandings that individuals can and do habitually demonstrate over time as a consequence of instruction and experience. These standards reflect educational goals for students and are organized by subject area and grade levels.

Curriculum Development, Resources, and Evaluation

District curriculum will align with state learning standards and include any specific topics required by law, regulation, or guidance. The Board has the authority to prescribe curriculum in the District within the parameters established by state learning standards, law, regulation, and guidance. The Board will work with District staff to develop and improve curriculum in the District.

(Continued)

**SUBJECT: CURRICULUM DEVELOPMENT, RESOURCES AND EVALUATION
(Cont'd.)**

Instructional staff will initiate curriculum development and improvement and respond to changing conditions in curriculum needs and requirements. Curriculum changes may be prompted by changes in state learning standards, trends in specific content areas, changes to educational best practices, and student input. Instructional staff are expected to continually evaluate District curriculum in order to improve learning and foster student growth.

There are many resources that instructional staff may utilize to develop and improve curriculum. Resources may originate from a variety of sources including NYSED, BOCES, and colleges and universities. Instructional staff, under the guidance of District administrators, are expected to consider those resources for possible improvement to the instructional program.

District administrators will work with instructional staff to develop, improve, and evaluate the District's curriculum. District administrators and instructional staff in an academic department may work together to develop recommendations related to their specific academic area. District administrators will work to ensure that curriculum is evaluated on a regular basis.

Recommended curriculum changes will be presented to the Superintendent for review and action. Upon the Superintendent's approval, the recommended changes will then be presented to the Board for approval. District administrators and/or instructional staff may be invited to Board meetings to discuss changes to District curriculum.

The Board may periodically request that the Superintendent present reports necessary to evaluate the effectiveness of the District's curriculum.

20 USC § 6311
Education Law §§ 101, 101-a, 207, 305, 1604, 1709, 1711, 1804, 2503 and 2508
8 NYCRR §§ 3.35 and 100.1

Pittsford Central School District Adopted: 2/6/67, 6/28/82, 2/20/89, 4/8/96, 6/25/01, 5/23/05,
10/18/22 (First Reading)

Instruction

SUBJECT: OBJECTION TO INSTRUCTIONAL MATERIALS AND CONTROVERSIAL ISSUES

The Board recognizes the right of District community members to voice concerns and objections about instructional materials and the discussion of controversial issues. This policy addresses how those concerns and objections can be raised.

Definitions

For purposes of this policy, the following definitions apply:

- a) "Controversial issues" means questions, subjects, or problems which can create a difference of opinion. They can include issues which may have political, social, environmental, or personal impacts on students and/or the wider community: locally, nationally, or internationally.
- b) "Instructional material" means any print or non-print material with instructional content or an instructional function that is used to facilitate formal or informal learning either in the classroom, library media center, or elsewhere in the District. Examples of instructional materials include, but are not limited to: textbooks; workbooks; hardcover and paperback books; ebooks; online databases; DVDs; streaming videos; sound recordings; magazines; newspapers; pamphlets; pictures; charts; games; kits; maps; models; microforms; slides; specimens; and transparencies.
- c) "Library material" means any print or non-print material which is catalogued and processed as part of the library media center for use by students and staff. Examples of library materials include, but are not limited to: hardcover and paperback books; ebooks; online databases; DVDs; streaming videos; sound recordings; magazines; newspapers; pamphlets; pictures; charts; games; kits; maps; models; microforms; slides; specimens; and transparencies.
- d) "Textbook" means a text, or a text-substitute, that a student is required to use in a particular class or program of the District. Textbooks include:
 1. Books, or book substitutes, including hardcover or paperback books, workbooks, or manuals; and,
 2. Courseware or other content-based instructional materials in an electronic format.

(Continued)

Instruction

SUBJECT: OBJECTION TO INSTRUCTIONAL MATERIALS AND CONTROVERSIAL ISSUES (Cont'd.)**Objections to Instructional Materials**

The Board has authority to prescribe curriculum in the District and to designate the textbooks to be used in the District. The parent of a student cannot compel the Board to use a particular textbook or discontinue the use of a particular textbook. Further, the District may not be compelled to assign an alternate curriculum to a student based upon a parent's disapproval of classroom assignments. Students may be able to be excused from instruction in very limited circumstances outlined in law and regulation.

District community members who have questions or concerns about instructional materials are encouraged to bring these questions and concerns to instructional staff and/or the school library media specialist(s). If, after receiving information, the inquirer continues to question the use of the material in the Pittsford Central School District, then the inquirer will be referred to the Principal.

District community members who wish to formally object to instructional materials must submit their objections in writing to the Superintendent, using form #8330F, Request for Re-Evaluation of Instructional Materials. District staff who object to instructional materials must follow the same process as all District community members. Challenged instructional materials will remain in use and/or circulation until a final decision has been made. The Board will be informed of any objection the Superintendent receives.

The Superintendent will designate a review committee to investigate and evaluate the challenged instructional material. The committee will include, among others, the Standards Leader for Libraries, the school library media specialist from the building where the objection originated and the building principal. The committee will evaluate the challenged material according to the District's criteria for the evaluation and selection of instructional materials.

The review committee will submit a written report of the results of their review to the Superintendent within 60 days of receipt of the formal written objection.

Appeals of decisions by the review committee may be submitted in writing to the Superintendent who will then submit the appeal to the Board for action.

If subsequent objections after an appeal are issued for the same material within a period of five years, the Superintendent can deny the objection based on the previous review and decision.

(Continued)

Instruction

SUBJECT: OBJECTION TO INSTRUCTIONAL MATERIALS AND CONTROVERSIAL ISSUES (Cont'd.)**Controversial Issues**

Controversial issues may be studied as part of the curriculum. Instructional staff will present these issues in their classrooms in an impartial and objective manner. It is expected that a library media center's collection, both print and digital, will include items that are considered to be controversial.

Instructional staff wishing to call upon outside speakers to present on controversial issues are required to work with the building principal who will keep in mind the obligation to present balanced viewpoints. The building principal will inform the Superintendent of the presentation on the controversial issue prior to it occurring.

Any objection to how a controversial issue is being taught, including the use of a guest speaker, should be directed to the building principal who will consult with appropriate instructional staff to address the objection.

If the objection is related to an instructional material being used in the teaching of a controversial issue, the process requesting reconsideration of library or instructional materials should be followed. Objections to instructional materials by District community members must be submitted in writing to the Superintendent using form #8330F, Request for Re-Evaluation of Instructional Materials. If the objection is related to the curriculum or New York State learning standards, the building principal will address the matter with the individual(s) raising the objection.

Education Law Section §§ 701, 711, 809, 1604, 1709, 1804, 2503, and 3204(5)
8 NYCRR Section 16.2 and 135.3

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

Pittsford Central School District Adopted: 3/24/75, 6/28/82, 2/20/89, 4/8/96, 6/25/01, 10/14/03,
5/23/05, 3/22/21, 10/18/22 (First Reading)

~~8331—BALANCED PRESENTATION ON CONTROVERSIAL ISSUES~~

~~Opportunities should be provided within the instructional program to study controversial issues that support the curriculum.~~

~~In order for the students to gain a greater understanding of such topics, instructional presentations should be scholarly, objective and include in a balanced manner the diverse views that make the topic a controversial issue. When selecting such topics, teachers should be sensitive to the maturity level of the students.~~

~~The Deputy Superintendent for Program and Instruction will develop regulations in support of this policy and provide for staff education regarding the implementation of the regulations.~~

~~(Policy 8331 can be deleted as it is subsumed in the revised Policy 8330)~~

* Holly has check*

5230F

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 Pittsford PTSA Phone (585) 203-7328 - Kim Huels, Treasurer

Address PO Box 781, Pittsford, NY 14534

School: MHS & SHS

1. Describe the gift. What is it? List its condition, age, size, and other details as applicable.

\$2000.00

2. Describe any conditions or restrictions for its use.

Sources of Strength - funds to support
implementation of this program at MHS & SHS

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?

Is it for the purpose of awarding scholarships to students graduating from the district?

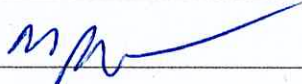
Thank you for your consideration of the district as a recipient of a gift. We will consider your donation and respond to you about our ability to accept your gift as soon as possible.

PLEASE NOTE:

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

Director's Approval:  _____ Date 10/18/22
(When appropriate)

Principal's Approval: _____ Date _____

Superintendent's Approval:  _____ Date 10/18/22

Board Action: Date: _____

*Holly has
check*

5230F

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 Timothy Via from PTSA Phone 585-322-2741

Address 2 Kurt Rd. Pittsford, NY 14534

School: District Wide

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.

\$4,000.00

2. Describe any conditions or restrictions for its use.

For Cultural Arts

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.)

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?

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: *Jeannette Pister* Date 11/1/22
(When appropriate)

Principal's Approval: _____ Date _____

Superintendent's Approval: *mb* Date 11/8/22

Board Action: Date: _____