

EDEN CENTRAL SCHOOLS

BUSINESS OFFICE

EXTRA CLASSROOM ACTIVITIES FUND

CASH BALANCE AS OF September 30, 2013

CLASS '13.....	\$	625.32
CLASS '14.....	\$	1,950.97
CLASS '15.....	\$	1,729.90
CLASS '16.....	\$	1,981.51
CLASS '17.....	\$	897.52
CLASS '18.....	\$	2,852.05
7th & 8th GRADE STUDENT COUNCIL.....	\$	641.12
AMERICAN FIELD SERVICE.....	\$	882.18
CHEERLEADERS.....	\$	3,221.50
COMMERCIAL CLUB (BOOKSTORE).....	\$	12,278.75
ELEMENTARY DRAMA.....	\$	12,875.59
EMBERS (YEARBOOK).....	\$	2,748.34
FRENCH CLUB.....	\$	0.90
FRIENDS OF RACHEL.....	\$	405.38
FUTURE BUSINESS LEADERS OF AMERICA.....	\$	3,210.76
FUTURE FARMERS OF AMERICA.....	\$	935.88
GERMAN CLUB.....	\$	1.35
GIRLS' ATHLETIC AWARD ASSOCIATION.....	\$	5,573.95
MODEL U.N.....	\$	1,925.30
MUSIC ASSOCIATION.....	\$	10,608.41
MUSICAL.....	\$	19,560.78
NATIONAL HONOR SOCIETY.....	\$	1,247.90
NATIONAL JUNIOR HONOR SOCIETY.....	\$	220.99
NEWSPAPER - STUDENT.....	\$	331.17
PEER LISTENERS.....	\$	9.99
SAFE.....	\$	229.67
STUDENT ASSOCIATION.....	\$	1,911.84
TECHNOLOGY CLUB.....	\$	474.53
VARSITY CLUB.....	\$	3,878.66
CASH BALANCES	\$	93,212.21

BANK RECONCILIATION September 30, 2013

BALANCE PER BANK STATEMENT	\$	14,075.87
LESS-TOTAL OUTSTANDING CHECKS	\$	(14,074.79)
PLUS-BANK FEES TO BE DISTRIBUTED	\$	-
PLUS-SAVINGS ACCOUNT	\$	93,211.13
PLUS-DEPOSITS NOT SHOWN ON STATEMENT	\$	-
ADJUSTED BANK BALANCE(ABOVE)	\$	93,212.21
LESS-SALES TAX PAYABLE (DUE MARCH, 2014 - ANNUAL)	\$	(1,009.63)
AVAILABLE BALANCE	\$	92,202.58

Prepared by: M Lobosco

EDEN CSD
EXTRACLAS ACTIVITIES
2013-2014

	BALANCES	SEP 30	SEP 30	SEP 30	CURRENT
BALANCE AS OF	8/31/2012	INTEREST	RECEIPTS	PAYMENTS	BALANCE
CLASS OF '13	\$ 625.21	\$ 0.11	\$ -	\$ -	\$ 625.32
CLASS OF '14	\$ 1,950.62	\$ 0.35	\$ -	\$ -	\$ 1,950.97
CLASS OF '15	\$ 1,729.60	\$ 0.30	\$ -	\$ -	\$ 1,729.90
CLASS OF '16	\$ 1,981.16	\$ 0.35	\$ -	\$ -	\$ 1,981.51
CLASS OF '17	\$ 897.36	\$ 0.16	\$ -	\$ -	\$ 897.52
CLASS OF '18	\$ 2,851.55	\$ 0.50	\$ -	\$ -	\$ 2,852.05
7th & 8th GRADE STUDENT COUNCIL	\$ 641.01	\$ 0.11	\$ -	\$ -	\$ 641.12
AMERICAN FIELD SERVICE	\$ 882.03	\$ 0.15	\$ -	\$ -	\$ 882.18
CHEERLEADERS	\$ 1,280.41	\$ 0.24	\$ 1,940.85	\$ -	\$ 3,221.50
COMMERCIAL CLUB (BOOKSTORE)	\$ 13,071.75	\$ 2.22	\$ 300.00	\$ 1,095.22	\$ 12,278.75
ELEMENTARY DRAMA	\$ 12,873.33	\$ 2.26	\$ -	\$ -	\$ 12,875.59
EMBERS (YEARBOOK)	\$ 673.08	\$ 0.26	\$ 75.00	\$ (2,000.00)	\$ 2,748.34
FRENCH CLUB	\$ 0.90	\$ -	\$ -	\$ -	\$ 0.90
FRIENDS OF RACHEL	\$ 405.31	\$ 0.07	\$ -	\$ -	\$ 405.38
FUTURE BUSINESS LEADERS OF AMERICA	\$ 3,210.20	\$ 0.56	\$ -	\$ -	\$ 3,210.76
FUTURE FARMERS OF AMERICA	\$ 793.89	\$ 0.15	\$ 300.00	\$ 158.16	\$ 935.88
GERMAN CLUB	\$ 1.35	\$ -	\$ -	\$ -	\$ 1.35
GIRLS' ATHLETIC AWARD ASSOCIATION	\$ 5,572.97	\$ 0.98	\$ -	\$ -	\$ 5,573.95
MODEL U.N	\$ 1,924.96	\$ 0.34	\$ -	\$ -	\$ 1,925.30
MUSIC ASSOCIATION	\$ 4,990.31	\$ 1.44	\$ 5,616.66	\$ -	\$ 10,608.41
MUSICAL	\$ 20,536.13	\$ 3.54	\$ -	\$ 978.89	\$ 19,560.78
NATIONAL HONOR SOCIETY	\$ 1,247.68	\$ 0.22	\$ -	\$ -	\$ 1,247.90
NATIONAL JUNIOR HONOR SOCIETY	\$ 220.95	\$ 0.04	\$ -	\$ -	\$ 220.99
NEWSPAPER - STUDENT	\$ 331.11	\$ 0.06	\$ -	\$ -	\$ 331.17
PEER LISTENERS	\$ 9.99	\$ -	\$ -	\$ -	\$ 9.99
SAFE	\$ 229.67	\$ -	\$ -	\$ -	\$ 229.67
STUDENT ASSOCIATION	\$ 2,693.71	\$ 0.49	\$ 1,320.37	\$ 2,102.73	\$ 1,911.84
TECHNOLOGY CLUB	\$ 2,139.55	\$ 0.26	\$ 96.80	\$ 1,762.08	\$ 474.53
VARSITY CLUB	\$ 4,017.96	\$ 0.70	\$ 150.00	\$ 290.00	\$ 3,878.66
TOTALS	\$ 87,783.75	\$ 15.86	\$ 9,799.68	\$ 4,387.08	\$ 93,212.21

BUDGET TRANSFER FOR FUND A - SCHEDULE NUMBER 3 - SEPT BUDGET TRANSFERS

REF#	DATE	TRANSFER EXPLANATION	ACCOUNT	ACCOUNT NAME	OUT	IN
1219	09/17/13	ADTNL ADVERSTING MONEY NEEDED				
		BOARD OF EDUCATION MISC	A 1010.479-00-0000	MISCELLANEOUS	150.00	0.00
		DISTRICT ADVERTISING	A 1240.472-00-0000	ADVERTISING	0.00	150.00
SCHEDULE TOTAL					150.00	150.00
NET AMOUNT					0.00	
BUDGET TRANSFER AMOUNT 1						

BUDGET TRANSFER FOR FUND A - SCHEDULE NUMBER 3 - SEPT BUDGET TRANSFERS

SCHEDULE DISTRIBUTION TOTALS BY ACCOUNT - BY FUND

ACCOUNT	TOTAL DEBITS	TOTAL CREDITS
A 1010.479-00-0000	150.00	0.00
A 1240.472-00-0000	0.00	150.00
FUND TOTALS	150.00	150.00

Report Completed 4:35 PM

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/13 - 09/30/13 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 1010.451-00-0000	SUPPLIES	225.00	0.00	225.00	0.00	0.00	225.00
A 1010.457-00-0000	PERIODICALS	90.00	0.00	90.00	0.00	0.00	90.00
A 1010.475-00-0000	CONFERENCE/TRAVEL	2,700.00	0.00	2,700.00	365.00	1,223.50	1,111.50
A 1010.479-00-0000	MISCELLANEOUS	12,600.00	4,545.27	17,145.27	4,465.78	233.98	12,445.51
A 1010....BOARD OF EDUCATION	*	15,615.00	4,545.27	20,160.27	4,830.78	1,457.48	13,872.01
A 1040.160-00-0000	NON-CERTIFIED SALARY	950.00	0.00	950.00	277.56	0.00	672.44
A 1040....DISTRICT CLERK	*	950.00	0.00	950.00	277.56	0.00	672.44
A 1060.160-00-0000	NON-CERTIFIED SALARY	900.00	0.00	900.00	0.00	0.00	900.00
A 1060.451-00-0000	SUPPLIES	360.00	0.00	360.00	0.00	0.00	360.00
A 1060.472-00-0000	LEGAL NOTICES	675.00	500.00	1,175.00	0.00	0.00	1,175.00
A 1060.479-00-0000	VOTING MACHINES	250.00	200.00	450.00	0.00	200.00	250.00
A 1060....DISTRICT MEETING	*	2,185.00	700.00	2,885.00	0.00	200.00	2,685.00
A 10....BOARD OF EDUCATION	**	18,750.00	5,245.27	23,995.27	5,108.34	1,657.48	17,229.45
A 1240.150-00-0000	CERTIFIED SALARY	151,313.00	0.00	151,313.00	31,153.86	103,846.14	16,313.00
A 1240.160-00-0000	NON-CERTIFIED SALARY	75,331.00	0.00	75,331.00	15,435.76	55,354.66	4,540.58
A 1240.451-00-0000	SUPPLIES	900.00	22.79	922.79	106.00	411.79	405.00
A 1240.457-00-0000	PERIODICALS	90.00	0.00	90.00	35.00	0.00	55.00
A 1240.472-00-0000	ADVERTISING	900.00	150.00	1,050.00	597.36	384.90	67.74
A 1240.475-00-0000	CONFERENCE/TRAVEL	2,070.00	0.00	2,070.00	843.00	62.00	1,165.00
A 1240.476-00-0000	MEMBERSHIP	3,170.00	(500.00)	2,670.00	85.00	0.00	2,585.00
A 1240.479-00-0000	MISCELLANEOUS	900.00	0.00	900.00	67.01	0.00	832.99
A 1240....CHIEF SCHOOL ADMINISTRATOR	*	234,674.00	(327.21)	234,346.79	48,322.99	160,059.49	25,964.31
A 12....CENTRAL ADMINISTRATION	**	234,674.00	(327.21)	234,346.79	48,322.99	160,059.49	25,964.31
A 1310.150-00-0000	CERTIFIED SALARY	118,707.00	0.00	118,707.00	17,307.72	57,692.28	43,707.00
A 1310.160-00-0000	NON-CERTIFIED SALARY	117,946.00	0.00	117,946.00	26,209.99	88,137.81	3,598.20
A 1310.160-00-1000	CLERICAL OT	500.00	0.00	500.00	0.00	0.00	500.00
A 1310.400-00-0000	CONTRACTED SERVICES	2,000.00	1,500.00	3,500.00	1,500.00	0.00	2,000.00
A 1310.445-00-0000	APPRAISAL SERVICE	500.00	0.00	500.00	0.00	0.00	500.00
A 1310.451-00-0000	SUPPLIES	900.00	309.80	1,209.80	498.57	231.00	480.23
A 1310.457-00-0000	PERIODICALS	45.00	0.00	45.00	35.00	0.00	10.00
A 1310.465-00-0000	EQUIP. CONTRACT/REPAIRS	270.00	0.00	270.00	95.00	0.00	175.00
A 1310.472-00-0000	ADVERTISING	500.00	0.00	500.00	32.00	42.40	425.60
A 1310.475-00-0000	CONFERENCE/TRAVEL	1,080.00	1,025.00	2,105.00	0.00	1,025.00	1,080.00
A 1310.476-00-0000	MEMBERSHIP	700.00	0.00	700.00	300.00	0.00	400.00
A 1310....BUSINESS ADMINISTRATION	*	243,148.00	2,834.80	245,982.80	45,978.28	147,128.49	52,876.03
A 1320.160-00-0000	NON-CERTIFIED SALARY	2,800.00	0.00	2,800.00	251.72	0.00	2,548.28
A 1320.442-00-0000	EXTERNAL AUDITOR	15,500.00	0.00	15,500.00	7,000.00	8,000.00	500.00
A 1320.443-00-0000	INTERNAL AUDIT FUNCTION	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
A 1320....AUDITING	*	28,300.00	0.00	28,300.00	7,251.72	8,000.00	13,048.28
A 1325.160-00-0000	NON-CERTIFIED SALARY	55,358.00	0.00	55,358.00	12,180.40	40,601.60	2,576.00
A 1325.451-00-0000	SUPPLIES	100.00	0.00	100.00	57.48	0.00	42.52
A 1325.476-00-0000	MEMBERSHIP	270.00	0.00	270.00	0.00	211.13	58.87

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/13 - 09/30/13 (Detail)

ACCOUNT	DESCRIPTION		ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
	A 1325....TREASURER	*	55,728.00	0.00	55,728.00	12,237.88	40,812.73	2,677.39
A 1330.479-00-0000	EXPENSES		15,804.00	0.00	15,804.00	2,150.00	0.00	13,654.00
	A 1330....TAX COLLECTOR	*	15,804.00	0.00	15,804.00	2,150.00	0.00	13,654.00
A 1345.490-00-0000	BOCES		1,810.00	0.00	1,810.00	0.00	1,810.00	0.00
	A 1345....PURCHASING	*	1,810.00	0.00	1,810.00	0.00	1,810.00	0.00
A 1380.479-00-0000	FISCAL AGENT FEES		2,700.00	0.00	2,700.00	0.00	0.00	2,700.00
	A 1380....FISCAL AGENT FEE	*	2,700.00	0.00	2,700.00	0.00	0.00	2,700.00
	A 13....FINANCE	**	347,490.00	2,834.80	350,324.80	67,617.88	197,751.22	84,955.70
A 1420.441-00-0100	ATTORNEY FEES - SCHOOL BOARD		30,000.00	0.00	30,000.00	1,282.50	28,717.50	0.00
A 1420.441-00-0200	ATTORNEY FEES - EMPLOYEES		55,000.00	0.00	55,000.00	4,857.00	50,143.00	0.00
	A 1420....LEGAL	*	85,000.00	0.00	85,000.00	6,139.50	78,860.50	0.00
A 1430.466-00-0000	FINGERPRINTING/EMPLOYEE TESTING		600.00	0.00	600.00	0.00	0.00	600.00
A 1430.490-00-0000	BOCES		14,719.00	0.00	14,719.00	0.00	14,719.00	0.00
	A 1430....PERSONNEL	*	15,319.00	0.00	15,319.00	0.00	14,719.00	600.00
A 1480.479-00-0000	PRINTING		2,700.00	2,600.00	5,300.00	2,548.00	0.00	2,752.00
	A 1480....PUBLIC INFORMATION & SERVICES	*	2,700.00	2,600.00	5,300.00	2,548.00	0.00	2,752.00
	A 14....STAFF	**	103,019.00	2,600.00	105,619.00	8,687.50	93,579.50	3,352.00
A 1620.160-00-0000	NON-CERTIFIED SALARY		460,266.00	0.00	460,266.00	102,957.38	324,285.93	33,022.69
A 1620.160-00-1000	CLEANERS OT		6,000.00	0.00	6,000.00	448.46	0.00	5,551.54
A 1620.160-00-3000	SUBSTITUTE CLEANERS		20,000.00	0.00	20,000.00	2,999.19	0.00	17,000.81
A 1620.200-00-0000	EQUIPMENT		4,200.00	0.00	4,200.00	0.00	0.00	4,200.00
A 1620.451-00-0000	SUPPLIES		35,550.00	9,235.00	44,785.00	12,286.80	173.00	32,325.20
A 1620.454-00-0000	DIESEL FUEL		15,000.00	0.00	15,000.00	3,410.51	11,489.49	100.00
A 1620.455-00-0000	NATURAL GAS		254,800.00	4,900.00	259,700.00	24,556.01	215,543.99	19,600.00
A 1620.456-00-0000	TELEPHONE		6,000.00	0.00	6,000.00	635.68	3,564.32	1,800.00
A 1620.457-00-0000	WATER		16,000.00	0.00	16,000.00	1,413.28	14,536.72	50.00
A 1620.458-00-0000	ELECTRIC		600.00	0.00	600.00	28.42	571.58	0.00
A 1620.465-00-0000	EQUIP. CONTRACT/REPAIRS		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 1620.469-00-0000	SERVICE CONTRACTS		16,960.00	(534.00)	16,426.00	0.00	1,610.00	14,816.00
A 1620.475-00-0000	CONFERENCE/TRAVEL		450.00	0.00	450.00	0.00	0.00	450.00
A 1620.490-00-0000	BOCES		12,385.00	0.00	12,385.00	0.00	12,385.00	0.00
	A 1620....OPERATION OF PLANT	*	849,211.00	13,601.00	862,812.00	148,735.73	584,160.03	129,916.24
A 1621.160-00-0000	NON-CERTIFIED SALARY		348,235.00	0.00	348,235.00	77,865.72	261,862.60	8,506.68
A 1621.160-00-1000	MAINTENANCE OT		3,000.00	0.00	3,000.00	51.74	0.00	2,948.26
A 1621.160-00-3000	SUBSTITUTE MAINTENANCE		3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 1621.200-00-0000	EQUIPMENT		7,000.00	29,573.00	36,573.00	3,799.00	0.00	32,774.00
A 1621.451-00-0000	SUPPLIES		45,675.00	1,539.09	47,214.09	10,538.02	15,680.95	20,995.12
A 1621.465-00-0000	EQUIP. CONTRACT/REPAIRS		18,000.00	0.00	18,000.00	844.36	2,533.08	14,622.56
A 1621.466-00-0000	MAINTENANCE LEASE		15,000.00	0.00	15,000.00	0.00	0.00	15,000.00
A 1621.468-00-0000	UPKEEP BUILDING & GROUNDS		43,200.00	220.00	43,420.00	1,759.83	9,545.00	32,115.17
A 1621.469-00-0000	SERVICE CONTRACTS		177,462.00	3,847.16	181,309.16	31,644.87	147,996.75	1,667.54
A 1621.475-00-0000	CONFERENCE/TRAVEL		1,845.00	0.00	1,845.00	0.00	1,000.00	845.00

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/13 - 09/30/13 (Detail)

ACCOUNT	DESCRIPTION		ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 1621.476-00-0000	MEMBERSHIP		1,000.00	0.00	1,000.00	552.11	0.00	447.89
	A 1621....MAINTENANCE OF PLANT	*	663,417.00	35,179.25	698,596.25	127,055.65	438,618.38	132,922.22
A 1670.451-00-0000	SUPPLIES		21,150.00	97.98	21,247.98	198.66	0.00	21,049.32
A 1670.466-00-0000	POSTAL METER RENTAL		3,852.00	0.00	3,852.00	963.00	2,889.00	0.00
A 1670.473-00-0000	CENTRAL POSTAGE		14,400.00	10,557.46	24,957.46	6,881.44	16,165.22	1,910.80
	A 1670....CENTRAL PRINTING & MAILING	*	39,402.00	10,655.44	50,057.44	8,043.10	19,054.22	22,960.12
A 1680.490-00-0000	BOCES		328,040.00	0.00	328,040.00	0.00	328,040.00	0.00
	A 1680....CENTRAL DATA PROCESSING	*	328,040.00	0.00	328,040.00	0.00	328,040.00	0.00
	A 16....CENTRAL SERVICES	**	1,880,070.00	59,435.69	1,939,505.69	283,834.48	1,369,872.63	285,798.58
A 1910.420-00-0000	LIABILITY INSURANCE		79,535.00	0.00	79,535.00	79,535.00	0.00	0.00
A 1910.421-00-0000	UMBRELLA INSURANCE		4,155.00	0.00	4,155.00	1,215.00	0.00	2,940.00
	A 1910....UNALLOCATED INSURANCE	*	83,690.00	0.00	83,690.00	80,750.00	0.00	2,940.00
A 1920.476-00-0000	MEMBERSHIPS		7,375.00	0.00	7,375.00	0.00	0.00	7,375.00
	A 1920....SCHOOL ASSOCIATION DUES	*	7,375.00	0.00	7,375.00	0.00	0.00	7,375.00
A 1950.479-00-0000	WATER & SEWER ASSESSMENTS		56,700.00	0.00	56,700.00	0.00	0.00	56,700.00
	A 1950....ASSESSMENTS ON SCHOOL PROPERTY	*	56,700.00	0.00	56,700.00	0.00	0.00	56,700.00
A 1964.479-00-0000	REFUND PROPERTY TAX		15,000.00	0.00	15,000.00	0.00	0.00	15,000.00
	A 1964....REFUND ON REAL PROPERTY TAXES	*	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00
A 1981.490-00-0000	BOCES		120,739.00	0.00	120,739.00	0.00	120,739.00	0.00
	A 1981....BOCES ADMINISTRATIVE COSTS	*	120,739.00	0.00	120,739.00	0.00	120,739.00	0.00
A 1983.490-00-0000	BOCES		47,252.00	0.00	47,252.00	0.00	47,252.00	0.00
	A 1983....	*	47,252.00	0.00	47,252.00	0.00	47,252.00	0.00
	A 19....SPECIAL ITEMS	**	330,756.00	0.00	330,756.00	80,750.00	167,991.00	82,015.00
	A 1....BOARD OF EDUCATION	***	2,914,759.00	69,788.55	2,984,547.55	494,321.19	1,990,911.32	499,315.04
A 2010.150-00-0000	CERTIFIED SALARY		79,200.00	0.00	79,200.00	7,400.63	46,797.83	25,001.54
A 2010.160-00-0000	NON-CERTIFIED SALARY		24,572.00	0.00	24,572.00	4,185.77	19,689.52	696.71
A 2010.451-00-0000	CURR DEV-MATL SUPP		900.00	0.00	900.00	0.00	120.00	780.00
A 2010.475-00-0000	CONFERENCE/TRAVEL		810.00	0.00	810.00	0.00	0.00	810.00
A 2010.476-00-0000	MEMBERSHIP		700.00	0.00	700.00	20.00	0.00	680.00
A 2010.490-00-0000	BOCES		30,000.00	0.00	30,000.00	0.00	30,000.00	0.00
A 2010.490-01-0000	BOCES - COSER 565 WORKSHOPS - HS		1,300.00	575.00	1,875.00	0.00	1,225.00	650.00
A 2010.490-02-0000	BOCES - COSER 565 WORKSHOPS- EE		1,050.00	400.00	1,450.00	0.00	800.00	650.00
A 2010.490-04-0000	BOCES - COSER 565 WORKSHOPS - GL		1,050.00	400.00	1,450.00	0.00	625.00	825.00
	A 2010....CURRICULUM DEVEL & SUPERVISION	*	139,582.00	1,375.00	140,957.00	11,606.40	99,257.35	30,093.25
A 2020.150-00-0000	CERTIFIED SALARY		416,015.00	0.00	416,015.00	76,852.76	327,164.42	11,997.82
A 2020.160-00-0000	NON-CERTIFIED SALARY		184,367.92	6,448.51	190,816.43	41,031.05	149,785.38	0.00
A 2020.160-00-3000	CLERICAL SUBSTITUTES		6,000.00	0.00	6,000.00	34.20	0.00	5,965.80
A 2020.451-01-0000	SUPPLIES, HS		3,150.00	807.14	3,957.14	807.14	1,121.77	2,028.23
A 2020.451-02-0000	SUPPLIES		1,415.00	0.00	1,415.00	57.66	45.00	1,312.34
A 2020.451-04-0000	SUPPLIES		2,520.00	327.90	2,847.90	399.79	186.31	2,261.80
A 2020.465-01-0000	EQUIP. CONTRACT/REPAIRS		360.00	0.00	360.00	0.00	0.00	360.00
A 2020.465-04-0000	EQUIP. CONTRACT/REPAIRS		1,215.00	0.00	1,215.00	0.00	0.00	1,215.00

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ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2020.475-00-0000	CONFERENCE/TRAVEL	3,600.00	0.00	3,600.00	0.00	0.00	3,600.00
A 2020.475-01-0000	CONFERENCE/TRAVEL	900.00	0.00	900.00	0.00	0.00	900.00
A 2020.475-02-0000	CONFERENCE/TRAVEL	900.00	0.00	900.00	0.00	0.00	900.00
A 2020.475-04-0000	CONFERENCE/TRAVEL	720.00	0.00	720.00	0.00	0.00	720.00
A 2020.476-01-0000	MEMBERSHIP	1,650.00	0.00	1,650.00	1,400.00	0.00	250.00
A 2020.476-02-0000	MEMBERSHIP	700.00	0.00	700.00	0.00	0.00	700.00
A 2020.476-04-0000	MEMBERSHIP	700.00	0.00	700.00	600.00	0.00	100.00
A 2020.478-01-0000	AWARDS	1,333.00	0.00	1,333.00	108.60	0.00	1,224.40
A 2020.478-02-0000	AWARDS	216.00	0.00	216.00	0.00	0.00	216.00
A 2020.479-01-0000	MISCELLANEOUS	3,578.00	0.00	3,578.00	0.00	687.88	2,890.12
A 2020.479-01-9999	PRINCIPAL'S FUND	1,538.00	111.02	1,649.02	0.00	0.00	1,649.02
A 2020.479-02-0000	MISCELLANEOUS	1,366.00	2,334.30	3,700.30	1,035.96	415.25	2,249.09
A 2020.479-04-0000	MISCELLANEOUS	1,054.00	3,074.70	4,128.70	1,238.45	186.25	2,704.00
A 2020.490-00-0000	BOCES	24,611.00	0.00	24,611.00	0.00	24,611.00	0.00
A 2020....SUPERVISION-REGULAR SCHOOL	*	657,908.92	13,103.57	671,012.49	123,565.61	504,203.26	43,243.62
A 2060.446-00-0000	CONTRACT SERVICES	4,568.00	0.00	4,568.00	203.70	65.88	4,298.42
A 2060.451-00-0000	SUPPLIES	414.00	0.00	414.00	22.28	342.52	49.20
A 2060.490-00-0000	BOCES	7,405.00	0.00	7,405.00	0.00	7,405.00	0.00
A 2060....RESEARCH, PLANNING & EVALUAT	*	12,387.00	0.00	12,387.00	225.98	7,813.40	4,347.62
A 2070.150-00-0000	INSERVICE TRAINING	6,500.00	0.00	6,500.00	398.00	0.00	6,102.00
A 2070.150-00-2070	CURRICULUM DEVELOPMENT-INSERVICE	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 2070.150-00-9999	CPR/AED TRAINING	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00
A 2070.451-00-0000	CPR/AED SUPPLIES	900.00	534.00	1,434.00	1,434.00	0.00	0.00
A 2070.490-00-0000	BOCES	27,986.00	0.00	27,986.00	0.00	27,986.00	0.00
A 2070....INSERVICE TRAINING-INSTRUCTION	*	39,586.00	534.00	40,120.00	1,832.00	27,986.00	10,302.00
A 20....ADMIN & IMPROVEMENT	**	849,463.92	15,012.57	864,476.49	137,229.99	639,260.01	87,986.49
A 2110.120-00-0000	HOME TEACHING	28,000.00	0.00	28,000.00	0.00	0.00	28,000.00
A 2110.120-00-0002	AIS - ELEMENTARY	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
A 2110.120-00-0004	AIS - GLP	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 2110.120-02-0000	SALARY 3-6	38,893.00	0.00	38,893.00	0.00	0.00	38,893.00
A 2110.120-02-1100	SALARY - ART	35,000.00	0.00	35,000.00	2,062.96	33,007.04	(70.00)
A 2110.120-02-1500	SALARY - RTI ELA	58,225.00	0.00	58,225.00	1,697.70	21,462.30	35,065.00
A 2110.120-02-1900	SALARY - RTI MATH	76,500.00	0.00	76,500.00	4,544.18	72,705.82	(750.00)
A 2110.120-02-2000	SALARY - MUSIC	198,830.00	0.00	198,830.00	13,205.56	188,144.44	(2,520.00)
A 2110.120-02-2100	SALARY - PHYS ED	108,766.73	0.00	108,766.73	8,075.34	102,462.16	(1,770.77)
A 2110.120-02-2500	SALARY - GIFTED/TALENTED	22,000.00	0.00	22,000.00	1,294.13	20,705.87	0.00
A 2110.120-02-2630	SALARIES - COMPUTER LAB	96,577.46	0.00	96,577.46	5,288.38	75,596.62	15,692.46
A 2110.120-02-3000	EXTENDED LEAVE SUBSTITUTES	30,000.00	0.00	30,000.00	0.00	0.00	30,000.00
A 2110.120-02-3300	SALARY - GRADE 3	285,100.00	0.00	285,100.00	17,320.53	268,429.47	(650.00)
A 2110.120-02-3400	SALARY - GRADE 4	349,850.00	0.00	349,850.00	21,314.31	331,335.69	(2,800.00)
A 2110.120-02-3500	SALARY - GRADE 5	262,450.00	0.00	262,450.00	16,955.05	247,994.95	(2,500.00)
A 2110.120-02-3600	SALARY - GRADE 6	271,050.00	0.00	271,050.00	24,416.72	334,183.28	(87,550.00)

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ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2110.120-02-6000	SALARY - RTI ELA/MATH	73,000.00	0.00	73,000.00	4,294.13	68,705.87	0.00
A 2110.120-04-0000	SALARY K-2	45,377.00	0.00	45,377.00	0.00	0.00	45,377.00
A 2110.120-04-1100	SALARY - ART	41,625.00	0.00	41,625.00	2,448.53	39,176.47	0.00
A 2110.120-04-1900	SALARY - RTI MATH	31,500.00	0.00	31,500.00	1,852.94	29,647.06	0.00
A 2110.120-04-2000	SALARY - MUSIC	66,937.00	0.00	66,937.00	2,854.18	40,786.82	23,296.00
A 2110.120-04-2100	SALARY - PHYS ED	80,950.65	0.00	80,950.65	5,089.90	67,865.10	7,995.65
A 2110.120-04-2200	SALARY - READING	58,907.00	0.00	58,907.00	3,529.81	56,476.83	(1,099.64)
A 2110.120-04-2630	SALARIES - COMPUTER LAB	0.00	0.00	0.00	1,382.88	21,416.83	(22,799.71)
A 2110.120-04-3000	EXTENDED LEAVE SUBSTITUTES	30,000.00	0.00	30,000.00	2,323.53	17,426.47	10,250.00
A 2110.120-04-3001	SALARY - KINDERGARTEN	282,450.00	0.00	282,450.00	18,304.48	266,945.52	(2,800.00)
A 2110.120-04-3100	SALARY - GRADE 1	304,000.00	0.00	304,000.00	15,854.62	220,445.38	67,700.00
A 2110.120-04-3200	SALARY - GRADE 2	327,000.00	0.00	327,000.00	18,752.95	300,047.05	8,200.00
A 2110.120-04-6000	SALARY - AIS/RTI	23,950.00	0.00	23,950.00	2,452.96	39,247.04	(17,750.00)
A 2110.130-00-0001	AIS - HIGH SCHOOL	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2110.130-01-0000	SALARY 7-12	53,000.00	0.00	53,000.00	0.00	0.00	53,000.00
A 2110.130-01-1100	SALARY - ART	127,202.00	0.00	127,202.00	8,516.72	120,085.28	(1,400.00)
A 2110.130-01-1300	SALARY - BUSINESS	164,000.00	0.00	164,000.00	9,940.24	159,043.76	(4,984.00)
A 2110.130-01-1500	SALARY - ENGLISH	491,327.00	0.00	491,327.00	26,401.31	461,120.69	3,805.00
A 2110.130-01-1600	SALARY - HOME & CAREERS	88,000.00	0.00	88,000.00	5,719.23	83,430.77	(1,150.00)
A 2110.130-01-1700	SALARY - TECH ED	114,902.00	0.00	114,902.00	6,812.98	102,589.02	5,500.00
A 2110.130-01-1800	SALARY - LANGUAGE	310,637.40	0.00	310,637.40	19,974.44	303,981.56	(13,318.60)
A 2110.130-01-1900	SALARY - MATH	471,602.00	0.00	471,602.00	29,899.40	444,252.60	(2,550.00)
A 2110.130-01-2000	SALARY - MUSIC	153,690.00	0.00	153,690.00	9,608.91	145,231.09	(1,150.00)
A 2110.130-01-2100	SALARY - PHYS ED	156,502.70	0.00	156,502.70	10,917.66	174,684.34	(29,099.30)
A 2110.130-01-2121	SALARY - HEALTH	86,002.00	0.00	86,002.00	6,083.89	81,118.11	(1,200.00)
A 2110.130-01-2300	SALARY - SCIENCE	511,408.85	0.00	511,408.85	31,023.59	460,753.41	19,631.85
A 2110.130-01-2400	SALARY - SOCIAL STUDIES	481,600.00	0.00	481,600.00	29,948.74	455,378.26	(3,727.00)
A 2110.130-01-3000	EXTENDED LEAVE SUBSTITUTES	40,000.00	0.00	40,000.00	0.00	0.00	40,000.00
A 2110.130-01-9900	SALARY - ISS	10,100.00	0.00	10,100.00	830.91	9,395.34	(126.25)
A 2110.140-00-0000	SALARY - SUBSTITUTES	127,500.00	0.00	127,500.00	3,023.80	0.00	124,476.20
A 2110.161-00-3000	TEACHER AIDE SUBSTITUTES	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
A 2110.161-01-0000	TEACHER AIDE SALARY	29,891.00	0.00	29,891.00	1,344.16	26,883.20	1,663.64
A 2110.161-02-0000	DETENTION - EDEN ELEM	1,600.00	0.00	1,600.00	0.00	0.00	1,600.00
A 2110.161-04-0000	TEACHER AIDE SALARY	41,434.00	0.00	41,434.00	2,215.13	37,337.20	1,881.67
A 2110.200-01-0000	EQUIPMENT - INSTRUCTIONAL	13,910.00	0.00	13,910.00	0.00	0.00	13,910.00
A 2110.200-02-0000	EQUIPMENT - INSTRUCTIONAL	21,000.00	0.00	21,000.00	0.00	0.00	21,000.00
A 2110.200-04-0000	EQUIPMENT - INSTRUCTIONAL	22,000.00	0.00	22,000.00	0.00	2,500.00	19,500.00
A 2110.447-04-0000	TESTING	135.00	0.00	135.00	0.00	0.00	135.00
A 2110.451-00-1200	SUPPLIES - DISTRICT WIDE	5,002.00	1,859.30	6,861.30	935.05	1,000.00	4,926.25
A 2110.451-00-2010	CLASSROOM SUPPLIES - CURRICULUM	3,500.00	644.68	4,144.68	837.26	754.68	2,552.74
A 2110.451-01-0000	SUPPLIES - GENERAL	7,110.00	0.00	7,110.00	3,925.04	986.77	2,198.19
A 2110.451-01-1100	SUPPLIES - ART	2,054.00	111.32	2,165.32	0.00	583.55	1,581.77

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ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2110.451-01-1500	SUPPLIES - ENGLISH	2,546.00	0.00	2,546.00	0.00	2,093.48	452.52
A 2110.451-01-1600	SUPPLIES - HOME & CAREERS	5,598.00	0.00	5,598.00	0.00	5,598.00	0.00
A 2110.451-01-1700	SUPPLIES - TECH ED	5,088.00	0.00	5,088.00	909.66	809.10	3,369.24
A 2110.451-01-1800	SUPPLIES - LANGUAGE	1,979.00	0.00	1,979.00	0.00	1,881.38	97.62
A 2110.451-01-1900	SUPPLIES - MATH	4,240.00	0.00	4,240.00	1.63	2,449.78	1,788.59
A 2110.451-01-2000	SUPPLIES - MUSIC	4,050.00	0.00	4,050.00	121.00	3,929.00	0.00
A 2110.451-01-2100	SUPPLIES - PHYS ED	1,166.00	0.00	1,166.00	673.74	311.69	180.57
A 2110.451-01-2121	SUPPLIES - HEALTH	225.00	0.00	225.00	0.00	66.00	159.00
A 2110.451-01-2300	SUPPLIES - SCIENCE	4,014.00	0.00	4,014.00	0.00	3,754.36	259.64
A 2110.451-01-2400	SUPPLIES - SOCIAL STUDIES	633.00	0.00	633.00	0.00	617.47	15.53
A 2110.451-02-0000	SUPPLIES - GENERAL	5,075.00	800.00	5,875.00	1,640.65	2,234.65	1,999.70
A 2110.451-02-1100	SUPPLIES - ART	1,121.00	0.00	1,121.00	266.36	625.46	229.18
A 2110.451-02-1500	SUPPLIES - ELA	144.00	30.94	174.94	0.00	0.00	174.94
A 2110.451-02-1900	SUPPLIES - MATH	1,080.00	1,000.00	2,080.00	0.00	1,000.00	1,080.00
A 2110.451-02-2000	SUPPLIES - MUSIC	1,710.00	0.00	1,710.00	70.40	1,154.18	485.42
A 2110.451-02-2100	SUPPLIES - PHYS ED	265.00	0.00	265.00	35.88	226.84	2.28
A 2110.451-02-2400	SUPPLIES - SOCIAL STUDIES	144.00	0.00	144.00	0.00	0.00	144.00
A 2110.451-02-3300	SUPPLIES - GRADE 3	612.00	442.00	1,054.00	657.16	100.00	296.84
A 2110.451-02-3400	SUPPLIES - GRADE 4	509.00	508.30	1,017.30	0.00	884.25	133.05
A 2110.451-02-3500	SUPPLIES - GRADE 5	487.00	455.26	942.26	462.00	34.75	445.51
A 2110.451-02-3600	SUPPLIES - GRADE 6	906.00	210.00	1,116.00	0.00	1,060.04	55.96
A 2110.451-02-8140	SUPPLIES - READING	265.00	0.00	265.00	0.00	261.43	3.57
A 2110.451-02-8150	SUPPLIES - MATH	80.00	0.00	80.00	80.00	0.00	0.00
A 2110.451-04-0000	SUPPLIES - GENERAL	3,015.00	0.00	3,015.00	0.00	2,291.71	723.29
A 2110.451-04-1100	SUPPLIES - ART	1,525.00	1,350.00	2,875.00	0.00	82.22	2,792.78
A 2110.451-04-2000	SUPPLIES - MUSIC	659.00	0.00	659.00	248.00	34.16	376.84
A 2110.451-04-2100	SUPPLIES - PHYS ED	517.00	0.00	517.00	184.62	57.81	274.57
A 2110.451-04-2121	SUPPLIES - HEALTH	180.00	0.00	180.00	0.00	0.00	180.00
A 2110.451-04-2200	SUPPLIES - READING	810.00	0.00	810.00	0.00	0.00	810.00
A 2110.451-04-2300	SUPPLIES - SCIENCE	135.00	0.00	135.00	0.00	0.00	135.00
A 2110.451-04-2630	SUPPLIES - COMPUTER LAB	203.00	0.00	203.00	0.00	0.00	203.00
A 2110.451-04-3001	SUPPLIES - KINDERGARTEN	803.00	0.00	803.00	109.84	0.00	693.16
A 2110.451-04-3100	SUPPLIES - GRADE 1	803.00	0.00	803.00	341.63	0.00	461.37
A 2110.451-04-3200	SUPPLIES - GRADE 2	698.00	0.00	698.00	207.64	0.00	490.36
A 2110.460-00-0000	SOFTWARE	2,522.00	0.00	2,522.00	1,024.07	19.99	1,477.94
A 2110.465-00-1200	DISTRICT AV REPAIR	900.00	0.00	900.00	0.00	860.00	40.00
A 2110.465-01-1100	REPAIRS - ART	180.00	0.00	180.00	0.00	0.00	180.00
A 2110.465-01-1600	REPAIRS - HOME EC	225.00	550.00	775.00	550.00	0.00	225.00
A 2110.465-01-1700	REPAIRS - TECH ED	225.00	0.00	225.00	0.00	0.00	225.00
A 2110.465-01-2000	REPAIRS - MUSIC	3,150.00	0.00	3,150.00	0.00	3,150.00	0.00
A 2110.465-01-2100	REPAIRS - PHYS ED	540.00	349.99	889.99	99.00	790.99	0.00
A 2110.465-02-0000	EQUIP. CONTRACT/REPAIRS	810.00	0.00	810.00	0.00	0.00	810.00

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ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2110.465-02-2000	REPAIRS - MUSIC	1,710.00	0.00	1,710.00	0.00	1,710.00	0.00
A 2110.465-04-0000	EQUIP. CONTRACT/REPAIRS	1,800.00	0.00	1,800.00	0.00	0.00	1,800.00
A 2110.465-04-2000	REPAIRS - MUSIC	315.00	0.00	315.00	0.00	200.00	115.00
A 2110.471-00-0000	TUITION TO PUBLIC DIST	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
A 2110.472-00-0000	TUITION/TUTORING	4,500.00	9,181.25	13,681.25	0.00	9,181.25	4,500.00
A 2110.473-00-0000	PAYMENTS TO CHARTER SCHOOLS	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
A 2110.475-01-0000	CONFERENCE/TRAVEL-CURRICULUM	2,700.00	0.00	2,700.00	0.00	240.00	2,460.00
A 2110.475-01-2000	CONFERENCE/TRAVEL - MUSIC	1,080.00	0.00	1,080.00	0.00	0.00	1,080.00
A 2110.475-02-0000	CONFERENCE/TRAVEL-CURRICULUM	855.00	0.00	855.00	0.00	75.00	780.00
A 2110.475-04-0000	CONFERENCE/TRAVEL-CURRICULUM	855.00	0.00	855.00	0.00	0.00	855.00
A 2110.476-01-1800	MEMBERSHIP - LOTE	45.00	0.00	45.00	0.00	0.00	45.00
A 2110.476-02-0000	MEMBERSHIP - MATH OLYMPIAD	180.00	0.00	180.00	0.00	99.00	81.00
A 2110.479-01-2000	MISC - MUSIC	4,500.00	750.00	5,250.00	750.00	0.00	4,500.00
A 2110.480-01-0000	TEXTBOOKS	34,600.00	0.00	34,600.00	18,741.98	11,515.05	4,342.97
A 2110.480-02-0000	TEXTBOOKS	42,109.00	418.50	42,527.50	13,322.59	2,690.51	26,514.40
A 2110.480-03-0000	TEXTBOOKS - NON-PUBLIC	5,800.00	0.00	5,800.00	842.41	1,984.99	2,972.60
A 2110.480-04-0000	TEXTBOOKS	33,218.00	0.00	33,218.00	0.00	28,193.26	5,024.74
A 2110.490-00-0000	BOCES	148,035.00	0.00	148,035.00	(50.00)	147,985.00	100.00
A 2110....TEACHING-REGULAR SCHOOL	*	7,145,687.79	18,661.54	7,164,349.33	444,564.49	6,175,576.51	544,208.33
A 21....TEACHING	**	7,145,687.79	18,661.54	7,164,349.33	444,564.49	6,175,576.51	544,208.33
A 2250.150-00-0000	CERTIFIED SALARY	45,769.00	0.00	45,769.00	0.00	0.00	45,769.00
A 2250.150-00-3000	EXTENDED LEAVE SUBSTITUTES	30,000.00	0.00	30,000.00	0.00	0.00	30,000.00
A 2250.150-01-0000	CERTIFIED SALARY	317,537.00	0.00	317,537.00	23,968.03	337,047.97	(43,479.00)
A 2250.150-01-3900	SPEECH	3,402.00	0.00	3,402.00	241.46	3,219.34	(58.80)
A 2250.150-02-0000	CERTIFIED SALARY	217,503.00	0.00	217,503.00	16,406.62	225,563.38	(24,467.00)
A 2250.150-02-3900	SPEECH	78,098.00	0.00	78,098.00	5,542.27	73,896.93	(1,341.20)
A 2250.150-04-0000	CERTIFIED SALARY	92,400.00	0.00	92,400.00	5,484.30	87,750.70	(835.00)
A 2250.150-04-3900	SPEECH	82,500.00	0.00	82,500.00	4,935.29	78,964.71	(1,400.00)
A 2250.160-00-0000	NON-CERTIFIED SALARY	65,976.00	0.00	65,976.00	14,800.41	49,915.63	1,259.96
A 2250.160-00-3000	CLERICAL SUBSTITUTES	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 2250.160-00-4000	OCCUPATIONAL THERAPIST/PHYSICAL	56,230.00	0.00	56,230.00	2,306.63	36,137.10	17,786.27
A 2250.161-00-0000	TEACHER AIDES SALARIES	16,000.00	0.00	16,000.00	0.00	0.00	16,000.00
A 2250.161-00-3000	TEACHER AIDES SALARIES	17,000.00	0.00	17,000.00	1,263.25	0.00	15,736.75
A 2250.161-01-0000	TEACHER AIDES SALARIES	86,907.00	0.00	86,907.00	4,036.10	88,591.26	(5,720.36)
A 2250.161-02-0000	TEACHER AIDES SALARIES	65,468.00	0.00	65,468.00	3,202.03	46,509.33	15,756.64
A 2250.161-04-0000	TEACHER AIDES SALARIES	59,813.00	0.00	59,813.00	4,194.42	80,073.11	(24,454.53)
A 2250.200-00-0000	EQUIPMENT	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 2250.200-02-0000	EQUIPMENT - AUTISTIC ROOM	0.00	23,031.32	23,031.32	7,607.50	4,346.85	11,076.97
A 2250.447-00-0000	TESTING	1,575.00	1,150.00	2,725.00	0.00	1,750.00	975.00
A 2250.451-00-0000	SUPPLIES	974.00	0.00	974.00	389.19	284.45	300.36
A 2250.451-01-0000	SUPPLIES	2,016.00	(1,015.00)	1,001.00	0.00	692.31	308.69
A 2250.451-02-0000	SUPPLIES	3,264.00	(15.00)	3,249.00	1,174.28	1,907.02	167.70

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/13 - 09/30/13 (Detail)

ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2250.451-04-0000	SUPPLIES	1,104.00	(15.00)	1,089.00	870.77	198.55	19.68
A 2250.457-01-0000	PERIODICALS	134.00	15.00	149.00	149.00	0.00	0.00
A 2250.457-02-0000	PERIODICALS	134.00	15.00	149.00	149.00	0.00	0.00
A 2250.457-04-0000	PERIODICALS	134.00	15.00	149.00	149.00	0.00	0.00
A 2250.464-00-0000	OTHER HC SERVICES	28,800.00	0.00	28,800.00	0.00	0.00	28,800.00
A 2250.465-00-0000	EQUIP. CONTRACT/REPAIRS	1,260.00	0.00	1,260.00	8.00	0.00	1,252.00
A 2250.471-00-0000	TUITION TO PUBLIC DIST	47,000.00	4,495.00	51,495.00	0.00	9,495.00	42,000.00
A 2250.472-00-0000	TUITION ALL OTHER	387,979.00	0.00	387,979.00	0.00	329,544.00	58,435.00
A 2250.475-00-0000	CONFERENCE/TRAVEL	450.00	1,390.00	1,840.00	444.94	1,000.00	395.06
A 2250.475-00-9999	TRAVEL/CONFERENCE-CURRICULUM	1,800.00	0.00	1,800.00	0.00	1,220.52	579.48
A 2250.476-00-0000	MEMBERSHIP	700.00	0.00	700.00	600.00	0.00	100.00
A 2250.490-00-0000	BOCES	643,199.00	0.00	643,199.00	0.00	643,199.00	0.00
A 2250....PROGRAMS-STUDENTS W/ DISABIL	*	2,358,626.00	29,066.32	2,387,692.32	97,922.49	2,101,307.16	188,462.67
A 2280.490-01-0000	BOCES	655,446.00	0.00	655,446.00	0.00	655,446.00	0.00
A 2280....OCCUPATIONAL EDUCATION	*	655,446.00	0.00	655,446.00	0.00	655,446.00	0.00
A 22....SPECIAL APPORTIONMENT PROGRAMS	**	3,014,072.00	29,066.32	3,043,138.32	97,922.49	2,756,753.16	188,462.67
A 2330.150-00-0000	CERTIFIED SALARY-CONTINUING ED	1,000.00	0.00	1,000.00	75.00	0.00	925.00
A 2330.150-00-3000	CERTIFIED SALARY-DRIVER ED	10,600.00	0.00	10,600.00	4,484.12	0.00	6,115.88
A 2330.150-00-4000	CERTIFIED SALARY-SUMMER MUSIC	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
A 2330.400-00-0000	PURCHASED SERVICES - COMMUNITY E	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
A 2330.451-01-2330	SUPPLIES - COMMUNITY ED	90.00	0.00	90.00	0.00	0.00	90.00
A 2330.454-00-0000	GASOLINE	600.00	0.00	600.00	0.00	0.00	600.00
A 2330.479-00-0000	DRIVER ED INSURANCE	600.00	0.00	600.00	54.00	0.00	546.00
A 2330....TEACHING-SPECIAL SCHOOLS	*	20,890.00	0.00	20,890.00	4,613.12	0.00	16,276.88
A 23....SPECIAL SCHOOLS	**	20,890.00	0.00	20,890.00	4,613.12	0.00	16,276.88
A 2610.150-01-0000	CERTIFIED SALARY	14,650.00	0.00	14,650.00	3,411.77	54,588.23	(43,350.00)
A 2610.150-02-0000	CERTIFIED SALARY	63,000.00	0.00	63,000.00	1,327.11	21,233.89	40,439.00
A 2610.150-04-0000	CERTIFIED SALARY	51,275.00	0.00	51,275.00	1,689.06	27,024.94	22,561.00
A 2610.451-01-0000	SUPPLIES	360.00	0.00	360.00	0.00	169.15	190.85
A 2610.451-02-0000	SUPPLIES	855.00	0.00	855.00	0.00	0.00	855.00
A 2610.451-04-0000	SUPPLIES	644.00	0.00	644.00	138.68	0.00	505.32
A 2610.460-01-0000	BOOKS	1,800.00	0.00	1,800.00	0.00	1,800.00	0.00
A 2610.460-02-0000	BOOKS	2,863.00	1,084.73	3,947.73	0.00	2,310.75	1,636.98
A 2610.460-04-0000	BOOKS	1,710.00	0.00	1,710.00	1,645.76	58.42	5.82
A 2610.461-04-0000	GLP LIBRARY VIDEOS	540.00	0.00	540.00	0.00	0.00	540.00
A 2610.465-01-0000	REPAIRS	945.00	0.00	945.00	0.00	0.00	945.00
A 2610.465-02-0000	EQUIP. CONTRACT/REPAIR	720.00	0.00	720.00	0.00	0.00	720.00
A 2610.467-01-0000	HIGH SCHOOL PERIODICALS	900.00	0.00	900.00	35.00	788.20	76.80
A 2610.467-02-0000	ELEMENTARY PERIODICALS	720.00	0.00	720.00	0.00	0.00	720.00
A 2610.467-04-0000	GLP PERIODICALS	144.00	0.00	144.00	0.00	0.00	144.00
A 2610.490-00-0000	BOCES	1,950.00	0.00	1,950.00	0.00	1,950.00	0.00

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ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2610....SCHOOL LIBRARY & AUDIOVISUAL		143,076.00	1,084.73	144,160.73	8,247.38	109,923.58	25,989.77
A 2630.150-00-0000	CERTIFIED SALARY	90,611.00	0.00	90,611.00	20,788.06	72,668.22	(2,845.28)
A 2630.150-04-0000	CERTIFIED SALARY	0.00	0.00	0.00	0.00	11,158.75	(11,158.75)
A 2630.160-00-0000	NON-CERTIFIED SALARY	113,777.00	0.00	113,777.00	25,482.39	89,450.61	(1,156.00)
A 2630.160-00-1000	TECHNOLOGY OVERTIME	3,000.00	0.00	3,000.00	1,224.94	0.00	1,775.06
A 2630.160-00-3000	TECHNOLOGY SUB	3,000.00	0.00	3,000.00	2,584.00	0.00	416.00
A 2630.220-00-0000	INSTR HARDWARE/TECH EQUIPMENT (A	27,450.00	8,328.00	35,778.00	24,339.42	9,746.77	1,691.81
A 2630.451-00-0000	SUPPLIES	13,134.00	0.00	13,134.00	8,305.68	150.38	4,677.94
A 2630.460-00-0000	SOFTWARE	22,625.00	0.00	22,625.00	18,802.50	2,820.00	1,002.50
A 2630.465-00-0000	REPAIRS	2,700.00	2,145.42	4,845.42	0.00	2,145.42	2,700.00
A 2630.475-00-0000	CONFERENCE/TRAVEL	3,600.00	0.00	3,600.00	52.25	5.00	3,542.75
A 2630.476-00-0000	MEMBERSHIP	700.00	0.00	700.00	543.86	0.00	156.14
A 2630.490-00-0000	BOCES	192,984.00	12,000.00	204,984.00	0.00	204,984.00	0.00
A 2630....COMPUTER ASSISTED INSTRUCTION		473,581.00	22,473.42	496,054.42	102,123.10	393,129.15	802.17
A 26....INSTRUCTIONAL MEDIA		616,657.00	23,558.15	640,215.15	110,370.48	503,052.73	26,791.94
A 2805.160-00-0000	NON-CERTIFIED SALARY	21,251.00	(6,869.40)	14,381.60	271.18	0.00	14,110.42
A 2805....ATTENDANCE-REGULAR SCHOOL		21,251.00	(6,869.40)	14,381.60	271.18	0.00	14,110.42
A 2810.150-00-0000	GUIDANCE SALARIES	26,079.00	0.00	26,079.00	1,530.79	24,492.81	55.40
A 2810.150-01-0000	CERTIFIED SALARY	176,537.00	0.00	176,537.00	23,258.12	150,451.88	2,827.00
A 2810.160-01-0000	NON-CERTIFIED SALARY	88,704.00	0.00	88,704.00	19,532.80	65,960.16	3,211.04
A 2810.447-04-0000	TESTING	720.00	0.00	720.00	0.00	0.00	720.00
A 2810.451-01-0000	SUPPLIES	1,535.00	0.00	1,535.00	0.00	116.92	1,418.08
A 2810.451-04-0000	SUPPLIES	203.00	0.00	203.00	0.00	0.00	203.00
A 2810.475-01-0000	MEMBERSHIP	270.00	0.00	270.00	0.00	0.00	270.00
A 2810.478-01-0000	AWARDS	135.00	0.00	135.00	0.00	0.00	135.00
A 2810....GUIDANCE-REGULAR SCHOOL		294,183.00	0.00	294,183.00	44,321.71	241,021.77	8,839.52
A 2815.160-00-0000	NON-CERTIFIED SALARY	91,218.00	0.00	91,218.00	6,337.54	80,253.03	4,627.43
A 2815.160-00-3000	NURSE SUBSTITUTES	5,200.00	0.00	5,200.00	64.92	0.00	5,135.08
A 2815.449-00-0000	STUDENT EXAMINATIONS	51,165.00	8,496.31	59,661.31	0.00	8,496.31	51,165.00
A 2815.451-01-0000	SUPPLIES	1,260.00	(12.00)	1,248.00	925.86	0.00	322.14
A 2815.451-02-0000	SUPPLIES	765.00	(12.00)	753.00	386.23	0.00	366.77
A 2815.451-04-0000	SUPPLIES	810.00	(12.00)	798.00	336.09	0.00	461.91
A 2815.457-01-0000	PERIODICALS	43.00	0.00	43.00	14.67	0.00	28.33
A 2815.457-02-0000	PERIODICALS	43.00	0.00	43.00	14.67	0.00	28.33
A 2815.457-04-0000	PERIODICALS	43.00	0.00	43.00	14.66	0.00	28.34
A 2815.465-01-0000	REPAIRS	344.00	12.00	356.00	355.64	0.00	0.36
A 2815.465-02-0000	REPAIRS	344.00	12.00	356.00	355.64	0.00	0.36
A 2815.465-04-0000	REPAIRS	344.00	12.00	356.00	355.72	0.00	0.28
A 2815.475-00-0000	CONFERENCE/TRAVEL	162.00	0.00	162.00	0.00	0.00	162.00
A 2815....HEALTH SERVICES-REGULAR SCHOOL		151,741.00	8,496.31	160,237.31	9,161.64	88,749.34	62,326.33
A 2820.150-00-0000	CERTIFIED SALARY	112,267.00	0.00	112,267.00	7,872.73	104,969.67	(575.40)
A 2820.447-00-0000	TESTING	1,336.00	600.00	1,936.00	1,443.92	297.71	194.37

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ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
A 2820....PSYCHOLOGICAL SRVC-REG SCHOOL *		113,603.00	600.00	114,203.00	9,316.65	105,267.38	(381.03)
A 2825.150-00-0000	CERTIFIED SALARY	24,600.00	0.00	24,600.00	1,464.83	23,435.17	(300.00)
A 2825....SOCIAL WORK SRVC-REG SCHOOL *		24,600.00	0.00	24,600.00	1,464.83	23,435.17	(300.00)
A 2830.150-00-0000	CERTIFIED SALARY	113,559.00	0.00	113,559.00	25,688.28	87,127.72	743.00
A 2830....PUPIL PERSONNEL SRVC-SPEC SCHL *		113,559.00	0.00	113,559.00	25,688.28	87,127.72	743.00
A 2850.150-00-0000	CERTIFIED SALARY	50,320.00	0.00	50,320.00	0.00	0.00	50,320.00
A 2850.150-01-2000	HS MUSICAL/MUSIC SALARY	27,669.00	0.00	27,669.00	0.00	0.00	27,669.00
A 2850.150-01-2855	GAA/VARSITY CLUB	1,084.00	0.00	1,084.00	0.00	0.00	1,084.00
A 2850.150-02-2000	EE MUSICAL/MUSIC SALARY	10,079.00	0.00	10,079.00	0.00	0.00	10,079.00
A 2850....CO-CURRICULAR ACTIV-REG SCHL *		89,152.00	0.00	89,152.00	0.00	0.00	89,152.00
A 2855.150-00-0000	CERTIFIED SALARY	250,918.92	0.00	250,918.92	3,145.30	19,467.20	228,306.42
A 2855.150-00-2855	ATHLETIC SECURITY	9,150.00	0.00	9,150.00	427.00	0.00	8,723.00
A 2855.160-00-0000	NON-CERTIFIED SALARY	15,469.00	0.00	15,469.00	807.46	11,379.66	3,281.88
A 2855.200-00-0000	EQUIPMENT	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
A 2855.448-00-0000	OFFICIALS	41,450.78	0.00	41,450.78	0.00	0.00	41,450.78
A 2855.451-00-0000	SUPPLIES	13,708.00	4,191.00	17,899.00	9,487.93	872.07	7,539.00
A 2855.463-00-0000	EQUIPMENT RECONDITIONING	3,500.00	889.70	4,389.70	0.00	889.70	3,500.00
A 2855.468-00-0000	FACILITIES IMPROVEMENT	8,000.00	0.00	8,000.00	5,312.50	0.00	2,687.50
A 2855.475-00-0000	CONFERENCE/TRAVEL	3,660.00	700.00	4,360.00	0.00	700.00	3,660.00
A 2855.476-00-0000	MEMBERSHIP	6,876.00	1,295.04	8,171.04	1,295.04	0.00	6,876.00
A 2855.479-00-0000	MISCELLANEOUS	21,600.00	0.00	21,600.00	0.00	0.00	21,600.00
A 2855.490-00-0000	BOCES	8,456.00	0.00	8,456.00	0.00	8,456.00	0.00
A 2855....INTERSCHOL ATHLETICS-REG SCHL *		392,788.70	7,075.74	399,864.44	30,475.23	41,764.63	327,624.58
A 28....PUPIL SERVICES **		1,200,877.70	9,302.65	1,210,180.35	120,699.52	587,366.01	502,114.82
A 2....ADMIN & IMPROVEMENT ***		12,847,648.41	95,601.23	12,943,249.64	915,400.09	10,662,008.42	1,365,841.13
A 5510.160-00-0000	BUS DRIVERS SALARY	689,582.00	0.00	689,582.00	37,358.28	525,884.51	126,339.21
A 5510.160-00-0001	SUPERVISOR SALARY	71,307.00	0.00	71,307.00	15,375.02	51,212.40	4,719.58
A 5510.160-00-0002	MECHANICS SALARIES	140,619.00	0.00	140,619.00	31,209.60	105,834.48	3,574.92
A 5510.160-00-0003	ATTENDANTS SALARIES	88,749.00	0.00	88,749.00	4,227.11	71,543.08	12,978.81
A 5510.160-00-0011	CLERICAL SALARY	20,150.00	0.00	20,150.00	3,693.60	16,456.40	0.00
A 5510.160-00-1000	OT BUS DRIVERS	500.00	0.00	500.00	0.00	0.00	500.00
A 5510.160-00-1002	OT MECHANICS	3,500.00	0.00	3,500.00	0.00	0.00	3,500.00
A 5510.160-00-2020	CLERICAL SALARIES-BUILDING LEVEL	15,194.20	420.89	15,615.09	3,297.39	12,317.70	0.00
A 5510.160-00-2630	SALARIES - TECHNOLOGY	5,046.00	0.00	5,046.00	1,133.10	3,787.43	125.47
A 5510.160-00-3000	SUBSTITUTE DRIVERS	28,000.00	0.00	28,000.00	600.88	0.00	27,399.12
A 5510.160-00-3003	SUBSTITUTE ATTENDANTS	5,800.00	0.00	5,800.00	45.49	0.00	5,754.51
A 5510.160-00-3011	CLERICAL SUBSTITUTES	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
A 5510.160-00-4000	SPORT TRIPS	29,000.00	0.00	29,000.00	1,690.12	0.00	27,309.88
A 5510.160-00-4100	FIELD TRIPS	9,000.00	0.00	9,000.00	0.00	0.00	9,000.00
A 5510.160-00-5000	DRIVER SALARIES-APPD BOE BUS USE	8,000.00	0.00	8,000.00	624.17	0.00	7,375.83
A 5510.160-00-5500	SALARIES - LABORER/DELIVERIES	3,212.00	0.00	3,212.00	722.34	2,419.68	69.98
A 5510.160-00-6000	BUS CLEANING	4,000.00	0.00	4,000.00	1,923.20	0.00	2,076.80

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ACCOUNT	DESCRIPTION	ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE	
A 5510.200-00-0000	EQUIPMENT	6,285.00	0.00	6,285.00	0.00	0.00	6,285.00	
A 5510.422-00-0000	FIRE & LIABILITY INSURANCE	51,114.00	0.00	51,114.00	51,114.00	0.00	0.00	
A 5510.423-00-0000	BUS DRIVER CERTIFICATION	1,050.00	0.00	1,050.00	0.00	88.00	962.00	
A 5510.451-00-0000	PARTS/SUPPLIES	90,000.00	0.00	90,000.00	8,004.45	16,841.56	65,153.99	
A 5510.454-00-0000	GASOLINE	200,000.00	(3,000.00)	197,000.00	13,008.73	111,991.27	72,000.00	
A 5510.455-00-0000	OIL & LUBRICANTS	6,300.00	0.00	6,300.00	0.00	1,500.00	4,800.00	
A 5510.456-00-0000	TIRES & TUBES	18,000.00	0.00	18,000.00	2,318.45	2,481.55	13,200.00	
A 5510.460-00-0000	SOFTWARE	2,800.00	0.00	2,800.00	0.00	0.00	2,800.00	
A 5510.465-00-0000	EQUIP. CONTRACT & REPAIR	70,000.00	0.00	70,000.00	1,650.31	266.80	68,082.89	
A 5510.466-00-0000	DRUG TESTING	2,100.00	0.00	2,100.00	0.00	435.00	1,665.00	
A 5510.475-00-0000	CONFERENCE/TRAVEL	2,745.00	3,840.00	6,585.00	1,555.05	2,877.40	2,152.55	
A 5510.476-00-0000	MEMBERSHIP	500.00	0.00	500.00	405.46	0.00	94.54	
A 5510.479-00-0000	MISCELLANEOUS	5,130.00	0.00	5,130.00	204.75	547.19	4,378.06	
	A 5510....DISTRICT TRANSPORTATION	*	1,580,183.20	1,260.89	1,581,444.09	180,161.50	926,484.45	474,798.14
A 5530.160-00-0000	BUS GARAGE CLEANING	6,112.00	0.00	6,112.00	1,030.02	3,473.79	1,608.19	
A 5530.160-00-1000	SNOW REMOVAL BUS GARAGE	9,846.00	0.00	9,846.00	2,208.72	7,388.76	248.52	
A 5530.451-00-0000	SUPPLIES	3,150.00	0.00	3,150.00	631.96	51.12	2,466.92	
A 5530.454-00-0000	DIESEL FUEL	1,000.00	0.00	1,000.00	69.79	30.21	900.00	
A 5530.455-00-0000	NATURAL GAS	5,200.00	100.00	5,300.00	501.15	4,398.85	400.00	
A 5530.456-00-0000	TELEPHONE	600.00	0.00	600.00	111.18	0.00	488.82	
A 5530.457-00-0000	WATER	250.00	0.00	250.00	24.61	225.39	0.00	
A 5530.465-00-0000	REPAIRS	650.00	0.00	650.00	0.00	0.00	650.00	
A 5530.469-00-0000	SERVICE CONTRACTS	4,926.00	647.84	5,573.84	1,075.27	1,854.29	2,644.28	
A 5530.479-00-0000	OTHER EXPENSES	3,105.00	0.00	3,105.00	496.93	1,428.29	1,179.78	
	A 5530....GARAGE BUILDING	*	34,839.00	747.84	35,586.84	6,149.63	18,850.70	10,586.51
	A 55....PUPIL TRANSPORTATION	**	1,615,022.20	2,008.73	1,617,030.93	186,311.13	945,335.15	485,384.65
	A 5....	***	1,615,022.20	2,008.73	1,617,030.93	186,311.13	945,335.15	485,384.65
A 9010.800-00-0000	EMPLOYEE RETIREMENT	660,000.00	0.00	660,000.00	(10,311.34)	642,151.03	28,160.31	
	A 9010....STATE RETIREMENT	*	660,000.00	0.00	660,000.00	(10,311.34)	642,151.03	28,160.31
A 9020.800-00-0000	TEACHERS RETIREMENT	1,503,400.00	0.00	1,503,400.00	(5,653.61)	1,456,860.02	52,193.59	
	A 9020....TEACHERS' RETIREMENT	*	1,503,400.00	0.00	1,503,400.00	(5,653.61)	1,456,860.02	52,193.59
A 9030.800-00-0000	SOCIAL SECURITY	920,000.00	0.00	920,000.00	83,787.32	810,483.61	25,729.07	
	A 9030....SOCIAL SECURITY	*	920,000.00	0.00	920,000.00	83,787.32	810,483.61	25,729.07
A 9040.800-00-0000	WORKER'S COMPENSATION	149,155.00	0.00	149,155.00	(1,636.94)	0.00	150,791.94	
	A 9040....WORKERS' COMPENSATION	*	149,155.00	0.00	149,155.00	(1,636.94)	0.00	150,791.94
A 9060.800-00-0000	HEALTH INSURANCE	2,742,880.39	2,000.00	2,744,880.39	647,582.66	2,085,602.40	11,695.33	
A 9060.800-00-HRA	HEALTH INSURANCE - HRA	108,008.00	0.00	108,008.00	622.00	103,214.00	4,172.00	
A 9060.800-00-MDCR	HEALTH INSURANCE - MEDICARE REIM	39,640.00	0.00	39,640.00	0.00	38,419.70	1,220.30	
A 9060.800-00-RETR	HEALTH INSURANCE - RETIREES	81,240.00	0.00	81,240.00	19,070.70	59,479.98	2,689.32	
	A 9060....HOSPITAL, MEDICAL & DENTAL INS	*	2,971,768.39	2,000.00	2,973,768.39	667,275.36	2,286,716.08	19,776.95

APPROPRIATION STATUS REPORT - BY FUNCTION: FOR PERIOD 07/01/13 - 09/30/13 (Detail)

ACCOUNT	DESCRIPTION		ORIG BUDGET	ADJUSTMENTS	ADJ BUDGET	EXPENSED	ENCUMBERED	AVAILABLE
	A 90....EMPLOYEE BENEFITS	**	6,204,323.39	2,000.00	6,206,323.39	733,460.79	5,196,210.74	276,651.86
A 9789.600-00-0000	OTHER DEBT-PRINCIPAL PERF CONTRA		515,173.00	0.00	515,173.00	127,644.47	387,527.75	0.78
A 9789.700-00-0000	OTHER DEBT-INTEREST PERF CONTRA		22,016.00	0.00	22,016.00	6,652.53	15,363.25	0.22
	A 9789....	*	537,189.00	0.00	537,189.00	134,297.00	402,891.00	1.00
	A 97....	**	537,189.00	0.00	537,189.00	134,297.00	402,891.00	1.00
A 9901.950-00-0000	TRANSFER SPECIAL AID		50,000.00	0.00	50,000.00	0.00	0.00	50,000.00
A 9901.960-00-0000	TRANSFER DEBT SERVICE		1,551,484.00	0.00	1,551,484.00	131,965.63	1,419,518.13	0.24
	A 9901....TRANSFER TO SPECIAL AID	*	1,601,484.00	0.00	1,601,484.00	131,965.63	1,419,518.13	50,000.24
	A 99....INTERFUND TRANSFERS	**	1,601,484.00	0.00	1,601,484.00	131,965.63	1,419,518.13	50,000.24
	A 9....EMPLOYEE BENEFITS	***	8,342,996.39	2,000.00	8,344,996.39	999,723.42	7,018,619.87	326,653.10
	GRAND TOTALS		25,720,426.00	169,398.51	25,889,824.51	2,595,755.83	20,616,874.76	2,677,193.92

Report Completed 12:19 PM

DETAIL WARRANT NUMBER 13 - FUND A - ACCOUNTS PAYABLE-SEPTEMBER FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
22945	6726	VOIDED - CMS COMMUNICATIONS, A 600 A 600	VOID - CMS COMMUNICATIONS, INC. ACCOUNTS PAYABLE ACCOUNTS PAYABLE	09/18/13	(82.00) (165.44)	
CHECK TOTAL					(247.44)	
23153	6504	ASSET CONTROL SOLUTIONS A 600	ACCOUNTS PAYABLE	09/19/13	419.40	
CHECK TOTAL					419.40	
23154	6726	CMS COMMUNICATIONS, INC. A 600 A 600	ACCOUNTS PAYABLE ACCOUNTS PAYABLE	09/19/13	82.00 165.44	
CHECK TOTAL					247.44	
23155	1087	ORCHARD PARK CENTRAL SCHOOL A 600	ACCOUNTS PAYABLE	09/19/13	9,036.40	
CHECK TOTAL					9,036.40	
NUMBER OF CHECKS					4	
WARRANT TOTAL					9,455.80	
VENDOR PORTION					9,455.80	
PAYROLL PORTION					0.00	

CERTIFICATION OF WARRANT

To The District Treasurer:

I hereby certify that I have verified the above claims, _____ in number, in the total amount of \$_____.

You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

DATE

SIGNATURE

TITLE

<u>STAFF NAME</u>	<u>12-13 HOURS</u>	<u>13-14 HOURS</u>	<u>DIFFERENCE</u>
-------------------	--------------------	--------------------	-------------------

Drivers

Julie Blencowe	3.00	4.00	1.00
Rosemary Peters	6.50	5.00	-1.50
Sue Pratt	6.50	5.25	-1.25
Maureen Pye	4.00	4.25	0.25
Cindy Rankus	6.25	5.75	-0.50
Deb Schwabel	4.25	4.75	0.50
Pat Szulewski	4.00	4.25	0.25
Vincent Vacco	6.00	7.00	1.00

Attendants

Deb Barton	4.00	5.75	1.75
Judy Gustas-Stoj	3.25	3.00	-0.25
Mary Tarasiewicz	7	5.75	-1.25
Joann Zielinski	3	4.25	1.25
Diane Zimmer	3.25	3.5	0.25

PLEASE ADD:

Driver

Robert Barton	4	4.25	0.25	Changed route due to sped students
Kathy Genco	5.25	5	-0.25	Doesn't have to start as early do to family change on route.
Marilyn Yager	7.25	7.75	0.5	Change in Mid-day time for Ormsby
Dawn Preischel	3.5	4	0.5	More students added at NC HS take home.
Ellen Pulinski	4.25	5	0.75	Added Summit and CPC to route this year

By-Laws

SUBJECT: DUTIES OF THE SCHOOL DISTRICT TREASURER

The Treasurer is appointed by the Board of Education at the Annual Organizational Meeting and will be covered by a blanket bond. In addition to the routine duties of accounting, filing, posting and preparing reports and statements concerning District finances, the District Treasurer shall perform other specific tasks as follows:

- a) Acts as custodian of all moneys belonging to the School District and lawfully deposits these moneys in the depositories designated by the Board;
- b) Pays all authorized obligations of the District as directed, including payments of bond principal and interest;
- c) Maintains proper records and files of all checks, and approved payment of bills and salaries;
- d) Makes all such entries and posts to all such financial ledgers, records and reports, including bond and note registers, as may be properly required to afford the District an acceptable and comprehensive financial accounting of the use of its moneys and financial transactions;
- e) Signs all checks drawn on District fund accounts provided that the District's Claims Auditor has attested to the authority to issue the check based upon proper evidence of a charge against the District's funds;
- f) Safeguards [either his/her electronic signature and/or](#) the check-signing machine and signature plate, personally overseeing all ~~uses of the machine to prepare~~ [preparation](#) of checks;
- g) Assumes other duties customary to the office.

Education Law Sections 2122, 2130 and 2523
Local Finance Law Sections 163 and 165
8 NYCRR Sections 170.2(g), 170.2(o) and 170.2(p)
[9 NYCRR Section 540.4](#)

1st Reading: 10/16/13
Adoption: 11/20/13

Community Relations

SUBJECT: CODE OF CONDUCT ON SCHOOL PROPERTY

The District has developed and will amend, as appropriate, a written *Code of Conduct* for the Maintenance of Order on School Property, including school functions, which shall govern the conduct of students, teachers and other school personnel, as well as visitors and/or vendors. The Board of Education shall further provide for the enforcement of such *Code of Conduct*.

For purposes of this policy, and the implemented *Code of Conduct*, school property means in or within any building, structure, athletic playing field, playground, parking lot or land contained within the real property boundary line of the District's elementary or secondary schools, or in or on a school bus; and a school function shall mean a school-sponsored extracurricular event or activity regardless of where such event or activity takes place, including those that take place in another state.

The *District Code of Conduct* has been developed in collaboration with student, teacher, administrator, and parent organizations, school safety personnel and other school personnel.

The *Code of Conduct* shall include, at a minimum, the following:

- a) Provisions regarding conduct, dress and language deemed appropriate and acceptable on school property and at school functions, and conduct, dress and language deemed unacceptable and inappropriate on school property; provisions regarding acceptable civil and respectful treatment of teachers, school administrators, other school personnel, students and visitors on school property and at school functions; the appropriate range of disciplinary measures which may be imposed for violation of such Code; and the roles of teachers, administrators, other school personnel, the Board of Education and parents/persons in parental relation to the student;
- b) Provisions prohibiting discrimination, **bullying** and/or harassment against any student, by employees or students on school property, at a school function, **or off school property when the actions create or would foreseeably create a risk of substantial disruption within the school environment or where it is foreseeable that the conduct might reach school property**, that creates a hostile environment by conduct, with or without physical contact, **and/or verbal** threats, intimidation or abuse (**verbal or non-verbal**), of such a severe nature that:
 1. Has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional and/or physical well-being; or
 2. Reasonably causes or would reasonably be expected to cause a student to fear for his/her physical safety.

(Continued)

Community Relations

SUBJECT: CODE OF CONDUCT ON SCHOOL PROPERTY (Cont'd.)

When the term "bullying" is used, even if not explicitly stated, such term includes cyberbullying, meaning such harassment or bullying that occurs through any form of electronic communication.

Such conduct shall include, but is not limited to, threats, intimidation, or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practices, disability, sexual orientation, gender as defined in Education Law Section 11(6), or sex; provided that nothing in this subdivision shall be construed to prohibit a denial of admission into, or exclusion from, a course of instruction based on a person's gender that would be permissible under Education Law Sections 3201-a or 2854(2) (a) and Title IX of the Education Amendments of 1972 (20 USC Section 1681, et seq.), or to prohibit, as discrimination based on disability, actions that would be permissible under 504 of the Rehabilitation Act of 1973;

- c) Standards and procedures to assure security and safety of students and school personnel;
- d) Provisions for the removal from the classroom and from school property, including a school function, of students and other persons who violate the Code;
- e) Provisions prescribing the period for which a disruptive student may be removed from the classroom for each incident, provided that no such student shall return to the classroom until the Principal (or his/her designated School District administrator) makes a final determination pursuant to Education Law Section 3214(3-a)I or the period of removal expires, whichever is less;
- f) Disciplinary measures to be taken for incidents on school property or at school functions involving the use of tobacco, the possession or use of illegal substances or weapons, the use of physical force, vandalism, violation of another student's civil rights, harassment and threats of violence;
- g) Provisions for responding to acts of discrimination, bullying and/or harassment against students by employees or students on school property, ~~or~~ at a school function, or off school property when the actions create or would foreseeable create a risk of substantial disruption within the school environment or where it is foreseeable that the conduct might reach school property, pursuant to clause (b) of this subparagraph;
- h) Provisions for detention, suspension and removal from the classroom of students, consistent with Education Law Section 3214 and other applicable federal, state and local laws, including provisions for school authorities to establish procedures to ensure the provision of continued educational programming and activities for students removed from the classroom, placed in detention, or suspended from school, which shall include alternative educational programs appropriate to individual student needs;

(Continued)

Community Relations

SUBJECT: CODE OF CONDUCT ON SCHOOL PROPERTY (Cont'd.)

- i) Procedures by which violations are reported and determined, and the disciplinary measures imposed and carried out;
- j) Provisions ensuring the *Code of Conduct* and its enforcement are in compliance with state and federal laws relating to students with disabilities;
- k) Provisions setting forth the procedures by which local law enforcement agencies shall be notified of Code violations which constitute a crime;
- l) Provisions setting forth the circumstances under and procedures by which parents/persons in parental relation to the student shall be notified of Code violations;
- m) Provisions setting forth the circumstances under and procedures by which a complaint in criminal court, a juvenile delinquency petition or person in need of supervision ("PINS") petition as defined in Articles 3 and 7 of the Family Court Act will be filed;
- n) Circumstances under and procedures by which referral to appropriate human service agencies shall be made;
- o) A minimum suspension period for students who repeatedly are substantially disruptive of the educational process or substantially interfere with the teacher's authority over the classroom, provided that the suspending authority may reduce such period on a case-by-case basis to be consistent with any other state and federal law. For purposes of this requirement, as defined in Commissioner's Regulations, "repeatedly is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom" shall mean engaging in conduct which results in the removal of the student from the classroom by teacher(s) pursuant to the provisions of Education Law Section 3214(3-a) and the provisions set forth in the *Code of Conduct* on four (4) or more occasions during a semester, or three (3) or more occasions during a trimester, as applicable;
- p) A minimum suspension period for acts that would qualify the student to be defined as a violent student pursuant to Education Law Section 3214(2-a)(a). However, the suspending authority may reduce the suspension period on a case-by-case basis consistent with any other state and federal law;
- q) A Bill of Rights and Responsibilities of Students which focuses upon positive student behavior and a safe and supportive school climate, which shall be written in plain-language, publicized and explained in an age-appropriate manner to all students on an annual basis; and

(Continued)

Community Relations

SUBJECT: CODE OF CONDUCT ON SCHOOL PROPERTY (Cont'd.)

- r) Guidelines and programs for in-service education programs for all District staff members to ensure effective implementation of school policy on school conduct and discipline, including but not limited to, guidelines on promoting a safe and supportive school climate while discouraging, among other things, discrimination, **bullying** and/or harassment against students by students and/or school employees; and including safe and supportive school climate concepts in the curriculum and classroom management.

The District's *Code of Conduct* shall be adopted by the Board of Education only after at least one (1) public hearing that provided for the participation of school personnel, parents/persons in parental relation, students, and any other interested parties.

The *Code of Conduct* shall be reviewed on an annual basis, and updated as necessary in accordance with law. The District may establish a committee pursuant to Education Law Section 2801(5)(a) to facilitate review of its *Code of Conduct* and the District's response to *Code of Conduct* violations. The School Board shall reapprove any updated *Code of Conduct* or adopt revisions only after at least one (1) public hearing that provides for the participation of school personnel, parents/persons in parental relation, students, and any other interested parties. The District shall file a copy of its *Code of Conduct* and any amendments with the commissioner, in a manner prescribed by the Commissioner, no later than thirty (30) days after their respective adoptions.

The Board of Education shall ensure community awareness of its *Code of Conduct* by:

- a) Posting the complete *Code of Conduct* on the Internet website, if any, including any annual updates and other amendments to the Code;
- b) Providing copies of a summary of the *Code of Conduct* to all students in an age-appropriate version, written in plain language, at a school assembly to be held at the beginning of each school year;
- c) Providing a plain language summary of the *Code of Conduct* to all parents or persons in parental relation to students before the beginning of each school year and making the summary available thereafter upon request;
- d) Providing each existing teacher with a copy of the complete *Code of Conduct* and a copy of any amendments to the Code as soon as practicable following initial adoption or amendment of the Code. New teachers shall be provided a complete copy of the current Code upon their employment; and
- e) Making complete copies available for review by students, parents or persons in parental relation to students, other school staff and other community members.

(Continued)

Community Relations

SUBJECT: CODE OF CONDUCT ON SCHOOL PROPERTY (Cont'd.)**Privacy Rights**

As part of any investigation, the District has the right to search all school property and equipment including District computers. Rooms, desks, cabinets, lockers, computers, etc. are provided by the District for the use of staff and students, but the users do not have exclusive use of these locations or equipment and should not expect that materials stored therein will be private.

Education Law Sections 11(8), 801-a, 2801 and 3214
Family Court Act Articles 3 and 7
Vehicle and Traffic Law Section 142
8 NYCRR Section 100.2~~(1)(2)~~

NOTE: Refer also to *District Code of Conduct*

1st Reading: 10/16/13
Adoption: 11/20/13

SUBJECT: BUDGET PLANNING AND DEVELOPMENT

Budget planning and development for the District will be an integral part of program planning so that the annual operating budget may effectively express and implement programs and activities of the School System. Budget planning will be a year-round process involving participation of District-level administrators, Principals, Directors, Coordinators, teachers, and other personnel. The process of budget planning and development should allow for community input and contain numerous opportunities for public information and feedback.

The Superintendent will have overall responsibility for budget preparation, including the construction of and adherence to a budget calendar. Program managers will develop and submit budget requests for their particular areas of responsibility after seeking the advice and suggestions of staff members.

Principals will develop and submit budget requests for their particular schools in conjunction with the advice and suggestions of staff members and their own professional judgment. Each school's budget request will be the Principal's recommendation as to the most effective way to use available resources in achieving progress toward the approved educational objectives of the school. Program budgets and school budgets will reflect state and/or federal requirements, special sources of funding, and District objectives and priorities.

The Board will give consideration to budget requests, and will review allocations for appropriateness and for their consistency with the School System's educational priorities.

All budget documents for distribution to the public shall be in plain language and organized in a manner which best promotes public comprehension of the contents. Documents shall be complete and accurate and contain sufficient detail to adequately inform the public regarding such data as estimated revenues, proposed expenditures, transfers to other funds, fund balance information, and changes in such information from the prior year's submitted budget.

In accordance with Commissioner's Regulations, the budget will be presented in three (3) components which are to be voted upon as one (1) proposition. The law prescribes the types of items to be included in each component and further prescribes that all relevant costs be included in the component.

- a) A program component which shall include, but need not be limited to, all program expenditures of the School District, including the salaries and benefits of teachers and any school administrators or supervisors who spend a majority of their time performing teaching duties, and all transportation operating expenses;
- b) A capital component which shall include, but need not be limited to, all transportation capital, debt service, and lease expenditures; costs resulting from judgments and tax certiorari proceedings or the payment of awards from court judgments, administrative orders or settled or

(Continued)

SUBJECT: BUDGET PLANNING AND DEVELOPMENT (Cont'd.)

compromised claims; and all facilities costs of the School District, including facilities lease expenditures, the annual debt service and total debt for all facilities financed by bonds and notes of the School District, and the costs of construction, acquisition, reconstruction, rehabilitation or improvement of school buildings, provided that such budget shall include a rental, operations and maintenance section that includes base rent costs, total rent costs, operation and maintenance charges, cost per square foot for each facility leased by the District, and any and all expenditures associated with custodial salaries and benefits, service contracts, supplies, utilities, and maintenance and repairs of school facilities; and

- c) An administrative component which shall include, but need not be limited to, office and central administrative expenses, traveling expenses and all compensation, including salaries and benefits of all school administration and supervisors, business administrators, superintendents of schools and deputy, assistant, associate or other superintendents under all existing employment contracts or collective bargaining, any and all expenditures associated with the operation of the Office of the School Board, the Office of the Superintendent of Schools, General Administration, the School Business Office, consulting costs not directly related to direct student services and programs, planning and all other administrative activities.

Additionally, the Board of Education shall append to the proposed budget the following documents:

- a) A detailed statement of the total compensation to be paid to the Superintendent of Schools, and any Assistant or Associate Superintendent of Schools in the ensuing school year, including a delineation of the salary, annualized cost of benefits and any in-kind or other form of remuneration;
- b) A list of all other school administrators and supervisors, if any, whose annual salary for the coming school year will be at or above that designated in law for such reporting purposes, with the title of their positions and annual salary identified;
- c) A School District Report Card, prepared pursuant to Commissioner's Regulations, which includes measures of the academic performance of the School District, on a school by school basis, and measures of the fiscal performance of the District ([see subheading School District Report Card](#));
- d) A Property Tax Report Card prepared in accordance with law and Commissioner's Regulations ([see subheading Property Tax Report Card](#)); and
- e) A Tax Exemption Report prepared in accordance with law ([see subheading Tax Exemption Report](#)).

(Continued)

SUBJECT: BUDGET PLANNING AND DEVELOPMENT (Cont'd.)

The Board shall attest that unexpended surplus funds (i.e., operating funds in excess of the current school year budget, not including funds properly retained under other sections of law) have been applied in determining the amount of the school tax levy. Surplus funds shall mean any operating funds in excess of four percent (4%).

The proposed budget for the ensuing school year shall be reviewed by the Board of Education and publicly disseminated, in accordance with law, prior to its submission to District voters for approval.

District funds may be expended to inform the public regarding the annual budget and to present the annual budget to District voters; however, such funds shall not be utilized to promote either a favorable or negative opinion of the proposed budget.

School District Report Card

Each year the District shall supply data as required by the State Education Department (SED) and will receive a School District Report Card, sometimes referred to as a New York State Report Card. The Report Cards provide enrollment, demographic, attendance, suspension, dropout, teacher, assessment, accountability, graduation rate, post-graduation plan, career and technical education, and fiscal data for public and charter schools, districts and the State. The Report Cards are generated from the supplied data and are in a format dictated by SED. The School District Report Cards consist of three (3) parts:

- a) Accountability and Overview Report - shows District/school profile data, accountability statuses, data on accountability measures such as ELA, Math, and Science scores, and graduation rates.
- b) Comprehensive Information Report - shows non-accountability data such as annual Regents examination results and post-graduate plans of students completing high school.
- c) Fiscal Accountability Supplement - shows expenditures per pupil and some information about placement and classification of students with disabilities.

School District Report Cards are also available online at the SED website:
<https://reportcards.nysed.gov/>

Property Tax Report Card

Each year, the Board of Education shall prepare a Property Tax Report Card, pursuant to Commissioner's Regulations, and shall make it publicly available by transmitting it to local newspapers of general circulation, appending it to copies of the proposed budget made publicly

(Continued)

SUBJECT: BUDGET PLANNING AND DEVELOPMENT (Cont'd.)

available as required by law, making it available for distribution at the Annual Meeting, and otherwise disseminating it as required by the Commissioner.

The Property Tax Report Card shall include:

- a) The amount of total spending and total estimated school tax levy that would result from adoption of the proposed budget, and the percentage increase or decrease in total spending and total school tax levy from the School District budget for the preceding school year; and
- b) The projected enrollment growth for the school year for which the budget is prepared, and the percentage change in enrollment from the previous year; and
- c) The percentage increase in the average of the Consumer Price Indexes from January first of the prior school year to January first of the current school year as defined in Education Law; and
- d) The projected amount of the adjusted unrestricted fund balance that will be retained if the proposed budget is adopted; the projected amount of the adjusted restricted fund balance; the projected amount of the assigned appropriated fund balance; the percentage of the proposed budget that the adjusted unrestricted fund balance represents; the actual adjusted unrestricted fund balance retained in the School District budget for the preceding school year; and the percentage of the School District budget for the preceding school year that the actual adjusted unrestricted fund balance represents; and
- e) The District's school tax levy limit calculation. The District will submit its school tax levy limit calculation to the Office of the State Comptroller, NYSED and the Office of Taxation and Finance by March 1 annually. If a voter override of the tax levy limit is necessary, the budget vote must be approved by sixty percent (60%) of the District's qualified voters present and voting.

A copy of the Property Tax Report Card prepared for the Annual District Meeting shall be submitted to the State Education Department in the manner prescribed by the Department by the end of the business day next following approval of the Property Tax Report Card by the Board of Education, but no later than twenty-four (24) days prior to the statewide uniform voting day (i.e., the third Tuesday in May).

The State Education Department shall compile such data for all school districts whose budgets are subject to a vote of the qualified voters, and shall make such compilation available electronically at least ten (10) days prior to the statewide uniform voting day. [Links to each school year's Property Tax Report Card can be found at:](http://www.p12.nysed.gov/mgtserv/propertytax/)

<http://www.p12.nysed.gov/mgtserv/propertytax/>

(Continued)

SUBJECT: BUDGET PLANNING AND DEVELOPMENT (Cont'd.)**Tax Exemption Report**

A Tax Exemption Report shall be annexed to any tentative or preliminary budget and shall become part of the final budget. This report shall be on the form as prescribed by the State Board of Real Property Services and shall show the following:

- a) How much of the total assessed value of the final assessment roll(s) used in the budgetary process is exempt from taxation;
- b) Every type of exemption granted as identified by statutory authority;
- c) The cumulative impact of each type of exemption expressed either as a dollar amount of assessed value or as a percentage of the total assessed value on the roll;
- d) The cumulative amount expected to be received from recipients of each type of exemption as payments in lieu of taxes or other payments for municipal services; however, individual recipients are not to be named; and
- e) The cumulative impact of all exemptions granted.

Notice of this report shall be included in any notice of the preparation of the budget required by law and shall be posted on any bulletin board maintained by the District for public notices as well as on any website maintained by the District.

Education Law Sections 1608(3)-(7), 1716(3)-(7), 2022(2-a), 2023-a, 2601-a(3) and 2601-a(7)
General Municipal Law Section 36
Real Property Tax Law Sections 495 and 1318(1)
8 NYCRR Sections 170.8, 170.9 and 170.11
State Education Department Handbook No. 3 on Budget

1st Reading: 10/16/13
Adoption: 11/20/13

SUBJECT: SCHOOL DISTRICT BUDGET HEARING

The Board of Education will hold an Annual Budget Hearing, in accordance with law, so as to inform and present to District residents a detailed written statement regarding the District's estimated expenditures and revenue for the upcoming school year prior to the budget vote which is taken at the Annual District Meeting and Election.

The Budget Hearing will be held not less than seven (7) nor more than fourteen (14) days prior to the Annual District Meeting and Election or Special District Meeting at which the budget vote will occur. The proposed budget will be completed at least seven (7) days prior to the budget hearing at which it is to be presented.

Notice of the date, time and place of the annual budget hearing will be included in the notice of the Annual Meeting and Election and/or Special District Meeting as required by law.

All School District budgets which are submitted for voter approval shall be presented in three (3) components: a program component, an administrative component, and a capital component; and each component will be separately delineated in accordance with law and/or regulation.

The Board of Education will also prepare and append to copies of the proposed budget a School District Report Card, pursuant to the Regulations of the Commissioner of Education, referencing measures of academic and fiscal performance. Additionally, the Board of Education shall also append to copies of the proposed budget a detailed statement of the total compensation to be paid to various administrators as enumerated in law and/or regulation, and a Property Tax Report Card prepared in accordance with law and Commissioner's Regulations.

All budget documents for distribution to the public will be written in plain language and organized in a manner which best promotes public comprehension of the contents. [New York School District Report Cards and Property Tax Report Cards are also available online from the State Education Department.](#)

Dissemination of Budget Information

Copies of the proposed annual operating budget for the succeeding year [and all required attachments](#) may be obtained by any District resident. Requests for copies of the proposed budget should be made at least seven (7) days before the budget hearing. Copies shall be prepared and made available at the school district office, public or associate libraries within the district and on the district website, if one exists. Copies will be available to district residents during the fourteen (14) day period immediately preceding the Annual Meeting and Election or Special District Meeting at which the budget vote will occur. Additionally, the Board will include notice of the availability of copies of the budget at least once during the school year in any District-wide mailing.

(Continued)

SUBJECT: SCHOOL DISTRICT BUDGET HEARING (Cont'd.)**Budget Notice**

The School District Clerk shall mail a School Budget Notice to all qualified voters of the School District after the date of the Budget Hearing, but no later than six (6) days prior to the Annual Meeting and Election or Special District Meeting at which a school budget vote will occur. The School Budget Notice shall compare the percentage increase or decrease in total spending under the proposed budget over total spending under the School District budget adopted for the current school year, with the percentage increase or decrease in the Consumer Price Index from January first of the prior school year to January first of the current school year.

Beginning with the budget notice for the 2012-2013 proposed budget, the District will also include in the notice:

- a) The school tax levy limit;
- b) The proposed school year tax levy (without permissible exclusions to the school tax levy limit);
- c) The total permissible exclusions; and
- d) The proposed school year tax levy (including permissible exclusions to the school tax levy limit).

The Notice shall also include, in a manner and format prescribed by the Commissioner of Education, a comparison of the tax savings under the basic school tax relief (STAR) exemption and the increase or decrease in school taxes from the prior year, and the resulting net taxpayer savings for a hypothetical home within the District with a full value of one hundred thousand dollars (\$100,000) under the existing School District budget as compared with such savings under the proposed budget.

The Notice shall also set forth the date, time and place of the school budget vote in the same manner as in the Notice of the Annual Meeting. The School Budget Notice shall be in a form prescribed by the Commissioner of Education.

Notice of Budget Hearing/Availability of Budget Statement:

Education Law Sections 1608(2), 1716(2), 2003(1), 2004(1), 2023-a and 2601-a(2)

Election and Budget Vote:

Education Law Sections 1804(4), 1906(1), 2002(1), 2017(5), 2017(6), 2022(1), 2023-a and 2601-a(2)

Budget Development and Attachments:

Education Law Sections 1608(3), 1608(4), 1608(5), 1608(6), 1608(7), 1716(3), 1716(4), 1716(5), 1716(6), 1716(7), 2022(2-a), 2023-a and 2601-a(3)

8 NYCRR Sections 100.2(bb), 170.8 and 170.9

1st Reading: 10/16/13

Adoption: 11/20/13

ADDENDUM**SUBJECT: PURCHASING**

The District's purchasing activities will be part of the responsibilities of the Business Office, under the general supervision of the Purchasing Agent designated by the Board of Education. The purchasing process should enhance school operations and educational programs through the procurement of goods and services deemed necessary to meet District needs.

Competitive Bids and Quotations

As required by law, the Superintendent will follow normal bidding procedures in all cases where needed quantities of like items will total the maximum level allowed by law during the fiscal year, (similarly for public works-construction, repair, etc.) and in such other cases that seem to be to the financial advantage of the School District.

A bid bond may be required if considered advisable.

No bid for supplies shall be accepted that does not conform to specifications furnished unless specifications are waived by Board action. Contracts shall be awarded to the lowest responsible bidder who meets specifications. However, the Board may choose to reject any bid.

Rules shall be developed by the administration for the competitive purchasing of goods and services.

The Superintendent may authorize purchases within the approved budget without bidding if required by emergencies and are legally permitted.

The Superintendent is authorized to enter into cooperative bidding for various needs of the School District.

Request for Proposal Process for the Independent Auditor

In accordance with law, no audit engagement shall be for a term longer than five (5) consecutive years. The District may, however, permit an independent auditor engaged under an existing contract for such services to submit a proposal for such services in response to a request for competitive proposals or be awarded a contract to provide such services under a request for proposal process.

Procurement of Goods and Services

The Board of Education recognizes its responsibility to ensure the development of procedures for the procurement of goods and services not required by law to be made pursuant to competitive bidding requirements. These goods and services must be procured in a manner so as to:

- a) Assure the prudent and economical use of public moneys in the best interest of the taxpayer;

(Continued)

SUBJECT: PURCHASING (Cont'd.)

- b) Facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances; and
- c) Guard against favoritism, improvidence, extravagance, fraud and corruption.

These procedures shall contain, at a minimum, provisions which:

- a) Prescribe a process for determining whether a procurement of goods and services is subject to competitive bidding and if it is not, documenting the basis for such determination;
- b) With certain exceptions (purchases pursuant to General Municipal Law, Article 5-A; State Finance Law, Section 162; State Correction Law, Section 184; or those circumstances or types of procurements set forth in (f) of this section), provide that alternative proposals or quotations for goods and services shall be secured by use of written request for proposals, written quotations, verbal quotations or any other method of procurement which furthers the purposes of General Municipal Law Section 104-b;
- c) Set forth when each method of procurement will be utilized;
- d) Require adequate documentation of actions taken with each method of procurement;
- e) Require justification and documentation of any contract awarded to other than the lowest responsible dollar offer, stating the reasons;
- f) Set forth any circumstances when, or the types of procurement for which, the solicitation of alternative proposals or quotations will not be in the best interest of the District; and
- g) Identify the individual or individuals responsible for purchasing and their respective titles. Such information shall be updated biennially.

Any unintentional failure to fully comply with these provisions shall not be grounds to void action taken or give rise to a cause of action against the District or any District employee.

The Board of Education shall solicit comments concerning the District's policies and procedures from those employees involved in the procurement process. All policies and procedures regarding the procurement of goods and services shall be reviewed annually by the Board.

Best Value

Effective January 27, 2012, General Municipal Law (GML) Section 103 was amended to permit a school district or BOCES to award purchase contracts in excess of twenty thousand dollars (\$20,000) on the basis of "best value", rather than on the basis of the lowest responsible bid. The Board of Education must adopt a resolution at a public meeting authorizing the award of bids based on "best

(Continued)

SUBJECT: PURCHASING (Cont'd.)

value." The Board of Education may also approve "best value" bid award recommendations on an individual bid basis at a scheduled public meeting. A best value award is one that optimizes quality, cost and efficiency, typically applies to complex services and technology contracts and is quantifiable whenever possible.

"Piggybacking" Law - Exception to Competitive Bidding

On August 1, 2012, General Municipal Law (GML) Section 103 was amended to allow school districts to purchase certain goods and services (apparatus, materials, equipment and supplies) through the use of contracts let by the United States or any agency thereof, any state, and any county, political subdivision or district of any state. The amendment authorizes school districts and BOCES to "piggyback" on contracts let by outside governmental agencies in a manner that constitutes competitive bidding "consistent with state law."

This "piggybacking" is permitted on contracts issued by other governmental entities, provided that the original contract:

- a) Has been let by the United States or any agency thereof, any state (including New York State) or any other political subdivision or district therein;
- b) Was made available for use by other governmental entities and agreeable with the contract holder; and
- c) Was let in a manner that constitutes competitive bidding consistent with New York State law and is not in conflict with other New York State laws.

The "piggybacking" amendment and the "best value" amendment may not be combined to authorize a municipality to "piggyback" onto a cooperative contract which was awarded on the basis of "best value." In other words, while a school district or BOCES may authorize the award of contracts on the basis of "best value", it may not "piggyback" onto a purchasing contract awarded by another agency on the basis of "best value."

Alternative Formats for Instructional Materials

Preference in the purchase of instructional materials will be given to vendors who agree to provide materials in a usable alternative format (i.e., any medium or format, other than a traditional print textbook, for presentation of instructional materials that is needed as an accommodation for each student with a disability, including students requiring Section 504 Accommodation Plans, enrolled in the School District). Alternative formats include, but are not limited to, Braille, large print, open and closed captioned, audio, or an electronic file in an approved format as defined in Commissioner's Regulations.

(Continued)

SUBJECT: PURCHASING (Cont'd.)

As required by federal law and New York State Regulations, the District has adopted the National Instructional Materials Accessibility Standard (NIMAS) to ensure that curriculum materials are available in a usable alternative format for students with disabilities. Each school district has the option of participating in the National Instructional Materials Access Center (NIMAC). Whether a district does or does not participate in NIMAC, the district will be responsible to ensure that each student who requires instructional materials in an alternate format will receive it in a timely manner and in a format that meets NIMAS standards. The New York State Education Department (NYSED) recommends that school districts choose to participate in NIMAC, because this national effort to centralize the distribution of instructional materials in alternate formats will help guarantee timely provision of such materials to students.

For school districts, Boards of Cooperative Educational Services (BOCES), State-operated schools, State-supported schools and approved private schools that choose to participate in NIMAC, **contracts with publishers executed on and after December 3, 2006** for textbooks and other printed core materials *must* include a provision that requires the publisher to produce NIMAS files and send them to the NIMAC (this will not add any cost to the contract).

For more information regarding NIMAC including model contract language, Steps for Coordinating with NIMAC and an IDEA Part B Assurances Application, see website: <http://www.vesid.nysed.gov/specialed/publications/persprep/NIMAS.pdf>

Geographic Preference in Procuring Local Agricultural Products

Schools participating in Child Nutrition Programs such as the National School Lunch Program, School Breakfast Program and/or Special Milk Program are encouraged to purchase unprocessed locally grown and locally raised agricultural products. A School District may apply an optional geographic preference in the procurement of such products by defining the local area where this option will be applied. The intent of this preference is to supply wholesome unprocessed agricultural products that are fresh and delivered close to the source.

A geographic preference established for a specific area adds additional points or credits to bids received in response to a solicitation, but does not provide a set-aside for bidders located in a specific area, nor does it preclude a bidder from outside a specified geographic area from competing for and possibly being awarded a specific contract.

Computer Software Purchases

Software programs designated for use by students in conjunction with computers of the District shall meet the following criteria:

- a) A computer program which a student is required to use as a learning aid in a particular class; and

(Continued)

SUBJECT: PURCHASING (Cont'd.)

- b) Any content-based instructional materials in an electronic format that are aligned with State Standards which are accessed or delivered through the internet and based on a subscription model. Such electronic format materials may include a variety of media assets and learning tools including video, audio, images, teacher guides, and student access capabilities as such terms are defined in Commissioner's Regulations.

Environmentally Sensitive Cleaning and Maintenance Products

In accordance with Commissioner's Regulations, State Finance Law and Education Law, effective with the 2006-2007 school year, the District shall follow guidelines, specifications and sample lists when purchasing cleaning and maintenance products for use in its facilities. Such facilities include any building or facility used for instructional purposes and the surrounding grounds or other sites used for playgrounds, athletics or other instruction.

Environmentally sensitive cleaning and maintenance products are those which minimize adverse impacts on health and the environment. Such products reduce as much as possible exposures of children and school staff to potentially harmful chemicals and substances used in the cleaning and maintenance of school facilities. The District shall identify and procure environmentally sensitive cleaning and maintenance products which are available in the form, function and utility generally used. Coordinated procurement of such products as specified by the Office of General Services (OGS) may be done through central state purchasing contracts to ensure that the District can procure these products on a competitive basis.

The District shall notify their personnel of the availability of such guidelines, specifications and sample product lists.

Apparel and Sports Equipment PurchasesCompetitive Bidding Purchases

The Board of Education will only accept bids from "responsible bidders." A determination that a bidder on a contract for the purchase of apparel or sports equipment, is not a "responsible bidder" shall be based upon either or both of the following considerations:

- a) The labor standards applicable to the manufacture of the apparel or sports equipment including, but not limited to, employee compensation, working conditions, employee rights to form unions, and the use of child labor; or
- b) The bidder's failure to provide information sufficient for the Board of Education to determine the labor standards applicable to the manufacture of the apparel or sports equipment.

(Continued)

SUBJECT: PURCHASING (Cont'd.)Non-Competitive Bidding Purchases

The Board's internal policies and procedures governing procurement of apparel or sports equipment, where such procurement is not required to be made pursuant to competitive bidding requirements, shall prohibit the purchase of apparel or sports equipment, from any vendor based upon either or both of the following considerations:

- a) The labor standards applicable to the manufacture of the apparel or sports equipment including, but not limited to, employee compensation, working conditions, employee rights to form unions, and the use of child labor; or
- b) The bidder's failure to provide information sufficient for the Board of Education to determine the labor standards applicable to the manufacture of the apparel or sports equipment.

Contracts for Goods, ~~and~~ Services and Public Works

No contracts for goods and services shall be made by individuals or organizations in the school that involve expenditures without first securing approval for such contract from the Purchasing Agent.

No Board member or employee of the School District shall have an interest in any contract entered into by the Board or the School District.

Per General Municipal Law Section 103(5), ~~U~~ upon the adoption of a resolution by a vote of at least three-fifths (3/5) of all Board members stating that for reasons of efficiency or economy there is need for standardization, purchase contracts for a particular type or kind of equipment, materials or supplies of more than twenty thousand (\$20,000) dollars may be awarded by the Board to the lowest responsible bidder furnishing the required security after advertisement for sealed bids in the manner provided in law. In addition, the Board is required to award all contracts for public works in excess of thirty-five thousand dollars (\$35,000) to the lowest responsible bidder after advertising for public sealed bids.

7 CFR 210.21, 215.14(a) and 220.16

20 USC Section 1474(e)(3)(B)

Education Law Sections 305(14), 409-I, 701, 751(2)(b), 1604, 1709, 1950, 2503, 2554 and 3602

General Municipal Law Articles 5-A, ~~and~~ 18 and Section 103

State Finance Law Sections 162 and 163-b

8 NYCRR Sections 155, 170.2, 200.2(b)(10), 200.2(c)(2) and 200.2(i)

NOTE: Refer also to Policy #5660 -- School Food Service Program (Lunch and Breakfast)

1st Reading: 10/16/13

Adoption: 11/20/13

Non-Instructional/Business
Operations**SUBJECT: CONTRACTS FOR INSTRUCTION**

On July 29, 2009, the State Education Department (SED) issued a memorandum on contracts for instruction that stated districts cannot contract with private entities to deliver "core educational programming/instructional services" to students. Subsequently, on June 2, 2010, SED issued a new question and answer guidance document for school districts to use as a resource for planning for the school year.

Core Instructional Services

Generally, core instructional services comprise those instructional programs which are part of the regular curriculum of the School District and to which students are entitled as part of a free public education. This would include both general and special education programs and related services which school districts are required by law to provide as part of a program of public education and for which a certification area exists and to which tenure rights apply pursuant to Education Law and/or Commissioner's Regulations.

Therefore, core instructional services include those in which students are provided classroom instruction to meet State learning standards in the seven general curriculum areas: English language arts; mathematics, science and technology; social studies; languages other than English; the arts; health, physical education and family and consumer sciences; and career development and occupational studies. Instruction in courses for which credit is awarded toward a high school diploma would also constitute "core instructional services." Core instruction includes special classes for students with disabilities.

Core instruction does not include other supplemental instructional services, such as tutoring and enrichment programs that are not offered for high school credit; advanced courses such as college courses that are beyond the regular high school curriculum; and services, such as online instructional services and distance learning, that assist teachers in providing instruction in their classrooms.

Contracts with a Non-Profit or Other Entity

The District may contract with a non-profit or other entity to provide distance or online learning provided that the distance or online learning program is used as a supplementary or additional resource to assist the District's certified teachers in delivering instruction. In these situations, the distance or online program itself would not constitute "core instruction" as described above.

The School District may contract with certain entities where specifically authorized by statute or regulation, or where contracting is necessary to carry out duties imposed on the School District by State or federal law.

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Non-Instructional/Business
Operations**SUBJECT: CONTRACTS FOR INSTRUCTION (Cont'd.)****Contracts for the Provision of Special Education "Related Services" for which a Certification Area Exists and to which Tenure Rights Apply Pursuant to Education Law and/or Commissioner's Regulations**

The District may contract for the provision of special education "related services" for which a certification area exists and to which a tenure are applies but only in limited circumstances and with qualified individuals over whom the District has supervisory control.

Pursuant to the federal Individuals with Disabilities Education Act (IDEA), the School District is required to provide students with disabilities with a free appropriate public education (FAPE). The Board of Education must provide related services as part of the continuum of special services and programs available to students with disabilities to enable such students to benefit from instruction. Related services include: audiology, counseling including rehabilitation counseling services, occupational therapy, physical therapy, speech pathology, certain medical services, psychological services, school health services, school nurse services, school social work, assistive technology services, interpreting services, orientation and mobility services, parent counseling and training and other appropriate developmental, corrective or other support services and appropriate access to recreation.

However, the District also has obligations under the IDEA and Article 89 of the Education Law to deliver the services necessary to ensure that students with disabilities receive FAPE. SED recognizes that there will be situations in which school districts will not be able to deliver FAPE to students with disabilities without contracting with independent contractors. Where a School District is unable to provide the related services on a student's individualized education program (IEP) in a timely manner through its employees because of shortages of qualified staff or the need to deliver a related service that requires specialized expertise not available from School District employees, the Board of Education has authority under Education Law to enter into contracts with qualified individuals as employees or independent contractors to provide those related services. Commissioner's Regulations requires that related services be provided by individuals with appropriate certification or license in each area of related service.

In order to ensure that such arrangements are not used to circumvent New York State's teacher tenure laws, the District must document that it would retain supervisory control over the individual and that, despite reasonable efforts, it has been unable to provide such services by hiring new employees or utilizing existing employees, or through any of the contractual arrangements authorized by Education Law, including contracts with other school districts, BOCES, approved state or state-supported schools, and approved private residential and nonresidential schools both inside and outside New York State.

(Continued)

Non-Instructional/Business
Operations**SUBJECT: CONTRACTS FOR INSTRUCTION (Cont'd.)**

Finally, if the District, after exhausting the steps outlined above, finds it necessary to contract with individuals, it should do so only for a period of one school year at a time. Before any such contract can be extended, or a new contract entered, the District must again take reasonable efforts to provide such services as described above.

Other Contracts for Instruction

This policy is not intended to be an exhaustive analysis, nor is it intended to cover every possible situation and/or educational program in which contracts may be contemplated.

The District will review all contractual or informal arrangements with its school attorney(s) to ensure that it is in compliance with applicable law and/or regulations.

20 United States Code (USC) Section 1401(26)

Education Law Sections 1604(30), 1709(33), 1804(1), 1805, 1903(1), 2503(1), 2503(3), 2554(1), 2554(15)(a), 4401(2), 4401(2)(k), and 4402(2)(b)

8 New York Code of Rules and Regulations (NYCRR) Sections 100.1, 100.2, 100.3, 100.4, 100.5, 200.1(qq), and 200.6(b)(3)

1st Reading: 10/16/13

Adoption: 11/20/13

NEW POLICY**SUBJECT: FINANCIAL ACCOUNTABILITY**

School districts must have internal controls in place to ensure that the goals and objectives of the District are accomplished; laws, regulations, policies, and good business practices are complied with; audit recommendations are considered and implemented; operations are efficient and effective; assets are safeguarded; and accurate, timely and reliable data are maintained.

The Eden School District's governance and control environment will include the following:

- a) The District's code of ethics addresses conflict of interest transactions with Board members and employees. Transactions that are less-than-arm's length are prohibited. Less-than-arm's length is a relationship between the District and employees or vendors who are related to District officials or Board members.
- b) The Board requires corrective action for issues reported in the Certified Public Accountant's (CPA's) management letter, audit reports, the Single Audit, and consultant reports.
- c) The Board has established the required policies and procedures concerning District operations.
- d) The Board routinely receives and discusses the necessary fiscal reports including the:
 1. Treasurer's cash reports,
 2. Budget status reports,
 3. Revenue status reports,
 4. Monthly extra-classroom activity fund reports, and
 5. Fund balance projections (usually starting in January).
- e) The District has a long-term (three to five years) financial plan for both capital projects and operating expenses.
- f) The District requires attendance at training programs for Board members, business officials, treasurers, claims auditors, and others to ensure they understand their duties and responsibilities and the data provided to them.
- g) The Board has an audit committee to assist in carrying out its fiscal oversight responsibilities.
- h) The District's information systems are economical, efficient, current, and up-to-date.

(Continued)

SUBJECT: FINANCIAL ACCOUNTABILITY (Cont'd.)

- i) All computer files are secured with passwords or other controls, backed up on a regular basis, and stored at an off-site or in a secure fireproof location.
- j) The District periodically verifies that its controls are working efficiently.
- k) The District requires all staff to take leave time during which time another staff member performs the duties of the staff on leave. Staff may also schedule transactions and other responsibilities to occur electronically before taking a leave.

Audit Response

Periodically, the District receives audit reports and risk assessments from the External (Independent) Auditor, the Internal Auditor and the Office of the New York State Comptroller. The Board will review all audit recommendations developed by the Superintendent, in consultation with the Audit Committee, and respond appropriately. Audit reports and the accompanying management letters will be made available for public inspection. Notice of the availability of audit reports will be published in the District's official newspaper or one having general circulation in the District. If there is no newspaper, notice must be placed in ten (10) public places within the District. Additionally, final audit reports from the Office of the NYS Comptroller should be posted on the District website, if one is available, for a period of five (5) years.

8 NYCRR Section 170.12
General Municipal Law Section 33(2)(e) and 35 (1)(2)

1st Reading: 10/16/13
Adoption: 11/20/13

SUBJECT: EVALUATION OF PERSONNEL**All Staff Members**

The administration shall undertake a continuous program of supervision and evaluation of all personnel, including support staff, in the School District. The primary purposes of the evaluations shall be to encourage and promote improved performance and to make decisions about the occupancy of positions.

Teachers and Administrators

The Eden School District is committed to supporting the development of effective teachers and administrators. To this end, the District shall provide procedures for the evaluation of all professional staff. District plans for Annual Professional Performance Review (APPR) of teachers and Principals shall be developed in accordance with applicable laws, Commissioner's Regulations, and Rules of the Board of Regents.

The primary purposes of these evaluations are:

- a) To encourage and promote improved performance;
- b) To guide professional development efforts; and
- c) To provide a basis for evaluative judgments by applicable school officials.

APPR Ratings

For those teachers and Principals subject to Education Law 3012-c, the Annual Professional Performance Review (APPR) will result in a single composite effectiveness score and a rating of "highly effective," "effective," "developing," or "ineffective." The composite score will be determined as follows:

- a) 20% - student growth on state assessments or a comparable measure of student achievement growth (increases to 25% upon implementation of a value-added growth model);
- b) 20% - locally selected measures of student achievement that are determined to be rigorous and comparable across classrooms as defined by the Commissioner (decreases to 15% upon implementation of a value-added growth model); and
- c) 60% - other measures of teacher/Principal effectiveness consistent with standards prescribed by the Commissioner in regulation.

The ratings scale based on composite scores has been established as follows:

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SUBJECT: EVALUATION OF PERSONNEL (Cont'd.)

- a) Highly Effective = composite effectiveness score of 91-100
- b) Effective = composite effectiveness score of 75-90
- c) Developing = composite effectiveness score of 65-74
- d) Ineffective = composite effectiveness score of 0-64.

If a teacher or Principal is rated "developing" or "ineffective," the School District will develop and implement a teacher or Principal improvement plan (TIP) or (PIP). Tenured teachers and Principals with a pattern of ineffective teaching or performance, defined as two consecutive annual "ineffective" ratings, may be charged with incompetence and considered for termination through an expedited hearing process.

The School District will ensure that all evaluators are appropriately trained consistent with standards prescribed by the Commissioner and that an appeals procedure is locally developed.

Disclosure of APPR Data

Consistent with Chapter 68 of the Laws of 2012, which amends Education Law 3012-c, the Commissioner is required to disclose professional performance review data for teachers and Principals on the New York State Education Department (NYSED) website and in any other manner to make such data widely available to the public. However, the release of such aggregate data may not include personally identifiable information for any teacher or Principal. Such public disclosure of final quality ratings and composite effectiveness scores will be suitable for research, analysis and comparison of APPR data for teachers and Principals across the state.

Upon request, the District will release to parents/legal guardians the final quality ratings and composite effectiveness scores for teachers and Principals to which their student is currently assigned. The District's obligation to disclose this information is limited to those teachers and Building Principals subject to Education Law 3012-c. The District will provide conspicuous notice to parents/legal guardians of their right to obtain such information and the methods by which the data can be obtained. Upon request, parents will receive an oral or written explanation of the composite effectiveness scoring ranges for final quality ratings and be offered the opportunity to understand such scores in the context of teacher evaluation and student performance. When a request for this information is received, reasonable efforts will be made to verify that it is a bona fide request by a parent/legal guardian entitled to review the data.

Annual professional performance reviews of individual teachers and Principals shall not be subject to disclosure under the Freedom of Information Law (FOIL).

Education Law 3012-c

Public Officers Law Sections 87 and 89

8 NYCRR Sections 80-1.1 and 100.2(o)

1st Reading: 10/16/13

Adoption: 11/20/13

SUBJECT: TEMPORARY PERSONNEL

District's needs may sometimes require temporary appointments. The terms of these appointments shall be defined by the Board of Education on a case-by-case basis.

Student Teachers

The Eden School District shall cooperate with teacher training institutions in the placement of student teachers in order to provide beginning teachers with the best possible student teaching experience.

Schools are required to allow student teachers to videotape themselves providing instruction in a classroom to meet their instruction component for their teaching certification. The video must remain confidential and is not subject to viewing or disclosure to an individual or entity other than the student teacher applicant and relevant personnel.

Student teachers shall be protected from liability for negligence or other acts resulting in accidental injury to any person by the School District, as provided by law.

Substitute Teachers

A substitute teacher qualified to teach in the Eden School District shall be employed, whenever possible, by the Superintendent of Schools in the absence of a regular teacher. It is recognized that fully certified persons will not always be available for employment as substitute teachers.

Eligibility for Service

Per Commissioner's Regulations Section 80-5.4, there shall be three (3) categories of substitutes as follows:

- a) Substitutes with valid teaching certificates or certificates of qualification. Service may be rendered in any capacity, for any number of days. If employed on more than an "itinerant" basis, such persons will be employed in an area for which they are certified.
- b) Substitutes without a valid certificate, but who are completing collegiate study towards certification at the rate of not less than six (6) semester hours per year. Service may be rendered in any capacity, for any number of days, in any number of school districts. If employed on more than an "itinerant" basis, such persons will be employed in the area for which they are seeking certification.
- c) Substitutes without a valid certificate and who are not working towards certification. Service may be rendered for no more than forty (40) days per school year.

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Personnel

SUBJECT: TEMPORARY PERSONNEL (Cont'd.)

The Board of Education shall annually establish the ordinary rate for per diem substitute teachers.

Education Law Section 3023
8 NYCRR Sections [80-1.5](#) and [80-5.4](#)

NOTE: Refer also to Policy #7240 -- [Student Records: Access and Challenge](#)

1st Reading: 10/16/13
Adoption: 11/20/13

Personnel

SUBJECT: USE OF EMAIL IN THE SCHOOL DISTRICT

Electronic mail or email is a valuable business communication tool, and users shall use this tool in a responsible, effective and lawful manner. Every employee/authorized user has a responsibility to maintain the District's image and reputation, to be knowledgeable about the inherent risks associated with email usage and to avoid placing the School District at risk. Although email seems to be less formal than other written communication, the same laws and business records requirements apply. School District employees/authorized users shall use the District's designated email system, such as Lotus Notes or Microsoft Exchange, for all business email, including emails in which students or student issues are involved.

Employee Acknowledgement

All employees and authorized users shall acknowledge annually and follow the District's policies and regulations on acceptable use of computerized information resources, including email usage.

Classified and Confidential

District employees and authorized users may not:

- a) Provide lists or information about District employees or students to others and/or classified information without approval. Questions regarding usage [and requests for such lists or information](#) should be directed to a Principal/supervisor.
- b) Forward emails with confidential, sensitive, or secure information without Principal/supervisor authorization. Additional precautions, [such as encryption](#), should be taken when sending documents of a confidential nature.
- c) Use file names that may disclose confidential information. Confidential files should be password protected and encrypted, ~~if possible~~. File protection passwords shall not be communicated via email correspondence ~~in any event~~.
- d) Use email to transmit any individual's personal, private and sensitive information (PPSI). PPSI includes social security number, driver's license number or non-driver ID number, account number, credit/debit card number and security code, or any access code/password that permits access to financial accounts or protected student records.
- ~~e~~) Send or forward email with comments or statements about the District that may negatively impact it.

(Continued)

SUBJECT: USE OF EMAIL IN THE SCHOOL DISTRICT (Cont'd.)**Personal Use**

Employees and authorized users may use the District's email system for limited personal use. However, there is no expectation of privacy in email use. Personal use should not include chain letters, junk mail, and jokes. Employees and authorized users shall not use the District's email programs to conduct job searches, post personal information to bulletin boards, blogs, chat groups and list services, etc. without specific permission from the Principal/supervisor. The District's email system shall not be used for personal gain or profit.

Email Accounts

All email accounts on the District's system are the property of the School District. Employees and authorized users shall not access any other email account or system (Yahoo, Hotmail, AOL, etc.) via the District's network. Personal accounts and instant messaging shall not be used to conduct official business.

Receiving Unacceptable Mail

Employees and authorized users who receive offensive, unpleasant, harassing or intimidating messages via email or instant messaging shall inform their Principal/supervisor immediately.

Records Management and Retention

Retention of email messages are covered by the same retention schedules as records in other formats, but are of a similar program function or activity. Email shall be maintained in accordance with the NYS Records Retention and Disposition Schedule ED-1 and as outlined in the Records Management Policy. Email records may consequently be deleted, purged or destroyed after they have been retained for the requisite time period established in the ED-1 schedule.

Archival of Email

All email sent and received to an employee's email account should be archived by the District for a period of no less than six (6) years. This time period was determined based on the possibility of emails that are the official copy of a record according to schedule ED-1. Depending on the District's archival system, employees may have access to view their personal archive, including deleted email.

Training

Employees/authorized users should receive regular training on the following topics:

- a) The appropriate use of email with students, parents and other staff to avoid issues of harassment and/or charges of fraternization.

(Continued)

SUBJECT: USE OF EMAIL IN THE SCHOOL DISTRICT (Cont'd.)

- b) Confidentiality of emails.
- c) Permanence of email: email is never truly deleted, as the data can reside in many different places and in many different forms.
- d) No expectation of privacy: email use on District property is NOT to be construed as private.

Sanctions

The Computer Coordinator may report inappropriate use of email by an employee/authorized user to the employee/authorized user's Principal/supervisor who will take appropriate disciplinary action. Violations may result in a loss of email use, access to the technology network and/or other disciplinary action. When applicable, law enforcement agencies may be involved.

Notification

All employees/authorized users will be required to access a copy of the District's policies on staff and student use of computerized information resources and the regulations established in connection with those policies. Each user will acknowledge this employee/designated user agreement before establishing an account or continuing in his/her use of email.

Confidentiality Notice

A standard Confidentiality Notice will automatically be added to each email as determined by the District.

NOTE: Refer also to Policies #3320 -- Confidentiality of Computerized Information
#3420 -- Non-Discrimination and Anti-Harassment in the School District
#5670 -- Records Management
#6410 -- Staff Use of Computerized Information Resources
#8271 -- Internet Safety/Internet Content Filtering Policy

1st Reading: 10/16/13
Adoption: 11/20/13

SUBJECT: HEALTH INSURANCE

Health insurance for certified and support staffs shall be in accordance with their respective negotiated agreements [and applicable law](#).

Continuation of Medical Insurance Coverage at Termination of Employment

Under the provisions of the federal Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA), employees and their dependents are eligible to continue their insurance coverage when termination of their insurance is due to a reduction in their hours worked, or upon termination of their employment.

Under COBRA, employees generally may continue their group health insurance coverage for up to eighteen (18) months. In addition, with the exception of those in self-funded or self-insured plans, employees who have exhausted their federal COBRA coverage may extend their coverage for up to an additional eighteen (18) months, for a total period of thirty-six (36) months, under New York Insurance law.

Dependents of employees are eligible to continue their insurance for up to thirty-six (36) months upon occurrence of one (1) of the following events:

- a) Death of the covered employee; or
- b) Divorce or legal separation from the covered employee; or
- c) An employee becomes eligible for Medicare and ceases to participate in the employer-sponsored plan; or
- d) The dependents of a covered employee reach the maximum age for dependent coverage.

Those who are eligible to continue coverage have up to sixty (60) days to complete the Continuation of Coverage Election Form. Premiums and administrative costs will be paid in accordance with law.

American Recovery and Reinvestment Act of 2009, Public Law 111-5
Consolidated Omnibus Budget Reconciliation Act of 1985
Insurance Law Section 3221(m)(4)(5) and (6)
[Patient Protection and Affordable Care Act \(ACA\), Public Law 111-148](#)

1st Reading: 10/16/13
Adoption: 11/20/13

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT

The Board of Education, in accordance with the Family and Medical Leave Act of 1993 (as amended) (FMLA), gives "eligible" employees of the District the right to take unpaid leave for a period of up to twelve (12) workweeks in a twelve-month period as determined by the District. The District will compute the twelve-month period according to the following time frame: a "rolling" twelve-month period will be used that is measured backward from the date an employee uses any FMLA leave. [In certain cases, FMLA leave may be taken on an intermittent basis rather than all at once, or the employee may work a part-time schedule.](#)

[The entitlement to leave for the birth or placement of a child shall expire at the end of the twelve \(12\) month period beginning on the date of such birth or placement.](#)

Employees are "eligible" if they have been employed by the District for at least twelve (12) months and for at least 1,250 hours of service during the previous twelve-month period. Full-time teachers are deemed to meet the 1,250 hour test. However, a break in employment for military service (i.e., call to active duty) should not interrupt the twelve (12) month/1,250 hours of employment requirement and should be counted toward fulfilling this prerequisite. The law covers both full-time and part-time employees.

Qualified employees may be granted leave for one (1) or more of the following reasons:

- a) The birth of a child and care for the ~~infant-child~~;
- b) Adoption of a child and care for the ~~infant-child~~;
- c) The placement of a child with the employee ~~in-from~~ foster care;
- d) To care for a spouse, ~~minor~~ child or parent who has a "serious health condition" as defined by the FMLA;
- e) [To care for an adult child who is incapable of self-care due to a disability \(regardless of date of the onset of disability\) and has a "serious health condition" as defined by the FMLA; and/or](#)
- f) A "serious health condition" of the employee, as defined by the FMLA, that prevents the employee from performing his/her job. A "serious health condition" is defined as an illness, injury, impairment or physical or mental condition that involves inpatient care or continuing treatment by a health care provider that renders the ~~employee person~~ incapacitated for more than three (3) consecutive calendar days ~~and where the employee is required to see the health care provider at least twice~~. [Furthermore, the first visit to a health care provider for an employee claiming a "serious health condition" under FMLA must occur within seven \(7\) days of the aforementioned incapacity with the second required visit occurring within thirty \(30\) days of the incapacitating event. In order for an employee to claim the need for continuous treatment under FMLA for a chronic serious health](#)

(Continued)

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT (Cont'd.)

condition, the condition must require a minimum of two (2) visits per year to a healthcare provider, continue over an extended period of time, and may cause episodic rather than a continuing period of incapacity. A "serious health condition" is also defined as any period of incapacity related to pregnancy or for prenatal care.

Military Family Leave EntitlementsMilitary Caregiver Leave

An eligible employee who is the spouse, son, daughter, parent, or next of kin (defined as the nearest blood relative) is entitled to up to twenty-six (26) weeks of leave in a single twelve (12) month period to care for of a "~~covered service~~ military member" who is:

- a) Recovering from a service-connected serious illness or injury sustained while on active duty; or
- b) Recovering from a serious illness or injury that existed prior to the service member's active duty and was aggravated while on active duty; or
- c) A veteran who has a qualifying injury or illness from service within the last five (5) years and aggravates that illness or injury ~~is entitled to up to twenty-six (26) weeks of leave in a single twelve (12) month period to care for the service member.~~

This military caregiver leave is available during a single twelve (12) month period during which an eligible employee is entitled to a combined total of twenty-six (26) weeks of all types of FMLA leave. Military Caregiver Leave may be combined with other forms of FMLA-related leave providing a combined total of twenty-six (26) weeks of possible leave for any single twelve (12) month period; however, the other form of FMLA leave when combined cannot exceed twelve (12) of the twenty-six (26) weeks of combined leave. Military Caregiver Leave has a set "clock" for calculating the twelve (12) month period for when FMLA leave begins and tolling starts at the first day of leave taken.

The term "~~covered service~~ military member" means:

- a) A member of the Regular Armed Forces (including a member of the National Guard or Reserves) who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or
- b) A veteran (discharged or released under condition other than dishonorable) who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness and who was a member of the Armed Forces (including a member of the National Guard or Reserves) at any time during the period of five (5) years preceding the date on which the veteran undergoes that medical treatment, recuperation or therapy.

(Continued)

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT (Cont'd.)"Qualifying Exigency" Leave/Call to Active Duty

An "eligible" employee is entitled to FMLA leave because of "a qualifying exigency" arising out of circumstances where the spouse, son, daughter, or parent of the employee is serving in the Regular Armed Forces ~~who is deployed to a foreign country~~ or either the National Guard or the Reserves and is on active duty during a war or national emergency called for by the President of the United States or Congress, or has been notified of an impending call to active duty status, in support of a contingency operation. ~~There is no "qualifying exigency" unless the military member is or is about to be deployed to a foreign country.~~

A "qualifying exigency" related to families of the Army National Guard of the United States, Army Reserve, Navy Reserve, Marine Corps Reserve, Air National Guard of the United States, Air Force Reserve and Coast Guard Reserve personnel on (or called to) active duty to take FMLA protected leave to manage their affairs is defined as any one of the following reasons:

- a) Short-notice deployment;
- b) Military events and related activities;
- c) Childcare and school activities;
- d) ~~Parental care leave;~~
- ~~de~~) Financial and legal arrangements;
- ~~ef~~) Counseling;
- ~~fg~~) Rest and recuperation (for up to fifteen [15] calendar days);
- ~~gh~~) Post-deployment activities; and
- ~~hi~~) Any additional activities where the employer and employee agree to the leave.

In any case in which the necessity for leave due to a qualifying exigency is foreseeable, the employee shall provide such notice to the employer as is reasonable and practicable. This military-related leave is for up to twelve (12) weeks during a single twelve (12) month period. Leave may be taken intermittently or on a reduced leave schedule.

~~Medical Treatment for Serious Health Conditions~~

~~The first visit to a health care provider for an employee claiming a "serious health condition" under FMLA must occur within seven (7) days of the aforementioned incapacity with the second required visit occurring within thirty (30) days of the incapacitating event.~~

(Continued)

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT (Cont'd.)

~~If the employee claiming FMLA under the "serious health condition" rationale is sustaining continuous treatment, their first visit to a health care provider must take place within seven (7) days of the claimed incapacitating event.~~

~~Chronic "serious health conditions" require periodic visits; the employee must see a health care provider a minimum of two (2) times per year.~~

Implementation/Benefits/Medical Certification

At the Board of Education's or employee's option, certain types of paid leave may be substituted for unpaid leave.

An employee on FMLA leave is also entitled to have health benefits maintained while on leave. If an employee was paying all or part of the premium payments prior to leave, the employee will continue to pay his/her share during the leave period.

In most instances, an employee has a right to return to the same position or an equivalent position with equivalent pay, benefits and working conditions at the conclusion of the leave.

The Board of Education has a right to thirty (30) days advance notice from the employee where practicable. In addition, the Board may require an employee to submit certification from a health care provider to substantiate that the leave is due to the "serious health condition" of the employee or the employee's immediate family member. Under no circumstance should the employee's direct supervisor contact any health care provider regarding the employee's condition; all contact in this manner must be made by a health care provider (employed by the employer), a human resource professional, a leave administrator or a management official. If the medical certification requested by the employer is found to be deficient, the employer must indicate where the errors are, in writing, and give the employee seven (7) days to provide corrected materials to cure any deficiency prior to any action being taken.

Special Provisions for School District Employees

An instructional employee is an employee whose principal function is to teach and instruct students in a class, a small group, or an individual setting (e.g., teachers, coaches, driving instructors, special education assistants, etc.). Teaching assistants and aides who do not have instruction as the principal function of their job are not considered an "instructional employee."

Intermittent Leave Taken By Instructional Employees

FMLA leave that is taken at the end of the school year and resumes at the beginning of the next school year is not regarded as intermittent leave but rather continuous leave. The period in the interim (i.e., summer vacation) is not counted against an employee and the employee must continue to receive any benefits that are customarily given over the summer break.

(Continued)

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT (Cont'd.)

Intermittent leave may be taken but must meet certain criteria. If the instructional employee requesting intermittent leave will be on that leave for more than twenty percent (20%) of the number of working days during the period for which the leave would extend, the following criteria may be required by the employer:

- a) Take leave for a period or periods of a particular duration, not greater than the duration of the planned treatment; or
- b) Transfer temporarily to an available alternative position for which the employee is qualified, which has equivalent pay and benefits and which better accommodates recurring periods of leave than does the employee's regular position.

Appropriate notice for foreseeable FMLA leave still applies and all employees must be returned to an equivalent position within the School District. Additional work-related certifications, requirements and/or training may not be required of the employee as a contingent of their return to work.

Leave Taken by Instructional Employees Near the End of the Instructional Year

There are also special requirements for instructional employees taking leave and the leave's relation to the end of the term. If the instructional employee is taking leave more than five (5) weeks prior to the end of the term, the District may require that the employee take the leave until the end of the term if the leave lasts more than three (3) weeks and the employee was scheduled to return prior to three (3) weeks before the end of the term.

If the instructional employee is taking leave less than five (5) weeks prior to the end of the term for any of the following FMLA-related reasons except qualifying exigency, the District may require that the employee remain out for the rest of the term if the leave lasts more than two (2) weeks and the employee would return to work during that two (2) week period at the end of the instructional term.

If the instructional employee begins taking leave during the three (3) weeks prior to the end of the term for any reason except qualifying exigency, the District may require that the employee continue leave until the end of the term if the leave is scheduled to last more than five (5) working days.

Any additional time that is required by the employer due to the timing of the end of the school year, will not be charged against the employee as FMLA leave because it was the employer who requested that the leave extend until the end of the term.

FMLA Notice

A notice which explains the FMLA's provisions and provides information concerning the procedures for filing complaints of violations of the FMLA shall be posted in each school building and a notice of an employee's FMLA rights and responsibilities shall be either placed in the employee handbook of the employer or furnished to each new employee upon hire. The employer has five (5) days to supply such notice from the date of hire.

(Continued)

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT (Cont'd.)

Administration is directed to develop regulations to implement this policy, informing employees of their rights and responsibilities under the FMLA.

Family and Medical Leave Act of 1993 (as amended), Public Law 103-3

National Defense Authorization Act of 2008, Public Law 110-181

10 USC 101(a) (13)

[29 USC 1630.1 and 2611-2654](#)

29 CFR Part 825 and Part 1630

[42 USC 12102](#)

Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law 104-191

45 CFR Parts 160 and 164

NOTE: Refer also to Policy #6552 -- Uniformed Services Employment and Reemployment Rights Act (USERRA)/Military Leaves of Absence

1st Reading: 10/16/13

Adoption: 11/20/13

Due to the amount of changes – REPLACE 7110 with this REVISED policy

SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE POLICY

Statement of Overall Objectives

School attendance is both a right and a responsibility. The School District is an active partner with students and parents in the task of ensuring that all students meet or exceed the New York State Learning Standards. Because the School District recognizes that consistent school attendance, academic success and school completion have a positive correlation, the School District has developed, and, if necessary, will revise a Comprehensive Student Attendance Policy to meet the following objectives:

- a) To increase school completion for all students;
- b) To raise student achievement and close gaps in student performance;
- c) To identify attendance patterns in order to design attendance improvement efforts;
- d) To know the whereabouts of every student for safety and other reasons;
- e) To verify that individual students are complying with education laws relating to compulsory attendance;
- f) To determine the District's average daily attendance for State aid purposes.

Description of Strategies to Meet Objectives

The School District will:

- a) Create and maintain a positive school building culture by fostering a positive physical and psychological environment where the presence of strong adult role models encourages respectful and nurturing interactions between adults and students. This positive school culture is aimed at encouraging a high level of student bonding to the school, which in turn should lead to increased attendance.
- b) Develop a Comprehensive Student Attendance Policy based upon the recommendations of a multifaceted District Policy Development Team that includes representation from the Board of Education, administrators, teachers, students, parents and the community. The District will hold at least one public hearing prior to the adoption of this collaboratively developed Comprehensive Student Attendance Policy.
- c) Maintain accurate recordkeeping via a Register of Attendance to record attendance, absence, tardiness or early departure of each student.
- d) Utilize data analysis systems for tracking individual student attendance and individual and group trends in student attendance problems.
- e) Develop early intervention strategies to improve school attendance for all students.

(Continued)

SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE POLICY (Cont'd.)**Determination of Excused and Unexcused Absences, Tardiness and Early Departures**

Based upon our District's education and community needs, values and priorities, the School District has determined that absences, tardiness and early departures will be considered excused or unexcused according to the following standards.

- a) **Excused:** An absence, tardiness or early departure may be excused if due to personal illness, illness or death in the family, impassable roads due to inclement weather, religious observance, quarantine, required court appearances, attendance at health clinics, approved college visits, approved cooperative work programs, military obligations or other such reasons as may be approved by the Board of Education.
- b) **Unexcused:** An absence, tardiness or early departure is considered unexcused if the reason for the lack of attendance does not fall into the above categories (e.g., family vacation, hunting, babysitting, hair cut, obtaining learner's permit, road test, oversleeping).

Student Attendance Recordkeeping/Data Collection

The record of each student's presence, absence, tardiness and early departure shall be kept in a register of attendance in a manner consistent with Commissioner's Regulations. An absence, tardiness or early departure will be entered as "excused" or "unexcused" along with the District code for the reason.

Attendance shall be taken and recorded in accordance with the following:

- a) For purposes of APPR and Teacher-Student Data Linkages (TSDL), classroom attendance for all students K-12 must be recorded on a subject by subject basis for Teacher of Record Determinations. Where students are dismissed for lunch, their presence or absence shall also be recorded after the taking of attendance a second time upon the student's return from lunch.
- b) For students in grades 9 through 12 or in departmentalized schools at any grade level (i.e., students pass individually to different classes throughout the day), each student's presence or absence shall be recorded after the taking of attendance in each period of scheduled instruction.
- c) Any absence for a school day or portion thereof shall be recorded as excused or unexcused in accordance with the standards articulated in this policy.
- d) In the event that a student at any instructional level from grades K through 12 arrives late for or departs early from scheduled instruction, such tardiness or early departure shall be recorded as excused or unexcused in accordance with the standards articulated in this policy.

(Continued)

SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE POLICY (Cont'd.)

A record shall be kept of each scheduled day of instruction during which the school is closed for all or part of the day because of extraordinary circumstances including adverse weather conditions, impairment of heating facilities, insufficiency of water supply, shortage of fuel, destruction of or damage to a school building, or such other cause as may be found satisfactory to the Commissioner of Education.

Attendance records shall also indicate the date when a student withdraws from enrollment or is dropped from enrollment in accordance with Education Law Section 3202(1-a).

At the conclusion of each class period or school day, all attendance information shall be compiled. The nature of the absence, tardiness or early departure shall be coded on a student's record in accordance with the established District/building procedures.

Student Attendance/Course Credit

The District believes that classroom participation is related to and affects a student's performance and grasp of the subject matter and, as such, is properly reflected in a student's final grade. For purposes of this policy, classroom participation means that a student is in class and prepared to work.

Consequently, for each marking period a certain percentage of a student's final grade may be based on classroom participation as well as the student's performance on homework, tests, papers, projects, etc. as determined by the building administrator and/or classroom teacher.

Students are expected to attend all scheduled classes. Consistent with the importance of classroom participation, unexcused student absences, tardiness, and early departures may affect a student's grade, including credit for classroom participation, for the marking period.

At the middle school/senior high school level, any student with more than 20 absences in a 1 credit course or 10 in a ½ credit course may not receive credit for the course. However, it is District policy that students with properly excused absences, tardiness and early departures for which the student has performed any assigned make-up work, assignments and/or tests shall not be counted as an absence for the purpose of determining the student's eligibility for course credit. District procedures may specify how student tardiness and early departures may be calculated and factored into the District's minimum attendance standard.

Transfer students and students re-enrolling after having dropped out will be expected to attend a prorated minimum number of the scheduled class meetings during their time of enrollment.

Students will be considered in attendance if the student is:

- a) Physically present in the classroom or working under the direction of the classroom teacher during the class scheduled meeting time; or
- b) Working pursuant to an approved independent study program; or
- c) Receiving approved alternative instruction.

(Continued)

SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE POLICY (Cont'd.)

Students who are absent from class due to their participation in a school sponsored activity are to arrange with their teachers to make up any work missed in a timely manner as determined by the student's teacher. Attendance at school sponsored events where instruction is substantially equivalent to the instruction which was missed shall be counted as the equivalent of regular attendance in class.

Upon returning to school following a properly excused absence, tardiness or early departure, it shall be the responsibility of the student to consult with his/her teacher(s) regarding arrangements to make up missed work, assignments and/or tests in accordance with the time schedule specified by the teacher.

Notice of Minimum Attendance Standard/Intervention Strategies Prior to the Denial of Course Credit

In order to ensure that parents/persons in parental relation and students are informed of the District's policy regarding minimum attendance and course credit, and the implementation of specific intervention strategies to be employed **prior to the denial of course credit to the student for insufficient attendance**, the following guidelines shall be followed:

- a) School newsletters and publications will include periodic reminders of the components of the District's Comprehensive Student Attendance Policy. Copies of the Attendance Policy will also be included in parent/student handbooks.
- b) At periodic intervals, a designated staff member(s) will notify, by telephone, the parent/person in parental relation of the student's absence, tardiness, or early departure and explain the relationship of the student's attendance to his/her ability to receive course credit. If the parent/person in parental relation cannot be reached by telephone, a letter shall be sent detailing this information.
- c) A designated staff member will review the District's Attendance Policy with students who have excessive and/or unexcused absences, tardiness or early departures. Further, appropriate student support services/personnel within the District, as well as the possible collaboration/referral to community support services and agencies, will be implemented prior to the denial of course credit for insufficient attendance by the student.

Notice of Students who are Absent, Tardy or Depart Early Without Proper Excuse

A designated staff member shall notify by telephone the parent/person in parental relation to a student who is absent, tardy or departs early without proper excuse. The staff member shall explain the District's Comprehensive Student Attendance Policy, the District's/building level intervention procedures, and, if appropriate, the relationship between student attendance and course credit. If the parent/person in parental relation cannot be reached by telephone, the staff member will provide such notification by mail. Further, the District's Attendance Policy will be mailed to the parent/person in parental relation to promote awareness and help ensure compliance with the policy.

(Continued)

SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE POLICY (Cont'd.)

If deemed necessary by appropriate school officials, or if requested by the parent/person in parental relation, a school conference shall be scheduled between the parent/person in parental relation and appropriate staff members in order to address the student's attendance. The student may also be requested to attend this conference in order to address appropriate intervention strategies that best meet the needs of the student.

Disciplinary Consequences

Unexcused absences, tardiness and early departures will result in disciplinary sanctions as described in the District's *Code of Conduct*. Consequences may include, but are not limited to, in-school suspension, detention and denial of participation in interscholastic and extracurricular activities.

Parents/persons in parental relation will be notified by designated District personnel at periodic intervals to discuss their child's absences, tardiness or early departures and the importance of class attendance and appropriate interventions. Individual buildings/grade levels will address procedures to implement the notification process to the parent/person in parental relation.

Intervention Strategy Process

In order to effectively intervene when an identified pattern of unexcused absences, tardiness or early departures occur, designated District personnel will pursue the following:

- a) Identify specific element(s) of the pattern (e.g., grade level, building, time frame, type of unexcused absences, tardiness or early departures);
- b) Contact the District staff most closely associated with the element. In specific cases where the pattern involves an individual student, the student and parent/person in parental relation will be contacted;
- c) Discuss strategies to directly intervene with specific element;
- d) Recommend intervention to Superintendent or his/her designee if it relates to change in District policy or procedure;
- e) Implement changes, as approved by appropriate administration;
- f) Utilize appropriate District and/or community resources to address and help remediate student unexcused absences, tardiness or early departures;
- g) Monitor and report short and long term effects of intervention.

(Continued)

SUBJECT: COMPREHENSIVE STUDENT ATTENDANCE POLICY (Cont'd.)**Appeal Process**

A parent/person in parental relation may request a building level review of their child's attendance record.

Building Review of Attendance Records

The Building Principal will work in conjunction with the building attendance clerk and other designated staff in reviewing attendance records at the end of each term. This review is conducted to identify individual and group attendance patterns and to initiate appropriate action to address the problem of unexcused absences, tardiness and early departures.

Community Awareness

The Board of Education shall promote necessary community awareness of the District's Comprehensive Student Attendance Policy by:

- a) Providing a plain language summary of the policy to parents or persons in parental relation to students at the beginning of each school year and promoting the understanding of such a policy to students and their parents/persons in parental relation;
- b) Providing each teacher, at the beginning of the school year or upon employment, with a copy of the policy; and
- c) Providing copies of the policy to any other member of the community upon request.

Education Law Sections 3024, 3025, 3202, 3205, 3206, 3210, 3211 and 3213
8 NYCRR Sections 104.1, 109.2 and 175.6

1st Reading: 10/16/13
Adoption: 11/20/13

Students

SUBJECT: DIPLOMA AND/OR CREDENTIAL OPTIONS FOR STUDENTS WITH DISABILITIES

The District is committed to ensuring that students with disabilities are provided appropriate opportunities to earn a Regents or Local Diploma or other exiting Commencement Credential in accordance with the Commissioner's Regulations. To this end, graduation and transition plans shall take into account the various pathways available to these students.

In addition to all graduation options afforded to general education students, *including the Regents Diploma and various honors and/or designations*, the following diplomas and/or credentials are also available for students with disabilities.

Local Diploma

To earn a Local Diploma, students with disabilities must:

- a) Complete the same twenty-two (22) units of credit required for a Regents Diploma; and
- b) Achieve a score of 55 or higher on one or more of the five (5) examinations required for a Regents Diploma.

Note: Students with disabilities entering Grade 9 prior to September 2011: A passing grade on a Regents Competency Test (RCT) may be used in lieu of a passing grade on a Regents examination. The school may administer the RCT before or after the corresponding Regents exam, however the student must take the required Regents exam. The RCT option remains available until the applicable student graduates or turns twenty-one (21) years old.

Local Diploma Compensatory Option (Safety Net)

To earn a Local Diploma using the compensatory option, students with disabilities must:

- a) Complete the same twenty-two (22) units of credit required for a Regents Diploma;
- b) Achieve a score of at least 55 on both the English (ELA) and Math Regents exams;
- c) Achieve a score between 45-54 on one or more of the other required Regents exams (US History and Government, Global History, and a Science), in which case each score of 65 or higher on any other Regents exam may compensate for a single 45-54 required exam;
- d) Obtain a passing grade for the course in the subject area of the Regents exam in which he or she received a score of 45-54;
- e) Have a satisfactory attendance rate in accordance with the District's or school's attendance policy for the school year; and

(Continued)

Students

SUBJECT: DIPLOMA AND/OR CREDENTIAL OPTIONS FOR STUDENTS WITH DISABILITIES (Cont'd.)

- f) Not already be using a passing score on any RCTs, if such exam is available to the student (entered Grade 9 prior to September 2011).

Career Development and Occupational Studies (CDOS) Commencement Credential

The Career Development and Occupational Studies (CDOS) Commencement Credential may be earned by a student with a disability to document his or her preparation for entry-level employment after high school. This credential can be awarded in conjunction with a Regents or Local Diploma, or may be issued by itself.

When awarding the CDOS Commencement Credential using *option one*, the student shall demonstrate evidence of the following requirements, which shall be verified by the District:

- a) The student has a developed, annually reviewed and, as appropriate, revised Career Plan to assure the student is actively engaged in career exploration;
- b) The student has demonstrated commencement level knowledge and skills of the CDOS learning standards. To evidence this level of knowledge and skill, a student must demonstrate: career development, integrated learning, and universal foundation skills. In addition a student may also, but is not required to, demonstrate additional career skills by completing a career-specific major;
- c) The student has successfully completed at least two (2) units of study (216 hours) in Career and Technical Education (CTE) courses, including a minimum of 54 hours of documented school supervised work-based learning experiences, which may, but is not required to, be completed in conjunction with the CTE courses; and
- d) Within one year prior to a student's exit from school, at least one Employability Profile must be completed by designated school staff or other individuals knowledgeable about the student's employment skills and experiences.

A student's CTE courses and supervised work-based learning experiences must be documented on his or her transcript and the Career Plan and Employability Profile must be placed in a student's permanent record. The State Education Department (SED) has provided models of the Career Plan and Employability Profile forms as well as charts of work-based learning programs and nationally-recognized work-readiness credentials, located at:

<http://www.p12.nysed.gov/specialed/publications/CDOScredential-memo-613.htm>

(Continued)

Students

SUBJECT: DIPLOMA AND/OR CREDENTIAL OPTIONS FOR STUDENTS WITH DISABILITIES (Cont'd.)

Instead of the above (a-d) requirements, a District may utilize *option two* by awarding a CDOS Commencement Credential to a student who has completed a nationally-recognized work-readiness program or certification. Districts cannot exclusively offer option two and must still provide opportunities for students to fulfill the CDOS Commencement Credential through option one's requirements.

Skills and Achievement (SA) Commencement Credential

To issue the Skills and Achievement (SA) Commencement Credential the District must ensure that the student:

- a) Meets the definition of a student with a severe disability;
- b) Has been recommended by the Committee of Special Education (CSE) to take the New York State Alternative Assessment (NYSAA) for students with severe disabilities;
- c) Has been given appropriate opportunities to participate in community experiences and development of employment and other instructional activities to prepare the student for post-secondary living, learning and employment; and
- d) Has been issued a summary of the student's academic achievement and functional performance. A model summary form developed by SED is located at:
<http://www.p12.nysed.gov/specialed/publications/SACC-SESform-att2.htm>

Awarding the SA or CDOS Commencement Credentials

The SA and CDOS Commencement Credentials may be issued at any time after such student has attended school for at least twelve (12) years, or at the end of the school year in which the student turns twenty one (21) years old. When a student is under twenty-one (21) and is issued SA Commencement Credential or the CDOS Commencement Credential *without* the Regents or Local Diploma, the credential award must be accompanied by a written statement of assurance. This statement must indicate that the student remains eligible to attend the public school within the District, without payment of tuition, until the student has either earned a diploma or until he/she turns twenty-one (21), whichever occurs first.

The CDOS and SA Commencement Credentials must be similar in form to the diplomas issued by the District, except that they shall not use the term "diploma" on them. The SA Commencement Credential must contain a clear annotation that it is based on alternate academic achievement standards. The CDOS Commencement Credential shall indicate that it has been endorsed by the New York State Board of Regents as a certificate of readiness for entry-level employment.

(Continued)

Students

**SUBJECT: DIPLOMA AND/OR CREDENTIAL OPTIONS FOR STUDENTS WITH
DISABILITIES (Cont'd.)**

Education Law Sections 3202 and 4402
8 NYCRR Sections 100.1, 100.2, 100.5, 100.6, 200.4 and 200.5

NOTE: Refer also to Policy #7220 -- Graduation Requirements/Early Graduation/Accelerated Programs

1st Reading: 10/16/13
Adoption: 11/20/13

Students

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE

The School District shall comply with the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA). Under its provisions, parents/guardians and noncustodial parent(s), whose rights are not limited by court order or formal agreement, of a student under eighteen (18), or a student who is eighteen (18) years of age or older or who is attending an institution of post-secondary education, have a right to inspect and review any and all education records maintained by the School District.

Education Records

The term "education records" is defined as all records, files, documents and other materials containing information directly related to a student; and maintained by the education agency or institution, or by a person acting for such agency or institution (34 Code of Federal Regulations (CFR) Section 99.3). This includes all records regardless of medium, including, but not limited to, handwriting, videotape or audiotape, electronic or computer files, film, print, microfilm, and microfiche.

In addition, for students who attend a public school district, all records pertaining to services provided under the Individuals with Disabilities Education Act (IDEA) are considered "education records" under FERPA. As such, they are subject to the confidentiality provisions of both Acts.

Personal notes made by teachers or other staff, on the other hand, are not considered education records if they are:

- a) Kept in the sole possession of the maker;
- b) Not accessible or revealed to any other person except a temporary substitute; and
- c) Used only as a memory aid.

Additionally FERPA does not prohibit a school official from disclosing information about a student if the information is obtained through the school official's personal knowledge or observation and not from the student's education records.

Records created and maintained by a law enforcement unit for law enforcement purposes are also excluded.

Access to Student Records

The Board directs that administrative regulations and procedures be formulated to comply with the provisions of federal law relating to the availability of student records. The purpose of such regulations and procedures shall be to make available to the parents/guardians of students and noncustodial parent(s) whose rights are not limited by court order or formal agreement, or students

(Continued)

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE (Cont'd.)

who are eighteen (18) years of age or older or who are attending an institution of post-secondary education, student records, and files on students, and to ensure the confidentiality of such records with respect to third parties.

Under FERPA, unless otherwise exempted in accordance with law and regulation, the District may release personally identifiable information (PII) contained in student education records only if it has received a "signed and dated written consent" from a parent or eligible student. Signed and dated written consent may include a record and signature in electronic form provided that such signature:

- a) Identifies and authenticates a particular person as the source of the electronic consent; and
- b) Indicates such person's approval of the information contained in the electronic consent.

Exceptions

Without the consent of a parent or eligible student, a district may release a student's information or records when it is:

a) Directory Information and Limited Directory Information Disclosure

Directory information is information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Limited Directory Information Disclosure means that the District may limit disclosure of its designated directory information to specific parties, for specific purposes, or both. The intent is to allow schools the option to implement policies that allow for the disclosure of student information for uses such as yearbooks, but restrict disclosure for more potentially dangerous purposes. The District shall limit disclosure of its designated directory information as otherwise specified in its public notice to parents of students in attendance and eligible students in attendance.

b) To School Officials who have a Legitimate Educational Interest

To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. An educational interest includes the behavior of a student and disciplinary action taken against such student for conduct that posed a significant risk to the safety or well-being of the student, other students or other members of the school community. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility.

c) ~~Release of Information to~~ To Another Educational Institution

The District may disclose any and all educational records, including disciplinary records and records that were created as a result of a student receiving special education services under Part

(Continued)

Students

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE (Cont'd.)

B of IDEA, to another school or postsecondary institution at which the student seeks or intends to enroll, or after the student has enrolled or transferred, so long as the disclosure is for purposes related to the student's enrollment or transfer. Parental consent is not required for transferring education records if the school's annual FERPA notification indicates that such disclosures may be made. In the absence of information about disclosures in the annual FERPA notification, school officials must make a reasonable attempt to notify the parent about the disclosure, unless the parent initiated the disclosure. Additionally, upon request, schools must provide a copy of the information disclosed and an opportunity for a hearing.

d) For Health and Safety Emergency ~~Exception~~Reasons

School districts must balance the need to protect students' personally identifiable information with the need to address issues of school safety and emergency preparedness. Under FERPA, if an educational agency or institution determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from education records, without consent, to any person whose knowledge of the information is necessary to protect the health and safety of the student or other individuals during the period of the health or safety emergency. School districts may release information from records to appropriate parties including, but not limited to, parents, law enforcement officials and medical personnel. A school district's determination that there is an articulable and significant threat to the health or safety of a student or other individuals shall be based upon a totality of the circumstances, including the information available, at the time the determination is made. The school district must record the articulable and significant threat that formed the basis for the disclosure and maintain this record for as long as the student's education records are maintained.

e) To Juvenile Justice Systems

Information may be disclosed to state and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a state statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released. In such cases the official or authority must certify in writing that the information will not be disclosed to any other party except as provided under law without prior written consent.

f) To Foster Care Agencies

A district may release records to an agency caseworker or other representative of a State or local child welfare agency, who has the right to access a student's case plan, when the agency or organization is legally responsible, for the care and protection of the student. This does not give a child welfare agency the right to look into any non-foster care student's records, without parental consent, when there has been a mere allegation of abuse or neglect, absent an order or subpoena (see below).

(Continued)

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE (Cont'd.)g) Pursuant to a Subpoena or Court Order

When a district receives a subpoena or court order for the release of records the District must make a reasonable effort to notify the parent/guardian or eligible student of the order or subpoena in advance of compliance. This allows the parent/guardian or eligible student to seek protective action against the subpoena or order before the release of the records.

Districts may disclose a student's records without first notifying parents/guardians or eligible students if the disclosure is:

1. Based on a subpoena in which the court orders, for good cause shown, not to reveal to any person the existence or contents of the subpoena or any information furnished pursuant to the subpoena;
2. Pursuant to a judicial order in cases where the parents are a party to a court proceeding involving child abuse or neglect or dependency matters, and the order is issued in the context of that proceeding; or
3. Made to a court (with or without an order or subpoena) when a District is involved in a legal action against a parent or student and the records are relevant to the matter.

h) For Financial Aid Purposes

Pertinent information may be released in connection with the determination of eligibility, amount, conditions and enforcement of terms of a student's financial aid.

i) To Accrediting Organizations

Disclosure of a student's records may be made to an organization in which that student seeks accreditation, in order to carry out their accrediting function.

j) To Parents of a Dependant Student

Even when a student turns eighteen (18) years of age or older a District may disclose education records to that student's parents, without the student's consent, if the student is claimed as a dependent for federal income tax purposes by either parent.

k) For Audit/Evaluation-Exception Purposes

The audit or evaluation exception allows for the disclosure of PII from education records without consent to authorized representatives of the Comptroller General of the U.S., the Attorney General, the Secretary of Education, federal, sState or local educational authorities ("FERPA

(Continued)

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE (Cont'd.)

permitted" entities). Under this exception, PII from education records must be used to audit or evaluate a federal or state supported education program, or to enforce or comply with federal legal requirements that relate to those education programs (audit, evaluation, or enforcement or compliance activity).

The District may, from time to time, disclose PII from education records without consent to authorized representatives of the entities listed above. The District may also, from time to time, designate its own authorized representative who may access PII without consent in connection with an audit or evaluation of an education program within the District. As an example, the District might designate a university as its authorized representative in order to disclose, without consent, PII from education records on its former students to the university. The university could then disclose, without consent, transcript data on those former students attending the university to allow the District to evaluate how effectively the District prepared its students for success in postsecondary education.

l) For Conducting Studies ~~Exception~~

This exception allows for the disclosure of PII from education records without consent to organizations conducting studies for, or on behalf of, schools, school districts or postsecondary institutions. Studies can be for the purpose of developing, validating, or administering predictive tests; administering student aid programs; or improving instruction.

The District may, from time to time, disclose PII from education records without consent to such organizations conducting studies for the District, in accordance with its obligations under FERPA.

In addition, other entities outside of the District may, from time to time, disclose PII from education records that the District has previously shared with that entity, to organizations conducting studies on behalf of the District. For example, a State Education Agency (SEA) may disclose PII from education records provided by the District without consent to an organization for the purpose of conducting a study that compares program outcomes across school districts to further assess the effectiveness of such programs with the goal of providing the best instruction.

Required Agreements for the Studies or Audit/Evaluation Exceptions (see items k and l)

To the extent required by law, the District shall enter into a written agreement with organizations conducting studies for the District, or, with its designated authorized representatives in connection with audits or evaluations of education programs within the District. In the event that the District discloses PII from education records to its own designated authorized representative in connection with an audit or evaluation of an educational program within the District, it shall use reasonable methods to ensure to the greatest extent practicable that its designated authorized representative complies with FERPA and its regulations.

(Continued)

SUBJECT: STUDENT RECORDS: ACCESS AND CHALLENGE (Cont'd.)**State Exception for Student Teacher Videotaped Instruction**

Although not specifically listed in the enumerated exceptions to FERPA, New York State Regulations specify that schools are required to allow student teachers to videotape themselves providing instruction in a classroom to meet the instruction component for teaching certification. The video must remain confidential and is not subject to viewing or disclosure to an individual or entity other than the student teacher applicant and personnel engaged in the determination of that student teacher's certification.

Challenge to Student Records

Parents/guardians of a student under the age of eighteen (18), or a student who is eighteen (18) years of age or older or who is attending an institution of post-secondary education, shall have an opportunity for a hearing to challenge the content of the school records, to ensure that the records are not inaccurate, misleading, or otherwise in violation of the privacy of students, and to provide an opportunity for the correction or deletion of any such inaccurate, misleading, or otherwise inappropriate data contained therein.

~~Disclosures to Parents of Eligible Students~~

~~Even after a student has become an "eligible student" under FERPA (which is defined as a student who is eighteen (18) years of age or older or who is attending an institution of post secondary education) an educational agency or institution may disclose education records to an eligible student's parents, without the student's consent:~~

- ~~a) If the student is claimed as a dependent for Federal income tax purposes by either parent;~~
- ~~b) In connection with a health or safety emergency;~~
- ~~c) If the student attends an institution of postsecondary education, is under twenty one (21) years of age and the disclosure is regarding the student's violation of law, an institutional rule or policy governing the use of alcohol or a controlled substance at that institution; or~~
- ~~d) If the disclosure falls within any other exception to the consent requirements under FERPA or its Regulations, such as the disclosure of directory information or in compliance with a court order or lawfully issued subpoena.~~

Release of Information to the Noncustodial Parent

The District may presume that the noncustodial parent has the authority to request information concerning his/her child and release such information upon request. If the custodial parent wishes to limit the noncustodial parent's access to the records, it would be his/her responsibility to obtain and present to the school a legally binding instrument that prevents the release of said information.

Family Educational Rights and Privacy Act of 1974, 20 USC Section 1232g
34 CFR Part 99
8 NYCRR 80-1.5(b)

NOTE: Refer also to Policies #7241 -- Student Directory Information
#7242 -- Military Recruiters' Access to Secondary School
Students and Information on Students
#7643 -- Transfer Students with Disabilities

1st Reading: 10/16/13
Adoption: 11/20/13

Students

SUBJECT: STUDENT DATA BREACHES

A student data breach is defined as any instance in which there is an unauthorized release of or access to personally identifiable information (PII) or other protected information of students not suitable for public release.

School districts have a legal responsibility to protect the privacy of education data, including personally identifiable information (PII) of its students. The Family Education Rights and Privacy Act of 1974, commonly known as FERPA, protects the privacy of student education records. Although FERPA does not include specific data breach notification requirements, it does protect the confidentiality of education records and requires districts to record each incident of data disclosure in accordance with 34 CFR 99.32 (a)(1). In addition, under state law, direct notification of parents and/or affected students may be warranted depending on the type of data compromised, such as student social security numbers and/or other identifying information that could lead to identity theft.

The District has implemented privacy and security measures designed to protect student data stored in its student data management systems. These measures include reviewing information systems and data to identify where personally identifiable information is stored and used; monitoring data systems to detect potential breaches; and conducting privacy and security awareness training for appropriate staff. In the event of an alleged breach, the District will promptly take steps to validate the breach, mitigate any loss or damage, and notify law enforcement if necessary.

The Superintendent will develop and implement regulations for prevention, response and notification regarding student data breaches.

34 CFR 99.32 (a)(1)
Technology Law Sections 202 and 208

NOTE: Refer also to Policies #5672 -- [Information Security Breach and Notification](#)
#7240 -- [Student Records: Access and Challenge](#)

1st Reading: 10/16/13
Adoption: 11/20/13

SUBJECT: STUDENT USE OF PERSONAL TECHNOLOGY

The Board of Education seeks to maintain a safe and secure environment for students and staff. Advances in technology have made it possible to expand the learning environment beyond traditional classroom boundaries. Using personal electronic devices during instructional time can enable students to explore new concepts, personalize their learning experience and expand their global learning opportunities. Additionally, the use of personal technology devices is ubiquitous in today's society and standards for student use during non-instructional time should adapt to this change. This policy defines the use of personal technology during instructional and non-instructional times and reinforces the standard that all use, regardless of its purpose, must follow the guidelines outlined in the Student Acceptable Use Policy (AUP), the District's *Code of Conduct*, and the Dignity for All Students Act.

Personal technology includes all existing and emerging technology devices that can take photographs; record or play audio or video; input text; upload and download media; connect to or receive information from the internet; and transmit or receive messages, telephone calls or images. Examples of personal technology includes, but are not limited to, iPods and MP3 players; iPad, Nook, Kindle, and other tablet PCs; laptop and netbook computers; personal digital assistants (PDAs), cell phones and smart phones such as BlackBerry, iPhone, or Droid, as well as any device with similar capabilities. Unacceptable devices shall include, but are not limited to, gaming devices or consoles, laser pointers, modems or routers, and televisions.

Instructional Uses

Instructional purposes include, but are not limited to, approved classroom activities, research, college admissions activities, career development, communication with experts, homework and other activities as deemed appropriate by school staff.

Personal technology use by students is permitted during the school day for educational purposes and/or in approved locations only. Teachers will indicate when and if classroom use is acceptable. Students are expected to act responsibly and thoughtfully when using technology resources. Students bear the burden of responsibility to inquire with school administrators and/or teachers when they are unsure of the permissibility of a particular use of technology prior to engaging in such use.

Non-Instructional Uses

Appropriate use of personal technology during non-instructional time is also allowed if students follow the guidelines in the AUP and *Code of Conduct*. Non-instructional use includes texting, calling and otherwise communicating with others during free periods and in common areas of the school building such as the hallways, cafeteria, study halls, buses and student lounges. Other non-instructional uses may include such things as Internet searches, reading, listening to music, and watching videos. This use during non-instructional time must be conducted in a safe and unobtrusive manner. Devices must be in silent mode to avoid disrupting others.

(Continued)

SUBJECT: STUDENT USE OF PERSONAL TECHNOLOGY (Cont'd.)**Liability**

The District shall not be liable for the loss, damage, misuse, or theft of any personal technology brought to School. The District reserves the right to monitor, inspect, and/or confiscate personal technology when administration has reasonable suspicion to believe that a violation of school policy or criminal law has occurred.

The Board expressly prohibits use of personal technology in locker rooms, restrooms, Health Offices and any other areas where a person would reasonably expect some degree of personal privacy.

Prohibition during State Assessments

All students are prohibited from bringing electronic devices into a classroom or other location where a New York State assessment is being administered. Test proctors, test monitors and school officials shall have the right to collect prohibited electronic devices prior to the start of the test and hold them while the test is being administered, including break periods. Admission to any assessment will be denied to any student who refuses to relinquish a prohibited device.

Students with disabilities may use certain devices if the device is specified in that student's IEP or 504 plan or a student has provided medical documentation that they require the device during testing.

Permission

Students will not be permitted to use personal technology devices in school or at school functions until they have reviewed the AUP, the applicable sections of the *Code of Conduct* and associated technology guidelines, and signed the Student Use of Personal Technology (#7000F) Permission Form with their parents. The District reserves the right to restrict student use of District-owned technologies and personal technology on school property or at school-sponsored events, at the discretion of the administration.

Students must follow the guidelines for use set out in the District *Code of Conduct* and the Acceptable Use Policy at all times. Consequences for misuse will follow guidelines in the District's *Code of Conduct*. The District will develop regulations for the implementation of this policy that shall include, but are not limited to, instructional use, non-instructional use, liability, bullying and cyberbullying, and privacy issues.

NOTE: Refer also to Policies #7315 -- [Student Use of Computerized Information Resources](#)
#7550 -- [Dignity for All Students Act](#)
#7552 -- [Bullying in the Schools](#)
#8271 -- [Internet Safety/Internet Content Filtering Policy](#)

1st Reading: 10/16/13
Adoption: 11/20/13

SUBJECT: SUSPENSION OF STUDENTS

The Superintendent and/or the Principal may suspend the following students from required attendance upon instruction:

- a) A student who is insubordinate or disorderly; or
- b) A student who is violent or disruptive; or
- c) A student whose conduct otherwise endangers the safety, morals, health or welfare of others.

SuspensionFive (5) School Days or Less

The Superintendent and/or the Principal of the school where the student attends shall have the power to suspend a student for a period not to exceed five (5) school days. In the absence of the Principal, the designated "Acting Principal" may then suspend a student for a period of five (5) school days or less.

When the Superintendent or the Principal (the "suspending authority") proposes to suspend a student for five (5) school days or less, the suspending authority shall provide the student with **notice** of the charged misconduct. If the student denies the misconduct, the suspending authority shall provide an **explanation** of the basis for the suspension.

When suspension of a student for a period of five (5) school days or less is proposed, administration shall also immediately notify the parent/person in parental relation in writing that the student *may be* suspended from school.

Written notice shall be provided by personal delivery, express mail delivery, or equivalent means reasonably calculated to assure receipt of such notice within twenty-four (24) hours of the decision to propose suspension at the last known address or addresses of the parents/persons in parental relation. Where possible, notification shall also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting parents/persons in parental relation.

The notice shall provide a description of the incident(s) for which suspension is proposed and shall inform the student and the parent/person in parental relation of their right to request an immediate informal conference with the Principal in accordance with the provisions of Education Law Section 3214(3)(b). Both the notice and the informal conference shall be in the dominant language or mode of communication used by the parents/persons in parental relation. At the informal conference, the student and/or parent/person in parental relation shall be authorized to present the student's version of the event and to ask questions of the complaining witnesses.

(Continued)

Students

SUBJECT: SUSPENSION OF STUDENTS (Cont'd.)

The notice and opportunity for informal conference shall take place **prior to** suspension of the student unless the student's presence in the school poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process, in which case the notice and opportunity for an informal conference shall take place as soon after the suspension as is reasonably practical.

Teachers shall immediately report or refer a violent student to the Principal or Superintendent for a violation of the *District's Code of Conduct* and a minimum suspension period.

More Than Five (5) School Days

In situations where the Superintendent determines that a suspension in excess of five (5) school days may be warranted, the student and parent/person in parental relation, upon reasonable notice, shall have had an opportunity for a fair hearing. At the hearing, the student shall have the right of representation by counsel, with the right to question witnesses against him/her, and the right to present witnesses and other evidence on his/her behalf.

Where the basis for the suspension is, in whole or in part, the possession on school grounds or school property by the student of any firearm, rifle, shotgun, dagger, dangerous knife, dirk, razor, stiletto or any of the weapons, instruments or appliances specified in Penal Law Section 265.01, the hearing officer or Superintendent shall not be barred from considering the admissibility of such weapon, instrument or appliance as evidence, notwithstanding a determination by a court in a criminal or juvenile delinquency proceeding that the recovery of such weapon, instrument or appliance was the result of an unlawful search or seizure.

Minimum Periods of Suspension

Pursuant to law, Commissioner's Regulations and the *District's Code of Conduct*, minimum periods of suspension shall be provided for the following prohibited conduct, subject to the requirements of federal and state law and regulations:

- a) a) Consistent with the federal Gun-Free Schools Act, any student who is determined to have brought a firearm to school or possessed a firearm on school premises shall be suspended for a period of not less than one (1) calendar year. However, the Superintendent has the authority to modify this suspension requirement on a case-by-case basis.
- b) b) A minimum suspension period for students who repeatedly are substantially disruptive of the educational process or substantially interfere with the teacher's authority over the classroom, provided that the suspending authority may reduce such period on a case-by-case basis to be consistent with any other state and federal law. The definition of "repeatedly is substantially disruptive of the educational process or substantially interferes with the teacher's authority" shall be determined in accordance with the Regulations of the Commissioner.

(Continued)

Students

SUBJECT: SUSPENSION OF STUDENTS (Cont'd.)

- c) A minimum suspension period for acts that would qualify the student to be defined as a violent student pursuant to Education Law Section 3214(2-a)(a), provided that the suspending authority may reduce such period on a case-by-case basis to be consistent with any other state and federal law.

Suspension of Students with Disabilities

Generally, should a student with a disability infringe upon the established rules of the schools, disciplinary action shall be in accordance with procedures set forth in the *District's Code of Conduct* and in conjunction with applicable law and the determination of the Committee on Special Education (CSE).

For suspensions or removals up to ten (10) school days in a school year that do not constitute a disciplinary change in placement, students with disabilities must be provided with alternative instruction or services on the same basis as non-disabled students of the same age.

If suspension or removal from the current educational placement constitutes a disciplinary change in placement because it is for more than ten (10) consecutive school days or constitutes a pattern, a manifestation determination must be made. The District determines on a case-by-case basis whether a pattern of removals constitutes a change of placement. This determination is subject to review through due process and judicial proceedings.

Manifestation Determinations

A review of the relationship between the student's disability and the behavior subject to disciplinary action to determine if the conduct is a manifestation of the disability must be made by a manifestation team immediately, if possible, but in no case later than ten (10) school days after a decision is made:

- a) By the Superintendent to change the placement to an interim alternative educational setting (IAES);
- b) By an Impartial Hearing Officer (IHO) to place the student in an IAES; or
- c) By the Board, District Superintendent, Superintendent or Building Principal to impose a suspension that constitutes a disciplinary change of placement.

The manifestation team shall include a representative of the District knowledgeable about the student and the interpretation of information about child behavior, the parent and relevant members of the CSE as determined by the parent and the District. The parent must receive written notice prior to

(Continued)

Students

SUBJECT: SUSPENSION OF STUDENTS (Cont'd.)

the meeting to ensure that the parent has an opportunity to attend. This notice must include the purpose of the meeting, the names of those expected to attend and notice of the parent's right to have relevant members of the CSE participate at the parent's request.

The manifestation team shall review all relevant information in the student's file including the student's individualized education program (IEP), any teacher observations, and any relevant information provided by the parents to determine if: the conduct in question was caused by or had a direct and substantial relationship to the student's disability; or the conduct in question was the direct result of the District's failure to implement the IEP. If the team determines the conduct in question was the direct result of failure to implement the IEP, the District must take immediate steps to remedy those deficiencies.

Finding of Manifestation

If it is determined, as a result of this review, that the student's behavior is a manifestation of his/her disability the CSE shall conduct a functional behavioral assessment, if one has not yet been conducted, and implement or modify a behavioral intervention plan.

Functional behavioral assessment (FBA) means the process of determining why the student engages in behaviors that impede learning and how the student's behavior relates to the environment. FBA must be developed consistent with the requirements of Commissioner's Regulations Section 200.22(a) and shall include, but not be limited to, the identification of the problem behavior, the definition of the behavior in concrete terms, the identification of the contextual factors that contribute to the behavior (including cognitive and affective factors) and the formulation of a hypothesis regarding the general conditions under which a behavior usually occurs and probable consequences that serve to maintain it.

Behavioral intervention plan (BIP) means a plan that is based on the results of a functional behavioral assessment and, at a minimum, includes a description of the problem behavior, global and specific hypotheses as to why the problem behavior occurs and intervention strategies that include positive behavioral supports and services to address the behavior.

Unless the change in placement was due to behavior involving serious bodily injury, weapons, illegal drugs or controlled substances, the student must be returned to the placement from which the student was removed unless the parent and the District agree to a change of placement as part of the modification of the behavioral intervention plan.

No Finding of Manifestation

If it is determined that the student's behavior is not a manifestation of his/her disability, the relevant disciplinary procedures applicable to students without disabilities may be applied to the

(Continued)

Students

SUBJECT: SUSPENSION OF STUDENTS (Cont'd.)

student in the same manner and for the same duration for which they would be applied to students without disabilities, subject to the right of the parent/person in parental relation to request a hearing objecting to the manifestation determination and the District's obligation to provide a free, appropriate public education to such student.

Provision of Services Regardless of the Manifestation Determination

Regardless of the manifestation determination, students with a disability shall be provided the services necessary for them to continue to participate in the general education curriculum and progress toward meeting the goals set out in their IEP ~~as delineated below: They must also receive, as appropriate, a functional behavioral assessment, behavioral intervention services and modifications designed to address the behavior violation so it does not recur:~~

- ~~1) For subsequent suspensions or removals for ten (10) consecutive school days or less that in the aggregate total more than ten (10) school days in a school year but do not constitute a disciplinary change of placement school personnel, in consultation with at least one of the student's teachers, will determine the extent to which services are needed;~~
 - ~~2) For suspensions or other disciplinary removals in excess of ten (10) school days in a school year which do constitute a disciplinary change in placement the IAES and services will be determined by the CSE.~~
- 1) During suspensions or removals for periods of up to ten (10) school days in a school year that do not constitute a disciplinary change in placement, students with disabilities of compulsory attendance age shall be provided with alternative instruction on the same basis as nondisabled students. Students with disabilities who are not of compulsory attendance age shall be entitled to receive services during such suspensions only to the extent that services are provided to nondisabled students of the same age who have been similarly suspended.
 - 2) During subsequent suspensions or removals for periods of ten (10) consecutive school days or less that in the aggregate total more than ten (10) school days in a school year but do not constitute a disciplinary change in placement, students with disabilities shall be provided with services necessary to enable the student to continue to participate in the general education curriculum and to progress toward meeting the goals set out in the student's IEP and to receive, as appropriate, a functional behavioral assessment, behavioral intervention services and modifications that are designed to address the behavior violation so it does not recur. School personnel, in consultation with at least one (1) of the student's teachers, shall determine the extent to which services are needed, so as to enable the student to continue to participate in the general education curriculum, although in another setting, and to progress in meeting the goals set out in the student's IEP.
 - 3) During suspensions or other disciplinary removals, for periods in excess of ten (10) school days in a school year which constitute a disciplinary change in placement, students with disabilities shall be provided with services necessary to enable the student to continue to

participate in the general education curriculum, to progress toward meeting the goals set out in the student's IEP, and to receive, as appropriate, a functional behavioral assessment, behavioral intervention services and modifications that are designed to address the behavior violation so it does not recur. The IAES and services shall be determined by the CSE.

(Continued)

SUBJECT: SUSPENSION OF STUDENTS (Cont'd.)**Interim Alternative Educational Setting (IAES)**

Students with disabilities who have been suspended or removed from their current placement for more than ten (10) school days may be placed in an IAES which is a temporary educational setting other than the student's current placement at the time the behavior precipitating the IAES placement occurred.

Additionally, an Impartial Hearing Officer in an expedited due process hearing may order a change in placement of a student with a disability to an appropriate IAES for up to forty-five (45) school days if the Hearing Officer determines that maintaining the current placement is substantially likely to result in injury to the students or others.

There are three (3) specific instances when a student with a disability may be placed in an IAES for up to forty-five (45) school days without regard to a manifestation determination:

- a) Where the student carries or possesses a weapon to or at school, on school premises, or to or at a school function under the jurisdiction of the District; or
- b) Where a student knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school, on school premises, or at a school function under the jurisdiction of the District; or
- c) Where a student has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function under the jurisdiction of the District. Serious bodily harm has been defined in law to refer to one of the following:
 1. Substantial risk of death;
 2. Extreme physical pain; or
 3. Protracted and obvious disfigurement or protracted loss or impairment of the function of a bodily member, organ or mental faculty.

A school function shall mean a school-sponsored or school-authorized extracurricular event or activity regardless of where such event or activity takes place, including any event or activity that may take place in another state.

School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a student with a disability who violates a code of student conduct.

(Continued)

SUBJECT: SUSPENSION OF STUDENTS (Cont'd.)

In all cases, the student placed in an IAES shall:

- a) Continue to receive educational services so as to enable the student to continue to participate in the general education curriculum, although in another setting, and to progress towards the goals set out in the student's IEP, and
- b) Receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications that are designed to address the behavior violation so that it does not recur.

The period of suspension or removal may not exceed the amount of time a non-disabled student would be suspended for the same behavior.

Suspension from BOCES

The BOCES Principal may suspend School District students from BOCES classes for a period not to exceed five (5) school days when student behavior warrants such action.

In-School Suspension

In-school suspension will be used as a lesser discipline to avoid an out-of-school suspension. The student shall be considered present for attendance purposes. The program is used to keep each student current with his/her class work while attempting to reinforce acceptable behavior, attitudes and personal interaction.

BOCES Activities

BOCES activities, such as field trips and other activities outside the building itself, are considered an extension of the school program. Therefore, an infraction handled at BOCES is to be considered as an act within the School District itself.

A student who is ineligible to attend a District school on a given day may also be ineligible to attend BOCES classes. The decision rests with the Superintendent or his/her designee.

Exhaustion of Administrative Remedies

If a parent/person in parental relation wishes to appeal the decision of the Building Principal and/or Superintendent to suspend a student from school, regardless of the length of the student's suspension, the parent/person in parental relation must appeal to the Board of Education prior to commencing an appeal to the Commissioner of Education.

(Continued)

SUBJECT: SUSPENSION OF STUDENTS (Cont'd.)**Procedure After Suspension**

When a student has been suspended and is of compulsory attendance age, immediate steps shall be taken to provide alternative instruction which is of an equivalent nature to that provided in the student's regularly scheduled classes.

When a student has been suspended, the suspension may be revoked by the Board of Education whenever it appears to be for the best interest of the school and the student to do so. The Board of Education may also condition a student's early return to school and suspension revocation on the student's voluntary participation in counseling or specialized classes, including anger management or dispute resolution, where applicable.

Individuals with Disabilities Education Improvement Act of 2004 [Public Law 108-446 Section 615(k)(1)]
18 USC Section 921
Individuals with Disabilities Education Act (IDEA), 20 USC Section 1400 et seq.
20 USC Section 7151, as reauthorized by the No Child Left Behind Act of 2001
34 CFR Part 300
Education Law Sections 2801(1), 3214 and 4402
Penal Law Section 265.01
8 NYCRR Sections 100.2(1)(2), 200.4(d)(3)(i), 200.22 and Part 201

NOTE: Refer also to Policy #7360 -- Weapons in School and the Gun-Free Schools Act

1st Reading: 10/16/13
Adoption: 11/20/13

SUBJECT: STUDENT PHYSICALS**Health Examination**

Each student enrolled in District schools must have a satisfactory health examination conducted by the student's physician, physician assistant or nurse practitioner within twelve (12) months prior to the commencement of the school year of:

- a) The student's entrance in a District school at any grade level;
- b) Entrance to pre-kindergarten or kindergarten;
- c) Entry into the 2nd, 4th, 7th and 10th grades.

The District may also require an examination and health history of a student when it is determined by the District that it would promote the educational interests of the student.

In addition, the District requires a certificate of physical fitness for:

- a) All athletes prior to their first sport of the school year, then only those who were injured or ill during their first sport before participating in a second sport during the school year;
- b) All students who need work permits; and
- c) All students either suspected of or sustaining a mild traumatic brain injury (concussion) must receive a written and signed authorization from a licensed physician before returning to athletic activities in school.

Health Certificate

Each student must submit a health certificate attesting to the health examination within thirty (30) days after his or her entrance into school and within thirty (30) days after his or her entry into the 2nd, 4th, 7th and 10th grades. The health certificate shall be filed in the student's cumulative record. The health certificate must:

- a) Describe the condition of the student when the examination was given;
- b) State the results of any test conducted on the student for sickle cell anemia;
- c) State whether the student is in a fit condition of health to permit his/her attendance at public school and, where applicable, whether the student has defective sight or hearing, or any other physical disability which may tend to prevent the student from receiving the full benefit of school work or from receiving the best educational results, or which may require a modification of such work to prevent injury to the student;

(Continued)

Students

SUBJECT: STUDENT PHYSICALS (Cont'd.)

- d) Include a calculation of the student's body mass index (BMI) and weight status category. BMI is computed as the weight in kilograms divided by the square of height in meters or the weight in pounds divided by the square of height in inches multiplied by a conversion factor of 703. Weight status categories for children and adolescents shall be defined by the Commissioner of Health. BMI collection is mandatory, effective September 2008. Reporting is random, with districts chosen by the NYS Department of Health. Selected districts must report BMI results on-line using DOH's Health Provider Network (HPN), a secure website;
- e) Be signed by a duly licensed physician, physician assistant, or nurse practitioner, who is authorized by law to practice in New York State consistent with any applicable written practice agreement; or authorized to practice in the jurisdiction in which the examination was given, provided that the Commissioner of Health has determined that such jurisdiction has standards of licensure and practice comparable to those of New York. A certificate signed by a chiropractor is not acceptable except for a scoliosis evaluation.

Dental Certificate

The dental certificate law became effective on September 1, 2008. This law applies to new entrants in PreK, K, Grades 2, 4, 7 and 10. In accordance with this law, a notice of request for a dental health certificate shall be distributed at the same time that the parent/person in parental relation is notified of health examination requirements, such certificate to be furnished at the same time the health certificate is required. At this time, students will be permitted to attend school regardless of whether or not they have a dental certificate.

The dental certificate shall be signed by a duly licensed dentist, [or a registered dental hygienist](#), authorized by law to practice in New York State or one who is authorized to practice in the jurisdiction in which the [examinationassessment](#) was performed, provided that the Commissioner has determined that the jurisdiction has standards of licensure and practice comparable to New York State. The certificate shall describe the dental health condition of the student upon [examinationassessment](#), which shall not be more than twelve (12) months prior to the commencement of the school year in which the [examinationassessment](#) is requested, and shall state whether the student is in fit condition of dental health to permit his/her attendance at the public schools.

Requests are not to be retroactive (i.e., any physical requested prior to September 1, 2008 does not need to have an additional notice sent requesting the dental certificate). Requests are not required when the student or parent/person in parental relation objects on the grounds of conflict with their genuine and sincere religious beliefs. Within thirty (30) days following the student's entrance in the school or grade, the certificate, if obtained, shall be filed in the student's cumulative health record.

(Continued)

Students

SUBJECT: STUDENT PHYSICALS (Cont'd.)Examination by Health Appraisal

The Principal or the Principal's designee will send a notice to the parents of, or person in parental relation to, any student who does not present a health certificate, that if the required health certificate is not furnished within thirty (30) days from the date of such notice, an examination by health appraisal will be made of such student by the Director of School Health Services.

The Director of School Health Services shall cause such students to be separately and carefully examined and tested to ascertain whether any such student has defective sight or hearing, or any other physical disability which may tend to prevent the student from receiving the full benefit of school work or from receiving the best educational results, or which may require a modification of such work to prevent injury to the student.

The physician, physician assistant or nurse practitioner administering such examination shall determine whether a one-time test for sickle cell anemia is necessary or desirable and, if so determined, shall conduct such test and include the results in the health certificate.

Unless otherwise prohibited by law, if it is ascertained that any students have defective sight or hearing, or a physical disability or other condition, including sickle cell anemia which may require professional attention with regard to health, the Principal or Principal's designee shall notify, in writing, the student's parents or persons in parental relation as to the existence of such disability. If the parents or persons in parental relation are unable or unwilling to provide the necessary relief and treatment for such students, such fact shall be reported by the Principal or Principal's designee to the Director of School Health Services, who then has the duty to provide relief for such students.

Health Screenings

The District will provide:

- a) Scoliosis screening at least once each school year for all students in grades 5 through 9. The positive results of any such screening examinations for the presence of scoliosis shall be provided in writing to the student's parent or person in parental relation within ninety (90) days after such finding;
- b) Vision screening to all students who enroll in school including at a minimum color perception, distance acuity, and near vision within six (6) months of admission to the school. In addition, all students shall be screened for distance acuity in grades Kindergarten, 1, 2, 3, 5, 7 and 10 and at any other time deemed necessary. The results of all such vision screening examinations shall be provided in writing to the student's parent or person in parental relation and to any teacher of the student. The vision report will be kept in a permanent file of the school for at least as long as the minimum retention period for such records;

(Continued)

SUBJECT: STUDENT PHYSICALS (Cont'd.)

- c) Hearing screening to all students within six (6) months of admission to the school and in grades Kindergarten, 1, 3, 5, 7 and 10, as well as at any other time deemed necessary. Screening shall include, but not be limited to, pure tone and threshold air conduction screening. The results of any such hearing tests shall be provided in writing to the student's parent or person in parental relation and to any teacher of the student.

The results of all health screenings (dental, hearing, vision and scoliosis) shall be recorded on appropriate forms signed by the health professional making the examination, include appropriate recommendations, and be kept on file in the school. The health records of individual students will be kept confidential in accordance with the federal Family Educational Rights and Privacy Act (FERPA) and any other applicable federal and State laws.

Accommodation for Religious Beliefs

No health examinations, health history, examinations for health appraisal, screening examinations for sickle cell anemia and/or other health screenings shall be required where a student or the parent or person in parental relation to such student objects thereto on the grounds that such examinations, health history and/or screenings conflict with their genuine and sincere religious beliefs. A written and signed statement from the student or the student's parent or person in parental relation that such person holds such beliefs shall be submitted to the Principal or Principal's designee, in which case the Principal or Principal's designee may require supporting documents.

Homeless Students

For homeless children, the enrolling school must immediately refer the parent or guardian of the student to the District's homeless liaison, who must assist them in obtaining the necessary medical records.

Family Educational Rights and Privacy Act of 1974 (FERPA)
20 USC Section 1232(g)
Education Law Sections 901-905, 912 and 3217
8 NYCRR Parts 135 and 136

NOTE: Refer also to Policies #5690 -- Exposure Control Program
#5691 -- Communicable Diseases
#5692 -- Human Immunodeficiency Virus (HIV) Related Illnesses
#7121 -- Diagnostic Screening of Students
#7131 -- Education of Homeless Children and Youth
#7511 -- Immunization of Students
#7522 -- Concussion Management

1st Reading: 10/16/13
Adoption: 11/20/13

Students

SUBJECT: DIGNITY FOR ALL STUDENTS ACT

The Board of Education recognizes that learning environments that are safe and supportive can increase student attendance and improve academic achievement. A student's ability to learn and achieve high academic standards, and a school's ability to educate students, is compromised by incidents of discrimination or harassment, including but not limited to bullying, taunting and intimidation. Therefore, in accordance with the Dignity for All Students Act, Education Law, Article 2, the District will strive to create an environment free of bullying, discrimination and/or harassment and will foster civility in the schools to prevent and prohibit conduct which is inconsistent with the District's educational mission. Since cyberbullying is a form of bullying, the term "bullying" as used in this policy will implicitly include cyberbullying even if it is not explicitly stated.

The District condemns and prohibits all forms of bullying, discrimination and/or harassment of students based on actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex by school employees or students on school property and at school-sponsored activities and events that take place at locations off school property. In addition, any act of bullying, discrimination and/or harassment, outside of school sponsored events, which can reasonably be expected to materially and substantially disrupt the education process may be subject to discipline.

Dignity Act Coordinator

At least one (1) employee at every school shall be designated as the Dignity Act Coordinator(s). The Dignity Act Coordinator(s) will be thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (identity or expression) and sex. The Board of Education shall appoint ~~the~~ a Dignity Act Coordinator(s) who is employed by such District or BOCES and is licensed and/or certified as a classroom teacher, school counselor, psychologist, nurse, social worker, administrator/supervisor or Superintendent of Schools. Districts must ~~and~~ share the name(s) and contact information of the Dignity Act Coordinator(s) with all school personnel, students, and parents/persons in parental relation, which shall include, but is not limited to, providing the name, designated school and contact information by:

- a) Listing such information in the *Code of Conduct* and updates posted on the Internet website, if available; ~~and~~
- b) Including such information in the plain language summary of the *Code of Conduct* provided to all persons in parental relation to students before the beginning of each school year; ~~and~~
- c) Providing such information to parents and persons of parental relation in at least one (1) district or school mailing or other method of distribution including, but not limited to,

(Continued)

Students

SUBJECT: DIGNITY FOR ALL STUDENTS ACT (Cont'd.)

through electronic communication and/or sending such information home with each student and, if such information changes, in at least one subsequent district or school mailing or other such method of distribution as soon as practicable thereafter;

- d) Posting such information in highly visible areas of school buildings;
- e) Making such information available at the district and school-level administrative offices.

If a Dignity Act Coordinator vacates his/her position, another school employee shall immediately be designated for an interim appointment as Coordinator, pending approval from the Board of Education, within thirty (30) days of the date the position was vacated. In the event a Coordinator is unable to perform the duties of the position for an extended period of time, another school employee shall immediately be designated for an interim appointment as Coordinator, pending return of the previous Coordinator to the position. The District must provide the change in information to parents or persons in parental relation as soon as practicable. The change in name and/or contact information of the Dignity Act Coordinator will not constitute a revision to the *Code of Conduct* so as to require a public hearing.

Training and Awareness

Each District and Charter School shall establish guidelines for training which shall be approved by the Board of Education. Training will be provided each school year for all District employees in conjunction with existing professional development training to raise staff awareness and sensitivity of bullying, discrimination and/or harassment directed at students that are committed by students or school employees on school property, ~~or~~ at a school function, or off school property when the actions create or would foreseeably create a risk of substantial disruption within the school environment or where it is foreseeable that the conduct might reach school property.

Training will include ways to promote a supportive school environment that is free from bullying, discrimination and/or harassment. Training shall:

- a) Raise awareness and sensitivity;
- b) Address social patterns and the effects on students;
- c) Inform employees on the identification and mitigation of such acts;
- d) Provide strategies for effectively addressing problems of exclusion, bias and aggression;
- e) Include safe and supportive school climate concepts in curriculum and classroom management; and

(Continued)

Students

SUBJECT: DIGNITY FOR ALL STUDENTS ACT (Cont'd.)

- f) Ensure the effective implementation of school policy on conduct and discipline. ~~emphasize positive relationships, and demonstrate prevention and intervention techniques to assist employees in recognizing and responding to bullying, discrimination and/or harassment, as well as ensuring the safety of the victims.~~

Instruction in grades Kindergarten through 12 shall include a component on civility, citizenship and character education. Such component shall instruct students on the principles of honesty, tolerance, personal responsibility, respect for others, observance of laws and rules, courtesy, dignity and other traits which will enhance the quality of their experiences in, and contributions to, the community. For the purposes of this policy, "tolerance," "respect for others" and "dignity" shall include awareness and sensitivity to bullying, discrimination and/or harassment and civility in the relations of people of different races, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, genders and sexes. ~~Such component must also include instruction on the safe and responsible use of the Internet and electronic communications.~~

Rules against bullying, discrimination and/or harassment will be included in the *Code of Conduct*, publicized District-wide and disseminated to all staff and parents. ~~Any amendments to the Code will be disseminated as soon as practicable following their adoption. New teachers shall be provided a complete copy of the current Code upon their employment.~~ An age-appropriate summary shall be distributed to all students at a school assembly at the beginning of each school year.

Reports and Investigations of Bullying, Discrimination and/or Harassment

The District will investigate all complaints of bullying, discrimination and/or harassment, either formal or informal, and take prompt corrective measures, as necessary. ~~Complaints will be investigated in accordance with applicable policies and regulations.~~ School employees who witness or receive a report (oral or written) of harassment, bullying and/or discrimination must orally notify the Superintendent, Principal, or their designee *no later than one (1) school day* after witnessing or receiving a report of such incident. ~~The employee must then file a written report within two (2) school days after making the oral report.~~ If, after an appropriate investigation, the District finds that this policy has been violated, corrective action will be taken in accordance with District policies and regulations, the *Code of Conduct*, and all appropriate federal or state laws. ~~The Superintendent, Principal or their designee shall notify the appropriate local law enforcement agency when it is believed that any harassment, bullying and/or discrimination constitute criminal conduct.~~

The District will annually report material incidents of bullying, discrimination and/or harassment which occurred during the school year to the State Education Department. Such report shall be submitted in a manner prescribed by the Commissioner, on or before the basic educational data system (BEDS) reporting deadline or such other date as determined by the Commissioner. SED has developed a form for gathering data titled, "Reports of Incidents Concerning School Safety and the Educational Climate" which can be found on the NYSED website.

(Continued)

Students

SUBJECT: DIGNITY FOR ALL STUDENTS ACT (Cont'd.)

The Principal of each primary and secondary school shall provide a regular report (at least once during each school year) on data and trends related to harassment, bullying and/or discrimination to the Superintendent and in a manner prescribed by, as applicable, the district, BOCES or charter school. There is no need for schools or districts to submit this report to the State Education Department.

Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)

Any person who has reasonable cause to suspect that a student has been subjected to bullying, discrimination and/or harassment by an employee or student, on school grounds or at a school function, who acts reasonably and in good faith and reports such information to school officials or law enforcement authorities, shall have immunity from any civil liability that may arise from making such report. The Board prohibits any retaliatory behavior directed at complainants, victims, witnesses and/or any other individuals who participated in the investigation of a complaint of bullying, discrimination and/or harassment.

Education Law Sections 10-18, 801-a, 2801 and 3214
8 NYCRR Section 100.2(jj), ~~100.2(kk), and 100.2(1)(2)~~

NOTE: Refer also to Policies #1330 -- Appointments and Designations by the Board of Education
#3410 -- Code of Conduct on School Property
#3420 -- Non-Discrimination and Anti-Harassment in the School District
#7551 -- Sexual Harassment of Students
#7552 -- Bullying in the Schools
#7553 -- Hazing of Students
#8242 -- Civility, Citizenship and Character Education/Interpersonal Violence Prevention Education

1st Reading: 10/16/13
Adoption: 11/20/13

SUBJECT: PARENT INVOLVEMENT FOR CHILDREN WITH DISABILITIES

The Board of Education recognizes the rights of the parent/guardian to be fully informed of all information relevant to the identification, or change in identification, evaluation and educational placement of a child with a disability.

All due process procedures for parents/guardians and children in the Commissioner's Regulations shall be observed by the School District.

Definition of Parent

Parent means a birth or adoptive parent, a legally appointed guardian generally authorized to act as the child's parent or authorized to make educational decisions for the child, a person in parental relation to the child as defined in Education Law Section 3212, an individual designated as a person in parental relation pursuant to General Obligations Law Title 15-A including an individual so designated who is acting in the place of a birth or adoptive parent (including a grandparent, stepparent or other relative with whom the child resides), or a surrogate parent who has been appointed in accordance with Section 200.5(n) of Commissioner's Regulations. The term does not include the State if the student is a ward of the State.

A foster parent may act as a parent unless State law, regulations or contractual obligations with a State or local entity prohibit the foster parent from acting as a parent.

Unless a judicial decree identifies a specific person(s) to act as the parent or make educational decisions for the student, if one or more parties is qualified to act as a parent, the birth or adoptive parent is presumed to be the parent unless they do not have the legal authority to do so.

Surrogate Parents

It is the duty of the School District to determine whether a child needs a surrogate parent and to assign a surrogate parent in the manner permitted under New York State law. This determination shall be completed within a reasonable time following the receipt of a referral for an initial evaluation or re-evaluation.

In the event that no parent or guardian for a child with a disability can be identified; or after reasonable efforts the whereabouts of the parent or guardian cannot be determined; or the student is an unaccompanied homeless youth; or the child with a disability is a ward of the State and does not have a "parent" as defined above; or the rights of the parent to make educational decisions have been subrogated by a judge in accordance with State law; the Board shall assign an individual to act as a surrogate for the parents or guardians.

Alternatively, the surrogate parent may be appointed by a judge overseeing the child's case.

(Continued)

SUBJECT: PARENT INVOLVEMENT FOR CHILDREN WITH DISABILITIES (Cont'd.)

The person selected as a surrogate shall have no interest that conflicts with the interest of the child he/she represents, and shall have knowledge and skills that ensure adequate representation of the child.

Prior Written Notice (Notice of Recommendation)

Prior written notice (notice of recommendation) must be given to parents of a student with a disability a reasonable time before the District proposes to, or refuses to, initiate or change the identification, evaluation, educational placement of the student or the provision of a free appropriate public education to the student. Prior written notice must also be provided informing the parents when no additional data is required to determine the student's educational needs, the reasons for this determination and their right to request an assessment.

If the prior written notice relates to a proposed action that also requires parental consent, the District must give notice at the same time it requests parental consent. The prior written notice will contain all elements required by Commissioner's Regulations.

A parent may elect to receive prior written notice and other required notifications by electronic mail (email) communication if the District makes this option available.

Parent Participation in Meetings

The School District must take steps to ensure that one or both of the parents of a child with a disability are present at each Committee on Special Education (CSE)/Committee on Preschool Special Education (CPSE) meeting or are afforded the opportunity to participate in a mutually agreed upon time and place. The School District must document its attempts to involve parents, such as:

- a) Detailed records of telephone calls made or attempted and the results of these calls;
- b) Copies of correspondence sent to the parents and any responses received; and
- c) Detailed records of visits made to the parent's home or place of employment and the results of those visits.

A meeting may be conducted without a parent in attendance if the School District is unable to convince the parents that they should attend.

Additionally, the School District must take whatever action is necessary to ensure the parent understands the proceedings of this meeting including arranging for an interpreter for parents with deafness or whose native language is other than English.

(Continued)

SUBJECT: PARENT INVOLVEMENT FOR CHILDREN WITH DISABILITIES (Cont'd.)**Parental Consent**

In accordance with due process, a parent (as defined in Commissioner's Regulations Section 200.1(l)) of a special education student or a student suspected of having a disability must provide informed consent before the School District can take certain actions. The District will make reasonable efforts to obtain written informed consent and will maintain a detailed record of its attempts and the results of the attempts.

In New York State, a noncustodial parent does not have the right to control educational decisions for his/her child. However, a noncustodial parent is afforded this right if, and only if, this right is expressly included in a custody order.

Additionally, absent supporting language in a custody order, a non-custodial parent lacks standing under IDEA to bring a claim to assert control over his/her child's educational program. Until recent revisions to New York law, consent for an initial evaluation, reevaluation, or the provision of special education services needed to be provided by a parent (i.e., the custodial or noncustodial parent). As it now stands, the decision to provide consent for a CSE- or CPSE-related activity is considered an education-related decision designated exclusively to custodial parents unless a court order specifically states the contrary.

Consent for Evaluations

The parent or guardian must provide informed consent to the initial evaluation, or reevaluations in accordance with law and/or regulations. If a parent does not provide consent for an initial evaluation, the School District *may* pursue the evaluation by commencing a due process hearing to override the refusal to provide consent.

Parental consent for a reevaluation is not needed if the District can demonstrate that it has taken reasonable measures to obtain consent, but the parents or guardians have failed to respond.

Consent for the Initial Provision of Services

Parental consent is also required for the initial provision of special education services. Consent for an initial evaluation does not constitute consent for the initial provision of services. If a parent does not provide consent for the initial provision of services, the School District *shall not* provide the special education programs and services to the student and shall not use the due process procedures to challenge the parent's refusal to consent. The School District shall not be considered to be in violation of the requirements to provide a free appropriate public education (FAPE), shall not be required to convene a meeting of the committee on special education or develop an individualized education program (IEP).

(Continued)

SUBJECT: PARENT INVOLVEMENT FOR CHILDREN WITH DISABILITIES (Cont'd.)Consent for Other Actions

~~Prior written consent must also be provided:~~

~~— a) — Prior to releasing any personally identifiable information; and~~

~~— b) — Prior to each time the District proposes to access a parent's private or public insurance. A Medicaid application does not meet the IDEA parent consent requirements. The District must obtain an annual parental consent to request Medicaid reimbursement. Consent to Access Public Benefits or Insurance (e.g., Medicaid)~~

A School District must notify the child's parent in writing prior to accessing the child's or parent's public benefits or insurance for the first time and annually thereafter. The written notification must explain the protections afforded to parents so that parents are fully informed of their rights before the District accesses their or their child's Medicaid or other public benefits or insurance to pay for services under the IDEA. Furthermore, this notice must be in a language understandable to the general public and in the parent's native language or the mode of communication used by the parent.

A School District must obtain a one-time written consent from the parent, after providing the written notification (as described above), before accessing the child's or parent's public benefits or insurance (e.g., Medicaid) for the first time. The consent must state that the parent understands and agrees that the School District may access the child's or parent's public benefits or insurance to pay for special education or related services. The consent must also specify:

- a) The personally identifiable information that may be disclosed (this can include records or information about the services that will be provided to the student);
- b) The purpose of the disclosure; and
- c) The agency to which the disclosure may be made (Medicaid).

Merely providing the ~~A~~Medicaid application does not meet the IDEA parent consent requirements. A sample Medicaid Consent Form may be found at:

<http://www.vesidp12.nysed.gov/specialed/publications/sampleconsent.htm>.

Consent for an Unaccompanied Homeless Youth

Consent may be provided by a surrogate parent. However, until a surrogate parent is appointed, consent may be provided on a temporary basis by an employee of a temporary housing facility operated or approved by a local social services district or a residential facility for runaway and homeless youth.

Consent for a Ward of the State

A ward of the State means a child or youth under the age of twenty-one (21):

- a) Who has been placed or remanded pursuant to Social Services Law or the Family Court Act or freed for adoption pursuant to Social Services Law; or
- b) Who is in the custody of the Commissioner of Social Services or the Office of Children and Family Services; or

(Continued)

SUBJECT: PARENT INVOLVEMENT FOR CHILDREN WITH DISABILITIES (Cont'd.)

- c) Who is a destitute child under Social Services Law.

In the event that a child is a ward of the State, the School District shall make reasonable efforts to obtain the informed consent from the parent of the child for an initial evaluation to determine whether the child is a child with a disability.

The School District is not required to obtain informed consent if:

- a) Despite reasonable efforts to do so, the School District cannot discover the whereabouts of the parent of the student, including consulting with the agency responsible for the care of the student; or
- b) The rights of the parents of the student have been terminated in accordance with State law; or
- c) The rights of the parent to make educational decisions have been subrogated by a judge in accordance with State law and consent for an initial evaluation has been given by an individual appointed by the judge to represent the student.

Consent for a Student Who is Home Instructed or Parentally Placed in a Private School at the Parent's Expense

If a parent of a student who is home instructed or placed in a private school by their parents at their own expense does not provide consent for an initial evaluation or reevaluation, or the parent fails to respond to a request to provide consent, the District may not continue to pursue those evaluations by using the due process procedures and the District is not required to consider the student as eligible for special education services.

Parental Revocation of Consent

Parental revocation of consent for continued provision of special education and related services must be in writing. When the parent revokes such consent, the District still must provide the parent with the usual written notice of its intentions with respect to the child.

If the parent of a student with a disability revokes his/her consent in writing for the continued provision of special education and related services to the student at any time subsequent to the initial provision of special education and related services, the District:

- a) Shall not continue to provide special education and related services to the student, but must provide prior written notice to the parent before ceasing the provisions of special education and related services;

(Continued)

SUBJECT: PARENT INVOLVEMENT FOR CHILDREN WITH DISABILITIES (Cont'd.)

- b) Shall not use due process procedures (i.e., mediation, resolution meeting, and/or impartial due process hearing) in order to obtain agreement or a ruling that the services may be provided to the student without parental consent;
- c) Shall not be considered to be in violation of the requirement to make a free and appropriate public education (FAPE) available to the student because of the failure to provide the student with further special education and related services following revocation of consent; and
- d) Is not required to convene a meeting of the Committee on Special Education or develop an IEP for the student for further provision of special education programs and related services upon receipt of written revocation of consent; and
- e) Is not required to amend the student's education records to remove any references to the student's receipt of special education programs and services because of the revocation of consent.

Procedural Safeguards Notice

The School District will provide the procedural safeguards notice prescribed by the Commissioner of Education to the parents of a student with a disability at least one time per year and also:

- a) Upon initial referral or parental request for evaluation;
- b) Upon the first filing of a due process complaint notice to request mediation or an impartial due process hearing;
- c) Upon request by a parent;
- d) Upon a decision to impose a suspension or removal that constitutes a disciplinary change in placement; and
- e) Upon first receipt of a State complaint.

Individuals with Disabilities Education Improvement Act of 2004 (Public Law 108-446) Section 614(a)
Individuals with Disabilities Education Act (IDEA), 20 USC Section 1400 et seq.
34 CFR Part 300
Education Law Sections 207, 3212, 4005, 4202, 4401 and 4402
8 NYCRR Sections 200.1, 200.4(b)(6), and 200.5

NOTE: Refer also to Policy #7260 -- Designation of Person in Parental Relation

1st Reading: 10/16/13
Adoption: 11/20/13

Instruction

**SUBJECT: CIVILITY, CITIZENSHIP AND CHARACTER EDUCATION/
INTERPERSONAL VIOLENCE PREVENTION EDUCATION****Civility, Citizenship and Character Education**

The Board of Education recognizes that teaching students respect, civility and understanding toward others, as well as the practice and reinforcement of appropriate behavior and values of our society, is an important function of the School System.

The School District wishes to foster an environment where students exhibit behavior that promotes positive educational practices, allows students to grow socially and academically, and encourages healthy dialogue in respectful ways. By presenting teachers and staff as positive role models, the District stresses positive communication and discourages disrespectful treatment. This policy is not intended to deprive and/or restrict any student of his/her right to freedom of expression but, rather, seeks to maintain, to the extent possible and reasonable, a safe, harassment free and educationally conducive environment for our students and staff.

Furthermore, the District shall ensure that the course of instruction in grades K through 12 includes a component on civility, citizenship and character education in accordance with Education Law, [with an emphasis on discouraging acts of harassment, bullying and/or discrimination](#). Character education is the deliberate effort to help students understand, care about, and act upon core ethical values.

Character education shall instruct students on the principles of:

- a) Honesty;
- b) Tolerance;
- c) Personal responsibility;
- d) Respect for others;
- e) Awareness and sensitivity to discrimination and/or harassment as defined in the Dignity for All Students Act;
- f) Civility in relation to people of different races, weights, national origins, ethnic groups, religions, religious practices, physical or mental abilities, sexual orientations, genders or sexes;
- g) Observance of laws and rules;
- h) Courtesy; ~~and~~

(Continued)

Instruction

**SUBJECT: CIVILITY, CITIZENSHIP AND CHARACTER EDUCATION/
INTERPERSONAL VIOLENCE PREVENTION EDUCATION (Cont'd.)**

- i) Dignity, and other traits which will enhance the quality of students' experiences in, and contributions to, the community; and
- j) [Safe and responsible use of the Internet and electronic communications.](#)

As determined by the Board of Regents, and as further enumerated in Commissioner's Regulations, the components of character education shall be incorporated in existing School District curricula as applicable.

The District encourages the involvement of staff, students, parents and community members in the implementation and reinforcement of character education in the schools.

Education Law Sections 801 and 801-a

Interpersonal Violence Prevention Education

The District will utilize the interpersonal violence prevention education package provided by the State Education Department. These materials will be incorporated as part of the health or other related curricula or programs for students in grades K through 12.

Education Law Section [801-a](#), 804(4)
[8 NYCRR 100.2\(2\)\(c\)\(2\)](#)

1st Reading: 10/16/13
Adoption: 11/20/13

EDEN CENTRAL SCHOOL DISTRICT
2013-14

BUDGET	BOE DATE	ITEM	ENTRY #	REVENUE CODE	REVENUE RECEIVED	ESTIMATED REVENUE #510
25,158,950.00	21-May	2013-14 ADOPTED BUDGET	JE-1&4			25,158,950.00
561,476.00		FUND BALANCE - 8/21/13 BOE (8/12 Tax Rate & appropriate)	PYJE-262			
		OUTSTANDING ENCUMBRANCES	EN-2/JE-67			
		REVERSE PREPAID EXPENSES	JE-66			
-	1-Jul	INTEREST ALLOCATION	CR11698			
8,183.44	21-Aug	INTEREST ALLOCATION	CR11750-2			
229.48	18-Sep	INTEREST ALLOCATION	CR11836-8			
	18-Sep	TRANSFER FROM Unempl TO Unassigned - 1st Qtr	JE-59 &63			
	18-Sep	TRANSFER FROM Repair TO Unassigned - Catalytic	JE-64			
		JR/SR HIGH - MASTERMINDS/INTERSCHOLASTIC CHESS		A2705	\$ 710.00	710.00
		BOOSTER CLUB - OFFICIALS (13-14 TOURNAMENT)	JE-XX	A2705	\$3,840.00	3,840.00
4,550.00	16-Oct	INTEREST ALLOCATION	CR			
AMENDMENTS						
						12,962.92
						25,733,388.92
		2013-14 AMENDED BUDGET				25,171,912.92

BOARD OF EDUCATION MEETING
JR./SR. HIGH SCHOOL CAFETERIA
SEPTEMBER 18, 2013

MEMBERS PRESENT: Mr. Michael Byrnes, Mr. Michael Breeden, Mr. Colin Campbell, Mr. Scott Henderson, Mrs. Patricia Krouse

ABSENT: Mrs. Barbara Henry, Mr. Paul Shephard

OFFICIALS PRESENT: Mrs. Sandy Anzalone, Superintendent; Mr. Thomas Murphy, Director of Finance; Mrs. Barbara Thomasulo, District Clerk

ALSO PRESENT: Mrs. Loran Carter, GLP Principal; Miss Marisa Fallacaro, Athletic Director; Mr. Marc Graff, Eden Elementary School Principal; Ms. Rose Heckathorn, Transportation Director; Mrs. Shawn Johnson, Director of Pupil Personnel; Mrs. Lucinda Karstedt, Director of Information Technology; Mr. David Martin, Superintendent of Buildings and Grounds; Mrs. Kelly Morgan-LaRosa, Director of Curriculum & Instruction and Staff Development Intern. Mr. Jeff Cervoni arrived at 7:55 p.m.

At 7:06 p.m., Mr. Byrnes called the meeting to order and asked those present to join in the Pledge of Allegiance.

**Called to
Order**

Presentation by Drescher & Malecki, External Auditors – Tom Malecki & Nicole Ruff. A detailed audit report was given to the Audit Committee prior to the Board meeting. The District was issued a clean audit. The fund balance is in a very stable position. There were no material weaknesses or deficiencies.

**External
Audit
Presentation**

Presentation by Erie County Association of School Boards – Jane Burzynski & Kathy Anne Lorca. ECASB's mission is to provide member boards with leadership and support to promote the effective management and delivery of services to public school students. They provide training, advocacy, information and resources to all member districts. ECASB is a state-approved provider of the required school board member workshops, FORT & GPA, in addition to many other workshops and programs for districts, board members and prospective board members. ECASB provides legislative advocacy and helps members organize and prepare testimony presentations to panels.

**ECASB
Presentation**

Mr. Byrnes asked if anyone wished to remove any items from the consensus items. There were no consensus items removed.

**Requested to
withdraw
items**

Mr. Campbell made a motion, seconded by Mr. Breeden that the following consensus items be approved as listed in the Administrative Memorandum (III. A. – R.):

**Approved
consensus
items**

Minutes of the August 12, 2013 Special Board of Education Meeting.

Minutes of the August 21, 2013 Regular Board of Education Meeting.

Revenue Budget Status Report for the period ending June 30, 2013.

Revenue Budget Status Report for the period ending August 31, 2013.

Treasurer's Report for the period ending July 31, 2013.

Treasurer's Report for the period ending August 31, 2013.

Multi Fund Warrant for the period ending August 31, 2013 in the amount of **\$414,515.68**. This Warrant is broken down as follows: **General Fund portion \$366,221.21**, **Federal Fund portion \$94.60**, and **Trust & Agency Fund portion \$47,799.87**.

ACH Wire Transfer Warrant for the period ending August 31, 2013 in the amount of **\$133,103.13**. This Warrant is broken down as follows: **General Fund (Debt Service) portion \$131,965.63**, and **General Fund (Accrued Liabilities) portion \$1,137.50**.

Accounts Payable Warrant for the period ending August 31, 2013 in the amount of **\$28,720.96**. This Warrant is broken down as follows: **General Fund portion \$28,385.51**, and **Federal Fund portion \$335.45**.

Appropriation Status Report for the period ending June 30, 2013.

Appropriation Status Report for the period ending August 31, 2013.

Extraclassroom Activities Fund Report for the period ending August 31, 2013.

Budget Transfers for August 2013.

August 2013 Claims Auditor Report.

CSE/CPSE Recommendations.

**Appointed
substitutes**

The following personnel are appointed as substitutes, provided that these appointments will not be effective and service to the District pursuant thereto shall not begin until there has been compliance with statutory and regulatory provisions for fingerprinting/certification and clearance for employment:

<u>Name</u>	<u>Area</u>	<u>Effective Date</u>	<u>Certification</u>
Debbie Asboth	Teacher Aide	September 19, 2013	None
Gabrielle Rodriguez	PK-12 T, HI	September 19, 2013	Math
Amie Francisco	PK-12 T	September 10, 2013	P.E.
Kerry Daley	PK-12 T, HI	September 19, 2013	Business/Mktg

The following personnel be appointed to Supplemental Activities positions as coaches and advisors for the 2013-2014 school year as presented. See list.

**Approved
Supplemental
Coaches/Adv.**

A child-rearing leave of absence for **Olivia Doctor**, be extended through approximately November 22, 2013.

**Approved
extension –
O. Doctor**

A medical leave of absence be approved for Teacher, **Mary Carlson Nowicki** effective September 3, 2013 through approximately March 7, 2014.

**Approved
LOA – M.
Nowicki**

An unpaid leave of absence be granted to Bus Driver, **Leon Granger** November 7-8, 2013.

**Approved
LOA – L.
Granger**

Consensus items III. A-R carried unanimously.

At 7:32 p.m., Mr. Byrnes asked for comments from the public. There were no comments.

Comments

Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the resignation of Teacher Aide, **Claire Flynn**, be accepted effective August 22, 2013. The Board of Education and Administration wish to thank Ms. Flynn for her one year of service to Eden Central School District. Carried unanimously.

**Accepted
resignation –
C. Flynn,
Teacher
Aide**

Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the resignation of Teacher Aide, **Kayla Zahm**, be accepted effective August 26, 2013. The Board of Education and Administration wish to thank Ms. Zahm for her one year of service to Eden Central School District. Carried unanimously.

**Accepted
resignation –
K. Zahm,
Teacher
Aide**

Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the resignation (for the purpose of retirement) of Maintenance Supervisor, **James Walters**, be accepted effective November 16, 2013. The Board and Administration wish to thank Mr. Walters for his 35 years of service to the District. Carried unanimously.

**Accepted
resignation –
J. Walters,
Maintenance
Supervisor**

Note: Mr. Walters will use accrued vacation time from October 10th through November 15th, 2013. His last day of work will be October 9th, 2013.

Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **David Kean** be appointed as an Administrative Intern for the 2013-2014 school year. Discussion ensued. Carried unanimously.

**Appointed
D. Kean,
Admin.
Intern**

Note: This is an unpaid position, and Mr. Kean will continue with his teaching duties.

- Appointed L. Mohan, Teacher Aide** Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Lory Mohan** be appointed on probation as a Teacher Aide effective September 19, 2013 and ending March 18, 2014. Salary is based upon **CSEA Contract, Level 4, Step 1**. Carried unanimously.
- Appointed K. Morano, Teacher Aide** Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Kristen Morano** be appointed on probation as a Teacher Aide effective September 19, 2013 and ending March 18, 2014. Salary is based upon **CSEA Contract, Level 4, Step 1**. Carried unanimously.
- Appointed D. Smith, Cafeteria Monitor** Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Deborah Smith** be appointed on probation as a Cafeteria Monitor effective September 19, 2013 and ending March 18, 2014. Salary is based upon **CSEA Contract, Level 1, Step 1**. Carried unanimously.
- Appointed P. Shephard, Safety Committee** Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Paul Shephard** be appointed to the Safety Committee as the Board of Education representative for the 2013-2014 school year. Carried unanimously.
- Recalled S. Schnauffer, Business Teacher** Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Susan Schnauffer**, who is on the Preferred Eligibility List, is being returned to a 1.0 FTE position in the Business Education tenure area (as a .5 FTE long-term Substitute Business Teacher to replace Mary Carlson Nowicki) effective September 19, 2013 through approximately March 7, 2014. Salary is based on **ETA Contract, Master's, Step 6**. Carried unanimously.
- Appointed K. Daley, LTS Business Teacher** Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Kerry Daley**, who is initially certified as a Business & Marketing Teacher, be appointed as a .5 Long-term Substitute Business Teacher to replace Susan Schnauffer, effective September 19, 2013 through approximately March 7, 2014. Salary is based upon **ETA Contract, Master's, Step 1**. Carried unanimously.
- Appointed C. Campbell, Audit Committee** Mr. Breeden made a motion, seconded by Mr. Byrnes that upon the recommendation of the Superintendent, **Colin Campbell** be added to the Audit Committee for the 2013-2014 school year. Discussion ensued. Carried unanimously.
- Appointed T. Murphy, HIPAA Officer** Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Thomas Murphy**, Director of Finance, be appointed HIPAA Privacy and Security Officer. Discussion ensued. Carried unanimously.

- Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Dr. Joan Calkins** from Village Pediatrics, be appointed as the School Physician for the 2013-2014 school year at a cost of \$6,500 for student services only. Discussion ensued. Carried unanimously. **Appointed J. Calkins, School Physician**
- Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the LOTE position held by **Jeffrey Meister**, who took a two-year leave of absence effective September 1, 2011 through August 31, 2013, be abolished and Mr. Meister be excessed. Discussion ensued. Carried unanimously. **Excessed LOTE position**
- Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the donation of an elliptical machine from Colleen Kot, valued at \$600, for use at the Eden Jr./Sr. High School be accepted. Carried unanimously. **Accepted donation of elliptical machine**
- Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, a donation of equipment to be used for plant science be accepted from the Eden Police Department as presented. Discussion ensued. Carried unanimously. **Accepted donation for plant science**
- Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the following items be excessed and disposed of as the District deems necessary: **Excessed equipment**
1. Realistic Phonograph Table, Model #LAB-310, Serial #7A4-00707
 2. Pioneer Phonograph Table, Model #PL-600, Serial #02-209016AR,
 3. Pacemaster Treadmill, Serial #809L97056
 4. All American Football Scoreboard manufactured by General Indicator Corporation asset number 1132, purchased in 1977, and no longer functional.
- Discussion ensued. Carried unanimously.
- Note: The scoreboard will be donated to Eden Little Loop Football for whatever spare parts they can salvage for their unit. This unit has been replaced by a new scoreboard donated to the district by Eden All Sports Boosters.*
- Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Audit Committee, the External Audit as prepared by Drescher & Malecki, PC for the fiscal year ending June 30, 2013 be accepted as presented. Carried unanimously. **Accepted external audit**
- Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, \$20,000 be transferred from the Unemployment Restricted Balance Fund to the Unassigned Balance in the General Fund to cover first quarter billing for unemployment benefits. Discussion ensued. Carried unanimously. **Approved transfer of funds from URBF**

**Approved
transfer of
funds from
CRFRB**

Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, \$29,573.00 be transferred from the Capital Repair Fund Restricted Balance to the Unassigned Balance in the General Fund as per the May 21, 2013 Budget Proposition Vote approving the Catalytic Converter work for the Co-generation Plant. Discussion ensued. Carried unanimously.

**Approved
budget
increase**

Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the 2013-2014 budget be increased by \$229.48 to \$25,728,838.92 to account for increased revenues. Carried unanimously.

Note: The District received: Target \$189.09 for GLP, Abibow Recycling \$19.05 for GLP; Abibow Recycling \$21.34 for Eden Jr./Sr. High School.

**Approved
girls'
volleyball
trip**

Mr. Campbell made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the Girls' Volleyball overnight trip to the Horseheads tournament October 18 – 19, 2013 be approved as presented. Discussion ensued. Carried unanimously.

**Business
report**

Mr. Murphy reported the following:

- ◆ New York State mailed out STAR exemption information about three weeks ago. Extra cards were available for anyone to take at the meeting. The deadline for applying is December 31, 2013. Applicants who are not registered by December 31st will lose their STAR exemption.
- ◆ The Budget Advisory Team will be comprised of Board Members, community members, parents, and representatives from each of the unions. The purpose is to help people understand what goes into the budget, ask questions about the process and have a voice in the budget. Within the next couple of weeks, if anyone knows someone who would like to participate on the Budget Advisory Team, please send their name and contact information to Mr. Murphy. The meetings will be prior to School Board Meetings on the same day.
- ◆ The tax cap may be tied into the cost of living. Municipalities are at 1.66%. School districts won't know what the cap will be until around January. With a \$25,000,000 budget, \$10,000,000 comes from taxpayers. The \$10,000,000 could go up by the amount of the cap. As more information is available, it will be shared.
- ◆ Transportation and Buses. Our fleet is aging out. Three buses are about 13 years old. These buses will not be brought before the DOT inspector in October, because they will not pass. They are literally rusting out from underneath and above. The structure is not considered safe by DOT standards. In the past, buses were replaced on a regular basis. Mr. Murphy recommended that the Board consider doing that again. Not only does it provide safe buses for transporting students, but it also drives state aid. Buses have not been purchased in

the past three years, which means our aid will be depleted soon. Ms. Heckathorn added that as of September 19th, another 48 passenger bus will not be able to pass DOT inspection. It will be put out of service. Two 48 passenger buses and a 7 passenger vehicle will be out of service. The DOT inspector is very aware of the condition of the district fleet. Mr. Murphy indicated that many bus companies will provide loaner buses, so districts' won't be obligated if their vote does not pass. If a proposition vote is anticipated, it can be done for the exact dollar amount for this year or for the estimated amount for the needs of the next couple years. If buses are not replaced at all, it puts the district in a much tighter position.

- ◆ The transportation department bid out the runs today. Six drivers switched runs. There were very few issues on day one. Mrs. Anzalone stated that there were about 13 new enrollments at the beginning of school, which necessitated some changes in the bus runs.
- ◆ Mr. Campbell suggested the Board bring the topic of buses up when they are discussing the budget.

Mrs. Anzalone reported the following:

Supt. report

- ◆ Welcome to Molly Neureuter, the 2013-2014 student representative to the Board of Education.
- ◆ Our hearts go out to Brocton-Westfield and Portville districts for the loss of a student.
- ◆ A new scoreboard and speakers were installed at the football field. The All Sports Booster Club approached the district for a new scoreboard. Ms. Fallacaro stated that the old scoreboard was from 1977. It broke last year and was beyond repair. A project has been estimated at around \$85,000 for the football field, the sound system, gymnasium scoreboard and sound system, and the pool. There was some money set aside for the scoreboard, and several people and vendors donated money for the project. The Board, the Administration, the sponsors and the community will be thanked at half-time at the Homecoming Game on September 28th. Mrs. Anzalone thanked the Buffalo News and Felice Krycia for their support and Ms. Fallacaro for spearheading this project. The Raider Festival is new this year in lieu of the Homecoming parade. Molly Neureuter said the student council was inviting the entire community and getting all three schools involved in the Raider Festival.
- ◆ Data Dashboard, a mandate from State Education, is a portal for parents, students and teachers to access student information. One of the best resources to find information is the web-site, Engageny.org. The state is trying to make it easier to access the portal. They cannot see the data, and they make no profit off the data. Three different portals are available to choose from. Eden feels that Datacation is the easiest one to read and user friendly. Early indicator warnings for parents are available. No social security numbers or private information is used. The mandate requires that we put this on our web-site. This portal will not replace Power School. It will add a

state assessment piece and Regents exam information.

- ◆ Parent Reports will be going home to parents this week or next week. A video about Common Core was shown. Students are now expected to get into more depth as opposed to width. Mrs. Karstedt reviewed the family resource section on Engageny.com. It contains basic information on how the tests and scores have changed and detailed information about the assessments. Mrs. Anzalone urged parents not to compare this year's results against other years' results.
- ◆ There was a Digital Sign meeting this week. The Board will be asked to consider putting a digital sign up in front of the Elementary Building. If approved, the existing structure will remain intact, but a wireless digital insert would be added. A composite will be available for viewing.
- ◆ The Buffalo Schools requested that all Erie 1 schools attend a meeting on September 26th hosted by the Superintendent of Buffalo Schools, Pamela Brown. Mrs. Anzalone will attend the meeting and bring back information for the Board to determine whether or not they would accept Buffalo School students.
- ◆ With the changes in mandates in scoring exams, Principals and Superintendents have discussed how effective regular classes are for 9th – 12th grade students during January Regents Week. All juniors will be taking the Regents English exam on January 27th. All other schedules during the day will have to be revised to accommodate about 135 students. Tuesday – Thursday other exams will be held. Teachers cannot score their own students' exams. Because of that, teachers from other grades need to be pulled to score those exams. Mrs. Anzalone requested from the Board that 9th-12th grade students do not attend regular classes Regents week January 27th - 30th. She requested that only students who have to take mid-terms, final exams, benchmark exams, or make up Regents exams be in school. Additionally, she requested that 7th and 8th graders not attend school on Wednesday and Thursday, January 29th and 30th, because some of those teachers will be scoring exams.

Future Dates Regular Board of Education Meeting – Wednesday, October 16, 2013 – 7 p.m. – Jr./Sr. High School Cafeteria.

Executive session At 9:05 p.m., Mr. Campbell made a motion, seconded by Mr. Breeden that the Board of Education enter executive session to discuss the employment history of a particular person and collective bargaining with the Civil Service Employees Association. Carried unanimously.

Respectfully submitted,

Barbara J. Thomasulo

Barbara J. Thomasulo
District Clerk

At 10:02 p.m., Mr. Breeden made a motion, seconded by Mr. Byrnes to return to regular session. Carried unanimously.

**Returned to
regular
session**

Mr. Breeden made a motion, seconded by Mrs. Krouse to adjourn. Carried unanimously.

Adjourned


The meeting adjourned at 10:02 p.m.

Respectfully submitted,

Michael Byrnes
Board President

MB/bt



Board Approval for Oct
Jeff Cervoni  Barbara Thomasulo

09/24/2013 02:07 PM

Barb,

Can you please add Jr/Sr HS Fiddle Club to the board agenda for approval?

Fiddle Club is an extra curricular 7-12 group that meets after school once a week. We play both traditional fiddle tunes and newly composed music. Depending on the size of this group, it can be auditioned to create a balanced ensemble but typically every student who signs up to take part is accepted. Last year we played at Kleinhan's Music Hall in the Mary Seaton Room prior to a BPO concert. The students were then able to attend the concert for free and in the past have been able to go backstage and meet the director and musicians. This is currently an unpaid adviser position.

Thanks
Jeff

Jeff Cervoni

Principal

Eden Junior/Senior High School

3150 Schoolview Road

Eden, NY 14057

716-992-3600

jcervoni@edencsd.wnyric.org

Confidentiality Notice: *This electronic mail transmission is intended for the personal and confidential use of the designated recipient(s) named above. This message may contain confidential student or personnel data or an attorney-client communication and as such is privileged and confidential. If you are not the intended recipient, you are hereby notified that you have received this message and any attached documents in error, that any review, dissemination/disclosure, copying, distribution, or taking of any action in reliance on the contents of this information is strictly prohibited. If you have received this transmission in error, please notify sender immediately by e-mail and delete the original message and documents. Thank you for your cooperation.*



Grover L. Priess Primary School
Eden Central Schools

3000 Schoolview Road, Eden, NY 14057

992-3638 (Office)
992-3631 (Fax)

Loran B. Carter
Principal

The construction paper copier has been unusable for a long time. There is a wide black stripe that runs down the middle of the page and the repair person says there is nothing left to do. There are no longer parts to even get for the machine.

It is a Konica 1010. ComDoct ID #980AJ.

A00067536

Please put this on the next BOE agenda to be excessed.

JBCarter

**RE: Existing Performance Service Agreement & Energy Performance Contract
[HSELAW-worksite.FID354541]**

Beatty, Erin L. to: BThomasulo@edencsd.wnyric.org, DMartin@edencsd.wnyric.org

Cc: "Mendrick, Ronald", "TMurphy@edencsd.wnyric.org", "SAnzalone@edencsd.wnyric.org"

Dear Barb and Dave,

As you requested, we have reviewed the Performance Service Agreement / Energy Performance Contract between the District and Siemens, as well as its subsequent amendments relating to the co-generation plant (collectively, the "Contract"), in order to determine the consequences of using a company other than Siemens to perform the installation of the catalytic converter in the co-generation plant. Our analysis of the Contract demonstrates that while the Contract does not appear to explicitly require that Siemens perform this work, and while the installation of a catalytic converter is not specifically contemplated under the Contract (and therefore Siemens reserves the right to charge an additional fee for the work), there may be consequences to the District in the event that another company performs the installation, including voiding the Technical Support Program under the Contract and also voiding the limited warranties under the Contract.

Technical Support Program

If the District opts to have another company install the catalytic converter, then the District runs the risk of breaching the terms of the Technical Support Program (the "TSP"), which would ultimately void the benefits and protections under the TSP. By way of background, under the Contract, Siemens guarantees certain amounts of savings per year as a direct result of the co-gen plant. However, in order to continue to receive the guaranteed savings under the Contract (as set forth in Exhibit C, Article 1 of Amendment No. 1), the District is required to maintain the TSP during the entire term of the Performance Guarantee Period (which runs for eighteen years). Under the TSP, the District pays Siemens an annual fee for Siemens to perform technical services with respect to the equipment covered under the Contract.

The terms of the TSP provide that the District is required to notify Siemens of any alterations to equipment related to the co-gen plant. If any equipment related to the co-gen plant is moved or altered, Siemens has the right to inspect it, at the District's expense, and if, after the inspection, Siemens determines that repairs or replacements are necessary, the District is required to make any such repairs within thirty days or the affected equipment will be removed from coverage under the TSP. If the District asks Siemens to perform these repairs, then Siemens will require the District to pay an additional fee.

Warranties under the Contract

Another potential consequence of having another company install the catalytic converter is that any of the limited warranties under the Contract would be voided. For example, any limited warranties provided in the Contract will be void and will not apply to any equipment that is "repaired, altered or improperly installed by any other person than Siemens or its authorized representative." Similarly, if any

equipment is installed in the co-gen plant that is “not manufactured, fabricated and assembled by Siemens or not bearing Siemens’ nameplate,” the limited warranties under the Contract will be voided.

Bidding Requirements

If you have not already advertised for bids, and if the amount of the contract for installing the catalytic converter is expected to exceed the threshold for competitive bidding, then you would have to advertise for bids for this project. However, given the nature of the work, it might be practical for the specifications for the bid to make this a “sole provider” situation where Siemens is the only possible supplier for the work. We would be happy to look into this in greater detail and discuss further if this is an issue here.

We have also reviewed the proposed Amendment No. 3 to the Existing Performance Service Agreement and Energy Performance Contract, Amendment No. 1. from a legal perspective and have not noted any outstanding legal contract issues on the face of the proposed Amendment. We cannot estimate the labor costs associated with the installation of the enhanced switchgear controls (p. 2 of proposed Amendment), but if the total cost of the equipment and installation fall outside of the threshold for competitive bidding, then bidding would not be required. However, we note that we have not reviewed the technical specifications contained in the proposed Amendment because we did not have sufficient information to do so at this time. If you would like such an analysis, we would be happy to discuss these technical issues.

If you have any additional questions, please do not hesitate to contact me to discuss.

Best regards,

Erin

Erin L. Beatty, Associate
Harter Secrest & Emery LLP, Attorneys and Counselors
1600 Bausch & Lomb Place, Rochester, NY 14604-2711
Firm 585.232.6500 Direct 585.231.1244
Fax 585.232.2152 EBeatty@hselaw.com

[vCard](#)

www.hselaw.com



BOARD OF EDUCATION
EDEN CENTRAL SCHOOL DISTRICT

3150 Schoolview Road
Eden, NY 14057

SPECIFICATIONS AND BID FORM

CATALYTIC CONVERTER

Bids will be publicly opened in the Office of the District Clerk on the 29th day of July
2013 at 10:00 a.m.

DO NOT SEPARATE THESE SHEETS

Name of Bidder

JOSEPH LINDSTROM

Address

300 COLVIN WOODS PARKWAY

TONAWANDA, NY 14150

Telephone Number

716-832-1940

Representing

JOHN W DANFORTH CO.

1. General Instructions to Bidders:

a. Qualifications to Bidder:

If, after the necessary investigation, it is the opinion of the Board that the bidder is not properly qualified to perform the obligation of the contract, the Board reserves the right to reject his bid.

b. Addenda and Interpretations:

No interpretation of the meaning of these specifications shall be made orally to any bidder. The bidders are requested to notify the Director of Finance immediately of any discrepancies. Supplementary instructions, when necessary, will be mailed to all prospective bidders.

c. Royalties and Patent Rights:

The successful bidder shall defend all suits or claims for infringement of patent rights concerning materials delivered and shall save the Eden Central School District harmless from loss thereof.

d. Taxes:

No charge will be permitted for federal, state, or municipal sales and excise taxes, from which the Board of Education is exempt. The price bid shall be net and shall not include the amount of any such tax. Exemption certifications will be furnished upon request.

e. Substitutes and Equals:

Where an item is specified by manufacturer, such item represents an accepted standard and is not intended to limit competition. However, the Board reserves the right to determine if the substitute is equal to the specified.

Proposals to furnish material other than specified shall be accompanied by descriptive materials.

f. Inspection and Tests:

The Board shall have the privilege of making such inspections and tests as may be necessary to assure it of the quality of the materials furnished.

g. Damage to Property:

In delivering or in making installations, care must be exercised to avoid damage to or disfigurement of the building, equipment, driveways or other property. A contractor shall be required to make the necessary repairs at his expense for any property damaged by him.

h. Bid Form Preparation:

Each bidder shall inform himself fully as to all conditions of these specifications and give all data requested. Each bid shall be submitted on

the form attached and made a part of these specifications. Only one bid shall be submitted on each form. All bids shall be in ink or typewritten and without erasures or alterations. Signatures shall be in longhand. Only persons authorized to execute the contract shall sign the bid form.

i. Acceptance of Rejections:

The Board reserves the right to reject or to waive all informalities in any bid received and to reject all bids and re-advertise if such procedure is in the best interest of the school. Bids offering terms other than those contained in the specifications may be rejected.

j. Contract:

Unless otherwise specified, a notice to the successful bidder by the issuance of a purchase order along with the specifications and the bid offer of the bidder will constitute and create a contract.

k. Conditions of Bidding:

Each bidder shall inform himself fully as to the conditions relative to the fulfillment of the contract. Thus, it becomes his responsibility to check related plans and specifications and to take site and job measurements when necessary.

l. Guarantee:

Unless otherwise specified, the guarantee against defects in materials and poor workmanship shall be for a period of one year from the date of approval of the completed contract by the Board.

m. Price Guarantee:

A bidder shall be required to maintain the bid price submitted by the vendor for a period of not less than sixty (60) calendar days after the bid opening date.

2. Receipt & Opening of Bids:

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Proposals shall be enclosed and sealed in opaque envelopes clearly marked "BID". Bids shall be addressed to:

Thomas Murphy, Director of Finance
Eden Central School District
3150 Schoolview Road
Eden, NY 14057
(716) 992-3613

3. Method of Bidding:

The School reserves the right to award the bid to the lowest responsible bidder by a total cost submitted by a vendor for all the items or item number, whichever is lowest. ALL ITEMS ARE TO BE NET PRICE PER ITEM. THE BOARD RESERVES THE RIGHT TO REJECT ALL BIDS IF IT SO DEEMS TO BE IN ITS BEST INTERESTS.

4. Samples:

Samples may be requested from each bidder. When so instructed, they are to be made available at a nearby location for inspection by the Board within five (5) days of the opening of bids.

5. Delivery:

All bids are to be made on the basis of delivery prepaid to the school building as directed. All materials are to be delivered inside the building in the appropriate location as directed by school personnel, between the hours of 7:00 a.m. and 4:00 p.m. weekdays.

6. Payment:

All bids shall be made on the basis that payment will be made in full within sixty – ninety (60 – 90) days after the acceptance of the completed contract by the Board.

7. Bidding Equivalents:

Each bid form is provided with a line for identifying and describing equivalents when equivalents are acceptable. In those circumstances where a bidder bids on equivalent for the item specified, the bidder shall complete this line giving the name of the item, its manufacturer, distributor or jobber and its catalog number. A blank equivalent line will indicate that the item is being bid exactly as specified. Bids for equivalents will be rejected if these data are omitted.

If, at the time of delivery, equivalent items are delivered and those substitutes were not stated in the bid form by the bidder, the bidder will be requested to pick up the items delivered at his expense and the contract will be cancelled.

8. Additional Information:

Bidders seeking additional information regarding specification and/or other data shall contact:

Thomas Murphy
Director of Finance
Eden Central School District
3150 Schoolview Road
Eden, NY 14057
(716) 992-3613

LEGAL NOTICE
EDEN CENTRAL SCHOOL DISTRICT
NOTICE TO BIDDERS

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The Board of Education reserves the right to reject any and all bids. The decision of the Board of Education is to be considered final.

EDEN CENTRAL SCHOOL DISTRICT

Thomas T.J. Murphy
Director of Finance
Eden, New York 14057

The Eden Central School District is securing pricing for the complete installation of One (1) catalytic converter to be installed on a Waukesha Model H24GLD Natural gas driven 400 KW generator at approximately 573 horsepower. This is in response and to comply with the recently enacted Environmental Protection Agency Rice Neashap <http://www.epa.gov/ttn/atw/rice/ricepg.html> regulations for emissions on aspirated engines. The generator is located within a secured building at the Junior Senior High School and is part of a complete power plant package for the district.

The Eden Central School District operates its own electrical generating facility and buys no commercial power off the grid to feed its buildings power. Thus, the scheduling of this work will be critical to not only meet the October 19, 2013 deadline, but to minimize power interruptions for district buildings. The plant will be functional while the work is being performed; only the effected engine will be disabled and locked out to allow this work to be completed. All other power generation functions will continue during the installation. Appropriate safety advisories and procedures will need to be given to workers on this project by the successful bidder.

As part of this RFP we have included photographs of the installation along with the engine emissions information from the manufacturer when originally installed.

It is extremely important for any bidder desiring to submit a price on this RFP, to schedule an on-site visitation to determine the extent of work required to meet the intent of this RFP. Cost additions once the proposals are accepted and the successful bidder chosen will not be accepted. Relying solely on the information provided in this packet is not advised. Coordinate the site visit with David Martin at 716-992-3602.

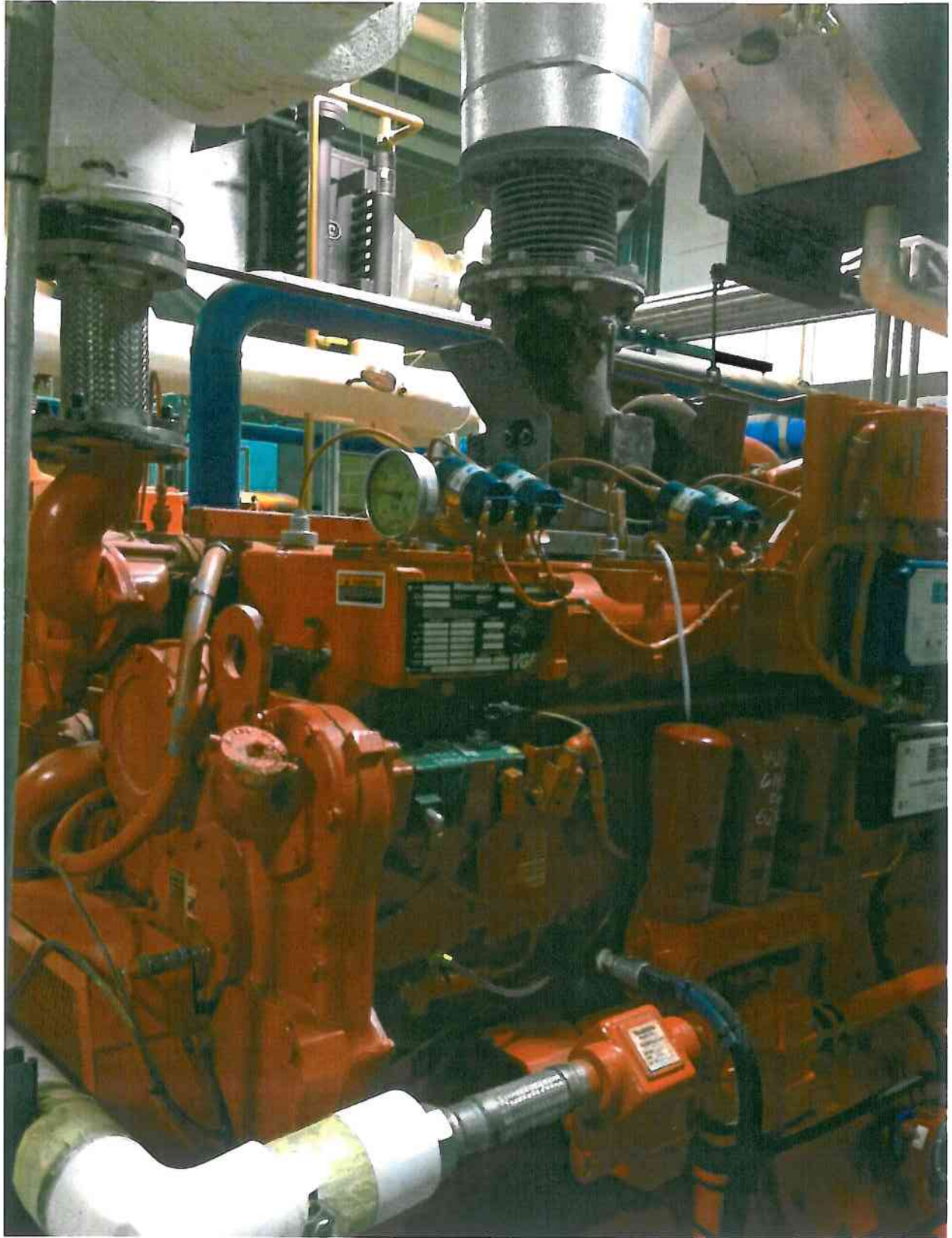
The successful bidder will provide all materials, rigging, equipment, labor and engineering to provide a complete turnkey installation. Included in this installation will be the following:

- The catalytic converter unit manufactured by Miratech Corporation
<http://www.miratechcorp.com>.
- All associated piping to and from the converter of a size and capacity equal to or exceeding what is currently installed in the exhaust system. The unit must be installed and oriented to allow for replacement of the catalytic element without disassembly of any piping or associated engine or monitoring components.
- The converter located within the building itself as close to the engine as possible.
- An electronic monitoring system to monitor incoming and outgoing emissions, connected to the Siemens Apogee energy management system to monitor and alarm the need to clean or replace the catalytic element. Apogee head end equipment is available to connect to within the same building in close proximity to the engine. Coordination with Siemens Building technologies in Amherst, NY may be required.
- One (1) replacement catalytic element along with any other manufacturer recommended replacement items.
- Owner training, installation, maintenance manuals and drawings.
- Minimum one (1) year warranty on all materials, labor and installation.

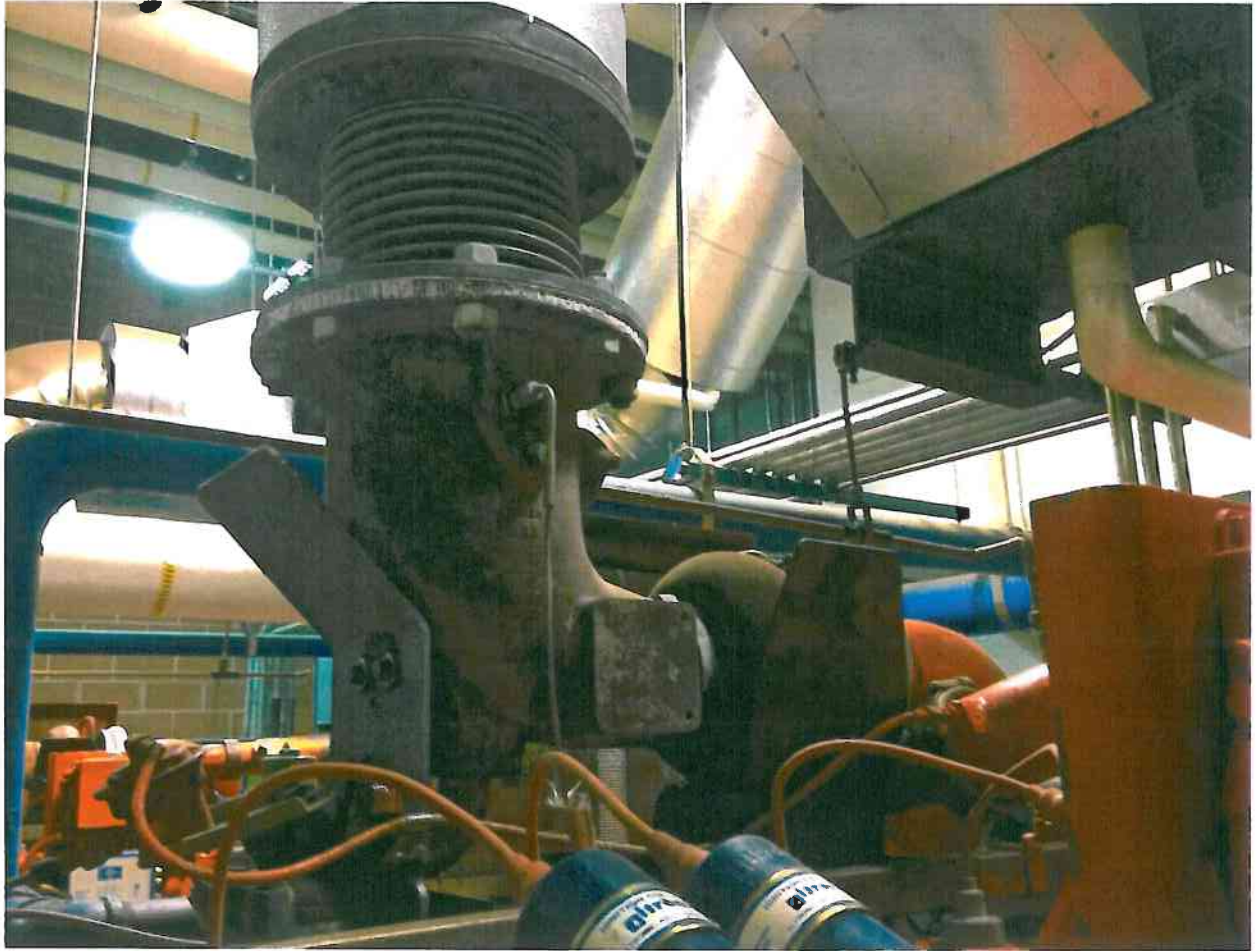
Our desire is to schedule for this installation over a school break, and the complete installation prior to October 19, 2013. School commences from summer break September 3, 2013. Columbus Day is October 14, 2013. The bidder will need to indicate the ability to complete the work prior to October 19, 2013 utilizing the breaks and or weekends.



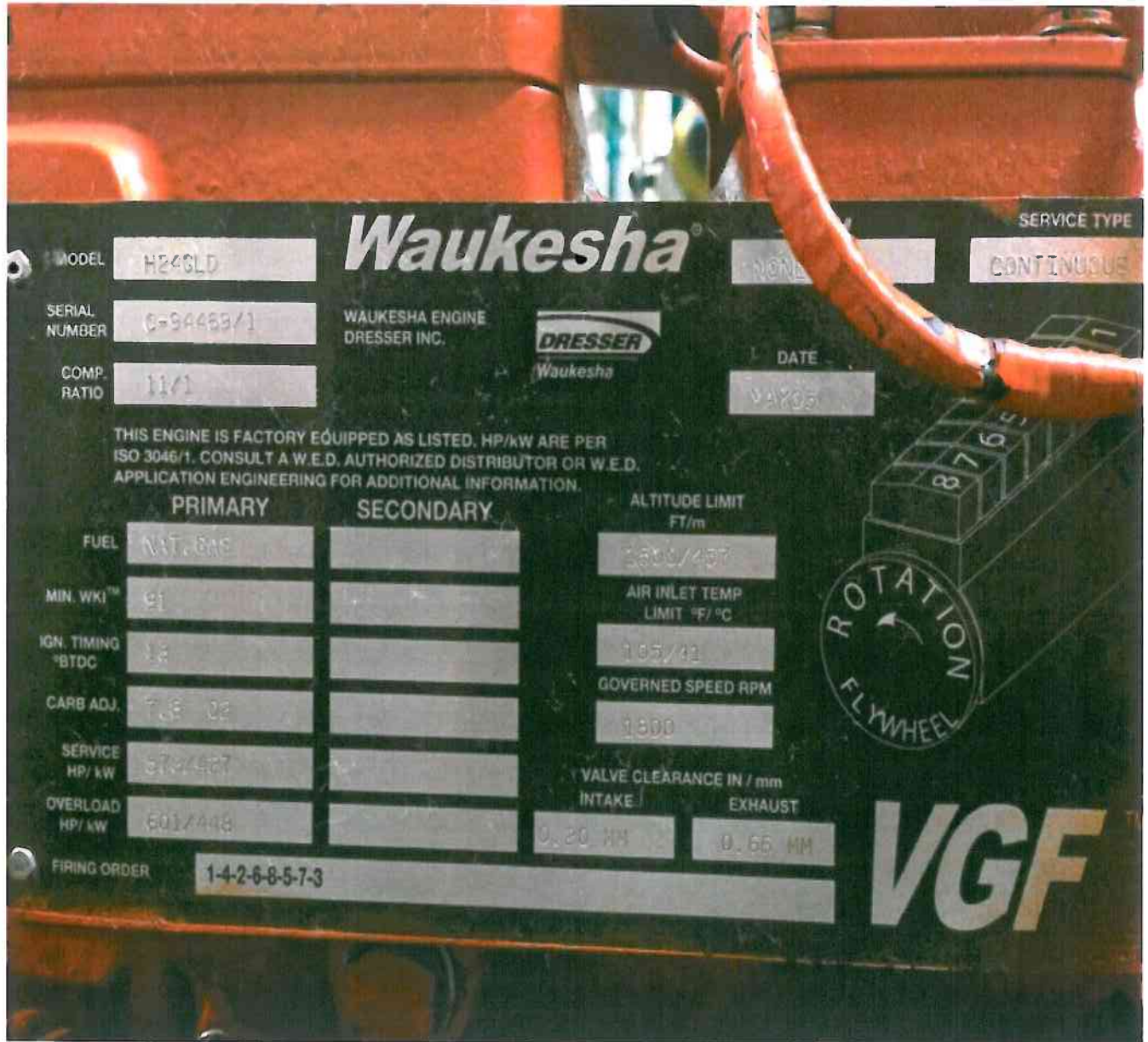
400 KW Engine Overall Views



400 KW Engine Close Up View



400 KW Engine Turbo and Exhaust



400 WK Engine Nameplate

Conversion for Emissions from grams/bhp-hr to tons/year
CO

Level			
1.3	g/bhp-hr	0.9898	g/kW-hr
530	bhp	589	g/hr
0.889	kg/hr	1.518984553	lb/hr
13306.3047	lb/yr		
6.65315236	ton/yr		

6.65315236	tons/yr		
13306.3047	lbs/yr		
1.52595238	lbs/hr		
400	kW load	0.0038145809	lbs/kw-hr
		0.0000038149	lbs/mw-hr
530	BHP	0.002679155	lbs/bhp-hr

07/29/2003 16:37 3154556288

KRAFT POWER CORP

Conversion for Emissions from grams/bhp-hr to tons/year
Nox

Level			
1	g/bhp-hr	0.746	g/kW-hr
530	bhp	530	g/hr
0.53	kg/hr	1.16844986	lb/hr
10235.619	lb/yr		
5.11780951	ton/yr		

5.11780951	tons/yr		
10235.619	lbs/yr		
1.17360952	lbs/hr		
400	kW load	0.0029345238	lbs/kw-hr
		0.0000029345	lbs/mw-hr
530	BHP	0.002214735	lbs/bhp-hr

400 KW Original Emissions Data

Bidder Information:

Name of Bidding Corporation: JOHN W DANFORTH
Address of Corporation: 300 COLVIN WOODS PARKWAY
Bidder representative name: JOSEPH W LINDSTROM
Telephone Number: 716 832 1940

Price to complete project: \$ 29,573.00


Date expected to begin project if selected: AUGUST 1, 2013

Date expected to complete project if selected: OCTOBER 15, 2013

Affirmation:

I have read and understand the requirements of this RFP and have had the opportunity to ask and have received all appropriate information necessary to effect a successful turnkey project if selected as the successful bidder.

Yes No

Signature:  Date: 7/29/13

BOARD OF EDUCATION
EDEN CENTRAL SCHOOL DISTRICT

3150 Schoolview Road
Eden, NY 14057

SPECIFICATIONS AND BID FORM

CATALYTIC CONVERTER

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2013 at 10:00 a.m.

DO NOT SEPARATE THESE SHEETS

Name of Bidder	Michelle Gerace
Address	85 Northpointe Parkway, Suite 8 Amherst, NY 14228
Telephone Number	Direct: 716-864-5089 Office: 800-578-1334
Representing	Siemens Industry, Inc.

1. General Instructions to Bidders:

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Eden Central School District
3150 Schoolview Road
Eden, NY 14057
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Eden Central School District
3150 Schoolview Road
Eden, NY 14057
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BOARD OF EDUCATION

EDEN CENTRAL SCHOOL DISTRICT

Non-collusive Bidding Certification

1. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of their knowledge and belief:

(a) The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

(b) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

(c) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

2. A bid shall not be considered for award nor shall any award be made where (1) (a) (b) and (c) above have not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement, which sets forth in detail the reasons therefore. Where (1) (a) (b) and (c) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the District Clerk determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of subparagraph (1) (a).

3. Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of the section, shall be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

I subscribe to and affirm the above statements on this page.

Siemens Industry, Inc.

Company


Signature Deborah A. DeSantis
Area Finance Manager

July 18, 2013

Date

LEGAL NOTICE
EDEN CENTRAL SCHOOL DISTRICT
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EDEN CENTRAL SCHOOL DISTRICT

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Director of Finance
Eden, New York 14057

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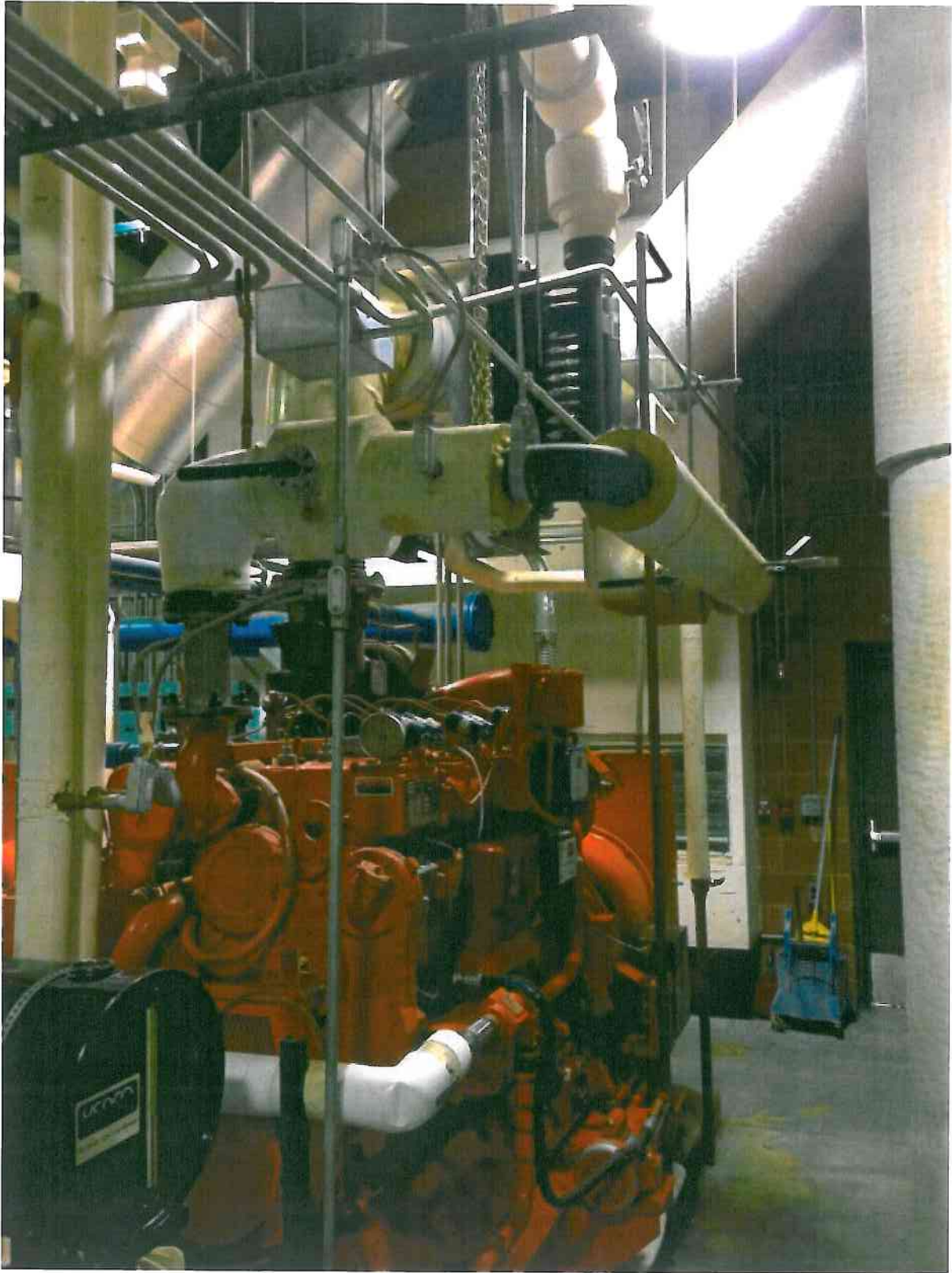
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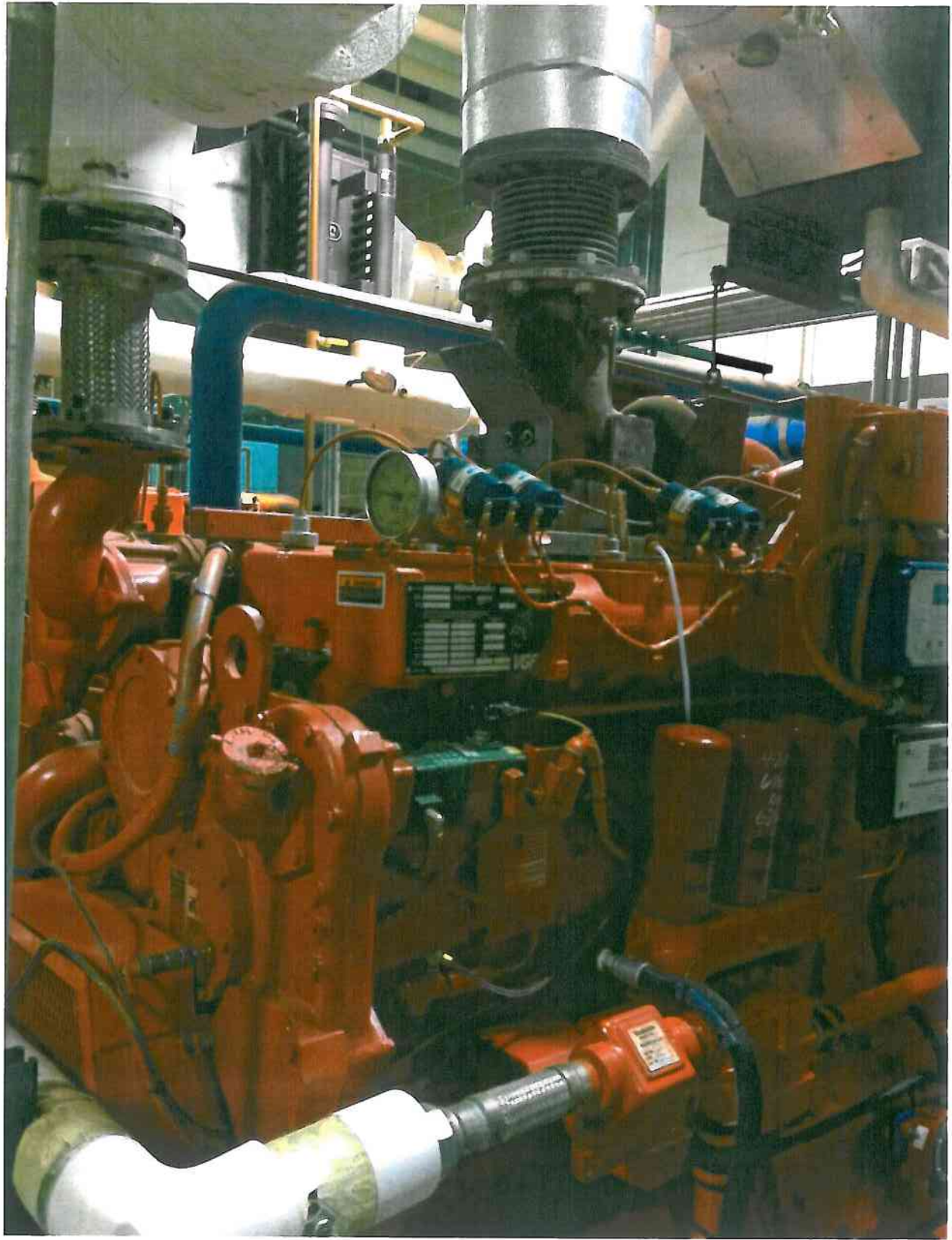
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- All associated piping to and from the converter of a size and capacity equal to or exceeding what is currently installed in the exhaust system. The unit must be installed and oriented to allow for replacement of the catalytic element without disassembly of any piping or associated engine or monitoring components.
- The converter located within the building itself as close to the engine as possible.
- An electronic monitoring system to monitor incoming and outgoing emissions, connected to the Siemens Apogee energy management system to monitor and alarm the need to clean or replace the catalytic element. Apogee head end equipment is available to connect to within the same building in close proximity to the engine. Coordination with Siemens Building technologies in Amherst, NY may be required.
- One (1) replacement catalytic element along with any other manufacturer recommended replacement items.
- Owner training, installation, maintenance manuals and drawings.
- Minimum one (1) year warranty on all materials, labor and installation.

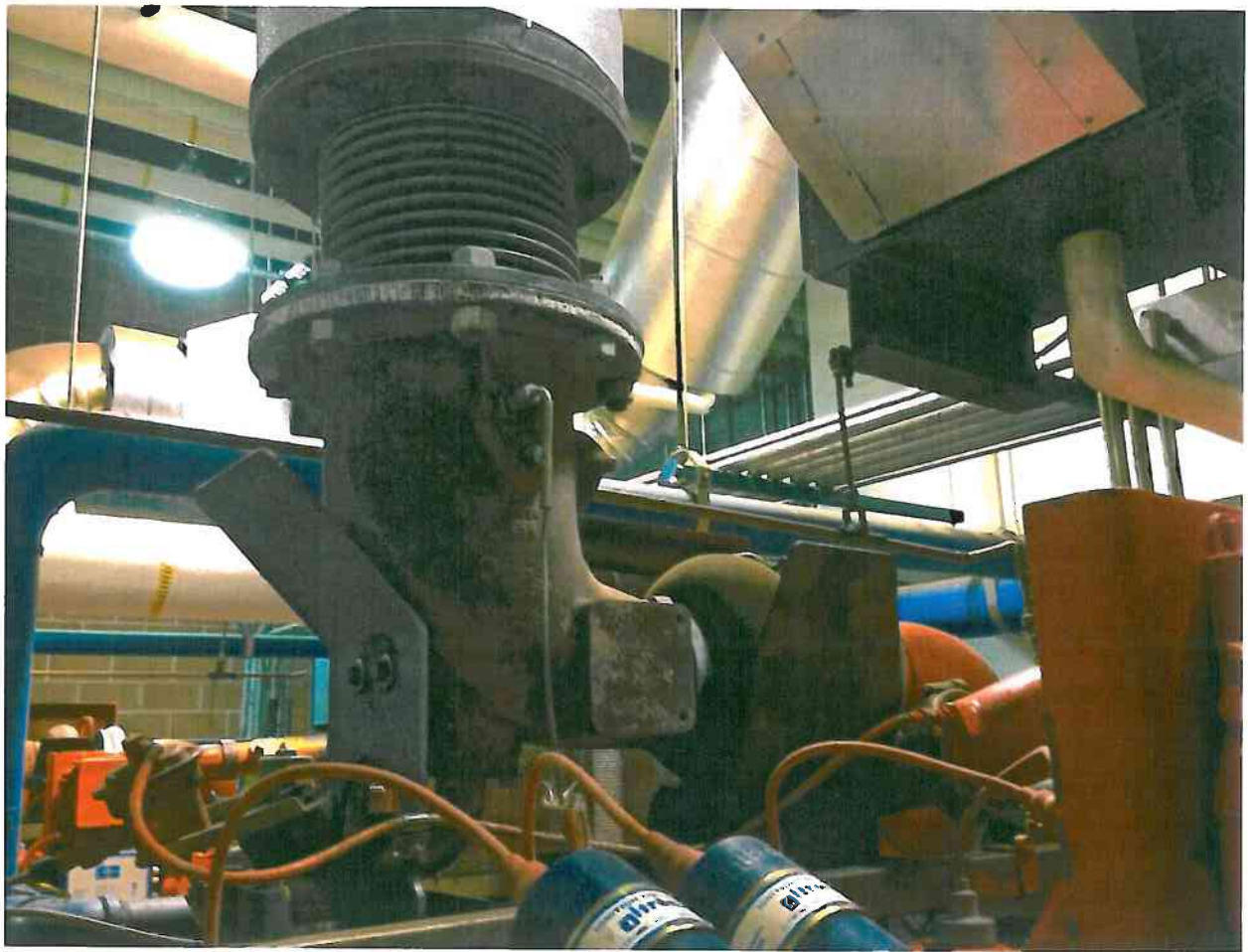
Our desire is to schedule for this installation over a school break, and the complete installation prior to October 19, 2013. School commences from summer break September 3, 2013. Columbus Day is October 14, 2013. The bidder will need to indicate the ability to complete the work prior to October 19, 2013 utilizing the breaks and or weekends.



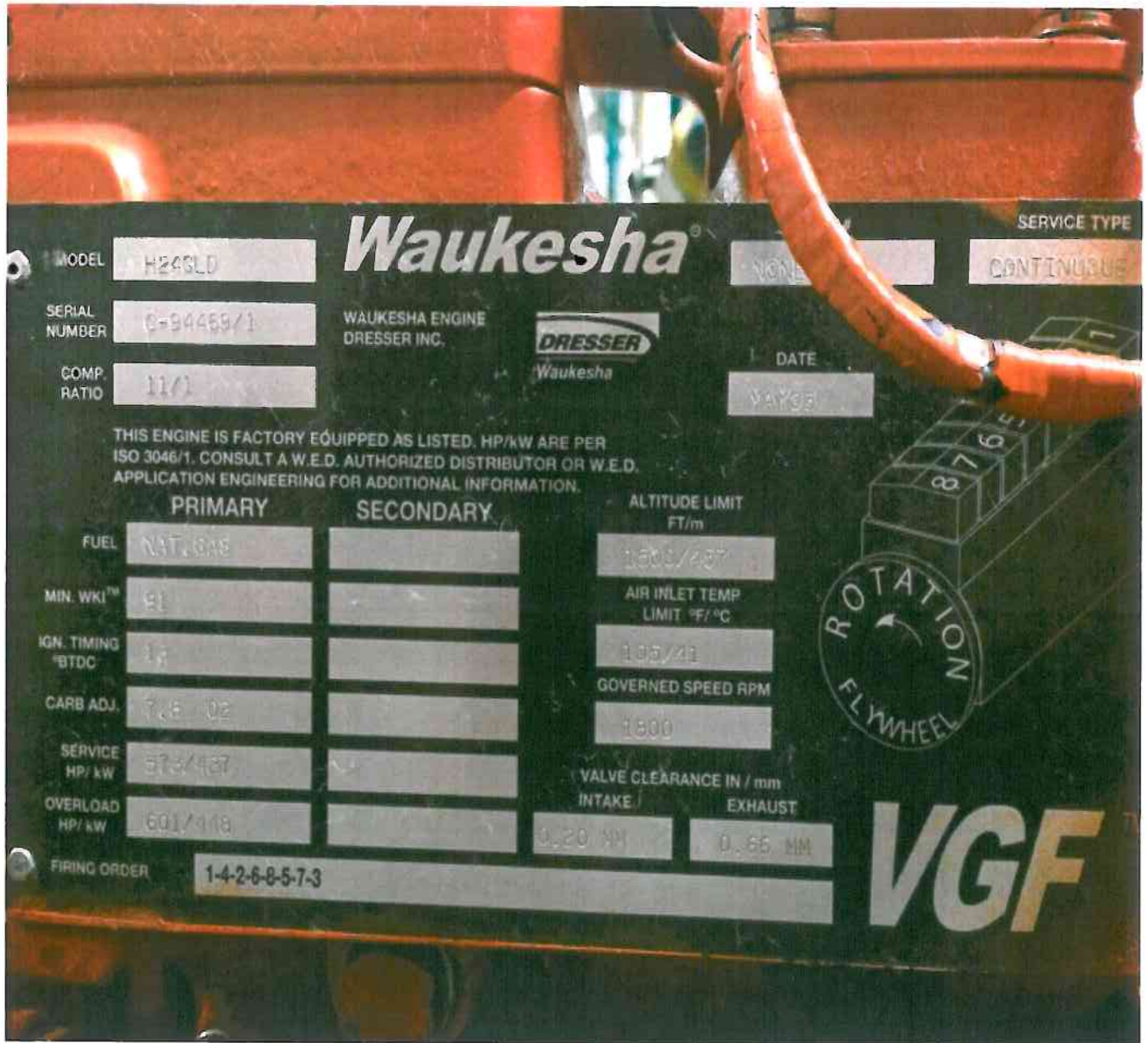
400 KW Engine Overall Views



400 KW Engine Close Up View



400 KW Engine Turbo and Exhaust



400 WK Engine Nameplate

Conversion for Emissions from grams/bhp-hr to tons/year
CO

Level			
1.3	g/bhp-hr	0.9898	g/kW-hr
530	bhp	589	g/hr
0.689	kg/hr	1.518984558	lb/hr
13306.3047	lb/yr		
6.65315238	ton/yr		

6.65315238	tons/yr		
13306.3047	lbs/yr		
1.52598238	lbs/hr		
400	kW load	0.0038148809	lbs/kw-hr
		0.0000038149	lbs/mw-hr
530	BHP	0.002879155	lbs/bhp-hr

07/29/2003 16:37

3154556228

KRAFT POWER CORP

Conversion for Emissions from grams/bhp-hr to tons/year
Nox

Level			
1	g/bhp-hr	0.746	g/kW-hr
530	bhp	530	g/hr
0.53	kg/hr	1.16844966	lb/hr
10235.619	lb/yr		
5.11780951	ton/yr		

5.11780951	tons/yr		
10235.619	lbs/yr		
1.17380952	lbs/hr		
400	kW load	0.0029345238	lbs/kw-hr
		0.0000029345	lbs/mw-hr
530	BHP	0.002214735	lbs/bhp-hr

400 KW Original Emissions Data

Bidder Information:

Name of Bidding Corporation: Siemens Industry, Inc.

Address of Corporation: 85 Northpointe Parkway, Suite 8, Amherst, NY 14228

Bidder representative name: Michelle Gerace

Telephone Number: 716-864-5089

Price to complete project: \$ please see attached for breakout


Date expected to begin project if selected: immediately upon award. material is about 5-8 weeks for delivery.

Date expected to complete project if selected: October 16, 2013

Affirmation:

I have read and understand the requirements of this RFP and have had the opportunity to ask and have received all appropriate information necessary to effect a successful turnkey project if selected as the successful bidder.

Yes No

Signature:  Date: July 18, 2013
Deborah A. DeSantis, Area Finance Manager

Eden Central School District

3150 Schoolview Road
Eden, NY 14057

Bid response for Catalytic Converter
Submitted by Siemens Industry, Inc.

Pricing for the project: Siemens believes that the bid submissions that Eden CSD receives may not necessarily include all of the items that Siemens proposes as a turnkey solution. Therefore, we offer the following pricing breakout so that a complete review and comparison can be made on the bids received. The base bid pricing includes all of the catalyst material, required hardware, piping and brazing for vertical installation. It also includes the installation of the catalytic converter, insulation, and a spare catalytic element. Siemens will also provide all wiring, sensors, hardware and labor to connect to the Apogee System. This labor includes programming and updated graphics.

Equivalent material used – Catalyst Model: DC18-8-MQL in place of the Miratech.

BASE BID for outlined scope above: \$ 23,760.00

Optional items that Siemens believes comprises a complete turnkey solution includes the following but was not defined in full on the scope of work in the bid documents:

- 1) Environmental engineering which includes the review of the catalyst and regulatory analysis for compliance. The Engineer will prepare a revised Minor Facility Registration for submittal to the NYSDEC. The Engineer will prepare an Initial Notification for submittal to the EPA and NYSDEC. The Engineer will also prepare a Notification of Performance Test prior to any performance testing and a Notification of Compliance Status for submittal after the completion of the initial performance tests. The Engineer will also prepare a summary of the requirements of Subpart ZZZZ that apply to the facility and will outline the on-going monitoring, testing and reporting requirements.

ENVIRONMENTAL ENGINEERING: \$ 6,090.00

- 2) Emission testing to be completed for emission set up and emission testing post installation.

EMISSIONS TESTING: \$ 540.00

- 3) Load Bank Testing post installation

LOAD BANK TESTING: \$ 1,180.00

Also, please be advised that backpressure can be an issue and readings should be done to ensure you are within acceptable limits.

**ACKNOWLEDGEMENT OF
APPOINTED SIGNATURE AUTHORITY FROM
PRESIDENT MATTHIAS REBELLIOUS
AND VICE PRESIDENT FINANCE & BUSINESS ADMINISTRATION MARK EVANS**

SIEMENS INDUSTRY, INC. – BUILDING TECHNOLOGIES DIVISION

A. We, the undersigned, Matthias Rebellius, President, and Mark Evans, Vice President Finance & Business Administration, of the Building Technologies Division of Siemens Industry, Inc. (the "Corporation") a corporation duly organized and existing under the laws of the State of Delaware, by virtue of the authority vested by the Board of Directors of Siemens Industry, Inc. and in accordance with the By-Laws of the Corporation and the laws of said State, do hereby acknowledge that the following individuals are hereby authorized to sign or countersign and otherwise execute in the name, or on behalf of the Building Technologies Division of the Corporation, any bids, proposals, bonds, releases and waivers of liens, and any certificates, affidavits, or ancillary documents in connection therewith; any licensing qualification or registration filings, returns, certifications or questionnaires; any contracts, leases, agreements, guarantees and any certificates, affidavits, or ancillary documents in connection therewith, up to and including a transactional limit of \$10,000,000; and any releases, compromises or settlements in connection with claims or disputes arising out of any such transaction.

AUTHORIZED SIGNATORIES	
<u>Business Operations (Name/Position)</u>	<u>Finance/Central Support Function (Name/Position)</u>
Dave Mangano, Sr. Vice President, Field Operations	Mark Houghteling, Sr. Director, Finance and Business Administration, Field Operations
Dave Hopping, Sr. Vice President, BAU Business Unit Head	Peter Kamps, Vice President, Division Finance and Business Administration, BAU
Richard Lattanzi, Vice President, CPS Business Unit Head	David Galla, Division Finance and Business Administration, CPS
Bob Suermann, Vice President, Business Unit Head, FSS	Karla Jones Raynor, Sr. Director, Division Finance and Business Administration, FSS
Mike Kearney, Sr. Director, Energy & Environmental Solutions, BAU – EES	Dan Recupido, Finance and Business Administration Manager BAU – EES
James Hunter, Sr. Director National Sales	Russell DeNapoli, Director, Finance and Business Administration – National
Vince Ridgell, Sr. Director, Federal Sales	Russell DeNapoli, Director, Finance and Business Administration – Federal

We, the undersigned, Matthias Rebellius, President, and Mark Evans, Vice President Finance & Business Administration, of the Building Technologies Division of Siemens Industry, Inc. (the "Corporation") a corporation duly organized and existing under the laws of the State of Delaware, by virtue of the authority vested by the Board of Directors of Siemens Industry, Inc. and in accordance with the By-Laws of the Corporation and the laws of said State, do hereby acknowledge that the following individuals are hereby authorized to sign or countersign and otherwise execute in the name, or on behalf of the Building Technologies Division of the Corporation, any bids, proposals, bonds,

releases and waivers of liens, and any certificates, affidavits, or ancillary documents in connection therewith; any licensing qualification or registration filings, returns, certifications or questionnaires; any contracts, leases, agreements, guarantees and any certificates, affidavits, or ancillary documents in connection therewith, up to and including a transactional limit of \$5,000,000; and any releases, compromises or settlements in connection with claims or disputes arising out of any such transaction.

AUTHORIZED ZONE SIGNATORIES	
<u>Business Operations (Name/Position)</u>	<u>Finance/Central Support Function (Name/Position)</u>
Chris Lofaso, El Dorado Zone Manager	Bob Kelly, El Dorado Zone Finance and Business Administration
Dana Soukup, Mountain Pacific Zone Manager	Ray Stalla, Mountain Pacific Zone Finance and Business Administration
Paul Hayes, Gateway Zone Manager	Kai Hagen, Gateway Finance and Business Administration
Gary Grashoff, The Big South Zone Manager	Kelth Wedin, The Big South Zone Finance and Business Administration
Todd Galimidi, South Atlantic Zone Manager	Steve Kaminsky, South Atlantic Zone Finance and Business Administration
Dan Crowley, Appalachian Zone Manager	Thomas Barlow, Appalachian Zone Finance and Business Administration
Joe Peters, Liberty Zone Manager	Jim Gerlach, Liberty Zone Finance and Business Administration
Tony Riccella, Great Central Zone Manager	Carol Young, Great Central Zone Finance and Business Administration
Tom Foley, Northeast Zone Manager	Steve Lillis, Northeast Zone Finance and Business Administration

We, the undersigned, Matthias Rebellius, President, and Mark Evans, Vice President Finance & Business Administration, of the Building Technologies Division of Siemens Industry, Inc. (the "Corporation") a corporation duly organized and existing under the laws of the State of Delaware, by virtue of the authority vested by the Board of Directors of Siemens Industry, Inc. and in accordance with the By-Laws of the Corporation and the laws of said State, do hereby acknowledge that the following individuals are hereby authorized to sign or countersign and otherwise execute in the name, or on behalf of the Building Technologies Division of the Corporation, any bids, proposals, bonds, releases and waivers of liens, and any certificates, affidavits, or ancillary documents in connection therewith; any licensing qualification or registration filings, returns, certifications or questionnaires; any contracts, leases, agreements, guarantees and any certificates, affidavits, or ancillary documents in connection therewith, up to and including a transactional limit of \$300,000; and any releases, compromises or settlements in connection with claims or disputes arising out of any such transaction.

AUTHORIZED PACE SIGNATORIES	
<u>Business Operations (Name/Position)</u>	<u>Finance/Central Support Function (Name/Position)</u>
Jim Diemer, Executive Vice President and Managing Director	Dirk Rauber, Finance Director, Finance and Business Administration

- B. We further acknowledge that each of the signatures of the persons referred to in paragraph A are binding upon the Corporation.
- C. We further acknowledge that any document shall require the signature of two (2) of the above Authorized Signatories, one each from Business Operations and from Finance/Central Support Functions, whom shall have the requisite signature authority to be legally binding upon the Corporation.
- D. We further acknowledge that each of the persons referred to herein is authorized to delegate such person's authority hereunder to additional members of his or her management team up to the limit of such person's delegation of authority, provided that such delegation is in written form signed by the delegator and filed with the Legal Department.
- E. We further acknowledge that the Secretary or an Assistant Secretary of the Corporation is authorized to issue certifications attesting to the incumbency, authority and status of any of the persons referred to in this resolution.

IN WITNESS WHEREOF, we have hereunto subscribed our names and affixed the corporate seal of the said Corporation, as of the 1st day of January, 2013



Matthias Rebellius
President
Siemens Industry, Inc.
Building Technologies Division

Mark Evans
Vice President, Finance and Business Administration
Siemens Industry, Inc.
Building Technologies Division

**DELEGATION OF SIGNATURE AUTHORITY
SIEMENS INDUSTRY, INC.
BUILDING TECHNOLOGIES DIVISION**

I, **Stephen J. Lillis**, on behalf of **Siemens Industry, Inc.**, for its **Building Technologies Division**, ("SII"), by virtue of the authority vested in me as **Zone Finance & Business Manager** to sign or countersign and otherwise execute in the name, or on behalf of SII, any bids, projects, contracts, agreements and any certificates, affidavits or ancillary documents in connection therewith for and on behalf of SII, do hereby delegate to and acknowledge that the following person(s) may exercise such authority for and on my behalf.

Name:

Deborah A. DeSantis

I further designate and acknowledge that the signature of the person delegated above, is binding upon SII in the above identified circumstances and shall have the same force and effect as would my signature.

Dated: February 12, 2013



Signature

Stephen J. Lillis

Zone Finance & Business Manager

Eden Central School—Claims Auditor Report

September 2013

Warrant #	Date of Warrant Report	Amount of Warrant	Check #
13	9/18/13	9455.80	23153-23155
12	9/18/13	137,805.22	23156-23163, 23165 – 23200, 23202-23205, 23207 – 23248, 23163, 23201, 23206
2 XC14	9/19/13	4,387.08	4757 – 4762, 4764 – 4770, 4763
6	8/22/13 P/R #4 8/10/13 – 8/23/13	131,636.79 + 1,733.15 = 133,369.94	1446 – 1451 23084 - 23088
8	9/5/13 P/R #5 8/24/13 – 9/6/13	282,231.46 + 1,467.21 = 283,698.67	1452 – 1456 23148 - 23152

Check Date	Check Number	Vendor	Comment/Question	Answer/Action

Additional Comments:

Prepared for Board of Education

Submitted: 10/4/13

Signed: 
Claims Auditor

**BOARD OF EDUCATION
Eden Central School District
3150 Schoolview Road
Eden, NY 14057**

REQUEST FOR BUDGETARY TRANSFERS IN EXCESS OF \$10,000

Date 10/10/2013

From (Budget Code)	To (Budget Code)	Amount	Business Office Use	
			General Journal #	Date
A 9020.800-00-0000	A 9050.800-00-0000	\$15,000		

Reason for Transfer:

07.01.13-09.30.13 NEW YORK STATE UNEMPLOYMENT BILLING

Signature _____

Title Director of Finance
Originator

Remarks:

Date Taken to Board of Education _____

Approved (S)

Disapproved ()

Authorized (X) Transactions under \$10,000

Disapproved ()

July 1, 2013

Date of Resolution of the Board

Transactions over \$10,000 need prior Board of Education approval.

Due 10/31

NEW YORK STATE
UNEMPLOYMENT INSURANCE
PO BOX 4301
BINGHAMTON NY 13902-4301

For Office Use Only			
Dist. Ind.	Assign. Type	Form Type	
	X	U	
Received Date		CI	AI
_____	_____	_____	_____

EDEN CENTRAL SCHOOL DISTRICT
ATTN PATRICIA HAWKINS
3150 SCHOOLVIEW RD
EDEN NY 14057-1107

Employer Reg. No. Account Status as of
04-62915 7 10/01/13

OCT - 8 2013

For Completion by Employer	
Enter Payment Amount Enclosed	_____
Return this form to the return address shown above.	

Notice of Reimbursable Billing

Any amount now due for Unemployment Insurance Benefit Reimbursement charges, Interest or Penalty is shown below as "Current Balance" preceded by the word "Underpaid." A check for this amount plus any additional interest should be mailed promptly. Enter the payment amount in the employer box above and return this form with your payment.

If the amount shown as "Current Balance" is preceded by the word "Overpaid" you will be receiving a refund of this overpayment.

Payment on current quarter charges shown as "BR" is due by the end of the month following the end of the quarter or 15 days from the billing date, whichever is later.

This notice does not include amounts assessed for Failure to File Penalties or Benefit Claim Penalties. If you have penalties due you will be advised by separate notice.

Interest is assessed on late payment of benefit reimbursement charges at the rate of 12 percent per year.

Charge Notices, IA 96R, included in billing are dated:

1Q13 02/01/13 through 04/05/13 2Q13 05/03/13 through 07/05/13
3Q13 08/02/13 through 10/04/13 4Q13 11/01/13 through 01/03/14

Your Previous Balance Was	
OVERPAID	\$378.62

The symbols in Column 1 show the type of liability	Claimant S.S. Acct #	Transaction Date			Period		Col. 1 Type of Liab.	Column 2 Amount Due	Column 3 Amount Paid
		Mo.	Day	Yr.	Qtr.	Year			
BR- Benefit Reimbursement		10	01	13	3	13	BR	\$14,308.75	
IN- Interest									
PE- Penalty									

Enter your Employer Registration Number as shown above on your remittance payable to New York State Unemployment Insurance.
Keep a copy of this notice for your records.
Use this form for payments only. If you have questions, please call (518) 457-1090 for assistance.

Current Balance	
UNDERPAID	\$13,930.13



Draft Revision 10/16/13

*Student Calendar
2013/2014*

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Regents Week
Recess
Staff Development
Holiday
Half Day - Students

Staff	Stu.	Stu.	Staff
20	19	14	15

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Staff	Stu.	Stu.	Staff
22	21	20	21

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Staff	Stu.	Stu.	Staff
17	17	16	16

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Staff	Stu.	Stu.	Staff
15	15	20	21

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Staff	Stu.	Stu.	Staff
21	20	19	20

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Staff Days Student Days

95	188	93
92	181	89

Staff Days Student Days

First Semester:

- 9/2: Labor Day
- 9/3: Staff Development Day K-12
- 9/4: First Day of School
- 10/14: Columbus Day
- 10/25: Staff Development Day K-12
- 11/8: Staff Development -Half Day K-12
- 11/11: Veterans' Day
- 11/27: Recess Day
- 11/28-29: Thanksgiving Recess
- 12/23-1/1: Winter Recess
- 1/20: Martin Luther King Day
- 1/27-1/30: Regents Exams - No classes for: Grades 9-12 1/27-1/30 and Grades 7-8 1/29-1/30
- 1/31: Staff Development Day K-12

Second Semester:

- 2/3: Staff Development Half Day K-12
- 2/14: Staff Development Day K-12
- 2/17: Presidents' Day
- 2/17-2/21: Mid-Winter Recess
- 3/21: Staff Development Day K-12
- 4/11: Staff Development Half Day K-12
- 4/14-4/18: Spring Break
- 4/18: Good Friday - No School
- 4/21: Recess Day
- 5/23: Staff Dev Day K-12 - buy back
- 5/26: Memorial Day - No School
- 6/3: Regents Days - Eng 11 and Algebra
- 6/17-6/26: Regents Exams
- 6/27: Staff Dev Day K-12

EDEN CENTRAL SCHOOLS

Bank Reconciliation

Period Ending 09/30/13

Ending Bank Balance: \$ 9,187,449.16

CHASE CONTROLLED DISBURSEMENT	0374	\$ -	
CHASE FUNDING	8304	\$ 1,073,602.17	-
CHASE MULTI FUND MONEY MARKET	5576	\$ 4,270,012.99	-
KEY TAX COLLECTION	6677	\$ 305,622.27	-
KEY PUBLIC MM SVGS	5482	\$ 1,876,005.55	-
M&T MUNICIPAL MM SVGS	1,5004E+13	\$ 1,001,299.46	-
CAPITAL RESERVE FUND - 2007	8548	\$ 403,033.85	-
CD'S		\$ -	-
CHASE CAPITAL MONEY MARKET	1793	\$ 38,562.62	-
CHASE FLEXIBLE SPENDING CHECKING	9254	\$ 211,072.78	-
CHASE SCHOLARSHIPS: LESTER	0088	\$ 2,967.34	-
BURDICK	0096	\$ 3,298.84	-
SERVICE-ABOVE-SELF	0002	\$ 1,971.29	-

Add	Deposits in Transit:	\$ -
Deduct	Outstanding Checks - See Listing: **PENDING BANK RECONCILIATION	\$ (31,047.50)
Add	Other Credits:	

Deduct Other Debits:

9/30/13 Adjusted Ending Bank Balance:

* This should agree with your book balance

\$ 9,156,401.66

Cash Account Book Balance: \$ 9,156,401.66

GENERAL MULTI FUND CNTRL DISB	A200	\$ 921,467.03	
CAFÉ MULTI FUND CNTRL DISB	C200	\$ 30,906.42	
FEDERAL MULTI FUND CNTRL DISB	F---200	\$ 47,234.12	
CAPITAL MULTI FUND CNTRL DISB	H---200	\$ -	
T&A MULTI FUND CNTRL DISB	TA200	\$ 42,947.10	
TE MULTI FUND CNTRL DISB	TE200	\$ -	
DEBT SERVICE MULTI FUND CNTRL DISB	V200	\$ -	
PAYROLL	TA010	\$ -	1,042,554.67
GENERAL MULTI FUND MONEY MKT	A201	\$ 2,053,322.46	
GENERAL FUND TAX CERTIORARI RESERVE	A230.13	\$ 15,003.19	
GENERAL FUND EMPLOYEE BENEFIT RESERVE	A23001	\$ 940,193.92	
GENERAL FUND RETIREMENT CONT RESERVE	A23003	\$ 58,141.97	
GENERAL FUND REPAIR RESERVE	A23004	\$ 192,903.01	
GENERAL FUND UNEMPLOYMENT RESERVE	A23005	\$ 969,917.71	
CAFÉ MULTI FUND MONEY MKT	C201	\$ 13,497.49	
FEDERAL MULTI FUND MONEY MKT	F---201	\$ -	
CAPITAL MULTI FUND MONEY MKT	H---201	\$ -	
T&A MULTI FUND MONEY MKT	TA201	\$ 5,149.21	
TE MULTI FUND MONEY MKT	TE201	\$ 1,586.61	
DEBT SERVICE MULTI FUND MONEY MKT	V201	\$ 20,297.42	4,270,012.99
TAX COLLECTION CHECKING	A20004	\$ 305,622.27	
GENERAL MONEY MARKET	A20101	\$ -	
GENERAL FUND RETIREMENT CONT RESERVE	A23013	\$ 1,001,299.46	1,001,299.46
GENERAL MONEY MARKET	A20104	\$ -	
GENERAL FUND RETIREMENT CONT RESERVE	A23043	\$ 1,876,005.55	1,876,005.55
GENERAL CAPITAL RESERVE FUND - 2007 (CHA	A23002	\$ 403,033.85	
GENERAL CD'S	A20103	\$ -	
CAPITAL MM - EXCEL PROJECT	HEXL201	\$ 38,562.62	
T&A FLEXIBLE SPENDING	TA20001	\$ 211,072.78	
SCHOLARSHIP-LESTER	TE20101	\$ 2,967.34	
SCHOLARSHIP -BURDICK	TE20102	\$ 3,298.84	
SCHOLARSHIP-SERVICE-ABOVE-SELF	TE20104	\$ 1,971.29	

10/9/2013

EDEN CENTRAL SCHOOL

11:00 PM

MULTIPLE ACCOUNT TRANSACTION REPORT (G/L) - 09/01/13-09/30/13

ACCOUNT	DATE	PO#	SCH#	DEBITS	CREDITS	BALANCE
** A 200 - CASH - CONTROLLED DISBURSEMENT GENERAL FUND						
A200	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	514,279.37
A200	9/6/2013	201314 PAYROLL EXPENDITURE	CD-11	-	293,339.58	220,939.79
A200	9/20/2013	201314 PAYROLL EXPENDITURE	CD-14	-	499,753.48	(278,813.69)
A200	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	1,329,116.85	-	1,050,303.16
A200	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	70.97	-	1,050,374.13
A200	9/30/2013	* SEE CASH DISBURSEMENT SCH-13	CD-13	-	9,455.80	1,040,918.33
A200	9/30/2013	* SEE CASH DISBURSEMENT SCH-12	CD-12	-	119,451.30	921,467.03
A 20004 - CASH - KEY TAX COLLECTION (HSBC)						
A20004	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	-	875,000.00	(875,000.00)
A20004	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	1,180,622.27	-	305,622.27
** A 201 - CASH - CHASE MONEY MARKET						
A201	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	360,778.30
A201	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	-	494,387.42	(133,609.12)
A201	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	2,186,931.58	-	2,053,322.46
** A 20101- CASH - M&T MUNICIPAL MM SVGS						
A20101	8/1/2013	BALANCE 07/01/13 - 07/31/13		-	-	1,001,048.49
A20101	8/21/2013	12-13 RESERVES BOE RESOLUTION	JE-4	-	1,001,048.49	-
** A 20103 - CASH - TIMED DEPOSITS						
A20103						
** A 20104 - CASH - KEY PUBLIC MM SVGS (HSBC)						
A20104						
A20104						
** A 230.13 - RESERVES TAX CERTIORARI 06/2013						
A230.13	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	15,000.89
A230.13	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	2.30	-	15,003.19
** A 23001 - RESERVES GENERAL FUND EMPLOYEE BENEFITS						
A23001	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	940,049.71
A23001	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	144.21	-	940,193.92
** A 23002 - RESERVES GENERAL FUND CAPITAL RESERVE FUND - 2007						
A23002	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	402,967.72
A23002	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	66.13	-	403,033.85
** A 23003 - RESERVES GENERAL FUND RETIREMENT CONTRIBUTION						
A23003	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	932,911.82
A23003	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	-	875,000.00	57,911.82
A23003	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	230.15	-	58,141.97
** A 23004 - RESERVES GENERAL FUND REPAIR RESERVE						
A23004	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	192,873.43
A23004	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	29.58	-	192,903.01

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EDEN CENTRAL SCHOOL

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MULTIPLE ACCOUNT TRANSACTION REPORT (G/L) - 09/01/13-09/30/13

ACCOUNT	DATE	PO#	SCH#	DEBITS	CREDITS	BALANCE
** A 23005 - RESERVES GENERAL FUND UNEMPLOYMENT RESERVE						
A23005	9/1/2013			-	-	969,768.95
A23005	9/30/2013		CR-3	148.76	-	969,917.71
** A 23013- M&T - RESERVES GENERAL FUND RETIREMENT CONTRIBUTION						
A23013	9/1/2013			-	-	1,001,176.02
A23013	9/30/2013		CR-3	123.44	-	1,001,299.46
** A 23043 - KEY RESERVES GENERAL FUND RETIREMENT CONTRIBUTION						
A23043	9/1/2013			-	-	1,000,908.90
A23043	9/30/2013		CR-3	875,000.00	-	1,875,908.90
A23043	9/30/2013		CR-3	96.65	-	1,876,005.55
** C 200 - CASH - CONTROLLED DISBURSEMENT CAFETERIA						
C200	9/1/2013			-	-	21,308.12
C200	9/6/2013	201314	CD-11	-	1,473.80	19,834.32
C200	9/20/2013	201314	CD-14	-	3,927.90	15,906.42
C200	9/30/2013		CR-3	15,000.00	-	30,906.42
** C 201 - CASH - CHASE MONEY MARKET CAFETERIA						
C201	9/30/2013		CR-3	\$28,497.49	\$0.00	28,497.49
C201	9/30/2013		CR-3	\$0.00	\$15,000.00	13,497.49
** F611 200 - CASH - CONTROLLED DISBURSEMENT IDEA, SECTION 611						
F611200	9/6/2013	201314	CD-11	-	4,017.17	(4,017.17)
F611200	9/20/2013	201314	CD-14	-	12,465.23	(16,482.40)
F611200	9/30/2013		CR-3	12,465.23	-	(4,017.17)
** F611 201 - CASH - CHASE MONEY MARKET IDEA, SECTION 611						
F611201						
F611201						
** F619 200 - CASH - CONTROLLED DISBURSEMENT IDEA, SECTION 619						
F619200						
F619200						
** F619 201 - CASH - CHASE MONEY MARKET IDEA SECTION 619						
F619201						
F619201						
** FRTT200 - CASH - CHASE MONEY MARKET RACE TO THE TOP GRANT						
FRTT200						
FRTT200						
** FSHC 200 - CASH - CONTROLLED DISBURSEMENT SUMMER HANDICAPPED						
FSHC200	9/6/2013	201314	CD-11	-	25.10	(25.10)
FSHC200	9/20/2013	201314	CD-14	-	25.10	(50.20)
FSHC200	9/30/2013		CR-3	18,379.02	-	18,328.82
FSHC200	9/30/2013		CD-12	-	18,353.92	(25.10)

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MULTIPLE ACCOUNT TRANSACTION REPORT (G/L) - 09/01/13-09/30/13

ACCOUNT	DATE	PO#	SCH#	DEBITS	CREDITS	BALANCE
** FT2A 200 - CASH - CONTROLLED DISBURSEMENT TITLE II, PART A						
FT2A200	9/6/2013	201314	PAYROLL EXPENDITURE	CD-11	-	1,418.24 (1,418.24)
FT2A200	9/20/2013	201314	PAYROLL EXPENDITURE	CD-14	-	2,410.97 (3,829.21)
FT2A200	9/30/2013		* SEE CASH RECEIPTS SCH-3	CR-3	2,410.97	- (1,418.24)
** FT2A 201 - CASH - CHASE MONEY MARKET TITLE II, PART A						
FT2A201						
FT2A201						
** FTL1 200 - CASH - CONTROLLED DISBURSEMENT TITLE I						
FTL1200	9/6/2013	201314	PAYROLL EXPENDITURE	CD-11	\$0.00	\$3,510.26 (3,510.26)
FTL1200	9/20/2013	201314	PAYROLL EXPENDITURE	CD-14	\$0.00	\$7,034.88 (10,545.14)
FTL1200	9/30/2013		* SEE CASH RECEIPTS SCH-3	CR-3	\$7,034.88	\$0.00 (3,510.26)
** FTL1 201 - CASH - CHASE MONEY MARKET TITLE I						
FTL1201						
FTL1201						
** FUPK 200 - CASH - CONTROLLED DISBURSEMENT UPK						
FUPK200	9/1/2013		BALANCE 07/01/13 - 08/31/13		-	- 67,308.00
FUPK200	9/6/2013	201314	PAYROLL EXPENDITURE	CD-11	-	3,597.73 63,710.27
FUPK200	9/20/2013	201314	PAYROLL EXPENDITURE	CD-14	-	7,505.38 56,204.89
** FUPK 201 - CASH - CHASE MONEY MARKET UPK						
FUPK201						
FUPK201						
** HBUS 201 - CASH - CHASE MONEY MARKET BUSES						
HBUS201						
HBUS201						
** HEMR 200 - CASH CONTROLLED DISBURSEMENT EMERGENCY MASONRY REPAIR						
HEMR200						
HEMR200						
** HEXL 200 - CASH CONTROLLED DISBURSEMENT EXCEL						
HEXL200						
HEXL200						
** HEXL 201 - CASH CAPITAL MM CHASE						
HEXL201	9/1/2013		BALANCE 07/01/13 - 08/31/13		-	- 38,562.83
HEXL201	9/30/2013		* SEE CASH RECEIPTS SCH-3	CR-3	6.33	- 38,569.16
HEXL201	9/30/2013		* SEE CASH RECEIPTS SCH-3	CR-3	-	6.54 38,562.62

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MULTIPLE ACCOUNT TRANSACTION REPORT (G/L) - 09/01/13-09/30/13

ACCOUNT	DATE	PO#	SCH#	DEBITS	CREDITS	BALANCE
** TA 200 - CASH - CONTROLLED DISBURSEMENT TRUST & AGENCY						
TA200	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	1,996.61
TA200	9/6/2013	* SEE CASH DISBURSEMENT SCH-8	CD-8	-	283,698.67	(281,702.06)
TA200	9/20/2013	* SEE CASH DISBURSEMENT SCH-9	CD-9	-	522,484.29	(804,186.35)
TA200	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	840,504.82	-	36,318.47
TA200	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	6,628.63	-	42,947.10
** TA 20001 - CASH - FLEXIBLE SPENDING TRUST & AGENCY						
TA20001	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	221,367.92
TA20001	9/6/2013	* SEE CASH DISBURSEMENT SCH-8	CD-8	6,532.89	-	227,900.81
TA20001	9/20/2013	* SEE CASH DISBURSEMENT SCH-9	CD-9	6,604.32	-	234,505.13
TA20001	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	17.55	-	234,522.68
TA20001	9/30/2013	* SEE CASH DISBURSEMENT SCH-7	CD-7	-	23,430.37	211,092.31
TA20001	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	-	19.53	211,072.78
** TA 201 - CASH - CHASE MONEY MARKET TRUST & AGENCY						
TA201	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	\$11,777.84	\$0.00	11,777.84
TA201	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	\$0.00	\$6,628.63	5,149.21
** TE 200 - CASH - CONTROLLED DISBURSEMENT SCHOLARSHIP						
TE200						
TE200						
** TE 201 - CASH - CHASE MONEY MARKET SCHOLARSHIP						
TE201						
TE201	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	10.72
** TE 20101 - CASH - GARRA LESTER MEM SCHOLARSHIP						
TE20101	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	2,966.85
TE20101	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	0.49	-	2,967.34
** TE 20102 - CASH - JAMES BURDICK MEM SCHOLARSHIP						
TE20102	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	3,298.30
TE20102	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	0.54	-	3,298.84
** TE 20104 - CASH - SERVICE ABOVE SELF AWARD						
TE20104	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	1,970.97
TE20104	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	0.32	-	1,971.29
** TE 20105 - CASH - BETH KUSHNER MEM SCHOLARSHIP						
TE20105	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	1,575.65
TE20105	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	0.24	-	1,575.89
** V 201 - CASH - CHASE MONEY MARKET DEBT SERVICE						
V201						
V201						
** V 20101 - CASH - CHASE MONEY MARKET SDMT #1						
V20101						

10/9/2013 EDEN CENTRAL SCHOOL
 MULTIPLE ACCOUNT TRANSACTION REPORT (G/L) - 09/01/13-09/30/13

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ACCOUNT	DATE	PO#	SCH#	DEBITS	CREDITS	BALANCE
V20101						
**		V 20102 - CASH - CHASE MONEY MARKET BUS GARAGE				
V20102						
V20102						
**		V 20105 - CASH - CHASE MONEY MARKET SDMT #2				
V20105	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	18,848.37
V20105	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	2.89	-	18,851.26
**		V 201.09 - CASH - CHASE MONEY MARKET EXCEL				
V201.09	9/1/2013	BALANCE 07/01/13 - 08/31/13		-	-	1,439.40
V201.09	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	0.22	-	1,439.62
V201.09	9/30/2013	* SEE CASH RECEIPTS SCH-3	CR-3	6.54	-	1,446.16
GL TOTALS				Cash Account Book Balance:		9,156,401.66

EDEN CENTRAL SCHOOL DISTRICT
 Treasurer's Cash Report September 2013.xlsx CD'S

<u>ISSUE DATE</u>	<u>MATURITY DATE</u>	<u>HELD BY</u>	<u>ORIGINAL AMOUNT</u>	<u>MM Acct Ending 03/31/13</u>			<u>INTEREST</u>	<u>VALUE AT MATURITY</u>
				<u>Rate</u>	<u>Rate</u>	<u>TERM (Days)</u>		
		INVESTMENTS @	09/30/13	0.00			0.00	
			A-201-03				A2401	

DETAIL WARRANT NUMBER 12 - FUND A - SEPTEMBER CASH DISBURSMNT FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
23135	5942	VOIDED - SCARUTO, VENCENZO A 601	VOID - SCARUTO, VENCENZO ACCRUED LIABILITIES	09/01/13	(189.30)	
CHECK TOTAL					(189.30)	
23156	5841	A VILLAGE LOCKSMITH A 1310.465-00-0000	EQUIP. CONTRACT/REPAIRS	09/19/13 340539	95.00	100.00
CHECK TOTAL					95.00	
23157	3910	AMERICAN LEGACY PUBLISHING A 2110.451-02-3300	SUPPLIES - GRADE 3	09/19/13 340163	237.16	237.16
CHECK TOTAL					237.16	
23158	6826	AMERICAN TIME AND SIGNAL A 1621.451-00-0000	SUPPLIES	09/19/13 340322	2,451.85	2,421.00
CHECK TOTAL					2,451.85	
23159	1728	APPLE COMPUTER INC A 2630.220-00-0000 A 2630.451-00-0000	INSTR HARDWARE/TECH EQUIPMENT (AID) SUPPLIES	09/19/13 340446 340446	692.00 251.28	692.00 251.28
CHECK TOTAL					943.28	
23160	5322	ASPIRE OF WNY INC FSHC 2253.472-00	TUITION - OTHER	09/19/13	6,150.08	
CHECK TOTAL					6,150.08	
23161	7911	BISCHOF, RYAN A 2630.475-00-0000	CONFERENCE/TRAVEL	09/19/13	6.94	
CHECK TOTAL					6.94	
23162	5838	BRACE, JOYCE A 2010.476-00-0000	MEMBERSHIP	09/19/13 340557	20.00	20.00
CHECK TOTAL					20.00	
23163	8523	BRETFORD MANUFACTURING INC. A 2630.220-00-0000	INSTR HARDWARE/TECH EQUIPMENT (AID)	09/19/13 340127	464.81	464.81
CHECK TOTAL					464.81	
23164	6371	BROWN, ANN A 2250.475-00-0000	CONFERENCE/TRAVEL	09/19/13	27.47	
CHECK TOTAL					27.47	

DETAIL WARRANT NUMBER 12 - FUND A - SEPTEMBER CASH DISBURSMNT FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
23165	3096	BSN SPORTS, INC.		09/19/13		
		A 2110.451-04-2100	SUPPLIES - PHYS ED	340058	76.92	76.92
		A 2855.451-00-0000	SUPPLIES	340177	34.56	34.56
		A 2855.451-00-0000	SUPPLIES	340173	21.12	21.12
		A 2110.451-01-2100	SUPPLIES - PHYS ED	340057	226.46	226.46
				CHECK TOTAL	359.06	
23166	256	BUFFALO NEWS		09/19/13		
		A 1240.472-00-0000	ADVERTISING	340308	363.86	363.86
				CHECK TOTAL	363.86	
23167	289	CALICO INDUSTRIES INC		09/19/13		
		A 1620.451-00-0000	SUPPLIES	340257	846.50	846.50
				CHECK TOTAL	846.50	
23168	6020	CASTLE SOFTWARE, INC.		09/19/13		
		A 2630.460-00-0000	SOFTWARE	340116	3,510.00	3,510.00
				CHECK TOTAL	3,510.00	
23169	6505	CHUDY PAPER		09/19/13		
		A 1620.451-00-0000	SUPPLIES	331604	752.40	752.40
		A 1620.451-00-0000	SUPPLIES	331604	1,470.60	1,470.60
		A 1620.451-00-0000	SUPPLIES	331604	2,907.00	2,907.00
				CHECK TOTAL	5,130.00	
23170	7311	CINTAS CORPORATION #782		09/19/13		
		A 5510.479-00-0000	MISCELLANEOUS	340534	29.25	29.25
		A 5510.479-00-0000	MISCELLANEOUS	340534	29.25	29.25
		A 5510.479-00-0000	MISCELLANEOUS	340534	29.25	29.25
		A 5510.479-00-0000	MISCELLANEOUS	340534	29.25	29.25
		A 5510.479-00-0000	MISCELLANEOUS	340534	29.25	29.25
		A 5510.479-00-0000	MISCELLANEOUS	340534	29.25	29.25
		A 5510.479-00-0000	MISCELLANEOUS	340534	29.25	29.25
				CHECK TOTAL	204.75	
23171	8527	CITY TONER LLC		09/19/13		
		A 2630.220-00-0000	INSTR HARDWARE/TECH EQUIPMENT (AID)	340209	4,176.00	4,176.00
		A 2630.451-00-0000	SUPPLIES	340209	736.00	736.00
				CHECK TOTAL	4,912.00	

DETAIL WARRANT NUMBER 12 - FUND A - SEPTEMBER CASH DISBURSMNT FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
23172	5857	CLEVERBRIDGE A 2110.460-00-0000	SOFTWARE	09/19/13 340123	396.00	396.00
CHECK TOTAL					396.00	
23173	8517	COLDEN ENTERPRISES, INC. A 5510.465-00-0000	EQUIP. CONTRACT & REPAIR	09/19/13 340565	427.85	500.00
CHECK TOTAL					427.85	
23174	6913	COOLE SCHOOL A 2020.479-04-0000 A 2020.479-04-0000	MISCELLANEOUS MISCELLANEOUS	09/19/13 331569 331569	965.70 81.20	965.70 0.00
CHECK TOTAL					1,046.90	
23175	1638	CURRICULUM ASSOCIATES INC A 2110.480-02-0000	TEXTBOOKS	09/19/13 340255	5,618.75	5,668.91
CHECK TOTAL					5,618.75	
23176	8347	CUSTOM COMPUTER SPECIALISTS A 2630.220-00-0000 A 2630.451-00-0000	INSTR HARDWARE/TECH EQUIPMENT (AID) SUPPLIES	09/19/13 340208 340208	940.74 414.94	940.74 414.94
CHECK TOTAL					1,355.68	
23177	1694	DOBMEIER JANITOR SUPPLY, INC. A 1620.451-00-0000 A 1620.451-00-0000 A 1620.451-00-0000 A 1620.451-00-0000 A 1620.451-00-0000	SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES	09/19/13 340296 340296 340296 340296 340296	476.60 522.10 169.00 425.90 488.30	476.60 522.10 169.00 425.90 488.30
CHECK TOTAL					2,081.90	
23178	5624	DOCTOR BACKFLOW PLUMBING A 1621.469-00-0000	SERVICE CONTRACTS	09/19/13 340454	500.00	500.00
CHECK TOTAL					500.00	
23179	6545	DRESCHER & MALECKI LLP A 1320.442-00-0000	EXTERNAL AUDITOR	09/19/13 340526	7,000.00	7,000.00
CHECK TOTAL					7,000.00	
23180	8519	EARTH NETWORKS, INC. A 2630.220-00-0000	INSTR HARDWARE/TECH EQUIPMENT (AID)	09/19/13 340043	2,515.00	2,515.00
CHECK TOTAL					2,515.00	

DETAIL WARRANT NUMBER 12 - FUND A - SEPTEMBER CASH DISBURSMNT FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
23181	1652	ECS EXTRA CLASS ACCOUNT		09/19/13		
		A 1240.457-00-0000	PERIODICALS	340531	35.00	35.00
		A 1310.457-00-0000	PERIODICALS	340531	35.00	35.00
		A 2020.479-02-0000	MISCELLANEOUS	340531	35.00	35.00
		A 2110.451-01-0000	SUPPLIES - GENERAL	340531	35.00	35.00
		A 2610.467-01-0000	HIGH SCHOOL PERIODICALS	340531	35.00	35.00
		A 2855.451-00-0000	SUPPLIES	340531	35.00	35.00
				CHECK TOTAL	210.00	
23182	6613	EDEN CREATIVE SEWING CENTER		09/19/13		
		A 2110.465-01-1600	REPAIRS - HOME EC	331619	550.00	550.00
				CHECK TOTAL	550.00	
23183	486	EDEN NORTH COLLINS PENNY SAVE		09/19/13		
		A 2110.451-02-0000	SUPPLIES - GENERAL	340195	38.00	38.00
		A 1240.472-00-0000	ADVERTISING	340241	14.75	14.75
		A 2020.451-02-0000	SUPPLIES	340426	38.00	38.00
		A 1240.472-00-0000	ADVERTISING	340252	153.00	153.00
		A 1240.472-00-0000	ADVERTISING	340242	23.00	23.00
		A 1240.472-00-0000	ADVERTISING	340302	23.00	23.00
				CHECK TOTAL	289.75	
23184	3018	EDEN TRUCK & AUTO SUPPLY		09/19/13		
		A 1621.451-00-0000	SUPPLIES	340215	13.70	125.00
		A 5510.451-00-0000	PARTS/SUPPLIES	340026	523.29	523.29
				CHECK TOTAL	536.99	
23185	8096	EDUCATIONAL DESIGN LLC		09/19/13		
		A 2630.460-00-0000	SOFTWARE	340119	1,104.00	1,104.00
				CHECK TOTAL	1,104.00	
23186	525	ERIE COUNTY WATER AUTHORITY		09/19/13		
		A 1620.457-00-0000	WATER	340013	100.49	100.49
		A 5530.457-00-0000	WATER	340013	8.74	8.74
				CHECK TOTAL	109.23	
23187	528	ERIE-NIAGARA SUPT ASSOC		09/19/13		
		A 1240.476-00-0000	MEMBERSHIP	340508	85.00	85.00
				CHECK TOTAL	85.00	

DETAIL WARRANT NUMBER 12 - FUND A - SEPTEMBER CASH DISBURSMNT FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
23188	7291	FASTENAL COMPANY		09/19/13		
		A 5510.451-00-0000	PARTS/SUPPLIES	340039	39.90	39.90
		A 5510.451-00-0000	PARTS/SUPPLIES	340039	91.28	91.28
				CHECK TOTAL	131.18	
23189	562	FISHER POOLS		09/19/13		
		A 1621.451-00-0000	SUPPLIES	340455	891.00	853.70
				CHECK TOTAL	891.00	
23190	8217	FLACS		09/19/13		
		A 2020.476-01-0000	MEMBERSHIP	340496	30.00	30.00
				CHECK TOTAL	30.00	
23191	570	FOLLETT LIBRARY RESOURCES		09/19/13		
		A 2020.479-02-0000	MISCELLANEOUS	331572	715.96	715.96
		A 2610.460-04-0000	BOOKS	340188	950.78	950.78
		A 2610.460-04-0000	BOOKS	340188	60.80	60.80
				CHECK TOTAL	1,727.54	
23192	2435	GATEWAY-LONGVIEW		09/19/13		
		FSHC 2253.472-00	TUITION - OTHER		8,024.00	
				CHECK TOTAL	8,024.00	
23193	5910	GECRB/AMAZON		09/19/13		
		A 1310.451-00-0000	SUPPLIES	340453	16.91	16.91
		A 2855.451-00-0000	SUPPLIES	340497	244.20	244.20
		A 2855.451-00-0000	SUPPLIES	340497	38.26	38.26
		A 2855.451-00-0000	SUPPLIES	340497	49.42	49.42
		A 2630.220-00-0000	INSTR HARDWARE/TECH EQUIPMENT (AID)	340445	25.94	25.94
		A 2630.451-00-0000	SUPPLIES	340445	135.15	135.15
		A 2630.451-00-0000	SUPPLIES	340445	84.57	84.57
		A 2630.451-00-0000	SUPPLIES	340157	370.00	370.00
				CHECK TOTAL	964.45	
23194	608	GERNATT ASPHALT PRODUCTS, INC		09/19/13		
		A 1621.468-00-0000	UPKEEP BUILDING & GROUNDS	340301	1,681.08	1,681.08
				CHECK TOTAL	1,681.08	
23195	6621	GLOBAL GOV/ED SOLUTIONS INC.		09/19/13		
		A 2630.220-00-0000	INSTR HARDWARE/TECH EQUIPMENT (AID)	340207	150.00	150.00
				CHECK TOTAL	150.00	

DETAIL WARRANT NUMBER 12 - FUND A - SEPTEMBER CASH DISBURSMNT FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
23196	6624	GOVCONNECTION INC.		09/19/13		
		A 2630.220-00-0000	INSTR HARDWARE/TECH EQUIPMENT (AID)	340124	5,169.65	5,169.65
		A 2630.451-00-0000	SUPPLIES	340124	452.50	452.50
				CHECK TOTAL	5,622.15	
23197	625	GRAINGER		09/19/13		
		A 1621.451-00-0000	SUPPLIES	340217	137.04	137.04
		A 1621.451-00-0000	SUPPLIES	340217	86.79	86.79
		A 1621.451-00-0000	SUPPLIES	340217	122.07	122.07
		A 5510.451-00-0000	PARTS/SUPPLIES	340106	220.05	220.05
		A 1621.451-00-0000	SUPPLIES	340217	154.92	154.10
				CHECK TOTAL	720.87	
23198	646	GUI'S LUMBER		09/19/13		
		A 1621.451-00-0000	SUPPLIES	340219	90.35	500.00
		A 2110.451-01-1700	SUPPLIES - TECH ED	340419	423.68	423.68
				CHECK TOTAL	514.03	
23199	655	HAMBURG CENTRAL SCHOOL		09/19/13		
		A 2630.451-00-0000	SUPPLIES	340112	2,082.00	2,082.00
				CHECK TOTAL	2,082.00	
23200	8231	HARTER SECREST & EMERY LLP		09/19/13		
		A 1420.441-00-0100	ATTORNEY FEES - SCHOOL BOARD	340444	1,282.50	1,282.50
		A 1420.441-00-0200	ATTORNEY FEES - EMPLOYEES	340443	4,857.00	4,857.00
				CHECK TOTAL	6,139.50	
23201	8383	HECKATHORN, ROSE		09/19/13		
		A 5510.475-00-0000	CONFERENCE/TRAVEL		249.17	
				CHECK TOTAL	249.17	
23202	1823	HM RECEIVABLES CO LLC		09/19/13		
		A 2110.480-02-0000	TEXTBOOKS	340428	171.25	227.43
		A 2110.480-03-0000	TEXTBOOKS - NON-PUBLIC	340316	98.00	90.20
				CHECK TOTAL	269.25	
23203	706	HM RECEIVABLES CO. LLC		09/19/13		
		A 2110.480-01-0000	TEXTBOOKS	340439	3,147.32	3,060.75
				CHECK TOTAL	3,147.32	

DETAIL WARRANT NUMBER 12 - FUND A - SEPTEMBER CASH DISBURSMNT FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
23204	2936	HOME DEPOT CREDIT SERVICES A 2630.451-00-0000	SUPPLIES	09/19/13 340179	40.92	40.92
CHECK TOTAL					40.92	
23205	4743	HURTUBISE TIRE OF LANCASTER A 5510.456-00-0000	TIRES & TUBES	09/19/13 340028	1,430.64	1,430.64
CHECK TOTAL					1,430.64	
23206	2557	INTERSTATE BATTERY CORPORATIO A 5510.451-00-0000 A 5510.451-00-0000	PARTS/SUPPLIES PARTS/SUPPLIES	09/19/13 340097 340097	12.50 12.50	12.50 12.50
CHECK TOTAL					25.00	
23207	1111	J W PEPPER & SON INC A 2110.480-01-0000	TEXTBOOKS	09/19/13 340292	105.99	104.50
CHECK TOTAL					105.99	
23208	359	KARSTEDT'S AUTOMOTIVE CENTER A 5510.451-00-0000	PARTS/SUPPLIES	09/19/13 340029	215.79	215.79
CHECK TOTAL					215.79	
23209	3546	KIMMINS COFFEE SERVICE INC A 1240.451-00-0000	SUPPLIES	09/19/13 340528	106.00	106.00
CHECK TOTAL					106.00	
23210	831	LAUX SPORTING GOODS INC A 2855.451-00-0000 A 2855.451-00-0000	SUPPLIES SUPPLIES	09/19/13 340337 340341	287.40 441.61	287.40 441.61
CHECK TOTAL					729.01	
23211	906	MATTHEWS BUSES INC. A 5510.451-00-0000 A 5510.451-00-0000 A 5510.451-00-0000 A 5510.451-00-0000 A 5510.451-00-0000 A 5510.451-00-0000 A 5510.451-00-0000 A 5510.451-00-0000	PARTS/SUPPLIES PARTS/SUPPLIES PARTS/SUPPLIES PARTS/SUPPLIES PARTS/SUPPLIES PARTS/SUPPLIES PARTS/SUPPLIES PARTS/SUPPLIES	09/19/13 340031 340031 340031 340031 340031 340031 340031 340031	25.60 256.00 432.25 130.56 108.00 151.15 241.40 92.66	25.60 256.00 432.25 130.56 108.00 151.15 241.40 92.66
CHECK TOTAL					1,437.62	

DETAIL WARRANT NUMBER 12 - FUND A - SEPTEMBER CASH DISBURSMNT FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
23212	1817	MCGRAW-HILL SCHOOL EDUCATION A 2110.480-03-0000	TEXTBOOKS - NON-PUBLIC	09/19/13 340461	681.84	695.11
CHECK TOTAL					681.84	
23213	2386	MCMASTERCARR SUPPLY COMPANY A 1621.451-00-0000 A 1621.451-00-0000	SUPPLIES SUPPLIES	09/19/13 340222 340222	231.41 180.23	231.41 180.23
CHECK TOTAL					411.64	
23214	994	NASSP A 2020.478-01-0000	AWARDS	09/19/13 340425	108.60	119.46
CHECK TOTAL					108.60	
23215	1044	NOCO ENERGY CORP. A 5510.454-00-0000 A 5510.454-00-0000 A 1620.454-00-0000 A 5530.454-00-0000 A 5510.454-00-0000 A 5510.454-00-0000 A 1620.454-00-0000 A 5530.454-00-0000	GASOLINE GASOLINE DIESEL FUEL DIESEL FUEL GASOLINE GASOLINE DIESEL FUEL DIESEL FUEL	09/19/13 340020 340020 340300 340300 340020 340020 340300 340300	147.37 968.60 833.62 17.20 634.85 3,787.22 1,262.70 25.77	147.37 968.60 833.62 17.20 634.85 3,787.22 1,262.70 25.77
CHECK TOTAL					7,677.33	
23216	1070	NYS THRUWAY AUTHORITY A 5510.475-00-0000	CONFERENCE/TRAVEL	09/19/13 340017	63.99	63.99
CHECK TOTAL					63.99	
23217	1072	NYSASBO A 1310.476-00-0000	MEMBERSHIP	09/19/13 340506	300.00	300.00
CHECK TOTAL					300.00	
23218	6024	PC UNIVERSITY DISTRIBUTORS A 2110.451-00-1200 A 2630.220-00-0000 A 2630.451-00-0000	SUPPLIES - DISTRICT WIDE INSTR HARDWARE/TECH EQUIPMENT (AID) SUPPLIES	09/19/13 340126 340126 340126	63.00 25.90 1,860.00	63.00 25.90 1,860.00
CHECK TOTAL					1,948.90	
23219	4795	PEARSON EDUCATION A 2110.480-03-0000	TEXTBOOKS - NON-PUBLIC	09/19/13 340314	17.72	16.67
CHECK TOTAL					17.72	

DETAIL WARRANT NUMBER 12 - FUND A - SEPTEMBER CASH DISBURSMNT FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
23220	8145	PENGUIN GROUP INC. A 2110.480-01-0000	TEXTBOOKS	09/19/13 340280	1,702.40	2,748.16
CHECK TOTAL					1,702.40	
23221	1109	PENN DETROIT DIESEL ALLISON A 5510.451-00-0000	PARTS/SUPPLIES	09/19/13 340032	675.36	675.36
		A 5510.451-00-0000	PARTS/SUPPLIES	340032	276.63	276.63
		A 5510.451-00-0000	PARTS/SUPPLIES	340032	(30.00)	0.00
CHECK TOTAL					921.99	
23222	8533	PORT JEFFERSON SPORTING GOODS A 2855.451-00-0000	SUPPLIES	09/19/13 340450	34.20	34.20
CHECK TOTAL					34.20	
23223	7497	PRO-TUFF DECALS A 2855.451-00-0000	SUPPLIES	09/19/13 340338	226.00	210.00
CHECK TOTAL					226.00	
23224	1162	QUILL CORPORATION A 2630.451-00-0000	SUPPLIES	09/19/13 340206	494.31	494.31
		A 2630.451-00-0000	SUPPLIES	340345	36.40	35.83
CHECK TOTAL					530.71	
23225	1195	RIDDELL/ALL AMERICAN SPORTS C A 2855.451-00-0000	SUPPLIES	09/19/13 340176	149.80	149.80
CHECK TOTAL					149.80	
23226	5942	SCARUTO, VENCENZO A 601	ACCRUED LIABILITIES	09/19/13	189.00	
CHECK TOTAL					189.00	
23227	1022	SCHOOL SPECIALTY, INC. A 1325.451-00-0000	SUPPLIES	09/19/13 340350	14.70	33.06
		A 5530.451-00-0000	SUPPLIES	340404	39.59	39.59
		A 2110.451-01-0000	SUPPLIES - GENERAL	340397	856.51	856.51
		A 2250.451-00-0000	SUPPLIES	340363	80.84	80.84
		A 1310.451-00-0000	SUPPLIES	340347	39.49	45.61
		A 2630.451-00-0000	SUPPLIES	340344	58.80	58.80
		A 1310.451-00-0000	SUPPLIES	340435	6.69	6.69
		A 2110.451-01-0000	SUPPLIES - GENERAL	340435	11.73	11.73
CHECK TOTAL					1,108.35	

DETAIL WARRANT NUMBER 12 - FUND A - SEPTEMBER CASH DISBURSMNT FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
23228	207	SHARE CORPORATION A 1620.451-00-0000	SUPPLIES	09/19/13 340441	123.40	109.20
					CHECK TOTAL	123.40
23229	1715	SHIFFLER EQUIPMENT SALES INC A 1621.451-00-0000	SUPPLIES	09/19/13 340225	124.39	124.39
					CHECK TOTAL	124.39
23230	3222	SMEC A 1620.455-00-0000 A 5530.455-00-0000	NATURAL GAS NATURAL GAS	09/19/13 340018 340018	11,017.55 224.85	11,017.55 224.85
					CHECK TOTAL	11,242.40
23231	4571	SOSMETAL A 5510.451-00-0000	PARTS/SUPPLIES	09/19/13 340034	220.91	220.91
					CHECK TOTAL	220.91
23232	5458	SPICOLA SERVICE INC A 5530.479-00-0000 A 5530.479-00-0000	OTHER EXPENSES OTHER EXPENSES	09/19/13 340104 340104	21.00 21.00	21.00 21.00
					CHECK TOTAL	42.00
23233	2124	STANLEY G FALK SCHOOL FSHC 2253.472-00	TUITION - OTHER	09/19/13	4,067.00	
					CHECK TOTAL	4,067.00
23234	7495	THE ROSEN PUBLISHING GROUP A 2630.460-00-0000	SOFTWARE	09/19/13 340117	595.00	595.00
					CHECK TOTAL	595.00
23235	7365	TIM HORTON A 2060.446-00-0000	CONTRACT SERVICES	09/19/13 340458	203.70	203.70
					CHECK TOTAL	203.70
23236	5135	TIME FOR KIDS A 2110.451-02-1500 A 2110.451-02-3300 A 2110.451-02-3500	SUPPLIES - ELA SUPPLIES - GRADE 3 SUPPLIES - GRADE 5	09/19/13 331294 331294 331294	 420.00 462.00	30.94 442.00 455.26
					CHECK TOTAL	882.00

DETAIL WARRANT NUMBER 12 - FUND A - SEPTEMBER CASH DISBURSMNT FOR 09/01/13 - 09/30/13

CHECK#	VENDOR#	VENDOR NAME ACCOUNT CODE	CHECK DESCRIPTION ACCOUNT DESCRIPTION	CHECK DATE PO#	CHECK AMOUNT	LIQUIDATED
23237	1444	TOTH'S SPORTS A 2855.200-00-0000	EQUIPMENT	09/19/13 340279	10,000.00	10,000.00
					CHECK TOTAL	10,000.00
23238	1455	TREE HOUSE INC. A 2630.220-00-0000 A 2630.451-00-0000	INSTR HARDWARE/TECH EQUIPMENT (AID) SUPPLIES	09/19/13 340205 340205	1,721.00 210.00	1,721.00 210.00
					CHECK TOTAL	1,931.00
23239	5805	TSL CO., INC. A 1330.479-00-0000	EXPENSES	09/19/13	650.00	
					CHECK TOTAL	650.00
23240	5663	UNITED REFRIGERATION, INC A 1621.451-00-0000 A 1621.451-00-0000	SUPPLIES SUPPLIES	09/19/13 340226 340226	171.95 65.53	171.95 65.53
					CHECK TOTAL	237.48
23241	6352	UPS A 1670.473-00-0000	CENTRAL POSTAGE	09/19/13 340498	299.80	299.80
					CHECK TOTAL	299.80
23242	5735	V. J. STANLEY, INC. A 1621.451-00-0000	SUPPLIES	09/19/13 340411	511.66	521.39
					CHECK TOTAL	511.66
23243	8532	VARSITY SPIRIT FASHION A 2855.451-00-0000	SUPPLIES	09/19/13 340438	4,142.00	4,142.00
					CHECK TOTAL	4,142.00
23244	8317	VERIZON A 1620.456-00-0000 A 5530.456-00-0000	TELEPHONE TELEPHONE	09/19/13 340019 340019	316.77 55.59	316.77 0.00
					CHECK TOTAL	372.36
23245	6186	WALMART BUSINESS/GECRB A 2250.451-00-0000 FSHC 2253.451-00	SUPPLIES SUPPLIES	09/19/13 340509 340509	5.40 112.84	5.40 112.84
					CHECK TOTAL	118.24

REVENUE BUDGET STATUS - FUNDS: A FOR PERIOD COVERED 07/01/13 - 09/30/13

ACCOUNT	ACCOUNT NAME	BUDGET	ADJUSTMENTS	REVISED BUDGET	REVENUE EARNED	UNEARNED REVENUE
A 1001	REAL PROPERTY TAXES	10,822,049.00	0.00	10,822,049.00	1,214,820.83	9,607,228.17
A 1085	SCHOOL TAX RELIEF	2,223,140.00	0.00	2,223,140.00	0.00	2,223,140.00
A 1090	INTEREST AND PENALTIES ON	10,000.00	0.00	10,000.00	0.00	10,000.00
A 1120	SALES TAX	1,550,000.00	0.00	1,550,000.00	0.00	1,550,000.00
A 1315	CONTINUING EDUCATION	1,000.00	0.00	1,000.00	195.00	805.00
A 1315.001	DRIVER EDUCATION	12,000.00	0.00	12,000.00	10,320.00	1,680.00
A 1489	CHARGES FOR SERVICES	2,500.00	0.00	2,500.00	34.05	2,465.95
A 2230	TUITION - OTHER DISTRICT	222,000.00	0.00	222,000.00	0.00	222,000.00
A 2304	TRANSPORTATION OTHER DIST	12,560.00	0.00	12,560.00	0.00	12,560.00
A 2401	INTEREST AND EARNINGS	20,000.00	0.00	20,000.00	3,216.45	16,783.55
A 2410	RENTAL OF PROPERTY-INDIVI	3,500.00	0.00	3,500.00	0.00	3,500.00
A 2412	RENTAL OF PROPERTY-OTHER	200.00	0.00	200.00	0.00	200.00
A 2413	RENTAL TO BOCES	12,000.00	0.00	12,000.00	0.00	12,000.00
A 2440	RENTAL OF BUSES	15,000.00	0.00	15,000.00	1,636.23	13,363.77
A 2650	SALE OF EXCESS MATERIAL	800.00	0.00	800.00	774.20	25.80
A 2690	COMPENSATION FOR LOSS	500.00	0.00	500.00	111.76	388.24
A 2701	REFUND BOCES SERVICES	150,000.00	0.00	150,000.00	15,409.36	134,590.64
A 2703	REFUND PRIOR YEAR	50,000.00	0.00	50,000.00	208.16	49,791.84
A 2705	GIFTS AND DONATIONS	10,000.00	8,412.92	18,412.92	11,569.61	6,843.31
A 2770	MISCELLANEOUS REVENUE	40,000.00	0.00	40,000.00	0.00	40,000.00
A 3101	STATE AID	5,742,608.00	0.00	5,742,608.00	388,423.59	5,354,184.41
A 3101.001	EXCESS COST AID	1,163,413.00	0.00	1,163,413.00	0.00	1,163,413.00
A 3102	LOTTERY AID	1,567,328.00	0.00	1,567,328.00	1,567,977.91	(649.91)
A 3102.001	VLT LOTTERY GRANT	464,478.00	0.00	464,478.00	46,483.72	417,994.28
A 3103	STATE AID - BOCES	778,716.00	0.00	778,716.00	0.00	778,716.00
A 3260	TEXTBOOK AID	96,065.00	0.00	96,065.00	24,510.00	71,555.00
A 3262	SOFTWARE AID	23,054.00	0.00	23,054.00	0.00	23,054.00
A 3262.001	HARDWARE AID	26,421.00	0.00	26,421.00	0.00	26,421.00
A 3263	LIBRARY AID	9,618.00	0.00	9,618.00	0.00	9,618.00
A 3289	OTHER STATE AID	30,000.00	0.00	30,000.00	0.00	30,000.00
A 4601	MEDICAID ASSISTANCE	100,000.00	0.00	100,000.00	0.00	100,000.00
FUND A TOTAL		25,158,950.00	8,412.92	25,167,362.92	3,285,690.87	21,881,672.05

2013-2014 District Goals:

- 1) The Board will review and approve a 3-year written plan to guide facility changes/improvements.**
 - 2) Increase academic rigor and raise expectations for all Eden students.**
 - 3) Strengthen the culture of the district by building greater trust through improved communication among all school-community stakeholders.**
- 