UNATEGO CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA
TENTATIVE
MONDAY, JANUARY 25, 2016
REGULAR BOARD MEETING
6:30 P.M.
EXECUTIVE SESSION IS EXPECTED
EMPLOYMENT HISTORY OF PERSONNEL
UNATEGO MIDDLE/SR HIGH SCHOOL
ROOM #93

1. **ROUTINE MATTERS**

   1.1 Call to order
   1.2 Roll Call
   1.3 Pledge
   1.4 Approve regular board meeting minutes of January 4, 2016
   1.5 Adopt Agenda

2. **PUBLIC COMMENT**

3. **PRESENTATIONS**

   3.1 Chief Operating Officer DCMO BOCES – Gray Stevens
   3.2 BCK – Building Condition Survey
   3.3 Superintendent's Report – Dr. David S. Richards
   3.4 Business Manager's Report – Kristy DeGroat

4. **ADMINISTRATIVE ACTION**

   4.1 Warrants (Information only)
   4.2 Budget Status Reports (Information only)
   4.3 Approve Treasurer's Reports (1.25.16 G1)
   4.4 Approve Budget Transfers (1.25.16 G2)
   4.5 Approve agreement between Otsego County Department of Social Services and Unatego CSD for the purpose of two (2) in-house preventive caseworkers (1.25.16 G3)
   4.6 Award Bid for Leasing Financing of Buses (1) 2015 24 passenger Thomas Minotour to Lease Bidder, Santander Bank as presented (1.25.16 G4)
   4.7 Award Bid for Leasing Financing of Buses (1) 2015 30 Passenger Thomas Minotour to Lease Bidder, Santander Bank as presented (1.25.16 G5)
   4.8 Award Bid for Leasing Financing of Buses (2) 2017 66 Passenger Thomas Saf-T-Liner to Lease Bidder, Santander Bank as presented (1.25.16 G6)
   4.9 Adopt Policy Manual (1.25.16 G7)
   4.10 Accept Robert Sassano's resignation as Modified Wrestling coach (1.25.16 C1)
   4.11 Accept Heather Coleman's resignation as Keyboard Specialist (1.25.16 UC1)
   4.12 Appoint Patti Jessup substitute teacher for the 2015-16 school year (1.25.16 C2)
   4.13 Appoint William Brundege substitute teacher for the 2015-16 school year (1.25.16 C3)

4.14 Appoint Martha Blake Lunch Monitor for the 2015-16 school year (1.25.16 UC2)
4.15 Appoint Mike Gregg modified wrestling coach (1.25.16 UC3)
4.16 Appoint Cierra Thomson substitute aide/LTA/teacher for the 2015-16 school year (1.25.16 UC4)

5. PUBLIC COMMENT

6. ROUND TABLE DISCUSSION/QUESTIONS

7. EXECUTIVE SESSION (IF NECESSARY)

8. ADJOURN

4.3
1.25.16 G1
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Treasurer's Report as presented.

4.4
1.25.16 G2
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Budget Transfers as presented.

4.5
1.25.16 G3
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve agreement between Otsego County Department of Social Services and Unatego Central Schools District for the purpose of two (2) in-house preventive caseworkers as presented.

4.6
1.25.16 G4
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby award Lease Financing Bid for (1) 2015 24 Passenger Thomas Minotour to Lease Bidder, Santander Bank as presented.

4.7
1.25.16 G5
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby award Lease Financing Bid for (1) 2015 30 Passenger Thomas Minotour to Lease Bidder, Santander Bank as presented.

4.8
1.25.16 G6
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby award Lease Financing Bid for (2) 2017 66 Passenger Thomas Minotour to Lease Bidder, Santander Bank as presented.

4.9
1.25.16 G7
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby adopt the Policy Manual (waiving 2nd and 3rd reading).

4.10
1.25.16 C1
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept the resignation of Robert Sassano Modified Wrestling coach effective January 8, 2016 as presented.

4.11
1.25.16 UC1
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept the resignation of Heather Coleman Keyboard Specialist effective February 5, 2016 as presented (Unadilla Elementary Secretary).

4.12
1.25.16 C2
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Patti Jessup substitute teacher for the 2015-16 school year (effective January 4, 2016).

4.13
1.25.16 C3
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint William Brundege substitute teacher for the 2015-16 school year as presented.

4.14
1.25.16 UC2
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Martha Blake Lunch Monitor (2hrs. a day) for the 2015-16 school year at a rate of $9.18 per hour, pending fingerprinting and criminal history review as presented.

4.15
1.25.16 UC3
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Mike Gregg as Modified Wrestling coach effective January 11, 2016 as presented.

4.16
1.25.16 UC4
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Cierra Thomson substitute aide/LTA/teacher for the 2015-16 school year pending fingerprinting and criminal history review as presented.

Internal Claims Auditor Report for Unatego Central School District

Warrant Report Dates December 2015 **# Checks Audited 181**

Internal Claims Auditor: Jeannette Crandall

Discovered Condition	Internal Auditor Requested Corrective Action	Corrective Action Taken
WRITE UPS:		
Purchase orders should be issued prior to purchase or service:		
Total Entries: 449	**0.00 % of Findings**	
MISC ITEMS:		

6678 County Road 32
Norwich, New York 13815-3554

Discover Yourself at
Delaware Chenango Madison Otsego DCMO BOCES
www.dcmoboces.com

(607) 335-1200
FAX (607) 334-9848

To: Unatego Board Member

From: Kristyn DeGroat KDD
School Business Manager

Date: January 15, 2016

Re: Warrants for January 25th meeting

Enclosed, please find the following December warrants for the January 25th meeting:

FUND	#'s
General Fund	35, 36, 37, 38
Federal Fund	6
School Lunch Fund	11
Capital	

kd/db

cc Dr. David Richards
Amber Birdsall

UNATEGO CSD

Check Warrant Report For A - 35: GENERAL/DEC 1-4

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
26602	12/04/2015	3866	ACUITY SPECIALTY PRODUCTS INC	150584	207.14
26603	12/04/2015	2201	AIR TEMP HEATING & AIR CONDITIONING, INC.	150540	1,591.60
26604	12/04/2015	4303	AMERIGAS	150065	918.83
26605	12/04/2015	2195	BCK-IBI GROUP	150527	17,348.23
26606	12/04/2015	4319	AMBER BIRDSALL		82.23
26607	12/04/2015	154	BUREAU OF EDUC & RESEARCH INC	150587	239.00
26608	12/04/2015	4348	CAPSTONE PRESS, INC.	150591	95.94
26609	12/04/2015	180	CARLEX, INC.	150589	55.55
26610	12/04/2015	185	CARQUEST AUTO PARTS	150048	148.37
26611	12/04/2015	4306	CASELLA WASTE SYSTEMS INC	150117	1,003.30
26612	12/04/2015	73	DCMO BOCES TREASURER	150112	19.00
26613	12/04/2015	2300	LILYANN DILENA		22.87
26614	12/04/2015	3759	DIRECT ENERGY BUSINESS	150033	3,811.10
26615	12/04/2015	1952	EASTERN	150335	58.00
26616	12/04/2015	4101	FASTENAL COMPANY	150063	16.14
26617	12/04/2015	461	FEDERAL EXPRESS CORPORATION	150034	76.05
26618	12/04/2015	4123	FITNESS FINDERS, INC.	150602	233.62
26619	12/04/2015	474	FLEETPRIDE, INC.		142.98
26620	12/04/2015	481	FOUR WINDS HOSPITAL INC.		320.00
26621	12/04/2015	493	FYR-FYTER, INC.	150062	135.00
26622	12/04/2015	530	GOODHEART- WILLCOX PUBLISHER	150590	324.49
26623	12/04/2015	551	MATT HAFELE		74.75
26624	12/04/2015	589	HOGAN, SARZYNSKI, LYNCH, DEWIND & GREGORY, LLP	150045	823.25
26625	12/04/2015	4351	INSTITUTE FOR EDUCATIONAL DEVELOPMENT	150595	478.00
26626	12/04/2015	3900	CAMERON KINNEAR		1,219.00
26627	12/04/2015	4366	CARL KOENIG		177.16
26628	12/04/2015	729	LEONARD BUS SALES, INC.	150061	95.28
26629	12/04/2015	3374	MATTHEWS BUSES INC	150059	7,442.09
26630	12/04/2015	2398	LASCA MAZZONE		32.26
26631	12/04/2015	3207	MIRABITO ENERGY PRODUCTS	150079	212.58
26632	12/04/2015	2324	GEORGE MOSHER		28.18
26633	12/04/2015	905	NYS DEPT OF ENVIRONMENTAL CON		482.23
26634	12/04/2015	936	NYSEG	150037	6,342.49
26635	12/04/2015	1051	PUTNAM PEST CONTROL	150047	145.00
26636	12/04/2015	1071	REALLY GOOD STUFF, INC.	150528	270.57
26637	12/04/2015	1151	SCHOLASTIC INC.	150440	20.97
26638	12/04/2015	1157	SCHOOL SPECIALTY INC	150588	79.72
26639	12/04/2015	1224	STAPLES CONTRACT & COMMERCIAL	150558	140.22
26640	12/04/2015	1405	VASCO BRANDS, INC	150575	439.53
26641	12/04/2015	1412	VILLAGE VARIETY, LTD.	150122	205.19
26642	12/04/2015	1420	WALMART COMMUNITY/RFCSLLC	150374	74.95
26643	12/04/2015	3938	WHITE'S FARM SUPPLY INC	150120	161.94
Number of Transactions: 42				**Warrant Total:**	**45,794.80**
				Vendor Portion:	**45,794.80**

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, _____ in number, in the total amount of $_____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date	Signature	Title

UNATEGO CSD

Check Warrant Report For A - 36: GENERAL/DEC 7 - 11

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
26645	12/11/2015	4303	AMERIGAS	150065	2,776.32
26646	12/11/2015	4057	BIG APPLE MUSIC, LLC	150115	102.00
26647	12/11/2015	657	THE BLAKE GROUP	150074	802.94
26648	12/11/2015	4304	CHAMPLAIN OIL COMPANY INC.	150088	7,381.82
26649	12/11/2015	234	THE CITY OF ONEONTA	150067	35.00
26650	12/11/2015	1998	CUMMINS NORTHEAST LLC	150577	3,429.25
26651	12/11/2015	4349	FATHER FLANAGAN'S BOYS' HOME	150592	15.45
26652	12/11/2015	2855	CARRIE HEWLETT		69.00
26653	12/11/2015	3414	JUNIOR LIBRARY GUILD		998.00
26654	12/11/2015	3207	MIRABITO ENERGY PRODUCTS	150079	267.84
26655	12/11/2015	824	MOORE WOOD FLOOR REFINISHING INC.	150583	12,645.59
26656	12/11/2015	4365	PRIME AUDITORS		12,854.02
26657	12/11/2015	1940	PSAT/NMSQT		687.00
26658	12/11/2015	1129	SANICO INC.	150461	397.60
26659	12/11/2015	1386	SPRINGBROOK NY, INC.	150526	24,184.80
26660	12/11/2015	1233	STEVENS EXCAVATING		36,425.00
26661	12/11/2015	1405	VASCO BRANDS, INC	150575	439.53
26662	12/11/2015	2362	VERIZON WIRELESS	150042	45.68
26663	12/11/2015	1423	WARD'S SCIENCE	150424	19.28
Number of Transactions: 19				**Warrant Total:**	**103,576.12**
				Vendor Portion:	**103,576.12**

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, _____ in number, in the total amount of $_____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date	Signature	Title

UNATEGO CSD

Check Warrant Report For A - 37: GENERAL/DEC 14-18

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
26664	12/18/2015	4367	ARK THERAPEUTIC SERVICES, INC.	150612	20.94
26665	12/18/2015	2195	BCK-IBI GROUP	150527	13,520.61
26666	12/18/2015	2220	JOSEPH CLARK		6.58
26667	12/18/2015	73	DCMO BOCES TREASURER	150566	2,147.52
26668	12/18/2015	73	DCMO BOCES TREASURER	150517	368,272.90
26669	12/18/2015	4219	LYNNE EGGLER		59.80
26670	12/18/2015	4101	FASTENAL COMPANY	150063	10.31
26671	12/18/2015	4293	JEANNE FLETCHER		100.63
26672	12/18/2015	1317	GALE/CENGAGE LEARNING	150111	50.00
26673	12/18/2015	1995	MARILYN KLIE		38.53
26674	12/18/2015	943	NYSSMA	150348	54.00
26675	12/18/2015	995	PARTNERS IN SAFETY, INC.		78.00
26676	12/18/2015	1038	PRICE CHOPPER OPER CO INC	150188	239.92
26677	12/18/2015	1131	SARGENT WELCH	150280	37.66
26678	12/18/2015	1363	UNATEGO SCHOOL LUNCH FUND	150130	7.92
26679	12/18/2015	2324	GEORGE MOSHER		23.00
26679	12/18/2015	2324	**VOID** GEORGE MOSHER		-23.00
26680	12/18/2015	4368	KENNETH ZULKOSKY		84.88
Number of Transactions: 18				**Warrant Total:**	**384,730.20**
				Vendor Portion:	**384,730.20**

Certification of Warrant

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Date	Signature	Title

UNATEGO CSD

Check Warrant Report For A - 38: GENERAL/DEC 21-30

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
26681	12/30/2015	16	ADAMS BOOK COMPANY INC	150601	859.40
26682	12/30/2015	4303	AMERIGAS	150065	834.50
26683	12/30/2015	80	BARNES & NOBLE INC	150608	42.70
26684	12/30/2015	111	VIOLET BETTIOL		75.00
26685	12/30/2015	4218	DAVID BURCH		250.00
26686	12/30/2015	388	DROGEN ELECTRIC SUPPLY	150064	427.50
26687	12/30/2015	4219	LYNNE EGGLER		55.20
26688	12/30/2015	1907	MARY FOLEY		32.20
26689	12/30/2015	481	FOUR WINDS HOSPITALS		864.00
26690	12/30/2015	493	FYR-FYTER, INC.	150062	858.95
26691	12/30/2015	3527	ELIZABETH GOODRICH		75.00
26692	12/30/2015	1419	LORI-ANN D HARVEY		33.58
26693	12/30/2015	2855	CARRIE HEWLETT		582.06
26694	12/30/2015	582	HILL & MARKES INC	150462	1,986.00
26695	12/30/2015	4313	INTERBORO PACKAGING CORPORATION	150466	560.40
26696	12/30/2015	733	MATTHEW BENDER & CO. INC.	150613	66.54
26697	12/30/2015	3411	MICROBAC LABORATORIES INC		34.85
26698	12/30/2015	3207	MIRABITO ENERGY PRODUCTS	150079	759.95
26699	12/30/2015	963	ORIENTAL TRADING COMPANY, LLC	150596	298.89
26700	12/30/2015	1386	SPRINGBROOK NY, INC.		11,194.00
26701	12/30/2015	1363	UNATEGO SCHOOL LUNCH FUND	150130	22.50
26702	12/30/2015	1504	UNATEGO TEACHERS ASSOCIATION	150128	10,889.75
26703	12/30/2015	1412	VILLAGE VARIETY, LTD.	150122	58.74
Number of Transactions: 23				**Warrant Total:**	**30,861.71**
				Vendor Portion:	**30,861.71**

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, _____ in number, in the total amount of $_____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date	Signature	Title

UNATEGO CSD

Check Warrant Report For F - 6: FEDERAL/DEC 15

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
3355	12/04/2015	2467	TAMARA ONOFRIO		42.67
3356	12/04/2015	3208	WINIFRED A. SLAWSON		52.33
3357	12/11/2015	3208	WINIFRED A. SLAWSON		29.90
3358	12/30/2015	2467	TAMARA ONOFRIO		20.70
3359	12/30/2015	1386	SPRINGBROOK NY, INC.		12,369.00
Number of Transactions: 5				**Warrant Total:**	**12,514.60**
				Vendor Portion:	**12,514.60**

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, _____ in number, in the total amount of $_____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date	Signature	Title

UNATEGO CSD

Check Warrant Report For C - 11: SCHOOL LUNCH/DEC 15

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
6126	12/04/2015	2230	MELISSA WASHBURN	150404	20.00
6128	12/11/2015	1011	ADVANCE PIERRE FOODS INC.	150600	58.50
6129	12/11/2015	4317	BALFORD FARMS	150487	3,732.47
6130	12/11/2015	96	BEHLOG & SON PRODUCE INC	150603	2,734.99
6131	12/11/2015	160	BIMBO FOODS, INC.	150398	1,026.05
6132	12/11/2015	520	GINSBERG'S FOODS	150399	1,686.38
6133	12/11/2015	4318	HERSHEY CREAMERY COMPANY	150488	689.92
6134	12/11/2015	582	HILL & MARKES INC	150397	656.75
6135	12/11/2015	1939	JENNIE-O TURKEY STORE SALES, LLC.	150599	982.43
6136	12/11/2015	770	MAINES PAPER/FOOD SERVICE INC	150396	1,386.13
6137	12/11/2015	2508	KRISTEN SOUSA	150402	16.00
6138	12/11/2015	1352	U.S. FOODS, INC.	150400	5,714.23
6139	12/11/2015	2230	MELISSA WASHBURN	150404	16.00
6140	12/18/2015	73	DCMO BOCES TREASURER	150517	6,283.53
Number of Transactions: 14				**Warrant Total:**	**25,003.38**
				Vendor Portion:	**25,003.38**

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, _____ in number, in the total amount of $_____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date	Signature	Title

UNATEGO CENTRAL SCHOOL TREASURER'S REPORT

DECEMBER 2015

	GENERAL FUND	CAFETERIA FUND	TRUST & AGENCY FUND	FEDERAL FUND	CAPITAL FUND	PAYROLL FUND	BENEFIT REIMB
BEGINNING BALANCE	$ 3,908,081.55	$ 26,497.07	$ 42,948.39	$ 28,774.58	$ 683.26	$ 1,091.31	$ 25,685.94
RECEIPTS	$ 1,685,191.79	$ 42,978.06	$ 1,565,132.04	$ 285,796.32	$ -	$ 237,900.08	$ 3,678.28
DISBURSEMENTS	$ 3,082,902.64	$ 58,056.74	$ 1,603,039.81	$ 299,042.71	$ -	$ 237,899.53	$ 5,304.12
ENDING BALANCE	$ 2,510,370.70	$ 11,418.39	$ 5,040.62	$ 15,528.19	$ 683.26	$ 1,091.86	$ 24,060.10

DASNY 2 $ 72,310.83

I CERTIFY THAT THE BALANCES FOR THE FUNDS
ABOVE ARE ACCURATE AND IN AGREEMENT

Kristen Ace Stoat

SCHOOL BUSINESS MANAGER, CENTRAL BUSINESS OFFICE

TREASURER'S REPORT TO
BOARD OF EDUCATION
UNATEGO CENTRAL SCHOOL

General Fund Checking

BALANCE ON HAND:	December 1, 2015			$ 3,908,081.55
VOIDED CHECKS:				$ -
RECEIPTS:	INTEREST			27.14
	VERIZON/PRIOR YEAR REFUND			25,708.03
	ELMIRA, HOOSICK FALLS, EAST MEADOW, MARCELLUS/WICKHAM FEE			1,040.00
	SADD REIMBURSEMENT/PROM 2015			562.60
	NYS/FEDERAL GRANT F3216 (611)			6,657.00
	NYS/FEDERAL-STATE BREAKFAST-LUNCH NOVEMBER 2015			27,717.00
	ATHLETICS/WRESTLING ADMISSION			274.00
	ATHLETICS/ADMISSIONS BASKETBALL			864.00
	HOPPER/FINGERPRINTING			40.50
	BOCES/SUB REIMBURSEMENT			905.00
	NYS/MEDICAID REIMBURSEMENT			2,370.67
	C HEWLETT/AFTERSCHOOL PROGRAM			5,357.57
	ENERGY CURTAILMENT SPEC/POWER PAY			124.91
	CTY TREASURER-STUMPAGE/MARCELLUS-WICKHAM			6,343.28
	NYS/FEDERAL GRANT 1116 (TITLE I SCHOOL IMPROVEMENT)			4,000.00
	NYS/FEDERAL GRANT TITLE I/IIA			46,188.00
	NYS/VLT LOTTERY GRANT			85,940.63
	NYS/GENERAL AID			546,258.97
	NYS/EXCESS COST			469,679.20
	NYS/STAR			225,815.99
	FEDERAL/RETURN TRANS TO GENERAL			228,951.00
	LIFETIME BENEFITS			366.30
				-
			TOTAL RECEIPTS	$ 1,685,191.79
			RECEIPTS & BALANCE	$ 5,593,273.34
DISBURSEMENTS:	CHECKS	26602 - 26704	918,722.62	
	WIRES	1313 - 1315 , 1323	2,164,180.02	
			TOTAL DISBURSEMENTS	$ 3,082,902.64
BALANCE ON HAND:	December 31, 2015			$ 2,510,370.70

BANK BALANCE	$2,719,474.58
PLUS: BANK ERROR	-
PLUS: IN TRANSIT DEPOSITS	-
LESS: OUTSTANDING CHECKS	209,103.88
LESS: OUTSTANDING WIRES	-
NET BALANCE IN BANK	$2,510,370.70

January 25, 2016
DATE SUBMITTED

Cynthia Birdsall
DISTRICT TREASURER

UNATEGO CSD

Trial Balance Report From 7/1/2015 - 12/31/2015

Account	Description	Debits	Credits	Balance	
A 200	CASH - CHECKING	12,722,819.29	10,212,448.59	2,510,370.70	
A 210	PETTY CASH	760.17	0.00	760.17	
A 380	ACCOUNTS RECEIVABLE	124,164.42	7,089.59	117,074.83	
A 391CAP	DUE FROM CAPITAL FUND	877,262.52	356,141.00	521,121.52	
A 391DEBT	DUE FROM DEBT SERVICE	1,013,460.89	0.00	1,013,460.89	
A 391FED	DUE FROM FEDERAL FUND	299,491.82	75,955.60	223,536.22	
A 391SL	DUE FROM SCHOOL LUNCH FUND	160,631.21	47,829.58	112,801.63	
A 4101	STATE AID RECEIVABLE	868,012.85	863,279.20	4,733.65	
A 510	ESTIMATED REVENUES	22,224,446.00	0.00	22,224,446.00	
A 521	ENCUMBRANCES	14,893,271.52	5,732,519.05	9,160,752.47	
A 522	EXPENDITURES	7,943,112.60	54,046.82	7,889,065.78	
A 599	APPROPRIATED FUND BALANCE	11,991.04	0.00	11,991.04	
A 621	REVENUE ANTICIPATION NOTES	0.00	900,411.00	-900,411.00	CR
A 630TA	DUE TO TRUST & AGENCY	111,011.42	223,753.39	-112,741.97	CR
A 632	DUE TO TEACHER RETIREMENT	1,115,713.20	1,121,244.31	-5,531.11	CR
A 821	RESERVE FOR ENCUMBRANCES	5,732,519.05	14,893,271.52	-9,160,752.47	CR
A 867	EMPLOYEE LIABILITY RESERVE	0.00	137,247.70	-137,247.70	CR
A 915	ASSIGNED UNAPPROPRIATED FUND BAL	0.00	11,991.04	-11,991.04	CR
A 917	UNASSIGNED FUND BALANCE	0.00	786,753.21	-786,753.21	CR
A 960	APPROPRIATIONS	0.00	22,236,437.04	-22,236,437.04	CR
A 980	REVENUES	19,880.01	10,458,129.37	-10,438,249.36	CR
	A Fund Totals:	**68,118,548.01**	**68,118,548.01**	**0.00**	
	Grand Totals:	**68,118,548.01**	**68,118,548.01**	**0.00**	

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2015 To 12/31/2015

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1010.400	BOE CONTRACTUAL		4,600.00	-1,500.00	3,100.00	2,530.02	177.42	392.56
A 1010.450	BOE GENERAL SUPPLIES		2,960.00	-2,830.71	129.29	13.49	0.00	115.80
1010	**BOARD OF EDUCATION**	*	**7,560.00**	**-4,330.71**	**3,229.29**	**2,543.51**	**177.42**	**508.36**
A 1040.160	CLASSIFIED SALARIES-DISTRICT CLERK		5,150.00	0.00	5,150.00	0.00	0.00	5,150.00
1040	**DISTRICT CLERK**	*	**5,150.00**	**0.00**	**5,150.00**	**0.00**	**0.00**	**5,150.00**
A 1060.400	DISTRICT MEETING CONTRACTUAL		2,300.00	0.00	2,300.00	277.11	1,072.89	950.00
1060	**DISTRICT MEETING**	*	**2,300.00**	**0.00**	**2,300.00**	**277.11**	**1,072.89**	**950.00**
10		**	**15,010.00**	**-4,330.71**	**10,679.29**	**2,820.62**	**1,250.31**	**6,608.36**
A 1240.150	CERTIFIED SALARIES		130,000.00	0.00	130,000.00	66,226.41	63,773.59	0.00
A 1240.160	CLASSIFIED SALARIES		37,202.00	2,839.50	40,041.50	22,674.39	17,367.11	0.00
A 1240.400	MISCELLANEOUS CONTRACTUAL		5,000.00	-2,239.50	2,760.50	419.04	600.00	1,741.46
A 1240.450	GENERAL SUPPLIES		1,000.00	0.00	1,000.00	123.75	0.00	876.25
1240	**CHIEF SCHOOL ADMINISTRATOR**	*	**173,202.00**	**600.00**	**173,802.00**	**89,443.59**	**81,740.70**	**2,617.71**
12		**	**173,202.00**	**600.00**	**173,802.00**	**89,443.59**	**81,740.70**	**2,617.71**
A 1310.160	CLASSIFIED SALARIES		10,000.00	6,000.00	16,000.00	-26,048.53	4,042.97	38,005.56
A 1310.400	MISCELLANEOUS CONTRACTUAL		0.00	904.00	904.00	50,457.87	0.00	-49,553.87
A 1310.450	GENERAL SUPPLIES		3,000.00	-904.00	2,096.00	96.00	1,500.00	500.00
A 1310.490	BOCES SERVICES-FINANCIAL		273,580.00	71.04	273,651.04	109,428.40	164,222.64	0.00
1310	**BUSINESS ADMINISTRATION**	*	**286,580.00**	**6,071.04**	**292,651.04**	**133,933.74**	**169,765.61**	**-11,048.31**
A 1320.400	MISCELLANEOUS CONTRACTUAL		15,000.00	0.00	15,000.00	13,000.00	2,000.00	0.00
1320	**AUDITING**	*	**15,000.00**	**0.00**	**15,000.00**	**13,000.00**	**2,000.00**	**0.00**
A 1325.160	CLASSIFIED SALARIES		40,000.00	4,505.00	44,505.00	22,672.31	21,832.69	0.00
A 1325.400	MISCELLANEOUS CONTRACTUAL		4,400.00	-4,205.00	195.00	20.00	0.00	175.00
A 1325.450	GENERAL SUPPLIES		2,300.00	-2,300.00	0.00	0.00	0.00	0.00
1325	**TREASURER**	*	**46,700.00**	**-2,000.00**	**44,700.00**	**22,692.31**	**21,832.69**	**175.00**
A 1330.160	CLASSIFIED SALARIES		0.00	0.00	0.00	0.00	0.00	0.00
A 1330.400	MISCELLANEOUS CONTRACTUAL		0.00	880.71	880.71	857.88	22.83	0.00
A 1330.450	GENERAL SUPPLIES		2,000.00	-550.00	1,450.00	1,322.30	0.00	127.70
A 1330.490	BOCES SERVICES		4,700.00	0.00	4,700.00	0.00	0.00	4,700.00
1330	**TAX COLLECTOR**	*	**6,700.00**	**330.71**	**7,030.71**	**2,180.18**	**22.83**	**4,827.70**
A 1345.490	BOCES - DCMO		7,200.00	-71.04	7,128.96	2,787.52	4,181.26	160.18
1345	**PURCHASING**	*	**7,200.00**	**-71.04**	**7,128.96**	**2,787.52**	**4,181.26**	**160.18**

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NVISION

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1380.400	MISCELLANEOUS CONTRACTUAL		3,500.00	305.00	3,805.00	2,205.00	1,600.00	0.00
1380	**FISCAL AGENT FEE**	*	**3,500.00**	**305.00**	**3,805.00**	**2,205.00**	**1,600.00**	**0.00**
13		**	**365,680.00**	**4,635.71**	**370,315.71**	**176,798.75**	**199,402.39**	**-5,885.43**
A 1420.400	MISCELLANEOUS CONTRACTUAL		25,000.00	-305.00	24,695.00	5,245.07	17,068.43	2,381.50
1420	**LEGAL**	*	**25,000.00**	**-305.00**	**24,695.00**	**5,245.07**	**17,068.43**	**2,381.50**
A 1430.400	MISCELLANEOUS CONTRACTUAL		1,000.00	4,800.00	5,800.00	1,770.95	1,268.33	2,760.72
A 1430.490	BOCES SERVICES - DCMO		26,000.00	-8,350.00	17,650.00	6,189.01	313.99	11,147.00
1430	**PERSONNEL**	*	**27,000.00**	**-3,550.00**	**23,450.00**	**7,959.96**	**1,582.32**	**13,907.72**
A 1460.490	BOCES SERVICES-RECORD RETENTION		9,448.00	0.00	9,448.00	3,779.20	5,668.80	0.00
1460	**RECORDS MANAGEMENT OFFICER**	*	**9,448.00**	**0.00**	**9,448.00**	**3,779.20**	**5,668.80**	**0.00**
A 1480.475	MAILING-DISTRICT		1,800.00	0.00	1,800.00	471.27	1,328.73	0.00
A 1480.490	BOCES SERVICES		57,000.00	3,550.00	60,550.00	19,248.00	41,302.00	0.00
1480	**PUBLIC INFORMATION & SERVICES**	*	**58,800.00**	**3,550.00**	**62,350.00**	**19,719.27**	**42,630.73**	**0.00**
14		**	**120,248.00**	**-305.00**	**119,943.00**	**36,703.50**	**66,950.28**	**16,289.22**
A 1620.160	CLASSIFIED SALARIES		314,635.00	0.00	314,635.00	150,156.00	138,745.82	25,733.18
A 1620.162	CLASSIFIED SALARIES: OVERTIME		29,215.00	-3,000.00	26,215.00	7,555.06	14,613.88	4,046.06
A 1620.163	CLASSIFIED SALARIES: SUBSTITUTES		13,307.00	3,000.00	16,307.00	11,721.14	3,374.99	1,210.87
A 1620.200	EQUIPMENT		35,000.00	0.00	35,000.00	0.00	0.00	35,000.00
A 1620.400	MISCELLANEOUS CONTRACTUAL		111,600.00	40,235.00	151,835.00	141,812.13	69,891.37	-59,868.50
A 1620.401	HEALTH AND SAFETY		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 1620.450	GENERAL SUPPLIES		58,000.00	697.46	58,697.46	26,562.36	16,810.19	15,324.91
A 1620.463	REFUSE REMOVAL		19,000.00	0.00	19,000.00	3,051.89	4,200.11	11,748.00
A 1620.473-1	WATER-OTEGO		1,600.00	0.00	1,600.00	421.00	679.00	500.00
A 1620.473-2	WATER-UNADILLA		2,100.00	0.00	2,100.00	788.10	1,281.90	30.00
A 1620.477-1	ELECTRIC-OTEGO		35,000.00	0.00	35,000.00	9,971.04	18,828.96	6,200.00
A 1620.477-2	ELECTRIC-UNADILLA		55,000.00	0.00	55,000.00	15,722.37	30,452.72	8,824.91
A 1620.477-3	ELECTRIC-HIGH SCHOOL		117,000.00	-1,800.00	115,200.00	27,982.04	77,017.96	10,200.00
A 1620.478-2	TELEPHONE-UNADILLA		1,000.00	0.00	1,000.00	274.08	325.92	400.00
A 1620.478-3	TELEPHONE-HIGH SCHOOL		1,000.00	1,800.00	2,800.00	1,467.61	1,210.00	122.39
A 1620.554-1	HEATING FUEL-OTEGO		61,000.00	0.00	61,000.00	0.00	60,000.00	1,000.00
A 1620.554-2	HEATING FUEL-UNADILLA		2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 1620.554-3	HEATING FUEL-HIGH SCHOOL		190,980.00	0.00	190,980.00	0.00	165,000.00	25,980.00
A 1620.555-2	BOTTLED GAS-UNADILLA		62,000.00	0.00	62,000.00	5,216.12	54,783.88	2,000.00
A 1620.555-3	BOTTLED GAS-HIGH SCHOOL		8,000.00	0.00	8,000.00	1,775.44	4,224.56	2,000.00
1620	**OPERATION OF PLANT**	*	**1,118,437.00**	**40,932.46**	**1,159,369.46**	**404,476.38**	**661,441.26**	**93,451.82**

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Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1621.160	CLASSIFIED SALARIES		78,490.00	0.00	78,490.00	35,056.60	34,897.00	8,536.40
A 1621.162	CLASSIFIED SALARIES: OVERTIME		4,517.00	0.00	4,517.00	147.50	0.00	4,369.50
A 1621.400	MISCELLANEOUS CONTRACTUAL		8,000.00	3,379.75	11,379.75	8,179.75	0.00	3,200.00
A 1621.450	GENERAL SUPPLIES		5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
1621	**MAINTENANCE OF PLANT**	*	**96,007.00**	**3,379.75**	**99,386.75**	**43,383.85**	**34,897.00**	**21,105.90**
A 1670.400	CONTRACTUAL		12,500.00	0.00	12,500.00	3,439.50	8,160.50	900.00
A 1670.450	MATERIALS & SUPPLIES		30,000.00	0.00	30,000.00	11,249.50	9,334.50	9,416.00
A 1670.490	BOCES		120,000.00	0.00	120,000.00	22,000.00	33,000.00	65,000.00
1670	**CENTRAL PRINTING & MAILING**	*	**162,500.00**	**0.00**	**162,500.00**	**36,689.00**	**50,495.00**	**75,316.00**
A 1680.490	BOCES SERVICES - BROOME-TIOGA		507,000.00	-1.00	506,999.00	201,051.12	301,169.29	4,778.59
1680	**CENTRAL DATA PROCESSING**	*	**507,000.00**	**-1.00**	**506,999.00**	**201,051.12**	**301,169.29**	**4,778.59**
16		**	**1,883,944.00**	**44,311.21**	**1,928,255.21**	**685,600.35**	**1,048,002.55**	**194,652.31**
A 1910.454	LIABILITY AND BOND INSURANCE		63,500.00	2,500.00	66,000.00	58,515.78	7,475.00	9.22
A 1910.455	STUDENT ACCIDENT		11,000.00	-2,000.00	9,000.00	8,939.70	0.00	60.30
1910	**UNALLOCATED INSURANCE**	*	**74,500.00**	**500.00**	**75,000.00**	**67,455.48**	**7,475.00**	**69.52**
A 1920.400	SCHOOL ASSOCIATION DUES		11,000.00	-500.00	10,500.00	7,377.00	150.00	2,973.00
1920	**SCHOOL ASSOCIATION DUES**	*	**11,000.00**	**-500.00**	**10,500.00**	**7,377.00**	**150.00**	**2,973.00**
A 1981.490	BOCES SERVICES - DCMO		166,318.00	0.00	166,318.00	66,527.11	99,790.68	0.21
1981	**BOCES ADMINISTRATIVE COSTS**	*	**166,318.00**	**0.00**	**166,318.00**	**66,527.11**	**99,790.68**	**0.21**
A 1983.490	BOCES CAPITAL EXPENSES		359,549.00	1.00	359,550.00	143,819.80	215,729.67	0.53
1983		*	**359,549.00**	**1.00**	**359,550.00**	**143,819.80**	**215,729.67**	**0.53**
19		**	**611,367.00**	**1.00**	**611,368.00**	**285,179.39**	**323,145.35**	**3,043.26**
1		***	**3,169,451.00**	**44,912.21**	**3,214,363.21**	**1,276,546.20**	**1,720,491.58**	**217,325.43**
A 2020.150	CERTIFIED SALARIES		448,862.00	10,000.00	458,862.00	193,646.46	166,385.54	98,830.00
A 2020.160	CLASSIFIED SALARIES		165,558.00	-4,500.00	161,058.00	66,132.73	50,653.07	44,272.20
A 2020.160-SC	CLASSIFIED SALARIES: SUB-REG		0.00	4,500.00	4,500.00	1,805.67	0.00	2,694.33
A 2020.400-1	MISC CONTRACTUAL-OTEGO		1,300.00	0.00	1,300.00	478.83	0.00	821.17
A 2020.400-2	MISC CONTRACTUAL-UNADILLA		1,300.00	0.00	1,300.00	374.75	0.00	925.25
A 2020.400-3	MISC CONTRACTUAL-HIGH SCHOOL		2,000.00	0.00	2,000.00	1,205.69	0.00	794.31
A 2020.400-4	MISC CONTRACTUAL - JUNIOR HIGH		1,000.00	0.00	1,000.00	928.35	0.00	71.65
A 2020.450-1	GENERAL SUPPLIES-OTEGO		2,200.00	0.00	2,200.00	133.30	0.00	2,066.70
A 2020.450-2	GENERAL SUPPLIES-UNADILLA		2,200.00	0.00	2,200.00	668.75	0.00	1,531.25
A 2020.450-3	GENERAL SUPPLIES-HIGH SCHOOL		4,050.00	0.00	4,050.00	840.32	1,618.68	1,591.00

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Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2020.450-4	GENERAL SUPPLIES-JR HIGH		1,350.00	0.00	1,350.00	173.26	328.70	848.04
A 2020.490	BOCES SERVICES - DCMO		48,000.00	0.00	48,000.00	14,136.52	18,973.09	14,890.39
2020	**SUPERVISION-REGULAR SCHOOL**	*	**677,820.00**	**10,000.00**	**687,820.00**	**280,524.63**	**237,959.08**	**169,336.29**
A 2060.490	RESEARCH, PLANNING, EVALUATION		12,000.00	0.00	12,000.00	335.43	503.13	11,161.44
2060	**RESEARCH, PLANNING & EVALUAT**	*	**12,000.00**	**0.00**	**12,000.00**	**335.43**	**503.13**	**11,161.44**
A 2070.150	CERTIFIED SALARIES		5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
A 2070.400	MISCELLANEOUS CONTRACTUAL		2,000.00	20,000.00	22,000.00	0.00	1,992.08	20,007.92
A 2070.400-1	CONFERENCES-OTEGO		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2070.400-2	CONFERENCES-UNADILLA		1,000.00	0.00	1,000.00	712.60	0.00	287.40
A 2070.400-3	CONFERENCES-SR HIGH		1,000.00	0.00	1,000.00	71.30	215.00	713.70
A 2070.400-4	CONFERENCES - JUNIOR HIGH		1,000.00	0.00	1,000.00	0.00	225.00	775.00
2070	**INSERVICE TRAINING-INSTRUCTION**	*	**11,000.00**	**20,000.00**	**31,000.00**	**783.90**	**2,432.08**	**27,784.02**
20		**	**700,820.00**	**30,000.00**	**730,820.00**	**281,643.96**	**240,894.29**	**208,281.75**
A 2110.120	CERTIFIED SALARIES: K-6		1,977,414.00	0.00	1,977,414.00	587,466.55	1,146,917.14	243,030.31
A 2110.121	CERTIFIED SALARIES: LTA'S - K-6		29,408.00	0.00	29,408.00	7,548.43	11,100.57	10,759.00
A 2110.130	CERTIFIED SALARIES: 7-12		1,876,428.00	0.00	1,876,428.00	787,142.35	1,390,878.12	-301,592.47
A 2110.131	CERTIFIED SALARIES - LTA's (4-6)		29,408.00	0.00	29,408.00	0.00	0.00	29,408.00
A 2110.132	CERTIFIED SALARIES: AIS/AE		15,000.00	0.00	15,000.00	1,055.25	1,956.35	11,988.40
A 2110.140	SUBSTITUTES-TEACHERS		170,000.00	0.00	170,000.00	57,365.65	105,149.88	7,484.47
A 2110.161	CLASSIFIED SALARIES: AIDES		250,000.00	0.00	250,000.00	105,064.90	167,730.62	-22,795.52
A 2110.163	SUBSTITUTES-AIDES		20,000.00	0.00	20,000.00	8,258.12	11,434.12	307.76
A 2110.200	EQUIPMENT		4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
A 2110.400	CONTRACTUAL EXPENSE		0.00	16,000.00	16,000.00	56,676.60	0.00	-40,676.60
A 2110.400-1	CONTRACTUAL EXPENSE-OTEGO		2,000.00	0.00	2,000.00	0.00	218.00	1,782.00
A 2110.400-2	CONTRACTUAL EXPENSE-UNADILLA		2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 2110.400-3	CONTRACTUAL EXPENSE-HIGH SCHOOL		8,140.00	0.00	8,140.00	4,120.40	1,218.95	2,800.65
A 2110.400-4	CONTRACTUAL EXPENSE-JUNIOR HIGH		5,000.00	0.00	5,000.00	2,929.30	2,000.00	70.70
A 2110.450	MATERIALS/SUPPLIES		0.00	0.00	0.00	0.00	0.00	0.00
A 2110.450-1	MATERIALS/SUPPLIES-OTEGO		19,584.00	0.00	19,584.00	12,796.17	20.99	6,766.84
A 2110.450-2	MATERIALS/SUPPLIES-UNADILLA		19,584.00	0.00	19,584.00	6,958.91	334.33	12,290.76
A 2110.450-3	MATERIALS/SUPPLIES-HIGH SCHOOL		32,400.00	0.00	32,400.00	16,081.39	10,815.19	5,503.42
A 2110.450-4	MATERIALS/SUPPLIES/JR HIGH		19,620.00	0.00	19,620.00	12,483.79	3,886.16	3,250.05
A 2110.471	TUITION PAYMENTS		20,000.00	-4,500.00	15,500.00	0.00	0.00	15,500.00
A 2110.472	TUITION PAYMENTS		0.00	4,500.00	4,500.00	512.00	0.00	3,988.00
A 2110.480-0	HDCVR-TXTBKS PBKS		68,000.00	-15,782.03	52,217.97	859.40	0.00	51,358.57
A 2110.480-02-5	HDCVR-TXTBKS PBKS/EW-HFS		0.00	1,177.82	1,177.82	1,172.30	0.00	5.52
A 2110.480-1	HDCVR-TXTBKS PBKS/OTEGO		0.00	250.00	250.00	202.17	0.00	47.83
A 2110.480-2	HDCVR-TXTBKS PBKS/UNADILLA		0.00	3,786.57	3,786.57	3,786.53	0.00	0.04
A 2110.480-3	HDCVR-TXTBKS PBKS/HIGH SCHOOL		0.00	9,722.50	9,722.50	9,710.24	0.00	12.26

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Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2110.480-4	HDCVR-TXTBKS PBKS/JUNIOR HIGH		0.00	845.14	845.14	845.14	0.00	0.00
A 2110.490	BOCES - DCMO		224,170.00	0.00	224,170.00	76,295.48	79,517.37	68,357.15
2110	**TEACHING-REGULAR SCHOOL**	*	**4,792,156.00**	**16,000.00**	**4,808,156.00**	**1,759,331.07**	**2,933,177.79**	**115,647.14**
21		**	**4,792,156.00**	**16,000.00**	**4,808,156.00**	**1,759,331.07**	**2,933,177.79**	**115,647.14**
A 2250.150	CERTIFIED SALARIES		667,641.00	0.00	667,641.00	304,571.80	510,583.16	-147,513.96
A 2250.151	CERTIFIED SALARIES - LTA's		205,856.00	0.00	205,856.00	61,676.27	97,996.61	46,183.12
A 2250.160	CLASSIFIED SALARIES		250,000.00	0.00	250,000.00	90,657.57	130,372.89	28,969.54
A 2250.400	CONTRACTUAL EXPENSES		12,000.00	0.00	12,000.00	4,089.56	0.00	7,910.44
A 2250.450	GENERAL SUPPLIES		7,200.00	0.00	7,200.00	5,063.86	17.32	2,118.82
A 2250.471	TUITION PAYMENTS		30,000.00	0.00	30,000.00	8,761.32	0.00	21,238.68
A 2250.472	TUITION PAYMENTS		350,000.00	0.00	350,000.00	105,087.07	128,985.60	115,927.33
A 2250.490	BOCES - DCMO		1,078,500.00	0.00	1,078,500.00	430,822.83	501,463.22	146,213.95
A 2250.490-ON-C	BOCES - ONC		0.00	25,000.00	25,000.00	0.00	0.00	25,000.00
2250	**PROGRAMS-STUDENTS W/ DISABIL**	*	**2,601,197.00**	**25,000.00**	**2,626,197.00**	**1,010,730.28**	**1,369,418.80**	**246,047.92**
A 2280.150	CERTIFIED SALARIES		172,523.00	-1.00	172,522.00	0.00	0.00	172,522.00
A 2280.490	BOCES SERVICES - DCMO		623,934.00	1.00	623,935.00	249,573.75	374,360.61	0.64
2280	**OCCUPATIONAL EDUCATION**	*	**796,457.00**	**0.00**	**796,457.00**	**249,573.75**	**374,360.61**	**172,522.64**
22		**	**3,397,654.00**	**25,000.00**	**3,422,654.00**	**1,260,304.03**	**1,743,779.41**	**418,570.56**
A 2330.490	BOCES SERVICES		1,000.00	0.00	1,000.00	204.00	306.00	490.00
2330	**TEACHING-SPECIAL SCHOOLS**	*	**1,000.00**	**0.00**	**1,000.00**	**204.00**	**306.00**	**490.00**
23		**	**1,000.00**	**0.00**	**1,000.00**	**204.00**	**306.00**	**490.00**
A 2610.150	CERTIFIED SALARIES		61,396.00	1.00	61,397.00	20,874.73	40,521.47	0.80
A 2610.160	CLASSIFIED SALARIES		15,100.00	-1.00	15,099.00	2,336.85	3,018.81	9,743.34
A 2610.400-1	CONTRACTUAL EXPENSE-ELEMENTARY		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2610.400-2	CONTRACTUAL EXPENSE-SECONDARY		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
A 2610.450-1	MATERIALS & SUPPLIES-ELEMENTARY		8,000.00	-1,357.12	6,642.88	2,306.81	190.00	4,146.07
A 2610.450-2	MATERIALS & SUPPLIES-SECONDARY		8,000.00	415.95	8,415.95	2,701.74	695.00	5,019.21
A 2610.450-3	MATERIALS & SUPPLIES-HIGH SCHOOL		0.00	2,500.00	2,500.00	2,287.76	0.00	212.24
A 2610.460-1	LIBRARY AV LOAN-ELEMENTARY		3,051.00	1,000.00	4,051.00	4,019.69	0.00	31.31
A 2610.460-2	LIBRARY AV LOAN-sECONDARY		3,051.00	-1,000.00	2,051.00	0.00	0.00	2,051.00
A 2610.490	BOCES SERVICES - DCMO		78,000.00	4.00	78,004.00	31,201.53	46,802.33	0.14
2610	**SCHOOL LIBRARY & AUDIOVISUAL**	*	**178,598.00**	**1,562.83**	**180,160.83**	**65,729.11**	**91,227.61**	**23,204.11**
A 2630.151	CERTIFIED SALARIES - LTA's		58,816.00	0.00	58,816.00	19,668.32	28,923.90	10,223.78
A 2630.160	CLASSIFIED SALARIES		20,000.00	0.00	20,000.00	8,093.39	0.00	11,906.61
A 2630.200	EQUIPMENT		10,000.00	0.00	10,000.00	0.00	0.00	10,000.00

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Appropriation Status Detail Report By Function From 7/1/2015 To 12/31/2015

NVISION

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2630.220	STATE AIDED HARDWARE	19,000.00	-4,500.00	14,500.00	0.00	0.00	14,500.00
A 2630.400	MISCELLANEOUS CONTRACTUAL	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
A 2630.450	COMPUTER MATERIALS & SUPPLIES	27,000.00	4,500.00	31,500.00	4,662.78	981.00	25,856.22
A 2630.460	STATE AIDED SOFTWARE	16,000.00	4,500.00	20,500.00	25,710.33	4,410.00	-9,620.33
A 2630.490	BOCES-COMPUTER ASSISTED INSTRUCTION	220,000.00	0.00	220,000.00	64,044.12	101,884.53	54,071.35
2630	**COMPUTER ASSISTED INSTRUCTION ***	**380,816.00**	**4,500.00**	**385,316.00**	**122,178.94**	**136,199.43**	**126,937.63**
26	**	**559,414.00**	**6,062.83**	**565,476.83**	**187,908.05**	**227,427.04**	**150,141.74**
A 2810.150	CERTIFIED SALARIES	227,800.00	0.00	227,800.00	106,484.61	164,119.66	-42,804.27
A 2810.160	CLASSIFIED SALARES	27,300.00	600.00	27,900.00	15,136.01	12,762.65	1.34
A 2810.400-1	CONTRACTUAL EXPENSE-OTEGO	700.00	-600.00	100.00	0.00	0.00	100.00
A 2810.400-3	CONTRACTUAL EXPENSE-HIGH SCHOOL	1,100.00	0.00	1,100.00	0.00	0.00	1,100.00
A 2810.450	MATERIAL/SUPPLIES	0.00	136.20	136.20	120.20	0.00	16.00
A 2810.450-1	MATERIALS & SUPPLIES-OTEGO	800.00	-99.20	700.80	2.24	0.00	698.56
A 2810.450-3	MATERIALS & SUPPLIES-HIGH SCHOOL	900.00	-21.00	879.00	185.41	257.00	436.59
2810	**GUIDANCE-REGULAR SCHOOL ***	**258,600.00**	**16.00**	**258,616.00**	**121,928.47**	**177,139.31**	**-40,451.78**
A 2815.160	CLASSIFIED SALARIES	84,496.00	0.00	84,496.00	38,452.89	55,714.47	-9,671.36
A 2815.163	CLASSIFIED SALARIES: SUBSTITUTES	4,000.00	0.00	4,000.00	628.00	2,721.89	650.11
A 2815.400	MISC CONTRACTUAL	7,000.00	0.00	7,000.00	385.00	0.00	6,615.00
A 2815.450-1	MATERIALS & SUPPLIES-OTEGO	2,500.00	-950.00	1,550.00	717.64	5.42	826.94
A 2815.450-3	MATERIALS & SUPPLIES-HIGH SCHOOL	0.00	950.00	950.00	601.79	5.57	342.64
2815	**HEALTH SERVICES-REGULAR SCHOOL ***	**97,996.00**	**0.00**	**97,996.00**	**40,785.32**	**58,447.35**	**-1,236.67**
A 2820.150	CERTIFIED SALARIES	65,769.00	0.00	65,769.00	21,225.45	40,327.92	4,215.63
A 2820.400	MISCELLANEOUS CONTRACTUAL	500.00	0.00	500.00	0.00	16,636.00	-16,136.00
A 2820.450	GENERAL SUPPLIES	1,700.00	0.00	1,700.00	154.12	0.00	1,545.88
2820	**PSYCHOLOGICAL SRVC-REG SCHOOL ***	**67,969.00**	**0.00**	**67,969.00**	**21,379.57**	**56,963.92**	**-10,374.49**
A 2825.400	MISCELLANEOUS CONTRACTUAL	18,000.00	0.00	18,000.00	1,189.66	16,173.34	637.00
2825	**SOCIAL WORK SRVC-REG SCHOOL ***	**18,000.00**	**0.00**	**18,000.00**	**1,189.66**	**16,173.34**	**637.00**
A 2850.150	CERTIFIED SALARIES	45,000.00	0.00	45,000.00	15,587.90	25,667.10	3,745.00
A 2850.160	CLASSIFIED SALARIES	6,500.00	0.00	6,500.00	1,360.60	1,688.00	3,451.40
A 2850.400	MISCELLANEOUS CONTRACTUAL	1,300.00	200.00	1,500.00	1,493.00	0.00	7.00
A 2850.450	GENERAL SUPPLIES	300.00	-200.00	100.00	0.00	0.00	100.00
2850	**CO-CURRICULAR ACTIV-REG SCHL ***	**53,100.00**	**0.00**	**53,100.00**	**18,441.50**	**27,355.10**	**7,303.40**
A 2855.150	CERTIFIED SALARIES	110,000.00	0.00	110,000.00	57,186.54	67,472.94	-14,659.48
A 2855.160	CLASSIFIED SALARIES	45,000.00	0.00	45,000.00	8,820.85	0.00	36,179.15
A 2855.400	MISCELLANEOUS CONTRACTUAL	2,600.00	-1,300.00	1,300.00	420.75	400.00	479.25

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Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2855.425	RECONDITIONING UNIFORMS		5,800.00	0.00	5,800.00	0.00	0.00	5,800.00
A 2855.447	ORGANIZATIONAL MEMBERSHIPS		4,500.00	-1,420.00	3,080.00	920.08	2,100.00	59.92
A 2855.448	PHYSICALS		6,000.00	1,300.00	7,300.00	3,542.18	3,757.82	0.00
A 2855.449	OFFICIALS		31,000.00	2,000.00	33,000.00	11,385.35	21,065.48	549.17
A 2855.450	GENERAL SUPPLIES		17,400.00	1,420.00	18,820.00	12,735.23	6,084.19	0.58
A 2855.476	TRAVEL/CONFERENCE		2,000.00	-2,000.00	0.00	0.00	0.00	0.00
A 2855.479	PARTICIPATION FEES		2,700.00	0.00	2,700.00	1,975.00	0.00	725.00
A 2855.490	BOCES		2,596.00	0.00	2,596.00	1,028.00	1,542.00	26.00
2855	**INTERSCHOL ATHLETICS-REG SCHL**	*	**229,596.00**	**0.00**	**229,596.00**	**98,013.98**	**102,422.43**	**29,159.59**
28		**	**725,261.00**	**16.00**	**725,277.00**	**301,738.50**	**438,501.45**	**-14,962.95**
2		***	**10,176,305.00**	**77,078.83**	**10,253,383.83**	**3,791,129.61**	**5,584,085.98**	**878,168.24**
A 5510.160	NONINSTRUCTIONAL SALARIES		135,000.00	-3,000.00	132,000.00	56,017.71	42,213.65	33,768.64
A 5510.161	WAGES		218,516.00	0.00	218,516.00	117,538.26	122,050.21	-21,072.47
A 5510.162	OVERTIME		9,500.00	0.00	9,500.00	14.80	7,061.80	2,423.40
A 5510.163	SUBSTITUTES		1,700.00	0.00	1,700.00	590.21	0.00	1,109.79
A 5510.166	ATHLETIC TRIPS		12,000.00	3,000.00	15,000.00	7,267.76	7,432.94	299.30
A 5510.167	FIELD TRIPS		5,000.00	0.00	5,000.00	2,037.05	2,176.64	786.31
A 5510.168	LATE RUN		3,600.00	0.00	3,600.00	0.00	0.00	3,600.00
A 5510.400	MISCELLANEOUS CONTRACTUAL		143,000.00	0.00	143,000.00	33,016.57	5,919.40	104,064.03
A 5510.448	PHYSICALS		2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
A 5510.450	GENERAL SUPPLIES		4,500.00	0.00	4,500.00	624.28	926.19	2,949.53
A 5510.454	INSURANCE		17,000.00	0.00	17,000.00	14,655.00	0.00	2,345.00
A 5510.490	BOCES SERVICES - DCMO		2,200.00	0.00	2,200.00	844.00	1,268.00	88.00
A 5510.540	CLEANING SUPPLIES		1,600.00	0.00	1,600.00	207.14	0.00	1,392.86
A 5510.560	UNIFORMS		900.00	0.00	900.00	0.00	0.00	900.00
A 5510.570	PARTS		38,000.00	0.00	38,000.00	7,080.88	19,686.34	11,232.78
A 5510.571	GAS AND FUEL		150,000.00	0.00	150,000.00	23,684.15	114,692.63	11,623.22
A 5510.572	OIL AND LUBRICANTS		3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
A 5510.573	TIRES		10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
5510	**DISTRICT TRANSPORT-MEDICAID**	*	**758,016.00**	**0.00**	**758,016.00**	**263,577.81**	**323,427.80**	**171,010.39**
A 5530.400	MISCELLANEOUS CONTRACTUAL		10,000.00	-100.00	9,900.00	0.00	0.00	9,900.00
A 5530.454	HEATING FUEL		26,000.00	0.00	26,000.00	2,885.90	23,114.10	0.00
A 5530.463	REFUSE REMOVAL		3,000.00	0.00	3,000.00	688.31	331.69	1,980.00
A 5530.473	WATER/GARAGE		400.00	100.00	500.00	85.00	415.00	0.00
A 5530.477	ELECTRICITY		3,800.00	0.00	3,800.00	1,060.27	2,739.73	0.00
A 5530.478	TELEPHONE		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
5530	**GARAGE BUILDING**	*	**44,200.00**	**0.00**	**44,200.00**	**4,719.48**	**26,600.52**	**12,880.00**
55		**	**802,216.00**	**0.00**	**802,216.00**	**268,297.29**	**350,028.32**	**183,890.39**

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2015 To 12/31/2015

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
5		***	**802,216.00**	**0.00**	**802,216.00**	**268,297.29**	**350,028.32**	**183,890.39**
A 7140.161	NONINSTR SALARIES/AFTERSCHOOL PROG		82,000.00	0.00	82,000.00	30,326.97	20,621.18	31,051.85
A 7140.400	CONTRACTUAL/AFTERSCHOOL PROG		600.00	0.00	600.00	506.00	0.00	94.00
A 7140.450	GENERAL SUPPLIES/AFTERSCHOOL PROG		6,200.00	0.00	6,200.00	1,420.42	0.00	4,779.58
7140	**RECREATION**	*	**88,800.00**	**0.00**	**88,800.00**	**32,253.39**	**20,621.18**	**35,925.43**
71		**	**88,800.00**	**0.00**	**88,800.00**	**32,253.39**	**20,621.18**	**35,925.43**
7		***	**88,800.00**	**0.00**	**88,800.00**	**32,253.39**	**20,621.18**	**35,925.43**
A 9010.800	STATE RETIREMENT		356,845.00	0.00	356,845.00	193,315.31	0.00	163,529.69
9010	**STATE RETIREMENT**	*	**356,845.00**	**0.00**	**356,845.00**	**193,315.31**	**0.00**	**163,529.69**
A 9020.800	TEACHERS' RETIREMENT		877,500.00	0.00	877,500.00	0.00	0.00	877,500.00
9020	**TEACHERS' RETIREMENT**	*	**877,500.00**	**0.00**	**877,500.00**	**0.00**	**0.00**	**877,500.00**
A 9030.800	SOCIAL SECURITY		680,000.00	0.00	680,000.00	241,187.98	391,279.99	47,532.03
9030	**SOCIAL SECURITY**	*	**680,000.00**	**0.00**	**680,000.00**	**241,187.98**	**391,279.99**	**47,532.03**
A 9040.800	WORKERS' COMPENSATION		110,000.00	0.00	110,000.00	101,305.14	0.00	8,694.86
9040	**WORKERS' COMPENSATION**	*	**110,000.00**	**0.00**	**110,000.00**	**101,305.14**	**0.00**	**8,694.86**
A 9045.800	LIFE INSURANCE		6,000.00	0.00	6,000.00	991.70	0.00	5,008.30
9045	**LIFE INSURANCE**	*	**6,000.00**	**0.00**	**6,000.00**	**991.70**	**0.00**	**5,008.30**
A 9050.80	UNEMPLOYMENT INSURANCE		35,000.00	0.00	35,000.00	13.08	15,545.00	19,441.92
9050	**UNEMPLOYMENT INSURANCE**	*	**35,000.00**	**0.00**	**35,000.00**	**13.08**	**15,545.00**	**19,441.92**
A 9060.158-01	HEALTH INS/STIPEND		35,000.00	0.00	35,000.00	0.00	43,250.00	-8,250.00
A 9060.801	HEALTH INSURANCE		2,561,248.00	0.00	2,561,248.00	1,524,959.27	1,035,450.42	838.31
A 9060.801-BR-A	HEALTH INSURANCE HRA/FSA		0.00	0.00	0.00	29,168.20	0.00	-29,168.20
A 9060.801-HB	HEALTH INSURANCE BUYOUT		0.00	0.00	0.00	0.00	0.00	0.00
A 9060.803	DENTAL INSURANCE		55,000.00	0.00	55,000.00	48,912.98	0.00	6,087.02
9060	**HOSPITAL, MEDICAL & DENTAL INS**	*	**2,651,248.00**	**0.00**	**2,651,248.00**	**1,603,040.45**	**1,078,700.42**	**-30,492.87**
A 9089.800	UNDISTRIBUTED EXPENDITURES		5,000.00	0.00	5,000.00	2,695.00	0.00	2,305.00
9089	**OTHER**	*	**5,000.00**	**0.00**	**5,000.00**	**2,695.00**	**0.00**	**2,305.00**
90		**	**4,721,593.00**	**0.00**	**4,721,593.00**	**2,142,548.66**	**1,485,525.41**	**1,093,518.93**

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2015 To 12/31/2015

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 9711.600	SERIAL BONDS/SCHOOL CONST/PRINCIPAL		2,255,000.00	0.00	2,255,000.00	0.00	0.00	2,255,000.00
A 9711.700	SERIAL BONDS/SCHOOL CONST/INTEREST		756,581.00	0.00	756,581.00	378,290.63	0.00	378,290.37
9711		*	**3,011,581.00**	**0.00**	**3,011,581.00**	**378,290.63**	**0.00**	**2,633,290.37**
A 9722.600	STATUTORY BONDS - BUS PURCHASES/PRIN		60,000.00	0.00	60,000.00	0.00	0.00	60,000.00
A 9722.700	STATUTORY BOND - BUS PURCHASE/INT		13,500.00	0.00	13,500.00	0.00	0.00	13,500.00
9722		*	**73,500.00**	**0.00**	**73,500.00**	**0.00**	**0.00**	**73,500.00**
A 9770.700	RAN ANTICIPATION NOTE		41,000.00	0.00	41,000.00	0.00	0.00	41,000.00
9770		*	**41,000.00**	**0.00**	**41,000.00**	**0.00**	**0.00**	**41,000.00**
97		**	**3,126,081.00**	**0.00**	**3,126,081.00**	**378,290.63**	**0.00**	**2,747,790.37**
A 9901.930	TRANSFER TO SCHOOL LUNCH FUND		30,000.00	0.00	30,000.00	0.00	0.00	30,000.00
9901	**TRANSFER TO SPECIAL AID**	*	**30,000.00**	**0.00**	**30,000.00**	**0.00**	**0.00**	**30,000.00**
99		**	**30,000.00**	**0.00**	**30,000.00**	**0.00**	**0.00**	**30,000.00**
9		***	**7,877,674.00**	**0.00**	**7,877,674.00**	**2,520,839.29**	**1,485,525.41**	**3,871,309.30**
	Fund ATotals:		**22,114,446.00**	**121,991.04**	**22,236,437.04**	**7,889,065.78**	**9,160,752.47**	**5,186,618.79**
	Grand Totals:		**22,114,446.00**	**121,991.04**	**22,236,437.04**	**7,889,065.78**	**9,160,752.47**	**5,186,618.79**

UNATEGO CSD

Revenue Status Report From 7/1/2015 To 12/31/2015

NVISION

Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	REAL PROPERTY TAXES	7,101,132.00	0.00	7,101,132.00	5,082,455.34	2,018,676.66
A 1081	PAYMENT IN LIEU OF TAXES (PILOT)	0.00	0.00	0.00	2,740.50	-2,740.50
A 1085	SCHOOL TAX RELIEF REIMBURSEMENT	0.00	0.00	0.00	225,815.99	-225,815.99
A 1090	INTEREST ON PROPERTY TAXES	20,000.00	0.00	20,000.00	8,607.28	11,392.72
A 1310	A1310DAY SCHOOL TUITION FOR INDIVIDUAL	8,000.00	0.00	8,000.00	3,631.65	4,368.35
A 1336	AFTER SCHOOL FEES	84,000.00	0.00	84,000.00	32,343.08	51,656.92
A 1410	ADMISSIONS	10,000.00	0.00	10,000.00	6,420.84	3,579.16
A 2401	INTEREST AND EARNINGS	7,000.00	0.00	7,000.00	152.11	6,847.89
A 2401..1	INTEREST EARNED\TA & PAYROLL ACC'T	0.00	0.00	0.00	-75.02	75.02
A 2650	SALE OF SCRAP & EXCESS MATERIALS	0.00	0.00	0.00	390.06	-390.06
A 2666	SALE OF TRANSPORTATION EQUIPMENT	2,500.00	0.00	2,500.00	7,248.00	-4,748.00
A 2680	INSURANCE RECOVERIES	0.00	0.00	0.00	18,325.18	-18,325.18
A 2701	REFUND OF BOCES AIDED SERVICES	531,089.00	0.00	531,089.00	671,716.76	-140,627.76
A 2703	REFUND OF PRIOR YEAR EXPENSE	0.00	0.00	0.00	26,392.56	-26,392.56
A 2770	OTHER UNCLASSIFIED REVENUES	3,000.00	0.00	3,000.00	56.25	2,943.75
A 2770.ERA.TE	OTHER UNCLASSIFIED REVENUES/E-RATE	0.00	0.00	0.00	1,238.78	-1,238.78
A 3101	BASIC FORMULA AID	10,918,636.00	0.00	10,918,636.00	2,289,732.12	8,628,903.88
A 3101..1	EXCESS COST AID	1,874,797.00	0.00	1,874,797.00	559,474.20	1,315,322.80
A 3102	LOTTERY AID	0.00	0.00	0.00	1,048,713.96	-1,048,713.96
A 3102..B	VLT LOTTERY GRANT(VIDEO LOT TERMINAL)	0.00	0.00	0.00	315,115.64	-315,115.64
A 3103	BOCES AID	1,422,264.00	0.00	1,422,264.00	0.00	1,422,264.00
A 3260	TEXTBOOK AID	75,415.00	0.00	75,415.00	14,265.00	61,150.00
A 3262.B	COMPUTER HARDWARE AID	16,613.00	0.00	16,613.00	0.00	16,613.00
A 3289	OTHER STATE AID	0.00	110,000.00	110,000.00	110,000.00	0.00
A 4601	MEDICAID	40,000.00	0.00	40,000.00	13,489.08	26,510.92
	A Totals:	**22,114,446.00**	**110,000.00**	**22,224,446.00**	**10,438,249.36**	**11,786,196.64**
	Grand Totals:	**22,114,446.00**	**110,000.00**	**22,224,446.00**	**10,438,249.36**	**11,786,196.64**

TREASURER'S REPORT TO
BOARD OF EDUCATION
UNATEGO CENTRAL SCHOOL

School Lunch Fund Checking

BALANCE ON HAND:	December 1, 2015			$ 26,497.07
VOIDED CHECKS				$ -
RECEIPTS:				
	INTEREST			0.22
	GENERAL/NYS FEDERAL-STATE BREAKFAST-LUNCH NOVEMBER 2015			27,717.00
	TYPE A LUNCHES/DECEMBER 2015			11,546.27
	OTHER SALES/DECEMBER 2015			3,595.12
	SALES TAX/DECEMBER 2015			119.45
			TOTAL RECEIPTS	$ 42,978.06
			RECEIPTS & BALANCE	$ 69,475.13
DISBURSEMENTS:				
	CHECKS	6126 - 6141	38,185.78	
	WIRES	1325	19,870.96	
			TOTAL DISBURSEMENTS	$ 58,056.74
BALANCE ON HAND:	December 31, 2015			$ 11,418.39

BANK BALANCE	$18,699.51
PLUS: BANK ERROR	-
PLUS: IN TRANSIT DEPOSITS	-
LESS: OUTSTANDING CHECKS	7,281.12
LESS: OUTSTANDING WIRES	-
NET BALANCE IN BANK	$11,418.39

January 25, 2016
DATE SUBMITTED

Cynthia Birdsall
DISTRICT TREASURER

UNATEGO CSD

Trial Balance Report From 7/1/2015 - 12/31/2015

Account	Description	Debits	Credits	Balance	
C 200	CASH	251,452.83	240,034.44	11,418.39	
C 4101	STATE AID RECEIVABLE	25,716.85	24,649.85	1,067.00	
C 4102	FEDERAL AID RECEIVABLE	149,982.00	123,523.00	26,459.00	
C 445	INVENTORY-SUPPLIES	3,778.75	0.00	3,778.75	
C 446	INVENTORY-FOOD	12,942.53	0.00	12,942.53	
C 446.1	INVENTORY-USDA	5,465.09	0.00	5,465.09	
C 510	ESTIMATED REVENUES	544,005.00	0.00	544,005.00	
C 521	ENCUMBRANCES	468,284.48	186,781.51	281,502.97	
C 522	EXPENDITURES	219,794.47	603.42	219,191.05	
C 630GEN	DUE TO GENERAL FUND	47,829.58	160,631.21	-112,801.63	CR
C 631	DUE TO OTHER GOVERNMENTS	436.90	556.35	-119.45	CR
C 806	NOT IN SPENDABLE FORM	0.00	22,186.37	-22,186.37	CR
C 821	RESERVE FOR ENCUMBRANCES	186,781.51	468,284.48	-281,502.97	CR
C 915	ASSIGNED UNAPPROPRIATED FUND BAL	72,840.33	0.00	72,840.33	
C 960	APPROPRIATIONS	0.00	544,005.00	-544,005.00	CR
C 980	REVENUES	125.10	218,179.79	-218,054.69	CR
	C Fund Totals:	**1,989,435.42**	**1,989,435.42**	**0.00**	
	Grand Totals:	**1,989,435.42**	**1,989,435.42**	**0.00**	

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2015 To 12/31/2015

NVISION

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
C 2860.161	NONINSTRUCTIONAL WAGES		117,000.00	0.00	117,000.00	42,793.17	59,009.67	15,197.16
C 2860.161-SP	NONINSTRUCTIONAL WAGES/SUM PGM		4,000.00	0.00	4,000.00	3,482.50	0.00	517.50
C 2860.163	SUBSTITUTES		2,000.00	0.00	2,000.00	2,062.12	8,397.41	-8,459.53
C 2860.200	EQUIPMENT		2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
C 2860.400	CONTRACTUAL EXPENSE		10,000.00	0.00	10,000.00	3,661.40	6,735.80	-397.20
C 2860.410	FOOD PURCHASES		195,000.00	0.00	195,000.00	65,667.56	119,438.87	9,893.57
C 2860.410-SP	FOOD PURCHASES/SUM PGM		5,500.00	0.00	5,500.00	4,912.53	0.00	587.47
C 2860.411	FOOD - COMMODITIES		20,000.00	0.00	20,000.00	10,312.07	0.00	9,687.93
C 2860.450	MATERIALS AND SUPPLIES		14,355.00	0.00	14,355.00	4,051.11	10,303.89	0.00
C 2860.450-SP	MATERIALS AND SUPPLIES/SUM PGM		100.00	0.00	100.00	216.62	0.00	-116.62
C 2860.490	BOCES SERVICES		6,000.00	0.00	6,000.00	1,990.92	2,986.36	1,022.72
C 2860.490-.1	BOCES SERVICES/MGMT		57,900.00	0.00	57,900.00	23,143.20	34,714.80	42.00
2860		*	**433,855.00**	**0.00**	**433,855.00**	**162,293.20**	**241,586.80**	**29,975.00**
28		**	**433,855.00**	**0.00**	**433,855.00**	**162,293.20**	**241,586.80**	**29,975.00**
2		***	**433,855.00**	**0.00**	**433,855.00**	**162,293.20**	**241,586.80**	**29,975.00**
C 9030.800	SOCIAL SECURITY		9,500.00	0.00	9,500.00	3,378.59	5,369.37	752.04
9030	**SOCIAL SECURITY**	*	**9,500.00**	**0.00**	**9,500.00**	**3,378.59**	**5,369.37**	**752.04**
C 9040.800	WORKERS' COMPENSATION		7,500.00	0.00	7,500.00	7,380.86	0.00	119.14
9040	**WORKERS' COMPENSATION**	*	**7,500.00**	**0.00**	**7,500.00**	**7,380.86**	**0.00**	**119.14**
C 9060.801	HEALTH INSURANCE		92,500.00	0.00	92,500.00	45,745.70	34,546.80	12,207.50
C 9060.802	DENTAL INSURANCE		650.00	0.00	650.00	392.70	0.00	257.30
9060	**HOSPITAL, MEDICAL & DENTAL INS**	*	**93,150.00**	**0.00**	**93,150.00**	**46,138.40**	**34,546.80**	**12,464.80**
90		**	**110,150.00**	**0.00**	**110,150.00**	**56,897.85**	**39,916.17**	**13,335.98**
9		***	**110,150.00**	**0.00**	**110,150.00**	**56,897.85**	**39,916.17**	**13,335.98**
	Fund CTotals:		**544,005.00**	**0.00**	**544,005.00**	**219,191.05**	**281,502.97**	**43,310.98**
	Grand Totals:		**544,005.00**	**0.00**	**544,005.00**	**219,191.05**	**281,502.97**	**43,310.98**

UNATEGO CSD

Revenue Status Report From 7/1/2015 To 12/31/2015

NVISION

Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
C 1440	SALE OF TYPE A LUNCHES	125,000.00	0.00	125,000.00	52,685.56	72,314.44
C 1445	OTHER FOOD SALES	40,000.00	0.00	40,000.00	20,903.12	19,096.88
C 2401	INTEREST AND EARNINGS	5.00	0.00	5.00	1.34	3.66
C 2701	REFUND OF BOCES AIDED SERVICES	3,900.00	0.00	3,900.00	3,103.73	796.27
C 2770	MISCELLANEOUS REVENUE	0.00	0.00	0.00	21.87	-21.87
C 3190..1	STATE BREAKFAST	3,500.00	0.00	3,500.00	1,327.00	2,173.00
C 3190..11	BOCES AID	43,000.00	0.00	43,000.00	0.00	43,000.00
C 3190..2	STATE LUNCH	8,000.00	0.00	8,000.00	3,159.00	4,841.00
C 3190.SUM	STATE BKFST/LUNCH SUMMER	600.00	0.00	600.00	626.00	-26.00
C 4190..1	FEDERAL BREAKFAST	62,000.00	0.00	62,000.00	25,059.00	36,941.00
C 4190..2	FEDERAL LUNCH	204,000.00	0.00	204,000.00	86,079.00	117,921.00
C 4190..3	SURPLUS FOOD - FEDERAL	20,000.00	0.00	20,000.00	10,312.07	9,687.93
C 4190.SUM	FEDERAL BRKFST/LUNCH SUMMER	14,000.00	0.00	14,000.00	14,777.00	-777.00
C 5031	INTERFUND TRANSFER FROM GEN FUND	20,000.00	0.00	20,000.00	0.00	20,000.00
	C Totals:	**544,005.00**	**0.00**	**544,005.00**	**218,054.69**	**325,950.31**
	Grand Totals:	**544,005.00**	**0.00**	**544,005.00**	**218,054.69**	**325,950.31**

Unatego Central School

School Food Service Statement of Income & Expenditures
2015 - 2016

	July/August	September	October	November	December	Totals
Income						
Revenues						
Sale of Type A Lunches	$ (27)	$ 15,182	$ 13,684	$ 12,300	$ 11,546	$ 52,685
Other Food Sales	157	9,433	4,079	3,638	3,595	20,902
Interest & Earnings			1			1
State Reimbursement-Breakfast		283	408	328	308	1,327
State Reimbursement-Lunch		711	933	756	759	3,159
BOCES Aid				3,104		3,104
Federal Reimbursements-Breakfast		5,302	7,682	6,206	5,869	25,059
Federal Reimbursements-Lunch		19,736	25,326	20,427	20,590	86,079
Federal Surplus Food		2,638	2,530	5,144		10,312
Federal Snack Program						-
Summer Food Service Program	14,777	626				15,403
Refund of Prior Year Expense						-
Miscellaneous Revenue		6			16	22
Interfund Transfers						-
Total Revenues	14,907	53,917	54,643	51,903	42,683	218,053
Cost of Food Sold						
Beginning Inventory	22,186	22,186	22,186	22,186	22,186	22,186
Food Purchased	4,913	23,668	24,399	17,600	19,115	89,695
Federal Surplus Food Received		2,638	2,530	5,144		10,312
Subtotal	27,099	48,492	49,115	44,930	41,301	122,193
Less:						
Ending Inventory	22,186	22,186	22,186	22,186	22,186	22,186
Cost of Food Sold	4,913	26,306	26,929	22,744	19,115	100,007
Gross Income	**9,994**	**27,611**	**27,714**	**29,159**	**23,568**	**118,046**
Expenditures						
Personnel						
Salaries	3,483	2,427	11,721	12,436	18,271	48,338
Employees Retirement						-
Social Security	266	186	790	846	1,291	3,379
Workers'Compensation	1,230	615	615	615	615	3,690
Unemployment Insurance						-
Health & Dental Insurance	13,182	6,591	6,592	6,591	6,591	39,547
Total Personnel	18,161	9,819	19,718	20,488	26,768	94,954
Operations						
Equipment	-	- -				-
Contractual Expenses	397	1,791	951	522	514	4,175
Materials & & Supplies	217	1,220	2,048	783	521	4,789
BOCES Services		6,284	6,283	6,284	6,283	25,134
Total Operations	614	9,295	9,282	7,589	7,318	34,098
Total Expenditures	**18,775**	**19,114**	**29,000**	**28,077**	**34,086**	**129,052**
Net Income	**$ (8,781)**	**$ 8,497**	**$ (1,286)**	**$ 1,082**	**$ (10,518)**	**$ (11,006)**

Unatego Central School

School Food Service Statement of Income & Expenditures
2015 - 2016

	July/Dec.	January	February	March	April	Totals
Income						
Revenues						
Sale of Type A Lunches	$ 52,685					$ 52,685
Other Food Sales	20,902					20,902
Interest & Earnings	1					1
State Reimbursement-Breakfast	1,327					1,327
State Reimbursement-Lunch	3,159					3,159
BOCES Aid	3,104					3,104
Federal Reimbursements-Breakfast	25,059					25,059
Federal Reimbursements-Lunch	86,079					86,079
Federal Surplus Food	10,312					10,312
Federal Snack Program	-					-
Summer Food Service Program	15,403					15,403
Refund of Prior Year Expense	-					-
Miscellaneous Revenue	22					22
Interfund Transfers	-					-
Total Revenues	218,053	-	-	-	-	218,053
Cost of Food Sold						
Beginning Inventory	22,186					22,186
Food Purchased	89,695					89,695
Federal Surplus Food Received	10,312					10,312
Subtotal	122,193	-	-	-	-	122,193
Less:						
Ending Inventory	22,186					22,186
Cost of Food Sold	100,007					100,007
Gross Income	**118,046**	**-**	**-**	**-**	**-**	**118,046**
Expenditures						
Personnel						
Salaries	48,338					48,338
Employees Retirement	-					-
Social Security	3,379					3,379
Workers'Compensation	3,690					3,690
Unemployment Insurance	-					-
Health & Dental Insurance	39,547					39,547
Total Personnel	94,954	-	-	-	-	94,954
Operations						
Equipment	-					-
Contractual Expenses	4,175					4,175
Materials & & Supplies	4,789					4,789
BOCES Services	25,134					25,134
Total Operations	34,098	-	-	-	-	34,098
Total Expenditures	**129,052**	**-**	**-**	**-**	**-**	**129,052**
Net Income	**$ (11,006)**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (11,006)**

Unatego Central School

School Food Service Statement of Income & Expenditures
2015 - 2016

	July/April	May	June	Closing Journal Entry Adj.	Totals
Income					
Revenues					
Sale of Type A Lunches	$ 52,685				$ 52,685
Other Food Sales	20,902				20,902
Interest & Earnings	1				1
State Reimbursement-Breakfast	1,327				1,327
State Reimbursement-Lunch	3,159				3,159
BOCES Aid	3,104				3,104
Federal Reimbursements-Breakfast	25,059				25,059
Federal Reimbursements-Lunch	86,079				86,079
Federal Surplus Food	10,312				10,312
Federal Snack Program	-				-
Summer Food Service Program	15,403				15,403
Refund of Prior Year Expense	-				-
Miscellaneous Revenue	22				22
Interfund Transfers	-				-
Total Revenues	218,053	-	-		218,053
Cost of Food Sold					
Beginning Inventory	22,186				22,186
Food Purchased	89,695				89,695
Federal Surplus Food Received	10,312				10,312
Subtotal	122,193	-	-	-	122,193
Less:					
Ending Inventory					-
Cost of Food Sold	100,007				100,007
Gross Income	**118,046**	**-**	**-**	**.**	**118,046**
Expenditures					
Personnel					
Salaries	48,338				48,338
Employees Retirement	-				-
Social Security	3,379				3,379
Workers'Compensation	3,690				3,690
Unemployment Insurance	-				-
Health & Dental Insurance	39,547				39,547
Total Personnel	94,954	-	-		94,954
Operations					
Equipment	-	-			-
Contractual Expenses	4,175				4,175
Materials & & Supplies	4,789				4,789
BOCES Services	25,134				25,134
Total Operations	34,098	-	-		34,098
Total Expenditures	**129,052**	**-**	**-**		**129,052**
Net Income	**$ (11,006)**	**$ -**	**$ -**		**$ (11,006)**

School Food Service Statement of Income & Expenditures

2015 - 2016

Year to Date Comparision

	2014-2015	2015-2016	$ Change	% Change
Income				
Revenues				
Sale of Type A Lunches	$ 142,677	$ 52,685	$ (89,992)	$ (1)
Other Food Sales	39,984	20,902	(19,082)	$ (0)
Interest & Earnings	1	1	-	$ -
State Reimbursement-Breakfast	3,951	1,327	(2,624)	$ (1)
State Reimbursement-Lunch	20,860	3,159	(17,701)	$ (1)
BOCES Aid	41,622	3,104	(38,518)	$ (1)
Federal Reimbursements-Breakfast	57,244	25,059	(32,185)	$ (1)
Federal Reimbursements-Lunch	194,407	86,079	(108,328)	$ (1)
Refund of Boces Aided Services		-	-	
Federal Surplus Food	19,488	10,312	(9,176)	$ (0)
Summer Food Service Program		15,403	15,403	
Refund of Prior Year Expense		-	-	
Miscellaneous Revenue	56	22	(34)	$ (1)
Interfund Transfers		-	-	
Total Revenues	520,290	218,053	(302,237)	$ (1)
Cost of Food Sold				
Beginning Inventory	18,619	22,186	3,567	$ 0
Food Purchased	188,506	89,695	(98,811)	$ (1)
Federal Surplus Food Received	22,417	10,312	(12,105)	$ (1)
Subtotal	229,542	122,193	(107,349)	$ (0)
Less:				
Ending Inventory	13,002	22,186	9,184	$ 1
Cost of Food Sold	207,994	100,007	(116,533)	$ (1)
Gross Income	**312,296**	**118,046**	**(185,704)**	$ (1)
Expenditures				
Personnel				
Salaries	127,281	48,338	(78,943)	$ (1)
Employees Retirement		-	-	
Social Security	7,831	3,379	(4,452)	$ (1)
Workers'Compensation	7,999	3,690	(4,309)	$ (1)
Unemployment Insurance			-	
Health & Dental Insurance	123,107	39,547	(83,560)	$ (1)
Total Personnel	266,218	94,954	(171,264)	$ (1)
Operations				
Equipment		-	-	
Contractual Expenses	10,915	4,175	(6,740)	$ (1)
Materials & & Supplies	12,482	4,789	(7,693)	$ (1)
BOCES Services	70,035	25,134	(44,901)	$ (1)
Total Operations	93,432	34,098	(59,334)	$ (1)
Total Expenditures	**359,650**	**129,052**	**(230,598)**	$ (1)
Net Income	**$ (47,354)**	**$ (11,006)**	**$ 44,894**	$ (1)

TREASURER'S REPORT TO
BOARD OF EDUCATION
UNATEGO CENTRAL SCHOOL

Special Aid Fund Checking

BALANCE ON HAND: December 1, 2015			$ 28,774.58
VOIDED CHECKS			$ -
RECEIPTS:			
	INTEREST		0.32
	GENERAL/F3216 (611)		6,657.00
	GENERAL/INCORRECT TRANSFER TO FEDERAL		275,139.00
	GENERAL/F1116 (TITLE I SCHOOL IMPROVEMENT)		4,000.00
		TOTAL RECEIPTS	$ 285,796.32
		RECEIPTS & BALANCE	$ 314,570.90
DISBURSEMENTS:			
CHECKS	3355-3359	12,514.60	
WIRES		286,528.11	
		TOTAL DISBURSEMENTS	$ 299,042.71
BALANCE ON HAND: December 31, 2015			$ 15,528.19

BANK BALANCE	$27,917.89
PLUS: BANK ERROR	-
PLUS: IN TRANSIT DEPOSITS	-
LESS: OUTSTANDING CHECKS	12,389.70
LESS: OUTSTANDING WIRES	-
NET BALANCE IN BANK	$15,528.19

January 25, 2016
DATE SUBMITTED

Amber Birdsall
DISTRICT TREASURER

UNATEGO CSD

Trial Balance Report From 7/1/2015 - 12/31/2015

Account	Description		Debits	Credits	Balance	
F 200	CASH - CHECKING		511,726.91	496,198.72	15,528.19	
F 4102	FEDERAL AID RECEIVABLE		132,882.31	78,910.00	53,972.31	
F 510	ESTIMATED REVENUES		584,074.68	0.00	584,074.68	
F 521	ENCUMBRANCES		433,816.42	179,896.51	253,919.91	
F 522	EXPENDITURES		267,247.72	0.00	267,247.72	
F 630GEN	DUE TO GENERAL FUND		75,955.60	299,491.82	-223,536.22	CR
F 821	RESERVE FOR ENCUMBRANCES		179,896.51	433,816.42	-253,919.91	CR
F 960	APPROPRIATIONS		0.00	584,074.68	-584,074.68	CR
F 980	REVENUES		0.00	113,212.00	-113,212.00	CR
		F Fund Totals:	**2,185,600.15**	**2,185,600.15**	**0.00**	
		Grand Totals:	**2,185,600.15**	**2,185,600.15**	**0.00**	

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2015 To 12/31/2015

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
F 1116.150-57	TITLE I SCHOOL IMPROVEMENT/PROF SALARY 15-16		4,085.00	0.00	4,085.00	0.00	0.00	4,085.00
F 1116.160-57	TITLE I SCHOOL IMPROVEMENT/SUPPORT SALARY 15-16		14,350.00	0.00	14,350.00	0.00	0.00	14,350.00
F 1116.400-57	TITLE I SCHOOL IMPROVEMENT/PURCH SERVICES 15-16		1,565.00	0.00	1,565.00	0.00	0.00	1,565.00
1116	**TITLE I - SCHOOL IMPROVEMENT**	*	**20,000.00**	**0.00**	**20,000.00**	**0.00**	**0.00**	**20,000.00**
11		**	**20,000.00**	**0.00**	**20,000.00**	**0.00**	**0.00**	**20,000.00**
1		***	**20,000.00**	**0.00**	**20,000.00**	**0.00**	**0.00**	**20,000.00**
F 2116.150-57	TITLE I - A&D IMPROV/PROF SALARY 15-16		157,682.00	0.00	157,682.00	53,623.00	82,108.28	21,950.72
2116	**TITLE I - A&D IMPROVEMENT**	*	**157,682.00**	**0.00**	**157,682.00**	**53,623.00**	**82,108.28**	**21,950.72**
21		**	**157,682.00**	**0.00**	**157,682.00**	**53,623.00**	**82,108.28**	**21,950.72**
F 2250.490-57-1516	BOCES SUMMER SCHOOL 15-16		0.00	35,045.28	35,045.28	35,045.28	0.00	0.00
2250	**PROGRAMS-STUDENTS W/ DISABIL**	*	**0.00**	**35,045.28**	**35,045.28**	**35,045.28**	**0.00**	**0.00**
F 2253.472-57-1516	SUMMER/TUITION/RESIDENTIAL 15-16		0.00	32,246.40	32,246.40	32,246.40	0.00	0.00
2253	**TUITION/MAINTENANCE**	*	**0.00**	**32,246.40**	**32,246.40**	**32,246.40**	**0.00**	**0.00**
22		**	**0.00**	**67,291.68**	**67,291.68**	**67,291.68**	**0.00**	**0.00**
F 2610.45C-FU-1516	COMMUNITY FNDN UNAD/M ANDERSON/SS		2,000.00	0.00	2,000.00	1,635.98	0.00	364.02
F 2610.45O-CF-1516	O'CONNOR FOUNDATION/M ANDERSON/SS		2,000.00	0.00	2,000.00	2,000.00	0.00	0.00
2610		*	**4,000.00**	**0.00**	**4,000.00**	**3,635.98**	**0.00**	**364.02**
26		**	**4,000.00**	**0.00**	**4,000.00**	**3,635.98**	**0.00**	**364.02**
2		***	**161,682.00**	**67,291.68**	**228,973.68**	**124,550.66**	**82,108.28**	**22,314.74**
F 3216.150-57	IDEA-PT B/SEC 611/PROF SALARY 15-16		200,546.00	0.00	200,546.00	72,476.28	128,069.47	0.25
F 3216.160-57	IDEA-PT B/SEC 611/SUPP STAFF 15-16		22,929.00	0.00	22,929.00	11,681.02	11,247.98	0.00
F 3216.400-57	IDEA-PT B/SEC 611/PUR SERVICES 15-16		31,766.00	0.00	31,766.00	23,072.25	1,125.00	7,568.75
F 3216.460-57	IDEA-PT B/SEC 611/TRAVEL 15-16		1,000.00	0.00	1,000.00	201.38	0.00	798.62
3216	**IDEA-PART B, SECTION 611**	*	**256,241.00**	**0.00**	**256,241.00**	**107,430.93**	**140,442.45**	**8,367.62**
32		**	**256,241.00**	**0.00**	**256,241.00**	**107,430.93**	**140,442.45**	**8,367.62**
F 3316.400-57	IDEA-PT B/SEC 619/CONTRACTUAL 15-16		5,597.00	0.00	5,597.00	5,597.00	0.00	0.00

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2015 To 12/31/2015

NVISION

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
3316	IDEA-PART B, SECTION 619	*	5,597.00	0.00	5,597.00	5,597.00	0.00	0.00
33		**	5,597.00	0.00	5,597.00	5,597.00	0.00	0.00
3		***	261,838.00	0.00	261,838.00	113,027.93	140,442.45	8,367.62
F 4716.150-57	TITLE IIA-TEACH/PRINC/PROF SAL 15-16		73,263.00	0.00	73,263.00	29,669.13	31,369.18	12,224.69
4716	TITLE IIA, TEACHER & PRINCIPAL	*	73,263.00	0.00	73,263.00	29,669.13	31,369.18	12,224.69
47		**	73,263.00	0.00	73,263.00	29,669.13	31,369.18	12,224.69
4		***	73,263.00	0.00	73,263.00	29,669.13	31,369.18	12,224.69
Fund FTotals:			516,783.00	67,291.68	584,074.68	267,247.72	253,919.91	62,907.05
Grand Totals:			516,783.00	67,291.68	584,074.68	267,247.72	253,919.91	62,907.05

UNATEGO CSD

Revenue Status Report From 7/1/2015 To 12/31/2015

NVISION

Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
F 2770.-CF.U1.516	COMMUNITY FNDN UNAD/M ANDERSON/SS	2,000.00	0.00	2,000.00	2,000.00	0.00
F 2770.-OC.F1.516	O'CONNOR FOUNDATION/M ANDERSON/SS	2,000.00	0.00	2,000.00	2,000.00	0.00
F 3289.-15.16	SUMMER HANDICAPPED 15-16	0.00	67,291.68	67,291.68	0.00	67,291.68
F 4126.-11.16	TITLE I SCHOOL IMPROVEMENT 15-16	20,000.00	0.00	20,000.00	4,000.00	16,000.00
F 4126.-21.16	TITLE I A&D IMPRV (BASIC) 15-16	157,682.00	0.00	157,682.00	31,536.00	126,146.00
F 4256.-32.16	PL94-142 IDEA/SEC 611 15-16	256,241.00	0.00	256,241.00	57,905.00	198,336.00
F 4256.-33.16	PL99-457 IDEA/SEC 619 15-16	5,597.00	0.00	5,597.00	1,119.00	4,478.00
F 4289.-47.16	TITLE II (A) TEACH/PRINC 15-16	73,263.00	0.00	73,263.00	14,652.00	58,611.00
	F Totals:	**516,783.00**	**67,291.68**	**584,074.68**	**113,212.00**	**470,862.68**
	Grand Totals:	**516,783.00**	**67,291.68**	**584,074.68**	**113,212.00**	**470,862.68**

TREASURER'S REPORT TO
BOARD OF EDUCATION
UNATEGO CENTRAL SCHOOL

Capital Fund Checking

BALANCE ON HAND: December 1, 2015		$	683.26
VOIDED CHECKS		$	-
RECEIPTS:			
	INTEREST		-
	TOTAL RECEIPTS	$	-
	RECEIPTS & BALANCE	$	683.26
DISBURSEMENTS:	EFT/Wire Trans.	$	-
	Checks	$	-
	TOTAL DISBURSEMENTS	$	-
BALANCE ON HAND: December 31, 2015		$	683.26

BANK BALANCE	$683.26
PLUS: BANK ERROR	-
PLUS: IN TRANSIT DEPOSITS	-
LESS: OUTSTANDING CHECKS	-
LESS: OUTSTANDING WIRES	-
	$ -
NET BALANCE IN BANK	$683.26

January 25, 2016
DATE SUBMITTED

Amber Birdsall
DISTRICT TREASURER

UNATEGO CSD

Trial Balance Report From 7/1/2015 - 12/31/2015

Account	Description	Debits	Credits	Balance	
H 200	CASH	7,793.38	7,110.12	683.26	
H 201DORM2	DASNY - DORMATORY AUTHORITY	72,310.83	0.00	72,310.83	
H 521	ENCUMBRANCES	29,422.26	7,110.12	22,312.14	
H 522	EXPENDITURES	7,110.12	0.00	7,110.12	
H 599	APPROPRIATED FUND BALANCE	29,422.26	0.00	29,422.26	
H 626	BOND ANTICIPATION NOTES PAYABLE	0.00	181,891.00	-181,891.00	CR
H 630DEBT	DUE TO DEBT SERVICE	0.00	1,013,475.03	-1,013,475.03	CR
H 630GEN	DUE TO GENERAL FUND	356,141.00	877,262.52	-521,121.52	CR
H 821	RESERVE FOR ENCUMRANCES	7,110.12	29,422.26	-22,312.14	CR
H 899.1515	TOILET RECON #1515	758,985.38	0.00	758,985.38	
H 899.2007	2007 CAPITAL PROJECT FUND BALANCE	0.00	1,024,674.91	-1,024,674.91	CR
H 899.2011	2011 UNADILLA FUND BALANCE	346,555.00	0.00	346,555.00	
H 899.2012	DW TECHNOLOGY FUND BALANCE	851,675.91	0.00	851,675.91	
H 899.2013	2013 NEW PROJECTS	253,048.57	0.00	253,048.57	
H 899.3	BUS GARAGE - #5006 FUND BALANCE	298,318.34	0.00	298,318.34	
H 899.BUS	BUS FUND BALANCE	181,897.31	0.00	181,897.31	
H 915	ASSIGNED UNAPPROPRIATED FUND BAL	0.00	29,422.26	-29,422.26	CR
H 960	APPROPRIATIONS	0.00	29,422.26	-29,422.26	CR
	H Fund Totals:	**3,199,790.48**	**3,199,790.48**	**0.00**	
	Grand Totals:	**3,199,790.48**	**3,199,790.48**	**0.00**	

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2015 To 12/31/2015

NVISION

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
H 9901.200-.3-1	DAY AUTOMATION INC/IT PROJECT		0.00	29,422.26	29,422.26	7,110.12	22,312.14	0.00
9901		*	**0.00**	**29,422.26**	**29,422.26**	**7,110.12**	**22,312.14**	**0.00**
99		**	**0.00**	**29,422.26**	**29,422.26**	**7,110.12**	**22,312.14**	**0.00**
9		***	**0.00**	**29,422.26**	**29,422.26**	**7,110.12**	**22,312.14**	**0.00**
	Fund HTotals:		**0.00**	**29,422.26**	**29,422.26**	**7,110.12**	**22,312.14**	**0.00**
	Grand Totals:		**0.00**	**29,422.26**	**29,422.26**	**7,110.12**	**22,312.14**	**0.00**

UNATEGO CENTRAL SCHOOL

GENERAL FUND EXPENDITURE REPORT

Description	Acct. Code	Final 2014-2015 Budget	2015-2016 Budget	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	Total 15-16 Expenditures To Date	Final 2014-2015 Expense
								2015-2016									
Board of Education	A1010	4,741	3,229	0	0	0	2,492	21	31							2,544	1,914
District Clerk	A1040	5,000	5,150	0	0	0	0	0	0							0	4,773
District Meeting	A1060	1,859	2,300	0	0	0	57	70	150							277	1,859
Board of Education	**A10**	**11,600**	**10,679**	**0**	**0**	**0**	**2,549**	**91**	**181**	**0**	**0**	**0**	**0**	**0**	**0**	**2,821**	**8,546**
Central Admin	A1240	184,572	173,802	17,100	14,201	12,605	12,605	12,819	20,113							89,443	183,716
Central Admin	**A12**	**184,572**	**173,802**	**17,100**	**14,201**	**12,605**	**12,605**	**12,819**	**20,113**	**0**	**0**	**0**	**0**	**0**	**0**	**89,443**	**183,716**
Business Admin	A1310	355,827	292,651	8,073	1,126	1,858	78,358	53,842	(9,323)							133,934	391,842
Auditing	A1320	11,500	15,000	0	9,000	0	0	4,000	0							13,000	11,500
Treasurer	A1325	3,638	44,700	4,199	3,358	3,359	3,359	3,359	5,058							22,692	3,638
Tax Collector	A1330	7,463	7,030	0	0	1,322	662	134	62							2,180	6,364
Purchasing	A1345	6,856	7,129	0	0	0	1,394	697	697							2,788	6,856
Fiscal Agent Fees	A1380	5,165	3,805	0	0	0	2,205	0	0							2,205	5,165
Finance	**A13**	**390,449**	**370,315**	**12,272**	**13,484**	**6,539**	**85,978**	**62,032**	**(3,506)**	**0**	**0**	**0**	**0**	**0**	**0**	**176,799**	**425,365**
Legal	A1420	17,525	24,695	0	1,056	760	1,841	765	823							5,245	11,902
Personnel	A1430	40,507	23,450	0	1,346	6	2,494	2,077	2,037							7,960	38,783
Records Retention	A1460	8,818	9,448	0	0	0	1,889	945	945							3,779	8,818
Public Info. & Serv.	A1480	67,837	62,350	0	471	0	9,462	5,005	4,781							19,719	67,732
Staff	**A14**	**134,687**	**119,943**	**0**	**2,873**	**766**	**15,686**	**8,792**	**8,586**	**0**	**0**	**0**	**0**	**0**	**0**	**36,703**	**127,235**
Operation of Plant	A1620	1,028,073	1,159,369	38,895	57,707	38,932	73,079	52,518	143,345							404,476	965,901
Maintenance of Plant	A1621	149,950	99,387	6,476	13,376	5,197	5,270	5,196	7,869							43,384	124,282
Disaster Salaries	A1622		0	0	0	0	0	0	0							0	0
Central Printing & Mailing	A1670	152,000	162,500	0	0	3,250	19,073	7,316	7,050							36,689	130,243
Central Data Processing	A1680	476,677	506,999	0	0	0	100,498	50,277	50,276							201,051	476,677
Central Services	**A16**	**1,806,700**	**1,928,255**	**45,371**	**71,083**	**47,379**	**197,920**	**115,307**	**208,540**	**0**	**0**	**0**	**0**	**0**	**0**	**685,600**	**1,697,103**
Insurance	A1910	91,000	75,000	4,925	53,350	8,940	240	0	0							67,455	74,909
Dues	A1920	10,000	10,500	625	0	0	0	6,752	0							7,377	9,652
Refunds	A1964	0	0	0	0	0	0	0	0							0	0
BOCES Admin. Charges	A1981	155,386	166,318	0	0	0	33,264	16,631	16,632							66,527	155,386
BOCES Capital Expense	A1983	342,644	359,550	0	0	0	71,910	35,955	35,955							143,820	342,644
General Support	**A19**	**599,030**	**611,368**	**5,550**	**53,350**	**8,940**	**105,414**	**59,338**	**52,587**	**0**	**0**	**0**	**0**	**0**	**0**	**285,179**	**582,591**

UNATEGO CENTRAL SCHOOL

GENERAL FUND EXPENDITURE REPORT

2015-2016

Description	Acct. Code	Final 2014-2015 Budget	2015-2016 Budget	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	Total 15-16 Expenditures To Date	Final 2014-2015 Expense
Curriculum Dev. & Supervision	A2010	0	0	0	0	0	0	0	0				0	0	0	0	0
Supervision Regular Day	A2020	578,715	687,820	46,575	39,210	43,481	44,211	39,884	67,164							280,525	573,112
Research, Planning & Eval	A2060	12,822	12,000	0	0	0	168	83	84							335	822
Inservice Training-Inst	A2070	11,891	31,000	0	0	234	72	0	478							784	4,724
Admin & Improvement	**A20**	**603,428**	**730,820**	**46,575**	**39,210**	**43,715**	**44,451**	**39,967**	**67,726**	**0**	**0**	**0**	**0**	**0**	**0**	**281,644**	**578,658**
Teaching Regular School	A2110	4,749,751	4,808,156	6,666	65,622	299,042	440,077	368,540	579,384							1,759,331	4,605,392
Teaching Regular School	**A21**	**4,749,751**	**4,808,156**	**6,666**	**65,622**	**299,042**	**440,077**	**368,540**	**579,384**	**0**	**0**	**0**	**0**	**0**	**0**	**1,759,331**	**4,605,392**
Progs. Handicapped Conditions	A2250	2,930,042	2,626,197	13,203	8,773	81,422	353,943	248,984	304,405							1,010,730	2,921,825
Occupational Education	A2280	531,131	796,457	0	0	0	124,787	62,393	62,394							249,574	523,946
Sp Ed & Oc Ed	**A22**	**3,461,173**	**3,422,654**	**13,203**	**8,773**	**81,422**	**478,730**	**311,377**	**366,799**	**0**	**0**	**0**	**0**	**0**	**0**	**1,260,304**	**3,445,771**
Teaching-Special Schools	A2330	1,489	1,000	0	0	0	102	51	51							204	1,489
Teaching-Special Schools	**A23**	**1,489**	**1,000**	**0**	**0**	**0**	**102**	**51**	**51**	**0**	**0**	**0**	**0**	**0**	**0**	**204**	**1,489**
School Library & Audiovisual	A2610	193,579	180,161	0	5,459	4,003	25,710	13,378	17,179							65,729	165,408
Educational TV	A2620			0	0	0	0	0	0							0	0
Computer Assisted Instruction	A2630	312,603	385,316	0	4,500	3,582	63,430	19,633	31,034							122,179	269,894
Library, AV & Computers	**A26**	**506,182**	**565,477**	**0**	**9,959**	**7,585**	**89,140**	**33,011**	**48,213**	**0**	**0**	**0**	**0**	**0**	**0**	**187,908**	**435,302**
Attendance-Regular School	A2805	0	0	0	0	0	0	0	0				0	0	0	0	0
Guidance Regular Day	A2810	270,120	258,616	7,010	9,425	25,535	23,201	22,437	34,320							121,928	267,142
Health Services	A2815	101,661	97,996	400	333	8,002	9,491	9,167	13,392							40,785	93,500
Psychological Services	A2820	62,568	67,969	897	0	3,741	4,784	4,783	7,175							21,380	60,367
Social Work Services	A2825	24,000	18,000	0	0	(637)	0	1,827	0							1,190	20,152
Pupil Services-Special Sch.	A2830			0	0	0	0	0	0							0	0
Cocurricular Activities	A2850	54,588	53,100	0	0	199	364	289	17,590							18,442	51,931
Interscholastic Athletics	A2855	216,138	229,596	1,516	5,693	23,248	31,867	23,277	12,413							98,014	199,598
Pupil Services	**A28**	**729,075**	**725,277**	**9,823**	**15,451**	**60,088**	**69,707**	**61,780**	**84,890**	**0**	**0**	**0**	**0**	**0**	**0**	**301,739**	**692,690**
State Emergency Mgmt	A3960	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	A39	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
District-Trans. Ser.	A5510	751,192	758,016	19,653	40,278	24,833	52,162	58,059	68,593							263,578	688,408
Garage Building	A5530	41,673	44,200	110	366	78	1,757	746	1,663							4,720	28,666
Pupil Transportation	A5540			0	0	0	0	0	0				0	0	0	0	
Transportation	**A55**	**792,865**	**802,216**	**19,763**	**40,644**	**24,911**	**53,919**	**58,805**	**70,256**	**0**	**0**	**0**	**0**	**0**	**0**	**268,298**	**717,074**
Unadilla Community Foundation	A690UCF	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	A690	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Community Recreation	A7140	86,317	88,800	5,641	10,146	915	4,361	4,356	6,834							32,253	59,045
Community Recreation	**A71**	**86,317**	**88,800**	**5,641**	**10,146**	**915**	**4,361**	**4,356**	**6,834**	**0**	**0**	**0**	**0**	**0**	**0**	**32,253**	**59,045**

UNATEGO CENTRAL SCHOOL

GENERAL FUND EXPENDITURE REPORT

2015-2016

Description	Acct. Code	Final 2014-2015 Budget	2015-2016 Budget	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	Total 15-16 Expenditures To Date	Final 2014-2015 Expense
Census	A8070	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Census	**A80**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
NYS Employee Retirement	A9010	367,200	356,845	0	0	0	0	0	193,315							193,315	339,616
Teachers' Retirement	A9020	1,080,700	877,500	0	0	0	0	0	0							0	1,072,522
Social Security	A9030	612,656	680,000	12,325	10,966	38,663	51,296	51,049	76,889							241,188	612,656
Compensation Ins.	A9040	100,000	110,000	101,305	0	0	0	0	0							101,305	98,176
Life Ins.	A9045	2,000	6,000	0	0	56	936	0	0							992	936
Unemployment Insurance	A9050	10,000	35,000	0	0	0	13	0	0							13	4,955
Hospital Medical Dental	A9060	2,854,900	2,651,248	171,883	318,947	266,693	280,073	200,429	365,015							1,603,040	2,853,424
Other Benefits	A9089	5,000	5,000	0	2,695	0	0	0	0							2,695	2,695
Fringe Benefits	**A90**	**5,032,456**	**4,721,593**	**285,513**	**332,608**	**305,412**	**332,318**	**251,478**	**635,219**	**0**	**0**	**0**	**0**	**0**	**0**	**2,142,548**	**4,984,980**
Term Bond/Technology	A9700	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Term Bond/Buses	A9702	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Serial Bonds	A9711	2,989,532	3,011,581	0	0	0	0	0	378,291	0	0					378,291	2,989,531
Statutory Bonds	A9721			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Bonds - Bus	A9722	73,500	73,500	0	0	0	0	0	0	0	0						0
BAN /School	A9731			0	0	0	0	0	0	0	0	0	0	0	0	0	0
BAN/Buses	A9732			0	0	0	0	0	0	0	0				0	0	0
Tax Anticipation Note	A9760			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Revenue Anticipation	A9770	20,023	41,000	0	0	0	0	0	0	0	0					0	5,724
Installment Purchase	A9785	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service	**A97**	**3,083,055**	**3,126,081**	**0**	**0**	**0**	**0**	**0**	**378,291**	**0**	**0**	**0**	**0**	**0**	**0**	**378,291**	**2,995,255**
Transfer to Sch Lun	A9901	20,000	30,000	0	0	0	0	0	0	0	0				0	0	20,000
Transfer to Federal	A9901	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0
Transfer to Captial	A9950	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	495,077
	A99	**20,000**	**30,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**515,077**
GRAND TOTAL		**22,192,829**	**22,236,436**	**467,477**	**677,404**	**899,319**	**1,932,957**	**1,387,744**	**2,524,164**	**0**	**0**	**0**	**0**	**0**	**0**	**7,889,065**	**22,055,289**
															X Check	**7,889,065**	**22,055,289**

Unatego Central School
December 31, 2015

Budget Transfers
Over $5000.00

Negative Account Code	Description	Amount	Transferred from	Notes:
A2110.131	Cert Salaries 7-12	$171,592.47	A2280.150	
A2110.131	Cert Salaries 7-12	$130,000.00	A2110.120	
A2110.161	Cert Salaries Aides	$22,795.52	A2110.131	
A2250.150	Cert Salaries Sp Ed	$40,000.00	A2250.151	
A2250.150	Cert Salaries Sp Ed	$7,513.96	A2250.160	
A2250.150	Cert Salaries Sp Ed	$100,000.00	A2250.472	
A2630.460	State Aided Software	$5,500.00	A2630.220	
A2820.400	Psychological contractual	$25,000.00	A2250.490-ON-C	Originally budgetted incorrectly
A2855.150	Interscholastic Classified Sal	$14,700.00	A2855.160	
A5510.161	Transp Salaries	$22,000.00	A5510.160	

Budget Transfers Submitted by :

Authorized by Board of Education:

Date of Board Meeting

AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2016, by and between the COUNTY OF OTSEGO, a municipal corporation, having its office and principal place of business located at 197 Main Street, Cooperstown, NY, hereinafter referred to as COUNTY, and Unatego Central School District, having its office located at 2641 State Hwy 7, Otego, NY 13825, here in after referred to as CONTRACTOR.

WITNESSETH:

WHEREAS, the Board of Education of the Unatego Central School District has proposed to contract with the COUNTY on a year-to-year basis for the service of preventive services caseworkers for maintaining an on-site office within the school; and

WHEREAS, the COUNTY has expressed a willingness to provide the services of preventive services caseworkers; and

WHEREAS, by Resolution 314-20151216, duly adopted by the Otsego County Board of Representatives on the 16th day of December, 2015 of which is attached hereto and made a part hereof, the Commissioner of Social Services was authorized to enter into a contract with CONTRACTOR.

NOW, THEREFORE, in consideration of the mutual promises, terms and obligations hereafter made, as well as other good and valuable consideration, the COUNTY and the CONTRACTOR mutually agree and obligate themselves as follows:

1. PURPOSE. To enter into a written contract setting forth the terms and obligations of each of the parties in providing preventive services to children.
2. GOODS AND/OR SERVICES TO BE PERFORMED. The CONTRACTOR shall acquire, from the COUNTY, certain goods and/or services, the same to be in accordance with the terms and conditions of Exhibits "A" and "A-1", attached hereto and made a part hereof.
3. TERM. (For Services) The term of this contract shall commence January 1, 2016 and shall continue until December 31, 2016.
4. PRICE. See Exhibit "B" attached.
5. STANDARD PROVISIONS. Exhibit "C" (Standard Provisions) is attached hereto and made a part of this contract.

K per EKC 1.5.16

IN WITNESS WHEREOF, each of the parties hereto has caused this agreement to be executed as of the day and year first above written.

OTSEGO COUNTY DSS

By: _____
Eve Bouboulis
Commissioner

STATE OF NEW YORK)
:ss:
COUNTY OF OTSEGO)

On this ____day of _____, in the year 2016, before me, the undersigned, a Notary Public in and for the said State, personally appeared **Eve Bouboulis**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

_____
Notary Public
Qual. in Otsego Co.
My Comm. Expires _____.

UNATEGO CENTRAL SCHOOLS

By: _____
Dr. David S. Richards
Superintendent

STATE OF NEW YORK)
:ss:
COUNTY OF _____)

On this ____day of _____, in the year 2016, before me, the undersigned, a Notary Public in and for the said State, personally appeared **Dr. David S. Richards**, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

_____
Notary Public
Qual. in _____Co.
My Comm. Expires _____.

EXHIBIT "A"
SERVICES TO BE PROVIDED

DEFINITION

A. Preventive services shall mean services for children and their families which are supportive and rehabilitative are provided to:
   1. avert an impairment or disruption of a family which will or could result in the placement of a child in foster care
   2. enable a child who has been placed in foster care to return to his/her family at an earlier time than would otherwise be possible
   3. reduce the likelihood that a child who has been discharged from foster care would return to such care

B. Case Management Services shall mean assessing the need for, providing and arranging for preventive services for children and coordinating and evaluating the provision of these preventive services.

SERVICES TO BE PROVIDED

A. For the consideration stated herein, the COUNTY agrees to provide to the CONTRACTOR with two (2) caseworkers as follows: One (1) caseworker shall be located at the Unatego Middle/High School and one (1) caseworker shall be shared between Otego and Unadilla Elementary Schools, generally spending two (2) days a week in each school. The specific caseworkers assigned to the district shall be mutually agreeable to the CONTRACTOR and the COUNTY. The CONTRACTOR or the COUNTY shall notify the other party should a reassignment be necessary, and a collaborative effort between the CONTRACTOR and the COUNTY to determine a new, mutually agreeable caseworker will occur. The caseworkers shall generally be present four (4) working days per week at the CONTRACTOR's school district and be available one (1) working day per week at the COUNTY in Cooperstown for purposes of supervision, case processing, and other required administrative activities. The COUNTY and the CONTRACTOR will establish the specific day that the caseworker(s) will be present at the COUNTY and any change in the established schedule will be made with mutual consent of both parties. A change in the actual number of days the caseworker(s) shall be present at the COUNTY can be made with mutual approval of the CONTRACTOR and the COUNTY for necessary caseworker activities (i.e. Court hearings, family service plans, etc.). In addition to such duties as are required of a caseworker, the caseworker shall provide the following services to the CONTRACTOR:

   1. The caseworkers will perform any and all tasks required of a Department of Social Services preventive caseworker.

   2. The caseworkers shall be a participating member of the CONTRACTOR's Student Intervention Team as requested by the CONTRACTOR and shall receive referrals on student's who are at-risk of school drop out, evidencing severe behavioral and/or management problems, or are presenting symptoms consistent with regard to abuse or neglect. The caseworkers will accept referrals in accordance with preventive services regulations.

3. The caseworkers, in addition to determining eligibility for and providing preventive services, will act as liaison between the CONTRACTOR and the COUNTY.

4. The caseworkers will carry no more than twelve (12) cases on an on-going basis, and up to fifteen (15) on a short term basis.

5. The caseworkers will work seven (7) hours during a normal work day. These hours, however, may be reappointed during a day, or over several days if work demands so indicate not to exceed thirty five (35) hours per week except during July and August when work hours shall not exceed thirty (30) hours. Work hours shall be as required by the needs of the CONTRACTOR.

6. The CONTRACTOR may refer students who are at-risk of school dropout, evidencing severe behavioral and/or management problems or are presenting symptoms consistent with regard to abuse or neglect. All CONTRACTOR referrals shall be accepted by the COUNTY and processed in accordance with intake eligibility and assessment guidelines. The COUNTY shall develop a plan for each referral and authorize services consistent with each assessment and plan including signed releases of information by parents and/or legal custodians as needed to obtain and/or share information between the COUNTY and the CONTRACTOR or other service providers.

7. Services shall be provided in accordance with the initial and/or comprehensive service plan of the uniform case record for each individual case. The COUNTY will provide the CONTRACTOR with appropriate and necessary background information. The COUNTY will further transmit on a COUNTY form the specific reasons for providing services, the services to be provided and the time frames for delivery of such services. The COUNTY records shall conform to standards established by the Department and New York State Office of Children and Family Services (OCFS). The COUNTY shall maintain program and statistical records and produce program narrative and statistical data at various times to be available to the COUNTY and the New York State OCFS.

8. The caseworkers shall provide services to the students of the Unatego Central School District; however, should the caseload be under its maximum, the caseworker may occasionally serve students and families outside of the Unatego Central School District.

9. The caseworkers shall participate in necessary training per state mandates and the COUNTY's policies as part of the caseworker's work day(s).

EXHIBIT "A-1"

Semi-Annual Performance Outcomes

Due to the Commissioner's Secretary by
July 15, 2016 for January – June 2016
January 15, 2017 for July – December 2016

(To be maintained by Otsego County Dept of Social Services)

1. **Of the total number of referrals made by the school district, 60% will be opened for services.**

2. **Of the total number of referrals made by the school district regarding abuse/maltreatment, 75% will not result in foster care placements.**

3. **Of the total number of PINS referrals made to the Department of Social Services by the school and/or the Probation Department for a child in the school district, 75% will not result in foster care placements.**

EXHIBIT "B"

PAYMENT

Payment will be based on actual costs associated with running the program, calculated as follows: the CONTRACTOR shall reimburse the COUNTY for 14% of the salary, fringe benefits and mileage expenses of the Caseworker appointed to each position. The salary and fringe benefits are subject to increase based on union labor negotiations.

The CONTRACTOR will be billed quarterly and shall make payment within 30 days of billing. In no event shall the CONTRACTOR's liability exceed 14% of salary, benefits, and mileage costs.

This Agreement may be terminated by the CONTRACTOR upon 60 days notice at any time, and on 30 days notice in the event of default in performance by the COUNTY or if Federal or State reimbursement shall be terminated or is not allowed.

EXHIBIT C
STANDARD PROVISIONS

1. AGENCY. This agreement in no way establishes an agency relationship between the CONTRACTOR and COUNTY. Each party shall maintain its independence and its separate identity. Each party shall have exclusive control of its management, employee, staff, policies and assets. Neither party assumes any liability for the acts of the other party.

2. ASSIGNMENT. This contract may not be assigned by the CONTRACTOR without prior express written approval by the COUNTY. The terms of this contract shall be binding upon the successors, heirs and assigns of the parties hereto, in the event of approved assignment.

3. MODIFICATION. There shall be no oral modifications of this contract and any modification or amendment of the terms of this contract shall not be binding unless executed in writing by the parties hereto. The terms of this written agreement contain the entire understanding between the parties and supersede any oral representations previously made.

4. GOVERNING LAW. The terms of this contract shall be governed pursuant to the laws of the State of New York. The goods and/or services provided shall comply with all Federal, State and local statutes, rules and regulations.

5. RENEWAL. (If applicable) This contract may not be renewed without the prior approval, by resolution, of the Board of Representatives of the COUNTY OF OTSEGO, unless specifically provided for herein by authorizing resolution.

6. HOLD HARMLESS. The CONTRACTOR and the COUNTY shall hold harmless and indemnify the other party from and against liability, loss, damage, cost and expense which such other party may suffer from any claim, demand, suit or cause of action which may be made or had against it by reason of the negligence or malpractice on the part of the indemnifying party, including its agents, servants or employees.

7. EXECUTORY CLAUSE. This Agreement shall be deemed executory only to the extent of the monies appropriated and available for the purpose of this Agreement, and no liability on account thereof shall be incurred by the COUNTY beyond the amount of such monies. It is understood that neither this agreement nor any representation by any public employee or officer create any legal or moral obligation to request, appropriate or make available monies for the purpose of this Agreement.

8. INSURANCE. The CONTRACTOR shall maintain for the term of this contract, general and auto liability insurance with a minimum limit of $500,000/$1,000,000. The CONTRACTOR shall provide the COUNTY, at the time of signing this contract, a Certificate of Insurance, naming OTSEGO COUNTY as an additional insured; which insurance shall further state that the coverage may not be changed or canceled without thirty (30) days prior notice to the COUNTY OF OTSEGO as an additional insured.

The CONTRACTOR shall also provide the COUNTY, at the time of signing this Agreement, proof of Workers' Compensation coverage.

9. BINDING EFFECT. This Agreement shall be binding upon the parties, their successors and assigns.

10. TERMINATION. (For Service Contracts Only) This Agreement may be terminated by the COUNTY upon 60 days notice at any time, and on 30 days notice in the event of default in performance by the CONTRACTOR or if Federal or State reimbursement shall be terminated or not allowed.

11. INDEMNIFICATION. The party seeking indemnification hereunder shall promptly notify the indemnifying party in writing of receipt of notice of commencement of any action with respect to

which a claim for indemnification is to be made hereunder. The indemnifying party will be entitled to assume the defense of such action with counsel reasonably acceptable to the indemnified party and after notice from the indemnified party to the indemnified party of its election to assume the defense thereof. The indemnifying party will not be liable to the indemnified party for any legal or other expenses subsequently incurred by the indemnified party in connection with the defense thereof.

12. COOPERATION BETWEEN PARTIES. Each of the parties hereto agrees to cooperate with each other to expeditiously complete the terms of this contract and to conduct their operations in a relationship of trust and confidence, one with the other.

13. CONFIDENTIALITY. The COUNTY and the CONTRACTOR agree to safeguard the confidentiality of information relating to individuals who may receive services in the course of this AGREEMENT and shall maintain the confidentiality of all such information in conformity with the provisions of applicable State and Federal laws and regulations. Any breach of confidentiality by the COUNTY or the CONTRACTOR, its agents, or representatives shall be cause for termination of this AGREEMENT.

14. NON-DISCRIMINATION. The CONTRACTOR expressly agrees:

(a) that in the hiring of employees for the performance of work under this Agreement or any subcontract hereunder, no contractor, subcontractor, nor any person acting on behalf of such contractor or subcontractor, shall by reason of race, creed, color, sex, age, physical disability or national origin discriminate against any citizen of the State of New York who is qualified and available to perform the work to which the employment relates; and

(b) that no contractor, subcontractor, nor any person on his/her behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of work under this Agreement on account of race, creed, color, sex, age, physical disability or national origin; and

(c) that there may be deducted from the amount payable to the CONTRACTOR by the COUNTY under this Agreement a penalty of fifty dollars for each person for each calendar day during which such person was discriminated against or intimated in violation of the provisions of this Agreement; and

(d) that this Agreement may be canceled or terminated by the COUNTY, and all moneys due or to become due hereunder may be forfeited, for a second or any subsequent violation of this section of the Agreement.

CONTRACTOR shall comply with all rules and regulations of the Americans with Disabilities Act (ADA).

15. CONTRACT DOCUMENTS. The Contract Documents shall consist of the following (including their attachments and exhibits):

This Agreement
Exhibit A
Exhibit A-1
Exhibit B
Exhibit C
HIPAA Addendum
Certificate(s) of Insurance
Certified copy of Resolution

This Agreement, together with the above-named documents, which said other Documents are as fully a part of the contract as if hereto attached or herein repeated, forms the

Contract between the parties hereto. In the event that any provision of any attachment or other component made a part hereof is inconsistent with Exhibit C, Items 1-18, then Exhibit C, Items 1-18 shall govern except as otherwise specifically stated.

The COUNTY will be provided a reasonable number of copies of such of the documents prepared by the CONTRACTOR as the COUNTY deems appropriate. The cost of such copies shall be borne by the CONTRACTOR.

16. PROGRESS REPORTS (for service contracts only). The CONTRACTOR shall issue progress reports to the COUNTY as the COUNTY may direct and shall immediately inform the COUNTY in writing of any cause for delay in the performance of its obligations under this Agreement.

17. CONFLICTS OF INTEREST. The CONTRACTOR agrees that it has no interest and will not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of the services and duties hereunder. The CONTRACTOR further agrees that, in the performance of this Agreement, no person having any such interest shall be employed by it.

The CONTRACTOR represents and warrants that it has not employed or retained any person, other than a bona fide full time salaried employee working solely for the CONTRACTOR to solicit or secure this Agreement, and that it has not paid or agreed to pay any person (other than payments of fixed salary to a bona fide full time salaried employee working solely for he CONTRACTOR) any fee, commission, percentage, gift or other consideration, contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision without limiting any other rights or remedies to which the COUNTY may be entitled or any civil or criminal penalty to which any violator may be liable, the COUNTY shall have the right, in its discretion, to terminate this Agreement without liability, and to deduct the contract price, or otherwise to recover, the full amount of such fee, commission, percentage, gift or consideration.

The CONTRACTOR hereby stipulates and certifies that there is no member of the OTSEGO COUNTY legislature or other OTSEGO COUNTY officer or employee forbidden by law to be interested in the Agreement directly or indirectly, who will benefit therefrom or who is a party thereto.

18. OTHER The COUNTY represents and warrants that it, nor its employees or contractors, is not excluded from participation in and is not otherwise ineligible to participate in a "federal health care program", including but not limited to Medicaid and Medicare, as defined in 42 U.S.C. Section 1320a-7b(f) or in any other government program.

In the event that the COUNTY or one of its employees is excluded from participation or becomes otherwise ineligible to participate in any such program during the term of this agreement, the COUNTY agrees that it will notify the CONTRACTOR in writing on the exclusion within seven (7) business days after learning of the exclusion. Failure to notify the CONTRACTOR of the exclusion constitutes a material breach of this agreement and cause for the CONTRACTOR to terminate the agreement immediately.

OTSEGO COUNTY

Business Associate Agreement Addendum: Health Insurance Portability and Accountability Act(HIPAA) PHL 104-191

1. Permitted Uses and Disclosures by Contractor

Except as otherwise limited in this Agreement and as long as such use or disclosure does not violate the privacy rule or other laws or statutes, the Contractor may use or disclose Protected Health Information (PHI) on behalf of or to provide services for the *Agency* for the following purposes:

- Health Care Operations
- Billing
- Patient treatment and Coordination of Services
- Data aggregation services (***optional language only used if Agency wants the Contractor to engage in such activities***)

Except as otherwise limited in this Agreement, the Contractor may disclose *only de-identified information for the proper internal management and administration of its business practices-* ***optional language only used if Agency wants the Contractor to engage in such activities (language chosen is stricter than what HHS Guide indicated).***

The Contractor agrees to document disclosures of PHI and information related to such disclosures as would be required for the *Agency* to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with.

2. Contractor's Obligations

Contractor agrees to not use or further disclose PHI other than as permitted or required by the Agreement or as Required by Law as defined in 164.501 or to report unlawful conduct as defined in 164.502(j).
Contractor will forward all requests for disclosures of PHI to the Agency's Privacy Officer.

Contractor agrees to report to the Agency any use or disclosure of PHI not provided for by this agreement of which it becomes aware.

Contractor agrees to assure that **any agent (including a subcontractor or student-*reword if subcontractors are not allowed*)**, to whom it provides PHI, agrees to the same restrictions and conditions that apply through this Agreement with respect to such information.

3. Safeguards for Protected Health Information-
   - The Contractor shall retain all PHI in accordance with the NYS Department of Education Records Retention and Disposition Schedule CO2. Termination of this Agreement does not release the Contractor from this responsibility.
   - The Contractor is responsible to ensure that PHI is properly handled and securely stored. This includes, but is not limited to prevention of unauthorized access and loss due to weather, fire, and theft.
   - Once the retention time is reached, the Contractor must ensure that PHI is destroyed in such a manner to ensure confidentiality.
   - The Contractor agrees to use appropriate safeguards to prevent use or disclosure of the Protected Health Information other than as provided for by this Agreement.
   - The Contractor agrees to report to *Agency* any loss, theft, unintentional destruction of Protected Health Information. In the event that PHI is compromised, Contractor is obligated to reconstruct the PHI in accordance with *Agency* policy.
4. Availability of PHI

Contractor agrees to make internal practices, books, and records relating to the use and disclosure of Protected Health Information received from, or created, or received by Contractor on behalf of the Agency, available to the *Agency* so that:

- The *Agency* can respond to a request made by a patient for an accounting of disclosures
- The *Agency* can respond to the Secretary of Health and Human Services, in a time and manner designated by the *Agency* or the Secretary, for purposes of the Secretary determining Agency's compliance with the Privacy Rule.
- The *Agency* may have access to a designated record set to an individual in order to meet the requirements under (***Optional language that is only needed when the BA has PHI in a designated record set)***

The Contractor agrees to provide the *Agency* with documentation of the provision of care within 7 days.

5. Complaint

Upon the *Agency*'s receipt of a complaint or notification by the Contractor of a breach of PHI disclosure,

Contractor agrees to report to *Agency* any use or disclosure of the Protected Health Information not provided for by this Agreement.

Contractor agrees to mitigate, to the extent practicable, any harmful effect that is known to Contractor of a use or disclosure of Protected Health Information by Contractor in violation of the requirements of this Agreement. The *Agency* shall provide an opportunity for Contractor to cure the breach or end the violation. (The privacy rule allows but, does not require that the *Agency* to provide the Contractor time to cure the breach). The Contractor will cooperate with the *Agency* to conduct a thorough investigation. Should investigation result in the substantiation of a breach, the *Agency* will take appropriate action commensurate with the infraction which could include: mandating educational training, disciplinary action, suspension, or termination.

6. Modification:
   The parties agree to take such action as is necessary to amend this Agreement in order for the parties to comply with the requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act (HIPAA), Public Law 104-191.
7. Obligations of *Agency*
   - *Agency* shall provide Contractor with the *Agency* Notice of Privacy Practices in accordance with 164.520, as well as any changes to such notice (see current Notice).
   - *Agency* shall provide Contractor with any changes in, or revocation of, the permission granted by the Individual to use or disclose Protected Health Information, if such changes affect Contractor's permitted or required uses and disclosures.
   - *Agency* is responsible to inform the Contractor when an Individual is granted specific restrictions against disclosure of PHI that exceed the *Agency* notice of privacy practices.
   - *Agency* shall notify Contractor of any restriction to the use or disclosure of Protected Health Information that the *Agency* has agreed to in accordance with CFR 164.522.
   - The *Agency* shall not request the Contractor to use or disclose PHI in any manner that would not be permissible under the Privacy Rule.
   - *Agency* shall notify Contractor of the incorporation of any patient amendments to PHI created by the *Agency*
8. Term and Termination
   Term.
   When the term of this Agreement has ended, all of the Protected Health Information created for or on behalf of the Agency, or received from the Agency by the Contractor shall be promptly returned or destroyed the Agency in no more than 7 days after termination. This provision shall apply to Protected Health Information that is in the possession of any subcontractors or agents of the Contractor (***remove this sentence if subcontracting is not allowed***). The Contractor shall not retain copies of protected health information. In the event that the Contractor and Agency mutually agree that returning or destroying Protected Health Information is infeasible, the conditions that make it infeasible will be documented. The Contractor shall retain the PHI in accordance with this agreement.
   . Termination for Cause.
   Upon *Agency's* knowledge of a material breach by the Contractor and after reasonable opportunity to cure the breach has been provided by the Agency, and when cure of the breach is not possible, the Agency reserves the right to terminate the Agreement for cause. If termination for cause is not feasible, the Agency reserves the right to report to the Secretary of Health and Human Services (HHS) to discuss the breach and to provide information necessary in accordance with for HHS to investigate the breach, and to seek a resolution other than termination.

My signature below confirms that I have read, I have had the opportunity to ask questions, and I agree to abide by all of the standards set forth in this business associate agreement.

_____	____/____/____
Signature	**Date**
_____	____/____/____
Witness	**Date**

RESOLUTION NO. 314-20151216

RESOLUTION-AUTHORIZING OTSEGO COUNTY
COMMISSIONER OF SOCIAL SERVICES TO
CONTRACT WITH SEVERAL AREA SCHOOL DISTRICTS

KOUTNIK, HULSE, SCHWERD

WHEREAS, the Otsego County Department of Social Services has determined that the interests of the students and their families located in the Otsego County school districts will be best served by maintaining a Caseworker within each school district staffed by an Otsego County Department of Social Services caseworker(s); and

WHEREAS, the administration of each school district has proposed to contract with the County for the services of a caseworker(s) to perform preventive services for the students and their families within their respective school district; and

WHEREAS, in addition to reimbursing the County in full for the local share of the salary of a caseworker(s), the administration of each school district has proposed to pay for the overhead and other benefits and costs of maintaining such position(s); and

WHEREAS, it is in the best interest of the County of Otsego to contract for position(s) with each school district; now, therefore, be it

RESOLVED, that the Otsego County Commissioner of Social Services is hereby authorized to contract with each of the following school districts for the period January 1, 2016 through December 31, 2016:

Cherry Valley-Springfield Central School District
Edmeston Central School District
Milford Central School District
Oneonta City School District
Richfield Springs Central School District
Unatego Central School District (2 Caseworkers)

for child welfare services, to be furnished by Otsego County, with a caseworker(s) located in each above-listed district, with 14% of the salary, benefits, costs and other additional overhead necessary for the operation of the child welfare services program being paid for by each school district; and be it further

RESOLVED, that said contracts shall contain such other terms and provisions as are in the best interests of the County of Otsego; and be it further

RESOLVED, that the funds for the above contracts are included in the 2016 Social Services Administration Budget (6010-A) at line 1000 Personal Service and consist of 62% Federal funds, 24% State funds, and 14% school district funds.

STATE OF NEW YORK :
: SS
COUNTY OF OTSEGO :

I, Carol D. McGovern, Clerk of the Board of Representatives of Otsego County, New York, DO HEREBY CERTIFY that I have compared the foregoing copy of resolution with the original resolution on file in my office and that the same is a true and complete copy thereof as duly adopted by said Board of Representatives while in session on the 16th day of December, 2015.

WITNESS my hand and the official seal of the Board of Representatives of Otsego County, New York, this 17th day of December, 2015.

(SEAL)

Carol D. McGovern
Clerk, Board of Representatives
Otsego County, New York

UNATEGO CENTRAL SCHOOL DISTRICT
BUS LEASE FINANCING SPECIFICATIONS AND BUS LEASE BID FORM

DESCRIPTION OF BUSES:
(1) 2015 24 PASSENGER THOMAS MINOTOUR WC, ITEM #5
N.Y. STATE CONTRACT GROUP #40520, P.C.#65334, AWARD #2, PAGE #53, ISSUE DATE FEB 12, 2001

VENDOR: MATTHEWS BUSES INC., 2900 ROUTE 9-MALTA, BALLSTON SPA, NY 12020

TOTAL CAPITALIZED COST PER 24 PASSENGER WC BUS: **$ 78,382.62**

RESIDUAL PER BUS: **$ 16,000.00**

INTEREST RATE: 2.70

FIVE (5) EQUAL PAYMENTS PER BUS OF: 13,570.00

PAYMENT DATES: 2/20/16, 2/20/17, 2/20/18, 2/20/19, 2/20/20

NO PREFUNDING: TRANSACTION TO BE FUNDED UPON DELIVERY AND ACCEPTANCE OF VEHICLES.

VENDOR IS RESPONSIBLE FOR AND WILL GUARANTEE RESIDUAL PAYMENT

RESPECTFULLY SUBMITTED BY BIDDER:

NAME: Kevin Kenney

COMPANY: Santander Bank

TITLE: V.P.

DATE: 1/20/16

UNATEGO CENTRAL SCHOOL DISTRICT
BUS LEASE FINANCING SPECIFICATIONS AND BUS LEASE BID FORM

DESCRIPTION OF BUSES:
(1) 2015 30 PASSENGER THOMAS MINOTOUR, ITEM #5
N.Y. STATE CONTRACT GROUP #40520, P.C.#65334, AWARD #2, PAGE #53, ISSUE DATE FEB 12, 2001

VENDOR: MATTHEWS BUSES INC., 2900 ROUTE 9-MALTA, BALLSTON SPA, NY 12020

TOTAL CAPITALIZED COST PER 30 PASSENGER MINOTOUR AFTER TRADES: $ 56,220.64

RESIDUAL PER BUS: $ 14,000.00

INTEREST RATE: 2.70

FIVE (5) EQUAL PAYMENTS PER BUS OF: 9,268.00

PAYMENT DATES: 2/20/16, 2/20/17, 2/20/18, 2/20/19, 2/20/20

NO PREFUNDING: TRANSACTION TO BE FUNDED UPON DELIVERY AND ACCEPTANCE OF VEHICLES.

VENDOR IS RESPONSIBLE FOR AND WILL GUARANTEE RESIDUAL PAYMENT

RESPECTFULLY SUBMITTED BY BIDDER:

NAME: Kevin Kenney

COMPANY: Santander Bank

TITLE: V. P.

DATE: 1/20/16

UNATEGO CENTRAL SCHOOL DISTRICT
BUS LEASE FINANCING SPECIFICATIONS AND BUS LEASE BID FORM

DESCRIPTION OF BUSES:
(2) 2017 66 PASSENGER THOMAS SAF-T-LINER C2'S, ITEM #4
N.Y. STATE CONTRACT GROUP #40521, P.C.#65654, AWARD #22311, PAGE #22, ISSUE DATE 3/29/12

VENDOR: MATTHEWS BUSES INC., 2900 ROUTE 9-MALTA, BALLSTON SPA, NY 12020

TOTAL CAPITALIZED COST PER 66 PASSENGER BUS AFTER TRADES: **$121,678.13**

RESIDUAL PER BUS: **$ 36,000.00**

INTEREST RATE: 2.70

FIVE (5) EQUAL PAYMENTS PER BUS OF: 19,007.00

PAYMENT DATES: 2/20/16, 2/20/17, 2/20/18, 2/20/19, + 2/20/20

NO PREFUNDING: TRANSACTION TO BE FUNDED UPON DELIVERY AND ACCEPTANCE OF VEHICLES.

VENDOR IS RESPONSIBLE FOR AND WILL GUARANTEE RESIDUAL PAYMENT

RESPECTFULLY SUBMITTED BY BIDDER:

NAME: Kevin Kenney

COMPANY: Santander Bank

TITLE: V. P.

DATE: 1/20/16

January 12, 2016

Due to unfortunate circumstances I must resign as the Modified Wrestling coach as of 1/8/2016.

Sincerely,

Robert Sassano

Heather L. Coleman
PO Box 455
Otego, NY 13825

RECEIVED
JAN 12 2015
BY: .....

January 7, 2016

David S. Richards Ph.D.
Superintendent of Schools
Unatego Central School
2641 State Highway 7
PO Box 483
Otego, NY 13825

Dear Dr. Richards:

Please except this letter as my formal resignation from my position as Secretary for Unadilla Elementary School, effective February 5, 2016.

I am particularly grateful to my amazing staff and faculty at Unadilla Elementary School. It has been a privilege to work in the Unatego Central School District.

Sincerely,

Heather L. Coleman

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: William Brundege

POSITION: Sub Teacher

REPLACES:

EFFECTIVE DATE:

EDUCATION LEVEL: Masters

YEARS OF EXPERIENCE: 15

SALARY: STEP___ LEVEL_____ $_____

CERTIFICATION: Nlq.

COLLEGE: SUNY Oneonta SUNY Albany

REFERENCES CONTACTED:

1. David Sylvester Principal York Central MS/HS
2. _____

COMMENTS: Follows lesson plans managed 7-12 classrooms as fill in for teachers out

ADMINISTRATOR SIGNATURE

9/11/16
DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Martha Blake

POSITION: Lunch Monitor

REPLACES: _____

EFFECTIVE DATE: _____

EDUCATION LEVEL: HS

YEARS OF EXPERIENCE: 11

SALARY: STEP____ LEVEL_____ $ 9.18/hr

CERTIFICATION: —

COLLEGE: —

REFERENCES CONTACTED:

1. State Line Auto Auction Beth Barber

2. _____

COMMENTS: Reliable would recommend her for employment

[signature] 1/11/16

ADMINISTRATOR SIGNATURE DATE

January 12, 2016

I would like to recommend Mike Gregg as modified wrestling coach. Effective 1/11/16.

Matt Hafele

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Cierra Thomson

POSITION: Sub Aide / LTA / teacher

REPLACES:

EFFECTIVE DATE:

EDUCATION LEVEL: AAS

YEARS OF EXPERIENCE: —

SALARY: STEP___ LEVEL_____ $_____

CERTIFICATION: —

COLLEGE: SUNY Cobleskill

REFERENCES CONTACTED:

1. Susan Hendricks
2.

COMMENTS: Go getter. Will be good as aide / LTA until she has more experience
Can only work Monday + Tuesdays

ADMINISTRATOR SIGNATURE

1/15/16
DATE