

**UNATEGO CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA
TENTATIVE
MAY 18, 2014
BOARD OF EDUCATION MEETING
7:00 P.M.
UNATEGO MS/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 May 4, 2015
- 1.5 Adopt Agenda

2. PUBLIC COMMENT

3. PRESENTATIONS

- 3.1 Superintendent's Report – Dr. David S. Richards
- 3.2 Business Manager's Report - Nick Rosas

4. ADMINISTRATIVE ACTION

- 4.1 Warrants (Information only)
- 4.2 Budget Status Reports (Information only)
- 4.3 Approve Treasurer's Reports (5-18-15 G1)
- 4.4 Approve amended agreement for Joint Financing of Workers' Compensation Benefits under General Municipal Law 5-G (5-18-15 G2)
- 4.5 Approve Policies #1510, 2110, 3120, 3420, 5110, 5620, 5661, 5684, 5710, 6215, 6410, 7220, 7230 and 7522 (5-18-15 G3)
- 4.6 Approve BOCES resolution for Cooperative Purchasing for the 2015-16 school year (5-18-15 G4)
- 4.7 Approve BOCES resolutions for Generic for the 2015-16 school year (5-18-15 G5)
- 4.8 Approve BOCES resolutions for Cafeteria Supplies and Food Bid for the 2015-16 school year (5-18-15 G6)
- 4.9 Approve agreement between Delaware County Public Health Services and Unatego Central School District (5-18-15 G7)
- 4.10 Appoint _____ School Law Firm for the 2015-16 school year (5-18-15 G8)
- 4.11 Appoint Nicole Seymour substitute nurse for the 2014-15 school year (5-18-15 UC1)
- 4.12 Accept Sara Couse's resignation as Substitute Registrar (5-18-15 UC2)

5. PUBLIC COMMENT
6. ROUND TABLE DISCUSSION/QUESTIONS
7. EXECUTIVE SESSION (IF NECESSARY)
8. ADJOURN

Board Agenda 5-18-15
PG: 3

4.3

5-18-15 G1

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

4.4

5-18-15 G2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby:

BE IT RESOLVED, that upon a motion made by _____, seconded by _____ that the Unatego Central School District, approves the amendment of the Agreement for Joint Financing of Workers' Compensation Under General Municipal Law Article 5-G as presented.

4.5

5-18-15 G3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve policies #1510, 2110, 3120, 3420, 5110, 5620, 5661, 5684, 5710, 6215, 6410, 7220, 7230 and 7522 as presented.

4.6

5-18-15 G4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize BOCES to award bids on the behalf of the participating school district for Cooperative Purchasing for the 2015-16 school year as presented.

4.7

5-18-15 G5

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize BOCES to award bids on behalf of the districts in the preparation, advertising, and tabulation of bids but specifies that bids are to be awarded by individual districts Board of Education based on the information supplied by BOCES for Generic for the 2015-16 school year as presented.

4.8

5-18-15 G6

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve a committee to act in the districts behalf and for the district to abide by committee recommendations and award of bids for Cafeteria Supplies and Food bid for the 2015-16 school year as presented.

4.9

5-18-15 G7

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve that agreement between Delaware County Public Services and Unatego Central School District as presented (Annual 2015-16 Preschool Service Provider Contract).

Board Agenda 5-18-15

PG: 4

4.10

5-18-15 G8

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint _____ School Law Firm for the 2015-16 school year.

4.11

5-18-15 UC1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Nicole Seymour substitute nurse for the 2014-15 school year pending fingerprinting and criminal history review as presented.

4.12

5-18-15 UC2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Sara Couse's resignation as Substitute Registrar effective June 25, 2015 as presented.

Internal Claims Auditor Report for Unatego Central School District

Warrant Report Dates April 2015

Checks Audited 130

Internal Claims Auditor: Debra A. Whaley

Discovered Condition	Internal Auditor Requested Corrective Action	Corrective Action Taken
WRITE UPS:		
Purchase orders should be issued prior to purchase or service:		
<p>Total Entries: 343 .00 % of Findings</p>		
MISC ITEMS:		

**UNATEGO CENTRAL SCHOOL
GENERAL FUND EXPENDITURE REPORT**

Description	Acct. Code	Final		2014-2015												Total 14-15	Final
		2013-2014 Budget	2014-2015 Budget	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	Expenditures To Date	2013-2014 Expense
Board of Education	A1010	18,900	6,100	0	0	646	507	8	14	16	0	47	120			1,358	16,749
District Clerk	A1040	5,300	5,000	0	0	0	0	0	0	0	0	0	0			0	4,612
District Meeting	A1060	1,900	1,700	0	0	0	56	126	446	0	0	0	0			628	1,078
Board of Education	A10	26,100	12,800	0	0	646	563	134	460	16	0	47	120	0	0	1,986	22,439
Central Admin	A1240	166,951	171,862	18,685	12,833	12,896	12,827	12,751	19,652	22,820	13,100	12,797	12,766			151,127	169,470
Central Admin	A12	166,951	171,862	18,685	12,833	12,896	12,827	12,751	19,652	22,820	13,100	12,797	12,766	0	0	151,127	169,470
Business Admin	A1310	330,006	334,954	16,080	13,420	11,922	30,071	29,151	35,890	30,023	44,786	31,569	11,244			254,156	321,998
Auditing	A1320	20,000	15,000	0	0	0	7,000	0	4,500	0	0	0	0			11,500	16,858
Treasurer	A1325			0	0	0	0	0	0	0	0	0	0			0	0
Tax Collector	A1330	6,931	7,488	271	360	473	1,349	3,911	0	0	0	0	0			6,364	6,555
Purchasing	A1345	7,500	6,831	0	0	0	685	686	686	685	1,371	686	0			4,799	7,243
Fiscal Agent Fees	A1380	3,500	3,500	0	0	0	0	0	0	0	0	1,980	0			1,980	8,730
Finance	A13	367,937	367,773	16,351	13,780	12,395	39,105	33,748	41,076	30,708	46,157	34,235	11,244	0	0	278,799	361,384
Legal	A1420	25,100	25,000	0	0	0	124	702	3,279	124	0	1,497	0			5,726	11,784
Personnel	A1430	35,672	26,262	0	563	551	2,650	(1,833)	194	569	473	236	278			3,681	23,567
Records Retention	A1460	8,386	8,776	0	0	0	877	878	878	877	1,764	886	0			6,160	8,386
Public Info. & Serv.	A1480	53,172	53,062	0	0	444	5,528	5,103	5,103	7,244	14,486	7,244	0			45,152	51,945
Staff	A14	122,330	113,100	0	563	995	9,179	4,850	9,454	8,814	16,723	9,863	278	0	0	60,719	95,682
Operation of Plant	A1620	938,715	1,012,680	34,259	82,610	50,425	81,465	28,273	99,695	172,028	80,729	65,323	114,311			809,118	934,846
Maintenance of Plant	A1621	187,500	147,716	12,423	9,908	9,622	13,965	22,820	9,057	6,038	6,038	9,652	6,118			105,641	132,020
Disaster Salaries	A1622			0	0	0	0	0	0	0	0	0	0			0	0
Central Printing & Mailing	A1670	135,000	152,000	0	220	3,000	7,239	11,957	7,050	10,454	14,100	7,050	213			61,283	123,142
Central Data Processing	A1680	494,800	449,749	0	0	0	48,120	48,014	48,067	48,022	96,044	48,022	0			336,289	449,279
Central Services	A16	1,756,015	1,762,145	46,682	92,738	63,047	150,789	111,064	163,869	236,542	196,911	130,047	120,642	0	0	1,312,331	1,639,287
Insurance	A1910	88,400	91,000	69,142	2	0	(1,635)	0	0	7,400	0	0	0			74,909	90,417
Dues	A1920	8,800	10,000	1,688	0	0	0	6,752	75	0	0	0	0			8,515	8,473
Refunds	A1964	0	0	0	0	0	0	0	0	0	0	0	0			0	0
BOCES Admin. Charges	A1981	158,793	155,386	0	0	0	15,539	15,538	15,539	15,539	31,077	15,539	0			108,771	158,793
BOCES Capital Expense	A1983	356,903	342,644	0	0	0	34,264	34,265	34,264	34,264	68,529	34,264	0			239,850	356,903
General Support	A19	612,896	599,030	70,830	2	0	48,168	56,555	49,878	57,203	99,606	49,803	0	0	0	432,045	614,586

UNATEGO CENTRAL SCHOOL																	
GENERAL FUND EXPENDITURE REPORT																	
2014-2015																	
Description	Acct. Code	Final	2014-2015	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	Total 14-15	Final
		2013-2014	Budget													Expenditures	2013-2014
		Budget	Budget													To Date	Expense
Curriculum Dev. & Supervision	A2010	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Supervision Regular Day	A2020	563,519	632,485	44,497	40,128	39,173	50,435	73,676	59,463	40,567	44,915	41,018	37,704			471,576	567,568
Research, Planning & Eval	A2060	0	12,822	0	0	0	82	82	83	82	164	82	0			575	2,187
Inservice Training-Inst	A2070	0	11,000	600	0	156	1,407	78	0	0	125	493	0			2,859	8,389
Admin & Improvement	A20	563,519	656,307	45,097	40,128	39,329	51,924	73,836	59,546	40,649	45,204	41,593	37,704	0	0	475,010	578,144
Teaching Regular School	A2110	4,736,342	4,602,802	310	49,299	368,506	407,069	397,808	564,368	371,165	369,008	412,002	346,937			3,286,472	4,574,974
Teaching Regular School	A21	4,736,342	4,602,802	310	49,299	368,506	407,069	397,808	564,368	371,165	369,008	412,002	346,937	0	0	3,286,472	4,574,974
Progs. Handicapped Conditions	A2250	2,455,200	2,388,801	7,749	8,573	173,496	319,869	241,124	277,563	232,154	285,499	302,979	135,278			1,984,284	2,543,921
Occupational Education	A2280	840,093	800,088	0	0	0	52,394	52,395	52,395	52,395	104,789	52,394	1			366,763	588,850
Sp Ed & Oc Ed	A22	3,295,293	3,188,889	7,749	8,573	173,496	372,263	293,519	329,958	284,549	390,288	355,373	135,279	0	0	2,351,047	3,132,771
Teaching-Special Schools	A2330	29,932	892	0	0	0	66	65	66	65	129	93	0			484	544
Teaching-Special Schools	A23	29,932	892	0	0	0	66	65	66	65	129	93	0	0	0	484	544
School Library & Audiovisual	A2610	199,103	190,265	0	163	23,591	12,782	12,679	15,240	13,807	20,059	15,591	8,394			122,306	158,126
Educational TV	A2620			0	0	0	0	0	0	0	0	0	0			0	0
Computer Assisted Instruction	A2630	246,359	367,370	0	12,922	7,390	21,118	16,251	24,697	16,552	63,016	21,593	11,250			194,789	257,424
Library, AV & Computers	A26	445,462	557,635	0	13,085	30,981	33,900	28,930	39,937	30,359	83,075	37,184	19,644	0	0	317,095	415,550
Attendance-Regular School	A2805			0	0	0	0	0	0	0	0	0	0			0	0
Guidance Regular Day	A2810	260,967	249,338	8,825	8,036	26,683	19,877	19,148	29,394	19,195	19,169	20,895	19,345			190,567	257,990
Health Services	A2815	87,000	95,996	0	1,411	9,025	8,465	7,317	12,332	8,010	7,969	7,926	8,120			70,575	85,590
Psychological Services	A2820	62,742	60,588	1,712	0	4,567	4,567	4,566	6,850	4,566	4,567	4,999	4,621			41,015	57,065
Social Work Services	A2825	19,500	24,000	0	0	0	5,437	1	0	5,995	0	0	0			11,433	23,015
Pupil Services-Special Sch.	A2830			0	0	0	0	0	0	0	0	0	0			0	0
Cocurricular Activities	A2850	53,990	53,100	0	0	(1,964)	471	2,930	12,106	799	422	1,088	1,182			17,034	57,927
Interscholastic Athletics	A2855	214,478	211,505	1,493	4,342	17,080	19,350	22,568	27,686	12,350	4,848	33,036	9,185			151,938	189,478
Pupil Services	A28	698,677	694,527	12,030	13,789	55,391	58,167	56,530	88,368	50,915	36,975	67,944	42,453	0	0	482,562	671,065
State Emergency Mgmt	A3960	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	680,989	627,525	25,381	41,235	28,751	63,484	42,645	78,690	47,634	110,708	(19,247)	49,820			469,101	571,338
Garage Building	A5530	44,450	41,200	0	143	143	1,099	1,433	4,641	5,248	4,193	3,485	3,755			24,140	58,259
Pupil Transportation	A5540			0	0	0	0	0	0	0	0	0	0			0	0
Transportation	A55	725,439	668,725	25,381	41,378	28,894	64,583	44,078	83,331	52,882	114,901	(15,762)	53,575	0	0	493,241	629,597
Unadilla Community Foundation	A690UCF	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	85,200	85,800	4,971	10,164	1,900	5,490	4,341	5,238	2,854	3,216	3,740	4,496			46,410	54,655
Community Recreation	A71	85,200	85,800	4,971	10,164	1,900	5,490	4,341	5,238	2,854	3,216	3,740	4,496	0	0	46,410	54,655

6678 County Road 32
Norwich, New York 13815-3554

Discover Yourself
at
**Delaware Chenango
Madison Otsego DCMO BOCES**

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

www.dcmoboces.com

To: Unatego Board Member

From: Georgia Gonzalez
School Business Manager

Date: May 13, 2015

Re: Warrants for May 18th meeting

Enclosed, please find the following April warrants for the May 18th meeting:

<u>FUND</u>	<u>#'s</u>
General Fund	58, 59, 60, 61
Federal Fund	20
School Lunch Fund	18
Capital	10

gg/db

cc Dr. David Richards
Nick Rosas
Joan French

UNATEGO CSD

Check Warrant Report For A - 58: GENERAL/APR 1-2



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
25732	04/02/2015	2511	APPLE INC.	140765	5,543.00
25733	04/02/2015	4022	B & H PHOTO-VIDEO CORPORATION	140752	54.95
25734	04/02/2015	3449	CENTRAL POLY CORPORATION	140780	680.40
25735	04/02/2015	3759	DIRECT ENERGY BUSINESS	140018	9,346.38
25736	04/02/2015	2164	GLOBAL GOV/ED SOLUTIONS INC.	140775	57.00
25737	04/02/2015	582	HILL & MARKES INC	140779	462.00
25738	04/02/2015	729	LEONARD BUS SALES, INC.	140081	75.83
25739	04/02/2015	3207	MIRABITO ENERGY PRODUCTS	140078	13,850.51
25740	04/02/2015	831	MUNSON BUILDING SUPPLY	140096	112.20
25741	04/02/2015	936	NYSEG	140019	5,833.52
25742	04/02/2015	1051	PUTNAM PEST CONTROL	140107	130.00
25743	04/02/2015	2452	REINHARDT CORPORATION	140744	23,923.28
25744	04/02/2015	1078	REINHARDT HOME HEATING	140077	13,177.10
25745	04/02/2015	1841	SCOVILLE-MENO	140089	365.87
25746	04/02/2015	1412	VILLAGE VARIETY, LTD.	140116	240.46
25747	04/02/2015	3938	WHITE'S FARM SUPPLY INC	140115	85.87

Number of Transactions: 16

Warrant Total: 73,938.37
Vendor Portion: 73,938.37

UNATEGO CSD

Check Warrant Report For A - 59: GENERAL/APR 6-10



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
25749	04/10/2015	4057	BIG APPLE MUSIC, LLC	140057	70.00
25750	04/10/2015	3624	CHENANGO CTY SCH BOARDS ASSN	140796	120.00
25751	04/10/2015	656	J.W. PEPPER & SON, INC.	140268	143.47
25752	04/10/2015	4241	OTICON INC	140784	791.50
25753	04/10/2015	1014	PITNEY BOWES INC.	140025	189.50
25754	04/10/2015	1038	PRICE CHOPPER OPER CO INC	140293	275.33
25755	04/10/2015	326	THE DAILY STAR	140008	188.79
25756	04/10/2015	2362	VERIZON WIRELESS	140043	45.51
Number of Transactions: 8				Warrant Total:	1,824.10
				Vendor Portion:	1,824.10



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
25757	04/17/2015	4247	ARIEL A. SCOTT		40.50
25758	04/17/2015	195	AT&T MOBILITY	140050	85.55
25759	04/17/2015	183	CAROLINA BIOLOGICAL SUPPLY CO.	140278	93.24
25760	04/17/2015	2855	CARRIE HEWLETT		115.00
25761	04/17/2015	3955	CENTRAL PROGRAMS INC	140694	2,589.83
25762	04/17/2015	73	DCMO BOCES TREASURER		15.00
25763	04/17/2015	403	EBSCO	140760	586.32
25764	04/17/2015	4235	EMILY SERESKY		40.00
25765	04/17/2015	1907	FOLEY, MARY		106.95
25766	04/17/2015	2324	GEORGE MOSHER		36.23
25767	04/17/2015	656	J.W. PEPPER & SON, INC.	140268	65.99
25768	04/17/2015	487	JOAN FRENCH		477.68
25769	04/17/2015	2451	JULIE LAMBIASO		590.04
25770	04/17/2015	4193	KATHERINE MAZOUREK		31.86
25771	04/17/2015	1995	MARILYN KLIE		20.13
25772	04/17/2015	842	N.Y.S. UNEMPLOYMENT INSURANCE	140016	245.89
25773	04/17/2015	909	NYS EDUCATION DEPARTMENT	140020	89.75
25774	04/17/2015	943	NYSSMA	140269	285.00
25775	04/17/2015	2512	PETER TOLSON		16.68
25776	04/17/2015	1014	PITNEY BOWES INC.	140025	22.99
25777	04/17/2015	1038	PRICE CHOPPER OPER CO INC	140293	135.18
25778	04/17/2015	1386	SPRINGBROOK NY, INC.	140029	32,945.00
25779	04/17/2015	234	THE CITY OF ONEONTA	140014	35.00
25780	04/17/2015	1423	WARD'S SCIENCE	140795	194.56
25781	04/17/2015	1424	WASTE RECOVERY ENT., LLC	140054	951.66

Number of Transactions: 25

Warrant Total: 39,816.03
Vendor Portion: 39,816.03



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
25784	04/24/2015	12	ACE GLASS COMPANY	140102	860.00
25785	04/24/2015	185	CARQUEST AUTO PARTS	140080	125.97
25786	04/24/2015	2855	CARRIE HEWLETT	140793	441.95
25787	04/24/2015	291	COUNTRY CLUB MOTORS	140100	384.85
25788	04/24/2015	388	DROGEN ELECTRIC SUPPLY	140109	258.59
25789	04/24/2015	4101	FASTENAL COMPANY	140084	18.03
25790	04/24/2015	493	FYR-FYTER, INC.	140128	1,187.50
25791	04/24/2015	567	HARTFORD STEAM BOILER		210.00
25792	04/24/2015	3505	HILLYARD / NEW YORK	140800	186.54
25793	04/24/2015	3207	MIRABITO ENERGY PRODUCTS	140078	9,354.99
25794	04/24/2015	831	MUNSON BUILDING SUPPLY	140096	81.90
25795	04/24/2015	1526	NEW YORK BUS SALES LLC	140095	380.46
25796	04/24/2015	4050	NYSFL	140806	90.00
25797	04/24/2015	2231	PATHFINDER VILLAGE	140023	5,661.50
25798	04/24/2015	1038	PRICE CHOPPER OPER CO INC	140293	314.81
25799	04/24/2015	2452	REINHARDT CORPORATION	140744	24,234.91
25800	04/24/2015	1078	REINHARDT HOME HEATING	140077	3,927.80
25801	04/24/2015	4244	RENTALS TO GO	140794	105.00
25802	04/24/2015	1150	SCHOLASTIC SPORTS SALES, LTD.	140791	679.60
25803	04/24/2015	1218	STADIUM SYSTEM, INC.	140782	2,750.00
25804	04/24/2015	1249	SUPER DUPER PUBLICATIONS	140799	222.75
25805	04/24/2015	657	THE BLAKE GROUP	140124	1,124.00
25806	04/24/2015	2171	THYSSENKRUPP ELEVATOR CORP.	140126	1,017.00
25807	04/24/2015	3484	UNITED ART & EDUCATION	140789	209.49
25808	04/24/2015	1410	VILLAGE OF UNADILLA	140046	371.30
25809	04/24/2015	1420	WALMART COMMUNITY/RFCSELLC	140295	105.77
25810	04/24/2015	1423	WARD'S SCIENCE	140250	72.98

Number of Transactions: 27

Warrant Total: 54,377.69
Vendor Portion: 54,377.69

UNATEGO CSD

Check Warrant Report For F - 20: FEDERAL/APR 15



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
3328	04/17/2015	1386	SPRINGBROOK NY, INC.		572.00
3329	04/17/2015	2467	TAMARA ONOFRIO		46.92
Number of Transactions: 2				Warrant Total:	618.92
				Vendor Portion:	618.92



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
5990	04/10/2015	1011	ADVANCE PIERRE FOODS INC.	140574	594.90
5991	04/10/2015	96	BEHLOG & SON PRODUCE, INC.	140562	3,041.59
5992	04/10/2015	160	BIMBO FOODS, INC.	140563	1,241.82
5993	04/10/2015	520	GINSBERG'S FOODS	140565	3,620.45
5994	04/10/2015	582	HILL & MARKES INC	140566	1,399.51
5995	04/10/2015	614	HUFF ICE CREAM INC.	140567	677.96
5996	04/10/2015	2214	INSTANT WHIP-EASTERN NY INC	140564	4,034.72
5997	04/10/2015	770	MAINES PAPER/FOOD SERVICE INC	140572	1,022.76
5998	04/10/2015	2663	MICHAEL FOODS INC.	140573	106.85
5999	04/10/2015	2732	OSTERHOUDT, BRUCE A.	140576	365.34
6000	04/10/2015	1176	SUNCREST TRANSPORTATION, INC.	140577	173.13
6001	04/10/2015	3847	SYSCO FOOD SERVICES OF SYRACUSE	140578	1,411.82
6002	04/10/2015	1352	U.S. FOODS, INC.	140575	4,037.06
6003	04/17/2015	2508	KRISTEN SOUSA	140570	20.00
6004	04/17/2015	2235	LISA HALL	140569	20.00
6005	04/17/2015	2230	MELISSA WASHBURN	140568	20.00
Number of Transactions: 16				Warrant Total:	21,787.91
				Vendor Portion:	21,787.91

UNATEGO CSD

Check Warrant Report For H - 10: CAPITAL/APR 15



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
1907	04/17/2015	2509	MATCO ELECTRIC CORPORATION		8,205.82
Number of Transactions: 1				Warrant Total:	8,205.82
				Vendor Portion:	8,205.82

UNATEGO CENTRAL SCHOOL TREASURER'S REPORT

APRIL 2015

	GENERAL FUND	CAFETERIA FUND	TRUST & AGENCY	FEDERAL FUND	CAPITAL FUND	PAYROLL FUND
BEGINNING BALANCE	\$ 37,275.27	\$ 11,721.99	\$ 5,608.16	\$ 2,308.58	\$ 683.12	\$ 1,194.74
RECEIPTS	\$ 1,166,613.69	\$ 54,674.83	\$ 1,030,326.26	\$ 56,255.65	\$ 8,205.95	\$ 160,115.76
DISBURSEMENTS	\$ 1,160,514.15	\$ 40,207.48	\$ 994,399.98	\$ 56,255.62	\$ 8,205.82	\$ 160,115.47
ENDING BALANCE	\$ 43,374.81	\$ 26,189.34	\$ 41,534.44	\$ 2,308.61	\$ 683.25	\$ 1,195.03

CHASE MONEY MARKET

Money Mkt-General \$ 3,185,765.65
 Money Mkt-Capital
 Money Mkt-Debt Service \$ -
 \$ 3,185,765.65

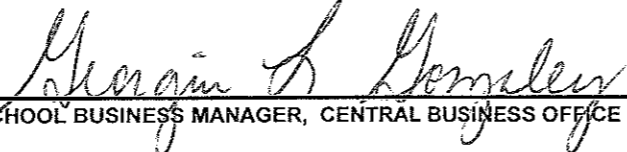
CHASE TAX ACCOUNT

\$ 82.66

DASNY 2

\$ 72,305.73

I CERTIFY THAT THE BALANCES FOR THE FUNDS
 ABOVE ARE ACCURATE AND IN AGREEMENT WITH
 BANK STATEMENTS AS RECONCILED


 SCHOOL BUSINESS MANAGER, CENTRAL BUSINESS OFFICE

TREASURER'S REPORT TO
BOARD OF EDUCATION
UNATEGO CENTRAL SCHOOL

General Fund Checking

BALANCE ON HAND: April 1, 2015 \$ 37,275.27

VOIDED CHECKS: \$ -

RECEIPTS:

INTEREST	3.94
JP MORGAN CHASE/TRANSFER	54,377.69
DELAWARE CTY/SCHOOL TAXES-PENALTY	85,317.35
OTSEGO CTY/SCHOOL TAXES-PENALTY	1,018,790.08
OTSEGO CTY SS/REFUND-KOHLBERG	234.18
UNATEGO YOUTH SPORTS ASSN/USE OF BLDG	234.40
F SHELDON/ADM BALANCE	40.00
C HEWLETT/AFTERSCHOOL PROGRAM	3,731.21
MEDICAID PAYMENT	3,488.34
F SHELDON/LOST TEXTBOOK	8.00
UPPER SUSQ P&P/USE OF BLDG	103.00
ZACHARY NAGES/FINGERPRINTING FEE	40.50
BOCES/SUB TEACHER REIMBURSEMENT	245.00

TOTAL RECEIPTS \$ 1,166,613.69

RECEIPTS & BALANCE \$ 1,203,888.96

DISBURSEMENTS:

CHECKS 25732-25810	1,059,216.90
WIRES	101,297.25
TOTAL DISBURSEMENTS	\$ 1,160,514.15

BALANCE ON HAND: April 30, 2015 \$ 43,374.81

BANK BALANCE \$46,168.70

PLUS: BANK ERROR -

PLUS: IN TRANSIT DEPOSITS -

LESS: OUTSTANDING CHECKS 2,793.89

LESS: OUTSTANDING WIRES -

NET BALANCE IN BANK \$43,374.81

May 18, 2015
DATE SUBMITTED


DISTRICT TREASURER



Account	Description	Debits	Credits	Balance	
A 200	CASH - CHECKING	13,919,984.48	13,876,609.67	43,374.81	
A 2002MM	CHASE MM ACCT# 777-214571	11,664,353.22	8,478,587.57	3,185,765.65	
A 2002TAX	CHASE MM ACCT# 585-037728	82.66	0.00	82.66	
A 210	PETTY CASH	760.17	0.00	760.17	
A 223	CASH WITH FISCAL AGENT	0.02	0.02	0.00	
A 391CAP	DUE FROM CAPITAL FUND	1,365,229.30	0.00	1,365,229.30	
A 391DEBT	DUE FROM DEBT SERVICE	578,436.62	0.00	578,436.62	
A 391FED	DUE FROM FEDERAL FUND	676,612.05	531,716.70	144,895.35	
A 391SL	DUE FROM SCHOOL LUNCH FUND	409,074.75	287,594.83	121,479.92	
A 391TA	DUE FROM TRUST & AGENCY	227.87	227.87	0.00	
A 4101	STATE AID RECEIVABLE	870,354.90	870,354.90	0.00	
A 500	PAYROLL CLEARING	5,869,641.65	5,869,641.65	0.00	
A 510	ESTIMATED REVENUES	21,139,335.00	0.00	21,139,335.00	
A 521	ENCUMBRANCES	18,431,186.79	10,028,217.56	8,402,969.23	
A 522	EXPENDITURES	13,412,609.33	73,982.61	13,338,626.72	
A 599	APPROPRIATED FUND BALANCE	1,053,494.33	0.00	1,053,494.33	
A 600	ACCOUNTS PAYABLE	83,508.14	83,508.14	0.00	
A 601	ACCRUED LIABILITIES	81,789.23	81,789.23	0.00	
A 621	REVENUE ANTICIPATION NOTES	900,000.00	900,000.00	0.00	
A 629	BOND INT/MATURED BONDS PAYABLE	0.02	0.02	0.00	
A 630FED	DUE TO FEDERAL FUND	531,716.70	531,716.70	0.00	
A 630SL	DUE TO SCHOOL LUNCH FUND	267,083.33	267,083.33	0.00	
A 630TA	DUE TO TRUST & AGENCY	6,693.56	117,592.43	-110,898.87	CR
A 632	DUE TO TEACHER RETIREMENT	998,397.31	1,091,550.56	-93,153.25	CR
A 637	DUE TO EMPLOYEES' RETIREMENT SYSTEM	85,102.25	85,102.25	0.00	
A 821	RESERVE FOR ENCUMBRANCES	10,028,217.56	18,431,186.79	-8,402,969.23	CR
A 867	EMPLOYEE LIABILITY RESERVE	0.00	240,331.70	-240,331.70	CR
A 909	FUND BALANCE	53,494.33	53,494.33	0.00	
A 914	ASSIGNED APPROPRIATED FUND BAL	0.00	1,000,000.00	-1,000,000.00	CR
A 915	ASSIGNED UNAPPROPRIATED FUND BAL	0.00	53,494.33	-53,494.33	CR
A 917	UNASSIGNED FUND BALANCE	0.00	280,724.61	-280,724.61	CR
A 960	APPROPRIATIONS	0.00	22,192,829.33	-22,192,829.33	CR
A 980	REVENUES	18,751.30	17,018,799.74	-17,000,048.44	CR
A Fund Totals:		102,446,136.87	102,446,136.87	0.00	
Grand Totals:		102,446,136.87	102,446,136.87	0.00	

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1010.400	BOE CONTRACTUAL	4,500.00	0.00	4,500.00	1,193.09	123.50	3,183.41
A 1010.450	BOE GENERAL SUPPLIES	1,600.00	0.00	1,600.00	165.12	600.00	834.88
1010	BOARD OF EDUCATION	6,100.00	0.00	6,100.00	1,358.21	723.50	4,018.29
A 1040.160	CLASSIFIED SALARIES-DISTRICT CLERK	5,000.00	0.00	5,000.00	0.00	4,612.00	388.00
1040	DISTRICT CLERK	5,000.00	0.00	5,000.00	0.00	4,612.00	388.00
A 1060.400	DISTRICT MEETING CONTRACTUAL	1,700.00	0.00	1,700.00	628.05	1,496.95	-425.00
1060	DISTRICT MEETING	1,700.00	0.00	1,700.00	628.05	1,496.95	-425.00
10		12,800.00	0.00	12,800.00	1,986.26	6,832.45	3,981.29
A 1240.150	CERTIFIED SALARIES	130,000.00	0.00	130,000.00	117,500.00	29,531.21	-17,031.21
A 1240.160	CLASSIFIED SALARIES	35,772.00	0.00	35,772.00	29,783.68	6,190.66	-202.34
A 1240.400	MISCELLANEOUS CONTRACTUAL	5,000.00	0.00	5,000.00	3,577.60	173.00	1,249.40
A 1240.450	GENERAL SUPPLIES	1,000.00	90.00	1,090.00	266.14	0.00	823.86
1240	CHIEF SCHOOL ADMINISTRATOR	171,772.00	90.00	171,862.00	151,127.42	35,894.87	-15,160.29
12		171,772.00	90.00	171,862.00	151,127.42	35,894.87	-15,160.29
A 1310.160	CLASSIFIED SALARIES	166,200.00	0.00	166,200.00	130,785.26	30,578.89	4,835.85
A 1310.400	MISCELLANEOUS CONTRACTUAL	5,000.00	349.00	5,349.00	3,959.42	1,581.04	-191.46
A 1310.450	GENERAL SUPPLIES	2,300.00	0.00	2,300.00	847.03	3,994.91	-2,541.94
A 1310.490	BOCES SERVICES-FINANCIAL	161,105.00	0.00	161,105.00	118,564.50	45,682.12	-3,141.62
1310	BUSINESS ADMINISTRATION	334,605.00	349.00	334,954.00	254,156.21	81,836.96	-1,039.17
A 1320.400	MISCELLANEOUS CONTRACTUAL	15,000.00	0.00	15,000.00	11,500.00	4,500.00	-1,000.00
1320	AUDITING	15,000.00	0.00	15,000.00	11,500.00	4,500.00	-1,000.00
A 1330.160	CLASSIFIED SALARIES	4,688.00	0.00	4,688.00	631.02	0.00	4,056.98
A 1330.400	MISCELLANEOUS CONTRACTUAL	800.00	0.00	800.00	4,410.70	24.16	-3,634.86
A 1330.450	GENERAL SUPPLIES	2,000.00	0.00	2,000.00	1,322.30	0.00	677.70
1330	TAX COLLECTOR	7,488.00	0.00	7,488.00	6,364.02	24.16	1,099.82
A 1345.490	BOCES - DCMO	6,831.00	0.00	6,831.00	4,798.88	2,056.66	-24.54
1345	PURCHASING	6,831.00	0.00	6,831.00	4,798.88	2,056.66	-24.54
A 1380.400	MISCELLANEOUS CONTRACTUAL	3,500.00	0.00	3,500.00	1,980.00	1,520.00	0.00
1380	FISCAL AGENT FEE	3,500.00	0.00	3,500.00	1,980.00	1,520.00	0.00
13		367,424.00	349.00	367,773.00	278,799.11	89,937.78	-963.89

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1420.400	MISCELLANEOUS CONTRACTUAL	25,000.00	0.00	25,000.00	5,726.50	19,273.50	0.00
1420	LEGAL	25,000.00	0.00	25,000.00	5,726.50	19,273.50	0.00
A 1430.400	MISCELLANEOUS CONTRACTUAL	4,000.00	0.00	4,000.00	2,190.04	5,234.46	-3,424.50
A 1430.490	BOCES SERVICES - DCMO	22,262.00	0.00	22,262.00	1,491.17	18,937.74	1,833.09
1430	PERSONNEL	26,262.00	0.00	26,262.00	3,681.21	24,172.20	-1,591.41
A 1460.490	BOCES SERVICES-RECORD RETENTION	8,776.00	0.00	8,776.00	6,160.00	2,616.00	0.00
1460	RECORDS MANAGEMENT OFFICER	8,776.00	0.00	8,776.00	6,160.00	2,616.00	0.00
A 1480.475	MAILING-DISTRICT	1,800.00	0.00	1,800.00	845.47	2,154.53	-1,200.00
A 1480.490	BOCES SERVICES	51,262.00	0.00	51,262.00	44,306.05	6,955.95	0.00
1480	PUBLIC INFORMATION & SERVICES	53,062.00	0.00	53,062.00	45,151.52	9,110.48	-1,200.00
14		113,100.00	0.00	113,100.00	60,719.23	55,172.18	-2,791.41
A 1620.160	CLASSIFIED SALARIES	297,483.00	0.00	297,483.00	240,749.79	51,930.35	4,802.86
A 1620.162	CLASSIFIED SALARIES: OVERTIME	27,000.00	0.00	27,000.00	20,513.66	3,658.59	2,827.75
A 1620.163	CLASSIFIED SALARIES: SUBSTITUTES	12,000.00	0.00	12,000.00	7,188.82	1,500.13	3,311.05
A 1620.200	EQUIPMENT	38,000.00	0.00	38,000.00	38,169.00	0.00	-169.00
A 1620.400	MISCELLANEOUS CONTRACTUAL	90,000.00	6,241.76	96,241.76	72,809.71	28,478.42	-5,046.37
A 1620.401	HEALTH AND SAFETY	1,000.00	0.00	1,000.00	170.00	0.00	830.00
A 1620.450	GENERAL SUPPLIES	48,000.00	1,455.76	49,455.76	50,812.13	8,903.70	-10,260.07
A 1620.463	REFUSE REMOVAL	19,000.00	0.00	19,000.00	8,655.33	2,426.72	7,917.95
A 1620.473-1	WATER-OTEGO	1,600.00	0.00	1,600.00	456.00	744.00	400.00
A 1620.473-2	WATER-UNADILLA	1,900.00	0.00	1,900.00	1,408.50	1,311.50	-820.00
A 1620.477-1	ELECTRIC-OTEGO	32,000.00	0.00	32,000.00	20,194.60	7,895.56	3,909.84
A 1620.477-2	ELECTRIC-UNADILLA	52,000.00	0.00	52,000.00	32,781.51	13,518.49	5,700.00
A 1620.477-3	ELECTRIC-HIGH SCHOOL	100,000.00	0.00	100,000.00	67,997.56	36,973.65	-4,971.21
A 1620.478-2	TELEPHONE-UNADILLA	1,000.00	0.00	1,000.00	78.54	145.87	775.59
A 1620.478-3	TELEPHONE-HIGH SCHOOL	1,000.00	0.00	1,000.00	3,271.33	248.67	-2,520.00
A 1620.554-1	HEATING FUEL-OTEGO	60,000.00	0.00	60,000.00	39,640.96	20,359.04	0.00
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	165,000.00	0.00	165,000.00	145,739.99	19,259.31	0.70
A 1620.555-2	BOTTLED GAS-UNADILLA	50,000.00	0.00	50,000.00	53,269.93	14,430.07	-17,700.00
A 1620.555-3	BOTTLED GAS-HIGH SCHOOL	6,000.00	0.00	6,000.00	5,211.07	88.93	700.00
1620	OPERATION OF PLANT	1,004,983.00	7,697.52	1,012,680.52	809,118.43	211,873.00	-8,310.91
A 1621.160	CLASSIFIED SALARIES	129,216.00	0.00	129,216.00	85,739.77	14,155.42	29,320.81
A 1621.162	CLASSIFIED SALARIES: OVERTIME	5,500.00	0.00	5,500.00	0.00	0.00	5,500.00
A 1621.400	MISCELLANEOUS CONTRACTUAL	8,000.00	0.00	8,000.00	19,901.20	3,379.75	-15,280.95
A 1621.450	GENERAL SUPPLIES	5,000.00	0.00	5,000.00	0.00	600.00	4,400.00
1621	MAINTENANCE OF PLANT	147,716.00	0.00	147,716.00	105,640.97	18,135.17	23,939.86

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1670.400	CONTRACTUAL	12,000.00	0.00	12,000.00	7,003.00	10,641.00	-5,644.00
A 1670.450	MATERIALS & SUPPLIES	30,000.00	0.00	30,000.00	15,779.64	4,758.36	9,462.00
A 1670.490	BOCES	110,000.00	0.00	110,000.00	38,500.00	16,500.00	55,000.00
1670	CENTRAL PRINTING & MAILING	152,000.00	0.00	152,000.00	61,282.64	31,899.36	58,818.00
A 1680.490	BOCES SERVICES - BROOME-TIOGA	449,749.00	0.00	449,749.00	336,289.16	144,906.88	-31,447.04
1680	CENTRAL DATA PROCESSING	449,749.00	0.00	449,749.00	336,289.16	144,906.88	-31,447.04
16		1,754,448.00	7,697.52	1,762,145.52	1,312,331.20	406,814.41	42,999.91
A 1910.454	LIABILITY AND BOND INSURANCE	73,000.00	0.00	73,000.00	65,563.30	0.00	7,436.70
A 1910.455	STUDENT ACCIDENT	18,000.00	0.00	18,000.00	9,345.60	0.00	8,654.40
1910	UNALLOCATED INSURANCE	91,000.00	0.00	91,000.00	74,908.90	0.00	16,091.10
A 1920.400	SCHOOL ASSOCIATION DUES	10,000.00	0.00	10,000.00	8,514.60	150.00	1,335.40
1920	SCHOOL ASSOCIATION DUES	10,000.00	0.00	10,000.00	8,514.60	150.00	1,335.40
A 1981.490	BOCES SERVICES - DCMO	155,386.00	0.00	155,386.00	108,770.53	46,615.92	-0.45
1981	BOCES ADMINISTRATIVE COSTS	155,386.00	0.00	155,386.00	108,770.53	46,615.92	-0.45
A 1983.490	BOCES CAPITAL EXPENSES	342,644.00	0.00	342,644.00	239,850.59	102,793.10	0.31
1983		342,644.00	0.00	342,644.00	239,850.59	102,793.10	0.31
19		599,030.00	0.00	599,030.00	432,044.62	149,559.02	17,426.36
1		3,018,574.00	8,136.52	3,026,710.52	2,237,007.84	744,210.71	45,491.97
A 2020.150	CERTIFIED SALARIES	413,706.00	0.00	413,706.00	285,683.80	89,570.75	38,451.45
A 2020.160	CLASSIFIED SALARIES	159,438.00	0.00	159,438.00	118,646.83	25,125.05	15,666.12
A 2020.160-SC	CLASSIFIED SALARIES- SUB-REG	1,000.00	0.00	1,000.00	5,421.70	3,295.82	-7,717.52
A 2020.400	MISC CONTRACTUAL	0.00	0.00	0.00	31,396.00	0.00	-31,396.00
A 2020.400-1	MISC CONTRACTUAL-OTEGO	1,300.00	0.00	1,300.00	523.90	0.00	776.10
A 2020.400-2	MISC CONTRACTUAL-UNADILLA	1,300.00	0.00	1,300.00	591.63	0.00	708.37
A 2020.400-3	MISC CONTRACTUAL-HIGH SCHOOL	2,000.00	0.00	2,000.00	858.10	0.00	1,141.90
A 2020.400-4	MISC CONTRACTUAL - JUNIOR HIGH	1,000.00	0.00	1,000.00	455.40	0.00	544.60
A 2020.450-1	GENERAL SUPPLIES-OTEGO	2,200.00	90.00	2,290.00	542.07	0.00	1,747.93
A 2020.450-2	GENERAL SUPPLIES-UNADILLA	2,200.00	0.00	2,200.00	1,993.96	0.00	206.04
A 2020.450-3	GENERAL SUPPLIES-HIGH SCHOOL	4,050.00	0.00	4,050.00	1,343.16	1,472.38	1,234.46
A 2020.450-4	GENERAL SUPPLIES-JR HIGH	1,350.00	0.00	1,350.00	890.05	0.00	459.95
A 2020.490	BOCES SERVICES - DCMO	42,851.00	0.00	42,851.00	23,228.94	8,601.73	11,020.33
2020	SUPERVISION-REGULAR SCHOOL	632,395.00	90.00	632,485.00	471,575.54	128,065.73	32,843.73
A 2060.490	RESEARCH, PLANNING, EVALUATION	12,822.00	0.00	12,822.00	575.48	246.64	11,999.88

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2060	RESEARCH, PLANNING & EVALUAT	12,822.00	0.00	12,822.00	575.48	246.64	11,999.88
A 2070.150	CERTIFIED SALARIES	5,000.00	0.00	5,000.00	616.00	0.00	4,384.00
A 2070.400	MISCELLANEOUS CONTRACTUAL	2,000.00	0.00	2,000.00	1,026.00	1,282.40	-308.40
A 2070.400-1	CONFERENCES-OTEGO	1,000.00	0.00	1,000.00	151.65	0.00	848.35
A 2070.400-2	CONFERENCES-UNADILLA	1,000.00	0.00	1,000.00	340.97	0.00	659.03
A 2070.400-3	CONFERENCES-SR HIGH	1,000.00	0.00	1,000.00	442.21	0.00	557.79
A 2070.400-4	CONFERENCES - JUNIOR HIGH	1,000.00	0.00	1,000.00	281.98	0.00	718.02
2070	INSERVICE TRAINING-INSTRUCTION	11,000.00	0.00	11,000.00	2,858.81	1,282.40	6,858.79
20		656,217.00	90.00	656,307.00	475,009.83	129,594.77	51,702.40
A 2110.120	CERTIFIED SALARIES: K-6	1,716,092.00	0.00	1,716,092.00	1,157,676.72	531,246.51	27,168.77
A 2110.121	CERTIFIED SALARIES: LTA'S - K-6	23,427.00	0.00	23,427.00	15,761.04	7,416.96	249.00
A 2110.130	CERTIFIED SALARIES: 7-12	1,999,025.00	0.00	1,999,025.00	1,576,662.18	585,021.50	-162,658.68
A 2110.131	CERTIFIED SALARIES - LTA's (4-6)	2,189.00	0.00	2,189.00	0.00	0.00	2,189.00
A 2110.132	CERTIFIED SALARIES: AIS/AE	15,000.00	0.00	15,000.00	2,156.00	981.20	11,862.80
A 2110.140	SUBSTITUTES-TEACHERS	170,000.00	0.00	170,000.00	75,466.72	30,647.98	63,885.30
A 2110.161	CLASSIFIED SALARIES: AIDES	238,050.00	0.00	238,050.00	201,607.27	58,892.09	-22,449.36
A 2110.163	SUBSTITUTES-AIDES	20,000.00	0.00	20,000.00	14,601.52	7,073.71	-1,675.23
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	0.00	0.00	17,714.00	0.00	-17,714.00
A 2110.400-1	CONTRACTUAL EXPENSE-OTEGO	2,000.00	0.00	2,000.00	216.00	0.00	1,784.00
A 2110.400-2	CONTRACTUAL EXPENSE-UNADILLA	2,000.00	0.00	2,000.00	27.55	217.00	1,755.45
A 2110.400-3	CONTRACTUAL EXPENSE-HIGH SCHOOL	8,140.00	0.00	8,140.00	4,302.13	2,281.74	1,556.13
A 2110.400-4	CONTRACTUAL EXPENSE-JUNIOR HIGH	5,000.00	0.00	5,000.00	744.75	0.00	4,255.25
A 2110.450	MATERIALS/SUPPLIES	0.00	0.00	0.00	77.40	0.00	-77.40
A 2110.450-1	MATERIALS/SUPPLIES-OTEGO	19,584.00	206.35	19,790.35	14,458.58	528.05	4,803.72
A 2110.450-2	MATERIALS/SUPPLIES-UNADILLA	19,584.00	14,314.81	33,898.81	22,350.87	9,058.00	2,489.94
A 2110.450-3	MATERIALS/SUPPLIES-HIGH SCHOOL	32,400.00	0.00	32,400.00	31,493.17	4,450.79	-3,543.96
A 2110.450-4	MATERIALS/SUPPLIES/JR HIGH	19,620.00	0.00	19,620.00	7,359.68	1,012.04	11,248.28
A 2110.471	TUITION PAYMENTS	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
A 2110.480-0	HDCVR-TXTBKS PBKS	68,000.00	0.00	68,000.00	3,150.22	4,163.95	60,685.83
A 2110.480-02-5	HDCVR-TXTBKS PBKS/EW-HFS	0.00	0.00	0.00	471.78	0.00	-471.78
A 2110.480-1	HDCVR-TXTBKS PBKS/OTEGO	0.00	0.00	0.00	5,564.26	0.00	-5,564.26
A 2110.480-2	HDCVR-TXTBKS PBKS/UNADILLA	0.00	0.00	0.00	1,563.39	0.00	-1,563.39
A 2110.480-3	HDCVR-TXTBKS PBKS/HIGH SCHOOL	0.00	0.00	0.00	5,460.53	10,465.95	-15,926.48
A 2110.480-4	HDCVR-TXTBKS PBKS/JUNIOR HIGH	0.00	0.00	0.00	15,344.19	0.00	-15,344.19
A 2110.481-09-20	TEXTBOOKS/OTHER SCHOOLS	0.00	0.00	0.00	696.43	0.00	-696.43
A 2110.490	BOGES - DCMO	204,170.00	0.00	204,170.00	111,545.04	69,615.11	23,009.85
2110	TEACHING-REGULAR SCHOOL	4,588,281.00	14,521.16	4,602,802.16	3,286,471.42	1,323,072.58	-6,741.84
21		4,588,281.00	14,521.16	4,602,802.16	3,286,471.42	1,323,072.58	-6,741.84

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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2250.150	CERTIFIED SALARIES	746,544.00	0.00	746,544.00	547,649.86	225,615.54	-26,721.40
A 2250.151	CERTIFIED SALARIES - LTA's	168,761.00	0.00	168,761.00	126,995.00	33,809.00	7,957.00
A 2250.160	CLASSIFIED SALARIES	180,295.00	0.00	180,295.00	171,322.50	62,096.84	-53,124.34
A 2250.161	CLASSIFIED SALARIES: SUBS/AIDES	0.00	0.00	0.00	0.00	0.00	0.00
A 2250.400	CONTRACTUAL EXPENSES	12,000.00	0.00	12,000.00	10,408.89	0.00	1,591.11
A 2250.450	GENERAL SUPPLIES	7,200.00	517.95	7,717.95	7,574.89	103.95	39.11
A 2250.471	TUITION PAYMENTS	30,000.00	0.00	30,000.00	23,616.24	75,000.00	-68,616.24
A 2250.472	TUITION PAYMENTS	270,000.00	0.00	270,000.00	432,420.46	22,969.14	-185,389.60
A 2250.490	BOCES - DCMO	973,483.00	0.00	973,483.00	664,296.19	242,401.31	66,785.50
2250	PROGRAMS-STUDENTS W/ DISABIL	2,388,283.00	517.95	2,388,800.95	1,984,284.03	661,995.78	-257,478.86
A 2280.150	CERTIFIED SALARIES	188,957.00	0.00	188,957.00	0.00	0.00	188,957.00
A 2280.490	BOCES SERVICES - DCMO	611,131.00	0.00	611,131.00	366,762.46	157,183.90	87,184.64
2280	OCCUPATIONAL EDUCATION	800,088.00	0.00	800,088.00	366,762.46	157,183.90	276,141.64
22		3,188,371.00	517.95	3,188,888.95	2,351,046.49	819,179.68	18,662.78
A 2330.490	BOCES SERVICES	892.00	0.00	892.00	484.50	171.50	236.00
2330	TEACHING-SPECIAL SCHOOLS	892.00	0.00	892.00	484.50	171.50	236.00
23		892.00	0.00	892.00	484.50	171.50	236.00
A 2610.150	CERTIFIED SALARIES	59,958.00	0.00	59,958.00	40,337.60	18,982.40	638.00
A 2610.160	CLASSIFIED SALARIES	16,191.00	0.00	16,191.00	4,013.84	2,320.95	9,856.21
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	900.00	1,900.00	897.79	0.00	1,002.21
A 2610.450-1	MATERIALS & SUPPLIES-ELEMENTARY	8,000.00	6,558.00	14,558.00	8,618.66	0.00	5,939.34
A 2610.450-2	MATERIALS & SUPPLIES-SECONDARY	8,000.00	1,250.00	9,250.00	1,621.38	2,423.00	5,205.62
A 2610.450-3	MATERIALS & SUPPLIES-HIGH SCHOOL	0.00	0.00	0.00	3,203.97	267.83	-3,471.80
A 2610.460-1	LIBRARY AV LOAN-ELEMENTARY	3,051.00	3,414.22	6,465.22	6,000.92	0.00	464.30
A 2610.460-2	LIBRARY AV LOAN-SECONDARY	3,050.00	3,050.00	6,100.00	5,221.09	0.00	878.91
A 2610.490	BOCES SERVICES - DCMO	74,843.00	0.00	74,843.00	52,390.38	22,452.99	-0.37
2610	SCHOOL LIBRARY & AUDIOVISUAL	175,093.00	15,172.22	190,265.22	122,305.63	46,447.17	21,512.42
A 2630.151	CERTIFIED SALARIES - LTA's	47,454.00	0.00	47,454.00	38,006.32	8,942.68	505.00
A 2630.160	CLASSIFIED SALARIES	20,000.00	0.00	20,000.00	12,693.17	2,656.83	4,650.00
A 2630.200	EQUIPMENT	10,000.00	0.00	10,000.00	0.00	496.86	9,503.14
A 2630.220	STATE AIDED HARDWARE	19,000.00	4,094.17	23,094.17	4,150.87	0.00	18,943.30
A 2630.400	MISCELLANEOUS CONTRACTUAL	10,000.00	0.00	10,000.00	6,754.77	0.00	3,245.23
A 2630.450	COMPUTER MATERIALS & SUPPLIES	27,000.00	0.00	27,000.00	11,059.05	4,023.00	11,917.95
A 2630.460	STATE AIDED SOFTWARE	16,000.00	8,234.31	24,234.31	16,631.49	1,308.00	6,294.82
A 2630.490	BOCES-COMPUTERASSISTED INSTRUCTION	205,587.00	0.00	205,587.00	105,493.82	45,211.63	54,881.55

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2630	COMPUTER ASSISTED INSTRUCTION *	355,041.00	12,328.48	367,369.48	194,789.49	62,639.00	109,940.99
26	**	530,134.00	27,500.70	557,634.70	317,095.12	109,086.17	131,453.41
A 2810.150	CERTIFIED SALARIES	219,362.00	0.00	219,362.00	167,087.62	70,751.95	-18,477.57
A 2810.160	CLASSIFIED SALARES	26,460.00	0.00	26,460.00	22,610.96	10,815.74	-6,966.70
A 2810.400	CONTRACTUAL EXPENSE	0.00	0.00	0.00	37.96	0.00	-37.96
A 2810.400-1	CONTRACTUAL EXPENSE-OTEGO	700.00	0.00	700.00	62.12	0.00	637.88
A 2810.400-3	CONTRACTUAL EXPENSE-HIGH SCHOOL	1,100.00	0.00	1,100.00	72.00	0.00	1,028.00
A 2810.450	MATERIAL/SUPPLIES	0.00	16.00	16.00	16.00	0.00	0.00
A 2810.450-1	MATERIALS & SUPPLIES-OTEGO	800.00	0.00	800.00	212.25	0.00	587.75
A 2810.450-2	MATERIALS & SUPPLIES-UNADILLA	900.00	0.00	900.00	191.53	0.00	708.47
A 2810.450-3	MATERIALS & SUPPLIES-HIGH SCHOOL	0.00	0.00	0.00	276.94	393.67	-670.61
2810	GUIDANCE-REGULAR SCHOOL *	249,322.00	16.00	249,338.00	190,567.38	81,961.36	-23,190.74
A 2815.160	CLASSIFIED SALARIES	82,996.00	0.00	82,996.00	65,020.29	16,986.13	989.58
A 2815.163	CLASSIFIED SALARIES: SUBSTITUTES	3,500.00	0.00	3,500.00	4,216.01	0.00	-716.01
A 2815.400	MISC CONTRACTUAL	7,000.00	0.00	7,000.00	455.50	0.00	6,544.50
A 2815.450-1	MATERIALS & SUPPLIES-OTEGO	2,500.00	0.00	2,500.00	883.16	0.00	1,616.84
2815	HEALTH SERVICES-REGULAR SCHOOL *	95,996.00	0.00	95,996.00	70,574.96	16,986.13	8,434.91
A 2820.150	CERTIFIED SALARIES	58,388.00	0.00	58,388.00	41,015.28	19,049.90	-1,677.18
A 2820.400	MISCELLANEOUS CONTRACTUAL	500.00	0.00	500.00	0.00	0.00	500.00
A 2820.450	GENERAL SUPPLIES	1,700.00	0.00	1,700.00	0.00	0.00	1,700.00
2820	PSYCHOLOGICAL SRVC-REG SCHOOL *	60,588.00	0.00	60,588.00	41,015.28	19,049.90	522.82
A 2825.400	MISCELLANEOUS CONTRACTUAL	24,000.00	0.00	24,000.00	11,432.82	9,808.22	2,758.96
2825	SOCIAL WORK SRVC-REG SCHOOL *	24,000.00	0.00	24,000.00	11,432.82	9,808.22	2,758.96
A 2850.150	CERTIFIED SALARIES	45,000.00	0.00	45,000.00	13,630.60	30,546.60	822.80
A 2850.160	CLASSIFIED SALARIES	6,500.00	0.00	6,500.00	1,722.20	7,745.00	-2,967.20
A 2850.400	MISCELLANEOUS CONTRACTUAL	1,300.00	0.00	1,300.00	1,681.00	0.00	-381.00
A 2850.450	GENERAL SUPPLIES	300.00	0.00	300.00	0.00	0.00	300.00
2850	CO-CURRICULAR ACTIV-REG SCHL *	53,100.00	0.00	53,100.00	17,033.80	38,291.60	-2,225.40
A 2855.150	CERTIFIED SALARIES	95,000.00	0.00	95,000.00	86,594.07	29,754.75	-21,348.82
A 2855.160	CLASSIFIED SALARIES	43,000.00	0.00	43,000.00	14,982.79	2,630.31	25,386.90
A 2855.400	MISCELLANEOUS CONTRACTUAL	2,600.00	0.00	2,600.00	929.52	300.00	1,370.48
A 2855.425	RECONDITIONING UNIFORMS	5,800.00	0.00	5,800.00	0.00	5,500.00	300.00
A 2855.447	ORGANIZATIONAL MEMBERSHIPS	4,500.00	0.00	4,500.00	2,025.00	0.00	2,475.00
A 2855.448	PHYSICALS	6,000.00	0.00	6,000.00	6,295.50	300.00	-595.50
A 2855.449	OFFICIALS	31,000.00	0.00	31,000.00	20,117.42	7,292.85	3,589.73
A 2855.450	GENERAL SUPPLIES	17,400.00	0.00	17,400.00	16,737.70	3,130.12	-2,467.82

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A 2855.476	TRAVEL/CONFERENCE	1,000.00	0.00	1,000.00	-192.00	0.00	1,192.00
A 2855.479	PARTICIPATION FEES	2,700.00	0.00	2,700.00	2,694.50	180.00	-174.50
A 2855.490	BOCES	2,505.00	0.00	2,505.00	1,753.46	751.46	0.08
2855	INTERSCHOL ATHLETICS-REG SCHL	* 211,505.00	0.00	211,505.00	151,937.96	49,839.49	9,727.55
28		** 694,511.00	16.00	694,527.00	482,562.20	215,936.70	-3,971.90
2		*** 9,658,406.00	42,645.81	9,701,051.81	6,912,669.56	2,597,041.40	191,340.85
A 5510.160	NONINSTRUCTIONAL SALARIES	123,915.00	0.00	123,915.00	124,903.84	49,826.03	-50,814.87
A 5510.161	WAGES	213,088.00	0.00	213,088.00	184,497.15	48,660.17	-20,069.32
A 5510.162	OVERTIME	9,000.00	0.00	9,000.00	6,006.78	2,410.40	582.82
A 5510.163	SUBSTITUTES	1,600.00	0.00	1,600.00	248.09	558.45	793.46
A 5510.166	ATHLETIC TRIPS	13,000.00	0.00	13,000.00	10,714.21	3,376.60	-1,090.81
A 5510.167	FIELD TRIPS	5,000.00	0.00	5,000.00	1,797.38	1,730.35	1,472.27
A 5510.168	LATE RUN	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
A 5510.400	MISCELLANEOUS CONTRACTUAL	24,000.00	2,712.00	26,712.00	14,952.55	1,244.90	10,514.55
A 5510.448	PHYSICALS	2,000.00	0.00	2,000.00	1,955.00	505.00	-460.00
A 5510.450	GENERAL SUPPLIES	4,500.00	0.00	4,500.00	1,034.97	2,532.59	932.44
A 5510.454	INSURANCE	17,000.00	0.00	17,000.00	11,228.00	0.00	5,772.00
A 5510.490	BOCES SERVICES - DCMO	2,110.00	0.00	2,110.00	1,787.00	323.00	0.00
A 5510.540	CLEANING SUPPLIES	1,100.00	0.00	1,100.00	0.00	0.00	1,100.00
A 5510.560	UNIFORMS	700.00	0.00	700.00	0.00	600.00	100.00
A 5510.570	PARTS	39,000.00	0.00	39,000.00	15,393.40	17,996.60	5,610.00
A 5510.571	GAS AND FUEL	150,000.00	0.00	150,000.00	94,582.27	40,917.73	14,500.00
A 5510.572	OIL AND LUBRICANTS	1,800.00	0.00	1,800.00	0.00	0.00	1,800.00
A 5510.573	TIRES	13,000.00	0.00	13,000.00	0.00	0.00	13,000.00
5510	DISTRICT TRANSPORT-MEDICAID	* 624,813.00	2,712.00	627,525.00	469,100.64	170,681.82	-12,257.46
A 5530.400	MISCELLANEOUS CONTRACTUAL	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
A 5530.454	HEATING FUEL	23,000.00	0.00	23,000.00	20,201.37	5,798.63	-3,000.00
A 5530.463	REFUSE REMOVAL	3,000.00	0.00	3,000.00	1,284.66	428.34	1,287.00
A 5530.473	WATER/GARAGE	400.00	0.00	400.00	85.00	515.00	-200.00
A 5530.477	ELECTRICITY	3,800.00	0.00	3,800.00	2,569.56	1,230.44	0.00
A 5530.478	TELEPHONE	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
5530	GARAGE BUILDING	* 41,200.00	0.00	41,200.00	24,140.59	7,972.41	9,087.00
55		** 666,013.00	2,712.00	668,725.00	493,241.23	178,654.23	-3,170.46
5		*** 666,013.00	2,712.00	668,725.00	493,241.23	178,654.23	-3,170.46
A 7140.161	NONINSTR SALARIES/AFTERSCHOOL PROG	79,000.00	0.00	79,000.00	43,246.90	9,715.35	26,037.75

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A 7140.400	CONTRACTUAL/AFTERSCHOOL PROG	600.00	0.00	600.00	703.10	0.00	-103.10
A 7140.450	GENERAL SUPPLIES/AFTERSCHOOL PROG	6,200.00	0.00	6,200.00	2,459.74	0.00	3,740.26
7140	RECREATION	85,800.00	0.00	85,800.00	46,409.74	9,715.35	29,674.91
71		85,800.00	0.00	85,800.00	46,409.74	9,715.35	29,674.91
7		85,800.00	0.00	85,800.00	46,409.74	9,715.35	29,674.91
A 9010.800	STATE RETIREMENT	367,200.00	0.00	367,200.00	257,792.75	109,407.25	0.00
9010	STATE RETIREMENT	367,200.00	0.00	367,200.00	257,792.75	109,407.25	0.00
A 9020.800	TEACHERS' RETIREMENT	1,170,700.00	0.00	1,170,700.00	0.00	1,170,700.00	0.00
9020	TEACHERS' RETIREMENT	1,170,700.00	0.00	1,170,700.00	0.00	1,170,700.00	0.00
A 9030.800	SOCIAL SECURITY	681,000.00	0.00	681,000.00	445,457.62	187,570.64	47,971.74
9030	SOCIAL SECURITY	681,000.00	0.00	681,000.00	445,457.62	187,570.64	47,971.74
A 9040.800	WORKERS' COMPENSATION	100,000.00	0.00	100,000.00	98,176.37	0.00	1,823.63
9040	WORKERS' COMPENSATION	100,000.00	0.00	100,000.00	98,176.37	0.00	1,823.63
A 9045.800	LIFE INSURANCE	2,000.00	0.00	2,000.00	936.00	0.00	1,064.00
9045	LIFE INSURANCE	2,000.00	0.00	2,000.00	936.00	0.00	1,064.00
A 9050.80	UNEMPLOYMENT INSURANCE	45,000.00	0.00	45,000.00	4,986.87	10,558.13	29,455.00
9050	UNEMPLOYMENT INSURANCE	45,000.00	0.00	45,000.00	4,986.87	10,558.13	29,455.00
A 9060.158-01	HEALTH INS/STIPEND	35,000.00	0.00	35,000.00	0.00	38,500.00	-3,500.00
A 9060.801	HEALTH INSURANCE	3,128,610.00	0.00	3,128,610.00	2,346,716.49	781,893.51	0.00
A 9060.803	DENTAL INSURANCE	52,000.00	0.00	52,000.00	47,048.37	4,951.63	0.00
9060	HOSPITAL, MEDICAL & DENTAL INS	3,215,610.00	0.00	3,215,610.00	2,393,764.86	825,345.14	-3,500.00
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		5,586,510.00	0.00	5,586,510.00	3,203,809.47	2,303,581.16	79,119.37
A 9711.600	SERIAL BONDS/SCHOOL CONST/PRINCIPAL	2,150,000.00	0.00	2,150,000.00	0.00	2,150,000.00	0.00
A 9711.700	SERIAL BONDS/SCHOOL CONST/INTEREST	839,532.00	0.00	839,532.00	419,764.88	419,766.38	0.74
9711		2,989,532.00	0.00	2,989,532.00	419,764.88	2,569,766.38	0.74
A 9722.600	STATUTORY BONDS - BUS PURCHASES/PRIN	60,000.00	0.00	60,000.00	0.00	0.00	60,000.00

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 9722.700</u>	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
<u>A 9770.700</u>	RAN ANTICIPATION NOTE	41,000.00	0.00	41,000.00	5,724.00	0.00	35,276.00
9770	*	41,000.00	0.00	41,000.00	5,724.00	0.00	35,276.00
97	**	3,104,032.00	0.00	3,104,032.00	425,488.88	2,569,766.38	108,776.74
<u>A 9901.930</u>	TRANSFER TO SCHOOL LUNCH FUND	20,000.00	0.00	20,000.00	20,000.00	0.00	0.00
9901	TRANSFER TO SPECIAL AID	20,000.00	0.00	20,000.00	20,000.00	0.00	0.00
99	**	20,000.00	0.00	20,000.00	20,000.00	0.00	0.00
9	***	8,710,542.00	0.00	8,710,542.00	3,649,298.35	4,873,347.54	187,896.11
Fund ATotals:		22,139,335.00	53,494.33	22,192,829.33	13,338,626.72	8,402,969.23	451,233.38
Grand Totals:		22,139,335.00	53,494.33	22,192,829.33	13,338,626.72	8,402,969.23	451,233.38

UNATEGO CSD

Revenue Status Report From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	REAL PROPERTY TAXES	6,968,746.00	0.00	6,968,746.00	5,735,535.26	1,233,210.74
A 1081	PAYMENT IN LIEU OF TAXES (PILOT)	0.00	0.00	0.00	3,270.08	-3,270.08
A 1085	SCHOOL TAX RELIEF REIMBURSEMENT	0.00	0.00	0.00	1,259,951.00	-1,259,951.00
A 1090	INTEREST ON PROPERTY TAXES	20,000.00	0.00	20,000.00	0.00	20,000.00
A 1310	A1310DAY SCHOOL TUITION FOR INDIVIDUAL	8,000.00	0.00	8,000.00	15,361.25	-7,361.25
A 1330	TEXTBOOK CHARGES	0.00	0.00	0.00	15.99	-15.99
A 1335	OTHER STUDENT FEES & CHARGES	0.00	0.00	0.00	1,355.00	-1,355.00
A 1336	AFTER SCHOOL FEES	84,000.00	0.00	84,000.00	42,733.94	41,266.06
A 1410	ADMISSIONS	10,000.00	0.00	10,000.00	11,010.85	-1,010.85
A 2401	INTEREST AND EARNINGS	10,000.00	0.00	10,000.00	757.66	9,242.34
A 2401..1	INTEREST EARNEDITA & PAYROLL ACC'T	0.00	0.00	0.00	-56.18	56.18
A 2440	OTHER RENTAL	0.00	0.00	0.00	1,010.14	-1,010.14
A 2650	SALE OF SCRAP & EXCESS MATERIALS	0.00	0.00	0.00	730.74	-730.74
A 2666	SALE OF TRANSPORTATION EQUIPMENT	5,000.00	0.00	5,000.00	2,350.00	2,650.00
A 2680	INSURANCE RECOVERIES	0.00	0.00	0.00	2,748.20	-2,748.20
A 2701	REFUND OF BOCES AIDED SERVICES	75,000.00	0.00	75,000.00	205,130.24	-130,130.24
A 2702..1	REFUND OF EXPENSE-TRANSPORTATION	0.00	0.00	0.00	1,258.60	-1,258.60
A 2703	REFUND OF PRIOR YEAR EXPENSE	0.00	0.00	0.00	5,219.63	-5,219.63
A 2705	GIFTS AND DONATIONS	0.00	0.00	0.00	353.69	-353.69
A 2770	OTHER UNCLASSIFIED REVENUES	3,000.00	0.00	3,000.00	213.03	2,786.97
A 3101	BASIC FORMULA AID	10,457,863.00	0.00	10,457,863.00	6,304,519.03	4,153,343.97
A 3101..1	EXCESS COST AID	1,749,536.00	0.00	1,749,536.00	1,292,037.72	457,498.28
A 3102	LOTTERY AID	0.00	0.00	0.00	1,095,566.28	-1,095,566.28
A 3102..B	VLT LOTTERY GRANT(VIDEO LOT TERMINAL)	0.00	0.00	0.00	585,485.97	-585,485.97
A 3103	BOCES AID	1,370,981.00	0.00	1,370,981.00	321,344.05	1,049,636.95
A 3260	TEXTBOOK AID	55,221.00	0.00	55,221.00	55,221.00	0.00
A 3262	COMPUTER SOFTWARE AID	14,305.00	0.00	14,305.00	2,426.00	11,879.00
A 3262.B	COMPUTER HARDWARE AID	16,848.00	0.00	16,848.00	16,690.00	158.00
A 3263	LIBRARY LOAN AID	5,968.00	0.00	5,968.00	5,912.00	56.00
A 4601	MEDICAID	50,000.00	0.00	50,000.00	31,897.27	18,102.73
A 5050	INTERFUND TRANSFER FOR DEBT SERVICE	234,867.00	0.00	234,867.00	0.00	234,867.00
A Totals:		21,139,335.00	0.00	21,139,335.00	17,000,048.44	4,139,286.56
Grand Totals:		21,139,335.00	0.00	21,139,335.00	17,000,048.44	4,139,286.56

TREASURER'S REPORT TO
 BOARD OF EDUCATION
 UNATEGO CENTRAL SCHOOL

School Lunch Fund Checking

BALANCE ON HAND: April 1, 2015		\$	11,721.99
VOIDED CHECKS		\$	-
RECEIPTS:			
INTEREST			0.22
GENERAL/TRANSFERS			36,643.81
TYPE A LUNCHES			15,496.03
OTHER SALES			2,402.82
SALES TAX			131.95

TOTAL RECEIPTS	\$	54,674.83
RECEIPTS & BALANCE	\$	<u>66,396.82</u>

DISBURSEMENTS:

CHECKS	5989 - 6007	40,207.48
WIRES	0	-
TOTAL DISBURSEMENTS		<u>\$ 40,207.48</u>

BALANCE ON HAND: April 30, 2015	\$	<u>26,189.34</u>
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BANK BALANCE	\$25,547.84
PLUS: BANK ERROR	-
PLUS: IN TRANSIT DEPOSITS	681.50
LESS: OUTSTANDING CHECKS	40.00
LESS: OUTSTANDING WIRES	-
	<u>\$ 641.50</u>
NET BALANCE IN BANK	<u>\$26,189.34</u>

May 18, 2015
 DATE SUBMITTED


 DISTRICT TREASURER

UNATEGO CSD

Trial Balance Report From 7/1/2014 - 4/30/2015



Account	Description	Debits	Credits	Balance
C 200	CASH	440,228.18	414,038.84	26,189.34
C 391GEN	DUE FROM THE GENERAL FUND	267,083.33	267,083.33	0.00
C 4101	STATE AID RECEIVABLE	30,796.95	29,564.95	1,232.00
C 4102	FEDERAL AID RECEIVABLE	249,996.00	220,865.00	29,131.00
C 445	INVENTORY-SUPPLIES	2,346.98	0.00	2,346.98
C 446	INVENTORY-FOOD	8,111.48	0.00	8,111.48
C 446.1	INVENTORY-USDA	2,543.76	0.00	2,543.76
C 500	PAYROLL CLEARING	103,215.18	103,215.18	0.00
C 510	ESTIMATED REVENUES	534,600.00	0.00	534,600.00
C 521	ENCUMBRANCES	545,340.44	423,591.60	121,748.84
C 522	EXPENDITURES	418,941.51	5,274.42	413,667.09
C 601	ACCRUED LIABILITIES	8,800.53	8,800.53	0.00
C 630GEN	DUE TO GENERAL FUND	287,594.83	409,074.75	-121,479.92 CR
C 631	DUE TO OTHER GOVERNMENTS	808.92	1,072.63	-263.71 CR
C 806	NOT IN SPENDABLE FORM	0.00	13,002.22	-13,002.22 CR
C 821	RESERVE FOR ENCUMBRANCES	423,591.60	545,340.44	-121,748.84 CR
C 915	ASSIGNED UNAPPROPRIATED FUND BAL	77,773.96	0.00	77,773.96
C 960	APPROPRIATIONS	0.00	534,600.00	-534,600.00 CR
C 980	REVENUES	199.28	426,449.04	-426,249.76 CR
C Fund Totals:		3,401,972.93	3,401,972.93	0.00
Grand Totals:		3,401,972.93	3,401,972.93	0.00

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
C 2860.161	NONINSTRUCTIONAL WAGES	116,000.00	0.00	116,000.00	84,336.38	34,529.72	-2,866.10
C 2860.161-SP	NONINSTRUCTIONAL WAGES/SUM PGM	4,000.00	0.00	4,000.00	3,650.00	0.00	350.00
C 2860.163	SUBSTITUTES	2,000.00	0.00	2,000.00	6,429.45	1,198.50	-5,627.95
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	7,348.96	2,826.04	-175.00
C 2860.410	FOOD PURCHASES	185,000.00	0.00	185,000.00	139,201.35	44,557.08	1,241.57
C 2860.410-SP	FOOD PURCHASES/SUM PGM	5,500.00	0.00	5,500.00	5,096.01	0.00	403.99
C 2860.411	FOOD - COMMODITIES	20,000.00	0.00	20,000.00	15,181.31	0.00	4,818.69
C 2860.450	MATERIALS AND SUPPLIES	13,000.00	0.00	13,000.00	9,803.56	3,632.59	-436.15
C 2860.450-SP	MATERIALS AND SUPPLIES/SUM PGM	0.00	0.00	0.00	90.46	0.00	-90.46
C 2860.490	BOCES SERVICES	6,150.00	0.00	6,150.00	3,415.79	1,551.89	1,182.32
C 2860.490-1	BOCES SERVICES/MGMT	58,500.00	0.00	58,500.00	40,737.20	17,458.80	304.00
2860		422,150.00	0.00	422,150.00	315,290.47	105,754.62	1,104.91
28		422,150.00	0.00	422,150.00	315,290.47	105,754.62	1,104.91
2		422,150.00	0.00	422,150.00	315,290.47	105,754.62	1,104.91
C 9030.800	SOCIAL SECURITY	8,800.00	0.00	8,800.00	6,934.67	3,259.54	-1,394.21
9030		8,800.00	0.00	8,800.00	6,934.67	3,259.54	-1,394.21
C 9040.800	WORKERS' COMPENSATION	7,000.00	0.00	7,000.00	7,526.63	0.00	-526.63
9040		7,000.00	0.00	7,000.00	7,526.63	0.00	-526.63
C 9060.801	HEALTH INSURANCE	96,000.00	0.00	96,000.00	83,355.04	12,644.96	0.00
C 9060.802	DENTAL INSURANCE	650.00	0.00	650.00	560.28	89.72	0.00
9060		96,650.00	0.00	96,650.00	83,915.32	12,734.68	0.00
90		112,450.00	0.00	112,450.00	98,376.62	15,994.22	-1,920.84
9		112,450.00	0.00	112,450.00	98,376.62	15,994.22	-1,920.84
Fund CTotals:		534,600.00	0.00	534,600.00	413,667.09	121,748.84	-815.93
Grand Totals:		534,600.00	0.00	534,600.00	413,667.09	121,748.84	-815.93

UNATEGO CSD

Revenue Status Report From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
C 1440	SALE OF TYPE A LUNCHES	145,000.00	0.00	145,000.00	99,662.61	45,337.39
C 1445	OTHER FOOD SALES	40,000.00	0.00	40,000.00	43,563.54	-3,563.54
C 2401	INTEREST AND EARNINGS	0.00	0.00	0.00	1.75	-1.75
C 2702	REFUND OF PRIOR YEARS EXPENSE	0.00	0.00	0.00	483.00	-483.00
C 2770	MISCELLANEOUS REVENUE	0.00	0.00	0.00	40.41	-40.41
C 3190..1	STATE BREAKFAST	3,500.00	0.00	3,500.00	2,740.00	760.00
C 3190..11	BOCES AID	43,000.00	0.00	43,000.00	10,897.14	32,102.86
C 3190..2	STATE LUNCH	8,500.00	0.00	8,500.00	6,245.00	2,255.00
C 3190.SUM	STATE BKFST/LUNCH SUMMER	600.00	0.00	600.00	592.00	8.00
C 4190..1	FEDERAL BREAKFAST	60,000.00	0.00	60,000.00	48,622.00	11,378.00
C 4190..2	FEDERAL LUNCH	200,000.00	0.00	200,000.00	164,545.00	35,455.00
C 4190..3	SURPLUS FOOD - FEDERAL	20,000.00	0.00	20,000.00	15,181.31	4,818.69
C 4190.SUM	FEDERAL BRKFST/LUNCH SUMMER	14,000.00	0.00	14,000.00	13,676.00	324.00
C 5031	INTERFUND TRANSFER FROM GEN FUND	0.00	0.00	0.00	20,000.00	-20,000.00
C Totals:		534,600.00	0.00	534,600.00	426,249.76	108,350.24
Grand Totals:		534,600.00	0.00	534,600.00	426,249.76	108,350.24

Unatego Central School

School Food Service Statement of Income & Expenditures
2014 - 2015

	July/August	September	October	November	December	Totals
Income						
<i>Revenues</i>						
Sale of Type A Lunches		\$ 16,425	\$ 12,681	\$ 9,093	\$ 7,871	\$ 46,070
Other Food Sales	366	14,087	7,070	5,783	4,425	31,731
Interest & Earnings						-
State Reimbursement-Breakfast		393	449	302	276	1,420
State Reimbursement-Lunch		890	938	710	635	3,173
BOCES Aid						-
Federal Reimbursements-Breakfast		6,987	7,962	5,373	4,857	25,179
Federal Reimbursements-Lunch		23,917	25,344	18,417	16,412	84,090
Federal Surplus Food		3,399	5,480	6,302		15,181
Federal Snack Program						-
Summer Food Service Program	14,268					14,268
Refund of Prior Year Expense	483					483
Miscellaneous Revenue		5			19	24
Interfund Transfers			20,000			20,000
Total Revenues	15,117	66,103	79,924	45,980	34,495	241,619
<i>Cost of Food Sold</i>						
Beginning Inventory	13,002	13,002	13,002	13,002	13,002	13,002
Food Purchased	5,096	32,687	22,293	12,523	14,641	87,240
Federal Surplus Food Received		3,399	5,480	6,302		15,181
Subtotal	18,098	49,088	40,775	31,827	27,643	115,423
Less:						
Ending Inventory	13,002	13,002	13,002	13,002	13,002	13,002
Cost of Food Sold	5,096	36,086	27,773	18,825	14,641	102,421
Gross Income	10,021	30,017	52,151	27,155	19,854	139,198
Expenditures						
<i>Personnel</i>						
Salaries	8,170	5,510	12,517	11,963	18,278	56,438
Employees Retirement						-
Social Security	1,297	339	840	798	1,223	4,497
Workers' Compensation	1,254	627	627	628	627	3,763
Unemployment Insurance						-
Health & Dental Insurance		20,518	15,244	8,013	8,028	51,803
Total Personnel	10,721	26,994	29,228	21,402	28,156	116,501
<i>Operations</i>						
Equipment	-	-	-	-	-	-
Contractual Expenses		1,718	849	597	344	3,508
Materials & Supplies	90	1,984	1,617	796	1,269	5,756
BOCES Services		6,316	6,316	6,291	6,307	25,230
Total Operations	90	10,018	8,782	7,684	7,920	34,494
Total Expenditures	10,811	37,012	38,010	29,086	36,076	150,995
Net Income	\$ (790)	\$ (6,995)	\$ 14,141	\$ (1,931)	\$ (16,222)	\$ (11,797)

Unatego Central School

School Food Service Statement of Income & Expenditures
2014 - 2015

	July/Dec.	January	February	March	April	Totals
Income						
<i>Revenues</i>						
Sale of Type A Lunches	\$ 46,070	\$ 12,036	\$ 10,691	\$ 15,370	\$ 15,496	\$ 99,663
Other Food Sales	31,731	5,029	1,790	2,611	2,403	43,564
Interest & Earnings	-	1			1	2
State Reimbursement-Breakfast	1,420	328	251	349	392	2,740
State Reimbursement-Lunch	3,173	783	569	880	840	6,245
BOCES Aid	-	10,897				10,897
Federal Reimbursements-Breakfast	25,179	5,843	4,459	6,186	6,955	48,622
Federal Reimbursements-Lunch	84,090	20,426	14,886	22,967	22,176	164,545
Federal Surplus Food	15,181					15,181
Federal Snack Program	-					-
Summer Food Service Program	14,268					14,268
Refund of Prior Year Expense	483					483
Miscellaneous Revenue	24			16		40
Interfund Transfers	20,000					20,000
Total Revenues	241,619	55,343	32,646	48,379	48,263	426,249
<i>Cost of Food Sold</i>						
Beginning Inventory	13,002	13,002	13,002	13,002	13,002	13,002
Food Purchased	87,240	22,797	14,671	19,589	23,395	167,692
Federal Surplus Food Received	15,181					15,181
Subtotal	115,423	35,799	27,673	32,591	36,397	195,875
<i>Less:</i>						
Ending Inventory	13,002	13,002	13,002	13,002	13,002	13,002
Cost of Food Sold	102,421	22,797	14,671	19,589	23,395	182,873
Gross Income	139,198	32,546	17,975	28,790	24,868	243,376
Expenditures						
<i>Personnel</i>						
Salaries	56,438	8,689	10,298	9,230	9,762	94,417
Employees Retirement	-					-
Social Security	4,497	547	670	591	630	6,935
Workers' Compensation	3,763	627	627	628	627	6,272
Unemployment Insurance	-					-
Health & Dental Insurance	51,803	8,028	8,028	8,028	8,028	83,915
Total Personnel	116,501	17,891	19,623	18,477	19,047	191,539
<i>Operations</i>						
Equipment	-					-
Contractual Expenses	3,508	3,010	233	598	339	7,688
Materials & Supplies	5,756	2,119	418	1,600	1,323	11,216
BOCES Services	25,230	6,307	6,308	6,308	4,731	48,884
Total Operations	34,494	11,436	6,959	8,506	6,393	67,788
Total Expenditures	150,995	29,327	26,582	26,983	25,440	259,327
Net Income	\$ (11,797)	\$ 3,219	\$ (8,607)	\$ 1,807	\$ (572)	\$ (15,951)

Unatego Central School

School Food Service Statement of Income & Expenditures
2014 - 2015

	July/April	May	June	Closing Journal Entry Adj.	Totals
Income					
<i>Revenues</i>					
Sale of Type A Lunches	\$ 99,663				\$ 99,663
Other Food Sales	43,564				43,564
Interest & Earnings	2				2
State Reimbursement-Breakfast	2,740				2,740
State Reimbursement-Lunch	6,245				6,245
BOCES Aid	10,897				10,897
Federal Reimbursements-Breakfast	48,622				48,622
Federal Reimbursements-Lunch	164,545				164,545
Federal Surplus Food	15,181				15,181
Federal Snack Program	-				-
Summer Food Service Program	14,268				14,268
Refund of Prior Year Expense	483				483
Miscellaneous Revenue	40				40
Interfund Transfers	20,000				20,000
Total Revenues	426,249	-	-	-	426,249
<i>Cost of Food Sold</i>					
Beginning Inventory	13,002				13,002
Food Purchased	167,692				167,692
Federal Surplus Food Received	15,181				15,181
Subtotal	195,875	-	-	-	195,875
Less:					
Ending Inventory	13,002				13,002
Cost of Food Sold	182,873	-	-	-	182,873
Gross Income	243,376	-	-	-	243,376
Expenditures					
<i>Personnel</i>					
Salaries	94,417				94,417
Employees Retirement	-				-
Social Security	6,935				6,935
Workers' Compensation	6,272				6,272
Unemployment Insurance	-				-
Health & Dental Insurance	83,915				83,915
Total Personnel	191,539	-	-	-	191,539
<i>Operations</i>					
Equipment	-				-
Contractual Expenses	7,688				7,688
Materials & Supplies	11,216				11,216
BOCES Services	48,884				48,884
Total Operations	67,788	-	-	-	67,788
Total Expenditures	259,327	-	-	-	259,327
Net Income	\$ (15,951)	\$ -	\$ -	\$ -	\$ (15,951)

School Food Service Statement of Income & Expenditures

2014 - 2015

Year to Date Comparison

	2013-2014	2014-2015	\$ Change	% Change
Income				
<i>Revenues</i>				
Sale of Type A Lunches	\$ 142,677	\$ 99,663	\$ (43,014)	\$ (0)
Other Food Sales	39,984	43,564	3,580	0
Interest & Earnings	1	2	1	1
State Reimbursement-Breakfast	3,951	2,740	(1,211)	(0)
State Reimbursement-Lunch	20,860	6,245	(14,615)	(1)
BOCES Aid	41,622	10,897	(30,725)	(1)
Federal Reimbursements-Breakfast	57,244	48,622	(8,622)	(0)
Federal Reimbursements-Lunch	194,407	164,545	(29,862)	(0)
Refund of Boces Aided Services		-	-	
Federal Surplus Food	19,488	15,181	(4,307)	(0)
Summer Food Service Program		14,268	14,268	
Refund of Prior Year Expense		483	483	
Miscellaneous Revenue	56	40	(16)	(0)
Interfund Transfers		20,000	20,000	
Total Revenues	520,290	426,249	(94,041)	(0)
<i>Cost of Food Sold</i>				
Beginning Inventory	18,619	13,002	(5,617)	(0)
Food Purchased	188,506	167,692	(20,814)	(0)
Federal Surplus Food Received	22,417	15,181	(7,236)	(0)
Subtotal	229,542	195,875	(33,667)	(0)
<i>Less:</i>				
Ending Inventory	13,002	13,002	-	-
Cost of Food Sold	207,994	182,873	(33,667)	(0)
Gross Income	312,296	243,376	(60,373)	(0)
Expenditures				
<i>Personnel</i>				
Salaries	127,281	94,417	(32,864)	(0)
Employees Retirement		-	-	
Social Security	7,831	6,935	(896)	(0)
Workers' Compensation	7,999	6,272	(1,727)	(0)
Unemployment Insurance		-	-	
Health & Dental Insurance	123,107	83,915	(39,192)	(0)
Total Personnel	266,218	191,539	(74,679)	(0)
<i>Operations</i>				
Equipment		-	-	
Contractual Expenses	10,915	7,688	(3,227)	(0)
Materials & Supplies	12,482	11,216	(1,266)	(0)
BOCES Services	70,035	48,884	(21,151)	(0)
Total Operations	93,432	67,788	(25,644)	(0)
Total Expenditures	359,650	259,327	(100,323)	(0)
Net Income	\$ (47,354)	\$ (15,951)	\$ 39,950	(1)

TREASURER'S REPORT TO
 BOARD OF EDUCATION
 UNATEGO CENTRAL SCHOOL

Special Aid Fund Checking

BALANCE ON HAND: April 1, 2015 \$ 2,308.58
 VOIDED CHECKS \$ -

RECEIPTS:

INTEREST	0.03
GENERAL/TRANSFERS	56,255.62
	-
	-
	-
	-
	-
	-

TOTAL RECEIPTS \$ 56,255.65
 RECEIPTS & BALANCE \$ 58,564.23

DISBURSEMENTS:

CHECKS	3327-3330	56,255.62
WIRES		0.00
TOTAL DISBURSEMENTS		\$ 56,255.62

BALANCE ON HAND: April 30, 2015 \$ 2,308.61

BANK BALANCE \$2,308.61
 PLUS: BANK ERROR -
 PLUS: IN TRANSIT DEPOSITS -
 LESS: OUTSTANDING CHECKS -
 LESS: OUTSTANDING WIRES -

NET BALANCE IN BANK \$2,308.61

May 18, 2015
 DATE SUBMITTED


 DISTRICT TREASURER

UNATEGO CSD

Trial Balance Report From 7/1/2014 - 4/30/2015



Account	Description	Debits	Credits	Balance
F 200	CASH - CHECKING	506,409.09	504,100.48	2,308.61
F 391GEN	DUE FROM GENERAL FUND	531,716.61	531,716.61	0.00
F 4102	FEDERAL AID RECEIVABLE	180,000.99	143,186.19	36,814.80
F 500	PAYROLL CLEARING	344,634.06	344,634.06	0.00
F 510	ESTIMATED REVENUES	642,446.63	760.00	641,686.63
F 521	ENCUMBRANCES	360,793.01	227,231.98	133,561.03
F 522	EXPENDITURES	498,393.89	0.00	498,393.89
F 599	APPROPRIATED FUND BALANCE	16,195.35	16,195.35	0.00
F 600	ACCOUNTS PAYABLE	6,115.69	6,115.69	0.00
F 601	ACCRUED LIABILITIES	15.38	15.38	0.00
F 630GEN	DUE TO GENERAL FUND	531,716.61	676,612.14	-144,895.53 CR
F 691	DEFERRED REVENUE	91.44	91.44	0.00
F 821	RESERVE FOR ENCUMBRANCES	227,231.98	360,793.01	-133,561.03 CR
F 909	FUND BALANCE	91.44	91.44	0.00
F 960	APPROPRIATIONS	760.00	642,446.63	-641,686.63 CR
F 980	REVENUES	0.09	392,621.86	-392,621.77 CR
F Fund Totals:		3,846,612.26	3,846,612.26	0.00
Grand Totals:		3,846,612.26	3,846,612.26	0.00

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>F 2114.150-57</u>	TITLE I - A&D IMPROV/PROF SALARY 13-14	0.00	0.00	0.00	0.00	0.00	0.00
2114	TITLE I A&D IMPROVEMENT *	0.00	0.00	0.00	0.00	0.00	0.00
<u>F 2115.150-57</u>	TITLE I - A&D IMPROV/PROF SALARY 14-15	160,724.00	-620.00	160,104.00	108,167.87	51,936.13	0.00
2115	TITLE I A&D IMPROVEMENT *	160,724.00	-620.00	160,104.00	108,167.87	51,936.13	0.00
21	**	160,724.00	-620.00	160,104.00	108,167.87	51,936.13	0.00
<u>F 2250.490-57-1415</u>	BOCES SUMMER SCHOOL 14-15	0.00	24,372.96	24,372.96	24,372.96	0.00	0.00
2250	*	0.00	24,372.96	24,372.96	24,372.96	0.00	0.00
<u>F 2253.471-57-1415</u>	SUMMER/TUITION/RESIDENTIAL 14-15	0.00	2,592.00	2,592.00	2,592.00	0.00	0.00
<u>F 2253.472-57-1213</u>	SUMMER/TUITION/RESIDENTIAL 12-13	0.00	3,527.20	3,527.20	3,527.20	0.00	0.00
<u>F 2253.472-57-1314</u>	SUMMER/TUITION/RESIDENTIAL 13-14	0.00	5,523.31	5,523.31	5,523.31	0.00	0.00
<u>F 2253.472-57-1415</u>	SUMMER/TUITION/RESIDENTIAL 14-15	0.00	71,737.81	71,737.81	71,737.81	0.00	0.00
2253	*	0.00	83,380.32	83,380.32	83,380.32	0.00	0.00
22	**	0.00	107,753.28	107,753.28	107,753.28	0.00	0.00
<u>F 2610.45C-FU-1314</u>	COMMUNITY FNDN UNAD/EXPL SS/SCI	0.00	91.44	91.44	91.44	0.00	0.00
<u>F 2610.45C-FU-1415</u>	COMMUNITY FNDN UNAD/CARTOON CHAR-SS	2,000.00	0.00	2,000.00	1,989.57	0.00	10.43
<u>F 2610.45O-CF-1415</u>	O'CONNOR FOUNDATION/CARTOON CHAR-SS	2,000.00	0.00	2,000.00	2,000.00	0.00	0.00
2610	*	4,000.00	91.44	4,091.44	4,081.01	0.00	10.43
26	**	4,000.00	91.44	4,091.44	4,081.01	0.00	10.43
2	***	164,724.00	107,224.72	271,948.72	220,002.16	51,936.13	10.43
<u>F 3215.150-57</u>	IDEA-PT B/SEC 611/PROF SALARY 14-15	217,060.00	0.00	217,060.00	155,892.50	61,167.50	0.00
<u>F 3215.160-57</u>	IDEA-PT B/SEC 611/SUPP STAFF 14-15	21,028.00	0.00	21,028.00	17,498.97	3,639.74	-110.71
<u>F 3215.400-57</u>	IDEA-PT B/SEC 611/PUR SERVICES 14-15	35,633.00	-1,000.00	34,633.00	24,127.00	1,096.00	9,410.00
<u>F 3215.460-57</u>	IDEA-PT B/SEC 611/TRAVEL 14-15	383.00	1,000.00	1,383.00	961.01	0.00	421.99
3215	IDEA-PART B, SECTION 611 *	274,104.00	0.00	274,104.00	198,479.48	65,903.24	9,721.28
32	**	274,104.00	0.00	274,104.00	198,479.48	65,903.24	9,721.28
<u>F 3315.150-57</u>	IDEA-PT B/SEC 619/PROF SALARY 14-15	5,244.00	0.00	5,244.00	3,601.29	1,642.71	0.00
<u>F 3315.400-57</u>	IDEA-PT B/SEC 619/CONTRACTUAL 14-15	749.00	0.00	749.00	749.00	0.00	0.00
3315	IDEA-PART B, SECTION 619 *	5,993.00	0.00	5,993.00	4,350.29	1,642.71	0.00

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
33		5,993.00	0.00	5,993.00	4,350.29	1,642.71	0.00
3		280,097.00	0.00	280,097.00	202,829.77	67,545.95	9,721.28
F 4714.150-57	TITLE IIA-TEACH/PRINC/PROF SAL 13-14	0.00	0.00	0.00	0.00	0.00	0.00
4714	TITLE IIA, TEACHER & PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00
F 4715.150-57	TITLE IIA-TEACH/PRINC/PROF SAL 14-15	73,537.00	0.00	73,537.00	59,458.05	14,078.95	0.00
4715	TITLE IIA, TEACHER & PRINCIPAL	73,537.00	0.00	73,537.00	59,458.05	14,078.95	0.00
47		73,537.00	0.00	73,537.00	59,458.05	14,078.95	0.00
4		73,537.00	0.00	73,537.00	59,458.05	14,078.95	0.00
F 5514.450-57	ARRA -RACE TO THE TOP/SUPPLIES	16,103.91	0.00	16,103.91	16,103.91	0.00	0.00
5514	RACE TO THE TOP	16,103.91	0.00	16,103.91	16,103.91	0.00	0.00
55		16,103.91	0.00	16,103.91	16,103.91	0.00	0.00
5		16,103.91	0.00	16,103.91	16,103.91	0.00	0.00
Fund FTotals:		534,461.91	107,224.72	641,686.63	498,393.89	133,561.03	9,731.71
Grand Totals:		534,461.91	107,224.72	641,686.63	498,393.89	133,561.03	9,731.71

UNATEGO CSD

Revenue Status Report From 7/1/2014 To 4/30/2015




Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
F 2770.-CF.U1.314	COMMUNITY FNDN UNAD/EXPL SS/SCI	91.44	0.00	91.44	91.44	0.00
F 2770.-CF.U1.415	COMMUNITY FNDN UNAD/CARTOON CHAR -SS	2,000.00	0.00	2,000.00	2,000.00	0.00
F 2770.-OC.F1.415	O'CONNOR FOUNDATION/CARTOON CHAR -SS	2,000.00	0.00	2,000.00	2,000.00	0.00
F 3289.-12.13	SUMMER HANDICAPPED 12-13	0.00	3,527.20	3,527.20	0.00	3,527.20
F 3289.-13.14	SUMMER HANDICAPPED 13-14	0.00	5,523.31	5,523.31	0.00	5,523.31
F 3289.-14.15	SUMMER HANDICAPPED 14-15	0.00	98,702.77	98,702.77	14,679.42	84,023.35
F 4126.-21.15	TITLE I A&D IMPRV (BASIC) 14-15	160,724.00	-620.00	160,104.00	92,202.00	67,902.00
F 4256.-32.15	PL94-142 IDEA/SEC 611 14-15	274,104.00	0.00	274,104.00	200,873.00	73,231.00
F 4256.-33.15	PL99-457 IDEA/SEC 619 14-15	5,993.00	0.00	5,993.00	4,384.00	1,609.00
F 4289.-47.15	TITLE II (A) TEACH/PRINC 14-15	73,537.00	0.00	73,537.00	60,288.00	13,249.00
F 4289.-55.14	ARRA - RACE TO THE TOP	16,103.91	0.00	16,103.91	16,103.91	0.00
F Totals:		534,553.35	107,133.28	641,686.63	392,621.77	249,064.86
Grand Totals:		534,553.35	107,133.28	641,686.63	392,621.77	249,064.86

TREASURER'S REPORT TO
BOARD OF EDUCATION
UNATEGO CENTRAL SCHOOL

Capital Fund Checking

BALANCE ON HAND: April 1, 2015			\$	683.12
VOIDED CHECKS			\$	-
RECEIPTS:				
	INTEREST			0.13
	GENERAL/TRANSFERS			8,205.82
		TOTAL RECEIPTS	\$	8,205.95
		RECEIPTS & BALANCE	\$	8,889.07
DISBURSEMENTS:	EFT/Wire Trans.		\$	-
	Checks	1907	\$	8,205.82
		TOTAL DISBURSEMENTS	\$	8,205.82
BALANCE ON HAND: April 30, 2015			\$	<u>683.25</u>
<hr/>				
BANK BALANCE				\$683.25
PLUS: BANK ERROR				-
PLUS: IN TRANSIT DEPOSITS				-
LESS: OUTSTANDING CHECKS				-
LESS: OUTSTANDING WIRES				-
			\$	-
NET BALANCE IN BANK				<u>\$683.25</u>

May 18, 2015
DATE SUBMITTED


DISTRICT TREASURER



Account	Description	Debits	Credits	Balance	
H 200	CASH	357,631.27	356,948.02	683.25	
H 201DORM2	DASNY - DORMATORY AUTHORITY	72,305.73	0.00	72,305.73	
H 521	ENCUMBRANCES	19,092.06	0.00	19,092.06	
H 522	EXPENDITURES	308,679.36	0.00	308,679.36	
H 599	APPROPRIATED FUND BALANCE	19,092.06	0.00	19,092.06	
H 600	ACCOUNTS PAYABLE	37,409.72	37,409.72	0.00	
H 605.ALLMODE	RETAINAGE/ALL-MODE COMMUNICATIONS	1,648.51	1,648.51	0.00	
H 605.FORNO	RETAINAGE/FORNO ENTERPRISES	285.00	285.00	0.00	
H 605.MATC	RETAINAGE/MATCO ELECTRIC	8,025.09	8,025.09	0.00	
H 605.MATCTR	RETAINAGE/MATCO ELECTRIC	2,548.85	2,548.85	0.00	
H 630DEBT	DUE TO DEBT SERVICE	0.00	1,013,469.92	-1,013,469.92	CR
H 630GEN	DUE TO GENERAL FUND	0.00	1,365,229.30	-1,365,229.30	CR
H 821	RESERVE FOR ENCUMBRANCES	0.00	19,092.06	-19,092.06	CR
H 899.1515	TOILET RECON #1515	833,985.38	0.00	833,985.38	
H 899.2007	2007 CAPITAL PROJECT FUND BALANCE	0.00	1,085,406.20	-1,085,406.20	CR
H 899.2011	2011 UNADILLA FUND BALANCE	346,555.00	0.00	346,555.00	
H 899.2012	DW TECHNOLOGY FUND BALANCE	893,639.09	0.00	893,639.09	
H 899.2013	2013 NEW PROJECTS	52,057.12	0.00	52,057.12	
H 899.3	BUS GARAGE - #5006 FUND BALANCE	298,318.34	0.00	298,318.34	
H 899.BUS	BUS FUND BALANCE	676,974.21	0.00	676,974.21	
H 909	FUND BALANCE	19,092.06	19,092.06	0.00	
H 915	ASSIGNED UNAPPROPRIATED FUND BAL	0.00	19,092.06	-19,092.06	CR
H 960	APPROPRIATIONS	0.00	19,092.06	-19,092.06	CR
H Fund Totals:		3,947,338.85	3,947,338.85	0.00	
Grand Totals:		3,947,338.85	3,947,338.85	0.00	

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
H 1008.240-2	BEARSCH COMPEAU/OTEGO RECON PH4	0.00	0.00	0.00	2,005.43	0.00	-2,005.43
H 1008.245-2	BEARSCH COMPEAU/OTEGO PH3B	0.00	0.00	0.00	22,894.40	0.00	-22,894.40
1008	OTEGO RECONSTRUCTION PH4 *	0.00	0.00	0.00	24,899.83	0.00	-24,899.83
H 1009.201-1-7	C & S DESIGN BUILD INC/WINDOWS & DOORS	0.00	0.00	0.00	12,431.34	0.00	-12,431.34
H 1009.240-2	BEARSCH COMPEAU/OTEGO RECON 2013	0.00	0.00	0.00	209.68	0.00	-209.68
H 1009.240-3-0	SJB SERVICES/OTEGO RECON/WINDOWS & DOORS	0.00	0.00	0.00	418.67	0.00	-418.67
H 1009.245-2	BEARSCH COMPEAU/OTEGO RECON 2013	0.00	0.00	0.00	1,181.67	0.00	-1,181.67
H 1009.245-3-1	DAY AUTOMATION/OTEGO RECON 2013-WINDOWS/DOORS	0.00	6,364.02	6,364.02	0.00	6,364.02	0.00
1009	*	0.00	6,364.02	6,364.02	14,241.36	6,364.02	-14,241.36
10	**	0.00	6,364.02	6,364.02	39,141.19	6,364.02	-39,141.19
H 1514.201-1-7	C & S DESIGN BUILD INC/WINDOWS & DOORS	0.00	0.00	0.00	12,431.34	0.00	-12,431.34
H 1514.240-2	BEARSCH COMPEAU/HS RECON 2013	0.00	0.00	0.00	209.68	0.00	-209.68
H 1514.240-3-0	SJB SERVICES/JR-SR RECON/DOOR-WINDOW	0.00	0.00	0.00	418.67	0.00	-418.67
H 1514.244	COUGHLIN & GERHART/WINDOWS & DOORS	0.00	0.00	0.00	93.00	0.00	-93.00
H 1514.245-2	BEARSCH COMPEAU/HS RECON 2013	0.00	0.00	0.00	1,181.67	0.00	-1,181.67
H 1514.245-3-1	DAY AUTOMATION/HS RECON 2013/WINDOWS-DOORS	0.00	6,364.02	6,364.02	0.00	6,364.02	0.00
H 1514.293-5-6	FORNO ENTERPRISES/HS RECON 2013	0.00	0.00	0.00	201,516.49	0.00	-201,516.49
1514	DOOR/SECURITY WINDOW REPLACEMENT *	0.00	6,364.02	6,364.02	215,850.85	6,364.02	-215,850.85
15	**	0.00	6,364.02	6,364.02	215,850.85	6,364.02	-215,850.85
1	***	0.00	12,728.04	12,728.04	254,992.04	12,728.04	-254,992.04
H 5005.240-2	BEARSCH COMPEAU/BUS RECON (EXP)	0.00	0.00	0.00	293.47	0.00	-293.47
H 5005.245-2	BEARSCH COMPEAU/BUS RECON	0.00	0.00	0.00	3,350.40	0.00	-3,350.40
5005	BUS GARAGE RECONSTRUCTION *	0.00	0.00	0.00	3,643.87	0.00	-3,643.87
50	**	0.00	0.00	0.00	3,643.87	0.00	-3,643.87
5	***	0.00	0.00	0.00	3,643.87	0.00	-3,643.87
H 9009.240-2	BEARSCH COMPEAU/UNAD A/A (EXP)	0.00	0.00	0.00	2,592.39	0.00	-2,592.39

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2014 To 4/30/2015



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
H 9009.245-.2	BEARSCH COMPEAU/UNAD ADD/ALT	0.00	0.00	0.00	29,595.20	0.00	-29,595.20
9009	UNADILLA ADDITIONS/ALTERATIONS CSI *	0.00	0.00	0.00	32,187.59	0.00	-32,187.59
H 9011.201-.1-7	C & S DESIGN BUILD INC/WINDOWS & DOORS	0.00	0.00	0.00	12,431.31	0.00	-12,431.31
H 9011.240-.2	BEARSCH COMPEAU/UNAD RECON 2013	0.00	0.00	0.00	209.67	0.00	-209.67
H 9011.240-.3-0	SJB SERVICES/UNADILLA/WINDOWS & DOORS	0.00	0.00	0.00	418.66	0.00	-418.66
H 9011.245-.2	BEARSCH COMPEAU/UNAD RECON 2013	0.00	0.00	0.00	1,181.66	0.00	-1,181.66
H 9011.245-.3-1	DAY AUTOMATION/UNAD RECON 2013-WINDOWS/DOORS	0.00	6,364.02	6,364.02	0.00	6,364.02	0.00
9011	*	0.00	6,364.02	6,364.02	14,241.30	6,364.02	-14,241.30
90	**	0.00	6,364.02	6,364.02	46,428.89	6,364.02	-46,428.89
H 9901.296-.2-5	MATCO ELECTRIC/IT UPGRADES	0.00	0.00	0.00	3,614.56	0.00	-3,614.56
9901	*	0.00	0.00	0.00	3,614.56	0.00	-3,614.56
99	**	0.00	0.00	0.00	3,614.56	0.00	-3,614.56
9	***	0.00	6,364.02	6,364.02	50,043.45	6,364.02	-50,043.45
Fund HTotals:		0.00	19,092.06	19,092.06	308,679.36	19,092.06	-308,679.36
Grand Totals:		0.00	19,092.06	19,092.06	308,679.36	19,092.06	-308,679.36

**AGREEMENT FOR JOINT FINANCING OF
WORKERS' COMPENSATION BENEFITS UNDER
GENERAL MUNICIPAL LAW ARTICLE 5-G**

RECITALS

Various entities, established under the Education Law, which include central school districts and Boards of Cooperative Educational Services, desire to provide for the joint financing of Workers' Compensation Benefits, as well as administrative costs in connection with such a plan and to establish a joint reserve fund under the provisions of General Municipal Law § 6 (j).

Each Participant will:

- Apply to the Workers' Compensation Board to become an individual self-insurer under the provisions of Workers' Compensation Law § 50 (4) (a), effective July 1, 1991.
- Give appropriate notice to its current Workers' Compensation insurance carrier and be responsible for all charges and liability arising out of such contract with its insurance carrier.
- Comply in all respects with the requirements of the Workers' Compensation Board concerning self-insurance including filing requirements and any statutory or regulatory obligations.
- Promptly pay all assessments established by the trustees under the provisions of this agreement.

The group established by this agreement shall be known as:

The Workers' Compensation Self-Insurance Alliance.

The objective of this document is to set forth the agreement among the Participants as well as the rules of operation, the withdrawal of a Participant and the termination of this arrangement.

It is agreed as follows:

ONE

PURPOSE

Those organizations established under the Education Law set forth in Exhibit A, attached, and those who subsequently join (Participants), referred to as the Alliance, have established a fund pursuant to Article 5-G of the General Municipal Law for the purpose of providing security of group financing of Workers' Compensation Self-Insurance by the Participants and to realize the economy of the sharing of the cost of administration of a Self-Insurance Plan. The participating school districts have established by this agreement a joint reserve fund for the payment of benefits. This agreement shall be construed to include all functions and powers to accomplish these stated purposes.

TWO

TRUSTEES

Each Participant shall name a Board member to act as trustee of the Alliance. The clerk of each Participant shall forward to the clerk of the Alliance an official resolution of each Participant's Board designating a Board member to act as trustee. Each trustee shall serve during the school year in which the designation is received, unless revoked by resolution of the Participant, with notification to the clerk of the Alliance. Each Participant shall notify the clerk of the Alliance during July of each school year of the successor trustee to serve during that school year.

THREE

MEETINGS

The trustees shall meet at such times and places as designated by the clerk of the Alliance, the presiding trustee elected by the other trustees, or by two trustees. The trustees of the Alliance shall meet at least once each fiscal year. The clerk of the Alliance shall give at least 72 hours' notice to each trustee as well as to each Participant of the date and place of the meeting, as well as the agenda of each meeting. If such notice cannot be given because of the call of a special meeting, each trustee and each Participant shall be given such notice as is practicable considering the circumstances. Each Participant shall receive the minutes of each meeting after the minutes have been approved.

FOUR

QUORUM

A majority of the whole number of trustees shall constitute a quorum and not less than majority of the whole number may perform and exercise any power, authority or duty under the provisions of this agreement. The words "whole number" shall mean the total number which the body would have were there no vacancies and were none of the trustees disqualified from acting.

FIVE

APPLICATION OF VARIOUS LAWS

The various provisions of the laws of the State of New York that apply to school districts shall be applicable to this Alliance and its governing trustees, including, without limitation, Public Officers Law Article 6 (Freedom of Information Law); Public Officers Law Article 7 (Open Meetings Law); and General Municipal Law Article 18 (Conflicts of Interest of Municipal Officers and Employees).

SIX

COMPENSATION

The trustees shall serve without compensation but are authorized to attend conferences which are relevant to the duties of the trustees, as determined by a majority vote of the trustees at a meeting duly noticed. The trustees may by resolution authorize the payment of the conference expenses, including registrations, hotels, meals, and transportation.

SEVEN

ADMINISTRATION OF THE PLAN

The trustees shall by resolution provide for the administration of the Self-Insurance Plan, sometimes referred to as the Plan. A committee appointed by the trustees may employ, subject to the approval of the trustees, such persons as may be deemed necessary for the operation of the Plan and may contract for necessary actuarial or other professional services. Such administrator and others retained by the Plan shall be paid from the administration fund of the Plan.

The committee shall consist of no more than five individuals and shall have as part of its membership a trustee of the Plan, a superintendent of a Participant and school business administrator or executive of a Participant. Such committee shall have available the services of the administrator, consultant, attorney and other personnel of the Plan. All recommendations of the committee shall be submitted in writing to the trustees for their approval.

EIGHT

DUTIES AND RESPONSIBILITIES OF THE TRUSTEES

The trustees have the following duties, responsibilities and powers to:

- a. Elect a presiding trustee and a presiding deputy trustee. Designate a treasurer of one of the Participants as fiscal officer of the Alliance in accordance with General Municipal Law Section 119-o (2). Designate an auditor who shall be the auditor of the school district for whom the fiscal officer is employed.
- b. Provide for the deposit of joint funds received from the Participants in banks designated from time to time.
- c. Authorize the fiscal officer to invest temporary monies not required for immediate expenditure and to invest idle funds in the type of investment permitted by law without having to obtain approval from each Participant for a particular investment.
- d. Establish an annual budget. Such budget shall cover a school year and shall be presented to each Participant no later than February 1 of each school fiscal year. Such budget shall set forth the anticipated assessment charges as well as the administration expenses.
- e. Arrange for an annual audit by a certified public accountant in relation to all funds received and disbursed by the Alliance. Such audit shall be presented to each Participant no later than November 1 of each school year. The Trustees may authorize an unaudited report during the fiscal year, if in the opinion of the Trustees such report would be appropriate.
- f. Employ a clerk, administrator, consultant, a certified public accountant, an attorney and such other persons as the trustees deem appropriate for the carrying out of the purposes of this agreement, but the

expenses of such individuals shall not exceed the administration budget established in the budget attached as Exhibit B or, in the following years, distributed to the Participants as provided in (d).

g. Retain any Alliance balance, determined at the end of a fiscal year, which will be applied toward the lowering of the annual assessment during the next fiscal year.

h. Reimburse, through the administration fund, the Participant employing the fiscal officer, claims auditor, and clerk for the services performed by such individuals as well as a sum for the proportionate use of office space, secretarial expenses, support services, as well as bonding premiums for the fiscal officer which shall be five percent of the annual budget and other appropriate charges.

i. Purchase employers liability insurance (Type B coverage) for the benefit of the Participants, which charge shall be an administrative charge. Such charge may not be assessed against the joint Workers' Compensation reserve fund which may be established.

j. Purchase excess or stop loss insurance to cover large Workers' Compensation claims. The amount of such coverage shall be recommended by the administrator of the Plan. Such charge shall be considered a charge against the Self-Insurance budget.

k. Establish the basis for annual assessment. Such assessment may include the amounts necessary to:

- » meet the payments with respect to liability of Participants required to be made under the Workers' Compensation Law.
- » pay the administrative expenses of the Plan.
- » repay any amounts advanced by a Participant to the Plan.
- » provide for contributions to the joint reserve fund to finance the payment of benefits.
- » pay stop loss insurance.
- » meet any other appropriate expense.

l. Determine the annual assessment and collection of such assessment at such times as the trustees shall deem appropriate. The assessment shall consist of each Participant's share of the anticipated charges of the Self-Insurance budget plus various administration expenses. The trustees may also assess such additional amounts to each Participant including a reserve fund assessment and charges that may be necessary to carry out the purposes of the Alliance. No Participant shall be assessed a sum greater than 120% of the Workers' Compensation premium charges for the previous school year for costs for the Self-Insurance Fund or a sum which shall exceed 120% of the Self-Insurance Fund assessments for administration expenses of the previous year.

m. The trustees may provide for annual payments into the Alliance based upon loss experience or some other equitable standard.

n. Establish a committee or committees consisting of a trustees and others. Any agreement by the committee shall be subject to the approval of the trustees.

o. Purchase, through the administration fund, wrongful act and other liability insurance in such amounts as to be determined by the trustees to protect the trustees and those acting on behalf of the Plan. The provisions of Public Officers Law § 18 are hereby extended to the trustees and those acting on behalf of the Alliance.

p. Assess late payment charges for any sum not received within 30 days after assessment. The late payment charge shall be five percent of the assessed sum.

q. Terminate the membership of any Participant based upon the Participant's failure to comply with the charter or any resolution of the trustee, substantial negative claim experience as determined by the trustees or any other just cause. In case of termination, such entity shall receive a reimbursement of contributions, if any, in the same manner as a voluntary termination as provided in article 13.

r. Perform all acts reasonably necessary to exercise the powers granted expressly in this agreement or by implication.

NINE

RECEIPT AND DISBURSEMENT OF FUNDS

The fiscal officer shall be custodian of the funds. Such monies shall be deposited in one or more banks or trust companies designated by the trustees.

The trustees, through the fiscal officer, shall pay Workers' Compensation in the manner provided in the Workers' Compensation Law § 64 upon certification by the plan administrator. The amount of compensation payable prior to an award pursuant to such certification shall constitute a settled claim within the meaning of the Local Finance Law.

Payment of other Workers' Compensation matters such as hospital charges, doctor's statements, and the like shall be made upon certification of the plan administrator.

Payment of other matters, such as administrative services and professional services shall be in accordance with the agreement with such parties.

The fiscal officer is authorized to reimburse a Plan Participant who has disbursed funds in accordance with the Workers' Compensation Law or Board regulations.

All payments by the fiscal officer shall be audited by the Alliance auditor.

TEN

RESERVE FUND UNDER GENERAL MUNICIPAL LAW § 6(j)

A reserve fund under the provisions of General Municipal Law § 6 (j) is established for all school district Participants. The maximum amount that may be contributed in the reserve fund is \$4,000,000. The contribution to the reserve fund shall be on the basis of the number of employees of a Participant as of the date specified by the trustees.

The fiscal officer of the Alliance may expend monies from such reserve only for the payment of compensation and benefits, medical, hospital and other expenses authorized by Article 2 of the Workers' Compensation Law and the expenses of administering the Self-Insurance Program which are referable to the school district Participants.

The fiscal officer may invest the reserve fund in the same manner as any other funds of the Plan.

In the event of abandonment of the Plan, all monies remaining in such reserve in excess of an amount sufficient to satisfy all accrued and contingent liabilities shall be refunded to the Participants in such manner as the trustees shall direct.

In the event of the withdrawal of a school district Participant, on a voluntary or involuntary basis, the trustees shall determine the amount of refund from the reserve fund, if any, to such withdrawing district after the payment of all possible claims referable to that district. The amount shall be on an equitable basis, as determined by the trustees and shall not be reviewable in any tribunal or forum.

ELEVEN

THE DUTIES OF THE ADMINISTRATOR OF THE PLAN

During the time that an administrator is appointed to act on behalf of the Alliance, such administrator shall receive and analyze all claims, and determine those claims that are appropriate and make recommendations to the fiscal officer for payment of the various sums required under the Workers' Compensation Law. The administrator shall prepare those reports required by the fiscal officer, committee of the Alliance or the trustees. The administrator shall perform such other ministerial acts as may be, from time to time, directed or appropriate.

TWELVE

WITHDRAWAL OF A PARTICIPANT FROM THE ALLIANCE

A Participant may only withdraw at the beginning of a school fiscal year by giving notice to the clerk of the Alliance in writing on the first of March preceding the commencement of the school year. If such notice is not delivered to the clerk of the Alliance by March 1, then the Participant shall be deemed to be bound by this agreement for the next school year. The trustees may, upon a showing of extraordinary circumstances, waive the requirement of timely notice and, if the trustees deem appropriate, impose any other conditions that the trustees deem appropriate under the particular circumstances. **Any participating District may by January 2 in any year request an estimate of sums due from the Alliance to the Participant or owed by Participant to the Alliance. The report shall be completed by the Accountant appointed pursuant to Article 8 (e) no later than February 1 of the same year. Any fees, costs or expenses charged by the accountant for the preparation of the report shall be a charge only to the Participating District making the request.**

THIRTEEN

MONEY TO BE PAID TO A WITHDRAWING PARTICIPANT

When a Participant has given notice of withdrawal in accordance with the provisions of this agreement, the trustees shall determine any sums which are due and owing by the Participant, or any moneys which may be due to the withdrawing Participant. Such credit or debit shall be established by the accountant of the plan appointed in accordance with article Eight (e) and shall be calculated and set forth in the annual report to each Participant. **The Alliance Accountant shall include in each annual report a calculation of the credit or debit for each Alliance participant.** The debits and credits shall be determined in accordance with accepted accounting practices considering accrual of claims and the prorata share of such Participant in the claims and benefits of the Alliance as determined by the certified annual report of the Alliance.

FOURTEEN

ADMISSION OF ADDITIONAL PARTICIPANTS

The trustees may allow additional school districts or Boards of Cooperative Educational Services to become participating members of the Alliance after appropriate investigation and notice to the existing Participants. If three Participants object to the admission of the applicant, such applicant shall not be admitted to the Alliance. Such objection must be received by the clerk of the Alliance 30 days after notice to each Participant. The objection must be in the form of a resolution duly made and adopted by the Board of the Participant. If there is no objection by three Participants, the applicant shall be admitted to the Alliance upon the terms and conditions established by the trustees, which terms and conditions have been set forth in the notice given to the existing Participants of the Alliance.

FIFTEEN

DISSOLUTION AND TERMINATION

The trustees may, by vote, determine that the Alliance shall be dissolved and terminated. If such determination is made, the Alliance shall be dissolved 90 days after written notice to the Participants. Thirty days before the effective date of the termination each Participant shall be advised, based upon the figures available at that time, of the assets and liabilities of the Alliance, and the anticipated distribution of the assets or assessment of liability to each Participant.

SIXTEEN

ARBITRATION

Any controversy or claim arising out of or resulting from this agreement, or breach of it, shall be settled by arbitration in accordance with the rules of the American Arbitration Association.

SEVENTEEN

MISCELLANEOUS PROVISIONS

This instrument constitutes the sole agreement of the Participants and the various rules of the Alliance.

The agreement shall not be modified, waived or discharged or terminated orally, and the rules may only be modified by means of an appropriate vote by the trustees and notification to the Participants, and affirmative vote of each Participant. If seventy five percent of the Participants approve a modification, such modification shall become effective and those not voting in favor of the modification shall be deemed to have voluntarily withdrawn from the Alliance effective at the end of that particular school year.

Each Participant will perform all other acts and execute and deliver all other documents as may be necessary or appropriate to carry out the intended purposes of this agreement.

If any provision of this agreement is held to be invalid, the remainder of the document shall not be affected thereby.

This agreement is intended to be consistent with and in compliance with the various laws of the State of New York and shall be so construed to accomplish such intent.

EIGHTEEN

TERMINATION OF THE AGREEMENT

In accordance with General Municipal Law § 119-o (2) (j), this agreement shall continue until June 30, 2018.

EXHIBIT A

THOSE PARTICIPANTS JOINING THE ALLIANCE

1. Bainbridge-Guilford Central School District
2. Broome-Delaware-Tioga BOCES
3. Chenango Valley Central School District
4. Deposit Central School District
5. Greene Central School District
6. Maine-Endwell Central School District
7. Newark Valley Central School District
8. Owego-Apalachin Central School District
9. Tioga Central School District
10. Unatego Central School District
11. Walton Central School District
12. Windsor Central School District

Dated: September 9, 1998
Revised: September 19, 2003
Revised: September 28, 2007
Revised: September 28, 2012
Revised: April 28, 2015

By-Laws

SUBJECT: REGULAR BOARD MEETINGS AND RULES (QUORUM AND PARLIAMENTARY PROCEDURE)

All Board of Education meetings must be open to the public except those portions of the meetings which qualify as executive sessions. In accordance with Section 102 of the Open Meetings Law, a "meeting" is defined as an official convening of a public body for the purpose of conducting public business, including the use of videoconferencing for attendance and participation by the members of the public body. A "public body" is defined as an entity of two (2) or more persons which requires a quorum to conduct public business, including committees and subcommittees. Reasonable efforts shall be made to ensure that all meetings are held in an appropriate facility which can adequately accommodate any and all members of the public who wish to attend.

Whenever such a meeting is to take place, there must be at least seventy-two (72) hours advance notice in accordance with the provisions of the Open Meetings Law. Notice of other meetings shall be given as soon as is practicable in accordance with law. When the District has the ability to do so, notice of the time and place of a meeting shall be conspicuously posted on the District's internet website.

District records subject to release under FOIL, as well as any proposed rule, regulation, policy or amendment, that are on the Board agenda and scheduled to be discussed at a Board meeting, shall be made available upon request, to the extent practicable, prior to the meeting. Copies of such records may be made available for a reasonable fee. If the District maintains a regularly updated website and utilizes a high speed internet connection, such records shall be posted on the website to the extent practicable, prior to the meeting. The District may, but it is not required to expend additional funds to provide such records.

If videoconferencing or online technology is used to conduct a meeting, the public notice for the meeting shall inform the public that videoconferencing will be used, identify all the locations for the meeting, and state that the public has the right to attend the meeting at any of the locations. Voting may be done through videoconferencing, provided that members can be both seen and heard voting and participating from remote locations.

Regular meetings of the Board of Education of Unatego Central School District shall take place on the day and time designated by the Board at the Annual Organizational Meeting, except as modified at subsequent meetings of the Board.

It is the responsibility of the Superintendent to prepare the agenda and review it with the Board President for each meeting of the Board. The agenda for each meeting shall be prepared during the week prior to the meeting. The agenda shall be distributed to Board members no later than the Friday before such regular meeting. Whenever the President or other members of the Board wish to bring a matter to the attention of the Board, such request should be made to the Superintendent so that the same can be placed on the agenda. Whenever individuals or groups wish to bring a matter to the attention of the Board, such request shall be addressed in writing to the Superintendent. The Superintendent shall present such matter to the Board.

(Continued)

By-Laws

SUBJECT: REGULAR BOARD MEETINGS AND RULES (QUORUM AND PARLIAMENTARY PROCEDURE) (Cont'd.)

The District Clerk shall notify the members of the Board of Education in advance of each regular meeting. Such notice, in writing, shall include an agenda and the time of the meeting.

In the event that a meeting date falls on a legal holiday, interferes with other area meetings, or there is an inability to attend the meeting by Board members to the extent that a quorum would not be present, the Board shall select a date for a postponed meeting at the previous regular meeting, and shall direct the Clerk to notify all members.

Any meeting of the Board may be adjourned to a given future date and hour if voted by a majority of the Board present.

The Superintendent and members of his/her staff at the Superintendent's discretion shall attend all meetings of the Board. The Superintendent shall attend all executive session meetings of the Board except those that concern his/her evaluation, employment status, and salary determination. The Board may request the attendance of such additional persons as it desires.

Recording of Meetings

The Board recognizes that advances in technology allow public meetings to be photographed, broadcast, webcast and/or otherwise recorded, by means of audio or video, in a non-disruptive manner and supports the use of such technology to facilitate the open communication of public business. To that end, the Board may adopt rules addressing the location of the equipment and/or personnel used to photograph, broadcast, webcast and/or record such meetings to assure that its proceedings are conducted in an orderly manner. Such rules shall be conspicuously posted during meetings and written copies provided, upon request, to meeting attendees.

Public Expression at Meetings

Public expression at such meetings shall be encouraged and a specific portion of the agenda shall provide for this privilege of the floor. At its discretion, the Board may invite visitors to its meetings to participate in the Board's discussion of matters on the agenda.

The Board of Education reserves the right to enter into executive session as specified in Policy #1540 -- Executive Sessions.

Public participation at Board meetings shall be limited to one-half (1/2) hour per meeting as part of the agenda for regular business meetings. General rules for polite business behavior will be expected. These rules include no interruptions, no slanderous remarks, and no name-calling. A written brief will be strongly encouraged.

(Continued)

By-Laws

SUBJECT: REGULAR BOARD MEETINGS AND RULES (QUORUM AND PARLIAMENTARY PROCEDURE) (Cont'd.)

The president will state at the beginning of each public participation the following time limits:

- a) Total time for public participation will be limited to one-half (1/2) hour.
- b) Discussion of a single topic will be no longer than fifteen (15) minutes.
- c) No speakers shall be allowed to speak longer than five (5) minutes.

Quorum

The quorum for any meeting of the Board shall be four (4) members. No formal action shall be taken at any meeting at which a quorum is not present. When only a quorum exists, the Board shall act by unanimous vote unless otherwise required by the laws of the State of New York.

Use of Parliamentary Procedure

The business of the Board of Education shall be conducted in accordance with the authoritative principles of parliamentary procedure as found in the latest edition of Robert's Rules of Order.

Education Law Sections 1708 and 2504
General Construction Law Section 41
Public Officers Law Article 7, Sections 103(d), 104 and 107

NOTE: Refer also to Policies #1520 -- Special Meetings of the Board of Education
#1540 -- Executive Sessions
#5410 -- Purchasing
#6211 -- Employment of Relatives of Board of Education Members
#8340 -- Textbooks/Workbooks/Calculators/Instructional Computer Hardware

Adoption Date

Internal Operations

SUBJECT: ORIENTING AND TRAINING NEW BOARD MEMBERS

The Board and its staff shall assist each new member-elect to understand the Board's functions, policies, and procedures before he/she takes office, by the following methods:

- a) The electee shall be given selected materials relating to the responsibilities of Board membership, which material is supplied by the New York State School Boards Association, the National School Boards Association, and/or other professional organizations;
- b) The electee shall be invited to attend Board meetings and to participate in its discussions;
- c) The Clerk shall supply material pertinent to meetings and shall explain its use;
- d) The electee shall be invited to meet with the Superintendent and other administrative personnel to discuss services they perform for the Board;
- e) A copy of the Board's policies and by laws shall be given to the electee by the Clerk;
- f) The opportunity shall be provided for new Board members to attend the New York State School Boards Association orientation program.

Board Member Training

Within the first year of election or appointment, each Board member must complete a minimum of six (6) hours of training on the financial oversight, accountability and fiduciary responsibilities of a school board member and a training course acquainting him/her with the powers, functions and duties of Boards of Education and administrative authorities affecting public education. Re-elected Board members shall not be required to repeat this training. The curriculum and provider of this training must be approved by the Commissioner of Education.

Upon completing the required training, the Board member shall file with the District Clerk a certificate of completion issued by the provider of the training. Actual and necessary expenses incurred by a Board member in complying with these requirements are a lawful charge to the District.

Education Law Section 2102-a
8 NYCRR Section 170.12(a)

Adoption Date

Community Relations

SUBJECT: *SCHOOL DISTRICT STANDARDS AND GUIDELINES FOR WEB PAGE PUBLISHING**General Criteria**

The availability of Internet access in the School District provides an opportunity for staff and students to access information and contribute to the School District's presence on the World Wide Web. The District/school/classroom websites must relate to curriculum or instructional matters, school authorized activities, or general information of interest to the public pertaining to the District or its schools. Staff and students are prohibited from publishing personal home pages or links to personal home pages as part of the District/school/classroom Web Page(s). Similarly, no individual or outside organization will be permitted to publish personal Web Pages as part of the District/school/classroom Web Page(s).

Internet access for the creation of Web Pages is provided by the District and all information must be reviewed by the Website Manager prior to publishing it on the Web. Personnel designing information for the Web Pages must familiarize themselves with and adhere to District standards and procedures. Failure to follow District standards or responsibilities may result in disciplinary sanctions in accordance with law and/or the applicable collective bargaining agreement.

The District shall provide general training on relevant legal considerations and compliance with applicable laws and regulations including copyright, intellectual property, and privacy of student records as well as relevant District procedures to those staff members and students who are allowed to develop or place material on the District/school/classroom Web Page(s).

Content Standards

- a) Approval for posting a Web Page must be obtained from the Website Manager or his/her designee(s). If at any time, the Website Manager/designee(s) believes the proposed material does not meet the standards approved by the District, it will not be published on the Web. Decisions regarding access to active Web Pages for editing content or organization will be the responsibility of the Website Manager/designee(s).
- b) A Web Page must be sponsored by a member of the District faculty, staff or administration who will be responsible for its content, design, currency and maintenance. The sponsor is responsible for ensuring that those constructing and maintaining the Web Page have the necessary technical training and that they fully understand and adhere to District policies and regulations. The Web Page must include the name of the sponsor.

**Customize to District -- intended as a template that should be customized to District practices as applicable.*

(Continued)

Community Relations

SUBJECT: SCHOOL DISTRICT STANDARDS AND GUIDELINES FOR WEB PAGE PUBLISHING (Cont'd.)

- c) Staff or student work should be published only as it relates to a school/classroom authorized project or other school-related activity.
- d) The review of a Student Web Page (if considered a school-sponsored student publication) shall be subject to prior District review as would any other school-sponsored student publication.
- e) An authorized teacher who is publishing the final Web Page(s) for himself/herself or for a student will edit and test the Page(s) for accuracy of links and check for conformance with District standards and practices.
- f) A disclaimer statement about the content of Web Pages must be part of individual sites:

Example: "The District has made every reasonable attempt to ensure that our Web Pages are educationally sound and do not contain links to questionable material or material that can be deemed in violation of the School District's Standards and Guidelines for Web Page Publishing Policy."
- g) Commercial advertising or marketing on the District/school/classroom Web Page(s) (or the use of school-affiliated Web Pages for the pursuit of personal or financial gain) shall be prohibited unless otherwise authorized in accordance with law and/or regulation. Decisions regarding website advertising must be consistent with existing District policies and practices on this matter. School-affiliated Web Pages may mention outside organizations only in the context of school programs that have a direct relationship to those organizations (e.g., sponsorship of an activity, student community service project).
- h) Web Pages may include faculty or staff names; however, other personal information about employees including, but not limited to, home telephone numbers, addresses, email addresses, or other identifying information such as names of family members may be published only with the employee's written permission.
- i) All Web Pages must conform to the standards for appropriate use found in the District's Acceptable Use Policy(ies) and accompanying Regulations regarding standards of acceptable use; examples of inappropriate behavior; and compliance with applicable laws, privacy, and safety concerns.
- j) All Web Pages must be approved through the designated process before being posted to the District/school/classroom websites.
- k) All staff and/or students authorized to publish material on the District/school/classroom Web Page(s) shall acknowledge receipt of the District's Web Page Standards and agree to comply with same prior to posting any material on the Web.

(Continued)

Community Relations

**SUBJECT: SCHOOL DISTRICT STANDARDS AND GUIDELINES FOR WEB PAGE
PUBLISHING (Cont'd.)****Release of Student Education Records/Directory Information**Release of Student Education Records

In accordance with the Family Educational Rights and Privacy Act (FERPA), unless otherwise exempted in accordance with law and regulation, the District may release personally identifiable information contained in student education records only if it has received a "signed and dated written consent" from a parent or eligible student. Signed and dated written consent may include a record and signature in electronic form provided that such signature:

- a) Identifies and authenticates a particular person as the source of the electronic consent; and
- b) Indicates such person's approval of the information contained in the electronic consent.

Student Directory Information

Per FERPA, Districts must publish an annual public notice informing parents or eligible students of their right to refuse the release of student directory information and indicating a time period for their response. Following such public notice and a reasonable response period, the District may release such information to an outside group without individual consent.

Parental/Eligible Student Consent Required and Privacy Concerns

Written parental/eligible student consent shall be obtained by the District before education records or personally identifiable information contained therein is released to any party unless:

- a) Such release is authorized by the Family Educational Rights and Privacy Act, or its implementing regulations;
- b) The information released is "directory information" as designated by the District in accordance with FERPA. The District shall provide parents and eligible students with annual notification of their rights under FERPA and designation of directory information (i.e., disclosure of personally identifiable information contained in student records);
- c) For anything not specifically designated as "directory information" by the District, the District must receive a "signed and dated written consent" from the parent/eligible student prior to releasing such information (unless otherwise authorized per FERPA);

(Continued)

SUBJECT: SCHOOL DISTRICT STANDARDS AND GUIDELINES FOR WEB PAGE PUBLISHING (Cont'd.)

- d) However, even if student photographs are designated as directory information per FERPA, due to privacy and safety concerns, **the District requires specific affirmative written parent/eligible student consent prior to posting student photographs on District/school/classroom Web Pages.** Whenever possible, group photographs of students and/or the use of photographs where the student is not easily identifiable is preferable to the use of individual student photographs for safety reasons;
- e) Web Pages shall not include a student's full name, telephone number, address, email address or post such information of other family members or friends. Posting of student names will be limited to first name only. Permission forms from parents are strongly suggested;
- f) Online posting of school bus schedules and/or other specific activity schedules detailing dates/times/locations (e.g., field trips) is prohibited on school-affiliated websites as such information can pose risks of child abduction or other security concerns. Password protected websites may be authorized by the Superintendent/designee.

Use of Copyrighted Materials and "Fair Use" Exceptions/Intellectual Property and Works Made for HireCopyrighted Materials

All employees and students are prohibited from copying materials not specifically allowed by the copyright law, "Fair Use" guidelines, licenses or contractual agreements, or the permission of the copyright proprietor. Web Page publications must include a statement of copyright when appropriate and indicate that permission has been secured when including copyrighted materials or notice that such publication is in accordance with the "Fair Use" provisions of the Copyright Law.

Fair Use of Copyrighted Materials

Pursuant to Section 107 of the Copyright Law ("Fair Use" provisions), the use of copyrighted material for criticism, comment, news reporting, teaching, scholarship, or research may be permitted under certain circumstances.

However, any appropriation of someone else's work on the Internet is a potential copyright infringement. "Fair Use" provisions may not apply when a project created by a teacher or student is accessed by others over the Internet. If there is a possibility that school-affiliated Web Page(s), which incorporate copyrighted works under the "Fair Use" provisions, could later result in broader dissemination, it will be necessary to seek the permission of the copyright holder. The complex interplay between copyright law and the "Fair Use" provisions in educational multimedia projects should be considered in development of Web Page publishing standards and reviewed by school counsel prior to District implementation for compliance with applicable law and regulations.

(Continued)

Community Relations

SUBJECT: SCHOOL DISTRICT STANDARDS AND GUIDELINES FOR WEB PAGE PUBLISHING (Cont'd.)

- a) Unless otherwise noted, always assume that work on the web is copyrighted. It is NOT necessary that the copyright symbol -- © -- be displayed for the work to be protected by copyright laws.
- b) Proper attribution must always be given.
- c) Obtaining permission(s) from the copyright holder(s) (whether text, graphics or music) should occur during the developmental process or project, rather than waiting to seek permission upon completion of the project.
- d) Unauthorized electronic transmission of copyrighted materials is illegal.

Intellectual Property/ Works Made for Hire

All works completed by employees as part of their employment shall be considered "works made for hire" as described in the United States Code Annotated, Title 17, Copyrights to the extent permitted by law. This determination includes, but is not limited to, the following activities:

- a) Work prepared by an employee within the scope of his/her employment, whether tangible or intangible;
- b) Work specifically ordered or commissioned for use as a contribution to a collective work, as enumerated in law.

Any work created within the scope of such a relationship will be considered a work made for hire when a regular employment relationship exists.

Work covered under this policy is the property of the School District, not the creator of such work. The District shall own any and all rights to such works, or derivatives thereof, unless there is a written agreement to the contrary.

Student Work

Students are the copyright holders of their own original work. The District must receive written permission from both the parent and the student prior to publishing students' original work on the District/school/classroom websites.

Student Free Speech Issues (School-sponsored Publications)

In general, School Districts can exercise editorial control over the style and content of student expression in school-sponsored publications, theatrical productions, and other expressive activities that students, parents and members of the public might reasonably perceive to bear the imprimatur of the school.

(Continued)

Community Relations

SUBJECT: SCHOOL DISTRICT STANDARDS AND GUIDELINES FOR WEB PAGE PUBLISHING (Cont'd.)

However, the school's actions in such a case must be reasonably related to legitimate pedagogical concerns and may not amount to viewpoint discrimination.

Consequences for Non-Compliance

Web Pages that do not comply with the above criteria are subject to revocation of approval and removal from the District/school/classroom websites.

Staff

Faculty or staff posting non-approved or inappropriate material on a school-affiliated website are subject to the imposition of discipline, including possible suspension or revocation of access to the District's computer network, in accordance with law and applicable collective bargaining agreements. In the case that a violation may constitute a criminal offense, it will be reported to the appropriate authorities.

Students

Students posting non-approved or inappropriate material on a school-affiliated website are subject to the imposition of discipline, including possible suspension or revocation of access to the District's computer network, in accordance with applicable due process procedures and the *District Code of Conduct*. In the case that a violation may constitute a criminal offense, it will be reported to the appropriate authorities.

Oversight

The Superintendent of Schools or his/her designee shall have the authority to approve or deny the posting of any proposed Web Pages on school-affiliated websites based upon compliance with the terms and conditions set forth in this policy as well as applicable District practices and procedures.

Digital Millennium Copyright Act (DMCA), 17 USC Sections 101 et seq., 512
and 1201 et seq.
Family Educational Rights and Privacy Act of 1974, 20 USC Section 1232(g)
34 CFR Parts 99 and 201

Adoption Date

/EB

SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE SCHOOL DISTRICT

The Board of Education affirms its commitment to nondiscrimination and recognizes its responsibility to provide an environment that is free of harassment and intimidation as required by Federal and state law. Harassment is a violation of law and stands in direct opposition to District policy. Therefore, the Board prohibits and condemns all forms of discrimination and harassment on the basis of race, color, creed, religion, national origin, political affiliation, sex, sexual orientation, age, marital status, military status, veteran status, disability, use of a recognized guide dog, hearing dog or service dog, or domestic violence victim status by employees, school volunteers, students, and non-employees such as contractors and vendors as well as any third parties who are participating in, observing, or otherwise engaging in activities subject to the supervision and control of the District.

Sexual orientation is defined as heterosexuality, homosexuality, bisexuality, or asexuality, whether actual or perceived.

The Board also prohibits harassment based on an individual's opposition to discrimination or participation in a related investigation or complaint proceeding under the anti-discrimination statutes. This policy of nondiscrimination and anti-harassment will be enforced on School District premises and in school buildings; and at all school-sponsored events, programs and activities, including those that take place at locations off school premises and in another state.

It is intended that this policy apply to the dealings between or among employees with employees; employees with students; students with students; employees/students with vendors/contractors and others who do business with the School District, as well as school volunteers, visitors, guests and other third parties. All of these persons are hereinafter referred to collectively as "the named group."

For purposes of this policy, harassment shall mean communication (verbal, written or graphic) and/or physical conduct based on an individual's actual or perceived race, color, creed, religion, national origin, political affiliation, sex, sexual orientation, age, marital status, military status, veteran status, disability, use of a recognized guide dog, hearing dog or service dog or domestic violence victim status that:

- a) Has the purpose or effect of substantially or unreasonably interfering with an individual's work performance or is used as a basis for employment decisions (including terms and conditions of employment) affecting such individual; and/or creates an intimidating, hostile or offensive work environment;
- b) Has the purpose or effect of substantially or unreasonably interfering with a student's academic performance or participation in an educational or extracurricular activity, or creates an intimidating, hostile or offensive learning environment; and/or effectively bars the student's access to an educational opportunity or benefit;
- c) Otherwise adversely affects the employment and/or educational opportunities and benefits provided by the District.

(Continued)

/EB

SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE SCHOOL DISTRICT (Cont'd.)**Complaints and Grievances by Employees**

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

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

Complaints and Grievances by Students

While students have the responsibility to abide by the policies and regulations of the District, they shall also be afforded opportunity to present complaints and grievances free from interference, coercion, restraint, discrimination or reprisal.

Administration shall be responsible for establishing rules and regulations for the redress of complaints or grievances through proper administration channels. In addition, the administration shall be responsible for developing an appeals process, ensuring that students have full understanding and access to these regulations and procedure, and providing prompt consideration and determination of student complaints and grievances.

Investigation of Complaints and Grievances

The School District will act to promptly investigate all complaints, either verbal or written, formal or informal, of allegations of harassment based on any of the characteristics described above; and will promptly take appropriate action to protect individuals from further harassment. The District will designate, at a minimum, two (2) Compliance Officers, one of each gender.

In order for the Board to enforce this policy, and to take corrective measures as may be necessary, it is essential that any employee, student, or other member of the above named group who believes he/she has been a victim of harassment in the school environment and/or at programs, activities and events under the control and supervision of the District, as well as any individual who is aware of and/or who has knowledge of, or witnesses any possible occurrence of harassment, immediately report such alleged harassment; such report shall be directed to or forwarded to the District's designated Compliance Officer(s) through informal and/or formal complaint procedures as developed by the District. Such complaints are recommended to be in writing, although verbal complaints of alleged harassment will also be promptly investigated in accordance with the terms of this policy. In the event that the Compliance Officer is the alleged offender, the report will be directed to the next level of supervisory authority.

(Continued)

/EB

SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE SCHOOL DISTRICT (Cont'd.)

Upon receipt of an informal/formal complaint (even an anonymous complaint), the District will conduct a prompt, equitable and thorough investigation of the charges. However, even in the absence of an informal/formal complaint, if the District has knowledge of any occurrence of harassment, the District will investigate such conduct promptly and thoroughly. To the extent possible, within legal constraints, all complaints will be treated as confidentially and privately as possible. However, disclosure may be necessary to complete a thorough investigation of the charges and/or to notify law enforcement officials as warranted, and any disclosure will be provided on a "need to know" basis. The Superintendent will inform the Board of Education of investigations involving findings of discrimination or harassment.

Based upon the results of this investigation, if the District determines that an employee and/or student has violated the terms of this policy and/or accompanying regulations, immediate corrective action will be taken as warranted. Should the offending individual be a student, appropriate disciplinary measures will be applied, up to and including suspension, in accordance with applicable laws and/or regulations, District policy and regulation, and the *District Code of Conduct*. Should the offending individual be a school employee, appropriate disciplinary measures will be applied, up to and including termination of the offender's employment, in accordance with legal guidelines, District policy and regulation, and the applicable collective bargaining agreement(s). Third parties (such as school volunteers, vendors, etc.) who are found to have violated this policy and/or accompanying regulations and/or the *Code of Conduct*, will be subject to appropriate sanctions as warranted and in compliance with law. The application of such disciplinary measures by the District does not preclude the filing of civil and/or criminal charges as may be warranted.

Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)

The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participated in the investigation of a complaint of harassment. Follow-up inquiries shall be made to ensure that harassment has not resumed and that all those involved in the investigation of the harassment complaint have not suffered retaliation.

Finding That Harassment Did Not Occur

At any level/stage of investigation of alleged harassment, if a determination is made that harassment did not occur, the Compliance Officer will so notify the complainant, the alleged offender and the Superintendent of this determination. Such a finding does not preclude the complainant from filing an appeal pursuant to District policy or regulation and/or pursuing other legal avenues of recourse.

However, even if a determination is made that harassment did not occur, the Superintendent/designee reserves the right to initiate staff awareness and training, as applicable, to help ensure that the school community is not conducive to fostering harassment in the workplace.

(Continued)

/EB

SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE SCHOOL DISTRICT (Cont'd.)

In all cases, the Superintendent will inform the Board of Education of the results of each investigation involving a finding that harassment did not occur.

Knowingly Makes False Accusations

Employees and/or students who *knowingly* make false accusations against another individual as to allegations of discrimination or harassment may also face appropriate disciplinary action.

Privacy Rights

As part of any investigation, the District has the right to search all school property and equipment including District computers. Rooms, desks, cabinets, lockers, computers, etc. are provided by the District for the use of staff and students, but the users do not have exclusive use of these locations or equipment and should not expect that materials stored therein will be private.

Civil Rights Compliance Officer (Title IX/Section 504/ADA Compliance Officer)

The Civil Rights Compliance Officer is *appointed annually and subject to change* (*District to fill in designated Compliance Officer*). The Civil Rights Compliance Officer shall be appointed by the Board and shall be responsible for providing information, including complaint procedures, and for handling complaints relative to civil rights (e.g., Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990) for any student, parent, employee or employment applicant.

Prior to the beginning of each school year, the District shall issue an appropriate public announcement which advises students, parents/guardians, employees and the general public of the District's established grievance procedures for resolving complaints of discrimination based on sex or disability. Included in such announcement will be the name, address and telephone number of the Civil Rights Compliance Officer.

The Civil Rights Compliance Officer shall also be responsible for handling complaints and grievances regarding discrimination based on race, color, creed, religion, national origin, political affiliation, sexual orientation, age, military status, veteran status, marital status, predisposing genetic characteristics, use of a recognized guide dog, hearing dog or service dog, or domestic violence victim status.

Development and Dissemination of Administrative Regulations

Regulations will be developed for reporting, investigating, and remedying allegations of harassment based on the characteristics described above. An appeal procedure will also be provided to

(Continued)

/EB

SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE SCHOOL DISTRICT (Cont'd.)

address any unresolved complaints and/or unsatisfactory prior determinations by the applicable Compliance Officer(s). Such regulations will be developed in accordance with federal and state law as well as any applicable collective bargaining agreement(s).

The Superintendent/designee(s) will affirmatively discuss the topic of harassment with all employees and students, express the District's condemnation of such conduct, and explain the sanctions for such harassment. Appropriate training and/or "awareness" programs will be established for staff and students to help ensure knowledge of and familiarity with the issues pertaining to harassment in the schools, and to disseminate preventative measures to help reduce such incidents of prohibited conduct. Furthermore, special training will be provided for designated supervisors and managerial employees, as may be necessary, for the investigation of harassment complaints.

A copy of this policy and its accompanying regulations will be available upon request and may be posted at various locations in each school building. The District's policy and regulations on anti-harassment will be published in appropriate school publications such as teacher/employee handbooks, student handbooks, and/or school calendars.

This policy should not be read to abrogate other District policies and/or regulations or the *District Code of Conduct* prohibiting other forms of unlawful discrimination, inappropriate behavior, and/or hate crimes within this District. It is the intent of the District that all such policies and/or regulations be read consistently to provide the highest level of protection from unlawful discrimination in the provision of employment/educational services and opportunities. However, different treatment of any member of the above named group which has a legitimate, legal and nondiscriminatory reason shall not be considered a violation of District policy.

Age Discrimination in Employment Act, 29 USC Section 621

Americans With Disabilities Act, 42 USC Section 12101 et seq.

Prohibits discrimination on the basis of disability.

Section 504 of the Rehabilitation Act of 1973, 29 USC Section 794 et seq.

Prohibits discrimination on the basis of disability.

Title VI of the Civil Rights Act of 1964, 42 USC Section 2000d et seq.

Prohibits discrimination on the basis of race, color or national origin.

Title VII of the Civil Rights Act of 1964, 42 USC Section 2000e et seq.

Prohibits discrimination on the basis of race, color, religion, sex or national origin.

Title IX of the Education Amendments of 1972, 20 USC Section 1681 et seq.

Prohibits discrimination on the basis of sex.

Civil Rights Law Section 40-c

Prohibits discrimination on the basis of race, creed, color, national origin, sex, sexual orientation, marital status or disability.

Civil Service Law Section 75-B

Education Law Section 2801(1)

(Continued)

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Community Relations

/EB

**SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE SCHOOL
DISTRICT (Cont'd.)**

Executive Law Section 290 et seq.

Prohibits discrimination on the basis of age, race, creed, color, national origin, sex, sexual orientation, disability, military status, marital status, use of a recognized guide dog, hearing dog or service dog, or domestic violence victim status.

Military Law Sections 242 and 243

NOTE: Refer also to Policies #6121 -- Sexual Harassment of District Personnel
#7551 -- Sexual Harassment of Students

Adoption Date

SUBJECT: BUDGET PLANNING AND DEVELOPMENT

Budget planning and development for the District will be an integral part of program planning so that the annual operating budget may effectively express and implement programs and activities of the School System. Budget planning will be a year-round process involving participation of District-level administrators, Principals, Directors, Coordinators, teachers, and other personnel. The process of budget planning and development should allow for community input and contain numerous opportunities for public information and feedback.

The Superintendent will have overall responsibility for budget preparation, including the construction of and adherence to a budget calendar. Program managers will develop and submit budget requests for their particular areas of responsibility after seeking the advice and suggestions of staff members.

Principals will develop and submit budget requests for their particular schools in conjunction with the advice and suggestions of staff members and their own professional judgment. Each school's budget request will be the Principal's recommendation as to the most effective way to use available resources in achieving progress toward the approved educational objectives of the school. Program budgets and school budgets will reflect state and/or federal requirements, special sources of funding, and District objectives and priorities.

The Board will give consideration to budget requests, and will review allocations for appropriateness and for their consistency with the School System's educational priorities.

All budget documents for distribution to the public shall be in plain language and organized in a manner which best promotes public comprehension of the contents. Documents shall be complete and accurate and contain sufficient detail to adequately inform the public regarding such data as estimated revenues, proposed expenditures, transfers to other funds, fund balance information, and changes in such information from the prior year's submitted budget.

In accordance with Commissioner's Regulations, the budget will be presented in three (3) components which are to be voted upon as one (1) proposition. The law prescribes the types of items to be included in each component and further prescribes that all relevant costs be included in the component.

- a) A program component which shall include, but need not be limited to, all program expenditures of the School District, including the salaries and benefits of teachers and any school administrators or supervisors who spend a majority of their time performing teaching duties, and all transportation operating expenses;
- b) A capital component which shall include, but need not be limited to, all transportation capital, debt service, and lease expenditures; costs resulting from judgments and tax certiorari proceedings or the payment of awards from court judgments, administrative orders or settled or

(Continued)

SUBJECT: BUDGET PLANNING AND DEVELOPMENT (Cont'd.)

compromised claims; and all facilities costs of the School District, including facilities lease expenditures, the annual debt service and total debt for all facilities financed by bonds and notes of the School District, and the costs of construction, acquisition, reconstruction, rehabilitation or improvement of school buildings, provided that such budget shall include a rental, operations and maintenance section that includes base rent costs, total rent costs, operation and maintenance charges, cost per square foot for each facility leased by the District, and any and all expenditures associated with custodial salaries and benefits, service contracts, supplies, utilities, and maintenance and repairs of school facilities; and

- c) An administrative component which shall include, but need not be limited to, office and central administrative expenses, traveling expenses and all compensation, including salaries and benefits of all school administration and supervisors, business administrators, superintendents of schools and deputy, assistant, associate or other superintendents under all existing employment contracts or collective bargaining, any and all expenditures associated with the operation of the Office of the School Board, the Office of the Superintendent of Schools, General Administration, the School Business Office, consulting costs not directly related to direct student services and programs, planning and all other administrative activities.

Additionally, the Board of Education shall append to the proposed budget the following documents:

- a) A detailed statement of the total compensation to be paid to the Superintendent of Schools, and any Assistant or Associate Superintendent of Schools in the ensuing school year, including a delineation of the salary, annualized cost of benefits and any in-kind or other form of remuneration;
- b) A list of all other school administrators and supervisors, if any, whose annual salary for the coming school year will be at or above that designated in law for such reporting purposes, with the title of their positions and annual salary identified;
- c) A School District Report Card, prepared pursuant to Commissioner's Regulations, which includes measures of the academic performance of the School District, on a school by school basis, and measures of the fiscal performance of the District (see subheading School District Report Card);
- d) A Property Tax Report Card prepared in accordance with law and Commissioner's Regulations (see subheading Property Tax Report Card); and
- e) A Tax Exemption Report prepared in accordance with law (see subheading Tax Exemption Report).

(Continued)

SUBJECT: BUDGET PLANNING AND DEVELOPMENT (Cont'd.)

The Board shall attest that unexpended surplus funds (i.e., operating funds in excess of the current school year budget, not including funds properly retained under other sections of law) have been applied in determining the amount of the school tax levy. Surplus funds shall mean any operating funds in excess of four percent (4%).

The proposed budget for the ensuing school year shall be reviewed by the Board of Education and publicly disseminated, in accordance with law, prior to its submission to District voters for approval.

District funds may be expended to inform the public regarding the annual budget and to present the annual budget to District voters; however, such funds shall not be utilized to promote either a favorable or negative opinion of the proposed budget.

School District Report Card

Each year the District shall supply data as required by the State Education Department (SED) and will receive a School District Report Card, sometimes referred to as a New York State Report Card. The Report Cards provide enrollment, demographic, attendance, suspension, dropout, teacher, assessment, accountability, graduation rate, post-graduation plan, career and technical education, and fiscal data for public and charter schools, districts and the State. The Report Cards are generated from the supplied data and are in a format dictated by SED. The School District Report Cards consist of three (3) parts:

- a) Accountability and Overview Report - shows District/school profile data, accountability statuses, data on accountability measures such as ELA, Math, and Science scores, and graduation rates.
- b) Comprehensive Information Report - shows non-accountability data such as annual Regents examination results and post-graduate plans of students completing high school.
- c) Fiscal Accountability Supplement - shows expenditures per pupil and some information about placement and classification of students with disabilities.

School District Report Cards are also available online at the SED website:
<https://reportcards.nysed.gov/>

Property Tax Report Card

Each year, the Board of Education shall prepare a Property Tax Report Card, pursuant to Commissioner's Regulations, and shall make it publicly available by transmitting it to local newspapers of general circulation, appending it to copies of the proposed budget made publicly

SUBJECT: BUDGET PLANNING AND DEVELOPMENT (Cont'd.)

available as required by law, making it available for distribution at the Annual Meeting, and otherwise disseminating it as required by the Commissioner.

The Property Tax Report Card shall include:

- a) The amount of total spending and total estimated school tax levy that would result from adoption of the proposed budget, and the percentage increase or decrease in total spending and total school tax levy from the School District budget for the preceding school year; and
- b) The projected enrollment growth for the school year for which the budget is prepared, and the percentage change in enrollment from the previous year; and
- c) The percentage increase in the average of the Consumer Price Indexes from January first of the prior school year to January first of the current school year as defined in Education Law; and
- d) The projected amount of the adjusted unrestricted fund balance that will be retained if the proposed budget is adopted; the projected amount of the adjusted restricted fund balance; the projected amount of the assigned appropriated fund balance; the percentage of the proposed budget that the adjusted unrestricted fund balance represents; the actual adjusted unrestricted fund balance retained in the School District budget for the preceding school year; and the percentage of the School District budget for the preceding school year that the actual adjusted unrestricted fund balance represents; and
- e) The District's school tax levy limit calculation. The District will submit its school tax levy limit calculation to the Office of the State Comptroller, NYSED and the Office of Taxation and Finance by March 1 annually. If a voter override of the tax levy limit is necessary, the budget vote must be approved by sixty percent (60%) of the District's qualified voters present and voting.

A copy of the Property Tax Report Card prepared for the Annual District Meeting shall be submitted to the State Education Department in the manner prescribed by the Department by the end of the business day next following approval of the Property Tax Report Card by the Board of Education, but no later than twenty-four (24) days prior to the statewide uniform voting day (i.e., the third Tuesday in May).

The State Education Department shall compile such data for all school districts whose budgets are subject to a vote of the qualified voters, and shall make such compilation available electronically at least ten (10) days prior to the statewide uniform voting day. Links to each school year's Property Tax Report Card can be found at:

<http://www.p12.nysed.gov/mgtserv/propertytax/>

(Continued)

SUBJECT: BUDGET PLANNING AND DEVELOPMENT (Cont'd.)

Tax Exemption Report

A Tax Exemption Report shall be annexed to any tentative or preliminary budget and shall become part of the final budget. This report shall be on the form as prescribed by the State Board of Real Property Services and shall show the following:

- a) How much of the total assessed value of the final assessment roll(s) used in the budgetary process is exempt from taxation;
- b) Every type of exemption granted as identified by statutory authority;
- c) The cumulative impact of each type of exemption expressed either as a dollar amount of assessed value or as a percentage of the total assessed value on the roll;
- d) The cumulative amount expected to be received from recipients of each type of exemption as payments in lieu of taxes or other payments for municipal services; however, individual recipients are not to be named; and
- e) The cumulative impact of all exemptions granted.

Notice of this report shall be included in any notice of the preparation of the budget required by law and shall be posted on any bulletin board maintained by the District for public notices as well as on any website maintained by the District.

Education Law Sections 1608(3)-(7), 1716(3)-(7), 2022(2-a), 2023-a, 2601-a(3) and 2601-a(7)
General Municipal Law Section 36
Real Property Tax Law Sections 495 and 1318(l)
8 NYCRR Sections 170.8, 170.9 and 170.11
State Education Department Handbook No. 3 on Budget

Non-Instructional/Business
Operations**SUBJECT: INVENTORIES AND ACCOUNTING OF FIXED ASSETS**

The Superintendent or his/her designee shall be responsible for maintaining a continuous and accurate inventory of equipment owned by the District in accordance with "The Uniform System of Accounts for School Districts."

All supplies and equipment purchased and received by the School District shall be checked, logged, and stored through an established procedure.

The Assistant Superintendent/Business Manager *or designee* shall be responsible for accounting for general fixed assets according to the procedures outlined by the Uniform System of Accounts for School Districts and GASB Statement 34 Regulations.

These accounts will serve to:

- a) Maintain a physical inventory of assets;
- b) Establish accountability;
- c) Determine replacement costs; and
- d) Provide appropriate insurance coverage.

Fixed assets with a minimum value established by the Board that have a useful life of one (1) year or more and physical characteristics not appreciably affected by use or consumption shall be inventoried and recorded on an annual basis. Fixed assets shall include land, buildings, equipment and materials.

The Board shall establish a dollar threshold as a basis for considering which fixed assets are to be depreciated. Such threshold shall ensure that at least eighty percent (80%) of the value of all assets is reported. However, it is recommended that such threshold shall not be greater than five thousand dollars (\$5,000). A standardized depreciation method and averaging convention shall also be established for depreciation calculations.

Fixed assets acquired having a value equal to or greater than the established threshold are considered depreciable assets and shall be inventoried for the purposes of GASB 34 accounting practices and placed on a depreciation schedule according to its asset class and estimated useful life as stipulated by the New York State Comptroller's Office or the Internal Revenue Service (IRS).

Assets shall be recorded at initial cost or, if not available, at estimated initial cost; gifts of fixed assets shall be recorded at estimated fair value at the time of the gift. A property record will be maintained for each asset and will contain, where possible, the following information:

(Continued)

Non-Instructional/Business
Operations**SUBJECT: INVENTORIES AND ACCOUNTING OF FIXED ASSETS (Cont'd.)**

- a) Date of acquisition;
- b) Description;
- c) Cost or value;
- d) Location;
- e) Asset type;
- f) Estimated useful life;
- g) Replacement cost;
- h) Current value;
- i) Salvage value;
- j) Date and method of disposition; and
- k) Responsible official.

The Assistant Superintendent/Business Manager *or designee* shall arrange for the annual inventory and appraisal of School District property, equipment and materials. Any discrepancies between an inventory and the District's property records on file should be traced and explained.

Equipment Acquired Under a Federal Government Grant

The School District shall comply with the U.S. Department of Education regulations governing the use, management requirements and disposition of any and all equipment acquired through a federal government grant. These federal Education Department General Administrative Regulations (collectively known or referred to as EDGAR) comprise parts 74 through 99 of Title 34 of the Code of Federal Regulations (CFR).

Equipment Purchased with Extraclassroom Funds

Title to all equipment acquired with extraclassroom activity funds shall reside with the District and be carried as an insurable asset on its list of insurable values. Such equipment shall be tagged as District property but is available for exclusive use by the extraclassroom activity club acquiring the item.

34 CFR 80.32

SED Finance Pamphlet #2 The Safeguarding, Accounting, and Auditing of Extraclassroom Activity Funds 2008
Uniform System of Accounts for School Districts (Fiscal Section)

Adoption Date

/EB

SUBJECT: DISTRICT WELLNESS POLICY

The District is committed to providing a school environment that promotes and protects children's health, well-being, and the ability to learn by fostering healthy eating and physical activity. The District has established a wellness committee to develop the District's proposed local wellness policy, making such policy recommendations for review and adoption by the Board of Education. The District's wellness committee includes, but is not limited to, representatives from each of the following groups:

- a) Parents;
- b) Students;
- c) The District's food service program;
- d) The School Board;
- e) School administrators; and
- f) Members of the public.

The District Wellness Committee will assess current activities, programs and policies available in the District; identify specific areas of need within the District; develop the policy; and provide mechanisms for implementation, evaluation, revision and updating of the policy. The Wellness Committee is established to represent the local community's perspective in developing the wellness policy for the District.

Goals to Promote Student Wellness

Taking into account the parameters of the School District (academic programs, annual budget, staffing issues, and available facilities) as well as the community in which the District is located (the general economy; socioeconomic status; local tax bases; social cultural and religious influences; geography; and legal, political and social institutions) the Wellness Committee recommends the following District goals relating to nutrition education, physical activity and other school-based activities:

Nutrition Education

The District will provide nutrition education to facilitate the voluntary adoption of healthy eating habits and other nutrition-related behaviors conducive to health and well-being by establishing the following standards for:

(Continued)

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)

a) Classroom teaching:

**What do we want to be taught in the classroom; what standards should be followed; what specific learning outcomes do we expect?*

**In addition to specifics relating to nutrition content of foods, will we recommend incorporation of instruction on healthy body image, weight management and eating disorders?*

b) Education, marketing and promotion links outside the classroom:

**What nutrition education do we want to occur outside the classroom that links the classroom nutrition education program to the larger school community (e.g., school gardens, cafeteria-based nutrition programs)?*

c) Fundraising activities:

**What food-related fundraising activities, if any, are appropriate for the District?*

d) Teacher training:

**What initial training and ongoing professional development do we want in place to aid staff in teaching nutrition?*

Physical Activity

The District will provide opportunities for every student to develop the knowledge and skills for specific physical activities, to maintain physical fitness, to regularly participate in physical activity, and to understand the short-term and long-term benefits of a physically active and healthy lifestyle.

The Wellness Committee has determined that the following standards are necessary to achieve this goal:

a) Physical education graduation requirements:

**What amount of physical education instruction will be required for graduation?*

b) Physical education class requirements:

**How many minutes per day/week? How many days per week? What intensity of physical activity?*

(Continued)

*Italicized wording is included to assist the Wellness Committee in developing standards for the District.

/EB

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)

**Are appropriate physical activities provided for special populations?*

**What should be the teacher-to-student ratio for physical education class at specific grade levels?*

**Should we use national or state-developed standards for physical education?*

c) Staff training/certification for physical education:

**What requirements should we have for professional preparation and/or ongoing professional development for classroom teachers, physical education teachers, coaches, etc.?*

d) Physical activity outside physical education classes:

**How many minutes per day/week, how many days per week and at what level of intensity should classroom-based physical activities occur?*

**How many minutes per day/week, how many days per week and at what level of intensity should recess or free-time activities be scheduled?*

**Should we encourage walking or biking to school, and if so, how?*

Other School-based Activities

The District wishes to establish a school environment that presents consistent wellness messages and is conducive to healthy eating and physical activity for all. In order to present a coordinated school approach where District decision-making related to nutrition and physical activity encompasses all aspects of the school, the Wellness Committee has determined that the following standards are necessary to achieve this goal:

a) Federal School Meal Programs:

The District will participate to the maximum extent practicable in available federal school meal programs (School Breakfast Program, National School Lunch Program [including after-school snacks], Summer Food Service Program, Fruit and Vegetable Snack Program, and the Child and Adult Care Food Program [including suppers]).

b) Access to school nutrition programs:

**How can we ensure that all eligible children have access to free/reduced price meals in a non-stigmatizing manner?*

(Continued)

/EB

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)

**Do we offer meal options that are culturally sensitive and address special dietary needs?*

c) Meal environment:

**Does meal timing and scheduling encourage participation in the school nutrition programs?*

**Is the physical environment conducive to proper eating habits?*

**Are staff encouraged to eat with students?*

d) After-school programs for students:

**Do our after-school programs incorporate nutrition related components and/or physical activity in line with our school-based philosophy?*

e) Community access to District facilities for physical activities:

**Do we provide facility access to students, families, staff, and the community for physical activity?*

**How do we support staff wellness activities?*

**Does our adult education program offer classes relating to the District's wellness philosophy?*

f) Community involvement:

**How do we involve family and/or community members in wellness planning beyond the required participation on the Wellness Committee and/or School Health Committee?*

**How will we publicize our Wellness Policy?*

g) Sustainable food practices:

**Do we have standards for environmentally-friendly practices relating to food service in the schools?*

**Do we encourage a school garden as well as use of locally grown and seasonal foods?*

(Continued)

/EB

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)

Nutrition Guidelines

The District Wellness Committee will recommend which nutrition standards will be established for **all** foods available on school campus during the school day based upon the unique needs of the student body and the community. The goal is to encourage healthy lifelong eating habits by providing foods that are high in nutrients, low in fat and added sugars, and of moderate portion size.

Nutritional Values of Foods and Beverages

- a) Reimbursable school meals served at school will minimally meet the program requirements and nutrition standards of the National School Lunch Program.
(see website: http://www.access.gpo.gov/nara/cfr/waisidx_05/7cfr210_05.html)
- b) Food of minimal nutritional value on the school campus will be replaced with more nutritional options by adhering to the following standards for nutritional value of foods and beverages:
 - 1. Calories from total fat -- **level to be specified by Committee*
 - 2. Calories from saturated fat -- **level to be specified by Committee*
 - 3. Total sugar -- **level to be specified by Committee*
 - 4. Whole grain -- **level to be specified by Committee*
 - 5. Portion size -- **level to be specified by Committee*
 - 6. Fruits and vegetables -- a choice of at least (**insert #*) fruits and non-fried vegetables will be offered for sale at any location where foods are sold on campus. Such items could include, but are not limited to: (**Committee to specify*).
 - 7. Beverages -- **Committee to specify what is allowed and what is prohibited.*
- c) Nutrition information for products sold on campus will be readily available near the point of purchase.

A la carte, vending machines, student stores, snack bars, concession stands, parties, celebrations, food-related fundraising, and food rewards/punishments

**Does the Committee want the standards established in subheading a) of Nutritional Values of Foods and Beverages applied to all of these? If not, what standards should apply to each category?*

**Should we limit celebrations that involve food during the school day to a certain number per month?*

**Should we specify a list of approved healthy party foods?*

(Continued)

/EB

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)

**Do we allow food-related fund raising (see "Goals to Promote Student Wellness Nutrition Education c) Fundraising activities" above).*

**Should food rewards/punishments be allowed under any circumstances?*

Food or beverage contracts

**Does the committee recommend participating in, or continuation of food or vending company contracts? What nutritional standards should apply?*

Vending machines, snack bars, school stores, concession stands, and other food outlets

Access to vending machines, snack bars, school stores, concession stands, and other food outlets on school property will be limited to the following times: **(Committee to specify)* and the following items: **(Committee to specify)*.

Assurance

Guidelines for reimbursable school meals shall not be less restrictive than applicable federal regulations and guidance issued pursuant to the Child Nutrition Act and the Richard B. Russell National School Lunch Act, as those regulations and guidance apply to schools.

Implementation and Evaluation of the Wellness Policy

In accordance with law, the District's wellness policy must be established by July 1, 2006; and the District will ensure school and community awareness of this policy through various means such as publication in District newsletters and/or the District calendar. Further, professional development activities for staff and student awareness training will be provided, as appropriate, on the goals of the District's wellness program, including activities/programs for the development of healthy eating habits and the incorporation of physical activity as part of a comprehensive healthy lifestyle.

The District shall establish an implementation and evaluation plan for the wellness policy in order to monitor the effectiveness of the policy and the possible need for further modification over time. Accordingly, the Superintendent shall designate one or more staff members within the District or at each school as appropriate to have operational responsibility for ensuring that the District meets the goals and mandates of its local wellness policy. Designated staff members may include, but are not limited to, the following personnel:

- a) Administrators;
- b) School health personnel including the school nurse and the health and/or physical education teacher; and

(Continued)

/EB

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)

- c) School Food Service Director.

These designated staff members shall periodically report to the Superintendent on the District's compliance with the wellness policy (or, if done at the building level, to the School Principal) and the Superintendent shall inform the Board of such findings. The Superintendent/designee shall prepare a summary report on District-wide compliance with the District's wellness policy based on input from schools within the District. That report will be provided to the School Board and also distributed to the wellness committee, parent-teacher organizations, Building Principals, and school health services personnel within the District. The report shall also be available to community residents upon request.

These designated school officials will also serve as a liaison with community agencies in providing outside resources to help in the development of nutrition education programs and physical activities.

Evaluation and feedback from interested parties, including an assessment of student, parent, teacher, and administration satisfaction with the wellness policy, is essential to the District's evaluation program. Further, the District shall document the financial impact, if any, to the school food service program, school stores, or vending machine revenues based on the implementation of the wellness policy.

District schools will provide nutrition education and physical education, with an emphasis on establishing lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs, and with related community services. Communication with and training for teachers, parents, students, and food service personnel will be an integral part of the District's implementation plan.

To the extent practicable, students and parents shall be involved in the development of strategies designed to promote healthy food choices in the school environment; and the school cafeteria will provide a variety of nutritionally sound meal and beverage choices. The school will encourage students' active, age appropriate participation in decisions regarding healthy lifestyles and choices. Positive reinforcement such as letters of recognition and acknowledgment will be utilized as a means to encourage healthy eating patterns among the student population. In addition, the school will share information about the nutritional content of meals with parents and students; such information may be made available on menus, a website, or such other "point-of-purchase" materials.

Assessments of the District's wellness policy and implementation efforts may be repeated on an annual basis, but it is recommended that such assessment occur no later than every three (3) years, to help review policy compliance, assess progress, and determine areas in need of improvement. The District, and individual schools within the District, will, as necessary, revise the wellness policy and develop work plans to facilitate its implementation.

(Continued)

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Non-Instructional/Business
Operations

/EB

SUBJECT: DISTRICT WELLNESS POLICY (Cont'd.)

Child Nutrition and WIC Reauthorization Act of 2004, Public Law 108-265 Section 204
Richard B. Russell National School Lunch Act, 42 USC Section 1751 et seq.
Child Nutrition Act of 1966, 42 USC Section 1771 et seq.
7 CFR Section 210.10

Adoption Date

U/

SUBJECT: USE OF SURVEILLANCE CAMERAS IN THE SCHOOL DISTRICT

The Board of Education recognizes its responsibility to promote and foster school safety and ensure a safe and effective learning environment. After having carefully considered and balanced the rights of privacy with the District's duty to promote discipline, health, welfare and safety of staff and students, as well as that of the general public who has occasion to use school facilities, the Board supports the use of surveillance cameras when necessary in its schools, its buses and/or on school grounds. District surveillance cameras will only be utilized in public areas where there is no "reasonable expectation of privacy."

To further the Board's objective, the School District's District-wide Safety Team shall meet as appropriate and/or deemed necessary to develop, implement and review District and building level safety practices. The Team shall also make recommendations to the Superintendent regarding the implementation and use of surveillance cameras as authorized by the Board of Education. The Superintendent shall retain final decision-making authority regarding the recommendations of the Safety Team; and he/she shall notify the Board as to the procedures to be implemented with regard to the use of surveillance cameras by the School District.

In determining the most appropriate use and implementation of surveillance cameras in the schools, school buses and/or on school grounds, the District-wide Safety Team's recommendation will be guided by, at a minimum, the following considerations:

- a) Demonstrated need for the device at designated locations;
- b) The use of additional, less intrusive, means to further address the issue of school safety (e.g., restricted access to buildings, use of pass cards or identification badges, increased lighting, alarms);
- c) Right to privacy and other legal considerations (which should be referred to the School Attorney for review and compliance with applicable laws and regulations); and
- d) Expense involved to install and maintain the use of surveillance cameras at designated locations, including school buses and/or on school grounds.

Any video recording used for surveillance purposes in school buildings, school buses and/or on school property, shall be the sole property of the District; and the Superintendent of his/her designee will be the custodian of such recordings.

Requests for viewing a video recording must be made in writing to the Superintendent or his/her designee and, if the request is granted, such viewing must occur in the presence of the District's designated custodian of the recording. Under no circumstances will the District's video recording be duplicated and/or removed from District premises unless authorized by the Superintendent or in accordance with a court order and/or subpoena.

(Continued)

U/

SUBJECT: USE OF SURVEILLANCE CAMERAS IN THE SCHOOL DISTRICT (Cont'd.)**Signage/Notification Regarding Use of Surveillance Cameras in School Buildings, School Buses and/or on School Grounds**

Appropriate signage will be posted at entrances to the school campus, on school buses and/or at major entrances into school buildings, notifying students, staff and the general public of the District's use of surveillance cameras.

Students and staff will receive additional notification, as appropriate, regarding the use of surveillance cameras in the schools, school buses and/or on school grounds. Such notification may include, but is not limited to, publication in the District calendar, employee handbook, and student handbook. As deemed appropriate by administration, the District may also discuss the use of surveillance cameras with staff and students to heighten awareness and help foster a sense of security.

Use of Video Cameras on School Buses

Some school buses will be equipped with video cameras in order to monitor student behavior. Violations of the school code of conduct, as well as participation in any illegal activities, will be dealt with in accordance with applicable laws and school regulations.

All recordings used in relation to this policy shall be the sole property of the District, and the Superintendent or his/her designee shall be the custodian of such recordings. Requests for viewing recordings must be made in writing to the Superintendent or his/her designee; and if the request is granted, such viewing must occur in the presence of the District's designated custodian of the recordings. Under no circumstances will the District's recordings be duplicated and/or removed from District premises unless in accordance with court order and/or subpoena.

A copy of this policy shall be posted in all school buildings. Building Principals will be responsible for discussing this policy with students at the beginning of each school year.

Police Access to Surveillance Cameras

In the event of a serious emergency in the District as determined by the Superintendent or his/her designee, law enforcement agents may be given access to all surveillance recordings, upon court order, subpoena or at the discretion of/the Superintendent.

U/EB

SUBJECT: TRANSPORTATION PROGRAM

It is the intent of the Board of Education to comply with the letter and spirit of the New York State Education Law; with the regulations of the Department of Motor Vehicles and of the Department of Transportation and with the Commissioner of Education's regulations and decisions pertinent to student transportation, and these shall govern any questions not covered by specific declaration of policy herein.

The purposes of the transportation program are to transport students to and from school, to transport them for extracurricular activities, to transport them on field trips, and to transport those requiring special services.

The Board of Education recognizes and assumes the responsibility for all aspects of the transportation of children wherein the health and safety of students are involved, for the Board of Education has a legal obligation to safeguard the welfare of bus-riding children.

Scheduling and Routing

Bus routes are authorized by the Board of Education and any requests for a change must be submitted to the Superintendent or his/her designee.

Transportation services shall be provided to meet the needs of the students of the District within specified limits and areas established by the Board of Education.

Posting of School Bus Schedules

While posting of school bus schedules online is certainly convenient, the Transportation Security Administration (TSA) warns that doing so can pose risks of child abductions, terrorist attacks and other unwanted scenarios. Online school bus schedules are accessible to anyone, thus raising the following risks:

- a) Enabling a non-custodial parent to illegally take custody of a child once they have easy access to the child's unsupervised whereabouts;
- b) Enabling a sexual predator to take advantage of the same situation. Also, such information would reduce the need for predators to target victims at schools, where they are more likely to be noticed; and
- c) Enabling an act of terrorism or school assault by allowing for multiple targets and optimal hostage situations.

(Continued)

U/EB

SUBJECT: TRANSPORTATION PROGRAM (Cont'd.)

The District shall either mail schedules directly to parents or have parents pick up schedules at school. Should the District wish to post school bus schedules online, access to the schedules shall be password protected.

Use of Buses by Community Groups

Upon formal application to and approval by the Board of Education buses may be rented or leased to a municipal corporation; to any senior citizen center recognized and funded by the Office for the Aging; to any not-for-profit organization serving those with disabilities; or, to any not-for-profit organization which provides recreational youth services or neighborhood recreation centers. Such rentals/leases can be made only for times when vehicles are not needed for student transport and must be made for a consideration acceptable to the Board which shall not be less than the full amount of the costs and expenses resulting from the lease or rental.

The use of school buses by community organizations require prior approval. The fee will be based upon a cost per mile traveled, which will be established at the reorganizational meeting, plus the cost of the driver's time.

Organizations desiring to use school buses must plan well in advance of the proposed trip. Community organizations are advised to allow at least one (1) month prior to the trip for planning and approval. Priority consideration will be given to community organizations wishing to transport District children for education, recreational or cultural enrichment purposes.

Education Law Sections 1501-b, 3602(7), 3620-3628, 3635 and 3636

NOTE: Refer also to Policy #7131 -- Education of Homeless Children and Youth

Adoption Date

Personnel

SUBJECT: PROBATION AND TENURE**Probation**

Certified staff members shall be appointed to a probationary period by a majority vote of the Board of Education upon recommendation of the Superintendent of Schools.

Full-time certified staff members shall be appointed to a probationary period of three (3) years. However, the probationary period shall not exceed two (2) years for teachers previously appointed to tenure in this or another school district or BOCES within the state, provided the teacher was not dismissed from the former district. Additionally, up to two (2) years of service as a regular substitute teacher may be applied towards probationary service. This is sometimes referred to as Jarema Credit.

During the probationary period, a staff member shall be given assistance in adjusting to the new position, but the essential qualifications for acceptable performance shall be assumed because of the possession by the staff member of the required certification or license.

Tenure

At the expiration of the probationary period or within six months prior thereto, the Superintendent shall make a written report to the Board recommending for appointment to tenure those certified staff members successfully completing a probationary period in the Unatego Central School District. The Board may then by a majority vote appoint on tenure any or all of the persons recommended by the Superintendent.

The Board will follow all applicable statutes regarding tenure.

Resolutions Making Appointments

Each resolution making a probationary appointment or an appointment on tenure will specify:

- a) The name of the appointee;
- b) The tenure area or areas in which the professional educator will devote a substantial portion of his/her time;
- c) The date of commencement of probationary service or service on tenure in each such area;
- d) The expiration date of the appointment, if made on a probationary basis; and
- e) The certification status of the appointee in reference to the position to which the individual is appointed.

Personnel

SUBJECT: STAFF USE OF COMPUTERIZED INFORMATION RESOURCES

The Board of Education will provide staff with access to various computerized information resources through the District's computer system (DCS hereafter) consisting of software, hardware, computer networks and electronic communication systems. This may include access to electronic mail, so-called "on-line services" and the "Internet." It may also include the opportunity for some staff to have independent access to the DCS from their home or other remote locations. All use of the DCS, including independent use off school premises, shall be subject to this policy and accompanying regulations.

The Board encourages staff to make use of the DCS to explore educational topics, conduct research and contact others in the educational world. The Board anticipates that staff access to various computerized information resources will both expedite and enhance the performance of tasks associated with their positions and assignments. Toward that end, the Board directs the Superintendent or his/her designee(s) to provide staff with training in the proper and effective use of the DCS.

Staff use of the DCS is conditioned upon written agreement by the staff member that use of the DCS will conform to the requirements of this policy and any regulations adopted to ensure acceptable use of the DCS. All such agreements shall be kept on file in the District Office.

Generally, the same standards of acceptable staff conduct which apply to any aspect of job performance shall apply to use of the DCS. Employees are expected to communicate in a professional manner consistent with applicable District policies and regulations governing the behavior of school staff. Electronic mail and telecommunications are not to be utilized to share confidential information about students or other employees.

This policy does not attempt to articulate all required and/or acceptable uses of the DCS; nor is it the intention of this policy to define all inappropriate usage. Administrative regulations will further define general guidelines of appropriate staff conduct and use as well as proscribed behavior.

District staff shall also adhere to the laws, policies and rules governing computers including, but not limited to, copyright laws, rights of software publishers, license agreements, and rights of privacy created by federal and state law.

Staff members who engage in unacceptable use may lose access to the DCS and may be subject to further discipline under the law and in accordance with applicable collective bargaining agreements. Legal action may be initiated against a staff member who willfully, maliciously or unlawfully damages or destroys property of the District.

Social Media Use by Employees

*[*This sample language is meant to be used as a "framework" for Districts as they develop their own Social Media Policy for staff to meet their unique standards and needs. This Policy assumes*

(Continued)

Personnel

SUBJECT: STAFF USE OF COMPUTERIZED INFORMATION RESOURCES (Cont'd.)

that the District encourages the use of District-owned approved social media tools, but may also permit limited communication or contact between staff and students on non-district based SNS (i.e., Facebook, Twitter, etc.) with prior approval and authorization. For example, a District may choose to allow a SNS such as Twitter to relay class assignments, homework, scheduling reminders and school notices only.]

The School District recognizes the value of teacher and professional staff inquiry, investigation and communication using new technology tools to enhance student learning experiences. The School District also realizes its obligations to teach and ensure responsible and safe use of these new technologies. Social media, including social networking sites, have great potential to connect people around the globe and enhance communication. Therefore, the Board of Education encourages the use of District approved social media tools and the exploration of new and emerging technologies to supplement the range of communication and educational services.

For purposes of this Policy, the definition of **public social media networks or Social Networking Sites (SNS)** are defined to include: websites, Web logs (blogs), wikis, social networks, online forums, virtual worlds, and any other social media generally available to the School District community which do not fall within the District's electronic technology network (e.g., Facebook, MySpace, Twitter, LinkedIn, Flickr, blog sites, etc.). The definition of **District approved password-protected social media tools** are those that fall within the District's electronic technology network or which the District has approved for educational use. Within these internal forums, the District has greater authority and ability to protect minors from inappropriate content and can limit public access.

The use of social media (whether public or internal) can generally be defined as Official District Use, Professional/Instructional Use and Personal Use. The definitions, uses and responsibilities will be further defined and differentiated in the Administrative Regulation. The School District takes no position on an employee's decision to participate in the use of social media or SNS for personal use on personal time. However, personal use of these media during District time or on District-owned equipment is **prohibited/discouraged/allowed on a limited basis*. In addition, employees are encouraged to maintain the highest levels of professionalism. They have responsibility for addressing inappropriate behavior or activity on these networks, including requirements for mandated reporting and compliance with all applicable District Policies and Regulations.

Privacy Rights

Staff data files and electronic storage areas shall remain District property, subject to District control and inspection. The Technology Coordinator may access all such files and communications without prior notice to ensure system integrity and that users are complying with requirements of this policy and accompanying regulations. Staff should **NOT** expect that information stored on the DCS will be private.

**District Option*

(Continued)

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Personnel

SUBJECT: STAFF USE OF COMPUTERIZED INFORMATION RESOURCES (Cont'd.)

Implementation

Administrative regulations will be developed to implement the terms of this policy, addressing general parameters of acceptable staff conduct as well as prohibited activities so as to provide appropriate guidelines for employee use of the DCS.

NOTE: Refer also to Policy #8271 -- Internet Safety/Internet Content Filtering Policy

Adoption Date

SUBJECT: GRADUATION REQUIREMENTS/EARLY GRADUATION/ACCELERATED PROGRAMS

In order to graduate from Unatego Central School District, a student must complete or may exceed the requirements set forth in Part 100 of the Commissioner's Regulations. The Board of Education reserves the right to establish requirements for graduation which exceed the minimum standards as defined by the New York State Regents. All students must be in compliance with Commissioner's Regulations for graduation in achieving a minimum of a Regents diploma unless otherwise indicated.

Unatego Central School District believes that community service is important in the education of our students. Therefore students must accumulate forty (40) hours of community service to graduate. Documented service hours will begin in ninth grade. Exceptions for Parenting and Community Service may be made by the High School Principal in extenuating circumstances only.

Regents Diploma with Honors

The District may award a Regents diploma with honors to students who receive an average of ninety percent (90%) on all Regents examinations required for the honors diploma. These exams include comprehensive English, mathematics, science, US History and Government, Global History and Geography and languages other than English (LOTE). This "honors" diploma may also be given to a student who has substituted no more than two (2) alternative assessments for a Regents examination as approved by Commissioner's Regulations Section 100.2(f). However, the student's actual score on the substituted alternative assessment will not be factored into the ninety percent (90%) calculation.

Regents Diplomas with Advanced Designation with Honors

The District may award a Regents diploma with advanced designation with honors. A student needs to have an average score of ninety percent (90%) on all Regents examinations required for the advanced diploma. These Regents examinations are: comprehensive English, two (or three) mathematics, two sciences (one in physical science/the other in life science), US History and Government, Global History and Geography and languages other than English (LOTE).

Appeal of Regents Examination Score Option

School Districts must provide unlimited opportunities for all students (students with and without disabilities) to retake required Regents examinations to improve their scores so that the student may graduate with a Regents diploma. A student with or without a disability who fails, after at least two (2) attempts, to attain a score of 65 or above on a required Regents examination for graduation must be given an opportunity to appeal such score in accordance with the provisions of Section 100.5(d)(7)(i) of the Regulations of the Commissioner of Education. No student may appeal his/her score on more than two (2) of the five (5) required Regents examinations. A student whose appeal is accepted for one

SUBJECT: GRADUATION REQUIREMENTS/EARLY GRADUATION/ACCELERATED PROGRAMS (Cont'd.)

(1) required Regents examination, and who has attained a passing score of 65 or above on each of the four (4) remaining required Regents examinations, and who has attained a passing score of 65 or above on each of the three (3) remaining required Regents examinations, earns a local diploma.

Early Graduation

Upon request from the student's parent/guardian, a student shall be eligible for early graduation in fewer than eight (8) semesters upon completion of all requirements for graduation, excluding physical education, as mandated by Commissioner's Regulations. A student shall not be required to continue enrollment for the sole purpose of completing physical education requirements.

Accelerated Programs

Eighth Grade Acceleration for Diploma Credits

Individual eighth grade students only may be afforded the opportunity to take high school courses in mathematics and in at least one of the following areas: English, social studies, languages other than English, art, music, career and technical education subjects, or science courses. The Superintendent or his/her designee is responsible for determining that an eighth grade student is eligible to take high school courses. The District shall utilize a set of criteria to determine each student's readiness for acceleration. Students who are accelerated for diploma credit must have been provided instruction designed to facilitate their attainment of, by the end of Grade 7, the State intermediate learning standards in each subject area in which they are accelerated.

Advanced Placement

Advanced Placement (AP) examinations are administered by the College Board with strict guidelines as to their implementation. A national, standardized, arduous examination is administered by the College Board in May of each year for a great variety of courses in various subject areas. In addition to entering a universe of knowledge that might otherwise remain unexplored in high school, Advance Placement examinations afford students the opportunity to earn credit or advanced standing in most of the nation's colleges and universities. The District shall utilize a set of criteria to determine a student's readiness for enrollment in the Advanced Placement classes.

Online Coursework

Section 100.5(d) of NYCRR amends the Commissioner's Regulations to allow school districts and BOCES to offer students the ability to complete general education and diploma requirements for a specific subject through online instruction or blended coursework that combines online and classroom-based instruction.

SUBJECT: GRADUATION REQUIREMENTS/EARLY GRADUATION/ACCELERATED PROGRAMS (Cont'd.)

To receive credit students shall successfully complete an online or blended course and demonstrate mastery of the learning outcomes for the subject by passing the Regents exam and/or other assessment in the subject area.

Commencement

No student shall participate in the commencement exercise unless he/she has successfully completed all graduation requirements. The Guidance Office shall communicate directly and regularly with parents and seniors who may be in danger of not successfully completing their graduation requirements as soon as possible after the danger is realized. Graduation is considered to be a privilege rather than a right; therefore, no student who has been suspended through the end of the year shall participate in the commencement exercise. Special education students participating in commencement exercises after meeting their IEP goals/objectives and receiving an IEP diploma may continue their education in the District's High School.

All awards and scholarships will be awarded to a student of the School District and shall not be limited by town or village. During commencement exercises, the amount of the award, if less than five hundred dollars (\$500) shall not be noted in the program or mentioned.

The commencement exercises will include identification of and speech from the class salutatorian and valedictorian.

The valedictorian and salutatorian will be chosen at the end of the third quarter of the senior year. The valedictorian and salutatorian must have been a student enrolled at Unatego Jr./Sr. High School for at least five (5) semesters and will be chosen from those graduating with an Advanced Regents diploma. Course work must include but not limited to the following:

- a) Three (3) years of Math
- b) Three (3) years of Science
- c) Three (3) years of LOTE and/or Occupational Education and/or Music
- d) At least two (2) AP courses and/or college level courses

The Board of Education shall conduct appropriate commencement exercises.

8 NYCRR Sections 100.1(i), 100.2(f), 100.4(d) and 100.5

NOTE: Refer also to Policy #7222 -- Credential Options for Students with Disabilities
Adoption Date

2013

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Students

SUBJECT: DUAL CREDIT FOR COLLEGE COURSES

Students who wish to enroll in college level coursework shall meet all academic, grade level and coursework requirements as set forth by administrative guidelines. Students who have demonstrated intellectual and social maturity may choose to matriculate at any one (1) of the colleges that have a cooperative agreement with our School District. Such opportunities may include early admission to college, collegiate-level work offered in the high school, or other means of providing advanced work. Review and approval by the administration are necessary before any college courses may be taken during the school day.

The Board shall not be required to pay tuition and other related costs for those high school students enrolled in college courses. Students who wish to enroll in college-level coursework shall meet all academic, grade level and coursework requirements as set forth by administrative rates and regulations.

Adoption Date

Students

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SUBJECT: CONCUSSION MANAGEMENT

The Board of Education of the Unatego Central School District recognizes that concussions and head injuries are commonly reported injuries in children and adolescents who participate in sports and recreational activity and can have serious consequences if not managed carefully. Therefore, the District adopts the following policy to support the proper evaluation and management of head injuries. This policy is developed in accordance with New York State law.

Concussion is a mild traumatic brain injury. Concussion occurs when normal brain functioning is disrupted by a blow or jolt to the head or body resulting in rapid acceleration/deceleration of the brain. Recovery from concussion will vary. Avoiding re-injury and over-exertion until fully recovered are the cornerstones of proper concussion management. While District staff will exercise reasonable care to protect students, head injuries may still occur.

Physical education teachers, coaches, nurses and other appropriate staff will receive training to recognize the signs, symptoms and behaviors consistent with a concussion. Any student exhibiting those signs, symptoms or behaviors while participating in a school sponsored class, extracurricular activity, or interscholastic athletic activity shall be removed from the game or activity immediately. The student will not be permitted to return to activity until authorized by a healthcare provider. Once a student is evaluated by a physician it is required that the results and any diagnosis be shared with the school nurse.

If a student sustains a concussion at a time other than when engaged in a school-sponsored activity, the District expects the parent/legal guardian to report the condition to the school nurse so that district personnel can support the appropriate management of the condition. The student shall not return to school or activity until authorized to do so by a physician. The District has the right to request evaluations be performed by more than one physician before a final decision is made regarding return to activity, including physical education class and after-school sports. Any student who continues to have signs or symptoms upon return to activity must be removed from play and re-evaluated by a physician.

The District will assemble a Concussion Management Team (CMT), whose responsibility will be to coordinate mandatory training for all coaches as well as provide information to parents, students, and teachers. Training will include the signs and symptoms of concussions, post concussion and second impact syndromes, and return to play protocol. The CMT will act as a liaison for any student returning to school and/or play following a concussion. The CMT will consist of the following people:

- a) School Nurse
- b) School Physician or Nurse Practitioner
- c) Athletic Director
- d) Athletic Trainer

(Continued)

Students

U/

SUBJECT: CONCUSSION MANAGEMENT (Cont'd.)

- e) Other, as deemed appropriate by the Board of Education

Training for Coaches

A course of instruction on concussion management will be required to be completed by all coaches, physical education teachers, nurses, and athletic trainers on a biennial basis. The course will include a definition of concussions, signs and symptoms of a concussion, how those injuries occur, practices for prevention and guidelines for return to school and play. The District will utilize the NFHS Learning Center's online course entitled Concussion in Sports -What You Need to Know to properly certify its coaches, nurses, physical education teachers, and athletic trainers.

Baseline Testing

Student-athletes that wish to participate in the sports of football and soccer must undergo computer-based neurocognitive testing prior to being approved for participation. The Unatego Central School District Interscholastic Athletics Program will utilize ImPact, a research-based computer test to provide baseline testing for all student-athletes prior to the start of their season. Additionally, any student with a history of concussion or suspicion of concussion will receive baseline testing at the discretion of the CMT. During the season, student-athletes that suffer a concussion or are suspected to have suffered a concussion will receive follow-up testing utilizing ImPact to see if the results differ from the baseline test. The results will assist with the diagnosis and management of concussions for each individual.

Return to Play Protocol

Return to play following a concussion involves a stepwise progression once the individual is symptom free. No student-athlete should return to play while symptomatic. Students are prohibited from returning to play the day the concussion is sustained. The attached Concussion Checklist must be completed by a coach or physician as soon as possible after the injury is sustained. The form will be kept on file with the school nurse. Once the student-athlete is symptom free at rest for twenty-four (24) hours and has a signed release by a physician, he/she may begin the return to play protocol progression outlined below. Each progression should be completed in sequence with a minimum of twenty-four (24) hours between steps.

- a) Phase 1 Low impact, non-strenuous, light aerobic activity such as walking or riding a stationary bike. If tolerated without return of symptoms over a twenty-four (24) hour period proceed to;
- b) Phase 2 Higher impact, higher exertion, and moderate aerobic activity such as running or jumping rope. No resistance training. If tolerated without return of symptoms over a twenty-four (24) hour period proceed to;

(Continued)

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Students

SUBJECT: CONCUSSION MANAGEMENT (Cont'd.)

- c) Phase 3 Sport specific non-contact activity. Low resistance weight training with a spotter. If tolerated without return of symptoms over a twenty-four (24) hour period proceed to;
- d) Phase 4 Sport specific activity, non-contact drills. Higher resistance weight training with a spotter. If tolerated without return of symptoms over a twenty-four (24) hour period proceed to;
- e) Phase 5 Full contact training drills and intense aerobic activity. If tolerated without return of symptoms over a twenty-four (24) hour period proceed to;
- f) Phase 6 Return to full activities without restrictions.

If any concussion symptoms recur, the athlete will drop back to the previous level and may try to progress after twenty-four (24) hours of rest.

The student-athlete should also be monitored for recurrence of symptoms due to mental exertion, such as reading, working on a computer, or taking a test.

RESOLUTION OF BOARD OF EDUCATION

COOPERATIVE PURCHASING

SCHOOL YEAR 2015-2016

WHEREAS,

The Cooperative Purchasing Service is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

WHEREAS,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The Central School named below wishes to appoint the Delaware-Chenango-Madison-Otsego BOCES to advertise for bid, accept, tabulate bids and award bids on their behalf; therefore

BE IT RESOLVED,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below authorizes the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the BOCES Board; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

CERTIFICATION OF DISTRICT CLERK

I, _____, District Clerk of the
_____ Central School Board of
Education, hereby certifies that the above resolution was adopted by the required
majority vote of the Board of Education at its meeting held on _____.

Signature of District Clerk

Date

RESOLUTION OF BOARD OF EDUCATION

GENERIC

SCHOOL YEAR 2015-2016

WHEREAS,

It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

WHEREAS,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The Central School named below wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and providing the information to their Board of Education who will make the awards; therefore

BE IT RESOLVED,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned items, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below agrees to (1) abide by majority decisions of the participating districts on quality standards; (2) that it will award contracts based on information provided from the bid; (3) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

CERTIFICATION OF DISTRICT CLERK

I, _____, District Clerk of the

_____ Central School Board of Education, hereby certifies that the above resolution was adopted by the required majority vote of the Board of Education at its meeting held on _____.

Signature of District Clerk

Date

RESOLUTION OF BOARD OF EDUCATION

**FOOD and CAFETERIA SUPPLIES
SCHOOL YEAR 2015-2016**

WHEREAS,

It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly Cafeteria supplies including but not limited to food and paper items, and

WHEREAS,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The Central School named below wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and awarding bids and reporting the results to the schools; therefore;

BE IT RESOLVED,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) that it will award contracts according to the recommendations of the committee; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

CERTIFICATION OF DISTRICT CLERK

I, _____, District Clerk of the
_____ Central School Board of
Education, hereby certifies that the above resolution was adopted by the required
majority vote of the Board of Education at its meeting held on _____.

Signature of District Clerk

Date



DELAWARE COUNTY PUBLIC HEALTH SERVICES

99 MAIN STREET, DELHI, NEW YORK 13753

Amanda Walsh, MPH Public Health Director

607-832-5200 Fax 607-832-6021

Early Intervention & Preschool Fax: 607-832-6022

RECEIVED
MAY 14 2015

BY:

May 12, 2015

RE: Annual 2015-16 Preschool Signature Authorizations

Dear School District Superintendent,

Delaware County is responsible for maintaining the proper documentation from the Committee on Preschool Education (CPSE) to support claims for reimbursement of evaluations or services provided to preschoolers. This includes the signature authorization forms from the respective districts. This authorization allows Delaware County to electronically transmit preschool information to the STAC, Special Aids and Medicaid Unit.

Attached is a suggested format for this authorization that should be submitted to Delaware County on district letterhead.

Should you have any questions, please don't hesitate I contact me.

Sincerely,

Susan DuPrey
Early Intervention Program Specialist

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Nicole Seymour

POSITION: RN- SCHOOL NURSE SUBSTITUTE

REPLACES: N/A

EFFECTIVE DATE: 5-19-15

EDUCATION LEVEL: ASSOCIATE DEGREE - Health Science: NURSING

YEARS OF EXPERIENCE: 2

SALARY: STEP ___ LEVEL ___ \$ as per sub rate

CERTIFICATION: Registered Professional Nurse

COLLEGE: SUNY Broome - Binghamton, NY.

REFERENCES CONTACTED:

1. KIM BRADY - UHS - SUPERVISOR/NURSE MANAGER
2. GATES-Cole Agency - Former employer

COMMENTS: She interviewed well and her current and former employers speak well of her work ethic and professionalism.

[Signature]
ADMINISTRATOR SIGNATURE

5/14/15
DATE

RECEIVED
MAY 13 2015

BY:

May 13, 2015

Dear Dr. Richards, Superintendent

This is my resignation from the sub registry effective June 25, 2015. Thank you for the opportunity this past year.

Sincerely,

Sara Couse
Sara Couse