

PITTSFORD CENTRAL SCHOOL DISTRICT  
PITTSFORD, NEW YORK  
BOARD OF EDUCATION MEETING  
TUESDAY, APRIL 8, 2025  
MCCLUSKI ROOM – BARKER ROAD MIDDLE SCHOOL  
(LINK TO PUBLIC VIEWING ON WEBSITE)

AGENDA

**6:00 P.M. – Executive Session**

**6:30 P.M. – Tenure Reception**

**7:00 P.M. – Regular Meeting**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA (BOARD ACTION)
- IV. HUMAN RESOURCE REPORT – Mr. Clark
  - A. Action Items:
    - 1. Professional Staff Report (BOARD ACTION)
    - 2. Support Staff Report (BOARD ACTION)
    - 3. Memorandums of Agreement (See Consent Agenda)
  - B. Discussion:
  - C. Other:
- V. PRINCIPAL’S REPORT: Mr. Mark Puma – Sutherland High School
- VI. 2025-2026 PROPOSED BUDGET PRESENTATION AND ADOPTION (BOARD ACTION)
- VII. APPROVAL OF MINUTES: March 11, 2025 (BOARD ACTION)  
March 18, 2025-Special Meeting (BOARD ACTION)
- VIII. BOARD OF EDUCATION REPORT
  - A. Monroe County School Boards Association Meeting Reports
    - 1. Board Leadership – next meeting – 4/23/25 – **5:30 p.m.**
    - 2. Executive Committee – next meeting – 4/30/25
    - 3. Information Exchange Committee – next meeting – 4/9/25
    - 4. District Operations Committee - next meeting – 4/23/25 - **Noon**
    - 5. Legislative Committee
    - 6. Steering Committee
  - B. Other Meeting Reports
  - C. Dates to Remember
    - 1. 4/14/25-4/18/25 – Schools Closed for Spring Break
    - 2. 4/24/25 – Board Visit/Tour at Allen Creek Elementary School (Tour 7:30 am/Visit 7:45 am)
    - 3. 5/13/25 – Next Regularly Scheduled Meeting
  - D. BOCES Annual Election and Budget Vote
    - 1. Candidates (BOARD ACTION)
    - 2. Budget (BOARD ACTION)

IX. FINANCIAL REPORT – Mr. Vespi

A. Action Items:

1. Acceptance of Treasurer’s Report – February 28, 2025 (BOARD ACTION)
2. Budget Transfer Request – Barker Road PA System (BOARD ACTION)
3. Budget Transfer Request – Flooring and Fire Alarms (BOARD ACTION)
4. 2023 CIP Campus Construction Contract Amendment Resolution (BOARD ACTION)
5. Bid Awards (**See Consent Agenda**)
  - a. Transportation Services
  - b. Transportation Efficiency Study

B. Discussion:

1. Property Tax Report

C. Other:

X. SPECIAL EDUCATION REPORT – Ms. Woods

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

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

B. Discussion:

C. Other:

XI. SUPERINTENDENT’S REPORT – Mr. Pero

A. Action Items:

1. Call for Executive Session (BOARD ACTION)
2. Field Trip Approval to Orlando, FL (SHS DECA) (BOARD ACTION)
3. Policy Recommendation and Approval (**See Consent Agenda**)
  - a. #1210-Board of Education: Qualifications, Numbers and Terms of Office

B. Discussion:

C. Other:

XII. CONSENT AGENDA

(BOARD ACTION)

- A. MOA’s
- B. Bid Awards
- C. Committee on Special Education
- D. Sub-Committee on Special Education
- E. Committee on Preschool Special Education
- F. Approval of Policy #1210

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. PUBLIC COMMENT     **Public Comment Submission Form can be found at:**  
*[pittsfordschools.org/publiccomment](http://pittsfordschools.org/publiccomment)*

XVI. ADJOURNMENT/RECESS

(BOARD ACTION)

Next regularly scheduled meeting: **May 13, 2025 - 7:00 p.m.**

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

*For school district information, visit our website at [pittsfordschools.org](http://pittsfordschools.org)*



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# Pittsford Schools

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## 2025 – 2026 Proposed Budget

**From Superintendent to Board of Education for Adoption**

**April 8, 2025**

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Pittsford Schools

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# Agenda

- Review District Budget Guidelines
- Discuss NYS Enacted Budget/State aid
- Review the Proposed 2025-26 Budget
- Review Summary of Revenue Sources
- Discuss all propositions and legal requirements
- Questions & Comments

# Budget Guidelines

## Develop a Student based budget focused on:

- Implementation of rigorous, engaging, equitable, and authentic curriculum, instruction, assessments and resources.
- Maintain excellence while supporting responsive and relevant offerings.
- Providing experiences, both curricular and extracurricular, that support the varied interests and abilities of the whole child.
- Social emotional learning and mental health supports.
- Supporting diverse academic, social, emotional, and mental health needs.

# Budget Guidelines

## **Provide High Quality Professional Learning focused on:**

- Tiered supports to address range of learners in classroom.
- Curriculum, assessment, grading and instructional practices.
- Equity and Inclusion practices aligned with District goals.
- Social emotional, wellness and mental health topics.
- Continuous improvement for instructional and non-instructional staff members.

# Budget Guidelines

## Balance the investment in education with sensitivity to limited community resources by:

- Balancing community expectations for services and programs, with the need to be cognizant of changes in property values, income levels, new state/federal tax laws, and other economic uncertainties.
- Engaging in thoughtful short- and long-range financial planning.
- Collaborating with local partners/districts to share services.
- Sustaining transportation reserve for transition to electric buses/vehicles.
- Planning for the cessation of Federal funds and impact on minimum wage increases.
- Engaging legislators to increase NYS foundation aid.
- Recruiting, hiring, and retaining diverse employees of the highest caliber.
- Seeking cost efficiencies to further mitigate the burdensome and financial impact of underfunded and unfunded mandates.

# Budget Guidelines

## **Maintain fiscal stability now and into the future through:**

- Financially prudent and sustainable reserve accounts.
- Review and adjust staffing to align with revenue sources.
- Partnerships, shared services, audits.
- Protecting and maintaining our Aa1 bond rating.
- Protecting the community's investment in facilities and infrastructure.
- Advocacy with legislators relative to appropriate levels of funding.
- Implementing research-based sustainability practices.

## **Meet legal mandates and contractual obligations**

# 2025-26 Budget Development Factors

- Expiring Federal COVID funds
- Uncertain State aid funding including future changes to Foundation aid
- Health insurance rate increase
- Reliance on contract transportation due to bus driver shortage
- Vehicle and technology replacement costs
- Continued need of facilities infrastructure improvements
- Additional staffing requests for security, mental health, and special programs
- **March 2023** Capital Project debt service financing and the impact on the tax cap calculation

# 2026-27 and 2027-28 Considerations

- Long Range Financial Planning
  - Increased use of fund balance and reserve funds may create future challenges without an increase in revenues
- Projected Budget Deficits due to
  - Lack of State aid increases
  - Tax Cap projections in the 2% range
  - Continued minimum wage increases impacting salaries
  - Health insurance rate increases
  - Benefit rate increases – TRS/ERS
  - Inflation over 2%
- Reductions, Efficiencies and Advocacy

# Budget Timeline & Process

- November 1<sup>st</sup> – budget materials issued
- November – December: meetings held with every budget originator
- January 6<sup>th</sup> – final requests submitted to business office
- February 4<sup>th</sup> – Budget Workshop #1
- February 25<sup>th</sup> – Budget Workshop #2
- March 11<sup>th</sup> – Budget Workshop #3
- **April 8<sup>th</sup> – Budget Adoption**
- May 13<sup>th</sup> – Budget Hearing
- May 20<sup>st</sup> – Budget Vote

# Spring 2025 State Aid Progression

## Executive Proposal

### State Budget - 3.6% increase to \$252 billion

- Fiscal Year surplus of \$3.5 billion
- Expected budget gaps of \$4.0 and \$7.4 billion in the next two years

### School Aid for 2025-26:

- \$1.69 billion or 4.81% increase in School Aid
  - \$1.55 billion or 4.54% excluding UPK

### Foundation Aid Changes:

- CPI – 3.1% increase (no adjustments)
- Replace Census 2000 poverty measures with Small Area Income and Poverty Estimates (SAIPE)
- Replace Free and Reduced lunch counts with economically disadvantaged data
- Minimum increase of 2% for all districts

## View Today - Enacted NYS Budget

- NYS has not approved a budget as of today.
- The District's budget is based on the Executive Budget proposal for State aid.

# Caution – State Aid Estimates

What you read in the media does not reflect the full story

- Some state estimates are based on projected expenses as of June 30, 2024
- Some estimates are based on data that isn't final yet
- Some estimates will change based on unknown variables such as assumed interest rates
- Some figures do not apply to the Pittsford School District such as Pre-K funding
- High Degree of Reliability:
  - Foundation Aid
  - Textbook, Library, Hardware, Software
  - Federal Stimulus – ended in September 2024
- Estimated & Requiring Scrutiny:
  - Building aid
  - Transportation aid
  - BOCES expense drive aids
  - Private and Public Excess Cost aids



# Revenue Details – State Revenue

*Based on Executive Proposal*

	<b>*Estimated 2024-25</b>	<b>*Projected 2025-26</b>	<b>\$ Change</b>	<b>% Change</b>
Foundation aid	\$ 21,091,130	\$ 21,649,228	\$ 558,098	2.65%
BOCES aid	4,259,362	3,800,000	(459,362)	-10.78%
High Excess Cost	483,703	375,000	(108,703)	-22.47%
Private Excess Cost	407,096	400,000	(7,096)	-1.74%
Hardware/Technology	92,547	92,547	-	0.00%
Software/Library/Textbook	476,340	476,680	340	0.07%
Transportation	4,265,731	4,782,608	516,877	12.12%
Building aid	4,299,980	4,249,579	(50,401)	-1.17%
<b>Total</b>	<b>\$ 35,375,889</b>	<b>\$ 35,825,642</b>	<b>\$ 449,753</b>	<b>1.27%</b>
Urban/Suburban aid	\$ 1,155,072	\$ 1,155,072	\$ -	0.00%
<b>Total State Aid</b>	<b>\$ 36,530,961</b>	<b>\$ 36,980,714</b>	<b>\$ 449,753</b>	<b>1.23%</b>

*\*Estimated and Possible aid amounts based on Executive budget proposal and Budget Workshop #1*

# Revenue Details – Tax Revenue

Revenue	2024-25 Budget	2025-26 Proposed Budget	\$ Change	% Change
Tax Levy	\$ 114,967,504	\$ 117,659,555	\$ 2,692,051	<b>2.34%</b>
PILOTS - COMIDA	\$ 103,966	\$ 130,000	\$ 26,034	<b>25.04%</b>
Interest & Penalties	\$ 100	\$ 100	\$ -	0.00%
Sales Tax	\$ 7,100,000	\$ 7,400,000	\$ 300,000	4.23%
<b>Total</b>	<b>\$ 122,171,570</b>	<b>\$ 125,189,655</b>	<b>\$ 3,018,085</b>	<b>2.47%</b>

# Revenue Details – Local

Revenue	2024-25 Budget	2025-26 Proposed Budget	\$ Change	% Change
Textbook/Other Fees	\$ 5,500	\$ 5,500	\$ -	0.00%
Day School Tuition	\$ 240,000	\$ 240,000	\$ -	0.00%
Health Services	\$ 245,000	\$ 245,000	\$ -	0.00%
Interest Earnings	\$ 800,000	\$ 1,500,000	\$ 700,000	87.50%
Rentals/Scrap/Sales	\$ 160,241	\$ 160,241	\$ -	0.00%
Prior Year Refund/other	\$ 835,000	\$ 835,000	\$ -	0.00%
<b>Total</b>	<b>\$ 2,285,741</b>	<b>\$ 2,985,741</b>	<b>\$ 700,000</b>	<b>30.62%</b>

# Revenue Details – Use of Fund Balance and Reserves

Revenue	2024-25 Budget	2025-26 Proposed Budget	\$ Change	% Change
Workers Comp Reserve	\$ 50,000	\$ 50,000	\$ -	0.00%
Unemployment Reserve	40,000	40,000	-	0.00%
ERS Reserve	400,000	400,000	-	0.00%
EBLAR Reserve	550,000	550,000	-	0.00%
TRS Reserve		300,000	300,000	N/A
Appropriated Fund Balance	1,196,992	1,496,992	300,000	25.06%
<b>Total</b>	<b>\$ 2,236,992</b>	<b>\$ 2,836,992</b>	<b>\$ 600,000</b>	<b>26.82%</b>

# Compiling the Budget – All Revenues

Revenue	2024-25 Budget	2025-26 Proposed Budget	\$ Change	% Change
Total State Aid	\$ 35,038,484	\$ 36,980,714	\$ 1,942,230	5.54%
Federal Funds - Medicaid	\$ 65,000	\$ 65,000	\$ -	0.00%
County Sales Tax	\$ 7,100,000	\$ 7,400,000	\$ 300,000	4.23%
Other Local	\$ 2,285,741	\$ 2,985,741	\$ 700,000	30.62%
<b>*Transfer from Debt Service</b>		<b>\$ 160,000</b>	<b>\$ 160,000</b>	<b>N/A</b>
Fund Balance & Reserves	\$ 2,236,992	\$ 2,836,992	\$ 600,000	26.82%
PILOTS	\$ 104,066	\$ 130,100	\$ 26,034	25.02%
Property Tax Levy (with STAR)	\$ 114,967,504	\$ 117,659,555	\$ 2,692,051	<b>2.34%</b>
<b>Total Revenues</b> *	<b>\$ 161,797,787</b>	<b>\$ 168,218,102</b>	<b>\$ 6,420,315</b>	<b>3.97%</b>

*\*New transfer based on meeting with auditor*

# All Schools - Proposed Budget

	Approved 2024-2025	Proposed 2025-2026	\$ Change	% Change
<b>ALL SCHOOLS</b>				
School Admin	\$ 2,755,524	\$ 2,824,611	\$ 69,087	2.51%
School Support	\$ 7,367,127	\$ 7,873,911	\$ 506,784	6.88%
Teaching Reg. Ed.	\$ 35,183,586	\$ 34,649,689	\$ (533,897)	-1.52%
Special Ed.	\$ 9,686,227	\$ 9,845,022	\$ 158,795	1.64%
Career & Tech. Ed.	\$ 625,000	\$ 625,000	\$ -	0.00%
Library & Tech	\$ 1,538,757	\$ 1,630,969	\$ 92,212	5.99%
Pupil Services	\$ 3,812,809	\$ 3,786,615	\$ (26,194)	-0.69%
Athletics	\$ 3,223,495	\$ 3,199,471	\$ (24,024)	-0.75%
<b>Total All School Programs &amp; Services</b>	<b>\$ 64,192,525</b>	<b>\$ 64,435,288</b>	<b>\$ 242,763</b>	<b>0.38%</b>

# Elementary Schools

ELEMENTARY SCHOOLS	Approved 2024-2025	Proposed 2025-2026	\$ Change	% Change
School Admin	\$ 1,088,841	\$ 1,035,520	\$ (53,321)	-4.90%
School Support	\$ 3,466,139	\$ 3,769,435	\$ 303,296	8.75%
Teaching Reg. Ed.	\$ 13,227,512	\$ 12,821,186	\$ (406,326)	-3.07%
Special Ed.	\$ 3,580,613	\$ 3,653,149	\$ 72,536	2.03%
Library & Tech	\$ 680,296	\$ 681,094	\$ 798	0.12%
Pupil Services	\$ 1,225,372	\$ 1,329,419	\$ 104,047	8.49%
Co-Curricular	\$ 57,000	\$ 54,500	\$ (2,500)	-4.39%
<b>Total Elementary Programs &amp; Services</b>	<b>\$ 23,325,773</b>	<b>\$ 23,344,303</b>	<b>\$ 18,530</b>	<b>0.08%</b>

- Adoption and implementation of Amplify Desmos, a vertically aligned mathematics program for grades K-5.
- Consideration of a vertically aligned K-5 program and/or resources for phonics, fluency, grammar, spelling, language, and vocabulary.

# Middle Schools

MIDDLE SCHOOLS	Approved 2024-2025	Proposed 2025-2026	\$ Change	% Change
School Admin	\$ 706,696	\$ 754,829	\$ 48,133	6.81%
School Support	\$ 1,691,777	\$ 1,848,427	\$ 156,650	9.26%
Teaching Reg. Ed.	\$ 9,938,589	\$ 9,800,201	\$ (138,388)	-1.39%
Special Ed.	\$ 3,071,434	\$ 3,034,494	\$ (36,940)	-1.20%
Library & Tech	\$ 352,894	\$ 402,500	\$ 49,606	14.06%
Pupil Services	\$ 1,123,607	\$ 1,126,100	\$ 2,493	0.22%
Co-curricular & Athletics	\$ 438,892	\$ 418,490	\$ (20,402)	-4.65%
<b><i>Total Middle School Programs &amp; Services</i></b>	<b>\$ 17,323,889</b>	<b>\$ 17,385,041</b>	<b>\$ 61,152</b>	<b>0.35%</b>

- Revisions to Math 7 and Math 7H curriculum and assessment to further delineate the distinctions between the courses.
- Consideration given to a new universal screener and progress monitoring tool for both ELA and math in grades 6-8.

# High Schools

HIGH SCHOOLS	Approved 2024-2025	Proposed 2025-2026	\$ Change	% Change
School Admin	\$ 959,987	\$ 1,034,262	\$ 74,275	7.74%
School Support	\$ 2,209,211	\$ 2,256,049	\$ 46,838	2.12%
Teaching Reg. Ed.	\$ 12,017,485	\$ 12,028,302	\$ 10,817	0.09%
Special Ed.	\$ 3,034,180	\$ 3,157,379	\$ 123,199	4.06%
Library & Tech	\$ 1,130,567	\$ 1,172,375	\$ 41,808	3.70%
Pupil Services	\$ 1,463,830	\$ 1,331,096	\$ (132,734)	-9.07%
Co-Curricular & Athletics	\$ 2,727,603	\$ 2,726,481	\$ (1,122)	-0.04%
<b>Total High School Programs &amp; Services</b>	<b>\$ 23,542,863</b>	<b>\$ 23,705,944</b>	<b>\$ 163,081</b>	<b>0.69%</b>

- Development of new courses in Earth and Space Science and Life Science: These courses will require replacement supplies and materials, representing an increase in spending over previous years.
- Updated to Algebra II course in preparation for implementation in 2025-26 school year.

# Central Student Services

CENTRAL STUDENT SERVICES	Approved 2024-2025	Proposed 2025-2026	\$ Change	% Change
Regular Ed. - BOCES	\$ 495,561	\$ 520,000	\$ 24,439	4.93%
Special Ed. - District	\$ 2,003,252	\$ 2,273,771	\$ 270,519	13.50%
Special Ed. - BOCES	\$ 5,933,261	\$ 5,709,781	\$ (223,480)	-3.77%
Health & Pupil Services - Public & Private	\$ 3,614,405	\$ 3,865,875	\$ 251,470	6.96%
Summer Services	\$ 25,000	\$ 27,500	\$ 2,500	10.00%
Tech, Library - Private & Public	\$ 21,179	\$ 21,179	\$ -	0.00%
<b>Total Central Student Services</b>	<b>\$ 12,092,658</b>	<b>\$ 12,418,106</b>	<b>\$ 325,448</b>	<b>2.69%</b>

- The District will phase in a reconfiguration of Occupational Therapists and Physical Therapists from BOCES to in-house employees.
- Increase in Health & Pupil Services for potential increase in services and inflation from year-to-year.

# Instructional Services

	Approved 2024-2025	Proposed 2025-2026	\$ Change	% Change
<b>CENTRAL INSTRUCTIONAL SERVICES</b>				
Curriculum Office & District Textbook	\$ 837,618	\$ 1,010,129	\$ 172,511	20.60%
Standards Leaders	735,159	741,912	6,753	0.92%
Teacher & Instruct Materials Centers	123,948	182,995	59,047	47.64%
Pupil Personnel Office	608,351	423,518	(184,833)	-30.38%
Instructional Technology	3,026,454	3,032,022	5,568	0.18%
Data & Assessment - CIO Office	542,023	304,424	(237,599)	-43.84%
<b>Total Instructional Services</b>	<b>\$ 5,873,553</b>	<b>\$ 5,695,000</b>	<b>\$ (178,553)</b>	<b>-3.04%</b>

- The Principles of Engineering (POE) course has undergone significant revisions by Project Lead the Way
- Ongoing professional development will be essential with the implementation of new courses and programs.

# Central Administration

	Approved	Proposed		
CENTRAL ADMINISTRATION	2024-2025	2025-2026	\$ Change	% Change
Board of Education	\$ 32,600	\$ 32,600	\$ -	0.00%
District Clerk & Annual Meeting	64,833	65,382	549	0.85%
Office of Chief Executive - Superintendent's Office	554,243	488,505	(65,738)	-11.86%
Personnel Services	566,573	620,137	53,564	9.45%
Public Information Services	377,869	349,216	(28,653)	-7.58%
<b>Total Central Administration</b>	<b>\$ 1,596,118</b>	<b>\$ 1,555,840</b>	<b>\$ (40,278)</b>	<b>-2.52%</b>

- Reduction of an FTE in Public Information Services
- Reduction of a temporary Assistant Superintendent .5 FTE
- Consolidation of an FTE from a different department into Personnel Services

# Support Services

SUPPORT SERVICES	Approved 2024-2025	Proposed 2025-2026	\$ Change	% Change
Finance	\$ 1,154,337	\$ 1,154,032	\$ (305)	-0.03%
Auditing	\$ 112,042	\$ 100,550	\$ (11,492)	-10.26%
Printing and Mailing Services	\$ 272,000	\$ 250,575	\$ (21,425)	-7.88%
Buildings, Operations, Security & Grounds	\$ 10,019,597	\$ 9,915,153	\$ (104,444)	-1.04%
Technology - Support Services	\$ 1,649,602	\$ 1,752,595	\$ 102,993	6.24%
Pupil Transportation	\$ 6,882,757	\$ 7,026,731	\$ 143,974	2.09%
<b>Total Support Services</b>	<b>\$ 20,090,335</b>	<b>\$ 20,199,636</b>	<b>\$ 109,301</b>	<b>0.54%</b>

## Highlights 2025-26

- Bus driver shortage has resulted in increased contract transportation costs
- Increased automation in the business office
- Technology replacement plan continues
- Reduced energy usage based on history and EPC project

# Undistributed Expenses

UNALLOCATED EXPENSES	Approved 2024-2025	Proposed 2025-2026	\$ Change	% Change
Debt Service & Transfers	\$ 8,418,250	\$ 8,916,188	\$ 497,938	5.91%
Legal & Insurance	\$ 770,000	\$ 800,000	\$ 30,000	3.90%
BOCES Admin Charge	\$ 1,105,000	\$ 1,100,000	\$ (5,000)	-0.45%
Benefits - District Wide	\$ 47,659,348	\$ 53,098,044	\$ 5,438,696	11.41%
<b>Total Unallocated Expenses</b>	<b>\$ 57,952,598</b>	<b>\$ 63,914,232</b>	<b>\$ 5,961,634</b>	<b>10.29%</b>

## Highlights 2025-26:

- Health Insurance – The County Consortiums (RASHP I & II) have had higher than anticipated rate increases
  - Claims increased
  - New Drugs on the market
  - Federal legislation – Inflation Reduction Act shifted expense to employer expenses for premiums
- Debt Service is stable, increase in transfers for summer school costs
- **Added \$160K for possible pre-referendum expenses for Capital Project Vote in May 2026**
- General Liability and Student Insurances are increasing to inflation and property value increases
  - Numerous inspections and review of values other measures to mitigate risk
- Employee Benefits
  - NYS Employee Retirement System – for non-certificated staff had an increase in the employer contribution rate
  - NYS Teacher’s Retirement System – is for certificated teachers and administrators. Rates are stable for 2025-26

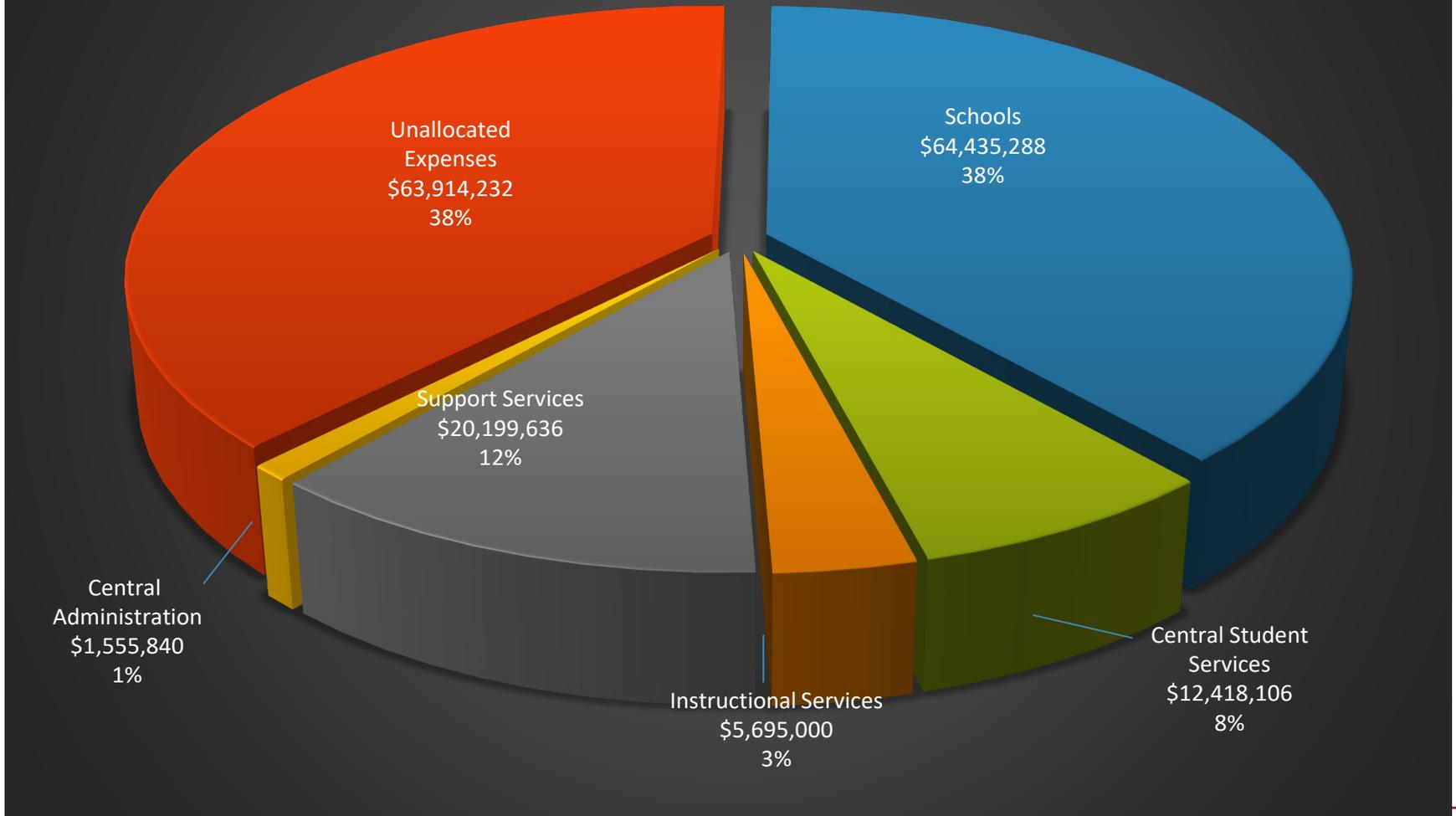
# Compiling the Budget – Appropriations

(Spending Plan to be Voted On)

Budget Program Area	2024-25	2025-26	\$ Change	% Change
	Budget	Proposed Budget		
Schools	\$ 64,192,525	\$ 64,435,288	\$ 242,763	0.38%
Elementary	\$ 23,325,773	\$ 23,344,303	\$ 18,530	0.08%
Middle	\$ 17,323,889	\$ 17,385,041	\$ 61,152	0.35%
High	\$ 23,542,863	\$ 23,705,944	\$ 163,081	0.69%
Central Student Svcs	\$ 12,092,658	\$ 12,418,106	\$ 325,448	2.69%
Curriculum & Instruct	\$ 5,873,553	\$ 5,695,000	\$ (178,553)	-3.04%
Support Services	\$ 20,090,335	\$ 20,199,636	\$ 109,301	0.54%
Central Admin	\$ 1,596,118	\$ 1,555,840	\$ (40,278)	-2.52%
Undistributed	\$ 57,952,598	\$ 63,914,232	\$ 5,961,634	10.29%
<b>Total</b>	<b>\$ 161,797,787</b>	<b>\$ 168,218,102</b>	<b>\$ 6,420,315</b>	<b>3.97%</b>

# Putting It Together

## 2025-2026 Program Services Budget Composition - Total \$168,218,102



# Proposed Budget By Object of Expense

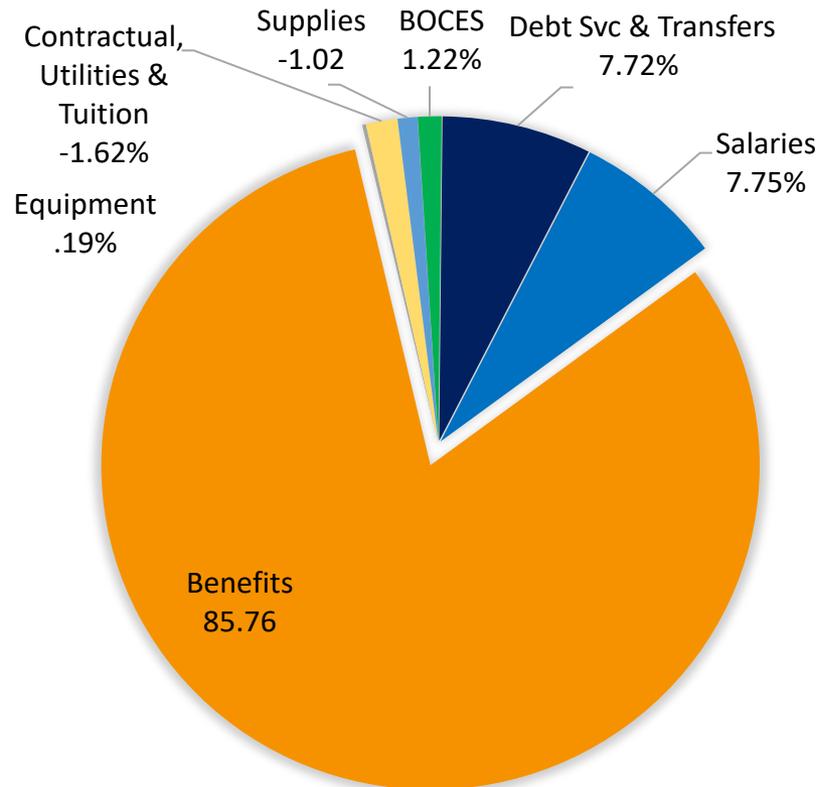
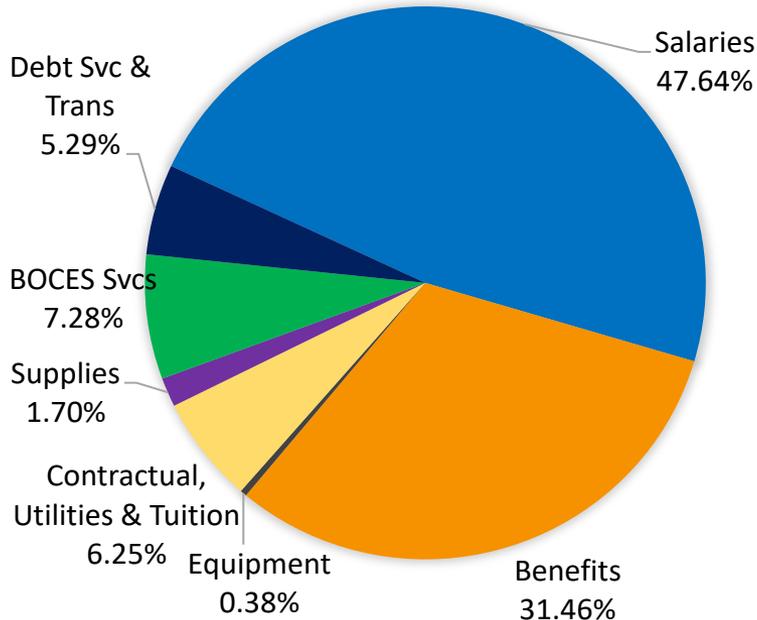
Object of Expense	2024-25	2025-26	\$ Change	% Change
Salaries	\$ 79,637,198	\$ 80,134,459	\$ 497,261	0.62%
Benefits	\$ 47,419,348	\$ 52,925,044	\$ 5,505,696	11.61%
Equipment	\$ 625,288	\$ 637,501	\$ 12,213	1.95%
Contractual, Utilities & Tuition	\$ 10,610,800	\$ 10,506,932	\$ (103,868)	-0.98%
Supplies	\$ 2,926,496	\$ 2,861,060	\$ (65,436)	-2.24%
BOCES Services	\$ 12,170,407	\$ 12,248,918	\$ 78,511	0.65%
Debt Service/Transfers	\$ 8,408,250	\$ 8,904,188	\$ 495,938	5.90%
<b>Total</b>	<b>\$ 161,797,787</b>	<b>\$ 168,218,102</b>	<b>\$ 6,420,315</b>	<b>3.97%</b>

# Proposed Budget Composition

- Salary & Benefits are 79% of total Proposed Budget

- Salary & Benefits are 94% of total Increase

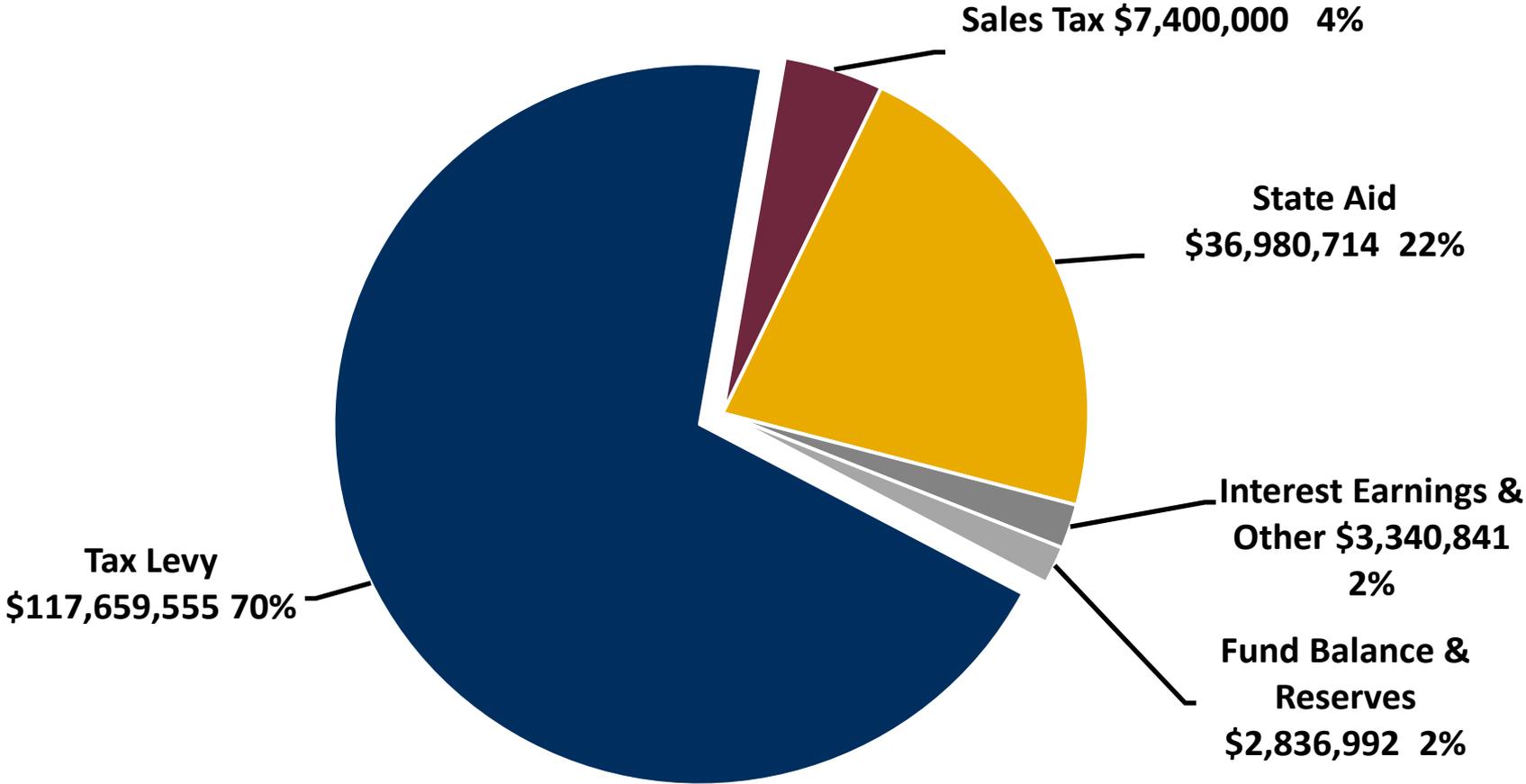
**COMPONENT BUDGET BY OBJECT**



**BUDGET INCREASE BY OBJECT**

# Budget Support Composition

## 2025-26 Proposed Budget – Estimated Revenue



# Additional Propositions Summary

## Overall Premise

Each Proposition is:

- Involves a Capital Reserve Fund
  - A reserve is a provision in the law similar to a savings account for specific purposes
  - Capital Reserves require voter authorization to:
    - Establish / Extend for specified period of time
    - Maximum cumulative deposit amount
    - Expend for approved purpose

***None of the reserve propositions will result in additional taxes or issuance of debt***

## Proposition Index

**1. Budget Vote**

**2. Capital Reserve Fund – Bus Purchase:** authorizes the purchase of 14 buses

**3. Capital Reserve – Instructional Technology Reserve**

**4. BOE Members**

# Capital Reserve Fund – Bus Purchase

The plan is to auction or trade-in fourteen buses and purchase fourteen buses

- Total Authorized Withdrawal for Purchases = \$2,419,162
  - Trade-in allowance will reduce total cost
  - *Using the Reserve Fund mitigates any impact on the tax levy*
  - Will generate an estimated \$1.2 Million in State Aid that will replenish the reserve



# Recommended Bus Purchases for 2025-26

(8) International 66 Passenger buses (with Cargo)	\$1,429,892
(6) International 36 Passenger buses	\$ 989,269
Total	<u>\$2,419,162</u> <i>(before auction)</i>

	<u>2024-25</u>	<u>2025-26</u>
Total Cost =	\$2,227,907	\$2,419,162
*Annual Cost =	\$ 136,348	\$ 158,213

*\*Annual Cost assumes 67.3% State Aid reimbursed over a 5-year period*

- *2024-25 replacement update:*
- *Auctioned 18 various buses and received \$200K+ as revenue*

***Will NOT impact the tax levy or the tax rate***

## **Proposition 1: Transportation Vehicle Capital Reserve Purchase of Buses**

Shall the following resolution be adopted, to wit:

**BE IT RESOLVED**, that the Board of Education of the Pittsford Central School District is hereby authorized to withdraw from the “Capital Reserve Fund – Purchase of Buses” a sum of money not to exceed Two Million, Four Hundred Nineteen Thousand One Hundred Sixty-Two Dollars **\$2,419,162** to be used for the purchase of six (6) replacement 36 passenger buses and eight (8) full size 66 passenger buses and communications equipment used in the operation of such buses. State Aid generated on these purchases will be returned to the Capital Reserve Fund – Purchase of Buses.

***Will not result in the levy of additional tax or debt – asking for voter authorization to withdraw from savings designated for bus purchases. This is not adding additional tax or debt as some districts do. Aid from the purchase of buses is returned to the reserve (savings account) for future bus purchases***

Pittsford Schools

**Proposition 2: Capital Reserve Fund  
Instructional Technology Reserve**

Shall the following resolution be adopted, to wit:

**BE IT RESOLVED**, that the Board of Education of the Pittsford Central School District, Monroe County, New York be authorized to withdraw from the “Capital Instructional Technology Reserve” (savings account) a sum of money not to exceed **\$500,000** to be used for the purchase of laptops to support the 1:1 device program.

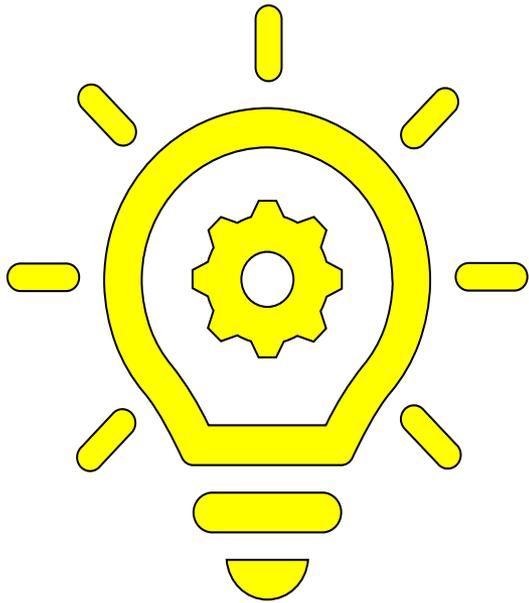
*Will not result in the levy of additional tax or debt*

Pittsford Schools

# 2025-26 Proposed Budget - Fast Facts

- The Proposed Budget:
  - Closed a \$1.5M budget gap through cost reductions without layoffs and added revenue from interest earnings/expenditure driven aids
  - Maintains all programs for students
  - Is balanced and remains within the Property Tax Cap
  - Has a tax levy increase of **2.34%**
  - Has a budget-to-budget proposed spending increase of 3.97%
  - Is fiscally responsible, reduces budget margins but still preserves the ability to fund reserve accounts and maintain fund balance levels (not at the same rate)

# New this year: Capital Outlay Project



- Allowed to spend \$100,000 on a Facilities Improvement Project
- NYS will reimburse at the building aid ratio (currently at 72.6%) the following year
- Plan to use \$100,000 of the Capital Transfer budget on various HVAC upgrades at Thornell Road Elementary School

# Legal Requirements

## Official Board of Education Action Required:

- Approval of the total spending plan and any additional propositions
- Approval the NYS Property Tax Report Card

## Other requirements:

- Tax Cap and proposed Tax Levy Submission
- Administrative Salary Disclosure

Don't forget about early voting and absentee ballots

**Remember the vote location will be at Calkins Road Middle School this year!**

# Important Dates for the 2025-2026 Budget Adoption

May 13 Public Budget Hearing

*Location: Barker Road Middle School McCluski Board Room*

May 20 Budget Vote and Board Election

***Location: Calkins Road Middle School Gymnasium***

# 2025-2026 Budget Adoption

- Board of Education Questions & Discussion
- Presentation may be reviewed on District's website: [www.pittsfordschools.org](http://www.pittsfordschools.org)

PITTSFORD CENTRAL SCHOOL DISTRICT

Board of Education Meeting

Tuesday, March 11, 2025

Barker Road Middle School

(Link to Public Viewing on Website)

---

A BUDGET WORK SESSION of the Pittsford Central School District Board of Education was held at 6:00 p.m. in the McCluski Room, Barker Road Middle School on Tuesday, March 11, 2025. Mr. Pero reviewed the Central Administration budget. Ms. Clayton reviewed the Building Based budgets. Mr. Vespi reviewed the Support Services and Undistributed budgets.

The REGULAR MEETING of the Pittsford Central School District Board of Education began at 7:00 p.m. in the McCluski Room, Barker Road Middle School on Tuesday, March 11, 2025.

BOARD MEMBERS PRESENT: R. Scott, J. Casey, S. Pelusio, D. Berk, K. Huels, E. Kay.

BOARD MEMBERS ABSENT: R. Sanchez-Kazacos.

LEADERSHIP TEAM PRESENT: M. Pero, J. Cimmerer, S. Clark, H. Clayton, S. Cutaia, M. Vespi, N. Wayman

1. Mrs. Scott called the Regular Meeting to order at 7:00 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. Motion was made by Mrs. Pelusio, seconded by Mrs. Huels and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the agenda for this evening's meeting. **APPROVED: AGENDA**

Vote: Unanimously carried by those present

3. Principal's Report: Principal, Mr. Josh Walker and Vice Principal, Mr. Mike Falzoi, presented on the activities taking place at Calkins Road Middle School.

4. Motion was made by Mrs. Kay, seconded by Mr. Casey and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its February 25, 2025, Regular meeting. **APPROVED: MINUTES 2/25/25**

Vote: Unanimously carried by those present

5. Board Reports: Mrs. Huels reported on the District Operations meeting. Mrs. Pelusio reported on the Legislative meeting as well as updates from the advocacy trip to Albany. Mrs. Scott noted the other dates to remember.

6. Motion was made by Mrs. Pelusio, seconded by Mr. Casey and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the nomination of Mrs. Kim McCluski, residing in the Pittsford Central School district, is hereby nominated as a candidate for membership on the Monroe #1 BOCES Board for a term of office to begin July 1, 2025 and end June 30, 2028. **APPROVED: K. MCCLUSKI BOCES BOARD NOMINATION**

Vote: Unanimously carried by those present

7. Motion was made by Mr. Berk, seconded by Mrs. Huels and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education accepts the Treasurer's Report for the month of January 2025. **ACCEPTED: TREASURER'S REPORT**

Vote: Unanimously carried by those present

8. Motion was made by Mr. Casey, seconded by Mrs. Kay and carried regarding the following resolution: **APPROVED: CAPITAL RESERVE BUS PROPOSITION**

Vote: Unanimously carried by those present

**Proposition – Transportation Vehicle Capital Reserve – Purchase of Buses**

Shall the following resolution be adopted, to wit:

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District is hereby authorized to withdraw from the “Capital Reserve Fund – Purchase of Buses” a sum of money not to exceed Two Million Four Hundred Nineteen Thousand One Hundred Sixty Two Dollars (\$2,419,162) to be used for the purchase of six (6) replacement 36 passenger buses and eight (8) full size 66 passenger buses and communications equipment used in the operation of such buses. State Aid generated on these purchases will be returned to the Capital Reserve Fund – Purchase of Buses.

9. Motion was made by Mrs. Pelusio, seconded by Mrs. Huels and carried regarding the following resolution:

Vote: Unanimously carried by those present

**APPROVED:  
CAPITAL RESERVE  
INSTR. TECH.  
PROPOSITION**

**Proposition – Capital Reserve Fund - Instructional Technology**

Shall the following resolution be adopted, to wit:

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, Monroe County, New York be authorized to withdraw the “Capital Instructional Technology Reserve” (savings account) a sum of money not to exceed \$500,000 to be used for the purchase of laptops to support the 1:1 device program.

10. Motion was made by Mr. Casey, seconded by Mrs. Kay and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education of the Pittsford Central School District does hereby approve the budget transfer of \$600,000 to code 530.2630.491.0630 Instructional Technology – BOCES. Of which, \$200,000 will come from 640.1620.418.0622 – OM Utilities – Electricity and \$400,000 will come from various salary codes XXX.XXXX.1XX.XXXX – Salaries.

Vote: Unanimously carried by those present

**APPROVED:  
BUDGET TRANSFER  
REQUEST -  
TECHNOLOGY**

11. Motion was made by Mr. Berk, seconded by Mrs. Pelusio and carried regarding the following resolution:

Vote: Unanimously carried by those present

**APPROVED:  
TAX CERTIORARI  
SETTLEMENT**

BE IT RESOLVED that the Board of Education does hereby authorize the approval of the settlement for tax certiorari proceedings for 90 Linden Oaks, LP Associates LLC, Pittsford 490 Joint Venture and Mark Gianniny located in the Town of Pittsford in an amount no greater than Forty-Four Thousand Nine Hundred Seventy-Nine Dollars and Nine Cents (\$44,979.09).

12. Motion was made by Mrs. Huels, seconded by Mr. Casey and carried regarding the following resolution:

Vote: Unanimously carried by those present

**APPROVED:  
CREDIT CARDS FOR  
EMPLOYEE TRAVEL**

BE IT RESOLVED that the Board of Education does hereby approve the addition of 3 credit cards for travel to the list of purchasing card holders approved at the July 9, 2024 BOE meeting.

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

Vote: Unanimously carried by those present

**APPROVED:  
PROFESSIONAL  
STAFF REPORT**

## A. Appointment – Certificated Staff

Name: Marjorie Hart  
 Position: CRMS Grade 6  
 Type of Position: Regular Substitute  
 Tenure Area: N/A  
 Probationary Period: N/A  
 Certification: Permanent  
 Salary: \$64,751.00  
 Effective Date: 02/03/2025

## B. Appointment – School Related Professional

Name: Radhika Uppal  
 Position: MHS Paraprofessional  
 Type of Position: Full-Time  
 Salary: \$23,728.00  
 Effective Date: 2/24/2025

Name: Danielle O’Neal  
 Position: PRE Paraprofessional  
 Type of Position: Full-Time  
 Salary: \$20,053.00  
 Effective Date: 3/5/2025

## C. Appointment – Supervisory and Technical

Name: Jennifer Shelton  
 Position: Computer Application Specialist  
 Type of Position: Full-Time  
 Salary: \$60,000.00  
 Effective Date: 3/13/2025

## D. Appointment – Substitutes

Yuval Green  
 Matthew Hoff  
 Tyler Knicley  
 Jasmine Mack  
 Brian Michalski  
 Namrata Nagar  
 Lee Owens  
 Kaitlin Scerbo

## E. Spring Coaching Salaries – see attached

14. Motion was made by Mrs. Huels, seconded by Mrs. Kay and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent’s recommendation, approves the following Support Staff Report:  
 Vote: Unanimously carried by those present

**APPROVED:  
 SUPPORT  
 STAFF REPORT**

78.

CLERICAL

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Katelyn Annese	School Aide	TRE	15/wk.	2/5/2025	\$15.50/hr.
Shannon Cichetti	School Aide	MCE	15/wk.	3/3/2025	\$15.50/hr.

CLERICAL

<u>RESIGNATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Che Chen Ferrell	School Aide	ACE	4 mos.	02/26/2025
Margaret Weidmann	OC III	MHS	6 mos.	02/28/2025

CUSTODIAL/MAINTENANCE

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Chandler Poplawsky	Cleaner	SHS	8/wk.	03/08/2025	\$16.00/hr.

Mr. Clark noted the first reading of Tenure Recommendations.

15. Special Education Report: Mr. Pero on behalf of Ms. Woods noted that the recommendations are under the Consent Agenda.

16. Motion was made by Mrs. Pelusio, seconded by Mr. Casey and carried regarding the following resolution: BE IT RESOLVED that the Board of Education approves calling an Executive Session for the purpose of discussing the employment of a particular person, where no official business will be conducted. This session will take place immediately after the Regular Meeting.

**APPROVED:  
EXECUTIVE  
SESSION**

Vote: Unanimously carried by those present

17. Superintendent’s Report: Mr. Pero noted that a proposed amendment to policy 1210 will be forthcoming to comply with new education law requiring student voice on the Board starting next year. Two student board members, one from Mendon and one from Sutherland, will be selected. They will be ex-officio members without voting rights, executive session access, or payment. The method of selection has yet to be determined. The policy will be revised, not newly created, to include this student board member role. Mr. Pero also noted other future work that will focus on cell phone use in school, particularly at the high school level. The district will wait for the governor's budget to clarify guidelines on what a distraction-free environment looks like. He ended by saying that he hopes this work can be addressed in May or June, with communication sent to families in summer mailings.

18. Motion was made by Mr. Casey, seconded by Mrs. Huels and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the following items per the Consent Agenda:

**APPROVED:  
CONSENT  
AGENDA**

Vote: Unanimously carried by those present

Bid Award:

BOCES 2 Cooperative Magazine Bid	Various Vendors	\$3,315.67
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Committee on Special Education: Amendment – Agreement No Meetings, Annual Reviews, Initial Eligibility Determination Meetings, Reevaluation/Annual Reviews, Requested Review.

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

Committee on Preschool Special Education: Initial Eligibility Determination Meetings, Requested Review.

Gift to the District: A donation of \$1,751.00 from PTSA for the purchase of Art supplies at Mendon Center Elementary School.

19. Mr. Pero shared that BOCES #1 Superintendent, Dan White, plans to retire at the end of this school year.

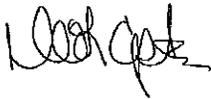
20. Motion was made by Mrs. Pelusio, seconded by Mr. Casey and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves recessing its Regular Meeting in order to enter into Executive Session at 7:40 p.m.  
Vote: Unanimously carried by those present

**APPROVED:  
RECESS**

21. Motion was made by Mrs. Kay, seconded by Mrs. Pelusio and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Executive Session and Regular Meeting at 8:50 p.m.  
Vote: Unanimously carried by those present

**APPROVED:  
ADJOURNMENT**

Respectfully submitted,



Deborah L. Carpenter  
School District Clerk

PITTSFORD CENTRAL SCHOOL DISTRICT

Board of Education  
Tuesday, March 18, 2025  
Barker Road Middle School  
(SPECIAL MEETING)

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The SPECIAL MEETING of the Pittsford Central School District Board of Education began at 8:30 a.m. in Room 410, Barker Road Middle School on Tuesday, March 18, 2025.

BOARD MEMBERS PRESENT: R. Scott, J. Casey, D. Berk, S. Pelusio, K. Huels, R. Sanchez-Kazacos.  
BOARD MEMBERS ABSENT: E. Kay.  
LEADERSHIP TEAM PRESENT: M. Pero, M. Vespi.

1. Mrs. Scott called the Special Meeting to order at 8:29 a.m.

2. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mr. Berk and carried **APPROVED:**  
regarding the following resolution: BE IT RESOLVED, that the Board of Education approves **AGENDA**  
the agenda for this morning's meeting.  
Vote: Unanimously carried by those present

3. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Huels and carried **APPROVED:**  
regarding the following resolutions: **BID AWARDS**  
Vote: Unanimously carried by those present

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its special meeting of March 18, 2025, does hereby award the March 5, 2025 bid for General Trades work related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of twenty-two million one thousand nine hundred dollars (\$22,001,900) to D'Agostino General Contractors, Inc. All work and covenants of both parties shall be as set forth in the contract documents.

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its special meeting of March 18, 2025, does hereby award the March 5, 2025 bid for Mechanical Trades work related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of nine million six hundred fifty-four thousand seven hundred fifty dollars (\$9,654,750) to Crosby-Brownie, Inc. All work and covenants of both parties shall be as set forth in the contract documents.

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its special meeting of March 18, 2025 does hereby award the March 5, 2025 bid for Electrical Trades work related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of seven million seven hundred nine thousand four hundred dollars (\$7,709,400) to Billitier Electric, Inc. All work and covenants of both parties shall be as set forth in the contract documents.

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its special meeting of March 18, 2025 does hereby award the March 5, 2025 bid for Plumbing Trades work related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of three million five hundred fifty-five thousand dollars (\$3,555,000) to Thurston-Dudek LLC. All work and covenants of both parties shall be as set forth in the contract documents.

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its special meeting of March 18, 2025 does hereby award the March 5, 2025 bid for Site work related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of four million four hundred twenty-

81.

eight thousand eight hundred dollars (\$4,428,800) to Bayside Paving Contractors, Inc. All work and covenants of both parties shall be as set forth in the contract documents.

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its special meeting of March 18, 2025 does hereby award the March 5, 2025 bid for Fuel Island work at the Transportatin Center related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of seven hundred thirty-eight thousand five hundred dollars (\$738,500) to L&O Mechanical, Inc. All work and covenants of both parties shall be as set forth in the contract documents.

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its special meeting of March 18, 2025 does hereby award the March 5, 2025 bid for Lomb building windows and associated work related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of nine hundred fifty-nine thousand four hundred fifty dollars (\$959,450) to Window Specialist, Inc. All work and covenants of both parties shall be as set forth in the contract documents.

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its special meeting of March 18, 2025 does hereby award the March 5, 2025 bid for HVAC controls (state contract) work related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of one million five hundred twenty-seven thousand three hundred ninety-five dollars (\$1,527,395) to Seimens. All work and covenants of both parties shall be as set forth in the contract documents.

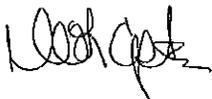
BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its special meeting of March 18, 2025 does hereby award the March 5, 2025 bid for access and camera controls (State Contract) work related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of two hundred fifty-three thousand six hundred twenty-three dollars (\$253,623) to Day Automation Systems, Inc. All work and covenants of both parties shall be as set forth in the contract documents.

4. Motion was made by Mrs. Pelusio, seconded by Mrs. Huels and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Special Meeting at 8:38 a.m.

Vote: Unanimously carried by those present

**APPROVED:  
ADJOURNMENT**

Respectfully submitted,



Deborah L. Carpenter  
School District Clerk

**MONROE #1 BOCES ANNUAL ELECTION/BUDGET VOTE**  
**April 22, 2025**

**RESOLUTION/BALLOT**

The undersigned, being the duly appointed and acting clerk of the \_\_\_\_\_ Central School District (the "district"), hereby certifies as follows:

The Board of Education of the District, at a meeting duly called and held on \_\_\_\_\_ which \_\_\_\_\_ members were present and \_\_\_\_\_ members were absent, and at which a quorum was present and voting throughout, took the following action: (check "yes" if the board adopted the resolution, "no" if the board voted against the resolution, "abstain" if the board decides not to vote).

**SEAT #1**

RESOLVED: to cast one vote for the election of David Bryan Buttram, resident of Rush-Henrietta Central School District, as a member of the Monroe #1 BOCES Board for a term of office which will begin on July 1, 2025, and end on June 30, 2028.

Yes\_\_\_No\_\_\_

Abstain\_\_\_

**SEAT #2**

RESOLVED: to cast one vote for the election of Kim McCluski, resident of Pittsford Central School District, as a member of the Monroe #1 BOCES Board for a term of office which will begin on July 1, 2025, and end on June 30, 2028.

Yes\_\_\_No\_\_\_

Abstain\_\_\_

**SEAT #3**

RESOLVED: to cast one vote for the election of Rebecca Hicks, resident of East Rochester Union Free School District, as a member of the Monroe #1 BOCES Board for a term of office which will begin on July 1, 2025, and end on June 30, 2028.

Yes\_\_\_No\_\_\_

Abstain\_\_\_

**ADMINISTRATIVE BUDGET VOTE**

RESOLVED: that the Board of Education of the \_\_\_\_\_ School District vote to approve the proposed BOCES administrative budget in the amount of \$5,586,391 for the 2025-2026 fiscal year.

Yes\_\_\_No\_\_\_

Abstain\_\_\_

Dated: April\_\_\_\_, 2025

\_\_\_\_\_  
District Clerk

***\*Please complete this ballot, email it to Val Leonardo at [Valerie.Leonardo@boces.monroe.edu](mailto:Valerie.Leonardo@boces.monroe.edu) and send the signed original to Val regular/interoffice mail on April 23, 2025.***

# PITTSFORD CENTRAL SCHOOL DISTRICT

## TREASURER'S REPORT

### February 28, 2025

The following reports have been prepared by the District Treasurer, Rachel Smith, in accordance with the Uniform System of Accounts for School Districts as required by the New York State Department of Audit and Control. These reports represent the financial status of the District as of February 28, 2025

#### **GENERAL FUND**

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- The District received from Monroe County the 2024 4<sup>th</sup> quarter sales tax payment of \$1,861,766 (see General Fund Revenue).

#### **SCHOOL LUNCH FUND**

---

- The school lunch program had net operations of \$8,927 for the month of February (see page 4).

#### **MISCELLANEOUS REVENUES & CUSTODIAL FUNDS**

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- Activity was normal for the month of February (see page 7).

#### **SPECIAL AID FUND**

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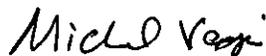
- Activity was normal for the month of February. The District is awaiting SED approvals for the Title III Grant (see page 5).
- The District is awaiting SED approval on an amendment for IDEA 611 grant (see page 5).

#### **CAPITAL, DEBT AND RESERVE FUNDS**

---

- Capital and Debt Service Funds have an unencumbered balance of \$60,185,468 (see page 6).
- Reserve fund balances total \$45,863,002 (see page 6).

Respectfully submitted,



Michael Vespi  
Assistant Superintendent for Business

## PITTSFORD CENTRAL SCHOOLS

<b>BANK RECONCILIATIONS FOR THE MONTH OF FEBRUARY 2025</b>
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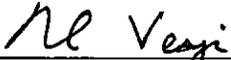
	GENERAL FUND**	GENERAL RESERVES*	CAPITAL RESERVES*	SCHOOL LUNCH	SPECIAL AID
Bank Balance 02/28/2025	\$ 58,538,731.47	\$ 19,701,435.55	\$ 25,677,284.25	\$ 1,121,437.55	\$ 93,895.17
ADD: Deposits in Transit	\$ 721.98	\$ -	\$ -	\$ 343,099.71	\$ 103,113.48
LESS: Outstanding Checks	\$ (1,212,736.30)	\$ -	\$ -	\$ (39,753.70)	\$ (27,373.70)
Adjust Bank Balance 02/28/2025	\$ 57,326,717.15	\$ 19,701,435.55	\$ 25,677,284.25	\$ 1,424,783.56	\$ 169,634.95
Book Balance 02/28/2025	\$ 57,326,717.15	\$ 19,701,435.55	\$ 25,677,284.25	\$ 1,424,783.56	\$ 169,634.95

	CAPITAL**	MISC REVENUE	TRUST CUSTODIAL	DEBT SERVICE**
Bank Balance 02/28/2025	\$ 15,110,216.56	\$ 155,742.26	\$ -	\$ 3,045,687.71
ADD: Deposits in Transit	\$ 121,068.20	\$ 65.00	\$ -	\$ -
LESS: Outstanding Checks	\$ (121,068.20)	\$ (1,300.00)	\$ -	\$ -
Adjust Bank Balance 02/28/2025	\$ 15,110,216.56	\$ 154,507.26	\$ -	\$ 3,045,687.71
Book Balance 02/28/2025	\$ 15,110,216.56	\$ 154,507.26	\$ -	\$ 3,045,687.71

\*Reserves have been partially allocated between 24, 12, & 9 month CDs

\*\*Portions of General, Capital, & Debt Service Savings have been partially allocated between 12, 9, 6 & 1 month CDs

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

  
 Michael Vespi, Assistant Superintendent for Business

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

Deborah L. Carpenter, School District Clerk

**PITTSFORD CENTRAL SCHOOLS**

**STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS**  
**February 28, 2025**

**GENERAL FUND**

	1/31/2025 Balance	Receipts	Disbursements	2/28/2025 Balance
Cash in Banks - Checking	\$ 5,165,176.56	\$ 20,193,335.06	\$ 25,213,065.42	\$ 145,446.20
Money Market Account- CNB	49,286.37	1.89	-	49,288.26
Money Market Account- NYCLASS	534,535.58	10,007,385.54	9,275,000.00	1,266,921.12
Money Market Account- NYLAF	17,884,453.65	619,628.62	-	18,504,082.27
Money Market Account- NY MuniTrust	15,997,775.41	52,563.04	-	16,050,338.45
Chase Purchasing Card	-	356,741.44	356,741.44	-
FSA/HRA Checking	660,443.89	61,826.43	59,938.91	662,331.41
Payroll Checking	49,734.82	7,094,674.52	7,093,087.83	51,321.51
Investments (See Schedule)	64,677,583.97	16,566.44	8,000,000.00	56,694,150.41
	<b>\$ 105,018,990.25</b>	<b>\$ 38,402,722.98</b>	<b>\$ 49,997,833.60</b>	<b>\$ 93,423,879.63</b>

**RESERVES**

	1/31/2025 Balance	Receipts	Disbursements	2/28/2025 Balance
Teachers Retirement Contribution	\$ 5,135,691.09	\$ 16,656.79	\$ -	\$ 5,152,347.88
Capital Reserve	4,321,566.56	6,049.55	-	4,327,616.11
Bus Purchase Reserve	1,837,243.33	2,571.87	-	1,839,815.20
Consolidated Reserves Account	2,406,540.15	2,960.97	-	2,409,501.12
Swimming Facilities Capital Reserve	1,083,641.78	1,516.94	-	1,085,158.72
Instructional Technology Capital Reserve(s)	1,507,087.03	2,109.70	-	1,509,196.73
	<b>\$ 16,291,769.94</b>	<b>\$ 31,865.82</b>	<b>\$ -</b>	<b>\$ 16,323,635.76</b>

**SCHOOL LUNCH FUND**

	1/31/2025 Balance	Receipts	Disbursements	2/28/2025 Balance
Cash in Banks - Checking	\$ 521,184.15	\$ 276,281.12	\$ 494,119.26	\$ 303,346.01
Money Market Account-NYCLASS	899,869.87	303,533.60	81,965.92	1,121,437.55
	<b>\$ 1,421,054.02</b>	<b>\$ 579,814.72</b>	<b>\$ 576,085.18</b>	<b>\$ 1,424,783.56</b>

**CAPITAL FUND**

	1/31/2025 Balance	Receipts	Disbursements	2/28/2025 Balance
Cash in Banks - Checking	\$ -	\$ 3,272,324.56	\$ 3,272,324.56	\$ -
Capital Project Savings	10,016,481.93	601,910.34	617,725.93	10,000,666.34
	<b>\$ 10,016,481.93</b>	<b>\$ 3,874,234.90</b>	<b>\$ 3,890,050.49</b>	<b>\$ 10,000,666.34</b>

**SPECIAL AID FUND**

	1/31/2025 Balance	Receipts	Disbursements	2/28/2025 Balance
Cash in Banks - Checking	\$ 224,949.20	\$ 43,713.50	\$ 99,027.75	\$ 169,634.95
	<b>\$ 224,949.20</b>	<b>\$ 43,713.50</b>	<b>\$ 99,027.75</b>	<b>\$ 169,634.95</b>

# PITTSFORD CENTRAL SCHOOLS

## INVESTMENT SCHEDULES

*As of February 28, 2025*

### GENERAL FUND/CAPITAL FUND/DEBT SERVICE FUND

Date Purchased	Maturity Date	Bank of Deposit	Principal Amount	Interest Rate	Number of Days	Interest Income
2/21/2025	3/24/2025	CNB	4,694,150.41	4.20%	31	16,744.61
9/24/2024	9/24/2026	Customers	17,000,000.00	4.50%	730	1,530,000.00
9/26/2024	9/26/2025	Community	17,000,000.00	4.90%	365	833,000.00
9/26/2024	6/26/2025	Community	5,000,000.00	5.00%	273	186,986.30
9/26/2024	3/26/2025	Community	5,000,000.00	5.10%	181	126,452.05
11/13/2024	5/12/2025	CNB	8,000,000.00	4.30%	180	169,643.84
			56,694,150.41			2,862,826.81

Our current interest rates are as follows:

JP Morgan Chase Checking	0.00%-2.20%
NYCLASS	4.22%
NYLAF	4.26%
Canandaigua National Bank Money Market	0.05%
NY MuniTrust	4.28%
Customers Bank	0.00%
Community Bank	0.00%



**PITTSFORD CENTRAL SCHOOLS**  
**SPECIAL AID FUNDS**  
**SCHEDULE OF APPROPRIATED EXPENSE**  
February 28, 2025

DESCRIPTION	ORIGINAL BUDGET/REVENUES	PRIOR YR EXPENDITURES	CURRENT YR EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES	GRANT ADMINISTRATORS
<b>SERVICES FOR FEES</b>						
Driver Education (Cumulative Balance)	184,532.69	-	107,704.18	6,126.36	70,702.15	Student Services
Summer Enrichment (Cumulative Balance)	121,719.86	12,403.58	83,889.56	3,245.97	22,180.75	
Summer Enrichment (2025-26)	-	-	7,982.00	-	(7,982.00)	
<b>IDEA 611 (07/01/23-06/30/24)</b>	1,357,795.00	1,173,352.93	1,000.00	-	183,442.07	Special Education
<b>IDEA 611 (07/01/24-06/30/25)</b>	1,368,162.00	-	385,130.04	346,481.50	636,550.46	
Covers special education expenditures						
<b>IDEA 619 (07/01/24-06/30/25)</b>	36,687.00	-	-	18,832.14	17,854.86	Special Education
Covers pre-school educational expenses.						
<b>TITLE I 23/24 (09/01/23-08/31/24)</b>	223,557.00	182,232.35	15,514.90	-	25,809.75	Student Services
<b>TITLE I 24/25 (09/01/24-08/31/25)</b>	188,070.00	-	82,990.20	38,375.39	66,704.41	
Provides program additions at qualifying schools to support students at risk of not passing the required state assessments						
<b>TITLE IIA GRANT 23/24 (09/01/23-08/31/24)</b>	128,599.00	90,884.29	16,696.59	-	21,018.12	Student Services
<b>TITLE IIA GRANT 24/25 (09/01/24-08/31/25)</b>	85,745.00	-	34,443.64	26,123.26	25,178.10	
Enhances Teacher/Principal training and recruitment.						
<b>TITLE III GRANT 23/24 (09/01/23-08/31/24)</b>	25,318.00	6,174.57	11,975.62	-	7,167.81	Student Services
<b>TITLE III GRANT 24/25 (09/01/24-08/31/25)</b>	8,930.00	-	1,502.37	1,497.63	5,930.00	
Provides language instructional education programs to assist Limited English Proficient (LEP) students achieve standards						
<b>TITLE IV SSAE GRANT (09/01/23-08/31/24)</b>	28,930.00	1,156.70	-	-	27,773.30	Student Services
<b>TITLE IV SSAE GRANT (09/01/24-08/31/25)</b>	14,652.00	-	621.78	-	14,030.22	
Provides resources to increase the capacity of local agencies						
<b>TEACHER CENTER GRANT 2024-25</b>	65,867.00	-	55,756.20	1,842.49	8,268.31	Teacher Center
Provides staff development opportunities for teachers.						
<b>SPECIAL ED SUMMER PROGRAMS 4408</b>	392,000.00	-	426,245.44	31,304.06	(65,549.50)	Special Education
Payments for tuition to BOCES and outside providers of summer special education programs.						
<b>SPECIAL ED SUMMER PROGRAM-In District</b>	455,450.00	-	402,051.48	-	53,398.52	Special Education
Expenses for staff and materials for state approved in-district special education summer program.						
<b>SPECIAL ED SUMMER PROGRAM-Related Services</b>	18,000.00	-	-	-	18,000.00	Special Education
Payments to outside providers and staff for related services during July and August.						
<b>TOTALS :</b>	4,704,014.55	1,466,204.42	1,633,504.00	473,828.80	1,130,477.33	

# PITTSFORD CENTRAL SCHOOLS

## Capital & Debt Service SCHEDULE OF APPROPRIATED EXPENSE BANK RECONCILIATIONS FOR THE MONTH OF FEBRUARY 2025

DESCRIPTION	APPROPRIATIONS	PRIOR YEAR PROJECT EXPENDITURES	EXPENDITURES	O/S ENCUMBRANCES	UNENCUMBERED BALANCES
Bus Purchases 2024-25	2,229,241.00	-	2,227,906.28	-	1,334.72
Capital 22-23 Funded by General Fund	600,000.00	582,372.67	17,627.33	-	-
Capital 23-24 Funded by General Fund	600,000.00	87,995.62	385,667.87	126,336.51	-
Capital 24-25 Funded by General Fund	600,000.00	-	202,624.53	221,112.34	176,263.13
Capital Funded by Instructional Tech Reserve - May 2024	500,000.00	-	-	-	500,000.00
Capital Project - March 2023	69,822,169.00	4,383,783.96	2,592,860.97	3,621,440.67	59,224,083.40
Emergency Project - SHS Roof	575,000.00	352,218.81	-	-	222,781.19
SSBA Phase 2	662,250.00	601,244.00	-	-	61,006.00
Subtotal - Capital Fund	75,588,660.00	6,007,615.06	5,426,686.98	3,968,889.52	60,185,468.44
Debt Service	4,708,375.00	-	4,344,750.00	363,625.00	-
<b>TOTALS:</b>	80,297,035.00	6,007,615.06	9,771,436.98	4,332,514.52	60,185,468.44

## RESERVE BALANCES BANK RECONCILIATIONS FOR THE MONTH OF FEBRUARY 2025

DESCRIPTION	FUND BALANCE 7/1/2024	APPROPRIATED AMOUNT OR ACTUAL EXPENDITURE	INTEREST/ OTHER REVENUES	APPROVED TRANSFER (In/Out)	FUND BALANCE TO DATE
Vehicle Purchases Funded by Reserve	9,240,491.54		221,487.57		9,461,979.11
Capital Reserve	10,411,417.70		183,769.98		10,595,187.68
Instructional Technology Capital Reserve - 2014	1,906,793.88		74,741.64		1,981,535.52
Instructional Technology Capital Reserve - 2024	1,500,000.00		9,196.73		1,509,196.73
Capital Swimming Facility	2,537,881.11		75,786.43		2,613,667.54
Insurance Reserve	2,292,145.41		73,433.80		2,365,579.21
Unemployment Insurance Reserve	406,601.79		15,882.51		422,484.30
Reserve for Liability	1,456,303.13		45,211.33		1,501,514.46
Reserve for Tax Certiorari	2,203,279.55		60,944.40		2,264,223.95
Employee Benefit & Accrued Liability Reserve	4,189,797.52		108,210.43		4,298,007.95
Reserve for Retirement Contributions	2,918,233.83		81,876.06		3,000,109.89
Reserve for Teacher Retirement Contributions	4,999,205.02		153,142.86		5,152,347.88
Workers' Compensation Reserve	674,431.88		22,736.03		697,167.91
<b>TOTALS:</b>	44,736,582.36	-	1,126,419.77	-	45,863,002.13

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

# PITTSFORD CENTRAL SCHOOLS

## MISCELLANEOUS REVENUE & CUSTODIAL ACTIVITY SUMMARY February 28, 2025

Miscellaneous Revenue Accounts	BEGINNING BALANCE 7/1/2024	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 2/28/2025
Special Revenue Funds (Scholarships/Grants)	158,840.98	27,219.93	31,553.65	154,507.26

Custodial Accounts	BEGINNING BALANCE 7/1/2024	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 2/28/2025
Sales Tax	-	851.94	851.94	-

Extraclassroom Accounts	BEGINNING BALANCE 7/1/2024	RECEIPTS	DISBURSEMENTS	ENDING BALANCE 2/28/2025
Allen Creek Elementary	1,471.57	-	-	1,471.57
Jefferson Road Elementary	1,998.34	-	-	1,998.34
Mendon Center Elementary	20,476.34	7,779.25	6,048.05	22,207.54
Park Road Elementary	3,180.12	5,135.51	4,603.68	3,711.95
Thornell Road Elementary	4,602.75	5,210.00	5,598.68	4,214.07
Barker Road Middle School	48,255.13	84,304.78	69,558.25	63,001.66
Calkins Road Middle School	49,965.96	70,769.73	57,851.51	62,884.18
Sutherland High School	71,793.01	73,792.36	61,216.82	84,368.55
Mendon High School	106,807.20	73,291.35	67,013.66	113,084.89
<b>TOTALS :</b>	308,550.42	320,282.98	271,890.65	356,942.75

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Budget Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
100	Elementary School Programs & Services	174,322.00	-45,858.17	128,463.83	39,986.62	178.24	88,298.97
112	Allen Creek	3,628,058.00	49,076.42	3,677,134.42	2,046,964.46	1,451,543.15	178,626.81
113	Jefferson Road	4,425,497.00	168,107.02	4,593,604.02	2,369,703.51	1,831,605.07	392,295.44
114	Mendon Center	5,985,486.00	136,188.12	6,121,674.12	3,187,202.32	2,513,908.15	420,563.65
115	Park Road	4,275,808.00	52,184.48	4,327,992.48	2,144,120.90	1,654,186.44	529,685.14
117	Thornell Road	4,836,602.00	33,893.90	4,870,495.90	2,395,480.96	1,932,844.41	542,170.53
200	Middle School Programs & Services	296,892.00	1,058.17	297,950.17	152,996.26	3,581.94	141,371.97
231	Barker Road Middle School	8,840,313.00	168,370.73	9,008,683.73	4,610,016.35	3,465,514.80	933,152.58
232	Calkins Road Middle School	8,186,684.00	57,607.56	8,244,291.56	4,210,889.07	3,366,967.00	666,435.49
300	High School Programs & Services	2,686,683.00	115,267.07	2,801,950.07	1,397,451.74	727,028.22	677,470.11
340	Sutherland High School	10,526,217.00	371,441.93	10,897,658.93	5,549,890.52	4,011,255.10	1,336,513.31
341	Mendon High School	10,329,963.00	177,080.64	10,507,043.64	5,206,457.62	3,987,443.49	1,313,142.53
410	Special Education Office	671,651.00	8,894.51	680,545.51	284,461.37	162,786.85	233,297.29
420	Special Education Services	1,331,601.00	75,000.00	1,406,601.00	609,212.70	528,618.47	268,769.83
430	Out of Distr. Special Education Programs	7,429,781.00	209,415.45	7,639,196.45	4,672,625.78	2,361,735.55	604,835.12
440	Special Services	1,721,562.00	-6,139.12	1,715,422.88	852,508.91	678,893.92	184,020.05
450	Summer Programs	25,000.00	10,000.00	35,000.00	17,620.80	17,379.20	0.00
460	Non-Public Services	417,502.00	38,425.00	455,927.00	99,871.69	91,980.64	264,074.67
470	BOCES	495,561.00	-51,322.02	444,238.98	249,986.93	194,252.05	0.00
510	CURRICULUM & INSTRUCTIONAL SERVICES	837,618.00	194,961.55	1,032,579.55	503,782.47	281,102.21	247,694.87
511	Standards of Performance	735,159.00	33,361.39	768,520.39	381,067.85	281,820.45	105,632.09
520	Student Services	608,351.00	-3,309.45	605,041.55	284,480.52	133,662.60	186,898.43
530	Instructional Technology Services	3,026,454.00	636,691.96	3,663,145.96	2,215,864.95	652,850.92	794,430.09
540	Professional Development Services	123,948.00	-19,340.77	104,607.23	40,485.53	18,252.10	45,869.60
550	DAT	542,023.00	19,150.26	561,173.26	374,664.66	160,637.51	25,871.09
610	Finance Services	1,266,379.00	265,811.33	1,532,190.33	858,141.61	472,198.92	201,849.80
620	Personnel Services	566,573.00	184,593.13	751,166.13	409,133.80	180,964.68	161,067.65
630	Public Information Services	377,869.00	-41,638.81	336,230.19	192,681.63	108,993.41	34,555.15
640	Operations and Maintenance	10,019,597.00	357,467.75	10,377,064.75	5,084,426.12	3,094,420.01	2,198,218.62
650	Printing and Mailing Services	272,000.00	-25,387.77	246,612.23	107,087.36	60,464.06	79,060.81
660	Support Services Technology	1,649,602.00	763,957.14	2,413,559.14	2,079,485.53	117,497.62	216,575.99
670	Transportation Services	6,882,757.00	-569,104.32	6,313,652.68	3,314,267.75	2,256,697.67	742,687.26
710	Board of Education	97,433.00	1,046.83	98,479.83	36,947.47	11,828.12	49,704.24
720	Superintendent's Office	554,243.00	12,309.47	566,552.47	411,739.98	143,458.32	11,354.17
810	Debt Service & Interfund Transfers	8,418,250.00	0.00	8,418,250.00	4,949,555.00	2,893,132.50	575,562.50
820	Insurance and Fees	1,875,000.00	241,743.23	2,116,743.23	1,584,721.92	482,528.55	49,492.76
830	Employee Benefits	47,659,348.00	-210,003.18	47,449,344.82	28,583,247.55	16,943,617.40	1,922,479.87
<b>Total GENERAL FUND</b>		<b>161,797,787.00</b>	<b>3,411,001.43</b>	<b>165,208,788.43</b>	<b>91,509,230.21</b>	<b>57,275,829.74</b>	<b>16,423,728.48</b>

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Revenue Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Revenue Account	Subfund	Description	Original Estimate	Current Estimate	Year-to-Date	Current Cycle	Anticipated Balance	Excess Revenue
1001-000		Real Property Taxes	114,967,504.00	114,967,504.00	111,308,137.20	0.00	3,659,366.80	
1081-000		Other Pmts in Lieu of Tax	103,966.00	103,966.00	115,416.17	0.00		11,450.17
1085-000		STAR Reimbursement	0.00	0.00	3,638,052.72	0.00		3,638,052.72
1090-000		Int. & Penal. on Real Pro	100.00	100.00	0.00	0.00	100.00	
1120-000		Nonprop. Tax Distrib. By	7,100,000.00	7,100,000.00	4,031,526.76	1,861,766.24	3,068,473.24	
1330-000		Textbook Charges (Individ	500.00	500.00	0.00	0.00	500.00	
1335-000		Oth Student Fee/Charges (	5,000.00	5,000.00	3,600.00	0.00	1,400.00	
1410-000		Admissions (from Individu	0.00	0.00	8,295.00	0.00		8,295.00
1489-000		Other Charges-Services (Indivi	0.00	0.00	27.08	0.00		27.08
2230-000		Day School Tuit-Oth Dist.	240,000.00	240,000.00	0.00	0.00	240,000.00	
2280-000		Health Services for Oth D	245,000.00	245,000.00	0.00	0.00	245,000.00	
2401-000		Interest and Earnings	800,000.00	800,000.00	1,629,853.54	235,473.96		829,853.54
2401-012		Int Unemployment Reserve	0.00	0.00	15,882.51	1,736.83		15,882.51
2401-014		Int - Workers' Comp Res	0.00	0.00	22,736.03	2,763.64		22,736.03
2401-022		Int-Tax Certiorari Res	0.00	0.00	60,944.40	7,975.23		60,944.40
2401-027		Interest-ERS Contri Rsrve	0.00	0.00	81,876.06	10,888.68		81,876.06
2401-028		Interest- TRS Reserve	0.00	0.00	153,142.86	16,656.79		153,142.86
2401-032		Int-Liability Reserve	0.00	0.00	45,211.33	5,654.77		45,211.33
2401-042		Interest-Insurance Reserve	0.00	0.00	73,433.80	9,908.51		73,433.80
2401-052		Interest-Capital Reserve	0.00	0.00	183,769.98	28,068.66		183,769.98
2401-062		Int-Bus Purchase Reserve	0.00	0.00	221,487.57	31,592.25		221,487.57
2401-067		Interest - EBALR	0.00	0.00	108,210.43	15,022.92		108,210.43
2401-074		Int-Swim Fac Capital Reserve	0.00	0.00	75,786.43	7,336.54		75,786.43
2401-078		Int-Instr Tech Reserve	0.00	0.00	74,741.64	7,544.43		74,741.64
2401-079		Int-Instr Tech Reserve 2024	0.00	0.00	9,196.73	2,109.70		9,196.73
2410-000		Rental of Real Property	40,000.00	40,000.00	30,380.88	-901.50	9,619.12	
2440-000		Rental of Buses	2,000.00	2,000.00	5,973.62	0.00		3,973.62
2650-000		Sale Scrap & Excess Material	1,000.00	1,000.00	2,835.23	663.65		1,835.23
2665-000		Sale of Equipment	86,241.00	86,241.00	95,458.50	0.00		9,217.50
2680-000		Insurance Recoveries-Trans Rel	0.00	0.00	8,415.52	0.00		8,415.52
2683-000		Self Insurance Recoveries	30,000.00	30,000.00	31,409.15	247.46		1,409.15
2690-000		Other Compensation for Lo	1,000.00	1,000.00	747.40	178.82	252.60	
2701-000		BOCES Svs Approved for Ai	400,000.00	400,000.00	561,441.13	0.00		161,441.13

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.  
These are estimates to balance the budget

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Revenue Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Revenue Account	Subfund	Description	Original Estimate	Current Estimate	Year-to-Date	Current Cycle	Anticipated Balance	Excess Revenue
2702-001		Refund PY- Transportation	0.00	0.00	80.40	0.00		80.40
2703-000		Refund PY Exp-Other-Not T	200,000.00	200,000.00	391,424.11	245,130.97		191,424.11
2705-000		Gifts and Donations	40,000.00	40,000.00	34,931.76	0.00	5,068.24	
2770-000		Other Unclassified Rev.(S	155,000.00	155,000.00	50,615.30	8,824.87	104,384.70	
2770-001		Oth Unclassified - E Rate	40,000.00	40,000.00	21,494.60	0.00	18,505.40	
3101-000		Basic Formula Aid-Gen Aid	24,874,599.00	24,874,599.00	5,502,619.90	19,061.94	19,371,979.10	
3101-001		Basic Formula Aid-Excess	720,000.00	720,000.00	834,027.25	0.00		114,027.25
3101-002		Basic Formula Aid-Building Aid	4,200,528.00	4,200,528.00	0.00	0.00	4,200,528.00	
3102-000		Lottery Aid (Sect 3609a E	0.00	0.00	8,631,848.31	0.00		8,631,848.31
3102-001		Lottery Grant	0.00	0.00	884,374.05	156,066.01		884,374.05
3103-000		BOCES Aid (Sect 3609a Ed	3,513,073.00	3,513,073.00	0.00	-1,915,339.45	3,513,073.00	
3260-000		Textbook Aid (Incl Txtbk/	350,024.00	350,024.00	89,397.00	0.00	260,627.00	
3262-000		Computer Software Aid	92,726.00	92,726.00	0.00	0.00	92,726.00	
3262-001		Computer Hardware Aid	93,774.00	93,774.00	0.00	0.00	93,774.00	
3263-000		Library A/V Loan Program	38,688.00	38,688.00	0.00	0.00	38,688.00	
3289-000		Othr State Aid-Urbn Sbrbn	1,155,072.00	1,155,072.00	0.00	0.00	1,155,072.00	
3289-001		Other State Aid	0.00	0.00	40,000.00	0.00		40,000.00
3289-CHR		Othr St Aid-Charter CSBT	0.00	0.00	4,900.00	0.00		4,900.00
4601-000		Medic.Ass't-Sch Age-Sch Y	65,000.00	65,000.00	37,836.11	19,061.94	27,163.89	
5997-004		Appropriated Rsrvs-LBLTY	0.00	125,000.00	0.00	0.00	125,000.00	
5997-005		Appropriated Rsrvs-UNEMPL	40,000.00	40,000.00	0.00	0.00	40,000.00	
5997-006		Appropriated Rsrvs-EBALR	550,000.00	550,000.00	0.00	0.00	550,000.00	
5997-008		Appropriated Rsrvs-ERS	400,000.00	400,000.00	0.00	0.00	400,000.00	
5997-009		Appropriated Rsrvs-WC Res	50,000.00	50,000.00	0.00	0.00	50,000.00	
5999-000		Appropriated Fund Balance	1,196,992.00	1,346,992.00	0.00	0.00	1,346,992.00	
5999-999		Est. for Carryover Encumbrance	0.00	3,136,001.43	0.00	0.00	3,136,001.43	
<b>Total GENERAL FUND</b>			<b>161,797,787.00</b>	<b>165,208,788.43</b>	<b>139,121,538.46</b>	<b>777,493.86</b>	<b>41,754,294.52</b>	<b>15,667,044.55</b>

Selection Criteria

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Budget Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: C SCHOOL LUNCH FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
94-2860-161	Staff Salaries	0.00	751,671.00	751,671.00	421,019.09	184,813.28	145,838.63
94-2860-180	Food Service Director	0.00	87,200.00	87,200.00	55,333.28	27,666.72	4,200.00
94-2860-200	Equipment	0.00	94,066.20	94,066.20	43,555.21	0.00	50,510.99
94-2860-400	Contractual Expense	0.00	13,000.00	13,000.00	8,016.44	3,611.80	1,371.76
94-2860-410	Food	0.00	853,684.00	853,684.00	517,930.14	332,565.62	3,188.24
94-2860-411	Bread	0.00	25,211.00	25,211.00	11,468.76	9,531.24	4,211.00
94-2860-412	Ice Cream	0.00	40,181.00	40,181.00	23,173.86	16,826.14	181.00
94-2860-413	Milk	0.00	98,500.00	98,500.00	56,724.91	38,275.09	3,500.00
94-2860-455	Equipment Repairs	0.00	35,006.00	35,006.00	11,424.25	19,075.75	4,506.00
94-2860-465	Travel and Conference	0.00	2,500.00	2,500.00	2,257.84	0.00	242.16
94-2860-466	Mileage	0.00	290.00	290.00	0.00	0.00	290.00
94-2860-468	Memberships	0.00	0.00	0.00	25.00	0.00	-25.00
94-2860-500	General Supplies	0.00	67,993.08	67,993.08	34,231.20	33,066.88	695.00
94-9010-800	State Retirement	0.00	114,063.00	114,063.00	61,112.68	30,697.60	22,252.72
94-9030-800	Social Security	0.00	64,172.00	64,172.00	35,144.65	16,254.73	12,772.62
94-9040-800	Workers Compensation	0.00	32,718.00	32,718.00	0.00	0.00	32,718.00
94-9045-800	Life Insurance	0.00	372.00	372.00	214.76	157.24	0.00
94-9055-800	Disability Insurance	0.00	672.00	672.00	379.17	460.83	-168.00
94-9060-800	Hospital & Medical Insura	0.00	150,108.00	150,108.00	75,240.60	74,759.40	108.00
94-9061-800	Dental Insurance	0.00	10,125.00	10,125.00	4,434.52	391.70	5,298.78
<b>Total SCHOOL LUNCH FUND</b>		<b>0.00</b>	<b>2,441,532.28</b>	<b>2,441,532.28</b>	<b>1,361,686.36</b>	<b>788,154.02</b>	<b>291,691.90</b>

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Revenue Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: C SCHOOL LUNCH FUND

Revenue Account	Subfund	Description	Original Estimate	Current Estimate	Year-to-Date	Current Cycle	Anticipated Balance	Excess Revenue
1445-000		Other Cafeteria Sales	0.00	1,445,639.00	684,777.06	89,348.02	760,861.94	
1445-001		Other Sales-Vending	0.00	15,500.00	7,955.69	1,250.45	7,544.31	
1445-002		Catering	0.00	13,500.00	7,434.45	0.00	6,065.55	
1445-100		Pd BRKFST-Non Reimburse	0.00	1,980.00	11,497.25	2,766.25		9,517.25
1445-101		Reduced BRKFST-Non Reimbu	0.00	50.00	152.25	35.50		102.25
1445-200		Pd LUNCH-Non Reimburse	0.00	909,104.00	640,024.50	106,334.75	269,079.50	
1445-201		Reduced LUNCH-Non Reimbur	0.00	995.00	1,453.25	245.25		458.25
2401-000		Interest and Earnings	0.00	12,000.00	28,334.59	3,533.60		16,334.59
2770-000		Misc Rev Local Sources (Specif	0.00	0.00	105.03	30.00		105.03
2770-005		Rebates	0.00	0.00	1,115.62	0.00		1,115.62
5999-999		Est. for Carryover Encumbrance	0.00	42,764.28	0.00	0.00	42,764.28	
<b>Total SCHOOL LUNCH FUND</b>			<b>0.00</b>	<b>2,441,532.28</b>	<b>1,382,849.69</b>	<b>203,543.82</b>	<b>1,086,315.58</b>	<b>27,632.99</b>

**Selection Criteria**

Criteria Name: Last Run  
 As Of Date: 02/28/2025  
 Suppress revenue accounts with no activity  
 Show Actual revenue in 'As Of' cycle  
 Show special revenue accounts 5997-5999  
 Sort by: Fund/Revenue Code  
 Printed by RACHEL SMITH

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Budget Status Report As Of: 02/28/2025  
Fiscal Year: 2025

**Fund: F SPECIAL AID FUND**

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
ODE24 Driver Ed 2023-2024		0.00	27,870.40	27,870.40	27,870.40	0.00	0.00
ODE25 Driver Ed 2024-2025		0.00	116,484.00	116,484.00	79,833.78	6,126.36	30,523.86
OSE24 Summer Enrichment 2023-24		0.00	10.00	10.00	0.00	0.00	10.00
OSE25 Summer Enrichment 2024-25		-12,632.00	94,604.79	81,972.79	83,889.56	3,245.97	-5,162.74
OSE26 Summer Enrichment 2025-26		0.00	0.00	0.00	7,982.00	0.00	-7,982.00
OT124 Title I 2023-24		41,324.65	0.00	41,324.65	15,514.90	0.00	25,809.75
OT125 Title I 2024-25		188,070.00	0.00	188,070.00	82,990.20	38,375.39	66,704.41
OT224 Title II 2023-24		10,621.55	27,093.16	37,714.71	16,696.59	0.00	21,018.12
OT225 Title II 2024-25		85,745.00	0.00	85,745.00	34,443.64	26,123.26	25,178.10
OT324 Title III 2023-24		-1,849.66	20,993.09	19,143.43	11,975.62	0.00	7,167.81
OT325 Title III 2024-25		0.00	0.00	0.00	1,502.37	1,497.63	-3,000.00
OT424 Title IV 2023-24		27,773.30	0.00	27,773.30	0.00	0.00	27,773.30
OT425 Title IV 2024-25		14,652.00	0.00	14,652.00	621.78	0.00	14,030.22
OTC25 Teacher Ctr Grant 2025		65,867.00	0.00	65,867.00	55,756.20	1,842.49	8,268.31
61124 IDEA 611 2023-24		0.00	2,176.73	2,176.73	1,000.00	0.00	1,176.73
61125 IDEA 611 2024-25		1,368,162.00	0.00	1,368,162.00	385,130.04	346,481.50	636,550.46
61925 IDEA 619 2024-25		36,687.00	0.00	36,687.00	0.00	18,832.14	17,854.86
90024 ESY 2024-2025		0.00	0.00	0.00	401,349.66	0.00	-401,349.66
92324 1:1 AIDE ESY 2024-2025		0.00	0.00	0.00	701.82	0.00	-701.82
AESS2 ARP ESSER 2		0.00	0.00	0.00	0.00	0.00	0.00
ESY24 ESY 2024-25		0.00	0.00	0.00	426,245.44	31,304.06	-457,549.50
<b>Total SPECIAL AID FUND</b>		<b>1,824,420.84</b>	<b>289,232.17</b>	<b>2,113,653.01</b>	<b>1,633,504.00</b>	<b>473,828.80</b>	<b>6,320.21</b>

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Revenue Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: F SPECIAL AID FUND

Revenue Account	Subfund	Description	Original Estimate	Current Estimate	Year-to-Date	Current Cycle	Anticipated Balance	Excess Revenue
0SE25-2705-000	0SE25	Gifts & Donations	0.00	0.00	855.56	0.00		855.56
0DE25-2770-000	0DE25	Revenues From Local Sources	0.00	116,484.00	0.03	0.00	116,483.97	
0SE25-2770-000	0SE25	Revenues From Local Sources	0.00	94,376.37	29,348.00	0.00	65,028.37	
0SE26-2770-000	0SE26	Revenues From Local Sources	0.00	0.00	29,800.02	13,450.02		29,800.02
0DE25-2770-026	0DE25	Summer Driver Ed Prog Fees	0.00	0.00	1,200.00	0.00		1,200.00
0DE25-2770-027	0DE25	Fall Driver Ed Prog Fees	0.00	0.00	16,894.00	0.00		16,894.00
0DE25-2770-028	0DE25	Spring Driver Ed Prog Fees	0.00	0.00	40,950.00	1,200.00		40,950.00
0TC25-3289-001	0TC25	Teacher Center Grant	0.00	0.00	16,466.00	0.00		16,466.00
0T124-4126-000	0T124	Title I, Basic Grant	0.00	0.00	15,515.65	0.00		15,515.65
0T125-4126-000	0T125	Title I, Basic Grant	0.00	0.00	37,614.00	0.00		37,614.00
61124-4256-000	61124	Indiv. w/Disab. Ed Act (I	0.00	0.00	1,000.07	0.00		1,000.07
61125-4256-000	61125	Indiv. w/Disab. Ed Act (I	0.00	0.00	273,632.00	0.00		273,632.00
61925-4256-000	61925	Indiv. w/Disab. Ed Act (I	0.00	0.00	7,337.00	0.00		7,337.00
0T224-4289-000	0T224	Other Federal Aid	0.00	0.00	16,696.71	0.00		16,696.71
0T225-4289-000	0T225	Other Federal Aid	0.00	0.00	17,149.00	0.00		17,149.00
0T324-4289-000	0T324	Other Federal Aid	0.00	0.00	11,976.43	0.00		11,976.43
0T425-4289-000	0T425	Other Federal Aid	0.00	0.00	2,930.00	0.00		2,930.00
<b>Total SPECIAL AID FUND</b>			<b>0.00</b>	<b>210,860.37</b>	<b>519,364.47</b>	<b>14,650.02</b>	<b>181,512.34</b>	<b>490,016.44</b>

**Selection Criteria**

Criteria Name: Last Run  
 As Of Date: 02/28/2025  
 Suppress revenue accounts with no activity  
 Show Actual revenue in 'As Of' cycle  
 Show special revenue accounts 5997-5999  
 Sort by: Fund/Revenue Code  
 Printed by RACHEL SMITH

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Budget Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: H CAPITAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
00000	Current Yr/Default Sbfnd	59,457,295.36	4,302,111.37	63,759,406.73	808,607.27	3,504,780.15	59,446,019.31
00BUS	Bus Purchase Reserve	0.00	2,229,241.00	2,229,241.00	2,227,906.28	0.00	1,334.72
02024	JRE Reconstruction	0.00	158,701.58	158,701.58	172,624.62	3,568.90	-17,491.94
03029	SHS Reconstruction	0.00	160,852.03	160,852.03	174,350.49	35,869.95	-49,368.41
04022	ACE Reconstruction	0.00	96,549.09	96,549.09	100,672.69	4,343.90	-8,467.50
05022	MCE Reconstruction	0.00	189,587.38	189,587.38	200,410.67	3,432.79	-14,256.08
06021	PRE Reconstruction	0.00	178,586.30	178,586.30	182,468.41	4,543.90	-8,426.01
07021	BRMS Reconstruction	0.00	254,339.70	254,339.70	270,458.73	9,523.07	-25,642.10
08017	TRE Reconstruction	0.00	157,150.53	157,150.53	178,510.17	4,543.90	-25,903.54
09027	MHS Reconstruction	0.00	259,166.82	259,166.82	269,208.50	40,266.20	-50,307.88
0CRIT	Capital Reserve-INST TECH	500,000.00	0.00	500,000.00	0.00	0.00	500,000.00
20230	Capital Funded by General	0.00	17,627.33	17,627.33	17,627.33	0.00	0.00
20240	Capital Funded by General	0.00	512,004.38	512,004.38	385,667.87	128,300.51	-1,964.00
20250	Capital Funded by General	0.00	600,000.00	600,000.00	202,624.53	219,148.34	178,227.13
25003	CRMS Reconstruction	0.00	224,044.88	224,044.88	235,549.42	10,567.91	-22,072.45
ECR24	Emergency Proj.-CRMS HVAC	250,000.00	0.00	250,000.00	0.00	0.00	250,000.00
<b>Total CAPITAL FUND</b>		<b>60,207,295.36</b>	<b>9,339,962.39</b>	<b>69,547,257.75</b>	<b>5,426,686.98</b>	<b>3,968,889.52</b>	<b>60,151,681.25</b>

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Revenue Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: H CAPITAL FUND

Revenue Account	Subfund	Description	Original Estimate	Current Estimate	Year-to-Date	Current Cycle	Anticipated Balance	Excess Revenue
20250-5031-025	20250	Interfund Transfers 2024-25	0.00	0.00	600,000.00	0.00		600,000.00
<b>Total CAPITAL FUND</b>			<b>0.00</b>	<b>0.00</b>	<b>600,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>600,000.00</b>

**Selection Criteria**

Criteria Name: Last Run  
 As Of Date: 02/28/2025  
 Suppress revenue accounts with no activity  
 Show Actual revenue in 'As Of' cycle  
 Show special revenue accounts 5997-5999  
 Sort by: Fund/Revenue Code  
 Printed by RACHEL SMITH

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These are estimates to balance the budget

# PITTSFORD CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: V DEBT SERVICE

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
9711-600	Principal	0.00	3,175,000.00	3,175,000.00	3,175,000.00	1,740,000.00	-1,740,000.00
9711-700	Interest	0.00	1,533,375.00	1,533,375.00	1,169,750.00	748,750.00	-385,125.00
<b>Total DEBT SERVICE</b>		<b>0.00</b>	<b>4,708,375.00</b>	<b>4,708,375.00</b>	<b>4,344,750.00</b>	<b>2,488,750.00</b>	<b>-2,125,125.00</b>

**PITTSFORD CENTRAL SCHOOL DISTRICT**

Revenue Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: V DEBT SERVICE

Revenue Account	Subfund	Description	Original Estimate	Current Estimate	Year-to-Date	Current Cycle	Anticipated Balance	Excess Revenue
2401-000		Interest & Earnings	0.00	0.00	99,070.82	12,617.51		99,070.82
5031-000		Interfund Trans from Gen	0.00	4,708,375.00	4,344,750.00	0.00	363,625.00	
<b>Total DEBT SERVICE</b>			<b>0.00</b>	<b>4,708,375.00</b>	<b>4,443,820.82</b>	<b>12,617.51</b>	<b>363,625.00</b>	<b>99,070.82</b>

**Selection Criteria**

Criteria Name: Last Run  
 As Of Date: 02/28/2025  
 Suppress revenue accounts with no activity  
 Show Actual revenue in 'As Of' cycle  
 Show special revenue accounts 5997-5999  
 Sort by: Fund/Revenue Code  
 Printed by RACHEL SMITH

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These are estimates to balance the budget

Budgetary Transfer Report

Fiscal Year: 2025

Current Appropriation - Effective From: 02/01/2025 To: 02/28/2025

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To
<b>Fund: A - GENERAL FUND</b>						
02/10/2025	016035	To provide funds for NYS required science labs - C. Salerno	A510-2010-500-0010 R	CURINS Supplies	-200.00	
			A511-2010-500-0076 R	STD Science Supplies		200.00
02/10/2025	016047	To provide funds for NASP membership for Sean Roche.	A510-2010-500-0012 R	CURINS Std Office Supplie	-15.00	
			A511-2010-468-0055 R	STD Psych Memberships		15.00
02/10/2025	017065	TO PROVIDE FUNDS FOR FUTURE WORLD LANGUAGE SUPPLY ORDERS	A232-2110-421-0134 R	CR World Lang Meeting Exp	-250.00	
			A232-2110-500-0134 R	CR World Lang Supplies		250.00
02/05/2025	017212	To provide funds to purchase 2 new 2025 F-350 trucks	A640-1621-200-0621 R	OM Custodial Equipment	-119,730.90	
			A640-1620-200-0620 R	OM Equipment		119,730.90
02/05/2025	017326	TO PROVIDE FUNDS FOR NURSE SUPPLY ORDER	A232-2110-500-0100 R	CR SchISuppt Supplies	-30.33	
			A232-2815-500-0815 R	CR HealthSv Supplies		30.33
02/10/2025	017419	To provide funds for NCTM membership renewal for Heather Clayton.	A511-2010-468-0054 R	STD ENL Memberships	-50.00	
			A510-2010-468-0010 R	CURINS Membership		50.00
02/10/2025	017573	To provide funds for Social Studies T&C for Bethany Patterson and Teresa Roets.	A510-2010-465-0012 R	CURINS Std Office Trav Co	-600.00	
			A511-2010-465-0082 R	STD SocStudies Trav Conf		600.00
02/04/2025	017718	To provide funds for RPO Fieldtrip cost.	A114-2110-500-0110 R	MC Tch RegSch Supplies	-214.35	
			A114-2110-493-0110 R	MC Tch RegSch Yng Aud-Cul		214.35
02/04/2025	017900	To cover 4th grade Sam Patch field trip	A113-2020-500-0020 R	JR Supr RegSch Supplies	-1,901.40	
			A113-2110-493-0110 R	JR Tch RegSch Yng Aud-Cul		1,901.40
02/04/2025	017916	To pay All County dues for orchestra	A115-2110-468-0165 R	PR Music Vocal Membership	-12.00	

			A115-2110-468-0164 R	PR Music Instr Membership	12.00
02/04/2025	017969	To cover the purchase order for one Data Team employee to attend the Interchange conference 2025	A550-2060-500-0060 R	DAT Supplies & Materials	-300.00
			A550-2060-465-0060 R	DAT Travel and Conference	300.00
02/04/2025	018103	TO PROVIDE FUNDS FOR MUSICAL INTERPRETER	A232-2110-468-0100 R	CR SchISupt Memberships	-200.63
			A232-2110-400-0100 R	CR SchISupt Contr Svc	200.63
02/04/2025	018106	To help cover BOCES Causewave Staff Support	A720-1240-468-0002 R	SUPT Memberships	-300.00
			A720-1240-490-0002 R	SUPT BOCES Services	300.00
02/04/2025	018108	TO COVER THE COST OF MCSMA ALL COUNTY INSTRUMENTAL FEES	A231-2110-500-0100 R	BR SchISupt Supplies	-396.00
			A231-2110-468-0164 R	BR Music Instr Membership	396.00
02/06/2025	018111	TO COVER THE COST OF MCSMA ALL COUNTY VOCAL FEES	A231-2110-500-0100 R	BR SchISupt Supplies	-180.00
			A231-2110-468-0165 R	BR Music Vocal Membership	180.00
02/06/2025	018118	To move funds to be used to buy library books.	A117-2610-400-0610 R	TR Library Contr Svc	-379.00
			A117-2610-500-0610 R	TR Library Supplies	379.00
02/10/2025	018163	Moving funds to BC TRE music vocal membership To cover costs of Elementary and JR High All-County	A117-2110-500-0165 R	TR Music Vocal Supplies	-15.00
			A117-2110-468-0165 R	TR Music Vocal Membership	15.00
02/07/2025	018255	TO COVER THE COST OF SUPPLIES NEEDED FOR REMAINDER OF SCHOOL YEAR	A231-2110-455-0143 R	BR HomeCar Equip Rpr	-150.00
			A231-2110-500-0143 R	BR HomeCar Supplies	150.00
02/07/2025	018257	To cover the cost of additional library textbooks	A115-2610-500-0610 R	PR Library Supplies	-2,000.00
			A115-2610-481-0610 R	PR Library Textbooks	2,000.00
02/10/2025	018327	Funds for a an athletic end of year highlights video.	A300-2855-490-0855 R	HS Athletics BOCES Srvc	-3,000.00
			A300-2855-400-0855 R	HS Athletics Contr Svc	3,000.00
02/07/2025	018352	To fund the temporary employment in Accounts Payable	A610-1310-490-0310 R	FIN BusAdmn BOCES	-20,000.00
			A610-1310-400-0310 R	FIN BusAdmn Contr Svc	20,000.00
02/10/2025	019083	INCREASE CULTURAL ARTS BUDGET FOR BOCES AID PORTION FOR SHS	A470-2110-490-0110 R	BOCES Tch RegSch Sv	-746.00
			A340-2110-493-0110 R	SHS Tch RegSch Yng Aud-Cu	746.00
02/10/2025	019088	RECODE CLOSED CARRY-FORWARD PO'S BACK TO MAIN CODE, CANNOT USE BUDGET FOR CURRENT YEAR CULTURAL ARTS	A340-2110-493-0110 R	SHS Tch RegSch Yng Aud-Cu	-1,150.00
			A470-2110-490-0110 R	BOCES Tch RegSch Sv	1,150.00
02/10/2025	019091	MOVE FUNDS INTO BOCES TCH REG TO ALLOCATE TO CULTURAL ARTS FOR 2024-25 FROM OCTOBER 2024	A610-1310-490-0310 R	FIN BusAdmn BOCES	-4,663.15

			A470-2110-490-0110 R	BOCES Tch RegSch Sv		4,663.15
02/10/2025	019094	ALLOCATE DW PTSA DONATION TO BUILDINGS PER ENROLLMENT FOR CULTURAL ARTS 2024-25	A470-2110-490-0110 R	BOCES Tch RegSch Sv	-8,000.00	
			A112-2110-493-0110 R	AC Tch RegSch Yng Aud-Cul		508.92
			A113-2110-493-0110 R	JR Tch RegSch Yng Aud-Cul		715.08
			A114-2110-493-0110 R	MC Tch RegSch Yng Aud-Cul		935.66
			A115-2110-493-0110 R	PR Tch RegSch Yng Aud-Cul		622.81
			A117-2110-493-0110 R	TR Tch RegSch Yng Aud-Cul		729.50
			A231-2110-493-0110 R	BR Tch RegSch Yng Aud-Cul		970.26
			A232-2110-493-0110 R	CR Tch RegSch Yng Aud-Cul		882.32
			A340-2110-493-0110 R	SHS Tch RegSch Yng Aud-Cu		1,281.68
			A341-2110-493-0110 R	MHS Tch RegSch YngAud-Cul		1,353.77
02/12/2025	019371	CRMS EXTRACLASS COVERING SOME COSTS FOR MCSMA	A830-9040-800-0804 R	BEN Workers Compensation	-369.00	
			A232-2110-468-0164 R	CR Music Instr Membership		264.00
			A232-2110-468-0165 R	CR Music Vocal Membership		105.00
02/12/2025	019372	COVER CRMS PTSA DONATION FOR BALSATRON	A830-9040-800-0804 R	BEN Workers Compensation	-1,495.00	
			A232-2110-500-0149 R	CR Technology Supplies		1,495.00
02/24/2025	019373	TO PAY FOR SHS ODYSSEY OF THE MIND MEMBERSHIP	A340-2110-500-0100 R	SHS SchISuppt Supplies	-240.00	
			A340-2110-468-0100 R	SHS SchISuppt Memberships		240.00
02/19/2025	019544	Brad Spencer OT	A640-1621-173-0621 R	OM Cust OT/Extra Hr	-16.51	
			A670-5510-165-0510 R	TRN Bus Drivers Salaries		16.51
02/25/2025	019559	To cover the cost of cultural arts activities	A117-2110-500-0100 R	TR SchISuppt Supplies	-3,477.80	
			A117-2110-493-0110 R	TR Tch RegSch Yng Aud-Cul		3,477.80
02/25/2025	019574	TO PROVIDE FUNDS FOR WORLD LANGUAGES PAPER ORDER	A232-2110-500-0134 R	CR World Lang Supplies	-95.32	
			A232-2110-506-0100 R	CR SchISuppt Copy Paper		95.32
02/25/2025	019604	TO PROVIDE FUNDS FOR KILN REPAIR	A232-2110-500-0100 R	CR SchISuppt Supplies	-1,143.00	
			A232-2110-455-0100 R	CR SchISuppt Equip Rpr		1,143.00
02/24/2025	019620	TO COVER COST OF MCSBA COMMITTEE MEETINGS FOR BOE MEMBERS	A710-1060-400-0006 R	BOE Dist Mtg Exp Cont Svc	-2,000.00	
			A710-1010-465-0001 R	BOE Travel & Conference		2,000.00
02/25/2025	019726	TO PROVIDE FUNDS FOR PENDING ORDER, 7TH GRADE FIELD TRIP TO JA DISCOVERY CENTER.	A231-2110-403-0110 R	BR Tch RegSch Field Trip	-1,445.34	
			A231-2110-493-0110 R	BR Tch RegSch Yng Aud-Cul		1,445.34
02/26/2025	019764	To fund additional contract transportation from Bus driver vacancy codes	A670-5510-165-0510 R	TRN Bus Drivers Salaries	-50,000.00	
			A670-5540-400-0540 R	TRN Contr Transportation		50,000.00
02/26/2025	019773	Cover Legal invoices being processed				

02/28/2025 020586 To provide funds for negative budget codes

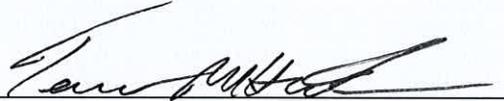
A820-1910-425-0910 R	FEES Unallocated Insuranc	-10,000.00	
A820-1420-426-0420 R	FEES Legal Fees		10,000.00
A100-2110-434-0190 R	ES Strategic Planning	-500.00	
A100-2610-173-0610 R	ES Library OT/Extra Hr	-75.00	
A113-2110-141-0100 R	JR SchISuppt Sub Tchr Sal	-5,500.00	
A113-2110-403-0110 R	JR Tch RegSch Field Trips	-50.00	
A113-2110-500-0110 R	JR Tch RegSch Supplies	-1,200.00	
A113-2250-121-2250 R	JR SpEd Tchr Salary	-27,000.00	
A114-2110-468-0165 R	MC Music Vocal Membership	-52.00	
A114-2110-500-0100 R	MC SchISuppt Supplies	-3,300.00	
A115-2110-112-0110 R	PR Tch RegSch Kdg Sal	-9,000.00	
A115-2110-135-0100 R	PR SchISuppt InstLdr Stp	-200.00	
A115-2110-400-0110 R	PR Tch RegSch Contr Svc	-800.00	
A117-2110-141-0100 R	TR SchISuppt Sub Tchr Sal	-1,000.00	
A117-2110-500-0110 R	TR Tch RegSch Supplies	-700.00	
A117-2610-162-0610 R	TR Library Para Salary	-7,000.00	
A117-2815-171-0815 R	TR HealthSv Reg Nrse Sal	-200.00	
A117-2820-159-0820 R	TR PsychSv Psych Salary	-32,000.00	
A200-2110-154-0100 R	MS SchISuppt Summer Wrk	-800.00	
A200-2855-137-0855 R	MS Athletics Coach Salary	-9,000.00	
A231-2110-480-0100 R	BR SchISuppt Textbooks	-40.00	
A232-2020-161-0020 R	CR Supr RegSch Clerk Sal	-16,000.00	
A232-2110-455-0164 R	CR Music Instr Equip Rpr	-1.00	
A232-2110-500-0100 R	CR SchISuppt Supplies	-350.00	
A232-2250-162-2250 R	CR SpEd Para Salary	-1,500.00	
A232-2810-500-0810 R	CR Counseling Supplies	-1.00	
A300-2855-404-0855 R	HS Athletics St Chmpnshps	-2,000.00	
A340-2110-400-0625 R	SHS-Security Contr Svc	-100.00	
A340-2110-480-0164 R	SHS Music Instr Textbooks	-250.00	
A340-2250-162-2250 R	SHS SpEd Para Salary	-4,500.00	
A340-2815-173-0815 R	SHS HealthSv OT/Extra Hr	-1,200.00	
A340-2850-155-0850 R	SHS Co-Curric Stipends	-4,000.00	
A341-2110-169-0100 R	MHS SchISuppt Para Subs	-2,500.00	
A341-2110-400-0100 R	MHS SchISuppt Contr Svc	-40.00	
A410-2250-161-2251 R	SpEd Office Clerk Salary	-350.00	
A511-2010-468-0082 R	STD SocStudies Membership	-5.00	
A520-2830-466-0830 R	PS Mileage	-2.00	
A530-2630-180-0630 R	ITS Computer Inst Sup/Tec	-50,000.00	
A540-2070-120-0173 R	ProfDev TC TOSA	-20,000.00	
A620-1430-161-0430 R	PER Clerical/Secretarial	-1,200.00	
A670-5510-165-0510 R	TRN Bus Drivers Salaries	-10,000.00	
A670-5510-173-0510 R	TRN Overtime/Extra Hr	-3,500.00	
A670-5510-500-0510 R	TRN Supplies & Materials	-3,000.00	

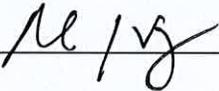
A100-2110-466-0100 R	ES SchISuppt Mileage	500.00
A100-2815-173-0815 R	ES HealthSv OT/Extra Hr	75.00
A112-2110-161-0100 R	AC SchISuppt Clerk Sal	5,500.00
A113-2020-150-0020 R	JR Supr RegSch Admn Sal	2,000.00
A113-2110-121-0110 R	JR Tch RegSch 1-3	25,000.00
A113-2110-406-0165 R	JR Music Vocal Entry Fees	50.00
A113-2250-500-2250 R	JR SpEd Supplies	1,200.00
A114-2110-468-0164 R	MC Music Instr Membership	52.00
A114-2110-480-0110 R	MC Tch RegSch Textbooks	3,300.00
A115-2020-141-0020 R	PR Supr RegSch Admn Sub	200.00
A115-2110-121-0110 R	PR Tch RegSch 1-3	9,000.00
A115-2110-493-0110 R	PR Tch RegSch Yng Aud-Cul	800.00
A117-2020-150-0020 R	TR Supr RegSch Admn Sal	250.00
A117-2020-465-0020 R	TR Supr RegSch Trav Conf	700.00
A117-2110-145-0100 R	TR SchISuppt Proctors	1,000.00
A117-2110-161-0100 R	TR SchISuppt Clerk Sal	7,000.00
A117-2110-168-0100 R	TR SchISuppt Clerk Subs	1,000.00
A117-2110-169-0100 R	TR SchISuppt Para Subs	6,000.00
A117-2110-173-0100 R	TR SchISuppt OT/Extra Hr	200.00
A117-2810-157-0810 R	TR Counselor Salary	24,750.00
A200-2850-156-0850 R	MS Co-Curric-Dist Emp	800.00
A200-2855-139-0855 R	MS Athletics-Other Employ	9,000.00
A231-2610-481-0610 R	BR Library Textbooks	40.00
A232-2110-161-0100 R	CR SchISuppt Clerk Sal	16,000.00
A232-2110-162-0100 R	CR SchISuppt Para Salary	1,500.00
A232-2110-400-0100 R	CR SchISuppt Contr Svc	350.00
A232-2110-455-0165 R	CR Music Vocal Equip Rpr	1.00
A232-2815-500-0815 R	CR HealthSv Supplies	1.00
A300-2855-401-0855 R	HS Athletics Chaperones	2,000.00
A340-2020-150-0020 R	SHS Supr RegSch Admn Sal	4,000.00
A340-2110-163-0100 R	SHS SchISuppt Security Sa	3,500.00
A340-2110-168-0100 R	SHS SchISuppt Clerk Subs	1,000.00
A340-2110-173-0100 R	SHS SchISuppt OT/Extra Hr	1,200.00
A340-2110-400-0134 R	SHS World Lang Contr Svc	100.00
A340-2110-406-0164 R	SHS Music Instr Entry Fee	250.00
A341-2110-168-0100 R	MHS SchISuppt Clerk Subs	2,500.00
A341-2110-400-0116 R	MHS Business Contr Svc	40.00
A410-2250-173-2251 R	SpEd Overtime/Extra Hr	350.00
A511-2010-465-0082 R	STD SocStudies Trav Conf	5.00
A520-2830-465-0830 R	PS Travel and Conference	2.00
A530-2630-151-0630 R	ITS Computer Inst Teacher	70,000.00
A620-1430-168-0430 R	PER Clerical/Secretary Su	1,200.00
A670-5510-465-0510 R	TRN Travel and Conference	3,000.00
A670-5530-173-0530 R	TRN Overtime/Extra Hr	3,500.00

02/28/2025 021720 To provide funds for negative budget codes

A670-5540-400-0540 R	TRN Contr Transportation		10,000.00
A112-2110-500-0110 R	AC Tch RegSch Supplies	-80.00	
A117-2110-500-0110 R	TR Tch RegSch Supplies	-2,500.00	
A232-2110-500-0100 R	CR SchISuppt Supplies	-175.00	
A232-2110-500-0153 R	CR Reading Supplies	-50.00	
A610-1310-490-0310 R	FIN BusAdmn BOCES	-1,700.00	
A112-2610-500-0610 R	AC Library Supplies		80.00
A113-2110-493-0110 R	JR Tch RegSch Yng Aud-Cul		1,700.00
A117-2110-492-0100 R	TR SchISuppt Print Servs		2,500.00
A232-2110-400-0100 R	CR SchISuppt Contr Svc		175.00
A232-2110-500-0158 R	CR Math Supplies		50.00
<b>Total for Fund A - GENERAL FUND</b>		<b>-458,186.73</b>	<b>458,186.73</b>

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





Date of Treasurer's Report for BOE review

\_\_\_\_\_

Date Completed

3/20/25

Person Completing

Cheyl Muscarella

# Pittsford Schools

Terrence Hasseler  
Budget Director

Administrative Offices  
75 Barker Road - East Wing  
Pittsford, NY 14534  
585.267.1036  
Fax: 585.381.9368  
Terrence\_hasseler@pittsford.monroe.edu

Date: April 8th, 2025

To: Michael Vespi, Assistant Superintendent for Business

From: Terrence Hasseler, Budget Director 

Re: Budget Transfer Request – Barker Road PA system

Due to the PA system at Barker Road East failing it must be replaced for safety purposes. Various BOCES codes and Salary codes will be reduced that are currently favorable.

After reviewing the current budget, the District anticipates funds remaining in numerous salary code budget lines due to vacancies and shifts in staffing throughout the year. In addition, there are numerous BOCES codes that are favorable due to fluctuations in purchasing. Pursuant to Board Policy 5330, any transfer in excess of \$75,000 between function codes requires Board of Education approval. Therefore, we recommend for consideration the following resolution:

***BE IT RESOLVED***, that the Board of Education of the Pittsford Central School District does hereby approve the budget transfer of **\$750,000** to be allocated into BOCES codes 640-1621-490-0621– **OM BOCES Services** from various other BOCES codes and Salary Codes. These surpluses were caused by vacancies and fluctuation in services ordered.

*MV/nn*

*Cc: Terrence Hasseler*

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# Pittsford Schools

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Administrative Offices  
75 Barker Road - East Wing  
Pittsford, NY 14534  
585.267.1036

Fax: 585.381.9368

Terrence\_hasseler@pittsford.monroe.edu

Terrence Hasseler  
Budget Director

Date: April 8th, 2025

To: Michael Vespi, Assistant Superintendent for Business

From: Terrence Hasseler, Budget Director 

Re: Budget Transfer Request – Flooring and Fire Alarms

Due to flooring throughout the district that is in need of replacement and favorable conditions this past winter a transfer is being requested to address some of these concerns. In addition, fire alarms at both Jefferson Road and Mendon Center need attention for safety concerns. A transfer from Operations and Maintenance utility codes into Operation and Maintenance Contractual code is being requested.

After reviewing the current budget, the District anticipates funds in Operation and Maintenance Utility codes to be available to fund Operation and Maintenance Contractual codes. A transfer of \$850,000 is being requested to address the concerns listed above. Pursuant to Board Policy 5330, any transfer in excess of \$75,000 between function codes requires Board of Education approval. Therefore, we recommend for consideration the following resolution:

***BE IT RESOLVED***, that the Board of Education of the Pittsford Central School District does hereby approve the budget transfer of **\$850,000** to be allocated into **Operations and Maintenance Contractual code 640-1620-400-0620 OM Contractual Services** from **640-1620-418-0622 OM Utilities Electricity (\$550,000)** and **640-1620-420-0622 OM Utilities Natural Gas (\$300,000)**. These surpluses were caused by favorable winter conditions.

MV/nn

Cc: Terrence Hasseler

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# Pittsford Schools

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

Fax: 585.381.9368

Michael\_Vespi@pittsford.monroe.edu

Michael Vespi  
Assistant Superintendent for Business

Date: April 8, 2025  
To: Michael Pero, Superintendent of Schools  
From: Michael Vespi, Assistant Superintendent for Business *M Vespi*  
Re: 2023 CIP Campus Construction Contract Amendment

In the attached memo dated July 11, 2023, that addressed the original appointment of Campus Construction Management Group, Inc. for the current capital project, I indicated that the district would have an option to add an additional field manager at \$90 per hour if needed. Now that the alternate bids have been awarded, it is necessary to add an additional field manager but instead of paying \$90 per hour, we will be adding an assistant project manager for \$75 per hour.

The idea is to use this additional staffing to supervise the alternate work that will now be taking place at each elementary school, the Lomb Building, and the site work at SHS, MHS and BRMS. Originally it was unknown if there would be enough funding for this work after the bid opening. We are very pleased that the bids were favorable, and we can now complete all the additional work for mental health spaces.

The project has a positive balance remaining from Phase I and there are also additional funds from the incidental contingency budget that can be used to offset this increase which is anticipated not to exceed \$415,920. Please let me know if you have any questions or concerns.

I therefore recommend the following resolution to be approved by the Board of Education.

**BE IT RESOLVED** that the Board of Education of the Pittsford Central School District does hereby approve the 2023 Capital Improvement Project contract amendment with Campus Construction Management Group, Inc in the amount of Four Hundred Fifteen Thousand Nine Hundred Twenty Dollars (\$415,920) for an assistant project manager.

*MV:nn*

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# Pittsford Schools

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Administrative Offices  
75 Barker Road - East Wing  
Pittsford, NY 14534  
**585.267.1053**

Fax: 585.381.9368

Michael\_Vespi@pittsford.monroe.edu

Michael Vespi  
*Assistant Superintendent for Business*

Date: July 11, 2023  
To: Michael Pero, Superintendent of Schools  
From: Michael Vespi, Assistant Superintendent for Business  
Re: Campus Construction Management Proposal

On March 28<sup>th</sup>, voters approved a \$69.8 million capital project that includes the construction of more secure entrances at every building, various HVAC upgrades and the installation of emergency generators at all remaining locations. The project also includes a building addition and renovation work at Mendon High School and major renovation and reconstruction work along with the removal of temporary classrooms at Barker Road Middle School. Site work improvements include new tennis courts at both high schools, restrooms at the Mendon High School field and additional drainage at playing fields. (A much more detailed description of the project is available online.)

Campus Construction Management was part of the team that worked on pre-referendum planning for the approval of this project since 2019. (They did not charge a fee for any of these services.) Construction for the project is expected to take place over a five-year period beginning in the summer of 2024. Campus has tentatively scheduled a construction management team to be in place through 2028. Staffing is expected to include a project executive, senior project manager, district liaison/project manager, and two project managers and one field manager with an option to add an additional field manager if necessary. Other administrative staffing includes an administrative assistant and chief estimator. The district will provide a suitable field office, equipment, supplies and internet access as necessary.

Campus has been providing construction management services to the district for over 20 years. They have an extensive knowledge of every building in the district. Their team has both the technical and leadership skills to help the district complete this project in a successful manner. The proposal has been reviewed by legal counsel and is consistent with prior district proposals. For your consideration is the approval of the attached agreement for a fee of **\$4,078,135** with the option to add an additional field manager if needed during the reconstruction project at a cost of \$90 per hour. The following resolution is provided for approval:

***BE IT RESOLVED*** that the Board of Education of the Pittsford Central School District does hereby accept the Proposal for Construction Management Services from Campus Construction Management in the total amount of Four Million, Seventy-eight Thousand, One Hundred Thirty-five Dollars (\$4,078,135) for services in conjunction with the Capital Project approved by voters on March 28, 2023.

***BE IT ALSO RESOLVED*** the Board approves the rate of Ninety Dollars (\$90.00) per hour for the cost of one additional field manager should it be deemed necessary.

*MV:nn*

*Attachment*  
*cc: L. Reister*

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

## RECOMMENDATION FOR COMPETITIVE BID AWARD

TO: Board of Education  
FROM: Michael Vespi, Assistant Superintendent for Business  
(Prepared by Leslie Pawluckie, Purchasing Agent)  
BOE DATE: April 8, 2025  
TOPIC: RFB 2025-01 Transportation Services  
LEGAL AD: March 11, 2025, *The Daily Record*  
BID OPENING: March 27, 2025, 11:00 A.M.  
BUDGET: Transportation Budget A-670-5540-400-0540

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

ITEM BID	RECOMMENDED VENDOR	AMOUNT
Transportation Services (additional charges for wheelchair bus, bus attendant, and mileage outside the Pittsford Central School District boundaries)	Transpo Bus Services LLC, dba TBS	\$371.00 per round trip

### Other Bids Received

Ontario Bus - \$528.00 per round trip  
First Student - No Bid

**Comments:** RFB 2025-01 Transportation bid contract is valid from Board of Education award through last day of school in June 2026. Two bids were received and reviewed by Carla Grove, Director of Transportation; Elizabeth Woods, Director of Special Education; and Leslie Pawluckie, Purchasing Agent. Bid is recommended for award based on per trip expenses.

  
\_\_\_\_\_  
Michael Vespi, Assistant Superintendent for Business

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

## RECOMMENDATION FOR COMPETITIVE BID AWARD

TO: Board of Education  
FROM: Michael Vespi, Assistant Superintendent for Business  
(Prepared by Leslie Pawluckie, Purchasing Agent)  
BOE DATE: April 8, 2025  
TOPIC: RFP Transportation Efficiency Study  
SOLICITATION DATE: March 13, 2025,  
BID OPENING: March 28, 2025, 11:00 A.M.  
BUDGET: Transportation Budget A-670-5540-400-0540

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

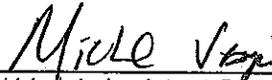
ITEM BID	RECOMMENDED VENDOR	AMOUNT
Transportation Efficiency Study	Transfinder	\$28,000.00

### Other Proposals Received

On the Bus - \$36,051.00

TAS - \$30,000.00

**Comments:** RFP for Transportation Efficiency Study contract is valid from Board of Education award through the conclusion of the study. Three proposals were received and reviewed by Michael Vespi, Assistant Superintendent for Business and Leslie Pawluckie, Purchasing Agent. Proposal is recommended for award based on price and thoroughness of proposal.



Michael Vespi, Assistant Superintendent for Business

# Pittsford Schools

## Field Trip Approval Form (Athletic/Secondary)

This form must be filled out for every district field trip. Complete and submit at least three months in advance for an overnight, out of state or out of country trip and 30 days for a day trip.

**Date of application:** 3/10/25

**School Requesting Trip:** SHS



**Date(s) of trip:** 4/26/25 - 4/30/25

**Classification of trip:** (Check all that apply)

- Day Trip
- Overnight without missing instructional time
- Overnight with missing instructional time
- Out of state
- Out of country

**Type of field trip:** Extracurricular

**Class/Club/Team Name Participating in the Trip:**

DECA Sutherland

**Reason for Trip:**

Students will compete at the International Career Development Conference in the event in which they qualified for at the State Career Conference or will attend the Leadership Academy in the relevant Academy. Advisor will participate in the Professional Learning Series Workshops.

**Trip Initiator(Teacher/Advisor/Coach):**

Jennifer

Nicholas

First Name

Last Name

**Trip Initiator Email:** jennifer\_nicholas@pittsford.monro

**Number of substitute teacher(s) to be needed for the date(s) of the trip?** 3



**TRIP LOGISTICS**

Have both the district and building calendars been checked for conflicts?

- Yes
- No
- None

Identify conflicts:

**Trip Destination Address:** (if overnight trip, provide name and address of overnight lodging)

**Name:** Fairfiled Inn and Suites Orlando  **Street Address:** 10815 or 10801 International Dr  
**City:** Orlando **State:** Florida **Zip:** 32821

**Date(s) of Departure from School:** Saturday, April 26, 2025  
**Time(s) of Departure from School:** N/A - Parent transport to ROC airport  
**Date(s) of Return to School:** Wednesday, April 30, 2025  
**Time(s) of Return to School:** N/A - Parent pick up at ROC airport  
**Estimated round trip miles:**

**Estimated Number of Students participating in trip:** 2  
**Estimated Number of PCSD Chaperones participating in trip:** 1  
**Estimated Number of Parent Chaperones participating in trip:** 0

Is a nurse needed to attend the trip? No   
Are you aware of the process for collecting, administering, distributing and securing medication? Yes   
Are you aware of the process for accommodating students with IEP's, allergies, and/or medical conditions? Yes

Is trip insurance available for this trip?  
 Yes  No, Explain → ok

Type of transportation. Check all that apply:  
 Pittsford School Bus  
 Non-Pittsford School Bus  
 Commercial Tour Bus  
 Train  
 Airplane ←  
 Other

## TRIP COSTS - Expenses

Are you aware of any students who may require alternative financial support in order to attend? No - Explain

Estimated trip cost per student: \$ 1280

Additional costs per student (spending money, event fees, food, gratuities, etc):\$ 425

Estimated Trip Insurance fee per student (if applicable): \$ 0

## TRIP FUNDING - Payments

Student payments will be made to: Other, please specify Sutherland DECA

Please describe any fundraising (if involved):

No fundraising.

## Supervision of Overnight, Extended, Out-of-State, Out-of-Country Trips

Name of Tour Company used to manage trip:

Date of Parent Informational Meeting: 4/24/25

Date of Chaperone Meeting:

**Supervision Details i.e. baggage checks, curfews, room check-ins, non-direct supervision activities:**

Bag checks in the morning BEFORE boarding the plane. Curfew as outlined by ICDC DECA is at 12:30am. Room check-ins immediately after curfew each night.

**Trip Adviser agrees to provide the Code of Conduct during the mandatory parent meeting and will obtain confirmation that all participants have read and agree to the code of conduct**  
*Policy 8460: The District Code of Conduct applies to all participants at all times during a trip. Participation by students or adult supervisors may be terminated for a violation of the Code of Conduct during the trip. All expenses arising out of such an infraction, including travel expenses back to school and damage to property, are the responsibility of the student's parents, or in the case of an adult supervisor, that individual.*

Trip Adviser Initials: JAN

**Trip Adviser will provide participants with the field trip cancellation policy and will obtain confirmation that all participants have read this policy.**

*Policy 8460: The Superintendent or designee reserves the right to cancel a field trip, particularly if security and safety is in doubt.*

Trip Adviser Initials: JAN

**Curricular / Instructional**

**Instructional Objectives (Be specific, include outcomes, desired proficiency level and how you will measure the standards and district curriculum goals it meets.):**

Students prepare and practice for competitive event role plays for several months for the Regional Competition and State Career Conference. Role Play events directly align with Business department curriculum and goals.

**Preparation Activities (How will the student be prepared to for the trip as an instructional activity?):**

Students take practice exams, practice role play event scenarios and prepare for competition. In addition, there are networking events and academies for the students to participate in.

**On Trip Activities (What instructional activities will occur on the trip?):**

Students present and compete in competitive events in front of business professionals in the area of the competitive event. When not competing, students will be attending leadership, teamwork, and critical thinking skill workshops, plays

**Follow-Up Activities (Upon return, what activities will occur to enrich the experience and to determine if the objectives were achieved?):**

Upon return, members will share experiences with club members who did not attend.

**What instructional provisions have been made to help participants keep up with other classes that they will miss?**

Students know they are responsible for discussing the missing classes with their teachers. They understand that they are responsible for completing any missed assignments in a timely manner as determined with the teacher.

**What specific plans have been made for the continued instruction of those students who will not participate in the field trip?**

Sub plans will be prepared for the classes that I will be missing.

**Other remarks about trip not included in any of the above fields:**

Leadership Academy (Elevate) is for enhancing the leadership skills of current and incoming officers.

**Approvals:**

**Building Principal Initials:**



**Date:**

**Director Initials:**

**Date:**

**Superintendent Initials:**



**Date:**

3/14/24

**Board Approval Date:**



**SUBJECT: BOARD OF EDUCATION: QUALIFICATIONS, NUMBERS, AND TERMS OF OFFICE**

A Board member of the District must meet the following qualifications:

- a) A citizen of the United States;
- b) Eighteen years of age or older;
- c) Able to read and write;
- d) A legal resident of the District for a continuous and uninterrupted period of at least one year prior to the election;
- e) Cannot be an employee of the District;
- f) The only member of his or her family (that is, cannot be a member of the same household) on the District Board;
- g) May not simultaneously hold another incompatible public office, including, but not limited to Superintendent, clerk, tax collector, treasurer or librarian, or an employee of the Board;
- h) Must not have been removed from a school district office within one year preceding the date of appointment or election to the Board.

**Number of Members**

The Board of the District will consist of seven members elected by the qualified voters of the District at the annual election as prescribed by law.

**Terms of Office**

Members of the Board will serve for three (3) years beginning July 1 following their election and each term will expire on the 30th day of June of the third year.

**Ex Officio Student Board Members**

The Board will have at least one ex officio student Board member. Ex officio student Board members will be entitled to sit with Board members at all public meetings and hearings of the Board and may participate in other Board activities and responsibilities at the discretion of the Board. However, ex officio student Board members will:

- a) Not be allowed to vote;

(Continued)

**SUBJECT: BOARD OF EDUCATION: QUALIFICATIONS, NUMBERS, AND TERMS OF OFFICE (Cont'd.)**

- b) Not be allowed to attend executive sessions or any other meetings or hearings not open to the public; and
- c) Not be entitled to receive compensation of any form for participating at Board meetings.

Ex officio student Board members will serve on the Board for a term of one year, commencing July 1 and ending June 30.

**Selecting Ex Officio Student Board Members**

To be designated as an ex officio student Board member the student must have attended a District high school for at least one year prior to selection.

The ex officio student members of the Board may be any of the following:

- a) The student that has been duly elected as student president of the high school;
- b) A student duly elected by the student body;
- c) A student selected by the high school student government;
- d) A student selected by the high school principal;
- e) A student selected by the Superintendent; or
- f) A student selected by a majority vote of the Board.
- g) The District will take into consideration the number of high schools within the District and provide a mechanism which allows for fair representation among the schools.

Education Law Sections 1602, 1702(1), 1804(1), 1950(9), 2101, 2102, 2103, 2103-a, 2130(1), 2105, 2502  
Education Law Sections 1703, 1804, 1901, 1950, 2004, 2012, 2018, 2025, 2029, 2031-a, 2031, 2032,  
2034, 2105(14), 2121, 2502, 2602, 2608(1), and 2610

Public Officers Law Section 3

Town Law Section 23(1)

Pittsford Central School District Adopted: 6/28/82

Revised: 2/20/89, 3/11/96, 12/11/00, 10/12/04, 4/16/24; 4/8/25

Adoption Date: 4/8/25