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- I. Meeting Called to Order**
 - II. Pledge of Allegiance to the Flag**
 - III. Middle School Teaser- Mary Poppins, Jr.**
 - IV. Board Meeting Minutes** (BOARD ACTION)
 - V. December 2024 Warrant Review (Mrs. Thomas and Mrs. Calabrese)** (BOARD ACTION)
 - VI. Board Student Representative- Macy Schneckenburger**
 - VII. President's Comments**
 - VIII. Superintendent's Report**
 - IX. Consensus Agenda** (BOARD ACTION)

Business

- 1. Treasurer's Report
- 2. Budget Status Report
- 3. Revenue Status Report
- 4. Surplus Equipment
- 5. Budget Transfer
- 6. 2025-2026 School Calendar
- 7. Field Trip- Initial Approval
- 8. Athletic Field Trip- Initial Approval
- 9. Spring Semester 2025 - 40 Hour Field Placement
- 10. Attend Canandaigua Schools
- 11. Health Services 2024-2025
- 12. Clinical Psychologist Interns- Ontario County Mental Health
- 13. Recommendations of the Committee on Special Education

Personnel

End of Consensus Agenda

- X. Discuss Budget Guidelines, Process, and Calendar** (POSSIBLE BOARD ACTION)
- XI. District Committee Reports**
 - Safety / Health / Security Committee- Mr. John Polimeni- January 16, 2025
- XII. Closing Remarks**
(President, Board of Education and/or Superintendent)

I. Consensus Agenda

(BOARD ACTION)

The Superintendent recommends that the Board of Education approve/accept the following:

Business

1. Uncollected Taxes for 2024-2025

WHEREAS, the Education Law provides that the tax collector shall be relieved of responsibility for the uncollected portion of the tax list when a complete list of delinquent tax items has been certified to the Board of Education, and since the collector has affixed her affidavit to such statement and filed a statement accounting for handling of the tax warrant and list as follows:

NAME OF TOWN	TAX TO BE RETURNED	6% INTEREST	TOTAL
Canandaigua City	561,131.98	33,667.92	594,799.90
Canandaigua Town	927,219.59	55,633.18	982,852.77
Farmington	63,493.57	3,809.61	67,303.18
East Bloomfield	0.00	0.00	0.00
Bristol	13,871.19	832.27	14,703.46
Hopewell	131,062.53	7,863.75	138,929.28
Gorham	0.00	0.00	0.00
South Bristol	0.00	0.00	0.00
Total	\$1,696,778.86	\$101,806.73	\$1,798,585.59
Tax Levy			\$52,472,805.70
Library Levy			\$1,007,573.00
Less Star Reimbursement			\$2,595,975.35
Plus Chargeback			\$107,536.30
Plus Omitted STAR			\$0.00
LESS: small claims		\$3,381.42	
LESS: assessor's error		\$527.00	
		Total Adjustments	\$3,908.42
plus/minus rounding			-0.06
Tax to be collected			\$50,988,031.17
Tax collected 96.6722%			\$49,291,252.31
			\$1,696,778.86
Unpaid taxes to be returned:			
City Treasurer	\$561,131.98		
County Treasurer	\$1,135,646.88		
TOTAL			\$1,696,778.86

AND WHEREAS, the district treasurer has verified the accuracy and signed the report of the collector;

THEREFORE, BE IT RESOLVED, that the Board of Education accept the report of the tax collector and having determined that the collector has accounted for the full amount of the tax warrant, directs that the lists of the delinquent tax items with the addition of 6% penalty be certified to the offices of the City and County Treasurers.



Personnel

1. Non-Instructional Personnel

A. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Natalia Matos	School Monitor	2/24/2025	\$15.50/hr.

End of Consensus Agenda

I. Meeting Called to Order

II. Pledge of Allegiance to the Flag

III. Middle School Teaser- Mary Poppins, Jr.

IV. Board Meeting Minutes

(BOARD ACTION)

- January 13, 2025- Regular Meeting Minutes

V. December 2024 Warrant Review (Mrs. Thomas and Mrs. Calabrese)

(BOARD ACTION)

- A-58 General 9010848-9010932 (ACH)
- A-59 General 20101-20159 (Check Print)
- A-60 General 20079-20100 (In House)
- A-61 General 14783696, 14792548, 14802895, 14802908, 14807952 (Manual)
- A-64 General 9010933-9010974 (ACH)
- A-65 General 20166-20233 (Check Print)
- A-66 General 20160-20165 (In House)
- C-11 Cafeteria 3277-3294
- C-12 Cafeteria 3295-3307
- F-16 Federal 9000524-9000529 (ACH)
- F-17 Federal 978-981 (Check Print)
- F-18 Federal 9000530-9000531 (ACH)
- F-19 Federal 982 (Check Print)

VI. Board Student Representative- Macy Schneckenburger

VII. President's Comments

- Remarks
- Correspondence

VIII. Superintendent's Report

- Remarks
- Correspondence
- Updates to Agenda - (e.g., supplemental agenda items, revisions, etc.)

IX. Consensus Agenda

(BOARD ACTION)

The Superintendent recommends that the Board of Education approve/accept the following:

Business

1. Treasurer's Report

The Treasurer's Report for the Period of December 1, 2024 – December 31, 2024. Additional information is included as an attachment and is filed.

2. Budget Status Report

The Appropriation Status Report, which is a summary, for the period of July 1, 2024 – December 31, 2024. Additional information is included as an attachment and is filed.

3. Revenue Status Report

The Revenue Status Report, which is a summary, for the period of July 1, 2024 – December 31, 2024. Additional information is included as an attachment and is filed.

4. Surplus Equipment

Approval to declare as surplus item and sell at an upcoming auction. This bus has high mileage and various mechanical issues.

- Bus 27, 2017 Thomas #4UZABRDT3HCHV5241

5. Budget Transfer

The below budget transfers are over \$20,000 and requires Board approval. This is to cover tuition costs for students with special needs.

From: A2250.490-00-00000	Special Programs BOCES Services	\$47,200
To: A2250.470-00-PRVT	Special Programs Tuition Private Schools	\$47,200

6. 2025-2026 School Calendar

Approval of the 2025-2026 school calendar.

7. Field Trip- Initial Approvals

Mrs. Marissa Logue, Academy Principal, is requesting initial approval of the below trips:

- FIRST Robotics, Albany, NY- March 26-29, 2025
- DECA State Conference, Rochester, NY- March 5-7, 2025

8. Athletic Field Trip- Initial Approval

Mrs. Caroline Chapman, Athletic Director, is requesting initial approval of the below trip:

- Boys Varsity Lacrosse, West Point, NY- March 28-29, 2025

9. Spring Semester 2025 - 40 Hour Field Placement

Ms. Kris VanDuyne, Middle School Principal, recommends:

- Kieran Cotter, Hobart William Smith with Zach Gisleson- January 21-May 2, 2025

10. Attend Canandaigua Schools

Mrs. Katherine Wells, Primary School Teacher, is requesting approval for her son, Matthew to continue attending Canandaigua City School District in eleventh grade.

11. Health Services 2024-2025

We are required to provide the same health services to students attending private and parochial schools as are provided for the children attending public school. The Education Law permits the School District to bill the district of residence for health services to non-resident students. It is necessary for the Board to approve the rate to be charged. This rate is based on a calculation of our per pupil health services cost using a formula prescribed by the State Education Department. The rate is \$979.78 per student, per year for the purpose of billing for health services provided to students attending private and parochial schools who are not residents of the Canandaigua City School District for the 2024-2025 school year. The total number of students for the 2024-2025 school year is 73.

12. Clinical Psychologist Interns- Ontario County Mental Health

Approval for Cheyenne Grice and Sabrina Gambino to collaborate with our school psychologists K-8 for the purpose of completing their internship. These candidates will be supervised by representatives from Ontario County Mental Health.

13. Recommendations of the Committee on Special Education

Recommendations of the Committee on Special Education meeting dates of November 25, December 3, 4, 10, 16, 17, 18, 19, 20, January 6, 7, 8, 10, 14, and 15.

Personnel

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Lisa Littlefield	School Bus Monitor	Resignation	1/19/2025

B. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Kerry Hurley	Substitute Teacher Aide	1/28/2025	\$15.50/hr.
Gabriela Tepedino	Teacher Aide	1/28/2025	\$15.50/hr.

2. Instructional Personnel

A. Resignation

- 1) Madison Clement, Elementary Teacher, has resigned from the District effective February 14, 2025.
- 2) Derek Moore has resigned as the JV Wrestling Coach effective January 16, 2025.

B. Leave Of Absence

- 1) Amy Vaughn, Special Education Teacher at the Middle School, has requested a leave of absence from June 6, 2025 through August 31, 2025.
- 2) Rachael Myers, Physical Education Teacher at the Academy, has requested a leave of absence for the 2025-2026 school year.

C. Appointments

1) Mentor

The following individual is recommended to be a Mentor as indicated at the contractual rate:

<u>Mentor</u>	<u>Mentee</u>
Lindsay Lazenby	Marie Windover – Effective 1/27/2025

2) Non-Certified Substitute Teachers

The following individuals have been recommended to Non-Certified Substitute Teacher positions conditional upon criminal history clearance from the New York State Education Department and verification of one year of college where applicable:

Leah Boylan
Kerry Hurley
Tyler Tichenor



3) Certified Substitute Teachers

The following individuals are recommended to Certified Substitute Teacher positions conditional upon criminal history clearance from the New York State Education Department where applicable.

Natalie Johnson
Valerie Boudrieau
Makayla Wright

End of Consensus Agenda

X. Discuss Budget Guidelines, Process, and Calendar

(POSSIBLE BOARD ACTION)

1. Make staffing decisions that meet the intellectual, social and emotional needs of students that reflect enrollment data, that prepare them to be successful.
2. Continue to evaluate and reduce costs through budget efficiencies, partnerships and shared services.
3. Strategically utilize fund balance and reserves to mitigate programmatic impact in the near and long-term future.
4. Maintain a transparent system of continual communication with the public.
5. Minimize cuts during restrictive tax cap cycles by making decisions based on right-sizing and consideration of the levy that best meets the needs of the district.

XI. District Committee Reports

Although Board of Education members receive minutes from these District committees, highlights and special items for background information may need to be shared on an as needed basis.

- Character Education Committee- Mrs. Amy Calabrese/ Mr. Milton Johnson
- Council for Instructional Excellence (CIE)- Mrs. Julianne Miller/ Mrs. Beth Thomas
- Diversity, Equity, and Inclusion Task Force- Mrs. Julianne Miller
- **Safety / Health / Security Committee- Mr. John Polimeni- January 16, 2025**

XII. Upcoming Events

- January 29- Lunar New Year- No School
- January 31 & February 1- FMLEA Elementary School All County
- February 1- UPK Applications Open
- February 3- Elementary Band and Orchestra Informance (Monday Ensemble)
- February 4- Elementary Band and Orchestra Informance (Wednesday Ensemble)
- February 7- Audit Committee
- February 7,8,9- Middle School Musical
- February 10- Board of Education Meeting
- February 11- Frieda O'Hanlon District Spelling Bee
- February 13- MS Small Ensembles Concert
- February 17-21- February Break- No School
- February 24- School Board Candidate Petitions Available
- February 28- UPK Application Deadline

XIII. Closing Remarks

(President, Board of Education and/or Superintendent)

The Regular meeting of the Canandaigua City School District Board of Education was held on Monday, January 13, 2025 at 5:31 p.m. at the Operations Center, President Grimm presiding.

BOARD MEMBERS PRESENT: Jeanie Grimm, Milton Johnson, Megan Personale, John Polimeni, Jen Schneider, Jenny Tessendorf, Beth Thomas

BOARD MEMBERS ABSENT: Amy Calabrese, Julianne Miller

LEADERSHIP TEAM PRESENT: Jamie Farr, Matt Fitch, Matt Schrage

LEADERSHIP TEAM ABSENT: Brian Nolan

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: On file

Executive Session

Upon a motion made by Dr. Schneider, seconded by Mrs. Personale, with all present voting yes, the Board of Education approved calling an Executive Session at 5:31 p.m. to discuss twenty particular persons.

Return to Open Session

Upon a motion made by Dr. Schneider, seconded by Mrs. Personale, with all present voting yes, the Board of Education returned to Open Session at 6:29 p.m.

Meeting Called to Order and Pledge of Allegiance to the Flag

Mrs. Grimm called the meeting to order at 6:31 p.m. with fifth grader Adelynn Bernhard leading all in the Pledge of Allegiance.

Athletic Recognition

Mrs. Caroline Chapman, Athletic Director, recognized fall athletes as well as Coaches Mr. Matt Ward and Mr. Dave Ducharme who are retiring after many years

Public Comments

There were no public comments.

Board Meeting Minutes

Upon a motion made by Ms. Tessendorf, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved the December 16, 2024 Regular Board Meeting and December 20, 2024 Special Meeting minutes.

APPROVED: MINUTES

Board Student Representative

Macy Schneckeburger reported out that student government has a record number of students. They have come up with a new system to divide up roles and events. Upcoming events are Orange Crush, National Hot Chocolate Day, and Shamrock Day.

Superintendent's Report

Superintendent Farr handed out the draft 2025-2026 school calendar to the Board for their review. It will be approved at an upcoming Board meeting. There are three updates to the agenda. Deidra Buck, School Bus

Monitor and School Monitor rescinded her resignation and will be removed from the personnel agenda. Ashleigh Rombaut will extend her appointment at the Middle School from February 14 to June 30, 2025; a modified word will be added to the 1st Amendment 1st Vote field trip.

Consensus Agenda

Upon a motion made by Dr. Schneider, seconded by Ms. Tessendorf, with all present voting yes, the Board of Education approved/accepted the Consensus Agenda.

APPROVED: CONSENSUS AND SUPPLEMENTAL AGENDA

Business

1. Treasurer's Report

the Treasurer's Report for the Period of November 1, 2024 – November 30, 2024. Additional information is included as an attachment and is filed.

2. Budget Status Report

the Appropriation Status Report, which is a summary, for the period of July 1, 2024 – November 30, 2024. Additional information is included as an attachment and is filed.

3. Revenue Status Report

the Revenue Status Report, which is a summary, for the period of July 1, 2024 – November 30, 2024. Additional information is included as an attachment and is filed.

4. Internal Audit Risk Assessment

of the 2024-25 Internal Audit Risk Assessment.

5. Agreement

an agreement with BPD Municipal Finance for Municipal Advisor services in connection with the upcoming capital project and other financial matters.

an agreement with Educational Data Services, Inc. to participate in the cooperative bidding program for the 2025-2026 school year.

6. Donations

the request of Mrs. Marissa Logue, Academy Principal, to accept a donation of a 4/4 Cello from Mr. Robin Hulme valued at \$500.

acceptance of a donation of \$4,000 from Red Caboose Music to support the Primary-Elementary musical production.

7. New Scholarship

the request of Mrs. Marissa Logue for a new scholarship: **Dylan Smith Memorial Scholarship**. This scholarship in the amount of \$1,000 will be for a senior who is furthering their education in college, trade show, or is joining the military.

8. Spring Semester 2025 - Student Teacher Placement

the requests of Mrs. Emily Bonadonna and Mr. Brian Amesbury, Primary-Elementary Principals:

- Megan Lawton, Nazareth University with Emily Phillips- January 23-March 13, 2025

- Catherine Hayes, Nazareth University with Emily Phillips- January 23-March 13, 2025

the request of Ms. Kris VanDuyne, Middle School Principal:

- Laura Lepkowski, Nazareth University with Greg Crystal- March 17- May 6, 2025

9. RIC ONE Risk Operations Center (ROC)

WHEREAS, four (4) BOCES (Onondaga-Cortland-Madison BOCES, Albany-Schoharie-Schenectady-Saratoga BOCES, Madison-Oneida BOCES and Broome-Tioga BOCES) have collaborated and entered into an Article 5 General Municipal Law intermunicipal arrangement for the purpose of improving vendor management and data security and privacy practices for school districts and/or BOCES statewide known as the RIC ONE Risk Operations Center (the "ROC");

"WHEREAS, the Board of Education of the Canandaigua City School District through its affiliation with a locally based Regional Information Center, participates with the ROC and desires, for the 2024-2025 fiscal year, to authorize the ROC to enter into Data Privacy Agreements and related exhibits (DPAs) with vendors and third-party contractors that include the requirements of, and compliance with, New York State Education Law Section 2-d and Part 121 Regulations (collectively, "Ed Law 2d") related to student personally identifiable information (PII) and certain Teacher and Principal APPR data;"

WHEREAS, the ROC also partners with NYSED, the Access4Learning Student Data Privacy Consortium (SDPC) and The Education Cooperative (TEC), to negotiate and approve Ed Law 2-d compliant DPAs;

WHEREAS, the DPAs are presented to school districts and/or BOCES for final execution and do not require the expenditure of funds beyond those budgeted; and

BE IT RESOLVED, Board of Education of the Canandaigua City School District authorizes the attorneys designated by the ROC to negotiate and approve of DPAs for software and/or technology resources; and,

BE IT FURTHER RESOLVED, the Canandaigua City School District Board of Education grants the ROC and its designated attorneys the authority to negotiate the terms and conditions of DPAs and take such actions so as to effectuate the purposes and intent of this resolution.

10. Scholarship Awards

for the below two scholarship awards for the Primary and Elementary Schools:

- **Primary Daisy Award** in the amount of \$25 given to a Primary School student who has shown kindness and a positive attitude while striving to achieve learning success. This award is to be used to buy learning materials which support the recipient's interest/favorite subject in school.
- **Elementary Daisy Award** in the amount of \$25 given to an Elementary School student who has shown kindness and a positive attitude while striving to achieve learning success. This award is to be used to buy learning materials which support the recipient's interest/favorite subject in school.

11. Field Trips- Initial Approval

the request of Mrs. Marissa Logue for initial approval of the below trips:

- Class of 2026, New York City, NY- November 15-17, 2025
- 1st Amendment 1st Vote Club, Fairport, NY- April 1-2, 2025

12. Surplus Equipment

to declare as surplus and sell at auction a 2088 Ford 250 with plow- Vehicle identification number: 1FTSF21Y98EE59467



13. Appointment

he appointment of Marie Windover as Dignity Act Coordinator.

14. Recommendations of the Committee on Special Education

of the Committee on Special Education meeting dates of: October 30, November 7, 8, 12, 18, 19, 21, 22, December 3, 4, 5, 6, 9, 11, 12, 13, 16, 17, and 18.

Personnel

1. Non-Instructional Personnel

A. Retirement

for the purpose of retirement of the following individual. On behalf of the District, sincere best wishes for a happy and healthy retirement are offered. Thank you for the many years of service to the Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
John Hadsell	Custodial Worker	4/23/2025	10

B. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Nichole Risley	School Monitor	Resignation	12/18/2024
Tawny DeCann	Teacher Aide	Offer Rescinded	1/2/2025
Patrick Johnson	School Bus Driver	Resignation	1/16/2025
Shayne Cooke	Cook	Resignation	1/31/2025

C. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Michael Blair	Cook	12/16/2024	\$17.83/hr.
Hunter Gillette	Substitute School Bus Driver	1/3/2025	\$19.00/hr.
Hunter Gillette	School Bus Driver Trainee	1/3/2025	\$15.50/hr.
Joshua Seyna	Audio-Visual Technician	1/13/2025	Per Contract
Hallie Martin	Substitute School Bus Driver	1/2/2025	\$19.00/hr.

2. Instructional Personnel

A. Leave Of Absence

- 1) of Emily VanEpps, Occupational Therapist at the Elementary School, for a leave of absence from April 24, 2025 through June 30, 2025.
- 2) of Rachael Myers, Physical Education Teacher at the Academy, for a leave of absence from May 15, 2025 through June 30, 2025.

B. Appointments

1) Tenure Appointments

the following staff member for tenure appointment pending successful completion of their probationary period. They have been reviewed by their Building Principal, the Superintendent, and the Board of Education. The Superintendent recommends that the Board of Education



approve the appointment to tenure in the Canandaigua City School District the following staff members:

<u>Name</u>	<u>Tenure Area</u>	<u>Effective</u>
Jean Phillips	Special Education	3/1/2025

2) 2024-2025 Coach

the following staff for 2024-2025 Coaching positions at rates in accordance with contract:

Zach Gisleson – Winter Strength, Fitness, Conditioning; Step 5A

3) Interim Substitute

the following individual for an Interim Substitute position as indicated at an agreed upon rate for the duration of the assignment:

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Ashleigh Rombaut	Social Studies Teacher	Middle School	1/6/2025 – 6/30/2025

4) Non-Certified Substitute Teachers

the following individuals to Non-Certified Substitute Teacher positions conditional upon criminal history clearance from the New York State Education Department and verification of 1 year of college where applicable:

Stacy Torelli
Benjamin Plummer
Grace Brown
Charlotte Salotto
Kathryn Burgess
William Heym
Conner McKenna
Emma Wiitanen

5) Mentor

the following individual to be a Mentor for the 2024-2025 school year at rates in accordance with contract:

<u>Mentor</u>	<u>Mentee</u>
Nicole Kone	Ashleigh Rombaut – Effective 1/9/2025

6) Certified Substitute Teacher

the following individual to Certified Substitute Teacher positions conditional upon criminal history clearance from the New York State Education Department where applicable.

William Straub

7) Contract Substitute Teacher

the following individual is recommended to Contract Substitute Teacher position for the 2024-2025 school year at the approved rate:

Hannah Godfrey – Primary School; Effective January 6, 2025

End of Consensus Agenda



Board Committee Reports

Audit Committee

Mr. Milton Johnson reported on behalf of the Audit Committee which met on January 10, 2024. The Committee reviewed the internal audit, which was clean; selected the next area to be audited which will be vendor employee process.

Policy Committee

Mrs. Jeanie Grimm moved on behalf of the Committee with no second required and all present to accept the following Second Readings.

- > Second Reading- Policy 2100 School Symbols
- > Second Reading- Policy 3360 Student Awards and Scholarships

District Committee Reports

Council for Instructional Excellence (CIE)

Mrs. Beth Thomas reported out on behalf of CIE which met on January 8, 2025. The Committee had a presentation on the UPK-12 Visual Arts mid-year review, a request for an addition to the Canon of Literature, an update on the Blue Ribbon Commission and Portrait of a Graduate update, and a Professional Development update.

Upcoming Events

- January 15- Elementary Small Ensemble Concert
- January 16- District Health and Safety Committee
- January 18, 19- Madrigal Dinner
- January 20- Martin Luther King, Jr.- No School
- January 22- Policy Committee
- January 22- 8th Grade Parent Night
- January 22- Grades 9-11 Curriculum Fair
- January 23- 4th and 5th Grade Chorus Concert
- January 24, 25- FMLEA Academy & Middle School All County
- January 27- Board of Education Meeting
- January 29- Lunar New Year- No School
- January 31 & February 1- FMLEA Elementary School All County
- February 1- UPK Applications Open

Adjournment

Upon a motion made by Ms. Tessendorf, seconded by Dr. Schneider, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 7:00 p.m. The next Regular meeting will be on January 27, 2025 at 6:30 p.m.

Respectfully submitted,

Deborah Sundlov
District Clerk

Treasurer's Report
Capital Now
December 1 - December 31, 2024

Balance Forward: December 1, 2024 47,270.62
Receipts

Loan from General for Asset Preservation
Loan from General for Bus Purchase
Insurance Proceeds for Academy Gym Floor
Smart Schools Bond
Xfer from BAN Proceeds for Asset Preservation
Xfer from General
Refund - Hanover
Interest

10,708.01

Total Receipts

10,708.01

Disbursements

Warrant
Xfer to Capital Savings
Prior month correction
Due to DS
Xfer to General for BAN payoff

Total Disbursements

-

Balance on Hand: December 31, 2024

\$ 57,978.63

Bank Reconciliation

Bank Statement CNB 5645
Chase 1109

8.66

57,969.97


Xfer to general in transit

Outstanding Checks

Reconciled Balance

\$ 57,978.63

Respectfully Submitted,



Cullen Spencer, Treasurer

Date Completed: 1/9/2025

Reviewed by:

Date Reviewed:

Balance Forward:	December 1, 2024	1,288,527.29
Receipts		

Interest Earnings

4,674.01

Xfer to General

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\$ 1,293,201.30

Deposit in transit (refund of CNB wire fee)

\$ 1,293,201.30

C. Spencer

Date Completed: 1/9/2025

Date Reviewed: _____

Treasurer's Report
Federal
December 1 - December 31, 2024

Balance Forward: **December 1, 2024** 690,390.28

Receipts

IDEA 611	2,668.00
IDEA 619	
ARP-IDEA 611	
ARP-IDEA 619	
Federal COVID Stimulus - CRRSA	
Federal COVID Stimulus - ARPA	
Summer 4408 (ESY)	
Title IA	500,231.00
Title III ENL	
Title IIIA	
Title IV	7,316.00
Title IIA	74,715.00
UPK	
UPK - ARPA	
Healthcare Workers Bonus	

Total Receipts	<u>584,930.00</u>
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Disbursements

Warrant - Checks	(36,162.71)
Warrant - ACH	(51,069.00)
Due to General	
PR Adjustments	
XFER to Gen for interfund loan paydown	(584,930.00)
PR 12-13	(71,650.66)
PR 12-31	(72,131.85)

Total Disbursements	<u>(815,944.22)</u>
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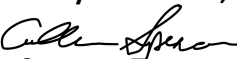
Balance on Hand: December 31, 2024	<u><u>\$ 459,376.06</u></u>
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Bank Reconciliation

Bank Statement Chase 1117	459,494.53
Outstanding Checks	(118.47)
Deposit in transit (xfer from Gen Muni)	

Reconciled Balance	<u><u>\$ 459,376.06</u></u>
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Respectfully Submitted,


Cullen Spencer, Treasurer

Date Completed: 1/17/2025

Reviewed by: _____

Date Reviewed: _____

Treasurer's Report
General Muni
December 1 - December 31, 2024

Balance Forward: **December 1, 2024** 69,147,725.87

Receipts

STAR	
Gen Aid	
VLT	147,982.01
Excess Cost Aid	1,494,676.25
Nonresident Homeless Aid	
Commercial Gaming grant	
Instructional Materials Aid	
Summer Sch 4408	
Incarcerated Youth Aid	3,750.00
MCD	
Ch. 47/66/721	
IB Exam Waivers	
Misc	
Xfer from Gen Paypal	
Xfer from Leadership for PSAT Proctors	
Xfer from Gen Now/Tax Coll	1,074,887.21
Xfer from Federal	584,930.00
E-rate	
Chromebook sales	
Interest	161,990.17
Total Receipts	3,468,215.64

Disbursements

Xfer to General Now	(9,000,000.00)
Xfer to VEBA	
Xfer to Deductions for Retiree 403B payout	
Xfer to Cafeteria	
Xfer to Capital for Bus purchase	
Total Disbursements	(9,000,000.00)

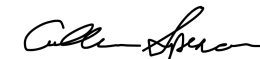
Balance on Hand: **December 31, 2024** **\$ 63,615,941.51**

Bank Reconciliation

Bank Statement	CNB 4323	5,318,915.21
	NYCLASS 01-1165-0006	4,031,724.40
	NYCLASS 01-1165-0012	353.17
	Community Bank CDARS 4484	7,000,000.00
	MCB Liquid Money Market 9081	7,239,392.87
	CNB CD 8070	6,022,500.00
	CNB CD 5947	7,530,333.33
	CNB CD 9345	6,383,173.23
	CNB CD 3434	3,000,000.00
	CNB CD 3418	6,500,000.00
	CNB CD 6453	5,020,451.39
	CNB CD 0090	-
	CNB CD 6843	5,569,097.91
In-transit (Xfer to Gen Now)		
In-transit (Xfer to cafe)		
In-transit (Xfer to Fed)		

Reconciled Balance **\$ 63,615,941.51**

Respectfully Submitted,



Cullen Spencer, Treasurer

Date Completed: 1/17/2025

Reviewed by: _____

Date Reviewed: _____

Treasurer's Report
General Now
December 1 - December 31, 2024

Balance Forward: **December 1, 2024** 1,650,999.80
Receipts

Tax Collections	1,074,837.31	
County Prior Year Taxes	166,422.67	
County Tax Penalty	27,205.83	
Invoices	3,740.31	
City Prior Year Taxes	20,488.20	
City Tax Penalty	3,179.16	
PILOT	1,355.10	
BOCES		
Refunds	1,366.74	
Student Fees	137.89	
Donations		
Insurance Recovery		
E-rates		
Rebates	1.41	
Scrap	4,678.00	
Revtrak Chromebook/iPad sales	20.00	
Xfer from Gen Muni	9,000,000.00	
Payroll Xfers from Café	57,747.88	
Payroll Xfers from Federal	143,782.51	
Xfer from Extracurricular for Emp Stipends	3,000.00	
Xfer from Fed for interfund loan paydown		
Xfer from Capital for pre-ref expenditures	37,703.50	
Retiree Health ACH		
ERS Accepted Adj	149.08	
Earnings from Treasury Bill Maturity		
Interest/Earnings	1,115.96	
Total Receipts		10,546,931.55

Disbursements

A/P Warrants	(1,202,587.66)	
Payroll Deductions Warrants	(4,053,036.71)	
Add back non-cash deduction payments:		
Employee Health Deductions	124,407.78	
Employee Dental Deductions	12,364.45	
Employee fines (Deduction code DISTR)		
NSF Check	(565.80)	
Xfer to Leadership		
Health Insurance Wire	(129,987.55)	
ERS Annual Invoice	(1,545,630.00)	
Xfer to Capital	(1,000,000.00)	
ERS Accepted Adj		
Omni TSA Non-elective Contributions (ER)	(2,866.00)	
VEBA Cash Balance xfer to BRI		
BAN Principal		
BAN Interest		
H S A Fundings	(2,223.06)	
Xfer to Gen Muni	(1,074,887.21)	
Bond Interest	(1,343,682.99)	
Bond Principal		
Check Print Postage	(75.24)	
Total Disbursements		(10,218,769.99)

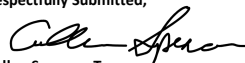
Balance on Hand: **December 31, 2024** \$ 1,979,161.36

Bank Reconciliation

Bank Statement		
CNB 9172	2,715,013.03	
Tax Collection 6026	1.49	
Chase Lockbox 6841	113,961.75	
CNB 3427	5,400.00	
Chase Treasuries 5961		
Outstanding Checks	(865,425.51)	
Deposit in transit (from Capital - pre-ref expenditures)	37,703.50	
Charge in-transit (Payroll ERS)	(21,962.90)	
Deposit in transit (RevTrak Chromebook sales)	140.00	
Xfer in-transit (to Cafeteria - invoice 250778)	(270.00)	
Xfer in-transit (to Extracurricular)	(5,400.00)	

Reconciled Balance \$ 1,979,161.36

Respectfully Submitted,


Cullen Spencer, Treasurer

Reviewed by: _____

Date Completed: 1/23/2025

Date Reviewed: _____

Treasurer's Report
Leadership
December 1 - December 31, 2024

Balance Forward: **December 1, 2024** \$ 129,633.85
Receipts

Vanco RevTrak Revenue		
Xfer from Extracurricular		
Interest	230.71	
Xfer from General Now		
Xfer from Deductions		
Cash Receipt Query Attached	1,170.22	
Misc deposit		
Total Receipts		<u>1,400.93</u>

Disbursements

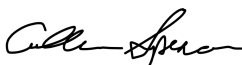
Warrant	(264.48)	
NSF Check		
FNBO Credit Card		
Xfer to Extracurricular		
Xfer to General for Proctor Pay		
Xfer to General for DECA Donation		
Xfer to Trust Memorial		
Total Disbursements		<u>(264.48)</u>

Balance on Hand: **December 31, 2024** \$ 130,770.30

Bank Reconciliation

Bank Statement	CNB 4762	69,608.26
Bank Statement	NYCLASS 0009	61,360.04
Less Outstanding Checks		(58.00)
Deposit in-transit (Revtrak)		
Deposit in-transit (NSF re-deposit)		
Xfer in-transit (to XC)		
Xfer in-transit (to Gen)		(140.00)
Reconciled Balance		<u><u>\$ 130,770.30</u></u>

Respectfully Submitted,



Cullen Spencer, Treasurer

Date Completed: 1/7/2025

Reviewed by: _____
Date Reviewed: _____

Treasurer's Report
Trust Memorial
December 1 - December 31, 2024

Balance Forward: December 1, 2024 392,211.32

Receipts

Dividends		
Academy Trust		
Sara Shenkman	19.78	
Donations/Contributions	1,000.00	
Investment Results		
Stale-Dated Check write-offs		
Xfer from Leadership		
Interest	0.28	
Total Receipts		1,020.06

Disbursements

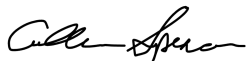
Warrant		
Void Warrant		
Xfer to Extracurricular		
Investment Results		
Due to Extra Curricular		
Total Disbursements		-

Balance on Hand: December 31, 2024 \$ 393,231.38

Bank Reconciliation

Bank Statement	CNB Invest	381,867.57
Bank Statement	CNB 6516	11,363.81
Less Outstanding Checks		
Deposit in transit (Stop payment fee refund)		
Reconciled Balance		<u><u>\$ 393,231.38</u></u>

Respectfully Submitted,



Cullen Spencer, Treasurer

Date Completed: 1/23/2025

Reviewed by: _____

Date Reviewed: _____

Canandaigua City School District

Appropriation Status Summary Report By Object From 7/1/2024 To 12/31/2024



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
100	Instructional Salary	*	22,650.00	-1,025.00	21,625.00	330.00	0.00	21,295.00
120	Instructional Salary	*	7,997,223.00	-2,457.00	7,994,766.00	2,710,581.85	5,078,429.46	205,754.69
121	Instructional Salary	*	375,177.00	0.00	375,177.00	130,742.92	212,098.24	32,335.84
122	Instructional Salary	*	5,000.00	0.00	5,000.00	1,460.00	0.00	3,540.00
129	Instructional Salary	*	16,656.00	0.00	16,656.00	7,139.62	0.00	9,516.38
130	Instructional Salary	*	9,316,024.00	-1,669.20	9,314,354.80	3,284,808.52	5,915,544.97	114,001.31
140	Instructional Salary Substitutes	*	823,750.00	0.00	823,750.00	255,716.27	0.00	568,033.73
141	Instructional Salary	*	25,000.00	0.00	25,000.00	0.00	0.00	25,000.00
150	Instructional Salary	*	12,080,668.00	158,647.70	12,239,315.70	5,057,543.02	6,698,500.76	483,271.92
151	Instructional Salary	*	9,550.00	0.00	9,550.00	1,743.00	0.00	7,807.00
160	Non-Instructional Salary	*	10,823,668.00	-13,350.50	10,810,317.50	4,534,450.95	2,451,546.24	3,824,320.31
200	Equipment	*	574,896.00	24,501.02	599,397.02	191,573.08	111,247.64	296,576.30
220	Computer Hardware	*	130,600.00	0.00	130,600.00	0.00	0.00	130,600.00
400	Contractual	*	3,633,615.00	476,102.82	4,109,717.82	1,672,255.68	1,721,681.64	715,780.50
415		*	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
450	Supplies	*	1,921,662.00	53,250.12	1,974,912.12	1,047,542.47	616,368.62	311,001.03
460	Computer Software	*	122,905.00	7,725.00	130,630.00	46,108.36	25,013.58	59,508.06
470	Tuition	*	1,621,257.00	-32,840.00	1,588,417.00	419,144.15	984,064.28	185,208.57
473		*	0.00	24,310.00	24,310.00	9,724.00	14,586.00	0.00
480	Textbooks	*	205,712.00	-7,725.00	197,987.00	95,604.66	6,970.28	95,412.06
490	BOCES	*	10,127,758.00	-37,224.05	10,090,533.95	4,220,475.77	5,150,220.18	719,838.00
600	Principal	*	4,395,000.00	405,000.00	4,800,000.00	350,000.00	4,450,000.00	0.00
700	Interest	*	3,343,635.00	-405,000.00	2,938,635.00	1,430,607.99	1,117,384.36	390,642.65
800	Employee Benefits	*	23,293,100.00	-227,135.00	23,065,965.00	10,853,646.93	9,728,245.33	2,484,072.74
900	Interfund Transfers	*	280,000.00	13,445,000.00	13,725,000.00	13,445,000.00	0.00	280,000.00
Fund ATotals:			91,147,506.00	13,866,110.91	105,013,616.91	49,766,199.24	44,281,901.58	10,965,516.09
160	Non-Instructional Salary	*	675,100.00	0.00	675,100.00	261,957.17	39,784.04	373,358.79
200	Equipment	*	179,000.00	0.00	179,000.00	69,792.34	4,689.45	104,518.21
400	Contractual	*	1,113,000.00	0.00	1,113,000.00	382,770.00	565,184.40	165,045.60
450	Supplies	*	121,900.00	0.00	121,900.00	42,772.60	70,930.91	8,196.49
800	Employee Benefits	*	284,000.00	0.00	284,000.00	125,664.37	7,550.06	150,785.57
Fund CTotals:			2,373,000.00	0.00	2,373,000.00	882,956.48	688,138.86	801,904.66

Canandaigua City School District

Appropriation Status Summary Report By Object From 7/1/2024 To 12/31/2024



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
150		*	1,760.00	0.00	1,760.00	0.00	0.00	1,760.00
460		*	200.00	0.00	200.00	0.00	0.00	200.00
	Fund F3ETotals:		1,960.00	0.00	1,960.00	0.00	0.00	1,960.00
150		*	6,000.00	0.00	6,000.00	3,000.00	0.00	3,000.00
800		*	459.00	0.00	459.00	0.00	0.00	459.00
	Fund FHBTotals:		6,459.00	0.00	6,459.00	3,000.00	0.00	3,459.00
150	Instructional Salary	*	396,794.00	0.00	396,794.00	168,089.92	270,527.08	-41,823.00
400	Contractual	*	11,144.59	-2,005.26	9,139.33	247.71	1,907.29	6,984.33
450	Supplies	*	9,098.00	4,505.26	13,603.26	4,505.26	0.00	9,098.00
800	Employee Benefits	*	165,364.00	0.00	165,364.00	0.00	0.00	165,364.00
	Fund FIATotals:		582,400.59	2,500.00	584,900.59	172,842.89	272,434.37	139,623.33
150	Instructional Salary	*	606,768.00	0.00	606,768.00	202,255.36	404,512.64	0.00
160	Non-Instructional Salary	*	134,293.00	0.00	134,293.00	60,514.66	0.00	73,778.34
400	Contractual	*	100,411.00	0.00	100,411.00	41,377.00	59,034.00	0.00
800	Employee Benefits	*	203,249.00	0.00	203,249.00	0.00	0.00	203,249.00
	Fund FIBTotals:		1,044,721.00	0.00	1,044,721.00	304,147.02	463,546.64	277,027.34
150	Instructional Salary	*	1,319.00	0.00	1,319.00	438.56	880.44	0.00
160	Non-Instructional Salary	*	13,034.00	0.00	13,034.00	3,745.19	0.00	9,288.81
400	Contractual	*	18,341.00	0.00	18,341.00	2,642.00	15,699.00	0.00
	Fund FICTotals:		32,694.00	0.00	32,694.00	6,825.75	16,579.44	9,288.81
150	Instructional Salary	*	91,939.00	0.00	91,939.00	32,507.68	59,431.02	0.30
400	Contractual	*	4,101.00	-60.00	4,041.00	210.00	0.00	3,831.00
450	Supplies	*	29.02	0.00	29.02	0.00	0.00	29.02
460	Travel	*	2,039.00	60.00	2,099.00	1,351.00	0.00	748.00
	Fund FIITotals:		98,108.02	0.00	98,108.02	34,068.68	59,431.02	4,608.32
400	Contractual	*	37,276.76	5,700.00	42,976.76	5,100.00	28,400.00	9,476.76
450	Supplies	*	744.29	0.00	744.29	0.00	0.00	744.29

Canandaigua City School District

Appropriation Status Summary Report By Object From 7/1/2024 To 12/31/2024



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
490		*	912.00	0.00	912.00	0.00	0.00	912.00
	Fund FIVTotals:		38,933.05	5,700.00	44,633.05	5,100.00	28,400.00	11,133.05
150	Instructional Salary	*	93,000.00	0.00	93,000.00	123,084.50	0.00	-30,084.50
160	Non-Instructional Salary	*	165,000.00	0.00	165,000.00	150,253.53	0.00	14,746.47
400	Contractual	*	51,500.00	0.00	51,500.00	4,592.06	0.00	46,907.94
450	Supplies	*	600.00	0.00	600.00	183.42	349.83	66.75
470	Tuition	*	150,200.00	0.00	150,200.00	137,573.06	0.00	12,626.94
490		*	375,000.00	0.00	375,000.00	0.00	375,000.00	0.00
800	Employee Benefits	*	83,000.00	0.00	83,000.00	0.00	0.00	83,000.00
	Fund FSSTotals:		918,300.00	0.00	918,300.00	415,686.57	375,349.83	127,263.60
150	Instructional Salary	*	267,812.00	0.00	267,812.00	92,084.16	167,517.84	8,210.00
160	Non-Instructional Salary	*	89,703.00	0.00	89,703.00	23,830.82	0.00	65,872.18
400	Contractual	*	429,000.00	0.00	429,000.00	143,000.00	286,000.00	0.00
800	Employee Benefits	*	2,607.00	0.00	2,607.00	0.00	0.00	2,607.00
	Fund FUPTotals:		789,122.00	0.00	789,122.00	258,914.98	453,517.84	76,689.18
240		*	10,000.00	0.00	10,000.00	8,042.79	1,957.21	0.00
293		*	90,000.00	0.00	90,000.00	0.00	0.00	90,000.00
	Fund H25Totals:		100,000.00	0.00	100,000.00	8,042.79	1,957.21	90,000.00
210		*	500,000.00	1,872,525.84	2,372,525.84	1,143,364.49	694,161.35	535,000.00
	Fund HBUTotals:		500,000.00	1,872,525.84	2,372,525.84	1,143,364.49	694,161.35	535,000.00
201		*	0.00	7,000.00	7,000.00	0.00	7,000.00	0.00
240		*	0.00	86,795.65	86,795.65	37,703.50	49,092.15	0.00
999		*	70,230,000.00	-93,795.65	70,136,204.35	0.00	0.00	70,136,204.35
	Fund HRVTotals:		70,230,000.00	0.00	70,230,000.00	37,703.50	56,092.15	70,136,204.35
200		*	170,697.81	0.00	170,697.81	0.00	0.00	170,697.81
400		*	75,974.19	0.00	75,974.19	0.00	0.00	75,974.19
	Fund HSSTotals:		246,672.00	0.00	246,672.00	0.00	0.00	246,672.00

Canandaigua City School District

Appropriation Status Summary Report By Object From 7/1/2024 To 12/31/2024



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
440	*	0.00	0.00	0.00	1,007,573.00	0.00	-1,007,573.00
	Fund TCTotals:	0.00	0.00	0.00	1,007,573.00	0.00	-1,007,573.00
	Grand Totals:	168,109,875.66	15,746,836.75	183,856,712.41	54,046,425.39	47,391,510.29	82,418,776.73

Canandaigua City School District

Revenue Status Report By Function From 7/1/2024 To 12/31/2024



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	Real Property Tax	52,580,000.00	0.00	52,580,000.00	49,980,458.58	2,599,541.42
A 1081	Other Payment in Lieu of Taxes	675,195.00	0.00	675,195.00	228,182.55	447,012.45
A 1085	School Tax Relief Reimbursement	0.00	0.00	0.00	2,595,975.35	-2,595,975.35
A 1090	Interest and Penalties on Real Property Taxes	191,469.00	0.00	191,469.00	92,132.55	99,336.45
A 1335	Other Student Fees/Charges - From Individuals	5,000.00	0.00	5,000.00	-1,010.11	6,010.11
A 2230	Tuitions - Other Districts in NYS	160,000.00	0.00	160,000.00	0.00	160,000.00
A 2280	Health Services for Other Districts	55,000.00	0.00	55,000.00	0.00	55,000.00
A 2401	Interest and Earnings	250,000.00	0.00	250,000.00	1,028,839.88	-778,839.88
A 2440	Rental of Buses	15,000.00	0.00	15,000.00	25,156.00	-10,156.00
A 2650	Sale of Scrap and Excess Materials	5,000.00	0.00	5,000.00	8,885.88	-3,885.88
A 2666	Sale of Transportation Equipment	50,000.00	0.00	50,000.00	0.00	50,000.00
A 2701	Refund of Prior Year Expenses	150,000.00	0.00	150,000.00	4,951.52	145,048.48
A 2770	Other Unclassified Revenues	60,000.00	0.00	60,000.00	115,801.47	-55,801.47
A 2770.002	Use of Facilities	0.00	0.00	0.00	362.50	-362.50
A 3101	Formula Operating Aid	32,580,515.00	0.00	32,580,515.00	4,595,925.46	27,984,589.54
A 3102	VLT Lottery Aid	0.00	0.00	0.00	6,004,016.21	-6,004,016.21
A 3103	BOCES Aid	2,100,000.00	0.00	2,100,000.00	0.00	2,100,000.00
A 3104	Tuition Aid (Chapters 47, 66, and 721)	125,000.00	0.00	125,000.00	0.00	125,000.00
A 3260	Textbook Aid	190,000.00	0.00	190,000.00	0.00	190,000.00
A 3261	Computer Hardware Aid	50,000.00	0.00	50,000.00	0.00	50,000.00
A 3262	Computer Software Aid	49,000.00	0.00	49,000.00	0.00	49,000.00
A 3263	Library Media Aid	20,000.00	0.00	20,000.00	0.00	20,000.00
A 3289	Other State Aid	15,000.00	0.00	15,000.00	109,687.51	-94,687.51
A 4601	Medicaid Assistance	120,000.00	0.00	120,000.00	0.00	120,000.00
A Totals:		89,446,179.00	0.00	89,446,179.00	64,789,365.35	24,656,813.65
C 1245	Other Breakfast Sales	11,000.00	0.00	11,000.00	6,895.08	4,104.92
C 1445	Other Lunch Sales	225,500.00	0.00	225,500.00	75,299.37	150,200.63
C 1446	Catering/Special Events	6,000.00	0.00	6,000.00	0.00	6,000.00
C 2401	Interest and Earnings	25,000.00	0.00	25,000.00	8,813.16	16,186.84
C 2402	Over/Short	0.00	0.00	0.00	59.59	-59.59
C 2770	Other Unclassified Revenue	0.00	0.00	0.00	8,121.73	-8,121.73
C 2771	Commissions	4,000.00	0.00	4,000.00	0.00	4,000.00

Canandaigua City School District

Revenue Status Report By Function From 7/1/2024 To 12/31/2024



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
C 3190	State Aid - School Lunch	605,000.00	0.00	605,000.00	198,258.00	406,742.00
C 3192	Summer Food Service Program - State	0.00	0.00	0.00	929.00	-929.00
C 3290	State Aid - School Breakfast	198,000.00	0.00	198,000.00	79,663.00	118,337.00
C 4190	Surplus Food - Federal	75,000.00	0.00	75,000.00	0.00	75,000.00
C 4190.100	Federal Lunch	869,000.00	0.00	869,000.00	276,600.00	592,400.00
C 4190.200	Federal Breakfast	324,500.00	0.00	324,500.00	110,377.00	214,123.00
C 4190.300	Other Federal Revenues	10,000.00	0.00	10,000.00	8,542.00	1,458.00
C 4192	Summer Food Service Program - Federal	20,000.00	0.00	20,000.00	31,711.00	-11,711.00
C Totals:		2,373,000.00	0.00	2,373,000.00	805,268.93	1,567,731.07
F3E 4126.000.25	Title III ENL 2025	1,960.00	0.00	1,960.00	0.00	1,960.00
F3E Totals:		1,960.00	0.00	1,960.00	0.00	1,960.00
FHB 3289	Healthcare Workers Bonus	6,459.00	0.00	6,459.00	3,229.50	3,229.50
FHB Totals:		6,459.00	0.00	6,459.00	3,229.50	3,229.50
FIA 4126.000.24	Title I Part A 2023-24	10,737.59	0.00	10,737.59	4,505.59	6,232.00
FIA 4126.000.25	Title I Part A 2024-25	574,163.00	0.00	574,163.00	114,583.00	459,580.00
FIA Totals:		584,900.59	0.00	584,900.59	119,088.59	465,812.00
FIB 4256	IDEA Section 611	1,044,721.00	0.00	1,044,721.00	208,944.00	835,777.00
FIB Totals:		1,044,721.00	0.00	1,044,721.00	208,944.00	835,777.00
FIC 4256	IDEA Section 619	32,694.00	0.00	32,694.00	6,538.00	26,156.00
FIC Totals:		32,694.00	0.00	32,694.00	6,538.00	26,156.00
FII 4126.000.24	Title IIA State Aid 23/24	1,542.02	0.00	1,542.02	0.00	1,542.02
FII 4126.000.25	Title IIA State Aid 24/25	96,566.00	0.00	96,566.00	19,313.00	77,253.00
FII Totals:		98,108.02	0.00	98,108.02	19,313.00	78,795.02
FIV 4129.000.24	Title IV State Aid 23/24	8,052.45	0.00	8,052.45	0.00	8,052.45
FIV 4129.000.25	Title IV State Aid 24/25	36,580.60	0.00	36,580.60	7,316.00	29,264.60
FIV Totals:		44,633.05	0.00	44,633.05	7,316.00	37,317.05

Canandaigua City School District

Revenue Status Report By Function From 7/1/2024 To 12/31/2024



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
FSS 3289	Summer School Aid	734,640.00	0.00	734,640.00	0.00	734,640.00
FSS 5031	Summer School Interfund Transfer	183,660.00	0.00	183,660.00	0.00	183,660.00
	FSS Totals:	918,300.00	0.00	918,300.00	0.00	918,300.00
FUP 3289	Universal PreK	789,122.00	0.00	789,122.00	394,561.00	394,561.00
	FUP Totals:	789,122.00	0.00	789,122.00	394,561.00	394,561.00
H25 5031	Capital Outlay 2024-25 Interfund Transfer	100,000.00	0.00	100,000.00	0.00	100,000.00
	H25 Totals:	100,000.00	0.00	100,000.00	0.00	100,000.00
HBU 5031	Interfund Transfer from General Fund	500,000.00	0.00	500,000.00	0.00	500,000.00
	HBU Totals:	500,000.00	0.00	500,000.00	0.00	500,000.00
HRV 5031	Interfund Transfer	13,445,000.00	0.00	13,445,000.00	13,445,000.00	0.00
HRV 5710	Serial Bonds	56,785,000.00	0.00	56,785,000.00	0.00	56,785,000.00
	HRV Totals:	70,230,000.00	0.00	70,230,000.00	13,445,000.00	56,785,000.00
HSS 3297.000	Smart Schools State Sources	246,672.00	0.00	246,672.00	0.00	246,672.00
	HSS Totals:	246,672.00	0.00	246,672.00	0.00	246,672.00
TC 2770.44	Taxes Collected - Wood Library	0.00	0.00	0.00	1,007,573.00	-1,007,573.00
	TC Totals:	0.00	0.00	0.00	1,007,573.00	-1,007,573.00
V 2401	Interest & Earnings	0.00	0.00	0.00	116,599.76	-116,599.76
	V Totals:	0.00	0.00	0.00	116,599.76	-116,599.76
	Grand Totals:	166,416,748.66	0.00	166,416,748.66	80,922,797.13	85,493,951.53

Canandaigua City School District

2025-2026 School Year

186 Teacher Days- 182 Student Days
Board Approved:

JULY 2025						
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		

4 Independence Day

1 flex day for CTA members
between July 1 and August 21

AUGUST 2025						
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
24/31	25	26	27	28	29	30

1 flex day for CTA members
between July 1 and August 21

SEPTEMBER 2025						
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				

1 Labor Day

2 & 3 Superintendent Conference Day

4 First Day of School for Grades 1-12

5 First Day of School for Grades UPK-K

19 Pupil 21 Staff

OCTOBER 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	Δ10	11
12	[13]	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

10 Early Release & Half Conference Day

13 Columbus /Indigenous Peoples' Day

22 Pupil 22 Staff

NOVEMBER 2025						
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
23/30	24	25	(26)	(27)	(28)	29

11 Veterans' Day Recognized

26-28 Thanksgiving Holiday

16 Pupil 16 Staff

DECEMBER 2025						
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]			

22-31 Holiday Recess

15 Pupil 15 Staff

JANUARY 2026						
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

1-2 Holiday Recess

19 Martin Luther King, Jr. Holiday

20-23 Regents Exams

19 Pupil 19 Staff

FEBRUARY 2026						
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

16 President's Day

17 Lunar New Year

17-20 Winter Break

15 Pupil 15 Staff

MARCH 2026						
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]				

13 Superintendent Conference Day

30-31 Spring Recess

19 Pupil 20 Staff

APRIL 2026						
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		

1-3 Spring Recess

19 Pupil 19 Staff

MAY 2026						
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
24/31	[25]	26	27	28	29	30

22-25 Memorial Day

19 Pupil 19 Staff

JUNE 2026						
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				

9-10, 17-18, 22-25 Regents

19 Juneteenth Holiday

26 Rating Day

Commencement date to be determined

19 Pupil 19 Staff

[] Holiday/Recess () Conference Day ^ Regents Δ Emergency Drill/Early Dismissal * Half Day PES Conferences

NOTE: If the school district's legal attendance requirements are met, students in grades K-8 may/may not attend a full day the last two days (June 24 and 25) of the school year.



Request for Overnight Field Trip

To authorize overnight field trip approval, each section of this cover sheet must be filled out **in detail along with accompanying documents** (itinerary, permission slip, forms, etc.). Failure to complete this cover sheet and provide thorough documentation will result in the packet being returned without making it onto a board agenda thus delaying and jeopardizing potential approval. *At no point should there be any parent or student meeting(s) nor money collected prior to this form reaching board approval, unless there is preapproval by the Superintendent.* Should you have questions regarding proper completion of the forms, please see your immediate supervisor for assistance.

Name of Group/Club (building/grade level): FIRST Robotics

Destination: Albany, NY- FIRST Robotics Tech Valley Regional

Departure Date and Approximate Time: Wednesday, March 26th 2025, 1:40 PM

Return Date and Approximate Time: Saturday, March 29th 2025, 10:00 PM

Number of Students Expected to Attend: 25

Number of Chaperones (also detail how students will be supervised 24 hours / day):

We will arrive as a team each day to the event venue. Students will have a very busy day with dedicated roles throughout the day. These roles might consist of driving the robot, being a human player, scouting, or pit crew to name a few. Students will not be allowed to leave the competition venue for any reason throughout the day. After the event is over for the day, the team as a whole, will go to dinner and then return to the hotel. Each night students will have a curfew and will be taped into their rooms. If there is any free time before the curfew, students must remain in the hotel and we will have chaperones walking around monitoring the various locations where the students are. Under no circumstance will students of opposite gender be allowed in the same hotel room unless there are both other students in the room and the door is propped open.

Chaperone Contact Information:

Dan Bowman-585-905-2036 - bowmand@canandaiguaschools.org

Steve Schlegel 585-770-3796 - schlegels@canandaiguashools.org



Request for Overnight Field Trip

Cost per student	
Package Amount	
or Breakdown Amount	
Travel	\$160
Lodging	\$150
Meals	
Breakfast	Inc. in hotel
Lunch	\$45
Dinner	\$80
Other (Explanation)	
Cost of Trip Per Student	\$435
Less Club Contribution	\$-435
Less Expected Fundraising	\$0.00
Final Cost to Student	\$0.00

Cost per Student (costs should include an itemized and realistic summary of travel, hotel, meals, and admission, etc. - include fundraising opportunities and arrangements made for those who cannot afford the trip as well):

Mode of Transportation (include bus service / airline):

Canandaigua School Bus

Accommodations (Hotel information such as address, phone number and webpage link):

Tru by Hilton - Albany Crossgates Mall
1651 Western Avenue
Albany, NY 12203

Refund policy/ Insurance or other recoup options:

Out of pocket expense for a student to travel with the team to this event will be \$0.00

In the space provided below, please detail your trip and how it connects to your content area, program or activity. Include the educational outcomes students will gain from the experience:

- **Additional competition to give students an opportunity to learn and build upon what they experienced at the RIT competition**
- **Inspire students to explore, experience, and appreciate technology, math, science, and engineering through hands-on participation in team activities.**
- **Prepare students for leadership roles through shared decision-making on our team.**
- **Promote teamwork**



Request for Overnight Field Trip

Before submitting approval, you must submit supporting documentation. Attached are templates which needs to be updated with detailed information for your proposed trip. These documents should be submitted in the following order (check list):

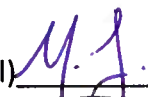



- *A detailed itinerary*
- *Introductory letter*
- *Field trip permission form*
- *Overnight trip parent meeting agenda*
- *Emergency medical information for overnight trips/camps*
- *Behavior expectations/monitoring guidelines*
- *Trip parent/student survey*
- *Chaperone responsibilities and trip tips*

Dan Bowman & Steve Schlegel
Name (print) of Trip Coordinator

Steve Schlegel
Signature of Trip Coordinator

10/8/2024
Date

Approvals: (Office Use Only)

Principal/AD/Supervisor:	(Initial) <u></u>	(Final) _____
Director Of Transportation:	(Initial) <u></u>	(Final) _____
ASI:	(Initial) <u></u>	(Final) _____
Superintendent:	(Initial) <u></u>	(Final) _____
Board of Education:	(Initial) _____	(Final) _____

Request for Overnight Field Trip

To authorize overnight field trip approval, each section of this cover sheet must be filled out **in detail along with accompanying documents** (itinerary, permission slip, forms, etc.). Failure to complete this cover sheet and provide thorough documentation will result in the packet being returned without making it onto a board agenda thus delaying and jeopardizing potential approval. *At no point should there be any parent or student meeting(s) nor money collected prior to this form reaching board approval, unless there is preapproval by the Superintendent.* Should you have questions regarding proper completion of the forms, please see your immediate supervisor for assistance.

Name of Group/Club (building/grade level): DECA, Canandaigua Academy, Grades 10-12

Destination: DECA State Conference, Joseph A. Floreano Rochester Riverside Convention Center 123 E Main St, Rochester, NY 14604

Departure Date and Approximate Time: Wednesday March 5, 2025, check in and registration is noon.

Return Date and Approximate Time: Friday March 7, 2025, departure post lunch around noon

Number of Students Expected to Attend: 11 students

Number of Chaperones (also detail how students will be supervised 24 hours / day): 1 chaperone. Hotels are usually connected to the convention center so little time outside of the building has to happen if at all. NY DECA has strict code of conduct and hotel policies (with security guards in each hotel) with curfews and nightly room check forms for DECA.

Request for Overnight Field Trip

Cost per Student (costs should include an itemized and realistic summary of travel, hotel, meals, and admission, etc. - include fundraising opportunities and arrangements made for those who cannot afford the trip as well):

2025 Prices

Adult: \$682

Student: \$522 or \$468

Curriculum budget is used for this co-curricular accomplishment

Fundraising opportunities have been offered to students
To cover the conference deposit for those interested.
(Mystery Merch, School Store)

Quantity	Description	Each	Total
1	Advisor - Single Room	\$682.00	\$682.00
8	Student - Double Room	\$522.00	\$4,176.00
3	Student - Triple Room	\$468.00	\$1,404.00
		SUB TOTAL	\$6,262.00
	12 Participants	TOTAL	\$6,262.00

Cost per student	
Package Amount	\$522 or \$468
or Breakdown Amount	
Travel	
Lodging	
Meals	Included
Breakfast	
Lunch	
Dinner	
Other (Explanation)	
Cost of Trip Per Student	
Less Club Contribution	
Less Expected Fundraising	
Final Cost to Student	\$100.00

Mode of Transportation (include bus service / airline):

School Bus

Accommodations (Hotel information such as address, phone number and webpage link):

2 possible hotels used 2024 – We will not find out for about another month.

Hyatt Regency 125 East Main Street, Rochester, NY 14604

Hilton Garden Inn 155 East Main Street, Rochester, NY 14604

Refund policy/ Insurance or other recoup options:

No Refunds

Request for Overnight Field Trip

Before submitting approval, you must submit supporting documentation. Attached are templates which needs to be updated with detailed information for your proposed trip. These documents should be submitted in the following order (check list):

- *A detailed itinerary*
- *Introductory letter*
- *Field trip permission form*
- *Overnight trip parent meeting agenda*
- *Emergency medical information for overnight trips/camps*
- *Behavior expectations/monitoring guidelines*
- *Trip parent/student survey*
- *Chaperone responsibilities and trip tips*

Name (print) of Trip Coordinator

Signature of Trip Coordinator

Date

Approvals: (Office Use Only)

Principal/AD/Supervisor:

(Initial) MS

(Final) _____

Director Of Transportation:

(Initial) MS

(Final) _____

ASI:

(Initial) MS

(Final) _____

Superintendent:

(Initial) MS

(Final) _____

Board of Education:

(Initial) _____

(Final) _____

Canandaigua City School District

Overnight Field Trip Approval

Initial Approval Documents - Submit to your Supervisor for BOE Approval

To be complete 6-8 months in advance

- ☒ To Complete: [Cover Sheet](#) including cost per student
- ☐ Submit proposed fundraising:
 - ☐ Typical overnight trips in which families will incur a cost should have at least one fundraising event to help families offset costs
 - ☐ The 8th Grade Trip and the Senior Trip should have one fundraising event per year, leading up to the trip to help families offset costs (6, 7, and 8th grade for the 8th grade trip) and 9, 10, 11, 12th grade for the senior trip. Funding proceeds should be combined for all students to offset the costs

Documents for Final Approval - Submit to your Supervisor for BOE Approval

To be complete at least one month prior to the field trip

- ☐ Must submit: Parent Meeting and Parent Letter Information
- ☐ Must submit: A full detailed itinerary of the trip
- ☐ Any updates to the Initial Cover Sheet and student costs- use the initial request form that was returned

Documents for Distribution to Families - Distributed by the Advisor/ Coach/ Teacher

Send out between one month and two weeks prior to the field trip

Please work with the school nurses on the medical forms

- ☐ Field Trip Permission Form and Behavior Guidelines- Can be sent via ParentSquare
- ☐ Emergency Medical Information Form (Work to update through School Nurses)
- ☐ Medicine Form (Update with Nurses)
- ☐ To Review: Field Trip Directions, [Trip Tips](#), and [Chaperone Responsibilities](#)

Office Use Only

Principal/ AD/ Supervisor (Initial) *CAC* (Final) _____

Director of Transportation (Initial) *_S/C* (Final) _____

Assistant Superintendent for Instruction: (Initial) _____ (Final) _____

Superintendent: (Initial) _____ (Final) _____

Board of Education: (Initial) _____ (Final) _____

COVER SHEET - Required for Initial Approval
Please type into bold areas below - BE AS DETAILED AS POSSIBLE

Request for an Overnight Field Trip

- Please complete this form in detail and attached accompanying documents
 - At no point should there be any parent or student meeting(s) nor money collected prior to this form reaching Board approval, unless there is pre approval by the Superintendent
 - Should you have any questions regarding proper completion of the forms, please see your immediate Supervisor for assistance
-

Name of Group/Club, including building and grade level:

Varsity Boys Lacrosse

Summary of Trip:

The Canandaigua Academy Boys Varsity Lacrosse team will travel to the United States Military Academy at West Point to play lacrosse, tour their facilities, and attend the Army vs. University of North Carolina Lacrosse game.

Name of Trip Coordinator:

Deven York

Trip Coordinators Email:

yorkd@canandaiguaschools.org

Trip Coordinators Phone Number:

(585) 766-7499

Destination of Field Trip:

United States Military Academy, West Point

Departure Date and Approximate Departure Time:

Friday, March 28, 2025 - 7:45 am

Return Date and Approximate Return Time:

Saturday, March 29, 2025 - 9:30 pm

Number of Students Expected to Attend:

30 Varsity Lacrosse Players

Number of Chaperones:

Four

Mode of Transportation:

Coach Bus

Niagara Scenic (Previously Star Travel and Tours)
2926 Lakeville Rd
Avon, NY 14424
585-438-3063

Accommodations:

Fairfield Inn by Marriott
20 Hatfield Lane
Goshen, NY 10924
Phone: 845-291-1282
<https://www.marriott.com>

Refund Policy/ Insurance Information:

- Players will be charged \$150 each and the booster club will be covering the balance of approx. \$3,800.
- The Booster Club will be providing snacks, water and sports drinks for the bus, as well as lunch and a team dinner on Friday.
- The booster club offers scholarships and will cover the cost of any player who needs financial assistance.

2025 West Point Summary		
Hotel Rooms	\$1,540	11 Rooms \$140/Room + fees
Friday Lunch (Bus)	\$365	Last Year Casa - \$365
Friday Team Dinner	\$560	Last Year - Italian at Hotel - \$560
Snacks, Water & Gatorade	\$150	Last Year - \$150
Meeting Room Cleaning Fee	\$75	
Tour Bus	\$5,400	Approx - need to finalize itinerary
Driver Tip	\$200	
Total Cost	\$8,290	
Total Player Pmnts	\$4,500	Each Charged \$150/Player
Boosters Cover	\$3,790	

Below, please provide details of how your trip connects to your content area, program, or activity. Please include the educational outcomes that students will gain from the experience.

The team will watch a division 1 lacrosse game, tour the facilities, and participate in team bonding/ culture building activities.



**CANANDAIGUA CITY SCHOOL DISTRICT
2025-26 BUDGET DEVELOPMENT &
ANNUAL ELECTION CALENDAR
APPROVED:**

DATE	TASK	BY
10/2024	Collected BEDS data submitted to SED	Director Professional Learning & Data Coordination
12/24	Pupil Counts provided to Administration	Asst. Supt - Business
1/13/25	<u>Regular Meeting</u> - Operations Center	Superintendent Board of Education
1/24/25	Initial Staffing Reports due to Deb Sundlov	COMT Admin Team District Clerk
1/27/25	<u>Regular Meeting</u> - Elementary School Adopt Budget Guidelines and Calendar	Superintendent Board of Education
2/10/25	<u>Regular Meeting</u> - Operations Center	Superintendent
2/24/25	Board Member Petitions Available	District Clerk
2/25/25	Building/Dept. Budgets Due to Deb Sundlov	COMT Admin Team District Clerk
3/1/25	Submit Tax Levy Limit to OSC	Asst. Supt - Business
3/3/25	<u>Regular Meeting</u> - Operations Center Building and Department Budget presentation	Superintendent Asst. Supt – Business Administrators & Directors
3/24/25	<u>Regular Meeting</u> - Operations Center Executive Budget Presentation	Superintendent Asst. Supt - Business
4/4/25	Legal Notice of Annual Meeting published in newspapers. Information must include date, time, and place of School Budget Hearing and Annual Budget Vote. Must advertise 4 times within 7 weeks with the first legal notice publication occurring at least 45 days before the Annual Budget Vote.	District Clerk



**CANANDAIGUA CITY SCHOOL DISTRICT
2025-26 BUDGET DEVELOPMENT &
ANNUAL ELECTION CALENDAR
APPROVED:**

DATE	TASK	BY
4/7/25	<u>Regular Meeting</u> - Operations Center Presentation of Proposed Budget (Approval) Budget must be approved by 4/26/25 Property Tax Report Card submitted to NYSED and transmitted to local newspapers of general circulation.	Superintendent Asst. Supt – Business District Clerk Community Relations Specialist
4/8/25	Property Tax Report Card must be submitted to SED using SAMS by the end of the next business day following adoption of the report card, but no later than 25 days prior to the Budget Vote (4/28/25). Must also be transmitted to local newspapers of circulation.	Asst.. Supt - Business
4/23/25 Wednesday	<u>Regular Meeting and BOCES Vote</u> - BOCES Board Member Election and Administrative Budget Vote - Primary School Budget Adoption (if needed)	Superintendent
4/30/25	<u>Last Day to Submit Petitions for BOE</u>	District Clerk
5/1/25	Candidates Draw for Position on Ballot	District Clerk
5/5/25	Budget Statement and required attachments must be made available, upon request, at each school building and at the District Office, public or free association library and on the District's website at least 7 days before the Budget Hearing date and at least 14 days before the Budget Vote.	Superintendent District Clerk Community Relations Specialist
5/6/25	Voter Registration	District Clerk
5/12/25	Public Hearing on Budget – 6:00 p.m.	Superintendent Asst. Supt - Business
5/13/25	Budget Issue of DIGEST Mailed	Community Relations Specialist
5/20/25	Budget Referendum and Annual Election	District Clerk



**CANANDAIGUA CITY SCHOOL DISTRICT
2025-26 BUDGET DEVELOPMENT &
ANNUAL ELECTION CALENDAR
APPROVED:**

NOTES:

ELECTION RESOLUTIONS	Pursuant to Ed Law 2606, "The Board of Education ... shall on or before the fifteenth day of February in each year, appoint a board of registration for a term of one year ... Pursuant to Ed law 2602, ".... the polls of such annual and special district meetings shall be open during such consecutive hours, not less than nine, beginning not earlier than seven o'clock in the forenoon, and two of which shall be after six o'clock in the evening, as the board of education shall by resolution determine"	District Clerk
ELECTION OF BOE MEMBER	Petitions must be signed by at least 100 qualified voters for candidates in small city school districts; BOE candidates in small city school districts run at large	District Clerk
QUALIFIED VOTERS	18 yrs of age; U.S. Citizen; resident of school district for at least 30 days; Registered with Ontario County Board of Elections	District Clerk
PETITION	Petition for candidate in small city school district must be filed at least 21 days prior to election; (April 30)	District Clerk
POSITION ON BALLOT	Drawing for candidates' positions on ballot conducted on the day after petitions due. (May 1)	District Clerk
VOTING HOURS	Small City School District must hold their annual meeting for <u>at least</u> nine consecutive hours commencing not earlier than 7:00 am – 9:00 pm	District Clerk
PROPERTY TAX REPORT CARD	The report card includes: Total General Fund Budget, percentage increase or decrease in total spending and tax levy from prior school year budget, total estimated school tax levy, enrollment growth and the percentage change enrollment from the previous year, and percentage increase in the Consumer Price Index. Property Tax Report Card must be submitted to local newspapers of general circulation and is due a minimum of 25 days prior to the annual budget vote.	Asst. Supt – Business Community Relations Specialist



**CANANDAIGUA CITY SCHOOL DISTRICT
2025-26 BUDGET DEVELOPMENT &
ANNUAL ELECTION CALENDAR
APPROVED:**

BUDGET NOTICE (DIGEST)	Budget notice must be mailed to eligible voters after the budget hearing but no later than 6 days prior to the budget vote. (May 13)	Asst. Supt – Business Public Relations Specialist
BUDGET HEARING	The budget must be presented at the hearing in plain language and 3 components; Administrative, Program and Capital. The budget hearing must be held at least 7 to 14 days prior to the date of the annual election and budget vote. (May 12)	Superintendent Asst. Supt – Business
BUDGET ADOPTION	The Board of Education must adopt the budget document at least seven days prior to the public hearing. (May 5)	Superintendent Asst. Supt – Business
LEGAL NOTICE	Legal Notice of date, time and place of budget hearing and annual budget vote must be advertised at least 4 times within 7 weeks with the first legal notice occurring 45 days before the annual budget vote (April 4).	District Clerk
VOTER REGISTRATION	The last day of registration must not be more than 14 days nor less than 5 days before the annual meeting and election. (May 6)	District Clerk
BOCES BOE ELECTION & ADMINISTRATIVE BUDGET VOTE	Established by BOCES Board as the 4 th Wednesday in April. (April 23)	District Clerk