



**BOARD OF EDUCATION MEETING AGENDA**  
**January 6, 2026**  
**6 PM - NEW YORK MILLS UFSD LIBRARY**

- Kristin Hubley
- Robert Mahardy, Jr.
- Sandra Dare
- Sara DeFazio
- Jacqueline Edwards
- Jeremy Fennell
- Abbie Taylor

| Agenda Item  | Who       | Information Distributed | Action      | Notes   |
|--|-----------|-------------------------|-------------|---|
| <b>1. MEETING CALL TO ORDER</b>                                  |           |                         |             |   |
| <b>1.1 Pledge to the Flag</b>                                    |           |                         | Procedural  |   |
| <b>1.2 Reading of the New York Mills UFSD Mission Statement.</b> |           |                         | Procedural  | <i>In partnership with students, staff, families, and the community, our mission is to create an educational environment that inspires confidence, builds character, and fosters respect – empowering every student with the knowledge to become a productive, responsible citizen.</i> |
| <b>1.3 Acceptance of Agenda</b>                                  | K. Hubley | Yes                     | Action      | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No ___ Abstain ___  |
| <b>2. PRESENTATIONS AND COMMITTEE REPORTS</b>                    |           |                         |             |   |
| <b>2.1 President’s Message</b>                                   | K. Hubley |                         | Information |   |
| <b>2.2 BOCES Representative Report</b>                           | K. Hubley |                         | Information |   |
| <b>2.3 Ex Officio Student Member Report</b>                      | C. Miner  |                         | Information |   |

|   |                |     |             |   |
|---|----------------|-----|-------------|---|
| <b>2.4 Committee Reports</b>  |                |     | Information |   |
| <b>Policy Committee:</b> <i>Sara DeFazio/Chair, Jacqueline Edwards</i><br><b>Facilities Committee:</b> <i>Jeremy Fennell/Chair, Sara DeFazio</i><br><b>Communications Committee:</b> <i>Abbie Taylor/Chair, Robert Mahardy Jr.</i><br><b>Transportation Committee:</b> <i>Sandra Dare/Chair, Abbie Taylor</i><br><b>Health &amp; Safety Committee:</b> <i>Robert Mahardy Jr./Chair, Sandra Dare</i><br><b>Finance Committee:</b> <i>Jacqueline Edwards/Chair, Jeremy Fennell</i><br><b>SBI:</b> <i>Jacqueline Edwards (SBI Alternate: Sara DeFazio)</i> |                |     |             |   |
| <b>3. CONSENT AGENDA</b>  |                |     |             |   |
| <b>3.1 Approval of 3.2 through 3.4</b>  | K. Hubley      | Yes | Action      | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___ |
| <b>3.2 Business Office Reports</b>  |                |     |             |   |
| <b>3.3 CSE Reports</b>  |                |     |             |   |
| <b>3.4 Approval of the Previous Minutes</b>   | 12.9.25        |     |             |   |
| <b>4. OLD BUSINESS</b>  |                |     |             |   |
| <b>4.1 Capitol Project Presentation</b>   | TKF Architects |     | Information |   |
| <b>5. NEW BUSINESS</b>  |                |     |             |   |
| <b>5.1 Personnel Report</b>   |                | Yes | Action      | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___ |
| <b>5.2 Resolution to Approve Proposed John W. Danforth Company Contract for the School Year 2026-2027</b>   |                | Yes | Action      | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___ |

|   |                |     |             |   |
|---|----------------|-----|-------------|---|
| <b>5.3 Policy 5300 Purpose (Acceptable) Use and Administration of District Digital Information Systems Policy (Second Read)</b>   |                | Yes | Action      | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___ |
| <b>5.4 Policy 5305 Social Media (Second Read)</b>   |                | Yes | Action      | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___ |
| <b>5.5 Policy 6100 Job Descriptions (Second Read)</b>   |                | Yes | Action      | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___ |
| <b>6. K-12 REPORTS</b>  |                |     |             |   |
| <b>6.1 Executive Principal K-12</b>   | M. Facci       |     | Information |   |
| <b>6.2 Interim Principal K-12</b>   | D. DiSpirito   |     | Information |   |
| <b>7. SUPERINTENDENT’S REPORT</b>   |                |     |             |   |
| <b>7.1 Enrollment Update</b>  | M. LaGase      | Yes | Information |   |
| <b>7.2 Superintendent’s Update</b>  | M. LaGase      |     | Information |   |
| <b>8. COMMUNICATIONS</b>  |                |     |             |   |
| <b>8.1 From the Floor -</b>   | District Clerk |     | Information |   |
| Persons wishing to speak should first be recognized by the President, then identify themselves, any organization they may be representing at the meeting, and the agenda topic or other matter of public concern about our schools that they wish to discuss. Topics must be addressed one at a time with each individual's comments limited to three (3) minutes for a total of twelve (12) minutes designated for the public comment agenda item. |                |     |             |   |
| <b>8.2 Board Discussion</b>   | BOE            |     | Discussion  |   |

|  |     |  |                   |   |
|--|-----|--|-------------------|---|
| <b>9. EXECUTIVE SESSION</b><br><b>** (If Needed)</b> | BOE |  | Discussion/Action | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___ |
| <b>9.1 Return to General Session (time)</b>          | BOE |  | Action            | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___ |
| <b>10. ADJOURNMENT</b>                               |     |  |                   |   |
| <b>10.1 Adjournment</b>                              |     |  | Action            | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No___ Abstain ___ |

\*\*§105. Conduct of executive sessions.

- 1. Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:**
  - a. matters which will imperil the public safety if disclosed;**
  - b. any matter which may disclose the identity of a law enforcement agent or informer;**
  - c. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;**
  - d. discussions regarding proposed, pending or current litigation;**
  - e. collective negotiations pursuant to article fourteen of the civil service law;**
  - f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;**
  - g. the preparation, grading or administration of examinations; and**
  - h. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.**
- 2. Attendance at an executive session shall be permitted to any member of the public body and any other persons authorized by the public body.**

## 3.2 Business Office Reports

**New York Mills Union Free School District**  
**Internal Claims Audit Report**  
**November 2025**

| <u>Fund</u>                 | <u>Check Dates</u> | <u>Amount</u>         | <u>Checks Issued</u> | <u>Check #s</u>         |
|-----------------------------|--------------------|-----------------------|----------------------|-------------------------|
| General                     | 11/7/2025          | \$235,030.64          | 2                    | Debit Charges 1196-1197 |
|                             | 11/7/2025          | \$3,713.20            | 4                    | 62276-62279             |
|                             | 11/7/2025          | \$196,137.95          | 26                   | 62271-62304             |
|                             | 11/21/2025         | \$296,621.88          | 3                    | Debit Charges 1198-1200 |
|                             | 11/21/2025         | \$4,534.20            | 5                    | 62305-62309             |
|                             | 11/21/2025         | \$572,283.59          | 36                   | 62310-62344             |
| Federal                     |                    |                       |                      |                         |
| Capital                     | 11/7/2025          | \$264,085.75          | 2                    | 2237-2238               |
|                             | 11/21/2025         | \$285,465.77          | 3                    | 2239-2241               |
| School Lunch                | 11/21/2025         | \$4,753.03            | 1                    | 2092                    |
| <b>Totals for the month</b> |                    | <b>\$1,862,626.01</b> | <b>82</b>            |                         |

I certify that these claims have been audited and paid for the month of November 2025  
*Christine Hurlbut 12/9/2025*

**CLAIMS AUDITORS LOG**

| Date       | Check Number | Amount  | Name         | Problem    | Resolution                            |
|------------|--------------|---------|--------------|------------|---------------------------------------|
| 11/22/2025 | 62200        | \$88.37 | Megan Hickel | lost check | voided and cut a new check #<br>62323 |
|            |              |         |              |            |                                       |
|            |              |         |              |            |                                       |
|            |              |         |              |            |                                       |

Oct-25 Credit Card Statement

| Transaction | Post       |                 |         |  |
|-------------|------------|-----------------|---------|--|
| Date        | Date       | Credit Card     | Amount  | Comment  |
| 10/28/2025  | 10/29/2025 | Pink Cat Studio | \$50.49 | Colleen Sparacino subscription for classroom use |
|             |            | total           | \$50.49 |  |

**Extra Curricular Activity Monthly Report**  
November 25, 2025 - December 29, 2025

| Name               | Beginning Balance  | Received   | Payments   | Ending Balance     |
|--------------------|--------------------|------------|------------|--------------------|
| CLASS OF 2025      | \$43.49            |            |            | \$43.49            |
| CLASS OF 2026      | \$9,714.53         |            | \$1,000.00 | \$8,714.53         |
| CLASS OF 2027      | \$4,404.42         | \$6,650.50 | \$4,095.00 | \$6,959.92         |
| CLASS OF 2028      | \$3,798.96         |            |            | \$3,798.96         |
| CLASS OF 2029      | \$4,015.09         |            |            | \$4,015.09         |
| CLASS OF 2030      | \$3,449.66         |            |            | \$3,449.66         |
| CLASS OF 2031      | \$0.00             |            |            | \$0.00             |
| Varsity Club       | \$3,038.71         |            |            | \$3,038.71         |
| Student Council    | \$6,852.86         | \$11.00    | \$781.64   | \$6,082.22         |
| Nat. Honor Society | \$2,447.43         |            | \$1,308.30 | \$1,139.13         |
| Yearbook Club      | \$8,732.72         | \$507.75   |            | \$9,240.47         |
| Band Club          | \$110.72           |            |            | \$110.72           |
| Drama Club         | \$6,759.17         |            |            | \$6,759.17         |
| HS CHORUS          | \$0.00             |            |            | \$0.00             |
| Model UN           | \$735.21           |            |            | \$735.21           |
| Tech Club          | \$0.00             |            |            | \$0.00             |
| After Prom Party   | \$2,020.00         |            |            | \$2,020.00         |
| <b>TOTAL</b>       | <b>\$56,122.97</b> |            |            | <b>\$56,107.28</b> |

Reconciliation

Ending Book Balance  
Returned Checks  
Outstanding Checks  
Deposits in Transit  
Reconciled Balance  
Ending M&T Balance

**NEW YORK MILLS UNION FREE SCHOOL DISTRICT  
NEW YORKS MILLS, NY**

**TREASURER'S REPORT  
November 30, 2025**

|                                 |    |                    |
|---------------------------------|----|--------------------|
| GENERAL FUND                    | A  | TREASURER'S REPORT |
| GENERAL FUND MONEY MARKET       |    | TREASURER'S REPORT |
| GENERAL FUND RESTRICTED RESERVE |    | TREASURER'S REPORT |
| NY MUNI TRUST                   |    | TRIAL BALANCE      |
| SCHOOL LUNCH                    | C  | TREASURER'S REPORT |
| SCHOOL LUNCH SAVINGS            |    | TREASURER'S REPORT |
|                                 |    | TRIAL BALANCE      |
| TRUST & AGENCY                  | TA | TREASURER'S REPORT |
| PAYROLL                         |    | TREASURER'S REPORT |
|                                 |    | TRIAL BALANCE      |
| CAPITAL FUND                    | H  | TREASURER'S REPORT |
|                                 |    | TRIAL BALANCE      |
| DEBT SERVICE                    | V  | TREASURER'S REPORT |
|                                 |    | TRIAL BALANCE      |
| FEDERAL FUND                    | F  | TREASURER'S REPORT |
|                                 |    | TRIAL BALANCE      |
| SCHOLARSHIP FUND                | TE | TREASURER'S REPORT |
|                                 | TN | TRIAL BALANCE      |
| ALL REVENUE STATUS REPORTS      |    |                    |
| ALL APPROPRIATON STATUS REPORTS |    |                    |

New York Mills Union Free Schools  
November 30, 2025

|                    | General Fund      | GF Money Market | Restricted      | NY Muni Trust   | School Lunch  | Sch Lunch Saving | Trust & Agency  | Payroll         | Capital Fund    | Debt Service    | Federal        |
|--------------------|-------------------|-----------------|-----------------|-----------------|---------------|------------------|-----------------|-----------------|-----------------|-----------------|----------------|
| Beginning Balance  | \$4,714,230.78    | \$2,593,966.65  | \$1,323,473.02  | \$1,701,817.55  | \$11,342.41   | \$93,325.93      | \$ -            | \$ -            | \$3,371,366.42  | \$1,454,118.44  | \$318,426.38   |
| Receipts           | \$ 717,966.29     | \$ 4,587.77     | \$ 2,340.74     | \$5,315.73      | \$ 4.19       | \$ 165.06        | \$ 531,652.52   | \$ 370,383.91   | \$ 1,217.45     | \$ 2,571.80     | \$ 112.25      |
| Disbursements      | \$ (1,308,371.95) | \$ -            | \$ -            | \$0.00          | \$ (4,753.03) | \$ -             | \$ (531,652.52) | \$ (370,383.91) | \$ (549,551.52) | \$ -            | \$ (21,869.32) |
| Balance            | \$ 4,123,825.12   | \$ 2,598,554.42 | \$ 1,325,813.76 | \$ 1,707,133.28 | \$ 6,593.57   | \$ 93,490.99     | \$ -            | \$ -            | \$ 2,823,032.35 | \$ 1,456,690.24 | \$ 296,669.31  |
| Bank Balance       | \$ 4,700,328.52   | \$ 2,598,554.42 | \$ 1,325,813.76 | \$ 1,707,133.28 | \$ 11,346.60  | \$ 93,490.99     | \$ -            | \$ 221.64       | \$ 3,108,498.12 | \$ 1,456,690.24 | \$ 296,669.31  |
| Outstanding Checks | \$ (576,503.40)   |                 |                 | \$ -            | \$ (4,753.03) | \$ -             |                 | \$ (221.64)     | \$ (285,465.77) | \$ -            | \$ -           |
| Reconciling Items  | \$ -              | \$ -            |                 | \$ -            | \$ -          | \$ -             | \$ -            | \$ -            |                 |                 |                |
| Balance            | \$ 4,123,825.12   | \$ 2,598,554.42 | \$ 1,325,813.76 | \$ 1,707,133.28 | \$ 6,593.57   | \$ 93,490.99     | \$ -            | \$ -            | \$ 2,823,032.35 | \$ 1,456,690.24 | \$ 296,669.31  |

  
 PREPARED BY

NEW YORK MILLS UNION FREE SCHOOLS  
GENERAL FUND ACCOUNT 6526  
TREASURER'S MONTHLY REPORT  
For the period

FROM: 11/01/25 TO: 11/30/2025

Total available balance as reported at the end of preceding period 4,714,230.78

**RECEIPTS DURING MONTH**

(With breakdown of source including full amount of all short term loans)

| Date | Source                            | Amount     |              |
|------|-----------------------------------|------------|--------------|
| NOV  |                                   |            |              |
| 30   | Interest                          | 1,792.55   |              |
| 7    | Transfer from Federal Payroll     | 10,934.66  |              |
| 7    | Oneida County CPSE 23/24          | 13,863.94  |              |
| 7    | Commision - Ohiopyle Prints       | 16.17      |              |
| 7    | Reimbursement for Genesis Payment | 35.00      |              |
| 7    | Commision - Comp Alliance         | 500.00     |              |
| 14   | Oneida County Tax Collection      | 633,670.89 |              |
| 14   | Lottery Grant                     | 26,175.60  |              |
| 21   | Transfer from Federal Payroll     | 10,934.66  |              |
| 1-31 | Retiree Health Insurance Receipts | 20,042.82  |              |
|      | Total Receipts                    |            | 717,966.29   |
|      | Total Receipts, including balance | 717,966.29 | 5,432,197.07 |

**DISBURSEMENTS MADE DURING MONTH**

BY CHECK

From Check No.

To Check No.

|       |                       |       |    |            |
|-------|-----------------------|-------|----|------------|
| 62276 | Payroll Warrant 11-7  | 62279 | \$ | 3,713.20   |
| 62280 | AP Warrant 11-7       | 62304 | \$ | 196,137.95 |
| 62305 | Payroll Warrant 11-21 | 62309 | \$ | 4,534.20   |
| 62310 | AP Warrant 11-21      | 62344 | \$ | 572,283.59 |

BY DEBIT CHARGE

|                          |              |
|--------------------------|--------------|
| OMNI Disbursements       | 8,778.92     |
| Transfer for Payrolls    | \$522,873.60 |
| Credit Card Debt Payment | 50.49        |

531,703.01

Total amount of checks issued and debit charges 1,308,371.95

Cash Balance as shown by records 4,123,825.12

**RECONCILIATION WITH BANK STATEMENT**

|  |              |
|--|--------------|
| Balance given on bank statement, end of month                  | 4,700,328.52 |
| Less total of outstanding checks - See Attached Nvision Report | (576,503.40) |
| Payroll in Transit   |              |
| Payroll in Transift from Federal                               |              |
| Net balance in bank  | 4,123,825.12 |

Total available balance \$ 4,123,825.12

(Must agree with Cash Balance above if there is a true reconciliation)

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

This is to certify that the above Cash Balance is in agreement with my bank statement as reconciled

CLERK OF BOARD OF EDUCATION

TREASURER OF SCHOOL DISTRICT

PREPARED BY

**NEW YORK MILLS UFSD**

Bank Reconciliation for period ending on 11/30/2025



Account: M&T GENERAL FUND CHECKING  
 Cash Account(s): A 200

|   |   |              |
|---|---|--------------|
| Ending Bank Balance:                    |   | 4,700,328.52 |
| Outstanding Checks (See listing below): | - | 576,503.40   |
| Deposits in Transit:                    | + | 0.00         |
| Other Credits:                          | + | 0.00         |
| Other Debits:                           | - | 0.00         |

Adjusted Ending Bank Balance: 4,123,825.12

Cash Account Balance: 4,123,825.12

**Outstanding Check Listing**

| Check Date | Check Number | Payee                              | Amount    |
|------------|--------------|------------------------------------|-----------|
| 05/23/2025 | 61845        | BRODY FOSTER                       | 100.00    |
| 05/23/2025 | 61866        | SOUTHWELL, STEVEN                  | 165.75    |
| 09/12/2025 | 62096        | MIKE GOSSIN                        | 96.10     |
| 09/26/2025 | 62135        | SHELLEY BRAY                       | 121.60    |
| 09/26/2025 | 62137        | CASILLAS-TORRES, FRANCISCO         | 35.00     |
| 09/26/2025 | 62158        | KEVIN J MAXWELL                    | 121.60    |
| 10/10/2025 | 62189        | PAT CARDINALE                      | 91.60     |
| 10/10/2025 | 62197        | MIKE GOSSIN                        | 91.60     |
| 10/10/2025 | 62200        | MEGAN HICKEL                       | 88.37     |
| 10/10/2025 | 62201        | JAMES HOLT JR                      | 121.60    |
| 10/10/2025 | 62211        | MOHAWK REGIONAL ASSC ADMINISTR     | 50.00     |
| 10/10/2025 | 62216        | JOHN OWEN                          | 121.60    |
| 10/24/2025 | 62275        | YORKVILLE BATTERY INC.             | 8.00      |
| 11/07/2025 | 62280        | ALL PEST CONTROL                   | 64.15     |
| 11/07/2025 | 62282        | CONTROLLED WASTE SYSTEMS INC       | 741.80    |
| 11/07/2025 | 62291        | NATIONAL ART & SCHOOL SUPPLIES INC | 0.00      |
| 11/07/2025 | 62293        | NEW YORK STATE ART TEACHERS ASSOC  | 290.00    |
| 11/07/2025 | 62301        | UTICA SPRAY & CHEMICAL COMPANY     | 1,153.93  |
| 11/07/2025 | 62304        | MONICA WOLFE                       | 127.60    |
| 11/21/2025 | 62200        | MEGAN HICKEL                       | -88.37    |
| 11/21/2025 | 62306        | CSEA TREASURER/PEARL CARROLL       | 502.66    |
| 11/21/2025 | 62308        | NYSUT BENEFIT TRUST                | 215.22    |
| 11/21/2025 | 62310        | AMAZON CAPITAL SERVICES            | 886.83    |
| 11/21/2025 | 62311        | BECKY BILLITTIER                   | 91.60     |
| 11/21/2025 | 62312        | CATSKILL SPRING WATER LLC          | 60.00     |
| 11/21/2025 | 62313        | CENTER STATE CONFERENCE            | 143.76    |
| 11/21/2025 | 62314        | CURTIS LUMBER                      | 341.59    |
| 11/21/2025 | 62315        | DAY AUTOMATION SYSTEMS, INC.       | 1,083.06  |
| 11/21/2025 | 62316        | DEVELOPMENTAL THERAPY ASSOC        | 1,677.00  |
| 11/21/2025 | 62317        | CHRISTOPHER EVANS                  | 163.60    |
| 11/21/2025 | 62318        | FERRARA FIORENZA PC                | 1,081.50  |
| 11/21/2025 | 62319        | FIRST UNUM LIFE INSURANCE COMPANY  | 21.70     |
| 11/21/2025 | 62320        | FLAGSTAR PUBLIC FUNDING CORP       | 57,891.43 |
| 11/21/2025 | 62321        | FLEET PRIDE                        | 100.99    |

**NEW YORK MILLS UFSD**

Bank Reconciliation for period ending on 11/30/2025

| Check Date                      | Check Number | Payee   | Amount            |
|---------------------------------|--------------|---|-------------------|
| 11/21/2025                      | 62322        | FOUR WINDS HOSPITALS                              | 1,426.00          |
| 11/21/2025                      | 62324        | HILLYARD/NEWYORK                                  | 787.50            |
| 11/21/2025                      | 62325        | JW PEPPER & SON, INC.                             | 78.99             |
| 11/21/2025                      | 62326        | LAW OFFICE OF TIMOTHY R MCGILL                    | 5,062.20          |
| 11/21/2025                      | 62327        | LEONARD BUS SALES INC                             | 98.04             |
| 11/21/2025                      | 62328        | TERESA LOVECCHIO                                  | 46.25             |
| 11/21/2025                      | 62329        | LIAM MAHARDY                                      | 300.00            |
| 11/21/2025                      | 62330        | MOHAWK VALLEY CHAPTER CERTIFIED FOOTBALL OFFICIAL | 19.95             |
| 11/21/2025                      | 62331        | MOHAWK VALLEY WATER AUTHORITY                     | 3,265.89          |
| 11/21/2025                      | 62332        | NATIONAL ART & SCHOOL SUPPLIES INC                | 207.71            |
| 11/21/2025                      | 62333        | NEW YORK STATE THRUWAY AUTHORITY                  | 7.41              |
| 11/21/2025                      | 62334        | NYS DEPARTMENT OF TRANSPORTATION                  | 1,251.62          |
| 11/21/2025                      | 62335        | ONEIDA HERKIMER MADISON BOCES                     | 438,468.39        |
| 11/21/2025                      | 62336        | ORMINSKI, BRITTANY                                | 163.60            |
| 11/21/2025                      | 62337        | JAMES PIERCE                                      | 46.25             |
| 11/21/2025                      | 62338        | R.G. TIMBS, INC                                   | 2,129.25          |
| 11/21/2025                      | 62339        | RACIOPPA, SHAWN                                   | 255.20            |
| 11/21/2025                      | 62340        | SCHOOL HEALTH CORPORATION                         | 56.35             |
| 11/21/2025                      | 62341        | GEORGE SERVICE                                    | 163.60            |
| 11/21/2025                      | 62342        | TOWN OF NEW HARTFORD                              | 4,293.24          |
| 11/21/2025                      | 62343        | UPSTATE CEREBRAL PALSY                            | 50,605.88         |
| 11/21/2025                      | 62344        | VOLO'S AUTO SUPPLY                                | 7.21              |
| <b>Outstanding Check Total:</b> |              |   | <b>576,503.40</b> |

Prepared By

Approved By

NEW YORK MILLS UNION FREE SCHOOLS  
GENERAL FUND MONEY MARKET ACCOUNT  
ACCOUNT 3532  
TREASURER'S MONTHLY REPORT

For the period

FROM: 11/01/25 TO: 11/30/25

Total available balance as reported at the end of preceding period \$2,593,966.65

**RECEIPTS DURING MONTH**

(With breakdown of source including full amount of all short term loans)

| Date                              | Source                | Amount   |                |
|-----------------------------------|-----------------------|----------|----------------|
| NOV 30                            | Interest              | 4,587.77 |                |
|                                   | Transfer from General |          |                |
| Total Receipts                    |                       |          | \$4,587.77     |
| Total Receipts, including balance |                       |          | \$2,598,554.42 |

**DISBURSEMENTS MADE DURING MONTH**

BY CHECK

From Check No. To Check No 0.00

BY DEBIT CHARGE Transfer to General

(Total amount of debit charges) -

Cash Balance as shown by records \$2,598,554.42

**RECONCILIATION WITH BANK STATEMENT**

|  |                     |                       |
|--|---------------------|-----------------------|
| Balance given on bank statement, end of month (M&T)                    | 2,598,554.42        |                       |
| Amount of transfers in transit   | 0.00                |                       |
| Net balance in bank  | <u>2,598,554.42</u> |                       |
| Amount of deposit in transit   | 0.00                |                       |
| Total available balance  |                     | <u>\$2,598,554.42</u> |
| (Must agree with Cash Balance above if there is a true reconciliation) |                     |                       |

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

This is to certify that the above Cash Balance is in agreement with my bank statement as reconciled

\_\_\_\_\_  
CLERK OF BOARD OF EDUCATION

\_\_\_\_\_  
TREASURER OF SCHOOL DISTRICT

\_\_\_\_\_  
PREPARED BY

NEW YORK MILLS UNION FREE SCHOOLS  
RESTRICTED RESERVE ACCOUNT  
ACCOUNT 3540  
TREASURER'S MONTHLY REPORT

For the period

FROM: 11/01/25 TO: 11/30/25

Total available balance as reported at the end of preceding period \$1,323,473.02

**RECEIPTS DURING MONTH**

(With breakdown of source including full amount of all short term loans)

| Date                              | Source                | Amount         |
|-----------------------------------|-----------------------|----------------|
| NOV 30                            | Interest              | 2,340.74       |
|                                   | Transfer from General |                |
| Total Receipts                    |                       | \$2,340.74     |
| Total Receipts, including balance |                       | \$1,325,813.76 |

**DISBURSEMENTS MADE DURING MONTH**

BY DEBIT CHARGE

(Total amount of debit charges) \$0.00

Cash Balance as shown by records \$1,325,813.76

**RECONCILIATION WITH BANK STATEMENT**

|  |                       |
|--|-----------------------|
| Balance given on bank statement, end of month                          | 1,325,813.76          |
| Amount of transfers in transit   | 0.00                  |
| Net balance in bank  | <u>1,325,813.76</u>   |
| Amount of deposits in transit  | 0.00                  |
| Total available balance  | <u>\$1,325,813.76</u> |
| (Must agree with Cash Balance above if there is a true reconciliation) |                       |

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

This is to certify that the above Cash Balance is in agreement with my bank statement as reconciled

CLERK OF BOARD OF EDUCATION

TREASURER OF SCHOOL DISTRICT

  
PREPARED BY

NEW YORK MILLS UNION FREE SCHOOLS  
NY MUNI TRUST  
ACCOUNT 0060  
TREASURER'S MONTHLY REPORT

For the period

FROM: 11/01/25 TO: 11/30/25

Total available balance as reported at the end of preceding period \$1,701,817.55

**RECEIPTS DURING MONTH**

(With breakdown of source including full amount of all short term loans)

| Date                              | Source   | Amount   |                |
|-----------------------------------|----------|----------|----------------|
| NOV 30                            | Interest | 5,315.73 |                |
| Total Receipts                    |          |          | 5,315.73       |
| Total Receipts, including balance |          |          | \$1,707,133.28 |

**DISBURSEMENTS MADE DURING MONTH**

|   |             |      |                       |
|---|-------------|------|-----------------------|
| <b>BY CHECK</b>                                   |             |      |                       |
| From Check No.                                    | To Check No | 0.00 |                       |
| <b>BY DEBIT CHARGE</b>                            |             |      |                       |
|   |             |      | 0.00                  |
| (Total amount of checks issued and debit charges) |             |      | \$0.00                |
| Cash Balance as shown by records                  |             |      | <u>\$1,707,133.28</u> |

**RECONCILIATION WITH BANK STATEMENT**

|  |                     |                       |
|--|---------------------|-----------------------|
| Balance given on bank statement, end of month                          | 1,707,133.28        |                       |
| Amount of transfers in transit   | 0.00                |                       |
| Net balance in bank  | <u>1,707,133.28</u> |                       |
| Amount of deposits in transit  | 0.00                |                       |
| Total available balance  |                     | <u>\$1,707,133.28</u> |
| (Must agree with Cash Balance above if there is a true reconciliation) |                     |                       |

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

This is to certify that the above Cash Balance is in agreement with my bank statement as reconciled

CLERK OF BOARD OF EDUCATION

TREASURER OF SCHOOL DISTRICT

  
PREPARED BY

**NEW YORK MILLS UFSD**

**Trial Balance Report From 7/1/2025 - 11/30/2025**



| <b>Account</b>        | <b>Description</b>                    | <b>Debits</b>        | <b>Credits</b>       |
|-----------------------|---------------------------------------|----------------------|----------------------|
| A 200                 | CASH IN CHECKING                      | 4,123,825.12         | 0.00                 |
| A 201 03              | MUNICASH INVESTMENTS-NY               | 1,707,133.28         | 0.00                 |
| A 201 05              | MONEY MARKET INVESTMENT               | 2,598,554.42         | 0.00                 |
| A 210                 | PETTY CASH                            | 300.00               | 0.00                 |
| A 231 01              | RESTRICTED RESERVES SAVINGS           | 1,325,813.76         | 0.00                 |
| A 391                 | DUE FROM OTHER FUNDS                  | 100,755.94           | 0.00                 |
| A 391F                | DUE FROM FEDERAL AID FUND             | 256,776.15           | 0.00                 |
| A 410                 | STATE & FEDERAL AID RECEIVABLE        | 3,852.00             | 0.00                 |
| A 510                 | ESTIMATED REVENUE                     | 15,075,535.00        | 0.00                 |
| A 521                 | ENCUMBRANCES                          | 4,058,212.24         | 0.00                 |
| A 522                 | EXPENDITURES                          | 5,420,153.40         | 0.00                 |
| A 599                 | APPROPRIATED FUND BALANCE             | 3,082,223.55         | 0.00                 |
| A 632                 | DUE TO STATE TEACHERS RETIREMENT      | 0.00                 | 19,964.60            |
| A 720                 | GROUP HEALTH INSURANCE                | 0.00                 | 372,985.95           |
| A 720F                | FLEX HEALTH                           | 0.00                 | 32,883.97            |
| A 821                 | RESERVE FOR ENCUMBRANCES              | 0.00                 | 4,058,212.24         |
| A 827                 | RESERVE FOR NYSERS RETIREMENT CREDITS | 0.00                 | 509,564.00           |
| A 864                 | RESERVE FOR TAX CERTIORARI            | 0.00                 | 214,999.00           |
| A 867                 | RESERVE FOR EMPLOYEE BENEFITS         | 0.00                 | 421,620.00           |
| A 878                 | CAPITAL RESERVE                       | 0.00                 | 214,385.90           |
| A 878 01              | CAPITAL RESERVE/TRANSPORTATION        | 0.00                 | 386,182.25           |
| A 882                 | RESERVE FOR REPAIRS                   | 0.00                 | 35,000.00            |
| A 909                 | FUND BALANCE, UNRESERVED              | 0.00                 | 582,223.55           |
| A 910                 | APPROPRIATED FUND BALANCE             | 0.00                 | 2,500,000.00         |
| A 911                 | UNAPPROPRIATED FUND BALANCE           | 0.00                 | 703,021.84           |
| A 960                 | APPROPRIATIONS                        | 0.00                 | 18,157,758.55        |
| A 980                 | REVENUES                              | 0.00                 | 9,544,333.01         |
| <b>A Fund Totals:</b> |                                       | <b>37,753,134.86</b> | <b>37,753,134.86</b> |
| <b>Grand Totals:</b>  |                                       | <b>37,753,134.86</b> | <b>37,753,134.86</b> |

# NEW YORK MILLS UFSD

Revenue Status Report By Function From 7/1/2025 To 11/30/2025



| Account              | Description                         | Budget               | Adjustments | Revised Budget       | Revenue Earned      | Unearned Revenue    |
|----------------------|-------------------------------------|----------------------|-------------|----------------------|---------------------|---------------------|
| A 1001               | TAXES RECEIVABLE                    | 7,773,354.00         | 0.00        | 7,773,354.00         | 7,462,835.18        | 310,518.82          |
| A 1081               | PAYMENTS IN LIEU OF TAXES           | 196,111.00           | 0.00        | 196,111.00           | 252,741.76          | -56,630.76          |
| A 1085               | STAR PROGRAM                        | 655,320.00           | 0.00        | 655,320.00           | 0.00                | 655,320.00          |
| A 1335               | OTHER STUDENT FEES AND CHARGES      | 2,500.00             | 0.00        | 2,500.00             | 1,140.00            | 1,360.00            |
| A 2401               | INTEREST AND EARNINGS               | 100,000.00           | 0.00        | 100,000.00           | 60,618.52           | 39,381.48           |
| A 2413               | RENTAL OF REAL PROPERTY/BOCES       | 10,000.00            | 0.00        | 10,000.00            | 11,406.00           | -1,406.00           |
| A 2450               | COMMISSIONS                         | 1,500.00             | 0.00        | 1,500.00             | 525.71              | 974.29              |
| A 2650               | SALE OF SCRAP & EXCESS MATERIALS    | 0.00                 | 0.00        | 0.00                 | 207.15              | -207.15             |
| A 2680               | INSURANCE RECOVERIES                | 1,000.00             | 0.00        | 1,000.00             | 1,064.31            | -64.31              |
| A 2700               | RETIREE DRUG SUBSIDY                | 20,000.00            | 0.00        | 20,000.00            | 8,852.95            | 11,147.05           |
| A 2701               | REFUNDS FOR BOCES AIDED SERVICES    | 350,000.00           | 0.00        | 350,000.00           | 8,421.00            | 341,579.00          |
| A 2703               | REFUND OF PRIORS YRS EXPENSE        | 75,000.00            | 0.00        | 75,000.00            | 83,729.39           | -8,729.39           |
| A 2705               | GIFTS AND DONATIONS                 | 1,000.00             | 0.00        | 1,000.00             | 0.00                | 1,000.00            |
| A 2770               | UNCLASSIFIED OTHER REVENUE          | 75,000.00            | 0.00        | 75,000.00            | 135.00              | 74,865.00           |
| A 3101               | BASIC FORMULA                       | 2,850,000.00         | 0.00        | 2,850,000.00         | 448,757.85          | 2,401,242.15        |
| A 3101.001           | EXCESS COST                         | 900,000.00           | 0.00        | 900,000.00           | 0.00                | 900,000.00          |
| A 3102               | LOTTERY AID                         | 585,000.00           | 0.00        | 585,000.00           | 699,525.21          | -114,525.21         |
| A 3102.00.2          | COMMERCIAL GAMING                   | 275,000.00           | 0.00        | 275,000.00           | 399,956.66          | -124,956.66         |
| A 3102.001           | VLT LOTTERY GRANT                   | 150,000.00           | 0.00        | 150,000.00           | 69,801.60           | 80,198.40           |
| A 3103               | BOARDS OF COOPERATIVE EDUCATIONAL S | 995,000.00           | 0.00        | 995,000.00           | 0.00                | 995,000.00          |
| A 3260               | TEXTBOOKS                           | 30,000.00            | 0.00        | 30,000.00            | 8,490.00            | 21,510.00           |
| A 3262               | COMPUTER SOFTWARE AID               | 8,000.00             | 0.00        | 8,000.00             | 0.00                | 8,000.00            |
| A 3262.001           | HARDWARE AID                        | 8,500.00             | 0.00        | 8,500.00             | 0.00                | 8,500.00            |
| A 3263               | LIBRARY AV LOAN PROGRAM             | 3,250.00             | 0.00        | 3,250.00             | 0.00                | 3,250.00            |
| A 3289               | OTHER STATE AID                     | 0.00                 | 0.00        | 0.00                 | 2,725.00            | -2,725.00           |
| A 4601               | MEDICAID REIMBURSEMENT              | 10,000.00            | 0.00        | 10,000.00            | 23,399.72           | -13,399.72          |
| <b>A Totals:</b>     |                                     | <b>15,075,535.00</b> | <b>0.00</b> | <b>15,075,535.00</b> | <b>9,544,333.01</b> | <b>5,531,201.99</b> |
| <b>Grand Totals:</b> |                                     | <b>15,075,535.00</b> | <b>0.00</b> | <b>15,075,535.00</b> | <b>9,544,333.01</b> | <b>5,531,201.99</b> |

# NEW YORK MILLS UFSD

Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025



| Account                   | Description                    | Budget            | Adjustments | Adj. Budget       | Expensed          | Encumbered       | Available         |
|---------------------------|--------------------------------|-------------------|-------------|-------------------|-------------------|------------------|-------------------|
| <u>A 1010.400-00-0000</u> | CONTRACTUAL                    | 2,000.00          | 0.00        | 2,000.00          | 200.90            | 400.00           | 1,399.10          |
| <u>A 1010.404-00-0000</u> | CONFERENCE FEES                | 8,000.00          | 0.00        | 8,000.00          | 2,305.64          | 0.00             | 5,694.36          |
| <u>A 1010.490-00-0000</u> | BOCES                          | 2,000.00          | 0.00        | 2,000.00          | 733.17            | 546.83           | 720.00            |
| <b>1010</b>               | <b>BOARD OF EDUCATION</b>      | <b>12,000.00</b>  | <b>0.00</b> | <b>12,000.00</b>  | <b>3,239.71</b>   | <b>946.83</b>    | <b>7,813.46</b>   |
| <u>A 1040.160-00-0000</u> | NON-INSTRUCT. SALARIES         | 1,000.00          | 0.00        | 1,000.00          | 0.00              | 0.00             | 1,000.00          |
| <u>A 1040.406-00-0000</u> | ADVERTISING                    | 5,000.00          | 0.00        | 5,000.00          | 249.60            | 3,500.00         | 1,250.40          |
| <u>A 1040.450-00-0000</u> | OFFICE SUPPLIES                | 1,000.00          | 0.00        | 1,000.00          | 280.00            | 0.00             | 720.00            |
| <b>1040</b>               | <b>DISTRICT CLERK</b>          | <b>7,000.00</b>   | <b>0.00</b> | <b>7,000.00</b>   | <b>529.60</b>     | <b>3,500.00</b>  | <b>2,970.40</b>   |
| <u>A 1060.408-00-0000</u> | PERSONAL SERVICES              | 2,500.00          | 0.00        | 2,500.00          | 0.00              | 0.00             | 2,500.00          |
| <b>1060</b>               | <b>DISTRICT MEETING</b>        | <b>2,500.00</b>   | <b>0.00</b> | <b>2,500.00</b>   | <b>0.00</b>       | <b>0.00</b>      | <b>2,500.00</b>   |
| <b>10</b>                 | <b>Consolidated Payroll</b>    | <b>21,500.00</b>  | <b>0.00</b> | <b>21,500.00</b>  | <b>3,769.31</b>   | <b>4,446.83</b>  | <b>13,283.86</b>  |
| <u>A 1240.150-00-0000</u> | PROFESSIONAL SALARIES          | 179,979.00        | 0.00        | 179,979.00        | 75,638.70         | 0.00             | 104,340.30        |
| <u>A 1240.160-00-0000</u> | NON-INSTRUCT. SALARY           | 60,150.00         | 0.00        | 60,150.00         | 25,006.41         | 0.00             | 35,143.59         |
| <u>A 1240.400-00-0000</u> | CONTRACTUAL                    | 7,500.00          | 0.00        | 7,500.00          | 0.00              | 0.00             | 7,500.00          |
| <u>A 1240.403-00-0000</u> | TRAVEL-MILEAGE                 | 1,000.00          | 0.00        | 1,000.00          | 0.00              | 0.00             | 1,000.00          |
| <u>A 1240.404-00-0000</u> | CONFERENCE FEES                | 3,000.00          | 0.00        | 3,000.00          | 276.85            | 0.00             | 2,723.15          |
| <u>A 1240.409-00-0000</u> | DUES                           | 2,500.00          | 0.00        | 2,500.00          | 50.00             | 0.00             | 2,450.00          |
| <u>A 1240.450-00-0000</u> | OFFICE SUPPLIES                | 500.00            | 0.00        | 500.00            | 0.00              | 0.00             | 500.00            |
| <b>1240</b>               | <b>CHIEF SCHOOL OFFICE</b>     | <b>254,629.00</b> | <b>0.00</b> | <b>254,629.00</b> | <b>100,971.96</b> | <b>0.00</b>      | <b>153,657.04</b> |
| <b>12</b>                 | <b>NON-INSTRUCT. SALARIES</b>  | <b>254,629.00</b> | <b>0.00</b> | <b>254,629.00</b> | <b>100,971.96</b> | <b>0.00</b>      | <b>153,657.04</b> |
| <u>A 1310.160-00-0000</u> | CONFERENCE FEES                | 109,596.00        | 0.00        | 109,596.00        | 44,938.60         | 0.00             | 64,657.40         |
| <u>A 1310.404-00-0000</u> | OFFICE SUPPLIES                | 500.00            | 0.00        | 500.00            | 0.00              | 0.00             | 500.00            |
| <u>A 1310.450-00-0000</u> | BOCES SERVICES                 | 200.00            | 0.00        | 200.00            | 0.00              | 0.00             | 200.00            |
| <b>1310</b>               | <b>BUSINESS ADMINISTRATION</b> | <b>73,000.00</b>  | <b>0.00</b> | <b>73,000.00</b>  | <b>17,839.89</b>  | <b>41,660.11</b> | <b>13,500.00</b>  |
| <u>A 1320.408-00-0000</u> | AUDITING SERVICES              | 183,296.00        | 0.00        | 183,296.00        | 62,778.49         | 41,660.11        | 78,857.40         |
| <b>1320</b>               | <b>AUDITING</b>                | <b>30,000.00</b>  | <b>0.00</b> | <b>30,000.00</b>  | <b>21,595.10</b>  | <b>6,404.90</b>  | <b>2,000.00</b>   |
| <u>A 1380.401-00-0000</u> | SERVICE CONTRACTS              | 20,000.00         | 0.00        | 20,000.00         | 5,106.50          | 7,493.50         | 7,400.00          |
| <b>1380</b>               | <b>FISCAL AGENT FEE</b>        | <b>20,000.00</b>  | <b>0.00</b> | <b>20,000.00</b>  | <b>5,106.50</b>   | <b>7,493.50</b>  | <b>7,400.00</b>   |
| <b>13</b>                 | <b>ATTORNEY SERVICES</b>       | <b>233,296.00</b> | <b>0.00</b> | <b>233,296.00</b> | <b>89,480.09</b>  | <b>55,558.51</b> | <b>88,257.40</b>  |
| <u>A 1420.408-00-0000</u> | LEGAL                          | 45,000.00         | 0.00        | 45,000.00         | 11,519.20         | 11,480.80        | 22,000.00         |
| <b>1420</b>               | <b>HEALTH SERVICES</b>         | <b>45,000.00</b>  | <b>0.00</b> | <b>45,000.00</b>  | <b>11,519.20</b>  | <b>11,480.80</b> | <b>22,000.00</b>  |
|                           |                                |                   |             |                   | 0.00              | 0.00             | 45,000.00         |

**NEW YORK MILLS UFSD**

**Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025**



| Account                   | Description                              | Budget     | Adjustments      | Adj. Budget         | Expensed          | Encumbered        | Available         |
|---------------------------|--|------------|------------------|---------------------|-------------------|-------------------|-------------------|
| <u>A 1430.490-00-0000</u> | PERSONNEL SERVICES                       | 7,200.00   | 37,800.00        | 45,000.00           | 12,173.63         | 32,826.37         | 0.00              |
| <b>1430</b>               | <b>PERSONNEL</b>                         | <b>*</b>   | <b>37,800.00</b> | <b>90,000.00</b>    | <b>12,173.63</b>  | <b>32,826.37</b>  | <b>45,000.00</b>  |
| <u>A 1460.490-00-0000</u> | RECORDS INFORMATION                      | 0.00       | 7,200.00         | 7,200.00            | 2,160.00          | 5,040.00          | 0.00              |
| <b>1460</b>               | <b>RECORDS MANAGEMENT OFFICER</b>        | <b>*</b>   | <b>7,200.00</b>  | <b>7,200.00</b>     | <b>2,160.00</b>   | <b>5,040.00</b>   | <b>0.00</b>       |
| <u>A 1480.490-00-0000</u> | PUBLIC INFOR SPEC.                       | 35,000.00  | 24,600.00        | 59,600.00           | 17,880.00         | 41,720.00         | 0.00              |
| <b>1480</b>               | <b>PUBLIC INFORMATION &amp; SERVICES</b> | <b>*</b>   | <b>24,600.00</b> | <b>59,600.00</b>    | <b>17,880.00</b>  | <b>41,720.00</b>  | <b>0.00</b>       |
| <b>14</b>                 |  | <b>**</b>  | <b>69,600.00</b> | <b>201,800.00</b>   | <b>43,732.83</b>  | <b>91,067.17</b>  | <b>67,000.00</b>  |
| <u>A 1620.160-00-0000</u> | NON INSTRUCT SALARIES                    | 160,000.00 | 0.00             | 160,000.00          | 68,007.36         | 0.00              | 91,992.64         |
| <u>A 1620.400-00-0000</u> | CONTRACTUAL                              | 62,500.00  | 35,759.00        | 98,259.00           | 42,199.19         | 9,453.01          | 46,606.80         |
| <u>A 1620.401-00-0000</u> | SERVICE CONTRACTS                        | 20,000.00  | 0.00             | 20,000.00           | 10,956.80         | 1,476.75          | 7,566.45          |
| <u>A 1620.416-00-0000</u> | NATURAL GAS                              | 85,000.00  | 0.00             | 85,000.00           | 14,392.00         | 21,588.00         | 49,020.00         |
| <u>A 1620.417-00-0000</u> | ELECTRICITY                              | 120,000.00 | 0.00             | 120,000.00          | 35,977.22         | 53,967.17         | 30,055.61         |
| <u>A 1620.418-00-0000</u> | WATER                                    | 35,000.00  | 0.00             | 35,000.00           | 12,944.90         | 12,055.10         | 10,000.00         |
| <u>A 1620.450-00-0000</u> | CLEANING SUPPLIES                        | 20,000.00  | 0.00             | 20,000.00           | 5,910.95          | 10,118.01         | 3,971.04          |
| <b>1620</b>               | <b>OPERATION OF PLANT</b>                | <b>*</b>   | <b>35,759.00</b> | <b>538,259.00</b>   | <b>190,388.42</b> | <b>108,658.04</b> | <b>239,212.54</b> |
| <u>A 1621.160-00-0000</u> | NON INSTRUCT SALARIES                    | 165,000.00 | 0.00             | 165,000.00          | 37,511.56         | 0.00              | 127,488.44        |
| <u>A 1621.400-00-0000</u> | CONTRACTUAL                              | 50,000.00  | 1,996.07         | 51,996.07           | 30,203.23         | 19,187.74         | 2,605.10          |
| <u>A 1621.402-00-0000</u> | REPAIRS                                  | 20,000.00  | 10,695.07        | 30,695.07           | 30,299.19         | 376.23            | 19.65             |
| <u>A 1621.450-00-0000</u> | SUPPLIES & MATERIALS                     | 35,000.00  | 1,097.34         | 36,097.34           | 8,804.99          | 7,478.53          | 19,813.82         |
| <u>A 1621.450-00-0508</u> | GROUPS                                   | 25,000.00  | 0.00             | 25,000.00           | 5,168.25          | 5,760.86          | 14,070.89         |
| <u>A 1621.490-00-0000</u> | BOCES SERVICES                           | 52,600.00  | 6,400.00         | 59,000.00           | 17,613.11         | 41,386.89         | 0.00              |
| <b>1621</b>               | <b>MAINTENANCE OF PLANT</b>              | <b>*</b>   | <b>20,188.48</b> | <b>367,788.48</b>   | <b>129,600.33</b> | <b>74,190.25</b>  | <b>163,997.90</b> |
| <u>A 1670.400-00-0000</u> | POSTAGE                                  | 16,000.00  | 0.00             | 16,000.00           | 7,623.84          | 5,804.32          | 2,571.84          |
| <u>A 1670.490-01-0000</u> | PRINTING                                 | 95,000.00  | 0.00             | 95,000.00           | 24,000.00         | 71,000.00         | 0.00              |
| <b>1670</b>               | <b>CENTRAL PRINTING &amp; MAILING</b>    | <b>*</b>   | <b>0.00</b>      | <b>111,000.00</b>   | <b>31,623.84</b>  | <b>76,804.32</b>  | <b>2,571.84</b>   |
| <b>16</b>                 | <b>INSURANCE</b>                         | <b>**</b>  | <b>55,947.48</b> | <b>1,017,047.48</b> | <b>351,612.59</b> | <b>259,652.61</b> | <b>405,782.28</b> |
| <u>A 1910.414-00-0000</u> | UNALLOCATED INSURANCE                    | 55,000.00  | 0.00             | 55,000.00           | 52,643.83         | 0.00              | 2,356.17          |
| <u>A 1984.400-00-0000</u> | REFUND PROP. TAX                         | 10,000.00  | 0.00             | 10,000.00           | 0.00              | 0.00              | 10,000.00         |
| <b>1984</b>               | <b>REFUND ON REAL PROPERTY TAXES</b>     | <b>*</b>   | <b>0.00</b>      | <b>10,000.00</b>    | <b>0.00</b>       | <b>0.00</b>       | <b>10,000.00</b>  |
| <u>A 1981.490-00-0000</u> | BOCES SERVICES                           | 161,450.00 | 0.00             | 161,450.00          | 48,426.84         | 112,996.16        | 27.00             |
| <b>1981</b>               | <b>BOCES ADMINISTRATIVE COSTS</b>        | <b>*</b>   | <b>0.00</b>      | <b>161,450.00</b>   | <b>48,426.84</b>  | <b>112,996.16</b> | <b>27.00</b>      |
| <b>19</b>                 | <b>General Support</b>                   | <b>**</b>  | <b>0.00</b>      | <b>226,450.00</b>   | <b>101,070.67</b> | <b>112,996.16</b> | <b>12,383.17</b>  |

**NEW YORK MILLS UFSD**

Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025



| Account                   | Description                               | Budget              | Adjustments       | Adj. Budget         | Expensed          | Encumbered        | Available         |
|---------------------------|---|---------------------|-------------------|---------------------|-------------------|-------------------|-------------------|
| <b>1</b>                  |   | <b>1,829,175.00</b> | <b>125,547.48</b> | <b>1,954,722.48</b> | <b>690,637.45</b> | <b>523,721.28</b> | <b>740,363.75</b> |
| <u>A 2010.150-00-0000</u> | INSTRUCTIONAL SALARIES                    | 25,000.00           | 0.00              | 25,000.00           | 600.00            | 0.00              | 24,400.00         |
| <u>A 2010.490-00-0000</u> | OTHER BOCES                               | 61,000.00           | 0.00              | 61,000.00           | 17,821.02         | 41,582.98         | 1,596.00          |
| <b>2010</b>               | <b>CURRICULUM DEVEL &amp; SUPERVISION</b> | <b>86,000.00</b>    | <b>0.00</b>       | <b>86,000.00</b>    | <b>18,421.02</b>  | <b>41,582.98</b>  | <b>25,996.00</b>  |
| <u>A 2020.150-00-0000</u> | INSTRUCTIONAL SALARIES                    | 220,000.00          | 0.00              | 220,000.00          | 90,135.00         | 0.00              | 129,865.00        |
| <u>A 2020.160-00-0000</u> | NON INSTRUCT. SALARIES                    | 85,020.00           | 0.00              | 85,020.00           | 36,291.04         | 0.00              | 48,728.96         |
| <u>A 2020.403-02-0000</u> | TRAVEL-MILEAGE                            | 500.00              | 0.00              | 500.00              | 0.00              | 0.00              | 500.00            |
| <u>A 2020.403-03-0000</u> | TRAVEL-MILEAGE                            | 500.00              | 0.00              | 500.00              | 0.00              | 0.00              | 500.00            |
| <u>A 2020.404-02-0000</u> | CONFERENCE                                | 500.00              | 0.00              | 500.00              | 0.00              | 0.00              | 500.00            |
| <u>A 2020.404-03-0000</u> | CONFERENCE                                | 500.00              | 0.00              | 500.00              | 0.00              | 0.00              | 500.00            |
| <u>A 2020.409-00-0000</u> | DUES                                      | 1,600.00            | 0.00              | 1,600.00            | 509.70            | 0.00              | 1,090.30          |
| <u>A 2020.450-02-0000</u> | OFFICE SUPPLIES                           | 1,000.00            | 646.95            | 1,646.95            | 1,222.37          | 24.27             | 400.31            |
| <u>A 2020.450-03-0000</u> | OFFICE SUPPLIES                           | 1,000.00            | 0.00              | 1,000.00            | 617.07            | 12.54             | 370.39            |
| <b>2020</b>               | <b>SUPERVISION-REGULAR SCHOOL</b>         | <b>310,620.00</b>   | <b>646.95</b>     | <b>311,266.95</b>   | <b>128,775.18</b> | <b>36.81</b>      | <b>182,454.96</b> |
| <u>A 2070.150-00-0000</u> | INSERVICE SALARIES                        | 30,000.00           | 0.00              | 30,000.00           | 7,689.00          | 0.00              | 22,311.00         |
| <u>A 2070.400-00-0000</u> | CONTRACTUAL                               | 3,000.00            | 0.00              | 3,000.00            | 217.00            | 0.00              | 2,783.00          |
| <u>A 2070.490-00-0000</u> | BOCES INSERVICE                           | 20,000.00           | 0.00              | 20,000.00           | 5,572.50          | 13,002.50         | 1,425.00          |
| <b>2070</b>               | <b>INSERVICE TRAINING-INSTRUCTION</b>     | <b>53,000.00</b>    | <b>0.00</b>       | <b>53,000.00</b>    | <b>13,478.50</b>  | <b>13,002.50</b>  | <b>26,519.00</b>  |
| <b>20</b>                 | <b>Group Insurance</b>                    | <b>449,620.00</b>   | <b>646.95</b>     | <b>450,266.95</b>   | <b>160,674.70</b> | <b>54,622.29</b>  | <b>234,969.96</b> |
| <u>A 2110.120-00-0000</u> | INSTRUCTIONAL SALARIES K-3                | 875,650.00          | 0.00              | 875,650.00          | 198,721.28        | 0.00              | 676,928.72        |
| <u>A 2110.120-01-0000</u> | INSTRUCTIONAL SALARIES 4-6                | 575,985.00          | 0.00              | 575,985.00          | 121,137.19        | 0.00              | 454,847.81        |
| <u>A 2110.130-00-0000</u> | INSTRUCTIONAL 7-12                        | 1,555,887.00        | 0.00              | 1,555,887.00        | 345,155.68        | 0.00              | 1,210,731.32      |
| <u>A 2110.130-01-0000</u> | AFTER SCHOOL PROGRAM                      | 20,000.00           | 0.00              | 20,000.00           | 3,921.00          | 0.00              | 16,079.00         |
| <u>A 2110.131-00-0000</u> | HEALTH BUY-OUTS                           | 20,000.00           | 0.00              | 20,000.00           | 3,798.00          | 0.00              | 16,202.00         |
| <u>A 2110.140-00-0000</u> | SUBSTITUTE SALARIES                       | 195,000.00          | 0.00              | 195,000.00          | 44,683.36         | 0.00              | 150,316.64        |
| <u>A 2110.160-00-0000</u> | NON INSTRUCT SALARIES                     | 79,353.00           | 0.00              | 79,353.00           | 23,420.10         | 0.00              | 55,932.90         |
| <u>A 2110.200-02-0000</u> | NEW EQUIPMENT                             | 15,000.00           | 16,313.40         | 31,313.40           | 22,444.00         | 4.84              | 8,864.56          |
| <u>A 2110.400-02-0000</u> | CONTRACTUAL                               | 10,000.00           | 0.00              | 10,000.00           | 3,371.05          | 0.00              | 6,628.95          |
| <u>A 2110.400-03-0000</u> | CONTRACTUAL                               | 10,000.00           | 0.00              | 10,000.00           | 734.98            | 2,441.02          | 6,824.00          |
| <u>A 2110.403-02-0000</u> | TRAVEL-MILEAGE                            | 1,000.00            | 0.00              | 1,000.00            | 0.00              | 0.00              | 1,000.00          |
| <u>A 2110.403-03-0000</u> | TRAVEL-MILEAGE                            | 1,000.00            | 0.00              | 1,000.00            | 81.20             | 0.00              | 918.80            |
| <u>A 2110.404-02-0000</u> | CONFERENCE FEES                           | 1,000.00            | 0.00              | 1,000.00            | 0.00              | 0.00              | 1,000.00          |
| <u>A 2110.404-03-0000</u> | CONFERENCE FEES                           | 1,000.00            | 0.00              | 1,000.00            | 382.50            | 0.00              | 617.50            |

# NEW YORK MILLS UFSD

## Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025



| Account                            | Description                | Budget    | Adjustments | Adj. Budget | Expensed  | Encumbered | Available |
|------------------------------------|----------------------------|-----------|-------------|-------------|-----------|------------|-----------|
| <a href="#">A 2110.450-02-0001</a> | INST SUPPLY-GRADE 1        | 400.00    | 0.00        | 400.00      | 259.06    | 14.82      | 126.12    |
| <a href="#">A 2110.450-02-0002</a> | INST SUPPLY-GRADE 2        | 600.00    | 0.00        | 600.00      | 271.09    | 8.21       | 320.70    |
| <a href="#">A 2110.450-02-0003</a> | INST SUPPLY-GRADE 3        | 400.00    | 0.00        | 400.00      | 163.73    | 25.00      | 211.27    |
| <a href="#">A 2110.450-02-0004</a> | INST SUPPLY-GRADE 4        | 400.00    | 0.00        | 400.00      | 196.04    | 13.36      | 190.60    |
| <a href="#">A 2110.450-02-0005</a> | INST SUPPLY-GRADE 5        | 400.00    | 0.00        | 400.00      | 89.54     | 0.00       | 310.46    |
| <a href="#">A 2110.450-02-0006</a> | INST SUPPLY-GRADE 6        | 600.00    | 0.00        | 600.00      | 283.94    | 16.30      | 299.76    |
| <a href="#">A 2110.450-02-0007</a> | INST SUPPLY ESL            | 200.00    | 0.00        | 200.00      | 0.00      | 0.00       | 200.00    |
| <a href="#">A 2110.450-02-0013</a> | INST SUPPLY-KNDG           | 200.00    | 0.00        | 200.00      | 128.84    | 1.24       | 69.92     |
| <a href="#">A 2110.450-02-3000</a> | INST SUPPLY-ART            | 2,000.00  | 0.00        | 2,000.00    | 355.05    | 10.49      | 1,634.46  |
| <a href="#">A 2110.450-02-3050</a> | STEM                       | 200.00    | 0.00        | 200.00      | 0.00      | 0.00       | 200.00    |
| <a href="#">A 2110.450-02-4000</a> | INST SUPPLY-MUSIC          | 2,000.00  | 0.00        | 2,000.00    | 232.98    | 167.02     | 1,600.00  |
| <a href="#">A 2110.450-02-4100</a> | INST SUPPLY-PHYS ED.       | 1,200.00  | 0.00        | 1,200.00    | 0.00      | 0.00       | 1,200.00  |
| <a href="#">A 2110.450-02-4200</a> | INST-SUPPLY-REMEDATION     | 600.00    | 0.00        | 600.00      | 304.32    | 6.65       | 289.03    |
| <a href="#">A 2110.450-02-4700</a> | INST SUPPLY-GENERAL        | 12,500.00 | 0.00        | 12,500.00   | 2,811.39  | 3,229.68   | 6,458.93  |
| <a href="#">A 2110.450-03-3000</a> | INST SUPPLY-ART            | 3,400.00  | 12.00       | 3,412.00    | 3,405.12  | 0.00       | 6.88      |
| <a href="#">A 2110.450-03-3200</a> | INST SUPPLY-BUSINESS ED.   | 200.00    | -26.00      | 174.00      | 107.76    | 0.00       | 66.24     |
| <a href="#">A 2110.450-03-3400</a> | INST SUPPLY-ENGLISH        | 800.00    | 0.00        | 800.00      | 609.76    | 10.30      | 179.94    |
| <a href="#">A 2110.450-03-3500</a> | INST SUPPLY-FOR LANGUAGE   | 400.00    | 22.00       | 422.00      | 252.50    | 169.10     | 0.40      |
| <a href="#">A 2110.450-03-3600</a> | INST SUPPLY-HEALTH         | 200.00    | 0.00        | 200.00      | 0.00      | 0.00       | 200.00    |
| <a href="#">A 2110.450-03-3700</a> | INST SUPPLY-HOME EC.       | 1,528.00  | 1,096.37    | 2,624.37    | 1,574.34  | 876.90     | 173.13    |
| <a href="#">A 2110.450-03-3800</a> | INST SUPPLY-INDUSTRIAL ART | 3,450.00  | 156.00      | 3,606.00    | 1,394.25  | 2,211.53   | 0.22      |
| <a href="#">A 2110.450-03-3900</a> | INST SUPPLY-MATH           | 2,000.00  | 0.00        | 2,000.00    | 982.59    | 0.86       | 1,016.55  |
| <a href="#">A 2110.450-03-4000</a> | INST SUPPLY-MUSIC          | 7,900.00  | 0.00        | 7,900.00    | 929.60    | 412.17     | 6,558.23  |
| <a href="#">A 2110.450-03-4100</a> | INST SUPPLY-PHYS ED        | 400.00    | 9.00        | 409.00      | 233.01    | 175.21     | 0.78      |
| <a href="#">A 2110.450-03-4300</a> | INST SUPPLY-SCIENCE        | 1,600.00  | 0.00        | 1,600.00    | 1,028.18  | 397.94     | 173.88    |
| <a href="#">A 2110.450-03-4400</a> | INST SUPPLY-SOCIAL STUDY   | 600.00    | 0.00        | 600.00      | 347.78    | 8.10       | 244.12    |
| <a href="#">A 2110.450-03-4700</a> | INST SUPPLY-GENERAL        | 12,500.00 | 59.35       | 12,559.35   | 1,888.42  | 18.46      | 10,652.47 |
| <a href="#">A 2110.473-00-0000</a> | Charter School Tuition     | 45,000.00 | 15,150.00   | 60,150.00   | 0.00      | 15,150.00  | 45,000.00 |
| <a href="#">A 2110.480-01-0000</a> | TEXTBOOKS-OTHER SCHOOLS    | 1,000.00  | 0.00        | 1,000.00    | 346.72    | 21.86      | 631.42    |
| <a href="#">A 2110.480-02-0006</a> | TEXTBOOKS-GRADE 6          | 7,000.00  | 0.00        | 7,000.00    | 4,112.00  | 0.00       | 2,888.00  |
| <a href="#">A 2110.480-02-4800</a> | WORKBOOKS-ELEMENTARY       | 40,000.00 | 0.00        | 40,000.00   | 35,639.82 | 0.00       | 4,360.18  |
| <a href="#">A 2110.480-03-2270</a> | CONSUMABLE                 | 3,000.00  | 0.00        | 3,000.00    | 3,000.00  | 0.00       | 0.00      |
| <a href="#">A 2110.480-03-3400</a> | TEXTBOOKS-ENGLISH          | 4,600.00  | 4,777.39    | 9,377.39    | 4,325.05  | 452.34     | 4,600.00  |

# NEW YORK MILLS UFSD

Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025



| Account                   | Description                             | Budget                 | Adjustments       | Adj. Budget         | Expensed            | Encumbered          | Available           |
|---------------------------|---|------------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| <u>A 2110.480-03-4400</u> | TEXTBOOKS-SOCIAL STUDY                  | 800.00                 | 0.00              | 800.00              | 787.10              | 4.68                | 8.22                |
| <u>A 2110.480-03-4700</u> | TEXTBOOKS-GENERAL INST.                 | 2,500.00               | 0.00              | 2,500.00            | 2,500.00            | 0.00                | 0.00                |
| <u>A 2110.490-00-0000</u> | BOCES SERVICES                          | 825,000.00             | 33,800.00         | 858,800.00          | 214,042.62          | 644,690.33          | 67.05               |
| <b>2110</b>               | <b>TEACHING-REGULAR SCHOOL</b>          | <b>* 4,346,453.00</b>  | <b>71,369.51</b>  | <b>4,417,822.51</b> | <b>1,050,452.94</b> | <b>670,538.41</b>   | <b>2,696,831.16</b> |
| <b>21</b>                 | <b>New York State Income Tax</b>        | <b>** 4,346,453.00</b> | <b>71,369.51</b>  | <b>4,417,822.51</b> | <b>1,050,452.94</b> | <b>670,538.41</b>   | <b>2,696,831.16</b> |
| <u>A 2250.150-00-0000</u> | INSTRUCTIONAL SALARIES                  | 640,509.00             | 0.00              | 640,509.00          | 118,065.76          | 0.00                | 522,443.24          |
| <u>A 2250.160-00-0000</u> | NON INSTRUCT SALARIES                   | 165,000.00             | 0.00              | 165,000.00          | 30,196.01           | 0.00                | 134,803.99          |
| <u>A 2250.200-00-0000</u> | NEW EQUIPMENT                           | 2,500.00               | 0.00              | 2,500.00            | 0.00                | 0.00                | 2,500.00            |
| <u>A 2250.400-00-0000</u> | CONTRACTUAL                             | 20,000.00              | 0.00              | 20,000.00           | 4,319.50            | 8,680.50            | 7,000.00            |
| <u>A 2250.404-00-0000</u> | CONFERENCE FEES                         | 250.00                 | 0.00              | 250.00              | 0.00                | 0.00                | 250.00              |
| <u>A 2250.450-00-0000</u> | INSTRUCT. SUPPLIES                      | 3,000.00               | 0.00              | 3,000.00            | 594.86              | 124.65              | 2,280.49            |
| <u>A 2250.470-00-0000</u> | TUITION                                 | 465,550.00             | 479,720.00        | 945,270.00          | 245,562.77          | 235,583.23          | 464,124.00          |
| <u>A 2250.490-00-0000</u> | BOCES SERVICES                          | 1,904,600.00           | 15,400.00         | 1,920,000.00        | 561,113.20          | 1,358,886.80        | 0.00                |
| <b>2250</b>               | <b>PROGRAMS-STUDENTS W/ DISABIL</b>     | <b>* 3,201,409.00</b>  | <b>495,120.00</b> | <b>3,696,529.00</b> | <b>959,852.10</b>   | <b>1,603,275.18</b> | <b>1,133,401.72</b> |
| <u>A 2280.150-00-0000</u> | INSTRUCTIONAL SALARIES                  | 108,971.00             | 0.00              | 108,971.00          | 0.00                | 0.00                | 108,971.00          |
| <u>A 2280.490-00-0000</u> | BOCES SERVICES                          | 501,800.00             | 0.00              | 501,800.00          | 150,531.90          | 351,241.10          | 27.00               |
| <b>2280</b>               | <b>OCCUPATIONAL EDUCATION</b>           | <b>* 610,771.00</b>    | <b>0.00</b>       | <b>610,771.00</b>   | <b>150,531.90</b>   | <b>351,241.10</b>   | <b>108,998.00</b>   |
| <b>22</b>                 | <b>Federal Income Tax</b>               | <b>** 3,812,180.00</b> | <b>495,120.00</b> | <b>4,307,300.00</b> | <b>1,110,384.00</b> | <b>1,954,516.28</b> | <b>1,242,399.72</b> |
| <u>A 2330.490-00-0000</u> | BOCES-SPECIAL SCHOOL                    | 60,000.00              | 0.00              | 60,000.00           | 14,512.80           | 33,863.20           | 11,624.00           |
| <b>2330</b>               | <b>TEACHING-SPECIAL SCHOOLS</b>         | <b>* 60,000.00</b>     | <b>0.00</b>       | <b>60,000.00</b>    | <b>14,512.80</b>    | <b>33,863.20</b>    | <b>11,624.00</b>    |
| <b>23</b>                 | <b>Income Executions</b>                | <b>** 60,000.00</b>    | <b>0.00</b>       | <b>60,000.00</b>    | <b>14,512.80</b>    | <b>33,863.20</b>    | <b>11,624.00</b>    |
| <u>A 2610.150-00-0000</u> | INSTRUCTIONAL SALARIES                  | 91,525.00              | 0.00              | 91,525.00           | 20,934.90           | 0.00                | 70,590.10           |
| <u>A 2610.160-00-0000</u> | NON INSTRUCT SALARIES                   | 35,000.00              | 0.00              | 35,000.00           | 8,400.06            | 0.00                | 26,599.94           |
| <u>A 2610.460-00-0000</u> | STATE AIDED LIBRARY MATERIALS           | 3,713.00               | 0.00              | 3,713.00            | 0.00                | 963.50              | 2,749.50            |
| <u>A 2610.490-00-0000</u> | BOCES SERVICES                          | 45,000.00              | 0.00              | 45,000.00           | 11,166.24           | 26,054.76           | 7,779.00            |
| <b>2610</b>               | <b>SCHOOL LIBRARY &amp; AUDIOVISUAL</b> | <b>* 175,238.00</b>    | <b>0.00</b>       | <b>175,238.00</b>   | <b>40,501.20</b>    | <b>27,018.26</b>    | <b>107,718.54</b>   |
| <u>A 2630.220-00-0000</u> | STATE AIDED EQUIPMENT                   | 9,861.00               | 0.00              | 9,861.00            | 4,171.89            | 211.96              | 5,477.15            |
| <u>A 2630.450-00-0000</u> | SUPPLIES                                | 4,500.00               | 0.00              | 4,500.00            | 2,304.02            | 740.91              | 1,455.07            |
| <u>A 2630.460-00-0000</u> | STATE AIDED SOFTWARE                    | 8,898.00               | 0.00              | 8,898.00            | 2,504.52            | 0.00                | 6,393.48            |
| <u>A 2630.490-00-0000</u> | BOCES                                   | 700,000.00             | 100,000.00        | 800,000.00          | 231,702.15          | 568,297.85          | 0.00                |
| <b>2630</b>               | <b>COMPUTER ASSISTED INSTRUCTION</b>    | <b>* 723,259.00</b>    | <b>100,000.00</b> | <b>823,259.00</b>   | <b>240,682.58</b>   | <b>569,250.72</b>   | <b>13,325.70</b>    |
| <b>26</b>                 | <b>Social Security Tax</b>              | <b>** 898,497.00</b>   | <b>100,000.00</b> | <b>998,497.00</b>   | <b>281,183.78</b>   | <b>596,268.98</b>   | <b>121,044.24</b>   |
| <u>A 2810.150-00-0000</u> | INSTRUCTIONAL SALARIES                  | 0.00                   | 75,000.00         | 75,000.00           | 16,936.68           | 0.00                | 58,063.32           |

# NEW YORK MILLS UFSD

Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025



| Account                   | Description                           | Budget            | Adjustments      | Adj. Budget       | Expensed         | Encumbered       | Available         |
|---------------------------|---------------------------------------|-------------------|------------------|-------------------|------------------|------------------|-------------------|
| <u>A 2810.150-05-0000</u> | GUIDANCE SALARY-E.I.T.                | 75,000.00         | -75,000.00       | 0.00              | 0.00             | 0.00             | 0.00              |
| <u>A 2810.160-00-0000</u> | NON INSTRUCT SALARIES                 | 35,500.00         | 0.00             | 35,500.00         | 6,274.80         | 0.00             | 29,225.20         |
| <u>A 2810.404-00-0000</u> | CONFERENCE FEES                       | 500.00            | 0.00             | 500.00            | 0.00             | 0.00             | 500.00            |
| <u>A 2810.450-00-0000</u> | INTRUCTIONAL SUPPLIES                 | 1,000.00          | 0.00             | 1,000.00          | 9.00             | 1.35             | 989.65            |
| <u>A 2810.490-00-0000</u> | BOCES SERVICES                        | 118,000.00        | 12,000.00        | 130,000.00        | 36,881.37        | 93,118.63        | 0.00              |
| <b>2810</b>               | <b>GUIDANCE-REGULAR SCHOOL</b>        | <b>230,000.00</b> | <b>12,000.00</b> | <b>242,000.00</b> | <b>60,101.85</b> | <b>93,119.98</b> | <b>88,778.17</b>  |
| <u>A 2815.160-00-0000</u> | NON INSTRUCT SALARIES                 | 50,000.00         | 0.00             | 50,000.00         | 17,726.54        | 0.00             | 32,273.46         |
| <u>A 2815.400-00-0000</u> | CONTRACTUAL                           | 2,000.00          | 0.00             | 2,000.00          | 0.00             | 0.00             | 2,000.00          |
| <u>A 2815.450-02-0000</u> | OFFICE SUPPLIES-ELEM                  | 1,500.00          | 0.00             | 1,500.00          | 0.00             | 0.00             | 1,500.00          |
| <u>A 2815.450-03-0000</u> | OFFICE SUPPLIES-H.S.                  | 3,000.00          | 0.00             | 3,000.00          | 188.10           | 0.00             | 2,811.90          |
| <u>A 2815.490-00-0000</u> | BOCES SERVICES                        | 22,000.00         | 0.00             | 22,000.00         | 5,543.79         | 12,956.21        | 3,500.00          |
| <b>2815</b>               | <b>HEALTH SERVICES-REGULAR SCHOOL</b> | <b>78,500.00</b>  | <b>0.00</b>      | <b>78,500.00</b>  | <b>23,458.43</b> | <b>12,956.21</b> | <b>42,085.36</b>  |
| <u>A 2820.490-00-0000</u> | BOCES SERVICES                        | 55,000.00         | 0.00             | 55,000.00         | 15,003.55        | 32,532.45        | 7,464.00          |
| <b>2820</b>               | <b>PSYCHOLOGICAL SRVC-REG SCHOOL</b>  | <b>55,000.00</b>  | <b>0.00</b>      | <b>55,000.00</b>  | <b>15,003.55</b> | <b>32,532.45</b> | <b>7,464.00</b>   |
| <u>A 2825.150-00-0000</u> | SOCIAL WORKER                         | 57,300.00         | 0.00             | 57,300.00         | 16,282.32        | 0.00             | 41,017.68         |
| <b>2825</b>               | <b>SOCIAL WORK SRVC-REG SCHOOL</b>    | <b>57,300.00</b>  | <b>0.00</b>      | <b>57,300.00</b>  | <b>16,282.32</b> | <b>0.00</b>      | <b>41,017.68</b>  |
| <u>A 2830.400-00-0000</u> | SRO OFFICER                           | 50,000.00         | 0.00             | 50,000.00         | 0.00             | 0.00             | 50,000.00         |
| <b>2830</b>               | <b>PUPIL PERSONNEL SRVC-SPEC SCHL</b> | <b>50,000.00</b>  | <b>0.00</b>      | <b>50,000.00</b>  | <b>0.00</b>      | <b>0.00</b>      | <b>50,000.00</b>  |
| <u>A 2850.150-00-0000</u> | INSTRUCTIONAL SALARIES                | 97,525.00         | 0.00             | 97,525.00         | 0.00             | 0.00             | 97,525.00         |
| <u>A 2850.400-00-0000</u> | CONTRACTUAL                           | 2,000.00          | 0.00             | 2,000.00          | 865.00           | 0.00             | 1,135.00          |
| <u>A 2850.450-00-0000</u> | SUPPLIES                              | 2,000.00          | 0.00             | 2,000.00          | 5.00             | 0.00             | 1,995.00          |
| <b>2850</b>               | <b>CO-CURRICULAR ACTIV-REG SCHL</b>   | <b>101,525.00</b> | <b>0.00</b>      | <b>101,525.00</b> | <b>870.00</b>    | <b>0.00</b>      | <b>100,655.00</b> |
| <u>A 2855.150-00-0000</u> | INSTRUCTIONAL SALARIES                | 152,650.00        | 0.00             | 152,650.00        | 48,455.00        | 0.00             | 104,195.00        |
| <u>A 2855.160-00-0000</u> | NON INSTRUCT SALARIES                 | 10,000.00         | 0.00             | 10,000.00         | 918.75           | 0.00             | 9,081.25          |
| <u>A 2855.200-00-0000</u> | NEW EQUIPMENT                         | 13,195.00         | 0.00             | 13,195.00         | 0.00             | 0.00             | 13,195.00         |
| <u>A 2855.400-00-0000</u> | CONTRACTUAL                           | 10,000.00         | 0.00             | 10,000.00         | 80.50            | 0.00             | 9,919.50          |
| <u>A 2855.403-00-0000</u> | TRAVEL-MILEAGE                        | 3,000.00          | 0.00             | 3,000.00          | 265.00           | 0.00             | 2,735.00          |
| <u>A 2855.409-00-0000</u> | DUES                                  | 3,500.00          | 0.00             | 3,500.00          | 2,197.50         | 0.00             | 1,302.50          |
| <u>A 2855.410-00-0000</u> | RENTAL                                | 3,500.00          | 0.00             | 3,500.00          | 0.00             | 0.00             | 3,500.00          |
| <u>A 2855.411-00-0000</u> | OFFICIALS                             | 39,500.00         | 0.00             | 39,500.00         | 6,926.61         | 0.00             | 32,573.39         |
| <u>A 2855.413-00-0000</u> | TOURNAMENT FEES                       | 8,000.00          | 0.00             | 8,000.00          | 1,525.00         | 0.00             | 6,475.00          |
| <u>A 2855.450-00-0000</u> | INSTRUCT. SUPPLIES                    | 30,000.00         | 0.00             | 30,000.00         | 1,095.00         | 2,123.70         | 26,781.30         |
| <u>A 2855.450-00-0014</u> | UNIFORMS                              | 18,560.00         | 2,088.58         | 20,648.58         | 6,309.58         | 0.00             | 14,339.00         |

**NEW YORK MILLS UFSD**

Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025



| Account                   | Description                   | Budget        | Adjustments | Adj. Budget   | Expensed     | Encumbered   | Available    |
|---------------------------|-------------------------------|---------------|-------------|---------------|--------------|--------------|--------------|
| 2855                      | INTERSCHOL ATHLETICS-REG SCHL | 291,905.00    | 2,088.58    | 293,993.58    | 67,772.94    | 2,123.70     | 224,096.94   |
| 28                        | New York City Income Tax      | 864,230.00    | 14,088.58   | 878,318.58    | 183,489.09   | 140,732.34   | 554,097.15   |
| 2                         |                               | 10,430,980.00 | 681,225.04  | 11,112,205.04 | 2,800,697.31 | 3,450,541.50 | 4,860,966.23 |
| <u>A 5510.160-00-0000</u> | NON INSTRUCT SALARIES         | 365,000.00    | 0.00        | 365,000.00    | 119,527.00   | 0.00         | 245,473.00   |
| <u>A 5510.161-00-0000</u> | NON INSTRUCT SALARIES         | 105,165.00    | 0.00        | 105,165.00    | 43,163.28    | 0.00         | 62,001.72    |
| <u>A 5510.201-00-0000</u> | REPLACEMENT EQUIPMENT         | 179,907.00    | -179,907.00 | 0.00          | 0.00         | 0.00         | 0.00         |
| <u>A 5510.210-00-0000</u> | NEW BUSES                     | 0.00          | 179,907.00  | 179,907.00    | 179,964.29   | 0.00         | -57.29       |
| <u>A 5510.400-00-0000</u> | CONTRACTUAL                   | 7,500.00      | 307.16      | 7,807.16      | 47.41        | 1,499.75     | 6,260.00     |
| <u>A 5510.414-00-0000</u> | INSURANCE                     | 29,500.00     | 0.00        | 29,500.00     | 26,857.00    | 0.00         | 2,643.00     |
| <u>A 5510.450-00-0000</u> | BUS REPAIR SUPPLIES           | 24,250.00     | 0.00        | 24,250.00     | 3,235.12     | 10,303.04    | 10,711.84    |
| <u>A 5510.450-00-0509</u> | DIESEL                        | 60,000.00     | 8,825.55    | 68,825.55     | 8,682.36     | 40,143.19    | 20,000.00    |
| <u>A 5510.490-00-0000</u> | BOCES SERVICES                | 2,000.00      | 0.00        | 2,000.00      | 220.50       | 779.50       | 1,000.00     |
| 5510                      | DISTRICT TRANSPORT-MEDICAID   | 773,322.00    | 9,132.71    | 782,454.71    | 381,696.96   | 52,725.48    | 348,032.27   |
| <u>A 5530.414-00-0000</u> | INSURANCE                     | 9,500.00      | 0.00        | 9,500.00      | 9,500.00     | 0.00         | 0.00         |
| <u>A 5530.416-00-0000</u> | NATURAL GAS                   | 25,500.00     | 0.00        | 25,500.00     | 6,784.80     | 10,177.20    | 8,538.00     |
| <u>A 5530.417-00-0000</u> | ELECTRICITY                   | 20,000.00     | 0.00        | 20,000.00     | 6,666.66     | 10,000.01    | 3,333.33     |
| <u>A 5530.418-00-0000</u> | WATER                         | 10,000.00     | 0.00        | 10,000.00     | 3,333.30     | 6,666.70     | 0.00         |
| <u>A 5530.450-00-0515</u> | SUPPLIES&MATERIALS            | 3,500.00      | 0.00        | 3,500.00      | 928.50       | 389.00       | 2,182.50     |
| <u>A 5530.450-00-0516</u> | TOOLS-MECHANICS               | 100.00        | 0.00        | 100.00        | 0.00         | 0.00         | 100.00       |
| 5530                      | GARAGE BUILDING               | 68,600.00     | 0.00        | 68,600.00     | 27,213.26    | 27,232.91    | 14,153.83    |
| 55                        |                               | 841,922.00    | 9,132.71    | 851,054.71    | 408,910.22   | 79,958.39    | 362,186.10   |
| 5                         |                               | 841,922.00    | 9,132.71    | 851,054.71    | 408,910.22   | 79,958.39    | 362,186.10   |
| <u>A 9010.800-00-0000</u> | EMPLOYEE RETIREMENT           | 295,187.00    | 0.00        | 295,187.00    | 137,538.00   | 0.00         | 157,649.00   |
| 9010                      | STATE RETIREMENT              | 295,187.00    | 0.00        | 295,187.00    | 137,538.00   | 0.00         | 157,649.00   |
| <u>A 9020.800-00-0000</u> | TEACHER RETIREMENT            | 615,888.00    | 0.00        | 615,888.00    | 0.00         | 0.00         | 615,888.00   |
| 9020                      | TEACHERS' RETIREMENT          | 615,888.00    | 0.00        | 615,888.00    | 0.00         | 0.00         | 615,888.00   |
| <u>A 9030.800-00-0000</u> | SOCIAL SECURITY               | 526,555.00    | 0.00        | 526,555.00    | 129,994.74   | 0.00         | 396,560.26   |
| 9030                      | SOCIAL SECURITY               | 526,555.00    | 0.00        | 526,555.00    | 129,994.74   | 0.00         | 396,560.26   |
| <u>A 9040.800-00-0000</u> | WORKERS COMP.                 | 48,500.00     | 0.00        | 48,500.00     | 32,042.45    | 0.00         | 16,457.55    |
| 9040                      | WORKERS' COMPENSATION         | 48,500.00     | 0.00        | 48,500.00     | 32,042.45    | 0.00         | 16,457.55    |
| <u>A 9050.800-00-0000</u> | UNEMPLOYMENT INS.             | 10,000.00     | 3,491.12    | 13,491.12     | 6,055.53     | 3,944.47     | 3,491.12     |
| 9050                      | UNEMPLOYMENT INSURANCE        | 10,000.00     | 3,491.12    | 13,491.12     | 6,055.53     | 3,944.47     | 3,491.12     |
| <u>A 9055.800-00-0000</u> | DISABILITY INSURANCE          | 2,000.00      | 157.20      | 2,157.20      | 110.60       | 46.60        | 2,000.00     |

**NEW YORK MILLS UFSD**

Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025



| Account                   | Description                          | Budget        | Adjustments | Adj. Budget   | Expensed     | Encumbered   | Available    |
|---------------------------|--------------------------------------|---------------|-------------|---------------|--------------|--------------|--------------|
| 9055                      | DISABILITY INSURANCE                 | 2,000.00      | 157.20      | 2,157.20      | 110.60       | 46.60        | 2,000.00     |
| <u>A 9060.800-00-0000</u> | HEALTH INSURANCE                     | 2,052,570.00  | -240,990.00 | 1,811,580.00  | 1,037,615.67 | 0.00         | 773,964.33   |
| 9060                      | HOSPITAL, MEDICAL & DENTAL INS       | 2,052,570.00  | -240,990.00 | 1,811,580.00  | 1,037,615.67 | 0.00         | 773,964.33   |
| <u>A 9089.800-00-0000</u> | OTHER EMPLOYEE BENEFITS              | 0.00          | 3,660.00    | 3,660.00      | 3,660.00     | 0.00         | 0.00         |
| 9089                      | OTHER                                | 0.00          | 3,660.00    | 3,660.00      | 3,660.00     | 0.00         | 0.00         |
| 90                        | SERIAL BOND-PRINCIPAL-CONSTRUCTION   | 3,550,700.00  | -233,681.68 | 3,317,018.32  | 1,347,016.99 | 3,991.07     | 1,966,010.26 |
| <u>A 9711.600-00-0000</u> | SERIAL BOND-INTEREST-CONSTRUCTION    | 385,377.00    | 0.00        | 385,377.00    | 0.00         | 0.00         | 385,377.00   |
| <u>A 9711.700-00-0000</u> | SERIAL BOND                          | 79,347.00     | 0.00        | 79,347.00     | 0.00         | 0.00         | 79,347.00    |
| 9711                      | SERIAL BOND                          | 464,724.00    | 0.00        | 464,724.00    | 0.00         | 0.00         | 464,724.00   |
| <u>A 9731.700-00-0000</u> | BAN-INTEREST-CONSTRUCTION            | 227,250.00    | 0.00        | 227,250.00    | 0.00         | 0.00         | 227,250.00   |
| 9731                      | Bond Anticipation Notes School       | 227,250.00    | 0.00        | 227,250.00    | 0.00         | 0.00         | 227,250.00   |
| <u>A 9789.600-00-0000</u> | OTHER DEBT-EPC PRINCIPAL             | 79,339.00     | 0.00        | 79,339.00     | 39,374.97    | 0.00         | 39,964.03    |
| <u>A 9789.700-00-0000</u> | OTHER DEBT-EPC INTEREST              | 36,445.00     | 0.00        | 36,445.00     | 18,516.46    | 0.00         | 17,928.54    |
| 9789                      | Other Debt (Specify)                 | 115,784.00    | 0.00        | 115,784.00    | 57,891.43    | 0.00         | 57,892.57    |
| 97                        | Endowment, Scholarship and Gift Fund | 807,758.00    | 0.00        | 807,758.00    | 57,891.43    | 0.00         | 749,866.57   |
| <u>A 9901.950-00-0000</u> | TRANSFER-SPECIAL AID                 | 15,000.00     | 0.00        | 15,000.00     | 15,000.00    | 0.00         | 0.00         |
| 9901                      | TRANSFER TO SPECIAL AID              | 15,000.00     | 0.00        | 15,000.00     | 15,000.00    | 0.00         | 0.00         |
| <u>A 9950.900-00-0000</u> | TRANSFER-CAPITAL FUND                | 100,000.00    | 0.00        | 100,000.00    | 100,000.00   | 0.00         | 0.00         |
| 9950                      | TRANSFER TO CAPITAL                  | 100,000.00    | 0.00        | 100,000.00    | 100,000.00   | 0.00         | 0.00         |
| 99                        |                                      | 115,000.00    | 0.00        | 115,000.00    | 115,000.00   | 0.00         | 0.00         |
| 9                         |                                      | 4,473,458.00  | -233,681.68 | 4,239,776.32  | 1,519,908.42 | 3,991.07     | 2,715,876.83 |
| Fund ATotals:             |                                      | 17,575,535.00 | 582,223.55  | 18,157,758.55 | 5,420,153.40 | 4,058,212.24 | 8,679,392.91 |
| Grand Totals:             |                                      | 17,575,535.00 | 582,223.55  | 18,157,758.55 | 5,420,153.40 | 4,058,212.24 | 8,679,392.91 |

NEW YORK MILLS UNION FREE SCHOOLS  
SCHOOL LUNCH  
ACCOUNT 6559  
TREASURER'S MONTHLY REPORT

For the period

FROM: 11/01/25 TO: 11/30/25

Total available balance as reported at the end of preceding period \$11,342.41

**RECEIPTS DURING MONTH**

(With breakdown of source including full amount of all short term loans)

| Date                              | Source      | Amount |             |
|-----------------------------------|-------------|--------|-------------|
| NOV                               | 30 Interest | 4.19   |             |
| Total Receipts                    |             |        | <u>4.19</u> |
| Total Receipts, including balance |             |        | \$11,346.60 |

**DISBURSEMENTS MADE DURING MONTH**

BY CHECK

From Check No. 2092 To Check No 2092 4,753.03

BY DEBIT CHARGE

(Total amount of checks issued and debit charges) \$4,753.03

Cash Balance as shown by records \$6,593.57

**RECONCILIATION WITH BANK STATEMENT**

|  |                 |                   |
|--|-----------------|-------------------|
| Balance given on bank statement, end of month                          | 11,346.60       |                   |
| Less total of outstanding checks                                       | 4,753.03        |                   |
| Net balance in bank  | <u>6,593.57</u> |                   |
| Amount of deposits in transit  |                 |                   |
| Total available balance  |                 | <u>\$6,593.57</u> |
| (Must agree with Cash Balance above if there is a true reconciliation) |                 |                   |

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

This is to certify that the above Cash Balance is in agreement with my bank statement as reconciled

CLERK OF BOARD OF EDUCATION

TREASURER OF SCHOOL DISTRICT

PREPARED BY

NEW YORK MILLS UNION FREE SCHOOLS  
 SCHOOL LUNCH SAVINGS  
 ACCOUNT 3566  
 TREASURER'S MONTHLY REPORT

For the period

FROM: 11/01/25 TO: November 30, 2025

Total available balance as reported at the end of preceding period \$93,325.93

**RECEIPTS DURING MONTH**

(With breakdown of source including full amount of all short term loans)

| Date                              | Source   | Amount      |
|-----------------------------------|----------|-------------|
| NOV 30                            | Interest | 165.06      |
| Total Receipts                    |          | 165.06      |
| Total Receipts, including balance |          | \$93,490.99 |

**DISBURSEMENTS MADE DURING MONTH**

BY DEBIT CHARGE

|                                  |      |                    |
|----------------------------------|------|--------------------|
| (Total amount of debit charges)  | 0.00 | \$0.00             |
| Cash Balance as shown by records |      | <u>\$93,490.99</u> |

**RECONCILIATION WITH BANK STATEMENT**

|  |                  |                    |
|--|------------------|--------------------|
| Balance given on bank statement, end of month                          | 93,490.99        |                    |
| Amount of transfers in transit   | 0.00             |                    |
| Net balance in bank  | <u>93,490.99</u> |                    |
| Amount of Transfers in transit   | 0.00             |                    |
| Total available balance  |                  | <u>\$93,490.99</u> |
| (Must agree with Cash Balance above if there is a true reconciliation) |                  |                    |

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

This is to certify that the above Cash Balance is in agreement with my bank statement as reconciled

\_\_\_\_\_  
 CLERK OF BOARD OF EDUCATION

\_\_\_\_\_  
 TREASURER OF SCHOOL DISTRICT

  
 PREPARED BY

**NEW YORK MILLS UFSD**  
**Bank Reconciliation for period ending on 11/30/2025**



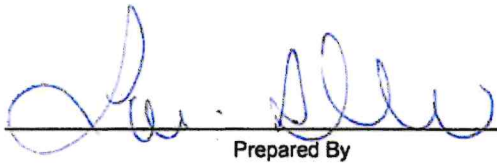
**Account: M&T SCHOOL LUNCH CHECKING**  
**Cash Account(s): C 200**

|   |   |           |
|---|---|-----------|
| Ending Bank Balance:                    |   | 11,346.60 |
| Outstanding Checks (See listing below): | - | 4,753.03  |
| Deposits in Transit:                    | + | 0.00      |
| Other Credits:                          | + | 0.00      |
| Other Debits:                           | - | 0.00      |

|                               |  |          |
|-------------------------------|--|----------|
| Adjusted Ending Bank Balance: |  | 6,593.57 |
| Cash Account Balance:         |  | 6,593.57 |

**Outstanding Check Listing**

| Check Date                      | Check Number | Payee                         | Amount          |
|---------------------------------|--------------|-------------------------------|-----------------|
| 11/21/2025                      | 2092         | ONEIDA HERKIMER MADISON BOCES | 4,753.03        |
| <b>Outstanding Check Total:</b> |              |                               | <b>4,753.03</b> |

  
 \_\_\_\_\_  
 Prepared By

\_\_\_\_\_  
 Approved By

**NEW YORK MILLS UFSD**

**Trial Balance Report From 7/1/2025 - 11/30/2025**



| <b>Account</b>        | <b>Description</b>          | <b>Debits</b>     | <b>Credits</b>    |
|-----------------------|-----------------------------|-------------------|-------------------|
| C 200                 | CASH IN CHECKING            | 6,593.57          | 0.00              |
| C 201                 | CASH IN TIME DEPOSITS       | 93,490.99         | 0.00              |
| C 210                 | PETTY CASH                  | 20.00             | 0.00              |
| C 522                 | EXPENDITURES                | 14,259.05         | 0.00              |
| C 909                 | FUND BALANCE, UNRESERVED    | 5,565.45          | 0.00              |
| C 911                 | UNAPPROPRIATED FUND BALANCE | 0.00              | 58,008.35         |
| C 980                 | REVENUES                    | 0.00              | 61,920.71         |
| <b>C Fund Totals:</b> |                             | <b>119,929.06</b> | <b>119,929.06</b> |
| <b>Grand Totals:</b>  |                             | <b>119,929.06</b> | <b>119,929.06</b> |

**NEW YORK MILLS UFSD**

Revenue Status Report By Function From 7/1/2025 To 11/30/2025



| Account       | Description           | Budget      | Adjustments | Revised Budget | Revenue Earned   | Unearned Revenue  |
|---------------|-----------------------|-------------|-------------|----------------|------------------|-------------------|
| <u>C.2401</u> | INTEREST AND EARNINGS | 0.00        | 0.00        | 0.00           | 774.27           | -774.27           |
| <u>C.2770</u> | MISCELLANEOUS REVENUE | 0.00        | 0.00        | 0.00           | 61,146.44        | -61,146.44        |
|               | <b>C Totals:</b>      | <b>0.00</b> | <b>0.00</b> | <b>0.00</b>    | <b>61,920.71</b> | <b>-61,920.71</b> |
|               | <b>Grand Totals:</b>  | <b>0.00</b> | <b>0.00</b> | <b>0.00</b>    | <b>61,920.71</b> | <b>-61,920.71</b> |

**NEW YORK MILLS UFSD**

**Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025**



| Account              | Description | Budget      | Adjustments | Adj. Budget | Expensed         | Encumbered  | Available         |
|----------------------|-------------|-------------|-------------|-------------|------------------|-------------|-------------------|
| <u>C.2860.490</u>    | B.O.C.E.S.  | 0.00        | 0.00        | 0.00        | 14,259.05        | 0.00        | -14,259.05        |
| 2860                 | *           | 0.00        | 0.00        | 0.00        | 14,259.05        | 0.00        | -14,259.05        |
| 28                   | **          | 0.00        | 0.00        | 0.00        | 14,259.05        | 0.00        | -14,259.05        |
| 2                    | ***         | 0.00        | 0.00        | 0.00        | 14,259.05        | 0.00        | -14,259.05        |
| <b>Fund CTotals:</b> |             | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>14,259.05</b> | <b>0.00</b> | <b>-14,259.05</b> |
| <b>Grand Totals:</b> |             | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>14,259.05</b> | <b>0.00</b> | <b>-14,259.05</b> |

NEW YORK MILLS UNION FREE SCHOOLS  
 TRUST & AGENCY  
 ACCOUNT 6567  
 TREASURER'S MONTHLY REPORT

For the period

FROM: 11/01/25 TO: November 30, 2025

Total available balance as reported at the end of preceding period \$0.00

**RECEIPTS DURING MONTH**

(With breakdown of source including full amount of all short term loans)

| Date                              | Source                             | Amount     |              |
|-----------------------------------|------------------------------------|------------|--------------|
| NOV 7                             | Transfers from General for Payroll | 235,030.64 |              |
| 21                                | Transfers from General for Payroll | 296,621.88 |              |
| Total Receipts                    |                                    |            | \$531,652.52 |
| Total Receipts, including balance |                                    |            | \$531,652.52 |

**DISBURSEMENTS MADE DURING MONTH**

|   |  |            |               |
|---|--|------------|---------------|
| BY DEBIT CHARGE                                   | Transfers for Payroll Checks and Direct Deposits | 370,383.91 |               |
|   | Federal Taxes                                    | 125,688.96 |               |
|   | State Taxes                                      | 23,128.26  |               |
|   | OMNI   | 8,778.92   |               |
|   | NOV ERS  | 3,672.47   |               |
| (Total amount of checks issued and debit charges) |  |            | 531,652.52    |
| Cash Balance as shown by records                  |  |            | <u>\$0.00</u> |

**RECONCILIATION WITH BANK STATEMENT**

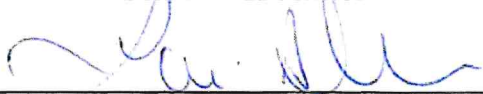
|  |   |               |
|--|---|---------------|
| Balance given on bank statement, end of month                          | - |               |
|  | - |               |
| ERS Outstanding  |   |               |
| Payroll in Transit   |   |               |
| Amount of transfers in transit   | - |               |
| Total available balance  |   | <u>\$0.00</u> |
| (Must agree with Cash Balance above if there is a true reconciliation) |   |               |

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

This is to certify that the above Cash Balance is in agreement with my bank statement as reconciled

CLERK OF BOARD OF EDUCATION

TREASURER OF SCHOOL DISTRICT



PREPARED BY

NEW YORK MILLS UNION FREE SCHOOLS  
 PAYROLL ACCOUNT  
 ACCOUNT 6542  
 TREASURER'S MONTHLY REPORT

# 7

For the period

FROM: 11/01/25 TO: 11/30/25

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

**RECEIPTS DURING MONTH**

(With breakdown of source including full amount of all short term loans)

| Date                                     | Source      | Amount            |
|--|-------------|-------------------|
| NOV 7                                    | Net Payroll | 164,794.14        |
| 21                                       | Net Payroll | 205,589.77        |
| <b>Total Receipts</b>                    |             | <b>370,383.91</b> |
| <b>Total Receipts, including balance</b> |             | <b>370,383.91</b> |

**DISBURSEMENTS MADE DURING MONTH**

|   |                 |              |       |             |
|---|-----------------|--------------|-------|-------------|
| <b>BY CHECK</b>                                   |                 |              |       |             |
| From Check No.                                    | 99116           | To Check No. | 99340 | 44,339.82   |
| <br>  |                 |              |       |             |
| <b>BY DEBIT CHARGE</b>                            | Direct Deposits |              |       | 326,044.09  |
| (Total amount of checks issued and debit charges) |                 |              |       | 370,383.91  |
| <b>Cash Balance as shown by records</b>           |                 |              |       | <u>0.00</u> |

**RECONCILIATION WITH BANK STATEMENT**

|  |          |      |
|--|----------|------|
| Balance given on bank statement, end of month                          | 221.64   |      |
| Less total of outstanding checks (See attached Nvision report)         | 221.64   |      |
| Payroll in transit   | -        |      |
| Net balance in bank  | <u>-</u> |      |
| <br>   |          |      |
| Total available balance  | <u>-</u> | 0.00 |
| (Must agree with Cash Balance above if there is a true reconciliation) |          |      |

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

This is to certify that the above Cash Balance is in agreement with my bank statement as reconciled

CLERK OF BOARD OF EDUCATION

TREASURER OF SCHOOL DISTRICT

PREPARED BY

**NEW YORK MILLS UFSD**  
**Bank Reconciliation for period ending on 11/30/2025**



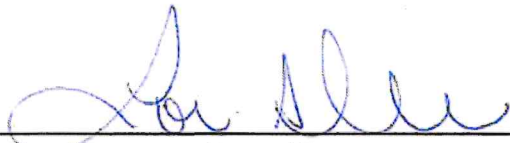
**Account: M&T PAYROLL CHECKING**  
**Cash Account(s): A 710**

|   |   |        |
|---|---|--------|
| Ending Bank Balance:                    |   | 221.64 |
| Outstanding Checks (See listing below): | - | 221.64 |
| Deposits in Transit:                    | + | 0.00   |
| Other Credits:                          | + | 0.00   |
| Other Debits:                           | - | 0.00   |

|                               |      |
|-------------------------------|------|
| Adjusted Ending Bank Balance: | 0.00 |
| Cash Account Balance:         | 0.00 |

**Outstanding Check Listing**

| Check Date                      | Check Number | Payee          | Amount        |
|---------------------------------|--------------|----------------|---------------|
| 09/26/2025                      | 98853        | DEBORAH LUVERA | 110.82        |
| 10/10/2025                      | 98957        | DEBORAH LUVERA | 110.82        |
| <b>Outstanding Check Total:</b> |              |                | <b>221.64</b> |

  
 Prepared By

Approved By

NEW YORK MILLS UNION FREE SCHOOLS  
 CAPITAL FUND  
 ACCOUNT 6575  
 TREASURER'S MONTHLY REPORT

For the period

FROM: 11/01/25 TO: 11/30/25

Total available balance as reported at the end of preceding period \$3,371,366.42

**RECEIPTS DURING MONTH**

(With breakdown of source including full amount of all short term loans)

| Date                              | Source                            | Amount         |
|-----------------------------------|-----------------------------------|----------------|
| NOV 30                            | Interest<br>Transfer from General | 1,217.45       |
| Total Receipts                    |                                   | \$1,217.45     |
| Total Receipts, including balance |                                   | \$3,372,583.87 |

**DISBURSEMENTS MADE DURING MONTH**

BY CHECK  
 From Check No. 2237 To Check No 2241 549,551.52

BY DEBIT CHARGE

(Total amount of checks issued and debit charges) \$549,551.52

Cash Balance as shown by records \$2,823,032.35

**RECONCILIATION WITH BANK STATEMENT**

|  |                       |
|--|-----------------------|
| Balance given on bank statement, end of month                          | 3,108,498.12          |
| Less total of outstanding checks                                       | (285,465.77)          |
| Net balance in bank  | <u>2,823,032.35</u>   |
| Total available balance  | <u>\$2,823,032.35</u> |
| (Must agree with Cash Balance above if there is a true reconciliation) |                       |

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

This is to certify that the above Cash Balance is in agreement with my bank statement as reconciled

CLERK OF BOARD OF EDUCATION

TREASURER OF SCHOOL DISTRICT

  
 PREPARED BY

**NEW YORK MILLS UFSD**  
**Bank Reconciliation for period ending on 11/30/2025**



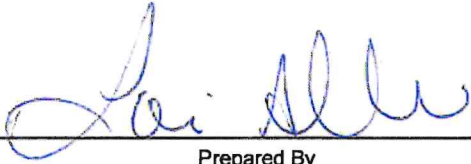
**Account: M&T CAPITAL FUND CHECKING**  
**Cash Account(s): H 200, H5003 200, HB00 200, HB03 200, HB04 200, HB99 200**

|   |   |              |
|---|---|--------------|
| Ending Bank Balance:                    |   | 3,108,498.12 |
| Outstanding Checks (See listing below): | - | 285,465.77   |
| Deposits in Transit:                    | + | 0.00         |
| Other Credits:                          | + | 0.00         |
| Other Debits:                           | - | 0.00         |

|                               |  |              |
|-------------------------------|--|--------------|
| Adjusted Ending Bank Balance: |  | 2,823,032.35 |
| Cash Account Balance:         |  | 2,823,032.35 |

**Outstanding Check Listing**

| Check Date                      | Check Number | Payee                             | Amount            |
|---------------------------------|--------------|-----------------------------------|-------------------|
| 11/21/2025                      | 2239         | C & S ENGINEERS INC               | 24,958.07         |
| 11/21/2025                      | 2240         | HJ BRANDELES CORP.                | 251,907.70        |
| 11/21/2025                      | 2241         | TEITSCH-KENT-FAY ARCHITECTS, P.C. | 8,600.00          |
| <b>Outstanding Check Total:</b> |              |                                   | <b>285,465.77</b> |

  
 Prepared By

\_\_\_\_\_  
 Approved By

**NEW YORK MILLS UFSD**

**Trial Balance Report From 7/1/2025 - 11/30/2025**



| <b>Account</b>        | <b>Description</b>          | <b>Debits</b>       | <b>Credits</b>      | <b>Balance</b>  |
|-----------------------|-----------------------------|---------------------|---------------------|-----------------|
| H 200                 | CASH IN CHECKING            | 4,195,533.61        | 1,372,501.26        | 2,823,032.35    |
| H 521                 | ENCUMBRANCES                | 168,338.75          | 44,003.00           | 124,335.75      |
| H 522                 | EXPENDITURES                | 1,372,501.26        | 0.00                | 1,372,501.26    |
| H 626                 | BAN PAYABLE                 | 0.00                | 3,900,000.00        | 3,900,000.00 CR |
| H 630                 | DUE TO OTHER FUNDS          | 0.00                | 11,395.97           | 11,395.97 CR    |
| H 821                 | RESERVE FOR ENCUMBRANCES    | 44,003.00           | 168,338.75          | 124,335.75 CR   |
| H 911                 | UNAPPROPRIATED FUND BALANCE | 0.00                | 184,137.64          | 184,137.64 CR   |
| H 980                 | REVENUES                    | 0.00                | 100,000.00          | 100,000.00 CR   |
| <b>H Fund Totals:</b> |                             | <b>5,780,376.62</b> | <b>5,780,376.62</b> | <b>0.00</b>     |
| <b>Grand Totals:</b>  |                             | <b>5,780,376.62</b> | <b>5,780,376.62</b> | <b>0.00</b>     |

**NEW YORK MILLS UFSD**

**Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025**



| Account               | Description                         | Budget      | Adjustments | Adj. Budget | Expensed            | Encumbered        | Available            |
|-----------------------|-------------------------------------|-------------|-------------|-------------|---------------------|-------------------|----------------------|
| <u>H 0002.020-240</u> | \$5Mil CAPITAL PROJECT-CONTRACTUAL  | 0.00        | 0.00        | 0.00        | 97,367.78           | 20,000.00         | -117,367.78          |
| <u>H 0002.020-245</u> | \$5Mil CAPITAL PROJECT-ARCHITECT    | 0.00        | 0.00        | 0.00        | 33,535.00           | 74,813.75         | -108,348.75          |
| <u>H 0002.020-246</u> | \$5Mil CAPITAL PROJECT-SURVEY       | 0.00        | 0.00        | 0.00        | 0.00                | 12,600.00         | -12,600.00           |
| <u>H 0002.020-293</u> | \$5Mil CAPITAL PROJECT-CONSTRUCTION | 0.00        | 0.00        | 0.00        | 657,027.33          | 9,047.00          | -666,074.33          |
| <u>H 0002.020-294</u> | \$5Mil CAPITAL PROJECT-HVAC         | 0.00        | 0.00        | 0.00        | 273,334.95          | 0.00              | -273,334.95          |
| <u>H 0002.020-295</u> | \$5Mil CAPITAL PROJECT-PLUMBING     | 0.00        | 0.00        | 0.00        | 148,485.00          | 0.00              | -148,485.00          |
| <u>H 0002.020-296</u> | \$5mil CAPITAL PROJECT-ELECTRICAL   | 0.00        | 0.00        | 0.00        | 157,126.20          | 0.00              | -157,126.20          |
| <u>H 0002.022-245</u> | CAPITAL OUTLAY 25/26-ARCHITECT      | 0.00        | 0.00        | 0.00        | 5,625.00            | 7,875.00          | -13,500.00           |
| <b>0002</b>           |                                     | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>1,372,501.26</b> | <b>124,335.75</b> | <b>-1,496,837.01</b> |
| <b>00</b>             |                                     | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>1,372,501.26</b> | <b>124,335.75</b> | <b>-1,496,837.01</b> |
| <b>0</b>              |                                     | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>1,372,501.26</b> | <b>124,335.75</b> | <b>-1,496,837.01</b> |
|                       | <b>Fund HTotals:</b>                | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>1,372,501.26</b> | <b>124,335.75</b> | <b>-1,496,837.01</b> |
|                       | <b>Grand Totals:</b>                | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>1,372,501.26</b> | <b>124,335.75</b> | <b>-1,496,837.01</b> |

**NEW YORK MILLS UFSD**

**Revenue Status Report By Function From 7/1/2025 To 11/30/2025**



| Account       | Description                      | Budget      | Adjustments | Revised Budget | Revenue Earned    | Unearned Revenue   |
|---------------|----------------------------------|-------------|-------------|----------------|-------------------|--------------------|
| <u>H.5031</u> | INTERFUND TRANSFERS FROM GENERAL | 0.00        | 0.00        | 0.00           | 100,000.00        | -100,000.00        |
|               | <b>H Totals:</b>                 | <b>0.00</b> | <b>0.00</b> | <b>0.00</b>    | <b>100,000.00</b> | <b>-100,000.00</b> |
|               | <b>Grand Totals:</b>             | <b>0.00</b> | <b>0.00</b> | <b>0.00</b>    | <b>100,000.00</b> | <b>-100,000.00</b> |

NEW YORK MILLS UNION FREE SCHOOLS  
DEBT SERVICE ACCOUNT  
ACCOUNT 3558  
TREASURER'S MONTHLY REPORT

For the period

FROM: 11/01/25 TO: 11/30/25

Total available balance as reported at the end of preceding period \$1,454,118.44

**RECEIPTS DURING MONTH**

(With breakdown of source including full amount of all short term loans)

| Date   | Source   | Amount   |
|--------|----------|----------|
| NOV 30 | Interest | 2,571.80 |

Total Receipts \$2,571.80

Total Receipts, including balance \$1,456,690.24

**DISBURSEMENTS MADE DURING MONTH**

BY DEBIT CHARGE

0.00

(Total amount of checks issued and debit charges) \$0.00

Cash Balance as shown by records \$1,456,690.24

**RECONCILIATION WITH BANK STATEMENT**

Balance given on bank statement, end of month 1,456,690.24

Amount of transfers in transit

Net balance in bank 1,456,690.24

Amount of transfers in transit

Total available balance \$1,456,690.24

(Must agree with Cash Balance above if there is a true reconciliation)

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

This is to certify that the above Cash Balance is in agreement with my bank statement as reconciled

CLERK OF THE BOARD OF EDUCATION

TREASURER OF SCHOOL DISTRICT

PREPARED BY

**NEW YORK MILLS UFSD**

**Trial Balance Report From 7/1/2025 - 11/30/2025**



| <b>Account</b>        | <b>Description</b>            | <b>Debits</b>       | <b>Credits</b>      | <b>Balance</b>  |
|-----------------------|-------------------------------|---------------------|---------------------|-----------------|
| V 231                 | CASH IN TIME-SPECIAL RESERVES | 1,456,690.24        | 0.00                | 1,456,690.24    |
| V 391                 | DUE FROM OTHER FUNDS          | 11,395.97           | 0.00                | 11,395.97       |
| V 909                 | FUND BALANCE, UNRESERVED      | 0.00                | 90,707.45           | 90,707.45 CR    |
| V 911                 | UNAPPROPRIATED FUND BALANCE   | 0.00                | 1,354,067.24        | 1,354,067.24 CR |
| V 980                 | REVENUES                      | 0.00                | 23,311.52           | 23,311.52 CR    |
| <b>V Fund Totals:</b> |                               | <b>1,468,086.21</b> | <b>1,468,086.21</b> | <b>0.00</b>     |
| <b>Grand Totals:</b>  |                               | <b>1,468,086.21</b> | <b>1,468,086.21</b> | <b>0.00</b>     |

**NEW YORK MILLS UFSD**

Revenue Status Report By Function From 7/1/2025 To 11/30/2025



| Account       | Description          | Budget      | Adjustments | Revised Budget | Revenue Earned   | Unearned Revenue  |
|---------------|----------------------|-------------|-------------|----------------|------------------|-------------------|
| <u>V.2401</u> | INTERST AND EARNINGS | 0.00        | 0.00        | 0.00           | 23,311.52        | -23,311.52        |
|               | <b>V Totals:</b>     | <b>0.00</b> | <b>0.00</b> | <b>0.00</b>    | <b>23,311.52</b> | <b>-23,311.52</b> |
|               | <b>Grand Totals:</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b>    | <b>23,311.52</b> | <b>-23,311.52</b> |

NEW YORK MILLS UNION FREE SCHOOLS  
 FEDERAL FUND  
 ACCOUNT 6534  
 TREASURER'S MONTHLY REPORT

For the period

FROM: 11/01/25 TO: 11/30/25

Total available balance as reported at the end of preceding period \$318,426.38

**RECEIPTS DURING MONTH**

(With breakdown of source including full amount of all short term loans)

| Date   | Source   | Amount |
|--------|----------|--------|
| NOV 30 | Interest | 112.25 |

Total Receipts \$112.25

Total Receipts, including balance \$318,538.63

**DISBURSEMENTS MADE DURING MONTH**

BY CHECK

From Check No. 45137 To Check No.

BY DEBIT CHARGE Transfer to General for Payroll 21,869.32

(Total amount of checks issued and debit charges) \$21,869.32

Cash Balance as shown by records \$296,669.31

**RECONCILIATION WITH BANK STATEMENT**

|  |                   |
|--|-------------------|
| Balance given on bank statement, end of month    | 296,669.31        |
| Less total of outstanding checks                 | 0.00              |
| Reconciling Items: Payroll in Transit to General |                   |
| Net balance in bank                              | <u>296,669.31</u> |

Total available balance \$296,669.31

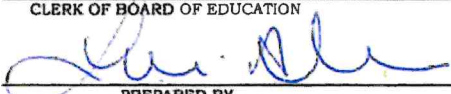
(Must agree with Cash Balance above if there is a true reconciliation)

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

This is to certify that the above Cash Balance is in agreement with my bank statement as reconciled

CLERK OF BOARD OF EDUCATION

TREASURER OF SCHOOL DISTRICT

  
 PREPARED BY

**LIST OF OUTSTANDING CHECKS  
 FEDERAL FUND**

| CHECK NO. | AMOUNT | CHECK NO. | AMOUNT |
|-----------|--------|-----------|--------|
|           |        |           |        |
| TOTAL     | \$0.00 | TOTAL     |        |

**NEW YORK MILLS UFSD**



**Trial Balance Report From 7/1/2025 - 11/30/2025**

| Account              | Description                              | Debits            | Credits           | Balance            |
|----------------------|--|-------------------|-------------------|--------------------|
| F022 200             | CASH - TITLE I PT A 21/22                | 357,532.09        | 0.00              | 357,532.09         |
| F026 200             | CASH IN CHECKING                         | 0.00              | 32,500.34         | 32,500.34 CR       |
| F036 200             | CASH IN CHECKING                         | 33,481.00         | 34,164.62         | 683.62 CR          |
| F056 200             | CASH IN CHECKING                         | 356.00            | 253.00            | 103.00             |
| F076 200             | CASH IN CHECKING                         | 0.00              | 3,725.02          | 3,725.02 CR        |
| F085 200             | CASH IN CHECKING SUMMER DISAB 4408 24-25 | 56,991.48         | 89,157.40         | 32,165.92 CR       |
| F086 200             | CASH IN CHECKING SUMMER 25/26            | 15,000.00         | 6,890.88          | 8,109.12           |
| <b>200 Totals:</b>   |  | <b>463,360.57</b> | <b>166,691.26</b> | <b>296,669.31</b>  |
| F085 410             | AID RECEIVABLE SUMMER 4408               | 141,680.56        | 109,514.64        | 32,165.92          |
| <b>410 Totals:</b>   |  | <b>141,680.56</b> | <b>109,514.64</b> | <b>32,165.92</b>   |
| F036 510             | ESTIMATED REVENUE                        | 167,409.00        | 0.00              | 167,409.00         |
| F056 510             | ESTIMATED REVENUE                        | 1,783.00          | 0.00              | 1,783.00           |
| <b>510 Totals:</b>   |  | <b>169,192.00</b> | <b>0.00</b>       | <b>169,192.00</b>  |
| F026 522             | EXPENDITURES                             | 32,500.34         | 0.00              | 32,500.34          |
| F036 522             | EXPENDITURES                             | 34,164.62         | 0.00              | 34,164.62          |
| F056 522             | EXPENDITURES                             | 253.00            | 0.00              | 253.00             |
| F076 522             | EXPENDITURES                             | 3,725.02          | 0.00              | 3,725.02           |
| F086 522             | EXPENDITURES                             | 6,890.88          | 0.00              | 6,890.88           |
| <b>522 Totals:</b>   |  | <b>77,533.86</b>  | <b>0.00</b>       | <b>77,533.86</b>   |
| F022 630             | DUE TO OTHER FUNDS - TITLE I PT A        | 0.00              | 357,532.09        | 357,532.09 CR      |
| <b>630 Totals:</b>   |  | <b>0.00</b>       | <b>357,532.09</b> | <b>-357,532.09</b> |
| F036 960             | APPROPRIATIONS                           | 0.00              | 167,409.00        | 167,409.00 CR      |
| F056 960             | APPROPRIATIONS                           | 0.00              | 1,783.00          | 1,783.00 CR        |
| <b>960 Totals:</b>   |  | <b>0.00</b>       | <b>169,192.00</b> | <b>-169,192.00</b> |
| F036 980             | REVENUES                                 | 0.00              | 33,481.00         | 33,481.00 CR       |
| F056 980             | REVENUES                                 | 0.00              | 356.00            | 356.00 CR          |
| F086 980             | REVENUES                                 | 0.00              | 15,000.00         | 15,000.00 CR       |
| <b>980 Totals:</b>   |  | <b>0.00</b>       | <b>48,837.00</b>  | <b>-48,837.00</b>  |
| <b>Grand Totals:</b> |  | <b>851,766.99</b> | <b>851,766.99</b> | <b>0.00</b>        |

**NEW YORK MILLS UFS**

Revenue Status Report By Function From 7/1/2025 To 11/30/2025



| Account          | Description                     | Budget            | Adjustments | Revised Budget    | Revenue Earned   | Unearned Revenue  |
|------------------|---------------------------------|-------------------|-------------|-------------------|------------------|-------------------|
| <u>F036 4256</u> | SECTION #611                    | 167,409.00        | 0.00        | 167,409.00        | 33,481.00        | 133,928.00        |
|                  | <b>F036 Totals:</b>             | <b>167,409.00</b> | <b>0.00</b> | <b>167,409.00</b> | <b>33,481.00</b> | <b>133,928.00</b> |
| <u>F056 4256</u> | SECTION # 619                   | 1,783.00          | 0.00        | 1,783.00          | 356.00           | 1,427.00          |
|                  | <b>F056 Totals:</b>             | <b>1,783.00</b>   | <b>0.00</b> | <b>1,783.00</b>   | <b>356.00</b>    | <b>1,427.00</b>   |
| <u>F086 5031</u> | INTERFUND TRANSFERS SUMMER 4408 | 0.00              | 0.00        | 0.00              | 15,000.00        | -15,000.00        |
|                  | <b>F086 Totals:</b>             | <b>0.00</b>       | <b>0.00</b> | <b>0.00</b>       | <b>15,000.00</b> | <b>-15,000.00</b> |
|                  | <b>Grand Totals:</b>            | <b>169,192.00</b> | <b>0.00</b> | <b>169,192.00</b> | <b>48,837.00</b> | <b>120,355.00</b> |

**NEW YORK MILLS UFSD**

**Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025**



| Account              | Description                             | Budget            | Adjustments | Adj. Budget       | Expensed         | Encumbered  | Available         |
|----------------------|---|-------------------|-------------|-------------------|------------------|-------------|-------------------|
| <u>F026 2110.150</u> | TITLE I-A-SALARIES                      | 0.00              | 0.00        | 0.00              | 31,640.34        | 0.00        | -31,640.34        |
| <u>F026 2110.450</u> | TITLE I-A-SUPPLIES AND MATERIALS        | 0.00              | 0.00        | 0.00              | 860.00           | 0.00        | -860.00           |
|                      | <b>Fund F026Totals:</b>                 | <b>0.00</b>       | <b>0.00</b> | <b>0.00</b>       | <b>32,500.34</b> | <b>0.00</b> | <b>-32,500.34</b> |
| <u>F036 2250.150</u> | SECTION #611-SALARIES                   | 99,700.00         | 0.00        | 99,700.00         | 33,967.62        | 0.00        | 65,732.38         |
| <u>F036 2250.400</u> | SECTION #611 -PURCHASED SERVICES        | 67,513.00         | 0.00        | 67,513.00         | 0.00             | 0.00        | 67,513.00         |
| <u>F036 2250.450</u> | SECTION #611 - SUPPLIES AND MATERIALS   | 196.00            | 0.00        | 196.00            | 197.00           | 0.00        | -1.00             |
|                      | <b>Fund F036Totals:</b>                 | <b>167,409.00</b> | <b>0.00</b> | <b>167,409.00</b> | <b>34,164.62</b> | <b>0.00</b> | <b>133,244.38</b> |
| <u>F056 2250.400</u> | SECTION #619-PURCHASED SERVICES         | 1,530.00          | 0.00        | 1,530.00          | 0.00             | 0.00        | 1,530.00          |
| <u>F056 2250.450</u> | SECTION #619 -SUPPLIES AND MATERIALS    | 253.00            | 0.00        | 253.00            | 253.00           | 0.00        | 0.00              |
|                      | <b>Fund F056Totals:</b>                 | <b>1,783.00</b>   | <b>0.00</b> | <b>1,783.00</b>   | <b>253.00</b>    | <b>0.00</b> | <b>1,530.00</b>   |
| <u>F076 2110.160</u> | TITLE IV-A 25/26-SALARIES               | 0.00              | 0.00        | 0.00              | 3,540.00         | 0.00        | -3,540.00         |
| <u>F076 2110.450</u> | TITLE IV-A 25/26-SUPPLIES AND MATERIALS | 0.00              | 0.00        | 0.00              | 185.02           | 0.00        | -185.02           |
|                      | <b>Fund F076Totals:</b>                 | <b>0.00</b>       | <b>0.00</b> | <b>0.00</b>       | <b>3,725.02</b>  | <b>0.00</b> | <b>-3,725.02</b>  |
| <u>F086 5511.160</u> | SECTION #4408- SALARIES                 | 0.00              | 0.00        | 0.00              | 6,890.88         | 0.00        | -6,890.88         |
|                      | <b>Fund F086Totals:</b>                 | <b>0.00</b>       | <b>0.00</b> | <b>0.00</b>       | <b>6,890.88</b>  | <b>0.00</b> | <b>-6,890.88</b>  |
|                      | <b>Grand Totals:</b>                    | <b>169,192.00</b> | <b>0.00</b> | <b>169,192.00</b> | <b>77,533.86</b> | <b>0.00</b> | <b>91,658.14</b>  |

**NEW YORK MILLS UFSD**

**Trial Balance Report From 7/1/2025 - 11/30/2025**



| <b>Account</b>         | <b>Description</b>                  | <b>Debits</b>    | <b>Credits</b>   |
|------------------------|-------------------------------------|------------------|------------------|
| TE 092A                | BEEKMAN SCHOLARSHIP                 | 0.00             | 219.45           |
| TE 092DGH              | DONNA & GEORGE HERTHUM SCHOLARSHIP  | 0.00             | 14,846.39        |
| TE 092H                | KIWANIS CLUB SCHOLARSHIP            | 0.00             | 423.09           |
| TE 092M                | MIGA SCHOLARSHIP                    | 0.00             | 4,125.89         |
| TE 092R                | HERTHUM COMMUNITY FOUNDATION        | 0.00             | 1,010.03         |
| TE 092TL               | TIMOTHY LAVIER SCHOLARSHIP          | 0.00             | 95.86            |
| TE 092X                | ETUDES MUSIC CLUB SCHOLARSHIP       | 0.00             | 7.35             |
| TE 092Y                | KARUZAS SCHOLARSHIP                 | 0.00             | 16,976.52        |
| TE 201                 | EXPENDABLE TRUST SAVINGS            | 37,704.58        | 0.00             |
| <b>TE Fund Totals:</b> |                                     | <b>37,704.58</b> | <b>37,704.58</b> |
| TN 097A                | BEEKMAN SCHOLARSHIP                 | 0.00             | 2,000.00         |
| TN 097H                | KIWANIS CLUB SCHOLARSHIP            | 0.00             | 3,820.00         |
| TN 097R                | HERTHUM FUND & COMMUNITY FOUNDATION | 0.00             | 5,000.00         |
| TN 201                 | NON-EXPENDABLE SAVINGS              | 10,820.00        | 0.00             |
| <b>TN Fund Totals:</b> |                                     | <b>10,820.00</b> | <b>10,820.00</b> |
| <b>Grand Totals:</b>   |                                     | <b>48,524.58</b> | <b>48,524.58</b> |

**NEW YORK MILLS UFSD  
2025-2026 SCHOLARSHIPS  
PRIVATE PURPOSE TRUST AND PERMANENT FUNDS  
PRORATION OF INTEREST EARNINGS**

| NAME           | OPENING BAL | JULY      | AUG       | SEP       | OCT       | NOV       | DEC       | JAN       | FEB       | MAR       | APR       | MAY       | JUN       | ENDING BAL |
|----------------|-------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|
| BEEKMAN        | 2,198.73    | 2,203.40  | 2,208.08  | 2,212.67  | 2,216.19  | 2,219.45  | 2,219.45  | 2,219.45  | 2,219.45  | 2,219.45  | 2,219.45  | 2,219.45  | 2,219.45  | 2,219.45   |
| HERTHUM FUND   | 5,953.88    | 5,966.53  | 5,979.21  | 5,991.68  | 6,001.19  | 6,010.03  | 6,010.03  | 6,010.03  | 6,010.03  | 6,010.03  | 6,010.03  | 6,010.03  | 6,010.03  | 6,010.03   |
| KIWANIS CLUB   | 4,203.45    | 4,212.38  | 4,221.33  | 4,230.13  | 4,236.85  | 4,243.09  | 4,243.09  | 4,243.09  | 4,243.09  | 4,243.09  | 4,243.09  | 4,243.09  | 4,243.09  | 4,243.09   |
| MIGA MENTORING | 4,087.33    | 4,096.02  | 4,104.73  | 4,113.29  | 4,119.82  | 4,125.89  | 4,125.89  | 4,125.89  | 4,125.89  | 4,125.89  | 4,125.89  | 4,125.89  | 4,125.89  | 4,125.89   |
| D & G HERTHUM  | 3,404.43    | 3,411.67  | 3,418.92  | 14,801.05 | 14,824.55 | 14,846.39 | 14,846.39 | 14,846.39 | 14,846.39 | 14,846.39 | 14,846.39 | 14,846.39 | 14,846.39 | 14,846.39  |
| ETUDES         | 7.27        | 7.29      | 7.31      | 7.33      | 7.34      | 7.35      | 7.35      | 7.35      | 7.35      | 7.35      | 7.35      | 7.35      | 7.35      | 7.35       |
| KARUZAS        | 16,817.88   | 16,853.63 | 16,889.45 | 16,924.67 | 16,951.55 | 16,976.52 | 16,976.52 | 16,976.52 | 16,976.52 | 16,976.52 | 16,976.52 | 16,976.52 | 16,976.52 | 16,976.52  |
| LAVIER         | 94.97       | 95.17     | 95.37     | 95.57     | 95.72     | 95.86     | 95.86     | 95.86     | 95.86     | 95.86     | 95.86     | 95.86     | 95.86     | 95.86      |
|                | 36,767.94   | 36,846.09 | 36,924.40 | 48,376.39 | 48,453.21 | 48,524.58 | 48,524.58 | 48,524.58 | 48,524.58 | 48,524.58 | 48,524.58 | 48,524.58 | 48,524.58 | 48,524.58  |

INTEREST EARNED

|                | JULY | AUG   | SEP   | OCT   | NOV   | DEC  | JAN  | FEB  | MAR  | APR  | MAY  | JUN  | TOTAL  |
|----------------|------|-------|-------|-------|-------|------|------|------|------|------|------|------|--------|
| BEEKMAN        | 0.00 | 4.67  | 4.59  | 3.52  | 3.26  | -    | -    | -    | -    | -    | -    | -    | 20.72  |
| HERTHUM FUND   | 0.00 | 12.65 | 12.47 | 9.51  | 8.84  | -    | -    | -    | -    | -    | -    | -    | 56.15  |
| KIWANIS CLUB   | 0.00 | 8.93  | 8.95  | 6.72  | 6.24  | -    | -    | -    | -    | -    | -    | -    | 39.64  |
| MIGA MENTORING | 0.00 | 8.69  | 8.71  | 6.53  | 6.07  | -    | -    | -    | -    | -    | -    | -    | 38.56  |
| D & G HERTHUM  | 0.00 | 7.24  | 7.25  | 23.50 | 21.84 | -    | -    | -    | -    | -    | -    | -    | 66.96  |
| ETUDES         | 0.00 | 0.02  | 0.02  | 0.01  | 0.01  | -    | -    | -    | -    | -    | -    | -    | 0.08   |
| KARUZAS        | 0.00 | 35.75 | 35.82 | 26.88 | 24.97 | -    | -    | -    | -    | -    | -    | -    | 158.64 |
| LAVIER         | 0.00 | 0.20  | 0.20  | 0.15  | 0.14  | -    | -    | -    | -    | -    | -    | -    | 0.89   |
| INTEREST       | 0.00 | 78.15 | 78.31 | 76.82 | 71.37 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 381.64 |
|                |      | 78.15 | 78.31 | 76.82 | 71.37 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 381.64 |

INTEREST JOURNAL ENTRY

|              |          |       |       |
|--------------|----------|-------|-------|
| BEEKMAN      | TE201    | 71.37 | 3.26  |
| HERTHUM FUND | TE2401   |       | 8.84  |
| KIWANIS      | TE092A   |       | 6.24  |
| MIGA         | TE092R   |       | 6.07  |
| D&G HERTHUM  | TE092H   |       | 21.84 |
| ETUDES       | TE092M   |       | 0.01  |
| KARUZAS      | TE092DGH |       | 24.97 |
| LAVIER       | TE092X   |       | 0.14  |
|              | TE092Y   |       | 71.37 |
|              | TE092TL  |       | 71.37 |

### 3.4 Approval of the Previous Minutes



**BOARD OF EDUCATION MEETING MINUTES  
DECEMBER 9, 2025  
6 PM - NEW YORK MILLS UFSD LIBRARY**

- Kristin Hubley
- Robert Mahardy, Jr.
- Sandra Dare
- Sara DeFazio
- Jacqueline Edwards
- Jeremy Fennell
- Abbie Taylor

| Agenda Item   | Who       | Information Distributed | Action      | Notes   |
|---|-----------|-------------------------|-------------|---|
| <b>1. MEETING CALL TO ORDER</b>   |           |                         |             |   |
| 1.1 Pledge to the Flag  |           | 6:00 pm                 | Procedural  |   |
| 1.2 Reading of the New York Mills UFSD Mission Statement.   |           |                         | Procedural  | <i>In partnership with students, staff, families, and the community, our mission is to create an educational environment that inspires confidence, builds character, and fosters respect – empowering every student with the knowledge to become a productive, responsible citizen.</i> |
| 1.3 Acceptance of Agenda  | K. Hubley | Yes                     | Action      | 1 <sup>st</sup> S. DeFazio 2 <sup>nd</sup> S. Dare / Yes 7 No 0 Abstain ____  |
| <b>2. PRESENTATIONS AND COMMITTEE REPORTS</b>   |           |                         |             |   |
| 2.1 President's Message   | K. Hubley |                         | Information |   |
| <i>K. Hubley – I just want to take a minute, as we are getting ready for Christmas. I want to wish our staff, students, and volunteers and families a truly joyful Holiday Season, filled with warmth, laughter and cherished moments. Thank you all for your dedication to our school community and may this festive time offer you well deserved rest and may you return in the new year refreshed and ready for new successes. Merry Christmas and Happy New Year to everyone!</i> |           |                         |             |   |
| 2.2 BOCES Representative Report   | K. Hubley |                         | Information |   |
| <i>K. Hubley – So last BOCES meeting because the next meeting is tomorrow (12/10/25), we had a presentation from School Communications. It was a great presentation; they really solidify the stuff we already use them for the format. I was really glad when they did go from the format of when we would have</i>  |           |                         |             |   |

them for a day in and a half, or a specific day in the school year and now it goes to the concept that we send them information, its not like we only have them for a specific day, so they talked a lot about how that transition went and how helpful it has been. With that I want to talk quickly, about our newsletter that came out, a beautiful newsletter, though we did find in the newsletter under a board section, it did incorrectly state our terms as 3 years. The paper document went out to the public as 3 year terms but the online document was correct as 5 years, so we can just reiterate as much as we can especially around election time if people question it.

**2.3 Ex Officio Student Member Report** C. Miner Information

No report

**2.4 Committee Reports** Information

Policy Committee: *Sara DeFazio/Chair, Jacqueline Edwards*; S.DeFazio – Yes we did meet last month (Nov) reviewing a couple of policies on the agenda for first read tonight. Hopefully, you have had a chance to review them and provide comments. [K.Hublely – Do we want to talk quickly about job descriptions?] Oh sure, we can talk about all of it, yeah, so, the first one in there is the “Acceptable Use” that was really a combination of a couple of different policies, they put it together into one to make it more streamlined and effective, as well as the Social Media policy. The Job Description one we have talked about it in the past. So, the commendation this time as our first read is to put a policy in place that will replace the actual descriptions’ currently online. This is an overarching policy really saying the Superintendent is the one to continue to update and look at individual job descriptions as appropriate and will no longer be a part of Policy Committee. K.Hublely – okay so then, it will be a first read this month, next month a second read and then we will put in the motion to remove the job descriptions themselves from the Policies. S, DeFazio – Yes, thanks Kristin.

Facilities Committee: *Jeremy Fennell/Chair, Sara DeFazio* – No updates

Communications Committee: *Abbie Taylor/Chair, Robert Mahardy Jr.* – No updates.

Transportation Committee: *Sandra Dare/Chair, Abbie Taylor* – No updates.

Health & Safety Committee: *Robert Mahardy Jr./Chair, Sandra Dare*; R.Mahardy, Jr. – nothing except with the holidays we need to push our initial meeting into January.

Finance Committee: *Jacqueline Edwards/Chair, Jeremy Fennell*; J.Edwards – Nothing as of yet but we will have to put the pedal to the metal as soon as the holidays are over and get moving on that. I will check with Lisa to see what we have for dates and start the preliminary work on that.

SBI: *Jacqueline Edwards* (SBI Alternate: *Sara DeFazio*); J.Edwards – Last night (12/8/25) I was able to attend the Executive Committee Meeting they are still looking for a coordinator. Not much to share, with the holidays it was a small group. One item on the “Round Table” was Hamilton just started their search for a Superintendent. Everyone else is pretty much status que. Then afterwards in the General Membership, Dr. Ric Timbs, did his usual, wonderful, presentation. He is always so interesting to listen to. What I did was give Mandy a copy of your presentation to put in your update, so if any one wanted to discuss this. He talked about the archaic way the Foundation Aid formula is looked at and things we can do to advocate. Foundation Aid doesn’t affect us a lot, but any time money is involved it does affect you at some point, but because we are so tax dependent it is not quite as bad as some districts. I was pretty glad when he was saying “you guys are looking so good”, you know, he’s pretty blunt about it. But what you will see are ways we can advocate for ourselves, especially with the Legislative Forum coming up in January, that we would be able to ask them to take a look at. He also had a few things like the BOCES Aid despite the fact that it is increased from 30 thousand to 40 thousand it’s still not going to be enough. So, we have to pound away at the Legislature’s because a small district of our size is really relying on that. I am willing to go over any of this, with anyone.

Hopefully it will be in color, because the stuff in blue is already taken care of but the red is what you want to keep hitting the legislatures with. Other than that... We did get on the docket to ask about unfunded mandates so if there is anything else, Tom Motts said he is more than happy to entertain any types of questions we feel relevant. This presentation of Dr. Timbs came at a perfect time because it gives us the necessary ammunition for when we are talking to our elected leaders. Overall it was a pretty good one. K.Hubley – For Board Members who are unfamiliar, can you just talk about the Legislative Meeting? It's January 26<sup>th</sup> and it is something I encourage board members to go to. J.Edwards – the legislative meeting has come a long way. In the beginning it used to be they would stand up there and pontificate to us for a few minutes and we just kind of sat there. Then a couple of people on the SBI Board got an idea that it would be better to interact with them. So then we started to develop questions, they would take about 3 minutes to answer and now it has evolved into a more give and take. They are looking at board members not just as 50 or 60 people in a room. Instead those 50 or 60 people represent their constituents' in each block. So when you are talking to them, looking for an answer to go back and tell the parents of my District? Or tell the Educators in the group? So now they are taking the SBI group a little more seriously with advocacy. So, it's nice to show a united and strong front, because we're not just going in there representing little ol' NY Mills, you're representing everyone that lives in this District. And when they come to you and want to know where are we with the "bussing" and the mandated electric buses, you can state what the legislator have told us and we have told them in a district our size its not cost effective. So really this will prepare you to engage in a conversation. If you can get there, get there. It is really on of the better programs. K.Hubley – Again, it is January 26<sup>th</sup> at Oneida-Herkimer-Madison BOCES, on Middle Settlement Rd. This too Rob, Sara and I attended the Rural Schools Winter Conference last week and there was a lot of Legislative board talk, but one thing that they did present said come to your legislator with stories from your District. Make it personalized so they know what we are dealing with. J.Edwards – Excuse me Kristin, I have two more SBI things, January the Distinguished Service Award and Student Achievement Awards will be coming up, something to think about the cut off date will be mid-March no date yet. And also the BOCES Showcase this year is at Herkimer, a March date to follow. So that is something worth seeing. S.DeFazio – Before we move on I have an alternate piece. So, originally, I had said that I would be interested and able to do the SBI Alternate. Unfortunately, do to scheduling conflicts and whatnot, the Monday nights have become tied up and that's where SBI is. So if there is an opportunity for me to attend I absolutely will be, but, like last night Jackie was there alone, which she can do, but, if somebody wouldn't mind helping out on Monday nights just to be a second ear or if Jackie can't make it. I would appreciate it. A.Taylor – When are the dates of it? J.Edwards – Like every other month on Mondays. There is a calendar out, if there is a cancellation they give plenty of lead time.

|  |           |     |   |
|--|-----------|-----|---|
| <b>3. CONSENT AGENDA</b>               |           |     |   |
| <b>3.1 Approval of 3.2 through 3.4</b> | K. Hubley | Yes | Action  |
| <b>3.2 Business Office Reports</b>     |           |     |   |
| <b>3.3 CSE Reports</b>                 |           |     |   |
|  |           |     | 1 <sup>st</sup> S. DeFazio 2 <sup>nd</sup> J. Fennell / Yes 7 No 0 Abstain ____ |

|   |          |     |             |  |  |  |
|---|----------|-----|-------------|--|--|--|
| 3.4 Approval of the Previous Minutes  | 11.4.25  |     |             |  |  |  |
| <b>4. OLD BUSINESS</b>  |          |     |             |  |  |  |
| <b>5. NEW BUSINESS</b>  |          |     |             |  |  |  |
| 5.1 Personnel Report  |          | Yes | Action      | 1 <sup>st</sup> S. Dare 2 <sup>nd</sup> A. Taylor / Yes 7 No 0 Abstain ____          |  |  |
| 5.2 Resolution to Establish the Donald Peter Adamczyk Scholarship   |          | Yes | Action      | 1 <sup>st</sup> S. DeFazio 2 <sup>nd</sup> R. Mahardy, Jr. / Yes 7 No 0 Abstain ____ |  |  |
| 5.3 Resolution to Accept Donation to the Donald Peter Adamczyk Scholarship  |          | Yes | Action      | 1 <sup>st</sup> A. Taylor 2 <sup>nd</sup> S. Dare / Yes 7 No 0 Abstain ____          |  |  |
| 5.4 Policy 5300 Purpose (Acceptable) and Administration of District Digital Information System Policy (First Read)  |          | Yes | Action      | 1 <sup>st</sup> J. Fennell 2 <sup>nd</sup> S. Dare / Yes 7 No 0 Abstain ____         |  |  |
| <i>S. Dare – That is the one that has a typo on there, as Districts. M.LaGase – Yes, that has been noted.</i>   |          |     |             |  |  |  |
| 5.5 Policy 5305 Social Media (First Read)   |          | Yes | Action      | 1 <sup>st</sup> A. Taylor 2 <sup>nd</sup> R. Mahardy, Jr. / Yes 7 No 0 Abstain ____  |  |  |
| 5.6 Policy 6100 Job Descriptions (First Read)   |          | Yes | Action      | 1 <sup>st</sup> S. DeFazio 2 <sup>nd</sup> J. Fennell / Yes 7 No 0 Abstain ____      |  |  |
| 5.7 Resolution to Approve Return of Uncollected Taxes   |          | Yes | Action      | 1 <sup>st</sup> R. Mahardy, Jr. 2 <sup>nd</sup> A. Taylor / Yes 7 No 0 Abstain ____  |  |  |
| <b>6. K-12 REPORTS</b>  |          |     |             |  |  |  |
| 6.1 Executive Principal K-12  | M. Facci |     | Information |  |  |  |
| <i>M. Facci – First I would like to take a minute to thank the PTSO for all their hard work this weekend. It's amazing to see our parents, volunteers and students work together to really support our building and district. It is always a great time and I appreciate that. This past quarter we had a lot of successes I would like to celebrate; 24 % of students in grades 7-12 earned "High Honors" with an a 94-100% average, 23% earned "Honors" with 88-93% grades average and 14% in</i> |          |     |             |  |  |  |

grades 7-12 earned "Honorable Mention" with 84-87% averages. We collaborated with Dunkin Donuts and all those students received a Dunkin' Refresher coupon card to use in the month of December. In addition, the Dunkin" Refresher truck visited us the day before Thanksgiving break, thanking everyone for their hard work. Every student 7-12, along with the staff from Elementary K-6 received a \$5 Dunkin gift card and samples from the Refresher Truck . That was a really fun event, the kids all enjoyed it. I would also like to congratulate the Optimus Club's Student of the Month for November: Grade 7 – Melina Muratovic; Grade 8 – Maragret Kozlowski; Grade 9 – Lucia Rzepka; Grade 10 – Eve Rzepka; Grade 11 – Andrew Tallman; and Grade 12 – Jaden Clifford. The Grades 7-11 receive a certificate for a free pizza from Pisano's Pizza and the Senior winner receives a plaque as well as a monetary award. So, Thank you to the Optimist Club for their donation and continuous support. We have several things going on in the month of December. Last week we attended the SABA Breakfast with several students giving them the opportunity to network with different people in the community and meet employers. We also have several students of the Junior class participating in the January with job shadowing with SABA. This coming Saturday Student Council will be hosting "Snacks with Santa" from 9-11am. 5-week reports will be mailed on December 19<sup>th</sup> and we will have representative from the BOCES office pushing in to the 7<sup>th</sup> and 8<sup>th</sup> grade classrooms this week to talk about social skills and work on some DASA skilled Mental Health Training. Finally, in January we are looking at OHM BOCES to come in and speak to students about the P-Tech opportunities offered to grade 8 students. That's it. K.Hubley – Okay, thank you very much. Busy! Busy. Busy.

|   |              |             |
|---|--------------|-------------|
| <b>6.2 Interim Principal K-12</b>   | D. DiSpirito | Information |
| <p>D. DeSpirito – Well, we have winter concerts, we have Student of the Month, we have Christmas Parties. We have the trip over to the Senior Apartments for the kids to sing for them, and we have our own school concert on Friday the 19<sup>th</sup>, the last day. Within that concert as you know we will have the 12 days of Christmas and Santa will come visit that day as well. We will start at 9:30. We also have spirit week happening next week. Biddy Basketball information went out on Parent Square. And we have already gotten a ton of hats, gloves and scarves for the tree. It's awesome! So Awesome! That is it for me. Happy Holidays Everyone!</p> |              |             |

## 7. SUPERINTENDENT'S REPORT

|                              |           |     |             |
|------------------------------|-----------|-----|-------------|
| <b>7.1 Enrollment Update</b> | M. LaGase | Yes | Information |
|------------------------------|-----------|-----|-------------|

|                                    |           |             |
|------------------------------------|-----------|-------------|
| <b>7.2 Superintendent's Update</b> | M. LaGase | Information |
|------------------------------------|-----------|-------------|

M. LaGase – I too would like to thank the PTSO for another well attended Craft Fair, there really is a lot that goes into organizing and coordinating and then committing to the dates. As their biggest fund raiser, it is amazing how much they contribute. Accountability status: on November 25, 2025, Districts received notification of Preliminary Accountability Support Model Determinations for the 25-26 school year, All schools are assigned a support model, determinations and support levels are still currently embargoed. NYSED is planning to make that information available mid to late January and at that point we will be able to share that information publicly. If the Board has any specific questions before public release, I am happy to discuss that with you. The Administrative Analysis and OCTAM Coordinator for the Oneida County Mental Health Department reached out to share contact information and share resource information to our school community. Their team focuses on Targeted Violence and Domestic Terrorism in the County. They plan to meet with me after the holiday break and then with our Emergency Response Training Team. We will be looking at how they can best support us, should the school ever face an incident/ threat and what they can do with active response and coordination in accordance with our District Plan. Once that is in place I will share more after we meet. Capitol Project: Our Architects and Construction Managers will be at the January Board Meeting to discuss the status of Phase Two work, particularly in the Gym. They are very aware the Board is looking forward to a walk through and they will let me know as soon as that is a possibility. Work is progressing well. They are working on the floor in the gym and that is the one of the main reasons we cannot access a walk through. They will have more updates at the January meeting, they also intend to present to you recommendations from Big Apple regarding acoustics in the Auditorium. I also asked them to bring renderings of the preliminary draft look, from. like a doll house view, of the Front Kiosk. So that should be forthcoming. And then today we finalized the final brick for the interior / exterior for

where there are door cut outs. It's difficult to match color and texture completely as manufacturing of the original brick no longer exists. So, I asked for a rendering of a design pattern to edge the door frames so it looks intentional and not patch work. A.Taylor - How are we with the timeline? M.LaGase – so far we are still on course and things have been going well. The last item is the New York State Minimum Wage. Effective January 1, 2026, minimum wage is set to increase by \$0.50/hour, bringing minimum wage to \$16.00/hr. This is going to be an impact on 3 of our substitute position rates; our clerical substitute rate, the school monitor substitute rate, and the maintenance worker substitute rate. I am asking the Board of Education to accept a motion from the floor to revise the substitute rates for those three substitute positions, effective January 1, 2026, from \$15.50 to \$16.00. The January board meeting is post January 1<sup>st</sup>, so for payroll purposes I am asking for the motion.

K.Hubley reads the resolution: "Resolution is to Approve the Revised Substitute Rates. Be it Resolved that the New York Mills Union Free school District Board of Education approve the following revised substitute rates effective January 1, 2026, in accordance with the minimum wage increase: Clerical is \$16.00/hour, School Monitor is \$16.00/hour, and Maintenance is \$16.00/hour." Do I have a motion? R. Mahardy, Jr. 2<sup>nd</sup>: A. Taylor, all those in favor? Yes 7, No 0.

**8. COMMUNICATIONS**

K.Hubley - I have read the new statement. I will read it again. Now is our public comment portion of our meeting I wanted to say although State Law does not require us to hold a public comment period, we have chosen to include this section in our meeting agenda to hear from our community members. Please note, that the Board is here to listen, the public comment is not designed to be a discussion. Therefore, please do not expect the board to respond to any of your concerns and/or questions tonight. The appropriate staff member will get back to you as needed. Under state and federal privacy laws, comments relative to personnel or students are inappropriate to address in open session/public comment and will not be allowed. We do ask that before bringing items to the board that you go through the appropriate administrative channel. There is a "When in Doubt, Who to Contact" chart available on our website. It can be found under the "District" heading then under "Procedures and Policies". Finally, I want to remind everyone that you may submit written comments to the board via our Board Clerk, in lieu of speaking during the public comment period if you so choose. Now moving forward we will just have this available and talk only for 3 minutes.

**8.1 From the Floor -** District Clerk Information  
**Persons wishing to speak should first be recognized by the President, then identify themselves, any organization they may be representing at the meeting, and the agenda topic or other matter of public concern about our schools that they wish to discuss. Topics must be addressed one at a time with each individual's comments limited to three (3) minutes for a total of twelve (12) minutes designated for the public comment agenda item.**

S.King (Community Member) – You have all stolen my thunder asking about the SSA (Student Achievement Award) and Distinguished Service Award, I was going to ask about the gym, and I was going to thank the PTSO for the wonderful work at the Craft Fair. So I will just thank the people that help the PTSO facilitate that Craft Fair because there is work to be done by a lot of different people. The stuff the PTSO is able to provide that is not paid for by the tax payers is wonderful. With that I will say have a Wonderful Christmas and a Joyous New Year. K.Hubley & M.LaGase – Thank you!  
 J. Marley (NYMTA) – Representing the teachers here. Again, really impressed with PTSO. It is an amazing event and really represents the things that we try to accomplish here in our work day to day. It shows the dedication, collaboration, and communication that all goes into pulling off an amazing event. So, it is work behind the scenes and not necessarily recognized and I just want to say it out loud that it is really, really appreciated. I also had a nice opportunity to hear the chorus rehearsing today. It sounds amazing, I hope everyone can get out to the concert. And again, Happy Holidays to you all. I hope your families are all happy and healthy this season. A.Taylor, K.Hubley & M.LaGase – Thank you!

**8.2 Board Discussion** BOE Discussion

S. DeFazio – Just echoing the PTSO Craft Fair was great! This overall positive environment, I like to see our students here as well. The interaction was just so great with them. The one piece I noticed to keep an eye on for next year was to move to people accepting credit cards and venom payments and other electronic payments. The internet seemed to be an issue. Where people couldn't connect and had to walk outside to connect. [M.LaGase – so you are aware, we held a Tech meeting yesterday and have already discussed having a vendor guest log-in that is active to be able to do this. They will have their own Craft Fair log-in] The only other thing I had was I don't want to lose sight of the Strategic Plan going into the first of the year. I would like to have some sort of a Board Retreat to start talking about what this next couple of years look like. I want to touch base on the Rural Schools (RSA) that Rob, Kristin and I attended, and what my biggest take away was. Personally I like the NYSSBA Conference better that I did online. Those were short, quick, blips. A lot of legislation talk here at RSA, what I did feel like was there was a lot of talk about what the problems are which I think we are pretty familiar with but there was really no actionable items or solutions to those problems so it was almost your hearing this and people are like "Okay, what are we going to do? What are we going to do? What are other people doing?" And then it was, "Okay new we are going to move on to the next session." .... AUGH, that's a bummer. But, what I did take away which was really great was the school lawyers Ferrara & Fiorenza did a great presentation they talked about those hot buttons happening in schools, including items we talk about like when book challenges arise; or public conduct at board meetings; comments from staff and students on matters of public controversy, medical vaccine mandates. And then I have 2 more things and then I will stop. I think I saw that came out in The Village Newsletter for us to keep our finger on the pulse is they are presenting having apartments in the building across from Campbell Ave. I want to make sure someone is a part of that or we are having discussion about that so we can see financially how does that impact us as a District and what can we expect. And the last thing at the Craft Fair I ran into a graduated student and the student was so excited to tell me he is doing really well in college and has so many credits from taking dual classes that he is already considered a Junior and next year he will spend his Senior year (which technically he is a Freshman this year) out in 2 different internships. And he was just so excited to say "thanks for all the stuff we offer here" I have all these experiences here. Tying this to real students and real experiences. J.Edwards – I just want to wish everybody Happy Holidays, a Merry Christmas, Happy Hanukkah whatever anyone celebrates. I want to thank the Administrative team for the lovely dinner and gifts. And I want to reiterate what Sara says, you have to advocate because that type of proposal for the low income housing, not that we don't want to help others, but that would be detrimental to a district our size. As we saw in the past the last time we had a housing development for Senior Citizen we had no say in the matter, they were not burdensome but they were a pilot and if we start having "pilot's" again it is going to effect our tax base and one scary items D.Timbs talked about is there are funds for mergers. School Districts that decide to merge are going to be very rich districts. We don't want to pigeon hole ourselves financially into a place where that ever becomes an option. So, to Sara point get out there and advocate and let them know how a proposal like this would impact this district. By the time everything is said and done, and they start doing everything else you are going to get to a point, you are going to hearing on "pilots" and basically you have no say in the matter. Correct me if I am wrong, Lisa? L.Stamboly - If you are talking a Section 8, it's off the role completely. A.Taylor - What does that mean? J.Edwards - That means there are no taxes being generated from that facility. So the taxes would have to be picked up from other people. Which would mean your tax rate would definitely have to go up to take care of that. Just be keenly aware that it can impact us, so, make sure your voices are heard. That's all I got.

K.Hubley - I am going to go next because I want to keep on the Rural Schools piece. So I know we were excited to compare the two; but, Rural Schools, once I got there and started thinking about it, is like apples and oranges in types of conferences we went to. RSA Summer Conference is like the NYSSBA we went to. The winter conference is more concentrated as to what they are going to do and what will be covered. Still, I was a little disappointed. The second day, they were talking about Portrait of a Graduate and NY Inspires. I was all excited, BOCES was doing a presentation and I thought we would get some answers, or direction. Instead it was all the same stuff, just regurgitated. We're already there for what they presented, there was a great analogy, referring to a cup of coffee, how everyone's cup of coffee is a little different but, there was nothing new. I want to see some movement. I'm hoping. They showed us a timeline, the cohorts are coming and I'm really worried about us being a rural school surrounded by big schools. How are we going to compete with them? There was a Superintendent that spoke, asking those questions and she was pretty much told to figure it out. M.LaGase - One of the things to keep in mind is SED has not given any additional guidance. S.DeFazio - one thing I had written down is it is all about connection for a Portrait of a Graduate. We don't need more programs, we

need connections with other districts to help boost our kids. I don't know if that is necessarily competing, but we want to build those bridges and work with other districts to make this successful. K.Huley - True. Though, I'm still going to say I was a little disappointed. I always love hearing our attorneys speak. It was a great presentation. NYSUT spoke about funding English Language Learners, about teacher shortages, and other resources to look at. It was good to go and hear other rural school are going through the same thing we are. Would I go again? I don't know. Also, I want to mention about the Craft Fair. I went from our craft fair to the one at Vernon Downs and there was a vendor there I recognised that had a booth here. When I asked if he was just at ours, he said yes. That is a wonderful craft fair. The kids are wonderful. As soon as you get there everyone is helpful with student involvement. He said he was near our Art booth and the student that ran it was amazing and inspirational. Sold out of all his stuff. He was so involved and so enthusiastic about what he put together. The vendor couldn't stop raving about this one student. So, it was great to hear that kind of feedback. Thank you to the PTSO.

R.Mahardy, Jr. - Echo that on the PTSO Craft Fair. Happy Holidays, Merry Christmas to everybody. I think it was covered most of what I was going to bring up with Rural Schools. A lot of just hey this is what's happening, Hey this is what's happening.... I was going to bring up the electric bussing as an example. Representatives from the state talked about it, and going yeah, advocate to your Legislature but they have no interest in bringing it up at this point or pushing it back. It was like o-kay, then...!?! Like they understand the infrastructure is not there but don't care at this point. Is really what I got at this point. It wasn't a lot of inspiration, "what are we doing about this?". I did like the legal session the best. IT was practical and useful. Um, that's really it. Happy Holidays.

J.Fennell - Happy Holidays! Congratulations to PTSO Craft Fair on another successful year and Merry Christmas.

A.Taylor - I'll echo everything he said (J.Fennell). I would also like to thank my fellow Board Members for going to all of these meetings and extra events on top of what you do on the Board. So, thank you for giving your time, your weekends and evenings. Merry Christmas!

S.Dare - Our board got the important stuff. So, since our last meeting there was a 20th and 40th Class Reunion and I was at the 20th. It was great. You Know Marauders have a great camaraderie. It's just, everybody's so excited to see, and can't wait to get together again with their classmates. Graduating from Mills, such a small school, yet we can't wait to get together again. And the 40th Reunion, also was very well represented. They had a lot of people attend and had a great time. S.DeFazio - How many people were at yours? S.Dare - 16. I mean 16 students, and then they brought spouses and guests. S.DeFazio - How big was your graduating class? S.Dare - like 50. [S.DeFazio- okay, ok.] A lot more wanted to attend but it was the day before Thanksgiving so, many couldn't come into town. There is already talk about plans for the 25th. The 40th Reunion had 20 attendees, so that was really good. We are a small district, but everyone had a great time and we breed good kids here. K.Hublely - Well we don't have any executive sessions so this has been the fastest meet we've had all year. Merry Christmas.

|  |     |         |                   |  |
|--|-----|---------|-------------------|--|
| 9. EXECUTIVE SESSION<br>** (If Needed) | BOE |         | Discussion/Action | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No ___ Abstain ___       |
| 9.1 Return to General Session (time)   | BOE |         | Action            | 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ / Yes ___ No ___ Abstain ___       |
| <b>10. ADJOURNMENT</b>                 |     |         |                   |  |
| 10.1 Adjournment                       |     | 6:51 pm | Action            | 1 <sup>st</sup> J. Edwards 2 <sup>nd</sup> S. DeFazio / Yes 7 No 0 Abstain ___ |

**\*\* §105. Conduct of executive sessions.**

1. Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:

- a. matters which will imperil the public safety if disclosed;
- b. any matter which may disclose the identity of a law enforcement agent or informer;
- c. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
- d. discussions regarding proposed, pending or current litigation;
- e. collective negotiations pursuant to article fourteen of the civil service law;
- f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
- g. the preparation, grading or administration of examinations; and
- h. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

2. Attendance at an executive session shall be permitted to any member of the public body and any other persons authorized by the public body.



New York Mills Union Free School District - Personnel Report School Yr. 2025-2026  
 Board of Education Meeting: 1/6/2026

| NAME                                | TENURE<br>AREA/CIVIL<br>SERVICE TITLE | ASSIGNMENT                  | CERTIFICATION | SALARY/RATE OF PAY | EMPLOYEE REPLACING | EFFECTIVE DATE        | END OF<br>PROBATIONARY<br>APPOINTMENT |
|-------------------------------------|---------------------------------------|-----------------------------|---------------|--------------------|--------------------|-----------------------|---------------------------------------|
| <b>I. Instructional Appointment</b> |                                       |                             |               |                    |                    |                       |                                       |
| David Appleton                      |                                       | Substitute Teacher K-12     | certified     | \$120/Day          |                    | 1/7/2026              |                                       |
| Amelia Mendez                       |                                       | Substitute Teacher K-12     | uncertified   | \$100/Day          |                    | 1/7/2026              |                                       |
| <b>II. Coaching Appointment</b>     |                                       |                             |               |                    |                    |                       |                                       |
| Hanna Corrigan                      |                                       | Basketball - Girls Modified | TCL           | Volunteer          |                    | School Year 2025-2026 |                                       |
| <b>III. Leave of Absence</b>        |                                       |                             |               |                    |                    |                       |                                       |
| Michelle Hartmann                   |                                       | English Teacher             |               | Unpaid LOA         |                    | 12/27/25 - 9/1/26     |                                       |

Teacher Key: Certification Listed or 'N' Uncertified  
 Teacher Assistant Key: 'C' Certified Teacher, 'CTA I' Certified Teaching Assistant Level I, 'CTA II' Certified Teaching Assistant Level II, 'CTAIII' Certified Teaching Assistant Level III,  
 TAP' Pre-Professional ^see attachment  
 Coaches: 'CPE' Certified Physical Education Teacher 'C' Certified Teacher 'TCL' Temporary Coaching License, 'PCL' Professional Coaching License  
 \*Represents 80% payment for an individual who is placed in charge of two sports programs in a given season

5.1

**5.2 Resolution to Approve Proposed  
John W. Danforth Company Contract  
for the School Year 2026-2027**



**NEW YORK MILLS UNION FREE SCHOOL DISTRICT  
and  
JOHN W. DANFORTH COMPANY**

**BE IT RESOLVED** that the New York Mills Board of Education AUTHORIZES the Superintendent of Schools to enter into an agreement C5041 with Contractor: John W. Danforth Company for the 2026-2027 school year.

Motion \_\_\_\_\_

Second \_\_\_\_\_

**Yes** \_\_\_\_ **No** \_\_\_\_

DATED: January 6, 2026  
New York Mills, New York

\_\_\_\_\_  
District Clerk  
New York Mills Union Free School  
New York

## Danforth Silver Protection

**This Agreement is made by and between:** C5041

**Contractor:**

John W. Danforth Company  
6730 VIP Parkway  
Syracuse, NY 13211

*Herein after known as "Contractor"*

**Customer:**

New York Mills Union Free School  
1 Marauder BLVD  
New York Mills, NY 13417

*Herein after known as "Customer"*

Work to be performed at 6730 VIP Parkway, Syracuse, NY

**Attachment "A":** Describes the level of service being provided by the Agreement.

**Attachment "B":** Describes the limit of liability and the terms and conditions.

**Attachment "C":** Describes the equipment covered by the Agreement.

The service agreement price is \$7,556.00 (plus applicable sales tax), covering the term from 2/1/2026 to 1/31/2027 and is an annual installment.

The first payment is due on the day coverage begins, 2/1/2026. Coverage shall continue for 1 year. This annual agreement shall continue in effect from year to year unless either party gives written notice to the other of intention not to renew thirty (30) days before the anniversary date.

The schedules attached to the Service Agreement constitute the entire Agreement between the Contractor and the Customer. The Service Agreement remains the property of Contractor and is provided for the Customer's use only. Any waiver, change or modification of any terms or conditions shall not be binding on Contractor unless made in writing and signed by authorized management of Contractor. Danforth reserves its right for an adjustment in contract time, price, or both, due to changing conditions relating to COVID-19, or any pandemic, epidemic, or disease outbreak.

By: David Makowski  
David Makowski  
CNY Regional Service Manager

By: \_\_\_\_\_

Date: 12/16/2025

Date: \_\_\_\_\_

## Attachment A

**Professional Management:** This includes our administration of your custom-designed maintenance program. You will receive detailed reporting from our service technicians following each visit. You stay well informed without having to be directly involved in the upkeep of your equipment investment.

### Features

- Local Supervision
- Maintenance Performance Monitoring
- Performance Feedback

### Benefits

- Reduced Resource Strain on Administration
- Lower Operating Cost
- Reduced Equipment Downtime
- Increased Efficiency

**Test & Inspect Labor:** Includes a professional inspection of all components listed in the inventory of equipment (Attachment C). This inspection ensures that the equipment is operating to specifications and identifies any doubtful or broken parts.

### Features

- Equipment Inspection
- Identification of Improper Operations
- Professional Assessment and Recommendations

### Benefits

- Improved System Reliability
- Reduced Operating Issues
- Minimized Equipment Downtime
- Peace of Mind

**Maintenance Supplies & Filters:** This includes all required maintenance supplies to effectively implement our maintenance program.

### Features

- Lubricants for Maintenance Tasks (Bearings, Motors)
- Chemicals
- Cleaning Supplies

### Benefits

- Minimize Administrative Involvement
- Prevents Breakdowns, Failures, and Unexpected Bills
- Extended Equipment Life
- Reduced Energy Consumption
- Provides a Cleaner, Healthier Environment
- Reduced Owning and Operating Costs

**Capital Budgeting Assistance:** We can assist in prioritizing your building needs by analyzing problem areas and making expert recommendations. Our vast experience in building systems allows us to take a holistic view of your facilities and help you achieve your operational goals.

**Quality Assurance Program:** Our quality assurance program ensures that the services being provided are at or above the level of services purchased. Danforth strives to exceed your expectations by providing quality, professional mechanical services with ongoing communication.

### **Features**

- Adherence to a Strict Code of Ethics and Standards
- Procedural Approach
- Ongoing Evaluation and Assessment
- Open Communication

### **Benefits**

- Ensures Customer Satisfaction
- Improves Communication
- Provides Peace of Mind
- Ensures Accountability of Services

**Preventative Maintenance Labor:** This includes job labor, travel labor, and travel and living expenses required to clean, align, calibrate, tighten, adjust, and lubricate. These activities are intended to extend equipment life and assure proper operating condition and efficiency.

### **Gas Fired Heat RTU (Serviced 2 times Per Year)**

- Check all operating and safety controls
- Inspect coil surfaces and fans
- Check Motors for proper rotation (Lubricate as required)
- Check fan speed control operation
- Check motor bearings
- Check contactors for pitting
- Change Electrodes (1 time per year)
- Check wire connections; tighten as needed
- Replace filters

### **Condenser units. (Serviced in the spring for cooling Season)**

- Check and inspect fan operation
- Check for any leaks
- Inspect Refrigerant Levels
- Check Clean condensate pans
- Check amp draw
- Lubricate motors or bearings as needed (if applicable)
- Inspect motor mounts
- Check electrical connections
- Check for noise or vibration
- Clean Condenser Coils. (1 time per year)

### **Gas Fired Steam Boilers (Serviced for Heating Season)**

- Check all operating and safety controls
- Inspect heat exchange
- Check fan speed control operation
- Check motor bearings
- Check Combustion and Stack Temps (Tune as Required)
- Change Burner Electrodes, Flame sensors (1 time per year)
- Check wire connections; tighten as needed
- Open and Clean Firesides (1 Time per year)

## Attachment B

### Terms and Conditions

1. Contractor agrees to perform all work professionally and to furnish only materials of good quality.
2. The customer provides reasonable access to all areas and equipment, and allows Contractor to stop and start equipment as necessary to fulfill the terms of the Agreement.
3. All maintenance tasks and non-emergency repair or replacement will be performed during the Contractor's normal working hours.
4. The customer agrees to inform the Contractor immediately of problems found in the operation of the equipment.
5. The Contractor may charge the customer for emergency calls made at the customer's request where no defect is found.
6. The customer agrees to pay and be responsible for any additional gross amount of any present or future sales, use, excise, value-added, or other similar tax, however designated, applicable to the price, sale or delivery or any products, services or the work furnished hereunder or for their use by Contractor on behalf of the customer whether such tax shall be local, state, or federal in nature. **This will include but not be limited to the recovery, recycling, reclamation, handling and disposal of all refrigerants, and the additional costs incurred for refrigerant tax and/or increased costs due to shortages.**
7. The Contractor assumes all equipment covered is in maintainable condition, by accepting the Agreement. For repairs found necessary during the initial inspection or the initial seasonal start-up, a repair proposal is submitted for Customer's approval. If the repair proposal is declined, the non-maintainable items will be eliminated from the maintenance Agreement and the Agreement price adjusted accordingly or the Agreement may be canceled or otherwise revised.
8. Repair or replacement of non-maintainable parts of the system(s) such as, but not limited to, coils, heat exchangers, duct work, piping, shell and tube, unit cabinets, boiler refractory material, insulating material, electrical wiring, hydronic and pneumatic piping, structural supports and other non-moving parts, are not included in this Agreement.
9. If the equipment covered is altered, modified, changed or moved this Agreement may be adjusted accordingly or terminated.

### Limitations of Liability and Indemnities

1. The Contractor is not liable for damage or loss caused by delay in installation or interrupted service due to a fire, flood, corrosive substance in the air, strike lockout, dispute with workmen, inability to obtain material or services, commotion, war, act of nature, or any other cause beyond Contractor reasonable control.
2. In no event, whether as a result of breach of contract, or any tort including negligence or otherwise is the Contractor or its suppliers, employees or agents liable for any special, consequential, incidental, or penal damage including, but not limited to loss of profit or revenues, loss of use of any products, machinery, equipment, damage to associated equipment, cost of capital, cost of substitute products, facilities, services or replacement power, down time costs, lost profits, or claims of Buyer's customers for such damages.
3. **No other warranty expressed or other liability is given and no other affirmation of Contractor, by word or action, shall constitute a warranty. This warranty is expressly in lieu of any other express or implied warranty including any implied warranty of merchantability of fitness, and any other obligation on the part of Contractor.**
4. The Contractor's liability, if any, upon any warranty, either expressed or implied, is limited to the replacement of defective materials and correction of faulty workmanship which is in violation of local, state, or federal building codes at the time of performance of the work by the Contractor.

**Attachment C****Equipment List**

| <b>Qty</b> | <b>Type</b>                          | <b>Size</b> | <b>Manuf.</b> | <b>Model</b> | <b>Ser#</b> | <b>Location</b> |
|------------|--------------------------------------|-------------|---------------|--------------|-------------|-----------------|
| 8          | RTU                                  |             | Var           | Var          |             | Roof            |
| 15         | Fan Coil Units /<br>Unit ventilators |             | Var           | Var          |             | Roof            |
| 3          | Steam Boilers                        |             | Weil McLain   | 1188         |             | Boiler Room     |

**NOTES**

- Minor Parts are covered to include Flame Sensors, Igniters per scope on each piece of equipment. All other Parts if needed will be billed at a reduced rate if required which are not covered under the warranty.
- Emergency and Repair Labor is Available in this service 24/7 365 days a year on a time and Material basis.
- Water for washing coils must be 100FT or less from units
- Coils to be washed !x per year in the spring/ Summer
- RTU filters are covered under this agreement.
- Building Controls Not Included.

# Danforth Service Operations

24/7 After Hours Service **Emergencies**

585-924-7030

## Central New York Employee Contact List

### **1<sup>st</sup> Contact for HVAC/Plumbing Coordinator & Contract Renewal**

Rebecca Hamelin | Dispatch for HVAC & Plumbing Service & Repair Scheduling & Contract Renewal

Phone: 585-869-6166      E-mail: [rhamelin@jwdanforth.com](mailto:rhamelin@jwdanforth.com)

### **2<sup>nd</sup> Contact for HVAC/Plumbing Coordinator**

Devin White | Dispatch for HVAC & Plumbing Service & Repair Scheduling

Phone: 585-869-6167      E-mail: [dwhite@jwdanforth.com](mailto:dwhite@jwdanforth.com)

### **ROC HVAC Service Manager**

Joe Contrera | HVAC Customer Inquiries or Quote requests

Phone: 585-481-7693      E-mail: [jcontrera@jwdanforth.com](mailto:jcontrera@jwdanforth.com)

### **CNY/SYR Plumbing Manager**

Joe Charles | Plumbing Customer Inquiries or Quote requests

Phone: 585-727-8413      E-mail: [jcharles@jwdanforth.com](mailto:jcharles@jwdanforth.com)

### **ROC Field Service Supervisor**

Brandon Corey | HVAC Customer Inquiries or Quote requests

Phone: 585-645-9983      E-mail: [bcorey@jwdanforth.com](mailto:bcorey@jwdanforth.com)

### **SYR HVAC Service Manager**

Austin Wisner | HVAC Customer Inquiries or Quote requests

Phone: 315-816-7391      E-mail: [awisner@jwdanforth.com](mailto:awisner@jwdanforth.com)

### **BING HVAC Service Manager**

Rick Ganoung | HVAC Customer Inquiries or Quote requests

Phone: 315-558-9874      E-mail: [rganoung@jwdanforth.com](mailto:rganoung@jwdanforth.com)

### **CNY Environmental Service Manager**

Cary Marshall | HVAC Customer Inquiries or Quote requests

Phone: 585-689-7592      E-mail: [cmarshall@jwdanforth.com](mailto:cmarshall@jwdanforth.com)

### **Service Account Manager**

Anthony Mariani | HVAC Unit Replacement, Customer Retention

Phone: 407-749-8715      E-mail: [amariani@jwdanforth.com](mailto:amariani@jwdanforth.com)

### **Service Contract Sales**

Thomas Phommanirat | HVAC, Plumbing, Environmental Service Contract Sales

Phone: 585-924-7030 ext. 4262      E-mail: [tphommanirat@jwdanforth.com](mailto:tphommanirat@jwdanforth.com)

**5.3 Policy 5300 Purpose (Acceptable) Use  
and Administration of District  
Digital Information Systems Policy  
(Second Read)**

## SUPPORT OPERATIONS

### PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL INFORMATION SYSTEMS POLICY

#### **New language per Policy Service template:**

- I. Scope of Policy
  - A. Digital information systems are important to achieving the New York Mills Union Free School District's (the District) educational goals and conducting business operations in an efficient manner. The District Board of Education's (the Board) goal is to provide students and staff with digital technology tools that are appropriate to support the District instructional goals and operational needs, consistent with a prudent use of the District's financial resources.
  - B. When used in this Policy, the terms "digital information systems" or "digital information assets" includes computers of any size and form factor (including smartphones and tablets), network servers, routers, cables, interactive white boards, video conferencing equipment, switches, applications ("apps"), software, and software as a service (SaaS) that is owned, leased, or licensed by the District, and used to deliver District instructional programming or to conduct District operations.
  - C. This Policy applies to the use of all District-managed devices, including mobile devices such as laptop computers and digital tablets, used to deliver District instructional programming or to conduct District operations, whether the equipment is used by staff, students, or members of the public.
  - D. This Policy also applies to the use of digital devices that are not District-managed devices but are used to access and connect to the District's network, whether the device is owned or used by a staff member, student, or member of the public.
  - E. Anyone who uses any part of the District's digital information systems is expected to comply with the standards of use set forth in this Policy, whether that person is a staff member (employees and volunteers), student, contractor, or member of the public (including parents and community members).
  - F. In addition to the standards set forth in this Policy for use of the District's digital information systems, users of those systems must comply with all Board-adopted policies and related regulations, including but not limited to, the Code of Conduct, the Internet Safety Policy, the District's policies prohibiting harassment, discrimination, and bullying, Title IX, and other related Board policies.
- II. District Accountability for Use of Digital Information Systems

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

- A. The District Board recognizes the District's responsibility to monitor the use of its digital information assets to ensure that those assets are used for their intended purposes, and that the use of those assets does not expose the District to unnecessary risk. This monitoring includes the use of filtering and other security protocols, which may include blocking certain networks or websites (including but not limited to social media sites), to protect the District's digital assets and systems. The Superintendent or designee shall develop procedures and operating protocols that provide for the periodic review of access logs and filtering logs for the purpose of identifying possible misuse of the District's assets.
- B. The District reserves the right to inspect the contents of any digital files, folders, images, or other digital information created, modified, stored, accessed, or transmitted using the District's digital information assets.
1. The only information that should be created, modified, stored, or transmitted using the District's digital information systems is information that is necessary to or supportive of the District's education program or business operations. Individuals do not have an expectation of personal privacy in any information created, stored, or transmitted by the individual using the District's digital information systems. This includes any passwords to an District's personal internet accounts that the individual chooses to store on the District's digital information systems.
  2. The Superintendent or designee shall ensure that staff, students, and the public are periodically advised that any information created, modified, stored, or transmitted using the District's digital information systems may be examined by the District for such reasons as to ensure that the systems are being properly used, or to comply with obligations under laws such as the Freedom of Information Law (FOIL), the Family Educational Rights and Privacy Act (FERPA), NYS Education Law 2-d, and litigation discovery procedures.
- C. The District is not responsible for the quality, availability, accuracy, nature, or reliability of internet service beyond the point at which the District's digital information systems connect to the internet. Not all information found on the internet is accurate or reliable, and each user is responsible for verifying the integrity and authenticity of information that the user finds on the internet.
- D. The District maintains its digital information systems for the sole purpose of delivering its educational program and conducting its business operations, and the digital information system shall not be deemed to be a public forum or limited public forum.
- III. Responsible Use of Digital Information Systems and Assets

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

- A. Instructional and non-instructional staff are provided with access to the District's digital information systems for the purpose of performing their work duties. Use of the systems for any other purpose may be classified as unacceptable work performance and may be subject to counseling or discipline consistent with applicable laws and collective bargaining agreements. Limited personal use for such purposes as brief communication with family members may be acceptable, but staff members should keep in mind that any data created by personal use remains subject to review by the District.
- B. Students are provided with access to the District's digital information systems for the purpose of completing instructional assignments under the guidance of a teacher. Use of the systems in a manner that does not comply with the standards in this Policy or another Policy, or guidance issued by the Superintendent or their designee, may result in disciplinary action consistent with the District's Code of Conduct.
- C. Members of the public may access the District's digital information systems to support a child's education (e.g., Parent Portal to access grades), to communicate with staff, or for personal reasons (e.g., WiFi access). The Superintendent or designee shall develop and implement procedures and protocols so that members of the public are reasonably advised of their responsibility to adhere to the standards set forth in this and other District Board Policies, and are reasonably advised that information created, modified, stored, accessed, or transmitted through the District's digital information systems are not considered private, except to the extent explicitly provided by law.
- D. Users must not engage in conduct that may compromise the security of the District's digital information systems.
1. A user may not access the systems with any username/password other than the username/password given to the user by the authorized District staff member.
  2. A user may not disclose the user's assigned password to anyone except a District staff member authorized to have access to that user's password.
  3. A user may not download or install any program, app, content, or other software that has not been approved for installation by the District.
  4. A user may not circumvent, or attempt to circumvent, any computer security measure implemented by the District or required by any service provider or program as a condition for using a service or program.

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

5. A user may not download, create, or distribute a virus, Trojan horse, adware, or other malware, or add files to or delete files that change the function or operation of the digital information systems.
- E. Users must understand and respect the capacity of the digital information systems and the need to accommodate other users. Therefore, users shall not engage in activities that use a disproportionate share of the system's assets, such as creating or disseminating commercial advertising, political fundraising, mass mailings (unless pre-approved District-related purposes), or playing online games that have not been incorporated into course material.
- F. Users must respect the rights of other individuals regarding content those individuals have created. A user cannot download or use content in violation of copyright laws, including music, movies, artwork, photographs, and programs.
- G. Users may not access, upload, download, or distribute material that is pornographic, obscene, or sexually explicit. This includes a prohibition of "sexting", which is the transmission of images, text, and/or links to content that are sexually explicit, often sent and received through SMS, MMS, or social media.
- H. Users may not create or distribute information that is disrespectful of other persons or groups, or that is illegal, defamatory, abusive, intimidating, harassing, discriminatory, or bullying, or the creation or distribution of which is illegal.
- I. Users may not participate in chat rooms, instant messaging, or e-mail that is not specifically permitted by a staff member as a legitimate District-related purpose.
- J. Users may not receive, send, or display unsolicited non-educational related messages or pictures.
- K. Users may not access the internal components of a computer or other device, except as instructed by an authorized member of the District's instructional technology staff or other technical consultants.
- L. Users may not access, trespass, or "hack into," other user accounts or files or directories that the user is not authorized to access.
- M. Users may not use the District's digital information systems to conduct business transactions not related to their District responsibilities, or to perform work on behalf of any non-school organization.
- N. Users may not engage in any activity using the District's digital information systems that violates any local, State, or federal law. District Representatives who encounter

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

materials on District accounts, computers, devices, or elsewhere, should immediately report it to their supervisor, or the District's Title IX Coordinator, Compliance Coordinator, or DASA Coordinator.

- O. Users who engage in inappropriate use of the digital information systems may have their access rights modified or revoked or be subject to discipline consistent with the Code of Conduct and applicable laws and collective bargaining agreements.
- P. Use of Artificial Intelligence (AI)
  - 1. The District commits to using AI responsibly, fairly, safely, and with respect for the principles of academic integrity, honesty, and educational and professional ethics. The use of AI by staff and students must also be in accordance with applicable state and federal laws, including but not limited to:
    - a. NYS Education Law 2-d;
    - b. FERPA;
    - c. NYS Technology Law 208;
    - d. District policies, including but not limited to:
      - i. data security and privacy policies; and
      - ii. the Code of Conduct;
    - and
    - e. data privacy agreements with third-party contractors and vendors
  - 2. There are a variety of AI products and programs available. These include but are not limited to products that use Generative AI (GenAI), that are built and enhanced by large language models (LLMs), or train AI products and programs using customer input. Information entered into AI products and programs may be accessible to others due to data sharing or breaches.
  - 3. Staff and students must understand that there are risks associated with the use of AI, including but not limited to:
    - a. implicit bias;
    - b. hallucinations;
    - c. incorrect results; and
    - d. the AI product or platform using data input by the user for training its products or LLMs.

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

Staff and students must think critically, fact-check AI outputs, be cautious when inputting data and information, and use primary, non-AI sources and references when using AI as a tool in their studies and their professional work.

4. Staff and students are prohibited from inputting certain types of data into AI products and software and are prohibited from creating certain outputs using AI products and software.
  - a. Prohibited input includes but is not limited to:
    - i. Materials, information, and/or data that is protected by copyright, trademark, intellectual property, or other federal or state law or regulation;
    - ii. Proprietary information or data;
    - iii. Confidential information or data such as student and employee records;
    - iv. Student and employee personal information including but not limited to:
      - (1) log ins,
      - (2) usernames,
      - (3) student IDs,
      - (4) names and addresses of students or, parents/guardians names
      - (5) other personal information to create vendor or product accounts or sign-ups to utilize AI or other digital products or vendors.
  - b. Additional prohibited uses of AI include but are not limited to generating or distributing content that:
    - i. is harmful or illegal.
    - ii. facilitates discrimination, harassment, or bullying.
    - iii. includes hate speech, is violent, or incites violence.
    - iv. is sexually explicit.
    - v. exploits or manipulates individuals.
    - vi. is defamatory.
    - vii. includes deepfakes or other similar outputs that are made using videos or photos to digitally alter the face, body, voice, or other identifying characteristics of an individual for malicious purposes.
    - viii. facilitates spam, phishing emails, malicious code, malware, or other deceptive or illegal communications or practices.
    - ix. engages in misrepresentation or misleading activities, such as fraud, scams, deceptive actions, misleading claims or representations, or impersonations.

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

- x. otherwise violates federal or state laws or regulations.
5. Students and staff may only use AI products or programs that have been approved by the Superintendent or their designee and conform with Education Law 2-d and any other applicable state or federal laws.
6. Staff and students must ensure their use of AI aligns with District policies and any related Regulations or internal procedures. Use of AI that plagiarizes or violates copyright protections, includes inaccurate information, or other misuse may result in discipline.
- a. Violations of the use of AI by staff or students shall be dealt with in accordance with the District Code of Conduct or other applicable policies.
  - b. Consequences for violations may include:
    - i. Revocation of access and/or discipline, up to and including suspension for students;
    - ii. Revocation of access, counseling memos, and discipline, up to and including termination, pursuant to applicable laws and collective bargaining agreements, if any, for staff.
7. Responsibilities of the Superintendent
- The Superintendent or their designee may develop and update Regulations or internal processes or procedures regarding the use of AI by staff and students to ensure the protection of student and employee data and that aligns with subsequent federal and state laws and regulations. This may include, but is not limited to:
- a. staff trainings and professional development;
  - b. approved uses of AI by staff and students;
  - c. prohibited uses of AI use by staff and students;
  - d. lists of prohibited AI inputs; and/or
  - e. other procedures necessary to ensure that the use of AI by staff and students aligns with applicable laws, regulations, and District policies.

## SUPPORT OPERATIONS

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

## IV. Physical Environment and Security

- A. The physical assets that are incorporated into the District's digital information systems (hardware) are both valuable and vulnerable. To the extent feasible in existing facilities, network servers and other critical infrastructure shall be installed in physical locations that provide appropriate ventilation, electrical supply, and an absence of potential risks (e.g., water leaks). Future facility plans shall include consideration of proper physical spaces to house digital network infrastructure.
- B. The Superintendent or designee shall adopt a protocol for limiting access to spaces housing network servers and other critical infrastructure, and for logging the identity of those accessing those spaces and the dates of access.
- C. If a District-managed mobile device is assigned to a student or staff member for their dedicated use, a record shall be made identifying the device, the person to whom it is assigned, the date of the assignment, and the date of the expected return of the device. All devices shall be returned to the Instructional Technology Department no later than June 30<sup>th</sup> of each school year, unless prior arrangements have been made with the IT Department.
- D. A staff member or student may take possession of an assigned device only after providing the Instructional Technology Department with the required personal information such as name, address, phone number, parents' names, address(es) and phone numbers for student devices, and any other information required by the IT Department.
- E. The user, and in the case of devices provided to a student, their parent(s)/guardian(s), must also acknowledge and agree that by accepting the device, and upon receipt of a copy of this Policy, that they will comply with this Policy. The user, and in cases of devices provided to students, their parents, acknowledge and agree to the following conditions with respect to the device and any related equipment provided with the device:
  - 1. Use of the device must conform to the standards of responsible use set forth in this Policy, any corresponding Regulations, and all other applicable District policies and rules, whether the device is connected to the District's digital information systems or not;
  - 2. The device remains the property of the District, and must be returned to the District at the designated time or when the user ceases to be affiliated with the District, if earlier;

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

3. The user will take reasonable care to protect the device from damage due to dropping or other physical shock, inclement weather, spillage of food or other substances, and other physical dangers;
4. The user will lock the device using the assigned password, will not share that password with anyone other than an authorized District employee or designee, and will not allow any other person to use the device;
5. The software installed on the device is owned by or licensed to the District, and the user may not copy or alter the installed software; the user will not install or download any software, program, application, or executable code onto the device that is not approved by an authorized District employee or designee;
6. The user acknowledges that the device may be equipped with software installed by the District to protect the device from damage from viruses or other malware, which may prevent the user from installing software or making other changes to the device, and the user agrees not to attempt to remove, neutralize, or circumvent this security measure;
7. The District retains the right to examine the device and its contents, and may do so remotely, and the user has no expectation of privacy in any information created, modified, stored, or transmitted with the device; and
8. If the device is damaged through the gross negligence of the user, the user will be responsible for compensating the District for the damage.

V. User Access Rights

- A. The District shall assign each user rights to access only those assets of the digital information systems, and only those data fields, files, or elements that are appropriate to the user's status and, where applicable, job responsibilities.
- B. The District shall periodically review the roster of users and their assigned access rights, and make adjustments to reflect any changes in circumstances.
- C. Users shall be required to use passwords that meet standards established by the Superintendent or designee, and to change passwords periodically.
- D. The Superintendent or designee is authorized to develop and adopt procedures and protocols for assigning, reviewing, and removing user access rights, including the use of passwords. These procedures and protocols shall include procedures for removing users from the roster when an individual is no longer affiliated with the District.

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

## VI. Mitigation of Business Interruption Risk

- A. The District shall create, periodically review, and update as necessary, a disaster recovery plan that provides a reasonably specific roadmap to responsible District personnel of the steps to follow in responding to, and recovering from, a disaster-related interruption of the operation of the District's digital information systems. The plan shall be responsive to such extraordinary events as flood, storm, electrical grid failure, system component failure, and cyber intrusion.
- B. As part of the disaster recovery plan, the District shall create, periodically review, and update as necessary, a plan for routine backup of the information stored in the District's digital information systems. The backup plan shall balance cost and administrative effort with the potential consequences of losing particular data elements. The importance of individual data elements or databases to the continued operation of the District shall be prioritized and backup schedules set accordingly.
- C. The Superintendent or designee is authorized to develop and implement the procedures and protocols for disaster recovery and information backups. The District Board shall be briefed on the status of these plans at least annually.

## VII. Use of Digital Information Systems or Assets for Communication

- A. This Policy applies to the use of District digital information systems include the use of those systems for the composing, sending, receipt, and storage of communication, including email and District-approved messaging apps and software. The District reserves the right to access and inspect information stored on or passing through its systems as it applies to these messages and related metadata. The standards of responsible use set forth above apply to all District communications whether by email or other form of communication.
- B. Communication By Staff Members
  - 1. Staff members are provided with credentials to access and use the District's email domain [ @newyorkmills.org ] to send and receive work-related emails. Staff may also be given access to specific apps or services such as ParentSquare, SchoolMessenger, or other similar apps or services to communicate with students and their families.
  - 2. Communications via email, apps, or software (or SaaS) are not confidential or private. The District may review those communications for any reasonable business purpose, including to ensure compliance with this and other Policies, and with other applicable laws and regulations. The District may be required

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL INFORMATION SYSTEMS POLICY

to disclose emails to third parties pursuant to FOIL, FERPA, or other legal requirements. Employees shall not conduct personal business using the District's email address.

3. Staff members must use the District's email domain or District-approved apps, software, or SaaS to send and receive all work-related messages, including to students or their families. If a staff member uses a personal email account or cell phone to send or receive a work-related message, the staff member may be required to provide access to the personal email account or phone in order to comply with FOIL, FERPA, or another legal requirement.
4. If a staff member stores personal email, or passwords to personal accounts, including personal email accounts, on the District's digital information systems or assets, that information will be available to the District.
5. Each email or other digital communication is a business document. Consistent with the standards for responsible use set forth above, all communications should be businesslike, appropriate to the business purpose, and respectful of the recipients. Staff members must keep in mind that communications, including emails, may be subject to public disclosure under FOIL, FERPA, or another legal requirement.
6. Emails that contain personally identifiable student information may be classified as education records under FERPA. Staff members should use discretion when communicating personally identifiable student information to anyone through email. Disclosure of personally identifiable student information to other staff members should be limited to those staff members who work with the student.

C. Communication by Students

1. Use of the District's email domain by students is permitted when approved by a teacher or administrator as part of a class requirement, project, or unit.
2. Students may not access their personal email accounts (such as Yahoo!, MSN, personal Gmail, etc.) or other personal accounts such as social media, through a District-owned device. If a student uses or stores personal email, or passwords to personal accounts, including personal email accounts, on District's digital information systems or assets, that information will be available to the District.

VIII. Personally-Owned Devices Connected to the District's Digital Information Systems

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

- A. When devices not owned or managed by the District access the District's digital information systems, the District is exposed to several additional risks, such as the risk that malware will infiltrate the District's system from a non-secure device; the risk that confidential student information will migrate to the device, which might then be lost or stolen; and the risk that records relating to District business will be stored on the device, and the District will be legally obligated to produce those records in response to a FOIL request or litigation. To mitigate these risks, employees connecting non-District managed devices to the District's digital information systems shall be required to accept certain requirements.
- B. The Superintendent or designee is authorized to develop and implement procedures and protocols for authorizing devices not managed by the District to be connected to the District's digital information systems. Devices shall not be connected to the District's systems unless the user of the device agrees to the terms determined by the Superintendent or designee to be appropriate and necessary to mitigate the foreseeable risks. Those terms shall include, but not be limited to:
1. The user acknowledges familiarity with this Policy and other relevant Policies, and agrees that the use of the District's digital information systems through the device will comply with the standards of responsible use and other requirements in the Policies;
  2. The user agrees to give the District access to the memory of the device when the District has a business reason to retrieve data or documents, including the need to respond to a FOIL request, a request for education records under FERPA, or a litigation disclosure requirement, or a review to confirm compliance with the standards of responsible use;
  3. The user agrees that no District-related data or documents will be copied or otherwise stored in personal "cloud" accounts such as Dropbox, Box, OneDrive, etc. All District documents and data should be stored on District approved accounts and devices, using District credentials;
  4. In the event that the device is lost, stolen, or missing for more than forty-eight (48) hours, the user will immediately notify and Administrator, and will cooperate with all District efforts to recover or reconstruct District-related information that was stored on the device;
  5. The user acknowledges that if the device is used to access the internet through the District's digital information systems then that access will be filtered in accordance with the District's Internet Safety Policy;

## SUPPORT OPERATIONS

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

6. The user agrees that all system updates and all application updates will be installed within a reasonable time of being available, and agrees that anti-virus software will be installed on the device, activated, and updated where applicable;
7. The user agrees that the delivery of instructional programs and/or the conduct of District operations will be conducted on District networks;
8. The user agrees that the District will not be responsible for any damage that occurs to any component of the device, including processors, memory, video displays, WiFi or Bluetooth circuitry, or programs as a result of being connected to and operating on the District's digital information systems; and
9. The user agrees that failure to abide by the terms of use will be sufficient reason for the District to block the device from further access to the District's digital information systems.

## IX. Student Data Security and Parental Consent

- A. The creation, modification, storage, and transmission of personally identifiable student information using the District's digital information systems must comply with the requirements of federal and State law, including New York State Education Law 2-d.
  1. Usernames and passwords assigned to or created for students will generally be considered personally identifiable student information.
  2. Personally identifiable student information may not be provided to third party contractors (including online or "cloud" services) without determining that any online Terms of Service or other online agreement complies with federal and state laws. The Superintendent or designee shall develop and implement a procedure for administrators, teachers, and other staff to seek evaluation of any online product or service that they wish to implement to support instruction or business operations.
- B. The standard procedure in the District shall be to provide each student with access to the District's digital information systems unless a student violates the District rules for the use of those systems or the District is notified in writing by a student's parent or person in parental relation that the student is not to be given access to those systems.

## X. Data Security Awareness Training

PURPOSE (ACCEPTABLE) USE, AND ADMINISTRATION OF DISTRICT DIGITAL  
INFORMATION SYSTEMS POLICY

District staff shall be provided with instruction concerning the requirements of applicable laws and this Policy, and the importance of following best practices to protect the security of information stored in the District’s digital information systems.

XI. Notification

- A. The District shall ensure this Policy is provided to students, their parents/guardians, and staff on an annual basis and posted on the District website.
- B. At the time of enrollment and the beginning of each school year, a student’s parent or person in parental relation shall be notified of this Policy, the importance of online access to contemporary education methods, and how to inform the District that their student is not to be given access to the District’s digital information systems.

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New York Mills Union Free School District

Legal Ref: NYS Education Law § 2-d; The Federal Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232; NYS Public Officers Law § 87 (Freedom of Information Law (FOIL)); NYS Technology Law § 208

Cross Ref: 5301, Internet Safety Policy; 5305, Social Media Policy; 5302, Use of Security Video Cameras; 5303, Information Security Breach Policy; 7208, Student Use of Internet-Enabled Devices

Adopted: 10/01/96

Revised: 05/07/02, 02/05/13, 07/07/15, 08/06/19, \_\_\_\_\_

Reviewed: 01/06/15



## SUPPORT OPERATIONS

### SOCIAL MEDIA POLICY

#### I. Purpose

- A. Social media has become a communications, entertainment and learning tool. The New York Mills Union Free School District (the District) recognizes that employees, students and Board of Education (the Board) members utilize social media for a wide variety of communications and social interaction endeavors.
- B. The District encourages the proper, appropriate use of electronic devices and social media by District employees, students and members of the Board. Simultaneously, it seeks to prevent use of social media in a manner which disrupts the educational environment of the school or jeopardizes the safety, health and well-being of employees and students. While the District has established these goals it does not intend to monitor employees' use of social media during off-duty hours.
- C. This Policy is aimed at fostering these goals and establishing guidelines for social media use by District employees, students and Board members. This Policy is to be read in conjunction with applicable law (statutory and case law) and existing District policies and regulations including but not limited to the Purpose (Acceptable) Use Policy (5300), Internet Safety Policy (5301), Code of Conduct, (1030), Prohibition of Sexual Harassment in the Workplace (6010) and Prohibition of Discrimination and Harassment (0015). This Policy supplements but does not supplant existing policies.

#### II. Definitions

- A. The definitions set forth below shall apply throughout this Policy. Additionally, recognizing social media changes regularly, the Superintendent is hereby authorized to provide further definitions in regulation with respect to terms applicable to social media use.
- B. The following definitions are to be read in conjunction with applicable definitions in other Board policies including but not limited to the Purpose (Acceptable) Use Policy (5300), Internet Safety Policy (5301), Code of Conduct (1030), Prohibition of Sexual Harassment in the Workplace (6010) and Prohibition of Discrimination, Harassment, and Bullying (0015).
  - 1. "Blog" is a website or portion of a website where individuals may provide comment, description or opinion on a matter related to (or not) subject matter otherwise found on that site.

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2. “District” shall mean the New York Mills Union Free School District including all “school property” and possessions (busing).
3. “Employee” shall mean any person employed by the District in a full or part time capacity and shall include temporary workers in the District.
4. “Electronic Communications Device” shall mean and include cellular telephones, pagers, computers and other devices meant to transmit audio, video and/or text from one or more electronic medium to one or more other electronic medium. It shall also include internet-enabled devices, as defined by NYS Education Law 2803.
5. “District Representative” shall mean the Superintendent or someone appointed or designated by the Superintendent.
6. “Sexting” refers to the act or process of a person taking a sexually-explicit digital photograph of themselves or of someone else and transmitting it as an MMS and SMS via an electronic communications device. These images can then be posted on the internet or forwarded electronically to other people. Sexting may also include transmission of images and text which are sexually explicit. Such materials may include, but are not limited to, digital photographs, language text, and links to such content.
7. “Social Media” refers to content generally created by individuals using accessible and scalable technologies through the Internet. Popular examples of social media include (but are not limited to): Facebook, X, Flickr, Wiki, YouTube, Instagram, SnapChat, LinkedIn and blogs. These examples are not all inclusive and this Policy is intended to cover all social media platform options even those not specifically listed.
8. “Student” means any elementary or secondary student of the District including any out-of-district student being educated in the District.
9. “Text Message,” a colloquial term, refers to brief written messages, between mobile phones over wireless networks.
10. “Tweet” is a term coined from the X website ([www.twitter.com](http://www.twitter.com)). A tweet is a blog post of sorts. Sending a tweet is tweeting.
11. “Wiki” is effectively a web-based encyclopedia which any person may be able to add an entry or edit without authorization of the site administrator. [www.Wikipedia.org](http://www.Wikipedia.org) is one of the most popular Wikis.
12. E-mail policies apply when used as social media.

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(Source: Some of the above definitions are adapted in whole or part from www.wikipedia.com)

III. Social Media Guidelines & Use

A. Privilege

The District determines that social media is a privilege, not a right and requires responsibility. Failure to adhere to this Policy or the regulations promulgated hereunder may result in discipline which may include prohibition of social media.

B. Applicability of Policy

1. This Policy applies to social media activity which takes place in the school building(s), on District grounds or at District events.
2. This Policy applies to social media use accessed through school resources.
3. Recognizing certain legal limitations with respect to application of this Policy to off-campus, private activity of District employees and staff, the Board encourages and expects appropriate use of social media at all times, including off school grounds.
4. This Policy applies to District employees, students and Board members.

C. General Rules

District employees, students and Board members shall:

1. Use social media in an educationally responsible and appropriate manner;
2. Use social media in a manner which does not create a risk of substantial disruption or threat of violence within the school environment; and,
3. Use social media in a manner which avoids invasion of the privacy of rights of students, employees and members of the District community.

D. Electronic Mail Use

1. Employees should refrain from sending all staff or large group e-mails without express permission. [It is understood and accepted that staff may send emails providing notice of meetings such as union meetings.]
2. Personnel matters should never be discussed in public Internet spaces, social media or through group e-mails. Any concerns about personnel matters should be addressed to the administration only.

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E. Monitoring Use

The District's digital information systems and networks, including social media, shall be monitored and filtered pursuant to Policy 5300.

IV. Superintendent Rules

The Superintendent is authorized to establish rules governing the specific use of social media by employees and staff. Such rules shall be consistent with this Policy and the guidelines of use herein.

V. Consequences for Non-Compliance

- A. All users of social media shall comply with this Policy and Superintendent rules. Failure to comply may result in disciplinary action including but not limited to suspension.
- B. An employee's failure to adhere to this Policy can result in disciplinary action up to and including termination. Such action shall be consistent with collective bargaining agreements, Education and Civil Service Laws as applicable.
- C. A student who fails to adhere to this Policy and superintendent rules risks discipline consistent with the District Code of Conduct (1030) and any such further discipline consistent with Board policies and law.
- D. Members of the Board are subject to the terms of this Policy and expected to adhere to it. Failure to adhere to the Policy could lead to action, consistent with existing law, against any particular Board member.

VII. Employee Personal Electronic Device Use

- A. In addition to and consistent with this Policy, to maximize efficiency and ensure against unwanted disruption and distraction, District employees may communicate with one another during school hours so long as such communication is to further the educational mission of the District and is not in any manner disruptive to the learning environment. Employees shall not engage in use of personal electronic devices during class except when such use is pursuant to a lesson or part of the instructional program.
- B. The Board prohibits employees from using personal electronic devices to communicate with students.

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Cross Ref: 1030, Code of Conduct; 0015, Prohibition of Discrimination, Harassment, and Bullying; 5300, Purpose, Use and Administration of District Digital Information Systems; 5301, Internet Safety; 6010, Prohibition of Sexual Harassment in the Workplace; 7208, Student Use of Internet-Enabled Devices

Adopted: 12/02/14

Revised: 08/06/19, \_\_\_\_\_

**5.5 Policy 6100 Job Descriptions  
(Second Read)**

## JOB DESCRIPTIONS

- I. Statement of Policy
  - A. The Board of Education (the Board) directs the Superintendent to maintain an up-to-date, comprehensive, coordinated set of job descriptions for all ~~such~~ positions, except the Superintendent.
  - B. Job descriptions shall be developed and maintained in compliance with applicable law and regulations, and in accordance with the collective bargaining agreements.

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New York Mills Union Free School District

Adopted: 09/03/02

Readopted: 03/05/13

Revised: 01/05/16 \_\_\_\_\_



