

**Onteora Central School District
Business Office Contact List
(845) 657-8743 or 6383**

Payroll Carol West cwest@onteora.k12.ny.us Ext. #1034	Human Resources Amanda Gates agates@onteora.k12.ny.us Ext. #1030	District Treasurer Debra D'Aprile ddaprile@onteora.k12.ny.us Ext. #1032	Accounts Payable Elisa Moses emoses@onteora.k12.ny.us Ext. #1033	Deputy Treasurer/ Tax Collector Kimberly Cole kcole@onteora.k12.ny.us #1035
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Attendance	X				
Building Use Reports					X
Direct Deposit for Payroll	X				
Extra Pay	X				
Flex Spending Account	X				
Invoices			X	X	X
Leave Requests		X			
Meal Reimbursement			X	X	
Medical Insurance		X			
Mileage Reimbursement			X	X	
Overtime	X				
Paycheck - how to read it	X				
Payroll Deductions	X				
Purchase Orders			X	X	X
Requisition Questions				X	X
Retirement	X	X			
Salary	X				
Student Accidents					X
Surplus Items		X			X
Tax Sheltered Annuity (403b, 457)	X				
W-2 & Tax Forms	X				
Workers' Comp (Employee Accident)		X			
Dental Insurance	www.deltadental.com	Teachers call the OTA reps: Aubree Ferraro, Rebecca Joslin			UPDATED 8/20/24
		all others call the ONTEA rep Deborah Hapeman			
Vision Plan	www.davisvision.com	Teachers call the OTA reps: Aubree Ferraro, Rebecca Joslin			UPDATED 8/20/24
		all others call the ONTEA rep Deborah Hapeman			