



Brockport Central School District
40 Allen Street, Brockport, New York 14420-2296

Mission Statement

We engage and empower each student to achieve excellence as a learner and citizen.

Board Members

Terry Ann Carbone (2024)
Jeffrey Harradine (2022)
David Howlett (2025)
Daniel Legault (2026)
Robert Lewis (2023)
Kathy Robertson (2024)
Michael Turbeville (2023)

April 5, 2022

6 p.m.

District Board Room



Brockport Central School District

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We, the Board of Education, promise to:

- Put students first
- Set clear goals and focus on task at hand
- Be respectful
- Recognize and value differences
- Engage in honest communication
- Honor and maintain confidentiality
- Speak with one voice
- Work hard and have fun

April 5, 2022

Regular Board Meeting Agenda 6 p.m.
District Board Room

Call to Order
Pledge to the Flag
Fire Exits

Motion to Approve the Order of the Agenda

Approval of Minutes

- March 15, 2022 Regular Board Meeting
- March 31, 2022 Special Board Meeting

Board Presentations:

None

Communications – Public Comments:

Members of the audience wishing to speak must sign in no later than 5:55 p.m. A period of time, not to exceed 30 minutes, is set aside at regular meetings of the board for the purpose of hearing comments from interested individuals. Board of Education members will not engage in conversation or answer questions during this portion of the meeting.

- Each speaker is allowed up to five (5) minutes to present his/her remarks.
- Speakers must not give or defer their time slot to another person.
- All remarks must be addressed to the President of the Board, or the presiding officer. Please ensure remarks are respectful and dignified. Public comments must not single any individuals out by using names or identifiable information.

Board Reports:

Committee	Last Meeting	Next Meeting	Committee Member(s)
BOCES Board	March 16, 2022 6 p.m.	April 13, 2022 6 p.m.	Mr. Gerald Maar (BCSD Liaison)
MCSBA Information Exchange	March 9, 2022 Noon	April 13, 2022 Noon	Trustee Robertson
MCSBA Board Leadership Meeting	March 2, 2022 5:45 p.m.	May 4, 2022 5:45 p.m.	President Carbone Vice President Harradine



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MCSBA Labor Relations Committee	March 16, 2022 Noon	April 27, 2022 Noon	Trustee Lewis
MCSBA Legislative Committee	March 2, 2022 Noon	April 6, 2022 Noon	President Carbone
MCSBA Executive Committee	February 2, 2022 5:45 p.m.	April 27, 2022 5:45 p.m.	President Carbone & Mr. Bruno
Diversity, Equity, and Inclusion (DEI) Committee	March 2, 2022 4 p.m.	May 4, 2022 4 p.m.	President Carbone Vice President Harradine Member Robertson Mr. Bruno

1. New Business

None

2. Policy Development

- 2.1 6150 Alcohol, Drugs and Other Substances (School Personnel) – first reading
- 2.2 5561 Honors, Awards, Honoraria and Remembrances (remove policy) – first reading
- 2.3 5570 Financial Oversight – first reading
- 2.4 5571 Financial Accountability: Allegations of Fraud – first reading
- 2.5 5572 Audit Committee – first reading
- 2.6 5573 Internal Audit Function – first reading
- 2.7 5574 Medicaid Compliance Program Policy – first reading
- 2.8 5610 Insurance – first reading
- 2.9 5620 Inventories & Accounting of Fixed Assets – first reading
- 2.10 5630 Facilities: Inspection, Operation and Maintenance – first reading
- 2.11 5631 Hazardous Waste and Handling of Toxic Substances by Employees – first reading
- 2.12 5633 Gender Neutral Single-Occupancy Bathrooms – first reading

3. Instructional Planning & Services

- 3.1 Verbal – Rachel Kluth, Ed.D., Assistant to the Superintendent for Secondary Instruction
- 3.2 Verbal – Lynn Carragher, Assistant to the Superintendent for Inclusive Education and Instruction.
- 3.3 Approval of CSE Recommendations (3.3.1-3.3.8)
 - 3.3.1 On February 17, and March 9, 2022, the District Committee on Special Education reviewed students and made recommendations for placement.
 - 3.3.2 On March 3, 11, 23 and 25, 2022, the District Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.3 On February 4, 22, March 4, 8, 10, 11, 16, 17, 18, 21, and 23, 2022, the Committee on Preschool Special Education reviewed students and made recommendations for placement.
 - 3.3.4 On March 2, 7, and 8, 2022, the Ginther Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.5 On February 17, March 9, and 10, 2022, the Barclay Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.6 On March 10, and 14, 2022, the Hill Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.7 On March 9 and 15, 2022, the Oliver Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.8 On March 24, 2022, the High School Subcommittee on Special Education reviewed students and made recommendations for placement.



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4. Personnel

CERTIFIED

4.1 Appointments

- 4.1.1 Christopher Baugher, to be appointed as a Technology Teacher at the high school effective August 31, 2022. Professional certificate in technology education. Probationary period August 31, 2022 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible for tenure the employee must meet all requirements of Education Law and corresponding regulations. Annual salary \$52,557.
- 4.1.2 **UPDATE** Sara Wolcott, to be appointed as a long term substitute English Teacher at the high school effective August 31, 2021 through ~~March 31, 2022~~ **April 30, 2022**. Initial certificates in English language arts grades 7-12 and English language arts extension grades 5-6. Annual salary \$37,100 (prorated ~~\$26,429~~, **\$29,860**).

4.2 Resignations

- 4.2.1 Candace Greiner, ELA Teacher at the middle school, to resign effective April 1, 2022.
- 4.2.2 Jennifer Eichas, AIS Teacher at Ginther School, to resign effective April 22, 2022.
- 4.2.3 Tina Harrity, Special Education Teacher at the high school, to resign effective March 30, 2022.
- 4.2.4 Ryan McDonell, Art Teacher at the high school, to resign effective April 1, 2022.

4.3 Substitutes

- 4.3.1 Marcia Bartalo
- 4.3.2 Carter Dauenhauer
- 4.3.3 Claire Rogers
- 4.3.4 John Frenett

4.4 Teacher Immersion Fellowship Program Participants

- 4.4.1 None

4.5 Leaves of Absence

- 4.5.1 None

4.6 Other

- 4.6.1 Christine Howlett, Mentor Teacher, \$300 (prorated April – June).
- 4.6.2 Maria Daley, Mentor Teacher, \$300 (prorated April – June).
- 4.6.3 **Update**, Patricia Arnold, Mentor Teacher, \$500 (prorated Sept – Jan), **\$800 (prorated Sept – April)**.
- 4.6.4 Keri Krull, Mentor Teacher, \$300 (prorated April – June).
- 4.6.5 Jeff Gurbacki, Boys Lacrosse Program Assistant, Level E – Step 2, \$2468.
- 4.6.6 Amy Nesbitt, Freshman Class Advisor, (split w/ Ophardt), Level J – Step 1 \$55 (prorated April – June)
- 4.6.7 Jessica Ophardt, Freshman Class Advisor, (split w/ Nesbitt) Level J – Step 1 \$55 (prorated April – June)
- 4.6.8 – 4.6.15 The following staff to be appointed as a Fitness Center Supervisor at the High School and Hill School effective April 6th, 2021. Rate of \$27.50 per hour.
- 4.6.8 Sundae Avery
- 4.6.9 Maria Belpanno
- 4.6.10 Katelyn Marasco
- 4.6.11 Tara Jackson
- 4.6.12 Christopher Albrecht
- 4.6.13 Amy Nesbitt
- 4.6.14 Scott Nugent
- 4.6.15 Steven Reiss



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- 4.6.16 – 4.6.19 The following staff to be appointed as a Student Support Academy Teacher at the Middle School effective April 18, 2022 through April 21, 2022. Rate of \$38.00 per hour.
- 4.6.16 Lisa Rice
4.6.17 Amy Phillips
4.6.18 Christopher Wilbur
4.6.19 James Wallington
- 4.6.20 – 4.6.23 The following staff to be appointed as an Academic Intervention Service Sunset Program Teacher at Hill School effective April 4, 2022 through June 10, 2022. Rate of \$53.00 per hour.
- 4.6.20 Justin Jackson
4.6.21 Melissa Norment
4.6.22 Natalie McCue
4.6.23 Rebecca Rossier
- 4.6.24 – 4.6.25 The following staff to be appointed as an Academic Intervention Service Sunset Program Substitute Teacher at Hill School effective April 4, 2022 through June 10, 2022. Rate of \$53.00 per hour.
- 4.6.24 Lisa Byrne-Emmerson
4.6.25 Lauren Raines
- 4.6.26 – 4.6.31 The following staff to be appointed as a Student Support Program Teacher at the High School effective April 18, 2022 through April 21, 2022. Rate of \$38.00 per hour.
- 4.6.26 Scott Hopsicker
4.6.27 Jonathan VanHuben
4.6.28 Neil Paul
4.6.29 Matt Schirmer
4.6.30 Thomas Rispoli
4.6.31 Jennifer Cropo
- 4.6.32 Resolved, that the Board of Education approves a written agreement between the Superintendent of Schools and an employee of the District, executed on April 1, 2022.

CLASSIFIED

4.7 Appointments

- 4.7.1 Ashley Bianchi, to be appointed as a probationary Bus Driver in the Transportation Department effective April 6, 2022. Rate is set at \$20.00 per hour. Probationary period begins on April 6, 2022 and ends on April 5, 2023.
- 4.7.2 Charles Ricker, to be appointed as a probationary Bus Driver in the Transportation Department effective April 6, 2022. Rate is set at \$20.00 per hour. Probationary period begins on April 6, 2022 and ends on April 5, 2023.
- 4.7.3 Karen Pahman, to be appointed as a probationary Food Service Helper at the High School effective April 6, 2022. Rate is set at \$14.00 per hour. Probationary period begins on April 6, 2022 and ends on April 5, 2023.

4.8 Resignations

- 4.8.1 Mary Steedman, Bus Driver, Transportation Department, resigning effective March 25, 2022.
- 4.8.2 Casandra Courtney, School Aide/Cafeteria Monitor, High School, terminated effective March 18, 2022.
- 4.8.3 Scott Loiacono, Custodian, High School, resigning effective March 22, 2022.
- 4.8.4 Jill Wright, Cleaner, Oliver Middle School, resigning for the purpose of retirement effective May 31, 2022.
- 4.8.5 Sally Swanger, Food Service Helper, High School, resigning effective March 28, 2022.
- 4.8.6 Alona Melendez, School Aide/Cafeteria Monitor, High School, terminated effective April 1, 2022.



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4.9 Substitutes

- 4.9.1 Mary Scutella, School Aide
- 4.9.2 Jill Wright, Cleaner
- 4.9.3 Mary Ann Kramer, Bus Attendant (working towards CDL)
- 4.9.4 Caleb Christiansen, Student Cleaner
- 4.9.5 Lillyanna McNamee, School Aide

4.10 Volunteers

- 4.10.1 Megan Baker
- 4.10.2 Sara Berlin
- 4.10.3 Ashley Bianchi
- 4.10.4 Tamara Bonisteel
- 4.10.5 Joanne Brown
- 4.10.6 Jennifer Carpenter
- 4.10.7 Ashley Colby
- 4.10.8 Jennifer Corey
- 4.10.9 Ashley Decker
- 4.10.10 Amanda Folwell
- 4.10.11 Jeffrey Gurbacki
- 4.10.12 Matthew Heyden
- 4.10.13 John Izzo
- 4.10.14 Dawn Jones
- 4.10.15 Sylvanna King
- 4.10.16 Patrick Maar
- 4.10.17 Nancy Maier
- 4.10.18 Jennifer Manard
- 4.10.19 Alicia Manktelow
- 4.10.20 Amanda Mason
- 4.10.21 Mary Mastin
- 4.10.22 Desiree Mastrodonato
- 4.10.23 Cody Miller
- 4.10.24 Charles Modzelewski
- 4.10.25 Nina Nguyen
- 4.10.26 Shawn Phillips
- 4.10.27 Mariahn Plesh
- 4.10.28 Charles Reaves
- 4.10.29 Andrea Scharping
- 4.10.30 Vernon Scharping
- 4.10.31 Amy Stoltz
- 4.10.32 Kelly Thompson
- 4.10.33 Sierra Thurston
- 4.10.34 Karen Underwood
- 4.10.35 Breanna Wahl
- 4.10.36 Angela Way
- 4.10.37 Nydia Zukaitis

4.11 College Participants

None

4.12 Leaves of Absence

None



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4.13 Other

None

5. Financial

- 5.1 Verbal – Jill Reichhart, Director of Finance
- 5.2 Approval of Construction Management Services for the 2021 Capital Improvement Project
- 5.3 Approval of 2022-2023 Proposed Budget and Contingent Budget
- 5.4 Approval of Financial Statement of Extraclassroom Activity Funds for the Hill School, Oliver Middle School and High School for February 2022
- 5.5 Approval of Treasurer’s Report for February 2022
- 5.6 Approval of Financial Report for February 2022

6. Physical Plant, Safety & Security, Transportation and Support Services

- 6.1 Verbal – Darrin Winkley, Assistant Superintendent for Business

7. Human Resources

- 7.1 Verbal – Jerilee DiLalla, Assistant Superintendent for Human Resources

8. Report of the Superintendent of Schools

- 8.1 Verbal – Sean C. Bruno, Superintendent of Schools

9. Board Operations

- 9.1 2021-22 Board of Education Meeting Schedule
- 9.2 2022-23 Budget Development Calendar
- 9.3 2021-22 MCSBA Calendar
- 9.4 Approval of Vote(s) of the Annual Election Members to the Monroe 2-Orleans BOCES Annual Election (one vote per component board)
- 9.5 Approval of Monroe 2-Orleans BOCES Proposed 2022-23 Administrative budget of \$ 8,673,365.

10. Old Business

None

11. Other Items of Business

None

12. Round Table

13. Executive Session

- 13.1 It is anticipated that the Board will enter into Executive Session for the purpose of discussing the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.

14. Adjournment

**Next Board of Education Meeting:
Tuesday, April 26, 2022, at 6 p.m., District Board Room**

**BROCKPORT CENTRAL SCHOOL
BOARD OF EDUCATION
March 15, 2022**

These are the minutes of the Regular Board Meeting held on March 15, 2022. The meeting was called to order at 6 p.m. by President Carbone.

The following Board Members were in attendance:

Terry Ann Carbone, President
Jeffrey Harradine, Vice President
David Howlett, Board Member
Daniel Legault, Board Member
Robert Lewis, Board Member
Kathy Robertson, Board Member
Michael Turbeville, Board Member

Also present were:

Sean Bruno, Superintendent of Schools
Lynn Carragher, Assistant to the Superintendent for Inclusive Education
Jerilee DiLalla, Assistant Superintendent for Human Resources
Rachel Kluth, Ed.D. Assistant to the Superintendent for Secondary Instruction
Jill Reichhart, Treasurer and Finance Director
Darrin Winkley, Assistant Superintendent for Business
Deb Moyer, District Clerk
Todd Hagreen

A moment of silence was observed for our colleague and friend, Kirk Reber who passed away on March 6. He was a loyal and dedicated bus driver for our district for the past 3 ½ years.

ORDER OF THE AGENDA

Mr. Howlett moved, seconded by Mr. Lewis, the Board of Education approved the order of the agenda. The motion carried 7-0.

MINUTES

Mr. Turbeville moved, seconded by Ms. Robertson, the Board of Education approved the February 28, 2022 Regular Board Meeting minutes. The motion carried 7-0.

BOARD PRESENTATIONS

- Director of Athletics Todd Hagreen presented on Winter Athletics. He gave statistics for each team and highlighted our state champions.

COMMUNICATION – PUBLIC COMMENT

- None

BOARD REPORTS

- Ms. Robertson provided an update on the March 9 Information Exchange meeting. She shared information on the presentation “Communicating with the Community” given by a panel of school public relations professionals.
- Ms. Carbone attended the March 2 Board Leadership meeting. During the sharing session she learned that many schools have similar challenges. She attributes respect for our constituents, faculty, staff and administration to Brockport’s success.
- Ms. Carbone shared an update from the March 2 Legislative committee meeting. She shared MCSBA is thinking about making a video about the role of school board members so new Board candidates have

an idea before running.

- Ms. Carbone reported on the March 2 DEI Committee meeting. The group is looking at defining their mission and vision. She shared she is proud three board members sit on the committee. We want everyone to succeed with no bias.

1. New Business

None

2. Policy Development

Mr. Harradine moved, seconded by Mr. Legault, the Board of Education approved the second reading of policies 2.1-2.13. The motion carried 7-0.

- 2.1 3430 Diversity, Equity, and Inclusion in the District
- 2.2 7226 Minimum Standard for Grades 9-12
- 2.3 5240 School Tax Assessment and Collection
- 2.4 5241 Property Tax Exemptions
- 2.5 5250 Sale and Disposal of School District Property
- 2.6 5310 Expenditures of School District Funds
- 2.7 5320 Budget Transfers
- 2.8 5321 Use of the District Credit Card
- 2.9 5323 Reimbursement for Meals/Refreshments
- 2.10 5330 Borrowing of Funds
- 2.11 5340 Bonding of Employees and School Board Members
- 2.12 5550 Maintenance of Fiscal Effort (Title I Programs)
- 2.13 5560 Use of Public Funds for Political Expenditures

3. Instructional Planning & Services

- 3.1 Verbal – Rachel Kluth, Ed.D., Assistant to the Superintendent for Secondary Instruction
 - Dr. Kluth shared CEPACS is working on creating our first network map which identifies speed and connectivity to every server, switch access points and printers. Garrett Hotchkiss and Brian Lippold are working on efficiencies to make sure students have access. Board members shared how thankful they are for CEPACS services and their willingness to go out of their way to fix things.
 - Ginther kicked off PARP week sponsored through the PTSA and thanked the committee members for their hard work.
- 3.2 Mr. Howlett moved, seconded by Mr. Turbeville, RESOLVED that the Board of Education approve the book No Country for Old Men, by Cormac McCarthy for English IV. The motion carried 7-0.
- 3.3 Mr. Harradine moved, seconded by Ms. Robertson, RESOLVED that the Board of Education approve Inspire! Learning and Childcare; Ready, Set, Grow! Preschool; Brockport Child Development Center; and The Schoolhouse of Brockport to partner with the Brockport Central School District in providing the UPK program. The motion carried 7-0.
- 3.4 Verbal – Lynn Carragher, Assistant to the Superintendent for Inclusive Education and Instruction
 - Ms. Carragher provided an update on the Nurse Department meeting last week. She shared nurses are very excited and thrilled to get back to more typical routines and all is going well.
 - She shared Inclusive Education is busy conducting Annual Reviews for in and out of District placements.
- 3.5 Mr. Turbeville moved, seconded by Mr. Legault, the Board approved Consent Items (CSE) 3.5.1-3.5.7. The motion carried 7-0.
 - 3.5.1 On February 28, March 1 and 2, 2022, the District Committee on Special Education reviewed students and made recommendations for placement.
 - 3.5.2 On March 4, 2022, the District Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.5.3 On February 8, 18, and March 1, 2022, the Committee on Preschool Special Education reviewed students and made recommendations for placement.
 - 3.5.4 On February 28, 2022, the Barclay Subcommittee on Special Education reviewed students and

- made recommendations for placement.
- 3.5.5 On February 28, 2022, the Hill Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.5.6 On February 22 and 28, 2022, the Oliver Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.5.7 On February 23 and March 2, 2022, the High School Subcommittee on Special Education reviewed students and made recommendations for placement.

4. Personnel

Mr. Howlett moved, seconded by Ms. Robertson, the Board approved Personnel 4.1-4.6.7 and 4.6.9-4.13. The motion carried 7-0. Mr. Harradine abstained from 4.6.8 due to affinity. The motion carried 6-0.

CERTIFIED

4.1 Appointments

- 4.1.1 Mark Mutton, to be appointed as a long term substitute Business Teacher at the high school retroactive January 13, 2022 through June 30, 2022. Annual salary \$37,100 (prorated \$ 20,776).
- 4.1.2 Samantha Pastore, to be appointed as a Math Teacher at the high school effective March 16, 2022. Probationary period March 16, 2022 through March 15, 2026. This expiration date is tentative and conditional only. In order to be eligible for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$37,100 (prorated \$12,799).

4.2 Resignations

- 4.2.1 None

4.3 Substitutes

- 4.3.1 Riley Spurr
- 4.3.2 Keishla Santiago Madera
- 4.3.3 Zachary Grasso, Contracted Building Substitute, resigned effective March 11, 2022.

4.4 Teacher Immersion Fellowship Program Participants

- 4.4.1 None

4.5 Leaves of Absence

- 4.5.1 None

4.6 Other

- 4.6.1 – 4.6.11 The following staff members to be appointed as an Afternoon Academy (AIS) Teacher at Ginther School effective April 26, 2022 through May 25, 2022, at a rate of \$53.00 per hour.
- 4.6.1 Alissa Mitchell
- 4.6.2 Jessica Mangiameli
- 4.6.3 Andrew Guignon
- 4.6.4 Kimberly DeCoste
- 4.6.5 Silvia Wharram
- 4.6.6 Julia Meyers
- 4.6.7 Sofia Palmieri
- 4.6.8 Sarah Harradine
- 4.6.9 Kristin Dettman
- 4.6.10 Kristen Moulton
- 4.6.11 Peggy Jenkins
- 4.6.12 Julia Decker, Girls JV Lacrosse Coach, Level E – Step 9, \$3,255.
- 4.6.13 Jonathan VanHuben, Boys Mod A Lacrosse Coach, Level F – Step 9, \$2886.
- 4.6.14 Ed Webster, Boys Mod B Baseball Coach, Level G – Step 8, \$2541.
- 4.6.15 **UPDATE**, Joseph Innes, Boys ~~Mod B~~ **Mod A** Basketball Coach, ~~Level F – Step 7, \$2670,~~ Level E – Step 7, \$3010. (2020-21 school year)

- 4.6.16 Kelly Keenan, to be appointed as the Principal for the 2022 K-6 Literacy/Math Summer School program at a total salary of \$3500.
- 4.6.17 Andrew Guignon, to be appointed as the Assistant Principal for the 2022 K-6 Literacy/Math Summer School program at a total salary of \$2500.

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4.7 Appointments

- 4.7.1 UPDATE -- Timothy McGlen, to be appointed as a probationary Teacher Aide at Hill School effective ~~March 1, 2022~~ **March 3, 2022**. Rate is set at \$14.00 per hour. Probationary period begins on ~~March 1, 2022~~ **March 3, 2022** and ends on ~~February 28, 2023~~ **March 2, 2023**.
- 4.7.2 Frank Heinz, to be appointed as a probationary Bus Driver in the Transportation Department effective March 16, 2022. Rate is set at \$20.00 per hour. Probationary period begins on March 16, 2022 and ends on March 15, 2023.
- 4.7.3 Lori Dennis, to be appointed as a probationary Bus Driver in the Transportation Department effective March 16, 2022. Rate is set at \$20.00 per hour. Probationary period begins on March 16, 2022 and ends on March 15, 2023.
- 4.7.4 Jessica Baase, to be appointed as a probationary Bus Driver in the Transportation Department effective March 16, 2022. Rate is set at \$20.00 per hour. Probationary period begins on March 16, 2022 and ends on March 15, 2023.
- 4.7.5 Vernon Hetherington, to be appointed as a probationary Bus Driver in the Transportation Department effective March 16, 2022. Rate is set at \$22.00 per hour. Probationary period begins on March 16, 2022 and ends on March 15, 2023.
- 4.7.6 Kathleen D'Ambra, to be appointed as a probationary School District Tax Collector in the Business Office effective March 22, 2022. Rate is set at \$22.50 per hour. Probationary period begins on March 22, 2022 and ends on March 21, 2023. (Pending fingerprint clearance.)

4.8 Resignations

- 4.8.1 Mary Scutella, School Aide/Cafeteria Monitor, Barclay School, resigning, effective March 18, 2022.

4.9 Substitutes

- 4.9.1 Jennifer Stephenson, Bus Driver
- 4.9.2 Lynn Webster, Bus Attendant, pending fingerprint clearance
- 4.9.3 Jeremy Eichas, Bus Attendant (working towards CDL), pending fingerprint clearance
- 4.9.4 Brendan Traver, School Aide, pending fingerprint clearance
- 4.9.5 Alecia Ascenzi, School Aide, pending fingerprint clearance
- 4.9.6 Zachary Wakefield, Student Support Partner, pending fingerprint clearance
- 4.9.7 Jennifer Skidmore, Student Support Partner, pending fingerprint clearance
- 4.9.8 Nicholas Theetge, Bus Attendant (working towards CDL), retroactive to February 28, 2022
- 4.9.9 Timothy Mendez, Bus Attendant (working towards CDL), pending fingerprint clearance

4.10 Volunteers

None

4.11 College Participants

- 4.11.1 Joshua Bopp, Student Teacher, (Dan Viola)
- 4.11.2 Anna Roggow-Kim, Student Observer, (Jessica Mangiameli)

4.12 Leaves of Absence

None

4.13 Other

- 4.13.1 UPDATE – Andrew Rice, change from Provisional appointment to Probationary appointment as a Network Technician, effective March 10, 2022.
- 4.13.2 Lindsay Pajek has resigned from Sports Study Hall at Oliver Middle School effective March 3, 2022.

- 4.13.3 Kaylee Pilon has been appointed to the Sports Study Hall (regular) at Oliver Middle School (at her current regular hourly rate) for the 2021-2022 school year.

5. Financial

- 5.1 Verbal – Jill Reichhart, Director of Finance
- Ms. Reichhart shared a minor change to the Draft 2022-23 Budget presented in February. A reallocation of \$400,000 from the administrative side to the instructional side of the budget (since it is the wiring and connections to smart boards and computers in classrooms).
- 5.2 Mr. Howlett moved, seconded by Mr. Lewis, RESOLVED, that the Board of Education accept the generous donation from the BEST Foundation of \$5,000 that will be used to purchase AP exams for students in need. The motion carried 7-0.
- 5.3 Ms. Robertson moved, seconded by Mr. Turbeville, RESOLVED, that the Board of Education approve the Financial Statement of Extra classroom Activity Funds for the Hill School and High School for January 2022 and Oliver Middle School for November 2021-January 2022. The motion carried 7-0.
- 5.4 Mr. Harradine moved, seconded by Mr. Howlett, RESOLVED, that the Board of Education approve the Treasurer’s Report for the month of January 2022, as submitted and prepared by District Treasurer, Jill Reichhart. The motion carried 7-0.
- 5.5 Mr. Lewis moved, seconded by Mr. Turbeville, RESOLVED, that the Board of Education approve the Financial Report for the month of January 2022, as submitted and prepared by District Treasurer, Jill Reichhart.. The motion carried 7-0.

6. Physical Plant, Safety & Security, Transportation and Support Services

- 6.1 Verbal – Darrin Winkley, Assistant Superintendent for Business
- Mr. Winkley submitted and applied to NYSEDA to get into P12 Energy Schools Benchmarking program. Thanks to Christian Hansen and Tara Heise for gathering utility data.

7. Human Resources

- 7.1 Verbal – Jerilee DiLalla, Assistant Superintendent for Human Resources
- Ms. DiLalla provided a Wellness Committee update. Registration for the spring challenge launches this week with 86 people registered to date. There are physical, mental and nutritional components to the challenge. Support groups were created in Microsoft Teams where people can share recipes, tips and provide support.

8. Report of the Superintendent of Schools

- 8.1 Verbal – Sean C. Bruno, Superintendent of Schools
- Mr. Bruno reported on the successful pop-up food pantry. It was very efficient with many staff and students volunteering. COVID tests were also distributed.
 - Mr. Bruno shared the many great things happening in the District both instructionally and with extracurricular activities. Winter athletics is a testament to all we’ve done safely. We are running as much as we can as normal as we can. We have musical starting Thursday. We are meeting to discuss returning visitors to our schools.
 - News from the state budget: Assembly and senate are supporting school aid which helps us to maintain numbers confidently as we go through the process. They are also looking at increasing Capital Outlay amounts and increasing UPK funds.

9. Board Operations

- 9.1 2021-22 Board of Education Meeting Schedule
- 9.2 2022-23 Budget Development Calendar
- 9.3 2021-22 MCSBA Calendar

10. Old Business

None

11. Other Items of Business

None

12. Round Table

- Mr. Howlett reported on the Alumni Association. A committee was created to offer two scholarships, \$500 each like last year – Mr. Harradine is president; The association is moving forward with the in-person Senior dinner – looking at holding in high school cafeteria; he also shared a “thank you” from Student Council for the cereal boxes donated for Ukraine. They surpassed the goal and still going.
- Board members thanked administration and staff for all they do and are happy meetings are back in the Board Room.

13. Executive Session

13.1 Mr. Howlett moved, seconded by Mr. Harradine, the Board adjourned the regular meeting at 7:01 p.m. to enter into Executive Session for the purpose of discussing the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. The motion carried 7-0.

Mr. Howlett moved, seconded by Mr. Lewis, the Board entered into executive session at 7:18 p.m. The motion carried 7-0.

Mr. Howlett moved, seconded by Mr. Legault, the Board adjourned executive session and entered into regular session at 8:21 p.m. The motion carried 7-0.

14. Adjournment

14.1 Mr. Howlett moved, seconded by Mr. Turbeville, the Board adjourned the meeting at 8:22 p.m. The motion carried 7-0.

Prepared by:

Debra S. Moyer, District Clerk

Date

**BROCKPORT CENTRAL SCHOOL
BOARD OF EDUCATION
March 31, 2022**

These are the minutes of the Special Board Meeting held on March 31, 2022. The meeting was called to order at 6 p.m. by President Carbone.

The following Board Members were in attendance:

Terry Ann Carbone, President
Jeffrey Harradine, Vice President
David Howlett, Board Member
Daniel Legault, Board Member
Robert Lewis, Board Member
Michael Turbeville, Board Member

Also present were:

Sean Bruno, Superintendent of Schools
Jerilee DiLalla, Assistant Superintendent for Human Resources
Rachel Kluth, Ed.D. Assistant to the Superintendent for Secondary Instruction
Jill Reichhart, Treasurer and Finance Director
Darrin Winkley, Assistant Superintendent for Business
Deb Moyer, District Clerk

Excused:

Kathy Robertson, Board Member
Lynn Carragher, Assistant to the Superintendent for Inclusive Education

ORDER OF THE AGENDA

Mr. Howlett moved, seconded by Mr. Harradine, the Board of Education approved the order of the agenda. The motion carried 6-0.

1. Executive Session

1.1 Mr. Howlett moved, seconded by Mr. Legault, the Board adjourned the regular meeting at 6:01 p.m. to enter into Executive Session for the purpose of discussing the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. The motion carried 6-0.

Mr. Howlett moved, seconded by Mr. Legault, the Board entered into executive session at 6:01 p.m. The motion carried 6-0.

Mr. Howlett moved, seconded by Mr. Turbeville, the Board adjourned executive session and entered into regular session at 6:55 p.m. The motion carried 6-0.

Regular Session

Mr. Howlett moved, seconded by Mr. Turbeville, RESOLVED that the Board of Education approve the termination of Joshua DeClerck from any and all positions with Brockport Central School District effective today, March 31, 2022. The motion carried 6-0.

2. Adjournment

- 2.1 Mr. Howlett moved, seconded by Mr. Turbeville, the Board adjourned the meeting at 6:57 p.m. The motion carried 6-0.

Prepared by:

Debra S. Moyer, District Clerk

Date

PRESENTATIONS TO THE BOARD



COMMUNICATIONS



1.0 NEW BUSINESS



2.0 POLICY



Adoption Date: 7/19/1994, Revised: 6/20/2000; Revised: 05/07/2013; 11/15/16; 11/19/19
6000 - PERSONNEL

1-PERSONNEL

6150 ALCOHOL, DRUGS AND OTHER SUBSTANCES (SCHOOL PERSONNEL)

Recognizing that students are often influenced by teachers and other members of a school's staff, the Board of Education impresses upon staff members the importance of maintaining a high level of professionalism appropriate to their position, which, in turn, shall set a positive example for students.

The Board, therefore, prohibits the consumption, sharing, ~~and/or~~ selling, use and/or possession of illegal drugs, counterfeit and designer drugs or alcoholic beverages in the workplace, or when the effects of such drugs may impair an employee's job performance. The inappropriate use of prescription and over-the-counter drugs ~~shall is~~ also ~~be~~ prohibited. Failure to comply with this policy may result in ~~up to and including~~ termination of employment and referral for prosecution.

Information about any drug and alcohol counseling such as the Employee Assistance Program and/or rehabilitation programs shall be made available to employees.

Additionally, confidentiality shall be insured as required by state and federal law.

Alcohol and Controlled Substance Testing of Employees

No employee, except bBus dDrivers subject to the Omnibus Transportation Employee Testing Act of 1991 shall be subjected to urinalysis or other form of alcohol or controlled substance testing without reasonable individualized suspicion that the employee has consumed alcohol or a controlled substance. The Assistant Superintendent for Human Resources shall be consulted before any implementation of such testing. Failure to submit to required alcohol or controlled substance testing based upon reasonable individualized suspicion that the employee has violated ~~district~~this policy on alcohol and controlled substance use is grounds for disciplinary action up to and including ~~dismissal~~termination of employment.

~~The Superintendent of Schools shall review the drug and alcohol abuse prevention program on an as needed basis to determine its effectiveness and support appropriate modifications.~~

Policy References:

Safe and Drug-Free Schools and Communities Act,
as reauthorized by the No Child Left Behind Act of 2001
20 United States Code (USC) Section 7101 et seq.
Civil Service Law Section 75
Education Law Sections 913, 1711(2)(e), 2508(5), and 3020-a

Policy Cross References:

- » [3410 - CODE OF CONDUCT ON SCHOOL PROPERTY](#)
- » [6152 - EMPLOYEE ASSISTANCE PROGRAM](#)
- » [7320 - ALCOHOL, TOBACCO, DRUGS, AND OTHER SUBSTANCES \(STUDENTS\)](#)

Adoption Date: 4/25/2006 Revised: 3/20/2018
5000 – NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting

5561 HONORS, AWARDS, HONORARIA AND REMEMBRANCES

The Board of Education, in its role as a representative public body, recognizes the importance of observing certain social conventions. Among these are: acknowledging a grieving staff member; acknowledging serious sickness/injury; encouraging and supporting good efforts; and recognizing exceptional performance within the school community.

When knowledge of events such as these is obtained, the Board hereby authorizes the Superintendent to, on behalf of the District, initiate an appropriate social recognition, most typically in the form of a greeting card.

Adoption Date: 12/21/2004, Revised: 3/21/2006; 3/20/2007; 12/04/12; 3/20/18

5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting

5570 FINANCIAL ACCOUNTABILITY OVERSIGHT

The Board of Education recognizes the importance of maintaining the public trust in school governance and its responsibility to provide oversight of the finances of the Brockport Central School District, ~~thereby to ensure~~insuring the financial integrity of the institution. Toward that end, the Board adopts the following plan.

External Audit Reports: All audit reports and “management letters” will be provided directly to the Superintendent of Schools and ~~the President of the Board of Education. The Board of Education President shall distribute copies of the audit report to all Board members.~~ The delivery distribution of the audit report ~~to members of the Board of Education and to the Superintendent of Schools shall not be filtered through~~shall not involve staff membersemployees whose work was the subject of the audit.

Audit Committee: ~~The Board's An~~ Audit Committee, ~~which will be a subcommittee of the Board of Education,~~ will oversee each District response to audit findings and review the District’s internal and external audit procedures. This committee will consist of three members and will report directly to the Board ~~of Education~~.

Audit Evaluation: The Audit Committee will review the District contract for external audit services every five years and report in writing on its findings to the ~~full Board of Education. Such a~~This review may include a request for proposals as well as other methods determined to be appropriate by the Audit Committee.

Internal Auditing: The internal audit function of the District will be performed by an outside firm, ~~or consultant,~~ or by an district employee who holds no other audit duties in the District. The internal audit function must be independent of the influence of those being audited and, ~~as such, must~~ report directly to the Board ~~of Education~~.

School Board Training: ~~Because school board members are elected volunteers who come to their positions with varying degrees of financial expertise, and in consideration of the importance of the role of the Board in insuring the financial integrity of the District, the Board will require~~New Board members shall attend annual the Monroe County School Boards training.training of all trusteesmembers. The President of the Board ~~of Education~~ shall arrange such training as the Board or the Audit Committee may recommend.

~~School districts must~~The District will have internal controls in place to ensure that the goals and objectives of the District are accomplished; laws, regulations, policies, and good business practices are complied with; operations are efficient and effective; assets are safeguarded; and accurate, timely and reliable data are maintained.

The Brockport Central School District’s governance and control environment will include the following:

- a) The District's code of ethics addresses conflict of interest transactions with Board members or District officials and employees. Transactions that are less-than-arm's length are prohibited. Less-than-arm's length is a relationship between the District and employees or vendors who are related to District officials or Board members.
- b) The Board requires corrective action for issues reported in the CPA's management letter, audit reports, the Single Audit, and consultant reports.
- c) The Board has established the required policies and procedures concerning District operations.
- d) The Board routinely receives and discusses the necessary fiscal reports including the: Treasurer's cash reports, Budget status reports, Revenue status reports, ~~M~~monthly extra-classroom activity fund reports, and Fund balance projections (usually starting in January).
- e) The District has a ~~long-term~~ (three to five years) financial plan for both capital projects and operating expenses.
- f) The District requires attendance at training programs for Board members, business officials, treasurers, claims auditors, and others to ensure they understand their duties and responsibilities and the data provided to them.
- g) The Board has an audit committee to assist in carrying out its fiscal oversight responsibilities.
- h) The District's information systems are economical, efficient, current, and up-to-date.
- i) All computer files are secured with passwords or other controls, backed up on a regular basis, and stored at an offsite location.
- j) The District periodically verifies that its controls are working efficiently.
- k) The District will provide appropriate staff during which time another staff member is absent to perform those duties when necessary.

~~The Superintendent is directed to develop those administrative regulations that may be necessary for the implementation of this policy.~~

Adoption Date: 3/21/2006, Revised: 11/7/2006
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting

5571 Financial Accountability: Allegations of Fraud

Reporting and Investigations of Allegations of Fraud

All Board ~~of Education~~ members ~~and officers~~, District employees and ~~third-party~~ ~~third-party~~ consultants are required to abide by the Brockport Central School District's policies, administrative regulations and procedures in the conduct of their duties. Further, all applicable federal and/or state laws and regulations must be ~~adhered to~~ followed in the course of District operations and practices. Any individual who has reason to believe that financial improprieties, fraud, ~~and/or~~ wrongful conduct is occurring within the ~~School System~~ District is to disclose such information according to the reporting procedures established by the District. For purposes of this policy "financial impropriety, fraud or wrongful conduct" will include but will not be limited to: theft of time, theft of property, falsification of an attendance record, time sheet or other District business record, making or influencing decisions of the District for personal gain, interference in the hiring process so as to secure employment, and a contract or a consultancy of a relative, ~~etc.~~

The reporting procedures will follow the chain of command as established within the department or school building or ~~as enumerated in~~ the District's Organizational Chart. ~~In the event that~~ if the allegations of financial improprieties, ~~fraud~~ and/or wrongful conduct concern the investigating official, the report shall be made to the next level of supervisory authority. If the chain of supervisory command is not sufficient to ensure impartial, independent investigation, allegations of financial improprieties, ~~fraud~~ and/or wrongful conduct will be reported as applicable, to the Internal Auditor (if available), or the Independent (External) Auditor, or the School Attorney, or the Board ~~of Education~~. ~~The District's prohibition of wrongful conduct, including fraud, will be publicized within the District as deemed appropriate; and written notification will be provided to all employees with fiscal accounting/oversight and/or financial duties including the handling of money. (See Reporting Matrix.)~~

Upon receipt of an allegation of financial improprieties, ~~fraud~~ and/or wrongful conduct, the Board or designated employee(s) will conduct a thorough investigation of the charges. However, even in the absence of a report of suspected wrongful conduct, if the District has ~~knowledge of, or reason to know~~ believe of, any occurrence of financial improprieties, ~~fraud~~ and/or wrongful conduct has occurred, the District will investigate such conduct promptly and thoroughly. To the extent possible, within legal constraints, all reports 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. Written records of the allegation, and resulting investigation and outcome will be maintained in accordance with law.

Based upon the results of this investigation, if the District determines that a ~~Board member or school employee official~~ has engaged in financial improprieties, ~~fraud~~ and/or wrongful actions/conduct, appropriate disciplinary measures will be applied, up to and including termination of employment, in accordance with legal guidelines, District policy and regulation, and any applicable collective bargaining

agreement. Third parties who are found to have engaged in financial improprieties, fraud and/or wrongful 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. Rather, when school officials the District receives a complaint or report of alleged financial improprieties, fraud and/or wrongful conduct that may be criminal in nature, law authorities enforcement should be immediately notified.

An appeal procedure will also be provided, as applicable, to address any unresolved complaints and/or unsatisfactory prior determinations by the applicable investigating officer(s).

Prohibition of Retaliation

The Board prohibits any retaliatory behavior directed against those individuals who, in good faith, report allegations of suspected financial improprieties, fraud and/or wrongful conduct, as well as against witnesses and/or any other individuals who participate in the investigation of an allegation of alleged financial impropriety, fraud and/or wrongful conduct. Follow-up inquiries shall be made to ensure that no reprisals or retaliatory behavior has occurred to those involved in the investigation. Any act of retaliation is prohibited and subject to appropriate disciplinary action by the District.

Knowingly Makes False Accusations

Any individual who knowingly makes false accusations against another individual as to allegations of financial improprieties, fraud or wrongful conduct may also face appropriate disciplinary action.

Policy References:

Civil Service Law Section 75-b

Adoption Date: 3/21/2006, Revised: 9/5/2006; 4/24/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting 5572 Audit Committee

An Audit Committee shall be established by Board of Education resolution. The Audit Committee may consist of:

1. ~~A subcommittee of the Three members of the~~ Board of Education; and
2. ~~persons other than Board members if individuals who,~~ in the opinion judgment of the Board, such membership is advisable to provide possess valuable accounting and or auditing expertise.

Persons other than Board members who serve on the advisory eAudit Committee shall be independent and shall not:

1. Be employed by the Brockport Central School District;
2. Be an individual who within the last two years provided, or currently provides, services or goods to the District;
3. Be the owner of or have a direct and material interest in a company providing goods or services to the District; or
4. Be a close or immediate family member of an employee, officer, or contractor providing services to the District. A "close family member" is defined as a parent, sibling or nondependent child; an "immediate family member" is a spouse, spouse equivalent, or dependent (whether or not related).

Members of the Audit Committee shall serve without compensation; but shall be reimbursed for any actual and necessary expenditure incurred in relation to attendance at meetings. District Employees of the District are prohibited from serving on the Audit Committee. ~~Members of the Audit Committee shall be deemed District Officers, but shall not be required to be residents of the District.~~

The ~~role of the~~ Audit Committee shall be is advisory ~~unless the Audit Committee consists of at least a quorum of Board members,~~ and any recommendations it provides to the Board shall not substitute for any required review and acceptance by the Board of Education.

~~The Audit Committee shall develop and submit to the Board for approval a formal, written charter which includes, but is not limited to, provisions regarding the committee's purpose, mission, duties, responsibilities and membership requirements.~~

The Audit Committee shall hold regularly scheduled meetings and report to the Board on the activities of the Committee on an as needed basis, but not less than annually. The report will address or include at a minimum:

- a) The activities of the Audit Committee;

- b) A summary of the minutes of the meeting;
- c) Significant findings brought to the attention of the Audit Committee;
- d) Any indications of suspected fraud, waste, or abuse;
- e) Significant internal control findings; and
- f) Activities of the internal audit function.

The responsibilities of the Audit Committee include the following:

- a) Provide recommendations regarding the appointment of the External (Independent) Auditor for the District;
- b) Meet with the External (Independent) Auditor prior to commencement of the audit;
- c) Review and discuss with the External (Independent) Auditor any risk assessment of the District's fiscal operations developed as part of the Auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards if applicable;
- d) Receive and review the draft annual audit report and accompanying draft management letter and, working directly with the External (Independent) Auditor, assist the Board of Education in interpreting such documents;
- e) Make a recommendation to the Board on accepting the annual audit report; and
- f) Review every corrective action plan developed by the ~~School~~ District and assist the Board in its implementation.

Corrective Action Plan

Within ninety days of receipt of the report or management letter, the Superintendent of Schools shall prepare a corrective action plan approved by the Board in response to any findings contained in:

- a) The annual external audit report or management letter;
- b) A final audit report issued by the District's internal auditor;
- c) A final report issued by the State Comptroller;
- d) A final audit report issued by the State Education Department; or
- e) A final audit report issued by the United States or an office, agency or department.

The corrective action plan must be filed with the State Education Department, and if appropriate, must include the expected date(s) of implementation. To the extent practicable, implementation of the corrective action plan should begin no later than the end of the next fiscal year. The District will also timely post a publish a copy of this plan on its website.

Additional responsibilities of the Audit Committee include: assisting in the oversight of the internal audit function including, but not limited to, providing recommendations regarding the appointment of the Internal Auditor; reviewing significant findings and recommendations of the Internal Auditor; monitoring the District's implementation of such recommendations; and participating in the evaluation of the performance of the internal audit function.

The Audit Committee may conduct an Executive Session pursuant to Public Officers Law Section 105 pertaining to the following matters:

- a) To meet with the External (Independent) Auditor prior to commencement of the audit;
- b) To review and discuss with the External (Independent) Auditor any risk assessment of the District's fiscal operations developed as part of the Auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards if applicable; and
- c) To receive and review the draft annual audit report and accompanying draft management letter and, working directly with the External (Independent) Auditor, assist the Board of Education in interpreting such documents;

Policy Cross References:

» 5570 - FINANCIAL OVERSIGHT

Policy References: Education Law Sections [2116-a](#), 2116-c, and 3811-3813

Public Officers Law Sections 105(b), 105(c) and 105(d) 8

New York Code of Rules and Regulations (NYCRR) Section 170.12(d)

Adoption Date: 3/21/2006, Revised: 9/5/2006; 12/04/12; 4/24/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting
5573 Internal Audit Function

The internal audit function shall include:

- a) Development of a risk assessment of District operations including, but not limited to, a review of financial policies, procedures and practices;
- b) An annual review and update of such risk assessment;
- c) Annual testing and evaluation of one or more of the Brockport Central School District's internal controls, taking into account risk, control weaknesses, size, and complexity of operations; and
- d) Preparation of reports, at least annually or more frequently as the Board of Education may direct, which analyze significant risk assessment findings, recommend changes for strengthening controls and reducing identified risks, and specify time frames for implementation of such recommendations.

The District is permitted to utilize existing District personnel to fulfill the internal audit function, ~~but such persons shall who do~~ not have ~~any~~ responsibility for other business operations of the District while performing internal audit functions. The District shall also be permitted to use inter-municipal cooperative agreements, shared services to the extent authorized by Education Law Section 1950 or independent contractors to fulfill the internal audit function as long as the personnel or entities performing this function comply with any Regulations issued by the Commissioner of Education and meet professional auditing standards for independence between the auditor and the District.

Personnel or entities serving as the Internal Auditor and performing the internal audit function shall report directly to the Board ~~of Education~~.

Policy References: Education Law Sections 1950, 2116-b and 2116-c
8 New York Code of Rules and Regulations (NYCRR) Section 170.12(d)

Policy Cross References:

» 1339 - DUTIES OF THE INTERNAL AUDITOR

Adoption Date: 1/19/2010, Revised: 11/16/2010; 4/24/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting
5574 MEDICAID COMPLIANCE PROGRAM POLICY

The [Brockport Central School](#) District shall comply with New York State and federal laws and regulations related to the District's participation as a provider of care, services or supplies under the Medicaid program.

The District, as a provider receiving or submitting Medicaid claims of at least \$500,000 in any consecutive twelve-month period, has established and implemented a Medicaid Compliance Program designed to detect and prevent fraud, waste and abuse.

As required by the New York State Office of the Medicaid Inspector General (hereinafter referred to as the OMIG), the District's Medicaid Compliance Program is comprised of the following core elements:

1. Written policies and procedures that describe compliance expectations as embodied in a code of ethics applicable to all District personnel, including Board [of Education](#) members. Such compliance expectations or standards of conduct shall include provisions designed to: implement the operation of the Medicaid Compliance Programs; provide guidance to employees and others on dealing with potential compliance issues; identify how to communicate compliance issues to appropriate personnel; and describe how issues are investigated and resolved;

2. A designated employee who will be responsible for the day-to-day operation of the Medicaid Compliance Program. This employee's job duties may be exclusively related to Medicaid compliance issues or may be combined with other duties, provided that the Medicaid compliance portions of the employee's duties are satisfactorily fulfilled. The designated employee shall report directly to the [District Superintendent of Schools](#) or ~~the Superintendent~~[their](#) designee and shall also periodically report directly to the Board [of Education](#) on the District's Medicaid Compliance Program activities;

3. Training and education of all affected District employees and other persons associated with the District's Medicaid Compliance Program, including, but not limited to, members of the [District's Board of Education](#). Such training shall occur periodically and shall be made a part of any required training or orientation for new employees, Board members, volunteers and/or others on dealing with the District's Medicaid Compliance Program;

4. Communication lines and processes directed to the District's [designated](#) employee who will be responsible for the day-to-day operation of the Medicaid Compliance Program. Such communication lines and processes shall be accessible to all District employees, Board members, volunteers and others

associated with the District's Medicaid Compliance Program. The communication lines and processes are designed to allow employees to report compliance issues, including the anonymous and confidential good faith reporting of any practice or procedure related to Medicaid reimbursement of school or preschool supportive health services, that an employee believes is inappropriate;

5. Disciplinary procedures that encourage good faith and fair dealing in the District's Medicaid Compliance Program by all affected individuals. Such disciplinary procedures shall include procedures that articulate expectations for reporting and assisting with the resolution of compliance issues and ~~also~~ provide sanctions for the failure to report suspected problems and participating (either actively or passively) in non-compliant behavior;

6. A system for the routine identification of Medicaid compliance risk areas in the District's Medicaid Compliance Program. Self-evaluation of such risk areas may be accomplished by, but not necessarily limited to, internal audits and external audits, as appropriate;

7. A system for responding to, investigating, correcting and reporting compliance issues as they are raised, including the development of procedures and systems to reduce the potential for recurrence, identifying and reporting compliance issues to the OMIG and refunding over payments; and

8. A policy of non-intimidation and non-retaliation against any person for the good faith participation in any aspect of the administration of the District's Medicaid Compliance Program including, but not limited to, the reporting of potential issues, assisting as a witness with any investigation, evaluation, audit, remedial actions or reporting to appropriate officials as provided in Sections 740 and 741 of the New York State Labor Law.

Retention of Medicaid Records

~~The following records require a minimum of six (6) year retention period from the date services were paid:~~

- ~~a) All documents relating in any manner to Medicaid reimbursement for services;~~
- ~~b) All documents relating in any manner to referrals, prescriptions or orders for these services;~~
- ~~c) All documents relating in any manner to the provision of these services including, but not limited to, the following:
 - ~~— 1) The dates that services were provided.~~
 - ~~— 2) The identification and qualifications of the professional who provided the services or under whose direction the services — were provided.~~
 - ~~— 3) Progress and other notes, memoranda, correspondence, reports and other documents relating to services rendered, and;~~~~
- ~~d) All Individualized Education Programs (IEPs) for Medicaid-eligible students.~~

~~Questions related to the aforementioned retention periods should be directed to the System to rack and Account for Children (STAC), Special Aids and Medicaid Unit within the New York State Education Department.~~

Policy References: Social Services Law Section 363-d 1
8 New York Code of Rules and Regulations (NYCRR) Part 521

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Adoption Date: 7/19/1994, Revised: 6/20/2000; 12/04/12; 4/24/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

NON-INSTRUCTIONAL OPERATIONS

5610 INSURANCE

The objective of the Board of Education is to obtain the best possible adequate insurance at the lowest possible a reasonable cost, and to seek advice from an Insurance Appraisal Service (or other consultants skilled in assessment) to determine that adequate coverage is being provided regarding fire, boiler, general liability, and bus insurance.

The Board shall carry insurance to protect the Brockport Central School District's real and personal property against loss or damage. This property shall include school buildings, the contents of such buildings, school grounds and automobiles.

The Board may also purchase liability insurance to pay damages assessed against Board members and District employees acting in the discharge of their respective duties, within the scope of their employment and/or under the direction of the Board.

All insurance policies, along with an inventory of the contents of the building, are to be kept in a fireproof depository or with the appropriate insurance agent for safekeeping and referral purposes. The Superintendent of Schools or their designee shall review the District's insurance program annually and make recommendations to the Board if more suitable coverage is required.

Policy References: Public Officers Law Section 18
General Municipal Law Sections 6-n and 52
Education Law Sections 1709(8) and (26) and (34-b), 3023, 3028, and 3811

Adoption Date: 7/19/1994, Revised: 6/20/2000; 10/19/2010; 2/04/12; 5/15/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

NON-INSTRUCTIONAL OPERATIONS

5620 FIXED ASSET INVENTORIES & ACCOUNTING OF FIXED ASSETS, AND TRACKING

The Superintendent ~~of Schools~~ or ~~his/her/their~~ designee ~~will maintain shall be responsible for maintaining~~ a continuous and accurate inventory of ~~fixed assets equipment~~ owned by the ~~Brockport Central School District~~ in accordance with ~~"The Uniform System of Accounts for School Districts"-applicable rules, standards, procedures, and best practices. Fixed assets are, generally, include long-term, tangible resources intended to be continuously held or used, and may include land, buildings, improvements, machinery and equipment.~~

All ~~fixed assets supplies and equipment~~ purchased and received by the ~~School~~ District ~~will shall~~ be ~~responsible for~~ included in the accounting ~~for of~~ general fixed assets according to the procedures outlined by the Uniform System of Accounts for School Districts and GASB Statement 34 Regulations.

The accounts will serve to:

1. Maintain ~~an~~ physical inventory of assets
2. Establish accountability;
3. Determine replacement costs; and
4. Provide appropriate insurance coverage.

Fixed assets with a minimum value, not less than \$1,500, established by the Board of Education that have a useful life one ~~(1)~~ year or more and physical characteristics not appreciably affected by use of consumption shall be inventoried and recorded on an annual basis. Fixed assets shall include land, buildings, and equipment.

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 (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).~~

Fixed Assets ~~will 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 fixed asset and will contain, where possible, the following information:

1. Date of acquisition;
2. Description;
3. [Serial or other identification number;](#)
4. [Any funding source and percentage contributed by the source;](#)
5. [vendor;](#)
3. Cost or value;
4. Location;
5. Asset type;
6. [Condition and e](#)Estimated useful life;
7. Replacement cost;
8. Current value;
9. Salvage value;
10. [Sale price and d](#)Date and method of disposition; and
11. Responsible official.

The ~~School Business Official~~[Assistant Superintendent for Business](#) shall arrange for ~~the annual periodic~~ inventory and appraisal of ~~School~~ District property, and equipment. 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 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. Those 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 of 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.

Policy References:

Uniform System of Accounts for School Districts(Fiscal Section)

Adoption Date: 7/19/1994, Revised: 6/20/2000; 12/20/11; 4/24/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

NON-INSTRUCTIONAL OPERATIONS

5630 FACILITIES: INSPECTION, OPERATION AND MAINTENANCE

Operation and Maintenance

The Superintendent of Schools is charged with the responsibility for administering plant operations in the an most efficient and economical manner ~~possible~~, while placing high priority on maintaining the health and safety of students and conservation of natural resources.

The Board of Education, through the Superintendent and his/her/their staff, ~~has theis responsibility responsible for~~ protecting the Brockport Central School District's investment in plant and facilities through a systematic maintenance program.

It is expected that the program shall include periodic preventive maintenance activities, long-range maintenance schedules and emergency repair procedures. It is further expected that all maintenance work will be carried out in a manner that will cause the least interference with the educational program.

Construction and Remodeling of School Facilities

All capital projects and maintenance must assure compliance with the requirements of the New York State Uniform Fire Prevention and Building Code, the Manual of Planning Standards and the Regulations of the Commissioner of Education. All new buildings must be formally submitted no matter the size or cost.

Plans and specifications for the erection, enlargement, repair or remodeling of facilities of the District shall be submitted to the Commissioner when the contemplated construction costs of such work are ~~thirty-five thousand dollars (\$35,000)~~ or more, and for all projects affecting the health and safety of students.

Plans and specifications submitted to the Commissioner shall bear the signature and seal of an architect or engineer licensed to practice in the State of New York. The architect or engineer who sealed the plans and specifications shall also certify that the plans and specifications conform to the standards set forth in the State Uniform Fire Prevention and Building Code (19 NYCRR Parts 1220 through 1226) and the State Energy Conservation Construction Code (19 NYCRR Part 1240).

For remodeling or construction projects costing ~~ten thousand dollars (\$10,000)~~ or more, the District shall assure compliance with the requirements of the State Uniform Fire Prevention and Building Code (19 NYCRR Parts 1220 through 1226) and Commissioner's Regulations Part 155, and shall retain the services of an architect or engineer licensed to practice in New York State.

For remodeling or construction projects costing less than ~~ten thousand dollars~~ (\$10,000,) the District shall assure compliance with the requirements of the State Uniform Fire Prevention and Building Code (19 NYCRR Parts 1220 through 1226) and Commissioner's Regulations Part 155.

Inspections

The ~~administration of the~~ District shall cooperate with appropriate officials conducting health, fire, asbestos, bus, and boiler inspections. ~~The administration Superintendent shall keep the Board of Education informed of the results of such inspections in a timely fashion.~~

In accordance with law, local building inspectors may not enter District premises at any time they wish. Only the Fire Safety Inspector conducting the Annual Fire Safety Inspection may enter District premises for inspections.

In addition, per the requirements of the Asbestos Hazard Emergency Response Act (AHERA), the District will ~~at least once each school year~~ inform all employees and building occupants (or their legal guardians) ~~annually~~ about all asbestos inspections, response actions, post-response action activities, as well as triennial re-inspection activities and surveillance activities that are either planned or in progress. Written notice will be provided ~~in the District newsletter~~ and will be filed in the District asbestos management plan.

Comprehensive Public School Building Safety Program (Rescue)

To ensure that all school facilities are properly maintained and preserved and provide suitable educational settings, the Board ~~of Education~~ requires that all occupied school facilities which are owned, operated or leased by the District comply with the provisions of the Comprehensive Public School Safety Program and the Uniform Code of Public School Building Inspections, Safety Rating and Monitoring as prescribed in Commissioner's Regulations. For this reason, the District shall develop a Comprehensive Public School Building Safety Program in accordance with Commissioner's Regulations.

The program shall be reevaluated and made current at least annually, and shall include the following:

a) A five-~~(5)~~ year capital facilities plan which will include an appraisal of the following: the educational philosophy of the District, with resulting administrative organization and program requirements; present and projected student enrollments; space use and State-rated student capacity of existing facilities; the allocation of instructional space to meet the current and future education program and service needs, and to serve students with disabilities in settings with non-~~disabled~~ peers; priority of need of maintenance, repair or modernization of existing facilities, including consideration of the obsolescence and retirement of certain facilities; and the provision of additional facilities;

b) A District-wide building inventory, which will include information pertaining to each building including, but not limited to:

1. Type of building, age of building, size of building;
2. Rated capacity, current enrollment;
3. List of energy sources and major systems (lighting, plumbing, electrical, heating); and
4. Summary of triennial Asbestos Inspection reports;

c) Annual Visual Inspections:

1. An annual visual inspection of each occupied building and assignment of a safety rating score. The inspection committee must include a state certified code enforcement official, the District's Facility Director or designee, and a member of the District's Health and Safety Committee; and

2. ~~The Commissioner shall require a~~ re-inspection of school buildings where a report of inspection identified violations that, if uncorrected, would cause the department to deny an annual Certificate of Occupancy to such school building, and shall require additional re-inspections until it is demonstrated to the satisfaction of the Commissioner that said violations have been corrected;

d) A building condition survey shall be conducted for all occupied school buildings once every five ~~(5)~~ years by a team that includes at least one ~~(1)~~ licensed architect or engineer;

e) A District-wide monitoring system which includes:

1. Establishing a Health and Safety Committee;

2. Development of detailed plans and a review process of all inspections; and

3. Procedures for a response in writing to all inquiries about building health and safety concerns, a copy of which will be sent to the District's Health and Safety Committee for oversight, and a copy kept on permanent file; and

f) Procedures to ensure the safety of the building occupants while a construction or /renovation project is taking place. These procedures will include:

1. Notification to parents, staff and the community at least two ~~(2)~~ months in advance of a construction project of ~~ten thousand dollars (\$10,000)~~ or more to be conducted in a school building while the building is occupied; provided, however, that in the case of emergency construction projects, such notice shall be provided as far in advance of the start of construction as is practicable;

2. A plan to ensure that all contractors comply with all health and safety issues and regulations, and wear photo identification badges;

3. An opportunity for the District's Health and Safety Committee to conduct a walk-through inspection of newly renovated or constructed areas to confirm that the area is ready to be reopened for use; and

4. An emergency plan which will address potential concerns with the capital project including, but not limited to, evacuation procedures, fire drills, and structural failures.

Policy References:

Fire Inspection: 8 New York Code of Rules and

Regulations (NYCRR) Section 155.4

Education Law Section 807-a

Health Inspection: Education Law Section 906

Asbestos Inspection: Education Law, Article 9-A, 40 Code of Federal Regulations (CFR) Part 763, Subpart

E Plans and Specifications: Education Law Sections 408, 408-a and 409, 8 NYCRR Sections 155.1 and 155.2

Structural Safety Inspections: Education Law Sections 409-d and 3602(6)(d)

Policy Cross References:

» 5810 - FACILITIES PLANNING

» 5820 - EVALUATING EXISTING BUILDINGS

Adoption Date: 7/19/1994, Revised: 6/20/2000; 10/06/2009; 5/15/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

NON-INSTRUCTIONAL OPERATIONS

5631 HAZARDOUS WASTE AND HANDLING OF TOXIC SUBSTANCES BY EMPLOYEES

The Board of Education recognizes the need to protect human health and the environment from damage resulting from the improper handling of hazardous wastes.

The management of hazardous waste from its point of generation to the ultimate disposal is regulated through specific Federal and State laws.

The ~~Board directs the Superintendent to~~District shall maintain ~~adopt~~ rules to ensure District implementation of applicable Federal and State laws pertaining to the identification, transportation, treatment, storage, and disposal of hazardous wastes.

Hazard Communication Standard

All personnel shall be provided with ~~applicable~~ training to comply with the New York State "Right-to-Know" Law and the Hazard Communication Standard. Both the "Right to Know" poster and the "Labor Law Information Relating to Public Employees" poster must be posted in common areas informing workers of relevant work hazards and associated rights.

The Superintendent ~~of Schools or their~~ designee shall maintain a ~~current~~ record of the name, address and social security number of every employee who handles or uses toxic substances and which substance(s) were handled or used by the employee.

Rules and regulations will be developed to ensure District implementation of this policy which shall include awareness information, employee training and record keeping.

In addition, designated administrators will provide notice of hazardous materials within 72 hours of an employee request.

Policy References:

Environmental Protection Agency, 40 Code of Federal Regulations (CFR) Parts 261 and 262
Occupational Safety and Health Administration (OSHA), 29 Code of Federal Regulations (CFR)
Section 1910.1200
Labor Law Sections 875-883
Public Health Law Sections 4800-4808

6 New York Code of Rules and Regulations (NYCRR) Part 371
9 New York Code of Rules and Regulations (NYCRR) Part 1174

|

Adoption Date: 4/20/21

5000 – Non Instructional Business Operations

5633 GENDER NEUTRAL SINGLE-OCCUPANCY BATHROOMS

The Brockport Central School District is committed to creating and maintaining an inclusive educational and work_environment. ~~The District will ensure that a~~All single-occupancy bathroom facilities ~~shall be are~~ designated as gender neutral.

"Single-occupancy bathroom" means a bathroom intended for use by no more than one occupant at a time or for family or assisted use and which has a door for entry into and egress from the bathroom that may be locked by the occupant to ensure privacy and security.

All gender-neutral bathroom facilities will be clearly designated by the posting of signage either on or near the entry door of each facility.

Education Law § 409-m

Public Buildings Law § 145

3.0 INSTRUCTION PLANNING AND SERVICES



TO: Sean Bruno

FROM: Lynn Carragher, Paulette Reddick, and Betsy Fitzpatrick

RE: Placements for Students with Disabilities

DATE: April 1, 2022

For April 5, 2022 Board of Education Meeting

- 3.3.1 On February 17, and March 9, 2022, the District Committee on Special Education reviewed students and made recommendations for placement.
- 3.3.2 On March 3, 11, 23 and 25, 2022, the District Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.3.3 On February 4, 22, March 4, 8, 10, 11, 16, 17, 18, 21, and 23, 2022, the Committee on Preschool Special Education reviewed students and made recommendations for placement.
- 3.3.4 On March 2, 7, and 8, 2022, the Ginther Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.3.5 On February 17, March 9, and 10, 2022, the Barclay Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.3.6 On March 10, and 14, 2022, the Hill Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.3.7 On March 9 and 15, 2022, the Oliver Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.3.8 On March 24, 2022, the High School Subcommittee on Special Education reviewed students and made recommendations for placement.

We are forwarding this document to you for your information.

CMA Date	BOE Date	Committee	School	ID#	Grade	CMA Reason	CR Decision /Status	CR Disability
02/17/2022	04/05/2022	CSE	BOCES II Program Elementary	999302	06	Requested Review	Classified	Autism
03/09/2022	04/05/2022	CSE	Ginther	212734	01	Initial Eligibility Determination Meeting	Ineligible	
03/03/2022	04/05/2022	SubCSE	Mary Cariola Children's Center	559517	12	Reevaluation/Annual Review	Classified	Multiple Disabilities
03/11/2022	04/05/2022	SubCSE	Mary Cariola Children's Center	212706	01	Amendment - Agreement No Meeting	Classified	Autism
03/23/2022	04/05/2022	SubCSE	HCC Halpern Education Center	211942	10	Reevaluation/Annual Review	Classified	Other Health Impairment
03/25/2022	04/05/2022	SubCSE	HIII	211873	04	Amendment - Agreement No Meeting	Classified	Other Health Impairment
03/25/2022	04/05/2022	SubCSE	HIII	211204	03	Amendment - Agreement No Meeting	Classified	Other Health Impairment
2/4/2022	04/05/2022	CPSE	PS Itinerant Services Only	560249	PS	Amendment - Agreement No Meeting	Classified PS No Services	PS Student with a Disability
2/22/2022	04/05/2022	CPSE	Rochester School for the Deaf	560610	PS	Transfer Student - Agreement No Meeting	Classified PS	PS Student with a Disability
03/04/2022	04/05/2022	CPSE		560004	PS	Reevaluation CPSE to CSE Review	Declassified	PS Student with a Disability
03/08/2022	04/05/2022	CPSE	PS Itinerant Services Only	560266	PS	Amendment - Agreement No Meeting	Classified PS	PS Student with a Disability
03/08/2022	04/05/2022	CPSE	PS Itinerant Services Only	560556	PS	Requested Review	Classified PS No Services	PS Student with a Disability
03/08/2022	04/05/2022	CPSE	PS Itinerant Services Only	560525	PS	Initial Eligibility Determination Meeting	Classified PS	PS Student with a Disability
03/10/2022	04/05/2022	CPSE	PS Itinerant Services Only	212738	PS	Reevaluation CPSE to CSE Review	Classified PS	PS Student with a Disability
03/11/2022	04/05/2022	CPSE	PS Itinerant Services Only	212472	PS	Reevaluation CPSE to CSE Review	Classified PS	PS Student with a Disability
03/11/2022	04/05/2022	CPSE	PS Itinerant Services Only	212438	PS	Reevaluation CPSE to CSE Review	Classified PS	PS Student with a Disability

CMA Date	BOE Date	Committee	School	ID#	Grade	CMA Reason	CR Decision /Status	CR Disability
03/16/2022	04/05/2022	CPSE	PS Itinerant Services Only	560263	PS	Reevaluation Review	Classified PS	PS Student with a Disability
03/17/2022	04/05/2022	CPSE	PS Itinerant Services Only	560592	PS	Requested Review	Classified PS	PS Student with a Disability
03/18/2022	04/05/2022	CPSE	Liberty Post	559572	PS	Reevaluation CPSE to CSE Review	Classified PS	PS Student with a Disability
03/18/2022	04/05/2022	CPSE	PS Itinerant Services Only	559511	PS	Amendment - Agreement No Meeting	Classified PS	PS Student with a Disability
03/18/2022	04/05/2022	CPSE	PS Itinerant Services Only	560271	PS	Reevaluation CPSE to CSE Review	Classified PS	PS Student with a Disability
03/21/2022	04/05/2022	CPSE	PS Itinerant Services Only	560533	PS	Initial Eligibility Determination Meeting	Classified PS No Services	PS Student with a Disability
03/23/2022	04/05/2022	CPSE	PS Itinerant Services Only	560050		Amendment - Agreement No Meeting	Classified PS	PS Student with a Disability
03/02/2022	04/05/2022	SubCSE	Ginther	211669	01	Reevaluation Review	Classified	Speech or Language Impairment
03/07/2022	04/05/2022	SubCSE	Ginther	212331	Kdg.	Reevaluation Review	Classified	Speech or Language Impairment
03/07/2022	04/05/2022	SubCSE	Ginther	559237	Kdg.	Reevaluation Review	Declassified	Speech or Language Impairment
03/08/2022	04/05/2022	SubCSE	Ginther	559493	Kdg.	Requested Review	Classified	Speech or Language Impairment
02/17/2022	04/05/2022	SubCSE	Barclay	559365	03	Reevaluation Review	Classified	Other Health Impairment
03/09/2022	04/05/2022	SubCSE	Barclay	211933	03	Amendment - Agreement No Meeting	Classified	Other Health Impairment
03/09/2022	04/05/2022	SubCSE	Barclay	559956	03	Amendment - Agreement No Meeting	Classified	Speech or Language Impairment
03/10/2022	04/05/2022	SubCSE	Barclay	211683	03	Reevaluation Review	Classified	Autism
03/10/2022	04/05/2022	SubCSE	Hill	559397	04	Reevaluation Review	Classified	Autism
03/14/2022	04/05/2022	SubCSE	Hill	211187	04	Amendment - Agreement No Meeting	Classified	Other Health Impairment
03/09/2022	04/05/2022	SubCSE	OMS	560352	08	Requested Review	Declassified	Speech or Language Impairment

CMA Date	BOE Date	Committee	School	ID#	Grade	CMA Reason	CR Decision /Status	CR Disability
03/15/2022	04/05/2022	SubCSE	OMS	210416	07	Amendment - Agreement No Meeting	Classified No Services	Other Health Impairment
03/24/2022	04/05/2022	SubCSE	BHS		12	Reevaluation/Annual Review	Classified	Speech or Language Impairment
03/24/2022	04/05/2022	SubCSE	BHS		11	Reevaluation/Annual Review	Classified	Other Health Impairment
03/24/2022	04/05/2022	SubCSE	BHS	996908	11	Reevaluation/Annual Review	Classified	Other Health Impairment
03/24/2022	04/05/2022	SubCSE	BHS	995957	11	Reevaluation/Annual Review	Classified	Other Health Impairment

4.0 CERTIFIED PERSONNEL



BROCKPORT CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING

April 5, 2022

PERSONNEL AGENDA – CERTIFIED

Office of the Superintendent of Schools
Board Meeting of April 5, 2022

Sean C. Bruno
Superintendent of Schools

Jerilee DiLalla
Assistant Superintendent for Human Resources

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approved action on the following Certified Personnel:

4.1 Appointments

- 4.1.1 Christopher Baugher, to be appointed as a Technology Teacher at the high school effective August 31, 2022. Professional certificate in technology education. Probationary period August 31, 2022 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible for tenure the employee must meet all requirements of Education Law and corresponding regulations. Annual salary \$52,557.
- 4.1.2 **UPDATE** Sara Wolcott, to be appointed as a long term substitute English Teacher at the high school effective August 31, 2021 through ~~March 31, 2022~~ **April 30, 2022**. Initial certificates in English language arts grades 7-12 and English language arts extension grades 5-6. Annual salary \$37,100 (prorated ~~\$26,429~~, **\$29,860**).

4.2 Resignations

- 4.2.1 Candace Greiner, ELA Teacher at the middle school, to resign effective April 1, 2022.
- 4.2.2 Jennifer Eichas, AIS Teacher at Ginther School, to resign effective April 22, 2022.
- 4.2.3 Tina Harrity, Special Education Teacher at the high school, to resign effective March 30, 2022.
- 4.2.4 Ryan McDonell, Art Teacher at the high school, to resign effective April 1, 2022.

4.3 Substitutes

- 4.3.1 Marcia Bartalo
- 4.3.2 Carter Dauenhauer
- 4.3.3 Claire Rogers
- 4.3.4 John Frenett

4.4 Teacher Immersion Fellowship Program Participants

- 4.4.1 None

4.5 Leaves of Absence

- 4.5.1 None

4.6 Other

- 4.6.1 Christine Howlett, Mentor Teacher, \$300 (prorated April – June).
- 4.6.2 Maria Daley, Mentor Teacher, \$300 (prorated April – June).
- 4.6.3 **Update**, Patricia Arnold, Mentor Teacher, \$500 (prorated Sept – Jan), **\$800 (prorated Sept – April)**.
- 4.6.4 Keri Krull, Mentor Teacher, \$300 (prorated April – June).
- 4.6.5 Jeff Gurbacki, Boys Lacrosse Program Assistant, Level E – Step 2, \$2468.
- 4.6.6 Amy Nesbitt, Freshman Class Advisor, (split w/ Ophardt), Level J – Step 1 \$55 (prorated April – June)
- 4.6.7 Jessica Ophardt, Freshman Class Advisor, (split w/ Nesbitt) Level J – Step 1 \$55 (prorated April – June)
- 4.6.8 – 4.6.15 The following staff to be appointed as a Fitness Center Supervisor at the High School and Hill School effective April 6th, 2021. Rate of \$27.50 per hour.
- 4.6.8 Sundae Avery

- 4.6.9 Maria Belpanno
- 4.6.10 Katelyn Marasco
- 4.6.11 Tara Jackson
- 4.6.12 Christopher Albrecht
- 4.6.13 Amy Nesbitt
- 4.6.14 Scott Nugent
- 4.6.15 Steven Reiss
- 4.6.16 – 4.6.19 The following staff to be appointed as a Student Support Academy Teacher at the Middle School effective April 18, 2022 through April 21, 2022. Rate of \$38.00 per hour.
- 4.6.16 Lisa Rice
- 4.6.17 Amy Phillips
- 4.6.18 Christopher Wilbur
- 4.6.19 James Wallington
- 4.6.20 – 4.6.23 The following staff to be appointed as an Academic Intervention Service Sunset Program Teacher at Hill School effective April 4, 2022 through June 10, 2022. Rate of \$53.00 per hour.
- 4.6.20 Justin Jackson
- 4.6.21 Melissa Norment
- 4.6.22 Natalie McCue
- 4.6.23 Rebecca Rossier
- 4.6.24 – 4.6.25 The following staff to be appointed as an Academic Intervention Service Sunset Program Substitute Teacher at Hill School effective April 4, 2022 through June 10, 2022. Rate of \$53.00 per hour.
- 4.6.24 Lisa Byrne-Emmerson
- 4.6.25 Lauren Raines
- 4.6.26 – 4.6.31 The following staff to be appointed as a Student Support Program Teacher at the High School effective April 18, 2022 through April 21, 2022. Rate of \$38.00 per hour.
- 4.6.26 Scott Hopsicker
- 4.6.27 Jonathan VanHuben
- 4.6.28 Neil Paul
- 4.6.29 Matt Schirmer
- 4.6.30 Thomas Rispoli
- 4.6.31 Jennifer Cropo
- 4.6.32 Resolved, that the Board of Education approves a written agreement between the Superintendent of Schools and an employee of the District, executed on April 1, 2022.

4.0 CLASSIFIED PERSONNEL



BROCKPORT CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING

APRIL 5, 2022

PERSONNEL AGENDA – CLASSIFIED

Office of the Superintendent of Schools
Board Meeting of April 5, 2022

Sean C. Bruno
Superintendent of Schools

Jerilee DiLalla
Assistant Superintendent for Human Resources

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approves action on the following **Classified, Exempt, Substitute, Volunteer, and College Participant** positions:

4.7 Appointments

- 4.7.1 Ashley Bianchi, to be appointed as a probationary Bus Driver in the Transportation Department effective April 6, 2022. Rate is set at \$20.00 per hour. Probationary period begins on April 6, 2022 and ends on April 5, 2023.
- 4.7.2 Charles Ricker, to be appointed as a probationary Bus Driver in the Transportation Department effective April 6, 2022. Rate is set at \$20.00 per hour. Probationary period begins on April 6, 2022 and ends on April 5, 2023.
- 4.7.3 Karen Pahman, to be appointed as a probationary Food Service Helper at the High School effective April 6, 2022. Rate is set at \$14.00 per hour. Probationary period begins on April 6, 2022 and ends on April 5, 2023.

4.8 Resignations

- 4.8.1 Mary Steedman, Bus Driver, Transportation Department, resigning effective March 25, 2022.
- 4.8.2 Casandra Courtney, School Aide/Cafeteria Monitor, High School, terminated effective March 18, 2022.
- 4.8.3 Scott Loiacono, Custodian, High School, resigning effective March 22, 2022.
- 4.8.4 Jill Wright, Cleaner, Oliver Middle School, resigning for the purpose of retirement effective May 31, 2022.
- 4.8.5 Sally Swanger, Food Service Helper, High School, resigning effective March 28, 2022.
- 4.8.6 Alona Melendez, School Aide/Cafeteria Monitor, High School, terminated effective April 1, 2022.

4.9 Substitutes

- 4.9.1 Mary Scutella, School Aide
- 4.9.2 Jill Wright, Cleaner
- 4.9.3 Mary Ann Kramer, Bus Attendant (working towards CDL)
- 4.9.4 Caleb Christiansen, Student Cleaner
- 4.9.5 Lillyanna McNamee, School Aide

4.10 Volunteers

- 4.10.1 Megan Baker
- 4.10.2 Sara Berlin
- 4.10.3 Ashley Bianchi
- 4.10.4 Tamara Bonisteel
- 4.10.5 Joanne Brown
- 4.10.6 Jennifer Carpenter
- 4.10.7 Ashley Colby
- 4.10.8 Jennifer Corey

- 4.10.9 Ashley Decker
- 4.10.10 Amanda Folwell
- 4.10.11 Jeffrey Gurbacki
- 4.10.12 Matthew Heyden
- 4.10.13 John Izzo
- 4.10.14 Dawn Jones
- 4.10.15 Sylvanna King
- 4.10.16 Patrick Maar
- 4.10.17 Nancy Maier
- 4.10.18 Jennifer Manard
- 4.10.19 Alicia Manktelow
- 4.10.20 Amanda Mason
- 4.10.21 Mary Mastin
- 4.10.22 Desiree Mastrodonato
- 4.10.23 Cody Miller
- 4.10.24 Charles Modzelewski
- 4.10.25 Nina Nguyen
- 4.10.26 Shawn Phillips
- 4.10.27 Mariahn Plesh
- 4.10.28 Charles Reaves
- 4.10.29 Andrea Scharping
- 4.10.30 Vernon Scharping
- 4.10.31 Amy Stoltz
- 4.10.32 Kelly Thompson
- 4.10.33 Sierra Thurston
- 4.10.34 Karen Underwood
- 4.10.35 Breanna Wahl
- 4.10.36 Angela Way
- 4.10.37 Nydia Zukaitis

4.11 College Participants

None

4.12 Leaves of Absence

None

4.13 Other

None

5.0 FINANCIAL



Sean C. Bruno
Superintendent

Darrin Winkley
Assistant Superintendent for Business

SUBJECT: Construction Management Services – Turner Construction Company

WHEREAS, the Board of Education approve the Construction Management Services for the 2021 Capital Improvement Project to Turner Construction Company in the amount of \$606,251.00.

Recommendation: Motion bySeconded by.....

RESOLVED, that the Board of Education approve the Construction Management Services for the 2021 Capital Improvement Project to Turner Construction Company in the amount of \$606,251.00.

Sean C. Bruno
Superintendent

Jill Reichhart
Director of Finance

SUBJECT: Approval of 2022-2023 Proposed Budget and Contingent Budget

Submitted to the Board of Education for their approval is the following proposed budget and contingent budget for 2022-2023.

2022-2023 PROPOSED BUDGET

\$89,417,493

2022-2023 CONTINGENT BUDGET

\$87,930,808

(The contingent budget is \$1,486,685 less than the proposed 2022-2023 budget of \$89,417,493)

Recommendation: Motion bySeconded by.....

RESOLVED, that the Board of Education of Brockport Central School District, Brockport, New York, be and hereby is authorized to expend the sum set forth in the total amount of **\$89,417,493** as the proposed budget 2022-2023 and **\$87,930,808** as the proposed contingent budget for the 2022-2023 school year.

Sean C. Bruno
Superintendent

Jill Reichhart
Director of Finance

SUBJECT: Financial Statement of Extraclassroom Activity Funds for the Hill School, Oliver Middle School and High School for February 2022.

Submitted to the Board of Education are the monthly Financial Statements of Extraclassroom Activity Funds for the Hill School, Oliver Middle School and High School for February 2022.

Recommendation: Motion by.....Seconded by.....

RESOLVED, that the Board of Education approve the Financial Statements of Extraclassroom Activity Funds for the Hill School, Oliver Middle School and High School for February 2022.

Brockport Central School District
Project-to-Date Budget Status Report As Of: 02/28/2022
Fund: OT OTHER FUND
Fiscal Year: 2022

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-To-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
BOOKST	Bookstore	1,736.44	859.30	2,595.74	430.32	0.00	2,165.42
OECOMB	Outdoor Ed - Combined Gro	7,585.74	5,794.48	13,380.22	1,533.00	0.00	11,847.22
SALETX	Sales Tax	418.39	297.28	715.67	0.00	0.00	715.67
STCOUN	Student Council	11,845.86	18,445.19	30,291.05	6,085.62	0.00	24,205.43
	50 Location Subtotal	21,586.43	25,396.25	46,982.68	8,048.94	0.00	38,933.74
Total OTHER FUND		21,586.43	25,396.25	46,982.68	8,048.94	0.00	38,933.74

Selection Criteria

As of Date: 02/28/2022
Criteria Name: Last Run
Fund: OT
Budget code like: 50-????-????-?????
Sort by: Fund/Location
Summary information only
Suppress budgetcodes with no activity
Suppress projects ending in prior fiscal year with no activity in selected fiscal year
Compress payroll transactions
Printed by Aceto Ellen

Hill Elementary School Extra-classroom Activities Fund
 Checking Account Reconciliation
 February 28, 2022

Bank Statement Ending Balance at 2/28/22				\$38,954.89
LISTING OF O/S CHECKS:				
Check Date	Vendor Name	Check #	Amount	
12/02/22	Becki Place	1853	\$21.15	
				\$21.15
LISTING OF O/S DEPOSITS				
Deposit Date	Description			
				\$0.00
Adjusted Checking Balance				\$38,933.74

General Ledger Balance at 2/28/22	\$38,933.74
--	--------------------

Checkbook Balance at 2/28/22	\$38,933.74
Checkbook Adjustments	
	\$0.00
Adjusted Checkbook Balance	\$38,933.74

Date: 3/8/22

Principal: Jana Colby

Central Treasurer: ellen aerts

Brockport Central School District
Project-to-Date Budget Status Report As Of: 02/28/2022
Fund: OT OTHER FUND
Fiscal Year: 2022

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-To-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
AHCLUB American History Club		68,939.34	76,395.78	145,335.12	82,420.61	0.00	62,914.51
BOOKST Bookstore		1,890.48	407.08	2,297.56	133.41	0.00	2,164.15
DRAMAC Drama Club		7,429.59	7,976.00	15,405.59	2,567.18	0.00	12,838.41
SALETX Sales Tax		3.82	130.51	134.33	0.00	0.00	134.33
STCOUN Student Council		13,332.74	2,372.90	15,705.64	2,059.13	0.00	13,646.51
YRBOOK Yearbook Club		1,702.14	1,259.26	2,961.40	2,961.40	0.00	0.00
Total OTHER FUND		93,298.11	88,541.53	181,839.64	90,141.73	0.00	91,697.91

Selection Criteria

As of Date: 02/28/2022
Criteria Name: Private: OMS-Expenditures
Fund: OT
Exclude Closed Projects
Budget code like: 60-????-????-?????
Sort by: Fund
Summary information only
Suppress budgetcodes with no activity
Printed by Kenney Trina

SIGNATURE: Melissa J. Dickinson
Central Treasurer

DATE: 3/10/2022

SIGNATURE: [Signature]
Building Principal or Designee

DATE: 3/10/22

Brockport Central School District

Budget Status Report As Of: 02/28/2022

Fiscal Year: 2022

Fund: OT OTHER FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
70-2110-4000-ALLIES	Contractual and Other	27.43	0.00	27.43	0.00	0.00	27.43
70-2110-4000-ARISTA	Contractual and Other	5,841.71	1,912.09	7,753.80	5,399.93	0.00	2,353.87
70-2110-4000-ARTCLB	Contractual and Other	1,969.25	0.00	1,969.25	0.00	0.00	1,969.25
70-2110-4000-BANDCL	Contractual and Other	3,166.65	6,839.00	10,005.65	5,244.32	0.00	4,761.33
70-2110-4000-BOOKST	Contractual and Other	878.54	1,617.00	2,495.54	539.21	0.00	1,956.33
70-2110-4000-CHOIRC	Contractual and Other	25.60	0.00	25.60	0.00	0.00	25.60
70-2110-4000-CL2020	Contractual and Other	9,428.41	0.00	9,428.41	0.00	0.00	9,428.41
70-2110-4000-CL2021	Contractual and Other	0.36	75.00	75.36	0.00	0.00	75.36
70-2110-4000-CL2022	Contractual and Other	204.87	27,644.39	27,849.26	17,491.01	0.00	10,358.25
70-2110-4000-CL2023	Class of 2023	2,932.74	2,695.10	5,627.84	841.50	0.00	4,786.34
70-2110-4000-CL2024	Class of 2023	16,144.85	155.00	16,299.85	122.36	0.00	16,177.49
70-2110-4000-CL2025	Class of 2025	0.00	11,651.71	11,651.71	47.56	0.00	11,604.15
70-2110-4000-DRAMAC	Contractual and Other	9,631.12	3,768.50	13,399.62	5,483.69	0.00	7,915.93
70-2110-4000-ENVRNC	Contractual and Other	1,299.36	423.63	1,722.99	340.41	0.00	1,382.58
70-2110-4000-FASHCL	Contractual and Other	795.41	0.00	795.41	0.00	0.00	795.41
70-2110-4000-HNRSOC	Contractual and Other	757.97	4,420.45	5,178.42	2,535.93	0.00	2,642.49
70-2110-4000-KEYCLB	Contractual and Other	3,357.77	1,580.00	4,937.77	2,100.84	0.00	2,836.93
70-2110-4000-MULTIM	Contractual and Other	1,056.75	0.00	1,056.75	0.00	0.00	1,056.75
70-2110-4000-ORCHES	Contractual and Other	2,838.22	1,321.50	4,159.72	0.00	0.00	4,159.72
70-2110-4000-RACHEL	Contractual and Other	105.40	0.00	105.40	0.00	0.00	105.40
70-2110-4000-RENNES	Contractual and Other	62.96	0.00	62.96	0.00	0.00	62.96
70-2110-4000-SALETX	Contractual and Other	1,880.71	0.00	1,880.71	0.00	0.00	1,880.71
70-2110-4000-SCIOLY	Science Olympiad	555.73	0.00	555.73	0.00	0.00	555.73
70-2110-4000-SPORTS	Contractual and Other	1,857.73	850.00	2,707.73	383.49	0.00	2,324.24
70-2110-4000-STCOUN	Contractual and Other	8,981.27	4,485.34	13,466.61	2,440.26	0.00	11,026.35
70-2110-4000-SWIMCL	Contractual and Other	1,965.14	1,891.97	3,857.11	786.76	0.00	3,070.35
70-2110-4000-TECHNO	Contractual and Other	2,151.20	255.00	2,406.20	700.26	0.00	1,705.94
70-2110-4000-TRIMUS	Contractual and Other	568.18	0.00	568.18	0.00	0.00	568.18
70-2110-4000-UNCLUB	Contractual and Other	128.08	40.00	168.08	85.00	0.00	83.08
Total OTHER FUND		78,613.41	71,625.68	150,239.09	44,542.53	0.00	105,696.56

BROCKPORT CENTRAL SCHOOL DISTRICT
Brockport High School Extraclass Reconciliation
February 28, 2022

Extra Class Savings Account Bank Balance	\$117,881.26
Extra Class Checking Account Bank Balance	\$117,881.26

OUTSTANDING CHECKS	(\$12,184.70)	
O/S DEPOSITS	\$0.00	
BANK ERRORS	\$0.00	
ADJUSTED CONSOLIDATED ACCOUNT BALANCE		\$105,696.56

GL BOOK BALANCES		
<u>WINCAP BALANCE</u>	\$105,696.56	


ADJUSTING ITEMS

WINCAP TOTAL		\$105,696.56
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DIFFERENCE		\$0.00
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SIGNATURE: 
Central Treasurer

DATE: 3/8/2022

SIGNATURE: 
Building Principal or Designee

DATE: 3/10/22

Sean C. Bruno
Superintendent

Jill Reichhart
Director of Finance

SUBJECT: Treasurer’s Report — February 2022

Submitted to the Board of Education for their review and approval is the Treasurer’s Report for the month of February 2022, prepared by the District Treasurer, Jill Reichhart.

Recommendation: Motion by Seconded by

RESOLVED, that the Board of Education approve the Treasurer’s Report for the month of February 2022, as submitted and prepared by District Treasurer, Jill Reichhart.

BROCKPORT CENTRAL SCHOOL DISTRICT
TREASURER'S REPORT
February 28, 2022

	Current Month	Year-to-Date	Description
Beginning General Fund Cash Balance	\$49,595,128.97	\$42,850,705.01	
REVENUES:			
(1001-1090) Property Taxes	(\$13,230.46)	\$34,286,423.95	Property taxes
(1120) Sales Tax	\$1,021,586.38	\$2,059,919.36	Monroe County sales tax
(1310-2395) Tuition and Charges For Services	\$15,184.00	\$25,777.10	Continuing Ed, athletic & transportation revenue.
(2401-2690) Use of Money and Property	\$22,911.74	\$66,669.13	Interest earnings, facilities rental & sale of equipment.
(2701-2703) Refund of Prior Year Expense	\$81,662.00	\$813,743.60	Refund of prior year BOCES
(2705-2801) Other Receipts	\$8,582.50	\$79,294.55	Gifts & donations, miscellaneous revenue.
(3040-3289) New York State Aid	\$621,764.65	\$13,293,999.40	New York State aid.
(4101-4601) Federal Aid	\$0.00	\$23,709.25	Federal share of medicaid reimbursement.
(5000-5999) Transfers From Other Funds	\$0.00	\$4,742.32	Transfer from other funds to pay debt service.
Total Revenues	\$1,758,460.81	\$50,654,278.66	Total from Revenue Report
EXPENDITURES:			
(1000-1999) Salaries	(\$2,965,845.13)	(\$18,329,436.12)	Salary Expenses
(8000) Employee Benefits	(\$2,932,227.84)	(\$17,635,456.65)	Benefit expenses
(6000-7000) Debt Service	\$0.00	(\$1,610,484.58)	Debt service principal and interest
(4041-4047) Utilities	(\$89,135.78)	(\$432,837.94)	Utility expenses
(4900) BOCES	(\$922,950.91)	(\$7,771,620.23)	BOCES contractual expenses
(2000-4899) Other Expenditures	(\$320,565.85)	(\$3,181,477.24)	All other expenditures
(9000) Transfers to Other Funds	\$0.00	\$0.00	Money transferred to pay expenses in other funds
Total Expenditures	(\$7,230,725.51)	(\$48,961,312.76)	Total from Expenditure Report
BALANCE SHEET TRANSACTIONS: This category represents cash receipts/disbursements made at different time than when the items were shown as revenues or expenditures.			
(0250) Taxes Receivable	\$0.00	(\$1,020,879.47)	Receipt of property taxes surrendered to the county
(0380) Accounts Receivable	\$9,732.17	(\$13,861.15)	Revenues due from non-governmental agencies.
(0391) Due From Other Funds	(\$95,443.74)	(\$1,470,852.75)	Money repaid from/(lent to) other funds
(0410-0440) Receivables from Governments	(\$25,327.70)	\$5,131,977.38	Revenues due from local, state & federal governments
(0480) Prepaid Expenditures	\$0.00	\$1,295,733.66	Payments of future year expenses
(0600-0602) Accounts Payable	(\$7,066.95)	(\$4,103,057.80)	Payment of bills after expense was incurred
(0621) Revenue Anticipation Note	\$0.00	\$0.00	Revenue Anticipation Note Payable
(0630) Due to Other Funds	(\$343.94)	(\$22,519.94)	Money borrowed from/(repaid to) other funds
(0632-0637) Due to TRS/ERS	\$15,608.60	(\$29,357.54)	Employee contributions not remitted to Retirement Funds
(0691) Deferred Revenue	\$0.00	\$0.00	Funds received for future year revenues
(0718-0738) Benefit Liabilities	\$38,131.81	(\$252,698.78)	Health, Dental premiums, FSA/HRA
(0821-0891) Reserve Accounts	\$0.00	\$0.00	Funds taken from/(added to) reserve accounts
Total Balance Sheet Transactions	(\$64,709.75)	(\$485,516.39)	
Ending General Fund Cash Balance	\$44,058,154.52	\$44,058,154.52	

**BROCKPORT CENTRAL SCHOOL DISTRICT
TREASURER'S REPORT
February 28, 2022**

		Current Month	Year-to-Date	Description
Beginning School Lunch Fund Cash Balance		\$193,346.69	\$0.00	
REVENUES:				
(1440)	Federal & State Reimbursable Sale	\$0.00	\$193,642.00	Cash portion of student free and reduced priced meals.
(1445)	Other Sales	\$13,933.18	\$97,084.11	Adult meals, catering and regular priced meals.
(3190-4289)	State and Federal Reimbursement	\$210,205.00	\$726,741.00	Federal & state reimbursement for free & reduced meals.
(2665-2770)	Other Receipts	\$67.69	\$512.93	Sale of equipment
(5031)	Transfer from General	\$0.00	\$0.00	Transfer from General Fund
	Total Revenues	<u>\$224,205.87</u>	<u>\$1,017,980.04</u>	
EXPENDITURES:				
(1000-1999)	Salaries	(\$72,293.11)	(\$359,657.84)	School Lunch salaries.
(8000)	Employee Benefits	(\$5,217.74)	(\$55,144.27)	School Lunch benefits.
(2000)	Equipment	\$0.00	(\$1,350.00)	Equipment purchases.
(4000)	Contractual	(\$546.50)	(\$7,213.29)	Contractual expenses.
(4100)	Food Purchases	(\$56,898.22)	(\$306,580.32)	School Lunch food purchases.
(4500)	Other Disbursements	(\$8,407.14)	(\$42,542.89)	Cafeteria supplies and materials
(4900)	BOCES Services	\$0.00	\$0.00	BOCES contractual expenses
	Total Expenditures	<u>(\$143,362.71)</u>	<u>(\$772,488.61)</u>	
BALANCE SHEET TRANSACTIONS: This category represents cash receipts/disbursements made at different time than when the items were shown as revenues or expenditures.				
(0380)	Accounts Receivable	(\$488.56)	(\$638.56)	NSF checks
(391)	Due from other funds	\$0.00	\$0.00	
(0410-0440)	Receivables from Governments	\$144,827.00	\$212,789.00	Revenues due from local, state & federal governments
(0445-0447)	Inventories	\$0.00	\$0.00	Year-end adjustment: inventory decrease/(increase)
(0480)	Prepaid Expenditures	\$0.00	\$0.00	Payments of future year expenses
(0600-0602)	Accounts Payable	\$0.00	(\$30,022.73)	Payment of bills after expense was incurred
(0630)	Due to Other Funds	\$0.00	\$0.00	Money borrowed from/(repaid to) other funds
(0631)	Due to Gov't Sales Tax	\$99.65	\$740.29	Sales tax collected/(remitted)
(0637)	Due to ERS	\$0.00	\$0.00	Employee contributions not remitted to Retirement Funds
(0691)	Deferred Revenue	(\$860.40)	(\$10,591.89)	Funds received for future year revenues
(0821-0891)	Reserve Accounts	\$0.00	\$0.00	Funds taken from/(added to) reserve accounts
(915)	Assigned Fund Balance	\$0.00	\$0.00	Assigned Fund Balance
	Total Balance Sheet Transactions	\$143,577.69	\$172,276.11	
Ending School Lunch Fund Cash Balance		<u>\$417,767.54</u>	<u>\$417,767.54</u>	

BROCKPORT CENTRAL SCHOOL DISTRICT
TREASURER'S REPORT
February 28, 2022

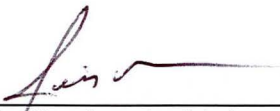
	Current Month	Year-to-Date	Description
Beginning Federal Fund Cash Balance	\$685,374.00	\$4,834.00	
REVENUES:			
(1315) Tuition and Charges For Services	\$1,595.00	\$39,841.72	Continuing Education
(2770) Local Aid	\$0.00	\$5,250.00	Local Grants
(3289) Other State Aid	\$0.00	\$179,663.00	NYS Grants and Summer Special Ed
(4126-4289) Other Federal Aid	\$671,377.39	\$1,481,973.55	Federal Grants
(5031) Interfund Transfers	\$0.00	\$0.00	Money transferred from other funds to pay expenses here
Total Revenues	<u>\$672,972.39</u>	<u>\$1,706,728.27</u>	
EXPENDITURES:			
(1000-1999) Salaries	(\$138,594.66)	(\$994,520.57)	Salary expenses
(2000-2200) Equipment	\$0.00	\$0.00	Equipment purchases
(4000) Contractual	(\$38,879.80)	(\$372,541.50)	Contractual expenditures
(4500-4800) Other Expenditures	(\$4,767.16)	(\$364,281.22)	Materials, Supplies, Travel, Tuition
(4900) BOCES	\$0.00	(\$254,022.00)	BOCES contractual expenses
(8000) Benefits	\$0.00	(\$127,395.00)	Benefit expenses
(9000) Interfund Transfers	\$0.00	\$0.00	Money transferred to pay expenses in other funds
Total Expenditures	<u>(\$182,241.62)</u>	<u>(\$2,112,760.29)</u>	
BALANCE SHEET TRANSACTIONS: This category represents cash receipts/disbursements made at different time than when the items were shown as revenues or expenditures.			
(0380) Accounts Receivable	\$0.00	\$9,577.28	
(391) Due From Other Funds	\$0.00	\$22,176.00	Money due to other funds
(0410-0440) Receivables from Governments	\$125,942.61	\$583,953.51	Revenues due from local, state & federal governments
(0480) Prepaid Expenditures	\$0.00	\$0.00	Payments of future year expenses
(0600-0602) Accounts Payable	\$0.00	(\$287,870.40)	Payment of bills after expense was incurred
(0630) Due to Other Funds	\$95,443.74	\$1,470,852.75	Money borrowed from/(repaid to) other funds
(0632) Due to TRS	\$0.00	\$0.00	Employee contributions not remitted to Retirement Funds
(689) Deferred Revenue	\$0.00	\$0.00	Revenues received for future purchases
Total Balance Sheet Transactions	<u>\$221,386.35</u>	<u>\$1,798,689.14</u>	
Ending Federal Fund Cash Balance	<u><u>\$1,397,491.12</u></u>	<u><u>\$1,397,491.12</u></u>	

BROCKPORT CENTRAL SCHOOL DISTRICT
TREASURER'S REPORT
February 28, 2022

	Current Month	Year-to-Date	Description
Beginning Trust & Agency Fund Cash Balance	\$1,711,770.69	\$111,764.13	
REVENUES:			
(2401) Interest and Earnings	\$0.00	\$0.00	Interest earnings
(2705) Gifts and Donations	\$2,090.00	\$22,780.83	Gifts and Donations for Scholarships
(2770) Device Protection Plan/AP EXAMS	\$0.00	\$0.00	
Total Revenues	<u>\$2,090.00</u>	<u>\$22,780.83</u>	
EXPENDITURES:			
(1000-1999) Salaries	\$0.00	\$0.00	Salary expenses
(8000) Benefits	\$0.00	\$0.00	Benefit expenses
(2000-2200) Equipment	\$0.00	\$0.00	Equipment purchases
(4000) Contractual	(\$182.00)	(\$6,282.00)	Contractual expenditures
(4500-4700) Other Expenditures	\$0.00	(\$270.38)	Materials and Supplies
Total Expenditures	<u>(\$182.00)</u>	<u>(\$6,552.38)</u>	
BALANCE SHEET TRANSACTIONS: This category represents cash receipts/disbursements made at different time than when the items were shown as revenues or expenditures.			
(0380) Accounts Receivable	\$0.00	\$0.00	NSF checks, revenues due
(085) Deferred Comp-Flexible Spending	(\$11,506.04)	\$450,673.70	Employee contributions not remitted to Excellus
(020) Health/Dental	\$97,333.31	\$1,218,983.69	Health/Dental Payroll deductions not remitted
(017) Deferred Comp	\$0.00	\$0.00	Undistributed Payroll
(021-026) SWT/FWT/FICA/Medicare	\$0.00	\$0.00	Taxes due
(027) Teachers' Retirement Loan	\$0.00	\$0.00	Loan Repayments to the retirement system
(010) Cons Payroll	\$0.00	\$0.00	Bid Deposits
(085-04) Cell Phones	\$220.00	\$1,740.00	Cell Phone Payroll deductions
(0480) Prepaid Expenditures	\$0.00	\$0.00	Payments of future year expenses
(0600-0602) Accounts Payable	\$0.00	\$0.00	Payment of bills after expense was incurred
(391) Due from Demand Checks	\$343.94	\$343.94	Void to be issued in next payroll
(29) Employee Annuity	\$0.00	\$0.00	Money borrowed from/(repaid to) other funds
(018-00) Due to TRS/ERS	(\$33.76)	\$302.23	Employee contributions not remitted to Retirement Funds
(0691) Deferred Revenue	\$0.00	\$0.00	Revenues received for future purchases
Total Balance Sheet Transactions	<u>\$86,357.45</u>	<u>\$1,672,043.56</u>	
Ending Trust & Agency Fund Cash Balance	<u><u>\$1,800,036.14</u></u>	<u><u>\$1,800,036.14</u></u>	

**BROCKPORT CENTRAL SCHOOL DISTRICT
TREASURER'S REPORT
February 28, 2022**

	Current Month	Year-to-Date	Description
Beginning Capital Fund Cash Balance	\$1,099,561.52	\$2,273,800.97	Investment/Checking acc't balances
REVENUES:			
(3297) State Sources	\$0.00	\$0.00	New York State aid.
(2710) Premium on Obligations	\$0.00	\$0.00	Premiums on borrowings
(2770) Other Misc	\$0.00	\$0.00	
(5710) Proceeds from Serial Bond	\$0.00	\$0.00	Money borrowed
(5031) Interfund Transfers	\$0.00	\$0.00	Money transferred from other funds to pay expenses here
Total Revenues	\$0.00	\$0.00	
EXPENDITURES:			
(2000-2200) Equipment	\$0.00	(\$1,109,545.79)	Equipment, Bus purchases
(2400-2460) Bond Expenses	(\$5,173.25)	(\$239,485.71)	Contractual, Legal Fees, Architects, Survey/Engineering
(2010) Clerk of the Works	\$0.00	\$0.00	Interest expense
(2930-2980) Other Expenditures	\$0.00	(\$48,161.20)	General Construction, HVAC, Plumbing, Electrical, Site Work
(9901) Transfer to Other Funds	\$0.00	\$0.00	Transfer to other funds
Total Expenditures	(\$5,173.25)	(\$1,397,192.70)	
BALANCE SHEET TRANSACTIONS: This category represents cash receipts/disbursements made at different time than when the items were shown as revenues or expenditures.			
(0391) Due from Other Funds	\$0.00	\$0.00	Money repaid from/(lent to) other funds
(0410-0440) Receivables from Governments	\$0.00	\$0.00	Revenues due from local, state & federal governments
(0480) Prepaid Expenditures	\$0.00	\$0.00	Payments of future year expenses
(0600-0605) Accounts Payable	\$0.00	\$217,683.66	Payment of bills after expense was incurred
(0626) B.A.N. Payable	\$0.00	\$0.00	Money borrowed
(0630) Due to Other Funds	\$8.30	\$104.64	Money repaid from/(lent to) other funds
(0691) Deferred Revenue	\$0.00	\$0.00	Revenues received for future purchases
(0909) Fund Balance	\$0.00	\$0.00	Prior year's retainage written off
Total Balance Sheet Transactions	\$8.30	\$217,788.30	
Ending Capital Fund Cash Balance	\$1,094,396.57	\$1,094,396.57	


 This is to certify that the above book balances have been reconciled to their corresponding bank balance.

Sean C. Bruno
Superintendent

Jill Reichhart
Director of Finance

SUBJECT: Financial Report — February 2022

Submitted to the Board of Education for their review and approval is the Financial Report for the month of February 2022, prepared by the District Treasurer, Jill Reichhart.

Recommendation: Motion by.....Seconded by.....

RESOLVED, that the Board of Education approve the Financial Report for the month of February 2022, as submitted and prepared by District Treasurer, Jill Reichhart.



BROCKPORT

Central School District

Business Offices • 40 Allen Street, Brockport, New York 14420 – 2296 • Phone (585) 637-1820 • Fax: (585) 637-1829

MEMORANDUM

DATE: 3/9/2022
TO: Board of Education
FROM: Jill Reichhart, Director of Finance
RE: 2021-2022 Expenditure Variance Analyses

An analysis of known expenditure variances as shown on the February 28, 2022 Board Finance Report is given below.

➤ **None**

I recommend the following budget transfers:

None

There are no additional variances as of the date of this report. Please feel free to contact me if you have any questions concerning this information.

Brockport Central School District

Budget Status Report As Of: 02/28/2022

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
1010 Board Of Education		30,660.00	0.00	30,660.00	10,718.95	8,578.55	11,362.50
1240 Chief School Administrator		283,000.00	0.00	283,000.00	182,186.35	93,896.13	6,917.52
1310 Business Administration		407,488.80	38,100.00	445,588.80	280,576.13	152,762.42	12,250.25
1320 Auditing		38,700.00	0.00	38,700.00	19,897.83	2,975.00	15,827.17
1325 Treasurer		120,037.00	0.00	120,037.00	77,012.50	40,991.85	2,032.65
1330 Tax Collector		12,000.00	1,000.00	13,000.00	8,874.96	4,093.67	31.37
1345 Purchasing		7,533.00	1,100.00	8,633.00	5,286.60	3,108.00	238.40
1420 Legal		209,402.00	0.00	209,402.00	96,456.83	76,927.83	36,017.34
1430 Personnel		429,895.00	48,000.00	477,895.00	273,433.20	172,520.39	31,941.41
1460 Records Management Officer		11,514.70	0.00	11,514.70	5,046.29	3,483.03	2,985.38
1480 Public Information and Services		186,424.40	0.00	186,424.40	110,878.35	62,565.42	12,980.63
1620 Operation of Plant		3,799,015.54	11,479.38	3,810,494.92	1,949,485.40	1,110,560.77	750,448.75
1621 Maintenance of Plant		1,311,838.88	152,278.38	1,464,117.26	695,679.10	490,059.90	278,378.26
1670 Central Printing & Mailing		469,863.32	0.00	469,863.32	94,595.27	36,180.64	339,087.41
1680 Central Data Processing		1,308,435.50	-38,927.00	1,269,508.50	829,354.93	64,931.26	375,222.31
1910 Unallocated Insurance		175,000.00	10,000.00	185,000.00	184,183.00	0.00	817.00
1920 School Association Dues		24,000.00	0.00	24,000.00	23,530.00	200.00	270.00
1930 Judgments and Claims		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
1950 Assessments on School Property		7,000.00	0.00	7,000.00	4,226.65	0.00	2,773.35
1964 Refund on Real Property Taxes		10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
1981 BOCES Administrative Costs		1,077,370.00	0.00	1,077,370.00	613,013.34	464,356.66	0.00
2010 Curriculum Devel and Suprvsn		176,000.80	15,000.00	191,000.80	130,191.01	59,469.53	1,340.26
2020 Supervision-Regular School		1,638,286.00	0.00	1,638,286.00	945,963.07	521,761.30	170,561.63
2070 Inservice Training-Instruction		477,947.00	0.00	477,947.00	182,078.12	89,206.95	206,661.93
2071 Supt Conf. Prof Development		17,000.00	0.00	17,000.00	0.00	0.00	17,000.00
2110 Teaching-Regular School		19,309,226.96	980,871.63	20,290,098.59	10,860,608.07	8,887,169.76	542,320.76
2250 Prg For Sdnts w/Disabil-Med Elgble		10,766,490.48	6,370.00	10,772,860.48	5,769,313.59	3,962,596.83	1,040,950.06
2280 Occupational Education(Grades 9-12)		2,113,202.00	0.00	2,113,202.00	1,258,086.71	739,318.08	115,797.21
2330 Teaching-Special Schools		120,000.00	37,000.00	157,000.00	156,728.78	0.00	271.22
2340 Employment Prep Education		1,350.00	1,000.00	2,350.00	1,466.66	733.34	150.00
2610 School Library & AV		762,065.29	-12,512.81	749,552.48	405,329.02	310,603.40	33,620.06
2630 Computer Assisted Instruction		1,507,267.80	-851,454.10	655,813.70	369,253.30	173,994.36	112,566.04
2805 Attendance-Regular School		140,426.10	0.00	140,426.10	74,284.73	63,865.18	2,276.19
2810 Guidance-Regular School		860,752.00	0.00	860,752.00	476,898.10	355,805.53	28,048.37
2815 Health Srvc-Regulr School		565,362.54	251,795.47	817,158.01	339,341.33	419,063.80	58,752.88
2820 Psychological Srvc-Reg Schl		434,173.75	36,000.00	470,173.75	244,369.87	223,390.78	2,413.10
2825 Social Work Srvc-Regulr School		206,188.00	0.00	206,188.00	82,257.20	64,248.91	59,681.89
2850 Co-Curricular Activ-Reg Schl		335,200.00	0.00	335,200.00	150,289.58	163,849.19	21,061.23
2855 Interscholastic Athletics-Reg Schl		963,635.00	8,292.10	971,927.10	558,054.58	182,291.17	231,581.35
5510 District Transportation Services		4,425,769.14	0.00	4,425,769.14	2,231,663.69	1,667,153.03	526,952.42

Brockport Central School District

Budget Status Report As Of: 02/28/2022

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
5530	Garage Building	27,664.00	0.00	27,664.00	0.00	0.00	27,664.00
5581	Transportation from Boces	24,374.00	500.00	24,874.00	14,758.44	10,065.70	49.86
9010	State Retirement	1,782,037.00	-357,480.00	1,424,557.00	1,417,507.00	0.00	7,050.00
9020	Teachers' Retirement	2,391,000.00	-64,100.00	2,326,900.00	2,264,496.24	0.00	62,403.76
9030	Social Security	3,013,000.00	0.00	3,013,000.00	1,416,154.68	1,205,996.05	390,849.27
9040	Workers' Compensation	541,571.00	0.00	541,571.00	390,350.38	113,310.65	37,909.97
9045	Life Insurance	15,000.00	0.00	15,000.00	8,744.20	3,255.80	3,000.00
9050	Unemployment Insurance	50,000.00	0.00	50,000.00	0.00	40,000.00	10,000.00
9055	Disability Insurance	21,000.00	3,000.00	24,000.00	19,843.85	4,156.15	0.00
9060	Hospital, Medical, Dental Insurance	16,756,483.00	-51,200.00	16,705,283.00	11,970,374.46	4,365,017.07	369,891.47
9089	Other (specify)	350,000.00	0.00	350,000.00	147,985.84	62,382.58	139,631.58
9711	Serial Bonds-School Construction	4,045,237.50	0.00	4,045,237.50	605,118.75	0.00	3,440,118.75
9712	Serial Bonds-Bus Purchases	2,160,800.50	0.00	2,160,800.50	1,005,365.83	0.00	1,155,434.67
9901	Transfer to Other Funds	270,000.00	0.00	270,000.00	0.00	0.00	270,000.00
9950	Transfer to Capital Fund	100,000.00	0.00	100,000.00	0.00	0.00	100,000.00
Total GENERAL FUND		86,288,688.00	226,113.05	86,514,801.05	48,961,312.76	26,476,896.66	11,076,591.63

Brockport Central School District

Revenue Status Report As Of: 02/28/2022

Fiscal Year: 2022

Fund: A GENERAL FUND

Revenue Account	Subfund	Description	Original Estimate	Current Estimate	Year-to-Date	Current Cycle	Anticipated Balance	Excess Revenue
1001-000		Real Property Taxes	27,964,969.00	27,964,969.00	29,761,292.58	-13,230.46		1,796,323.58
1081-000		Other Pmts in Lieu of Tax	161,599.00	161,599.00	206,334.93	0.00		44,735.93
1085-000		STAR Reimbursement	6,128,184.00	6,128,184.00	4,318,629.96	0.00	1,809,554.04	
1090-000		Int. & Penal. on Real Pro	15,000.00	15,000.00	166.48	0.00	14,833.52	
1120-000		Nonprop. Tax Distrib. By	3,100,000.00	3,100,000.00	2,059,919.36	1,021,586.38	1,040,080.64	
1311-000		Other Day School Tuition	5,000.00	5,000.00	0.00	0.00	5,000.00	
1315-000		AP Exams-ContiEd Tuition	0.00	0.00	23,331.00	16,029.00		23,331.00
1410-000		Admissions (from Individu	15,000.00	15,000.00	2,446.10	-845.00	12,553.90	
2230-000		Day School Tuit-Oth Dist.	15,000.00	15,000.00	0.00	0.00	15,000.00	
2308-000		Trans for BOCES-Shuttle S	1,000.00	1,000.00	0.00	0.00	1,000.00	
2401-000		Interest and Earnings	50,000.00	50,000.00	2,397.95	207.93	47,602.05	
2410-000		Rental of Real Property,I	15,000.00	15,000.00	12,830.00	2,910.00	2,170.00	
2413-000		Rental of Real Property,	43,000.00	43,000.00	18,615.20	18,615.20	24,384.80	
2440-000		Rental of Buses	10,000.00	10,000.00	4,169.94	0.00	5,830.06	
2450-000		Commissions	1,000.00	1,000.00	0.00	0.00	1,000.00	
2650-000		Sale Scrap & Excess Mater	1,000.00	1,000.00	1,675.00	0.00		675.00
2665-000		Sale of Equipment	5,000.00	5,000.00	810.00	0.00	4,190.00	
2680-000		Insurance Recoveries-Tran	5,000.00	5,000.00	6,710.83	0.00		1,710.83
2680-001		Insurance Rec - other	0.00	0.00	18,275.60	0.00		18,275.60
2690-000		Other Compensation for Lo	1,000.00	1,000.00	1,184.61	1,178.61		184.61
2701-000		Refund PY Exp-BOCES Aided	400,000.00	400,000.00	456,943.45	0.00		56,943.45
2703-000		Refund PY Exp-Other-Not Trans	0.00	0.00	356,800.15	81,662.00		356,800.15
2705-000		Gifts and Donations	60,000.00	60,000.00	1,300.00	0.00	58,700.00	
2770-000		Other Unclassified Rev.(S	110,000.00	110,000.00	73,118.56	7,092.50	36,881.44	
2770-001		Device Protection	0.00	0.00	4,875.99	1,490.00		4,875.99
3101-000		Basic Formula Aid-Gen Aid	33,229,599.00	33,229,599.00	6,164,589.25	453,449.50	27,065,009.75	
3101-001		Excess Cost Aid	0.00	0.00	1,744,191.50	0.00		1,744,191.50
3102-000		Lottery Aid (Sect 3609a E	6,200,000.00	6,200,000.00	5,376,643.57	168,315.15	823,356.43	
3103-000		BOCES Aid (Sect 3609a Ed	3,794,938.00	3,794,938.00	0.00	0.00	3,794,938.00	
3260-000		Textbook Aid (Incl Txtbk/	252,253.00	252,253.00	0.00	0.00	252,253.00	
3262-000		Computer Software Aid	59,382.00	59,382.00	0.00	0.00	59,382.00	
3289-000		Other State Aid	0.00	0.00	1,400.00	0.00		1,400.00
4601-000		Medic.Ass't-Sch Age-Sch Y	50,000.00	50,000.00	35,626.65	0.00	14,373.35	

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

These are estimates to balance the budget

Brockport Central School District

Revenue Status Report As Of: 02/28/2022

Fiscal Year: 2022

Fund: A GENERAL FUND

Revenue Account	Subfund	Description	Original Estimate	Current Estimate	Year-to-Date	Current Cycle	Anticipated Balance	Excess Revenue
Total GENERAL FUND			81,692,924.00	81,692,924.00	50,654,278.66	1,758,460.81	35,088,092.98	4,049,447.64

Selection Criteria

Criteria Name: Last Run
 As Of Date: 02/28/2022
 Suppress revenue accounts with no activity
 Show Actual revenue in 'As Of' cycle
 Sort by: Fund
 Printed by Jill Reichhart

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

These are estimates to balance the budget

6.0 PHYSICAL PLANT



7.0 HUMAN RESOURCES



8.0 SUPERINTENDENT REPORT



9.0 BOARD OPERATIONS





BROCKPORT CENTRAL SCHOOL
Brockport, NY 14420-2296

Board of Education
2021-2022 Meeting Schedule

Day	Date	Time/Location/Notes
Tuesday	July 6, 2021*	Reorganization Meeting 5 p.m. - District Office Board Room
Tuesday	July 20, 2021*	5 p.m. - District Office Board Room
Tuesday	August 3, 2021*	5 p.m. - District Office Board Room
Tuesday	August 17, 2021*	5 p.m. – Hill School Cafetorium
Tuesday	September 7, 2021	6 p.m. – Hill School Cafetorium
Tuesday	September 21, 2021	6 p.m. – Hill School Cafetorium
Tuesday	October 5, 2021	6 p.m. - Hill School Cafetorium
Tuesday	October 19, 2021	6 p.m. - Hill School Cafetorium
Tuesday	November 2, 2021	6 p.m. - Hill School Cafetorium
Tuesday	November 16, 2021	6 p.m. - Hill School Cafetorium
Tuesday	December 7, 2021	6 p.m. - Hill School Cafetorium
Tuesday	December 21, 2021	6 p.m. - Hill School Cafetorium
Tuesday	January 4, 2022	6 p.m. - Hill School Cafetorium
Tuesday	January 18, 2022	6 p.m. - Hill School Cafetorium
Tuesday	February 1, 2022	6 p.m. - Hill School Cafetorium
Tuesday	February 15, 2022	6 p.m. - Hill School Cafetorium
Monday	February 28, 2022*	6 p.m. - Hill School Cafetorium
Tuesday	March 15, 2022	6 p.m. - District Office Board Room
Tuesday	April 5, 2022	6 p.m. - District Office Board Room
Tuesday	April 26, 2022*	6 p.m. - District Office Board Room
Tuesday	May 3, 2022*	6 p.m. Board Meeting/Budget Public Hearing Hill School Cafetorium
Tuesday	May 17, 2022*	7 p.m. - District Office Board Room (Budget Vote)
Tuesday	June 7, 2022	6 p.m. – Hill School Cafetorium
Tuesday	June 21, 2022	6 p.m. – Hill School Cafetorium

Regular meetings are typically held on the first and third Tuesday at 6 p.m.. Exceptions are marked with an asterisk ().*

Note: Meeting location is subject to change. Updated information will be posted on the District's website at www.bcs1.org.

**BROCKPORT CENTRAL SCHOOL
BUDGET DEVELOPMENT CALENDAR
2022-2023 BUDGET**

Date	Activity
September 7, 2021	Regular Board Meeting
September 15, 2021	BUDGET COMMITTEE MEETING
September 21, 2021	Regular Board Meeting
October – November	Meet with principals, review budget calendar, review forms, publish guidelines, parameters and procedures – District-wide budget forms and guidelines are distributed.
October 5, 2021	Regular Board Meeting
October 13, 2021	BUDGET COMMITTEE MEETING
October 19, 2021	Regular Board Meeting
November 2, 2021	Regular Board Meeting
November 10, 2021	BUDGET COMMITTEE MEETING
November 16, 2021	Regular Board Meeting
December 7, 2021	Regular Board Meeting
December 15, 2021	BUDGET COMMITTEE MEETING
December 21, 2021	Regular Board Meeting
January 4, 2022	Regular Board Meeting
January 12, 2022	BUDGET COMMITTEE MEETING
January 18, 2022	Regular Board Meeting
January 26, 2022	BUDGET COMMITTEE MEETING
February 1, 2022	Regular Board Meeting – (Draft budget)
February 9, 2022	BUDGET COMMITTEE MEETING
February 15, 2022	Regular Board Meeting
March 1, 2022	Regular Board Meeting
March 9, 2022	BUDGET COMMITTEE MEETING
March 15, 2022	Regular Board Meeting – (presentation of proposed 2022-2023 budget)
March 23, 2022	BUDGET COMMITTEE MEETING (IF NEEDED)
April 5, 2022	Regular Board Meeting – (adopt 2022-2023 budget & publish first budget legal notice)
April 13, 2022	BUDGET COMMITTEE MEETING
April 18, 2022	Last day to file nominating petition for Board candidates
April 26, 2022	Regular Board Meeting
May 3, 2022	Regular Board Meeting – Budget Hearing at 7:00 p.m.
May 11, 2022	BUDGET COMMITTEE MEETING
May 17, 2022	Budget Vote and Election – 6:00 a.m. – 9:00 p.m.
June 7, 2022	Regular Board Meeting
June 15, 2022	BUDGET COMMITTEE MEETING
June 21, 2022	Regular Board Meeting

**Budget Committee Meetings held in the District Board Room
8:45 – 11:00am**



MCSBA 2021 - 2022 CALENDAR

JULY 2021			
	5	MON	Holiday (Office Closed) Independence Day
	15	THUR	NYSSBA Summer Law Conference
*	27	TUES-8:00 am	Half day District Clerk's Conference

AUGUST 2021			
*	11	WED-Noon	Steering Committee
*	11	WED-5:45pm	Board Leadership Meeting

SEPTEMBER 2021			
	6	MON	Holiday (office closed) Labor Day
*	8	WED-Noon	Legislative Committee Meeting
*	8	WED-5:45pm	Board Leadership Meeting
	15	WED	Information Exchange Committee, Shadow Lake Golf Club
*	22	WED-Noon	Labor Relations Committee Meeting
	23	THUR-8:00am	MCSBA Fall Law Conference, Shadow Lake Golf Club
	26-28	SUN-TUES	NYSCOSS, Saratoga Springs, NY

OCTOBER 2021			
	1	FRI	NYSSBA Board Officer's Academy
*	6	WED-Noon	Legislative Committee Meeting
	6	WED-5:45pm	Executive Committee Meeting
	7	THURS	NYSSBA District Clerk Workshop
	11	MON	Columbus Day (Office Closed)
	13	WED-Noon	Information Exchange Committee Meeting, Shadow Lake Golf Club
*	16	SAT-7:30am	MCSBA Finance Conference
	18-22	MON-FRI	Board Member Recognition Week
*	20	WED-Noon	Labor Relations Committee Meeting
	24-26	THURS-SAT	NYSSBA Convention - NYC

NOVEMBER 2021			
	3	WED-Noon	Legislative Committee Meeting, Shadow Lake Golf Club
	3	WED-5:45 pm	Board Leadership Meeting, Shadow Lake Golf Club
	7	SUN	Daylight Savings Time
	10	WED-Noon	Information Exchange Committee Meeting, Shadow Lake Golf Club
	10	WED -4:00pm	Steering Committee Meeting - ZOOM
	11	THURS	Veterans Day Holiday (office closed)
*	17	WED-Noon	Labor Relations Committee Meeting
*	18	THUR-8:30am	District Clerks Conference
	25-26	THUR-FRI	Thanksgiving Holiday (Office Closed)

DECEMBER 2021			
*	1	WED-Noon	Legislative Committee Meeting
	1	WED-5:45pm	Executive Committee Meeting
	6	MON-7am	MCSBA One Day Advocacy Trip to Albany
	23-25	THURS-SAT	Christmas Holiday (Office Closed)
	30	FRI	New Year's Eve (office closed)

JANUARY 2022			
	1	SAT	Holiday - New Year's Day
*	5	WED-Noon	Legislative Committee Meeting
*	5	WED-5:45pm	Board Leadership Meeting
*	12	WED-Noon	Information Exchange Committee Meeting
	17	MON	Martin Luther King Holiday – Office closed
*	19	WED-Noon	Labor Relations Committee Meeting
*	26	WED-Noon	Steering Committee Meeting

FEBRUARY 2022			
*	2	WED - Noon	Legislative Committee Meeting
	2	Wed-5:45pm	Executive Committee Meeting
*	5	SAT-9:00 am	MCSBA Legislative Breakfast
*	9	WED-Noon	Information Exchange Committee Meeting
*	16	WED-Noon	Labor Relations Committee Meeting
	21	MON	Holiday (Office Closed) President's Day
	21-25	MON-FRI	Winter Recess

MARCH 2022			
*	2	WED-Noon	Legislative Committee Meeting
*	2	WED-5:45pm	Board Leadership Meeting
	7-8	MON-10:30am	MCSBA Albany 2-day Advocacy Trip
*	9	WED-Noon	Information Exchange Committee
	13	SUN	Daylight Savings Time
*	16	WED-Noon	Labor Relations Committee Meeting
*	26	SAT	Prospective Candidate Seminar
*	30	WED-Noon	Steering Committee Meeting

APRIL 2022			
	2-4	SAT-MON	NSBA Annual Conference, San Diego, CA
*	6	WED-Noon	Legislative Committee Meeting
	6	WED -	Monroe 2-Orleans BOCES Annual Meeting
*	7	THURS	District Clerk Conference
	7	THURS	Monroe One BOCES Annual Meeting
*	13	WED-Noon	Information Exchange Committee Meeting
	15	FRI	Holiday (Office Closed) Good Friday
	18-22	MON-FRI	Spring Break
*	27	WED-Noon	Labor Relations Committee Meeting
	27	WED- 5:45pm	Executive Committee Meeting

MAY 2022			
*	4	WED-Noon	Legislative Committee Meeting
*	4	WED -5:45pm	Board Leadership Meeting
	17	TUES	BUDGET VOTE
	25	WED	MCSBA Annual Meeting
	30	MON	Holiday (Office Closed) Memorial Day

JUNE 2022			
*	11	SAT-7:30am	New Board Member Training

* Meeting held at the DoubleTree Inn, 1111 Jefferson Rd., Rochester 14623, (475-1510)



MONROE 2-ORLEANS BOCES ANNUAL ELECTION/BUDGET VOTE BALLOT

The undersigned, being the duly appointed clerk of the _____ Central School District (the “district”), hereby certifies as follows:

The Board of Education of the district, at a meeting duly called and held on April __, 2022, which ____ members were present and ____ were absent, and at which a quorum was present and voting throughout, took the following action: (check “yes” if the board adopted the resolution, “no” if the board voted against the resolution, “abstain” if the board decided not to vote).

	<u>Vote</u>
RESOLVED: to cast one vote for the election of Gerald Maar, resident of the Brockport Central School District, as a member of the Monroe 2-Orleans BOCES board for a term of office which will begin on July 1, 2022 and end June 30, 2025.	Yes ____ No ____ Abstain ____
RESOLVED: to cast one vote for the election of Dennis Laba, resident of the Gates Chili Central School District, as a member of the Monroe 2-Orleans BOCES board for a term of office which will begin on July 1, 2022 and end June 30, 2025.	Yes ____ No ____ Abstain ____
RESOLVED: to cast one vote for the election of Trina Lorentz, resident of the Holley Central School District as a member of the Monroe 2-Orleans BOCES board for a term of office which will begin on July 1, 2022 and end June 30, 2025.	Yes ____ No ____ Abstain ____

Signature

Dated: April ____, 2022

Please email completed and signed Ballot to Kelly Mutschler (Kmutschl@monroe2boces.org) **and** mail the original to:

Kelly Mutschler, District Clerk,
Office of the District Superintendent, Monroe 2-Orleans BOCES
3599 Big Ridge Road, Spencerport, NY 14559

Office of the Superintendent of Schools
Regular Meeting of April 5, 2022

Sean C. Bruno
Superintendent

SUBJECT: Proposed Administrative Budget of Monroe 2-Orleans BOCES

**RESOLUTION FOR THE BOARD OF EDUCATION
ON THE PROPOSED ADMINISTRATIVE BUDGET OF THE
BOARD OF COOPERATIVE EDUCATIONAL SERVICES**

APRIL 5, 2022

Whereas, the _____ Central School District is a component district of the Monroe 2-Orleans Board of Cooperative Educational Services, and

Whereas, Education Law as amended in 1993 requires that the administrative budget of BOCES be approved by a majority vote of the component districts, and

Whereas, the Monroe 2-Orleans BOCES proposed 2022-23 administrative budget of \$ 8,673,365 represents a 3.7% increase over the 2021-22 administrative budget of \$ 8,362,133 and

Whereas, the net cost to be billed to the districts will be \$8,023,365, which represents a 5.4% increase over the 2021-22 billing cost; therefore be it

Recommendation: Motion bySeconded by.....

RESOLVED, that the Brockport Central School District approves the proposed 2022-23 Monroe 2-Orleans BOCES administrative budget of \$ 8,673,365.

10 OLD BUSINESS



11 OTHER ITEMS OF BUSINESS



12 EXECUTIVE SESSION



13 ADJOURNMENT

