



Oneida-Herkimer-Madison BOCES

4747 Middle Settlement Road • New Hartford, NY 13413
www.oneida-boces.org

DATE: May 6, 2025

TO: Cooperative Board Members
Superintendents of Schools

Please be advised that the Regular Meeting of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, will be held on Wednesday, May 14, 2025 at 4:30 p.m. in the Howard D. Mettelman Learning Center.

Respectfully,

Lori A. Wrobel
Clerk of the Board

We are collaborators, working together and partnering with leaders in education, business, industry, government and the local community to promote inclusive educational and career opportunities and equitable access in order to prepare all of our learners for the dynamic world of today and tomorrow.



AGENDA

Cooperative Board Regular Meeting
May 14, 2025 at 4:30 p.m.
The Howard D. Mettelman Learning Center
Middle Settlement Road, New Hartford, New York

Draft Timeline

- 4:30** I. Call to Order
- II. Pledge of Allegiance
- 4:35** III. Recognition
 - Student Presenters
- 4:50** IV. Recognition of Visitors
- 4: 55** V. Communications
 - A. From the Floor
 - General questions from board members?
 - Commentary from board members?
 - B. Correspondence

5:00 VI. Reports

- District Superintendent Reports
 -

- 5:15 VII. A.** Approval of the Minutes of the Regular Meeting of March 12, 2025 (page __)
Approval of Annual Meeting Minutes of April 2, 2025 (page __)
Approval of the Minutes of the Regular Meeting of April 9, 2025 (page __)

5:15 VIII. EXECUTIVE SESSION

Executive Session Items:

	discussing the employment history of a particular person(s)
	discussing matters that may lead to the appointment of a particular person (or alternatively, a particular corporation)
	discussing collective negotiations pertaining to the BAA Union, pursuant to Article 14 of the Civil Service Law
	discussing the (purchase) (sale) (lease) of a particular parcel of land, disclosure of which could affect the value of the property
	discussing the (administration) (preparation) (grading) of the _____ exam
	discussing proposed litigation
	discussing matters which could imperil public safety if disclosed

5:30 IX. Approval of Consent Agenda (B., C., D.)

B. Financial Report (page 31)

1. Acceptance of Report of the Treasurer, February 2025
2. Acceptance of Report of the Treasurer, March 2025
3. Approval of 2024-2025 Budget Adjustment Report, February 2025
4. Approval of 2024-2025 Budget Adjustment Report, March 2025

C. Personnel Report (page __)

- a. Retirements
 - 1. Teaching/Certified Staff
 - 2. Non-Instructional/Classified Staff
- b. Resignations
 - 1. Teaching/Certified Staff
 - 2. Non-Instructional/Classified Staff
- c. Unpaid Leave(s) of Absence
 - 1. Teaching/Certified Staff
 - 2. Non-Instructional/Certified Staff
- d. Appointments
 - 1. Teaching Staff/Certified Staff
 - a. Recommendation for Probationary Appointment(s)
 - b. Recommendation for Tenure Appointments
 - 2. Non-Instructional/Classified Staff
 - a. Recommendation for Provisional Appointment(s)
 - b. Recommendation for Probationary Appointment(s)
 - c. Recommendation for Part-Time Appointment(s)
 - d. Recommendation for Temporary Appointment(s) Non-Competitive Civil Service Title
 - e. Recommendation for Permanent Appointments from Civil Service Listing
 - f. Recommendation for Permanent Appointment(s) Non-Competitive Civil Service Title
- e. Stipends
 - 1. Teaching/Certified Staff
 - a. Recommendation for additional Stipends
- f. Terminations
 - 1. Non-Instructional/Classified Staff
 - a. Recommendation for Termination

D. Action Items (page __)

- 1. Approval of Board Policies (**First Reading**)
 - 6001 Temporary and Part-Time Summer Employment
 - 6002 Professional Staff Separation
 - 6003 Complaints and Grievances by Employees
 - 6004 Employee Compensation
 - 6100 Certification and Incidental Teaching (Delete)

Agenda
Cooperative Board Regular Meeting
May 14, 2025
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2. Approval of Board Policies (**First Reading**)
2307 Ex Officio Student Member of the Board
6107 Mentoring Programs for First Year Teachers
6200 Employee Health Examinations
6202 Drug and Alcohol Testing (Transportation)
6203 Fingerprinting and Criminal History Records Checks for
Prospective Employees
3. Approval of State Environmental Quality Review Act (SEQRA) HVAC
Replacement Project
4. Approval of Internal Auditing Services 2025-2026
5. Approval of External Auditing Services June 30, 2026 through June
30, 2028
6. Adoption of the BOCES 2025-2026 Budget
7. Approval of Elementary Science Kit Supply Bid Award 2025-2026
School Year
8. Approval of Central New York Health Home Network Contract
9. Approval of Helio Health Contract
10. Approval of Perch Place LLC Contract
11. Approval of TIM Academy Contract
12. Approval of Utica Safe Schools Healthy Students Contract

5:40 X. Board Topic(s)/Discussion Item(s)
- Process 3 - Board Officer Election

5:45 XI. Old Business

6:00 XII. Adjournment

Dinner

ONEIDA-HERKIMER-MADISON BOCES
TREASURER'S REPORT
APRIL 2025 BOARD MEETING

FOR THE MONTH ENDING FEBRUARY 2025

BANK BALANCES BY FUND:

FUND	BANK	TYPE	BEGINNING BALANCE	PLUS RECEIPTS	MINUS DISBURSE	ENDING BALANCE
CAPITAL	JPM/CHASE	MMKT	8,321.49	12.77	-	8,334.26
GENERAL	JPM/CHASE	MMKT	5,207,606.54	17,974,719.94	16,778,957.24	6,403,369.24
GENERAL-MULTI C/E	JPM/CHASE	CHECK	1,723,488.59	16,394,497.32	16,372,263.01	1,745,722.90
GENERAL-MULTI C/F	JPM/CHASE	CHECK	847,023.52	9,028,844.80	9,872,000.00	3,868.32
GENERAL-LEARNING	JPM/CHASE	CHECK	2,069.68	480.10	-	2,549.78
GENERAL-MULTI C/F NBT		MMKT	15,281.37	-	-	15,281.37
GENERAL FUND	MCB	MMKT	586,338.82	1,874.00	-	588,212.82
LUNCH-MULTI C/D	JPM/CHASE	CHECK	-	352,863.87	352,863.87	-
LUNCH-MULTI C/R	JPM/CHASE	CHECK	4,902.59	1,097.20	4,000.00	1,999.79
LUNCH C/R	JPM/CHASE	CHECK	221.81	10,579.25	10,000.00	801.06
LUNCH-MULTI C/R	NBT	MMKT	6,967.85	17,068.20	15,000.00	9,036.05
LUNCH FUND	MCB	MMKT	2,093,508.50	6,693.49	-	2,100,201.99
SPEC AID-MULTI C/R NBT		MMKT	-	-	-	-
SPEC AID-MULTI C/R	JPM/CHASE	CHECK	384.64	403,678.00	404,000.00	62.64
SPEC AID-MULTI C/D	JPM/CHASE	CHECK	-	1,213.65	1,213.65	-
TRUST/CM SCHOL	NBT	MMKT	-	-	-	-
TRUST/CM SCHOL	JPM/CHASE	MMKT	70,945.38	108.84	-	71,054.22
EXTRA-CURR/CM	JPM/CHASE	MMKT	20,178.07	-	2,571.13	17,606.94
TOTAL CASH			10,587,238.85	44,193,731.43	43,812,868.90	10,968,101.38

TOTAL CASH BY FUND:

CAPITAL	8,334.26
GENERAL	8,759,004.43
SCHOOL LUNCH	2,112,038.89
SPECIAL AID	62.64
SCHOLARSHIPS	71,054.22
EXTRA-CURRICULAR	17,606.94
	10,968,101.38

TOTAL CASH BY BANK:

MCB	2,688,414.81
JPM/CHASE	8,255,369.15
NBT	24,317.42
	10,968,101.38

CHECKING RECONCILIATION:

BANK BALANCE	OUTSTANDING CHECKS	ENDING BALANCE
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8,884,362.26 7,138,639.36 1,745,722.90

19,757.13 2,150.19 17,606.94

CERTIFICATION:

THIS IS TO CERTIFY THAT THE
FOREGOING TREASURER'S REPORT IS
TRUE TO THE BEST OF MY KNOWLEDGE
INFORMATION AND BELIEF.

Christine Turczyn
CHRISTINE TURCZYN TREASURER

Michele North
MICHELE NORTH DEPUTY TREASURER

GENERAL FUND

REVENUE STATUS AS OF: February 28, 2025					
Original Estimate	Adjustments	Current Estimate	Year to Date	Anticipated Balance	Excess Revenue
94,356,575.45	12,097,170.50	106,453,745.95	61,029,248.76	43,831,858.23	209,123.28

BUDGET STATUS AS OF: February 28, 2025					
Initial Appropriation	Adjustments	Current Appropriations	Year to Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
94,356,575.45	12,097,170.50	106,453,745.95	52,308,281.44	34,525,545.23	19,619,919.28

SCHOOL LUNCH FUND

REVENUE STATUS AS OF: February 28, 2025					
Original Estimate	Adjustments	Current Estimate	Year to Date	Anticipated Balance	Excess Revenue
7,967,300.00	205,000.00	8,172,300.00	4,655,449.67	3,619,905.72	103,055.39

BUDGET STATUS AS OF: February 28, 2025					
Initial Appropriation	Adjustments	Current Appropriations	Year to Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
7,967,300.00	205,000.00	8,172,300.00	3,591,902.98	2,402,130.72	2,178,266.30

ADJUSTMENTS OVER 10%

CODE	\$ CHANGE	EXPLANATION
A109 Occup. Ed./Madison BOCES	11,103	Madison Oneida BOCES Occupational Education Adjustments to Actual
A214 Scndry IntMgt.Needs/Madison BOCES	38,477	Madison Oneida BOCES Special Education Reports Adjustment to Actual
A228 Skills Dev-Elem (12:1:1)/Madison BOCES	61,682	Madison Oneida BOCES Special Education Reports Adjustment to Actual
A232 Autism-Secondary (6:1:1)/Madison BOCES	(48,469)	Madison Oneida BOCES Special Education Reports Adjustment to Actual
A479 DL Synergy Virtual HS/CITI BOCES	(38,230)	CITI BOCES Synergy Virtual High School-NH,WH
A543 Hard/Software/Oswego BOCES	(6,907)	CITI BOCES CLO Hardware -WA
A639 Transp./Madison BOCES	3,420	Madison Oneida BOCES Bus Training-CL,RE

ONEIDA-HERKIMER-MADISON BOCES
TREASURER'S REPORT
EXTRA-CURRICULAR FUND

BOARD MEETING PRESENTATION
February 28, 2025

CHECKING ACCOUNT - NBT BANK

CLUB ACCOUNT BALANCES

BALANCE: BEGINNING OF THE MONTH	\$	20,178.07	FUTURE FARMERS OF AMERICA	\$	5,618.18
PLUS: RECEIPTS	\$	-	SKILLS USA	\$	5,891.20
LESS: EXPENDITURES	\$	(2,571.13)	P-TECH	\$	5,685.78
BALANCE: END OF MONTH	\$	17,606.94	SALES TAX	\$	411.78
BANK RECONCILIATION			ACCOUNT TOTALS, END OF MONTH	\$	17,606.94
BALANCE PER BANK STATEMENT	\$	19,757.13			

PLUS: DEPOSITS IN TRANSIT

LESS: OUTSTANDING CHECKS

RECONCILED BALANCES

CASH: END OF MONTH

CASH: END OF MONTH

CERTIFICATION: THIS IS TO CERTIFY THAT THE FOREGOING TREASURER'S REPORT IS TRUE TO THE BEST OF MY KNOWLEDGE, INFORMATION, & BELIEF.

Conan T. Ward

TREASURER, EXTRA-CURRICULAR ACTIVITY FUND

RECONCILING ITEMS

DEPOSITS IN TRANSIT

DATE

AMOUNT

TOTAL

-

OUTSTANDING CHECKS

CHECK NUMBER

AMOUNT

1280	60.65
1329	50.00
1332	50.00
1369	120.00
1429	125.00
1433	50.00
1465	1,364.54
1468	290.00
1469	40.00
	<u>2,150.19</u>

ONEIDA HERKIMER MADISON BOCES

Revenue Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
001 ADMINISTRATIVE COSER			4,293,680.36	157,955.00	4,451,635.36	1,755,890.23	2,608,794.43	71,004.30
002 CAPITAL/RENT EXPENDITURES			3,394,208.00	-103,882.00	3,290,326.00	2,001,897.46	1,288,428.54	0.00
101 OCCUPATIONAL EDUCATION			9,465,979.00	-433,791.32	9,032,187.68	5,411,217.84	3,620,243.01	1,847.85
102 ADULT EDUCATION			45,427.75	0.00	45,427.75	27,256.65	18,171.10	0.00
103 SECONDARY OCC ED/MADISON BOCES			22,890.00	-22,890.00	0.00	0.00	0.00	0.00
107 CTE-HANDICAPPED			765,000.00	-47,029.68	717,970.32	429,128.59	286,571.41	0.00
109 OCC. ED./MADISON BOCES XC			43,184.00	1,228.00	44,412.00	21,465.80	22,946.20	0.00
201 8:1:2 PROGRAM			8,900,123.26	-1,056,846.20	7,843,277.06	4,807,538.32	3,033,299.18	0.00
202 INTENSE MGMT NEEDS/MADISON BOCES			73,034.42	42,790.58	115,825.00	64,791.20	51,033.80	0.00
204 12:1:1 MILD/MODERATE PROGRAM			2,297,649.44	-79,007.63	2,218,641.81	1,326,794.83	891,846.98	0.00
205 SPECIAL CLASS: OPTION 2/MADISON BOCE			368,320.00	69,852.83	438,172.83	225,535.80	212,637.03	0.00
206 TRANSITIONAL PLNG & IMPLEMENTATION			976,408.00	50,639.10	1,027,047.10	606,904.15	420,142.95	0.00
209 12:1:4 DEV/MD PROGRAM			6,997,076.09	178,129.96	7,175,206.05	4,326,106.78	2,845,631.05	0.00
214 SPECIAL ED. OPTION III/MADISON BOCES			379,855.00	-95,319.98	284,535.02	122,117.88	162,417.14	0.00
216 6:1:2 PROGRAM			2,209,019.50	-1,139,796.24	1,069,223.26	741,797.45	322,235.86	0.00
222 SPECIAL CLASS: OPTION 3/MADISON BOCE			242,848.50	107,635.94	350,484.44	196,488.92	153,995.52	0.00
225 ELEM IMN 6:1:2.5/MADISON			553,849.00	-188,974.46	364,874.54	224,955.33	139,919.21	0.00
228 SKILLS DEV-ELEM (12:1:1)/MADISON BOC			83,833.00	166,547.79	250,380.79	108,021.33	142,359.46	0.00
230 INTENSE MGMT NEED/MADISON BOCES			0.00	247,452.58	247,452.58	151,788.18	95,664.40	0.00
232 AUTISM-SECONDARY(6:1:1)/MADISON BOCE			166,520.00	142,770.44	309,290.44	160,671.96	148,618.48	0.00
303 ART			155,511.60	161,991.25	317,502.85	189,394.27	128,111.94	3.36
305 GUIDANCE			272,076.00	-54,415.20	217,660.80	130,596.48	87,064.32	0.00
306 TECHNOLOGY			90,413.40	0.00	90,413.40	54,248.04	36,165.36	0.00
307 ENGLISH			0.00	67,734.40	67,734.40	29,029.03	38,705.37	0.00
308 PHYSICAL EDUCATION			148,095.00	0.00	148,095.00	91,502.30	59,238.00	2,645.30
310 NURSE PRACTITIONER			367,396.40	4,009.78	371,406.18	217,422.49	153,983.69	0.00
312 SCHOOL PHYSICIAN			57,257.13	2,042.25	59,299.38	35,579.55	23,719.83	0.00
313 SCHOOL PSYCHOLOGIST			302,810.40	33,204.81	336,015.21	197,948.28	137,386.20	0.00
314 SCHOOL SOCIAL WORKER			288,078.00	-82,233.00	205,845.00	123,462.00	82,308.00	0.00
315 SPEECH IMPROVEMENT			793,203.00	132,023.40	925,226.40	538,459.18	386,767.22	0.00
316 VISUALLY IMPAIRED			119,557.50	398.52	119,956.02	71,933.76	48,022.26	0.00
318 DEAF			158,188.28	0.00	158,188.28	94,912.98	63,275.30	0.00
321 PHYS. THERAPY			169,740.00	0.00	169,740.00	101,844.00	67,896.00	0.00
322 OCCUPATIONAL THERAPY			225,304.80	0.00	225,304.80	135,182.88	90,121.92	0.00
325 HOME ECONOMICS			101,420.00	-40,568.00	60,852.00	36,511.20	24,340.80	0.00
326 ENGLISH/SECOND LANG. INTSR.			586,251.00	-98,794.15	487,456.85	290,712.01	196,924.84	180.00
332 CURRICULUM SUPERVISION COORDINATION			0.00	231,634.44	231,634.44	99,554.07	132,080.37	0.00
338 MUSIC TEACHER			264,480.00	37,468.00	301,948.00	181,462.66	120,485.34	0.00
345 SHARED BUSINESS OFFICIAL			0.00	78,631.00	78,631.00	20,310.34	40,620.66	0.00
346 AUDIOLOGY/OSWEGO BOCES			237,689.63	-11,707.36	225,982.27	141,822.14	94,521.73	10,361.60

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

These are estimates to balance the budget

ONEIDA HERKIMER MADISON BOCES

Revenue Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
355 GENERAL SUPERVISION COORDINATION			91,497.00	30,000.00	121,497.00	67,755.36	53,741.64	0.00
357 BILINGUAL/ESL ITINERANT MADISON BOCE			22,640.00	24,200.00	46,840.00	20,074.29	26,765.71	0.00
402 EXPLOR. ENRICHMENT/JEFF LEWIS BOCES			15,840.00	4,537.50	20,377.50	11,540.82	8,836.68	0.00
405 PERFORMING ARTS			411,363.18	61,271.25	472,634.43	269,017.32	210,039.61	6,572.50
408 ALTERNATIVE EDUCATION			7,891,028.40	-227,690.96	7,663,337.44	4,592,473.20	3,061,648.80	0.00
410 HOSPITAL BASED/ONONDAGA BOCES			8,856.00	1,404.00	10,260.00	7,491.28	4,344.69	1,575.97
411 ALTERNATIVE H.S. EQUIV			0.00	116,190.00	116,190.00	69,714.00	46,476.00	0.00
415 PORTABLE PLANETARIUM			5,850.00	19,131.00	24,981.00	7,163.58	4,561.42	720.00
417 GED - EA - MADISON BOCES			141,621.68	2,162.62	143,784.30	85,777.68	58,006.62	0.00
420 REGIONAL PROGRAM EXCELLENCE			199,486.00	-41,819.00	157,667.00	93,845.55	63,821.45	0.00
426 DISTANCE LEARNING/MADISON BOCES			675,806.78	246,356.72	922,163.50	500,892.18	421,271.32	0.00
428 SUMMER SCHOOL			530,835.00	495,261.00	1,026,096.00	624,473.02	401,629.36	6.38
438 DISTANCE LEARNING			1,917,064.30	163,692.88	2,080,757.18	1,046,472.76	722,488.36	58.19
462 EXPLORATORY ENRICHMENT/MONROE 2			0.00	1,224,262.75	1,224,262.75	577,562.94	653,870.42	7,170.61
463 Arts In Education			0.00	0.00	0.00	1.30	0.00	1.30
464 BRIGHT FUTURE ACADEMY/MADISON BOCES			0.00	40,529.70	40,529.70	13,622.92	26,906.78	0.00
479 DL SYNERGY VIRTUAL HS/CITI BOCES			47,790.00	-2,704.00	45,086.00	44,015.03	1,096.51	25.54
480 Early College Access - Dual Credit			0.00	226,338.00	226,338.00	113,169.00	113,169.00	0.00
502 EDUCATIONAL COMMUNICATIONS			1,135,512.32	18,882.29	1,154,394.61	662,018.57	480,783.83	2,761.76
504 TECHNICAL REPAIR SERVICE			1,032,424.00	375,663.39	1,408,087.39	652,310.86	466,613.78	78.89
505 PRINTING			1,426,424.00	220,057.13	1,646,481.13	899,487.38	687,522.33	5,845.77
509 SCH. CURR/CAYUGA BOCES			41,908.44	-8,634.72	33,273.72	20,306.61	13,337.26	370.15
510 LEARNING TECHNOLOGY			3,618,420.68	159,975.65	3,778,396.33	2,150,480.10	1,458,193.26	0.00
511 SCH. CURR./CAPITAL REGION			0.00	11,411.63	11,411.63	5,988.36	5,423.27	0.00
513 SCH CURR./FRANKLIN BOCES			0.00	1,985.00	1,985.00	1,102.80	882.20	0.00
514 MODEL SCHOOLS-MADISON BOCES			275,980.65	2,367.35	278,348.00	167,001.60	111,346.40	0.00
515 COMMON LEARNING OBJ-MADISON BOCES			3,115,007.23	514,664.58	3,629,671.81	2,160,834.24	1,468,837.57	0.00
518 SCIENCE KITS			1,410,632.29	-101,285.88	1,309,346.41	779,552.69	505,996.31	0.00
520 SCH CURR./MADISON BOCES			1,000.00	469.08	1,469.08	307.16	1,161.92	0.00
521 SCHOOL CURRICULUM IMPROVEMENT SERVIC			2,346,748.00	-49,299.97	2,297,448.03	1,360,235.22	937,212.81	0.00
528 SCH CURR./ONONDAGA BOCES			0.00	1,635.00	1,635.00	601.29	1,033.71	0.00
531 SCH. CURRIC/WSWHE BOCES			0.00	0.00	0.00	47.89	0.00	47.89
535 SCH CURRIC/HERKIMER BOCES			170.30	-102.18	68.12	40.86	27.26	0.00
538 MODEL SCHOOLS			140,974.32	4,981.00	145,955.32	87,573.20	58,382.12	0.00
543 HRD/SFTWARE/OSWEGO BOCES			3,625.10	12,262.44	15,887.54	12,066.84	3,994.46	173.76
545 COMMUNITY SCHOOL RESOURCES			2,848,400.06	8,274,684.40	11,123,084.46	6,253,108.39	4,869,976.07	0.00
547 CDOS CREDENTIAL MGT SYS OSWEGO BOCES			3,020.35	30.00	3,050.35	2,361.03	1,220.11	530.79
549 SEC III INTERSCHOLASTIC SPORTS/OOCM B			73,268.52	7,866.95	81,135.47	70,790.91	32,269.36	21,924.80
555 SUPERINTENDENT EVAL/ERIE 2 BOCES			7,565.00	374.48	7,939.48	4,982.13	3,175.78	218.43
560 CPSE			176,088.00	0.00	176,088.00	99,209.82	76,878.18	0.00

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

These are estimates to balance the budget

ONEIDA HERKIMER MADISON BOCES

Revenue Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
565 SCH CURRICULUM/ERIE 2 BOCES			6,600.00	-6,600.00	0.00	0.00	0.00	0.00
570 HOME SCHOOL COORDINATION/MADISON BOC			0.00	3,109.00	3,109.00	1,865.40	1,243.60	0.00
573 INSTR TECHNOLOGY/CAP REGION BOCES			1,751.12	5,984.52	7,735.64	3,874.10	3,861.54	0.00
574 SABA (SCHOOL AND BUSINESS ALLIANCE)			662,726.00	78,286.00	741,012.00	444,831.72	296,404.80	224.52
575 VOCATIONAL ASSESSMENT			4,750.00	0.00	4,750.00	2,850.00	1,900.00	0.00
576 LIBRARY MEDIA SERVICE			877,546.47	1,790.11	879,336.58	523,664.06	351,066.82	0.00
578 LIBRARY AUTOMATION - MADISON BOCES			163,288.00	6,806.00	170,094.00	101,376.57	68,717.43	0.00
579 DIVERSITY EQUITY & INCL/TOMPKINS BOC			1,436.00	-1,436.00	0.00	0.00	0.00	0.00
581 GRANT WRITING SVE/CAPITAL REG BOCES			0.00	19,819.88	19,819.88	11,891.94	7,927.94	0.00
586 LEARNING TECHNOLOGY/CAYUGA BOCES			0.00	77,411.98	77,411.98	38,706.00	38,705.98	0.00
601 COMPUTER SERVICES - MADISON BOCES			10,842,475.26	1,023,455.98	11,865,931.24	7,033,095.93	4,832,835.31	0.00
602 NEGOTIATIONS - MADISON BOCES			385,947.00	-150,533.76	235,413.24	134,627.40	100,785.84	0.00
603 SCHOOL COMMUNICATIONS			797,350.00	69,487.03	866,837.03	470,597.90	358,778.43	359.88
604 CENTRAL BUSINESS OFFICE			541,695.76	7,686.50	549,382.26	326,893.24	222,489.02	0.00
607 STAFF DEVELOPMENT - BUS DRIVERS			0.00	6,168.87	6,168.87	3,195.22	2,973.65	0.00
609 PLANNING SER: MANAGEMENT OCM BOCES			56,198.00	1,812.00	58,010.00	38,096.65	23,268.10	3,354.75
610 TELEPHONE INTERCONNECT			737,582.66	272,819.10	1,010,401.76	415,726.43	282,813.87	0.00
611 REGIONAL BUS MAINTENANCE-MADISON BOC			175,000.00	2,279.42	177,279.42	105,000.00	72,279.42	0.00
612 HEALTH COORDINATION/HERKIMER BOCES			12,259.00	639.26	12,898.26	7,710.55	5,187.71	0.00
614 SAFETY TRAINING/HERKIMER BOCES			21,320.00	-21,320.00	0.00	0.00	0.00	0.00
615 POLICY PLANNING ERIE I			13,289.38	619.46	13,908.84	8,345.30	5,563.54	0.00
616 EMPLOYEE ASSISTANCE PROGRAM			21,344.00	0.00	21,344.00	12,806.40	8,537.60	0.00
618 EMPLOYEE BENEFIT COORDINATION			137,150.00	0.00	137,150.00	82,290.00	54,860.00	0.00
620 SAFETY COORDINATOR			994,142.05	55,653.47	1,049,795.52	573,873.08	383,099.61	200.00
621 COORDINATION OF INSURANCE MANAGEMENT			7,375.00	0.00	7,375.00	4,425.00	2,950.00	0.00
622 REGIONAL BUS RADIOS - MADISON BOCES			9,928.00	240.00	10,168.00	6,097.80	4,070.20	0.00
623 STATE AID PLANNING - QUESTAR III BOC			42,180.00	840.00	43,020.00	25,812.00	17,208.00	0.00
625 SUBSTITUTE TEACHER SERVICE			176,023.00	9,721.75	185,744.75	102,113.44	70,675.56	0.00
626 CENTRAL SCHOOL FOOD MANAGEMENT			1,163,607.76	0.00	1,163,607.76	653,992.08	509,650.68	35.00
627 RECORDS RETENTION			122,400.00	94,094.87	216,494.87	85,366.35	56,910.90	0.00
628 TELECOMMUNICATIONS			310,835.40	177,295.97	488,131.37	252,008.05	124,334.12	65,506.77
631 COOPERATIVE BID/MAD. BOCES			61,116.30	2,245.70	63,362.00	37,987.48	25,374.52	0.00
632 HEALTH CARE COORD./DELAWARE BOC			24,747.00	-24,747.00	0.00	874.89	0.00	874.89
633 GASB 45 PLNG/QUESTAR III			21,155.00	766.00	21,921.00	13,152.60	8,768.40	0.00
634 STAFF DEV BD OF ED - HERKIMER BOCES			15,422.11	0.00	15,422.11	9,253.25	6,168.86	0.00
636 GASB 45 PLANNING/CLINTON-ESSEX			12,470.00	5,200.00	17,670.00	10,602.00	7,068.00	0.00
637 FIXED ASSET INVENTORY/QUESTAR III			31,461.00	870.00	32,331.00	19,398.60	12,932.40	0.00
639 TRANSP./MADISON BOCES			90.00	6,094.00	6,184.00	1,296.84	4,887.16	0.00
640 DRUG TESTING/JEFF-LEWIS BOCES			18,525.25	-1,604.00	16,921.25	8,595.03	8,326.22	0.00
641 ON-LINE APPL./PUTNAM BOCES			43,493.25	938.63	44,431.88	26,659.12	17,772.76	0.00

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

These are estimates to balance the budget

ONEIDA HERKIMER MADISON BOCES

Revenue Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
645 INFINITE CAMPUS/E, SUFFOLK BOCES			0.00	1,150.00	1,150.00	603.32	575.00	28.32
646 MEDICAID REIMBURSEMENT/MADISON BOCES			29,292.50	174.67	29,467.17	17,660.76	11,806.41	0.00
649 ACA COMPLIANCE/MADISON BOCES			17,287.05	1,112.25	18,399.30	11,039.58	7,359.72	0.00
650 TESTING - NYS ALT ADDMT-CAP REGION B			83,252.40	-69,520.65	13,731.75	7,814.05	5,917.70	0.00
651 SCRIC/BROOME BOCES			61,400.76	13,982.92	75,383.68	45,230.24	30,153.44	0.00
655 SPECIAL ED AID ASSISTANCE SVC/QUESTA			32,279.00	645.00	32,924.00	19,937.34	12,986.66	0.00
656 EMPLOYEE RELATIONS/ONC BOCES			18,411.00	1,305.00	19,716.00	12,918.68	7,886.40	1,089.08
657 PROJECT WORK/CAPITAL REGION BOCES			0.00	28,485.00	28,485.00	17,091.00	11,394.00	0.00
658 COOP BID/DCMO BOCES			25,351.06	-414.86	24,936.20	16,875.46	9,974.48	1,913.74
659 TIER 4 ENHANCED/CAP REGION BOCES			241,927.56	-9,293.31	232,634.25	139,580.56	93,053.69	0.00
660 EMPLOYEE ASSISTANCE/DCMO BOCES			8,347.12	969.14	9,316.26	4,021.59	5,323.58	28.91
661 WEB HOSTING/CAPITAL REGION BOCES			4,285.00	4,543.00	8,828.00	5,296.80	3,531.20	0.00
662 COMPUTER MANAGEMENT/S.WESTCHESTER BO			71,437.17	0.00	71,437.17	42,862.30	28,574.87	0.00
663 TRANSPORT PLANNING/FRANKLIN ESSEX BO			0.00	21,700.00	21,700.00	13,020.00	8,680.00	0.00
664 DATA ANALYTICS/CLINTON-ESSEX BOCES			0.00	10,541.67	10,541.67	5,270.84	5,270.83	0.00
679 PLANNING SERVICE/ERIE 2 BOCES			15,400.00	75,900.00	91,300.00	43,347.28	49,335.00	1,382.28
Total GENERAL FUND			94,356,575.45	12,097,170.50	106,453,745.95	61,029,248.76	43,831,858.23	209,123.28

Selection Criteria

Criteria Name: Shared: REV RPT FOR BD/MONTH Modified
As Of Date: 02/28/2025
Suppress revenue accounts with no activity
Print Summary Only
Sort by: Fund/CoSer
Printed by MICHELE M. NORTH

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

ONEIDA HERKIMER MADISON BOCES

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
001 ADMINISTRATIVE COSER		4,083,450.81	157,955.00	4,241,405.81	1,010,998.66	734,416.46	2,495,990.69
002 CAPITAL/RENT EXPENDITURES		3,394,208.00	-103,882.00	3,290,326.00	3,074,624.70	215,701.30	0.00
101 OCCUPATIONAL EDUCATION		7,172,644.84	-461,362.08	6,711,282.76	3,075,106.02	3,514,982.22	121,194.52
103 SECONDARY OCC ED/MADISON BOCES		22,890.00	-22,890.00	0.00	0.00	0.00	0.00
105 SUMMER COSMETOLOGY		20,000.00	-20,000.00	0.00	0.00	0.00	0.00
107 CTE-HANDICAPPED		975,942.98	-47,029.68	928,913.30	318,534.76	469,035.50	141,343.04
109 OCC. ED./MADISON BOCES XC		43,184.00	1,228.00	44,412.00	19,033.71	0.00	25,378.29
201 8:1:2 PROGRAM		5,771,885.75	-865,520.36	4,906,365.39	2,149,658.19	2,973,708.81	-217,001.61
202 INTENSE MGMT NEEDS/MADISON BOCES		73,034.42	42,790.58	115,825.00	51,477.78	0.00	64,347.22
204 12:1:1 MILD/MODERATE PROGRAM		1,365,466.21	-46,065.69	1,319,400.52	525,787.11	724,842.53	68,770.88
205 SPECIAL CLASS: OPTION 2/MADISON BOCES		368,320.00	69,852.83	438,172.83	182,171.05	0.00	256,001.78
206 TRANSITIONAL PLNG & IMPLEMENTATION		917,772.00	50,639.10	968,411.10	39,202.50	52,397.90	876,810.70
209 12:1:4 DEV/MD PROGRAM		3,511,738.31	410,652.34	3,922,390.65	1,455,819.47	2,005,351.80	461,219.38
214 SPECIAL ED. OPTION III/MADISON BOCES		379,855.00	-95,319.98	284,535.02	106,988.46	0.00	177,546.56
216 6:1:2 PROGRAM		1,452,323.60	-1,032,217.60	420,106.00	394,246.62	434,285.50	-408,426.12
222 SPECIAL CLASS: OPTION 3/MADISON BOCES		242,848.50	107,635.94	350,484.44	163,342.29	0.00	187,142.15
225 ELEM IMN 6:1:2.5/MADISON		553,849.00	-188,974.46	364,874.54	195,335.35	0.00	169,539.19
228 SKILLS DEV-ELEM (12:1:1)/MADISON BOCES		83,833.00	166,547.79	250,380.79	89,634.66	0.00	160,746.13
230 INTENSE MGMT NEED/MADISON BOCES		0.00	247,452.58	247,452.58	126,672.04	0.00	120,780.54
232 AUTISM-SECONDARY(6:1:1)/MADISON BOCES		166,520.00	142,770.44	309,290.44	136,628.14	0.00	172,662.30
303 ART		323,753.72	32,398.25	356,151.97	114,773.96	142,860.20	98,517.81
305 GUIDANCE		252,293.31	0.00	252,293.31	102,954.13	132,008.11	17,331.07
306 TECHNOLOGY		134,824.70	0.00	134,824.70	63,886.55	74,012.18	-3,074.03
307 ENGLISH		0.00	63,514.40	63,514.40	26,034.23	33,609.98	3,870.19
308 PHYSICAL EDUCATION		289,595.39	-98,730.00	190,865.39	79,924.47	104,208.25	6,732.67
310 NURSE PRACTITIONER		448,628.48	4,009.78	452,638.26	206,484.81	245,105.39	1,048.06
312 SCHOOL PHYSICIAN		63,686.22	2,042.25	65,728.47	41,648.64	27,765.75	-3,685.92
313 SCHOOL PSYCHOLOGIST		578,811.80	-78,947.19	499,864.61	227,234.00	262,413.56	10,217.05
314 SCHOOL SOCIAL WORKER		301,508.81	-104,662.00	196,846.81	76,243.81	123,241.32	-2,638.32
315 SPEECH IMPROVEMENT		776,360.40	132,023.40	908,383.80	413,225.98	503,453.25	-8,295.43
316 VISUALLY IMPAIRED		116,626.61	398.52	117,025.13	45,540.56	67,329.41	4,155.16
318 DEAF		151,938.28	0.00	151,938.28	60,327.67	88,753.61	2,857.00
321 PHYS. THERAPY		163,110.45	0.00	163,110.45	70,585.04	95,124.23	-2,598.82
322 OCCUPATIONAL THERAPY		206,304.80	0.00	206,304.80	99,674.22	136,690.80	-30,060.22
325 HOME ECONOMICS		187,340.00	-101,420.00	85,920.00	32,518.44	36,819.56	16,582.00
326 ENGLISH/SECOND LANG. INTSR.		578,242.45	-66,224.65	512,017.80	244,479.86	351,585.84	-84,047.90
332 CURRICULUM SUPERVISION COORDINATION		0.00	231,634.44	231,634.44	236,521.14	0.00	-4,886.70
338 MUSIC TEACHER		310,817.31	-28,652.00	282,165.31	96,553.03	117,501.48	68,110.80
345 SHARED BUSINESS OFFICIAL		0.00	78,631.00	78,631.00	74,565.13	0.00	4,065.87
346 AUDIOLOGY/OSWEGO BOCES		237,689.63	-11,707.36	225,982.27	105,146.91	0.00	120,835.36

ONEIDA HERKIMER MADISON BOCES

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
355 GENERAL SUPERVISION COORDINATION		89,997.00	30,000.00	119,997.00	47,435.56	42,566.30	29,995.14
357 BILINGUAL/ESL ITINERANT MADISON BOCES		22,640.00	24,200.00	46,840.00	17,565.00	0.00	29,275.00
402 EXPLOR. ENRICHMENT/JEFF LEWIS BOCES		15,840.00	4,537.50	20,377.50	20,377.50	0.00	0.00
405 PERFORMING ARTS		410,074.20	61,271.25	471,345.45	189,333.14	215,952.16	66,060.15
408 ALTERNATIVE EDUCATION		6,626,046.09	69,814.54	6,695,860.63	2,847,738.26	3,632,680.38	215,441.99
410 HOSPITAL BASED/ONONDAGA BOCES		8,856.00	1,404.00	10,260.00	1,620.00	0.00	8,640.00
411 ALTERNATIVE H.S. EQUIV		0.00	116,190.00	116,190.00	0.00	0.00	116,190.00
415 PORTABLE PLANETARIUM		5,850.00	19,131.00	24,981.00	837.26	0.00	24,143.74
417 GED - EA - MADISON BOCES		141,621.68	2,162.62	143,784.30	68,815.10	0.00	74,969.20
420 REGIONAL PROGRAM EXCELLENCE		187,041.90	-41,819.00	145,222.90	75,492.14	59,566.48	10,164.28
426 DISTANCE LEARNING/MADISON BOCES		675,806.78	246,356.72	922,163.50	420,761.56	0.00	501,401.94
428 SUMMER SCHOOL		515,737.09	475,121.11	990,858.20	903,277.96	37,814.63	49,765.61
438 DISTANCE LEARNING		1,843,137.84	171,334.09	2,014,471.93	809,870.98	749,853.70	454,747.25
461 DISTANCE LEARNING/CAPITAL REGION BOCES		0.00	0.00	0.00	0.00	0.00	0.00
462 EXPLORATORY ENRICHMENT/MONROE 2		0.00	1,224,262.75	1,224,262.75	953,385.75	0.00	270,877.00
464 BRIGHT FUTURE ACADEMY/MADISON BOCES		0.00	40,529.70	40,529.70	9,226.94	0.00	31,302.76
479 DL SYNERGY VIRTUAL HS/CITI BOCES		47,790.00	-2,704.00	45,086.00	46,345.20	0.00	-1,259.20
480 Early College Access - Dual Credit		0.00	242,298.00	242,298.00	115,500.00	115,500.00	11,298.00
502 EDUCATIONAL COMMUNICATIONS		1,171,404.29	18,882.29	1,190,286.58	460,152.96	363,446.22	366,687.40
504 TECHNICAL REPAIR SERVICE		1,317,705.36	380,235.89	1,697,941.25	740,279.77	567,450.36	390,211.12
505 PRINTING		1,425,141.06	222,057.13	1,647,198.19	910,436.65	810,832.15	-74,070.61
509 SCH. CURR/CAYUGA BOCES		41,908.44	-8,634.72	33,273.72	17,689.87	3,116.75	12,467.10
510 LEARNING TECHNOLOGY		3,526,362.55	126,533.78	3,652,896.33	1,639,628.38	997,339.85	1,015,928.10
511 SCH. CURR./CAPITAL REGION		0.00	11,411.63	11,411.63	11,374.44	37.19	0.00
513 SCH CURR./FRANKLIN BOCES		0.00	1,985.00	1,985.00	1,985.00	0.00	0.00
514 MODEL SCHOOLS-MADISON BOCES		275,980.65	2,367.35	278,348.00	139,168.75	0.00	139,179.25
515 COMMON LEARNING OBJ-MADISON BOCES		3,115,007.23	514,664.58	3,629,671.81	2,247,302.07	0.00	1,382,369.74
518 SCIENCE KITS		1,279,013.44	-101,285.88	1,177,727.56	548,087.73	411,748.55	217,891.28
520 SCH CURR./MADISON BOCES		1,000.00	469.08	1,469.08	256.75	0.00	1,212.33
521 SCHOOL CURRICULUM IMPROVEMENT SERVICE		2,434,461.63	-19,992.57	2,414,469.06	912,546.74	606,489.53	895,432.79
528 SCH CURR./ONONDAGA BOCES		0.00	1,635.00	1,635.00	1,635.00	0.00	0.00
535 SCH CURR/HERKIMER BOCES		170.30	-102.18	68.12	0.00	0.00	68.12
538 MODEL SCHOOLS		315,499.32	4,981.00	320,480.32	174,036.98	136,154.30	10,289.04
543 HRD/SFTWARE/OSWEGO BOCES		3,625.10	12,262.44	15,887.54	12,998.88	0.00	2,888.66
545 COMMUNITY SCHOOL RESOURCES		2,790,497.60	8,307,078.98	11,097,576.58	5,476,994.78	4,695,293.21	925,288.59
547 CDOS CREDENTIAL MGT SYS OSWEGO BOCES		3,020.35	30.00	3,050.35	1,698.00	0.00	1,352.35
549 SEC III INTERSCHOLASTIC SPORTS/OCM BOCES		73,268.52	7,866.95	81,135.47	40,567.75	8,113.52	32,454.20
555 SUPERINTENDENT EVAL/ERIE 2 BOCES		7,565.00	374.48	7,939.48	3,969.75	793.95	3,175.78
560 CPSE		166,088.00	0.00	166,088.00	82,898.77	80,976.22	2,213.01
565 SCH CURRICULUM/ERIE 2 BOCES		6,600.00	-6,600.00	0.00	0.00	0.00	0.00

ONEIDA HERKIMER MADISON BOCES

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
570 HOME SCHOOL COORDINATION/MADISON BOCES		0.00	3,109.00	3,109.00	1,554.50	0.00	1,554.50
573 INSTR TECHNOLOGY/CAP REGION BOCES		1,751.12	5,984.52	7,735.64	7,735.64	0.00	0.00
574 SABA (SCHOOL AND BUSINESS ALLIANCE)		677,791.99	51,078.40	728,870.39	254,267.48	225,300.51	249,302.40
575 VOCATIONAL ASSESSMENT		13,250.00	0.00	13,250.00	0.00	0.00	13,250.00
576 LIBRARY MEDIA SERVICE		827,582.46	1,790.11	829,372.57	572,532.51	195,792.37	61,047.69
578 LIBRARY AUTOMATION - MADISON BOCES		163,288.00	6,806.00	170,094.00	85,132.50	0.00	84,961.50
579 DIVERSITY EQUITY & INCL/TOMPKINS BOCES		1,436.00	-1,436.00	0.00	0.00	0.00	0.00
581 GRANT WRITING SVE/CAPITAL REG BOCES		0.00	19,819.88	19,819.88	11,561.61	1,651.65	6,606.62
586 LEARNING TECHNOLOGY/CAYUGA BOCES		0.00	77,411.98	77,411.98	34,405.33	8,601.33	34,405.32
601 COMPUTER SERVICES - MADISON BOCES		10,842,475.26	1,023,455.98	11,865,931.24	6,942,807.71	0.00	4,923,123.53
602 NEGOTIATIONS - MADISON BOCES		385,947.00	-150,533.76	235,413.24	112,481.90	0.00	122,931.34
603 SCHOOL COMMUNICATIONS		976,243.00	69,487.03	1,045,730.03	574,579.77	557,883.06	-86,732.80
604 CENTRAL BUSINESS OFFICE		522,847.94	7,686.50	530,534.44	291,031.37	112,671.48	126,831.59
607 STAFF DEVELOPMENT - BUS DRIVERS		0.00	6,168.87	6,168.87	10,645.50	7,650.00	-12,126.63
609 PLANNING SER: MANAGEMENT OCM BOCES		56,198.00	1,812.00	58,010.00	29,005.00	5,801.00	23,204.00
610 TELEPHONE INTERCONNECT		749,485.66	266,819.10	1,016,304.76	434,137.22	225,566.50	356,601.04
611 REGIONAL BUS MAINTENANCE-MADISON BOCES		175,000.00	2,279.42	177,279.42	87,500.00	0.00	89,779.42
612 HEALTH COORDINATION/HERKIMER BOCES		12,259.00	639.26	12,898.26	7,738.96	0.00	5,159.30
614 SAFETY TRAINING/HERKIMER BOCES		21,320.00	-21,320.00	0.00	0.00	0.00	0.00
615 POLICY PLANNING ERIE I		13,289.38	619.46	13,908.84	9,272.56	0.00	4,636.28
616 EMPLOYEE ASSISTANCE PROGRAM		28,130.00	0.00	28,130.00	15,499.98	8,205.93	4,424.09
617 RECRUITING SERVICES		0.00	0.00	0.00	1,579.00	1,639.00	-3,218.00
618 EMPLOYEE BENEFIT COORDINATION		207,003.94	0.00	207,003.94	81,976.19	51,776.72	73,251.03
620 SAFETY COORDINATOR		1,042,530.35	56,272.94	1,098,803.29	430,949.50	426,800.22	241,053.57
621 COORDINATION OF INSURANCE MANAGEMENT		8,762.41	0.00	8,762.41	4,883.42	2,644.59	1,234.40
622 REGIONAL BUS RADIOS - MADISON BOCES		9,928.00	240.00	10,168.00	5,084.00	0.00	5,084.00
623 STATE AID PLANNING - QUESTAR III BOCES		42,180.00	840.00	43,020.00	43,020.00	0.00	0.00
625 SUBSTITUTE TEACHER SERVICE		166,266.73	9,721.75	175,988.48	76,041.50	41,010.16	58,936.82
626 CENTRAL SCHOOL FOOD MANAGEMENT		1,203,419.77	0.00	1,203,419.77	574,675.55	429,617.54	199,126.68
627 RECORDS RETENTION		126,774.62	94,094.87	220,869.49	108,524.42	35,010.33	77,334.74
628 TELECOMMUNICATIONS		337,121.74	177,295.97	514,417.71	247,616.87	117,759.31	149,041.53
631 COOPERATIVE BID/MAD. BOCES		61,116.30	2,245.70	63,362.00	31,681.03	0.00	31,680.97
632 HEALTH CARE COORD./DELAWARE BOC		24,747.00	-24,747.00	0.00	0.00	0.00	0.00
633 GASB 45 PLNG/QUESTAR III		21,155.00	766.00	21,921.00	10,960.50	0.00	10,960.50
634 STAFF DEV BD OF ED - HERKIMER BOCES		15,422.11	0.00	15,422.11	9,253.25	0.00	6,168.86
636 GASB 45 PLANNING/CLINTON-ESSEX		12,470.00	5,200.00	17,670.00	10,307.53	1,472.47	5,890.00
637 FIXED ASSET INVENTORY/QUESTAR III		31,461.00	870.00	32,331.00	16,165.50	0.00	16,165.50
639 TRANSP./MADISON BOCES		90.00	6,094.00	6,184.00	1,147.33	0.00	5,036.67
640 DRUG TESTING/JEFF-LEWIS BOCES		18,525.25	-1,604.00	16,921.25	14,463.50	0.00	2,457.75
641 ON-LINE APPL./PUTNAM BOCES		43,493.25	938.63	44,431.88	17,772.75	4,443.20	22,215.93

ONEIDA HERKIMER MADISON BOCES

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
645 INFINITE CAMPUS/E. SUFFOLK BOCES		0.00	1,150.00	1,150.00	1,069.50	0.00	80.50
646 MEDICAID REIMBURSEMENT/MADISON BOCES		29,292.50	174.67	29,467.17	14,671.05	0.00	14,796.12
649 ACA COMPLIANCE/MADISON BOCES		17,287.05	1,112.25	18,399.30	9,199.65	0.00	9,199.65
650 TESTING - NYS ALT ADDMT-CAP REGION BOCES		83,252.40	-69,520.65	13,731.75	8,674.25	1,011.50	4,046.00
651 SCRIC/BROOME BOCES		61,400.76	13,982.92	75,383.68	75,383.68	0.00	0.00
655 SPECIAL ED AID ASSISTANCE SVC/QUESTAR		32,279.00	645.00	32,924.00	16,609.00	0.00	16,315.00
656 EMPLOYEE RELATIONS/ONC BOCES		18,411.00	1,305.00	19,716.00	11,665.30	2,012.68	6,038.02
657 PROJECT WORK/CAPITAL REGION BOCES		0.00	28,485.00	28,485.00	0.00	0.00	28,485.00
658 COOP BID/DCMO BOCES		25,351.06	-414.86	24,936.20	12,468.11	2,493.61	9,974.48
659 TIER 4 ENHANCED/CAP REGION BOCES		241,927.56	-9,293.31	232,634.25	152,319.56	21,759.93	58,554.76
660 EMPLOYEE ASSISTANCE/DCMO BOCES		8,347.12	969.14	9,316.26	3,493.59	1,164.53	4,658.14
661 WEB HOSTING/CAPITAL REGION BOCES		4,285.00	4,543.00	8,828.00	5,149.66	735.66	2,942.68
662 COMPUTER MANAGEMENT/S.WESTCHESTER BOCES		71,437.17	0.00	71,437.17	37,664.75	0.00	33,772.42
663 TRANSPORT PLANNING/FRANKLIN ESSEX BOCES		0.00	21,700.00	21,700.00	21,700.00	0.00	0.00
664 DATA ANALYTICS/CLINTON-ESSEX BOCES		0.00	10,541.67	10,541.67	5,270.85	1,054.16	4,216.66
679 PLANNING SERVICE/ERIE 2 BOCES		15,400.00	75,900.00	91,300.00	35,667.07	11,126.59	44,506.34
701 OPERATIONS & MAINTENANCE		3,689,293.12	8,441.87	3,697,734.99	2,301,120.51	1,250,716.73	145,897.75
702 SPECIAL EDUCATION ADMINISTRATION		1,379,660.17	0.00	1,379,660.17	699,096.10	562,206.87	118,357.20
703 PROGRAM TRANSPORTATION		303,416.57	0.00	303,416.57	7,948.60	395,516.45	-100,048.48
704 CENTRAL SUPERVISION		571,421.12	24,121.89	595,543.01	331,869.30	236,336.21	27,337.50
707 TRANSITION PLANNING SERVICE		53,531.00	0.00	53,531.00	43,406.94	32,445.09	-22,321.03
708 TEACHING ASSISTANT		804,459.00	-320,520.00	483,939.00	182,320.38	317,432.44	-15,813.82
709 RESEARCH AND DEVELOPMENT		258,427.39	0.00	258,427.39	102,073.16	70,687.65	85,666.58
713 INFO & TECH SUPERVISION		550,296.68	24,894.00	575,190.68	273,261.63	259,643.65	42,285.40
715 Speech Therapy - Related Service		1,045,875.40	80,343.57	1,126,218.97	445,132.53	566,521.33	114,565.11
716 Visually Impaired - Related Service		32,408.14	-7,998.87	24,409.27	13,876.54	20,999.83	-10,467.10
718 Hearing Impaired - Related Service		8,097.76	-7,978.50	119.26	3,850.75	5,665.06	-9,396.55
720 PHYSICAL THERAPY - RELATED SERVICE		248,792.00	-13,620.00	235,172.00	117,442.06	163,330.74	-45,600.80
721 School Social Worker		1,361,308.00	-216,611.00	1,144,697.00	592,060.40	762,528.01	-209,891.41
722 Occupational Therapy		334,100.00	16,029.00	350,129.00	130,949.68	175,928.75	43,250.57
Total GENERAL FUND		94,356,575.45	12,097,170.50	106,453,745.95	52,308,281.44	34,525,545.23	19,619,919.28

ONEIDA HERKIMER MADISON BOCES

Revenue Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: C SCHOOL LUNCH FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date*	Anticipated Balance	Excess Revenue
791.000-1440-000	791.000	Sales of Type A Meals	302,300.00	0.00	302,300.00	217,378.73	84,921.27	
791.000-1445-000	791.000	Other Food Sales-Invoices	125,000.00	0.00	125,000.00	29,097.56	95,902.44	
791.000-2252-999	791.000	Est. for Carryover Encumbrance	0.00	205,000.00	205,000.00	205,000.00		
791.000-2401-000	791.000	Interest & Profits on Dep	0.00	0.00	0.00	0.00		
791.000-2401-001	791.000	INT & EARNINGS METROPOLITAN	40,000.00	0.00	40,000.00	65,495.44		25,495.44
791.000-2650-000	791.000	Sale of Scrap,Waste & Excess	0.00	0.00	0.00	0.00		
791.000-2701-000	791.000	Refunds Prior Years' Expense	0.00	0.00	0.00	0.00		
791.000-2705-000	791.000	Gifts and Donations	0.00	0.00	0.00	0.00		
791.000-2770-000	791.000	Other Unclassified Revenue	25,000.00	0.00	25,000.00	3,719.99	21,280.01	
791.000-2770-001	791.000	Misc Revenue - Fees Collected	0.00	0.00	0.00	0.00		
791.000-3190-000	791.000	State Aid - Lunch Program	7,000,000.00	0.00	7,000,000.00	4,057,198.00	2,942,802.00	
791.000-3190-001	791.000	Surplus Food/Warehouse/Inv	475,000.00	0.00	475,000.00	0.00	475,000.00	
791.000-3190-002	791.000	STATE AID S/L-SUPP CHAIN ASST	0.00	0.00	0.00	4,872.00		4,872.00
791.000-3190-003	791.000	LOCAL FOOD FOR SCHOOLS	0.00	0.00	0.00	72,103.00		72,103.00
791.000 Service Subtotal			7,967,300.00	205,000.00	8,172,300.00	4,655,449.67	3,619,905.72	103,055.39
Total SCHOOL LUNCH FUND			7,967,300.00	205,000.00	8,172,300.00	4,655,449.67	3,619,905.72	103,055.39

Selection Criteria

Criteria Name: Shared: LUNCH EOM RPT Modified

As Of Date: 02/28/2025

Sort by: Fund/Service

Printed by MICHELE M. NORTH

* Year-to-date revenue amounts include the estimated revenue associated with carryover encumbrances from the prior fiscal year, which are reported in revenue code 225x-9xx.

Total year-to-date revenue will not agree with actual revenue shown for G/L account 980, unless these accounts are excluded

ONEIDA HERKIMER MADISON BOCES

Budget Status Report As Of: 02/28/2025

Fiscal Year: 2025

Fund: C SCHOOL LUNCH FUND

Budget Account	Description	Appropriation	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
791-2860-160	SCHOOL LUNCH SALARY	2,387,500.00	2,387,500.00	0.00	2,387,500.00	1,348,197.83	0.00	1,039,302.17
791-2860-200	EQUIPMENT	15,000.00	15,000.00	175,000.00	190,000.00	0.00	175,000.00	15,000.00
791-2860-301	SUPPLIES - FOOD	2,700,000.00	2,700,000.00	0.00	2,700,000.00	1,817,350.58	1,645,822.74	-763,173.32
791-2860-302	SUPPLIES - OTHER	275,000.00	275,000.00	0.00	275,000.00	106,533.28	192,214.58	-23,747.86
791-2860-303	SURPL FOOD/WRHOUSE/INV	475,000.00	475,000.00	0.00	475,000.00	15,746.40	0.00	459,253.60
791-2860-400	MISC CONTR	85,000.00	85,000.00	30,000.00	115,000.00	49,677.83	85,379.81	-20,057.64
791-2860-401	TRAVEL	3,500.00	3,500.00	0.00	3,500.00	3,731.81	0.00	-231.81
791-2860-402	USE OF SCHOOL FACILITIES	1,000,000.00	1,000,000.00	0.00	1,000,000.00	-0.57	0.00	1,000,000.57
791-2860-403	INSURANCE	1,300.00	1,300.00	0.00	1,300.00	0.00	0.00	1,300.00
791-2860-801	ERS	200,000.00	200,000.00	0.00	200,000.00	105,415.94	0.00	94,584.06
791-2860-802	FICA	200,000.00	200,000.00	0.00	200,000.00	100,445.83	0.00	99,554.17
791-2860-803	WK COMP	100,000.00	100,000.00	0.00	100,000.00	51,231.49	0.00	48,768.51
791-2860-804	HEALTH INS	525,000.00	525,000.00	0.00	525,000.00	0.00	303,713.59	221,286.41
791-9500-990	TR CREDIT FARM TO SCH GR	0.00	0.00	0.00	0.00	-6,427.44	0.00	6,427.44
791.000	SCHOOL LUNCH FUND - Service Subtotal	7,967,300.00	7,967,300.00	205,000.00	8,172,300.00	3,591,902.98	2,402,130.72	2,178,266.30
Total	SCHOOL LUNCH FUND	7,967,300.00	7,967,300.00	205,000.00	8,172,300.00	3,591,902.98	2,402,130.72	2,178,266.30

ONEIDA-HERKIMER-MADISON BOCES
TREASURER'S REPORT
MAY 2025 BOARD MEETING

FOR THE MONTH ENDING MARCH 2025

BANK BALANCES BY FUND:

FUND	BANK	TYPE	BEGINNING BALANCE	PLUS RECEIPTS	MINUS DISBURSE	ENDING BALANCE
CAPITAL	JPM/CHASE	MMKT	8,334.26	14.16	-	8,348.42
GENERAL	JPM/CHASE	MMKT	6,403,369.24	12,214,040.84	12,100,979.94	6,516,430.14
GENERAL-MULTI C/E	JPM/CHASE	CHECK	1,745,722.90	9,859,046.35	9,859,368.90	1,745,400.35
GENERAL-MULTI C/F	JPM/CHASE	CHECK	3,868.32	12,015,542.93	11,455,000.00	564,411.25
GENERAL-LEARNING	JPM/CHASE	CHECK	2,549.78	-	-	2,549.78
GENERAL-MULTI C/F	NBT	MMKT	15,281.37	-	15,000.00	281.37
GENERAL FUND	MCB	MMKT	588,212.82	2,003,210.24	-	2,591,423.06
LUNCH-MULTI C/D	JPM/CHASE	CHECK	-	192,224.90	192,224.90	-
LUNCH-MULTI C/R	JPM/CHASE	CHECK	1,999.79	1,310.64	-	3,310.43
LUNCH C/R	JPM/CHASE	CHECK	801.06	18,134.25	18,000.00	935.31
LUNCH-MULTI C/R	NBT	MMKT	9,036.05	26,341.35	15,199.17	20,178.23
LUNCH FUND	MCB	MMKT	2,100,201.99	7,402.49	-	2,107,604.48
SPEC AID-MULTI C/R	NBT	MMKT	-	-	-	-
SPEC AID-MULTI C/R	JPM/CHASE	CHECK	62.64	72,208.98	70,000.00	2,271.62
SPEC AID-MULTI C/D	JPM/CHASE	CHECK	-	9,555.81	9,555.81	-
TRUST/CM SCHOL	NBT	MMKT	-	-	-	-
TRUST/CM SCHOL	JPM/CHASE	MMKT	71,054.22	120.68	-	71,174.90
EXTRA-CURR/CM	JPM/CHASE	MMKT	17,606.94	4,735.36	820.73	21,521.57
TOTAL CASH			10,968,101.38	36,423,888.98	33,736,149.45	13,655,840.91

TOTAL CASH BY FUND:

CAPITAL	8,348.42
GENERAL	11,420,495.95
SCHOOL LUNCH	2,132,028.45
SPECIAL AID	2,271.62
SCHOLARSHIPS	71,174.90
EXTRA-CURRICULAR	21,521.57
	13,655,840.91

TOTAL CASH BY BANK:

MCB	4,699,027.54
JPM/CHASE	8,936,353.77
NBT	20,459.60
	13,655,840.91

CHECKING RECONCILIATION:

BANK BALANCE	OUTSTANDING CHECKS/DIT	ENDING BALANCE
4,203,063.75	2,457,663.40	1,745,400.35

17,291.86	(4,229.71)	21,521.57
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CERTIFICATION:

THIS IS TO CERTIFY THAT THE
FOREGOING TREASURER'S REPORT IS
TRUE TO THE BEST OF MY KNOWLEDGE
INFORMATION AND BELIEF.

CHRISTINE TURCZYN TREASURER

MICHELE NORTH DEPUTY TREASURER

TREASURER'S REPORT SUMMARY
MAY 2025 BOARD MEETING
FOR THE MONTH ENDING MARCH 2025

TOTAL CASH BY FUND AS OF:		March 31, 2025
CAPITAL		8,348.42
GENERAL		11,420,495.95
SCHOOL LUNCH		2,132,028.45
SPECIAL AID		2,271.62
SCHOLARSHIPS		71,174.90
EXTRA-CURRICULAR		21,521.57
		13,655,840.91

GENERAL FUND

REVENUE STATUS AS OF: March 31, 2025				
Original Estimate	Adjustments	Current Estimate	Year to Date	Anticipated Balance
94,356,575.45	13,343,181.31	107,699,756.76	72,330,333.39	34,600,434.44
				Excess Revenue
				1,032,773.31

BUDGET STATUS AS OF: March 31, 2025				
Initial Appropriation	Adjustments	Current Appropriations	Year to Date Expenditures	Encumbrance Outstanding
94,356,575.45	13,343,181.31	107,699,756.76	65,949,232.30	23,694,094.26
				Unencumbered Balance
				18,056,430.20

SCHOOL LUNCH FUND

REVENUE STATUS AS OF: March 31, 2025				
Original Estimate	Adjustments	Current Estimate	Year to Date	Anticipated Balance
7,967,300.00	205,000.00	8,172,300.00	5,253,212.16	3,029,545.72
				Excess Revenue
				110,457.88

BUDGET STATUS AS OF: March 31, 2025				
Initial Appropriation	Adjustments	Current Appropriations	Year to Date Expenditures	Encumbrance Outstanding
7,967,300.00	205,000.00	8,172,300.00	4,213,275.50	2,002,348.45
				Unencumbered Balance
				1,956,676.05

ADJUSTMENTS OVER 10%

CODE	\$ CHANGE	EXPLANATION
A109 Occup. Ed./Madison BOCES	11,103	Madison Oneida BOCES Occupational Education Adjustments to Actual
A214 Scndry Inc.Mgt.Needs/Madison BOCES	38,477	Madison Oneida BOCES Special Education Reports Adjustment to Actual
A228 Skills Dev-Elem (12:1:1)/Madison BOCES	61,682	Madison Oneida BOCES Special Education Reports Adjustment to Actual
A232 Autism-Secondary (6:1:1)/Madison BOCES	(48,469)	Madison Oneida BOCES Special Education Reports Adjustment to Actual
A479 DL Synergy Virtual HS/CITI BOCES	(38,230)	CITI BOCES Synergy Virtual High School-NH,WH
A543 Hard/Software/Oswego BOCES	(6,907)	CITI BOCES CLO Hardware -WA
A639 Transp./Madison BOCES	3,420	Madison Oneida BOCES Bus Training-CL,RE

ONEIDA-HERKIMER-MADISON BOCES
TREASURER'S REPORT
EXTRA-CURRICULAR FUND

BOARD MEETING PRESENTATION
March 30, 2025

CHECKING ACCOUNT - NBT BANK		CLUB ACCOUNT BALANCES	
BALANCE: BEGINNING OF THE MONTH	\$ 17,606.94	FUTURE FARMERS OF AMERICA	\$ 9,564.19
PLUS: RECEIPTS	\$ 4,735.36	SKILLS USA	\$ 5,841.20
LESS: EXPENDITURES	\$ (820.73)	P-TECH	\$ 6,116.18
BALANCE: END OF MONTH	\$ 21,521.57	SALES TAX	\$ -
BANK RECONCILIATION		ACCOUNT TOTALS, END OF MONTH	\$ 21,521.57
BALANCE PER BANK STATEMENT	\$ 17,291.86		
PLUS: DEPOSITS IN TRANSIT	\$ 4,735.36		
LESS: OUTSTANDING CHECKS	\$ (505.65)		
RECONCILED BALANCES	\$ 21,521.57		
CASH: END OF MONTH	\$ 21,521.57	CASH: END OF MONTH	\$ 21,521.57

CERTIFICATION: THIS IS TO CERTIFY THAT THE FOREGOING TREASURER'S REPORT IS TRUE TO THE BEST OF MY KNOWLEDGE, INFORMATION, & BELIEF.



TREASURER, EXTRA-CURRICULAR ACTIVITY FUND

RECONCILING ITEMS		OUTSTANDING CHECKS	
DEPOSITS IN TRANSIT	AMOUNT	CHECK NUMBER	AMOUNT
DATE			
		1280	60.65
		1329	50.00
		1332	50.00
		1369	120.00
		1429	125.00
		1433	50.00
		1470	25.00
		1471	20.00
		1472	5.00
			505.65

ONEIDA HERKIMER MADISON BOCES

Revenue Status Report As Of: 03/31/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
001 ADMINISTRATIVE COSER			4,293,680.36	157,955.00	4,451,635.36	2,056,412.16	2,345,939.92	108,671.72
002 CAPITAL/RENT EXPENDITURES			3,394,208.00	-103,882.00	3,290,326.00	2,324,004.66	966,321.34	0.00
101 OCCUPATIONAL EDUCATION			9,465,979.00	-433,791.32	9,032,187.68	6,307,179.14	2,724,281.71	1,847.85
102 ADULT EDUCATION			45,427.75	0.00	45,427.75	31,799.43	13,628.32	0.00
103 SECONDARY OCC ED/MADISON BOCES			22,890.00	-22,890.00	0.00	0.00	0.00	0.00
107 CTE-HANDICAPPED			765,000.00	-51,279.68	713,720.32	500,771.46	210,678.54	0.00
109 OCC. ED./MADISON BOCES XC			43,184.00	1,228.00	44,412.00	28,559.23	17,209.65	1,356.88
201 8:1:2 PROGRAM			8,900,123.26	-1,056,846.20	7,843,277.06	5,565,863.24	2,274,974.26	0.00
202 INTENSE MGMT NEEDS/MADISON BOCES			73,034.42	42,790.58	115,825.00	78,776.63	38,275.34	1,226.97
204 12:1:1 MILD/MODERATE PROGRAM			2,297,649.44	-79,007.63	2,218,641.81	1,549,756.74	668,885.07	0.00
205 SPECIAL CLASS: OPTION 2/MADISON BOCE			368,320.00	163,821.14	532,141.14	291,400.23	253,446.08	12,705.17
206 TRANSITIONAL PLNG & IMPLEMENTATION			976,408.00	1,019,094.50	1,995,502.50	711,939.92	1,283,562.58	0.00
209 12:1:4 DEV/MD PROGRAM			6,997,076.09	178,129.96	7,175,206.05	5,037,514.68	2,134,223.15	0.00
214 SPECIAL ED. OPTION III/MADISON BOCES			379,855.00	-146,340.59	233,514.41	166,890.28	70,792.24	4,168.11
216 6:1:2 PROGRAM			2,209,019.50	-1,139,796.24	1,069,223.26	822,356.47	241,676.84	0.00
222 SPECIAL CLASS: OPTION 3/MADISON BOCE			242,848.50	105,223.02	348,071.52	247,281.52	113,083.71	12,293.71
225 ELEM IMN 6:1:2.5/MADISON			553,849.00	-188,974.46	364,874.54	269,922.99	104,939.40	9,987.85
228 SKILLS DEV-ELEM (12:1:1)/MADISON BOC			83,833.00	75,513.72	159,346.72	155,730.22	15,735.52	12,119.02
230 INTENSE MGMT NEED/MADISON BOCES			0.00	247,452.58	247,452.58	193,755.27	71,748.29	18,050.98
232 AUTISM-SECONDARY(6:1:1)/MADISON BOCE			166,520.00	144,296.44	310,816.44	209,435.60	112,989.86	11,609.02
234 ELEMENTARY 12:1:3/MADISON BOCES			0.00	105,105.54	105,105.54	0.00	105,105.54	0.00
303 ART			155,511.60	161,991.25	317,502.85	221,422.26	96,083.95	3.36
305 GUIDANCE			272,076.00	-54,415.20	217,660.80	152,362.56	65,298.24	0.00
306 TECHNOLOGY			90,413.40	0.00	90,413.40	63,289.38	27,124.02	0.00
307 ENGLISH			0.00	67,734.40	67,734.40	38,705.38	29,029.02	0.00
308 PHYSICAL EDUCATION			148,095.00	0.00	148,095.00	106,311.80	44,428.50	2,645.30
310 NURSE PRACTITIONER			367,396.40	4,337.81	371,734.21	255,918.46	115,815.75	0.00
312 SCHOOL PHYSICIAN			57,257.13	2,042.25	59,299.38	41,509.60	17,789.78	0.00
313 SCHOOL PSYCHOLOGIST			302,810.40	33,204.81	336,015.21	232,294.83	103,039.65	0.00
314 SCHOOL SOCIAL WORKER			288,078.00	-82,233.00	205,845.00	144,039.00	61,731.00	0.00
315 SPEECH IMPROVEMENT			793,203.00	132,023.40	925,226.40	635,150.99	290,075.41	0.00
316 VISUALLY IMPAIRED			119,557.50	2,789.67	122,347.17	83,939.33	38,407.84	0.00
318 DEAF			158,188.28	0.00	158,188.28	106,023.82	52,164.46	0.00
321 PHYS. THERAPY			169,740.00	0.00	169,740.00	118,818.00	50,922.00	0.00
322 OCCUPATIONAL THERAPY			225,304.80	0.00	225,304.80	157,713.36	67,591.44	0.00
325 HOME ECONOMICS			101,420.00	-40,568.00	60,852.00	42,596.40	18,255.60	0.00
326 ENGLISH/SECOND LANG. INTSR.			586,251.00	-45,597.30	540,653.70	353,242.44	187,591.26	180.00
332 CURRICULUM SUPERVISION COORDINATION			0.00	295,389.83	295,389.83	140,198.86	155,190.97	0.00
338 MUSIC TEACHER			264,480.00	37,468.00	301,948.00	211,584.00	90,364.00	0.00
345 SHARED BUSINESS OFFICIAL			0.00	78,631.00	78,631.00	30,465.51	30,465.49	0.00

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

These are estimates to balance the budget

ONEIDA HERKIMER MADISON BOCES

Revenue Status Report As Of: 03/31/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
346 AUDIOLOGY/OSWEGO BOCES			237,689.63	-11,707.36	225,982.27	165,452.60	70,891.27	10,361.60
355 GENERAL SUPERVISION COORDINATION			91,497.00	30,000.00	121,497.00	81,190.78	40,306.22	0.00
357 BILINGUAL/ESL ITINERANT MADISON BOCE			22,640.00	24,200.00	46,840.00	27,299.68	20,074.28	533.96
402 EXPLOR. ENRICHMENT/JEFF LEWIS BOCES			15,840.00	4,537.50	20,377.50	13,750.00	6,627.50	0.00
405 PERFORMING ARTS			411,363.18	138,997.95	550,361.13	330,613.56	226,170.07	6,572.50
408 ALTERNATIVE EDUCATION			7,891,028.40	-227,690.96	7,663,337.44	5,357,885.40	2,296,236.60	0.00
410 HOSPITAL BASED/ONONDAGA BOCES			8,856.00	1,404.00	10,260.00	8,577.45	3,258.52	1,575.97
411 ALTERNATIVE H.S. EQUIV			0.00	116,190.00	116,190.00	81,333.00	34,857.00	0.00
415 PORTABLE PLANETARIUM			5,850.00	21,731.00	27,581.00	8,953.95	5,696.05	1,045.00
417 GED - EA - MADISON BOCES			141,621.68	4,849.12	146,470.80	100,279.35	46,191.45	0.00
420 REGIONAL PROGRAM EXCELLENCE			199,486.00	-41,819.00	157,667.00	109,800.94	47,866.06	0.00
426 DISTANCE LEARNING/MADISON BOCES			675,806.78	246,356.72	922,163.50	626,390.08	315,953.47	20,180.05
427 SUMMER SCHOOL/MADISON BOCES			0.00	0.00	0.00	67.26	0.00	67.26
428 SUMMER SCHOOL			530,835.00	495,261.00	1,026,096.00	724,880.46	301,221.92	6.38
438 DISTANCE LEARNING			1,917,064.30	165,942.88	2,083,007.18	1,227,095.03	544,116.09	58.19
462 EXPLORATORY ENRICHMENT/MONROE 2			0.00	957,631.00	957,631.00	674,372.61	290,429.00	7,170.61
463 Arts In Education			0.00	0.00	0.00	1.30	0.00	1.30
464 BRIGHT FUTURE ACADEMY/MADISON BOCES			0.00	40,529.70	40,529.70	22,497.23	20,180.08	2,147.61
479 DL SYNERGY VIRTUAL HS/CITI BOCES			47,790.00	-2,704.00	45,086.00	29,448.16	15,663.38	25.54
480 Early College Access - Dual Credit			0.00	226,338.00	226,338.00	141,461.25	84,876.75	0.00
502 EDUCATIONAL COMMUNICATIONS			1,135,512.32	18,882.29	1,154,394.61	794,533.36	359,910.04	14,402.76
504 TECHNICAL REPAIR SERVICE			1,032,424.00	380,663.39	1,413,087.39	768,964.33	354,960.31	78.89
505 PRINTING			1,426,424.00	220,057.13	1,646,481.13	1,071,367.98	515,641.73	5,845.77
507 PRINTING/MADISON			0.00	0.00	0.00	96.03	0.00	96.03
509 SCH. CURR/CAYUGA BOCES			41,908.44	-8,845.58	33,062.86	23,640.96	9,792.05	370.15
510 LEARNING TECHNOLOGY			3,618,420.68	144,727.90	3,763,148.58	2,511,161.26	1,082,264.35	0.00
511 SCH. CURR./CAPITAL REGION			0.00	11,411.63	11,411.63	7,344.18	4,067.45	0.00
513 SCH CURR./FRANKLIN BOCES			0.00	1,985.00	1,985.00	1,323.36	661.64	0.00
514 MODEL SCHOOLS-MADISON BOCES			275,980.65	2,367.35	278,348.00	202,211.77	83,509.80	7,373.57
515 COMMON LEARNING OBJ-MADISON BOCES			3,115,007.23	676,043.72	3,791,050.95	2,678,717.76	1,263,007.23	150,674.04
518 SCIENCE KITS			1,410,632.29	-101,085.88	1,309,546.41	906,101.80	379,647.20	0.00
520 SCH CURR./MADISON BOCES			1,000.00	1,002.80	2,002.80	607.37	1,405.15	9.72
521 SCHOOL CURRICULUM IMPROVEMENT SERVIC			2,346,748.00	-51,990.19	2,294,757.81	1,591,892.47	702,865.34	0.00
528 SCH CURR./ONONDAGA BOCES			0.00	1,635.00	1,635.00	859.72	775.28	0.00
531 SCH. CURRIC/WSWHE BOCES			0.00	0.00	0.00	47.89	0.00	47.89
532 SDP/ADMIN./GREATER SOUTH. TIER BOCES			0.00	5,250.00	5,250.00	1,312.50	3,937.50	0.00
535 SCH CURRIC/HERKIMER BOCES			170.30	-102.18	68.12	47.69	20.43	0.00
538 MODEL SCHOOLS			140,974.32	4,981.00	145,955.32	102,168.74	43,786.58	0.00
543 HRD/SFTWARE/OSWEGO BOCES			3,625.10	12,262.44	15,887.54	9,957.23	6,104.07	173.76
545 COMMUNITY SCHOOL RESOURCES			2,848,400.06	8,300,999.40	11,149,399.46	7,471,983.76	3,677,415.70	0.00

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

These are estimates to balance the budget

ONEIDA HERKIMER MADISON BOCES

Revenue Status Report As Of: 03/31/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
547 CDOS CREDENTIAL MGT SYS OSWEGO BOCES			3,020.35	30.00	3,050.35	2,666.07	915.07	530.79
549 SEC III INTERSCHOLASTIC SPORTS/OCM B			73,268.52	7,866.95	81,135.47	78,858.28	24,201.99	21,924.80
555 SUPERINTENDENT EVAL/ERIE 2 BOCES			7,565.00	374.48	7,939.48	5,776.08	2,381.83	218.43
560 CPSE			176,088.00	0.00	176,088.00	118,429.37	57,658.63	0.00
565 SCH CURRICULUM/ERIE 2 BOCES			6,600.00	-6,600.00	0.00	0.00	0.00	0.00
570 HOME SCHOOL COORDINATION/MADISON BOC			0.00	3,109.00	3,109.00	2,292.15	932.70	115.85
573 INSTR TECHNOLOGY/CAP REGION BOCES			1,751.12	5,984.52	7,735.64	4,839.49	2,896.15	0.00
574 SABA (SCHOOL AND BUSINESS ALLIANCE)			662,726.00	78,286.00	741,012.00	518,932.92	222,303.60	224.52
575 VOCATIONAL ASSESSMENT			4,750.00	0.00	4,750.00	3,325.00	1,425.00	0.00
576 LIBRARY MEDIA SERVICE			877,546.47	-1,498.83	876,047.64	610,824.90	260,617.04	0.00
578 LIBRARY AUTOMATION - MADISON BOCES			163,288.00	7,755.00	171,043.00	123,279.90	52,487.06	4,723.96
579 DIVERSITY EQUITY & INCL/TOMPKINS BOC			1,436.00	-1,436.00	0.00	0.00	0.00	0.00
581 GRANT WRITING SVE/CAPITAL REG BOCES			0.00	19,819.88	19,819.88	13,873.93	5,945.95	0.00
586 LEARNING TECHNOLOGY/CAYUGA BOCES			0.00	77,411.98	77,411.98	48,382.50	29,029.48	0.00
601 COMPUTER SERVICES - MADISON BOCES			10,842,475.26	1,079,210.16	11,921,685.42	8,704,818.00	3,680,380.63	463,513.21
602 NEGOTIATIONS - MADISON BOCES			385,947.00	-149,587.76	236,359.24	169,561.42	76,535.36	9,737.54
603 SCHOOL COMMUNICATIONS			797,350.00	117,309.90	914,659.90	568,687.00	308,512.20	359.88
604 CENTRAL BUSINESS OFFICE			541,695.76	-2,242.50	539,453.26	380,033.25	159,420.01	0.00
607 STAFF DEVELOPMENT - BUS DRIVERS			0.00	6,168.87	6,168.87	3,938.66	2,230.21	0.00
609 PLANNING SER: MANAGEMENT OCM BOCES			56,198.00	1,812.00	58,010.00	43,913.68	17,451.07	3,354.75
610 TELEPHONE INTERCONNECT			737,582.66	276,002.60	1,013,585.26	487,225.89	214,497.91	0.00
611 REGIONAL BUS MAINTENANCE-MADISON BOC			175,000.00	20,279.42	195,279.42	133,536.77	72,209.57	10,466.92
612 HEALTH COORDINATION/HERKIMER BOCES			12,259.00	639.26	12,898.26	9,007.48	3,890.78	0.00
614 SAFETY TRAINING/HERKIMER BOCES			21,320.00	-21,320.00	0.00	0.00	0.00	0.00
615 POLICY PLANNING ERIE I			13,289.38	619.46	13,908.84	9,736.19	4,172.65	0.00
616 EMPLOYEE ASSISTANCE PROGRAM			21,344.00	0.00	21,344.00	14,940.80	6,403.20	0.00
618 EMPLOYEE BENEFIT COORDINATION			137,150.00	0.00	137,150.00	96,005.00	41,145.00	0.00
620 SAFETY COORDINATOR			994,142.05	57,573.35	1,051,715.40	669,648.04	289,244.53	200.00
621 COORDINATION OF INSURANCE MANAGEMENT			7,375.00	0.00	7,375.00	5,162.50	2,212.50	0.00
622 REGIONAL BUS RADIOS - MADISON BOCES			9,928.00	240.00	10,168.00	9,093.27	3,052.65	1,977.92
623 STATE AID PLANNING - QUESTAR III BOC			42,180.00	840.00	43,020.00	30,114.00	12,906.00	0.00
625 SUBSTITUTE TEACHER SERVICE			176,023.00	9,721.75	185,744.75	119,782.34	53,006.66	0.00
626 CENTRAL SCHOOL FOOD MANAGEMENT			1,163,607.76	0.00	1,163,607.76	762,985.02	400,657.74	35.00
627 RECORDS RETENTION			122,400.00	94,094.87	216,494.87	99,594.08	42,683.17	0.00
628 TELECOMMUNICATIONS			310,835.40	177,295.97	488,131.37	287,302.14	93,250.56	69,717.30
631 COOPERATIVE BID/MAD. BOCES			61,116.30	2,245.70	63,362.00	45,623.51	19,030.86	1,292.37
632 HEALTH CARE COORD./DELAWARE BOC			24,747.00	-24,747.00	0.00	874.89	0.00	874.89
633 GASB 45 PLNG/QUESTAR III			21,155.00	766.00	21,921.00	15,344.70	6,576.30	0.00
634 STAFF DEV BD OF ED - HERKIMER BOCES			15,422.11	0.00	15,422.11	10,795.51	4,626.60	0.00
636 GASB 45 PLANNING/CLINTON-ESSEX			12,470.00	5,200.00	17,670.00	12,369.00	5,301.00	0.00

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

These are estimates to balance the budget

ONEIDA HERKIMER MADISON BOCES

Revenue Status Report As Of: 03/31/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
637 FIXED ASSET INVENTORY/QUESTAR III			31,461.00	870.00	32,331.00	22,631.70	9,699.30	0.00
639 TRANSP./MADISON BOCES			90.00	6,094.00	6,184.00	2,518.64	3,665.36	0.00
640 DRUG TESTING/JEFF-LEWIS BOCES			18,525.25	224.00	18,749.25	10,676.61	8,072.64	0.00
641 ON-LINE APPL./PUTNAM BOCES			43,493.25	938.63	44,431.88	31,102.32	13,329.56	0.00
645 INFINITE CAMPUS/E. SUFFOLK BOCES			0.00	1,150.00	1,150.00	747.07	431.25	28.32
646 MEDICAID REIMBURSEMENT/MADISON BOCES			29,292.50	1,968.44	31,260.94	24,447.09	10,648.56	3,834.71
649 ACA COMPLIANCE/MADISON BOCES			17,287.05	1,112.25	18,399.30	14,723.44	5,519.78	1,843.92
650 TESTING - NYS ALT ADDMT-CAP REGION B			83,252.40	-81,658.65	1,593.75	9,293.48	0.00	7,699.73
651 SCRIC/BROOME BOCES			61,400.76	13,982.92	75,383.68	52,768.64	22,615.04	0.00
655 SPECIAL ED AID ASSISTANCE SVC/QUESTA			32,279.00	645.00	32,924.00	23,184.01	9,739.99	0.00
656 EMPLOYEE RELATIONS/ONC BOCES			18,411.00	1,305.00	19,716.00	14,890.28	5,914.80	1,089.08
657 PROJECT WORK/CAPITAL REGION BOCES			0.00	28,485.00	28,485.00	19,939.50	8,545.50	0.00
658 COOP BID/DCMO BOCES			25,351.06	-414.86	24,936.20	19,369.10	7,480.84	1,913.74
659 TIER 4 ENHANCED/CAP REGION BOCES			241,927.56	-9,293.31	232,634.25	162,843.99	69,790.26	0.00
660 EMPLOYEE ASSISTANCE/DCMO BOCES			8,347.12	969.14	9,316.26	5,352.49	3,992.68	28.91
661 WEB HOSTING/CAPITAL REGION BOCES			4,285.00	4,543.00	8,828.00	6,179.60	2,648.40	0.00
662 COMPUTER MANAGEMENT/S.WESTCHESTER BO			71,437.17	0.00	71,437.17	50,006.02	21,431.15	0.00
663 TRANSPORT PLANNING/FRANKLIN ESSEX BO			0.00	21,700.00	21,700.00	15,190.00	6,510.00	0.00
664 DATA ANALYTICS/CLINTON-ESSEX BOCES			0.00	10,541.67	10,541.67	6,588.55	3,953.12	0.00
679 PLANNING SERVICE/ERIE 2 BOCES			15,400.00	75,900.00	91,300.00	55,681.03	37,001.25	1,382.28
Total GENERAL FUND			94,356,575.45	13,343,181.31	107,699,756.76	72,330,333.39	34,600,434.44	1,032,773.31

Selection Criteria

Criteria Name: Shared: REV RPT FOR BD/MONTH Modified

As Of Date: 03/31/2025

Suppress revenue accounts with no activity

Print Summary Only

Sort by: Fund/CoSer

Printed by MICHELE M. NORTH

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

These are estimates to balance the budget

ONEIDA HERKIMER MADISON BOCES

Budget Status Report As Of: 03/31/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
001 ADMINISTRATIVE COSER		4,083,450.81	157,955.00	4,241,405.81	1,249,235.57	519,272.12	2,472,898.12
002 CAPITAL/RENT EXPENDITURES		3,394,208.00	-103,882.00	3,290,326.00	3,136,151.80	154,174.20	0.00
101 OCCUPATIONAL EDUCATION		7,172,644.84	-461,362.08	6,711,282.76	4,284,706.40	2,388,968.69	37,607.67
103 SECONDARY OCC ED/MADISON BOCES		22,890.00	-22,890.00	0.00	0.00	0.00	0.00
105 SUMMER COSMETOLOGY		20,000.00	-20,000.00	0.00	0.00	0.00	0.00
107 CTE-HANDICAPPED		975,942.98	-51,279.68	924,663.30	471,745.00	314,705.26	138,213.04
109 OCC. ED/MADISON BOCES XC		43,184.00	1,228.00	44,412.00	22,036.67	0.00	22,375.33
201 8:1:2 PROGRAM		5,771,885.75	-865,520.36	4,906,365.39	3,149,220.72	1,966,573.13	-209,428.46
202 INTENSE MGMT NEEDS/MADISON BOCES		73,034.42	42,790.58	115,825.00	56,974.97	0.00	58,850.03
204 12:1:1 MILD/MODERATE PROGRAM		1,365,466.21	-46,065.69	1,319,400.52	764,519.92	485,868.74	69,011.86
205 SPECIAL CLASS: OPTION 2/MADISON BOCES		368,320.00	163,821.14	532,141.14	236,023.70	0.00	296,117.44
206 TRANSITIONAL PLNG & IMPLEMENTATION		917,772.00	1,019,094.50	1,936,866.50	39,202.50	110,825.10	1,786,838.90
209 12:1:4 DEV/MD PROGRAM		3,511,738.31	410,652.34	3,922,390.65	2,154,150.92	1,341,133.86	427,105.87
214 SPECIAL ED. OPTION III/MADISON BOCES		379,855.00	-146,340.59	233,514.41	136,243.26	0.00	97,271.15
216 6:1:2 PROGRAM		1,452,323.60	-1,032,217.60	420,106.00	520,628.32	286,073.18	-386,595.50
222 SPECIAL CLASS: OPTION 3/MADISON BOCES		242,848.50	105,223.02	348,071.52	172,198.10	0.00	175,873.42
225 ELEM IMN 6:1:2.5/MADISON		553,849.00	-188,974.46	364,874.54	218,869.94	0.00	146,004.60
228 SKILLS DEV-ELEM (12:1:1)/MADISON BOCES		83,833.00	75,513.72	159,346.72	110,473.93	0.00	48,872.79
230 INTENSE MGMT NEED/MADISON BOCES		0.00	247,452.58	247,452.58	153,079.23	0.00	94,373.35
232 AUTISM-SECONDARY(6:1:1)/MADISON BOCES		166,520.00	144,296.44	310,816.44	183,145.39	0.00	127,671.05
234 ELEMENTARY 12:1:3/MADISON BOCES		0.00	105,105.54	105,105.54	0.00	0.00	105,105.54
303 ART		323,753.72	32,398.25	356,151.97	162,040.19	95,728.23	98,383.55
305 GUIDANCE		252,293.31	0.00	252,293.31	143,340.51	91,577.87	17,374.93
306 TECHNOLOGY		134,824.70	0.00	134,824.70	91,243.96	46,905.50	-3,324.76
307 ENGLISH		0.00	63,514.40	63,514.40	36,352.12	23,445.47	3,716.81
308 PHYSICAL EDUCATION		289,595.39	-98,730.00	190,865.39	116,611.84	67,497.89	6,755.66
310 NURSE PRACTITIONER		448,628.48	4,337.81	452,966.29	288,839.05	162,662.58	1,464.66
312 SCHOOL PHYSICIAN		63,686.22	2,042.25	65,728.47	48,590.08	20,824.31	-3,685.92
313 SCHOOL PSYCHOLOGIST		578,811.80	-78,947.19	499,864.61	308,697.22	182,197.51	8,969.88
314 SCHOOL SOCIAL WORKER		301,508.81	-104,662.00	196,846.81	138,830.11	83,074.83	-25,058.13
315 SPEECH IMPROVEMENT		776,360.40	132,023.40	908,383.80	592,377.07	324,934.17	-8,927.44
316 VISUALLY IMPAIRED		116,626.61	2,789.67	119,416.28	65,627.99	47,364.05	6,424.24
318 DEAF		151,938.28	0.00	151,938.28	85,904.05	63,147.76	2,886.47
321 PHYS. THERAPY		163,110.45	0.00	163,110.45	102,217.84	63,513.26	-2,620.65
322 OCCUPATIONAL THERAPY		206,304.80	0.00	206,304.80	150,758.29	85,522.48	-29,975.97
325 HOME ECONOMICS		187,340.00	-101,420.00	85,920.00	42,185.47	27,370.52	16,364.01
326 ENGLISH/SECOND LANG. INTSR.		578,242.45	-13,027.80	565,214.65	354,197.42	243,422.42	-32,405.19
332 CURRICULUM SUPERVISION COORDINATION		0.00	295,389.83	295,389.83	279,684.49	0.00	15,705.34
338 MUSIC TEACHER		310,817.31	-28,652.00	282,165.31	129,351.25	85,140.90	67,673.16
345 SHARED BUSINESS OFFICIAL		0.00	78,631.00	78,631.00	74,565.13	0.00	4,065.87

ONEIDA HERKIMER MADISON BOCES

Budget Status Report As Of: 03/31/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
346 AUDIOLOGY/OSWEGO BOCES		237,689.63	-11,707.36	225,982.27	122,174.32	0.00	103,807.95
355 GENERAL SUPERVISION COORDINATION		89,997.00	30,000.00	119,997.00	64,547.64	26,601.20	28,848.16
357 BILINGUAL/ESL ITINERANT MADISON BOCES		22,640.00	24,200.00	46,840.00	23,723.30	0.00	23,116.70
402 EXPLOR. ENRICHMENT/JEFF LEWIS BOCES		15,840.00	4,537.50	20,377.50	20,377.50	0.00	0.00
405 PERFORMING ARTS		410,074.20	138,997.95	549,072.15	290,139.74	160,539.29	98,393.12
408 ALTERNATIVE EDUCATION		6,626,046.09	69,814.54	6,695,860.63	4,020,820.89	2,472,441.55	202,598.19
410 HOSPITAL BASED/ONONDAGA BOCES		8,856.00	1,404.00	10,260.00	1,620.00	0.00	8,640.00
411 ALTERNATIVE H.S. EQUIV		0.00	116,190.00	116,190.00	0.00	0.00	116,190.00
415 PORTABLE PLANETARIUM		5,850.00	21,731.00	27,581.00	187.26	0.00	27,393.74
417 GED - EA - MADISON BOCES		141,621.68	4,849.12	146,470.80	83,920.71	0.00	62,550.09
420 REGIONAL PROGRAM EXCELLENCE		187,041.90	-41,819.00	145,222.90	97,644.46	37,395.66	10,182.78
426 DISTANCE LEARNING/MADISON BOCES		675,806.78	246,356.72	922,163.50	511,899.32	0.00	410,264.18
428 SUMMER SCHOOL		515,737.09	475,121.11	990,858.20	918,479.72	22,611.40	49,767.08
438 DISTANCE LEARNING		1,843,137.84	173,584.09	2,016,721.93	1,058,953.89	514,690.23	443,077.81
461 DISTANCE LEARNING/CAPITAL REGION BOCES		0.00	0.00	0.00	0.00	0.00	0.00
462 EXPLORATORY ENRICHMENT/MONROE 2		0.00	957,631.00	957,631.00	1,021,105.00	0.00	-63,474.00
464 BRIGHT FUTURE ACADEMY/MADISON BOCES		0.00	40,529.70	40,529.70	15,811.81	0.00	24,717.89
479 DL SYNERGY VIRTUAL HS/CITI BOCES		47,790.00	-2,704.00	45,086.00	31,189.40	0.00	13,896.60
480 Early College Access - Dual Credit		0.00	242,298.00	242,298.00	173,250.00	57,750.00	11,298.00
502 EDUCATIONAL COMMUNICATIONS		1,171,404.29	18,882.29	1,190,286.58	592,853.41	264,074.07	333,359.10
504 TECHNICAL REPAIR SERVICE		1,317,705.36	385,235.89	1,702,941.25	936,586.77	392,689.15	373,665.33
505 PRINTING		1,425,141.06	222,057.13	1,647,198.19	1,173,688.26	488,683.13	-15,173.20
509 SCH. CURR/CAYUGA BOCES		41,908.44	-8,845.58	33,062.86	23,870.72	0.00	9,192.14
510 LEARNING TECHNOLOGY		3,526,362.55	111,286.03	3,637,648.58	2,158,411.87	812,387.95	666,848.76
511 SCH. CURR./CAPITAL REGION		0.00	11,411.63	11,411.63	11,411.63	0.00	0.00
513 SCH CURR./FRANKLIN BOCES		0.00	1,985.00	1,985.00	1,985.00	0.00	0.00
514 MODEL SCHOOLS-MADISON BOCES		275,980.65	2,367.35	278,348.00	168,446.54	0.00	109,901.46
515 COMMON LEARNING OBJ-MADISON BOCES		3,115,007.23	676,043.72	3,791,050.95	2,537,475.23	0.00	1,253,575.72
518 SCIENCE KITS		1,279,013.44	-101,085.88	1,177,927.56	683,193.65	254,678.41	240,055.50
520 SCH CURR./MADISON BOCES		1,000.00	1,002.80	2,002.80	511.77	0.00	1,491.03
521 SCHOOL CURRICULUM IMPROVEMENT SERVICE		2,434,461.63	-22,682.79	2,411,778.84	1,130,552.66	428,308.43	852,917.75
528 SCH CURR./ONONDAGA BOCES		0.00	1,635.00	1,635.00	1,635.00	0.00	0.00
532 SDP/ADMIN./GREATER SOUTH. TIER BOCES		0.00	5,250.00	5,250.00	5,250.00	0.00	0.00
535 SCH CURRIC/HERKIMER BOCES		170.30	-102.18	68.12	0.00	0.00	68.12
538 MODEL SCHOOLS		315,499.32	4,981.00	320,480.32	219,947.63	90,249.47	10,283.22
543 HRD/SFTWARE/OSWEGO BOCES		3,625.10	12,262.44	15,887.54	13,721.06	0.00	2,166.48
545 COMMUNITY SCHOOL RESOURCES		2,790,497.60	8,333,393.98	11,123,891.58	7,066,855.66	3,139,091.71	917,944.21
547 CDOS CREDENTIAL MGT SYS OSWEGO BOCES		3,020.35	30.00	3,050.35	1,981.00	0.00	1,069.35
549 SEC III INTERSCHOLASTIC SPORTS/OCM BOCES		73,268.52	7,866.95	81,135.47	48,681.27	8,113.56	24,340.64
555 SUPERINTENDENT EVAL/ERIE 2 BOCES		7,565.00	374.48	7,939.48	5,557.65	0.00	2,381.83

ONEIDA HERKIMER MADISON BOCES

Budget Status Report As Of: 03/31/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
560 CPSE		166,088.00	0.00	166,088.00	113,828.87	50,374.83	1,884.30
565 SCH CURRICULUM/ERIE 2 BOCES		6,600.00	-6,600.00	0.00	0.00	0.00	0.00
570 HOME SCHOOL COORDINATION/MADISON BOCES		0.00	3,109.00	3,109.00	1,881.51	0.00	1,227.49
573 INSTR TECHNOLOGY/CAP REGION BOCES		1,751.12	5,984.52	7,735.64	7,735.64	0.00	0.00
574 SABA (SCHOOL AND BUSINESS ALLIANCE)		677,791.99	51,078.40	728,870.39	342,021.77	144,638.06	242,210.56
575 VOCATIONAL ASSESSMENT		13,250.00	0.00	13,250.00	0.00	0.00	13,250.00
576 LIBRARY MEDIA SERVICE		827,582.46	-1,498.83	826,083.63	603,234.16	186,902.81	35,946.66
578 LIBRARY AUTOMATION - MADISON BOCES		163,288.00	7,755.00	171,043.00	102,822.22	0.00	68,220.78
579 DIVERSITY EQUITY & INCL/TOMPKINS BOCES		1,436.00	-1,436.00	0.00	0.00	0.00	0.00
581 GRANT WRITING SVE/CAPITAL REG BOCES		0.00	19,819.88	19,819.88	14,864.92	0.00	4,954.96
586 LEARNING TECHNOLOGY/CAYUGA BOCES		0.00	77,411.98	77,411.98	51,608.00	0.00	25,803.98
601 COMPUTER SERVICES - MADISON BOCES		10,842,475.26	1,079,210.16	11,921,685.42	7,961,623.53	0.00	3,960,061.89
602 NEGOTIATIONS - MADISON BOCES		385,947.00	-149,587.76	236,359.24	138,093.07	0.00	98,266.17
603 SCHOOL COMMUNICATIONS		976,243.00	117,309.90	1,093,552.90	772,041.60	364,918.82	-43,407.52
604 CENTRAL BUSINESS OFFICE		522,847.94	-2,242.50	520,605.44	330,827.61	82,850.13	106,927.70
607 STAFF DEVELOPMENT - BUS DRIVERS		0.00	6,168.87	6,168.87	11,185.50	7,110.00	-12,126.63
609 PLANNING SER: MANAGEMENT OCM BOCES		56,198.00	1,812.00	58,010.00	34,806.00	5,801.02	17,402.98
610 TELEPHONE INTERCONNECT		749,485.66	270,002.60	1,019,488.26	497,257.87	180,585.82	341,644.57
611 REGIONAL BUS MAINTENANCE-MADISON BOCES		175,000.00	20,279.42	195,279.42	105,906.52	0.00	89,372.90
612 HEALTH COORDINATION/HERKIMER BOCES		12,259.00	639.26	12,898.26	9,028.79	0.00	3,869.47
614 SAFETY TRAINING/HERKIMER BOCES		21,320.00	-21,320.00	0.00	0.00	0.00	0.00
615 POLICY PLANNING ERIE I		13,289.38	619.46	13,908.84	10,431.63	0.00	3,477.21
616 EMPLOYEE ASSISTANCE PROGRAM		28,130.00	0.00	28,130.00	17,323.50	6,382.42	4,424.08
617 RECRUITING SERVICES		0.00	0.00	0.00	2,059.00	1,184.00	-3,243.00
618 EMPLOYEE BENEFIT COORDINATION		207,003.94	0.00	207,003.94	98,077.51	34,358.02	74,568.41
620 SAFETY COORDINATOR		1,042,530.35	58,192.82	1,100,723.17	576,973.67	289,362.52	234,386.98
621 COORDINATION OF INSURANCE MANAGEMENT		8,762.41	0.00	8,762.41	5,491.67	2,036.13	1,234.61
622 REGIONAL BUS RADIOS - MADISON BOCES		9,928.00	240.00	10,168.00	6,153.47	0.00	4,014.53
623 STATE AID PLANNING - QUESTAR III BOCES		42,180.00	840.00	43,020.00	43,020.00	0.00	0.00
625 SUBSTITUTE TEACHER SERVICE		166,266.73	9,721.75	175,988.48	91,023.79	27,012.28	57,952.41
626 CENTRAL SCHOOL FOOD MANAGEMENT		1,203,419.77	0.00	1,203,419.77	749,168.29	271,772.34	182,479.14
627 RECORDS RETENTION		126,774.62	94,094.87	220,869.49	117,225.50	27,916.57	75,727.42
628 TELECOMMUNICATIONS		337,121.74	177,295.97	514,417.71	304,597.80	96,367.21	113,452.70
631 COOPERATIVE BID/MAD. BOCES		61,116.30	2,245.70	63,362.00	38,345.49	0.00	25,016.51
632 HEALTH CARE COORD./DELAWARE BOC		24,747.00	-24,747.00	0.00	0.00	0.00	0.00
633 GASB 45 PLNG/QUESTAR III		21,155.00	766.00	21,921.00	13,152.60	0.00	8,768.40
634 STAFF DEV BD OF ED - HERKIMER BOCES		15,422.11	0.00	15,422.11	10,795.51	0.00	4,626.60
636 GASB 45 PLANNING/CLINTON-ESSEX		12,470.00	5,200.00	17,670.00	11,780.00	1,472.53	4,417.47
637 FIXED ASSET INVENTORY/QUESTAR III		31,461.00	870.00	32,331.00	19,398.60	0.00	12,932.40
639 TRANSP./MADISON BOCES		90.00	6,094.00	6,184.00	1,487.42	0.00	4,696.58

ONEIDA HERKIMER MADISON BOCES

Budget Status Report As Of: 03/31/2025

Fiscal Year: 2025

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
640 DRUG TESTING/JEFF-LEWIS BOCES		18,525.25	224.00	18,749.25	18,545.25	0.00	204.00
641 ON-LINE APPL./PUTNAM BOCES		43,493.25	938.63	44,431.88	26,659.13	0.00	17,772.75
645 INFINITE CAMPUS/E. SUFFOLK BOCES		0.00	1,150.00	1,150.00	1,069.50	0.00	80.50
646 MEDICAID REIMBURSEMENT/MADISON BOCES		29,292.50	1,968.44	31,260.94	17,783.58	0.00	13,477.36
649 ACA COMPLIANCE/MADISON BOCES		17,287.05	1,112.25	18,399.30	11,134.89	0.00	7,264.41
650 TESTING - NYS ALT ADDMT-CAP REGION BOCES		83,252.40	-81,658.65	1,593.75	1,593.75	0.00	0.00
651 SCRIC/BROOME BOCES		61,400.76	13,982.92	75,383.68	75,383.68	0.00	0.00
655 SPECIAL ED AID ASSISTANCE SVC/QUESTAR		32,279.00	645.00	32,924.00	19,872.00	0.00	13,052.00
656 EMPLOYEE RELATIONS/ONC BOCES		18,411.00	1,305.00	19,716.00	13,677.98	2,012.67	4,025.35
657 PROJECT WORK/CAPITAL REGION BOCES		0.00	28,485.00	28,485.00	0.00	0.00	28,485.00
658 COOP BID/DCMO BOCES		25,351.06	-414.86	24,936.20	17,455.36	0.00	7,480.84
659 TIER 4 ENHANCED/CAP REGION BOCES		241,927.56	-9,293.31	232,634.25	195,839.45	0.00	36,794.80
660 EMPLOYEE ASSISTANCE/DCMO BOCES		8,347.12	969.14	9,316.26	5,822.66	0.00	3,493.60
661 WEB HOSTING/CAPITAL REGION BOCES		4,285.00	4,543.00	8,828.00	6,621.00	0.00	2,207.00
662 COMPUTER MANAGEMENT/S.WESTCHESTER BOCES		71,437.17	0.00	71,437.17	43,045.41	0.00	28,391.76
663 TRANSPORT PLANNING/FRANKLIN ESSEX BOCES		0.00	21,700.00	21,700.00	21,700.00	0.00	0.00
664 DATA ANALYTICS/CLINTON-ESSEX BOCES		0.00	10,541.67	10,541.67	6,325.01	1,054.17	3,162.49
679 PLANNING SERVICE/ERIE 2 BOCES		15,400.00	75,900.00	91,300.00	57,920.25	0.00	33,379.75
701 OPERATIONS & MAINTENANCE		3,689,293.12	8,441.87	3,697,734.99	2,694,738.89	922,828.10	80,188.00
702 SPECIAL EDUCATION ADMINISTRATION		1,379,660.17	0.00	1,379,660.17	899,507.05	373,878.74	106,274.38
703 PROGRAM TRANSPORTATION		303,416.57	0.00	303,416.57	8,877.85	394,587.21	-100,048.49
704 CENTRAL SUPERVISION		571,421.12	24,121.89	595,543.01	408,572.15	164,937.32	22,033.54
707 TRANSITION PLANNING SERVICE		53,531.00	0.00	53,531.00	54,833.11	21,002.67	-22,304.78
708 TEACHING ASSISTANT		804,459.00	-320,520.00	483,939.00	303,972.26	186,711.30	-6,744.56
709 RESEARCH AND DEVELOPMENT		258,427.39	0.00	258,427.39	123,830.49	48,903.08	85,693.82
713 INFO & TECH SUPERVISION		550,296.68	24,894.00	575,190.68	342,007.07	195,491.70	37,691.91
715 Speech Therapy - Related Service		1,045,875.40	80,343.57	1,126,218.97	630,116.24	381,330.26	114,772.47
716 Visually Impaired - Related Service		32,408.14	-7,998.87	24,409.27	20,286.28	14,582.64	-10,459.65
718 Hearing Impaired - Related Service		8,097.76	-7,978.50	119.26	5,483.34	4,030.59	-9,394.67
720 PHYSICAL THERAPY - RELATED SERVICE		248,792.00	-13,620.00	235,172.00	173,882.75	106,859.07	-45,569.82
721 School Social Worker		1,361,308.00	-216,611.00	1,144,697.00	820,359.89	533,940.00	-209,602.89
722 Occupational Therapy		334,100.00	16,029.00	350,129.00	198,560.84	108,669.99	42,898.17
Total GENERAL FUND		94,356,575.45	13,343,181.31	107,699,756.76	65,949,232.30	23,694,094.26	18,056,430.20

ONEIDA HERKIMER MADISON BOCES

Revenue Status Report As Of: 03/31/2025

Fiscal Year: 2025

Fund: C SCHOOL LUNCH FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date*	Anticipated Balance	Excess Revenue
791.000-1440-000	791.000	Sales of Type A Meals	302,300.00	0.00	302,300.00	260,994.23	41,305.77	
791.000-1445-000	791.000	Other Food Sales-Invoices	125,000.00	0.00	125,000.00	30,777.56	94,222.44	
791.000-2252-999	791.000	Est. for Carryover Encumbrance	0.00	205,000.00	205,000.00	205,000.00		
791.000-2401-000	791.000	Interest & Profits on Dep	0.00	0.00	0.00	0.00		
791.000-2401-001	791.000	INT & EARNINGS METROPOLITAN	40,000.00	0.00	40,000.00	72,897.93		32,897.93
791.000-2650-000	791.000	Sale of Scrap,Waste & Excess	0.00	0.00	0.00	0.00		
791.000-2701-000	791.000	Refunds Prior Years' Expense	0.00	0.00	0.00	584.95		584.95
791.000-2705-000	791.000	Gifts and Donations	0.00	0.00	0.00	0.00		
791.000-2770-000	791.000	Other Unclassified Revenue	25,000.00	0.00	25,000.00	4,897.49	20,102.51	
791.000-2770-001	791.000	Misc Revenue - Fees Collected	0.00	0.00	0.00	0.00		
791.000-3190-000	791.000	State Aid - Lunch Program	7,000,000.00	0.00	7,000,000.00	4,601,085.00	2,398,915.00	
791.000-3190-001	791.000	Surplus Food/Warehouse/Inv	475,000.00	0.00	475,000.00	0.00	475,000.00	
791.000-3190-002	791.000	STATE AID S/L-SUPP CHAIN ASST	0.00	0.00	0.00	4,872.00		4,872.00
791.000-3190-003	791.000	LOCAL FOOD FOR SCHOOLS	0.00	0.00	0.00	72,103.00		72,103.00
791.000 Service Subtotal			7,967,300.00	205,000.00	8,172,300.00	5,253,212.16	3,029,545.72	110,457.88
Total SCHOOL LUNCH FUND			7,967,300.00	205,000.00	8,172,300.00	5,253,212.16	3,029,545.72	110,457.88

Selection Criteria

Criteria Name: Shared: LUNCH EOM RPT Modified

As Of Date: 03/31/2025

Sort by: Fund/Service

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* Year-to-date revenue amounts include the estimated revenue associated with carryover encumbrances from the prior fiscal year, which are reported in revenue code 225x-9xx.

Total year-to-date revenue will not agree with actual revenue shown for G/L account 980, unless these accounts are excluded

ONEIDA HERKIMER MADISON BOCES

Budget Status Report As Of: 03/31/2025

Fiscal Year: 2025

Fund: C SCHOOL LUNCH FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
791-2860-160	SCHOOL LUNCH SALARY	2,387,500.00	0.00	2,387,500.00	1,534,460.46	0.00	853,039.54
791-2860-200	EQUIPMENT	15,000.00	175,000.00	190,000.00	0.00	175,000.00	15,000.00
791-2860-301	SUPPLIES - FOOD	2,700,000.00	0.00	2,700,000.00	1,995,816.80	1,467,356.52	-763,173.32
791-2860-302	SUPPLIES - OTHER	275,000.00	0.00	275,000.00	116,306.86	182,640.17	-23,947.03
791-2860-303	SURPL FOOD/WRHOUSE/INV	475,000.00	0.00	475,000.00	15,746.40	0.00	459,253.60
791-2860-400	MISC CONTR	85,000.00	30,000.00	115,000.00	51,944.83	83,112.81	-20,057.64
791-2860-401	TRAVEL	3,500.00	0.00	3,500.00	3,731.81	0.00	-231.81
791-2860-402	USE OF SCHOOL FACILITIES	1,000,000.00	0.00	1,000,000.00	-0.57	0.00	1,000,000.57
791-2860-403	INSURANCE	1,300.00	0.00	1,300.00	0.00	0.00	1,300.00
791-2860-801	ERS	200,000.00	0.00	200,000.00	119,588.33	0.00	80,411.67
791-2860-802	FICA	200,000.00	0.00	200,000.00	114,323.84	0.00	85,676.16
791-2860-803	WK COMP	100,000.00	0.00	100,000.00	58,309.54	0.00	41,690.46
791-2860-804	HEALTH INS	525,000.00	0.00	525,000.00	209,474.64	94,238.95	221,286.41
791-9500-990	TR CREDIT FARM TO SCH GR	0.00	0.00	0.00	-6,427.44	0.00	6,427.44
791-000 SCHOOL LUNCH FUND - Service Subtotal		7,967,300.00	205,000.00	8,172,300.00	4,213,275.50	2,002,348.45	1,956,676.05
Total SCHOOL LUNCH FUND		7,967,300.00	205,000.00	8,172,300.00	4,213,275.50	2,002,348.45	1,956,676.05

BUDGET ADJUSTMENT'S

	2024-2025	Adjustments per Contract	07/31/24	08/01/24	09/01/24	10/01/24	11/01/24	12/01/24	01/01/25	02/01/25	Revised Budget
Description	Adopted Budget	Contracts	Totals	Changes	Changes	Changes	Changes	Changes	Changes	Net Changes	Budget
A000 ADMINISTRATION											
A001 Administration	4,293,680	157,955	4,451,635					(103,882)		(103,882)	4,451,635
A002 Rent & Capital Budgets	3,394,208		3,394,208								3,290,326
A000 ADMINISTRATION TOTAL	7,687,888	157,955	7,845,843	-	-	-	-	(103,882)	-	(103,882)	7,741,961
A100 VOCATIONAL EDUCATION											
A101 Occupational Education	9,465,979	(54,437)	9,411,542	(379,354)						(379,354)	9,032,188
A102 Adult Education	45,428		45,428								45,428
A103 Secondary Occ Ed/Madison BOCES	22,890		22,890		(22,890)					(22,890)	-
A107 Multi. Occupational Education	765,000	(6,230)	758,770					(40,800)		(40,800)	717,970
A109 Occup. Ed./Madison BOCES	43,184	1,228	44,412					(11,103)	11,103	-	44,412
A100 VOCATIONAL EDUCATION TOTAL	10,342,481	(59,439)	10,283,042	(379,354)	(22,890)	-	-	(51,903)	11,103	(443,044)	9,839,998
A200 SPECIAL EDUCATION											
A201 Special Class 8:1:1	8,900,123	40,392	8,940,515				(1,309,366)		212,128	(1,097,238)	7,843,277
A202 Intense Mang. Needs/Madison BOCES	73,034	(73,034)	-		138,754				(22,929)	115,825	115,825
A204 12:1:1	2,297,649	(108,678)	2,188,972			32,715			(3,045)	29,670	2,218,642
A205 Option II/Madison BOCES	368,320	(54,839)	313,481		28,719			20,826	75,147	124,692	438,173
A206 Transition Services	976,408	(29,058)	947,350	2,178	69,764	3,300	(397,256)		4,455	79,697	1,027,047
A209 Severely Handicapped	6,997,076	537,754	7,534,830					44,670	37,633	(359,624)	7,175,206
A214 Scndry Int.Mgt.Needs/Madison BOCES	379,855	4,323	384,178		(182,790)				*	(99,643)	284,535
A216 Spec.Ed./1:6:1	2,209,020	163,474	2,372,493			(1,267,290)			(35,980)	(1,303,270)	1,069,223
A222 Autism Program/Madison BOCES	242,849	135,851	378,699		(14,884)			59,191	(72,522)	(28,215)	350,484
A225 Elementary IMN/Madison BOCES	553,849	(225,904)	327,945		339,437			(215,003)	(87,504)	36,930	364,875
A228 Skills Dev-Elem (12:1:1)/Madison BOCES	83,833	548,764	632,597		59,381			(565,083)	61,804	(382,216)	250,381
A230 Intense Mgmt Needs/Madison BOCES		200,750	200,750		48,363			53,852	(50,760)	46,703	247,451
A232 Autism-Secondary (6:1:1)/Madison BOCES	166,520	(41,493)	125,027	2,178	(5,352)			178,128	59,957	184,263	309,291
A200 SPECIAL EDUCATION TOTAL	23,248,536	1,098,301	24,346,837	2,178	481,392	(2,937,897)		(423,419)	178,382	(2,652,426)	21,694,411

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)	(T)	(U)	(V)	(W)	(X)	(Y)	(Z)	(AA)	(AB)	(AC)	(AD)	(AE)	(AF)	(AG)	(AH)	(AI)	(AJ)	(AK)	(AL)	(AM)	(AN)	(AO)	(AP)	(AQ)	(AR)	(AS)	(AT)	(AU)	(AV)	(AW)	(AX)	(AY)	(AZ)	(BA)	(BB)	(BC)	(BD)	(BE)	(BF)	(BG)	(BH)	(BI)	(BJ)	(BK)	(BL)	(BM)	(BN)	(BO)	(BP)	(BQ)	(BR)	(BS)	(BT)	(BU)	(BV)	(BW)	(BX)	(BY)	(BZ)	(CA)	(CB)	(CC)	(CD)	(CE)	(CF)	(CG)	(CH)	(CI)	(CJ)	(CK)	(CL)	(CM)	(CN)	(CO)	(CP)	(CQ)	(CR)	(CS)	(CT)	(CU)	(CV)	(CW)	(CX)	(CY)	(CZ)	(DA)	(DB)	(DC)	(DD)	(DE)	(DF)	(DG)	(DH)	(DI)	(DJ)	(DK)	(DL)	(DM)	(DN)	(DO)	(DP)	(DQ)	(DR)	(DS)	(DT)	(DU)	(DV)	(DW)	(DX)	(DY)	(DZ)	(EA)	(EB)	(EC)	(ED)	(EE)	(EF)	(EG)	(EH)	(EI)	(EJ)	(EK)	(EL)	(EM)	(EN)	(EO)	(EP)	(EQ)	(ER)	(ES)	(ET)	(EU)	(EV)	(EW)	(EX)	(EY)	(EZ)	(FA)	(FB)	(FC)	(FD)	(FE)	(FF)	(FG)	(FH)	(FI)	(FJ)	(FK)	(FL)	(FM)	(FN)	(FO)	(FP)	(FQ)	(FR)	(FS)	(FT)	(FU)	(FV)	(FW)	(FX)	(FY)	(FZ)	(GA)	(GB)	(GC)	(GD)	(GE)	(GF)	(GG)	(GH)	(GI)	(GJ)	(GK)	(GL)	(GM)	(GN)	(GO)	(GP)	(GQ)	(GR)	(GS)	(GT)	(GU)	(GV)	(GW)	(GX)	(GY)	(GZ)	(HA)	(HB)	(HC)	(HD)	(HE)	(HF)	(HG)	(HH)	(HI)	(HJ)	(HK)	(HL)	(HM)	(HN)	(HO)	(HP)	(HQ)	(HR)	(HS)	(HT)	(HU)	(HV)	(HW)	(HX)	(HY)	(HZ)	(IA)	(IB)	(IC)	(ID)	(IE)	(IF)	(IG)	(IH)	(II)	(IJ)	(IK)	(IL)	(IM)	(IN)	(IO)	(IP)	(IQ)	(IR)	(IS)	(IT)	(IU)	(IV)	(IW)	(IX)	(IY)	(IZ)	(JA)	(JB)	(JC)	(JD)	(JE)	(JF)	(JG)	(JH)	(JI)	(JJ)	(JK)	(JL)	(JM)	(JN)	(JO)	(JP)	(JQ)	(JR)	(JS)	(JT)	(JU)	(JV)	(JW)	(JX)	(JY)	(JZ)	(KA)	(KB)	(KC)	(KD)	(KE)	(KF)	(KG)	(KH)	(KI)	(KJ)	(KK)	(KL)	(KM)	(KN)	(KO)	(KP)	(KQ)	(KR)	(KS)	(KT)	(KU)	(KV)	(KW)	(KX)	(KY)	(KZ)	(LA)	(LB)	(LC)	(LD)	(LE)	(LF)	(LG)	(LH)	(LI)	(LJ)	(LK)	(LL)	(LM)	(LN)	(LO)	(LP)	(LQ)	(LR)	(LS)	(LT)	(LU)	(LV)	(LW)	(LX)	(LY)	(LZ)	(MA)	(MB)	(MC)	(MD)	(ME)	(MF)	(MG)	(MH)	(MI)	(MJ)	(MK)	(ML)	(MN)	(MO)	(MP)	(MQ)	(MR)	(MS)	(MT)	(MU)	(MV)	(MW)	(MX)	(MY)	(MZ)	(NA)	(NB)	(NC)	(ND)	(NE)	(NF)	(NG)	(NH)	(NI)	(NJ)	(NK)	(NL)	(NM)	(NN)	(NO)	(NP)	(NQ)	(NR)	(NS)	(NT)	(NU)	(NV)	(NW)	(NX)	(NY)	(NZ)	(OA)	(OB)	(OC)	(OD)	(OE)	(OF)	(OG)	(OH)	(OI)	(OJ)	(OK)	(OL)	(OM)	(ON)	(OO)	(OP)	(OQ)	(OR)	(OS)	(OT)	(OU)	(OV)	(OW)	(OX)	(OY)	(OZ)	(PA)	(PB)	(PC)	(PD)	(PE)	(PF)	(PG)	(PH)	(PI)	(PJ)	(PK)	(PL)	(PM)	(PN)	(PO)	(PP)	(PQ)	(PR)	(PS)	(PT)	(PU)	(PV)	(PW)	(PX)	(PY)	(PZ)	(QA)	(QB)	(QC)	(QD)	(QE)	(QF)	(QG)	(QH)	(QI)	(QJ)	(QK)	(QL)	(QM)	(QN)	(QO)	(QP)	(QQ)	(QR)	(QS)	(QT)	(QU)	(QV)	(QW)	(QX)	(QY)	(QZ)	(RA)	(RB)	(RC)	(RD)	(RE)	(RF)	(RG)	(RH)	(RI)	(RJ)	(RK)	(RL)	(RM)	(RN)	(RO)	(RP)	(RQ)	(RR)	(RS)	(RT)	(RU)	(RV)	(RW)	(RX)	(RY)	(RZ)	(SA)	(SB)	(SC)	(SD)	(SE)	(SF)	(SG)	(SH)	(SI)	(SJ)	(SK)	(SL)	(SM)	(SN)	(SO)	(SP)	(SQ)	(SR)	(SS)	(ST)	(SU)	(SV)	(SW)	(SX)	(SY)	(SZ)	(TA)	(TB)	(TC)	(TD)	(TE)	(TF)	(TG)	(TH)	(TI)	(TJ)	(TK)	(TL)	(TM)	(TN)	(TO)	(TP)	(TQ)	(TR)	(TS)	(TT)	(TU)	(TV)	(TW)	(TX)	(TY)	(TZ)	(UA)	(UB)	(UC)	(UD)	(UE)	(UF)	(UG)	(UH)	(UI)	(UJ)	(UK)	(UL)	(UM)	(UN)	(UO)	(UP)	(UQ)	(UR)	(US)	(UT)	(UU)	(UV)	(UW)	(UX)	(UY)	(UZ)	(VA)	(VB)	(VC)	(VD)	(VE)	(VF)	(VG)	(VH)	(VI)	(VJ)	(VK)	(VL)	(VM)	(VN)	(VO)	(VP)	(VQ)	(VR)	(VS)	(VT)	(VU)	(VV)	(VW)	(VX)	(VY)	(VZ)	(WA)	(WB)	(WC)	(WD)	(WE)	(WF)	(WG)	(WH)	(WI)	(WJ)	(WK)	(WL)	(WM)	(WN)	(WO)	(WP)	(WQ)	(WR)	(WS)	(WT)	(WU)	(WV)	(WW)	(WX)	(WY)	(WZ)	(XA)	(XB)	(XC)	(XD)	(XE)	(XF)	(XG)	(XH)	(XI)	(XJ)	(XK)	(XL)	(XM)	(XN)	(XO)	(XP)	(XQ)	(XR)	(XS)	(XT)	(XU)	(XV)	(XW)	(XX)	(XY)	(XZ)	(YA)	(YB)	(YC)	(YD)	(YE)	(YF)	(YG)	(YH)	(YI)	(YJ)	(YK)	(YL)	(YM)	(YN)	(YO)
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Description	2024-2025		Adjustments per Contracts	07/31/24		08/01/24	08/31/24	09/01/24	09/30/24	10/01/24	10/31/24	11/01/24	11/30/24	12/01/24	12/31/24	01/01/25	01/31/25	02/01/25	Net Changes	Revised Budget
	Adopted Budget	Totals		Contract	Changes															
A316 Visually Impaired	119,558	119,558								399									399	119,956
A317 Computer Instruction																			-	-
A318 Hearing Impaired	158,188	158,188																	-	158,188
A321 Physical Therapy	169,740	169,740																	-	169,740
A322 Occupational Therapy	225,305	225,305																	-	225,305
A325 Home Economics	101,420	101,420																		60,852
A326 English/Second Language	586,251	586,251	(65,139)																(40,568)	487,457
A332 Curriculum Supervision																			(33,655)	231,634
A338 Music Teacher	264,480	264,480	(11,020)																231,634	301,948
A345 Shared Business Official			17,700																48,488	78,631
A346 Audiology/Oswego BOCES	237,690	237,690	(36,738)																60,931	225,982
A355 General Supervision	91,497	91,497																	25,031	121,497
A357 Bilingual/ESL Itinerant/Madison BOCES	22,640	22,640																	30,000	46,840
A300 ITINERANTS TOTAL	4,451,609	4,229,387	(222,222)																737,842	4,967,229
A400 GENERAL EDUCATION																			-	-
A402 Explor. Enrichment/Jeff-Lewis BOCES	15,840	4,950	(10,890)																15,428	20,378
A405 Performing Arts	411,363	383,532	(27,831)																89,102	472,634
A408 Alternative Education	7,891,028	7,817,614	(73,415)																(154,276)	7,663,337
A410 Hospital Based/Onondaga BOCES	8,856	8,856																	1,404	10,260
A411 Alternative High School Equivalency		116,190	116,190																-	116,190
A415 Portable Planetarium	5,850	19,501	13,651																5,480	24,981
A417 Equivalent Attendance/Madison BOCES	141,622	142,575	953																600	143,784
A420 Regional Program Excellence	199,486	173,074	(26,412)																(15,407)	157,667
A426 Distance Learning/Madison BOCES	675,807	736,650	60,843																185,514	922,164
A428 Summer School	530,835	1,224,299	693,464																(198,203)	1,026,096
A438 Distance Learning	1,917,064	1,976,878	59,814																103,879	2,080,757
A461 Distance Learning/Capital Region BOCES		9,828	9,828																(9,828)	-
A462 Exploratory Enrichment/Monroe 2 BOCES																			1,224,263	1,224,263
A464 Bright Future Academy/Madison BOCES																			40,530	40,530
A479 DL Synergy Virtual HS/CITI BOCES	47,790	49,470	1,680																(4,384)	45,086
A480 Early College Access-Dual Credit																			866	866
A400 GENERAL EDUCATION TOTAL	11,845,541	12,663,417	817,876																226,338	226,338
A500 INSTRUCTIONAL SUPPORT																			1,511,048	14,174,465
A502 Library Media	1,135,512	1,135,703	191																18,692	1,154,395
A504 Audio Visual/Video Repair	1,032,424	1,327,518	295,094																80,570	1,408,087
A505 Printing Services	1,426,424	1,494,317	67,893																152,164	1,646,481
A509 Sch. Curr./Cayuga BOCES	41,908	32,996	(8,912)																277	33,274
A510 Learning Technology	3,618,421	3,503,629	(114,791)																274,767	3,778,396
A511 Sch. Curric/Capital Region BOCES		3,643	3,643																7,768	11,412
A513 Sch. Curric/Franklin BOCES																			1,985	1,985

Description	2024-2025		Adjustments per Contracts	07/31/24		08/01/24	09/01/24		10/01/24	11/01/24		12/01/24	01/01/25		02/01/25	Net Changes	Revised Budget
	Adopted Budget	Contract		Totals	Changes		09/30/24	10/31/24		11/30/24	12/31/24		01/31/25	02/28/25			
A618 Employee Benefits Coordination	137,150			137,150								818	1,770	580		-	137,150
A620 Safety/Asbestos/Struct/Fire Inspections	994,142		38,130	1,032,272		250	7,011	7,095								17,524	1,049,796
A621 Liability Insurance Consortium	7,375			7,375												-	7,375
A622 Regional Bus Radios/Madison BOCES	9,928		210	10,138				30								30	10,168
A623 State Aid Planning/Questar III BOCES	42,180		840	43,020												-	43,020
A625 Substitute Calling Service	176,023		(8,099)	167,924			4,770	12,451		600						17,821	185,745
A626 School Food Service	1,163,608		58,825	1,222,433				(58,825)								(58,825)	1,163,608
A627 Records Retention	122,400		81,345	203,745		12,750										12,750	216,495
A628 Telecommunications	310,835		177,296	488,131				297								-	488,131
A631 Cooperative Bid/Madison BOCES	61,116		1,949	63,065												297	63,362
A632 Health Care Coord./Delaware BOCES	24,747		(24,747)	-												-	-
A633 GASB 45/Questar III BOCES	21,155		766	21,921												-	21,921
A634 Staff Dev./Board/Herkimer BOCES	15,422			15,422												-	15,422
A636 GASB 45/Clinton-Essex Boces	12,470		5,220	17,690		(20)									(20)	17,670	
A637 Fixed Assets/Questar III BOCES	31,461		870	32,331				(220)				511		3,420		3,711	32,331
A639 Transp./Madison BOCES	90		2,383	2,473			376	3,496		2,390		1,130	971	333		8,695	16,921
A640 Drug Testing/Jeff-Lewis BOCES	18,525		(10,298)	8,226												-	44,432
A641 On-Line Application/Putnam BOCES	43,493		939	44,432												-	1,150
A645 Infinite Campus/Eastern Suffolk BOCES	29,293		(60)	29,233				1,150								1,150	1,150
A646 Medicaid Reimburs./Madison BOCES			1,150	1,150				235							235	29,467	
A648 Election Mgmt/E. Suffolk BOCES	17,287		1,112	18,399				(1,150)							(1,150)	-	-
A649 ACA Compliance/Madison BOCES												1,594				-	18,399
A650 Testing-NYS Alt Addmt/Cap Region BOCES	83,252		(71,114)	12,138												1,594	13,732
A651 SCRIC/Broome BOCES	61,401		13,983	75,384								(686)				-	75,384
A655 Special Ed Aid Assistance Svc/Questar III BOCES	32,279		1,331	33,610												(686)	32,924
A656 Employee Relations/ONC BOCES	18,411		1,305	19,716												-	19,716
A657 Project Work/Cap Region BOCES			28,485	28,485												-	28,485
A658 Coop Bid/DCMO BOCES	25,351		(415)	24,936												-	24,936
A659 Tier 4 Enhanced/Cap Region BOCES	241,928		(9,293)	232,634												-	232,634
A660 Employee Assistance/DCMO BOCES	8,347		(8,347)	-						9,316						9,316	9,316
A661 Web Hosting/Capital Region BOCES	4,285		4,543	8,828												-	8,828
A662 Computer Management/Westchester BOCES	71,437															-	71,437
A663 Transportation Planning/Franklin Essex BOCES			21,700	21,700		(0)										(0)	21,700
A664 Data Analytics/Clinton Essex BOCES								10,542								10,542	10,542
A679 Planning Service/Brie 2 BOCES								51,150								51,150	91,300
A600 NON-INSTRUCTIONAL SERVICES TOTAL.	15,400		524,983	17,930,236		19,668	(22,776)	791,491		75,496		113,272	81,586	38,282		1,097,020	19,027,256
	17,405,253																
A700 INTERNAL																	
A701 Operations and Maintenance																	
A713 Infor and Technology Supervision																	
A700 INTERNAL																	

Description	2024-2025 Adopted Budget	Adjustments per Contracts	07/31/24 Contract Totals	08/01/24 08/31/24 Changes	09/01/24 09/30/24 Changes	10/01/24 10/31/24 Changes	11/01/24 11/30/24 Changes	12/01/24 12/31/24 Changes	01/01/25 01/31/25 Changes	02/01/25 02/28/25 Changes	Net Changes	Revised Budget
TOTALS	94,356,575	9,737,296	104,093,871	111,012	877,359	2,245,722	(1,523,703)	(1,213,913)	1,666,870	196,528	2,359,875	106,453,746

MONTHLY ADJUSTMENTS OVER 1.0% OF BUDGET

A109 Occup. Ed./Madison BOCES	11,103
A214 Scndry Int.Mgt.Needs/Madison BOCES	38,477
A228 Skills Dev-Elem (12:1:1)/Madison BOCES	61,682
A232 Autism-Secondary (6:1:1)/Madison BOCES	(48,469)
A479 DL Synergy Virtual HS/CITI BOCES	(38,230)
A543 Hard/Software/Oswego BOCES	(6,907)
A639 Transp./Madison BOCES	3,420

March 2025 Report for May Meeting

Description	2024-2025 Adopted Budget	Adjustments per Contracts	07/31/24 Contract Totals	08/01/24 Changes	09/01/24 Changes	10/01/24 Changes	11/01/24 Changes	12/01/24 Changes	01/01/25 Changes	02/01/25 Changes	03/01/25 Changes	Net Changes
A000 ADMINISTRATION												
A001 Administration	4,293,680	157,955	4,451,635									-
A002 Rent & Capital Budgets	3,394,208		3,394,208					(103,882)				(103,882)
A000 ADMINISTRATION TOTAL												
	7,687,888	157,955	7,845,843	-	-	-	-	(103,882)	-	-	-	(103,882)
A100 VOCATIONAL EDUCATION												
A101 Occupational Education	9,465,979	(54,437)	9,411,542	(379,354)								(379,354)
A102 Adult Education	45,428		45,428									-
A103 Secondary Occ Ed./Madison BOCES	22,890		22,890		(22,890)							(22,890)
A107 Multi. Occupational Education	765,000	(6,230)	758,770					(40,800)			(4,250)	(45,050)
A109 Occup. Ed./Madison BOCES	43,184	1,228	44,412					(11,103)		11,103		-
A100 VOCATIONAL EDUCATION TOTAL												
	10,342,481	(59,439)	10,283,042	(379,354)	-	(22,890)	-	(51,903)	-	11,103	(4,250)	(447,294)
A200 SPECIAL EDUCATION												
A201 Special Class 8:1:1	8,900,123	40,392	8,940,515				(1,309,366)		212,128			(1,097,238)
A202 Intense Mang. Needs/Madison BOCES	73,034	(73,034)	-		138,754				(22,929)			115,825
A204 12-1-1	2,297,649	(108,678)	2,188,972				32,715		(3,045)			29,670
A205 Option II/Madison BOCES	368,320	(54,839)	313,481		28,719		20,826		75,147		93,968	218,660
A206 Transition Services	976,408	(29,058)	947,350		69,764		3,300		4,455		968,455	1,048,153
A209 Severely Handicapped	6,997,076	537,754	7,534,830				(397,256)		37,633			(359,624)
A214 Sndry Int.Mgt.Needs/Madison BOCES	379,855	4,323	384,178		(182,790)			44,670		38,477	(51,021)	(150,664)
A216 Spec.Ed./1:6:1	2,209,020	163,474	2,372,493				(1,267,290)		(35,980)			(1,303,270)
A222 Autism Program/Madison BOCES	242,849	135,851	378,699		(14,884)			59,191		(2,413)		(30,627)
A225 Elementary IMN/Madison BOCES	553,849	(225,904)	327,945		339,437			(215,003)		(87,504)		36,930
A228 Skills Dev-Elem (12:1:1)/Madison BOCES	88,833	548,764	632,597		59,381			(565,083)		61,804	(91,034)	(473,250)
A230 Intense Mgmt Needs/Madison BOCES		200,750	200,750		48,363			53,852		(50,760)	(4,753)	46,703
A232 Autism-Secondary (6:1:1)/Madison BOCES	166,520	(41,493)	125,027		(5,352)			178,128		59,957	(48,469)	185,789
A234 Elementary (12:1:3)/Madison BOCES	-	-	-		-			-		105,106		105,106
A200 SPECIAL EDUCATION TOTAL												
	23,248,536	1,098,301	24,346,837	2,178	-	481,392	(2,937,897)	(423,419)	178,382	46,937	1,024,588	(1,627,839)
A300 ITINERANTS												
A303 Art	155,512	51,837	207,349	103,674			6,480					110,154
A305 Guidance	272,076	(27,208)	244,868	(27,208)								(27,208)
A306 Technology	90,413		90,413									-
A307 Itinerant English			-				67,734					67,734
A308 Physical Education	148,095		148,095									-
A310 Nurse Practitioner	367,396	(37,401)	329,995		14,051		26,243		1,118		328	41,739
A312 School Physician	57,257	2,042	59,299									-
A313 School Psychologist	302,810	681	303,491		32,524							32,524

Description	2024-2025		Adjustments per Contracts	07/31/24		08/01/24	09/01/24	10/01/24	11/01/24	12/01/24	01/01/25	02/01/25	03/01/25	Net Changes
	Adopted Budget	Totals		Contract	Changes									
A314 School Social Worker	288,078		(82,233)	205,845										-
A315 Speech Impaired	793,203		(34,743)	758,460				166,766						166,766
A316 Visually Impaired	119,558			119,558				399					2,391	2,790
A317 Computer Instruction														-
A318 Hearing Impaired	158,188			158,188										-
A321 Physical Therapy	169,740			169,740										-
A322 Occupational Therapy	225,305			225,305										-
A325 Home Economics	101,420			101,420	(40,568)									(40,568)
A326 English/Second Language	586,251		(65,139)	521,112		17,921	(43,426)	9,771					53,197	19,542
A332 Curriculum Supervision						31,823	67,825	67,825	31,611	34,083	48,372		63,755	295,390
A338 Music Teacher	264,480		(11,020)	253,460		55,100	(6,612)					60,931		48,488
A345 Shared Business Official			17,700	17,700										60,931
A346 Audiology/Oswego BOCES	237,690		(36,738)	200,952		10,073			464	14,494				25,031
A355 General Supervision	91,497			91,497					30,000					30,000
A357 Bilingual/ESL Itinerant/Madison BOCES	22,640			22,640				(22,640)		46,840				24,200
A300 ITINERANTS TOTAL	4,451,609		(222,222)	4,229,387	108,920	5,909	254,645	162,532	95,417	110,420	-	119,671		857,513
A400 GENERAL EDUCATION														
A402 Explor. Enrichment/Jeff-Lewis BOCES	15,840		(10,890)	4,950		15,428								15,428
A405 Performing Arts	411,363		(27,831)	383,532				4,318	25,245	54,805	4,735		77,727	166,829
A408 Alternative Education	7,891,028		(73,415)	7,817,614			(154,276)							(154,276)
A410 Hospital Based/Onondaga BOCES	8,856			8,856					1,404					1,404
A411 Alternative High School Equivalency														-
A415 Portable Planetarium	5,850		13,651	19,501	650		4,225	930			(325)	2,600		8,080
A417 Equivalent Attendance/Madison BOCES	141,622		953	142,575			(224)		833		600		2,687	3,896
A420 Regional Program Excellence	199,486		(26,412)	173,074					(15,407)					(15,407)
A426 Distance Learning/Madison BOCES	675,807		60,843	736,650				116,298			1,060	68,156		185,514
A428 Summer School	530,835		693,464	1,224,299		(198,203)								(198,203)
A438 Distance Learning	1,917,064		59,814	1,976,878	69,189	7,159	23,281	4,249				2,250		106,129
A461 Distance Learning/Capital Region BOCES			9,828	9,828						(9,828)				(9,828)
A462 Exploratory Enrichment/Monroe 2 BOCES						266,632		957,631				(266,632)		957,631
A464 Bright Future Academy/Madison BOCES									40,530					40,530
A479 DL Synergy Virtual HS/CITI BOCES	47,790		1,680	49,470							866	(38,230)		(4,384)
A480 Early College Access-Dual Credit														
A400 GENERAL EDUCATION TOTAL	11,845,541		817,876	12,663,417	69,839	317,354	219,959	1,007,032	139,999	6,661	30,201	(181,369)		1,329,679
A500 INSTRUCTIONAL SUPPORT														
A502 Library Media	1,135,512		191	1,135,703										18,692
A504 Audio Visual/Video Repair	1,032,424		295,094	1,327,518		13,175	9,164	25,020					5,000	85,570
A505 Printing Services	1,426,424		67,893	1,494,317			11,096		3,100					152,164
A509 Sch. Curr./Cayuga BOCES	41,908		(8,912)	32,996			277						(211)	67
A510 Learning Technology	3,618,421		(114,791)	3,503,629	86,351	4,483	25,823	18,116					(15,248)	259,519

Description	2024-2025 Adopted Budget	Adjustments per Contracts	07/31/24 Contract Totals	08/01/24 08/31/24 Changes	09/01/24 09/30/24 Changes	10/01/24 10/31/24 Changes	11/01/24 11/30/24 Changes	12/01/24 12/31/24 Changes	01/01/25 01/31/25 Changes	02/01/25 02/28/25 Changes	03/01/25 03/31/25 Changes	Net Changes
A615 Policy Planning/Erie 1	13,289		619	13,909								-
A616 Employee Assistance Program	21,344			21,344								-
A617 Teacher Recruiting Service				-								-
A618 Employee Benefits Coordination	137,150			137,150								-
A620 Safety/Asbestos/Struct/Fire Inspections	994,142	38,130		1,032,272	250	7,011	7,095	818	1,770	580	1,920	19,444
A621 Liability Insurance Consortium	7,375			7,375								-
A622 Regional Bus Radios/Madison BOCES	9,928	210		10,138		30						30
A623 State Aid Planning/Questar III BOCES	42,180	840		43,020								-
A625 Substitute Calling Service	176,023	(8,099)		167,924	4,770	12,451	600					17,821
A626 School Food Service	1,163,608	58,825		1,222,433		(58,825)						(58,825)
A627 Records Retention	122,400	81,345		203,745	12,750							12,750
A628 Telecommunications	310,835	177,296		488,131								-
A631 Cooperative Bldg/Madison BOCES	61,116	1,949		63,065		297						297
A632 Health Care Coord./Delaware BOCES	24,747	(24,747)		-								-
A633 GASB 45/Questar III BOCES	21,155	766		21,921								-
A634 Staff Dev./Board/Herkimer BOCES	15,422			15,422								-
A636 GASB 45/Clinton-Essex Boces	12,470	5,220		17,690	(20)							(20)
A637 Fixed Assets/Questar III BOCES	31,461	870		32,331								-
A639 Transp./Madison BOCES	90	2,383		2,473		(220)		511	3,420	333	1,828	3,711
A640 Drug Testing/Jeff-Lewis BOCES	18,525	(10,299)		8,226	376	3,496	2,390	1,130	971			10,523
A641 On-Line Application/Putnam BOCES	43,493	939		44,432								-
A645 Infinite Campus/Eastern Suffolk BOCES				-		1,150						1,150
A646 Medicaid Reimburs./Madison BOCES	29,293	(60)		29,233		235						2,028
A648 Election Mgmt/E. Suffolk BOCES		1,150		1,150		(1,150)						(1,150)
A649 ACA Compliance/Madison BOCES	17,287	1,112		18,399								-
A650 Testing-NYS Alt Addmt/Cap Region BOCES	83,252	(71,114)		12,138				1,594			(12,138)	(10,544)
A651 SCRIC/Broome BOCES	61,401	13,983		75,384				(686)				(686)
A655 Special Ed Aid Assistance Svc/Questar III BOCES	32,279	1,331		33,610								-
A656 Employee Relations/ONC BOCES	18,411	1,305		19,716								-
A657 Project Work/Cap Region BOCES		28,485		28,485								-
A658 Coop Bldg/DCMO BOCES	25,351	(415)		24,936								-
A659 Tier 4 Enhanced/Cap Region BOCES	241,928	(9,293)		232,634								-
A660 Employee Assistance/DCMO BOCES	8,347	(8,347)		-			9,316					9,316
A661 Web Hosting/Capital Region BOCES	4,285	4,543		8,828								-
A662 Computer Management/Westchester BOCES	71,437			71,437								-
A663 Transportation Planning/Franklin Essex BOCES		21,700		21,700	(0)							(0)
A664 Data Analytics/Clinton Essex BOCES				-		10,542						10,542
A679 Planning Service/Erie 2 BOCES	15,400			15,400		51,150		16,500	8,250			75,900
A600 NON-INSTRUCTIONAL SERVICES TOTAL	17,405,253	524,983		17,930,236	19,668	(22,776)	791,491	113,272	81,586	38,282	109,181	1,206,201

Description	2024-2025 Adopted Budget	Adjustments per Contracts	07/31/24 Contract Totals	08/01/24 08/31/24 Changes	09/01/24 09/30/24 Changes	10/01/24 10/31/24 Changes	11/01/24 11/30/24 Changes	12/01/24 12/31/24 Changes	01/01/25 01/31/25 Changes	02/01/25 02/28/25 Changes	03/01/25 03/31/25 Changes	Net Changes
A700 INTERNAL												
A701 Operations and Maintenance	*		*									*
A713 Infor and Technology Supervision	*		*									*
A700 INTERNAL												
TOTALS	94,356,575	9,737,296	104,093,871	111,012	877,359	2,245,722	(1,523,703)	(1,213,913)	1,666,870	196,528	1,246,011	3,605,886

MONTHLY ADJUSTMENTS OVER 10% OF BUDGET

A205 Option II/Madison BOCES	
A206 Transition Services	93,968
A214 Scndry Int.Mgt.Needs/Madison BOCES	968,455
A228 Skills Dev-Elem (12:1:1)/Madison BOCES	(51,021)
A234 Elementary (12:1:3)/Madison BOCES	(91,034)
A332 Curriculum Supervision	105,106
A405 Performing Arts	63,755
A462 Exploratory Enrichment/Montroe 2 BOCES	77,727
A520 School Curriculum/Madison BOCES	(266,632)
A532 SDP /Admin/ Greater So. Tier BOCES	534
A650 Testing-NYS Alt Addmt/Cap Region BOCES	5,250
	(12,138)

A. PERSONNEL REPORT

a. RETIREMENTS

1. Teaching/Certified Staff

			Hire Date	Retire Date
1.	WENDY W. BUNKER	INSTRUCTIONAL SUPPORT SERVICES/ELA	02/24/2014	06/30/2025
2.	J. DUFFY BURDICK	TEACHER OF SPECIAL EDUCATION	09/01/2008	06/30/2025
3.	WINIFRED LYDFORD-KULESA	TEACHER OF ART	09/01/1999	06/30/2025
4.	TINA J. MCLEAN	TEACHER OF SPECIAL EDUCATION	02/28/2005	06/30/2025
5.	MARY B. OLENDER	TEACHER ASSISTANT	09/01/2000	06/30/2025

2. Non-Instructional/Classified Staff

			Hire Date	Retire Date
1.	JUNE D. FARRELL	COOK MANAGER	09/01/1992	06/30/2025
2.	MARK ZALOGA	PBIS COORDINATOR	10/14/2014	06/30/2025

b. RESIGNATIONS

1. Teaching/Certified Staff

			Hire Date	Resign Date
1.	SHANNON A. GATES	TEACHER ASSISTANT	01/19/2006	05/02/2025
2.	TAYLOR R. GOODSPEED	TEACHER ASSISTANT	11/17/2022	04/28/2025
3.	GEORGE J. VARRE	TEACHER ASSISTANT	01/13/2022	03/19/2025

2. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	CAROL M. BOEHLERT	FOOD SERVICE HELPER	09/01/2019	12/17/2023 (verbal)
2.	DUAMEL R. DETRAGLIA	STOREKEEPER	10/15/2024	03/07/2025
3.	JAMIE L. GENTILE	FOOD SERVICE HELPER	09/14/2022	03/10/2025 (verbal)
4.	HUNTER L. GILMAN	FOOD SERVICE HELPER	09/07/2023	03/04/2025
5.	DEANNA L. GRUBE	FOOD SERVICE HELPER	02/10/2025	04/17/2025
6.	JONI M. INGERHAM	FOOD SERVICE HELPER	06/25/2024	03/10/2025
7.	SAMANTHA J. KLENOTIZ	FOOD SERVICE HELPER	10/29/2020	03/19/2025 (verbal)
8.	ANGELA E. LAYMON	FOOD SERVICE HELPER	08/15/2022	03/19/2025 (verbal)
9.	MARK D. MALTAIS	COOK MANAGER	03/17/2025	03/31/2025
10.	GREGORY M. MILLER	FIRE SYSTEMS TECHNICIAN - HOURLY	01/09/2019	04/01/2025
11.	ANNETTE J. MONDI	FOOD SERVICE HELPER	02/24/2025	05/01/2025
12.	DARLENE J. VACCARELLI	REGISTERED PROFESSIONAL NURSE	11/08/2024	04/17/2025

			Hire Date	Resign Date
13.	FREDERICK G. WAMPFLER	CLEANER (HOURLY)	12/21/2020	03/03/2025
14.	JENNIFER R. WILCOX	FOOD SERVICE HELPER	02/03/2025	04/08/2025
15.	REBECCA M. WILKINSON	FOOD SERVICE HELPER	09/13/2021	04/18/2025
16.	ISABELLA G. YAGHY	LABORER - HOURLY	01/13/2025	05/08/2025

c. UNPAID LEAVE(S) OF ABSENCE

1. Teaching/Certified Staff

			Start Date	End Date	Reason
1.	CORRINE BISHOPP	TEACHER ASSISTANT	03/12/2025	TBD	
2.	MAIAH L. DEGIRONIMO	TEACHER ASSISTANT	03/10/2025	06/30/2025	work as long term substitute teacher
3.	JOELLE A. HOWARD	OCCUPATIONAL THERAPIST	03/24/2025	TBD	
4.	SHIH-HAN WANG	TEACHER OF FOREIGN LANGUAGE	04/24/2025	06/30/2025	Unpaid Administrative Leave

2. Non-Instructional/Classified Staff

			Start Date	End Date	Reason
1.	NICOLE M. PHILLIPS	FOOD SERVICE HELPER	04/13/2025	06/30/2025	new probationary appointment

d. APPOINTMENTS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

The expiration dates of the 4 year probationary appointments are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3014-c and/or 3014-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

The expiration dates of the 3 year probationary appointments are tentative and conditional only. In order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3014-c and/or 3014-d of the Education Law of either effective or highly effective to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the Commissioner of Education, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

1. Recommend that **BRENDA F. ABRAMS** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing March 17, 2025 and ending March 16, 2029 at an annual salary rate of \$22,509.00, prorated.

Redacted

2. Recommend that **ERISAWA M. BRIERE** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing April 09, 2025 and ending April 08, 2029 at an annual salary rate of \$20,764.00, prorated.

Redacted

3. Recommend that **ADAM K. JACKSON** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing May 08, 2025 and ending May 07, 2029 at an annual salary rate of \$22,445.00, prorated.

Redacted

4. Recommend that **ALIVIA R. PRATT** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing April 14, 2025 and ending April 13, 2029 at an annual salary rate of \$20,764.00, prorated.

Redacted

5. Recommend that **MARK P. PROKOPIENKO** be appointed as a **TEACHER OF SPECIAL EDUCATION** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the GENERAL SPECIAL EDUCATION PROGRAM tenure area, commencing April 28, 2025 and ending April 27, 2029 at an annual salary rate of \$51,800.00, prorated.

Redacted

6. Recommend that **ANGELA L. RILEY** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing June 04, 2025 and ending June 03, 2029 at an annual salary rate of \$21,618.00, prorated.

Redacted

b. RECOMMENDATION FOR A LONG-TERM SUBSTITUTE APPOINTMENT

1. Recommend that **MAIAH L. DEGIRONIMO** be appointed as a **TEACHER OF SPECIAL EDUCATION** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, SPECIAL EDUCATION, for a long-term substitute appointment commencing March 10, 2025 and ending June 30, 2025 at an annual salary rate of \$45,161.00, prorated.

Redacted

c. RECOMMENDATION FOR TENURE APPOINTMENT(S)

The Human Resources Office and the District Superintendent have reviewed the performance evaluations and record of absences for the below named individual(s), who have satisfactorily completed their individual probationary periods and are being recommended for tenure by their immediate supervisors.

			Tenure Date
1.	JEFFREY ALGER	PHYSICAL EDUCATION	08/31/2025
2.	ROBERT A. BROCCOLI JR.	TEACHING ASSISTANT	09/01/2025
3.	THERESA R. CURTACCI	TEACHING ASSISTANT	09/01/2025
4.	SARA L. GARRETT	Occ. Business. Ed, Data Processing & Dis	09/01/2025
5.	AMY LAPHAM	FOREIGN LANGUAGE	09/01/2025
6.	ELISE RUSSELL	School Psychologist	08/31/2025
7.	JORDIN A. SHEPARD	FOREIGN LANGUAGE	09/01/2025
8.	DOMINICK STEWART	Asst Principal Alternative Education	09/01/2025
9.	DAVID M. WATERS	Construction Trades (Electricity)	08/31/2025

2. Non-Instructional/Classified Staff

a. RECOMMENDATION FOR PROVISIONAL APPOINTMENT - CIVIL SERVICE COMPETITIVE TITLE

1. Recommend that **BRYON J. RICH JR** be appointed to a provisional appointment as a **FIRE SYSTEMS TECHNICIAN - HOURLY** in SUPPORT SERVICES, **SAFETY SERVICES**, commencing May 15, 2025 at an annual hourly salary rate of \$24.00.

BRYON J. RICH JR has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FIRE SYSTEMS TECHNICIAN - HOURLY**, until the results of the next civil service exam are known.

Redacted

b. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

1. Recommend that **MARK D. MALTAIS** be appointed to a probationary appointment as a **COOK MANAGER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing March 17, 2025 at an hourly salary rate of \$19.19.

MARK D. MALTAIS has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COOK MANAGER**. **MARK D. MALTAIS** will be required to serve a twenty-six week probationary period.

Redacted

2. Recommend that **ERICA M. MOLINA** be appointed to a probationary appointment as a **CLERK** in SUPPORT SERVICES, **INFORMATION TECHNOLOGY**, commencing May 19, 2025 at an annual salary rate of \$41,522.00, prorated.

ERICA M. MOLINA has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CLERK**. **ERICA M. MOLINA** will be required to serve a twenty-six week probationary period.

Redacted

3. Recommend that **HOLLY A. OWENS** be appointed to a probationary appointment as a **CAREER EXPLORATION SPECIALIST** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, SCHOOL TO CAREERS, commencing March 26, 2025 at an annual salary rate of \$42,182.00, prorated.

HOLLY A. OWENS has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CAREER EXPLORATION SPECIALIST**. **HOLLY A. OWENS** will be required to serve a twenty-six week probationary period.

Redacted

4. Recommend that **NICOLE M. PHILLIPS** be appointed to a probationary appointment as a **COOK MANAGER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing April 14, 2025 at an hourly rate of \$17.51.

NICOLE M. PHILLIPS has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COOK MANAGER**. **NICOLE M. PHILLIPS** will be required to serve a twenty-six week probationary period.

Redacted

5. Recommend that **SAMANTHA A. SCHEER** be appointed to a probationary appointment as a **CAREER EXPLORATION SPECIALIST** in INSTRUCTIONAL PROGRAMS AND PROFESSIONAL LEARNING, **SCHOOL TO CAREERS**, commencing April 07, 2025 at an annual salary rate of \$41,722.00, prorated.

SAMANTHA A. SCHEER has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CAREER EXPLORATION SPECIALIST**. **SAMANTHA A. SCHEER** will be required to serve a twenty-six week probationary period.

Redacted

6. Recommend that **JENNIFER K. WALKER** be appointed to a probationary appointment as an **OFFICE SPECIALIST I** in INSTRUCTIONAL PROGRAMS AND PROFESSIONAL LEARNING, **ALTERNATIVE EDUCATION**, commencing April 14, 2025 at an annual salary rate of \$37,247.00, prorated.

JENNIFER K. WALKER has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of an **OFFICE SPECIALIST I**. **JENNIFER K. WALKER** will be required to serve a twenty-six week probationary period.

Redacted

7. Recommend that **REBECCA M. WILKINSON** be appointed to a probationary appointment as a **COOK MANAGER** in Support Services Division, **SCHOOL FOOD SERVICES**, commencing April 19, 2025 at an annual hourly salary rate of \$18.49.

REBECCA M. WILKINSON has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COOK MANAGER**. **REBECCA M. WILKINSON** will be required to serve a twenty-six week probationary period.

Redacted

c. RECOMMENDATION FOR PART-TIME APPOINTMENT

1. Recommend that **KAYLEIGH H. AIKENS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing April 12, 2025 at an hourly salary rate of \$15.50, as needed.

KAYLEIGH H. AIKENS has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Redacted

2. Recommend that **TONJA C. BLEICHERT** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing April 21, 2025 at an hourly salary rate of \$15.50.

TONJA C. BLEICHERT has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Redacted

3. Recommend that **KRISTEN A. BRACKETT** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing March 25, 2025 at an hourly salary rate of \$15.50, as needed.

KRISTEN A. BRACKETT has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Redacted

4. Recommend that **JUDITH A. HAMMILL** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing April 07, 2025 at an hourly salary rate of \$15.50.

JUDITH A. HAMMILL has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Redacted

5. Recommend that **CARLA KOLWAITE** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing March 10, 2025 at an hourly salary rate of \$15.50, as needed.

CARLA KOLWAITE has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Redacted

6. Recommend that **BARBARA J. KOWALSKI** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing March 12, 2025 at an hourly salary rate of \$15.50.

BARBARA J. KOWALSKI has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Redacted

7. Recommend that **DOROTHY E. MAJOR** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing April 28, 2025 at an hourly salary rate of \$15.50.

DOROTHY E. MAJOR has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Redacted

8. Recommend that **DANNA P. MONTALVO GARCIA** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing March 31, 2025 at an hourly salary rate of \$15.50, as needed.

DANNA P. MONTALVO GARCIA has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Redacted

- d. **RECOMMENDATION FOR TEMPORARY APPOINTMENT - NON-COMPETITIVE CIVIL SERVICE**

1. Recommend that **KARA L. BURNETT** be appointed to a temporary appointment as a **PRINCIPAL ACCOUNT CLERK** in SUPPORT SERVICES, **CENTRAL BUSINESS OFFICE**, commencing May 19, 2025 at an annual salary rate of \$47,939.00, prorated.

KARA L. BURNETT meets the civil service requirements for the title and has been pre-approved by civil service.

Redacted

e. RECOMMENDATION FOR PERMANENT APPOINTMENTS FROM CIVIL SERVICE LISTING

The Human Resources Office, and the District Superintendent have reviewed the performance evaluations and record of absences for the below named individual(s). The below named individual(s) have successfully completed their individual twelve week or twenty-six week probationary period(s) and are being recommended to permanent appointment(s).

			Perm. Date
1.	ELEANOR D. BERKHOUDT	PUBLIC RELATIONS ASSISTANT	03/10/2025
2.	JENNIFER L. CLARKE	OFFICE SPECIALIST I	04/25/2025
3.	CHERI L. DERDZINSKI	GRAPHIC SERVICES SUPERVISOR	03/11/2025
4.	LAURA A. ELLIOTT	RECORDS RETENTION COORDINATOR	10/29/2023
5.	SARA M. HERBERT	PAYROLL CLERK	04/28/2025
6.	SEAN T. HOGAN	GRAPHIC DESIGN SPECIALIST	03/17/2025
7.	ADAM P. JONES	MAIL & SUPPLY CLERK	03/28/2025
8.	ELISA M. LONERGAN	CAREER EXPLORATION SPECIALIST	04/15/2025
9.	BRITTANY M. OWENS	OFFICE SPECIALIST I	03/20/2025
10.	ANTHONY R. SBIROLI	NURSE PRACTITIONER	02/24/2025
11.	BRANDON J. SHUCK	COMPUTER SERVICE TECHNICIAN	03/24/2025
12.	SHANNON E. VESCERA	BUSINESS & EDUCATION PROGRAM SPECIALIST	02/20/2025
13.	RAQUEL WINTER	ASSOCIATE GRAPHIC ARTIST	03/11/2025

f. RECOMMENDATION FOR PERMANENT APPOINTMENT - (NON-COMPETITIVE CIVIL SERVICE TITLE)

The Human Resources Office and the District Superintendent have reviewed the performance evaluations and record of absences for the below named individual(s). The below named individual(s) have successfully completed their twenty-six week probationary period(s) and are being recommended to permanent appointment(s).

			Perm. Date
1.	SUSAN L. ARNTSEN	COOK MANAGER	10/01/2024
2.	DEBRA BARLETTA	COOK MANAGER	10/01/2024
3.	PATSY L. BEEHM	COOK MANAGER	10/01/2024
4.	FELICIA M. BISHOP	COOK MANAGER	10/01/2024
5.	ALICE J. COLEMAN	COOK MANAGER	10/01/2024
6.	JAMES A. CRANDALL	COOK MANAGER	10/01/2024
7.	MATTHEW W. DOOLEN	COOK MANAGER	10/01/2024
8.	THOMAS J. EICHHORN	COOK MANAGER	10/01/2024
9.	COLLEEN M. GEORGE	COOK MANAGER	10/01/2024
10.	JULIE M. HARRIS	COOK MANAGER	10/01/2024
11.	KASONDRA M. LAVINE	COOK MANAGER	10/01/2024
12.	DEBORAH A. LOOMIS	COOK MANAGER	10/01/2024
13.	REBECCA A. MOORE-SALLUSTIO	COOK MANAGER	10/01/2024
14.	MICHELE K. NELSON	COOK MANAGER	10/01/2024
15.	CYNTHIA A. PAVLUS	COOK MANAGER	10/01/2024
16.	DENISE M. PHILIPSON	COOK MANAGER	10/01/2024
17.	ROBIN POLOVICK	COOK MANAGER	10/01/2024
18.	DEBORAH M. ROBERTS	COOK MANAGER	10/01/2024
19.	MARY M. SCHICK	COOK MANAGER	10/01/2024
20.	CYNDY L. SCRUGGS	COOK MANAGER	10/01/2024
21.	KATHERINE M. SMITH	COOK MANAGER	10/01/2024
22.	TANYA J. STEVES	COOK MANAGER	10/01/2024
23.	TONYA S. TONER	COOK MANAGER	10/01/2024
24.	DAWN I. WENDELL	COOK MANAGER	10/01/2024

e. STIPENDS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR ADDITIONAL STIPENDS

			Date	Stipend
1.	JENNIFER G. MAYNARD	TEACHER OF SPECIAL EDUCATION	03/10/2025 - 06/30/2025	\$500.00 (Mentor) (pro-rated)

f. TERMINATIONS

1. Non-Instructional/Classified Staff

a. Recommendation for Termination

		Hire Date	Resign Date
1.	FOOD SERVICE HELPER	11/02/2022	03/28/2025




Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070
www.oneida-boces.org

Memorandum

To: Cooperative Board

From: Patricia N. Kilburn, Ed.D. 

Date: February 14, 2025

Subject: Recommendation for Approval of Board Policies

Prepared by: Tim Rowland

Background

The Oneida-Herkimer-Madison Cooperative Board is responsible for establishing policies for the operation of OHM BOCES which include curricular, financial, and other policies.

The purpose of the OHM BOCES' Policy Manual is to provide a comprehensive written listing of the Cooperative Board's current policies, rules and regulations.

Discussion

The OHM BOCES' Policy Committee, with legal assistance from the Madison-Oneida-BOCES Labor Relations and Policy Office, have audited the following policies listed below and are seeking approval by the OHM BOCES Cooperative Board.

Recommendation

It is recommended that the Cooperative Board approve the following policies:

- 6001 Temporary and Part-Time Summer Employment
- 6002 Professional Staff Separation
- 6003 Complaints and Grievances by Employees
- 6004 Employee Compensation
- 6100 Certification and Incidental Teaching (Delete)

Resolution

That the Cooperative Board approves the following Policies in order to provide a comprehensive written listing of the Cooperative Board's current policies, rules and regulations for the Oneida-Herkimer-Madison BOCES.

6001 Temporary and Part-Time Summer Employment
6002 Professional Staff Separation
6003 Complaints and Grievances by Employees
6004 Employee Compensation
6100 Certification and Incidental Teaching (Delete)

Attachments: policies

Draft 02/10/25

PERSONNEL

6001

BOCES Specific Policy

TEMPORARY, PART-TIME AND SUMMER EMPLOYMENT

I. Statement of Policy

The District Superintendent is authorized to fill vacant positions on a temporary basis when such positions are necessary for the maintenance or continuity of a program or service. Such authority applies to per diem substitutes (certified and classified), and temporary employees. The administration is to employ the most qualified people available for the work to be accomplished.

II. Part-time Employees

- A. Individuals may be employed on a part-time basis to meet the education needs of the OHM BOCES upon the recommendation of the District Superintendent. They are considered part-time if they work less than full-time and are distinguished from "substitutes" in that they are employed for a specific period of time on a part-time basis.
- B. All regular part-time certified employees and those regular part-time classified (Civil Service) employees working less than fifty percent (50%) of the regularly scheduled work week for that classification shall not accrue any seniority.
- C. Regular part-time classified (Civil Service) employees working fifty percent (50%) or more per week will accrue seniority.
- D. All part-time employees may participate in the appropriate New York State Retirement System.

III. Regular Substitute Teachers

- A. Regular substitute teachers (temporary teachers) are appointed to fill vacancies created by approved leaves of absence granted to full-time teachers.
- B. Substitutes may participate in the New York State Teachers' Retirement System.
- C. Whenever possible, regular substitutes should be certified and prepared by experience and background to fill the position. Non-certified substitutes may be

PERSONNEL

6001

*BOCES Specific Policy*TEMPORARY, PART-TIME AND SUMMER EMPLOYMENT

employed under unusual circumstances in accordance with State regulations pertaining to the issuance of a temporary license.

IV. Per Diem Substitute Teachers

A. Per diem substitutes are employed on a short-term basis and shall be compensated at a per diem rate to be established by the ~~Board of Cooperative Educational Services~~ BOCES Board. Substitutes are paid only for days worked or on a prorated basis for part-time work. Per diem substitutes are not eligible for fringe benefits, but are eligible to participate in the New York State Teachers' Retirement System. Whenever possible, substitutes should be certified and prepared by experience and background for the positions they fill.

B. Substitutes with valid teaching certificates or substitutes without a valid certificate but who are completing collegiate study towards certification at the rate of not less than six semester hours per year, may render service for any number of days. Substitutes without a valid certificate and who are not working towards certification may render service no more than forty (40) days per school year.

V. Student Teachers

A. In recognition of the need for pre-service learning experiences for potential teachers, State certification requirements, and the reciprocal benefits derived by OHM BOCES professional personnel, OHM BOCES encourages the utilization of student teachers.

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

C. The District Superintendent shall approve the appointment of any student teacher.

VI. Appointment of Staff to Positions Supported by Funds from State or Federal Agencies

A. Teachers, administrators, or staff specialists being appointed to federally or state funded programs on a full-time basis shall be granted a probationary appointment in accordance with Section 3014 of the New York State Education Law unless the terms of the funding are such that the project will terminate at the end of a specified time period of up to two (2) years. If the project is forecast to terminate at the end of a specified time period of up to two (2) years, individuals appointed

PERSONNEL

6001

*BOCES Specific Policy*TEMPORARY, PART-TIME AND SUMMER EMPLOYMENT

to such positions shall be granted a "term-of-project" appointment (and re-appointment) on an annual basis until the project is terminated.

- B. If a state or federally funded project which was scheduled to terminate after two years is re-funded so that an individual employed in the project would become eligible for tenure, a probationary appointment shall be granted and made retroactive to the initial date of full-time employment in the project. Standard procedures for granting (or not granting) tenure shall then be followed.

VII. Summer Employment

- A. Staff members may be employed for the summer by the OHM BOCES upon the recommendation of the District Superintendent. Such staff members will be employed to achieve purposes or activities as determined by the Director of the program area involved. These staff members are employed on a temporary basis and no seniority or tenure rights shall accrue as a result of summer employment.
- B. Compensation for such employees shall be determined each year, depending on the type and length of work involved.

PERSONNEL

6001

BOCES Specific Policy

TEMPORARY, PART-TIME AND SUMMER EMPLOYMENT

Oneida-Herkimer-Madison Board of Cooperative Educational Services

Legal Ref: NYS Education Law §3023 and 8 NYCRR Part 80.36

Adopted: 07/10/02

Revised: 02/12/14, 07/14/21, _____

PERSONNEL

BOCES Specific Policy

PROFESSIONAL STAFF: SEPARATION

I. Statement of Policy

When the District Superintendent determines that an affirmative recommendation for appointment on tenure will not be made with respect to a particular staff member, notices shall be provided to that staff member in accordance with applicable provisions of the Education Law and any applicable collective bargaining provisions.

II. Termination

- A. The BOCES Board of Cooperative Educational Services shall expect any professional staff member desiring to terminate ~~his/her~~ their services to provide the BOCES Board with a minimum of thirty (30) days notice before the effective termination date.
- III. B. When possible, a professional staff member shall make every effort to terminate employment at the end of the school year. Resignations must be in writing and include the effective date.

Oneida-Herkimer-Madison Board of Cooperative Educational Services

Adopted: 07/10/02

Revised: 02/12/14, 07/14/21, _____

PERSONNEL

Policy is Required

COMPLAINTS AND GRIEVANCES BY EMPLOYEES

I. Statement of Policy

In accordance with the provisions of General Municipal Law and the collective bargaining agreements, all OHM BOCES personnel shall have the opportunity to present their complaints or grievances free from interference, coercion, restraint, discrimination or reprisal. The OHM BOCES shall provide at least two (2) procedural stages and an appellate stage for the settlement of any grievance.

II. Duty of the District Superintendent

Complaints or grievances not covered under employee contracts shall be handled and resolved whenever possible, as close to their origin as possible. The District Superintendent is responsible for implementing regulations for redress of complaints or grievances through proper administrative channels.

Oneida-Herkimer-Madison Board of Cooperative Educational Services

Legal Ref: General Municipal Law Article 15-c; 20 USC 38; 29 USC 794; 42 USC 12111-12117, 12210; 45 CFR 86

Adopted: 07/10/02

Revised: 02/12/14, 07/14/21, _____

PERSONNEL

BOCES Specific Policy
EMPLOYEE COMPENSATION

Nonaffiliated employees will have their compensation established upon the recommendation of the District Superintendent and the BOCES Board of Cooperative Educational Services' approval.

POLICY

Draft 07/30/2009

SUPPORT OPERATIONS

5120 ~~8213~~

FIRE SAFETY

Revised: 02/12/14, 07/14/21, _____

INCIDENTAL TEACHING

- I. The District Superintendent may assign a teacher to teach a subject not covered by the teacher's certificate for a period not to exceed five classroom hours per week when, after extensive recruitment, no certified teacher is available.
- II. Upon making such an assignment, the District Superintendent shall file an application within twenty business days to the Commissioner of Education for approval of the assignment, in accordance with the Commissioner's regulations.

Oneida-Herkimer-Madison Board of Cooperative Educational Services

Legal Ref: 8 NYCRR §80-5.3, NYS Education Law §3004

Adopted: 07/10/02

Revised: 02/12/14, 07/14/21




Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070

www.oneida-boces.org

Memorandum

To: Cooperative Board

From: Patricia N. Kilburn, Ed.D. 

Date: April 28, 2025

Subject: Recommendation for Approval of Board Policies

Prepared by: Tim Rowland

Background

The Oneida-Herkimer-Madison Cooperative Board is responsible for establishing policies for the operation of OHM BOCES which include curricular, financial, and other policies.

The purpose of the OHM BOCES' Policy Manual is to provide a comprehensive written listing of the Cooperative Board's current policies, rules and regulations.

Discussion

The OHM BOCES' Policy Committee, with legal assistance from the Madison-Oneida-BOCES Labor Relations and Policy Office, have audited the following policies listed below and are seeking approval by the OHM BOCES Cooperative Board.

Recommendation

It is recommended that the Cooperative Board approve the following policies:

- 2307 Ex Officio Student Member of the Board
- 6107 Mentoring Programs for First Year Teachers
- 6200 Employee Health Examinations
- 6202 Drug and Alcohol Testing (Transportation)
- 6203 Fingerprinting and Criminal History Record Checks for Prospective Employees

Resolution

That the Cooperative Board approves the following Policies in order to provide a comprehensive written listing of the Cooperative Board's current policies, rules and regulations for the Oneida-Herkimer-Madison BOCES.

2307 Ex Officio Student Member of the Board
6107 Mentoring Programs for First Year Teachers
6200 Employee Health Examinations
6202 Drug and Alcohol Testing (Transportation)
6203 Fingerprinting and Criminal History Record Checks for Prospective Employees

Attachments: policies

SCHOOL BOARD OPERATIONS

2307

EX OFFICIO STUDENT MEMBER OF THE BOARD

I. Statement of Policy

The OHM BOCES adopts this Policy to establish a process for selecting two (2) ex officio student members of the Board of Cooperative Educational Services (Student Board Member). The Student Board Members shall serve for a period of one (1) year.

II. Scope of Responsibilities

- A. The Student Board Members shall sit with the Board of Cooperative Educational Services at all public hearings and meetings subject to the limitations in Section II(B). The Student Board Members may participate in other Board of Cooperative Educational Services activities and responsibilities at the discretion of the Board of Cooperative Educational Services.
- B. The Student Board Members shall not be allowed to vote or to attend executive sessions or other meetings or hearings that are not open to the public. The Student Board Members shall not receive any form of compensation for participating in Board of Cooperative Educational Services meetings.

III. Selection of Student Board Members

- A. The Student Board Members shall have attended a high school within the component district for at least one (1) year and participate in a program administered by the BOCES.
- B. The District Superintendent shall develop a process for selection of an OHM BOCES Student Board Members with the Superintendents of the OHM BOCES component districts.

IV. Selection Process

- A. Principals from each instructional program with the OHM BOCES will select up to two student nominees based upon the students displaying strong leadership skills and/or expressing an interest in participating in being an Ex Officio member of the OHM BOCES Board.
- B. Nominees will be submitted to the Assistant Superintendent for Instructional Programs and Professional Learning by May 1st of each school year.

SCHOOL BOARD OPERATIONS

2307

EX OFFICIO STUDENT MEMBER OF THE BOARD

- C. The Assistant Superintendent for Instructional Programs and Professional Learning and the District Superintendent will review the nominees and select student candidates for the approval of the OHM BOCES Board.
- D. The selected student candidates will be submitted for final approval of the OHM BOCES Board at the annual July Board Meeting for seating at the September meeting of the OHM BOCES Board each year.

SCHOOL BOARD OPERATIONS

2307

EX OFFICIO STUDENT MEMBER OF THE BOARD

Adopted: _____

PERSONNEL

MENTORING PROGRAMS FOR FIRST YEAR TEACHERS

I. Policy Statement

All new teachers in the OHM BOCES holding an initial certificate must complete a mentored teaching experience within their first year of employment as a teacher. The OHM BOCES must incorporate the design and planning of such mentored experiences for all first year teachers in its employ, into the OHM BOCES Professional Development Plans.

II. Purpose

The purpose of the mentoring program is to provide support for new teachers in order to ease the transition from teacher preparation to practice, thereby increasing the retention of teachers; and to increase the skills of new teachers in order to improve student achievement in accordance with the New York State learning standards. The Professional Development Plan shall describe how the OHM BOCES will provide a mentoring program for teachers, who must participate in a mentoring program to meet teaching experience requirement for the professional certificate as prescribed by Commissioner's Regulations.

III. Mentoring Program

The mentoring program shall be developed and implemented consistent with any collective bargaining obligation required by Article 14 of the Civil Service Law (i.e., the Taylor Law); however, Commissioner's Regulation does not impose a collective bargaining obligation that is not required by Taylor Law.

In accordance with Commissioner's Regulations, the Professional Development Plan shall describe the following elements of the mentoring program:

- A. The procedure for selecting mentors, which shall be published and made available to staff of the OHM BOCES and, upon request, to members of the public;
- B. The role of mentors, which shall include, but not be limited to, providing guidance and support to the new teacher;
- C. The preparation of mentors, which may include but shall not be limited to the study of the theory of adult learning, the theory of teacher development, the elements of the mentoring relationship, peer coaching techniques, and time management methodology;
- D. Types of mentoring activities, which may include but shall not be limited to modeling instruction for the new teacher, observing instructional planning with the new teacher, peer coaching, team teaching, and orienting the new teacher to the school culture; and

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MENTORING PROGRAMS FOR FIRST YEAR TEACHERS

- E. Time allotted for mentoring, which may include but shall not be limited to scheduling common planning sessions; releasing the mentor and the new teacher from a portion of their instructional and/or non-instructional duties; and providing time for mentoring during Superintendent conference days, before and after the school day, and during summer orientation sessions.

IV. Confidentiality of Mentor – New Teacher Interaction

The information obtained by a mentor through interaction with the new teacher while engaged in the mentoring activities of the program shall not be used for evaluating or disciplining the new teacher unless:

- A. Withholding such information poses a danger to the life, health, or safety of an individual including, but not limited to, students and staff of the school; or
- B. Such information indicates that the new teacher has been convicted of a crime, or has committed an act which raises a reasonable question as to the new teacher's moral character or
- C. The OHM BOCES has entered into an agreement, negotiated pursuant to Article 14 of the Civil Service Law whose terms are in effect, that provides that the information obtained by the mentor through interaction with the new teacher while engaged in the mentoring activities of the program may be used for evaluating or disciplining the new teacher.

V. Exemptions to above Mentoring Requirements

Pursuant to Commissioner's Regulations, teachers holding initial certificates who have two (2) or more prior years of teaching experience do not need to be provided a mentored experience as enumerated in this Policy.

VI. Recordkeeping Requirements

The OHM BOCES shall maintain documentation of the implementation of the mentoring program described in the Professional Development Plan for at least seven (7) years from the date of completion of the mentoring activity; and it shall be available for review by the State Education Department. Such documentation will include the information enumerated in Commissioner's Regulations.

Oneida-Herkimer-Madison Board of Cooperative Educational Services

Legal Ref: NYS Education Law §§3004 and 3006, 8 NYCRR 52.21, 80-3.4, 80-5.13, 80-5.14 and 100.2

Adopted: 09/12/18

Reviewed: 07/14/21

Revised: _____

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EMPLOYEE HEALTH EXAMINATIONS

I. Policy Statement

The Board of Cooperative Educational Services and/or District Superintendent reserves the right to request a health examination at any time during employment, at OHM BOCES expense, in order to determine whether the employee can perform the essential functions of the position with or without reasonable accommodations.

II. Health Examination

- A. Staff initially appointed to positions may be required to have a health examination at the time of employment and such examination is made by the OHM BOCES health services provider, the cost of such examination shall be borne by OHM BOCES. However, an employee may elect to have a health examination at ~~his/her~~ their own expense by a physician of ~~his/her~~ their own choice. Temporary and substitute staff whose employment is projected for less than six (6) months are exempt from this requirement.
- B. Annual or more frequent examinations of any employee may be required when, in the judgment of the school physician and the District Superintendent, such procedure is deemed necessary.

III. Report

- A. The final acceptance or rejection of a medical report with reference to the health of an employee lies within the discretion of the Board of Cooperative Educational Services. The decision of the health services provider designated by the Board of Cooperative Educational Services as the determining physician shall take precedence over all other medical advice.
- B. All medical and health related information will be kept in accordance with the Americans with Disabilities Act (ADA).

Oneida-Herkimer-Madison Board of Cooperative Educational Services

Legal Ref: 8 NYCRR 156.3(2); Rules and Regulations of the Commissioner of Motor Vehicles
Section 5.09-b; Cafeteria Workers: State Sanitary Code

Adopted: 07/01/08

Revised: 02/12/14, 07/14/21, _____

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Policy is Required.

DRUG AND ALCOHOL TESTING (TRANSPORTATION)

I. Statement of Policy

It is the Policy of the OHM BOCES that no OHM BOCES employee shall operate a OHM BOCES school bus or a OHM BOCES vehicle when the operation of the vehicle requires a Commercial Driver's License (CDL) if that employee is under the influence of drugs or alcohol. To further this Policy, the OHM BOCES follows a program of drug and alcohol testing designed to meet the requirements of the New York State Vehicle and Traffic Law (referred to in this Policy as "state law") and the federal Omnibus Transportation Employee Testing Act of 1991, including the implementing regulations adopted by the U.S. Department of Transportation (together referred to in this Policy as "federal law"). No person shall be hired into or assigned to perform the duties of a safety sensitive position (as described below) unless each test administered to that person returns a verified negative result.

II. Scope of Policy

A. Positions to Which This Policy Applies

This Policy applies to employment in any position for which the assigned duties include either the operation of a school bus, as that term is defined in state law, or the operation of a vehicle that requires a Commercial Driver License (CDL), as determined by federal law. These positions are considered "safety sensitive positions", and OHM BOCES employees holding these positions are considered "safety sensitive employees".

B. Persons to Whom This Policy Applies

1. Applicants for employment in safety-sensitive positions who receive a conditional offer of employment are subject to pre-employment testing under this Policy. A person who is employed by the OHM BOCES in a non-safety sensitive position and who seeks to be hired or transferred into a safety sensitive position is considered an applicant relative to that safety sensitive position. When used in this Policy, the term "applicant" refers to these persons.
2. Persons employed by the OHM BOCES in safety sensitive positions are subject to drug and alcohol testing under the circumstances set forth in this Policy and as otherwise required by state or federal law. When used in this Policy, the terms "employee" and "driver" refer to these persons.

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III. Communication of Policy

A. Drug and Alcohol Coordinator

The District Superintendent shall designate a Drug and Alcohol Coordinator to answer questions relative to the procedures and materials relative to this Policy. The Coordinator shall ensure that all affected employees are informed of the Policy and related forms and regulations, including the identity of and contact information for the Coordinator, and are provided with either a paper copy of the Policy or a link to an online copy of the Policy.

B. Distribution of Information

The Drug and Alcohol Coordinator shall provide a copy of this Policy and any accompanying documents outlining additional information, procedures and/or regulations developed by the OHM BOCES to effectuate this Policy, to each person employed in a safety sensitive position, and shall ensure that each applicant for employment in a safety sensitive position receives a copy of this material.

C. Documentation

Each person receiving the Policy material shall be required to sign a statement certifying that they have received this information. The OHM BOCES shall maintain the original signed acknowledgement for the duration of the employee's employment or two (2) years, whichever is longer. The OHM BOCES will provide a copy of the certification to the driver upon request. Representatives of applicable collective bargaining units shall be notified of the availability of this information.

IV. Program Standards and Testing Protocols

A. Contracted Services

The District Superintendent is authorized to contract with an appropriately credentialed vendor, board of cooperative educational services, or other municipality for the services necessary to implement the OHM BOCES' drug and alcohol testing program, including sample collection and testing, documenting chain of custody, and ensuring that the correct employee is tested and matched with the correct test results. Such contractor must be in compliance with all state and federal regulations including but not limited to calibration of all devices,

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laboratory certification by the U.S. Department of HHealth and Human Services, and proper training of the Breath Alcohol Technician (BAT) and other staff.

B. Notice to the Test Subject

Prior to the administration of the following tests the OHM BOCES or its testing agent will notify the driver that the test is required under state law or federal law.

C. Test Standards

1. Collection of specimens to be tested will be taken on-site or at the laboratory, in a secure location that affords visual and aural privacy and with the proper safeguards to ensure the integrity of the specimens collected.
2. The prohibited drugs for which specimens will be tested are: Marijuana (THC), Cocaine, Phencyclidine (PCP), Opioids (including heroin, and the synthetic opioids hydrocodone, oxycodone, hydromorphone and oxymorphone), and amphetamines. The cutoff levels for these drugs will be those set forth in federal law.
3. If an initial breath test reveals an alcohol concentration of .02 or greater, a confirmatory test shall be performed. The confirmatory test result is the final test result for the purposes of this Policy.
4. If a screening or confirmation test cannot be completed, or if an event occurs that would invalidate the test, the technician, shall, if practicable begin a new screening or confirmation test, as applicable, e.g., using a new breath alcohol testing form with a new sequential test number.
5. If a test result is reported as canceled, meaning neither positive nor negative for drugs or alcohol, the test subject shall not be allowed to perform safety sensitive functions if a negative result is required by state or federal law. The OHM BOCES shall order collection of another specimen for the purpose of re-testing in the case of a canceled test result related to pre-employment, return to duty, or follow up testing.

D. Specimens Reported as Dilute

1. If a test result is reported as positive dilute, that shall be considered a positive verified test result and no confirmatory test or retest shall be conducted.

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2. If a test result is reported as negative dilute for pre-employment testing, return to duty testing, or follow up testing, then the test subject shall be required to take another test. The result of the second test becomes the test of record.
 - a. Persons to be re-tested must be given the minimum possible advance notice of the time to report to the collection site.
 - b. If a person is directed to take another test and declines to do so, that will be categorized as a test refusal for the purpose of this Policy and the federal drug and alcohol testing regulations.

V. Pre-Employment Testing

A. General Rule

Pre-employment testing for drugs and alcohol will be administered by the OHM BOCES to all applicants after a conditional offer of employment has been extended and prior to any applicant's performance of a safety-sensitive function.

B. Information Regarding Prior Test Outcomes

1. Each applicant will be asked whether the applicant has tested positive after, or refused to take, any pre-employment drug or alcohol test administered by a potential employer pursuant to federal law during the past two (2) years.
2. Each applicant will be asked to identify all prior employers or potential employers that required the applicant to submit to drug or alcohol testing in fulfillment of state or federal law within the prior two (2) years, and to sign a written document authorizing those entities to release to the OHM BOCES the following information: alcohol tests with a result of 0.04 or higher alcohol concentration, verified positive drug test, the applicant's refusal to be tested, any other violations of federal law drug and alcohol regulations, and, with respect to any employee who violated a federal law drug and alcohol regulation, documentation of the employee's successful completion of federal law return to duty requirements.
3. The above listed information should be obtained and reviewed before the applicant is assigned to perform any safety sensitive functions. However, the OHM BOCES may employ and assign the applicant to perform safety sensitive functions for a period of up to thirty (30) days if the OHM BOCES has made and documented a good faith effort to obtain this

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information. The OHM BOCES will not allow any employee to continue performing safety sensitive functions after thirty (30) days if the OHM BOCES has not obtained or made and documented a good faith effort to obtain this information.

C. Withdrawal of Conditional Offer of Employment

Where an applicant for a position subject to this Policy has received a conditional offer of employment, that conditional offer will be withdrawn if any of the following circumstances occurs:

1. The applicant's pre-employment drug test returns a positive result;
2. The applicant reports as part of the OHM BOCES' pre-employment process that within the prior two (2) years the applicant applied for employment in a position governed by either the New York law applicable to school bus drivers or the federal law applicable to CDL holders, and the applicant either refused to submit to the test or tested positive for drugs or alcohol;
3. The applicant reports that they failed to successfully complete a rehabilitation program (return to duty process) established by a substance abuse professional after violation of a prior employer's policy or applicable law; or
4. The applicant fails to provide a release for the OHM BOCES to request information from a former employer of the applicant or a potential employer to which the applicant applied for employment in a safety sensitive position subject to the state or federal drug and alcohol testing requirements.

VI. Drug and Alcohol Tests Administered To Employees

A. Reasonable Suspicion Testing

1. An employee in a safety sensitive position is required to submit to a drug or alcohol test whenever a responsible supervisor or administrator has reasonable suspicion to believe that the employee has engaged in conduct prohibited by this Policy. Employees are subject to reasonable suspicion alcohol testing at any time the employee is on duty for the OHM BOCES.
2. Reasonable suspicion must be based upon specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or

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body odors of an employee by a responsible supervisor or administrator who has been trained to recognize alcohol misuse or drug use.

- a. The observations may include indications of the chronic and withdrawal effects of controlled substances.
 - b. A written record shall be made of the observations leading to reasonable suspicion, signed by the supervisor or administrator who made the observations, within twenty-four (24) hours of the observed behavior or before the results of the drug and/or alcohol test are released, whichever is earlier.
3. The OHM BOCES shall not administer a reasonable suspicion alcohol test more than eight (8) hours following a determination that reasonable suspicion exists to believe that the alcohol prohibitions of this Policy have been violated.
 4. The District Superintendent or designee shall arrange for the training of all supervisors or other individuals who may be utilized to determine whether "reasonable suspicion" exists to test an employee for prohibited conduct involving alcohol or controlled substance use/abuse.

B. Random Testing

1. The OHM BOCES randomly tests employees subject to this Policy for evidence of drug or alcohol consumption. Random tests are not announced and employees are selected for testing in a statistically random manner throughout the year as required by state and federal law. Each covered employee has an equal probability of selection each time a random test is administered.
2. Random drug and/or alcohol testing may be conducted at any time the covered driver is on duty for the OHM BOCES.
3. All employees assigned to drive a school bus as part of their duties are subject to random testing.

C. Post-Accident testing

1. Following an accident involving a commercial motor vehicle, a post-accident test for alcohol and drugs is administered to each surviving covered driver who:

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- a. was performing safety sensitive functions with respect to the vehicle, and the accident involved the loss of human life; or
 - b. receives a citation under state or local law for a moving violation arising from the accident, and the accident either resulted in one or more motor vehicles incurring substantial structural damages as a result of the accident or resulted in bodily injury to a person who, as a result of the injury, immediately received medical treatment away from the scene of the accident.
2. The OHM BOCES will not administer a post-accident alcohol test more than eight (8) hours following the accident and will not administer a post-accident drug test more than thirty-two (32) hours following the accident.
3. A driver who is subject to post-accident testing shall remain readily available for such testing or may be deemed by the OHM BOCES to have refused to submit to testing. This shall not be construed to require the delay of necessary medical attention for injured individuals following an accident or to prohibit a driver from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.
4. The results of a breath or blood test for the use of alcohol or a urine test for the use of drugs, conducted by federal, state, or local officials having independent authority for the test, shall be considered to meet the requirements of this Policy concerning post-accident testing, provided such tests conform to applicable federal, state, or local requirements and that the results of the test are obtained by the OHM BOCES. If such a test results in an alcohol concentration below 0.02, a twenty-four (24) hour out-of-service order may be issued by the law enforcement official.

D. Return to Duty Testing

Return to duty testing for alcohol and/or drugs is conducted when a covered driver has engaged in prohibited conduct under this Policy, been removed from performing safety sensitive duties, and is scheduled or seeks to return to the performance of safety sensitive functions. The alcohol test result must indicate alcohol concentration of less than .02 and/or a drug test must indicate a verified negative result for illegal drugs.

E. Follow-up Testing

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1. Follow-up tests are given following a determination by a substance abuse professional that a driver is in need of assistance in resolving problems associated with misuses of alcohol and/or drugs.
2. Follow-up tests are unannounced.
3. Follow-up tests are conducted at least six (6) times within twelve (12) months. The actual frequency and number of tests will be determined by the substance abuse professional, but follow-up testing will not continue beyond sixty (60) months from the covered driver's return to duty. The substance abuse professional may terminate the requirement of follow-up testing at any time after the first six (6) tests have been administered if ~~he~~ or she they determines that follow-up testing is no longer necessary.
4. Follow-up drug testing may be conducted at any time the covered driver is on duty for the OHM BOCES.

VII. Conduct Standards For Employees Subject To This Policy

- A. No driver shall report for duty or remain on duty in a position requiring the performance of safety sensitive functions while having an alcohol concentration of 0.02 or greater.
- B. A driver shall not be on duty or operate a commercial motor vehicle while the driver possesses alcohol.
- C. A driver shall not use alcohol while performing safety sensitive functions.
- D. No driver shall operate a school bus within eight (8) hours, or operate a vehicle requiring possession of a CDL within six (6) hours, after having consumed a drug, controlled substance, and/or alcohol.
- E. A driver required to take a post-accident alcohol test shall not use alcohol for eight (8) hours following the accident, or until they undergo a post-accident alcohol test, whichever is first.
- F. A driver shall not report for duty or remain on duty requiring the performance of safety sensitive functions when the driver is using drugs, except when the use is pursuant to the instructions of a physician who has advised the driver that the drug does not affect the driver's ability to safely operate a commercial motor vehicle. The driver must provide written notice from the physician to the Drug and Alcohol Coordinator that the driver is using controlled substances pursuant to the instructions of the physician and that the physician advised the driver that the

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substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle.

- G. No driver shall report for duty, remain on duty or perform a safety-sensitive function, if the driver tests positive for controlled substances.
- H. A driver shall not refuse to submit to an alcohol or drug test required under this Policy.

VIII. Consequences of Non-Compliance By Employees Subject To This Policy

- A. A driver who has an alcohol concentration of at least 0.02 shall be removed immediately from ~~his/her~~ their performing safety sensitive position for at least twenty-four (24) hours and shall not return until they have been evaluated by a substance abuse professional, have completed any other actions required by the SAP and have completed the return to duty testing procedures as required.
- B. A driver who has a verified positive result on a drug test shall be prohibited from performing safety sensitive functions until the employee is evaluated by a substance abuse professional, completes any other steps required by the SAP, and completes a return to duty test that returns a verified negative result.
- C. A driver who refuses to submit to a test shall be prohibited from performing safety sensitive functions until the employee is evaluated by a substance abuse professional, completes any other steps required by the SAP, and successfully completes the return to duty testing procedures as required.
- D. A driver may not perform safety-sensitive functions if there exists a reasonable suspicion that the driver is under the influence of, or impaired by, alcohol as shown by the behavioral, speech, and performance indicators of alcohol misuse, until an alcohol test is administered and the driver's alcohol concentration measures less than .02 or twenty-four (24) hours have elapsed following a determination that reasonable suspicion exists to believe that the alcohol prohibitions of this Policy have been violated.
- E. A driver may not perform safety-sensitive functions even if ~~his or her~~ their alcohol concentration is less than 0.02, or the alcohol concentration is unknown, if the OHM BOCES detects the presence of alcohol in the driver by other means.
- F. Independent of the requirements of federal law, a driver may not perform safety-sensitive functions, if there exists a reasonable suspicion that the driver is under the influence of, or impaired by, drugs as shown by the behavioral, speech, and

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performance indicators of drug abuse, until a drug test is administered and there is a verified negative result.

- G. Independent of the requirements of federal law, drivers who have been found to have engaged in conduct prohibited by this Policy will be immediately suspended from their safety-sensitive function without pay pending a complete review of the test results and what led to the test results, if appropriate. After review, if the driver was found to have an alcohol concentration of 0.04 or greater, a positive drug test, or refused to submit to a test, the employee shall be terminated. ~~If the driver was found to have an alcohol concentration between 0.02 and 0.04, he or she shall be required to be evaluated by a substance abuse professional, complete any other steps required by the SAP and take a return to duty test before returning to work.~~
- H. The above consequences shall be applied consistent with the provisions of any applicable collective bargaining agreement and statute, such as §75 of the Civil Service Law and §3020-a of Education Law.

IX. Referral And Evaluation

- A. Each employee who engages in conduct prohibited by this policy is required to be evaluated by a substance abuse professional who shall determine what assistance, if any, the employee needs in resolving problems associated with alcohol misuse and drug use.
 - 1. The costs associated with this evaluation shall be the responsibility of the employee, unless a collective bargaining agreement provides otherwise.
 - 2. If the substance abuse professional determines that a rehabilitation program is appropriate before the employee returns to performing safety sensitive functions, the employee is required to complete that program, including any follow-up testing directed by the substance abuse professional. The substance abuse professional shall determine if the driver has properly followed any rehabilitation program prescribed following the evaluation.
 - 3. Before an employee returns to duty requiring the performance of a safety sensitive function after engaging in conduct prohibited by this Policy, the employee shall complete a return to duty test that returns a verified negative result.
- B. The OHM BOCES shall make available to an employee who has violated this Policy information regarding the resources available for evaluating and resolving

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problems associated with the misuse of alcohol and use of drugs, including the names, addresses, and telephone numbers of substance abuse professionals and counseling and treatment programs. The OHM BOCES shall ensure that the listed substance abuse professionals do not refer the employee to the substance abuse professional's private practice, or to a person or organization from which the substance abuse professional receives remuneration, or in which the substance abuse professional has a financial interest.

- C. The referral and evaluation procedures described in this section do not apply to applicants who refuse to submit to a pre-employment drug and alcohol test or who have a pre-employment drug and alcohol test with a verified positive test result.

Oneida-Herkimer-Madison Board of Cooperative Educational Services

Legal Ref: Omnibus Transportation Employee Testing Act of 1991, 49 USC §§31136 and 31306; Americans with Disabilities Act, 42 USC §§1211112117; 49 CFR Parts 40, 382 and 395.20; NYS Vehicle and Traffic Law §§142, 509l, 509-g, 1192 and

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Adopted: 1193; NYS Labor Law, §201d
07/10/02
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FINGERPRINTING AND CRIMINAL HISTORY RECORD CHECKS FOR PROSPECTIVE EMPLOYEES

I. Statement of Policy

- A. The OHM BOCES shall not employ or utilize a prospective school employee unless that person has been granted a clearance for employment by the State Education Department (SED), or an emergency conditional appointment has been made in a manner consistent with this Policy and applicable Regulations of the Commissioner.
- B. The term “prospective OHM BOCES employee” means any individual who is reasonably expected to provide services that will involve direct contact with students under the age of twenty-one (21) and who is:
 - 1. seeking a compensated position with the OHM BOCES and is not currently employed by the OHM BOCES or a student enrolled in the instructional program of a grade level in such covered school;
 - 2. an employee of a provider of contracted services to the OHM BOCES who is to be placed within the OHM BOCES; or
 - 3. a worker who is to be placed within the OHM BOCES under a public assistance employment program pursuant to title 9-B of article V of the Social Services Law, directly or through contract.
- C. The term “prospective OHM BOCES employee” does not include any individual who:
 - 1. is seeking a position as a OHM BOCES bus driver or OHM BOCES bus attendant and is cleared for employment pursuant to sections 509-cc, 509-d and/or 1229-d of the Vehicle and Traffic Law after fingerprinting and a criminal history record check and whose fingerprints remain on file with Divisional of Criminal Justice Services (DCJS);
 - 2. has provided services for the OHM BOCES in the previous school year either: in a compensated position, or as an employee of a provider of contracted services to such covered OHM BOCES, or as a worker placed within the covered school under a public assistance employment program pursuant to title 9-B of article V of the Social Services Law directly or through contract; or

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3. is reasonably expected to provide services for the OHM BOCES on no more than five (5) days in the school year in which services are to be performed, provided that the OHM BOCES will be providing in-person supervision of such individual while that individual is providing such services. Individuals providing such time-limited and supervised services may include, but shall not be limited to: artists, guest lecturers and speakers, and sports officials.

- D. Clearance by SED shall also be mandatory for any other situations required by NYS Education Law, regulations, and/or SED.

II. Procedure For Clearance

- A. In situations where a prospective OHM BOCES employee has been previously fingerprinted and entered into the State Education Department's (SED) criminal history file, the individual shall notify the OHM BOCES that a file exists at SED, and the OHM BOCES shall notify SED of that fact and request clearance.

- B. In situations where a prospective OHM BOCES employee has not previously been fingerprinted and entered into the SED records, the OHM BOCES shall notify the prospective OHM BOCES employee of the fingerprinting requirement, and be advised of the fee associated with the fingerprint clearance process, and the procedure for paying the fee to SED or any authorized State vendor, and shall also be advised that: provide instructions regarding how and when the individual may arrange to complete the fingerprinting, including providing copies of necessary forms.

1. the fee may not be charged if:

- a. the fee is associated with the employee's participation in an authorized public assistance employment program, or
- b. the individual is receiving certain employment services through the Federal Temporary Assistance for Needed Families Block Grant.

The fee shall be paid by the social services district making such employment placement or assignment and the cost of such fees.

2. the individual may submit a request to the Board of Cooperative Educational Services for a waiver of the fee based on financial hardship.

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FINGERPRINTING AND CRIMINAL HISTORY RECORD CHECKS FOR PROSPECTIVE EMPLOYEES

III. Notification of Employment/Separation from Employment

When a prospective employee who was fingerprinted and cleared for employment is initially employed or leaves employment the OHM BOCES is required to notify SED on the mandated forms.

IV. Employment Based on Conditional Clearance

- A. To the extent permitted by law, the District Superintendent may recommend that the Board of Cooperative Educational Services make OHM BOCES a conditional appointment pending notification from SED of clearance. Before making such a recommendation, the District Superintendent shall insure that the prospective school employee has signed a statement indicating whether to the best of their knowledge they are not the subject of a pending criminal charge or a conviction in any jurisdiction outside New York State, and shall submit a request for conditional clearance to the Commissioner.
- B. If the Board of Cooperative Educational Services makes a conditional appointment, the appointment shall not be effective until the Commissioner has notified the OHM BOCES that conditional clearance has been granted.
- C. If a conditional appointment becomes effective, it shall terminate forty-five (45) days later, or when the Commissioner notifies the OHM BOCES as to whether clearance has been granted, whichever is earlier. If the Commissioner notifies the OHM BOCES that clearance for employment has been granted, the conditional appointment shall continue as a regular appointment.

V. Employment Based on Emergency Conditional Appointment

- A. To the extent permitted by law, the District Superintendent may recommend that the Board of Cooperative Educational Services make an emergency conditional appointment when the following conditions exist:
 - 1. a vacancy occurred less than ten (10) business days before the start of school or during any school session, including summer school, without sufficient notice to allow for clearance or conditional clearance; and
 - 2. no other qualified person is available to fill the vacancy temporarily; and
 - 3. to maintain services which the OHM BOCES is legally required to provide or services necessary to protect the health, education or safety of students or staff.

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- B. Before making such a recommendation, the District Superintendent shall insure that the prospective school employee has signed a statement indicating whether to the best of their knowledge they are not the subject of a pending criminal charge or a conviction in any jurisdiction, including New York State. The District Superintendent shall also insure that a request for conditional clearance is promptly submitted to the Commissioner.
- C. If the Board of Cooperative Educational Services makes a conditional appointment, the appointment may be made effective prior to notice from the Commissioner of conditional clearance.
- D. If an emergency conditional appointment becomes effective, it shall terminate twenty (20) business days later, or when the Commissioner notifies the OHM BOCES as to whether conditional clearance or clearance has been granted, whichever is earlier. If the Commissioner notifies the OHM BOCES that conditional clearance for employment has been granted, the emergency conditional appointment shall terminate and the appointment shall continue as a conditional appointment.

VI. Safety of Students who have Contact with Conditionally Employed Employees

- A. The OHM BOCES affirms its commitment to the safety of students who have contact with an employee holding a conditional or emergency conditional appointment and will ensure such employees are provided heightened supervision and complete any required training(s).
- B. Supervisors of any employee holding a conditional or emergency conditional appointment shall be informed of the basis of such appointment and be directed to supervise such employee closely. If feasible, supervisors shall be asked to assign conditionally employed individuals in a manner where they do not work alone with children.

Oneida-Herkimer-Madison Board of Cooperative Educational Services

Legal Ref: Chapter 179 of the Laws of 2009, 8 NYCRR 80-1.1 and 87; NYS Correction Law §§ 752 and 753; and NYS Executive Law §296(16); NYS Education Law §1950 (4)(II)

Adopted: 07/10/02

Revised: 02/12/14, 07/12/18, 07/14/21, _____



Oneida-Herkimer-Madison BOCES


P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070
www.oneida-boces.org

Scott Morris
*Assistant Superintendent
for Support Services*
T: 315.793.8572
F: 315.793.8652
smorris@oneida-boces.org

IX D. 2.
**Approval of State Environmental
Quality Review Act (SEQRA) HVAC
Replacement Project**
April 9, 2025


MEMORANDUM

To: Cooperative Board

From: Patricia N. Kilburn, Ed.D. 
District Superintendent and Chief Executive Officer

Date: March 28, 2025

Subject: Adoption of State Environmental Quality Review Act (SEQRA)
HVAC Replacement Project

Prepared by: Scott Morris 

Background:

The Oneida-Herkimer-Madison Cooperative Board maintains a five-year facility plan that is overseen by the Capital Project Committee of the Board. Many of the planned items have been completed, with the exception of one major item: the HVAC replacement project at the main campus, which remains outstanding. The committee met March 12, 2025 and discussed the HVAC replacement project and is recommending that this move forward at this time.

Discussion:

Due to the size of this project (estimated to be in excess of \$4 million for the entire project) it is necessary to have SED approval. The process for approval will require submission of the plans and specifications to Facilities Planning. Prior to the submission a State Environmental Quality Review resolution must be adopted by the Cooperative Board which indicates that an assessment of the impact on the environment of the project has been completed. This action item will meet this requirement.

Recommendation:

It is recommended that the Cooperative Board approve the SEQRA resolution as presented here.

Resolution:

WHEREAS, the Cooperative Board of Education of the Oneida-Herkimer-Madison BOCES (the "Board") has considered the effect upon the environment of the proposed work:

OHM BOCES COMPLEX - HVAC REPLACEMENT PROJECT

WHEREAS, the Board has received and reviewed the Scope of the Proposed Project prepared and submitted in connection with the Project, and has further received and considered the advice of its Architects and Engineers with regard to the environmental impact of the Project; now therefore

BE IT RESOLVED, by the Cooperative Board of Education of the Oneida-Herkimer-Madison BOCES as follows:

1. The Board hereby determines in accordance with Article 8 (State Environmental Quality Review Act - SEQRA) of the Environmental Conservation Law that the Project is a Type II action which will not have a significant impact on the environment and is not subject to review under SEQRA.
2. The Project is hereby approved and the District Superintendent and all officers and employees of the District are authorized and directed to perform all actions and execute all documents necessary or appropriate to obtain the necessary funding, complete the Project and to carry out the intent of this resolution.

Motion:

Second:

Yes:

No:

Motion carried at meeting held April 9, 2025.

Certification by Clerk _____
(Signature)




Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070
www.oneida-boces.org

Scott Morris
*Assistant Superintendent
for Support Services*
T: 315.793.8572
F: 315.793.8562
smorris@oneida-boces.org


MEMORANDUM

To: Cooperative Board

From: Patricia N. Kilburn, Ed.D. 
District Superintendent and Chief Executive Officer

Date: April 30, 2025

Subject: Approval of Internal Auditing Services 2025-2026

Prepared By: Scott Morris 

Background:

Pursuant to Education Law, section 2116-b, as added by Chapter 263 of the Laws of 2005, directs that each school district establishes an internal audit function to include, among other things, the development of risk assessment of district operations, a review of financial policies and procedures; the testing and evaluation of district internal controls; and an annual review of risk assessment.

School districts are subject to a number of laws governing the procurement of goods and services, including seeking multiple competitive bids to obtain quality goods and services at the lowest possible cost. However, there is a well-established exception to these competitive bidding requirements with respect to the procurement of professional services, such as those rendered by attorneys, engineers or accountants.

Discussion:

Questar III has performed the internal audit service since 2022 when BOCES were required to have an internal audit conducted annually. Questar III requires an annual inter-municipal agreement between OHM BOCES' Board and Questar III's Board. The agreement reflects an all-inclusive fixed fee of \$13,052 for the 2025-2026 service. This fee includes all out-of-pocket expenses. The BOCES is billed quarterly.

Recommendation:

That the Cooperative Board, approves the attached inter-municipal agreement for 2025-2026 internal audit services.

Resolution:

That the Cooperative Board, approves the attached inter-municipal agreement for 2025-2026 internal audit services.

Attached



10 Empire State Blvd
Castleton, New York 12033

April 25, 2025

Mr. Scott Morris
Assistant Superintendent for Support Services
Oneida-Herkimer-Madison BOCES
PO Box 70, 4747 Middle Settlement Road
New Hartford, NY 13413
smorris@oneida-boces.org

Dear Mr. Morris:

Questar III is pleased to confirm its understanding of the services that it will provide to Oneida-Herkimer-Madison BOCES under the enclosed intermunicipal agreement. Please note that the intermunicipal agreement requires the approval of your BOCES' board and Questar III's board.

The attached agreement reflects an all-inclusive fixed fee of \$13,052 for your 2025-26 service. This fee includes all out-of-pocket expenses (hotel, mileage, etc). Your BOCES will be billed in equal amounts quarterly through the end of the school year.

Our fixed fee billing model allows us to maintain our staffing levels and ensure that our BOCES covers the cost of maintaining the highest caliber auditors. Our staff is highly trained and specialize in school district internal auditing.

Please present this agreement to your audit committee and Board for approval. The agreement should be signed and dated by an authorized individual and by the Board Clerk. If you have any questions or concerns, contact me at 518-479-6814. **Please forward two (2) original copies** of the executed intermunicipal agreement to the attention of Barbara Boudreau, Questar III Administrative Office, 10 Empire State Blvd., Castleton, NY 12033.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Ziobrowski", is written over a horizontal line.

Ken Ziobrowski
Director of Financial Services

Enclosure
/bab

AGREEMENT

AGREEMENT made this _____(month) ____ (day), 2025 by and between the Rensselaer, Columbia and Greene Counties Board of Cooperative Educational Services, also known as and hereinafter referred to as “**QUESTAR III**” with its principal business address at 10 Empire State Boulevard, Castleton, New York 12033 and **Oneida-Herkimer-Madison BOCES**, hereinafter referred to as “**DISTRICT**” with a principal business address at PO Box 70, 4747 Middle Settlement Road, New Hartford, NY 13413.

WITNESSETH:

WHEREAS, Education Law, section 1950(4) (k), as amended by Chapter 263 of the Laws of 2005, provides that a board of cooperative educational services (“BOCES”) has the power and duty to establish an internal audit function;

WHEREAS, Education Law, section 2116-b, as added by Chapter 263 of the Laws of 2005, directs that each school district establish an internal audit function to include, among other things, the development of risk assessment of district operations, a review of financial policies and procedures; the testing and evaluation of district internal controls; and an annual review of risk assessment;

WHEREAS, Education Law, section 2116-b authorizes school districts to use inter-municipal agreements to fulfill the internal audit function provided that such function comply with regulations of the Commissioner of Education and meet professional auditing standards;

WHEREAS, General Municipal Law, Article 5-G authorizes the District and Questar III to enter into an inter-municipal agreement to carry out any function or responsibility each has authority to undertake alone;

WHEREAS, QUESTAR III has established an internal audit function and appointed an internal auditor who will provide internal audit functions for QUESTAR III and is ready, willing and able to provide such functions for school districts as may be agreed upon;

WHEREAS, District is desirous of establishing an internal audit function and has determined that QUESTAR III can provide DISTRICT with professional expertise for such purpose; and

WHEREAS, DISTRICT has undertaken a reasonable review of the cost of obtaining professional audit services and has determined that obtaining such services through QUESTAR III will afford best value to the DISTRICT.

NOW, THEREFORE, in consideration of the mutual promises herein given, and other good and valuable consideration, it is agreed as follows:

1. TERM. The term of this AGREEMENT shall begin on **07/01/2025 and extend for, through and including 06/30/2026.**
2. WORK. QUESTAR III shall perform for DISTRICT the services described in Appendix A (SCOPE OF WORK). QUESTAR III shall undertake such WORK in accordance with generally accepted professional practices and applicable regulations of the Commissioner of Education. WORK shall take place at mutually agreeable dates and times.
3. EQUIPMENT AND OTHER RESOURCES. Unless otherwise provided in the SCOPE OF WORK, DISTRICT shall provide all of the equipment, supplies, and any other resources required to complete the WORK.
4. COMPENSATION. QUESTAR III shall be compensated for the WORK as provided in Appendix B, "SCHEDULE OF FEES." Unless otherwise provided in Appendix B, QUESTAR III's fee shall be all inclusive.
5. PAYMENT. Payment for the WORK provided pursuant to this AGREEMENT is dependent upon the satisfactory completion of the WORK and faithful compliance with the terms and conditions of the AGREEMENT by QUESTAR III.
6. INDEPENDENT CONTRACTOR. QUESTAR III agrees to provide such WORK to DISTRICT as an independent contractor. It is mutually agreed that for purposes of providing this WORK, any employee or contractor of QUESTAR III shall not be an employee of DISTRICT, and shall neither hold himself/herself out nor claim to be an officer, employee, agent or representative of DISTRICT nor make any claim, demand or application to or for any right based upon any different status.
7. LIMITS ON COMPENSATION. QUESTAR III agrees that neither it nor any employee or contractor of it are entitled to participate in any benefit plan provided to the employees of DISTRICT; Worker's Compensation through DISTRICT; unemployment insurance benefits through DISTRICT; nor any other benefit, right and/or privilege available to employees of DISTRICT.
8. INDEMNIFICATION. DISTRICT is responsible for establishing and maintaining internal controls for its financial operations. Questar III shall not indemnify District for theft, loss, unauthorized use or disposition of assets, or failure to comply with law or regulations on the part of District's employees, regardless of whether such theft, loss, unauthorized use or disposition of assets, or failure to comply with law or regulations occurs before, during, or after completion of the WORK, and District shall not indemnify Questar III for theft, loss, unauthorized use or disposition of assets, or failure to comply with law or regulations on the part of Questar III's employees under any circumstances.

9. AVAILABILITY OF INFORMATION, RECORDS AND PERSONNEL. DISTRICT shall be responsible for making all financial records, related information and relevant personnel available to Questar III as may be necessary for Questar III to complete WORK. DISTRICT is responsible for the accuracy and completeness of any such information. DISTRICT acknowledges that Questar III will not perform a detailed examination of all transactions and that there is a risk that material misstatements, illegal acts, or noncompliance may exist and not be detected during WORK. The internal audit shall preserve the confidentiality of all DISTRICT information and/or records unless otherwise required by law.
10. REPORTING RESPONSIBILITIES. Internal auditors assigned to perform WORK for DISTRICT shall report directly to the Board of Education of DISTRICT. The PARTIES agree that such internal auditors shall have suitable qualifications that allow him or her to undertake internal audit functions, as directed by DISTRICT'S Board of Education, in accordance with generally accepted professional practices and applicable regulations of the Commissioner of Education.
11. SUBCONTRACTS. QUESTAR III shall not enter into subcontracts for the performance of work pursuant to this AGREEMENT unless such subcontractors are approved by DISTRICT before the WORK is started.
12. NON-ASSIGNMENT. This AGREEMENT may not be assigned by either PARTY or its right, title or interest therein assigned, transferred, conveyed or otherwise disposed of without the previous consent, in writing, of the OTHER PARTY and any attempt to assign the contract without such written consent will be null and void.
13. DISPUTE RESOLUTION. In the event either PARTY has a dispute relating to the execution of WORK or compensation for WORK, including but not limited to the applicability of professional standards for such WORK, it shall provide written notice to the other PARTY of such dispute and include a detailed description of the nature of the dispute and proposed method of resolution. Within seven (7) days of receiving such notice, the receiving PARTY shall contact the disputing party and a mutually acceptable time shall be set for the PARTIES to meet and discuss the resolution. Both PARTIES shall provide documentation or other information useful for resolution of such dispute. Both PARTIES shall make a good faith effort to resolve such dispute in a mutually acceptable and timely manner. In the event the PARTIES cannot agree to resolve such dispute, either PARTY may exercise its right to terminate pursuant to paragraph fourteen (14) of this AGREEMENT.
14. TERMINATIONS. Both PARTIES reserve the right to terminate this AGREEMENT upon providing thirty (30) days written notice to the other PARTY provided, however, that prior to providing such notice the PARTY seeking termination shall participate in dispute resolution as described in paragraph

thirteen (13) of this AGREEMENT.

15. CONVERSION TO CO-SER. In the event that a cooperative service agreement ("Co-Ser") is offered through QUESTAR III for the internal auditor services during the term of this AGREEMENT, each PARTY agrees that this AGREEMENT may be converted to a Co-Ser by mutual consent without compliance with the terms of paragraph fourteen (14).

16. NOTICES. Any notices or other communications that must be given in connection with this AGREEMENT shall be in writing and shall be deemed to have been validly made or given when delivered personally or when received if properly deposited with the United States Postal Service, postage prepaid certified or registered mail return receipt requested or with a nationally recognized overnight courier service to the address set forth below:

(a) If to QUESTAR III:

Questar III
10 Empire State Blvd.
Castleton, New York 12033
Attn.: Harry Hadjioannou, Deputy Superintendent

With a copy to:

Questar III
10 Empire State Blvd.
Castleton, New York 12033
Attn.: Jacob Verchereau, School Attorney

(b) If to District or BOCES

Mr. Scott Morris
Assistant Superintendent for Support Services
Oneida-Herkimer-Madison BOCES
PO Box 70, 4747 Middle Settlement Road
New Hartford, NY 13413

17. HEADINGS. Headings or titles of sections are for convenience of reference only and do not constitute a part of this AGREEMENT.

18. FULL AGREEMENT. This AGREEMENT, including all appendices, constitutes the full agreement between the PARTIES.

<Signature Page to Follow>

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on the day and year written below.

Date: _____ QUESTAR III

By: _____

Name: _____ Dr. Gladys I. Cruz

Title: _____ District Superintendent

Date: _____ Oneida-Herkimer-Madison BOCES

By: _____

Name: _____ Patricia N. Kilburn, Ed. D.

Title: _____ District Superintendent

CERTIFICATION BY BOARD CLERK

I, Lori Wrobel, Clerk of the Board of Education for the **Oneida-Herkimer-Madison BOCES** do certify that an AGREEMENT for certain internal audit functions between the District and **Questar III** was duly approved by a majority vote of the voting strength of the Board of Education on _____.

Date: _____

Board Clerk: _____
Signature

Name: Lori Wrobel, Board Clerk

CERTIFICATION BY BOARD CLERK

I, Robin Emanatian, Clerk of the Board of Education for the Questar III, Rensselaer Columbia Greene Board of Cooperative Educational Services, do certify that an AGREEMENT for certain internal audit functions between the **Oneida-Herkimer-Madison BOCES** and **Questar III** was duly approved by a majority vote of the voting strength of the Board of Education on _____.

Date: _____

Signed: _____

Name: Robin Emanatian, Board Clerk

APPENDIX A SCOPE OF WORK

The QUESTAR III will provide the QUESTAR III internal auditor who shall perform the following WORK for DISTRICT on a per diem basis:

A. Internal Audit Services

QUESTAR III will use sampling techniques to test significant operational controls to determine if DISTRICT's internal control structure is operating as designed. This service follows, and is based upon, DISTRICT's risk assessment undertaken no more than one year before the audit service.

Deliverables: Report to DISTRICT the strengths and/or weaknesses of its internal controls and make recommendations to remediate deficiencies. The internal auditor will also provide an annual update to the financial risk assessment.

B. Financial Risk Assessment Update

QUESTAR III will review the previously issued financial risk assessment and update the report to reflect the District's progress on correcting previously identified risks. The updated assessment will also consider the current status of the operation and may include risks not previously identified. This service shall include the following:

- Discuss financial controls, operations and procedures with management and key staff members;
- Review past financial risk assessment comments;
- Update previously prepared risk assessment to reflect changes in the control environment;
- Assessment of the current operating environment for the purpose of determining if financial risks have changed and require reporting in the update assessment.

Deliverables: Report to DISTRICT results of financial risk assessment, to include recommendations for process improvements, if any.

APPENDIX B
SCHEDULE OF FEES

- A. DISTRICT agrees to pay QUESTAR III the following fees for WORK identified in Appendix A of this AGREEMENT:

All-inclusive cost to perform this service is \$13,052.

This fee includes one area of internal audit service as well as one updated risk assessment. This fee was developed based on our understanding of the size and complexity of the district. The fee could be higher or lower depending on the quality and availability of the information requested at the commencement of the engagement.

- B. QUESTAR III will provide DISTRICT with quarterly invoices for services. DISTRICT will pay QUESTAR III no later than thirty (30) days from the date of the billing statement.



Oneida-Herkimer-Madison BOCES


P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070

www.oneida-boces.org

Scott Morris
*Assistant Superintendent
for Support Services*
T: 315.793.8572
F: 315.793.8562
smorris@oneida-boces.org


MEMORANDUM

To: Cooperative Board

From: Patricia N. Kilburn, Ed.D. 
District Superintendent and Chief Executive Officer

Date: April 15, 2025

Subject: Approval of External Auditing Services
June 30, 2026 through June 30, 2028

Prepared By: Scott Morris 

Background:

General Municipal Law 35 requires an annual audit of district funds performed by an independent certified public accountant. The auditors' final report must be adopted by a Board resolution and a copy must be filed with the Commissioner of Education by October 1 of each year.

Each year our operation has grown and the audit continues to become more complex. In addition, government auditing standards have continued to be revised and are more demanding requiring additional auditing time. The Oneida BOCES also has a number of federal, state and specially funded projects, which add to the cost of an audit.

Discussion:

At the request of the Audit Committee, a Request For Proposal (RFP) was developed and a notice was published in March of 2025. One firm responded to the RFP. I reviewed the proposal with Mrs. Falvo and we are recommending to the full board acceptance of West & Company to continue as external auditors for a three-year term concluding with the audit of the fiscal year ending June 30, 2028.

West & Company has provided excellent auditing services for the Oneida-Herkimer-Madison BOCES. A number of important procedural changes have been made as a result of their audit recommendations.

Recommendation:

That the Cooperative Board accepts the proposal from West & Company for auditing services for a three-year term, audit period ending June 30, 2026 through June 30, 2028 at a cost for 2025/26 at \$18,950, for 2026/27 at \$19,500 and for 2027/28 at \$20,250.

Resolution:

That the Cooperative Board approves the proposal from West & Company for auditing services for a three-year term, audit period ending June 30, 2026 through June 30, 2028 at a cost for 2025/26 at \$18,950, for 2026/27 at \$19,500 and for 2027/28 at \$20,250.

SM:ld
Attachment

**ONEIDA-HERKIMER-MADISON COUNTIES
BOARD OF COOPERATIVE EDUCATIONAL SERVICES**

AUDIT PROPOSAL

**FOR YEARS ENDING
JUNE 30, 2026, 2027, AND 2028**

Submitted by: WEST & Company CPAs PC
97 N Main Street, PO Box 1219
Gloversville, NY 12078-0354

Contact: Amy M. Pedrick, CPA
apedrick@westcpapc.com

Telephone: (518) 725-7127

Proposal Date: April 7, 2025

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April 7, 2025

To the President and Other Members of the
Oneida-Herkimer-Madison Counties
Board of Cooperative Educational Services
PO Box 70
4747 Middle Settlement Road
New Hartford, NY 13413-0070

Re: Proposal for Auditing Services
Years Ending June 30, 2026, 2027 and 2028

Dear Board Members:

We are pleased to submit our proposal to provide auditing services to the Oneida-Herkimer-Madison Counties Board of Cooperative Educational Services (BOCES), for the years ending June 30, 2026, 2027 and 2028.

Purpose of Engagement

The purpose of our audit will enable us to express an opinion on the fairness of presentation of the financial statements of the Oneida-Herkimer-Madison Counties Board of Cooperative Educational Services, in conformity with U.S. generally accepted accounting principles, applied on a consistent basis, for the years ending June 30, 2026, 2027 and 2028, presented in accordance with the GASB Statement No. 34 financial reporting model.

Also, we will test controls and transactions to report on internal controls, compliance and the schedule of federal financial assistance as required by *Government Auditing Standards*, the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Finally, we will audit the Extraclassroom Activity Funds as required under Section 172.3(d) of the regulations of the Commissioner of Education.

An audit is not designed to detect immaterial misstatements, immaterial illegal acts, or illegal acts that do not have a direct effect on financial statements or major programs. However, we will inform you of any material errors or any fraud that comes to our attention. We will also inform you of any illegal acts that come to our attention, unless clearly inconsequential.

Scope of Service

This proposal is for providing the following services:

- Audit and prepare the financial statements and supplemental schedules for the years ending June 30, 2026, 2027 and 2028, of the Oneida-Herkimer-Madison Counties Board of Cooperative Educational Services in accordance with U.S. generally accepted auditing standards; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).
- Examine and report on internal control related to financial statements and compliance with laws, regulations and the provisions of contracts and grant agreements in accordance with *Government Auditing Standards*. Examine and report on internal control related to major programs and an opinion on compliance with laws, regulations and the provisions of contracts or grant agreements that have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).
- Discuss observations and recommendations we may have made during the course of our engagement with management of the Oneida-Herkimer-Madison Counties Board of Cooperative Educational Services and the issuance of a management letter detailing our recommendations. Additionally, we will meet with staff and assist with implementation of any procedural changes indicated in our management letter.
- Audit and prepare cash basis financial statements for the Extraclassroom Activity Funds, as required under Section 172.3(d) of the regulations of the Commissioner of Education, and issue a management letter detailing any observations and recommendations.

Experience and Qualifications

Amy M. Pedrick, CPA, is a partner in charge of Governmental Auditing and Accounting for WEST & Company CPAs PC and has been performing governmental audits for over 20 years.

Michael W. Rossi, CPA, is a partner in charge of Governmental Auditing and Accounting for WEST & Company CPAs PC and has been performing governmental audits for over 30 years.

We currently perform annual audits for twenty-eight school districts and five BOCES.

See Form B, Client Reference List on pages 8 – 10.

WEST & Company CPAs PC completed its triannual quality review and received a pass opinion regarding the 2023 review, of which we have enclosed a copy.

Fees

Our fees for performing the services outlined in this proposal will be as follows:

Annual audit of all funds of the BOCES for the years ending:

<u>2026</u>	<u>2027</u>	<u>2028</u>
\$ 18,950	\$ 19,500	\$ 20,250

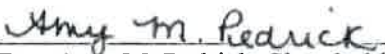
Our audits will be completed and financial statements will be ready for submission prior to the October 15th deadline, if the business office is prepared for audit on the mutually agreed upon audit start date.

In the event our firm is selected to continue to perform this audit, a formal engagement letter will be prepared and forwarded for your execution.

This proposal is a firm and irrevocable offer for the services to be rendered.

Very truly yours,

WEST & Company CPAs PC


By: Amy M. Pedrick, Shareholder

Amy M. Pedrick, CPA, MBA
Shareholder Profile

Amy M. Pedrick, CPA, MBA, is a partner/shareholder with WEST & Company CPAs PC and has over 20 years of experience in public accounting including two years with PricewaterhouseCoopers, LLP, one of the big four accounting firms. Amy has experience in auditing Governmental entities, not-for-profit corporations, public companies, hospitals, colleges and universities, as well as medium-sized businesses.

Amy's educational background, certifications and professional affiliations are as follows:

Education

Bachelor's Degree in Managerial Economics from Union College, Schenectady, NY, 2001

Masters in Business Administration in Accounting from Union Graduate College, Schenectady, NY, 2002

NYS Education Department, Certificate and License as Certified Public Accountant, August, 2008

Professional Affiliations

Member of American Institute of Certified Public Accountants

Member of New York State Society of Certified Public Accountants

Member of the New York State Society of Certified Public Accountants' Public Schools Committee

Community Affiliations

Treasurer – Nathan Littauer Foundation

Chairperson – Nathan Littauer Hospital

Treasurer – Friends of Johnson Hall

Michael W. Rossi, CPA, MBA
Shareholder Profile

Michael W. Rossi, CPA, MBA, is a partner/shareholder with WEST & Company CPAs PC and has over 30 years of experience in auditing municipalities, school districts, BOCES, nonprofit organizations and commercial businesses.

Mike's educational background, certifications and professional affiliations are as follows:

Education

Bachelor's Degree in Accounting from SUNY at New Paltz, NY, 1992

Masters in Business Administration from the SAGE Colleges, Albany, NY, 2002

NYS Education Department, Certificate and License as Certified Public Accountant, March, 1997

Professional Affiliations

Member of American Institute of Certified Public Accountants

Member of New York State Society of Certified Public Accountants

Community Affiliations

Treasurer – Amsterdam Industrial Development Agency

Vice Chair – First Choice Financial Federal Credit Union

Staff Profiles

Bryan Schlesier, CPA

Bryan is a senior staff accountant. Bryan began his professional career at WEST & Company CPAs PC, and has been with the firm for six years.

Education

Associates Degree in General Studies from Fulton-Montgomery Community College, Johnstown, NY, 2012

Bachelor's Degree in Professional Accounting from SUNY at Oneonta, NY, 2015

New York State Education Department, Licensed as Certified Public Accountant, May 2018

Professional Affiliations

Member of American Institute of Certified Public Accountants

Member of New York State Society of Certified Public Accountants

Kelsey Schrum

Kelsey is a senior staff accountant. Kelsey began her professional career at WEST & Company CPAs PC, and has been with the firm for five years.

Education

Associates Degree in Business Administration from Fulton-Montgomery Community College, Johnstown, NY, 2012

Bachelor's Degree in Business Administration from SUNY at Potsdam, NY, 2015

Master's Degree in Accounting from Saint Rose University, Albany, NY, 2019

Form A
Vendor Information

Name of Firm: WEST & Company CPAs PC

Address of Firm: 97 N Main Street
PO Box 1219
Gloversville, NY 12078

Contact Person & Title: Amy M. Pedrick, CPA, Shareholder

Telephone: (518) 725-7127

Federal ID No. 14-1662664

Are you incorporated? X Yes No

a. If yes, in what state are you incorporated NY .

b. If you are not incorporated in New York State, are you authorized to do business in New York?

If you are not incorporated, please check the appropriate line below:

 Partnership

 Sole Proprietorship

 Unincorporated Association

 Other (Please Specify) _____

	<u>Firmwide Totals</u>	<u>Responsible Office</u>
No. of Shareholders	<u> 5 </u>	<u> 3 </u>
No. of Managers	<u> 4 </u>	<u> 2 </u>
No. of Seniors	<u> 4 </u>	<u> 3 </u>
No. of Staff	<u> 5 </u>	<u> 3 </u>
No. of Support Staff	<u> 11 </u>	<u> 9 </u>

Accounting Firm is: Local X
Regional
National

Governmental auditing staff consists of three partners, two managers, three senior accountants and two staff accountants.

Professional Liability Insurance

The firm's insurance carrier is Great Divide Insurance Co. Our policy period is from July 1, 2024 to July 1, 2025, with a per claim insurance limit of \$3,000,000.

Form B
Client Reference List

<u>BOCES</u>	<u>Number of Years as Client</u>	<u>Contact Person</u>	<u>Telephone Number</u>
Clinton Essex Warren Washington Counties BOCES	21	Dr. Mark Davey District Superintendent	(518) 561-0100
Franklin-Essex-Hamilton Counties BOCES	01	Luna Mullen District Treasurer	(518) 483-6420
Hamilton, Fulton and Montgomery Counties BOCES	36	Kathi Lewis Chief Financial Officer	(518) 736-4300
Herkimer-Fulton-Hamilton-Otsego Counties BOCES	12	D. J. Shepardson District Superintendent	(315) 867-2051
Washington-Saratoga-Warren- Hamilton-Essex Counties Board of Cooperative Educational Services	21	Timothy Hilker Assistant Superintendent for Administrative Services	(518) 746-3326
<u>School Districts</u>			
Ballston Spa Central School District	11	Brian Sirianni Assistant Superintendent for Business and Operations	(518) 884-7195
Broadalbin-Perth Central School District	21	Marco Zumbolo Assistant Superintendent for Business and Operations	(518) 954-2500
Canajoharie Central School District	31	Leah Shaffer Director of Finance and Accounting	(518) 673-6301
Chatham Central School District	11	Michael Chudy Business Administrator	(518) 392-2400
Dolgeville Central School District	23	Jessica Radley Business Manager	(315) 429-3155
Duanesburg Central School District	03	Jeffrey Rivenburg Asst. Superintendent of Management Services	(518) 895-2279
Edinburg Common School	18	Sandy Moore Business Manager	(518) 863-8412
Enlarged School District of the City of Amsterdam	20	Kristin Barnhill Business Office Manager	(518) 843-5206
Fonda-Fultonville Central School District	13	Richard R. DeMallie, Ed. D. Superintendent	(518) 853-3732

Form B
Client Reference List – (Continued)

<u>School Districts</u>	<u>Number of Years as Client</u>	<u>Contact Person</u>	<u>Telephone Number</u>
Frankfort-Schuyler Central School District	10	Kacey Sheppard Business Administrator	(315) 895-7781
Galway Central School District	16	Courtney Sayward Business Administrator	(518) 882-1033
Germantown Central School District	06	Ryan Smith School Business Administrator	(518) 537-6281
Guilderland Central School District	10	John Rizzo Business Administrator	(518) 456-6200
Herkimer Central School District	03	Chad Hess Treasurer	(315) 866-2230
Ichabod Crane Central School District	19	Michael Brennan School Business Manager	(518) 758-7575
Johnstown City School District	15	Melissa Baker Business Manager	(518) 762-4611
Lake Pleasant Central School District	20	Elisha Christman District Treasurer	(518) 548-7571
Mayfield Central School District	19	Megan Sullivan Business Manager	(518) 661-8208
Menands Union Free School District	13	Joanne Moran Business Official	(518) 465-4561
Mount Markham Central School District	12	Lou D'Ambro School Business Official	(315) 822-2823
Northville Central School District	31	Bruce Ellsworth Business Manager	(518) 863-7000
Onteora Central School District	18	Monica LaClair Assistant Superintendent for Business	(845) 657-6383
Oppenheim-Ephratah-St. Johnsville Central School District	31	Billijo Stallman Business Official	(518) 568-2014
Queensbury Central School District	07	Scott Whittemore Assistant Superintendent for Business	(518) 824-5604
Remsen Central School District	05	John McKeown Business Administrator	(315) 205-4300
Richfield Springs Central School District	08	Thomas Piatti Superintendent	(315) 858-0610

Form B
Client Reference List – (Continued)

<u>School Districts</u>	Number of Years as <u>Client</u>	<u>Contact Person</u>	<u>Telephone Number</u>
Scotia-Glenville Central School District	11	Andrew Giaquinto Business Administrator	(518) 382-1222
West Canada Valley Central School District	17	Kelley Crossett Business Manager	(315) 845-6800

Form C
Statement of Fees

A complete audit for the year ended June 30, 2026:

TOTAL \$ 18,950

A complete audit for the year ended June 30, 2027:

TOTAL \$ 19,500

A complete audit for the year ended June 30, 2028:

TOTAL \$ 20,250

This agreement between the parties may be extended for two additional years through June 30, 2030 upon mutual consent.

Submitted by:

Company: WEST & Company CPAs PC

Authorized Signature: Amy M. Pedrick

Name Typed: Amy M. Pedrick, CPA

Title: Shareholder

Date: April 7, 2025

Audit Approach

After acceptance as auditors, it is our policy to ask for an initial conference at which time we will review our audit approach and field any questions that the BOCES' business office may have regarding the pending audit or other accounting concerns.

Our planning of your audit in the initial year will include reviewing the prior year financial statements and requesting copies of approved budgets for the prior and current years as a basis for analytical review procedures. We will also fill out planning questionnaires and an internal control checklist to help us become familiar with the BOCES' accounting procedures and internal control structure. We will perform sample tests of revenues, expenditures and payroll on a random basis and the number of transactions tested will be governed by our evaluation of the effectiveness of accounting control procedures. All items mentioned above will be reviewed and analyzed using a risk-based approach as required by the applicable Statements of Auditing Standards (SASs).

After we have concluded our planning process, we will issue an audit checklist (audit memo) of items our firm will need provided to us upon the commencement of our audit, including financial records, reports, budgets and client prepared schedules needed to effectively and efficiently complete the BOCES' audit and to prepare the BOCES' financial statements, including all required footnotes and supplemental schedules.

The audit team will consist of a partner and staff accountant. All Certified Public Accountants (CPA) are registered and licensed to practice as a CPA in New York State. The partner will supervise the overall engagement and the audit staff while on site. The partner will be responsible for the financial audit procedures associated with all funds and the initial drafting of financial statements. The staff accountant will be available to assist with the financial audit procedures associated with all funds.

Our audit will be a risk-based audit where we will perform our risk assessment, testing of controls and initial assessment of the compliance audit during an interim fieldwork date prior to year-end. Sample sizes will be based on that initial risk assessment. Year-end fieldwork will occur on a mutually agreed audit date once all funds are reconciled. Year-end fieldwork consists of substantially testing the balances in the funds and finalizing the compliance audit. Sample sizes for this testing will also vary based on materiality and risk.

At the conclusion of our audit, we will issue a management letter to disclose incidents of noncompliance and to suggest accounting and control procedure modifications to enhance procedures in the business office and improve efficiency. We believe the management letter to be a tool for communicating information regarding changes in standards, regulations and accounting practices.

After we have completed our audit, we will have an exit conference with you so that you may have the opportunity to review drafts of the financial statements, reports and the management letter. At the conference, we encourage management to express all comments, questions and concerns regarding the audit, the financial statements and reports generated. Financial statements, reports and the management letter are not issued until all questions and concerns are addressed and resolved to the BOCES' and our firm's mutual satisfaction.

Regulatory Action

There has never been any regulatory action against this firm, its partners or any staff members.

Conflict of Interest

Our firm, its partners and its staff members do not have a conflict of interest with the Oneida-Herkimer-Madison Counties Board of Cooperative Educational Services.

Continuing Education

All audit staff of our firm annually meet the minimum continuing professional education requirements.

Quality Review

Our quality review did include review of governmental and municipal entities, including school districts and BOCES.

Independence

Our firm is independent of the Oneida-Herkimer-Madison Counties Board of Cooperative Educational Services as defined by Generally Accepted Auditing Standards and U.S. GAO Government Auditing Standards.

Report on the Firm's System of Quality Control

February 16, 2024

To the Shareholders of WEST & Company CPAs PC and the Peer Review Committee of the Pennsylvania Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of WEST & Company CPAs PC (the firm) in effect for the year ended June 30, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act; and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of WEST & Company CPAs PC in effect for the year ended June 30, 2023, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. WEST & Company CPAs PC has received a peer review rating of *pass*.



Sciarabba Walker & Co., LLP




Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070
www.oneida-boces.org

Scott Morris
*Assistant Superintendent
for Support Services*
T: 315.793.8572
F: 315.793.8562
smorris@oneida-boces.org


MEMORANDUM

To: Cooperative Board

From: Patricia N. Kilburn, Ed.D. 
District Superintendent and Chief Executive Officer

Date: May 5, 2025

Subject: Adoption of the BOCES 2025-2026 Budget

Prepared by: Scott Morris 

Background:

The Cooperative Board adopted budgetary parameters at the October Board meeting which provide the basis for preparing the budget for the coming 2025-2026 year.

The next step in the budget process is the development of the preliminary budgets. The preliminary budgets reflect the application of the budgetary parameters to functional or program codes (i.e., Central Administration, Board of Education, program CO-SERS). The proposed budget is developed by each division, reviewed by a committee of Superintendents and reviewed and approved by the District Superintendent for presentation to the Cooperative Board.

The tentative budget, based upon unit costs and projected costs using historical trend analysis, was reviewed and approved by the Cooperative Board at its regular meeting on February 12, 2025. The 2025-2026 budget document was presented to the members of our component Boards of Education at the Annual Meeting. The component districts approved the administrative budget on April 29, 2025 and have submitted requests for services for 2025-2026 based upon the unit prices previously approved by the Board.

Discussion:

Attached is a chart that provides information regarding the changes in the contracted services for preceding years. In addition, the chart also includes the changes in contracts during each fiscal year from July through June. This is a result of districts each year increasing the number of services they purchase from the Oneida-Herkimer-Madison BOCES.

The budget increase for 2025–2026 is 8.43%.

Recommendation:

It is recommended that the final budget for 2025-2026 be adopted by the Cooperative Board. Should school districts make decisions on purchasing additional services during the 2025-2026 fiscal year, the additional purchases will be processed as adjustments to the contracts.

Resolution:

That the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, authorizes the expenditures of the sums set forth in the 2025-2026 budget in the amount of \$102,308,508.37.

SM:ld

Attachments

Final Budget 25-26
Summary Expenditures

Final BUDGET 2025-2026.xls

COSER #	COSER NAME	UNIT	UNIT PRICE			% DIFF.	BUDGET AMOUNT			
			2024-2025	2025-2026	2025-2026		2024-2025	2025-2026	\$ DIFF.	% DIFF.
001.010	Administration	Per RWADA	\$ 116.74	\$ 120.79	\$ 4,293,680.36	3.47%	\$ 4,293,680.36	\$ 4,537,170.26	\$ 243,490	5.67%
002.010	Rent	Per RWADA	27.93	28.03	610,458.00	0.37%	610,458.00	650,575.93	40,118	6.57%
002.020	Capital Fund	Per RWADA	117.47	123.39	2,783,750.00	5.03%	2,783,750.00	2,784,250.21	500	0.02%
101.010	Occupational Education	Budget	N/A	N/A	9,465,979.00		9,465,979.00	10,000,666.00	534,687	5.65%
107.010	Multi Occupational Education	District Share	8,950,407.00	9,598,843.00		7.24%				
102.010	Adult Education	Per Student	8,500.00	9,782.00	765,000.00	15.08%	765,000.00	811,906.00	46,906	6.13%
103.259	Secondary Occ Ed - Spec/Madison BOCES		45,427.75	46,599.35	45,427.75	2.58%	45,427.75	46,599.35	1,172	2.58%
109.259	Occ. Ed./Madison BOCES		N/A	N/A	22,890.00		22,890.00	-	(22,890)	-100.00%
201.010	8:1:1	Per Student	41,250.00	45,756.00	8,608,818.26	10.92%	8,608,818.26	8,385,259.75	(223,559)	-2.60%
201.015	8:1:2 + 1	Per Student	41,615.00	44,735.00	291,305.00	7.50%	291,305.00	357,880.00	66,575	22.85%
202.259	Intense Mgmt Needs/Madison BOCES		N/A	N/A	73,034.42		73,034.42	138,754.00	65,720	89.98%
204.010	12:1:1	Per Student	30,837.00	32,528.00	2,297,649.44	5.48%	2,297,649.44	2,396,487.95	98,839	4.30%
205.259	Special Class:Option 2/Madison BOCES		N/A	N/A	368,320.00		368,320.00	342,200.00	(26,120)	-7.09%
206.020	Transition Services	Per Student	5,614.00	5,627.00	190,876.00	0.23%	190,876.00	208,199.00	17,323	9.08%
206.030	Stride Program	Per Student	2,502.00	2,508.00	30,024.00	0.24%	30,024.00	30,096.00	72	0.24%
206.040	College Works Foundation	Per Student	9,686.00	9,709.00	184,034.00	0.24%	184,034.00	174,762.00	(9,272)	-5.04%
206.050	Options - Middle School	Per Student	9,686.00	9,709.00	193,720.00	0.24%	193,720.00	203,889.00	10,169	5.25%
206.060	Life After High School	Per Student	9,686.00	9,709.00	77,488.00	0.24%	77,488.00	87,381.00	9,893	12.77%
206.070	Yes	Per Student	9,686.00	9,709.00	67,802.00	0.24%	67,802.00	67,963.00	161	0.24%
206.090	Options - High School	Per Student	9,686.00	9,709.00	232,464.00	0.24%	232,464.00	233,016.00	552	0.24%
209.010	12:1:3	Per Student	41,459.00	45,330.00	6,997,076.09	9.34%	6,997,076.09	7,773,978.89	776,903	11.10%
214.259	Secondary Intense Mgmt/Madison BOCES		N/A	N/A	379,855.00		379,855.00	201,388.00	(178,467)	-46.98%
216.010	6:1:1	Per Student	79,142.00	87,648.00	2,209,019.50	10.75%	2,209,019.50	1,348,769.55	(860,250)	-38.94%
222.259	Special Class:Option 3/Madison BOCES		N/A	N/A	242,848.50		242,848.50	363,815.00	120,967	49.81%
225.259	Elem IMN 6:1:2/Madison BOCES		N/A	N/A	553,849.00		553,849.00	667,382.00	113,533	20.50%
228.259	Skills Dev Elem/Madison BOCES		N/A	N/A	83,833.00		83,833.00	691,978.00	608,145	725.42%
230.259	Intense Mgmt Needs/Madison BOCES		N/A	N/A				249,113.00	249,113	100.00%
232.259	Autism Secondary/Madison BOCES		N/A	N/A	166,520.00		166,520.00	119,675.00	(46,845)	-28.13%
303.010	Art	FTE	129,593.00	114,700.00	155,511.60	-11.49%	155,511.60	275,280.00	119,768	77.02%
305.010	Guidance	FTE	136,038.00	148,930.00	272,076.00	9.48%	272,076.00	238,288.00	(33,788)	-12.42%
306.010	Technology	FTE	129,162.00	140,834.00	90,413.40	9.04%	90,413.40	98,583.80	8,170	9.04%
307.010	Itinerant English	FTE	86,668.00	92,027.00		6.18%		92,027.00	92,027	100.00%
308.010	Physical Education	FTE	98,730.00	115,765.00	148,095.00	17.25%	148,095.00	57,882.50	(90,213)	-60.92%
310.010	Nurse Practitioner	FTE	131,213.00	149,061.00	367,396.40	13.60%	367,396.40	402,464.70	35,068	9.55%
312.010	School Physician/Medical Director	DOSH DIRECTOR	2,042.25	2,324.16	26,549.25	13.80%	26,549.25	32,538.24	5,989	22.56%
312.020	School Physician	PHYSICIAN CONSULT	1,096.71	1,249.00	30,707.88	13.89%	30,707.88	34,972.00	4,264	13.89%
313.010	School Psychologist	FTE	112,152.00	118,840.00	302,810.40	5.96%	302,810.40	344,636.00	41,826	13.81%
314.010	Social Worker	FTE	102,885.00	121,904.00	288,078.00	18.49%	288,078.00	243,808.00	(44,270)	-15.37%
315.010	Speech Impaired	FTE	115,810.00	124,939.00	793,203.00	7.88%	793,203.00	1,000,642.50	207,440	26.15%
316.010	Visually Impaired	FTE	159,410.00	168,975.00	119,557.50	6.00%	119,557.50	126,731.25	7,174	6.00%
318.010	Hearing Impaired	FTE	167,395.00	175,250.00	158,188.28	4.69%	158,188.28	154,658.13	(3,530)	-2.23%
321.010	Physical Therapy	FTE	141,450.00	151,410.00	169,740.00	7.04%	169,740.00	181,692.00	11,952	7.04%

COSER #	COSER NAME	UNIT	UNIT PRICE			BUDGET AMOUNT		
			2024-2025	2025-2026	% DIFF.	2024-2025	2025-2026	% DIFF.
322.010	Occupational Therapy	FTE	107,288.00	124,211.00	15.77%	225,304.80	260,843.10	35,538 15.77%
325.010	Home Economics	FTE	101,420.00	111,080.00	9.52%	101,420.00	66,648.00	(34,772) -34.29%
326.010	English/Second Lang.	FTE	108,565.00	113,972.00	4.98%	586,251.00	626,846.00	40,595 6.92%
338.010	Music Teacher	FTE	110,200.00	107,079.00	-2.83%	264,480.00	299,821.20	35,341 13.36%
346.469	Audiology/Oswego BOCES		N/A	N/A		237,689.63	211,024.44	(26,665) -11.22%
355.010	General Supervision	FTE	152,495.00	161,476.00	5.89%	91,497.00	96,885.60	5,389 5.89%
357.259	Bilingual/ESL Itinerant/Madison BOCES		N/A	N/A		22,640.00	-	(22,640) -100.00%
402.229	Exploratory Enrichment/Jefferson Lewis BOCES		N/A	N/A		15,840.00	20,377.50	4,538 28.65%
405.010	Performing Arts	Base Fee + Usage	1,605.00	3,190.00	98.75%	393,928.18	456,362.50	62,434 15.85%
405.020	Arts In Education	Per Base	1,585.00	-	-100.00%	17,435.00	-	(17,435) -100.00%
408.010	Altern. Ed. - Level I	Per Student	28,010.00	30,195.00	7.80%	6,946,480.00	7,520,065.00	573,585 8.26%
408.020	Altern. Ed. - Level II	Per Student	28,010.00	Inactive	-100.00%	84,030.00	-	(84,030) -100.00%
408.030	Attendance Supervision	FTE	87,808.00	91,772.50	4.51%	860,518.40	825,952.50	(34,566) -4.02%
410.429	Hospital Based Instruction/Onondaga BOCES		N/A	N/A		8,856.00	8,856.00	- 0.00%
415.010	Portable Planetarium	Per Diem	650.00	750.00	15.38%	5,850.00	15,675.00	9,825 167.95%
417.259	EA Attendance/Madison BOCES		N/A	N/A		141,621.68	142,351.04	729 0.52%
420.010	Regional Program of Excellence	Per Student	2,201.00	2,250.00	2.23%	189,286.00	150,750.00	(38,536) -20.36%
420.020	Colgate Seminar	Per Student	200.00	200.00	0.00%	10,200.00	10,200.00	- 0.00%
426.259	Distance Learning/Madison BOCES		N/A	N/A		675,806.78	852,947.50	177,141 26.21%
428.010	Summer School - Academic	Per Course	555.00	560.00	0.90%	464,535.00	798,560.00	334,025 71.91%
428.020	Summer School - Driver Ed.	Per Student	811.00	820.00	1.11%	48,660.00	63,140.00	14,480 29.76%
428.030	Summer School - Tutorial	Per Course	210.00	212.00	0.95%	17,640.00	159,424.00	141,784 803.76%
438.010	Distance Learning	Per Budget				312,080.40	323,783.40	11,703 3.75%
		Service	10,659.93	11,059.68	3.75%			
		Codex	8,809.10	9,139.44	3.75%			
		Equipment	1,336.33	1,386.44	3.75%			
438.015	DL Web Instruction	Per District	Varies	Varies		242,370.00	274,218.90	31,849 13.14%
438.020	Advanced Social Studies	Per Class	6,969.67	7,802.54	11.95%	153,332.74	171,655.88	18,323 11.95%
438.030	Chinese	Per Class	13,511.09	13,997.25	3.60%	526,932.51	475,906.50	(51,026) -9.68%
438.040	American Sign Language	Per Class	14,452.00	14,952.00	3.46%	650,340.00	687,792.00	37,452 5.76%
438.050	Zoom Licensing	Per Budget				32,008.65	38,451.52	6,443 20.13%
		Per District	1,250.00	1,250.00	0.00%			
		Per License	30.24	32.04	5.95%			
461.019	Distance Learning/Capital Region BOCES		N/A	N/A		-	9,828.13	9,828 100.00%
479.469	DL Synergy Virtual HS/CITI BOCES		N/A	N/A		47,790.00	49,470.00	1,680 3.52%
480.000	Early College Access- Dual Credit	Per Student	-	42.00	100.0%	-	226,338.00	226,338 100.00%
502.010	Educational Communications	Per RWADA	23.40	24.34	4.02%	733,473.00	763,472.78	30,000 4.09%
502.020	Cooperative Music	Per RWADA	1.32	1.37	3.79%	74,719.92	63,789.94	(10,930) -14.63%
502.030	Courier	Per Budget				193,257.43	203,611.26	10,354 5.36%
		District	1,888.00	1,965.00	4.08%			
		Addl Stop	1,132.00	1,200.00	6.01%			
		RWADA	3.15	3.38	7.30%			
502.040	LOTE-Curriculum	Per Exam	8.10	9.10	12.35%	134,061.97	177,821.45	43,759 32.64%

COSER #	COSER NAME	UNIT	UNIT PRICE			BUDGET AMOUNT			
			2024-2025	2025-2026	% DIFF.	2024-2025	2025-2026	% DIFF.	
504.010	Audiovisual Repair	Per Hour	89.00	92.00	3.37%	184,853.00	164,657.00	(20,196)	-10.93%
504.020	Microcomputer Repair	Per Hour	89.00	92.00	3.37%	499,557.00	583,556.00	83,999	16.81%
504.030	Musical Instrument Repair	Per Hour	74.00	75.00	1.35%	29,489.00	32,362.50	2,874	9.74%
504.070	Performing Arts Specialist	Per FTE	129,375.00	135,946.00	5.08%	181,125.00	190,324.40	9,199	5.08%
504.210	Repair Parts Non Aidable	Estimate	Varies	Varies		137,400.00	153,850.00	16,450	11.97%
505.010	Printing	Estimate	Varies	Varies		1,426,424.00	1,658,000.00	231,576	16.23%
509.059	School Curriculum/Cayuga BOCES		N/A	N/A		41,908.44	33,273.72	(8,635)	-20.60%
510.010	Learning Technology Level I	Per Unit	90,582.00	94,186.00	3.98%	905,820.00	960,697.20	54,877	6.06%
510.020	Learning Technology Level II	Per Unit	109,556.00	113,388.00	3.50%	766,892.00	793,716.00	26,824	3.50%
510.030	Learning Technology Level III	Per Unit	148,842.00	179,340.00	20.49%	148,842.00	89,670.00	(59,172)	-39.75%
510.060	Learning Technology Blackboard		Varies	Varies		86,395.50	78,105.60	(8,290)	-9.60%
510.209	Learning Technology Equipment/Software		Varies	Varies		1,710,471.18	1,708,500.00	(1,971)	-0.12%
511.019	School Curriculum/Capital Region BOCES		N/A	N/A		-	10,489.80	10,490	100.00%
514.259	Model Schools/Madison BOCES		N/A	N/A		275,980.65	278,306.00	2,325	0.84%
515.259	Common Learning Objectives/Madison BOCES		N/A	N/A		2,523,530.93	2,851,733.31	328,202	13.01%
515.258	Microcomputer Technology/Madison BOCES		N/A	N/A		591,476.30	739,515.49	148,039	25.03%
518.010	Science Kits	Per RWADA/ Per Kit	215.00	225.00	4.65%	1,410,632.29	1,392,129.00	(18,503)	-1.31%
520.259	School Curriculum/Madison BOCES		N/A	N/A		1,000.00	-	(1,000)	-100.00%
521.010	Sch Curric Improv	Per Budget				362,739.00	388,002.50	25,264	6.96%
		Per District	15,600.00	16,350.00	4.81%				
		Per RWADA	7.80	8.50	8.97%				
521.011	Curriculum Specialist	Per FTE	135,250.00	142,012.50	5.00%	189,350.00	198,817.50	9,468	5.00%
521.015	Substitute Reimbursements		Varies	Varies		352,550.00	352,550.00	-	0.00%
521.020	Additional Workshops		Varies	Varies		938,465.00	924,311.17	(14,154)	-1.51%
521.030	Regional Scoring	Per Test	12.00	10.00	-16.67%	153,732.00	119,220.00	(34,512)	-22.45%
521.040	Study Council	Per District	430.00	430.00	0.00%	5,160.00	5,160.00	-	0.00%
521.050	Regional Assess	Per Plan	5,250.00	5,250.00	0.00%	63,000.00	63,000.00	-	0.00%
521.070	RTTT Data Analysis	Per District	3,271.00	3,271.00	0.00%	39,252.00	39,252.00	-	0.00%
521.080	APPR Re-Certification & Training/Admin.	Per Administrator	2,500.00	2,525.00	1.00%	242,500.00	244,925.00	2,425	1.00%
521.090	RSE TSAC Support		Varies	Varies		-	46,435.00	46,435	100.00%
535.019	School Curric/Herkimer BOCES		N/A	N/A		170.30	-	(170)	-100.00%
538.060	Model Schools Curr & Integration Specialist	Per FTE	140,974.32	146,534.00	3.94%	140,974.32	146,534.00	5,560	3.94%
543.469	Hrd/Sftware/Oswego BOCES		N/A	N/A		3,625.10	13,728.47	10,103	278.71%
545.010	Community Schools		Varies	Varies		1,494,123.46	1,231,101.00	(263,022)	-17.60%
545.015	Community Schools	Per FTE	70,980.00	74,530.00	5.00%	99,372.00	156,513.00	57,141	57.50%
545.021	Community Schools ICAN	Per FTE	86,814.00	91,155.00	5.00%	425,388.60	975,358.50	549,970	129.29%
545.025	Community Schools R4K	Per FTE	109,200.00	114,660.00	5.00%	436,800.00	229,320.00	(207,480)	-47.50%
545.027	Community Schools UCP		Varies	Varies		73,306.00	204,005.00	130,699	178.29%
545.060	Community Schools Safe Schools	Per FTE	81,900.00	85,995.00	5.00%	319,410.00	1,840,293.00	1,520,883	476.15%
545.070	Community Schools Hillside Center		Varies	Varies		-	800,000.00	800,000	100.00%
547.469	CDOS Credential Mgt Sys/Oswego BOCES		N/A	N/A		3,020.35	2,830.00	(190)	-6.30%
549.149	Section III Interschol Sports/OCM BOCES		N/A	N/A		73,268.52	81,135.47	7,867	10.74%
555.149	Superintendent Eval/Erie 2 BOCES		N/A	N/A		7,565.00	7,939.48	374	4.95%

COSER #	COSER NAME	UNIT	UNIT PRICE			% DIFF.	BUDGET AMOUNT		
			2024-2025	2025-2026	2025-2026		2024-2025	2025-2026	% DIFF.
560.010	CPSE Grant	Per Student	696.00	726.30	726.30	4.35%	176,088.00	192,469.50	9.30%
565.149	Curriculum Improve Planning/Erie 2 BOCES		N/A	N/A	N/A		6,600.00	-	-100.00%
573.019	Inst Technology/Capital Region BOCES		N/A	N/A	N/A		1,751.12	3,259.75	86.15%
574.010	SABA	Per Budget					464,537.00	536,631.75	15.52%
		Base Fee	21,900.00	22,500.00	22,500.00	2.74%			
		Per RWADA	7.00	7.25	7.25	3.57%			
574.080	Collegiate Tech. Prep.	Per District	2,625.00	2,625.00	2,625.00	0.00%	23,625.00	23,625.00	0.00%
574.090	Career Exploration Specialist	FTE	87,282.00	87,282.00	87,282.00	0.00%	174,564.00	174,564.00	0.00%
575.010	Vocational Assessment	Assessment	250.00	250.00	250.00	0.00%	4,750.00	4,750.00	0.00%
576.010	Regional Catalog	Per Library	950.06	986.00	986.00	3.78%	64,604.08	67,048.00	3.78%
576.020	On-Line Database	Per Budget					31,657.40	33,459.45	5.69%
		Per RWADA	0.80	0.85	0.85	6.25%			
		Per District	413.00	428.00	428.00	3.63%			
576.030	On-Site Database Access		Varies	Varies	Varies		471,331.35	479,523.44	1.74%
576.040	Collection Development	Per Unit	894.00	925.00	925.00	3.47%	135,888.00	141,525.00	4.15%
576.050	Virtual Reference Library	Per RWADA	1.72	1.78	1.78	3.49%	53,555.64	55,464.80	3.56%
576.070	Library Media Services	FTE	115,000.00	120,673.00	120,673.00	4.93%	115,000.00	120,673.00	4.93%
576.080	Leatherstocking Conference	Per Participant	95.00	95.00	95.00	0.0%	5,510.00	6,270.00	13.79%
578.259	Library Automation/Madison BOCES		N/A	N/A	N/A		163,288.00	168,945.00	3.46%
579.619	Diversity Equity & Incl/Tompkins BOCES		N/A	N/A	N/A		1,436.00	-	-100.00%
601.259	Computer Services/Madison BOCES		N/A	N/A	N/A		10,842,475.26	11,715,859.44	8.06%
602.259	Negotiations/Madison BOCES		N/A	N/A	N/A		385,947.00	211,962.00	-45.08%
603.010	School Communications	Per Hour	74.00	80.00	80.00	8.11%	307,544.00	522,640.00	69.94%
603.020	PR Assistance	Per FTE/Per Hour	74.00	80.00	80.00	8.11%	489,806.00	409,920.00	-16.31%
604.010	Central Business Office	Per RWADA	88.50	92.00	92.00	3.95%	541,695.76	526,234.60	-2.85%
609.429	Energy Services/Onondaga BOCES		N/A	N/A	N/A		56,198.00	58,010.00	3.22%
610.010	Telephone Interconnect	Per District	Varies	Varies	Varies		737,582.66	684,485.25	-7.20%
611.259	Reg. Bus Maintenance/Madison BOCES		N/A	N/A	N/A		175,000.00	175,000.00	0.00%
612.219	Health Care Benefit Coord./Herkimer BOCES		N/A	N/A	N/A		12,259.00	12,898.26	5.21%
614.219	Safety Training/Herkimer BOCES		N/A	N/A	N/A		21,320.00	-	-100.00%
615.491	Policy Plan XC Erie 1		N/A	N/A	N/A		13,289.38	13,908.84	4.66%
616.010	Employee Assistance Program	Per Employee	14.50	15.00	15.00	3.45%	21,344.00	22,080.00	3.45%
618.010	Employee Benefit Coordinator	Per Budget					32,700.00	-	-100.00%
		Per Employee	2.50	Inactive	Inactive	-100.00%			
		Per Subscriber	5.00	Inactive	Inactive	-100.00%			
		Per Subscriber	7.50	Inactive	Inactive	-100.00%			
618.030	Health Insurance Consortium	Per District	9,600.00	10,000.00	10,000.00	4.17%	67,200.00	70,000.00	4.17%
618.040	Dental Admin. Fee	Per Mo/Employee	3.50	3.50	3.50	0.00%	37,250.00	38,060.00	2.17%
620.010	Safety Service	Per Budget					484,813.55	522,743.75	7.82%
		Per RWADA	5.95	6.25	6.25	5.04%			
		Per District	12,515.00	13,100.00	13,100.00	4.67%			
620.011	Child Life		Varies	Varies	Varies		6,565.00	-	-100.00%
620.020	Asbestos Maintenance	Per Building	850.00	875.00	875.00	2.94%	111,350.00	114,625.00	2.94%

COSER #	COSER NAME	UNIT	UNIT PRICE			% DIFF.	BUDGET AMOUNT			% DIFF.
			2024-2025	2025-2026			2024-2025	2025-2026	\$ DIFF.	
620.040	Fire Inspections	Per Building	850.00	875.00		2.94%	86,487.50	89,031.25	2,544	2.94%
620.041	Fire Safety Service	Per Ext & Service	9.00	12.35		37.22%	6,966.00	9,558.90	2,593	37.22%
620.060	Dignity Act	Per Day/Per Week	24,000.00	24,500.00		2.08%	186,360.00	171,867.50	(14,493)	-7.78%
620.017	Enhanced Safety Service	Per FTE	93,000.00	130,765.00		40.61%	111,600.00	78,459.00	(33,141)	-29.70%
621.010	Liability Insurance	Per District	1,475.00	1,525.00		3.39%	7,375.00	7,625.00	250	3.39%
622.259	Regional Bus Radios/Madison BOCES		N/A	N/A			9,928.00	10,168.00	240	2.42%
623.499	State Aid Planning/Questar III		N/A	N/A			42,180.00	43,020.00	840	1.99%
625.010	Substitute Teacher Calling	Per Budget					176,023.00	178,861.25	2,838	1.61%
		Per Teacher	71.00	73.75		3.87%				
		Per District	510.00	530.00		3.92%				
626.010	School Lunch Services		Varies	Varies			1,163,607.76	1,283,349.79	119,742	10.29%
627.010	Records Retention	Per Diem	425.00	450.00		5.88%	122,400.00	114,750.00	(7,650)	-6.25%
628.010	Telecommunications	Per Budget					310,835.40	319,554.08	8,719	2.80%
		Service	6,990.11	7,270.00		4.00%				
		Line Charges	Varies	Varies						
631.259	Cooperative Bid/Madison BOCES		N/A	N/A			61,116.30	63,362.00	2,246	3.67%
632.129	Healthcare Coordination/Delaware BOCES		N/A	N/A			24,747.00	-	(24,747)	-100.00%
633.499	GASB 45/QUESTAR III BOCES		N/A	N/A			21,155.00	21,921.00	766	3.62%
634.219	Staff Development/Boards/Herkimer BOCES		N/A	N/A			15,422.11	15,422.11	-	0.00%
636.099	GASB 45/Clinton-Essex BOCES		N/A	N/A			12,470.00	17,670.00	5,200	41.70%
637.499	Fixed Assets/Questar III BOCES		N/A	N/A			31,461.00	32,331.00	870	2.77%
639.259	Transportation/Madison BOCES		N/A	N/A			90.00		(90)	-100.00%
640.229	Drug Testing/Jeff-Lewis BOCES		N/A	N/A			18,525.25	12,097.75	(6,428)	-34.70%
641.489	On-Line Appl./Putnam BOCES		N/A	N/A			43,493.25	44,431.88	939	2.16%
645.589	Infinite Campus/E.Suffolk BOCES		N/A	N/A			-	1,150.00	1,150	100.00%
646.259	Medicaid Reimbursement/Madison BOCES		N/A	N/A			29,292.50	29,467.17	175	0.60%
649.259	ACA Compliance/Madison BOCES		N/A	N/A			17,287.05	18,399.30	1,112	6.43%
650.019	Testing-NYS Alt Adm/Capital Region BOCES		N/A	N/A			83,252.40	12,138.00	(71,114)	-85.42%
651.039	Scrib/Broome Boces		N/A	N/A			61,400.76	75,383.68	13,983	22.77%
655.499	Special Ed Aid Assistance Svc/Questar III		N/A	N/A			32,279.00	33,610.00	1,331	4.12%
656.199	Employee Relations/Otsego BOCES		N/A	N/A			18,411.00	19,716.00	1,305	7.09%
657.019	Project Work/Capital Region BOCES		N/A	N/A			-	28,485.00	28,485	100.00%
658.129	Coop Bid/DCMO BOCES		N/A	N/A			25,351.06	24,936.20	(415)	-1.64%
659.019	Tier 4 Enhanced/Capital Region BOCES		N/A	N/A			241,927.56	232,634.25	(9,293)	-3.84%
660.129	Employee Assistance/DCMO BOCES		N/A	N/A			8,347.12	-	(8,347)	-100.00%
661.019	Web Hosting/Capital Region BOCES		N/A	N/A			4,285.00	8,828.00	4,543	106.02%
662.669	Computer Management/S. Westchester BOCES		N/A	N/A			71,437.17	71,437.17	-	0.00%
663.169	Transport Planning/Franklin Essex BOCES		N/A	N/A			-	21,700.00	21,700	100.00%
679.149	Planning Service/Erie 2 BOCES		N/A	N/A			15,400.00	66,550.00	51,150	332.14%
	TOTALS						\$ 94,356,575.45	\$102,308,508.37	7,951,933	8.43%

**ONEIDA-HERKIMER-MADISON BOCES
TEN-YEAR SUMMARY
BUDGET VERSUS EXPENDITURES**

FISCAL YEAR	INITIAL BUDGET JULY	% ANNUAL INCREASE	ADJUSTED BUDGET JANUARY	% ANNUAL INCREASE	ADJUSTED BUDGET JUNE	% ANNUAL INCREASE	FINAL EXPENSE	% ANNUAL INCREASE
2014-15	54,000,492	3.4%	60,059,857	4.4%	63,192,317	3.7%	61,153,954	10.4%
2015-16	54,642,366	1.2%	60,137,613	0.1%	66,121,854	4.6%	62,567,739	2.3%
2016-17	58,601,826	7.2%	65,706,324	9.3%	67,587,978	2.2%	63,274,469	1.1%
2017-18	62,217,686	6.2%	69,981,313	6.5%	72,888,834	7.8%	65,266,331	3.1%
2018-19	63,899,734	2.7%	75,453,305	7.8%	78,244,622	7.3%	70,445,216	7.9%
2019-20	65,252,103	2.1%	80,490,729	6.7%	83,464,859	6.7%	73,014,937	3.6%
2020-21	72,199,158	10.6%	82,610,231	2.6%	88,335,220	5.8%	79,623,308	9.1%
2021-22	73,239,223	1.4%	86,581,334	4.8%	94,823,132	7.3%	84,079,974	5.6%
2022-23	80,551,736	10.0%	94,916,540	9.6%	98,494,540	3.9%	90,639,078	7.8%
2023-24	94,356,575	17.1%	96,316,504	1.5%	98,391,065	-0.1%	91,283,546	0.7%



Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070

www.oneida-boces.org

Scott Morris

Assistant Superintendent

for Support Services


T: 315-793-8572

F: 315-793-8652

smorris@oneida-boces.org

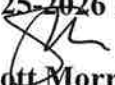
MEMORANDUM

TO: Cooperative Board

FROM: Patricia N. Kilburn, Ed.D. 
District Superintendent and Chief Executive Office

DATE: April 8, 2025

SUBJECT: Approval of Elementary Science Kit Supply Bid Award
2025-2026 School Year

PREPARED BY:  Scott Morris / Jennifer Parzych

Background: The BOCES Elementary Science Center is fulfilling the New York State science mandate by providing “hands-on” science kits for use in elementary classrooms throughout the State of New York, including our component districts. The kits save the teachers’ time by supplying the schools with appropriate grade level materials inexpensively and in a convenient format.

Discussion: The purchase of the necessary materials in quantity, by bid, is the most cost-efficient means of providing quality science kits to contracting schools. Specifications were sent to 9 vendors, and 3 companies responded. The Elementary Science Kit Supply Bid consists of over 200 items, ranging from groceries to hardware to live materials, and including books. The variety of these items requires the awards be done on an individual basis. Buying the necessary supplies via bid enables BOCES to purchase by bulk at discounted prices. An additional advantage is less internal paperwork for both the Science Center and Business Office personnel.

Recommendation: Therefore, it is recommended that the Cooperative Board award the Elementary Science Center Supply bid to the lowest qualified bidders meeting specifications.

Resolution: That the Cooperative Board approves the award of the Elementary Science Kit Supply Bid as per the attached listing representing the lowest qualified bidders meeting specifications, for a total award of \$333,085.47.

ELEMENTARY SCIENCE BID AWARD RECOMMENDATIONS

Sci Supply	\$197,685.95
School Specialty	\$120,770.44
WB Mason	\$14,629.08

Vendors Submitting

#	Vendor	Bid Reference ID	Collusion State ment (Y/N)	Comment	Company	Award Total
1	WB Mason		Yes		WB Mason	\$14,629.08
2	School Specialty	Science Kit Supplies	Yes		School Specialty	\$120,770.44
3	Sci Supply	2025-1	Yes		Sci Supply	\$197,685.95
4					Grand Total	\$343,085.57

Item	Lowest Vendor	WB School Specialty
1 cup Measuring Cup	School Specialty	\$495.44
foam sheets multi color	School Specialty	\$10,500.00
adhesive putty pack	School Specialty	\$419.04
Ball of blue yarn	School Specialty	\$3,776.32
Ball of Brown Yarn	School Specialty	\$700.35
Ball of White yarn	School Specialty	\$1,128.40
Balloons 5"	School Specialty	\$1,482.00
Balloons 9"	School Specialty	\$5,798.55
battery AA holder	School Specialty	\$3,303.44
black construction paper	School Specialty	\$182.70
black folder	School Specialty	\$183.04
canvas 6"x6"	School Specialty	\$3,700.80
clothes pins	School Specialty	\$367.84
coal lump	School Specialty	\$1,528.05
coarse grit sandpaper sheets	School Specialty	\$2,537.60
construction paper sheets	School Specialty	\$2,539.40
cotton ball	School Specialty	\$366.90
felt sheets multi color	School Specialty	\$8,216.10
fine grit sandpaper sheets	School Specialty	\$1,838.72
Food Coloring blue	School Specialty	\$1,473.93
Food Coloring Red	School Specialty	\$507.36
Graph Paper	School Specialty	\$205.92
kitchen sponge	School Specialty	\$770.40
koosh ball	School Specialty	\$1,004.71
marbles small	School Specialty	\$4,553.38
pinwheels	School Specialty	\$2,928.00
Pipette	School Specialty	\$988.44
Plaster of paris (oz)	School Specialty	\$834.26
pom poms	School Specialty	\$596.90
small paper clips box	School Specialty	\$2.90
spring scales, 1000g	School Specialty	\$3,217.80
Twine (roll)	School Specialty	\$13,909.50
Vegetable oil (oz)	School Specialty	\$3,633.10
white chalk small box	School Specialty	\$10.23
Yellow Spray Paint (cans)	School Specialty	\$3,045.10
MultiColor Clay Pack	School Specialty	\$24,697.66
clay sticks blue	School Specialty	\$2,191.20
clay sticks green	School Specialty	\$2,191.20
clay sticks red	School Specialty	\$2,191.20
clay sticks yellow	School Specialty	\$2,350.56
	School Specialty Total	\$120,770.44

Item	Lowest Vendor	WB Mason
10x12 bag 2mm	WB Mason	\$1,245.00
8 oz Funnel	WB Mason	\$1,656.64
black paper	WB Mason	\$284.21
black permanent marker	WB Mason	\$182.21
Brass Fasteners (box)	WB Mason	\$14.15
magnets, round or square	WB Mason	\$2,629.50
Measuring Cup 1 cup	WB Mason	\$5,891.68
pencils	WB Mason	\$325.65
plastic knives	WB Mason	\$44.67
Plastic Spoons	WB Mason	\$260.89
play doh can party pack	WB Mason	\$248.50
pushpins	WB Mason	\$28.82
thumbtacks	WB Mason	\$66.99
tongs	WB Mason	\$827.96
Vinegar (oz)	WB Mason	\$176.49
vinegar 16oz bottle	WB Mason	\$737.90
wooden stirrer	WB Mason	\$6.80
	WB Mason Total	\$14,629.08




Oneida-Herkimer-Madison BOCES

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www.oneida-boces.org

Scott Morris
*Assistant Superintendent
for Support Services*
T: 315.793.8572
F: 315.793.8652
smorris@oneida-boces.org


MEMORANDUM

TO: Cooperative Board

FROM: Patricia N. Kilburn, Ed.D. 
District Superintendent and Chief Executive Officer

DATE: April 21, 2025

SUBJECT: *FY 2025-2026 Distance Learning State-Wide Agreements*

PREPARED BY: Scott Morris 

Background

Oneida-Herkimer-Madison BOCES would like to participate with other BOCES districts in New York State in the joint agreement for the purchasing of State-Wide Instructional Technology Agreements that are compliant with Education Law 2d to include NYSDL.

Discussion

Each year the Cooperative Board must pass a resolution to participate in the NYSDL contracts, managed by Erie 1 BOCES. A single resolution may cover any combination of contracts. However, each contract, with which OHM BOCES participates, must be specified in the resolution. The following contracts are currently negotiated by Erie 1 BOCES and are compliant with Education Law 2d through our partnership with Erie 1 BOCES.

Air Tutors - *Air Tutors*

BookNook, Inc. - *BookNook*

Brainfuse, Inc. - *Brainfuse*

Connections Education LLC dba Pearson Virtual Schools - Connexus

Desire2 Learn – D2L Brightspace Core, K-12 Select Implementation

Edmentum - Apex Learning, Courseware, Calvert Learning, EdOptions Academy, FEV Tutor, Inc.

eDoctrina – SOLe

Educere - Curriculum rEVOLUTION, Accelerate (AP and nonAP), ASL University, Cengage, CyberItalian (AP and nonAP), DriversEd, eDynamic Learning, FLVS/Flexpoint, HMH, K12 (AP and Non-AP), McGraw Hill, Method Learning, Proximity, Savvas Learning

Florida Virtual School - FlexPoint Hosted

Focal Point - Focal Point

Focus Care - FEV Tutor

Fuel Education - Big Universe, Career Readiness Courses, Certified teaching services, Digital Courses (Including AP, Credit Recovery, World Languages, Electives, etc., Stride Skills Arcade

Fullmind (formerly iTutor) – Tutoring, Resource Room, Direct Instruction - Credit Recovery, Direct Instruction - Virtual Field Trips, Direct Instruction - AVID, Virtual Suspension Classroom - AP or SWD, SWD Educator Placement, Foreign Language Educator Placement, Homework Help, Direct Instruction - Homebound, Direct Instruction - School Collaborator, ACT/SAT Prep, Virtual Suspension Classroom, Gen Ed Educator Placement, AP Educator Placement, Assessments: Pre and Post Testing

Imagine Learning - Digital Content Courseware (secondary), 6-12, Odysseyware

Instructure – Canvas, Canvas Studio, Impact

Kaltura - Kaltura

MGRM Pinnacle - M-STAR LSP

My VR Spot - MyVRSpot's Video Management Solutions, MyVRSpot's Live Broadcasting Solution, MyVRSpot Digital Sign Solution, MyVRSpot's Closed Captioning Solution

Panapto - Panapto

Paper Education America - Paper

PowerSchool – Schoology, Performance Matters (with purchase of Schoology)

Remind 101, Inc. - Tutoring for Organizations

Right Reason – Right Path Courseware

Spider Learning – *Virtual Coursework*

Tutor Me Education (Tutor Me LA, LLC) - *Tutor Me*

Varsity Tutors for Schools - *Varsity Tutors*

Recommendation

It is recommended that the Oneida-Herkimer-Madison BOCES Cooperative Board approve the 2025-2026 State-Wide Instructional Technologies agreement managed by Erie 1 BOCES and sign the State Wide Licensing Agreement.

Resolution

That the BOCES Cooperative Board approve Oneida-Herkimer-Madison BOCES' participation in the 2025-2026 State-Wide Instructional Technologies agreement.

Resolution Attached

RESOLUTION OF BOARD OF EDUCATION

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2025-2026 fiscal year for Air Tutors, BookNook Inc., Brainfuse Inc., Connections Education LLC dba Pearson Virtual Schools, Desire2 Learn, Edmentum, eDoctrina, Educere, Florida Virtual School, Focal Point, Focus Care, Fuel Education, Fullmind Education, Imagine Learning, Instructure, Kaltura, MGRM Pinnacle, My VR Spot, Panapto, Paper Education America, PowerSchool, Remind 101 Inc., Right Reason, Spider Learning, Tutor Me Education, Varsity Tutors for Schools, and,

WHEREAS, The Oneida-Herkimer-Madison BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the distance learning student courses mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, That the Oneida-Herkimer-Madison BOCES Cooperative Board of authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purchase of and licensing of the above-mentioned courses, and record training sessions in Zoom and post those recorded sessions to the consortium, and,

BE IT FURTHER RESOLVED, That the Oneida-Herkimer-Madison BOCES Cooperative Board agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the Oneida-Herkimer-Madison BOCES Cooperative Board agrees

- (1) to abide by majority decisions of the participating BOCES on quality standards;
- (2) Erie 1 BOCES will negotiate contracts according to the majority recommendations;
- (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

CERTIFICATION

It is hereby certified that the above motion was approved by the Oneida-Herkimer-Madison BOCES Cooperative Board at its meeting, duly noticed, held on May 14, 2025.

Dated _____, 2025

Board Clerk




Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070
www.oneida-boces.org



MEMORANDUM

To: Cooperative Board

From: Patricia N. Kilburn, Ed.D. 
District Superintendent and Chief Executive Officer

Date: April 9, 2025

Subject: Approval of Central New York Health Home Network contract

Prepared by: Christopher Hill 
Kevin Healy 

Background

The Central New York Health Home Network (CNYHHN) has created the Connected Community Schools Initiative which coordinates and maximizes public, non-profit, and private resources to deliver critical services to students and their families using the school building as the delivery site with the goal of creating improved student learning, stronger families, and healthier communities. The Connected Community Schools Initiative model supports partnerships between local school districts and community resources, in order to achieve collective impact.

Discussion

CNYHHN provides backbone organizational support for the Connected Community Schools initiative, including administrative oversight, fiscal management, data collection and reporting, hiring and vetting of staff, quality assurance, compliance and training.

Every school district has unique local resources, but knowing about and using them effectively can be tough. The Connected Community Schools Initiative helps by providing the structure to make these resources accessible to schools, students, and families. Local entities like businesses, governments, libraries, and churches have a strong interest in the success and well-being of their students, as these young people will shape the community's future.

As the Community School Resources CoSer continues to grow to meet the needs of component districts, Connected Community Schools Initiative will be an additional resource that school districts may utilize through OHM BOCES in support of students and their families.

Services for Connected Community Schools Initiative include:

- Integrated Student Supports (LINK)
A central point to connect students and families with needed community resources (healthcare, mental health, food, counseling, tutoring, etc.) through a comprehensive referral system.
- Classroom & Community Connections
Enriching learning with hands-on experiences and expertise from community partners, expanding beyond traditional teaching.
- Family & Community Engagement
Building strong relationships and increasing involvement in education through fun activities, workshops (child development, financial literacy), and volunteer opportunities.
- HUBs & Collaborative Leadership
Physical spaces in schools (HUBs) offering support (snacks, supplies) and daily access to site coordinators. Shared leadership involves school staff, partners, and families in planning and implementing programs.

Recommendation

It is recommended that the Cooperative Board approve the service contract for the Central New York Health Home Network (CNYHHN) for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

Resolution

That the Cooperative Board approve the service contract for the Central New York Health Home Network (CNYHHN) for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

AGREEMENT BETWEEN
CENTRAL NEW YORK HEALTH HOME NETWORK, INC.
and
THE ONEIDA-HERKIMER-MADISON BOARD OF COOPERATIVE
EDUCATION SERVICES

The parties to this Agreement are Central New York Health Home Network, Inc. (herein referred to as CNYHHN), a not for profit corporation under the laws of the State of New York, with its principal offices located 268 Genesee St, Suite 202, Utica, NY 13502, hereinafter referred to as CNYHHN and Oneida-Herkimer-Madison Board of Cooperative Educational Services organized and existing under the laws of the State of New York, with its principal offices located at 4747 Middle Settlement Road, New Hartford, New York 13413, hereinafter referred to as the "BOCES" (each individually referred to as a "Party" and collectively referred to as the "Parties").

WHEREAS, the BOCES wishes to secure the services of Central New York Health Home Network to administer the Connected Community Schools Initiative. The program coordinates and maximizes public, non-profit and private resources to deliver critical services to students and their families using the school building as the delivery site with the goal of creating improved student learning, stronger families, and healthier communities. The Connected Community Schools model supports partnerships between local school districts and community resources in order to achieve collective impact.

WHEREAS, CNYHHN will serve as the primary coordinating agency for the Connected Community Schools Initiative and the Social Emotional Academic Support (SEALS Program, CNYHHN intends to subcontract with Rome Alliance for Education to deliver an array of programming and services. CNYHHN and its subcontracted partner possess the skills and expertise to provide such services to the component districts.

Therefore, in consideration of the mutual promises made herein, CNYHHN and the BOCES have entered into this Agreement.

1. **Term:** This Agreement shall be deemed effective as of July 1, 2025(the "Effective Date") and shall continue in effect until June 30, 2026 (the "Term"), unless terminated earlier as provided herein. Either party shall have the right to terminate this Agreement upon sixty (60) days advance written notice to the other party.
2. **CNYHHN Responsibilities:**
 - a. Provide backbone organizational support for the Connected Community Schools initiative including administrative oversight, fiscal management, data collection and reporting, hiring and vetting of staff, quality assurance, compliance and training.
 - b. Provide regulatory oversight of its subcontracted partners to assure high quality service delivery in accordance with the BOCES and NYS Education Department guidelines.

- c. Collaborate directly with the BOCES to deliver the essential components of the Community School Resource COSER to participating component districts in accordance with the contractual terms and conditions.
- d. Attend all Advisory Board meetings and all other meetings as required by the BOCES.
- e. Adhere to all compensation guidelines in accordance with contractual terms and conditions.
- f. Participate in all program evaluation activities facilitated by the BOCES and provide data and performance outcomes upon request.
- g. CNYHHN agrees to cooperate with the District to have any individuals providing services who will have a direct contact with students to furnish fingerprints and submit to a criminal background check and clearance. This shall include, but is not limited to, completing paperwork and filing such paperwork with an appropriate agency, for the purpose of submitting fingerprints for criminal clearance. CNYHHN shall be solely responsible for any costs associated with the required fingerprinting and criminal clearance. CNYHHN shall provide a complete roster of all persons who will and/or may be providing services under this Agreement and shall further be responsible for providing updated lists as necessary.

3. BOCES Responsibilities:

BOCES will coordinate and provide direct services associated with the base service, including but not limited to:

- a. Work collaboratively with vendors to conduct ongoing district needs assessment and coordinate program evaluation activities between the districts and community providers to monitor goals and outcomes
- b. Create a seamless operating system for vendor use to provide highly coordinated community based services and supports to students and families in participating component districts
- c. Provide consultation and support (via email, phone, or face to face meetings) for component districts desiring to and/or participating in community school resources

4. Confidentiality of Student Records.

- a. BOCES shall maintain responsibility for the privacy of and control over the student records in its possession. District will permit sharing of student records, medical and other records and information about program participants with CNYHHN staff to the maximum extent allowed and in the manner specified by law for the limited purpose of effectuating the provision of services under this Agreement.
- b. CNYHHN acknowledges that student records are confidential and will comply with all requirements of the Family Educational Rights and Privacy Act (FERPA), the Individuals with Disabilities Education Act, the New York Education Law, the addendum to this Agreement, and other applicable law regarding such confidentiality. In particular, Center

acknowledges that for purposes of FERPA it acts as a school official with a legitimate educational interest in the student information shared with it, and it will comply with the non-- disclosure requirements of FERPA.

- c. Confidentiality. CNYHHN and the BOCES agree that all information exchanged is considered confidential and subject to provisions of Federal and New York State Law, and will be used only for the purposes outlined in this Agreement.
- d. Records Disclosure. CNYHHN and the BOCES agree to comply with the requirements set forth in the Family Education Rights to Privacy Act (FERPA), New York State Education Law Section 2-d, as well as any regulations promulgated under those laws, as the same may be amended from time-to-time. Attached hereto and made a part of this Agreement in Addendum A are the terms required by New York State Education Law Section 2-d concerning the disclosure of protected identifiable student, principal and teacher information from disclosure.

- e. HIV-Related Information.

~~Non-Discrimination.~~ CNYHHN shall not discriminate or refuse assistance to individuals with AIDS or HIV infection. It is agreed that the Center, and any member of the Center's staff with whom confidential HIV-related information may be given as a necessity for providing services, in accordance with Part 403.9 of Title 18 NYSDSS regulations and Section 2782 of NYS Public Health Law, are fully informed of the penalties and fines for disclosure in violations of State Law and Regulations.

- f. Re-disclosure. The following written statement must be included when disclosing any confidential HIV-related information:

"This information has been disclosed to you from confidential records which are protected by State Law. State Law prohibits you from making any further disclosure of this information without the specific written consent of the person to whom it pertains, or as otherwise permitted by law. Any unauthorized further disclosure in violation of State Law may result in a fine or jail sentence or both. A general authorization for the release of medical or other information is not sufficient authorization for further disclosure."

- g. Child Abuse, Neglect, and Maltreatment. Notwithstanding any other provision of this Agreement, the Center shall comply with all New York State laws, rules, and regulations governing Child Abuse, Neglect, and Maltreatment.
- h. The Parties agree that all records must be available for a period of years that is in compliance with LGS-1 Records Retention & Disposition Schedule (<http://www.archives.nysed.gov/records/local-government-record-schedule/lgs-1-title-page>), and must be made available for audit by the New York State Department of Education and New York State Audit and Control upon request. Records related to student discipline must be kept for a minimum of three (3) years after the student reaches

the age of eighteen {18}.

- i. Responsibility for any and all communication with parents of participating students regarding the assessment and evaluation of students' needs during provision of services shall be the sole responsibility of the District. From time to time, CNYHHN staff may be required to deliver professional opinions; however, these shall be delivered under the terms of this Agreement, strictly to and for the benefit of the BOCES staff involved.

5. Requirements of New York State Education Law Section 2-d

The purposes of this Agreement may require the disclosure of certain personally identifiable student information (hereinafter referred to as defined by Education Law Section 2-d (1), (d) and (j)). The disclosure and use of PII shall comply with the Data-Sharing Addendum attached to, and made a part of, this Agreement.

6. Resolution of issues/Termination.

In case of deficiencies of service or other programmatic issues, the BOCES will first develop an Action Plan in concert with CNYHHN to address the issues. In the event that the issues cannot be resolved through the Action Plan, the District reserves the right to terminate services and this Agreement upon thirty {30} days written notice.

In the event of any contractual dispute or issue, the Parties agree to enter into good faith discussions to resolve the matter within thirty (30) days of written notice by either Party identifying the issue. If the issue is not resolved within this thirty (30) day resolution period, either Party may terminate this Agreement by providing an additional thirty (30) days' written notice to the other Party. Additionally, either Party may terminate this Agreement without cause by providing sixty (60) days' written notice to the other Party.

7. Compensation.

BOCES agrees to pay CNYHHN for services performed under this agreement. Services performed under this agreement shall be invoiced on a monthly basis beginning September 1, 2025 in 10 equal installments according to the rate structure outlined in **Appendix D** for each participating component district. BOCES agrees to promptly provide payment for all services within thirty (30) days of invoice receipt.

Payment shall be remitted to:

Holly Crandall

VP of Finance

268 Genesee Street, Suite 202
Utica, NY 13502

Holly.Crandall@cnyhealthhome.net

8. FORCE MAJEURE.

Neither party shall be liable for any failure or delay in or termination of its performance under this Agreement due to causes which are beyond its reasonable control, including, but not limited to, an act of nature, pandemic, act of civic or military authority, fire, epidemic, flood, riot, war, strikes or labor disputes, failure of equipment, failure of software, failure of telecommunications lines, power outages, failure or downtime of data network carriers or internet access providers, sabotage, terrorism, USPS mail delivery delays, and governmental action (referred to herein as "Force Majeure"). Either party shall have the right to terminate the Agreement immediately upon written notice to the other of any Force Majeure event, and shall not be liable for any obligations under this Agreement upon such termination. The parties stipulate that a Force Majeure event shall include building closures or other impacts of the novel coronavirus COVID-19 pandemic, which is ongoing as of the date of the execution of this Agreement.

9. INSURANCE.

CNYHHN shall maintain at its own cost professional and general liability insurance for all employees, officers and representatives providing services under this Agreement. Certificates of such insurance shall be furnished by CNYHHN to BOCES upon request. Failure to maintain such insurance shall be a default under this contract and shall be grounds for immediate termination of this contract.

10. INDEMNIFICATION.

Each party (for purposes of this Paragraph, the party of the first part shall be referred to as the "Indemnifying Party", which shall include such party's officers, employees, contractors, representatives, and agents) shall indemnify, defend and hold harmless the other party (for purposes of this Paragraph, the party of the second part shall be referred to as the "Indemnified Party") from and against: (a) any and all liability arising out of the Indemnifying Party's failure to comply with the terms of this Agreement, and any injury, loss, claims, or damages arising from the negligent operations, acts, or omissions of the Indemnifying Party relating to or arising out of such party's performance of its obligations under this Agreement; and (b) any and all costs and expenses, including reasonable legal expenses, incurred by or on behalf of the Indemnified Party in connection with the defense of such claims. Notwithstanding the foregoing, no party shall be liable to any other party hereunder for any claim covered by insurance, except to the extent of any deductible and to the extent that the liability of such party exceeds the amount of such insurance coverage.

11. No Special Duty.

Nothing in this Agreement shall create a special duty to the BOCES or to any third party, including but not limited to employees and students of the BOCES.

12. Notice.

All notices to CNYHHN should be sent to:

Attention: Jane Vail
Chief Executive Officer
CNYHHN
268 Genesee Street, Suite 202
Utica NY, 13502

All notices to the BOCES should be sent to:

Attention: Christopher Hill
Title Assistant Superintendent
OHM BOCES
4747 Middle Settlement Road
New Hartford, NY 13413

With a copy to:
Donald E. Budmen, Esq.
Ferrara Fiorenza PC
5010 Campuswood Drive
East Syracuse, NY 13057

13. Expiration.

The Parties agree that this Agreement expires on June 30, 2026, without notice. Any renewal of said Agreement shall require execution of a subsequent Agreement by all Parties and approval of the appropriate governing bodies where required.

14. Independent Contractor Status.

In the performance of their respective duties and obligations hereunder, the parties, together with their agents and representatives, are independent contractors with respect to one another. The parties are not, and shall not be deemed to be, joint ventures, partners or employees.

15. Advice of Counsel.

Each Party acknowledges that, in executing this Agreement, such Party has had the opportunity to seek the advice of independent legal counsel, and has read and understood all of the terms and provisions of this Agreement.

16. Assignment

No Party may assign this Agreement, or any part hereof, or any rights hereunder, without

the written advance consent of both other Parties.

17. Governing Law.

This Agreement shall be governed by and construed in accordance with the laws of the State of New York, exclusive of its choice of laws, rules, and principles. The Parties agree that any legal action shall be filed in a court of competent jurisdiction in Oneida County, New York.

18. Severability.

In the event that a portion of this Agreement is found illegal, invalid, contrary to public policy, or unenforceable by a court of competent jurisdiction, then the surviving remainder of the Agreement shall continue in full force and effect.

19. Entire Agreement.

The Parties agree that this Agreement and any addenda attached and incorporated into this Agreement, whether or not physically attached, represent the entire agreement between them. Any amendments to this Agreement shall require the written consent of all Parties. By signing below, the Parties agree and acknowledge that they have read, understood and agreed to all the terms contained in this agreement.

REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, CNYHHN and the BOCES have caused this Agreement to be executed as of the date below.

For CNYHHN


Jane Vail (May 1, 2025 09:13 EDT)

Jane Vail
Chief Executive Officer

May 1, 2025

Date

For Oneida-Herkimer-Madison BOCES

Michelle Anderson
Cooperative Board President

Date

**ADDENDUM A: Student Information and
Compliance with Education Law
Section 2-d**

This Addendum is part of an Agreement (the underlying agreement) between CNYHHN and Oneida-Herkimer-Madison BOCES for CNYHHN to provide certain professional services to the participating component school districts and the BOCES. In order for CNYHHN to provide the professional services, it is necessary for the BOCES and the participating component school districts to share certain student personally identifiable information with CNYHHN and its employees, agents, or subcontractors. The Parties acknowledge that the use and disclosure of that student personally identifiable information is governed by Section 2-d of the New York State Education Law, and that CNYHHN is a "third party contractor" as that term is used in Section 2-d and its implementing regulations. Therefore, BOCES and CNYHHN agree that the terms and conditions set forth in this Addendum shall govern CNYHHN receipt, custody, and use of Student Data, as defined herein, to insure compliance with Education Law Section 2-d and its implementing regulations.

1. Term

The term of this Addendum shall be the same as the underlying contract. CNYHHN's obligations to protect shared student information as described in this Addendum shall survive the termination of the underlying agreement and shall remain in force and effect for the record retention period defined in the underlying agreement.

2. Definitions of Terms Used in This Addendum

- a. "Student Data" means personally identifiable information from student records that CNYHHN receives or has access to from the BOCES and the participating component school districts. "Personally Identifiable Information" ("PII"), as applied to Student Data, means personally identifiable information as defined in 34 CFR 99.3 implementing the Family Educational Rights and Privacy Act (FERPA), at 20 USC 1232g.
- b. "Parent" means a parent, legal guardian, or person in parental relation to a student.
- c. "Student" means any person attending or seeking to enroll in an educational agency.
- d. "Eligible Student" means a student eighteen years or older.

3. Ownership of Personally Identifiable Information

CNYHHN acknowledges that the Student Data belongs to and is owned by the BOCES and/or the participating component school district to which the BOCES is

providing services, and CNYHHN has no ownership interest in Student Data.

4. Additional Contractor Obligations

- a. Student Data received by CNYHHN or by any subcontractor or assignee CNYHHN shall not be sold, used, or released for any commercial or marketing purposes, nor will CNYHHN or any subcontractor or assignee of CNYHHN facilitate the use of disclosure of Student Data by any other party for an marketing or commercial purpose, as that term is defined in the applicable Commissioner Regulations.
- b. CNYHHN shall maintain the confidentiality of the Student Data to which it has access (including access solely for the purpose of providing technical support), in accordance with state and federal law and the District's Parents Bill of Rights for Data Security and Privacy. A copy of District's Parents Bill of Rights is signed by the Parties and attached hereto and incorporated into this Addendum Agreement as Appendix A.
- c. CNYHHN agrees that any of its officers or employees, and any officers or employees of any subcontractor or assignee of CNYHHN who may be granted access to the Student Data, have received or will receive training on the federal and state law governing confidentiality of such data prior to receiving the data or access to the data.
- d. CNYHHN will ensure that any subcontractors or assignees with whom it shares Student Data will abide by the data protection and security requirements of Section 2-d, by requiring them to execute written agreements which subject them to the terms of this Addendum.
- e. Student Data transferred to CNYHHN in an electronic format by the BOCES and the participating component school districts will be stored in electronic format on systems maintained by or under the direct control of CNYHHN in a secure data center facility located within the continental United States. The measures that CNYHHN will take to protect the privacy and security of the shared data while it is stored in this manner shall be those associated with industry best practices including, but not necessarily limited to, disk encryption, file encryption, firewalls, and password protection, and shall align with the NIST Cybersecurity Framework, version 1.0.

5. Exclusive Purpose for Information Sharing

The exclusive purpose for which the BOCES and the participating component school districts and the participating component school districts will provide CNYHHN with Student Data is to provide students of the BOCES and the participating component school districts with the professional services described in the underlying agreement.

CNYHHN agrees to not use the Student Data for any other purposes.

6. Contractor Statutory Responsibilities

CNYHHN acknowledges that it has the following statutory obligations under Section 2-d with respect to Student Data, and agrees that failure to fulfill one or more of these statutory obligations shall be deemed a breach of the underlying contract:

- a. To limit internal access to education records and shared Student Data to those individuals that are determined to have legitimate educational interests within the meaning of Section 2-d and the Family Educational Rights and Privacy Act (FERPA); *i.e.*, the individual needs access to the shared Student Data in order to fulfill his or her responsibilities in performing Center's obligations under the underlying contract.
- b. To not use education records or shared Student Data for any purposes other than those explicitly authorized in this Addendum.
- c. To not disclose any personally identifiable information to any other party who is not an authorized representative of CNYHHN using the information to carry out its obligations under the underlying contract, unless:
 - i. the parent or eligible student has provided prior written consent; or
 - ii. the disclosure is required by statute or court order, and notice of the disclosure is provided to the BOCES and the participating component school districts no later than the time of disclosure, unless such notice is expressly prohibited by the statute or court order;
- d. To maintain reasonable administrative, technical, and physical safeguards to protect the security, confidentiality, and integrity of personally identifiable student information in its custody; and
- e. To use encryption technology to protect data while in motion or in its custody from unauthorized disclosure using a technology or methodology specified by the secretary of the U.S. Department of HHS in guidance issued under Section 13402(H)(2) of P.L. 111-5.

7. Response to Unauthorized Releases of Protected Information

CNYHHN further acknowledges the following additional obligations under Section 2-d regarding breach and unauthorized release of Student Data, and agrees that failure to fulfill one or more of these additional statutory obligations shall be deemed a breach of the underlying contract:

- a. To notify the BOCES and the participating component school districts of any breach of security resulting in an unauthorized release of Student Data by CNYHHN or its subcontractors or assignees in violation of applicable state or federal law, District's Parents Bill of Rights for Data Privacy and Security set forth in Appendix A of this Addendum, or obligations relating to data privacy and security contained within this Addendum, in the most expedient way possible and without unreasonable delay and no more than seven calendar days after the discovery of such breach.
- b. In the event that the BOCES and the participating component school district to which CNYHHN has provided services is required under Section 2-d to notify parent(s) or eligible student(s) of an unauthorized release of shared data by CNYHHN or its assignees or subcontractors, CNYHHN shall promptly reimburse the school district to which it has provided services for the full cost of such notification, without limitation by any provision of the underlying contract.

8. Disposition of Shared Student Information

Upon the expiration of the underlying agreement without a successor Agreement in place, CNYHHN shall retain all Student Data previously received in electronic format or paper for the record retention period defined in the underlying agreement, and all of CNYHHN obligations to maintain the security and privacy of that information shall remain in force and effect for that period of time. At the end of the record retention period, CNYHHN shall ensure that no copy, summary or extract of the shared data or any related work papers are retained on any storage medium whatsoever by CNYHHN, its subcontractors or assignees, or the aforementioned secure data center facilities.

9. In the event that a parent or eligible student wishes to challenge the accuracy of the data concerning that student or eligible student that was shared with CNYHHN and is maintained by or under the control of CNYHHN that challenge shall be processed through the procedures provided by the student's school district of residence for amendment of education records under the Family Educational Rights and Privacy Act (FERPA).
10. To the extent that any term of the underlying contract conflicts with the terms of this Addendum, the terms of this Addendum shall apply and be given effect.

11. Appendices: The following appendices attached hereto shall be incorporated into the Agreement, and shall supersede any inconsistent provisions in the Agreement:
 - a. Appendix A: BOCES' Parents' Bill of Rights for Data Privacy and Security
 - b. Appendix B: Parents' Bill of Rights – Supplemental Information Addendum
 - c. Appendix C: Third-Party Data Security and Privacy Plan
 - d. Appendix D: Connected Community Schools 2025-2026 School Year
12. Any revisions to this Addendum shall be by mutual written agreement of the Parties. Notwithstanding the underlying, the Parties acknowledge that modifications to this Addendum may be necessary in the future to ensure compliance with Section 2-d, following the issuance of further guidance by the New York State Education Department, and adoption of the District's Policy on Data Security and Privacy subsequent to the Parties' execution of the underlying contract. The parties agree to act in good faith to take such additional steps as may be necessary at that time.

Appendix A

Parents Bill of Rights for Data Privacy and Security

Oneida-Herkimer-Madison BOCES Parent's Bill of Rights for Student Data Privacy and Security

The Oneida-Herkimer-Madison BOCES seeks to use current technology, including electronic storage, retrieval and analysis of information about students' education experience in the district, to enhance the opportunities for learning and to increase the efficiency of our district and school operations.

Oneida-Herkimer-Madison BOCES seeks to ensure that parents have information about how the District stores, retrieves and uses information about students and to meet all legal requirements for maintaining the privacy and security of protected student data and protected principal and teacher data, including § 2-d of the New York State Education Law.

To further these goals, Oneida-Herkimer-Madison BOCES has posted this Parents' Bill of Rights for Data Privacy and Security.

- 1) A student's personally identifiable information cannot be sold or released for any commercial purposes.
- 2) Parents have the right to inspect and review the complete contents of their child's education record. The procedures for exercising this right can be found in Board Policies that can be accessed from the BOCES' website.
- 3) State and federal laws protect the confidentiality of personally identifiable information, and safeguards associated with industry standards and best practices, including but not limited to, encryption, firewalls and password protection, must be in place when data is stored or transferred.
- 4) A complete list of all student data elements collected by the State will be available HERE and a copy may be obtained by writing to the Office of Information & Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, NY 12234.
- 5) Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to the Data Privacy Officer, Oneida-Herkimer-Madison BOCES, 4747 Middle Settlement Road, New Hartford, NY 13413, OR to the Chief Privacy Officer, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, NY 12234.

Appendix B
Parents' Bill of Rights – Supplemental Information Addendum

- 1. EXCLUSIVE PURPOSES FOR DATA USE:** The exclusive purposes for which “student data” or “teacher or principal data” (as those terms are defined in Education Law Section 2-d and collectively referred to as the “Confidential Data”) will be used by Central New York Health Home Network, Inc. are limited to the purposes authorized in the contract between the Contractor and Oneida-Herkimer-Madison BOCES (the “School District”) dated May 1, 2025 (the “Contract”).
- 2. SUBCONTRACTOR OVERSIGHT DETAILS:** The Contractor will ensure that any subcontractors, or other authorized persons or entities to whom the Contractor will disclose the Confidential Data, if any, are contractually required to abide by all applicable data protection and security requirements, including but not limited to those outlined in applicable state and federal laws and regulations (e.g., Family Educational Rights and Privacy Act (“FERPA”); Education Law §2-d; 8 NYCRR Part 121).
- 3. CONTRACT PRACTICES:** The Contract commences and expires on the dates set forth in the Contract; unless earlier terminated or renewed pursuant to the terms of the Contract. On or before the date the Contract expires, protected data will be exported to the School District in a mutually agreeable format and/or destroyed by the Contractor as directed by the School District.
- 4. DATA ACCURACY/CORRECTION PRACTICES:** A parent or eligible student can challenge the accuracy of any “education record”, as that term is defined in the FERPA, stored by the School District in a Contractor’s product and/or service by following the School District’s procedure for requesting the amendment of education records under the FERPA. Unless otherwise required above or by other applicable law, challenges to the accuracy of the Confidential Data shall not be permitted.
- 5. SECURITY PRACTICES:** Confidential Data provided to Contractor by the School District will be stored in the United States. The measures that Contractor takes to protect Confidential Data will align with the NIST Cybersecurity Framework including, but not necessarily limited to, disk encryption, file encryption, firewalls, and password protection.
- 6. ENCRYPTION PRACTICES:** The Contractor will apply encryption to the Confidential Data while in motion and at rest at least to the extent required by Education Law Section 2-d and other applicable law.

Appendix C
Data Security and Privacy Plan

[See Attached PDF]

Appendix D
Connected Community Schools
2025-2026 School Year

DATA SECURITY AND PRIVACY PLAN

WHEREAS, the Oneida-Herkimer-Madison BOCES (hereinafter "BOCES") and Central New York Health Home Network, Inc. (hereinafter "Contractor") entered into an agreement dated _____ (hereinafter "Agreement") for Connected Community Schools Initiative (hereinafter "Services").

WHEREAS, pursuant to the requirements under 8 NYCRR 121, Contractor maintains the data security and privacy plan described herein in connection with the Services provided to the School District.

1. During the term of the Agreement, Contractor will implement all state, federal and local data security and privacy requirements, consistent with the School District's Data Security and Privacy Policy in the following way(s):

CNYHHN and its subcontracted agency, Rome Alliance for Education utilizes the Google Workspace environment to house all of the Connected Community School Initiatives student data. CNYHHN has completed a thorough Security Assessment of this platform in order to comply with state federal and local data security and privacy requirements. CNYHHN and its subcontracted agency, Rome Alliance for Education shall maintain the confidentiality of the Student Data to which it has access (including access solely for the purpose of providing technical support), in accordance with state and federal law and the District's Parents Bill of Rights for Data Security and Privacy.

2. Contractor has in place the following administrative, operational and technical safeguards and practices to protect personally identifiable information that it will receive under the Agreement:

Student Data transferred to CNYHHN and its subcontracted agency, Rome Alliance for Education in an electronic format by the BOCES and the participating component school districts will be stored in electronic format on Google Workspace systems owned and operated by Alphabet Inc. (aka Google) within their datacenters located throughout the globe. Access is restricted to Rome Alliance for Education staff leveraging 2-FA authentication. The measures that CNYHHN and its subcontracted agency Rome Alliance for Education will take to protect the privacy and security of the shared data while it is stored in this manner shall be those associated with industry best practices including, but not necessarily limited to, Multifactor authentication, DKIM email signing, disk encryption, file encryption, firewalls, and password protection, and shall align with the NIST Cybersecurity Framework, version 1.0.

3. Contractor shall comply with 8 NYCRR 121 in that it acknowledges that it has reviewed the School District's Parents Bill of Rights for Data Privacy and Security and will comply with same.

a. Contractor will use the student data or teacher or principal data only for the exclusive purposes defined in the Agreement.

b. Contractor will ensure that the subcontractor(s) or other authorized persons or entities to whom Contractor will disclose the student data or teacher and principal data, if any, will abide by all applicable data protection and security requirements as described in the "Supplemental Information" appended to the Agreement.

c. At the end of the term of the Agreement, the contractor will destroy, transition or return, at the direction of the School District, all student data and all teacher and principal data in accordance with the "Supplemental Information" appended to the Agreement.

CNYHHN agrees to notify the BOCES and the participating component school districts of any breach of security resulting in an unauthorized release of Student Data by CNYHHN or its subcontractors or assignees in violation of applicable state or federal law, District's Parents Bill of Rights for Data Privacy and Security, or obligations relating to data privacy and security contained in the Agreement, in the most expedient way possible and without unreasonable delay and no more than seven calendar days after the discovery of such breach.

7. Termination of Agreement.

a. Within 30 days of termination of the Agreement, Contractor shall delete or destroy all student data or teacher or principal data in its possession; AND

b. Within 30 days of termination of the Agreement, Contractor shall Return all data to the School District using Google Workspace; OR

☐ Transition all data to a successor contractor designated by the School District in writing using _____.

8. In the event of a conflict between the terms of this Data Security and Privacy Plan and the terms of the Agreement, the terms of this Data Security and Privacy Plan shall control. All of the defined terms in the Agreement shall have the same definitions in the Data Security and Privacy Plan, unless otherwise defined herein. Except as expressly set forth in this Data Security and Privacy Plan, the terms and conditions of the Agreement shall remain unmodified and in full force and effect.

IN WITNESS WHEREOF, the Contractor hereto has executed this Data Security and Privacy Plan as of Feb 7, 2025.

CONTRACTOR:

Jane Vail

JAN 27 2025 11:20 AM

By: Jane Vail

Title: Chief Executive Officer

Connected Community Schools



CONNECTED
COMMUNITY SCHOOLS



Connected Community Schools Initiative

Our community schools model is an approach to education that involves partnerships between schools and other community resources to provide a comprehensive range of services and supports to students and their families. We recognize that families play a critical role in children's academic and social-emotional development and seek to create a welcoming and supporting environment that fosters collaboration and communication between schools and families.

This model goes beyond traditional academic instruction and focuses on addressing the broader social, emotional, and physical needs of students and their families. Our model concentrates on ensuring students, and families basic needs are met in order to engage in their education and be successful in our communities. By promoting family engagement, community schools aim to improve student outcomes, strengthen communities, and empower families to be active partners in their children's education.

The four core components of our community school model include:

- **Integrated Student Supports - LINK**
 - LINK is our single point of access for connecting students and families to the appropriate resources and services within their community based on identified needs. The LINK referral system assesses for any needs on both an individual and household level, to ensure a support network is in place for both the short-and long-term.
 - This can include a range of services and supports, including healthcare, mental health services, nutrition programs, counseling, and academic tutoring.

- **Classroom Programming and Community Connections**
 - Adding programming from our community partners and professionals that brings hands on learning and experiences straight from Experts of the Community.
 - This creates opportunities for both teachers and students to engage in activities and programs beyond the scope of traditional academic teaching.
- **Family and Community Engagement Opportunities**
 - Creating positive experiences through fun and engaging activities with students, families, and the school districts resulting in continued relationships and increased engagement in children's education.
 - Including, strategies for involving families and community members in the education process; such as conferences, workshops regarding subjects such as: child development, financial literacy, and volunteer opportunities.
- **HUBs & Collaborative Leadership and Practice**
 - HUBs are a physical space located directly in the school buildings for students, families, faculty and staff to go throughout the day where they can find our site coordinators each day, and tangible items such as snacks, clothing, hygiene supplies, school supplies to support their needs.
 - A collaborative approach to leadership and decision-making involving school staff, community partners, and families in planning and implementation of services and programs.

The community schools model is designed to create a more holistic and supportive learning environment that address the complex needs of students and their families. By leveraging community resources and partnerships, community schools can provide a wider range of services and opportunities that promote student success and well-being.



Oneida-Herkimer-Madison County BOCES Rate Structure Methodology 2025-2026 School Year

Our contract rate structure methodology is based on a variety of factors, including market conditions, industry standards, and the scope of services being provided. The rates are structured to provide a fair and competitive pricing model for our clients, while also considering the cost of providing the services. A full-service community school operating to fidelity requires a multi-tiered approach to intervention.

Rates are based off of the specific community schools programming that aligns with the strategic plan and needs assessment for each school district, the total number of FTEs dedicated to the initiative, the number of buildings served, and the total student census in each building.

Pricing includes a minimum of one dedicated FTE that will become integrated into the culture of the school district. To ensure the model is delivered to fidelity, the number of dedicated FTEs will increase based on the initial and long-term strategy development and needs evaluation.

Additionally, shared staffing who are employees of Connected Community Schools Initiative are included in the pricing methodology: CCS Director(s), CCS Manager(s), Central HUB Director, Central Hub Coordinator, HUB Delivery Driver(s), Community Engagement Coordinator. Administration staffing, including but not limited to: Executive Director, CEO, Director of Operations, Finance, Human Resources and Administration staffing.

The rate factors in a minimum of one full-service operating HUB located in the school building. Each district will be responsible for providing the physical space for the HUBs. Connected

Community Schools will provide all furnishings and products for the HUB. Each HUB will continuously receive deliveries to provide a fully stocked resource for the district. These resources include food, school supplies, hygiene products, clothing needs, etc.

The Connected Community Schools Initiative can be fully covered (100% aidable) through the Community School Resource CoSer.

Rates include both administration and program implementation costs in order to operate the various components of this model.

A district that had a previous contract with the initiative may have a discounted grandfather rate listed. All rates given are for districts who are expected to be on contract for the 2025-2026 school year; if additional districts are interested in becoming part of the initiative or current districts would like changes to their existing package; please contact Danielle Martin at Danielle.Martin@cnyhealthhome.net.

Rates do not include any additional administration fee that BOCES may pass onto the districts.

School District Pricing

2025/2026 School Year	
Oneida-Herkimer-Madison BOCES	
District	Contract Amount
Adirondack	\$ 177,700.00
Holland Patent	\$ 257,798.00
New Hartford	\$ 230,766.00
Waterville	\$ 147,995.00




Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070
www.oneida-boces.org



MEMORANDUM

To: Cooperative Board

From: Patricia N. Kilburn, Ed.D. 
District Superintendent and Chief Executive Officer

Date: April 11, 2025

Subject: Approval of Helio Health contract

Prepared by: Christopher Hill 
Kevin Healy 

Background

Helio Health, formerly known as Syracuse Behavioral Healthcare, offers comprehensive recovery services for adolescents aged 10 to 21. These services support young people seeking help with behavioral health issues, including substance use and mental health disorders. Students will undergo an initial medical assessment by a registered nurse, followed by a thorough evaluation by a clinician. Subsequently, each young person will be assigned a primary counselor and a dedicated care team. Helio Health's overall mission is to promote recovery and transform the lives of those affected by substance use and mental health disorders through a holistic approach that addresses the whole person.

Discussion

As the Community School Resources CoSer continues to grow to meet the needs of component districts, Helio Health Inc. program will be an additional resource that school districts may utilize through OHM BOCES in support of students and their families. Helio Health Inc. provides a focused and direct intervention service for regional students that may struggle with drugs or alcohol. Their service focuses on identified students and sends a counselor to the district at request, rather than having a permanent position in the building. This model focuses on the need and saves school districts money in meeting their students' needs.

Services for Helio Health include:

- Intervention Services
Behavioral health clinic for adolescent services to young adults, ages 10 to 21, on issues of substance use disorders and mental health disorders.
- Individual counseling
- Group therapy
- Cognitive behavioral therapy
- Play therapy
- Person-centered therapy
- Psychiatric evaluations
- Medication monitoring
- Care coordination with other providers and systems

Recommendation

It is recommended that the Cooperative Board approve the service contract for Helio Health Inc. for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

Resolution

That the Cooperative Board approve the service contract for Helio Health Inc. for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.



SERVICES AGREEMENT

THIS SERVICES AGREEMENT is entered into the 1st day of July, 2025, between Oneida-Herkimer-Madison BOCES, with its principal office 4747 Middle Settlement Road, New Hartford, New York 13413 (or the "Agency"), with **HELIO HEALTH, INC.**, its principal office located at 518 James Street, Syracuse, NY 13203 ("Contractor").

WITNESSETH:

WHEREAS, Oneida-Herkimer-Madison BOCES wishes to engage the services of a contractor to maximize the management and utilization of behavioral health intervention services; and

WHEREAS, HELIO HEALTH, INC. is willing to perform the below-specified services for Oneida-Herkimer-Madison BOCES to assist Oneida-Herkimer-Madison BOCES in achieving its objective of maximizing the behavioral health intervention services of HELIO HEALTH, INC. and;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Oneida-Herkimer-Madison BOCES and HELIO HEALTH, INC. agree as follows:

I. ENGAGEMENT

Oneida-Herkimer-Madison BOCES hereby engages the Contractor to perform the below-specified services for Oneida-Herkimer-Madison BOCES and its affiliates, and HELIO HEALTH, INC. hereby accepts such engagement, upon the terms and conditions set forth in this Agreement.

II. TERM

The term of this Agreement shall begin on July 1, 2025 and shall continue for a one-year term, ending on June 30, 2026, unless sooner terminated by either party as provided in this Agreement (the "Term"). The Parties may agree to extend the term of this Agreement prior to the end of the first one-year term, and if so, will amend this Agreement in a writing signed by both parties. In the event of any contractual dispute or issue, the Parties agree to enter into good faith discussions to resolve the matter within thirty (30) days of written notice by either Party identifying the issue. If the issue is not resolved within this thirty (30) day resolution period, either Party may terminate this Agreement by providing an additional thirty (30) days' written notice to the other Party. Additionally, either Party may



terminate this Agreement without cause by providing sixty (60) days' written notice to the other Party.

III. RESPONSIBILITIES

Contractor will comply with Federal and New York State laws to obtain the legally proper consent for treatment by parents and students.

Contractor will provide individual therapy for substance use disorders and/or co-occurring substance use and mental health disorders to students deemed to be clinically appropriate to receive services with Helio Health to Oneida-Herkimer-Madison BOCES component districts. Contractor will address mental health treatment needs as appropriate.

School located services to Helio Health patients may include:

- Clinician assessment to determine appropriateness in level of care;
- Use of evidence-based assessment tools such as Patient Health Questionnaire 9 (PHQ9), Generalized Anxiety Disorder 7-item (GAD7), and Columbia Suicide Severity Rating Scale (CSSRS), Level of Care for Alcohol and Drug Treatment Referral (LOCADTR);
- Use of evidence-based practices such as Motivational Interviewing, Cognitive Behavioral Therapy, and Solution Focused Therapy;
- Completion of safety plans and crisis management plans as appropriate;
- Coordination with school counselors and teachers provided a specific consent is signed for each individual the counselor needs to coordinate with.
- Group sessions, such as Seven Challenges hosted on-site.
- Informational presentations, with topics such as Vaping.

Contractor shall furnish each individual providing services hereunder with a photo identification badge to be worn at all times while the individual is on-site providing services to the District.

The overall goal in providing these services is to reduce and potentially eliminate substance use and improve mental well-being.

By providing in community services at the school setting, Contractor is looking to reduce barriers to treatment, such as, transportation, as well as minimize a student's time away from school classes.

It is the expectation of both Parties that they each will make every effort to achieve the above objectives, and that in so doing, they will provide valuable services to their communities.

Force Majeure: Neither Party shall be liable for failure or delay in the performance of its obligations due to causes beyond its reasonable control, including but not limited to acts of God, pandemics, war, terrorism, governmental actions, natural disasters, labor disputes, or system



failures. Either Party may terminate this Agreement immediately upon notice if a Force Majeure event prevents performance for more than thirty (30) days.

IV. CONFIDENTIALITY AND PRIVACY

The Parties agree to adhere to all applicable federal and state privacy laws and regulations, including, but not limited to 42 CFR Part 2 and HIPAA.

All records relating to the services contemplated by this agreement are and shall remain property of the School District.

Contractor shall not during or after the term of this MOU, use or disclose any confidential information to any person, firm, corporation or other entity for any reason or purpose whatsoever.

Contractor shall comply with any and all legal requirements affiliated with the records, including but not limited to ensuring compliance with the Family Educational Rights and Privacy Act ("FERPA").

V. INDEPENDENT CONTRACTOR

Contractor shall perform the duties contemplated by this agreement as an independent contractor, to whom no benefits shall accrue except for those benefits expressly set forth in this agreement.

VI. COMPENSATION

Contractor will serve on a temporary as needed basis per week up to not to exceed 40 hours per week, for \$125.00 an hour in accordance with a schedule of days and times to be agreed upon by the parties, in addition to reimbursement at the then currently approved federal rate for mileage/travel from 500 Whitesboro Street, Utica, New York 13502 to each destination.

Contractor will invoice Oneida-Herkimer-Madison BOCES for each initial hour performed on a biweekly basis.

VII. INDEMNIFICATION

Contractor shall indemnify, defend, and hold the Agency harmless from and against any and all liability arising out of the Contractor's failure to comply with the terms of this Agreement.

Agency shall indemnify, defend, and hold the Contractor harmless from and against any and all



liability arising out of the Agency's failure to comply with the terms of this Agreement.

Contractor shall maintain, at its own expense, professional liability, general liability, and workers' compensation insurance coverage during the term of this Agreement. Certificates of insurance shall be provided to BOCES upon request. Failure to maintain such insurance shall be considered a material breach and grounds for immediate termination.

VIII. ASSIGNMENT

Contractor shall not assign, transfer or subcontract any of the rights and obligations under this agreement without prior written consent by the Facility. Any unauthorized assignment or subcontract shall be null and void.

IX. COMPLIANCE

Each party hereby represents and warrants to the other party that: (a) it has the power and authority to enter into this agreement and is permitted by applicable law and regulations to enter into this agreement; and (b) it will comply with all applicable laws in the performance of its obligations under this agreement, and in particular, applicable federal and state regulations regarding student records and medical records, student privacy, and the commercial use of student information including the Family Education Rights and Privacy Act and New York State Education Law Section 2-d as specified in Appendix A.

X. FINGERPRINTING AND CRIMINAL BACKGROUND CHECKS

Contractor shall comply with any applicable requirements in the New York State Education law for fingerprinting and criminal background checks for each of its employees and agents working in School District facilities. Proof of such compliance shall be provided to the School District before any such employee or agent performs services under this agreement.

XI. NOTICES

Any notices required to be given pursuant to the term and conditions hereof shall be in writing and shall be sent by certified or registered mail, return receipt requested, to the respective Parties as follows:

If to School District:
Oneida-Herkimer-Madison BOCES
Attention: Michelle Anderson
4747 Middle Settlement Rd.
New Hartford, NY 13413



If to Helio Health, Inc.:
Helio Health, Inc.
Attention: Kathleen Gaffney-Babb
518 James Street
Syracuse, NY 13203

Notices shall be deemed effective when mailed.

XII. GOVERNING LAW

This agreement is governed by the Laws of the State of New York. All disputes shall be venued in a court of competent jurisdiction in Oneida County, New York.

XIII. REVIEW AND APPROVAL

The below signatures of authorized representatives from each Party indicate the acceptance of and commitment to this agreement's terms by each signatory.

XIV. SEVERABILITY

If any provision of this Agreement is held to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect, and the Agreement shall be interpreted to best reflect the original intentions of the Parties.

IN WITNESS WHEREOF, this Agreement has been executed on this 13th day of March, 2025.

For Helio Health, Inc.:

Signature

Kathleen Gaffney-Babb, President & Chief Executive Officer

____5-2-25_____
Date



For Oneida-Herkimer-Madison BOCES:

Signature

Michelle Anderson

Cooperative Board President

Date




Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070
www.oneida-boces.org



MEMORANDUM

To: Cooperative Board

From: Patricia N. Kilburn, Ed.D. 
District Superintendent and Chief Executive Officer

Date: April 15, 2025

Subject: Approval of Perch Place LLC contract

Prepared by: Christopher Hill 
Kevin Healy 

Background

Perch Place R4K partners with schools, families, and the community to help children start kindergarten ready to learn by connecting them with local resources. Recognizing the importance of early support, R4K program partners with schools, families, and the community to connect children with local resources, ensuring they enter kindergarten ready to learn. By addressing challenges stemming from adverse family environments, R4K program aims to improve school readiness, knowing that early intervention yields long-term benefits in education, health, and economic outcomes. Separately, Perch Place Programs further supports PreK-6th graders experiencing learning difficulties, addressing growing needs in language, social-emotional skills, and behavior. Perch Place collaborates with schools, community partners, and parents to identify future students aged 0-3 and school-aged children 4-12 who may face barriers to learning, providing direct assistance or connecting them with community resources to foster a strong home-school partnership.

Discussion

As the Community School Resources CoSer continues to grow to meet the needs of component districts, Perch Place LLC's R4K program will serve as an additional resource that school districts may utilize through OHM BOCES to support students and their families. Perch Place R4K fosters kindergarten readiness by equipping children to actively engage in and benefit from early learning experiences that promote their success. Going beyond traditional early education, R4K directly connects with children and families, addressing the whole child's academic, emotional, physical, and social needs.

Services of Perch Place LLC include:

- Ready for Kindergarten (R4K) Program w/Family School Navigator
Serving children ages birth to 5 and their families. Identifying and addressing learning, social/emotional, and health barriers and foster partnerships between home and school.
- Extended Staff Program w/Behavior Intervention Specialist
Serving school-aged students PreK- 6th grade. Addressing behaviors, social emotional, and health barriers supporting the students, teachers, classrooms, and families.
- Dolly Parton's Imagination Book Program
A book is mailed home monthly to children ages newborn up to their 5th birthday.
- Extended Staff Program
Assistance with finding specialty staff (behavior intervention specialist, Speech Therapist, Early Education Coach, Mentoring New Staff, PreK and K screenings, Prek Classroom Support Staff, Classroom Behavior Assessments) for full-time, part-time, or leave times.

Recommendation

It is recommended that the Cooperative Board approve the service contract for Perch Place for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

Resolution

That the Cooperative Board approve the service contract for Perch Place for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.



Memorandum of Understanding
Between
Perch Place, LLC (Consulting Management)
And
Oneida-Herkimer-Madison BOCES

1. PURPOSE

This Memorandum of Understanding (MOU) confirms an understanding and outlines the terms of cooperation between Perch Place, LLC (Perch Place Programs), and Oneida-Herkimer-Madison BOCES (OHM BOCES) for its Ready For Kindergarten (R4K) Program, Extended Staff Program, Dolly Parton's Imagination Library Program (DPIL), and Consulting Services from ***July 1, 2025, through June 30, 2026.***

2. SUMMARY

Perch Place Programs and OHM BOCES agree to partner for the purposes of serving PreK and school-age students Kindergarten through 6th grade by addressing early learning challenges. The main factors contributing to the OHM BOCES and component districts need for Perch Place services include (*but not limited to*):

- a. An increase in young students' challenges, such as:
 - i. Lack of language development and non-verbal children.
 - ii. Lack of social/emotional and self-regulation skills.
 - iii. Inability to transition, follow direction, listen, fine/gross motor skills.
 - iv. Behavioral issues.
 - v. Physical and mental health concerns.
 - vi. Absenteeism.
 - vii. Lack of parent engagement.
- b. Based upon NYS Education Department's 2023-2024 public data, the economically disadvantaged students in the component districts ranged from 23-84%, and students with disabilities ranged from 10-22%.

Perch Place Programs staff collaborate closely with school staff, community service providers, and parents with the primary goal of identifying future students ages 0-3 and school-aged students ages 4-12 that may have barriers to learning. Any challenges the child or family members need assistance with will be addressed. Families will either be serviced directly by Perch Place staff or provided appropriate community resources and connected to services, fostering an ongoing partnership between the home and school. The Perch Place Program's will adapt to the individual *Contracted School District's* needs.

3. TERM

This Agreement shall be deemed effective between July 1, 2025, through June 30, 2026 (the "Term"), unless terminated earlier as provided herein. Either party shall have the right to terminate

this Agreement upon sixty (60) days advance written notice to the other party.

4. UNDERSTANDING OF THE ROLES AND/OR COMMITMENTS OF THE PARTIES

A. Role of Perch Place Programs (R4K, Extended Staff, DPIL, and Consulting Services):

1. Provide a 12-Month Cost and Scope of Services with budget options.
2. Provide the staff needed to oversee the work based upon the Cost and Scope of Services option chosen by the *Contracted School District*.
3. Provide twelve monthly invoices to OHM BOCES for *Contracted School District's* choice from the Cost and Scope of Services options ranging from \$99,000 to \$131,500 annually with a monthly cost of \$8,250 to \$10,958.
4. Maintain regular and effective communication with each *Contracted School District* staff and OHM BOCES. Understand needs and gather feedback.
5. Work collaboratively with each *Contracted School District* to maintain agreed upon collectible data and shared outcomes for impact.
6. Provide materials that showcase the services and achievements.
7. Provide a laptop and cell phone application for additional communication.
8. Provide professional development opportunities.
9. Agrees to cooperate with the *Contracted School District* to have all individuals providing services who will have a direct contact with students furnish fingerprint's and submit to a criminal background check and clearance. Complete paperwork will be filed with an appropriate agency and paid for by Perch Place, LLC.

B. Role of OHM BOCES with the Perch Place Programs:

1. Provide twelve monthly payments for *Contracted School District's* choice from the Cost and Scope of Perch Place Programs Services options. Options range in cost from \$99,000 to \$131,500 annually with a monthly cost ranging from \$8,250 to \$10,958.
2. Create and update information about services on OHM BOCES website to provide promotion.
3. Two-way communication with *Contracted School Districts'* and service provider. Understand their needs, gather information, and provide feedback. Explain the workings of the state aid on CoSer and seek methods for collecting students' data effectively.

5. CONFIDENTIALITY OF STUDENT RECORDS

- a. OHM BOCES and Perch Place Programs shall maintain responsibility for the privacy of and control over the student records in its possession. OHM BOCES and the Perch Place Programs will permit sharing of student records, medical and other records, and information about program participants with staff to the maximum extent allowed and, in the manner, specified by law for the limited purpose of effectuating the provision of services under this Agreement.
- b. OHM BOCES and Perch Place Programs acknowledge that student records are confidential and will comply with all requirements of the Family Educational Rights and

Privacy Act (FERPA), the Individuals with Disabilities Education Act, the New York Education Law, the addendum to this Agreement, and other applicable law regarding such confidentiality. In particular acknowledges that for purposes of FERPA it acts as a school official with a legitimate educational interest in the student information shared with it, and it will comply with the non-disclosure requirements of FERPA.

- c. OHM BOCES and Perch Place Programs agree that all information exchanged is considered confidential and subject to provisions of Federal and New York State Law and will be used only for the purposes outlined in this Agreement.
- d. HIV-Related Information
 - i. Non-Discrimination: OHM BOCES and Perch Place Programs shall not discriminate or refuse assistance to individuals with AIDS or HIV infection. It is agreed that, and any staff member thereof with whom confidential HIV-related information may be given as a necessity for providing services, in accordance with Part 403.9 of Title 18 NYSDSS regulations and Section 2782 of NYS Public Health Law, are fully informed of the penalties and fines for disclosure in violations of State Law and Regulations.
 - ii. Re-disclosure: OHM BOCES and Perch Place Programs will provide the following written statement when disclosing any confidential HIV-related information:

"This information has been disclosed to you from confidential records which are protected by State Law. State Law prohibits you from making any further disclosure of this information without the specific written consent of the person to whom it pertains, or as otherwise permitted by law. Any unauthorized further disclosure in violation of State Law may result in a fine or jail sentence or both. A general authorization for the release of medical or other information is not sufficient authorization for further disclosure."
- e. Child Abuse, Neglect, and Maltreatment: Notwithstanding any other provision of this Agreement, OHM BOCES and Perch Place Programs shall comply with all New York State laws, rules, and regulations governing Child Abuse, Neglect, and Maltreatment.
- f. The Parties agree that all records must be available for a period of years that is in compliance with LGS-1 Records Retention & Disposition Schedule (<http://www.archives.nysed.gov/records/local-government-record-schedule/lgs-1-title-page>) and must be made available for audit by the New York State Department of Education and New York State Audit and Control upon request. Records related to student discipline must be kept for a minimum of three (3) years after the student reaches the age of eighteen (18).
- g. Responsibility for any and all communication with parents of participating students regarding the assessment and evaluation of students' needs during provision of services shall be the sole responsibility of the SCHOOL. From time to time, staff may be required to deliver professional opinions; however, these shall be delivered under the terms of this Agreement, strictly to and for the benefit of OHM BOCES staff involved.

6. REQUIREMENTS OF NEW YORK STATE EDUCATION LAW SECTION 2-d

The purposes of this Agreement may require the disclosure of certain personally identifiable student information (hereinafter referred to as defined by Education Law Section 2-d (1), (d) and (j)). The disclosure and use of PII shall comply with

the Data Security and Privacy Plan attached hereto, and made a part of, this Agreement. The following appendices attached hereto shall be incorporated into the Agreement, and shall supersede any inconsistent provisions in the Agreement:

- a. Appendix A: BOCES' Parents' Bill of Rights for Data Privacy and Security
- b. Appendix B: Parents' Bill of Rights – Supplemental Information Addendum
- c. Appendix C: Third-Party Data Security and Privacy Plan

7. MODIFICATION

This Agreement may be modified only by mutual written agreement of the parties.

8. FORCE MAJEURE

Neither party shall be liable for any failure or delay in or termination of its performance under this Agreement due to causes which are beyond its reasonable control, including, but not limited to, an act of nature, pandemic, act of civic or military authority, fire, epidemic, flood, riot, war, strikes or labor disputes, failure of equipment, failure of software, failure of telecommunications lines, power outages, failure or downtime of data network carriers or internet access providers, sabotage, terrorism, USPS mail delivery delays, and governmental action (referred to herein as "Force Majeure"). Either party shall have the right to terminate the Agreement immediately upon written notice to the other of any Force Majeure event and shall not be liable for any obligations under this Agreement upon such termination.

9. INSURANCE

Perch Place, LLC shall maintain at its own cost professional and general liability insurance for all employees, officers, and representatives providing services under this Agreement. Certificates of such insurance shall be furnished by Perch Place, LLC upon request. Failure to maintain such insurance shall be a default under this contract and shall be grounds for immediate termination of this Agreement.

10. INDEMNIFICATION

Each party (for purposes of this Paragraph, the party of the first part shall be referred to as the "Indemnifying Party") shall indemnify, defend and hold harmless the other party (for purposes of this Paragraph, the party of the second part shall be referred to as the "Indemnified Party") from and against: (a) any and all liability arising out of the Indemnifying Party's failure to comply with the terms of this Agreement, and any injury, loss, claims, or damages arising from the negligent operations, acts, or omissions of the Indemnifying Party; and (b) any and all costs and expenses, including reasonable legal expenses, incurred by or on behalf of the Indemnified Party in connection with the defense of such claims. Notwithstanding the foregoing, no party shall be liable to any other party hereunder for any claim covered by insurance, except to the extent of any deductible and to the extent that the liability of such party exceeds the amount of such insurance coverage.

11. NO SPECIAL DUTY

Nothing in this Agreement shall create a special duty to the OHM BOCES or to any third party, including but not limited to employees and students of OHM BOCES.

12. INDEPENDENT CONTRACTOR STATUS

In the performance of their respective duties and obligations hereunder, the parties, together with their agents and representatives, are independent contractors with respect to one another. The parties are not, and shall not be deemed to be, joint ventures, partners, or employees.

13. ADVICE OF COUNSEL

Each party acknowledges that, in executing this Agreement, such party has had the opportunity to seek the advice of independent legal counsel and has read and understood all of the terms and provisions of this Agreement.

14. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of New York, exclusive of its choice of laws, rules, and principles. The Parties agree that any legal action shall be filed in a court of competent jurisdiction in Oneida County, New York.

15. SEVERABILITY

In the event that a portion of this Agreement is found illegal, invalid, contrary to public policy, or unenforceable by a court of competent jurisdiction, then the surviving remainder of the Agreement shall continue in full force and effect.

16. ASSIGNMENT

No Party may assign this Agreement, or any part hereof, or any rights hereunder, without the written advance consent of both other Parties.

17. ENTIRE AGREEMENT

The Parties agree that this Agreement and any addenda attached and incorporated into this Agreement, whether or not physically attached, represent the entire agreement between them. Any amendments to this Agreement shall require the written consent of all Parties. By signing below, the Parties agree and acknowledge that they have read, understood, and agreed to all the terms contained in this agreement.

18. TERMINATION CLAUSE

In the event of any contractual dispute or issue, the Parties agree to enter into good faith discussions to resolve the matter within thirty (30) days of written notice by either Party identifying the issue. If the issue is not resolved within this thirty (30) day resolution period, either Party may terminate this Agreement by providing an additional thirty (30) days' written notice to the other Party. Additionally, either Party may terminate this Agreement without cause by providing sixty (60) days' written notice to the other Party.

19. PERIMETERS OF CONFIDENTIALITY

All knowledge and information acquired during the term of this project that is expressly identified by either signatory in writing as confidential shall be maintained in confidentiality, except as expressly authorized in writing and shall not be divulged or published. All records are subject to the provisions of the HIPPA Privacy Rule— HHS.gov, the Family Educational Rights and Privacy Act (FERPA) and the new 2D Privacy Law. This excludes information, which is or becomes available to the general public, provided the disclosure of such information did not result from a breach by either signatory.

AGENCY PRIMARY CONTACT INFORMATION

Perch Place, LLC:

Robin M. Robinson, President
600 French Road
New Hartford, New York 13438



Robin M. Robinson, President
Perch Place, LLC

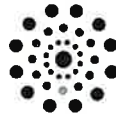
OHM BOCES:

Patricia N. Kilburn, District Superintendent
4747 Middle Settlement Road
New Hartford, New York 13413

5/1/2025
Date

Michelle Anderson, Cooperative Board President
Oneida-Herkimer-Madison BOCES

Date



Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070

www.oneida-boces.org

Appendix "A"

Oneida-Herkimer-Madison BOCES Parent's Bill of Rights for Student Data Privacy and Security

The Oneida-Herkimer-Madison BOCES seeks to use current technology, including electronic storage, retrieval and analysis of information about students' education experience in the district, to enhance the opportunities for learning and to increase the efficiency of our district and school operations.

Oneida-Herkimer-Madison BOCES seeks to ensure that parents have information about how the District stores, retrieves and uses information about students and to meet all legal requirements for maintaining the privacy and security of protected student data and protected principal and teacher data, including § 2-d of the New York State Education Law.

To further these goals, Oneida-Herkimer-Madison BOCES has posted this Parents' Bill of Rights for Data Privacy and Security.

- 1) A student's personally identifiable information cannot be sold or released for any commercial purposes.
- 2) Parents have the right to inspect and review the complete contents of their child's education record. The procedures for exercising this right can be found in Board Policies that can be accessed from the BOCES' website.
- 3) State and federal laws protect the confidentiality of personally identifiable information, and safeguards associated with industry standards and best practices, including but not limited to, encryption, firewalls and password protection, must be in place when data is stored or transferred.
- 4) A complete list of all student data elements collected by the State will be available [HERE](#) and a copy may be obtained by writing to the Office of Information & Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, NY 12234.
- 5) Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to the Data Privacy Officer, Oneida-Herkimer-Madison BOCES, 4747 Middle Settlement Road, New Hartford, NY 13413, OR to the Chief Privacy Officer, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, NY 12234.

Appendix B

Parents' Bill of Rights – Supplemental Information Addendum

1. **EXCLUSIVE PURPOSES FOR DATA USE:** The exclusive purposes for which “student data” or “teacher or principal data” (as those terms are defined in Education Law Section 2-d and collectively referred to as the “Confidential Data”) will be used by Perch Place, LLC and the R4K Program (the “Contractor”) are limited to the purposes authorized in the contract between the Contractor and the Oneida-Herkimer-Madison BOCES (the “School District”) dated July 1, 2025 (the “Contract”).
2. **SUBCONTRACTOR OVERSIGHT DETAILS:** The Contractor will ensure that any subcontractors, or other authorized persons or entities to whom the Contractor will disclose the Confidential Data, if any, are contractually required to abide by all applicable data protection and security requirements, including but not limited to those outlined in applicable state and federal laws and regulations (e.g., Family Educational Rights and Privacy Act (“FERPA”); Education Law §2-d; 8 NYCRR Part 121).
3. **CONTRACT PRACTICES:** The Contract commences and expires on the dates set forth in the Contract, unless earlier terminated or renewed pursuant to the terms of the Contract. Upon the expiration of the underlying agreement without a successor Agreement in place, Contractor shall retain all Confidential Data previously received in electronic format or paper for the record retention period defined in the underlying agreement, and all of Contractor’s obligations to maintain the security and privacy of that information shall remain in force and effect for that period of time. At the end of the record retention period, Contractor shall ensure that no copy, summary or extract of the shared data or any related work papers are retained on any storage medium whatsoever by Contractor, its subcontractors or assignees, or the aforementioned secure data center facilities.
4. **DATA ACCURACY/CORRECTION PRACTICES:** A parent or eligible student can challenge the accuracy of any “education record,” as that term is defined in the FERPA, stored by the BOCES in a Contractor’s product and/or service by following the BOCES’ procedure for requesting the amendment of education records under the FERPA. Teachers and principals may be able to challenge the accuracy of APPR data stored by BOCES in Contractor’s product and/or service by following the appeal procedure in the School District’s APPR Plan. Unless otherwise required by the above or by other applicable law, challenges to the accuracy of the Confidential Data shall not be permitted.
5. **SECURITY PRACTICES:** Confidential Data provided to Contractor by the BOCES will be stored in a secure data facility located in the continental United States. The measures that Contractor takes to protect Confidential Data will align with the NIST Cybersecurity Framework including, but not necessarily limited to, disk encryption, file encryption, firewalls, and password protection.
6. **ENCRYPTION PRACTICES:** The Contractor will apply encryption to the Confidential Data while in motion and at rest at least to the extent required by Education Law Section 2-d and other applicable laws.



Early Education Consultants
Cost and Scope of Services (12-Months)
July 1, 2025 - June 30, 2026
Perch Place Programs

OPTION 1:

Ready For Kindergarten (R4K) Program w/Family School Navigator

Serving children ages birth to 5 and their families. Identifying and addressing learning, social/emotional, and health barriers and foster partnerships between home and school.

Personnel Expenses

Salary and Wages	\$50,000.00
Employee Benefits (@ 30%)	\$15,000.00

Program Expenses

Supplies and Equipment	\$5,000.00
Professional Trainings/Meetings/Conferences	\$2,000.00
Travel/Mileage	\$1,000.00
Special Programs (2, 3, or 4 Year-Old Programs)	\$2,000.00
*DPIL Book Program (cost for 200 children registered)	\$6,800.00
Administration and Supervision	\$17,200.00

Total	\$99,000.00
Monthly	\$8,250.00

OPTION 2:

****Extended Staff Program w/Behavior Intervention Specialist**

Serving school-aged students PreK - 6th grade. Addressing behaviors, social/emotional, and health barriers supporting the students, teachers, classrooms, and families.

Personnel

Salary and Wages	\$60,000.00
Employee Benefits	\$18,000.00

Program Expenses

Supplies and Equipment	\$5,000.00
Professional Trainings/Meetings/Conferences	\$2,000.00
Travel/Mileage	\$1,000.00
Special Programs (2, 3, or 4 Year-Old Programs)	\$2,000.00
*DPIL Book Program (cost for 200 children registered)	\$6,800.00
Administration and Supervision	\$14,200.00

Total	\$109,000.00
Monthly	\$9,083.33

OPTION 3:

DPIL Book Program ONLY w/Program Coordinator

A book is mailed home monthly to children ages newborn up to their 5th birthday.

Personnel

Salary and Wages	\$2,500.00
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Program Expenses

Supplies and Equipment	\$2,000.00
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*(Cost for 200 children registered)	<u>\$6,800.00</u>
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Total	\$11,300.00
Monthly	\$941.66

*** DPIL (Dolly Parton's Imagination Library) BOOK PROGRAM**

Each registered child costs \$34.00 per year.

200 children registered	\$6,800.00
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500 children registered	\$17,000.00
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750 children registered	\$25,500.00
-------------------------	-------------

1000 children registered	\$34,000.00
--------------------------	-------------

**** Extended Staff Program**

Assistance with finding specialty staff for full-time, part-time, or leave times.

Costs will vary depending upon the position and length of time needed.

For example:

Behavior Intervention Specialist

Speech Therapist

Early Education Coach

Mentoring New Staff

PreK, K Screenings

PreK Classroom Support Staff

Classroom Behavior Assessments

Other types of positions can be discussed.




Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070
www.oneida-boces.org



MEMORANDUM

To: Cooperative Board

From: Patricia N. Kilburn, Ed.D. 
District Superintendent and Chief Executive Officer

Date: April 9, 2025

Subject: Approval of TIM Academy contract

Prepared by: Christopher Hill 
Kevin Healy 

Background

TIM Academy, established in 1993 in Berwyn, PA, provides training and consultative services for professionals working with children diagnosed with autism spectrum disorders. Their goal is to share their instructional methods as well as to provide field-based consultation and support for professionals in the educational community.

Discussion

As the Community School Resources CoSer continues to grow to meet the needs of component districts, TIM Academy will be an additional resource that school districts may utilize through OHM BOCES in support of teachers, students and school staff. TIM Academy provides a combination of direct consultative services and indirect consultative services to the school district's autistic support/special education staff.

Services that TIM Academy to be provided are:

- Direct Consultative Services

Timothy School offers direct consultation where their experts first meet with administrators to understand the issues. After observing the classroom and talking with staff, they'll discuss their findings with administration and may use additional time to create supporting materials for their recommendations.

- New Classroom Design, Set-up and Launch

Timothy School consultants will help to design new classrooms through on-site visits. Before the launch, Timothy School will spend at least 25 hours creating initial visual aids and tasks based on student IEP information.

- **Summer Training**

The team of Timothy School consultants will prepare, set up, and deliver the training which requires setting up and using a demonstration classroom. Timothy School consultants will prepare for students, with indirect hours depending on the number of students in the demonstration classroom. Full-day staff in-service programs cost one site visit.

Recommendation

It is recommended that the Cooperative Board approve the service contract for the Center for TIM Academy for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

Resolution

That the Cooperative Board approve the service contract for TIM Academy for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.



**Timothy School/TIM Academy Contract Proposal for
OHM BOCES 2025-2026**

This contract is made and entered into on the date set forth below between The Timothy School/TIM Academy Consultative Services ("TIM"), located at 973 Old Lancaster Road, Berwyn, PA 19312, and the OHM BOCES ("School District"), with its administrative offices located at 4747 Middle Settlement Road, New Hartford, New York, 13413.

Scope of Work

Purpose: TIM will provide a combination of direct and indirect consultative services to the School District's Autistic Support/Special Education staff and/or Component School Districts. TIM will visit classroom/Component School Districts, as designated by the School Districts Director of Professional Learning, to provide direct consultative services. Dates for consultative visits will be jointly determined by TIM, the Director of Professional Learning and Component School Districts. TIM Academy will also be available for follow-up meetings as deemed necessary by the School District's Director of Professional Learning.

Term, Termination and Renewal of Contract

Term. Except and unless as terminated under the provisions of this Contract, this Contract shall be in effect from the first day of July 1, 2025, through the last day of June 2026.

Termination. Either party may terminate this Contract upon thirty (30) days written notice for any or no reason. Said written notice shall be sent to the persons indicated herein via certified mail, return receipt requested, and shall state the anticipated terminated date. In no event shall the termination date be sooner than thirty (30) days from the date of the certified mail receipt unless TIM and the BOCES agree in writing to an earlier date. Termination of this contract shall not affect the district's obligation to pay for services rendered or expenses incurred prior to termination.

Notices. In the event any notices need to be provided under this Contract, notice shall be sent to the following individuals/locations:

To the School District:

Kevin Healy
Director of Professional Learning
OHM BOCES
4747 Middle Settlement Road
New Hartford, NY 13413
Email: khealy@oneida-boces.org

To The Timothy School/TIM Academy

Wendy Moran
Director of Consultative Services
The Timothy School
973 Old Lancaster Road
Berwyn, Pennsylvania 19312
Email: wmoran@thetimothyschool.org

Renewal of Contract. This Contract may be renewed by agreement of the parties upon such terms and conditions as the parties may agree upon as documented in writing and as formally approved.

Mutual Insurance and Indemnification Obligations.

Insurance. Each Party agrees to maintain for itself and for its agents, employees, independent contractors and any other personnel rendering services under this Contract provided herein, (a) general liability insurance; (b) workers compensation insurance and (c) professional liability insurance, as it may be needed, and all other insurance required by law to provide services under this Contract. All insurance policies shall be maintained with companies licensed and authorized to do business in the State of New York, and certificates of insurance on standard ACORD forms shall be furnished to the other Party upon request. Each party shall ensure that such insurance coverage names the other party as an additional insured.

Indemnification. Each Party (an "Indemnifying Party") shall defend, indemnify and save the other Party (the "Indemnified Party"), and its board of directors, officers, agents, employees and attorneys, in their official or individual capacities, harmless from and against any and all loss, claims, damages and demands, liabilities, costs and expenses, including court costs and reasonable attorneys' fees, from third parties which arise out of or are related to the Indemnifying Party's acts, omissions, or performance of its obligations under this Contract, including, without limitation, the claims described below. This obligation for indemnification by an Indemnifying Party shall not apply with respect to any claim, damage, demand, liability, cost or expense arising from the Indemnified Party's negligence or willful misconduct. As part of its indemnification obligation, the Indemnifying Party shall retain counsel and provide a defense to the Indemnified Party, and the Indemnified Party agrees to cooperate fully in all respects with such defense. Each party shall give the other party prompt written notice of any claim or potential claim where indemnification may be sought.

Indemnified Claims.

- any injury to, or death of, any person or persons, or damage to property, arising out of or caused or claimed to have been caused by acts or omissions of the Indemnifying Party, any subcontractor, employee or agent of the Indemnifying Party, or any other person or entity directly or indirectly employed by any of them, whether or not caused in whole or in part, by actions or omissions of the Indemnifying Party, , its agents, employees or officials, or any representative of the Indemnifying Party, with respect to or in connection to services under this Contract; and
- any alleged improper conduct of any nature or type, including, physical, mental or sexual abuse or harassment, invasion of bodily integrity, personal injury, violation or civil rights, and/or unlawful discrimination, by or attributable to any of the Indemnifying Party's employees, agents, officials or contractors; and
- the Indemnifying Party's breach of any term of this Contract.

Cost Breakdown

The District shall pay Timothy School/TIM Academy for actual services rendered during the term of the contract at the rates provided below.

Cost per site visit:	\$2,740.00
Cost for indirect consultative services:	\$150.00 per hour

Additional expenses for travel will include:

- Mileage is based on the IRS standard rate in effect at the time of travel. We will make every effort to coordinate our visits to the Central New York area with other local agencies to save mileage costs.
- Hotel – single room occupancy (1 or 2 rooms per visit)
- Meals – not to exceed \$60.00 per day/per consultant

TIM will bill the OHM BOCES monthly for the services rendered, and payment is due to **The Timothy School** within thirty days.

Miscellaneous Provisions.

Confidentiality of Student Information. TIM and the School District, as well as their agents, directors, officials, employees and assigns, shall perform all respective obligations and duties under this Contract in such a manner as to ensure that all records, names and identities of students who are counseled, treated and/or rehabilitated shall be and will remain confidential, except for such disclosures that are required and/or permitted by law.

Confidentiality of Party Information. In the event a Party receives or procures information from or about the other Party, which such other Party regards as confidential or proprietary information, such Party shall keep and maintain said information in the strictest confidence.


Independent Contractor. The parties hereto agree that TIM and its agents, contractors and employees, in the performance of this Contract, shall act in an independent contractor capacity and not as officers, employees or agents of the School District. TIM's employees shall at all times be and remain the sole employees of TIM, and TIM shall be solely responsible for payment of all employees' wages, benefits and other compensation.

Contract Not Assignable. This Contract shall not be assigned by any party hereto without prior, written consent of the non-assigning party.

Survival of Confidentiality and Indemnity Provisions. The confidentiality and indemnity provisions of this Contract shall survive any termination of this Contract.

Force Majeure. Neither Party shall be liable for failure or delay in the performance of its obligations due to causes beyond its reasonable control, including but not limited to acts of God, pandemics, war, terrorism, governmental actions, natural disasters, labor disputes, or system failures. Either Party may terminate this Agreement immediately upon notice if a Force Majeure event prevents performance for more than thirty (30) days.

Severability. If any provision of this Agreement is held to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect, and the Agreement shall be interpreted to best reflect the original intentions of the Parties.


Wendy Anne Moran
Timothy School/TIM Academy
Director of Consultative Service

Date of acceptance 5/2/2025

Michelle Anderson
Cooperative Board President
Oneida-Herkimer-Madison BOCES

Date of acceptance _____

ADDENDUM "A"

Oneida-Herkimer-Madison BOCES Parent's Bill of Rights for Student Data Privacy and Security

The Oneida-Herkimer-Madison BOCES seeks to use current technology, including electronic storage, retrieval and analysis of information about students' education experience in the district, to enhance the opportunities for learning and to increase the efficiency of our district and school operations.

Oneida-Herkimer-Madison BOCES seeks to ensure that parents have information about how the District stores, retrieves and uses information about students and to meet all legal requirements for maintaining the privacy and security of protected student data and protected principal and teacher data, including § 2-d of the New York State Education Law.

To further these goals, Oneida-Herkimer-Madison BOCES has posted this Parents' Bill of Rights for Data Privacy and Security.

- 1) A student's personally identifiable information cannot be sold or released for any commercial purposes.
- 2) Parents have the right to inspect and review the complete contents of their child's education record. The procedures for exercising this right can be found in Board Policies that can be accessed from the BOCES' website.
- 3) State and federal laws protect the confidentiality of personally identifiable information, and safeguards associated with industry standards and best practices, including but not limited to, encryption, firewalls and password protection, must be in place when data is stored or transferred.
- 4) A complete list of all student data elements collected by the State will be available HERE and a copy may be obtained by writing to the Office of Information & Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, NY 12234.
- 5) Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to the Data Privacy Officer, Oneida-Herkimer-Madison BOCES, 4747 Middle Settlement Road, New Hartford, NY 13413, OR to the Chief Privacy Officer, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, NY 12234.

ADDENDUM "B"

PARENTS' BILL OF RIGHTS – SUPPLEMENTAL INFORMATION ADDENDUM

- 1. EXCLUSIVE PURPOSES FOR DATA USE:** The exclusive purposes for which “student data” or “teacher or principal data” (as those terms are defined in Education Law Section 2-d and collectively referred to as the “Confidential Data”) will be used by The Timothy School, Department of Consultative Services (the “Contractor”) are limited to the purposes authorized in the contract between the Contractor and Oneida-Herkimer-Madison BOCES (the “School District”) dated March 18, 2025 (the “Contract”).
- 2. SUBCONTRACTOR OVERSIGHT DETAILS:** The Contractor will ensure that any subcontractors, or other authorized persons or entities to whom the Contractor will disclose the Confidential Data, if any, are contractually required to abide by all applicable data protection and security requirements, including but not limited to those outlined in applicable state and federal laws and regulations (e.g., Family Educational Rights and Privacy Act (“FERPA”); Education Law §2-d; 8 NYCRR Part 121).
- 3. CONTRACT PRACTICES:** The Contract commences and expires on the dates set forth in the Contract, unless earlier terminated or renewed pursuant to the terms of the Contract. On or before the date the Contract expires, protected data will be exported to the School District in a mutually agreeable format and/or destroyed by the Contractor as directed by the School District.
- 4. DATA ACCURACY/CORRECTION PRACTICES:** A parent or eligible student can challenge the accuracy of any “education record”, as that term is defined in the FERPA, stored by the School District in a Contractor’s product and/or service by following the School District’s procedure for requesting the amendment of education records under the FERPA. Teachers and principals may be able to challenge the accuracy of APPR data stored by the School District in Contractor’s product and/or service by following the appeal procedure in the School District’s APPR Plan. Unless otherwise required above or by other applicable law, challenges to the accuracy of the Confidential Data shall not be permitted.
- 5. SECURITY PRACTICES:** Confidential Data provided to Contractor by the School District will be stored in the United States. The measures that Contractor takes to protect Confidential Data will align with the NIST Cybersecurity Framework including, but not necessarily limited to, disk encryption, file encryption, firewalls, and password protection.
- 6. ENCRYPTION PRACTICES:** The Contractor will apply encryption to the Confidential Data while in motion and at rest at least to the extent required by Education Law Section 2-d and other applicable law.

DATA SECURITY AND PRIVACY PLAN

WHEREAS, the OHM BOCES School District (hereinafter "School District") and The Timothy School, Department of Consultative Services (hereinafter "Contractor") entered into an agreement dated March 18, 2025 (hereinafter "Agreement") for 2025-2026 School year (hereinafter "Services").

WHEREAS, pursuant to the requirements under 8 NYCRR 121, Contractor maintains the data security and privacy plan described herein in connection with the Services provided to the School District.

1. During the term of the Agreement, Contractor will implement all state, federal and local data security and privacy requirements, consistent with the School District's Data Security and Privacy Policy in the following way(s):

The Contractor will offer staff development training and consultative services without needing personally identifiable information. If a new classroom launch is requested, the Contractor will ask for redacted Individualized Education Plans for the students in that specific classroom, only requiring their first names.

Services to be provided:

1. Direct Consultative Services: Timothy School consultants will meet with the administrative team to receive a briefing on the issues to be addressed. Following a classroom observation and consultation with the classroom staff, Timothy School consultants will debrief with a member of the administrative team and, if necessary, use indirect consultative hours to create materials to support all consultative recommendations.

2. New Classroom Design, Set-up and Launch: Timothy School consultants will deliver direct and indirect consultative services to the Autistic Support/Special Education staff of the School District over **three consecutive site visits**. During this time, two TIM Consultants will visit specific classrooms as directed by the School District's Director of Education to provide direct consultative services for classroom design and implementation. Before the classroom design and launch, TIM consultants will dedicate a **minimum of 25 hours of indirect services** for creating initial visuals and tasks. To individualize classroom materials, TIM will need redacted IEP information without personally identifiable details. TIM and the School District will mutually agree upon the consultative visit dates.

3. Summer 3.5-Day Training: If summer training is requested, a team of Timothy School consultants will prepare, set up, and deliver a 3.5-day training to 25 participants. This training requires setting up and using a demonstration classroom. Timothy School consultants will prepare for students, with indirect hours depending on the number of students in the demonstration classroom. This training requires **six consecutive site visits** to set up and deliver the training.

4. Full-day Staff in-service programs cost **one site visit**.

2. Contractor has in place the following administrative, operational and technical

safeguards and practices to protect personally identifiable information that it will receive under the Agreement:

The Contractor will only accept Student information that has been redacted to remove all personally identifiable details, except student first names.

3. Contractor shall comply with 8 NYCRR 121 in that it acknowledges that it has reviewed the School District's Parents Bill of Rights for Data Privacy and Security and will comply with same.

- a. Contractor will use the student data or teacher or principal data only for the exclusive purposes defined in the Agreement.
- b. Contractor will ensure that the subcontractor(s) or other authorized persons or entities to whom Contractor will disclose the student data or teacher and principal data, if any, will abide by all applicable data protection and security requirements as described in the "Supplemental Information" appended to the Agreement.
- c. At the end of the term of the Agreement, Contractor will destroy, transition or return, at the direction of the School District, all student data and all teacher and principal data in accordance with the "Supplemental Information" appended to the Agreement.
- d. Student data and teacher and principal data will be stored in accordance with the "Supplemental Information" appended to the Agreement.
- e. Student data and teacher and principal data in motion and at rest will be protected using an encryption method that meets the standards described in 8 NYCRR 121.

4. Prior to receiving access to student data and/or teacher and principal data, officer(s) and employee(s) of Contractor and any assignees who will have access to student data or teacher or principal data shall receive training on the federal and state laws governing confidentiality of such data. Such training shall be provided:

Specify date of each training

The contractor holds annual certifications from Victor Solutions: Training and Workforce Management Solutions in FERPA and Records Confidentiality - Full Course. Moreover, they undergo annual Student Confidentiality training offered by The Timothy School administration each September.

5. Subcontractors (check one): ☒ Contractor shall not utilize subcontractors.

The Timothy School, Department of Consultative Services will not utilize subcontractors; the

IN WITNESS WHEREOF, the Contractor hereto has executed this Data Security and Privacy Plan as of 3/26/2025

CONTRACTOR:

Wendy Anne Moran

By: Wendy Anne Moran

Title: Director of Consultative Services




Oneida-Herkimer-Madison BOCES

P.O. Box 70 • 4747 Middle Settlement Road • New Hartford, NY 13413-0070
www.oneida-boces.org



MEMORANDUM

To: Cooperative Board

From: Patricia N. Kilburn, Ed.D. 
District Superintendent and Chief Executive Officer

Date: April 15, 2025

Subject: Approval of Utica Safe Schools Healthy Students contract

Prepared by: Christopher Hill 
Kevin Healy 

Background

Utica Safe Schools Healthy Students Partnership, Inc. is a unique school and community-based provider working to foster a seamless approach to service coordination amongst families, students, schools, and the community. It is a not-for-profit organization and works with at-risk youth and their families to keep them in school, graduate high-school, and be college and/or career ready. Using research and evidence-based programming, they create individualized plans for at-risk youth to meet their goals for future success. Their programs and services help kids in school by reducing barriers to learning while supporting their social and emotional well-being.

Discussion

As the Community School Resources CoSer continues to grow to meet the needs of component districts, the Utica Safe Schools Healthy Students Partnership, Inc. program will be an additional resource that school districts may utilize through OHM BOCES in support of students and their families. Utica Safe Schools Healthy Students Partnership, Inc. is able to provide individualized support so students can focus on academics.

Options for services include:

- Intensive Response Team (IRT) services

To help students who are at-risk of a suspension or placement outside of school without an intervention. Family group conferencing, restorative practices, and trauma-informed approaches will be applied to actively manage behavior, attendance plans, and disengagement, aiming to keep students in school.

- Prevention Services
To support students experiencing life difficulties such as grief and loss as well as provide de-escalation and conflict resolution assistance.
- Support Services
To support classroom teachers during activities (including lunchroom) through SEL strategies, and to support building leadership through discussion.

Recommendation

It is recommended that the Cooperative Board approve the service contract for Utica Safe Schools Healthy Students Partnership, Inc. for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

Resolution

That the Cooperative Board approve the service contract for Utica Safe Schools Healthy Students Partnership, Inc. for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

Agreement for Services

THIS AGREEMENT, made and entered into, by and between **Utica Safe Schools Healthy Students Partnership, Inc., d/b/a Safe Schools Mohawk Valley**, an agency of the county of Oneida, New York (hereinafter called "Contractor") and the **Oneida-Herkimer-Madison Board of Cooperative Educational Services** (hereinafter called "BOCES").

WHEREAS, OHM BOCES has need for a more intensive and coordinated approach to creating a safe and secure setting for the educational process to take place, and

WHEREAS, OHM BOCES desires to provide the services of the Initial Response Team Safe Schools Healthy Students Specialists to its participating component districts and the BOCES, and

WHEREAS, the Contractor is desirous to provide services in this area to OHM BOCES and its component districts, and

WHEREAS, the parties agree that the parties' goals are the following:

- Create safer and healthier school environments overall that will enhance a youth's ability to succeed academically.
- Enhance partnerships between schools and local communities to collectively meet the needs of youth and families served.
- To offer programs and services that will continue to meet the safety, social, and emotional needs of our youth and families:

The Contractor agrees to:

- Assign a designated agency staff person who will report directly to BOCES staff designee for budget and contract oversight.
Support the BOCES in working directly with school district administration and school staff in each participating school building to ensure effective delivery of the above named services.
- Demonstrate a coordinated implementation plan to administer The Initial Response Team service to participating component districts.
- Provide oversight of the identification of appropriate referrals to the program.
- Interview and hire program staff as needed and assign staff to districts accordingly.
- Oversee all data collection and reporting for the program and provide progress reports as requested by the district administration and BOCES.
- Create and maintain a knowledge base of community-based services for children and families of referrals to support school staff and families.
- Work with other community-based organizations to help meet the needs of students and families.
- Act as a resource and liaison between the school district staff and other community partners involved in the implementation of the above named programs such as the Oneida County Probation, School Resource Officers and community agencies, etc.
- Be available to school building administration and all other school staff for consultation and support regarding the security, safety, and emotional well-being of students and families.
- Attend any required meetings upon request.

NOW, THEREFORE, in exchange for the consideration hereinafter stated:

1. OHM BOCES, hereby agrees to secure the services of the Contractor with compensation at a minimum for the service areas listed below of 2,448,256.00, except under the condition of Clause 13 and 14.
2. The Contractor agrees to use any funds for the sole purpose of program functions which include: personnel, fringe benefits, consultant services, travel expenses, equipment, supplies and other expenses as deemed necessary and pre-approved by the OHM BOCES.
3. The Contractor will adhere to the invoice submission guidelines provided by the OHM BOCES.
4. The parties agree that all information exchanged is considered confidential and protected under Federal and New York State Confidentiality Laws including FERPA, HIPPA, and issues pertaining to Alcohol and Substance Abuse.
5. The Contractor and any subsequent substitute(s) shall not discriminate or refuse assistance to individuals with AIDS or an HIV infection from an HIV
– related test. The Contractor agrees that their staff to whom confidential HIV
– related information may be given as a necessity for providing services and in accordance with 403 of Title 18 NYSDSS regulation and Section 2782 of the Public Health Law are fully informed of the penalties and fines for disclosure in violations of State Law and Regulations.
6. The Contractor and any substitute contractor must include the following written statement when disclosing any confidential HIV-related information. "This information has been disclosed to you from confidential records which are protected by State Law. State Law prohibits you from making any further disclosure of this information without the specific written consent of the person to whom it pertains, or as otherwise permitted by law. Any unauthorized further disclosure in violation of State Law may result in a fine or jail sentence or both. A general authorization for the release of medical or other information is not sufficient authorization for further disclosure."
7. Each party (for purposes of this Paragraph, the party of the first part shall be referred to as the "Indemnifying Party") shall indemnify, defend and hold harmless the other party (for purposes of this Paragraph, the party of the second part shall be referred to as the "Indemnified Party") from and against: (a) any and all liability arising out of the Indemnifying Party's failure to comply with the terms of this Agreement, and any injury, loss, claims, or damages arising from the negligent or intentional operations, acts, or omissions of the Indemnifying Party relating to or arising out of such party's performance of its obligations under this Agreement; and (b) any and all costs and expenses, including reasonable legal expenses, incurred by or on behalf of the Indemnified Party in connection with the defense of such claims. Notwithstanding the foregoing, no party shall be liable to any other party hereunder for any claim covered by insurance, except to the extent of any deductible and to the extent that the liability of such party exceeds the amount of such insurance coverage.
8. Notwithstanding any other provision of this Agreement, the Contractor shall comply with all New York State Laws, rules and regulations governing Child Abuse, Neglect and Maltreatment and the Dignity For All Students Act.

9. The parties agree that all client records must be available for a period the greater of: (1) the duration required by the LGS-1 Records Retention Schedule; or (2) four (4) years. All records must be made available for audit by the New York State Department of Education and New York State Audit and Control upon request.
10. Fingerprinting: The Contractor agrees to cooperate with OHM BOCES to have any individuals providing services who will have a direct contact with students to furnish fingerprints and submit to a criminal background check by an official New York State agency, for the purpose of clearance, prior to performing one on one services. This shall include, but is not limited to, completing paperwork and filing such paperwork with an appropriate agency, for the purpose of submitting fingerprints for criminal clearance. The Contractor shall be solely responsible for any costs associated with the required fingerprinting and criminal clearance.
11. This agreement contains all terms and conditions agreed upon by the parties. All items incorporated by reference are to be attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist or to bind any of the parties hereto. No waiver, alterations or modifications of any provisions of this Agreement shall be binding unless in writing and signed by the duly authorized representative of the parties sought to be bound.
12. This Agreement shall be binding upon both parties when fully signed and executed and upon approval of the appropriate governing bodies required.
13. Termination - In the event of any contractual dispute or issue, the Parties agree to enter into good faith discussions to resolve the matter within thirty (30) days of written notice by either Party identifying the issue. If the issue is not resolved within this thirty (30) day resolution period, either Party may terminate this Agreement by providing an additional thirty (30) days' written notice to the other Party. Additionally, either Party may terminate this Agreement without cause by providing sixty (60) days' written notice to the other Party. Should funds become unavailable or should appropriate governing bodies fail to approve sufficient funds for completion of the services or programs set forth in this Agreement by OHM BOCES or any component school district, OHM BOCES and/or any component school district shall have the option to immediately terminate this Agreement as to their organization upon providing written notice to Contractor. In such an event, OHM BOCES and the component school district shall be under no further obligation to the Contractor other than payment for costs and services actually incurred prior to termination and in no event will the OHM BOCES or the component school district be responsible for any actual or consequential damages as a result of termination.

14. OHM BOCES and the Contractor agree that this Agreement may be terminated by OHM BOCES and/or its component school districts, or the Contractor -upon thirty (30) days written notice to the other party at said party's designated address. In case of termination of said Agreement, OHM BOCES will be provided with all documents, notes memoranda and reports (if any) with respect to the scope of work specified in this contract up to the termination of said Agreement. In the event the Agreement is terminated early, OHM BOCES payment obligations will cease as of the effective date of such termination with respect to the terminated services. The parties further agree that this Agreement shall be effective as of July 01, 2025 and shall continue in effect until June 30, 2026, unless earlier terminated pursuant to the provisions herein.

15. Term - This Agreement shall be effective as of July 1, 2025 and shall continue in effect until June 30, 2026, unless earlier terminated pursuant to the provisions herein.

16. Force Majeure - Neither Party shall be liable for failure or delay in the performance of its obligations due to causes beyond its reasonable control, including but not limited to acts of God, pandemics, war, terrorism, governmental actions, natural disasters, labor disputes, or system failures. Either Party may terminate this Agreement immediately upon notice if a Force Majeure event prevents performance for more than thirty (30) days.

17. Insurance - The Contractor shall maintain, at its own expense, professional liability, general liability, and workers' compensation insurance coverage during the term of this Agreement. Certificates of insurance shall be provided to OHM BOCES upon request. Failure to maintain such insurance shall be considered a material breach and grounds for immediate termination

18. Severability - If any provision of this Agreement is held to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect, and the Agreement shall be interpreted to best reflect the original intentions of the Parties.

19. The following Addendums are incorporated herein by reference:
Addendum A: Parents' Bill of Rights for Data Privacy and Security
Addendum B: Supplemental Information Addendum
Addendum C: Agency's Data Security and Privacy Plan

Name Michelle Anderson
Cooperative Board of Education, President
Oneida-Herkimer-Madison BOCES

By: Anne Lansing, CEO
Utica Safe Schools Healthy Students Partnership, Inc.
d/b/a: Safe Schools Mohawk Valley

Date

5/2/2025
Date

ADDENDUM "A"

Oneida-Herkimer-Madison BOCES Parent's Bill of Rights for Student Data Privacy and Security

The Oneida-Herkimer-Madison BOCES seeks to use current technology, including electronic storage, retrieval and analysis of information about students' education experience in the district, to enhance the opportunities for learning and to increase the efficiency of our district and school operations.

Oneida-Herkimer-Madison BOCES seeks to ensure that parents have information about how the District stores, retrieves and uses information about students and to meet all legal requirements for maintaining the privacy and security of protected student data and protected principal and teacher data, including § 2-d of the New York State Education Law.

To further these goals, Oneida-Herkimer-Madison BOCES has posted this Parents' Bill of Rights for Data Privacy and Security.

- 1) A student's personally identifiable information cannot be sold or released for any commercial purposes.
- 2) Parents have the right to inspect and review the complete contents of their child's education record. The procedures for exercising this right can be found in Board Policies that can be accessed from the BOCES' website.
- 3) State and federal laws protect the confidentiality of personally identifiable information, and safeguards associated with industry standards and best practices, including but not limited to, encryption, firewalls and password protection, must be in place when data is stored or transferred.
- 4) A complete list of all student data elements collected by the State will be available HERE and a copy may be obtained by writing to the Office of Information & Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, NY 12234.
- 5) Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to the Data Privacy Officer, Oneida-Herkimer-Madison BOCES, 4747 Middle Settlement Road, New Hartford, NY 13413, OR to the Chief Privacy Officer, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, NY 12234.

ADDENDUM "B"

PARENTS' BILL OF RIGHTS – SUPPLEMENTAL INFORMATION ADDENDUM

1. **EXCLUSIVE PURPOSES FOR DATA USE:** The exclusive purposes for which “student data” or “teacher or principal data” (as those terms are defined in Education Law Section 2-d and collectively referred to as the “Confidential Data”) will be used by the contractor are limited to the purposes authorized in the contract between the Contractor and Oneida-Herkimer-Madison BOCES (the “School District”) dated 8/10/25 (the “Contract”).
2. **SUBCONTRACTOR OVERSIGHT DETAILS:** The Contractor will ensure that any subcontractors, or other authorized persons or entities to whom the Contractor will disclose the Confidential Data, if any, are contractually required to abide by all applicable data protection and security requirements, including but not limited to those outlined in applicable state and federal laws and regulations (e.g., Family Educational Rights and Privacy Act (“FERPA”); Education Law §2-d; 8 NYCRR Part 121).
3. **CONTRACT PRACTICES:** The Contract commences and expires on the dates set forth in the Contract, unless earlier terminated or renewed pursuant to the terms of the Contract. On or before the date the Contract expires, protected data will be exported to the School District in a mutually agreeable format and/or destroyed by the Contractor as directed by the School District.
4. **DATA ACCURACY/CORRECTION PRACTICES:** A parent or eligible student can challenge the accuracy of any “education record”, as that term is defined in the FERPA, stored by the School District in a Contractor’s product and/or service by following the School District’s procedure for requesting the amendment of education records under the FERPA. Unless otherwise required above or by other applicable law, challenges to the accuracy of the Confidential Data shall not be permitted.
5. **SECURITY PRACTICES:** Confidential Data provided to Contractor by the School District will be stored in the United States. The measures that Contractor takes to protect Confidential Data will align with the NIST Cybersecurity Framework including, but not necessarily limited to, disk encryption, file encryption, firewalls, and password protection.
6. **ENCRYPTION PRACTICES:** The Contractor will apply encryption to the Confidential Data while in motion and at rest at least to the extent required by Education Law Section 2-d and other applicable law

ADDENDUM "C"
AGENCY'S DATA SECURITY AND PRIVACY PLAN

WHEREAS, the Oneida-Herkimer-Madison Board of Cooperative Educational Services (hereinafter "BOCES") and Utica Safe Schools Healthy Students Partnership, Inc., d/b/a Safe Schools Mohawk Valley ("Contractor") entered into an agreement expiring June 30, 2026 (hereinafter "Agreement") for services (hereinafter "Services").

WHEREAS, pursuant to the requirements under 8 NYCRR 121, Contractor maintains the data security and privacy plan described herein in connection with the Services provided to the School District.

1. During the term of the Agreement, Contractor will implement all state, federal and local data security and privacy requirements, consistent with the School District's Data Security and Privacy Policy in the following way(s):

[Safe Schools is compliant with and follows all state, federal and local data security and privacy requirements as it applies to HIPPA, FERPA, etc. We have confidentiality and data security policies that we developed by legal, HR and IT professionals that address these issues and are provided to all staff both at onboarding and in an annual review.]

2. Contractor has in place the following administrative, operational and technical safeguards and practices to protect personally identifiable information that it will receive under the Agreement:

(Safe Schools ensures that data is encrypted at rest utilizing Windows bit locker technology, end users are not provided with administrative rights, data is transmitted using modern encryption standards. We utilize an IT professional service that advises and provides best practices regarding our IT infrastructure and data security.)

3. Contractor shall comply with 8 NYCRR 121 in that it acknowledges that it has reviewed the School District's Parents **Bill** of Rights for Data Privacy and Security and will comply with same.

- a. Contractor will use the student data or teacher or principal data only for the exclusive purposes defined in the Agreement.
- b. Contractor will ensure that the subcontractor(s) or other authorized persons or entities to whom Contractor will disclose the student data or teacher and principal data, if any, will abide by all applicable data protection and security requirements as described in the "Supplemental Information" appended to the Agreement.
- c. At the end of the term of the Agreement, Contractor will destroy, transition or return, at the direction of the School District, all student data and all teacher and principal data in accordance with the "Supplemental Information" appended to the agreement.

- d. Student data and teacher and principal data will be stored in accordance with the "Supplemental Information" appended to the Agreement.
- e. Student data and teacher and principal data in motion and at rest will be protected using an encryption method that meets the standards described in 8 NYCRR 121.

4. Prior to receiving access to student data and/or teacher and principal data, officer(s) and employee(s) of Contractor and any assignees who will have access to student data or teacher or principal data shall receive training on the federal and state laws governing confidentiality of such data. Such training shall be provided:

[In accordance with the best practices regarding confidentiality and privacy as advised by our legal, HR and IT providers. Our staff are also trained at new hire orientation, and annually, regarding data security procedures, including but not limited to, multi-factor authentication, encryption of data and email security.]

5. Subcontractors:

Contractor shall not utilize sub-contractors.

[Safe Schools will not utilize subcontractors at all to perform the services of this grant.]

6. Contractor has the following procedures, plans or protocols in place to manage data security and privacy incidents that implicate personally identifiable information:

Procedures, plans or protocols must, at a minimum, specify plans to identify breaches and unauthorized disclosures, and to promptly notify the School District.

[Safe Schools has a policy and procedures in place for the effective management of Security Breaches, as defined below. In the event of any actual, attempted, suspected, threatened, or reasonably foreseeable circumstance Safe Schools experiences or learns of that either compromises or could reasonably be expected to compromise School District data through unauthorized use, disclosure, or acquisition of such data, Safe Schools shall immediately notify the School District of its discovery.

7. Termination of Agreement.

Within 5 days of termination or expiration of the agreement without renewal, Contractor shall delete all personally identifiable information.

8. In the event of a conflict between the terms of this Data Security and Privacy Plan and the terms of the Agreement, the terms of this Data Security and Privacy Plan shall control. All of the defined terms in the Agreement shall have the same definitions in the Data Security and Privacy Plan, unless otherwise defined herein. Except as expressly set forth in this Data Security and Privacy Plan, the terms and conditions of the Agreement shall remain unmodified and in full force and effect.

IN WITNESS WHEREOF, the Contractor hereto agrees to all duties and obligations under Addend A-C.

Signature: Anne Lansing

Title: Chief Executive Officer

Date

5/2/2025