

BROOKFIELD CENTRAL SCHOOL
BOARD OF EDUCATION
Regular Meeting:
Tuesday, August 12, 2025
7:00 p.m. – School Library/Media Room

AGENDA

- ITEM 1. CALL TO ORDER: By: _____ Time: _____ p.m.
Pledge to Flag
- ITEM 2. Public Hearing
1. District-wide School Safety Plan
2. Student Use of Internet Enabled Devices Policy
3. Special Patrol Officer Agreement
- ITEM 3. Consent Agenda: Approval of – Extracurricular Clubs Quarterly Report, Extracurricular Clubs Year End Report, Minutes, Warrants, Treasurer’s Report
- ITEM 4. Communications, Reports, Announcements
A. Additions/Amendments to the Agenda
B. Board President Communications
C. Principal Communications
D. District Clerk Communications
E. Business Communications
F. Superintendent Communications
- ITEM 5. Public Forum:
- ITEM 6. Old Business:
- ITEM 7. New Business:
A. Approval of: Tax Levy Warrant
B. Personnel: Appointment of Long-Term Substitute Library/Media Specialist
C. Approval of Agreement – Contract for Cooperative Educational Services
D. Personnel: Appointment of Long-Term Substitute Special Education Teacher
E. Personnel: Appointment of Long-Term Substitute Special Education Teacher
F. Personnel: Appointment of Long-Term Substitute Elementary Teacher
G. Personnel: Appointment of Mentors
H. Personnel: Appointment of Substitutes for the 2025-2026 School Year
I. Approval of 1st Reading – Policy #7020 – Student Use of Internet Enabled Devices
J. Resolution Approving Agreement with Madison County for Special Patrol Officer Services
K. Personnel: Approval of Appointment of Tenure
L. Personnel: Appointment of Response to Intervention (RTI) Coordinator
M. Personnel: Appointment of Committee on Special Education Chairperson
N. Personnel: Approval of Employment Agreement – Business Manager/District Treasurer
- ITEM 8. Adjournment

CELL PHONE POLICY
STUDENT USE OF INTERNET ENABLED DEVICES

I. Definitions

- A. ~~“Cell phone and wireless communication devices” shall be defined to include portable two-way telecommunication devices, including but not limited to cellular phones, walkie talkies, personal digital assistants, pagers, laptops with two-way messaging, and other hand held computing devices. This definition will also include any new telephonic device developed for similar purposes.~~

~~Excluded from this definition is any device with communication capabilities that has been approved for instructional purposes and district issued cell phones designed for professional use.~~

- B. ~~The term “instructional day” shall include, but is not limited to, structured or non-structured instructional activity that occurs during the school day, as well as class changes.~~

II. Use of Cell Phones

- A. ~~The use of cell phones on school grounds is allowed before or after school only. Cell phones are prohibited for use during the school day.~~

- B. ~~Once students enter the building, their cell phones must be turned off and remain off during the course of the day and must remain out of sight during the school day.~~

- C. ~~Students that need to use a phone during the school day should stop in the main office during their lunch period to use a school phone.~~

- D. ~~If an emergency situation exists where the parent or legal guardian needs to contact their child(ren), they are to contact the school’s main office and staff will assist in contacting their child(ren). Parents are discouraged from contacting their children during the school day.~~

- ~~E. All cell phone usage is prohibited in restrooms, locker rooms, and shower facilities.~~

- ~~F. Cell phone usage by students while riding to and from school on a bus, or on a bus during school sponsored activities is to be at the discretion of the bus driver and/or the staff member in charge.~~

- ~~G. Parents who need to contact their child(ren) who have cell phone should remind him/her to turn the cell phone off during school hours, and check for messages after school is dismissed.~~

III. Use of Camera Phones

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- ~~_____ A. The use of a cell phone to take, store, transmit photos is not allowed at any time on school premises, without prior approval.~~

~~IV. Student Discipline~~

- ~~A. If a student is found using a cell phone, or having a cell phone visible to a teacher and/or school employee, the student will be asked to immediately relinquish the cell phone. Failure to do so shall constitute insubordination, and will result in a referral to the school administration for disciplinary action.~~
- ~~_____ B. The teacher and/or school employee will deliver the cell phone to the main office by the end of the school day. The teacher or school employee will attach the following written information to the cell phone when delivering the cell phone, to include:~~
- ~~1. Student's name;~~
 - ~~2. Teacher or school employee's name;~~
 - ~~3. Reason for and time of confiscation.~~

~~V. Violations~~

- ~~A. Students found to be in violation of this policy will be subject to the following disciplinary process: (any acts of insubordination resulting from this policy will follow the District Code of Conduct, Policy #1030).~~

~~**1st offense:**~~

~~The student's cell phone will be confiscated by staff and given to the school administrator. The student will receive the cell phone back at the conclusion of the school day following a meeting with the school principal or their designee.~~

~~**2nd offense:**~~

~~The student's cell phone will be confiscated by staff, given to the school administrator, and the student's parents or legal guardian will be notified. The cell phone will not be returned to the student; the parent or guardian may retrieve the cell phone from administration. The student will be assigned one after school detention.~~

~~**3rd offense and subsequent:**~~

- ~~_____ The student's cell phone will be confiscated by staff, given to the school administrator, and the student's parents or legal guardian will be notified. The cell phone will not be returned to the student; the parent or guardian may retrieve the cell~~

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~~phone from administration. A third violation will result in the student being assigned one day of ISS. Subsequent violations shall result in such disciplinary action as deemed prudent by the school administration.~~

~~VI. — Other~~

- ~~A. — The Brookfield Central School District shall not assume any responsibility for theft, loss or damage of a cell phone, or for any unauthorized calls or texts made on a cell phone. Students shall be personally and solely responsible for the security of their cell phones.~~

ALL NEW

I. Statement of Policy

The Brookfield Central School District (the District) believes in the importance of having spaces that encourage sustained attention and focus on learning and instruction. The use and possession of Internet-Enabled Devices during the school day interferes with the ability of students to learn and engage with their teachers, staff, and fellow students. The District will not be liable for loss, theft, or damage to Internet-Enabled Devices.

II. Definitions

- A. Internet-Enabled Device - any smartphone, tablet, smartwatch, or other device capable of connecting to the internet and enabling the user to access content on the internet, including social media applications.
- B. School day - the entire instructional day, during all instructional and non-instructional time, including but not limited to homeroom periods, lunch, recess, study halls, and passing times.
- C. School grounds - in or on or within any building, structure, athletic playing field, playground, or land contained within the real property boundary line of a district elementary, intermediate, junior high, vocational, or high school, a charter school, or a board of cooperative educational services facility.

III. Prohibition of Internet-Enabled Devices in School

The use of Internet-Enabled Devices by students during the school day anywhere on school grounds is prohibited.

IV. Exceptions

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- A. This Policy is not violated when students are authorized to use an Internet-Enabled Device in the following situation(s):
1. The student has been authorized by a teacher, Building Principal, or the District to use an Internet-Enabled Device for educational purposes during instructional time;
 2. Where the use is necessary to manage the student's medical condition;
 3. In the event of an emergency;
 4. Where the use of an Internet-Enabled Device is part of the student's Individual Education Plan (IEP) or 504 Plan;
 5. Where it is needed for translation purposes;
 6. On a case-by-case basis, upon review and determination by a school psychologist, school social worker, or school counselor, for a student caregiver who is routinely responsible for the care and wellbeing of a family member; or
 7. Where otherwise required by law.
- B. Students are authorized to have access to simple cellphones (i.e., phones without internet capability or access). Internet-Enabled Devices that have been provided to students for classroom instruction, such as laptops or tablets used as part of instruction, are also authorized for students to access.
- C. It is not a violation of this Policy for a student to leave an Internet-Enabled Device in a locked vehicle during the school day or during school activities.
- V. Consequences for Violations of this Policy
- A. The consequences for violation(s) of this Policy will be consistent with the Code of Conduct. However, the suspension of a student is not permitted if the sole grounds for the suspension is that the student accessed an Internet-Enabled Device in violation of this Policy.

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- B. Student Athletes who violate this Policy may also be subject to discipline consistent with the Athletic Code of Conduct.
- C. Confiscation
- Option 1:
1. Internet-Enabled Devices used in violation of this Policy and/or the Code of Conduct will be confiscated by staff and turned into the Building Principal.
 2. The Building Principal will contact the parent(s)/person(s) in parental relation and schedule a conference with the student and their parent(s)/person(s) in parental relation. The device will be returned to the student or their parent(s)/person(s) in parental relation at that conference or at the end of the school day.

(or)

Option 2:

~~Internet-Enabled Devices used in violation of this Policy will be confiscated by staff and turned into the Building Principal. Devices will be returned pursuant to the procedures outlined in the Code of Conduct.~~

VI. Contact During the School Day

Parents/Persons in parental relation may contact their student(s) during the school day in the following manner:

~~[Each District must outline their methods of contact. There must be one or more methods of contact. Options include but are not limited to:~~

- ~~• Contact the Principal's Office for general matters (or for all matters) at [insert contact information].~~
- ~~• Contact the Nurse's Office for calls related to a student's medical needs at [insert contact information].~~
- ~~• Contact the Guidance Counselor's Office at [insert contact information].~~
- ~~• Contact [specific staff member or office] at [insert contact information].~~
- ~~• Add other/additional District specific methods of contact.~~

~~Please provide the methods for contact, titles/names, and contact information for inclusion in the draft. That information will also have to be sent to parents/persons in parental relation at the beginning of each school year and upon enrollment. (See Section IX.)~~

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- Contact the Main Office for general matters (or for all matters) at 315-899-3323
- Contact the Nurse's Office for calls related to a student's medical needs at 315-899-3323
- Contact the Guidance Counselor's Office at 315-899-3323

VII. Storing Students' Internet-Enabled Devices

~~{Please provide us with the District specific mechanism(s) that will be used to store Internet Enabled Devices for students during the day. Storage must be on-site. You may choose one, or a combination of methods. We have provided some options below for review and can modify as needed to meet your specific District needs.~~

- ~~• The District shall use magnetized pouches for students to carry (e.g., Yondr pouches) during the school day.~~
- ~~• The District shall use [insert District specific storage method] for students to carry with them during the school day.~~
- ~~• The District shall require students to store their personal Internet-Enabled Devices in their student lockers during the school day.~~
- ~~• The Superintendent or their designee shall develop storage methods for students' personal Internet-Enabled Devices during the school day.~~

~~Please note, policies in which individual teachers collect phones at the start of the class period and return them at the end of class appear to violate the new law.~~

~~We can adjust the final language and formatting of this section once we are provided with the specific methods the District has chosen to utilize. Whatever storage is used, the District should ensure they are in a secure location to ensure they cannot be stolen or damaged.}~~

When entering the school building, students will put their Internet-Enabled Devices in a school provided security locker. The security locker will be moved to the main office during the school day. At dismissal or when leaving the school building, students will be able to retrieve their Internet-Enabled Device from the security locker.

VIII. Implementation

The Superintendent or their designee shall develop any Regulations or internal procedures that may be necessary to implement this Policy.

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IX. Required Notifications

- A. A copy of this Policy shall be posted in a clearly visible and accessible location on the District website.
- B. The District shall provide a translation of this Policy upon request of a student or parent/person in parental relation in accordance with the law.
- C. Parents/Persons in Parental Relation will be notified in writing of the methods they can use to contact their student(s) during the school day, as outlined in Section VI of this Policy. This notification will occur at the beginning of each school year and upon enrollment.

X. Annual Reporting

On September 1, 2026, and every September 1 thereafter, the District shall publish, on its website, an annual report that details the enforcement of this Policy during the prior school year. This report must include:

- A. Non-identifiable demographic data of students who have faced disciplinary action for non-compliance with this Policy.
- B. An analysis of any demographic disparities in enforcement.
- C. If a statistically significant disparate enforcement impact is identified, such report shall include a mitigation action plan.

STUDENTS

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Brookfield Central School District
Legal Ref: NYS Education Law §2803
Cross Ref: 1030, Code of Conduct; ~~Athletic Code of Conduct~~; 5041, Purpose Use and
Administration of District Digital Information Systems
Adopted: 10/21/08
Revised: _____

AGREEMENT

THIS AGREEMENT, by and between the **COUNTY OF MADISON**, a municipality of the State of New York, James J. Cunningham, Chairman, Madison County Board of Supervisors, with principal offices at 138 N. Court Street, Wampsville, NY 13163 (mailing: P.O. Box 635, Wampsville, NY 13163) hereinafter called the "County", by and through the Madison County Sheriff's Office, with its principal office at 138 N. Court St., Bldg. #7, Wampsville, NY 13163 hereinafter called the "Sheriff" or "MCSO"; and Brookfield Central School District, with principal offices at 1910 Fairground Rd., Brookfield, NY 13314 (mailing: PO Box 60, Brookfield, NY 13314), hereinafter called the "District";

WITNESSETH

WHEREAS, the County of Madison, through the Office of the Sheriff, has a position entitled Special Patrol Officer ("SPO"), and these officers are employed to maintain order and provide security in public buildings, including schools; and

WHEREAS, the Brookfield Central School District is desirous of utilizing these SPOs in order to enhance order, safety and security in their public school buildings; and

WHEREAS, in order to facilitate such a use of SPOs, the County of Madison and the Brookfield Central School District wish to enter into this agreement so as to set forth and define the specific terms and conditions of the services to be performed and provided by the SPOs in the District.

NOW THEREFORE, the Parties hereby agree as follows:

- I. **PURPOSE:** The County, through the Sheriff, and the District agree that the Parties' goals are the following:
 - A. To establish a staff of SPOs consisting of experienced and trained retired law enforcement officers as prescribed in NYS General Municipal Law Section 209-v;
 - B. To increase the physical law enforcement presence within the District facilities;
 - C. To decrease the number of incidents involving outside police intervention at the District facilities;
 - D. To increase a sense of safety and order within the school setting; and
 - E. To ensure that the facilities' safety and security measures are in place and being followed by students, staff, and parents within the District; and
 - II. **ASSIGNMENT OF SPOs:** The Sheriff shall assign officers as SPOs to serve in the District according to a schedule established by mutual agreement between the Sheriff and the District. The Sheriff agrees to have SPOs on site at all District contracted campuses each day that school is in session during the Term of this Agreement (as defined below in Section 3), as designated by the District. The Sheriff will attempt to provide substitute coverage when the designated SPOs are absent. The SPOs will wear uniforms issued and/or approved by the Sheriff, including a firearm and all other equipment authorized and issued by the Sheriff.
 - III. **TERM OF AGREEMENT:** The Term of this Agreement begins on the date of the Parties' signatures and expires on June 30, 2025, without notice, unless otherwise terminated earlier as
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provided in this Agreement (the "Term"). Successive terms of this agreement shall commence on July 1st of that year, and conclude on June 30th of the following year, consistent with the District's fiscal calendar.

IV. DUTIES OF THE SPOs: The SPOs duties shall be as follows:

- A. Provide for the security and safety of all students, staff, and visitors;
- B. Protect school property and maintain order in and around the school site;
- C. Provide intervention between students and/or staff, using appropriate techniques to calm and control situations;
- D. In coordination with the principal or designee, investigate all crimes and incidents occurring on and in the vicinity of school grounds, and provide the appropriate documentation for such investigations;
- E. Report all violations of law, school rules, regulations, or policies to school administration;
- F. Enforce New York State laws, rules, and regulations;
- G. Act as liaisons with police and fire officials;
- H. Advise the school administration of any circumstances or situations that may create a potential for harm to persons, or damage to or loss of property;
- I. Screen all persons entering the building or school grounds when in a position to do so, and take necessary action to prohibit loitering and trespassing on school grounds;
- J. Become familiar with all hidden recesses in the building and check them periodically;
- K. Maintain visibility as much as possible;
- L. Refrain completely from acting as a school disciplinarian. SPOs are not to be involved in the enforcement of disciplinary infractions that do not constitute violations of the law;
- M. Report for duty in a timely manner. In the event an SPO is absent from work, the SPO shall notify his or her supervisor. The Sheriff shall then attempt to provide the District with a replacement SPO. The Sheriff shall notify the District that the SPO will be absent and shall notify the District of the replacement SPO;
- N. Question any individual not having appropriate identification who appears to be a student to ascertain his or her status;
- O. Make efforts to maintain casual relationships with students and attempt to develop a rapport with them;
- P. Develop a working relationship with the staff of the District;
- Q. When requested, participate in meetings with school officials, parents, or the District School Board to assist in dispute resolution and/or in developing policy and procedures concerning school safety;
- R. Comply with all State and Federal laws as well as all of the rules, regulations, policies, and procedures related to investigations, interviews and search and arrest procedures of the Sheriff;
- S. SPOs shall be subject to all other personnel policies and practices of the Sheriff, except for such policies or practices that may have to be modified in order to comply with the terms and conditions of this Agreement;
- T. Act swiftly and cooperatively when responding to major disruptions and criminal offenses at school.
- U. The SPOs shall be prohibited from detaining or questioning students about their immigration status.

- V. The SPOs will not remain in a stationary position for a prolonged period of time. SPOs are expected to maintain an active patrol of the entire school without developing a recognizable routine.
- W. Active patrol includes interior and exterior checks of the building and being present during high population activities such as; gym class, lunch and recess or during exterior activities.

V. **RESPONSIBILITIES OF THE SHERIFF:** The MCSO, in its sole discretion, shall have the power and authority to hire, discharge, and discipline all SPOs. It is understood by all Parties herein that the MCSO will retain tactical control of all of the SPOs. SPOs shall relinquish all criminal law enforcement actions and investigations, including, but not limited to, interviews, searches, arrests, and discovery of controlled substances to the MCSO.

- a. The Sheriff further agrees to provide SPOs who:
 - 1. Meet the requirements as prescribed in NYS General Municipal Law Section 209-v;
 - 2. Shall possess sufficient knowledge of the applicable Federal and State laws, Town and County ordinances, and Board of Education policies and regulations;
 - 3. Demonstrate a broad base of knowledge regarding youth, social issues, and the criminal justice system;
 - 4. Meet all education and experience requirements set forth by Madison County and New York State; and
 - 5. Also demonstrate:
 - a. Effective verbal and written communication skills, including the ability to address public audiences in the school, business, and community settings;
 - b. An ability to relate to youth, especially the "at risk" and "special needs" populations;
 - c. A working knowledge of social services providers and other community justice and school resources;
 - d. An ability to identify, analyze and recommend solutions to complex behavioral and social problems;
 - e. A genuine interest in at-risk youth; and
 - f. An even temperament and the ability to set a good example for students.
- B. The District may request from the Sheriff that certain individuals not be assigned to the District if it is determined by the District that the SPO does not meet the qualifications as listed above. The Sheriff will honor these requests to the fullest extent possible.
- C. The Sheriff will ensure the SPOs appropriately cover the District's facilities in accordance with a schedule agreed to by the Sheriff and the District.
- D. The Sheriff will ensure that SPOs submit appropriate verification forms to be signed by authorized school personnel to provide audit documentation of time spent on campus.
- E. The Sheriff will cooperate with the District to implement the SPOs program with the least possible disruption to the educational process.

VI. **RESPONSIBILITIES OF THE DISTRICT:** The District agrees to:

- A. Implement the SPO program in accordance with guidelines established herein by the Parties;
- B. Designate an employee as the school representative, through which day-to-day business contact will be conducted with the SPOs;
- C. Provide the SPOs with full access to school facilities, personnel, and students;

- D. Ensure that school personnel, school board members, students, and parents are informed of the duties and presence of the SPOs on campus;
- E. Make available a suitable location for the SPOs to take breaks and have a midday meal;
- F. Provide suitable accommodations (i.e., desk and chair) at each school building so that the SPOs may be periodically seated during the school day;
- G. Evaluate the program and administer an annual assessment of the program;
- H. Make recommendations and program adjustments as appropriate;
- I. Reporting of Crimes: If District personnel uncover evidence that a crime may have been committed, as defined in applicable statutes, District policy, or regulations, or as determined by the school principal or designee, a school official shall notify the SPOs. In the event of an emergency or the absence of the SPOs, the District shall be responsible for dialing 911 for police. Once notified of the occurrence of a crime, the SPOs will complete the applicable reports in conformance with MCSO rules, regulations, policy, and procedures. The SPOs shall also complete any applicable report in conformance with the District's policy, regulations, or applicable Education Law provisions. When appropriate, or in the event of a serious crime, the SPOs will notify the appropriate MSCO supervisory personnel and request their services for a police response.

VII. CONFIDENTIALITY AND DISCLOSURE OF RECORDS:

- A. Confidentiality. The County, Sheriff, and the District 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.
- B. Records Disclosure. The County, Sheriff, and the District 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.
- C. Child Abuse, Neglect, and Maltreatment. Notwithstanding any other provision of this Agreement, the Sheriff shall comply with all New York State laws, rules, and regulations governing Child Abuse, Neglect, and Maltreatment.
- D. The Parties agree that all records must be available for a period of years that is in compliance with Records Retention and Disposition Schedule LGS-1, 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).
- E. The following addenda hereto shall be incorporated into this Agreement, and shall supersede any inconsistent provisions in the Agreement:
 - Addendum A: Parents' Bill of Rights for Data Privacy and Security
 - Addendum B: Parents' Bill of Rights – Supplemental Information Addendum
 - Addendum C: County's Data Security and Privacy Plan

VIII. RESOLUTION OF ISSUES/TERMINATION:

- A. In case of deficiencies of service or other SPO programmatic issues, the District will first develop an Action Plan in concert with the Sheriff 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.

- B. If issues occur that cause the Sheriff to feel termination of this Agreement is appropriate, the Sheriff must first address the issues in writing to the District. A subsequent meeting will be held and an Action Plan developed to resolve the issue. In the event that the issues cannot be resolved through these steps the Sheriff reserves the right to terminate services and this Agreement upon thirty (30) days written notice.
- C. The Parties will use their best efforts to resolve any disputes between them concerning performance or administrative issues by negotiation and agreement. The exclusive means of disposing of any dispute arising under a contract with the District which is not resolved by agreement shall be by a New York State Court of competent jurisdiction located within Madison County, New York. There shall be no right to binding arbitration. Pending final resolution of a dispute, the Sheriff must proceed diligently with contract performance. Each Party waives any dispute or claim not made in writing and received by the other Parties within thirty (30) days of the occurrence giving rise to the dispute or claim. The claim must be in writing, for a sum certain, and must be fully supported by all cost and pricing information.

IX. COMPENSATION:

- A. Basic Payment: The County agrees to provide and to pay the SPO's hourly rate and employment benefits in accordance with the applicable salary schedules and employment practices of the County, subject to reimbursement by the District, or their designee, as detailed herein.
- B. The Parties agree that the District, or their designee, shall pay compensation to the County at 50% of the hourly rate of \$32.12/hr per Special Patrol Officer position from September 1, 2025 to December 31, 2025 and \$33.57/hr from January 1, 2026 to July 1, 2026.
- C. Any time spent by SPOs that is not related to the interests of the District will not be charged to the District.
- D. Incidental and Unrelated Costs: Incidental costs, to include uniforms, equipment, radio, vehicle, and ongoing training costs shall be covered by the County. Any time spent by the SPOs that is not related to the interest of the District will not be considered time worked as SPOs or reimbursed by the District. Any expenses or financial obligations made by SPOs without the prior approval of the District will not become the responsibility of the District.
- E. Additional Hours: Any time spent at the District by an SPO over and above the hours agreed upon per day by the Parties will be paid by the District, or their designee, at the overtime hourly rate of \$48.18/hr.
- F. Billing & Payment: The County shall submit a statement for payment of the contract fee to the District on a quarterly basis. The District, or their designee, shall reimburse the County the sum due in each statement within thirty (30) days of receipt of the same.

- X. INDEPENDENT CONTRACTORS:** It is expressly understood and agreed that the legal status of the MCSO and its officers and employees, vis-à-vis the District under this Agreement, is that of an independent contractor, and in no manner shall the SPOs be deemed employees of the District. Neither Party shall be an agent of or otherwise have authority to bind the other Party. The County agrees, during the Term of this Agreement, to maintain at its expense those benefits to which the SPOs, as its employees, would otherwise be entitled by law, including health benefits, and all necessary insurances for its employees, including workers' compensation, disability, and

unemployment insurance, and to provide the District with certification of such insurance upon request. The County remains responsible for all applicable Federal, State, and Local taxes, and all FICA contributions.

XI. INDEMNIFICATION/HOLD HARMLESS:

- A. The District agrees to indemnify, save, and hold harmless the County, their agents, officers, servants, employees, and subcontractors from any claims, demands, causes of action, and/or judgments arising out of injury to person or property of whatever kind or nature caused by the negligence, willful misconduct, or any acts or failure to act on the part of the District, its agents, servants, employees or subcontractors in connection with the performance of this Agreement, and to defend at its own cost, such action or proceeding.
- B. The County agrees to indemnify, save, and hold harmless the District, its agents, officers, servants, employees, and subcontractors from any claims, demands, causes of action, and/or judgments arising out of injuries to person or property of whatever kind or nature caused by the negligence, willful misconduct, or any act or failure to act on the part of the County and/or the Sheriff, its agents, servants, employees (including SPOs), or subcontractors in connection with the performance of this Agreement, and to defend at their own cost, such action or proceeding.

XII. INSURANCE:

- A. The District agrees that it will, at its own expense, at all times during the Term of this Agreement, maintain in force a policy of insurance which will insure against liability for property damage and/or injury or death with regard to any property or persons. The District shall purchase and maintain insurance of the following types of coverage and limits of liability with an insurance carrier qualified and admitted to do business in the State of New York. The insurance carrier must have at least an A- (excellent) rating by A. M. Best.
 - i. Commercial General Liability (CGL) coverage with limits of insurance of not less than \$1,000,000 each occurrence and \$2,000,000 Annual Aggregate.
 - ii. CGL coverage shall be written on ISO Occurrence form CG 00 01 1001 or a substitute form providing equivalent coverage and shall cover liability arising from premises, operations, independent contracts, products-completed operations, and personal and advertising injury.
 - iii. The County shall be included as additional insureds. Coverage for the additional insureds shall apply as Primary and Non-contributing Insurance before any other insurance or self-insurance, including any deductible or self-insured retention, maintained by, or provided to, the additional insureds.
 - iv. Worker's Compensation and Employers Liability shall be at statutory limits.
 - v. Waiver of Subrogation: The District waives all rights against the County, its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by Commercial General Liability or Worker's Compensation and Employers Liability insurance maintained per requirements stated above.
 - vi. Certificates of Insurance: Prior to the start of any work, the District shall provide certificates of insurance to the County. Attached to each certificate of insurance shall be a copy of the Additional Insured Endorsement that is part of the District's Commercial General Liability Policy. These certificates and the insurance policies required above shall contain a provision that coverage afforded under the policies will not be canceled or allowed to expire until at least thirty (30) days prior written notice has been given to the County.

- B. The County agrees that it will, at its own expense, at all times during the Term of this Agreement, maintain in force a policy of insurance which will insure against liability for property damage and/or injury or death with regard to any property or persons. The County shall purchase and maintain insurance of the following types of coverage and limits of liability with an insurance carrier qualified and admitted to do business in the State of New York. The insurance carrier must have at least an A- (excellent) rating by A. M. Best.
- i. Commercial General Liability (CGL) coverage with limits of insurance of not less than \$1,000,000 each occurrence and \$2,000,000 Annual Aggregate.
 - ii. CGL coverage shall be written on ISO Occurrence form CG 00 01 1001 or a substitute form providing equivalent coverage and shall cover liability arising from premises, operations, independent contracts, products-completed operations, and personal and advertising injury.
 - iii. The District shall be included as additional insureds. Coverage for the additional insureds shall apply as Primary and Non-contributing Insurance before any other insurance or self-insurance, including any deductible or self-insured retention, maintained by, or provided to, the additional insureds.
 - iv. Workers Compensation and Employers Liability shall be at statutory limits.
 - v. Waiver of Subrogation: The County waives all rights against the District, its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by Commercial General Liability or Workers Compensation and Employers Liability insurance maintained per requirements stated above.
 - vi. Certificates of Insurance: Prior to the start of any work, the County shall provide certificates of insurance to the District. Attached to each certificate of insurance shall be a copy of the Additional Insured Endorsement that is part of the District's Commercial General Liability Policy. These certificates and the insurance policies required above shall contain a provision that coverage afforded under the policies will not be canceled or allowed to expire until at least thirty (30) days prior written notice has been given to the County.

XIII. **NO SPECIAL DUTY:** Nothing in this Agreement shall create a special duty to the District or to any third party, including but not limited to employees and students of the District. The Sheriff cannot promise or guarantee crime prevention, safety, or security.

XIV. **SUSPENSION OF WORK:**

- A. The District, in its sole discretion, reserves the right to suspend any or all activities under this Agreement at any time if deemed to be in the best interest of the District. In the event of such suspension, the MCSO will be given a formal written notice outlining the particulars of such suspension. Examples of the reason for such suspension include, but are not limited to, a budget freeze on contractor spending, an uncontrollable event, a declaration of emergency, or other such circumstances. Upon issuance of such notice, the MCSO shall comply with the suspension order. Activity may resume at such time as the District issues a written notice authorizing a resumption of work.
- B. Should funds become unavailable or should appropriate governing bodies fail to approve sufficient funds for completion of services or programs set forth in this Agreement, the District and/or the County shall have the option to immediately terminate this Agreement upon providing written notice to the other Party. In such an event, the District shall be under no further obligation to the County other than payment for costs actually incurred prior to termination, and in no event

will the MCSO be responsible for further performance of any duties on behalf of the District or for any actual or consequential damages as a result of termination.

- C. The District and the Sheriff agree that this Agreement may be terminated upon thirty (30) days written notice to the other Party at said Party's designated address, for reason other than the funding issues described herein. In case of termination of said Agreement, the District will be provided with all documents, notes, memoranda and reports (if any) with respect to the SPOs' services up to the effective termination date of the Agreement.
- D. Neither Party shall be liable for any delay or failure in performance beyond its control resulting from acts of God or an uncontrollable event. The Parties shall use reasonable efforts to eliminate or minimize the effect of such events upon performance of their respective duties under this Agreement.

XV. **NOTICE:**

All notices to the County should be sent to:

Madison County Board of Supervisors
P.O. Box 635
Wampsville, New York 13163

With a copy sent to the Sheriff at:

Madison County Sheriff's Office
138 N. Court Street, Bldg. #7
Wampsville, New York 13163

All notices to the District should be sent to:

Attn: Superintendent of Schools
Brookfield Central School District
1910 Fairground Road
Brookfield, NY 13314

- XVI. **EXPIRATION:** The Parties agree that this Agreement expires on June 30, 2025, 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.

- XVII. **CONTRACT MODIFICATIONS:** This agreement represents the entire and integrated agreement between the County and the Contractor and supersedes all prior negotiations, representations or agreements either written or oral. This Agreement may be amended only by written instrument signed by both the County and the Contractor.

- XVIII. **SEVERABILITY:** If any term or provision of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and every other term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

XIX. **CLAUSES REQUIRED BY LAW:** The parties hereto understand and agree that each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to have been inserted herein, and if through mistake or inadvertence such provision is not inserted, said clause shall be deemed to have been inserted and shall have the full force and effect of law.

XX. **RESTRAINTS:** SPOs shall comply with all applicable laws, regulations, and District policies regarding corporal punishment of students and the use of physical restraints on students. Corporal punishment, meaning any act of physical force upon a student for the purpose of punishing that student, shall be prohibited. Physical restraint shall only be used in a situation in which immediate intervention involving the use of reasonable physical force is necessary to prevent imminent danger of serious physical harm to the student or others. The use of a prone restraint, meaning a physical or mechanical restraint while the student is in the face down position, is strictly prohibited. Physical restraint must be discontinued as soon as imminent danger of serious physical injury is over and may not be used in a manner that restricts students ability to breathe or communicate or harms the student. This section shall not apply when a student is under arrest, in which case SPOs shall comply with all applicable laws, regulations, and District policies in connection with such arrest.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year hereinafter written.

COUNTY OF MADISON

DATED: By: _____
James J. Cunningham
Chairman, Board of Supervisors

MADISON COUNTY SHERIFF’S OFFICE

DATED: By: _____

BROOKFIELD CENTRAL SCHOOL DISTRICT

DATED: By: _____

STATE OF NEW YORK)
COUNTY OF MADISON)

On the _____ day of _____, 20____, before me, the undersigned, personally appeared **James J. Cunningham**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on

the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public, State of New York
Appointed in _____ County
My Commission Expires:

Notary

STATE OF NEW YORK)
COUNTY OF MADISON)

On the _____ day of _____, 20____, before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public, State of New York
Appointed in _____ County
My Commission Expires:

Notary

STATE OF NEW YORK)
COUNTY OF MADISON)

On the _____ day of _____, 20____, before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and

acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public, State of New York

Appointed in _____ County

My Commission Expires:

Notary

Addendum A: PARENTS' BILL OF RIGHTS

Located at the following website: <https://www.brookfieldcsd.org/parents/data-privacy-security>

Addendum B: PARENT’S 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 County (the “Contractor”) are limited to the purposes authorized in the contract between the Contractor and Brookfield Central School District (the “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 § 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 District in the format in which it was provided and/or destroyed by the Contractor as directed by the 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 District in a Contractor’s product and/or service by following the District 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 District in Contractor’s product and/or service by following the appeal procedure in the District 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 District will be stored on the Contractor’s servers in a manner consistent with applicable law. 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 - COUNTY DATA SECURITY AND PRIVACY PLAN

WHEREAS, the Brookfield Central School District (hereinafter “District”) and County (the “Contractor”) entered into an agreement dated July 1, 2025 (hereinafter “Agreement”) which applies to and is incorporated into this Data Security and Privacy Plan (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 District.

1. During the term of the Agreement, Contractor will implement all State, Federal and local data security and privacy requirements, consistent with the District’s Data Security and Privacy Policy in the following way(s): Contractor will only use personally identifiable student data (as defined in 8 NYCRR 121.1) and teacher or principal data (as defined in 8 NYCRR 121.1) in accordance with the Agreement, and applicable laws pertaining to data privacy and security including Education Law § 2-d;
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: Contractor maintains reasonable security standards appropriate to the type of data collected, which will include multiple safeguards to help protect against loss, misuse or alteration of information including encryption of data while in motion and at rest, use of two-factor authentication to access the system, regular software security updates and industry best practices for network and physical security.
3. Contractor shall comply with 8 NYCRR 121 in that it acknowledges that it has reviewed the District 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), third-party service provider(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 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: on an annual basis.
5. Subcontractors:
Contractor shall not utilize subcontractors.
6. Contractor has the following procedures, plans or protocols in place to manage data security and privacy incidents that implicate personally identifiable information: Contractor will conduct periodic risk assessments and remediate any identified security vulnerabilities in a timely manner, and manage security incidents in accordance with its documented security incident response plan. Contractor will promptly notify District of any breach or unauthorized release of personally identifiable student data and teacher or principal data in the most expedient way possible and without unreasonable delay but 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. If requested within 15 days of termination of the Agreement, Contractor shall Return all data to the District using a mutually agreed to format.
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 or 8 NYCRR 121.1, 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 July 1, 2025.

Contractor:

By: _____

Title: _____

BROOKFIELD CSD EXTRACURRICULAR CLUBS
QUARTERLY REPORT
03/31/2025-06/30/2025

CLUB	BALANCE AS OF 03/31/25	DEPOSITS	WITHDRAWALS	BALANCE AS OF 06/30/25
FFA	\$ 12,146.16		\$ 780.00	\$ 11,366.16
CLASS OF 2023	\$ 455.92		\$ 455.92	\$ -
CLASS OF 2024	\$ 596.79		\$ 596.79	\$ -
CLASS OF 2025	\$ 5,318.88	405.00	\$ 5,226.78	\$ 497.10
CLASS OF 2026	\$ 1,425.76	1,638.88	\$ 1,663.39	\$ 1,401.25
CLASS OF 2027	\$ -			\$ -
CLASS OF 2028	\$ 8.00			\$ 8.00
BOYS VAR BASEBALL	\$ -	2,260.00	1742.31	\$ 517.69
GIRLS VAR SOFTBALL	\$ -	4,402.39	330.59	\$ 4,071.80
NATIONAL HONOR SOCIETY	\$ 2,388.81	1,052.71	\$ 725.48	\$ 2,716.04
PROM COMMITTEE	\$ 867.27	125.00		\$ 992.27
STUDENT COUNCIL	\$ 1,089.46	1,507.67	\$ 1,073.60	\$ 1,523.53
VARSITY CLUB	\$ 3,448.11	974.40	\$ 950.15	\$ 3,472.36
GIRL'S BASKETBALL	\$ 1,598.72			\$ 1,598.72
BOY'S BASKETBALL	\$ 354.27			\$ 354.27
YEARBOOK	\$ 2,520.52	125.00	\$ 848.93	\$ 1,796.59
SALES TAX COLLECTED	\$ 57.56	300.40		\$ 357.96
	\$ 32,276.23			
			TOTAL	\$ 30,673.74

BANK STATEMENTS:

CHECKING ACCOUNT BALANCE AS OF 06/30/2023	\$ 32,186.51
RECONCILING ITEMS	\$ -
LESS OUTSTANDING CHECKS	\$ 1,512.77
DEPOSITS IN TRANSIT	\$ -
TOTAL	\$ 30,673.74

PREPARED BY: Carol Annino

SALES TAXES RECEIVED BY CLUB

CLUB	BALANCE AS OF 03/31/24	DEPOSITS	WITHDRAWALS	BALANCE AS OF 06/30/24
FFA	-	-		\$ -
CLASS OF 2023	-	-		\$ -
CLASS OF 2024	-	-		\$ -
CLASS OF 2025	-	-		\$ -
CLASS OF 2026	57.56	131.12		\$ 188.68
CLASS OF 2027	-			\$ -
CLASS OF 2028				
BOYS VAR BASEBALL				
GIRLS VAR SOFTBALL				
NATIONAL HONOR SOCIETY	-			\$ -
PROM COMMITTEE	-			\$ -
STUDENT COUNCIL	-	81.33		\$ 81.33
VARSITY CLUB	-	77.95		\$ 77.95
YEARBOOK	-	10.00		\$ 10.00
	<u>57.56</u>	<u>300.40</u>	<u>\$0.00</u>	<u>\$ 357.96</u>

BROOKFIELD CSD EXTRACURRICULAR CLUBS
YEAR END REPORT
June 30, 2025

CLUB	BALANCE AS OF 06/30/24	DEPOSITS	WITHDRAWALS	BALANCE AS OF 06/30/25
FFA	\$ 6,752.46	\$ 8,480.00	\$ 3,866.30	\$ 11,366.16
CLASS OF 2023	\$ 455.92	\$ -	\$ 455.92	\$ -
CLASS OF 2024	\$ 585.97	\$ 10.82	\$ 596.79	\$ -
CLASS OF 2025	\$ 3,615.13	\$ 7,974.51	\$ 11,092.54	\$ 497.10
CLASS OF 2026	\$ -	\$ 5,682.72	\$ 4,281.47	\$ 1,401.25
CLASS OF 2027	\$ -	\$ -	\$ -	\$ -
CLASS OF 2028	\$ -	\$ 8.00	\$ -	\$ 8.00
BOYS VAR BASEBALL	\$ -	\$ 2,260.00	\$ 1,742.31	\$ 517.69
GIRLS VAR SOFTBALL	\$ -	\$ 4,402.39	\$ 330.59	\$ 4,071.80
NATIONAL HONOR SOCIETY	\$ 2,386.97	\$ 1,054.55	\$ 725.48	\$ 2,716.04
PROM COMMITTEE	\$ 823.52	\$ 168.75	\$ -	\$ 992.27
STUDENT COUNCIL	\$ 715.76	\$ 1,881.37	\$ 1,073.60	\$ 1,523.53
VARSITY CLUB	\$ 6,308.23	\$ 1,935.08	\$ 4,770.95	\$ 3,472.36
GIRL'S BASKETBALL	\$ 1,774.84	\$ -	\$ 176.12	\$ 1,598.72
BOY'S BASKETBALL	\$ 354.27	\$ -	\$ -	\$ 354.27
YEARBOOK	\$ 1,567.69	\$ 1,077.83	\$ 848.93	\$ 1,796.59
SALES TAXES	\$ 1,179.74	\$ 1,080.62	\$ 1,902.40	\$ 357.96
INTEREST	\$ -			
TOTAL	\$ 26,520.50			\$ 30,673.74

BANK STATEMENTS:	
CHECKING ACCOUNT BALANCE AS OF 06/30/2025	\$ 32,186.51
CERTIFICATE OF DEPOSIT	
RECONCILING ITEMS	
LESS OUTSTANDING CHECKS	\$ 32,186.51
DEPOSIT IN TRANSIT	\$ (1,512.77)
TOTAL	\$ 30,673.74

PREPARED BY: Carol Phillips

**BROOKFIELD CENTRAL SCHOOL
BOARD OF EDUCATION
SPECIAL MEETING
Wednesday, July 16, 2025
7:00 p.m. – Brookfield Central School Library/Media Room
PURPOSE: Contract Negotiations**

In attendance: Bernard Whitacre, Board Member – President
Valerie Nolan, Board Member – Vice President
Dawn Brean, Board Member
Cory Grey, Board Member
R. Pavlus, Superintendent
C. Case, District Clerk

I. Call to Order

The Special Meeting of July 16, 2025 was called to order at 7:15 p.m. by Board President, B. Whitacre.

II. Discussion of Purpose of Special Meeting – Contract Negotiations:

None

III. Executive Session

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education enters Executive Session at 7:16 p.m. for the purpose of discussing contract negotiations. Superintendent, Ronald Pavlus was invited to attend Executive Session.

Motion carried: 5-0

School Board President, B. Whitacre appointed V. Nolan as Clerk Pro Tem in the absence of the District Clerk.

Board Member, D. Brean moved, seconded by Board Member, J. Wratten that the Board returns to open session at 8:48 p.m.

IV. Adjournment

Motion was made by School Board President, B. Whitacre, seconded by D. Brean, that the Board adjourn the July 16, 2025 meeting at 8:49 p.m.

Motion carried: 5-0

Date: July 8, 2025
Location: School Library/Media Room
Members Present: Bernard Whitacre, V.Nolan
Dawn Brean, Julie Wratten, Cory Grey
Also Present:
Ronald Pavlus, Superintendent
Colleen Rutherford, Principal
Christa Case, District Clerk
Tiffany Lopesz, Business Manager
BCS Staff/Teachers, Parents/Community Members

Meeting Type: Reorganizational
Presiding Officer: Bernard Whitacre
Members Absent: 0

I. Call to Order

Following the Pledge of Allegiance, the July 8, 2025 Reorganizational Meeting of the Board of Education was called to order at 7:02 p.m. by Board President, B. Whitacre.

II. Administration of the Oath of Office

The District Clerk administered the Oath of Office to the Superintendent and newly elected Board of Education member, as per Article XIII-1 of the Public Officers Law:

Ronald Pavlus – Superintendent *Oath of Office was administered.*

Cory Grey – Board member, 5-year Term *Oath of Office was administered.*

III. Election of Board Officers

A. President

V. Nolan nominated Bernard Whitacre for Board President, seconded by D. Brean.

Motion was made by D. Brean, seconded by J. Wratten that Bernard Whitacre be elected President of the Board of Education for the 2025-2026 fiscal year.

Motion carried: 5-0

Oath of Office was administered.

B. Vice-President

B. Whitacre nominated Valerie Nolan for Vice President, seconded by J. Wratten.

Motion was made by D. Brean, seconded by J. Wratten that Valerie Nolan be elected Vice-President of the Board of Education for the 2025-2026 fiscal year.

Motion carried: 5-0

Oath of Office was administered.

IV. Appointment of Officers

Motion was made by D. Brean, seconded by J. Wratten that the following appointments are made for the 2025-2026 fiscal year.

Tiffany Lopesz, District Treasurer-stipend of \$500	Christa Case, District Clerk – stipend of \$1000
Tiffany Lopesz, School Tax Collector – stipend of \$3,200	Juliet Abrams, Attendance Officer – stipend of \$500

Motion carried: 5-0

Oaths were administered at a later date.

V. Additional Appointments

Motion was made by S. Karn, seconded by V. Nolan that the following additional appointments are made for the 2025-2026 fiscal year:

Dr. Christopher Alinea - School Physician	The Law Firm of Ferrara Fiorenza, PC - School Attorney
Mostert, Manzanero, & Scott, CPA – District External Auditor	Carol Orsino – Treasurer-Extra Classroom Activity Account – Stipend \$1000

Motion carried: 5-0

VI. Designations

Motion was made by D. Brean, seconded by J. Wratten that the following designations are made for the 2025-2026 fiscal year:

Chase, Key Bank, Adirondack – Official Bank Depositories	Regular Monthly Meeting of the Board as per attached calendar (subject to change)
West Winfield Star & Waterville Times – Official Newspapers	School District Treasurer – Records Access Officer for FOIL Requests
Robert Reeder – Chemical Hygiene Officer	School District Treasurer – FOIL Appeal Officer
Ken Plows – School Pesticide Representative	Ken Plows-Asbestos Designee

Motion carried: 5-0

VII. Authorizations:

Motion was made by D. Brean, seconded by J. Wratten that authorization is granted to the following to serve for the 2025-2026 fiscal years:

Superintendent and/or School District Treasurer	Person to certify payrolls
Superintendent	School Purchasing Agent
School District Treasurer	Deputy Purchasing Agent
School District Treasurer and/or Superintendent	Signature for checks
Tiffany Lopesz	(General) Petty Cash \$200.00
Superintendent and/or School District Treasurer	Approve Budget Transfers
Superintendent/Principal	Approve Conferences, Conventions & Workshops
Superintendent and/or School District Treasurer	Authorized to Loan Funds
School District Treasurer and/or Superintendent	Authorized to Invest Funds
Superintendent and/or School District Treasurer	Authorized to Transfer Funds between Interest and Checking Account
Board President or Vice President	Authorized for Revenue Anticipation Notes
Principal & Carol Orsino	Signatures-Student Activity Account Checks
Superintendent/Principal/District Treasurer	Signatures Student General Employment App. & Permits

Motion carried: 5-0

Date: July 8, 2025

Location: School Library/Media Classroom

Members Present: Bernard Whitacre, V.Nolan

Dawn Brean, Julie Wratten, Cory Grey

Also Present:

Ronald Pavlus, Superintendent

Colleen Rutherford, Principal

Christa Case, District Clerk

Tiffany Lopesz, Business Manager

BCS Staff/Teachers, Parents/Community Members

Meeting Type: Reorganizational

Presiding Officer: Bernard Whitacre

Members Absent: 0

VIII. Other Items:

A. Re-adoption of Board Policies and Code of Ethics

Motion was made by D. Brean, seconded by J. Wratten that all Board Policies and Code of Ethics approved during the previous school year shall be in effect during the 2025-2026 fiscal year.

Motion carried: 5-0

B. Establishment of Mileage Reimbursement

Motion was made by J. Wratten, seconded by D. Brean that the mileage reimbursement rate for the 2025-2026 fiscal year shall be set at 70¢ per mile.

Discussion: This is the standard IRS rate for 2025.

Motion carried: 5-0

C. Signature/Federal & State Programs

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education authorizes the Superintendent to sign all necessary documents relative to Federal & State Programs.

Motion carried: 5-0

D. Other Legal Counsel

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education authorizes the Superintendent to hire legal counsel other than the school attorney as deemed necessary by the Superintendent.

Discussion: Mr. Pavlus explained that in the case of a conflict of interest the district may have to hire other legal counsel.

Motion carried: 5-0

E. Cooperative Bidding:

Motion was made by D. Brean, seconded by J. Wratten that the Board of Education Authorizes the Superintendent to participate in cooperative bidding conducted by the Board of Cooperative Educational Services.

Motion carried: 5-0

F. Occupational Advisory Council

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education authorized the Board of Cooperative Educational Services Occupational Advisory council to represent the Brookfield Central School District.

Motion carried: 5-0

G. Compensation for Instructional Substitutes

Motion was made by D. Brean, seconded by J. Wratten that the compensation for instructional substitute teachers shall be set as follows for the 2025-2026 fiscal year: Certified: \$125.00 per day and Non-Certified: \$115.00 per day.

Discussion: Increased due to NYS minimum wage increase

Motion carried: 5-0

H. Compensation for Instructional Substitute Teaching Assistants

Motion was made by D. Brean, seconded by J. Wratten, that compensation for instructional substitute teaching assistants shall be set at \$110.00 per day for the 2025-2026 fiscal year.

Motion carried: 5-0

IX. COMMUNICATIONS, REPORTS, ANNOUNCEMENTS

A. Additions/Amendments to the Agenda

Motion was made by D. Brean, seconded by J. Wratten that the Board of Education approves the Agenda for the July 8, 2025 meeting, as amended.

Discussion: Add Executive Session to discuss contract negotiations.

Motion carried: 5-0

B. Board President Communications: None

C. Principal Communications:

- Every Student Succeeds Act Special Education Targeted Skills Group Presentation: BCS has been identified by NYS as a school in need of Targeted Support and Improvement in the area of Special Education due to the number of special education students placed outside of the school. The district was required to develop a School Comprehensive Education Plan (Special Education Playbook). The targeted skills group shared the Response to Intervention and Special Education process from start to finish. The next step is to submit the School Comprehensive Education Plan to NYS for approval.

Date: July 8, 2025
Location: School Library/Media Classroom
Members Present: Bernard Whitacre, V.Nolan
Dawn Brean, Julie Wratten, Cory Grey
Also Present:
Ronald Pavlus, Superintendent
Colleen Rutherford, Principal
Christa Case, District Clerk
Tiffany Lopesz, Business Manager
BCS Staff/Teachers, Parents/Community Members

Meeting Type: Reorganizational
Presiding Officer: Bernard Whitacre
Members Absent: 0

D. District Clerk Communications:

- Ms. Case shared upcoming meeting dates the OMH SBI Calendar

E. Business Communications:

- Ms. Lopesz reviewed the Treasurer's Report
- The new school bus radios are up and running. The new radios have much more coverage.

F. Superintendent Communications:

- Mr. Pavlus: The Capital Project is in the works. Updates will be given periodically.

X. PUBLIC FORUM:

- A parent suggested updates be made to policies and procedures with regards to general education such as adding a course syllabus for each class and the course catalogue to the school website.

XI. OLD BUSINESS: None

XII. NEW BUSINESS:

A. Designation of O-M-H Counties School Boards Institute Representatives

Motion was made by D. Brean, seconded by V. Nolan that the Board of Education designates Board member, V. Nolan to serve as district representative on the School Board Institute Executive Committee; Designated as Alternate Committee Member is Board member, J. Wratten.

Discussion: General membership meetings (list enclosed) are open to all board members and superintendents.

Motion carried: 5-0

B. CSE Committees

Motion was made by D. Brean, seconded by J. Wratten that the Board of Education, upon the recommendation of the Superintendent, approves the following:

1. Committee on Preschool Special Education Membership

Chairperson: *Ms. Sarah Walker*; District Representative: *BCS CSE Chairperson*; Parent Representative: *To Be Determined (only upon parent request)*; Municipality Representative from either Oneida or Madison County; A professional who participated in the evaluation of the child and at subsequent meeting, the child's teacher; from early intervention the appropriate professional designated by the agency.

2. Committee on Special Education Membership

Chairperson: *TBD*; Psychologist: *OHM BOCES Personnel*; the child's teacher; Special Ed Teacher/classroom Teacher; Parent Representative: *To Be Determined (only upon parent request)*; Service Providers: as necessary

3. Committee on Special Education Sub-Committee

Chairperson: *TBD*; the child's teacher: Special Ed Teacher/Classroom Teacher; Psychologist: *OHM Personnel* (as per mandated circumstances); Service Providers: as necessary

4. Approved sites for preschool evaluations (list attached)

Motion carried: 5-0

C. Personnel: Appointment of Athletic Director

Motion was made by D. Brean, seconded by J. Wratten that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Sarah Abrams as Athletic director for the 2025-2026 school year. Stipend for this position is \$6,500.

Motion carried: 5-0

D. Designations – M-O-H Schools HealthCare Consortium

1. HealthCare Consortium Representative

Motion was made by D. Brean, seconded by J. Wratten that the Brookfield Central School Board of Education designates Tiffany Lopesz, District Treasurer, as the District's Health care Consortium Representative for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Motion carried: 5-0

2. HealthCare Consortium Alternate Representative

Motion was made by D. Brean, seconded by J. Wratten that the Brookfield Central School Board of Education designates Ronald Pavlus, Superintendent, as the District's HealthCare Consortium Alternate Representative for the fiscal year beginning July 1, 2025 and ending June 30, 2026. In the event that a Consortium meeting is not attended by the District's Representative, but is attended by the District's Alternate Representative, the District's Alternate representative shall have full voting authority during that Consortium meeting.

Motion carried: 5-0

Date: July 8, 2025

Location: School Library/Media Classroom

Members Present: Bernard Whitacre, V.Nolan

Dawn Brean, Julie Wratten, Cory Grey

Also Present:

Ronald Pavlus, Superintendent

Colleen Rutherford, Principal

Christa Case, District Clerk

Tiffany Lopesz, Business Manager

BCS Staff/Teachers, Parents/Community Members

Meeting Type: Reorganizational

Presiding Officer: Bernard Whitacre

Members Absent: 0

E. Designation – New York State Municipal Electric Cooperative (NYSMEC)

Motion was made by D. Brean, seconded by J. Wratten that the Board of Education designates Tiffany Lopesz as the District's Consortium Representative for NYSMEC for the fiscal year beginning July 1, 2025 and ending June 30, 2026. In addition, Carol Orsino is designated as the alternate representative.

Discussion: Tiffany communicates with NYSMEC regarding pricing and usage

Motion carried: 5-0

F. Designation – Central NY Schools' Workers Compensation Consortium

Motion was made by D. Brean, seconded by J. Wratten that the Board of Education designates Tiffany Lopesz as the district's representative for the Central New York Schools' Workers Compensation consortium for the fiscal year beginning July 1, 2025 and ending June 30, 2026. In addition, Carol Orsino is designated as the alternate representative.

Motion carried: 5-0

G. Designation – Oneida-Herkimer-Madison Liability Insurance Consortium

Motion was made by D. Brean, seconded by J. Wratten that the Board of Education hereby designates Tiffany Lopesz as the district's representative for the O-H-M Liability Insurance Consortium for the fiscal year beginning July 1, 2025 and ending June 30, 2026. In addition, Carol Orsino is designated as the alternate representative.

Motion carried: 5-0

H. Authorization to Pay Vendors Prior to Board Audit

Motion was made by D. Brean, seconded by J. Wratten that the Board of Education authorizes the School Treasurer to make payment to the following vendors prior to the Board of Education audit: Utilities, health insurance, credit card payments, reimbursement of petty cash and other payments necessary to avoid late charges.

Motion carried: 5-0

I. Approval of Tax Levy

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the Tax Levy amount of \$1,687,581 for the 2025-2026 school year.

Motion carried: 5-0

J. Personnel: Appointment of Summer Helper

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Elizabeth McFadden to the position of Summer Helper effective July 1, 2025 through August 31, 2025. Salary for this position is \$15.50 per hour.

Motion carried: 5-0

K. Personnel: Appointment of Summer Helper

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Calleigh Blackman to the position of Summer Helper effective July 1, 2025 through August 31, 2025. Salary for this position is \$15.50 per hour.

Motion carried: 5-0

L. Personnel: Appointment of Title IX Coordinator

Motion was made by D. Brean, seconded by J. Wratten that the Board of Education, upon recommendation of the Superintendent approves the appointment of Ronald Pavlus to the position of Title IX Coordinator for the 2025-2026 school year.

Motion carried: 5-0

M. Personnel: Appointment of School Bus Monitor

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Andrew Shipman to the position of School Bus Monitor, effective May 14, 2025. Salary for this position is \$17.00 per hour.

Motion carried: 5-0

N. Personnel: Appointment of 2025 Summer Enrichment Program Staff

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following staff for the 2025 Brookfield Central School Summer Enrichment Program:

Samantha O'Herien, Katrina Townsend, Sarah Viscomi, Erica Shaw, Veronica Laymon

Salary for the above positions for instructional staff is 1/200th of their current salary. Salary for non-instructional staff is their current hourly rate.

Motion carried: 5-0

Date: July 8, 2025
Location: School Library/Media Classroom
Members Present: Bernard Whitacre, V.Nolan
Dawn Brean, Julie Wratten, Cory Grey
Also Present:
Ronald Pavlus, Superintendent
Colleen Rutherford, Principal
Christa Case, District Clerk
Tiffany Lopesz, Business Manager
BCS Staff/Teachers, Parents/Community Members

Meeting Type: Reorganizational
Presiding Officer: Bernard Whitacre
Members Absent: 0

O. Personnel: Acceptance of Resignation

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, accepts the resignation of Taylor Tessitore, Secondary English Teacher, effective June 30, 2025.
Motion carried: 5-0

P. Personnel: Acceptance of Resignation

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, accepts the resignation of Rachel Peck, Special Education Teacher, effective June 30, 2025.
Motion carried: 5-0

Q. Approval of Non-Resident Students for the 2025-2026 School Year

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the following students to be permitted to attend Brookfield Central School for the 2025-2026 school year, tuition waived and transportation the responsibility of the parents – list attached.
Motion carried: 5-0

R. Approval of Lease Agreements

1. Laura Goodemoot

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education approve the lease agreement between the Brookfield Central School District (Landlord) and Laura Goodemoot (Tenant), in that the Landlord, in consideration of the lease payments provided in this Lease, leases to Tenant a portion of the School's parcel located at the corner of Fairground Road and Elm Street. The specific area of this parcel being from the west boundary of said parcel to the edge of the gravel parking lot, extended to the south boundary of said parcel to the edge of the gravel parking lot, extended to the south boundary of such parcel, the north boundary of the area rented being Elm Street. Tenant shall pay to Landlord \$1.00 yearly, which may be changed time to time by Landlord. Term of the lease agreement will begin on July 1, 2025 and end June 30, 2026.
Discussion: The lease is necessary to prevent "adverse possession".

Motion carried: 5-0

2. Madalyn Walker

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education approve the lease agreement between the Brookfield central School District (Landlord) and Madalyn Walker (Tenant), in that the Landlord, in consideration of the lease payments provided in this Lease, leases to Tenant a portion of the School's parcel located on Fairground Road. The specific area of this parcel is from the lawn located behind the tenant's barn to the beginning of the grade on the northern corner of the schools property. Tenant shall pay to Landlord \$1.00 yearly, which may be changed time to time by Landlord. Term of the lease agreement will begin on July 1, 2025 and end June 30, 2026.

Discussion: The lease is necessary to prevent "adverse possession".

Motion carried: 5-0

S. Approval of: Resolution Authorizing Participation in Cooperative Energy Purchasing Service (NYSMEC) for Electricity

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the attached resolution authorizing participation in cooperative energy purchasing service (NYSMEC) for electricity, as attached.

Motion carried: 5-0

T. Personnel: Appointment of Long-Term Substitute Secondary English Teacher (Uncertified)

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Rachelann Copland to the position of Long-Term Substitute Secondary English Teacher (Uncertified) for the 2025-2026 school year, effective September 1, 2025. Salary for this position is \$50,000 for the 2025-2026 school year.

Discussion: Ms. Rutherford: Hiring Rachelann will allow the district to provide AIS to students in high school as required by NYS.

Motion carried: 5-0

U. Personnel: Appointment of Secondary English Teacher

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Travis Huther to the position of Secondary English Teacher, in the tenure area of Secondary English, effective September 1, 2025. Probationary period begins on September 1, 2025 through June 30, 2029. Salary for this position is \$48,000 for the 2025-2026 school year. Travis holds the following certification: Initial NYS Certification in English Language Arts for grades 7-12.

Discussion: A Board member asked why we are paying an uncertified long-term substitute English Teacher more than a full-time certified English Teacher. Mr. Pavlus explained that the long-term substitute English Teacher has more teaching experience.

Motion carried: 5-0

Date: July 8, 2025
Location: School Library/Media Classroom
Members Present: Bernard Whitacre, V.Nolan
Dawn Brean, Julie Wratten, Cory Grey
Also Present:
Ronald Pavlus, Superintendent
Colleen Rutherford, Principal
Christa Case, District Clerk
Tiffany Lopesz, Business Manager
BCS Staff/Teachers, Parents/Community Members

Meeting Type: Reorganizational
Presiding Officer: Bernard Whitacre
Members Absent: 0

V. Approval of: Closure of Scholarship Accounts and Transfer of Balance

Motion was made by D. Brean, seconded by J Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the closure of the scholarship accounts listed below, and it is further RESOLVED, that the balances be transferred to the exchange account effective immediately.

Men’s Basketball	\$62.66
Darrell Case	\$0.35
David Case	\$34.06
King	\$7.92
Starkweather	\$45.35

Motion carried: 5-0

XIII. EXECUTIVE SESSION

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education enters Executive Session at 8:23 p.m. for the purpose of discussing contract negotiations.

Motion carried: 5-0

Board President B. Whitacre appointed T. Lopesz as Clerk Pro Tem in the absence of the District Clerk.

Board Member, D. Brean moved, seconded by Board Member, J. Wratten that the Board returns to open session at 10:10 p.m.

No action was taken by the Board following Executive Session.

XIV. ADJOURNMENT

Motion to adjourn the July 8, 2025 meeting at 10:12 p.m. was made by D. Brean, seconded by J. Wratten.

Motion carried: 5-0

BROOKFIELD CENTRAL SCHOOL DISTRICT
BROOKFIELD, NEW YORK

BUDGET STATUS REPORT
MAY 2025

FUND	CODE	REPORT
GENERAL	A	TREASURER'S REPORT
CAPITAL RESERVE		TREASURER'S REPORT
		TRIAL BALANCE
SCHOOL LUNCH	C	TREASURER'S REPORT
		TRIAL BALANCE
TRUST & AGENCY	TA	TREASURER'S REPORT
		TRIAL BALANCE
CAPITAL	H	TREASURER'S REPORT
		TRIAL BALANCE
FEDERAL	F	TREASURER'S REPORT
		TRIAL BALANCE
DEBT SERVICE	V	TREASURER'S REPORT
		TRIAL BALANCE
FIXED ASSETS	K	TRIAL BALANCE
LONG TERM DEBT	W	TRIAL BALANCE
EXPENDABLE TRUST	TE	TRIAL BALANCE
NON-EXPENDABLE TRUST	TN	TRIAL BALANCE

BROOKFIELD CENTRAL SCHOOL

BROOKFIELD CENTRAL SCHOOL									
MAY 2025									
	GENERAL FUND	CAFETERIA FUND	TRUST & AGENCY	CAPITAL FUND LIBRARY PROJECT	CAPITAL FUND	FEDERAL FUND	DEBT SERVICE		
CHECKING ACCOUNTS	8840013026	8840013042	8840013034	8840013075		8840013059	8840013067		
BALANCE 1ST DAY OF MONTH	4,061,956.33	16,241.15	13.84	39,382.77	348,127.68	283,172.77	157,251.04		
RECEIPTS/TRANSFERS	559,469.33	-	226,560.63	-	34.24	-	277,188.15		
APPROVED WARRANTS ON FILE	836,706.68	3,054.38	226,560.31	-	646.63	142,254.80	-		
BANK END OF MONTH	3,784,718.98	13,186.77	14.16	39,382.77	347,515.29	140,917.97	434,439.19		
BANK RECONCILIATION									
KEY BANK BALANCE PER STATEMENT	88,117.54	814.44	933.90	29,382.77	100,797.42	322.17	140,379.59		
ADIRONDACK BANK BALANCE PER STATEMENT	3,697,901.37	12,372.33	6,630.36	10,000.00	246,717.87	140,595.80	293,516.44		
DEPOSIT IN TRANSIT	6,995.40	-	(4,669.09)	-	-	-	543.16		
Transfer to be made	-	-	-						
Reconciling Items	(1,495.03)	-	(1,614.78)		-	-	-		
LESS OUTSTANDING CHECKS	(6,800.30)	-	(1,266.23)	-	-	-	-		
ACCOUNT BALANCE END OF MONTH	3,784,718.98	13,186.77	14.16	39,382.77	347,515.29	140,917.97	434,439.19		
MONEY MARKET ACCOUNT #									
MONEY MARKET - 240250	-								
TOTAL CASH END OF MONTH	3,784,718.98	13,186.77	14.16	39,382.77	347,515.29	140,917.97	434,439.19		
CERTIFICATION: THIS IS TO CERTIFY THAT THE FOREGOING TREASURER'S REPORT IS TRUE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF.									
DISTRICT TREASURER									
Prepared By: <i>Sharon Blisset</i>									

BROOKFIELD CENTRAL SCHOOL						
SAVINGS SUMMARY						
MAY 2025						
MAY 31, 2025	April 30, 2025	RECEIPTS	DISBURSEMENTS	BAL AS OF 5/31/2025		
MONEY MARKET - JPMorgan Chase 553-240250 (June & July interest)	-		-	-		
UNEMPLOYMENT RESERVE	56,727.00		-	56,727.00		
WORKERS COMP RESERVE	45,583.00		-	45,583.00		
INSURANCE RESERVE	85,471.00		-	85,471.00		
TAX CERTIORARI RESERVE	9,942.00		-	9,942.00		
ELIZABETH AVERY SCHOLARSHIP	74,685.07	21.41		74,706.48		
MEN'S BASKETBALL SCHOLARSHIP	62.64	0.02		62.66		
CHERI CRIPPEN SCHOLARSHIP	4,426.81	1.27		4,428.08		
JOHN GRANTIER SCHOLARSHIP	3,705.95	1.06		3,707.01		
HAIGHT SCHOLARSHIP	3,739.15	1.07		3,740.22		
FREDERICK KING SCHOLARSHIP	7.92			7.92		
F. MARRACCINI SCHOLARSHIP	1,346.58	0.39		1,346.97		
DEB STARKWEATHER SCHOLARSHIP	225.29	0.06		225.35		
DAVID CASE SCHOLARSHIP	34.40	0.01		34.41		
BILL JENNISON SCHOLARSHIP	3,901.37	1.12		3,902.49		
MORGAN SCHOLARSHIP	499.77	0.14		499.91		
PELOWS SCHOLARSHIP	132.64	0.04		132.68		
ROGERS SCHOLARSHIP	764.85	0.22		765.07		
JUNE & JEAN ROGERS	675.76	0.19		675.95		
DOUG & TERI WOOLSEY	21,696.20	6.22		21,702.42		
WATERVILLE ROTARY CLUB	3,006.74	0.87		3,007.61		
EXCHANGE ACCOUNT	701.63	-		701.63		
	119,612.77	34.09	-	119,646.86	-	
TOTAL	317,335.77	34.09	-	317,369.86	317,369.86	-
Prepared by: <i>Laura Dietz</i>						

BROOKFIELD CENTRAL SCHOOL DISTRICT
GENERAL FUND
Key Bank Account No 8840013026
MAY 2025

FOR THE PERIOD From: MAY 1, 2025 To: MAY 31, 2025
Total available balance as reported at the end of preceding period \$4,061,956.33
RECEIPTS DURING MONTH

Date		Source	Amount
MAY	1-31	Health Insurance	4,412.16
MAY	1-31	Payroll (Federal Funds)	25,188.63
MAY	1-31	School Lunch Fund	1,724.35
MAY	1-31	NYS DOH - Medicaid	2,019.27
MAY	1-31	Federal Funds	117,066.17
MAY	1-31	Box Tops	0.30
MAY	1-31	Brookfield National Honor Society	600.82
MAY	1-31	Miscellaneous - Cash	2,016.31
MAY	1-31	Kids Heart Challenge - Cash	310.00
MAY	1-31	General Aid	406,131.32

Total Receipts 559,469.33
Total Receipts, including balance \$4,621,425.66

DISBURSEMENTS MADE DURING MONTH

BY CHECK

From Check No.	3003 (Void)	To Check No.	3007	261,051.10
	14137	14153(Void)	14166	25,032.24
	14167		14167	148.40
	14168		14168	441.40
	14169		14202	44,443.96
	14203		14204	2,209.44

BY DEBIT CHARGE:	Payroll Transfers	226,560.31
	Verizon Autopay	174.84
	Debt Service Fund	276,644.99

Total Disbursements 836,706.68
Cash Balance as shown by records \$3,784,718.98

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	
Key Bank Account Balance	88,117.54
Adirondack Bank Account Balance	3,697,901.37
Less total of outstanding checks	6,800.30

Reconciling Items:

Deposits in Transit	From TA to Close Acct	4,669.09
		2,326.31
		6,995.40
Transfer to be made	JE#319 Per Auditors (C.Orsino)	(1,194.39)
	Adjustment	(1,185.43)
	JE#373 Done in August 2023 For June	1,095.46
	ERS - (110.94)	(110.94)
	Pennies	0.27
	5/23/25 PR - Transfer Short	(100.00)

Total available balance 3,784,718.98
Received by the Board of Education and entered as part of the minutes of the Board meeting held \$0.00

Clerk of the Board of Education

Prepared by :

Laura Dineen

LIST OF OUTSTANDING CHECKS
GENERAL FUND

void checks

CHECK NO.		AMOUNT	CHECK NO.	AMOUNT
2755	1/4/2024	300.00		
3006	5/21/2025	1,140.16		
3007	5/23/2025	310.00		
13588	7/5/2024	152.00		
13699	9/9/2024	100.50		
14026	2/18/2025	402.46		
14107	4/2/2025	24.00		
14143	5/1/2025	118.75		
14154	5/1/2025	118.75		
14158	5/1/2025	118.75		
14170	5/14/2025	60.00		
14180	5/14/2025	118.75		
14184	5/14/2025	116.75		
14185	5/14/2025	118.75		
14186	5/14/2025	149.40		
14187	5/14/2025	2,725.80		
14190	5/14/2025	198.00		
14192	5/14/2025	118.75		
14197	5/14/2025	100.00		
14200	5/14/2025	308.73		

	\$	6,800.30	\$	-
				6,800.30

Transfers in Transit

-



Account	Description	Debits	Credits
A 200	CASH IN CHECKING	3,784,718.98	0.00
A 210	PETTY CASH	100.00	0.00
A 391	DUE FROM OTHER FUNDS	376,823.60	0.00
A 510	ESTIMATED REVENUE	7,645,296.00	0.00
A 521	ENCUMBRANCES	183,989.90	0.00
A 522	EXPENDITURES	5,778,530.60	0.00
A 599	APPROPRIATED FUND BALANCE	935,083.36	0.00
A 600	ACCOUNTS PAYABLE	58.01	0.00
A 632	DUE TO STATE TEACHERS RETIREMENT	0.00	234,243.45
A 637	DUE TO EMPLOYEES RETIREMENT SYSTEM	0.00	21,737.97
A 718	NYS EMPLOYEE RETIREMENT	247.45	0.00
A 719	DISABILITY INSURANCE	0.00	2,633.85
A 720F	FLEX BENEFITS	0.00	329.40
A 720L	LIFE INSURANCE	0.00	190.46
A 722	FEDERAL INCOME TAX	0.87	0.00
A 726FICA	SOCIAL SECURITY/FICA TAXES	0.00	186.06
A 726MED	SOCIAL SECURITY/MEDICARE TAXES	0.00	43.45
A 738	STUDENT NEEDS DEPOSITS/ PARENTS AS READING PARTNERS, SCHOOL STORE AND STUDENT NEEDS-ADA MORGAN.	0.00	1,725.83
A 821	RESERVE FOR ENCUMBRANCES	0.00	180,849.71
A 889CR	CAPITAL RESERVE	0.00	837.19
A 889IN	INSURANCE RESERVE	0.00	85,471.00
A 889TC	TAX CERTIORARI RESERVE	0.00	9,942.00
A 889UN	UNEMPLOYMENT RESERVE	0.00	56,727.00
A 889WC	WORKERS COMPENSATION RESERVE	0.00	45,583.00
A 909	FUND BALANCE, UNRESERVED	0.00	1,323,082.46
A 911	UNAPPROPRIATED FUND BALANCE	0.00	737,597.00
A 960	APPROPRIATIONS	0.00	8,580,379.36
A 980	REVENUES	0.00	7,423,289.58
A Fund Totals:		18,704,848.77	18,704,848.77
Grand Totals:		18,704,848.77	18,704,848.77

BROOKFIELD CENTRAL SCHOOL DISTRICT
SCHOOL LUNCH CHECKING
KEY BANK ACCOUNT NO 8840013042
TREASURERS MONTHLY REPORT
MAY 2025

FOR THE PERIOD

From: MAY 1, 2025

To: MAY 31, 2025

Total available balance as reported at the end of preceding period

\$16,241.15

RECEIPTS DURING MONTH

Date	Source
MAY 1-31	General Fund

Total Receipts

\$0.00

Total Receipts, including balance

\$16,241.15

DISBURSEMENTS MADE DURING MONTH

BY CHECK

From Check No.	3151	To Check No.	3152	615.03
	3153		3153	715.00

BY DEBIT CHARGE

Due to Gen Fund

1,724.35

Total Disbursements

3,054.38

Cash Balance as shown by records

\$13,186.77

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month

Key Bank Statement Balance	814.44
Adirondack Bank Statement Balance	12,372.33

Less total of outstanding checks 0.00

Reconciling item

Net balance in bank 13,186.77

Amount of deposits in transit -

Total available balance 0.00

\$13,186.77

\$0.00

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

Clerk of the Board of Education

Prepared by

Kevin Dwyer

BROOKFIELD CSD

Trial Balance Report From 7/1/2024 - 5/31/2025



Account	Description	Debits	Credits
C 200	CASH IN CHECKING	13,186.77	0.00
C 522	EXPENDITURES	26,557.02	0.00
C 909	FUND BALANCE, UNRESERVED	0.00	62,558.24
C 911	UNAPPROPRIATED FUND BALANCE	39,336.45	0.00
C 980	REVENUES	0.00	16,522.00
C Fund Totals:		79,080.24	79,080.24
Grand Totals:		79,080.24	79,080.24

BROOKFIELD CENTRAL SCHOOL DISTRICT
TRUST & AGENCY
KEY BANK ACCOUNT NO 8840013034
MAY 2025

FOR THE PERIOD From: MAY 1, 2025 To: MAY 31, 2025

Total available balance as reported at the end of preceding period \$13.84

RECEIPTS DURING MONTH

Date	Source	Amount
MAY 1-31	Transfers in for Payroll	226,560.31
MAY 1-31	Interest	0.32
	Total Receipts	<u>226,560.63</u>

Total Receipts, including balance \$226,574.47

DISBURSEMENTS MADE DURING MONTH

BY CHECK				
From Check No.	29869	To Check No.	29928	3,610.71
	29929		29988	7,140.08
	Payroll Direct Deposits			149,317.79
	WIRES			59,049.84
	ERS			1,931.89
	OMNI			5,510.00

Total Disbursements 226,560.31
Cash Balance as shown by records \$14.16

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month

Key Bank Statement Bal	933.90
Adirondack Bank Statement Balance	6,630.36
Less total of outstanding checks	<u>(1,266.23)</u>
	6,298.03

Reconciling item

May 28 2021 payroll error	(0.10)
JE#319 Per Auditors Due to Gen Fund	1,194.39
Adjustment	1,846.68
A Fund (6/30/23)	(1,095.46)
ERS (4/2020 to 8/2023)	(1,610.44)
ERS - 12/23-(45), 3/24-(134), 4/24,-(35.16), 6/2-	(781.85)
ERS - 4/16/24	605.09
ERS - February 2025	(0.72)
ERS - March 2025	(81.08)
ERS-April 2025	(11.13)
Check Cleared in T&A That WAS A Fund	152.00
Adjustment	(0.27)
ERS-May 2025	(1,931.89)
5/23/25 PR - Transfer Short	100.00

Deposits in Transit:	To General Fund to Close 922	(4,669.09)	(1,614.78)
			<u>(4,669.09)</u>
			14.16

balance 14.16
Total available balance \$0.00

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

Clerk of the Board of Education

Prepared by: Alexis Dist

LIST OF OUTSTANDING CHECKS
TRUST & AGENCY void checks

CHECK NO.		AMOUNT	CHECK NO.	AMOUNT
29562	2/24/2025	512.24		
29689	3/28/2025	88.66		
29948	5/23/2025	323.23		
29956	5/23/2025	342.10		

	1,266.23	TOTAL	\$	-
		GRAND TOTAL		1,266.23



Account	Description	Debits	Credits
TA 200	CASH IN CHECKING	14.16	0.00
TA 630	DUE TO OTHER FUNDS	0.00	14.16
TA Fund Totals:		14.16	14.16
Grand Totals:		14.16	14.16

BROOKFIELD CENTRAL SCHOOL DISTRICT
CAPITAL FUND LIBRARY PROJECT
KEY BANK , ACCOUNT NO 8840013075
TREASURERS MONTHLY REPORT
MAY 2025

FOR THE PERIOD From: MAY 1, 2025 To: MAY 31, 2025

Total available balance as reported at the end of preceding period \$39,382.77

RECEIPTS DURING MONTH

Date	Source	Amount
MAY	1-31	

Total Receipts \$0.00

Total Receipts, including balance \$39,382.77

DISBURSEMENTS MADE DURING MONTH

BY CHECK
From Check No. To Check No.

BY DEBIT CHARGE DUE TO Debt Service Fund
Wire Transfers

Total Disbursements \$0.00

H009	9,894.46
H012 Fund	3,434.22
H012201	100.00
H014200	(32,622.83)
H018200	95,941.42
H018S200-See H018	(37,364.50)
(Done on 9/2024)	

Cash Balance as shown by records 39,382.77 \$39,382.77

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	
Key Bank Statement Balance	29,382.77
Adirondack Bank Statement Balance	10,000.00
	<u>39,382.77</u>
Less total of outstanding checks	0.00
Net balance in bank	39,382.77

39,382.77 \$39,382.77

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

Clerk of the Board of Education

Prepared by: *Justin D. Smith*

BROOKFIELD CENTRAL SCHOOL DISTRICT
CAPITAL PROJECTS
KeyBank 329681269042 H018-201 + H026-200
TREASURERS MONTHLY REPORT
MAY 2025

FOR THE PERIOD From: MAY 1, 2025 To: MAY 31, 2025

Total available balance as reported at the end of preceding period \$348,127.68

RECEIPTS DURING MONTH

Date	Source	Amount
MAY 1-31	Interest Earned	34.24
MAY 1-31		
Total Receipts		<u>\$34.24</u>
Total Receipts, Including Balance		\$348,161.92

DISBURSEMENTS MADE DURING MONTH

BY CHECK
From Check No. 187 To Check No. 188 646.63

BY DEBIT CHARGE
DUE TO General Fund
Total Disbursements \$646.63
Cash Balance as shown by records \$347,515.29

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month
Key Bank Month End Balance 100,797.42
Adirondack Bank End Balance 246,717.87

Less total of outstanding checks 0.00

Net balance in bank 347,515.29
Deposits in Trans Deposit Error

0.00
347,515.29

Total available balance \$347,515.29
\$0.00

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

Clerk of the Board of Education

Prepared by: Y. J. Scott

BROOKFIELD CSD

Trial Balance Report From 7/1/2024 - 5/31/2025



Account	Description	Debits	Credits
H009 200	CASH IN CHECKING	9,894.46	0.00
H012 200	CASH IN CHECKING	3,434.22	0.00
H014 200	CASH IN CHECKING	0.00	32,622.83
H018 200	Cash in Checking	95,941.42	0.00
H026 200	Cash in Checking	199,353.37	0.00
200 Totals:		308,623.47	32,622.83
H012 201	MUNICIPAL REVENUE ACCT	100.00	0.00
H018 201	CAPITAL PROJECT CASH ACCOUNT	110,797.42	0.00
201 Totals:		110,897.42	0.00
H026 522	Expenditures	646.63	0.00
522 Totals:		646.63	0.00
H018 630	DUE TO OTHER FUNDS	0.00	234,373.00
630 Totals:		0.00	234,373.00
H014 909	FUND BALANCE, UNRESERVED	32,622.83	0.00
H018 909	Fund Balance, Unreserved	27,634.16	0.00
909 Totals:		60,256.99	0.00
H009 911	FUND BALANCE	0.00	9,894.46
H012 911	UNAPPROPRIATED FUND BALANCE	0.00	3,534.22
911 Totals:		0.00	13,428.68
H026 980	Revenues	0.00	200,000.00
980 Totals:		0.00	200,000.00
Grand Totals:		480,424.51	480,424.51

BROOKFIELD CENTRAL SCHOOL DISTRICT
SPECIAL FUNDS
Key Bank - ACCOUNT NO 8840013059
TREASURERS MONTHLY REPORT
MAY 2025

FOR THE PERIOD

From: MAY 1, 2025

To: MAY 31, 2025

Total available balance as reported at the end of preceding period

\$283,172.77

RECEIPTS DURING MONTH

Date	Source	Amount
MAY 1-31	General Fund	

Total Receipts

-

Total Receipts, including balance

\$283,172.77

DISBURSEMENTS MADE DURING MONTH

BY CHECK

From Check No.

To Check No.

BY DEBIT CHARGE

Due to General Payment

PAYROLL

25,188.63

Fed To General

117,066.17

Total Disbursements

142,254.80

Cash Balance as shown by records

\$140,917.97

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month

Key Bank Account Balance

322.17

Adirondack Bank Account Balance

140,595.80

Less total of outstanding checks

-

RECONCILING ITEMS:

Amount of Deposits in Transit

Net balance in bank

140,917.97

Amount of deposits in transit

Total available balance

140,917.97

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

Clerk of the Board of Education

Prepared by:

Yuan Dist

BROOKFIELD CSD

Trial Balance Report From 7/1/2024 - 5/31/2025



Account	Description	Debits	Credits
F025 200	CASH IN CHECKING	0.00	125,368.35
F035 200	CASH IN CHECKING	0.00	42,905.00
F055 200	CASH IN CHECKING	0.00	1,819.36
F065 200	CASH IN CHECKING	0.00	7,523.80
F075 200	CASH IN CHECKING	4,456.20	0.00
F084 200	CASH IN CHECKING	2,520.00	0.00
F085 200	CASH IN CHECKING	0.00	12,019.03
F105 200	CASH IN CHECKING	0.00	6,140.04
F125 200	Cash in Checking	0.00	25,790.00
F405 200	CASH IN CHECKING	0.00	10,469.69
F412 200	Cash in Checking	10,933.97	0.00
F422 200	Cash in Checking	181,052.21	0.00
F472 200	Cash in Checking	171,450.55	0.00
F482 200	Cash in Checking	2,540.31	0.00
200 Totals:		372,953.24	232,035.27
F084 410	STATE & FEDERAL AID RECEIVABLE	4,396.34	0.00
F472 410	STATE & FEDERAL RECEIVABLE	19,697.00	0.00
410 Totals:		24,093.34	0.00
F075 510	ESTIMATED REVENUE	21,837.00	0.00
F125 510	Estimated Revenue	50,000.00	0.00
510 Totals:		71,837.00	0.00
F025 522	EXPENDITURES	165,438.35	0.00
F035 522	EXPENDITURES	57,529.00	0.00
F055 522	EXPENDITURES	2,664.36	0.00
F065 522	EXPENDITURES	9,523.80	0.00
F075 522	EXPENDITURES	17,380.80	0.00
F085 522	EXPENDITURES	15,306.00	0.00
F105 522	EXPENDITURES	9,502.04	0.00
F125 522	Expenditures	35,790.00	0.00
F405 522	EXPENDITURES	25,890.69	0.00
F412 522	Expenditures	19,666.42	0.00
F472 522	Expenditures	24,279.00	0.00
F482 522	Expenditures	7,943.93	0.00
522 Totals:		390,914.39	0.00
F422 599	Appropriated Fund Balance	0.00	262,027.00
599 Totals:		0.00	262,027.00
F422 630	ARP-ESSER DUE TO OTHER FUNDS	0.00	181,052.59
F472 630	DUE TO OHER FUNDS	0.00	165,426.55
630 Totals:		0.00	346,479.14
F412 909	Fund Balance, Unreserved	0.61	0.00
F422 909	Fund Balance, Unreserved	0.38	0.00
909 Totals:		0.99	0.00
F075 960	APPROPRIATIONS	0.00	21,837.00
F125 960	Appropriations	0.00	50,000.00
960 Totals:		0.00	71,837.00
F025 980	REVENUES	0.00	40,070.00

BROOKFIELD CENTRAL SCHOOL DISTRICT
DEBT SERVICE FUND
KEY BANK - ACCOUNT NO 8840013067
TREASURERS MONTHLY REPORT
MAY 2025

FOR THE PERIOD From: MAY 1, 2025 To: MAY 31, 2025

Total available balance as reported at the end of preceding period \$157,251.04

RECEIPTS DURING MONTH

Date	Source	Amount
MAY	1-31	DASNY - Excess Funds
		General Fund

543.16
276,644.99

Total Receipts

\$277,188.15

Total Receipts, including balance

\$434,439.19

DISBURSEMENTS MADE DURING MONTH

BY CHECK

From Check No. To Check No.

BY DEBIT CHARGE To General Fund

Total Disbursements

\$0.00

Cash Balance as shown by records

\$434,439.19

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month

Key Bank Statement Balance

140,379.59

Adirondack Bank Statement Balance

293,516.44

Less total of outstanding checks

0.00

Net balance in bank

433,896.03

Amount of deposits in transit

543.16

Reconciling Item:

543.16

Total available balance

\$434,439.19

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

Clerk of the Board of Education

Prepared by:

John D. ...

BROOKFIELD CSD



Trial Balance Report From 7/1/2024 - 5/31/2025

Account	Description	Debits	Credits
V 200	CASH IN CHECKING	434,439.19	0.00
V 391	DUE FROM OTHER FUNDS	204,042.70	0.00
V 522	EXPENDITURES	53,000.00	0.00
V 884	RESERVE FOR BONDED DEBT	0.00	682,981.02
V 909	FUND BALANCE, UNRESERVED	0.00	945.20
V 980	REVENUES	0.00	7,555.67
V Fund Totals:		691,481.89	691,481.89
Grand Totals:		691,481.89	691,481.89

BROOKFIELD CSD

Trial Balance Report From 7/1/2024 - 5/31/2025



Account	Description	Debits	Credits
K 101	LAND & LAND IMPROVEMENTS	796,845.00	0.00
K 102	BUILDINGS	13,336,735.00	0.00
K 104	EQUIPMENT	373,499.00	0.00
K 106	VEHICLES	928,567.00	0.00
K 160	INVEST IN GEN FIXED ASSET	0.00	15,435,646.00
K Fund Totals:		15,435,646.00	15,435,646.00
Grand Totals:		15,435,646.00	15,435,646.00

BROOKFIELD CSD

Trial Balance Report From 7/1/2024 - 5/31/2025



Account	Description	Debits	Credits
W 125	PROVISION FOR LONG TERM DEBT	8,487,159.00	0.00
W 628	BONDS PAYABLE	0.00	2,145,000.00
W 638	NET PENSION LIABILITY - PROPORTIONATE SHARE	0.00	395,039.00
W 683	POST EMPLOYMENT BENEFITS(OPEB)	0.00	5,555,517.00
W 687	COMPENSATED ABSENCES	0.00	57,960.00
W 689	OTHER LONG TERM DEBT - BOND PREMIUM	0.00	333,643.00
W Fund Totals:		8,487,159.00	8,487,159.00
Grand Totals:		8,487,159.00	8,487,159.00

BROOKFIELD CENTRAL SCHOOL DISTRICT
SCHOLARSHIP FUND
KEY BANK ACCT NO 8840013083
MAY 2025

FOR THE PERIOD

From: MAY 1, 2025

To: MAY 31, 2025

Total available balance as reported at the end of preceding period \$119,612.77

RECEIPTS DURING MONTH

Date	Source	Amount
MAY 1-31	Interest Earned	34.09

\$34.09

Total Receipts, including balance \$119,646.86

DISBURSEMENTS MADE DURING MONTH

BY CHECK

From Check No. To Check No.

BY DEBIT CHARGE

Total Disbursements \$0.00

Cash Balance as shown by records \$119,646.86

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month	
Key Bank	100,366.86
Adirondack Bank	19,630.00
Less total of outstanding checks	350.00
Net balance in bank	119,646.86
Amount of deposits in transit	0.00
Total available balance	<u>0.00</u>

\$119,646.86

\$0.00

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

Clerk of the Board of Education
Prepared by: *Hyman Duvart*

LIST OF OUTSTANDING CHECKS
SCHOLARSHIP void checks

CHECK NO.	AMOUNT	AMOUNT
1591	6/21/2024	350.00

TOTAL	\$	350.00	\$	-
			\$	350.00

CHECKS CASHED

BROOKFIELD CSD

Trial Balance Report From 7/1/2024 - 5/31/2025



Account	Description	Debits	Credits
TE 085SC	SCHOLARSHIP EXCHANGE	0.00	701.63
TE 092AV	TRUST FUND AVERY	0.00	74,706.48
TE 092BB	TRUST FUND MEN'S BASKETBALL	0.00	62.66
TE 092CA	TRUST FUND DARRELL CASE	0.00	0.35
TE 092CR	TRUST FUND CRIPPEN	0.00	55.08
TE 092D&TW	TRUST FUND DOUGH & TARI WOOLSEY	0.00	21,702.42
TE 092DC	TRUST FUND DAVID CASE	0.00	34.06
TE 092GR	TRUST FUND GRANTIER	0.00	52.01
TE 092HA	TRUST FUND HAIGHT	0.00	1,374.22
TE 092JE	TUST FUND BILL JENNISON	0.00	3,902.49
TE 092JJ	TRUST FUND JUNE & JEAN ROGERS	0.00	675.95
TE 092KI	TRUST FUND KING	0.00	7.92
TE 092MA	TRUST FUND MARRACCINI	0.00	1,346.97
TE 092MO	TRUST FUND MORGAN	0.00	499.91
TE 092PL	TRUST FUND JAMES PLOWS SR.	0.00	132.68
TE 092RO	TRUST FUND NATHAN ROGERS	0.00	765.07
TE 092ST	TRUST FUND STARKWEATHER	0.00	45.35
TE 092WR	TRUST FUND FOR WATERVILLE ROTARY CLUB	0.00	3,007.61
TE 200AB	CASH SCHOLARSHIP ADIRONDACK BANK	2,855.00	0.00
TE 201	CASH SCHOLARSHIPS	106,217.86	0.00
TE Fund Totals:		109,072.86	109,072.86
TN 097CR	CRIPPEN SCHOLARSHIP	0.00	4,373.00
TN 097GR	GRANTIER SCHOLARSHIP	0.00	3,655.00
TN 097HA	HAIGHT SCHOLARSHIP	0.00	2,366.00
TN 097ST	STARKWEATHER SCHOLARSHIP	0.00	180.00
TN 201	CASH IN MONEY MARKET	10,574.00	0.00
TN Fund Totals:		10,574.00	10,574.00
Grand Totals:		119,646.86	119,646.86

INTEREST EARNED	34.09					
MAY 2025						
	BAL END OF MONTH	INTEREST	DEPOSITS	SCHOLARSHIPS	ENDING BAL + INT	
	-	-			-	
EVERY	74,685.07	21.41			74,706.48	
WENS BASKETBALL	62.64	0.02			62.66	
CRIPPEN	4,426.81	1.27			4,428.08	
BRANTIER	3,705.95	1.06			3,707.01	
HAIGHT	3,739.15	1.07			3,740.22	
KING	7.92	-			7.92	
MARRACCINI	1,346.58	0.39			1,346.97	
STARKWEATHER	225.29	0.06			225.35	
DAVID CASE	34.40	0.01			34.41	
BILL JENNISON	3,901.37	1.12			3,902.49	
MORGAN	499.77	0.14			499.91	
POWS	132.64	0.04			132.68	
ROGERS	764.85	0.22			765.07	
J&J ROGERS	675.76	0.19			675.95	
Doug & Teri Wolsey	21,696.20	6.22			21,702.42	
Waterville Roary Club	3,006.74	0.87			3,007.61	
		-			-	-
TOTAL	118,911.14	34.09	-	-	118,945.23	
FE201	34.09	-				
TE092AV		21.41	Exchange Accounts Balance		701.63	
TE092BB		0.02	Cash Receipts			
TE092CR		1.27			701.63	
TE092GR		1.06				
TE092HA		1.07	Awards			
TE092KI		-				
TE092MA		0.39	June Exchange Account Balance		701.63	
TE092ST		0.06				
TE092CA		0.01				
TE092JE		1.12				
TE092MO		0.14				
TE092PL		0.04				
TE092RO		0.22				
TE092JJ		0.19				
TE092D&TW		6.22				
TE092WR		0.87				
	118,945.23	34.09				
SCHOLARSHIP EXCHANGE	701.63					
	119,646.86					
PRIOR MONTH BAL.	119,612.77					
DONATIONS		te201				
TRANSFER TO GENERAL						
BANK ERROR						
DEPOSIT	-					
OUTSTANDING CHECKS						
CHECKS WRITTEN	-					
CURRENT MONTH INT.	34.09					
	119,646.86	-				

MAY 2025	TN	TE - OPENING BAL.	INTEREST	DONATIONS	SCHOLARSHIPS	TE-ENDING BAL.	DUE TO T&A
AVERY		74,685.07	21.41			74,706.48	
MEN'S BASKETBALL		62.64	0.02			62.66	
CRIPPEN	4,373.00	53.81	1.27			55.08	
GRANTIER	3,655.00	50.95	1.06			52.01	
HAIGHT	2,366.00	1,373.15	1.07			1,374.22	
KING		7.92	0.39			8.31	
MARRACCINI		1,346.58	0.06			1,346.64	
STARKWEATHER	180.00	45.29	0.01			45.30	
DAVID CASE		34.40	1.12			35.52	
BILL JENNISON		3,901.37	0.14			3,901.51	
JOSEPHINE MORGAN		499.77	0.04			499.81	
JAMES PLOWS		132.64	0.22			132.86	
NATHAN "JIM" ROGERS		764.85	0.19			765.04	
JUNE & JEAN ROGERS		675.76	6.22			681.98	
Doug & Teri Woolsey		21,696.20	0.87			21,697.07	
Waterville Rotary Club		3,006.74				3,006.74	
TOTALS	10,574.00	108,337.14	34.09	-	-	108,371.23	-
	TN	10,574.00	IS EQUAL TO THE TOTAL OF TE097			EXCHANGE ACCT	701.63
	TE	108,371.23	IS EQUAL TO THE TOTAL OF TE092			DEPOSIT AWARDS	
	Exchange	701.63					701.63
	TOTAL	119,646.86					
Acct. 8840013083 - Key Bank							
Adirondack Bank		100,366.86					
BANK ERROR		19,630.00					
Deposits in Transit		-					
outstanding checks		(350.00)					
	TOTAL	119,646.86	-				

[illegible]

ONEIDA HERKIMER MADISON BOCES
PO BOX 70
4747 MIDDLE SETTLEMENT ROAD
NEW HARTFORD, NY 13413-0070

Initial 2025-2026 AS-7 Contract

THIS AGREEMENT made this 1st day of July, 2025 by and between the ONEIDA HERKIMER MADISON BOCES, party of the first part, and BROOKFIELD CSD, party of the second part.

WITNESSETH, That whereas party of the first part has been duly authorized to provide the approved Services below and has been authorized to enter into agreements with boards of education and school trustees, under the provisions of sections 1950-51 of the Education Law.

NOW THEREFORE, The said party of the first part hereby agrees to provide to the party of the second part the following Services during the 2025-26 school year at the indicated cost:

Program/ Serial No.	Service	Basis for Current Contract				Current Fixed Cost	Initial Contract	Adjustments		Current Contract
		Quantity/ Share	Unit Cost	Cost Basis	To Date					
01.010	ADMINISTRATIVE COSER	210.0000	120.7923	PER RWADA	0.00		25,366.38	0.00		25,366.38
02.010	RENT	210.0000	28.0335	PER RWADA	0.00		5,887.04	0.00		5,887.04
02.020	CAPITAL FUND	210.0000	123.3880	PER RWADA	0.00		25,911.48	0.00		25,911.48
01.010	OCCUPATIONAL EDUCATION	0.0000	0.0000	STUDENT AVG	127,072.00		127,072.00	0.00		127,072.00
01.010 8:1:2	PROGRAM	6.0000	45,756.0000	TUITION RATE	0.00		91,512.00	183,024.00		274,536.00
01.715 8:1:2	PROGRAM SPEECH IMPAIRED - RS	3.0000	5,325.0000	PER HOUR	0.00		4,792.50	11,182.50		15,975.00
01.720 8:1:2	PROGRAM PHYS THERAPY -RS	2.0000	6,436.0000	PER HOUR	0.00		0.00	12,872.00		12,872.00
01.721 8:1:2	PROGRAM SOCIAL WORKERS	3.0000	4,478.0000	PER 1/2 HOUR	0.00		8,508.20	4,925.80		13,434.00
01.722 8:1:2	PROGRAM OCC THERAPY - RS	2.0000	4,922.0000	PER HOUR	0.00		0.00	9,844.00		9,844.00
04.010 12:1:1	MILD/MODERATE PROGRAM	6.0000	32,528.0000	TUITION RATE	0.00		162,640.00	32,528.00		195,168.00
04.715 12:1:1	MILD/MODERATE SPEECH IMP-RS	4.0000	5,325.0000	PER HOUR	0.00		13,312.50	7,987.50		21,300.00
04.720 12:1:1	MILD/MOD PHYS THERAPY-RS	2.5000	6,436.0000	PER HOUR	0.00		9,654.00	6,436.00		16,090.00
04.721 12:1:1	MILD/MODERATE COUNSELING-RS	1.5000	4,478.0000	PER 1/2 HOUR	0.00		17,912.00	-11,195.00		6,717.00
04.722 12:1:1	MILD/MODERATE OCC THER - RS	3.0000	4,922.0000	PER HOUR	0.00		12,305.00	2,461.00		14,766.00
06.050	OPTIONS MIDDLE SCHOOL	1.0000	9,709.0000	PER STUDENT	0.00		9,709.00	0.00		9,709.00
09.010 12:1:4	DEV/MD PROGRAM	2.0000	45,330.0000	TUITION RATE	0.00		45,330.00	45,330.00		90,660.00
09.715 12:1:4	DEV/MD SPEECH - RS	1.5000	5,325.0000	PER HOUR	0.00		7,987.50	0.00		7,987.50
09.720 12:1:4	DEV/MD PHYS THERAPY-RS	1.0000	6,436.0000	PER HOUR	0.00		3,218.00	3,218.00		6,436.00
09.721 12:1:4	DEV/MD SOCIAL WORKER - RS	1.0000	4,478.0000	PER 1/2 HOUR	0.00		4,478.00	0.00		4,478.00
09.722 12:1:4	DEV/MD OCCUP THERAPY-RS	1.0000	4,922.0000	PER HOUR	0.00		4,922.00	0.00		4,922.00
16.010 6:1:2	PROGRAM	1.0000	87,648.0000	STUDENT FTE	0.00		0.00	87,648.00		87,648.00
16.715 6:1:2	PROGRAM SPEECH - RS	1.0000	5,325.0000	PER HOUR	0.00		0.00	5,325.00		5,325.00

ONEIDA HERKIMER MADISON BOCES
PO BOX 70
4747 MIDDLE SETTLEMENT ROAD
NEW HARTFORD, NY 13413-0070

Initial 2025-2026 AS-7 Contract

ONEIDA HERKIMER MADISON BOCES	School Year 2025-26
BROOKFIELD CSD	

Program/ Initial No.	Service	Basis for Current Contract			Initial Contract	Adjustments		Current Contract
		Quantity/ Share	Unit	Cost Basis		To Date		
16.720 6:1:2	PROGRAM PHYSICAL THERAPY - RS	0.5000	6,436.0000 PER HOUR		0.00	3,218.00		3,218.00
16.721 6:1:2	PROGRAM COUNSELING - RS	1.0000	4,478.0000 PER 1/2 HOUR		4,478.00	0.00		4,478.00
16.722 6:1:2	PROGRAM OCCUP. THERAPY-RS	1.0000	4,922.0000 PER HOUR		0.00	4,922.00		4,922.00
03.010	ART	0.8000	114,700.0000 PER FTE		114,700.00	-22,940.00		91,760.00
05.010	GUIDANCE	0.4000	148,930.0000 PER FTE		59,572.00	0.00		59,572.00
07.010	ITINERANT ENGLISH	0.8000	92,027.0000 PER FTE		73,621.60	0.00		73,621.60
10.010	NURSE PRACTITIONER	0.1000	149,061.0000 PER FTE		14,906.10	0.00		14,906.10
12.010	MEDICAL DIRECTOR	1.0000	2,324.1600 DOSHS DIRECTOR		2,324.16	0.00		2,324.16
12.020	SCHOOL PHYSICIAN	1.0000	1,249.0000 PHYS CONSULTANT		1,249.00	0.00		1,249.00
13.010	SCHOOL PSYCHOLOGIST	0.4000	118,840.0000 PER FTE		47,536.00	0.00		47,536.00
15.010	SPEECH IMPAIRED	0.8000	124,839.0000 PER FTE		99,951.20	0.00		99,951.20
15.020	UNDER THE DIRECTION OF	4.0000	1,200.0000 PER 1-5 STUDENT		4,800.00	0.00		4,800.00
05.010	PERFORMING ARTS	1.0000	3,190.0000 PER DISTRICT		14,915.00	0.00		14,915.00
08.010	ALTERNATIVE EDUCATION	1.0000	30,195.0000 PER STUDENT		60,390.00	-30,195.00		30,195.00
10.429	HOSPITAL BASED/ONONDAGA BOCES	0.0000	0.0000 PER HOUR		2,052.00	38.00		2,090.00
15.010	PLANETARIUM - LESS THAN 40 MILES	1.0000	750.0000 PER DAY		0.00	750.00		750.00
28.010	SUMMER SCH ACADEMIC	10.0000	560.0000 PER COURSE		5,600.00	0.00		5,600.00
28.020	SUMMER SCH DRIVER ED	5.0000	820.0000 PER STUDENT		4,100.00	0.00		4,100.00
28.030	SUMMER SCHOOL TUTORIAL	20.0000	212.0000 PER COURSE		4,240.00	0.00		4,240.00
38.010	DISTANCE LEARNING	1.0000	21,585.5600 PER DISTRICT		21,585.56	0.00		21,585.56
38.015	DL WEB BASED INSTRUCTION - BASE FEE	0.0000	0.0000		4,560.00	0.00		4,560.00
38.020	ADV SOC STUDIES	2.0000	7,802.5400 PER SEMESTER CL		15,605.08	0.00		15,605.08
38.040	SIGN LANGUAGE	2.0000	14,992.0000 PER CLASS		29,904.00	0.00		29,904.00

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Initial 2025-2026 AS-7 Contract

ONEIDA HERKIMER MADISON BOCES BROOKFIELD CSD		School Year 2025-26			
Program/ Serial No.	Service	Basis for Current Contract			
		Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost
38.050	ZOOM LICENSING	0.0000	0.0000		1,634.48
02.010	EDUCATIONAL COMMUN	210.0000	24.3400 Per RWADA		0.00
02.020	COOP MUSIC SHARING	210.0000	1.3700 PER RWADA		0.00
02.030	COURIER SERVICE	210.0000	3.3800 PER RWADA		1,965.00
02.040	LOTE EXAMS	115.0000	9.1000 PER EXAM		0.00
04.010	AUDIOVISUAL REPAIR	39.0000	92.0000 PER HOUR		0.00
04.020	MICRO COMP REPAIR	48.0000	92.0000 PER HOUR		0.00
04.030	MUSICAL INST REPAIR	9.0000	75.0000 PER HOUR		0.00
04.210	REPAIR PARTS - NON AIDABLE	0.0000	0.0000		500.00
05.010	PRINTING	0.0000	0.0000 USAGE		20,000.00
09.059	SCH. CURRICAYUGA BOCES	0.0000	0.0000 X-CONTRACT		4,211.93
10.010	INSTR TECHNOLOGY - LEVEL I	0.2000	94,186.0000 PER UNIT		0.00
10.060	FINALSITE	0.0000	0.0000		2,613.60
14.259	MODEL SCHOOLS XC MADISON	0.0000	0.0000 X-CONTRACT		10,284.00
15.258	NETWORK SUPPORT XC MADISON	0.0000	0.0000 X-CONTRACT		14,535.90
15.259	COMMON LEARNING OBJ XC MADISON	0.0000	0.0000 X-CONTRACT		27,394.56
18.010	SCIENCE KITS	26.0000	225.0000 PER KIT		0.00
21.010	SCH CURRI IMPROV	210.0000	8.5000 Per RWADA+BASE		16,350.00
21.020	ADDITIONAL WORKSHOPS	0.0000	0.0000 VARIES PER DIST		22,000.00
21.030	REGIONAL SCORING	301.0000	10.0000 PER TEST		0.00
21.040	SCH CURRIC STUDY COUNCIL	1.0000	430.0000 PER DISTRICT		0.00
21.050	REGIONAL ASSESSMENT PROJECT	1.0000	5,250.0000 Per District		0.00
21.070	RTTT DATA ANALYSIS	1.0000	3,271.0000 Per District		0.00
21.080	APPR RECERTIFICATION/TRNING	3.0000	2,525.0000 PER PARTICIPANT		0.00
45.011	COMMUNITY SCH RESOURCES ADMIN	0.0000	0.0000 X-CONTRACT		8,599.50
45.060	COMMUNITY SCHOOLS SAFE SCHOOLS	1.0000	85,995.0000 PER FTE		0.00

ONEIDA HERKIMER MADISON BOCES
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NEW HARTFORD, NY 13413-0070

Initiall 2025-2026 AS-7 Contract

ONEIDA HERKIMER MADISON BOCES BROOKFIELD CSD		School Year 2025-26						
Program/ Serial No.	Service	Basis for Current Contract				Adjustments		Current Contract
		Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost	Initial Contract	To Date	
49.429	SEC III INTERSCHOLASTIC SPORTS/OCM	0.0000	0.0000	X-CONTRACT	3,300.50	3,296.93	3.57	3,300.50
60.010	COMMITTEE PRESCHOOL	5.0000	726.3000	PER STUDENT	0.00	3,631.50	0.00	3,631.50
70.259	HOME SCHOOL COORDINATION/MADISON BO	0.0000	0.0000	X-CONTRACT	3,228.00	0.00	3,228.00	3,228.00
74.010	SCH & BUS ALLIANCE	210.0000	7.2500	RWADA+\$22.500	22,500.00	24,022.50	0.00	24,022.50
74.080	SABA COLLEGIATE TECH PREP	1.0000	2,625.0000	PER DISTRICT	0.00	2,625.00	0.00	2,625.00
76.010	REGIONAL CATALOG SERVICE	1.0000	986.0000	PER LIBRARY	0.00	986.00	0.00	986.00
76.020	EXPANDED INTERLIBRARY LOAN	210.0000	0.8500	FEE/RWADA	428.00	606.50	0.00	606.50
76.030	ONLINE LIBRARY RESOURCES	0.0000	0.0000		2,988.80	4,334.22	-1,345.42	2,988.80
76.040	COLLECTION DEVELOP.	3.0000	925.0000	PER UNIT	0.00	2,775.00	0.00	2,775.00
76.050	VIRTUAL REFERENCE LIB.	210.0000	1.7800	PER RWADA	0.00	373.80	0.00	373.80
76.080	LEATHERSTOCKING CONFERENCE	1.0000	95.0000	PER PARTICIPANT	0.00	0.00	95.00	95.00
78.259	LIBRARY AUTOMATION XC MADISON	0.0000	0.0000	X-CONTRACT	3,760.00	3,660.00	100.00	3,760.00
1.259	ADMIN COMPUTER XC MADISON	0.0000	0.0000	X-CONTRACT	102,779.77	103,753.30	-973.53	102,779.77
2.259	NEGOTIAT XC MADISON	0.0000	0.0000	X-CONTRACT	7,784.00	7,492.00	292.00	7,784.00
3.010	GRAPHICS	96.0000	80.0000	PER HOUR	0.00	7,680.00	0.00	7,680.00
3.020	PUBLIC RELATIONS	72.0000	80.0000	PER HOUR	0.00	5,760.00	0.00	5,760.00
4.010	CBO	210.0000	92.0000	BASE + RWADA	5,000.00	24,320.00	0.00	24,320.00
9.429	ENERGY SERVICES XC ONONDAGA	0.0000	0.0000	X-CONTRACT	967.00	851.00	116.00	967.00
10.010	TELEPHONE & SERVICE CHARGES	210.0000	4.7000	PER RWADA +TELE	8,800.00	9,787.00	0.00	9,787.00
16.010	EMPLOYEE ASSISTANCE	55.0000	15.0000	PER EMPLOYEE	0.00	825.00	0.00	825.00
20.010	SAFETY COORDINATOR/ADVISORY	210.0000	6.2500	Per RWADA+13100	13,100.00	14,412.50	0.00	14,412.50
20.020	ASBESTOS MAINT.	2.0000	875.0000	PER BLDG.	0.00	1,750.00	0.00	1,750.00

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Initial 2025-2026 AS-7 Contract

ONEIDA HERKIMER MADISON BOCES BROOKFIELD CSD		School Year 2025-26						
Program/ Serial No.	Service	Basis for Current Contract				Initial Contract	Adjustments To Date	Current Contract
		Quantity/ Share	Unit Cost	Cost Basis	Current Fixed Cost			
20.040	FIRE INSPECTIONS	1.7500	875.0000	PER BLDG.	0.00	1,531.25	0.00	1,531.25
21.010	LIABILITY INSURANCE	1.0000	1,525.0000	PER DISTRICT	0.00	1,525.00	0.00	1,525.00
23.499	STATE AID PLANNING XC QUESTAR III	0.0000	0.0000	X-CONTRACT	3,657.00	3,585.00	72.00	3,657.00
26.010	LUNCH LOGISTICS, WAREHOUSING, ACCT	175.5200	73.9884	MEAL EQUIVALENT	0.00	12,986.44	0.00	12,986.44
26.012	CENTRAL SCHOOL FOOD MANAGEMENT	175.5200	35.1055	MEAL EQUIVALENT	0.00	6,161.72	0.00	6,161.72
27.010	RECORDS RETENTION	9.0000	450.0000	PER DAY	0.00	4,050.00	0.00	4,050.00
28.010	TELECOMMUNICATIONS	1.0000	7,270.0000	SVC COST + LINE	18,921.66	26,191.66	0.00	26,191.66
34.219	STAFF DEV. - BOARD - HERK BOCES	0.0000	0.0000	X-CONTRACT	1,091.96	1,091.96	0.00	1,091.96
36.099	GASB 45 PLANNING/CLINTON-ESSEX	0.0000	0.0000	X-CONTRACT	2,075.00	6,750.00	-4,675.00	2,075.00
37.499	FIXED ASSET INVENTORY/QUESTAR III	0.0000	0.0000	X-CONTRACT	2,110.00	2,090.00	20.00	2,110.00
40.229	DRUG TESTING/JEFF-LEWIS BOCES	0.0000	0.0000	X-CONTRACT	450.00	603.75	-153.75	450.00
41.489	ON-LINE APPL./PUTNAM BOCES	0.0000	0.0000	X-CONTRACT	1,650.00	1,600.00	50.00	1,650.00
49.259	ACA COMPLIANCE/MADISON BOCES	0.0000	0.0000	X-CONTRACT	2,178.08	2,189.22	-11.14	2,178.08
58.129	COOP BID/DCMO BOCES	0.0000	0.0000	X-CONTRACT	1,800.00	1,800.00	0.00	1,800.00

ONEIDA HERKIMER MADISON BOCES
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NEW HARTFORD, NY 13413-0070

ONEIDA HERKIMER MADISON BOCES BROOKFIELD CSD	School Year 2025-26
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Summary:	
Total of Service Costs - All Funds:	2,036,664.75 (Except 001/002)
Capital Costs:	31,798.52 (CoSer 002)
Adm. & Clerical Costs:	25,366.38 (CoSer 001)
Total Contract Costs:	2,093,829.65

The party of the second part hereby agrees to pay the total contract cost of the party of the first part according to the following schedule:
Ten Times per year

This contract shall not be valid or binding until it is approved by the Commissioner of Education.
In WITNESS WHEREOF, the parties have set their hands the day and year above written.

ONEIDA HERKIMER MADISON BOCES	PO BOX 70, 4747 MIDDLE SETTLEMENT ROAD, NEW HARTFORD, NY, 13413-0070
Signature, President and/or Clerk, BOCES	(Party of the First Part)
	(Post Office Address)
BROOKFIELD CSD	1910 FAIRGROUND ROAD, PO BOX 60, BROOKFIELD, NY, 13314
Signature, President and/or Clerk, Board of Education (As Authorized)	(Party of the Second Part)
	(Post Office Address)

SUBSTITUTES FOR 2025-2026 SCHOOL YEAR

Instructional NYS Certified Substitutes:

st Name	First Name	Address	Phone	Email	Area	Certification	Note:

Instructional Uncertified Substitutes:

st Name	First Name	Address	Phone	Area	Note
wer-Tennant	Jordyn	Brookfield		All Grades & Specials	
oks	Shellby	Brookfield		All Grades & Specials	
ymon	Austin	Brookfield		All Grades & Specials	
ce	Nolan	Brookfield		All Grades & Specials	Not Available on Mondays
nney	Jensen	Brookfield		Grades 7-12	
alker	Ashley	North Brookfield		Nurse	

Inless also listed below, these substitutes can not sub for a non-instructional position.

Non-Instructional Substitutes: (Civil Service Positions)

Last Name	First Name	Address	Phone	Area	Note
wer-Tennant	Jordyn	Brookfield		All Grades & Specials	
oks	Shellby	Brookfield		All Grades & Specials	
'mon	Austin	Brookfield		All Grades & Specials	
terien	Samantha	Brookfield		All Grades & Specials	Available Mon, Wed, Fri am only
e	Nolan	Brookfield		All Grades & Specials	Not Available on Mondays

on-Instructional Substitutes: (Civil Service Positions)

Jones	David		Cleaner	
Kupris	Mark	315-750-5262	Cleaner	
Mikuszewski	Michael	315-899-5895	Bus Driver	Limited Availability

urrently Unavailable:

Instructional NYS Certified Substitutes:

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SUBSTITUTES FOR 2025-2026 SCHOOL YEAR							
Last Name	First Name	Address	Phone	Email	Area	Certification	Note:
Gates	Alex			gates.alexandra.r@gmail.com	7-12 ONLY	ELA	Not Available

Currently Unavailable:

Instructional Uncertified Substitutes:

Last Name	First Name	Address	Phone	Email	Area	Certification	Note
Man	William (Bill)				All Grades & Specials		Not Available
Dee	Jenna	North Brookfield			All Grades & Specials	Uncertified	Over College Breaks
	Alexandria	Brookfield			T. Aide Only	Uncertified	Not Available
De	Patty	Waterville		pattylouise44@live.com	All Grades Except Music & Art	Uncertified	Not Available
Arrien	Samantha	Brookfield		All Grades & Specials	Available am only Mon, Wed, Fri	Uncertified	Not Available
Y	Grace	Hamilton			T. Aide	Uncertified	Not Available
	Jamie	Brookfield			All Grades & Specials	Uncertified	Over College Breaks Jan. 22th - Jan. 26th
er	Karen	Brookfield			All Grades & Specials	Uncertified	Not Available

Currently Unavailable:

Non-Instructional Substitutes: (Civil Service Positions)

Last Name	First Name	Phone	Area	Note
Bugbee	Jenna		All Grades & Specials	Over College Breaks
King	Alexandria		T. Aide	Not Available
Louise	Patty		T. Aide	Not Available
Reilly	Grace		All Grades & Specials	Over College Breaks