

MADRID-WADDINGTON CSD

Budgetary Transfer Report

Fiscal Year: 2022

Current Appropriation - Effective From: 01/02/2022 To: 01/02/2022

| Effective Date | Trans ID | Transaction Description | Budget Account | Description | Amount Transferred From | Amount Transferred To |
|------------------------|----------|---------------------------------|----------------|---------------------------|-------------------------|-----------------------|
| Fund: A - GENERAL FUND | | | | | | |
| 01/02/2022 | 002094 | Budget transfers for Q2 2021-22 | | | | |
| | | A1010-400-00-1000 R | | Prof Dev Other | -1,181.08 | |
| | | A1330-400-00-0000 R | | Tax Collector Other | -203.93 | |
| | | A1680-490-00-0000 R | | Data Processing BOCES | -2,450.00 | |
| | | A2020-161-00-0000 R | | Secretaries' Sal - Elem | -7,500.00 | |
| | | A2020-161-05-0000 R | | Secretaries' Sal - HS | -2,000.00 | |
| | | A2020-162-00-3000 R | | Monitors' Salaries - 4-5 | -300.00 | |
| | | A2110-120-00-0000 R | | Teacher Salaries K-3 | -1,500.00 | |
| | | A2110-121-00-0000 R | | 4-5 ELEMENTARY TEACHERS | -300.00 | |
| | | A2110-121-03-0000 R | | 6 ELEM TCH SALARIES | -100.00 | |
| | | A2110-122-00-0000 R | | K-3 ELEM TCH ASSISTANT | -7,000.00 | |
| | | A2110-130-00-0000 R | | Teacher Salaries 7-12 | -21,000.00 | |
| | | A2110-130-00-0000 R | | Teacher Salaries 7-12 | -11,100.00 | |
| | | A2110-130-00-0000 R | | Teacher Salaries 7-12 | -696.00 | |
| | | A2110-140-00-0000 R | | Substitute Teachers - K-3 | -125.00 | |
| | | A2110-400-00-0000 R | | General Other Expense | -50.00 | |
| | | A2110-400-00-0000 R | | General Other Expense | -130.00 | |
| | | A2110-400-05-1600 R | | 7-12 Comm & Assem Other | -1,126.00 | |
| | | A2110-500-00-0000 R | | General K-12 Supplies | -4,445.00 | |
| | | A2110-500-05-0000 R | | General 7-12 Supplies | -224.00 | |
| | | A2250-151-00-0000 R | | Hdkp Tch Asst K-3 | -5,077.00 | |
| | | A2250-400-03-0000 R | | Hdkp Other Expense - 4-5 | -458.00 | |
| | | A2250-400-03-0100 R | | Hdkp Other Expense - 6 | -694.90 | |
| | | A2610-150-00-0100 R | | Sub Lib Instr Sal - K-3 | -21.00 | |
| | | A2610-400-00-0000 R | | Lib & AV K-3 Other E | -38.00 | |
| | | A2610-400-03-0100 R | | Lib & AV 6 Other E | -75.00 | |
| | | A2610-500-05-0000 R | | Library & AV 7-12 Supplie | -527.00 | |
| | | A2815-160-00-0000 R | | health Service Sal | -2,828.75 | |
| | | A2820-400-00-0000 R | | Psychological Other | -1,351.00 | |
| | | A2855-400-05-0700 R | | Boys' Soccer Other Expens | -895.00 | |
| | | A2855-500-05-0800 R | | Girls' Soccer Supplies | -290.00 | |
| | | A5510-160-00-1000 R | | Transp Sal - Pre-K | -630.00 | |
| | | A9050-800-00-0000 R | | Unemployment Insurance | -2,000.00 | |
| | | A1010-400-00-0000 R | | Board Education Other | | 1,181.08 |
| | | A1325-400-00-0000 R | | Treasurer Other | | 203.93 |
| | | A2020-162-00-0000 R | | Monitors' Salaries - K-3 | | 300.00 |
| | | A2110-120-01-0000 R | | TCH Salaries K-3 PROF DEV | | 1,500.00 |
| | | A2110-121-01-0000 R | | TCH Salaries 4-5 PROF DEV | | 300.00 |
| | | A2110-122-00-1000 R | | Pre-K TCH ASSISTANT | | 7,000.00 |
| | | A2110-123-01-0000 R | | 6 TCH ASSISTANT | | 100.00 |
| | | A2110-131-00-0000 R | | TCH ASSIST Salaries 7-12 | | 21,000.00 |
| | | A2110-140-00-1000 R | | Substitute Tch -Pre-K | | 125.00 |
| | | A2110-400-01-1000 R | | General Other Exp K-3 | | 50.00 |
| | | A2110-400-03-1700 R | | PRE-K Teacher Conference | | 130.00 |
| | | A2110-400-05-1700 R | | 7-12 Teacher Conference | | 1,126.00 |
| | | A2110-500-03-0000 R | | General Pre-K Supplies | | 613.00 |
| | | A2110-500-03-0100 R | | General K-3 Supplies | | 2,327.00 |
| | | A2110-500-03-0110 R | | General 4-5 Supplies | | 1,496.00 |
| | | A2110-500-03-0700 R | | Phys Ed K-3 Supplies | | 9.00 |
| | | A2110-500-05-0200 R | | Art 7-12 Supplies | | 224.00 |
| | | A2250-150-00-0000 R | | Handicapped TCH SAL K-3 | | 308.00 |
| | | A2250-150-03-0000 R | | Handicapped TCH SAL 4-5 | | 129.00 |
| | | A2250-150-03-0100 R | | Handicapped TCH SAL 6 | | 40.00 |
| | | A2250-150-05-0000 R | | Handicapped TCH SAL 7-12 | | 4,600.00 |
| | | A2250-400-00-1100 R | | Hdkp Other Exp - Pre-K | | 458.00 |

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MADRID-WADDINGTON CSD

Budgetary Transfer Report Fiscal Year: 2022

Current Appropriation - Effective From: 01/02/2022 To: 01/02/2022

| Effective Date | Trans ID | Transaction Description | Budget Account | Description | Amount Transferred From | Amount Transferred To |
|----------------|----------|-------------------------|---------------------------------|---------------------------|-------------------------|-----------------------|
| | | | A2250-500-03-0000 R | Handicapped K-3 Supplies | | 102.00 |
| | | | A2250-500-03-0100 R | Handicapped 4-5 Supplies | | 592.90 |
| | | | A2280-150-00-0000 R | Occ Ed Teacher Salaries | | 11,100.00 |
| | | | A2610-150-05-0000 R | Library InstrSal - 7-12 | | 21.00 |
| | | | A2610-500-00-0000 R | Library & AV K-3 Supplie | | 91.00 |
| | | | A2610-500-03-0000 R | Library & AV 4-5 Supplie | | 549.00 |
| | | | A2630-490-00-0000 R | Computer BOCES | | 2,450.00 |
| | | | A2615-150-00-0000 R | Health Services Sal | | 2,828.75 |
| | | | A2820-500-00-0000 R | Psychological Supplies | | 1,351.00 |
| | | | A2855-400-05-1200 R | Girls' Volleyball Other E | | 895.00 |
| | | | A2855-500-05-0300 R | Boys' Basketball Supplies | | 20.00 |
| | | | A2855-500-05-0700 R | Boys' Soccer Supplies | | 270.00 |
| | | | A5510-162-00-0000 R | Transp Office-Super Salar | | 10,130.00 |
| | | | A7140-150-00-0000 R | Fitness Center Instruc | | 696.00 |
| | | | A9089-800-00-0000 R | Other Employee Benefits | | 2,000.00 |
| | | | Total for Fund A - GENERAL FUND | | -76,316.66 | 76,316.66 |

MADRID-WADDINGTON CSD

A/P Check Register
Bank Account: CBCAPFUND - COMMUNITY BANK CAPITAL FUND

| Check Number | Check Date | Pay Type | Remit To | Warrant | Fund | Recoded | Void | Date | Reason | Check Amount | Check Number |
|--|------------|----------|-----------------------------------|---------|------|---------|------|------|--------|--------------|--------------|
| 002264 | 12/02/2021 | C | BROWN\DAVID S. | 0044 | | No | No | | | \$2,244.90 | 002264 |
| 002265 | 12/02/2021 | C | NORWOOD PLUMBING, INC | 0044 | | No | No | | | \$1,294.85 | 002265 |
| 002266 | 12/02/2021 | C | TRANE COMPANY | 0044 | | No | No | | | \$21,531.75 | 002266 |
| 002267 | 12/20/2021 | C | BROWN\DAVID S. | 0049 | | No | No | | | \$2,244.90 | 002267 |
| 002268 | 12/20/2021 | C | CONTINENTAL CONSTRUCTION LLC | 0049 | | No | No | | | \$107,717.88 | 002268 |
| 002269 | 12/20/2021 | C | PERRAS CONSTRUCTION SERVICES, INC | 0049 | | No | No | | | \$52,154.43 | 002269 |
| 002270 | 12/29/2021 | C | BROWN\DAVID S. | 0053 | | No | No | | | \$2,244.90 | 002270 |
| Subtotal for Bank Account: CBCAPFUND - COMMUNITY BANK CAPITAL FUND | | | | | | | | | | Grand Total | \$189,433.61 |
| | | | | | | | | | | Void Total | \$0.00 |
| | | | | | | | | | | Net | \$189,433.61 |
| | | | | | | | | | | Grand Total | \$189,433.61 |
| | | | | | | | | | | Void Total | \$0.00 |
| | | | | | | | | | | Net | \$189,433.61 |

Selection Criteria

Bank Account: CBCAPFUND
Check date is between 12/01/2021 and 12/31/2021
Sort by: Check Number
Printed by JULIE K. ABRANTES

Payment Types: C=Computer Check A=Automated Payment E=Electronic Transfer(Manual) M=Manual Check

**Madrid-Waddington Central School District
BUDGET REPORT**

For The Period Ending December 31, 2021

Expenditures:

| | <u>Original Approp</u> | <u>Carry over</u> | <u>Total Approp</u> | <u>Expenditures</u> | <u>Encumb.</u> | <u>Available Balance</u> |
|------------------------|------------------------|--------------------|-------------------------|------------------------|------------------------|--------------------------|
| Board of Education | \$ 113,637.00 | \$ 0.80 | \$ 113,637.80 | \$ 60,388.22 | \$ 43,729.70 | \$ 9,519.88 |
| Central Administration | \$ 351,137.00 | \$ (51,809.79) | \$ 299,327.21 | \$ 148,254.94 | \$ 104,099.48 | \$ 46,972.79 |
| Finance | \$ 50,418.00 | \$ - | \$ 50,418.00 | \$ 15,071.01 | \$ 8,133.25 | \$ 27,213.74 |
| Legal Services | \$ 35,136.00 | \$ - | \$ 35,136.00 | \$ 10,641.44 | \$ - | \$ 24,494.56 |
| Central Services | \$ 1,302,228.00 | \$ (30,900.00) | \$ 1,271,328.00 | \$ 504,163.24 | \$ 148,211.78 | \$ 618,952.98 |
| Special Items | \$ 659,823.00 | \$ - | \$ 659,823.00 | \$ 287,502.40 | \$ - | \$ 372,320.60 |
| Instruction | \$ 8,088,676.00 | \$ 79,146.97 | \$ 8,167,822.97 | \$ 2,941,826.73 | \$ 2,924,711.70 | \$ 2,301,284.54 |
| Transportation | \$ 868,432.00 | \$ 5,900.00 | \$ 874,332.00 | \$ 316,710.58 | \$ 232,676.21 | \$ 324,945.21 |
| Community Services | \$ 29,584.00 | \$ - | \$ 29,584.00 | \$ 13,079.99 | \$ 1,970.00 | \$ 14,534.01 |
| Employee Benefits | \$ 5,190,223.00 | \$ - | \$ 5,190,223.00 | \$ 2,368,071.77 | \$ 614,131.60 | \$ 2,208,019.63 |
| Debt Service | \$ 1,082,938.00 | \$ - | \$ 1,082,938.00 | \$ 72,262.51 | \$ - | \$ 1,010,675.49 |
| Interfund Transfers | \$ 415,000.00 | \$ - | \$ 415,000.00 | \$ 234,821.36 | \$ - | \$ 180,178.64 |
| | \$18,187,232.00 | \$ 2,337.98 | \$ 18,189,569.98 | \$ 6,972,794.19 | \$ 4,077,663.72 | \$ 7,139,112.07 |

MADRID-WADDINGTON CSD

Budget Status Report As Of: 12/31/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

| Budget Account | Description | Initial Appropriation | Adjustments | Current Appropriation | Year-to-Date Expenditures | Encumbrance Outstanding | Unencumbered Balance |
|--|---------------------------|--------------------------|-------------------|--------------------------|------------------------------|----------------------------|-------------------------|
| 1010-400-00-0000 | Board Education Other | 6,000.00 | 0.00 | 6,000.00 | 7,181.08 | 0.00 | -1,181.08 |
| 1010-400-00-1000 | Prof Dev Other | 5,500.00 | 0.00 | 5,500.00 | 700.00 | 0.00 | 4,800.00 |
| 1010-490-00-0000 | BOCES Services | 2,490.00 | 0.00 | 2,490.00 | 996.00 | 0.00 | 1,494.00 |
| 1010-500-00-0000 | Board Education Supplies | 500.00 | 0.00 | 500.00 | 171.60 | 0.00 | 328.40 |
| 1040-160-00-0000 | District Clerk Salary | 94,747.00 | 0.80 | 94,747.80 | 51,018.10 | 43,729.70 | 0.00 |
| 1040-400-00-0000 | District Clerk Other | 1,750.00 | 0.00 | 1,750.00 | 321.44 | 0.00 | 1,428.56 |
| 1040-400-00-1000 | Prof Dev Other | 250.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 |
| 1040-500-00-0000 | District Clerk Supplies | 1,500.00 | 0.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| 1060-400-00-0000 | District meetings other | 900.00 | 0.00 | 900.00 | 0.00 | 0.00 | 900.00 |
| 10 Board of Education - State Function Group Subtotal | | 113,637.00 | 0.80 | 113,637.80 | 60,388.22 | 43,729.70 | 9,519.88 |
| 1240-150-00-0000 | Superintendent Salary | 96,356.00 | 0.00 | 96,356.00 | 50,143.80 | 42,989.53 | 3,222.67 |
| 1240-160-00-0000 | Superintendent Secretary | 49,198.00 | 0.00 | 49,198.00 | 26,252.78 | 22,245.22 | 700.00 |
| 1240-400-00-0000 | Chief School Admin Other | 8,480.00 | -1,200.00 | 7,280.00 | 4,447.87 | 0.00 | 2,832.13 |
| 1240-400-00-1000 | Prof Dev Other | 2,000.00 | 0.00 | 2,000.00 | 0.00 | 0.00 | 2,000.00 |
| 1240-500-00-0000 | Chief School Admin Suppli | 1,000.00 | 1,200.00 | 2,200.00 | 1,861.74 | 0.00 | 338.26 |
| 12 Central Administration - State Function Group Subtotal | | 157,034.00 | 0.00 | 157,034.00 | 82,706.19 | 65,234.75 | 9,093.06 |
| 1310-150-00-0000 | Business Admin Instructio | 47,459.00 | -0.70 | 47,458.30 | 25,079.32 | 21,487.35 | 891.63 |
| 1310-160-00-0000 | Business Admin Noninstruc | 32,113.00 | -0.10 | 32,112.90 | 17,291.51 | 14,821.39 | 0.00 |
| 1310-400-00-0000 | Business Admin Other | 24,534.00 | 0.00 | 24,534.00 | 7,895.90 | 2,500.00 | 14,138.10 |
| 1310-490-00-0000 | BOCES Services | 86,247.00 | -51,808.99 | 34,438.01 | 14,197.28 | 0.00 | 20,240.73 |
| 1310-500-00-0000 | Business Admin Supplies | 3,750.00 | 0.00 | 3,750.00 | 1,084.74 | 55.99 | 2,609.27 |
| 1320-400-00-0000 | Auditing Other Exp | 19,500.00 | 0.00 | 19,500.00 | 0.00 | 0.00 | 19,500.00 |
| 1325-160-00-0000 | Treasurer Salary | 15,393.00 | 0.00 | 15,393.00 | 8,288.38 | 7,104.32 | 0.30 |
| 1325-400-00-0000 | Treasurer Other | 825.00 | 0.00 | 825.00 | 0.00 | 1,028.93 | -203.93 |
| 1325-500-00-0000 | Treasurer Supplies | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 |
| 1330-160-00-0000 | Tax Collector Salary | 5,116.00 | 0.00 | 5,116.00 | 4,994.00 | 0.00 | 122.00 |
| 1330-400-00-0000 | Tax Collector Other | 465.00 | 500.00 | 965.00 | 689.44 | 0.00 | 275.56 |
| 1330-500-00-0000 | Tax Collector Supplies | 600.00 | -500.00 | 100.00 | 39.99 | 0.00 | 60.01 |
| 1345-490-00-0000 | Purchase BOCES Services | 3,419.00 | 0.00 | 3,419.00 | 1,059.20 | 0.00 | 2,359.80 |
| 1380-400-00-0000 | Fiscal Agent Fees . | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 |
| 13 Finance - State Function Group Subtotal | | 244,521.00 | -51,809.79 | 192,711.21 | 80,619.76 | 46,997.98 | 65,093.47 |
| 1420-400-00-0000 | Legal Other Expense | 10,000.00 | 0.00 | 10,000.00 | 1,935.44 | 0.00 | 8,064.56 |
| 1430-490-00-0000 | BOCES Services - PERS | 22,636.00 | 0.00 | 22,636.00 | 8,706.00 | 0.00 | 13,930.00 |
| 1460-490-00-0000 | BOCES Services | 2,500.00 | 0.00 | 2,500.00 | 0.00 | 0.00 | 2,500.00 |
| 14 Staff - State Function Group Subtotal | | 35,136.00 | 0.00 | 35,136.00 | 10,641.44 | 0.00 | 24,494.56 |
| 1620-160-00-0000 | Operation Salaries | 211,656.00 | 0.00 | 211,656.00 | 77,500.57 | 67,875.89 | 66,279.54 |
| 1620-200-00-0000 | Operation Equipment | 10,000.00 | -900.00 | 9,100.00 | 0.00 | 0.00 | 9,100.00 |
| 1620-400-00-0000 | Operation Other Expense | 30,000.00 | 0.00 | 30,000.00 | 16,440.00 | 0.00 | 13,560.00 |

MADRID-WADDINGTON CSD

Budget Status Report As Of: 12/31/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

| Budget Account | Description | Initial Appropriation | Adjustments | Current Appropriation | Year-to-Date Expenditures | Encumbrance Outstanding | Unencumbered Balance |
|--|---------------------------|--------------------------|-------------------|--------------------------|------------------------------|----------------------------|-------------------------|
| 1620-400-00-1000 | Prof Dev Other | 250.00 | 0.00 | 250.00 | 60.00 | 0.00 | 190.00 |
| 1620-402-00-0000 | Natural Gas | 95,000.00 | 0.00 | 95,000.00 | 19,730.36 | 0.00 | 75,269.64 |
| 1620-407-00-0000 | Electricity | 158,000.00 | 0.00 | 158,000.00 | 44,581.12 | 0.00 | 113,418.88 |
| 1620-408-00-0000 | Telephone | 15,000.00 | 0.00 | 15,000.00 | 3,174.83 | 0.00 | 11,825.17 |
| 1620-490-00-0000 | BOCES Services | 24,755.00 | 0.00 | 24,755.00 | 6,462.80 | 0.00 | 18,292.20 |
| 1620-500-00-0000 | Operation Supplies | 31,000.00 | 0.00 | 31,000.00 | 18,908.24 | 6,219.63 | 5,872.13 |
| 1620-500-01-0000 | Auditorium Supplies | 1,800.00 | 0.00 | 1,800.00 | 81.89 | 0.00 | 1,718.11 |
| 1621-160-00-0000 | Maintenance Salaries | 232,944.00 | 0.00 | 232,944.00 | 140,001.95 | 67,877.51 | 25,064.54 |
| 1621-200-00-0000 | Maintenance Equipment | 5,000.00 | -5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1621-200-01-0000 | Auditorium Equipment | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 |
| 1621-400-00-0000 | Maintenance Other | 26,000.00 | 0.00 | 26,000.00 | 14,809.75 | 1,100.00 | 10,090.25 |
| 1621-400-01-0000 | Auditorium Other | 7,000.00 | 0.00 | 7,000.00 | 0.00 | 0.00 | 7,000.00 |
| 1621-490-00-0000 | Maintenance - BOCES Svces | 15,315.00 | 0.00 | 15,315.00 | 6,126.00 | 0.00 | 9,189.00 |
| 1621-500-00-0000 | Maintenance Supplies | 23,000.00 | 0.00 | 23,000.00 | 9,180.96 | 5,138.75 | 8,680.29 |
| 1670-400-00-0000 | Mailing Other Expense | 8,910.00 | 0.00 | 8,910.00 | 835.19 | 0.00 | 8,074.81 |
| 1670-490-00-0000 | Printing BOCES Services | 4,500.00 | 0.00 | 4,500.00 | 0.00 | 0.00 | 4,500.00 |
| 1670-500-00-0000 | Mailing Supplies | 750.00 | 0.00 | 750.00 | 647.90 | 0.00 | 102.10 |
| 1680-490-00-0000 | Data Processing BOCES | 396,348.00 | -25,000.00 | 371,348.00 | 145,621.68 | 0.00 | 225,726.32 |
| 16 Central Services - State Function Group Subtotal | | 1,302,228.00 | -30,900.00 | 1,271,328.00 | 604,163.24 | 148,211.78 | 618,982.98 |
| 1910-400-00-0000 | Unallocated Insurance | 72,805.00 | 0.00 | 72,805.00 | 53,695.20 | 0.00 | 19,109.80 |
| 1964-400-00-0000 | Refund of Real Property | 2,500.00 | 0.00 | 2,500.00 | 0.00 | 0.00 | 2,500.00 |
| 1981-490-00-0000 | BOCES Admin. Charge | 384,401.00 | 0.00 | 384,401.00 | 153,760.40 | 0.00 | 230,640.60 |
| 1983-490-00-0000 | BOCES Capital Expense | 200,117.00 | 0.00 | 200,117.00 | 80,048.80 | 0.00 | 120,070.20 |
| 19 Special Items (Contractual Expense) - State Function Group Sub | | 659,823.00 | 0.00 | 659,823.00 | 287,602.40 | 0.00 | 372,320.60 |
| 2010-490-00-0000 | BOCES Curriculum Develop | 36,657.00 | 0.00 | 36,657.00 | 10,846.56 | 0.00 | 25,810.44 |
| 2020-150-00-0000 | Principals' Salaries-Elem | 85,000.00 | 0.00 | 85,000.00 | 42,000.00 | 36,000.00 | 7,000.00 |
| 2020-150-05-0000 | Principals' Salaries-HS | 98,220.00 | 0.00 | 98,220.00 | 52,733.34 | 45,485.66 | 1.00 |
| 2020-161-00-0000 | Secretaries' Sal - Elem | 42,376.00 | 0.00 | 42,376.00 | 18,914.67 | 14,181.21 | 9,280.12 |
| 2020-161-05-0000 | Secretaries' Sal - HS | 36,750.00 | 0.00 | 36,750.00 | 16,337.05 | 17,653.86 | 2,759.09 |
| 2020-162-00-0000 | Monitors' Salaries - K-3 | 6,648.00 | 0.00 | 6,648.00 | 2,758.01 | 4,166.78 | -276.79 |
| 2020-162-00-3000 | Monitors' Salaries - 4-5 | 2,182.00 | 0.00 | 2,182.00 | 610.28 | 1,041.69 | 530.03 |
| 2020-400-00-0000 | Super Other Exp - Elem | 3,950.00 | -800.00 | 3,150.00 | 638.57 | 0.00 | 2,511.43 |
| 2020-400-05-0000 | Super Other Exp - HS | 4,479.00 | 0.00 | 4,479.00 | 600.31 | 0.00 | 3,878.69 |
| 2020-500-00-0000 | Supervision Sup - Elem | 1,750.00 | 800.00 | 2,550.00 | 2,510.96 | 0.00 | 39.04 |
| 2020-500-05-0000 | Supervision Sup - HS | 1,750.00 | 0.00 | 1,750.00 | 143.99 | 0.00 | 1,606.01 |
| 2060-490-00-0000 | BOCES - Research & Dev | 31,200.00 | 0.00 | 31,200.00 | 8,470.00 | 0.00 | 22,730.00 |
| 2070-150-00-0000 | Inservice Instr. Salaries | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 |
| 20 Administration and Improvement - State Function Group Subtot | | 351,462.00 | 0.00 | 351,462.00 | 166,663.74 | 118,529.20 | 76,369.06 |

MADRID-WADDINGTON CSD

Budget Status Report As Of: 12/31/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

| Budget Account | Description | Initial Appropriation | Adjustments | Current Appropriation | Year-to-Date Expenditures | Encumbrance Outstanding | Unencumbered Balance |
|------------------|---------------------------|--------------------------|-------------|--------------------------|------------------------------|----------------------------|-------------------------|
| 2110-110-00-0000 | Teacher Salaries 1/2 Day | 15,000.00 | 0.00 | 15,000.00 | 0.00 | 0.00 | 15,000.00 |
| 2110-120-00-0000 | Teacher Salaries K-3 | 952,565.00 | -40,728.17 | 911,836.83 | 297,073.70 | 528,759.20 | 86,003.93 |
| 2110-120-01-0000 | TCH Salaries K-3 PROF DEV | 3,000.00 | 6,230.00 | 9,230.00 | 10,663.33 | 0.00 | -1,433.33 |
| 2110-120-01-1000 | TCH Sal Pre-K PROF Dev | 0.00 | 700.00 | 700.00 | 700.00 | 0.00 | 0.00 |
| 2110-121-00-0000 | 4-5 ELEMENTARY TEACHERS | 552,036.00 | 0.00 | 552,036.00 | 187,702.65 | 328,037.57 | 36,295.78 |
| 2110-121-01-0000 | TCH Salaries 4-5 PROF DEV | 1,000.00 | 3,520.00 | 4,520.00 | 4,753.33 | 0.00 | -233.33 |
| 2110-121-03-0000 | 6 ELEM TCH SALARIES | 204,137.00 | 0.00 | 204,137.00 | 70,172.72 | 132,330.06 | 1,634.22 |
| 2110-121-03-1000 | 6 Tch Prof Dev Stipends | 500.00 | 100.00 | 600.00 | 600.00 | 0.00 | 0.00 |
| 2110-122-00-0000 | K-3 ELEM TCH ASSISTANT | 65,804.00 | 9,138.64 | 74,942.64 | 21,183.51 | 29,082.97 | 24,676.16 |
| 2110-122-00-1000 | Pre-K TCH ASSISTANT | 0.00 | 11,583.50 | 11,583.50 | 4,114.93 | 13,804.33 | -8,335.76 |
| 2110-123-00-0000 | 4-5 ELEM TCH ASSISTANT | 8,509.00 | 9,256.03 | 17,765.03 | 6,979.48 | 7,573.82 | 3,211.73 |
| 2110-123-01-0000 | 6 TCH ASSISTANT | 0.00 | 200.00 | 200.00 | 300.00 | 0.00 | -100.00 |
| 2110-130-00-0000 | Teacher Salaries 7-12 | 1,542,063.00 | -33,022.55 | 1,509,040.45 | 521,651.64 | 937,451.30 | 49,937.51 |
| 2110-130-01-0000 | TCH Sal 7-12 PROF DEV | 5,000.00 | 0.00 | 5,000.00 | 4,700.00 | 0.00 | 300.00 |
| 2110-131-00-0000 | TCH ASSIST Salaries 7-12 | 8,294.00 | 21,022.55 | 29,316.55 | 21,861.52 | 28,175.93 | -20,720.90 |
| 2110-140-00-0000 | Substitute Teachers - K-3 | 35,000.00 | 0.00 | 35,000.00 | 8,904.25 | 0.00 | 26,095.75 |
| 2110-140-00-1000 | Substitute Tch -Pre-K | 0.00 | 0.00 | 0.00 | 125.00 | 0.00 | -125.00 |
| 2110-140-01-0000 | Substitute Teachers - 4-5 | 18,000.00 | 0.00 | 18,000.00 | 3,583.25 | 0.00 | 14,416.75 |
| 2110-140-02-0000 | Substitute Teachers - 6 | 7,000.00 | 0.00 | 7,000.00 | 843.50 | 0.00 | 6,156.50 |
| 2110-140-03-0000 | Substitute TCH - 7-12 | 62,000.00 | 0.00 | 62,000.00 | 21,749.12 | 0.00 | 40,250.88 |
| 2110-150-00-0000 | Tutoring Salaries- K-3 | 2,462.00 | 0.00 | 2,462.00 | 0.00 | 0.00 | 2,462.00 |
| 2110-150-01-0000 | Tutoring Salaries- 4-5 | 1,231.00 | 0.00 | 1,231.00 | 0.00 | 0.00 | 1,231.00 |
| 2110-150-02-0000 | Tutoring Salaries- 6 | 615.00 | 0.00 | 615.00 | 0.00 | 0.00 | 615.00 |
| 2110-150-05-0000 | Tutoring Salaries- 7-12 | 3,692.00 | 0.00 | 3,692.00 | 0.00 | 0.00 | 3,692.00 |
| 2110-160-00-0000 | NON-INSTR SALARIES - K-3 | 6,212.00 | 0.00 | 6,212.00 | 589.41 | 0.00 | 5,622.59 |
| 2110-160-01-0000 | NON-INSTR SALARIES - 4-5 | 3,106.00 | 0.00 | 3,106.00 | 0.00 | 0.00 | 3,106.00 |
| 2110-200-00-0000 | General Equipment K-12 | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 |
| 2110-400-00-0000 | General Other Expense | 19,000.00 | 0.00 | 19,000.00 | 5,243.25 | 5,854.45 | 7,902.30 |
| 2110-400-01-0000 | General Other Exp Pre-K | 200.00 | -200.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2110-400-01-1000 | General Other Exp K-3 | 650.00 | -196.40 | 453.60 | 500.34 | 0.00 | -46.74 |
| 2110-400-02-0000 | General Other Exp 4-5 | 650.00 | -650.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2110-400-03-0000 | General Other Exp 6 | 250.00 | 0.00 | 250.00 | 175.50 | 0.00 | 74.50 |
| 2110-400-03-1000 | Instrum Music k-3 Other E | 127.00 | 0.00 | 127.00 | 0.00 | 0.00 | 127.00 |
| 2110-400-03-1100 | Instrum Music 4-5 Other E | 127.00 | 0.00 | 127.00 | 0.00 | 0.00 | 127.00 |
| 2110-400-03-1200 | Instrum Music 6 Other E | 74.00 | 0.00 | 74.00 | 0.00 | 0.00 | 74.00 |
| 2110-400-03-1300 | PRE-K Comm & Assem Other | 75.00 | 0.00 | 75.00 | 0.00 | 0.00 | 75.00 |
| 2110-400-03-1400 | K-3 Comm & Assem Other | 175.00 | 0.00 | 175.00 | 0.00 | 0.00 | 175.00 |
| 2110-400-03-1500 | 4-5 Comm & Assem Other | 175.00 | 0.00 | 175.00 | 0.00 | 0.00 | 175.00 |
| 2110-400-03-1600 | 6 Comm & Assem Other | 75.00 | 0.00 | 75.00 | 0.00 | 0.00 | 75.00 |

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| Budget Account | Description | Initial Appropriation | Adjustments | Current Appropriation | Year-to-Date Expenditures | Encumbrance Outstanding | Unencumbered Balance |
|------------------|---------------------------|--------------------------|-------------|--------------------------|------------------------------|----------------------------|-------------------------|
| 2110-400-03-1700 | PRE-K Teacher Conference | 750.00 | -750.00 | 0.00 | 130.00 | 0.00 | -130.00 |
| 2110-400-03-1800 | K-3 Teacher Conference | 625.00 | 1,125.00 | 1,750.00 | 1,750.00 | 0.00 | 0.00 |
| 2110-400-03-1900 | 4-5 Teacher Conference | 625.00 | -375.00 | 250.00 | 250.00 | 0.00 | 0.00 |
| 2110-400-03-2000 | 6 Teacher Conference | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 |
| 2110-400-05-0000 | General Other Exp 7-12 | 7,500.00 | 0.00 | 7,500.00 | 1,445.11 | 238.96 | 5,815.93 |
| 2110-400-05-0700 | Phys Ed 7-12 Other Expens | 361.00 | 0.00 | 361.00 | 0.00 | 0.00 | 361.00 |
| 2110-400-05-0800 | Music Piano Accompanist | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| 2110-400-05-1100 | Instrum Music 7-12 Other | 1,750.00 | 0.00 | 1,750.00 | 0.00 | 552.05 | 1,197.95 |
| 2110-400-05-1200 | Vocal Music 7-12 Other | 750.00 | 0.00 | 750.00 | 0.00 | 0.00 | 750.00 |
| 2110-400-05-1300 | State/Mart Music Other 7 | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 |
| 2110-400-05-1600 | 7-12 Comm & Assem Other | 1,650.00 | 0.00 | 1,650.00 | 0.00 | 0.00 | 1,650.00 |
| 2110-400-05-1700 | 7-12 Teacher Conference | 3,000.00 | 0.00 | 3,000.00 | 3,472.62 | 653.12 | -1,125.74 |
| 2110-470-00-0000 | Tuition - K-3 | 2,000.00 | 0.00 | 2,000.00 | 0.00 | 0.00 | 2,000.00 |
| 2110-470-03-0000 | Tuition - 4-5 | 8,500.00 | 0.00 | 8,500.00 | 0.00 | 0.00 | 8,500.00 |
| 2110-470-03-1000 | Tuition - 6 | 1,500.00 | 0.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| 2110-470-03-1100 | Tuition - 7-12 | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 |
| 2110-480-01-0000 | Campus/St. Mary's Text | 850.00 | -500.00 | 350.00 | 0.00 | 0.00 | 350.00 |
| 2110-480-03-0100 | Textbooks K-3 | 5,000.00 | 7,698.21 | 12,698.21 | 9,782.60 | 0.00 | 2,915.61 |
| 2110-480-03-0200 | Textbooks 4-5 | 5,000.00 | -273.19 | 4,726.81 | 3,310.08 | 0.00 | 1,416.73 |
| 2110-480-03-0300 | Textbooks 6 | 3,519.00 | -216.37 | 3,302.63 | 1,981.24 | 0.00 | 1,321.39 |
| 2110-480-05-0100 | Textbooks 7-12 | 18,519.00 | -6,708.65 | 11,810.35 | 7,999.32 | 427.80 | 3,383.23 |
| 2110-480-00-0000 | BOCES Services | 172,317.00 | 0.00 | 172,317.00 | 98,234.02 | 0.00 | 74,082.98 |
| 2110-500-00-0000 | General K-12 Supplies | 20,000.00 | -1,975.75 | 18,024.25 | 3,715.15 | 5,438.40 | 8,870.70 |
| 2110-500-03-0000 | General Pre-K Supplies | 1,000.00 | 1,394.18 | 2,394.18 | 2,206.73 | 800.42 | -612.97 |
| 2110-500-03-0100 | General K-3 Supplies | 8,000.00 | 2,686.49 | 10,686.49 | 9,472.30 | 3,550.65 | -2,326.46 |
| 2110-500-03-0110 | General 4-5 Supplies | 6,000.00 | -3,000.00 | 3,000.00 | 3,173.13 | 1,322.49 | -1,495.62 |
| 2110-500-03-0120 | General 6 Supplies | 2,500.00 | -300.00 | 2,200.00 | 1,915.15 | 246.69 | 38.16 |
| 2110-500-03-0200 | Art Pre-K Supplies | 250.00 | 62.23 | 312.23 | 312.23 | 0.00 | 0.00 |
| 2110-500-03-0300 | Art K-3 Supplies | 1,000.00 | 1,499.62 | 2,499.62 | 0.00 | 1,161.81 | 1,337.81 |
| 2110-500-03-0400 | Art 4-5 Supplies | 750.00 | 669.63 | 1,419.63 | 0.00 | 0.00 | 1,419.63 |
| 2110-500-03-0500 | Art 6 Supplies | 400.00 | 0.00 | 400.00 | 0.00 | 0.00 | 400.00 |
| 2110-500-03-0600 | Phys Ed PRE-K Supplies | 76.00 | 0.00 | 76.00 | 0.00 | 0.00 | 76.00 |
| 2110-500-03-0700 | Phys Ed K-3 Supplies | 150.00 | 0.00 | 150.00 | 158.32 | 0.00 | -8.32 |
| 2110-500-03-0800 | Phys Ed 4-5 Supplies | 150.00 | 0.00 | 150.00 | 0.00 | 0.00 | 150.00 |
| 2110-500-03-0900 | Phys Ed 6 Supplies | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 |
| 2110-500-03-1100 | Instrum Music K-3 Supplie | 100.00 | 0.00 | 100.00 | 81.94 | 0.00 | 18.06 |
| 2110-500-03-1110 | Instrum Music 4-5 Supplie | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 |
| 2110-500-03-1120 | Instrum Music 6 Supplie | 50.00 | 0.00 | 50.00 | 0.00 | 0.00 | 50.00 |

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|------------------|---------------------------|--------------------------|-------------|--------------------------|------------------------------|----------------------------|-------------------------|
| 2110-500-03-1200 | Vocal Music K-3 Supplies | 100.00 | 0.00 | 100.00 | 34.98 | 0.00 | 65.02 |
| 2110-500-03-1500 | Vocal Music 4-5 Supplies | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 |
| 2110-500-03-1600 | Vocal Music 6 Supplies | 50.00 | 0.00 | 50.00 | 0.00 | 0.00 | 50.00 |
| 2110-500-05-0000 | General 7-12 Supplies | 12,000.00 | 0.00 | 12,000.00 | 2,578.24 | 1,479.82 | 7,941.94 |
| 2110-500-05-0200 | Art 7-12 Supplies | 2,250.00 | 0.00 | 2,250.00 | 150.63 | 2,322.83 | -223.46 |
| 2110-500-05-0300 | Health 7-12 Supplies | 105.00 | 0.00 | 105.00 | 0.00 | 0.00 | 105.00 |
| 2110-500-05-0400 | English 7-12 Supplies | 105.00 | 0.00 | 105.00 | 84.95 | 0.00 | 20.05 |
| 2110-500-05-0500 | French 7-12 Supplies | 300.00 | 0.00 | 300.00 | 0.00 | 0.00 | 300.00 |
| 2110-500-05-0600 | Spanish 7-12 Supplies | 300.00 | 0.00 | 300.00 | 0.00 | 0.00 | 300.00 |
| 2110-500-05-0700 | Phys Ed Supplies Jones | 600.00 | 0.00 | 600.00 | 0.00 | 0.00 | 600.00 |
| 2110-500-05-0800 | Phys Ed Supplies Shoen | 600.00 | 0.00 | 600.00 | 0.00 | 0.00 | 600.00 |
| 2110-500-05-1000 | Math 7-12 Supplies | 775.00 | 0.00 | 775.00 | 134.16 | 0.00 | 640.84 |
| 2110-500-05-1100 | Instrum Music 7-12 Suppli | 1,750.00 | 0.00 | 1,750.00 | 0.00 | 0.00 | 1,750.00 |
| 2110-500-05-1200 | Vocal Music 7-12 Supplies | 1,300.00 | 0.00 | 1,300.00 | 448.59 | 0.00 | 851.41 |
| 2110-500-05-1300 | Science 7-12 Supplies | 3,600.00 | 0.00 | 3,600.00 | 1,879.61 | 9.40 | 1,710.99 |
| 2110-500-05-1400 | Social Studies 7-12 Suppl | 400.00 | 0.00 | 400.00 | 0.00 | 0.00 | 400.00 |
| 2110-500-05-1700 | Music 7-12 Instruments | 2,000.00 | 0.00 | 2,000.00 | 0.00 | 0.00 | 2,000.00 |
| 2250-150-00-0000 | Handicapped TCH SAL K-3 | 40,412.00 | 39,843.01 | 80,255.01 | 29,095.81 | 51,466.88 | -307.68 |
| 2250-150-00-0100 | Sub Hdcp Tch Sal K-3 | 1,500.00 | 0.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| 2250-150-00-1000 | Hdcp Tch Prof Dev K-3 | 350.00 | 0.00 | 350.00 | 0.00 | 0.00 | 350.00 |
| 2250-150-03-0000 | Handicapped TCH SAL 4-5 | 56,732.00 | -2,612.06 | 54,119.94 | 19,241.46 | 35,007.34 | -128.86 |
| 2250-150-03-0100 | Handicapped TCH SAL 6 | 12,389.00 | -1,048.63 | 11,340.37 | 4,097.51 | 7,282.27 | -39.41 |
| 2250-150-03-0200 | Sub Hdcp TCH SAL 4-5 | 1,000.00 | 0.00 | 1,000.00 | 50.00 | 0.00 | 950.00 |
| 2250-150-03-0300 | Sub Hdcp TCH SAL 6 | 500.00 | 0.00 | 500.00 | 18.75 | 0.00 | 481.25 |
| 2250-150-03-1000 | Hdcp TCH SAL 4-5 Prof Dev | 200.00 | 0.00 | 200.00 | 150.00 | 0.00 | 50.00 |
| 2250-150-03-1100 | Hdcp TCH SAL 6 Prof Dev | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 |
| 2250-150-05-0000 | Handicapped TCH SAL 7-12 | 186,404.00 | -8,513.32 | 177,890.68 | 64,807.41 | 117,682.35 | -4,599.08 |
| 2250-150-05-0100 | Sub Hdcp TCH SAL 7-12 | 2,500.00 | 0.00 | 2,500.00 | 481.25 | 0.00 | 2,018.75 |
| 2250-150-05-1000 | Hdcp TchSal 7-12 Prof Dev | 300.00 | 0.00 | 300.00 | 0.00 | 0.00 | 300.00 |
| 2250-151-00-0000 | Hdcp Tch Asst K-3 | 144,315.00 | -27,669.00 | 116,646.00 | 38,843.91 | 66,243.25 | 11,558.84 |
| 2250-151-03-0000 | Hdcp Tch Asst 4-5 | 32,871.00 | 0.00 | 32,871.00 | 14,729.24 | 18,098.29 | 43.47 |
| 2250-151-03-0100 | Hdcp Tch Asst 6 | 19,366.00 | 0.00 | 19,366.00 | 1,732.26 | 3,113.28 | 14,520.46 |
| 2250-151-05-0000 | Hdcp Tch Asst 7-12 | 75,625.00 | 0.00 | 75,625.00 | 24,047.89 | 39,040.92 | 12,536.19 |
| 2250-160-00-0000 | Hdcp Noninstr Sal Pre-K | 3,500.00 | 18,680.00 | 22,190.00 | 9,954.68 | 12,235.32 | 0.00 |
| 2250-160-01-0000 | Hdcp Noninstr Sal K-3 | 10,129.00 | -5,000.09 | 5,128.91 | 2,761.78 | 2,367.13 | 0.00 |
| 2250-160-03-0000 | Hdcp Noninstr Sal 4-5 | 10,129.00 | -5,000.09 | 5,128.91 | 2,761.78 | 2,367.13 | 0.00 |
| 2250-160-03-0100 | Hdcp Noninstr Sal 6 | 4,935.00 | -2,457.82 | 2,477.18 | 1,333.50 | 1,143.68 | 0.00 |
| 2250-160-05-0000 | Hdcp Noninstr Sal 7-12 | 12,629.00 | -6,232.00 | 6,397.00 | 2,761.78 | 2,367.13 | 1,268.09 |
| 2250-400-00-0000 | Hdcp Other Expense - K-3 | 73,750.00 | 0.00 | 73,750.00 | 21,624.63 | 0.00 | 52,125.37 |

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|--|---------------------------|--------------------------|-------------|--------------------------|------------------------------|----------------------------|-------------------------|
| 2250-400-00-1100 | Hdkp Other Exp - Pre-K | 500.00 | 0.00 | 500.00 | 877.28 | 79.99 | -457.27 |
| 2250-400-03-0000 | Hdkp Other Expense - 4-5 | 60,000.00 | 0.00 | 60,000.00 | 13,612.11 | 0.00 | 46,387.89 |
| 2250-400-03-0100 | Hdkp Other Expense - 6 | 15,000.00 | -692.82 | 14,307.18 | 3,687.69 | 0.00 | 10,619.49 |
| 2250-400-03-1000 | Hdkp Prof Dev Other 4-5 | 0.00 | 500.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 2250-400-05-0000 | Hdkp Other Expense - 7-12 | 45,000.00 | 0.00 | 45,000.00 | 510.00 | 0.00 | 44,490.00 |
| 2250-400-05-1000 | Hdkp Prof Dev Other 7-12 | 500.00 | -500.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2250-470-00-0000 | Handicapped tuition K-3 | 30,000.00 | 0.00 | 30,000.00 | 0.00 | 0.00 | 30,000.00 |
| 2250-470-03-0100 | Handicapped tuition 6 | 2,500.00 | 0.00 | 2,500.00 | 0.00 | 0.00 | 2,500.00 |
| 2250-470-05-0000 | Handicapped tuition 7-12 | 50,000.00 | 0.00 | 50,000.00 | 0.00 | 0.00 | 50,000.00 |
| 2250-480-00-0000 | Hdkp Textbooks - K-3 | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 |
| 2250-480-03-0000 | Hdkp Textbooks - 4-5 | 750.00 | 0.00 | 750.00 | 0.00 | 0.00 | 750.00 |
| 2250-480-03-0100 | Hdkp Textbooks - 6 | 200.00 | 0.00 | 200.00 | 0.00 | 0.00 | 200.00 |
| 2250-480-05-0000 | Hdkp Textbooks - 7-12 | 550.00 | 0.00 | 550.00 | 0.00 | 0.00 | 550.00 |
| 2250-490-00-0000 | Handicapped BOCES Svces | 1,543,185.00 | 0.00 | 1,543,185.00 | 550,448.83 | 0.00 | 992,736.17 |
| 2250-500-00-0000 | CSE Supplies | 300.00 | 0.00 | 300.00 | 233.97 | 0.00 | 66.03 |
| 2250-500-03-0000 | Handicapped K-3 Supplies | 1,200.00 | 3,820.32 | 5,020.32 | 4,171.33 | 950.42 | -101.43 |
| 2250-500-03-0100 | Handicapped 4-5 Supplies | 5,500.00 | -1,577.50 | 3,922.50 | 3,922.50 | 592.90 | -592.90 |
| 2250-500-03-0200 | Handicapped 6 Supplies | 300.00 | -300.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2250-500-05-0000 | Handicapped 7-12 Supplies | 1,250.00 | -1,250.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2280-150-00-0000 | Occ Ed Teacher Salaries | 31,747.00 | 0.00 | 31,747.00 | 11,997.76 | 30,783.37 | -11,034.13 |
| 2280-150-00-0100 | Sub Occ Ed Tch Salaries | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 |
| 2280-150-00-1000 | Occ Ed - Teaching Assist | 150.00 | 0.00 | 150.00 | 0.00 | 0.00 | 150.00 |
| 2280-160-00-0000 | Occ Ed Non-Teacher Salari | 0.00 | 12,000.00 | 12,000.00 | 4,850.00 | 0.00 | 7,150.00 |
| 2280-400-05-0000 | General Occ Ed Other Exp | 2,000.00 | 0.00 | 2,000.00 | 0.00 | 0.00 | 2,000.00 |
| 2280-490-00-0000 | Occ Ed BOCES Services | 464,485.00 | 0.00 | 464,485.00 | 185,634.00 | 0.00 | 278,851.00 |
| 2280-500-05-0000 | General Occ Ed Supplies | 1,500.00 | 0.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| 2330-490-00-0000 | BOCES Teaching Spec Sch | 31,778.00 | 0.00 | 31,778.00 | 5,088.80 | 0.00 | 26,689.20 |
| 21 Teaching - State Function Group Subtotal | | 6,816,112.00 | 0.00 | 6,816,112.00 | 2,372,889.44 | 2,420,085.72 | 2,022,116.84 |
| 2610-150-00-0100 | Sub Lib Instr Sal - K-3 | 150.00 | 0.00 | 150.00 | 0.00 | 0.00 | 150.00 |
| 2610-150-03-0100 | Library InstrSal - 6 | 7,784.00 | 0.00 | 7,784.00 | 2,627.30 | 4,929.23 | 227.47 |
| 2610-150-03-0200 | Sub Lib InstrSal - 4-5 | 150.00 | 0.00 | 150.00 | 0.00 | 0.00 | 150.00 |
| 2610-150-03-0400 | Sub Lib InstrSal - 6 | 150.00 | 0.00 | 150.00 | 0.00 | 0.00 | 150.00 |
| 2610-150-05-0000 | Library InstrSal - 7-12 | 19,245.00 | -214.24 | 19,030.76 | 6,623.84 | 12,427.13 | -20.21 |
| 2610-150-05-0100 | Sub Library Tch Sal 7-12 | 250.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 |
| 2610-150-05-1100 | Prof Dev Lib Tch Sal 7-12 | 250.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 |
| 2610-151-00-0000 | LIB TCH ASSIST SAL - K-3 | 19,056.00 | 197.65 | 19,253.65 | 8,583.13 | 0.00 | 10,670.52 |
| 2610-151-03-0000 | LIB TCH ASSIST SAL - 4-5 | 9,394.00 | 16.59 | 9,410.59 | 4,126.31 | 0.00 | 5,284.28 |
| 2610-400-00-0000 | Lib & AV K-3 Other E | 125.00 | 0.00 | 125.00 | 0.00 | 0.00 | 125.00 |

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|---|---------------------------|--------------------------|------------------|--------------------------|------------------------------|----------------------------|-------------------------|
| 2610-400-03-0000 | Lib & AV 4-5 Other E | 100.00 | 0.00 | 100.00 | 99.00 | 0.00 | 1.00 |
| 2610-400-03-0100 | Lib & AV 6 Other E | 75.00 | 0.00 | 75.00 | 0.00 | 0.00 | 75.00 |
| 2610-400-05-0000 | Lib & AV 7-12 Other E | 200.00 | 0.00 | 200.00 | 98.89 | 0.00 | 101.11 |
| 2610-460-00-0000 | K-3 Library & AV Loan | 2,000.00 | 588.00 | 2,588.00 | 2,588.00 | 0.00 | 0.00 |
| 2610-460-03-0000 | 4-5 Library & AV Loan | 1,000.00 | -588.00 | 412.00 | 0.00 | 188.70 | 223.30 |
| 2610-460-03-0100 | 6 Library & AV Loan | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| 2610-460-05-0000 | 7-12 Library & AV Loan | 4,000.00 | 0.00 | 4,000.00 | 2,940.40 | 0.00 | 1,059.60 |
| 2610-490-00-0000 | Library & AV BOCES | 43,055.00 | 0.00 | 43,055.00 | 17,045.53 | 0.00 | 26,009.47 |
| 2610-500-00-0000 | Library & AV K-3 Supplie | 500.00 | 0.00 | 500.00 | 590.30 | 0.00 | -90.30 |
| 2610-500-03-0000 | Library & AV 4-5 Supplie | 250.00 | 0.00 | 250.00 | 0.00 | 798.81 | -548.81 |
| 2610-500-03-0100 | Library & AV 6 Supplie | 200.00 | 0.00 | 200.00 | 0.00 | 199.92 | 0.08 |
| 2610-500-05-0000 | Library & AV 7-12 Supplie | 800.00 | 0.00 | 800.00 | 0.00 | 272.98 | 527.02 |
| 2630-200-00-0000 | Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 102,000.00 | -102,000.00 |
| 2630-220-00-0000 | State Aided Comput Hrdwre | 13,000.00 | 2,337.98 | 15,337.98 | 4,850.85 | 598.00 | 9,889.13 |
| 2630-400-00-0000 | Computer Other | 1,500.00 | 0.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 |
| 2630-400-00-1000 | Comp Prof Dev Other | 1,000.00 | 0.00 | 1,000.00 | 556.00 | 0.00 | 444.00 |
| 2630-460-03-0000 | K-5 Software | 7,000.00 | 0.00 | 7,000.00 | 955.80 | 275.00 | 5,769.20 |
| 2630-460-05-0000 | 6-12 Software | 7,000.00 | 0.00 | 7,000.00 | 955.80 | 275.00 | 5,769.20 |
| 2630-490-00-0000 | Computer BOCES | 85,000.00 | 76,808.99 | 161,808.99 | 164,258.99 | 0.00 | -2,450.00 |
| 2630-500-00-0000 | Computer Supplies K-5 | 12,000.00 | 0.00 | 12,000.00 | 6,212.46 | 457.11 | 5,330.43 |
| 2630-500-05-0000 | Computer Supplies 6-12 | 12,000.00 | 0.00 | 12,000.00 | 6,289.75 | 457.12 | 5,253.13 |
| 26 Instructional Media - State Function Group Subtotal | | 248,234.00 | 79,146.97 | 327,380.97 | 229,402.36 | 122,879.00 | -24,800.38 |
| 2805-160-00-0000 | Attendance Salaries | 30,808.00 | 0.00 | 30,808.00 | 1,000.00 | 1,000.00 | 28,808.00 |
| 2805-400-00-0000 | Attendance Other Exp | 600.00 | 0.00 | 600.00 | 0.00 | 0.00 | 600.00 |
| 2810-150-00-0000 | Guidance Instr Sal K-3 | 39,053.00 | 0.00 | 39,053.00 | 0.00 | 0.00 | 39,053.00 |
| 2810-150-00-0100 | Sub Guid Instr Sal K-3 | 150.00 | 0.00 | 150.00 | 0.00 | 0.00 | 150.00 |
| 2810-150-00-1200 | Instructional Salaries | 150.00 | 0.00 | 150.00 | 0.00 | 0.00 | 150.00 |
| 2810-150-00-1300 | Instructional Salaries | 150.00 | 0.00 | 150.00 | 0.00 | 0.00 | 150.00 |
| 2810-150-03-0000 | Guidance Instr Sal 4-5 | 19,526.00 | 0.00 | 19,526.00 | 0.00 | 0.00 | 19,526.00 |
| 2810-150-03-0100 | Guidance Instr Sal 6 | 15,055.00 | 0.00 | 15,055.00 | 6,037.38 | 7,796.46 | 1,221.16 |
| 2810-150-05-0000 | Guidance Instr Sal 7-12 | 88,029.00 | 0.00 | 88,029.00 | 37,473.94 | 49,771.56 | 783.50 |
| 2810-150-05-0100 | Sub Guid Instr Sal 7-12 | 200.00 | 0.00 | 200.00 | 0.00 | 0.00 | 200.00 |
| 2810-150-05-1000 | Instructional Salaries | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 |
| 2810-160-03-0100 | Guide Noninst Sal - 6 | 6,818.00 | 0.00 | 6,818.00 | 3,401.86 | 2,915.91 | 500.23 |
| 2810-160-05-0000 | Guide Noninst Sal - 7-12 | 49,821.00 | 0.00 | 49,821.00 | 23,660.02 | 20,280.11 | 5,880.87 |
| 2810-400-00-0000 | Guidance Other Exp K-3 | 1,000.00 | 0.00 | 1,000.00 | 198.00 | 0.00 | 802.00 |
| 2810-400-03-0000 | Guidance Other Exp 4-5 | 750.00 | 0.00 | 750.00 | 102.00 | 0.00 | 648.00 |
| 2810-400-03-0100 | Guidance Other Exp 6 | 250.00 | 0.00 | 250.00 | 86.80 | 0.00 | 163.20 |

MADRID-WADDINGTON CSD

Budget Status Report As Of: 12/31/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

| Budget Account | Description | Initial Appropriation | Adjustments | Current Appropriation | Year-to-Date Expenditures | Encumbrance Outstanding | Unencumbered Balance |
|------------------|---------------------------|--------------------------|-------------|--------------------------|------------------------------|----------------------------|-------------------------|
| 2810-400-05-0000 | Guidance Other Exp 7-12 | 1,000.00 | 0.00 | 1,000.00 | 923.20 | 0.00 | 76.80 |
| 2810-500-03-0000 | Guidance Sup K-3 | 250.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 |
| 2810-500-03-0100 | Guidance Sup 4-5 | 250.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 |
| 2810-500-03-0200 | Guidance Sup 6 | 250.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 |
| 2810-500-05-0000 | Guidance Supplies 7-12 | 750.00 | 0.00 | 750.00 | 573.69 | 0.00 | 176.31 |
| 2815-150-00-0000 | Health Services Sal | 0.00 | 0.00 | 0.00 | 1,857.83 | 970.92 | -2,828.75 |
| 2815-160-00-0000 | health Service Sal | 32,464.00 | 0.00 | 32,464.00 | 2,343.75 | 1,000.00 | 29,120.25 |
| 2815-400-00-0000 | Health Services Other Exp | 18,720.00 | 0.00 | 18,720.00 | 6,142.53 | 6,000.00 | 6,577.47 |
| 2815-500-00-0000 | Health Services Supplies | 4,000.00 | 0.00 | 4,000.00 | 1,668.02 | 0.00 | 2,331.98 |
| 2820-150-00-0000 | Psychological Salaries | 57,133.00 | 0.00 | 57,133.00 | 19,761.93 | 37,328.07 | 43.00 |
| 2820-400-00-0000 | Psychological Other | 2,500.00 | 0.00 | 2,500.00 | 0.00 | 0.00 | 2,500.00 |
| 2820-500-00-0000 | Psychological Supplies | 1,200.00 | 0.00 | 1,200.00 | 2,550.48 | 0.00 | -1,350.48 |
| 2850-005-02-0000 | Not Defined Yet | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 |
| 2850-150-00-0000 | Cocurricular Sal. 7-12 | 69,415.00 | 0.00 | 69,415.00 | 5,218.00 | 46,254.09 | 17,942.91 |
| 2850-150-03-0000 | After School Salaries K-3 | 4,500.00 | 0.00 | 4,500.00 | 0.00 | 1,301.71 | 3,198.29 |
| 2850-150-03-0100 | After School Sal. 4-5 | 2,250.00 | 0.00 | 2,250.00 | 0.00 | 1,983.65 | 266.35 |
| 2850-150-03-0200 | After School Sal. 6 | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 247.55 | 752.45 |
| 2850-150-05-0000 | After School Prog 7-12 | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 123.59 | 4,876.41 |
| 2850-400-00-0000 | General Co. Other 7-12 | 1,500.00 | 0.00 | 1,500.00 | 156.00 | 0.00 | 1,344.00 |
| 2850-400-02-0000 | Debate Other Expense | 200.00 | 0.00 | 200.00 | 0.00 | 0.00 | 200.00 |
| 2850-400-05-0200 | Theatre Other | 3,000.00 | 0.00 | 3,000.00 | 0.00 | 0.00 | 3,000.00 |
| 2850-500-00-0000 | Cocur. General Sup. 7-12 | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 |
| 2850-500-02-0000 | Debate Supplies | 718.00 | 0.00 | 718.00 | 0.00 | 0.00 | 718.00 |
| 2850-500-03-0000 | After School Sup. K-3 | 250.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 |
| 2850-500-03-0100 | After School Sup. 4-5 | 150.00 | 0.00 | 150.00 | 0.00 | 0.00 | 150.00 |
| 2850-500-03-0200 | After School Sup. 6 | 100.00 | 0.00 | 100.00 | 0.00 | 0.00 | 100.00 |
| 2850-500-05-0000 | After School Sup. 7-12 | 250.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 |
| 2850-500-05-0200 | Theatre Supplies | 3,250.00 | 0.00 | 3,250.00 | 0.00 | 0.00 | 3,250.00 |
| 2855-150-00-0000 | Coaches' Salaries | 131,539.00 | 0.00 | 131,539.00 | 39,546.92 | 85,724.16 | 6,267.92 |
| 2855-200-05-0100 | Equipment - Uniforms | 7,000.00 | 0.00 | 7,000.00 | 4,126.50 | 0.00 | 2,873.50 |
| 2855-200-05-1400 | General Athletic Equipmen | 6,295.00 | 0.00 | 6,295.00 | 0.00 | 0.00 | 6,295.00 |
| 2855-400-05-0200 | Boys' Baseball Other Exp | 3,865.00 | 0.00 | 3,865.00 | 214.00 | 0.00 | 3,651.00 |
| 2855-400-05-0300 | Boys' Basketball Other Ex | 6,200.00 | 0.00 | 6,200.00 | 2,072.79 | 0.00 | 4,127.21 |
| 2855-400-05-0500 | Cheering Other Expense | 750.00 | 0.00 | 750.00 | 0.00 | 0.00 | 750.00 |
| 2855-400-05-0700 | Boys' Soccer Other Expens | 5,000.00 | 0.00 | 5,000.00 | 2,916.00 | 0.00 | 2,084.00 |
| 2855-400-05-0800 | Girls' Soccer Other Expen | 4,500.00 | 0.00 | 4,500.00 | 3,099.50 | 0.00 | 1,400.50 |
| 2855-400-05-0900 | Girls' Track Other Expens | 1,100.00 | 0.00 | 1,100.00 | 0.00 | 0.00 | 1,100.00 |
| 2855-400-05-1000 | Boys' Track Other | 1,100.00 | 0.00 | 1,100.00 | 0.00 | 0.00 | 1,100.00 |
| 2855-400-05-1200 | Girls' Volleyball Other E | 2,925.00 | 0.00 | 2,925.00 | 3,820.00 | 0.00 | -895.00 |

MADRID-WADDINGTON CSD

Budget Status Report As Of: 12/31/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

| Budget Account | Description | Initial Appropriation | Adjustments | Current Appropriation | Year-to-Date Expenditures | Encumbrance Outstanding | Unencumbered Balance |
|--|---------------------------|--------------------------|-----------------|--------------------------|------------------------------|----------------------------|-------------------------|
| 2855-400-05-1300 | Girls' Basketball Other E | 6,500.00 | 0.00 | 6,500.00 | 2,634.03 | 0.00 | 3,865.97 |
| 2855-400-05-1400 | General Athletic Other Ex | 4,000.00 | 0.00 | 4,000.00 | 815.16 | 0.00 | 3,184.84 |
| 2855-400-05-1500 | Girls' Softball Other Exp | 3,865.00 | 0.00 | 3,865.00 | 0.00 | 0.00 | 3,865.00 |
| 2855-400-05-1600 | Golf Other Expense | 1,750.00 | 0.00 | 1,750.00 | 0.00 | 0.00 | 1,750.00 |
| 2855-490-00-0000 | BOCES - Section X Coord | 12,694.00 | 0.00 | 12,694.00 | 5,077.60 | 0.00 | 7,616.40 |
| 2855-500-05-0300 | Boys' Basketball Supplies | 700.00 | 0.00 | 700.00 | 719.40 | 0.00 | -19.40 |
| 2855-500-05-0500 | Cheerleading Supplies | 250.00 | 0.00 | 250.00 | 0.00 | 0.00 | 250.00 |
| 2855-500-05-0700 | Boys' Soccer Supplies | 1,750.00 | -197.00 | 1,553.00 | 1,822.65 | 0.00 | -269.65 |
| 2855-500-05-0800 | Girls' Soccer Supplies | 1,750.00 | 0.00 | 1,750.00 | 1,203.75 | 0.00 | 546.25 |
| 2855-500-05-0900 | Girls' Track Supplies | 300.00 | 0.00 | 300.00 | 0.00 | 0.00 | 300.00 |
| 2855-500-05-1000 | Boys' Track Supplies | 300.00 | 0.00 | 300.00 | 0.00 | 0.00 | 300.00 |
| 2855-500-05-1200 | Girls' Volleyball Supplie | 383.00 | 197.00 | 580.00 | 580.00 | 0.00 | 0.00 |
| 2855-500-05-1300 | Girls' Basketball Supplie | 750.00 | 0.00 | 750.00 | 158.00 | 0.00 | 592.00 |
| 2855-500-05-1400 | General Athletic Supplies | 2,500.00 | 0.00 | 2,500.00 | 159.95 | 510.00 | 1,830.05 |
| 2855-500-05-1500 | Girls' Softball Supplies | 750.00 | 0.00 | 750.00 | 0.00 | 0.00 | 750.00 |
| 2855-500-05-1600 | Golf Supplies | 300.00 | 0.00 | 300.00 | 0.00 | 0.00 | 300.00 |
| 2855-500-05-1700 | AED Supplies | 1,092.00 | 0.00 | 1,092.00 | 839.52 | 0.00 | 252.48 |
| 28 Pupil Services - State Function Group Subtotal | | 673,868.00 | 0.00 | 673,868.00 | 182,961.20 | 263,207.78 | 227,699.02 |
| 5510-160-00-0000 | Transportation Salaries | 450,620.00 | -13,365.98 | 437,254.02 | 198,327.78 | 187,386.45 | 51,539.79 |
| 5510-160-00-1000 | Transp Sal - Pre-K | 29,071.00 | 0.00 | 29,071.00 | 5,044.01 | 0.00 | 24,026.99 |
| 5510-162-00-0000 | Transp Office-Super Salar | 44,867.00 | 13,365.98 | 58,232.98 | 36,372.33 | 31,989.76 | -10,129.11 |
| 5510-200-00-0000 | Transportation Equipment | 5,500.00 | 0.00 | 5,500.00 | 0.00 | 0.00 | 5,500.00 |
| 5510-400-00-0000 | Transportation Other Exp | 25,000.00 | 0.00 | 25,000.00 | 1,653.24 | 570.00 | 22,776.76 |
| 5510-401-00-0000 | Transportation Insurance | 18,000.00 | 0.00 | 18,000.00 | 13,027.00 | 0.00 | 4,973.00 |
| 5510-490-00-0000 | BOCES Transp. Services | 5,057.00 | 0.00 | 5,057.00 | 2,326.00 | 0.00 | 2,731.00 |
| 5510-500-00-0000 | Transportation Supplies | 14,500.00 | 0.00 | 14,500.00 | 1,710.32 | 0.00 | 12,789.68 |
| 5510-570-00-0000 | Transportation Parts | 52,909.00 | 0.00 | 52,909.00 | 7,844.62 | 0.00 | 45,064.38 |
| 5510-571-00-0000 | Transportation Gasoline | 120,000.00 | 0.00 | 120,000.00 | 25,288.49 | 0.00 | 94,711.51 |
| 5510-572-00-0000 | Transportation Oil | 8,456.00 | 0.00 | 8,456.00 | 3,229.40 | 0.00 | 5,226.60 |
| 5510-573-00-0000 | Transportation Tires & Ch | 16,500.00 | 0.00 | 16,500.00 | 2,927.48 | 0.00 | 13,572.52 |
| 5530-200-00-0000 | Equipment | 5,000.00 | 5,900.00 | 10,900.00 | 0.00 | 10,900.00 | 0.00 |
| 5530-400-00-0000 | Bus Garage Other Expense | 6,500.00 | 0.00 | 6,500.00 | 1,104.26 | 1,830.00 | 3,565.74 |
| 5530-410-00-0000 | Bus Gararage Insurance | 14,000.00 | 0.00 | 14,000.00 | 12,344.22 | 0.00 | 1,655.78 |
| 5530-420-00-0000 | Fuel Oil | 25,000.00 | 0.00 | 25,000.00 | 2,615.16 | 0.00 | 22,384.84 |
| 5530-470-00-0000 | Garage Bldg Electricity | 10,352.00 | 0.00 | 10,352.00 | 2,353.44 | 0.00 | 7,998.56 |
| 5530-500-00-0000 | Bus Garage Supplies | 2,100.00 | 0.00 | 2,100.00 | 542.83 | 0.00 | 1,557.17 |
| 5540-400-00-0000 | Contract Transportation | 15,000.00 | 0.00 | 15,000.00 | 0.00 | 0.00 | 15,000.00 |
| 66 Pupil Transportation - State Function Group Subtotal | | 888,432.00 | 5,900.00 | 874,332.00 | 316,710.58 | 232,676.21 | 324,945.21 |

MADRID-WADDINGTON CSD
Budget Status Report As Of: 12/31/2021
Fiscal Year: 2022

Fund: A GENERAL FUND

| Budget Account | Description | Initial Appropriation | Adjustments | Current Appropriation | Year-to-Date Expenditures | Encumbrance Outstanding | Unencumbered Balance |
|---|---------------------------|--------------------------|-----------------|--------------------------|------------------------------|----------------------------|-------------------------|
| 7140-150-00-0000 | Fitness Center Instruc | 3,244.00 | 0.00 | 3,244.00 | 1,970.00 | 1,970.00 | -696.00 |
| 7140-160-00-0000 | Fitness Center Non-Instr | 12,840.00 | 0.00 | 12,840.00 | 8,875.00 | 0.00 | 3,965.00 |
| 7140-200-00-0000 | Fitness Center Equip | 8,000.00 | 0.00 | 8,000.00 | 0.00 | 0.00 | 8,000.00 |
| 7140-400-00-0000 | Fitness Center Other | 3,000.00 | 0.00 | 3,000.00 | 0.00 | 0.00 | 3,000.00 |
| 7140-500-00-0000 | Fintness center supplies | 2,500.00 | 0.00 | 2,500.00 | 2,234.99 | 0.00 | 265.01 |
| 7 Community Services - State Function Group Subtotal | | 29,584.00 | 0.00 | 29,584.00 | 13,079.99 | 1,970.00 | 14,634.01 |
| 9010-800-00-0000 | State Retirement | 210,110.00 | 0.00 | 210,110.00 | 162,999.13 | 72,085.88 | -24,975.01 |
| 9020-800-00-0000 | Teacher Retirement | 511,573.00 | 0.00 | 511,573.00 | 160,929.36 | 270,193.49 | 80,450.15 |
| 9030-800-00-0000 | Social Security | 545,989.00 | 0.00 | 545,989.00 | 174,510.90 | 252,180.23 | 119,297.87 |
| 9040-800-00-0000 | Workers' Compensation | 49,608.00 | 0.00 | 49,608.00 | 18,244.74 | 19,672.00 | 11,691.26 |
| 9050-800-00-0000 | Unemployment Insurance | 25,000.00 | 0.00 | 25,000.00 | 0.00 | 0.00 | 25,000.00 |
| 9060-800-00-0000 | Health Insurance | 2,544,995.00 | -12,000.00 | 2,532,995.00 | 1,149,349.26 | 0.00 | 1,383,645.74 |
| 9060-800-00-1000 | Health Ins. - Retirees | 1,243,315.00 | 0.00 | 1,243,315.00 | 631,369.79 | 0.00 | 611,945.21 |
| 9060-810-00-0000 | Dental Insurance | 0.00 | 0.00 | 0.00 | -2,848.55 | 0.00 | 2,848.55 |
| 9089-800-00-0000 | Other Employee Benefits | 59,633.00 | 12,000.00 | 71,633.00 | 73,517.14 | 0.00 | -1,884.14 |
| 90 Employee Benefits - State Function Group Subtotal | | 6,180,223.00 | 0.00 | 6,180,223.00 | 2,368,071.77 | 614,131.60 | 2,208,019.63 |
| 9711-600-00-0000 | Building Bond Principal | 720,000.00 | 0.00 | 720,000.00 | 0.00 | 0.00 | 720,000.00 |
| 9711-700-00-0000 | Building Bond Interest | 196,688.00 | 0.00 | 196,688.00 | 72,262.51 | 0.00 | 124,425.49 |
| 9731-600-00-0000 | BAN Principal | 95,000.00 | 0.00 | 95,000.00 | 0.00 | 0.00 | 95,000.00 |
| 9731-700-00-0000 | BAN Interest | 61,250.00 | 0.00 | 61,250.00 | 0.00 | 0.00 | 61,250.00 |
| 9770-700-00-0000 | Revenue Anticipation Note | 10,000.00 | 0.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 |
| 97 Debt Service - State Function Group Subtotal | | 1,082,938.00 | 0.00 | 1,082,938.00 | 72,262.51 | 0.00 | 1,010,675.49 |
| 9901-930-00-0000 | Transfer to School Lunch | 25,000.00 | 0.00 | 25,000.00 | 0.00 | 0.00 | 25,000.00 |
| 9901-950-00-0000 | Transfer to Special | 25,000.00 | 0.00 | 25,000.00 | -5,017.56 | 0.00 | 30,017.56 |
| 9950-900-00-0000 | Transfer to Capital/Debt | 365,000.00 | 0.00 | 365,000.00 | 239,838.92 | 0.00 | 125,161.08 |
| 99 Interfund Transfers - State Function Group Subtotal | | 415,000.00 | 0.00 | 415,000.00 | 234,821.36 | 0.00 | 180,178.64 |
| Total GENERAL FUND | | 18,187,232.00 | 2,337.98 | 18,189,569.98 | 6,972,794.19 | 4,077,683.72 | 7,139,112.07 |

MADRID-WADDINGTON CSD

A/P Check Register
Bank Account: CBSPECAID - COMMUNITY BANK SPECIAL AID FUND

| Check Number | Check Date | Pay Type | Remit To | Warrant | Fund | Recoded | Void | Date | Reason | Check Amount | Check Number |
|--------------|------------|----------|--------------------------|---------|------|---------|------|------|--------|--------------|--------------|
| 005302 | 12/02/2021 | C | BURKE MICHELLE | 0044 | | No | No | | | \$254.24 | 005302 |
| 005303 | 12/02/2021 | C | ST LAWRENCE-LEWIS BOCES | 0044 | | No | No | | | \$39,771.00 | 005303 |
| 005304 | 12/10/2021 | C | DALEYMATTHEW | 0046 | | No | No | | | \$64.96 | 005304 |
| 005305 | 12/10/2021 | C | FrohmMichael | 0046 | | No | No | | | \$722.04 | 005305 |
| 005306 | 12/10/2021 | C | HuntleyBryan | 0046 | | No | No | | | \$51.46 | 005306 |
| 005307 | 12/21/2021 | C | ST LAWRENCE-LEWIS BOCES | 0050 | | No | No | | | \$3,000.00 | 005307 |
| 005308 | 12/29/2021 | C | Chase Cardmember Service | 0053 | | No | No | | | \$644.40 | 005308 |
| 005309 | 12/29/2021 | C | COMSOURCE | 0053 | | No | No | | | \$26,199.60 | 005309 |
| 005310 | 12/29/2021 | C | DALEYMATTHEW | 0053 | | No | No | | | \$33.04 | 005310 |

Subtotal for Bank Account: CBSPECAID - COMMUNITY BANK SPECIAL AID FUND

Grand Total \$70,740.74
Void Total \$0.00
Net \$70,740.74

Grand Total \$70,740.74
Void Total \$0.00
Net \$70,740.74

Selection Criteria

Bank Account: CBSPECAID
Check date is between 12/01/2021 and 12/31/2021
Sort by: Check Number
Printed by JULIE K. ABRANTES

Payment Types: C=Computer Check A=Automated Payment E=Electronic Transfer(Manual) M=Manual Check

MADRID-WADDINGTON CSD

A/P Check Register

Bank Account: CBGENFUND - COMMUNITY BANK GENERAL FUND

| Check Number | Check Date | Pay Type | Remit To | Warrant Fund | Recorded | Void | Date | Reason | Check Amount | Check Number |
|--------------|------------|----------|------------------------|--------------|----------|------|------------|--|---------------|--------------|
| 089386 | 08/30/2021 | C | MASSENA CENTRAL SCHOOL | 0115 | No | Yes | 12/21/2021 | Cash Replacement Check # 090120 Issued | (\$12,072.56) | 089386 |
| 089914 | 12/01/2021 | C | MWCS PAYROLL ACCOUNT | 0042 | No | No | | | \$281,432.19 | 089914 |
| 089915 | 12/02/2021 | C | ADAMS,FRANCIS P. | 0043 | No | No | | | \$891.00 | 089915 |
| 089916 | 12/02/2021 | C | ARQUETT,JANICE | 0043 | No | No | | | \$891.00 | 089916 |
| 089917 | 12/02/2021 | C | BACKUS,LONNIE | 0043 | No | No | | | \$891.00 | 089917 |
| 089918 | 12/02/2021 | C | BARNEY,MARJORIE | 0043 | No | No | | | \$891.00 | 089918 |
| 089919 | 12/02/2021 | C | BOAK,GAYLE | 0043 | No | No | | | \$891.00 | 089919 |
| 089920 | 12/02/2021 | C | BOYD,BONNIE | 0043 | No | No | | | \$1,247.40 | 089920 |
| 089921 | 12/02/2021 | C | BROWN,MARY P. | 0043 | No | No | | | \$891.00 | 089921 |
| 089922 | 12/02/2021 | C | BRUSOLEE | 0043 | No | No | | | \$1,490.40 | 089922 |
| 089923 | 12/02/2021 | C | BUCKINGHAM,JEFFREY | 0043 | No | No | | | \$891.00 | 089923 |
| 089924 | 12/02/2021 | C | BUFFHAM,WANCY | 0043 | No | No | | | \$599.40 | 089924 |
| 089925 | 12/02/2021 | C | BURKE,RONALD | 0043 | No | No | | | \$1,782.00 | 089925 |
| 089926 | 12/02/2021 | C | CADY,EDNA | 0043 | No | No | | | \$891.00 | 089926 |
| 089927 | 12/02/2021 | C | CLARK,LINDA | 0043 | No | No | | | \$891.00 | 089927 |
| 089928 | 12/02/2021 | C | COONS,CAROL | 0043 | No | No | | | \$1,782.00 | 089928 |
| 089929 | 12/02/2021 | C | CORNEAU,THOMAS | 0043 | No | No | | | \$1,782.00 | 089929 |
| 089930 | 12/02/2021 | C | COTE,WORMAN | 0043 | No | No | | | \$891.00 | 089930 |
| 089931 | 12/02/2021 | C | COUGHLIN,DONALD | 0043 | No | No | | | \$599.40 | 089931 |
| 089932 | 12/02/2021 | C | CRUMP,BETTY | 0043 | No | No | | | \$599.40 | 089932 |
| 089933 | 12/02/2021 | C | CRYDERMAN,DIANA L. | 0043 | No | No | | | \$599.40 | 089933 |
| 089934 | 12/02/2021 | C | CURLEY,MORA | 0043 | No | No | | | \$599.40 | 089934 |
| 089935 | 12/02/2021 | C | DAILEY,WILLIAM | 0043 | No | No | | | \$891.00 | 089935 |
| 089936 | 12/02/2021 | C | DAVEY,BRIDGET | 0043 | No | No | | | \$599.40 | 089936 |
| 089937 | 12/02/2021 | C | DAWLEY,BETTY | 0043 | No | No | | | \$891.00 | 089937 |
| 089938 | 12/02/2021 | C | DENISON,JEAN | 0043 | No | No | | | \$1,782.00 | 089938 |
| 089939 | 12/02/2021 | C | DICKINSON,SHIRLEY | 0043 | No | No | | | \$891.00 | 089939 |
| 089940 | 12/02/2021 | C | DINNEEN,SANDRA | 0043 | No | No | | | \$1,782.00 | 089940 |
| 089941 | 12/02/2021 | C | ELLIS,CAROLYN | 0043 | No | No | | | \$599.40 | 089941 |
| 089942 | 12/02/2021 | C | FINNEGAN,DEBRA | 0043 | No | No | | | \$2,494.80 | 089942 |
| 089943 | 12/02/2021 | C | FISHER,MELINDA | 0043 | No | No | | | \$891.00 | 089943 |
| 089944 | 12/02/2021 | C | FITZGERALD,MICHELE | 0043 | No | No | | | \$599.40 | 089944 |
| 089945 | 12/02/2021 | C | FORD,LINDA | 0043 | No | No | | | \$599.40 | 089945 |
| 089946 | 12/02/2021 | C | FRANCIS,PENNY | 0043 | No | No | | | \$891.00 | 089946 |
| 089947 | 12/02/2021 | C | GRASSO,LINDA | 0043 | No | No | | | \$891.00 | 089947 |
| 089948 | 12/02/2021 | C | GRIFFIN,ELZABETH | 0043 | No | No | | | \$599.40 | 089948 |
| 089949 | 12/02/2021 | C | HAGGARD,MARGARET | 0043 | No | No | | | \$1,490.40 | 089949 |
| 089950 | 12/02/2021 | C | HICKS,SHARON | 0043 | No | No | | | \$891.00 | 089950 |
| 089951 | 12/02/2021 | C | HILDRETH,SANDRA | 0043 | No | No | | | \$891.00 | 089951 |

Payment Types: C=Computer Check A=Automated Payment E=Electronic Transfer(Manual) M=Manual Check

MADRID-WADDINGTON CSD

A/P Check Register

Bank Account: CBGENFUND - COMMUNITY BANK GENERAL FUND

| Check Number | Check Date | Pay Type | Remit To | Warrant | Fund | Recorded | Vold | Date | Reason | Check Amount | Check Number |
|--------------|------------|----------|-------------------|---------|------|----------|------|------------|--|--------------|--------------|
| 88952 | 12/02/2021 | C | HOSMER/ROBIN | 0043 | | No | No | | | \$599.40 | 089952 |
| 88953 | 12/02/2021 | C | HUBBARD/KATHLEEN | 0043 | | No | No | | | \$1,782.00 | 089953 |
| 88954 | 12/02/2021 | C | JAKUTH/LAURI | 0043 | | No | No | | | \$599.40 | 089954 |
| 88955 | 12/02/2021 | C | JONES/PAUL S. | 0043 | | No | No | | | \$599.40 | 089955 |
| 88956 | 12/02/2021 | C | KIMBLE/GEORGE | 0043 | | No | No | | | \$891.00 | 089956 |
| 88957 | 12/02/2021 | C | KING/DONALD | 0043 | | No | No | | | \$891.00 | 089957 |
| 88958 | 12/02/2021 | C | LAMERE/LARRY | 0043 | | No | No | | | \$831.60 | 089958 |
| 88959 | 12/02/2021 | C | LATIMER/SUSAN | 0043 | | No | No | | | \$891.00 | 089959 |
| 88960 | 12/02/2021 | C | MACAULAY/JOSEPH | 0043 | | No | No | | | \$891.00 | 089960 |
| 88961 | 12/02/2021 | C | MANCHESTER/WARY | 0043 | | No | No | | | \$1,490.40 | 089961 |
| 88962 | 12/02/2021 | C | MARQUART/SUSAN | 0043 | | No | No | | | \$1,467.00 | 089962 |
| 88963 | 12/02/2021 | C | MARTIN, SHIRLEY | 0043 | | No | No | | | \$599.40 | 089963 |
| 88964 | 12/02/2021 | C | MCGRATH/LORETTA | 0043 | | No | No | | | \$1,490.40 | 089964 |
| 88965 | 12/02/2021 | C | MCINTOSH/MARION | 0043 | | No | No | | | \$891.00 | 089965 |
| 88966 | 12/02/2021 | C | MIDDLEMISS/GARY | 0043 | | No | No | | | \$599.40 | 089966 |
| 88967 | 12/02/2021 | C | MIDDLEMISS/RICKY | 0043 | | No | No | | | \$599.40 | 089967 |
| 88968 | 12/02/2021 | C | MILLER/DONNA | 0043 | | No | No | | | \$1,782.00 | 089968 |
| 88969 | 12/02/2021 | C | MOORE/ROBERT | 0043 | | No | No | | | \$1,188.00 | 089969 |
| 88970 | 12/02/2021 | C | MOULTON/SANDRA | 0043 | | No | No | | | \$1,782.00 | 089970 |
| 88971 | 12/02/2021 | C | MOULTON/CLAUDIA | 0043 | | No | No | | | \$891.00 | 089971 |
| 88972 | 12/02/2021 | C | ONEY/HALBERT | 0043 | | No | No | | | \$891.00 | 089972 |
| 88973 | 12/02/2021 | C | ONEY/MARCIA | 0043 | | No | No | | | \$891.00 | 089973 |
| 88974 | 12/02/2021 | C | PARMETER/LAURA | 0043 | | No | No | | | \$599.40 | 089974 |
| 88975 | 12/02/2021 | C | PINOVER/RICHARD | 0043 | | No | Yes | 12/21/2021 | Cash Replacement Check # 080119 Issued | \$891.00 | 089975 |
| 88976 | 12/02/2021 | C | PRESSEY/MOLLY | 0043 | | No | No | | | \$599.40 | 089976 |
| 88977 | 12/02/2021 | C | PRYCE/PAUL | 0043 | | No | No | | | \$1,198.80 | 089977 |
| 88978 | 12/02/2021 | C | RAINES/DIANE | 0043 | | No | No | | | \$891.00 | 089978 |
| 88979 | 12/02/2021 | C | ROCKERVUENNETTIE | 0043 | | No | No | | | \$1,782.00 | 089979 |
| 88980 | 12/02/2021 | C | ROOKEY/JULIA | 0043 | | No | No | | | \$891.00 | 089980 |
| 88981 | 12/02/2021 | C | ROSE/CARL | 0043 | | No | No | | | \$891.00 | 089981 |
| 88982 | 12/02/2021 | C | ROSEMICHHELLE | 0043 | | No | No | | | \$891.00 | 089982 |
| 88983 | 12/02/2021 | C | RUDDY/ANN | 0043 | | No | No | | | \$891.00 | 089983 |
| 88984 | 12/02/2021 | C | RUDDY/JOSEPH | 0043 | | No | No | | | \$599.40 | 089984 |
| 88985 | 12/02/2021 | C | RUTHERFORD/DANIEL | 0043 | | No | No | | | \$599.40 | 089985 |
| 88986 | 12/02/2021 | C | RUTHERFORD/HOWARD | 0043 | | No | No | | | \$1,782.00 | 089986 |
| 88987 | 12/02/2021 | C | SALTON/HELEN | 0043 | | No | No | | | \$891.00 | 089987 |
| 88988 | 12/02/2021 | C | SANTAMONT/BARBARA | 0043 | | No | No | | | \$1,490.40 | 089988 |
| 88989 | 12/02/2021 | C | SEGUNING/ERALD | 0043 | | No | No | | | \$1,490.40 | 089989 |
| 88990 | 12/02/2021 | C | SHELLY/DENISE | 0043 | | No | No | | | \$1,782.00 | 089990 |

Payment Types: C=Computer Check A=Automated Payment E=Electronic Transfer(Manual) M=Manual Check

MADRID-WADDINGTON CSD
A/P Check Register
Bank Account: CBGENFUND - COMMUNITY BANK GENERAL FUND

| Check Number | Check Date | Pay Type | Remit To | Warrant Fund | Recorded | Void | Date | Reason | Check Amount | Check Number |
|--------------|------------|----------|----------------------------------|--------------|----------|------|------|--------|--------------|--------------|
| 089991 | 12/02/2021 | C | SHOENHELENA. | 0043 | No | No | | | \$891.00 | 089991 |
| 089992 | 12/02/2021 | C | SMALLWOODMARY | 0043 | No | No | | | \$1,512.00 | 089992 |
| 089993 | 12/02/2021 | C | SMITHJOHN | 0043 | No | No | | | \$599.40 | 089993 |
| 089994 | 12/02/2021 | C | SPEARSIPATRICIA | 0043 | No | No | | | \$891.00 | 089994 |
| 089995 | 12/02/2021 | C | STEBBINSIVANCY | 0043 | No | No | | | \$445.50 | 089995 |
| 089996 | 12/02/2021 | C | STEBBINSROBERT | 0043 | No | No | | | \$594.00 | 089996 |
| 089997 | 12/02/2021 | C | STEINBERGSANDRA | 0043 | No | No | | | \$891.00 | 089997 |
| 089998 | 12/02/2021 | C | STEINBURGMARY JEAN | 0043 | No | No | | | \$891.00 | 089998 |
| 089999 | 12/02/2021 | C | STILESIRAYMOND | 0043 | No | No | | | \$594.00 | 089999 |
| 090000 | 12/02/2021 | C | STRAIGHTKENDALL | 0043 | No | No | | | \$1,782.00 | 090000 |
| 090001 | 12/02/2021 | C | STREETERJUAN | 0043 | No | No | | | \$891.00 | 090001 |
| 090002 | 12/02/2021 | C | THOMPSONELLEN | 0043 | No | No | | | \$599.40 | 090002 |
| 090003 | 12/02/2021 | C | THOMPSONSHARLENE | 0043 | No | No | | | \$891.00 | 090003 |
| 090004 | 12/02/2021 | C | TISCHLERGERHARD | 0043 | No | No | | | \$891.00 | 090004 |
| 090005 | 12/02/2021 | C | WHITEIRANDOLPH | 0043 | No | No | | | \$891.00 | 090005 |
| 090006 | 12/02/2021 | C | WIMMERUNGRID | 0043 | No | No | | | \$891.00 | 090006 |
| 090007 | 12/02/2021 | C | WISNERSHIRLEY | 0043 | No | No | | | \$599.40 | 090007 |
| 090008 | 12/02/2021 | C | WOODWARDCAROL | 0043 | No | No | | | \$891.00 | 090008 |
| 090009 | 12/02/2021 | C | A-Verdi Storage Containers | 0044 | No | No | | | \$139.00 | 090009 |
| 090010 | 12/02/2021 | C | AETNA | 0044 | No | No | | | \$28,946.63 | 090010 |
| 090011 | 12/02/2021 | C | AMAZON.COM | 0044 | No | No | | | \$28.61 | 090011 |
| 090012 | 12/02/2021 | C | ATHMEDICS | 0044 | No | No | | | \$224.70 | 090012 |
| 090013 | 12/02/2021 | C | BIG SPOON KITCHEN | 0044 | No | No | | | \$435.00 | 090013 |
| 090014 | 12/02/2021 | C | BIMBO FOODS | 0044 | No | No | | | \$534.06 | 090014 |
| 090015 | 12/02/2021 | C | BRICK & MORTAR MUSIC | 0044 | No | No | | | \$215.47 | 090015 |
| 090016 | 12/02/2021 | C | BURKE WICHILLE | 0044 | No | No | | | \$105.28 | 090016 |
| 090017 | 12/02/2021 | C | Chase Cardmember Service | 0044 | No | No | | | \$308.37 | 090017 |
| 090018 | 12/02/2021 | C | CHESTERAMY M. | 0044 | No | No | | | \$73.62 | 090018 |
| 090019 | 12/02/2021 | C | COMSOURCE | 0044 | No | No | | | \$723.60 | 090019 |
| 090020 | 12/02/2021 | C | FARRELLPATRICK | 0044 | No | No | | | \$60.67 | 090020 |
| 090021 | 12/02/2021 | C | GLAZIER PACKING COINC. | 0044 | No | No | | | \$2,398.77 | 090021 |
| 090022 | 12/02/2021 | C | IAABO Beard 47 | 0044 | No | No | | | \$100.00 | 090022 |
| 090023 | 12/02/2021 | C | J.W. Pepper | 0044 | No | No | | | \$34.98 | 090023 |
| 090024 | 12/02/2021 | C | JEFFORDS STEEL | 0044 | No | No | | | \$36.07 | 090024 |
| 090025 | 12/02/2021 | C | JOHNSTONS WATER, LLC | 0044 | No | No | | | \$6.45 | 090025 |
| 090026 | 12/02/2021 | C | LaQuierTherry | 0044 | No | No | | | \$72.67 | 090026 |
| 090027 | 12/02/2021 | C | MX FUELS | 0044 | No | No | | | \$1,102.16 | 090027 |
| 090028 | 12/02/2021 | C | NATIONAL CENTER FOR YOUTH ISSUES | 0044 | No | No | | | \$260.00 | 090028 |
| 090029 | 12/02/2021 | C | PALMERCORY | 0044 | No | No | | | \$72.67 | 090029 |

Payment Types: C=Computer Check A=Automated Payment E=Electronic Transfer(Manual) M=Manual Check

MADRID-WADDINGTON CSD

A/P Check Register

Bank Account: CBGENFUND - COMMUNITY BANK GENERAL FUND

| Check Number | Check Date | Pay Type | Remit To | Warrant | Fund | Recorded | Void | Date | Reason | Check Amount | Check Number |
|--------------|------------|----------|-------------------------------------|---------|------|----------|------|------------|--------------|--------------|--------------|
| 380030 | 12/02/2021 | C | PEPSI COLA OGDENSBURG BOTTLETS | 0044 | | No | No | | | \$816.20 | 090030 |
| 380031 | 12/02/2021 | C | QUILL CORPORATION | 0044 | | No | No | | | \$165.48 | 090031 |
| 380032 | 12/02/2021 | C | READING WITH TLC | 0044 | | No | No | | | \$130.00 | 090032 |
| 380033 | 12/02/2021 | C | RENZI BROTHERS INC | 0044 | | No | No | | | \$17,629.19 | 090033 |
| 380034 | 12/02/2021 | C | SCHOLASTIC INC | 0044 | | No | No | | | \$19.64 | 090034 |
| 380035 | 12/02/2021 | C | SLIC NETWORK SOLUTIONS | 0044 | | No | No | | | \$49.19 | 090035 |
| 380036 | 12/02/2021 | C | ST LAWRENCE SUPPLY COMPANY | 0044 | | No | No | | | \$47.85 | 090036 |
| 380037 | 12/02/2021 | C | Teachers Synergy LLC | 0044 | | No | No | | | \$104.59 | 090037 |
| 380038 | 12/02/2021 | C | THIRD EYE INTERPRETING, LLC | 0044 | | No | No | | | \$1,063.50 | 090038 |
| 380039 | 12/02/2021 | C | VICTORY PROMOTIONS, INC. | 0044 | | No | No | | | \$1,972.48 | 090039 |
| 380040 | 12/02/2021 | C | W.B. MASON CO, INC. | 0044 | | No | No | | | \$4,272.52 | 090040 |
| 380041 | 12/02/2021 | C | WADDINGTON HARDWARE BUILDING SUPPLY | 0044 | | No | No | | | \$23.38 | 090041 |
| 380042 | 12/07/2021 | C | MVCS FEDERAL FUNDS | 0045 | | No | No | | | \$25,000.00 | 090042 |
| 380043 | 12/10/2021 | C | A-Verdi Storage Containers | 0046 | | No | No | | | \$194.00 | 090043 |
| 380044 | 12/10/2021 | C | ABRANTESVILLE | 0046 | | No | No | | | \$91.84 | 090044 |
| 380045 | 12/10/2021 | C | ACCO BRANDS USA LLC | 0046 | | No | No | | | \$562.69 | 090045 |
| 380046 | 12/10/2021 | C | ADVANTAGE SPORT & FITNESS, INC | 0046 | | No | No | | | \$2,195.00 | 090046 |
| 380047 | 12/10/2021 | C | AJ'S PORTABLES, LLC | 0046 | | No | No | | | \$240.00 | 090047 |
| 380048 | 12/10/2021 | C | ALLTECH INTEGRATIONS, INC. | 0046 | | No | No | | | \$1,772.97 | 090048 |
| 380049 | 12/10/2021 | C | AMAZON.COM | 0046 | | No | No | | | \$413.10 | 090049 |
| 380050 | 12/10/2021 | C | AUGUSTENICODEME | 0046 | | No | No | | | \$85.00 | 090050 |
| 380051 | 12/10/2021 | C | BENEFACOR FUNDING CORP. | 0046 | | No | No | | | \$70.00 | 090051 |
| 380052 | 12/10/2021 | C | BigwaterBrooks | 0046 | | No | No | | | \$109.34 | 090052 |
| 380053 | 12/10/2021 | C | BOUCHEYBRIAN | 0046 | | No | No | | | \$164.00 | 090053 |
| 380054 | 12/10/2021 | C | BURKE MICHELLE | 0046 | | No | No | | | \$450.72 | 090054 |
| 380055 | 12/10/2021 | C | CAUFIELD MATTHEW | 0046 | | No | Yes | 12/13/2021 | wrong amount | \$109.34 | 090055 |
| 380056 | 12/10/2021 | C | CDW-GOVERNMENT | 0046 | | No | No | | | \$81.89 | 090056 |
| 380057 | 12/10/2021 | C | CURLEYNORA | 0046 | | No | No | | | \$12.73 | 090057 |
| 380058 | 12/10/2021 | C | CURRIERDUSTIN | 0046 | | No | No | | | \$129.34 | 090058 |
| 380059 | 12/10/2021 | C | DEMCO | 0046 | | No | No | | | \$590.30 | 090059 |
| 380060 | 12/10/2021 | C | DURANTJEFFERY | 0046 | | No | No | | | \$109.34 | 090060 |
| 380061 | 12/10/2021 | C | ElliotMorgan | 0046 | | No | No | | | \$109.34 | 090061 |
| 380062 | 12/10/2021 | C | EVERYTHING ELECTRIC, INC | 0046 | | No | No | | | \$168.36 | 090062 |
| 380063 | 12/10/2021 | C | FARRELLPATRICK | 0046 | | No | No | | | \$109.34 | 090063 |
| 380064 | 12/10/2021 | C | GILLEE'S AUTO TRUCK & MARINE | 0046 | | No | No | | | \$502.49 | 090064 |
| 380065 | 12/10/2021 | C | GOLLINGERROBERT | 0046 | | No | No | | | \$137.34 | 090065 |
| 380066 | 12/10/2021 | C | JOHNSON NEWSPAPER CORP | 0046 | | No | No | | | \$658.57 | 090066 |
| 380067 | 12/10/2021 | C | JONESAARON | 0046 | | No | No | | | \$728.00 | 090067 |

Payment Types: C=Computer Check A=Automated Payment E=Electronic Transfer(Manual) M=Manual Check

MADRID-WADDINGTON CSD

A/P Check Register

Bank Account: CBGENFUND - COMMUNITY BANK GENERAL FUND

| Check Number | Check Date | Pay Type | Remit To | Warrant | Fund | Recorded | Void | Date | Reason | Check Amount | Check Number |
|--------------|------------|----------|-----------------------------|---------|------|----------|------|------|--------|--------------|--------------|
| 390068 | 12/10/2021 | C | KEENANIPHILIP | 0046 | | No | No | | | \$121.34 | 090088 |
| 390069 | 12/10/2021 | C | LAMICAITONY | 0046 | | No | No | | | \$377.34 | 090089 |
| 390070 | 12/10/2021 | C | LaQuierHenry | 0046 | | No | No | | | \$121.34 | 090070 |
| 390071 | 12/10/2021 | C | LAWTON ELECTRIC COMPANY | 0046 | | No | No | | | \$3,072.00 | 090071 |
| 390072 | 12/10/2021 | C | LEGACYSTUART J. | 0046 | | No | No | | | \$184.00 | 090072 |
| 390073 | 12/10/2021 | C | LOWE'S WAREHOUSE | 0046 | | No | No | | | \$47.38 | 090073 |
| 390074 | 12/10/2021 | C | LYNDAKERWAYNE | 0046 | | No | No | | | \$137.34 | 090074 |
| 390075 | 12/10/2021 | C | MARRAMATHERESA A. | 0046 | | No | No | | | \$149.00 | 090075 |
| 390076 | 12/10/2021 | C | MX FUELS | 0046 | | No | No | | | \$3,332.27 | 090076 |
| 390077 | 12/10/2021 | C | NCS Pearson, INC | 0046 | | No | No | | | \$2,550.48 | 090077 |
| 390078 | 12/10/2021 | C | NORTH COUNTRY THIS WEEK | 0046 | | No | No | | | \$101.40 | 090078 |
| 390079 | 12/10/2021 | C | NY BUS SALES | 0046 | | No | No | | | \$823.59 | 090079 |
| 390080 | 12/10/2021 | C | PALMERICORY | 0046 | | No | No | | | \$73.00 | 090080 |
| 390081 | 12/10/2021 | C | REDISHRED ACQUISITION, INC | 0046 | | No | No | | | \$73.06 | 090081 |
| 390082 | 12/10/2021 | C | REIDWADE | 0046 | | No | No | | | \$176.00 | 090082 |
| 390083 | 12/10/2021 | C | RobertsMichael | 0046 | | No | No | | | \$176.00 | 090083 |
| 390084 | 12/10/2021 | C | RockhillJoe | 0046 | | No | No | | | \$129.34 | 090084 |
| 390085 | 12/10/2021 | C | ShowersChristopher M. | 0046 | | No | No | | | \$253.34 | 090085 |
| 390086 | 12/10/2021 | C | ST LAWRENCE SUPPLY COMPANY | 0046 | | No | No | | | \$219.48 | 090086 |
| 390087 | 12/10/2021 | C | StoneBrad | 0046 | | No | No | | | \$121.34 | 090087 |
| 390088 | 12/10/2021 | C | THIRD EYE INTERPRETING, LLC | 0046 | | No | No | | | \$624.00 | 090088 |
| 390089 | 12/10/2021 | C | ULINE | 0046 | | No | No | | | \$1,416.14 | 090089 |
| 390090 | 12/10/2021 | C | VROMANDAVID | 0046 | | No | No | | | \$109.33 | 090090 |
| 390091 | 12/13/2021 | C | ADAMSZAC | 0047 | | No | No | | | \$85.00 | 090091 |
| 390092 | 12/13/2021 | C | BURKE WICHILLE | 0047 | | No | No | | | \$258.72 | 090092 |
| 390093 | 12/13/2021 | C | MWCS PAYROLL ACCOUNT | 0048 | | No | No | | | \$324,927.98 | 090093 |
| 390094 | 12/20/2021 | C | AMAZON.COM | 0049 | | No | No | | | \$358.94 | 090094 |
| 390095 | 12/20/2021 | C | BREAULTRENE | 0049 | | No | No | | | \$147.50 | 090095 |
| 390096 | 12/20/2021 | C | CURRIERDUSTIN | 0049 | | No | No | | | \$147.50 | 090096 |
| 390097 | 12/20/2021 | C | ElliottMorgan | 0049 | | No | No | | | \$121.34 | 090097 |
| 390098 | 12/20/2021 | C | EXXON MOBIL | 0049 | | No | No | | | \$100.00 | 090098 |
| 390099 | 12/20/2021 | C | GUARDIAN | 0049 | | No | No | | | \$2,684.18 | 090099 |
| 390100 | 12/20/2021 | C | HANSONVALBERT | 0049 | | No | No | | | \$73.00 | 090100 |
| 390101 | 12/20/2021 | C | KRAFTWERKS | 0049 | | No | No | | | \$145.00 | 090101 |
| 390102 | 12/20/2021 | C | LAWTON ELECTRIC COMPANY | 0049 | | No | No | | | \$578.00 | 090102 |
| 390103 | 12/20/2021 | C | LEGACYSTUART J. | 0049 | | No | No | | | \$111.00 | 090103 |
| 390104 | 12/20/2021 | C | MARQUARTSTUART | 0049 | | No | No | | | \$91.00 | 090104 |
| 390105 | 12/20/2021 | C | NATIONAL GRID | 0049 | | No | No | | | \$4,984.89 | 090105 |
| 390106 | 12/20/2021 | C | PITNEY BOWES INC | 0049 | | No | No | | | \$767.90 | 090106 |

Payment Types: C=Computer Check A=Automated Payment E=Electronic Transfer(Manual) M=Manual Check

MADRID-WADDINGTON CSD
AP Check Register
Bank Account: CBGENFUND - COMMUNITY BANK GENERAL FUND

| Check Number | Check Date | Pay Type | Remit To | Warrant Fund | Recorded | Void | Date | Reason | Check Amount | Check Number |
|--------------|------------|----------|---------------------------------|--------------|----------|------|------|--------|--------------|--------------|
| 090107 | 12/20/2021 | C | PTSI INC | 0049 | No | No | | | \$58.30 | 090107 |
| 090108 | 12/20/2021 | C | QUILL CORPORATION | 0049 | No | No | | | \$369.64 | 090108 |
| 090109 | 12/20/2021 | C | REIDERNIE | 0049 | No | No | | | \$127.00 | 090109 |
| 090110 | 12/20/2021 | C | RUDDY, SANDRA | 0049 | No | No | | | \$390.34 | 090110 |
| 090111 | 12/20/2021 | C | SEI DESIGN GROUP ARCHITECTS, PC | 0049 | No | No | | | \$5,160.00 | 090111 |
| 090112 | 12/20/2021 | C | SharpSkye | 0049 | No | No | | | \$85.00 | 090112 |
| 090113 | 12/20/2021 | C | SMEC | 0049 | No | No | | | \$6,035.46 | 090113 |
| 090114 | 12/20/2021 | C | SPRAGUE ENERGY SOLUTIONS, INC. | 0049 | No | No | | | \$4,217.78 | 090114 |
| 090115 | 12/20/2021 | C | ST LAWRENCE SUPPLY COMPANY | 0049 | No | No | | | \$805.55 | 090115 |
| 090116 | 12/20/2021 | C | THIRD EYE INTERPRETING, LLC | 0049 | No | No | | | \$654.75 | 090116 |
| 090117 | 12/20/2021 | C | VERIZON WIRELESS | 0049 | No | No | | | \$373.07 | 090117 |
| 090118 | 12/20/2021 | C | VROMANDAVID | 0049 | No | No | | | \$129.34 | 090118 |
| 090119 | 12/21/2021 | C | PINOVERRICHARD | 0050 | No | No | | | \$891.00 | 090119 |
| 090120 | 12/21/2021 | C | MASSENA CENTRAL SCHOOL | 0050 | No | No | | | \$12,072.56 | 090120 |
| 090121 | 12/21/2021 | C | A-Verdi Storage Containers | 0050 | No | No | | | \$139.00 | 090121 |
| 090122 | 12/21/2021 | C | ALLTECH INTEGRATIONS, INC. | 0050 | No | No | | | \$1,700.00 | 090122 |
| 090123 | 12/21/2021 | C | EXCELLUS HEALTH PLAN - GROUP | 0050 | No | No | | | \$239,814.93 | 090123 |
| 090124 | 12/21/2021 | C | LuckeOwen | 0050 | No | No | | | \$109.34 | 090124 |
| 090125 | 12/21/2021 | C | RUTHERFORDS MAPLE PRODUCTS | 0050 | No | No | | | \$138.00 | 090125 |
| 090126 | 12/21/2021 | C | ST LAWRENCE-LEWIS BOCES | 0050 | No | No | | | \$330,886.25 | 090126 |
| 090127 | 12/23/2021 | C | AMAZON.COM | 0051 | No | No | | | \$119.16 | 090127 |
| 090128 | 12/23/2021 | C | BARKLEYLISA | 0051 | No | No | | | \$22.46 | 090128 |
| 090129 | 12/23/2021 | C | BIG SPOON KITCHEN | 0051 | No | No | | | \$225.00 | 090129 |
| 090130 | 12/23/2021 | C | BIMBO FOODS | 0051 | No | No | | | \$436.06 | 090130 |
| 090131 | 12/23/2021 | C | BRICK & MORTAR MUSIC | 0051 | No | No | | | \$403.61 | 090131 |
| 090132 | 12/23/2021 | C | DAVIS VISION, INC | 0051 | No | No | | | \$1,522.13 | 090132 |
| 090133 | 12/23/2021 | C | GLAZIER PACKING COINC. | 0051 | No | No | | | \$2,269.41 | 090133 |
| 090134 | 12/23/2021 | C | JOHNSTONWRAE | 0051 | No | No | | | \$121.00 | 090134 |
| 090135 | 12/23/2021 | C | MX FUELS | 0051 | No | No | | | \$944.10 | 090135 |
| 090136 | 12/23/2021 | C | NORTH COAST THERAPY | 0051 | No | No | | | \$5,255.55 | 090136 |
| 090137 | 12/23/2021 | C | PEPSI COLA OGDENSBURG BOTTLERS | 0051 | No | No | | | \$1,356.60 | 090137 |
| 090138 | 12/23/2021 | C | RENZI BROTHERS INC | 0051 | No | No | | | \$19,384.03 | 090138 |
| 090139 | 12/23/2021 | C | RUDDYMICHAEL | 0051 | No | No | | | \$121.00 | 090139 |
| 090140 | 12/23/2021 | C | ST LAWRENCE SUPPLY COMPANY | 0051 | No | No | | | \$290.40 | 090140 |
| 090141 | 12/23/2021 | C | THIRD EYE INTERPRETING, LLC | 0051 | No | No | | | \$747.00 | 090141 |
| 090142 | 12/28/2021 | C | NMWS PAYROLL ACCOUNT | 0052 | No | No | | | \$287,768.76 | 090142 |
| 090143 | 12/29/2021 | C | ADVANTAGE SPORT & FITNESS, INC | 0053 | No | No | | | \$1,100.00 | 090143 |
| 090144 | 12/29/2021 | C | BICKNELL BUILDING SUPPLY | 0053 | No | No | | | \$47.98 | 090144 |
| 090145 | 12/29/2021 | C | BLAKE GROUP | 0053 | No | No | | | \$469.00 | 090145 |

MADRID-WADDINGTON CSD

A/P Check Register
Bank Account: CBGENFUND - COMMUNITY BANK GENERAL FUND

| Check Number | Check Date | Pay Type | Remit To | Warrant | Fund | Recoded | Void | Date | Reason | Check Amount | Check Number |
|--|------------|----------|-------------------------------------|---------|------|---------|------|------|--------|--------------|----------------|
| 090146 | 12/29/2021 | C | Chase Cardmember Service | 0053 | | No | No | | | \$241.99 | 090146 |
| 090147 | 12/29/2021 | C | NYS TEACHERS' RETIREMENT SYSTEM | 0053 | | No | No | | | \$30.14 | 090147 |
| 090148 | 12/29/2021 | C | PITNEY BOWES INC | 0053 | | No | No | | | \$154.68 | 090148 |
| 090149 | 12/29/2021 | C | ST LAWRENCE SUPPLY COMPANY | 0053 | | No | No | | | \$95.70 | 090149 |
| 090150 | 12/29/2021 | C | WADDINGTON HARDWARE BUILDING SUPPLY | 0053 | | No | No | | | \$198.71 | 090150 |
| 090151 | 12/29/2021 | C | MWCS FEDERAL FUNDS | 0054 | | No | No | | | \$30,000.00 | 090151 |
| Subtotal for Bank Account: CBGENFUND - COMMUNITY BANK GENERAL FUND | | | | | | | | | | Grand Total | \$1,780,112.57 |
| | | | | | | | | | | Void Total | (\$13,414.28) |
| | | | | | | | | | | Net | \$1,766,698.29 |

Grand Total
Void Total
Net

\$1,780,112.57
(\$13,414.28)
\$1,766,698.29

Selection Criteria

Bank Account: CBGENFUND
Check date is between 12/01/2021 and 12/31/2021
Sort by: Check Number
Printed by JULIE K. ABRANTES

Payment Types: C=Computer Check A=Automated Payment E=Electronic Transfer(Manual) M=Manual Check

MADRID-WADDINGTON CSD
Revenue Status Report As Of: 12/31/2021
Fiscal Year: 2022
Fund: A GENERAL FUND

| Revenue Account | Subfund | Description | Original Estimate | Adjustments | Current Estimate | Year-to-Date | Anticipated Balance | Excess Revenue |
|--------------------|---------|--------------------------------|-------------------|-------------|------------------|--------------|---------------------|----------------|
| 1001.000 | | Real Property Taxes | 3,819,887.00 | 0.00 | 3,819,887.00 | 3,816,794.63 | | 96,907.63 |
| 1085.000 | | STAR Reimbursement | 794,938.00 | 0.00 | 794,938.00 | 5,537.79 | 789,400.21 | |
| 1090.000 | | Int. & Penal. on Real Prop.Tax | 7,000.00 | 0.00 | 7,000.00 | 0.00 | 7,000.00 | |
| 2401.000 | | Interest and Earnings | 1,500.00 | 0.00 | 1,500.00 | 168.58 | 1,331.42 | |
| 2650.000 | | Sale Scrap & Excess Material | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 1,000.00 | |
| 2666.000 | | Sale of Transportation Equip. | 0.00 | 0.00 | 0.00 | 3,025.00 | | 3,025.00 |
| 2701.000 | | Refund PY Exp-BOCES Aided Srvc | 175,000.00 | 0.00 | 175,000.00 | 0.00 | 175,000.00 | |
| 2703.000 | | Refund PY Exp-Other-Not Trans | 500.00 | 0.00 | 500.00 | 529.76 | | 29.76 |
| 2705.000 | | Gifts and Donations | 225,000.00 | 0.00 | 225,000.00 | 185,600.00 | 39,400.00 | |
| 2770.000 | | Other Unclassified Rev.(Spec) | 35,000.00 | 0.00 | 35,000.00 | 32,480.60 | 2,519.40 | |
| 3101.000 | | Basic Formula Aid-Gen Aids (Ex | 8,554,590.00 | 0.00 | 8,554,590.00 | 1,435,117.26 | 7,119,472.74 | |
| 3101.100 | | Excess Cost Aid | 444,342.00 | 0.00 | 444,342.00 | 257,384.50 | 186,957.50 | |
| 3102.000 | | Lottery Aid | 828,976.00 | 0.00 | 828,976.00 | 1,124,014.35 | | 295,038.35 |
| 3103.000 | | BOCES Aid (Sect 3609a Ed Law) | 1,100,000.00 | 0.00 | 1,100,000.00 | 0.00 | 1,100,000.00 | |
| 3260.000 | | Textbook Aid (Incl Txtbk/Lott) | 46,158.00 | 0.00 | 46,158.00 | 0.00 | 46,158.00 | |
| 3262.000 | | Computer Sftwre, Hrdwre Aid | 12,390.00 | 0.00 | 12,390.00 | 0.00 | 12,390.00 | |
| 3263.000 | | Library A/V Loan Program Aid | 4,418.00 | 0.00 | 4,418.00 | 0.00 | 4,418.00 | |
| 3269.000 | | Other State Aid | 30,000.00 | 0.00 | 30,000.00 | 0.00 | 30,000.00 | |
| 4601.000 | | Medic.Ass't-Sch Age-Sch Yr Pro | 50,000.00 | 0.00 | 50,000.00 | 17,895.18 | 32,104.82 | |
| 5031.000 | | Interfund Transfers(Not D.Serv | 365,000.00 | 0.00 | 365,000.00 | 724,000.00 | | 359,000.00 |
| 5031.100 | | Interfund Transfers(UI) | 25,000.00 | 0.00 | 25,000.00 | 0.00 | 25,000.00 | |
| 5031.200 | | EBALR | 56,533.00 | 0.00 | 56,533.00 | 0.00 | 56,533.00 | |
| 5050.000 | | Interfund Trans. for Debt Svs | 800,000.00 | 0.00 | 800,000.00 | 0.00 | 800,000.00 | |
| Subfund Subtotal | | | 17,377,232.00 | 0.00 | 17,377,232.00 | 7,702,547.66 | 10,428,686.09 | 764,000.74 |
| Total GENERAL FUND | | | 17,377,232.00 | 0.00 | 17,377,232.00 | 7,702,547.66 | 10,428,686.09 | 764,000.74 |

Selection Criteria

Criteria Name: Last Run
As Of Date: 12/31/2021
Suppress revenue accounts with no activity
Sort by: Fund/Subfund
Printed by JULIE K. ABRANTES

* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.
These are estimates to balance the budget

**Madrid-Waddington Central School District
BUDGET REPORT**

For The Period Ending December 31, 2021

Revenue:

| | <u>Initial Est Rev</u> | <u>Adjustments</u> | <u>Current Est Rev</u> | <u>Actual Revenue</u> | <u>Variance</u> |
|-----------------------------------|------------------------|--------------------|------------------------|-----------------------|-------------------|
| Property Taxes | \$ 4,621,825.00 | \$ - | \$ 4,621,825.00 | \$ 3,922,332.42 | \$ (699,492.58) |
| Tuition | \$ - | \$ - | \$ - | \$ - | \$ - |
| Admissions | \$ - | \$ - | \$ - | \$ - | \$ - |
| Interest & Earnings | \$ 1,500.00 | \$ - | \$ 1,500.00 | \$ 168.58 | \$ (1,331.42) |
| Sale of Scrap & Excess | \$ 1,000.00 | \$ - | \$ 1,000.00 | \$ 3,025.00 | \$ 2,025.00 |
| Insurance Recoveries | \$ - | \$ - | \$ - | \$ - | \$ - |
| Medicare Part D Reimb. | \$ - | \$ - | \$ - | \$ - | \$ - |
| Refund of Prior Yrs Exp | \$ 175,500.00 | \$ - | \$ 175,500.00 | \$ 529.76 | \$ (174,970.24) |
| Gifts & Donations | \$ 225,000.00 | \$ - | \$ 225,000.00 | \$ 185,600.00 | \$ (39,400.00) |
| Unclassified Revenues | \$ 35,000.00 | \$ - | \$ 35,000.00 | \$ 32,480.60 | \$ (2,519.40) |
| Basic Aid | \$ 9,827,908.00 | \$ - | \$ 9,827,908.00 | \$ 2,816,516.11 | \$ (7,011,391.89) |
| BOCES Aid | \$ 1,100,000.00 | \$ - | \$ 1,100,000.00 | \$ - | \$ (1,100,000.00) |
| Other State Aid | \$ 142,966.00 | \$ - | \$ 142,966.00 | \$ 17,895.18 | \$ (125,070.82) |
| Appropriated Res FB | \$ 446,533.00 | \$ - | \$ 446,533.00 | \$ - | \$ (446,533.00) |
| Interfund Transfer - Debt Service | \$ 800,000.00 | \$ - | \$ 800,000.00 | \$ 724,000.00 | \$ (76,000.00) |
| Appropriated Fund Balance | \$ 810,000.00 | \$ - | \$ 810,000.00 | \$ 810,000.00 | \$ - |
| | \$ 18,187,232.00 | \$ - | \$ 18,187,232.00 | \$ 8,512,547.65 | \$ (9,674,684.35) |

School Lunch Fund
Monthly Analysis Worksheet
For the Period Ending December 31, 2021

| | |
|-------------------------------|--------------------|
| Beginning Fund Balance | \$28,549.75 |
| Profit or (Loss) | \$493.72 |
| Ending Fund Balance | \$29,043.47 |

Revenues

| | | |
|-------------------------------|-------------|--------------------|
| <i>Type A Sales</i> | | |
| Breakfast | \$0.00 | |
| Lunch | \$372.84 | |
| <i>Other Sales</i> | | |
| Breakfast | \$273.25 | |
| Lunch * | \$3,018.39 | |
| Total Sales | | \$3,664.48 |
| <i>Federal Aid Receivable</i> | | |
| Breakfast | \$11,342.00 | |
| Lunch | \$29,820.00 | |
| <i>State Aid Receivable</i> | | |
| Breakfast | \$467.00 | |
| Lunch | \$392.00 | |
| Total Aid Receivable | | \$42,021.00 |
| <i>Surplus Food</i> | | \$0.00 |
| <i>Other Revenue</i> | | \$0.00 |
| Total Revenues | | \$45,685.48 |

Expenses

| | | |
|---|-------------|--------------------|
| <i>Beginning Food Inventory</i> | \$21,007.44 | |
| Add: Purchases | \$25,097.54 | |
| Less: Ending Inventory | \$19,706.53 | |
| Food Used | | \$26,398.45 |
| <i>Beginning Federal Food Inventory</i> | \$3,473.66 | |
| Add: Surplus Food | \$0.00 | |
| Less: Ending Inventory | \$3,006.17 | |
| Federal Food Used | | \$467.49 |
| Salary | | \$11,553.90 |
| Fringe Benefits | | \$8,087.73 |
| Equipment | | \$0.00 |
| Other Expenses | | \$0.00 |
| <i>Beginning Supply Inventory</i> | \$3,440.10 | |
| Add: Supplies Purchased | \$452.59 | |
| Less: Ending Inventory | \$3,404.90 | |
| Supplies Used | | \$487.79 |
| Total Expenses | | \$45,191.76 |

Profit or (Loss) for Month **\$493.72**

**Madrid-Waddington Central School
Treasurer's Report
For The Period Ending December 31, 2021**

| | |
|---|---------------------|
| General Fund | 177,175.46 |
| School Lunch Fund | 24,611.71 |
| Trust & Custodial | 659.65 |
| General Fund Checking Account | <u>202,446.82</u> |
| Federal Fund Checking Account | 11,802.42 |
| Scholarship Account | 1,292.15 |
| Payroll Checking Account | 0.00 |
| Capital Fund Checking Account | 508,566.74 |
| General Fund Money Market Account - Chase Bank @ .01% | |
| General Fund Savings | 1,173,288.92 |
| Unemployment | 40,465.32 |
| Building Reserve | 836,519.08 |
| Employee Benefit Reserve | 194,457.82 |
| Transportation Reserve | 858,080.99 |
| School Lunch | 981.00 |
| Federal Fund | 147,791.00 |
| Debt Service | 972,596.58 |
| Capital Fund | 0.00 |
| Chase Money Market Account | <u>4,224,180.71</u> |
| Fidelity Investment -Scholarship Account | 22,890.26 |

Madrid-Waddington Central School District
Quarterly Report of Reserves
Three Month Period Ending December 31, 2021

Annual Reserve Report
Fiscal Year Ending June 30, 2017

| Name of Reserve | Reserve Description | Ending Balance December 31, 2021 | Intended Use of the Reserve in the 2021-2022 School Year |
|---|--|---|---|
| Restricted Fund Balance Unemployment Reserve | Established for payment of unemployment claims. | \$40,465.32 | No activity – interest earnings only. At the current time, the district intends to use a portion of the reserve to offset claims paid in 2021-2022. |
| Restricted Fund Balance Reserve for Employee Benefits | Established to pay accrued benefits due employees upon termination of service for vacation, sick leave, personal leave, etc. | \$194,457.82 | \$275,000 transfer to General Fund as well as deposit of interest earnings. At the current time, the district intends to use a portion of the reserve to offset benefits paid to retirees per contractual language in 2021-2022. |
| Restricted Fund Balance Reserve for Capital -Building | Established to pay the cost of any object or purpose for which bonds may be issued. | \$836,519.08 | At the current time, the district intends to use a portion of the reserve to offset future capital projects. |
| Restricted Fund Balance Reserve for Capital – Transportation or Equipment | Established to pay the cost of any object or purpose for which bonds may be issued. | \$858,080.99 | Transferred \$300,000 from Unassigned General Fund Balance per BOE motion 2022-013 as well as deposit of interest earnings. At the current time, the district intends to use a portion of the reserve to offset future equipment purchases. |
| Restricted Fund Balance Other | Portion of Assigned Fund Balance that is held in trust by other Agents | \$810,000 | The district carried \$810,000 from 2020-2021 fiscal year. |
| Mandatory Reserve for Debt Service | To cover debt service payments on outstanding obligations after the sale of | \$972,596.58 | \$No activity – interest earnings only. At this current time, the district intends to use a portion of the reserve as payment of the debt obligations due in 2021-2022. |

| | | | |
|--|-----------------------------|--|--|
| | district capital assets. | | |
|--|-----------------------------|--|--|

A Regular Meeting of the Board of Education of the Madrid-Waddington Central School was held on December 13, 2021. The Board President, Bruce Durant, called the meeting to order at 6:30 PM.

ROLL CALL Present: Wyatt Boswell, Tina Bush (in at 6:32 PM), Bruce Durant, Charles Grant, Brian Hammond, Ryan Hayes, Katie Logan, Chris Pryce, and Mike Ruddy

Others: Eric Burke, Julie Abrantes, Joseph Binion, Nicole Weakfall, Patricia Bogart, Graham Hill, Caeleigh Burke, Aynsely French, Molly Bogart, Sarah Fitzgerald, Caleb Froats, and Kylie Planty

NO. 2022-054 Motion by Boswell, seconded by Pryce, to approve the minutes of the November 16, 2021 Regular
Approval of Board of Education Meeting.
Minutes

Yeas: All Present

Nays: None

NO. 2022-055 Motion by Hammond, seconded by Pryce, to approve the Treasurer's Report for the period ending
Treasurer's November 30, 2021.
Report

Yeas: All Present

Nays: None

NO. 2022-056 Motion by Grant, seconded by Pryce, to accept the recommendation of the Committee on
CSE/CPSE Special Education and Committee on Pre-School Special Education, as listed on the
Recommend- attached sheets, and approves the authorization of funds to implement the special education
ations programs and services consistent with such recommendations.
Yeas: All Present

Nays: None

The following report was given:

- Athletic Report – written by Bryan Harmer
- Environmental Club – Caeleigh Burke, Caleb Froats, Molly Bogart, Sarah Fitzgerald
- Student Liaison – Caleb Froats
 - Winter Athletics Update
 - Club Update
 - Christmas Concerts
 - Community Events
 - Student Recognition of Speech & Debate Place Finishers - Aoife Burke and Larry Blackmore
- Jr./Sr. High School Principal – Joseph Binion
 - DEI Update
- Elementary School Principal – Nicole Weakfall
 - NYS Test Data
- Superintendent's Report – Eric Burke
 - Capital Project
 - COVID Clinic Update

Discussion of Old and New Business

- Ogdensburg Correctional Proposition

2nd Reading of the Following Policies:

- Policy 3310 – Public Access to Records
- Policy 5641 – Smoking, Tobacco, and Cannabis (Marijuana) Use
- Policy 6150 – Alcohol, Tobacco, & Drugs & Other Substances (Staff)
- Policy 6160 – Professional Growth/Staff Development
- Policy 6217 – Registration & Professional Learning
- Policy 7133 – Education of Students in Temporary Housing
- Policy 7314 – Student Acceptable Use Policy

- Policy 7316 – Student Use of Personal Technology
- Policy 7320 – Alcohol, Tobacco, Drugs & Other Substance (Students)
- Policy 7531 – Sexual Harassment (Students)
- Policy 8271 – Internet Safety/Internet Content Filtering
- Policy 8280 – Instruction for English Language Learners

NO. 2022-057 Motion by Pryce, seconded by Boswell, that the board, upon the recommendation of Superintendent
Appointments Burke, does hereby approve the following personnel actions for the 2021-22 school year:

Appointments:

| | |
|-----------|---|
| J Young | 1. Jayden Young; Sub Tch., eff. 11/23/21, rate of \$100/day |
| J Lamere | 2. Jesse Lamere; Sub Tch. & TA, eff. 11/23/21, rate of \$100/day |
| E Newton | 3. Eric Newton; Sub Bus Driver, eff. 12/14/21, rate of \$12.70/hr |
| A Plante | 4. Austin Plante; Vol Asst. Cheer Coach, eff. 12/14/21 |
| K Silver | 5. Kyle Silver; Sub Tch. & TA, eff. 12/10/21, rate of \$100/day |
| C Ashley | 6. Cheryl Ashley; 4-hr. Food Service Worker, eff. 12/14/21, rate of \$13.20/hr |
| A Sharlow | 7. April Sharlow; Tch. Asst., 4-yr. Prob., eff. 12/14/21, yearly salary of \$19,412 |
| K Murray | 8. Katie Murray; Tch. Asst., 3-yr. Prob., eff. 1/3/21, yearly salary of \$22,064 |
| C Harris | 9. Christina Harris; Sub RN, eff. 12/14/21, rate of \$125/day |

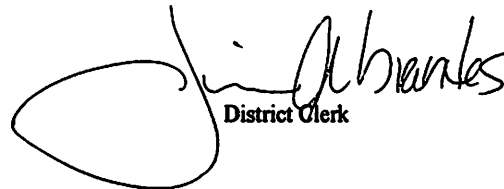
Yeas: All Present

Nays: None

No. 2022-058 Motion by Hammond, seconded by Pryce, to adjourn the regular meeting at 7:05 PM.
Adjournment

Yeas: All Present

Nays: None



District Clerk

AIA® Document B101™ – 2017

Standard Form of Agreement Between Owner and Architect

AGREEMENT made as of the Nineteenth day of January in the year Two Thousand Twenty-Two
(In words, indicate day, month and year.)

BETWEEN the Architect's client identified as the Owner:
(Name, legal status, address and other information)

Madrid-Waddington Central School District
2582 State Highway 345
PO Box 67
Madrid, NY 13660
(315) 322-5746

and the Architect:
(Name, legal status, address and other information)

SEI Design Group Architects, D.P.C.
224 Mill Street
Rochester, NY 14614
(585) 442-7010

for the following Project:
(Name, location and detailed description)

Madrid-Waddington Central School District
2022-2023 Capital Outlay Project located at
2582 State Highway 345
Madrid, New York 13660
SEI Project #22-4140

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

TABLE OF ARTICLES

| | |
|----|--------------------------------------|
| 1 | INITIAL INFORMATION |
| 2 | ARCHITECT'S RESPONSIBILITIES |
| 3 | SCOPE OF ARCHITECT'S BASIC SERVICES |
| 4 | SUPPLEMENTAL AND ADDITIONAL SERVICES |
| 5 | OWNER'S RESPONSIBILITIES |
| 6 | COST OF THE WORK |
| 7 | COPYRIGHTS AND LICENSES |
| 8 | CLAIMS AND DISPUTES |
| 9 | TERMINATION OR SUSPENSION |
| 10 | MISCELLANEOUS PROVISIONS |
| 11 | COMPENSATION |
| 12 | SPECIAL TERMS AND CONDITIONS |
| 13 | SCOPE OF THE AGREEMENT |

(Paragraph deleted)

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Article 1 and in optional Exhibit A, Initial Information:

(Complete Exhibit A, Initial Information, and incorporate it into the Agreement at Section 13.2, or state below Initial Information such as details of the Project's site and program, Owner's contractors and consultants, Architect's consultants, Owner's budget for the Cost of the Work, authorized representatives, anticipated procurement method, and other information relevant to the Project.)

2022-2023 Capital Outlay Project located at 2582 State Highway 345, Madrid, New York 13660 (SEI Project #21-4012). Scope of work includes selective classroom window replacement at the School Building.

Approved Authorization of \$100,000.

§ 1.2 The Owner's anticipated dates for commencement of construction and Substantial Completion of the Work are set forth below:

.1 Commencement of construction date:

October 2022

.2 Substantial Completion date:

June 2023

§ 1.3 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the schedule, the Architect's services and the Architect's compensation.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide the professional services as set forth in this Agreement.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance for the duration of this Agreement. If any of the requirements set forth below exceed the types and limits the Architect normally maintains, the Owner shall reimburse the Architect for any additional cost:

(Identify types and limits of insurance coverage, and other insurance requirements applicable to the Agreement, if any.)

- .1 General Liability
\$1,000,000 each occurrence, \$2,000,000 aggregate
- .2 Automobile Liability
\$1,000,000 combined single limit
- .3 Workers' Compensation
Statutory Limits
- .4 Professional Liability
\$2,000,000 per claim, \$3,000,000 aggregate
- .5 Umbrella/Excess Liability
\$5,000,000

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, consult with the Owner, research applicable design criteria, attend Project meetings, communicate with members of the Project team and report progress to the Owner.

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§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on the accuracy and completeness of services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution made without the Architect's approval.

§ 3.1.5 The Architect shall, at appropriate times, contact the governmental authorities required to approve the Construction Documents and the entities providing utility services to the Project. In designing the Project, the Architect shall respond to applicable design requirements imposed by such governmental authorities and by such entities providing utility services. The Architect's obligation to design the projects in accordance with standards of care generally applicable to the provision of professional architectural services in the Upstate New York area.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.2 SCHEMATIC DESIGN PHASE SERVICES

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, and the proposed procurement or delivery method and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 3.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project, including the feasibility of incorporating environmentally responsible design approaches. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project's requirements agreed upon with the Owner, the Architect shall prepare and present for the Owner's approval a preliminary design illustrating the scale and relationship of the Project components. The Architect shall not be required by the Owner to incorporate language into bidding information, bidding forms, the Conditions of the Contracts, and the forms of Agreement between the Owner and the Contractors not fully acceptable to the Architect.

§ 3.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital modeling. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

§ 3.3 DESIGN DEVELOPMENT PHASE SERVICES

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work.

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

§ 3.4 CONSTRUCTION DOCUMENTS PHASE SERVICES

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct the Work the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

§ 3.4.2 The Architect shall incorporate into the Construction Documents the design requirements of governmental authorities having jurisdiction over the Project. The Architect's obligation to design the projects in accordance with standards of care generally applicable to the provision of professional architectural services in the Upstate New York area.

§ 3.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) bidding and procurement information that describes the time, place and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications and may include bidding requirements and sample forms.

§ 3.4.4 The Architect shall update the estimate for the Cost of the Work.

§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

§ 3.5 BIDDING OR NEGOTIATION PHASE SERVICES

§ 3.5.1 GENERAL

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

§ 3.5.2 COMPETITIVE BIDDING

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 3.5.2.2 The Architect shall assist the Owner in bidding the Project by

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- .1 procuring the reproduction of Bidding Documents for distribution to prospective bidders;
- .2 distributing the Bidding Documents to prospective bidders, requesting their return upon completion of the bidding process, and maintaining a log of distribution and retrieval and of the amounts of deposits, if any, received from and returned to prospective bidders;
- .3 organizing and conducting a pre-bid conference for prospective bidders;
- .4 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to all prospective bidders in the form of addenda; and
- .5 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 The Architect shall consider requests for substitutions, if the Bidding Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective bidders.

§ 3.5.3 NEGOTIATED PROPOSALS

§ 3.5.3.1 Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

§ 3.5.3.2 The Architect shall assist the Owner in obtaining proposals by

- .1 procuring the reproduction of Proposal Documents for distribution to prospective contractors, and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors; and
- .3 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

§ 3.5.3.3 The Architect shall consider requests for substitutions, if the Proposal Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective contractors.

§ 3.6 CONSTRUCTION PHASE SERVICES

§ 3.6.1 GENERAL

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™–2007, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201–2007, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.6.1.3 Subject to Section 4.3, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

§ 3.6.2 EVALUATIONS OF THE WORK

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.3.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees or other persons or entities performing portions of the Work.

§ 3.6.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

§ 3.6.2.5 Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201–2007, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

§ 3.6.3 CERTIFICATES FOR PAYMENT TO CONTRACTOR

§ 3.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject (1) to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) to results of subsequent tests and inspections, (3) to correction of minor deviations from the Contract Documents prior to completion, and (4) to specific qualifications expressed by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.

§ 3.6.4 SUBMITTALS

§ 3.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review.

§ 3.6.4.2 In accordance with the Architect-approved submittal schedule, the Architect shall review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or

procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review Shop Drawings and other submittals related to the Work designed or certified by the design professional retained by the Contractor that bear such professional's seal and signature when submitted to the Architect. The Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to the provisions of Section 4.3, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth in the Contract Documents the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to requests for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

§ 3.6.5 CHANGES IN THE WORK

§ 3.6.5.1 The Architect may authorize minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to the provisions of Section 4.3, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

§ 3.6.6 PROJECT COMPLETION

§ 3.6.6.1 The Architect shall conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; receive from the Contractor and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and assembled by the Contractor; and issue a final Certificate for Payment based upon a final inspection indicating the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 3.6.6.3 When the Work is found to be substantially complete, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

ARTICLE 4 ADDITIONAL SERVICES

§ 4.1 Additional Services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Additional Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2.

(Designate the Additional Services the Architect shall provide in the second column of the table below. In the third column indicate whether the service description is located in Section 4.2 or in an attached exhibit. If in an exhibit, identify the exhibit.)

| Supplemental Services | Responsibility <i>(Architect, Owner, or not provided)</i> |
|---|--|
| § 4.1.1.1 Programming | Not Provided |
| § 4.1.1.2 Multiple preliminary designs | Not Provided |
| § 4.1.1.3 Measured drawings | Not Provided |
| § 4.1.1.4 Existing facilities surveys | Not Provided |
| § 4.1.1.5 Site evaluation and planning | Not Provided |
| § 4.1.1.6 Building Information Modeling | Not Provided |
| § 4.1.1.7 Civil engineering | Not Provided |
| § 4.1.1.8 Landscape design | Not Provided |
| § 4.1.1.9 Architectural interior design | Not Provided |
| § 4.1.1.10 Value analysis | Not Provided |
| § 4.1.1.11 Detailed cost estimating | Not Provided |
| § 4.1.1.12 On-site project representation | Not Provided |
| § 4.1.1.13 Conformed construction documents | Not Provided |
| § 4.1.1.14 As-designed record drawings | Not Provided |
| § 4.1.1.15 As-constructed record drawings | Not Provided |
| § 4.1.1.16 Post-occupancy evaluation | Not Provided |
| § 4.1.1.17 Facility support services | Not Provided |
| § 4.1.1.18 Tenant-related services | Not Provided |
| § 4.1.1.19 Coordination of Owner's consultants | Not Provided |
| § 4.1.1.20 Telecommunications/data design | Not Provided |
| § 4.1.1.21 Security evaluation and planning | Not Provided |
| § 4.1.1.22 Commissioning | Not Provided |
| § 4.1.1.23 Extensive environmentally responsible design | Not Provided |
| § 4.1.1.24 LEED® Certification | Not Provided |
| § 4.1.1.25 Fast-track design services | Not Provided |
| § 4.1.1.26 Historic preservation | Not Provided |
| § 4.1.1.27 Furniture, furnishings, and equipment design | Not Provided |
| | |

§ 4.1.28 Upon written authorization, the following Additional Services (if needed) shall be compensated in accordance with Article 11.2:

§ 4.1.28.1 Making revisions in drawings, specifications or other documents when such revisions are:

- inconsistent with approvals or instructions previously given by the Owner, including revisions made necessary by adjustments in the Owner's program or Project budget;
- required by the enactment or revision of codes, laws or regulations subsequent to the preparation of such documents; or

c. due to changes required as a result of the Owner's failure to render decisions in a timely manner.

§ 4.1.28.2 Providing services required because of significant changes in the Project including, but not limited to, size, quality, complexity, the Owner's schedule, or the method of bidding or negotiating and contracting for construction, except for services required under Section 5.2.5.

§ 4.1.28.3 Preparing Drawings, Specifications and other documentation and supporting data, evaluating Contractor's proposals, and providing other services in connection with Change Orders and Construction Change Directives.

§ 4.1.28.4 Providing services in connection with evaluating substitutions proposed by the Contractor and making subsequent revisions to Drawings, Specifications and other documentation resulting therefrom.

§ 4.1.28.5 Providing consultation concerning replacement of Work damaged by fire or other cause during construction, and furnishing services required in connection with the replacement of such Work.

§ 4.1.28.6 Providing services made necessary by the default of the Contractor, by major defects or deficiencies in the Work of the Contractor, or by failure of performance of either the Owner or Contractor under the Contract for Construction.

§ 4.1.28.7 Providing services in evaluating an extensive number of claims submitted by the Contractor or others in connection with the Work.

§ 4.1.28.8 Providing services in connection with a public hearing, a dispute resolution proceeding or a legal proceeding except where the Architect is party thereto.

§ 4.1.28.9 Preparing documents for alternate, separate or sequential bids or providing services in connection with bidding, negotiation or construction prior to the completion of the Construction Documents Phase.

(Paragraphs deleted)

§ 4.1.28.10 Providing review and approval of Shop Drawings, Product Data and Samples in excess of the initial submission and two (2) resubmissions.

§ 4.1.28.11 Preparing documents for bid packages in excess of those required by General Municipal Law plus THREE (3) Additional Packages.

§ 4.1.28.12 Providing financial feasibility or other special studies.

§ 4.1.28.13 Providing planning surveys, site evaluations or comparative studies of prospective sites.

§ 4.1.28.14 Providing special surveys, environmental studies and submissions required for approvals of governmental authorities or others having jurisdiction over the Project.

§ 4.1.28.15 Providing services relative to future facilities, systems and equipment.

§ 4.1.28.16 Providing services to verify the accuracy of drawings or other information furnished by the Owner.

§ 4.1.28.17 Providing coordination of construction performed by separate contractors or by the Owner's own forces and coordination of services required in connection with construction performed and equipment supplied by the Owner.

§ 4.1.28.18 Providing services in connection with the work of a construction manager or separate consultants retained by the Owner.

§ 4.1.28.19 Providing detailed quantity surveys or inventories of material, equipment and labor.

§ 4.1.28.20 Providing analyses of owning and operating costs.

§ 4.1.28.21 Providing interior design and other similar services required for or in connection with the selection, procurement or installation of furniture, furnishings and related equipment.

§ 4.1.28.22 Making investigations, inventories of materials or equipment, or valuations and detailed appraisals of existing facilities.

§ 4.1.28.23 Providing assistance in the utilization of equipment or systems such as testing, adjusting and balancing, preparation of operation and maintenance manuals, training personnel for operation and maintenance, and consultation during operation.

§ 4.1.28.24 Providing services after issuance to the Owner of the final Certificate for Payment, or in the absence of a final Certificate for Payment, more than 60 days after the date of Substantial Completion of the Work.

§ 4.1.28.25 Providing any other services not otherwise included in this Agreement or not customarily furnished in accordance with generally accepted architectural practice.

§ 4.2 Insert a description of each Additional Service designated in Section 4.1 as the Architect's responsibility, if not further described in an exhibit attached to this document.

None

§ 4.3 Additional Services may be provided after execution of this Agreement, without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.3 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

§ 4.3.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including, but not limited to, size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the Owner's request for extensive environmentally responsible design alternatives, such as unique system designs, in-depth material research, energy modeling, or LEED® certification;
- .3 Changing or editing previously prepared Instruments of Service necessitated by the enactment or revision of codes, laws or regulations or official interpretations;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital data for transmission to the Owner's consultants and contractors, or to other Owner authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of bidders or persons providing proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.3.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

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- .1 Three (3) reviews of each Shop Drawing, Product Data item, sample and similar submittal of the Contractor
- .2 Bi-weekly visits to the site by the Architect over the duration of the Project during construction
- .3 Two (2) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 One (1) inspections for any portion of the Work to determine final completion

The Architect will only provide services exceeding the above limits upon notification by the Owner, in writing, authorization to proceed with additional services.

§ 4.3.4 If the services covered by this Agreement have not been completed within Eighteen (18) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements. Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of or enforce lien rights.

§ 5.2 The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include but are not limited to test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants maintain professional liability insurance as appropriate to the services provided.

§ 5.7 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.8 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.9 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.10 Except as otherwise provided in this Agreement, or when direct communications have been specially authorized, the Owner shall endeavor to communicate with the Contractor and the Architect's consultants through the Architect about matters arising out of or relating to the Contract Documents. The Owner shall promptly notify the Architect of any direct communications that may affect the Architect's services.

§ 5.11 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.12 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.13 The Owner shall furnish the required information and services and shall render approvals and decisions as expeditiously as necessary for the orderly progress of the Architect's services and Work of the Contractors.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work does not include the compensation of the Architect, the costs of the land, rights-of-way, financing, and contingencies for changes in the Work or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and may be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work or from any estimate of the Cost of the Work or evaluation prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding and price escalation; to determine what materials, equipment, component systems and types of construction are to be included in the Contract Documents; to make reasonable adjustments in the program and scope of the Project; and to include in the Contract Documents alternate bids as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget for the Cost of the Work. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requests detailed cost estimating services, the Architect shall provide such services as an Additional Service under Article 4.

§ 6.4 If the Bidding or Negotiation Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, through no fault of the Architect, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect, without additional compensation, shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. The Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project. If the Owner and Architect intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 Upon execution of this Agreement, the Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service solely and exclusively for use in performing services or construction for the Project. Any termination of this Agreement prior to completion of the Project shall terminate this license. Upon such termination, the Owner shall refrain from making further reproductions of Instruments of Service and shall return to the Architect within seven days of termination all originals and reproductions in the Owner's possession or control. If and upon the date the Architect is adjudged in default of this Agreement, the foregoing license shall be deemed terminated and replaced by a second, nonexclusive license permitting the Owner to authorize other similarly credentialed design professionals to reproduce and, where permitted by law, to make changes, corrections or additions to the Instruments of Service solely for purposes of completing, using and maintaining the Project.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the author of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the

Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 7.5 The Owner agrees that the technical methods, design details, techniques and pricing data contained in any material submitted by the Architect pertaining to this Project or this Agreement shall be considered confidential and proprietary, and shall not be released or otherwise made available to any third party without the express written consent of the Architect. The Owner further agrees to waive all claims against the Architect resulting in any way from any unauthorized changes to or reuse of the electronic files for any other project by anyone other than the Architect

§ 7.6 Under no circumstances shall delivery of electronic files for use by the Owner be deemed a sale by the Architect, and the Architect makes no warranties, either expressed or implied, of the merchantability and fitness for any particular purpose. In no event shall the Architect be liable for indirect or consequential damages as a result of the Owner's use or reuse of the electronic files

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 GENERAL

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action, whether in contract, tort, or otherwise, against the other arising out of or related to this Agreement in accordance with the requirements of the method of binding dispute resolution selected in this Agreement within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201-2007, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents and employees of any of them similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

§ 8.2 MEDIATION

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Agreement, and filed with the person or entity administering the mediation. Mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of

performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Architect shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due. However, where the contract is terminated by the Owner due to failure to obtain voter approval and/or failure to obtain approval by the Commissioner of Education and/or failure to obtain/maintain funding, the District shall only be obligated to pay Architect for services performed and Reimbursable Expenses incurred prior to termination and upon such payment, all rights and liabilities to the parties to the other shall be terminated.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, except that if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2007, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any

form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB), mold, fungus or other toxic substances..

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project.

§ 10.8 If the Architect or Owner receives information specifically designated by the other party as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except to (1) its employees, (2) those who need to know the content of such information in order to perform services or construction solely and exclusively for the Project, or (3) its consultants and contractors whose contracts include similar restrictions on the use of confidential information.

§ 10.9 The Owner agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless the Architect, its officers, partners, employees and consultants (collectively, Architect) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability or any other cause of action, except for the sole negligence or willful misconduct of the Architect.

§10.10 The Architect shall not be required to sign any document that would result in the Architect's having to certify, guarantee or warrant the existence of conditions whose existence the Architect cannot ascertain. The Owner also agrees not to make resolution of any dispute with the Architect or payment of any amount due to the Architect in any way contingent upon the Architect's signing any such certification.

§ 10.11 As used herein, the word "certify" shall mean an expression of the Architect's professional opinion to the best of its information, knowledge and belief, and does not constitute a warranty or guarantee by the Architect.

§10.12 In the event that the Owner requests the Architect to specify a pre-engineered building, the Owner acknowledges that the Architect will not engineer, design, manufacture, assemble or erect said building and is not responsible for defects or deficiencies in the building. The Owner waives all claims against the Architect arising in any way from the specification of the building or for any defects, deficiencies, errors or omissions in the design, fabrication or erection of the building. In addition, the Owner agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Architect, its officers, directors, employees and subconsultants (collectively, Architect) against all damages, liabilities or costs, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the specification, design, fabrication, erection or use of the buildings, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Architect.

§10.13 If the Architect becomes aware of delays due to time allowances for review and approval being exceeded, delay by the Contractor, the Owner, the Owner's consultants or any other cause beyond the control of the Architect, which will result in the schedule for performance of the Architect's services not being met, the Architect shall promptly notify the Owner. If the Owner becomes aware of any delays or other causes that will affect the Architect's schedule, the Owner shall promptly notify the Architect. In either event, the Architect's schedule for performance of its services shall be equitably adjusted.

§10.14 The Owner agrees that any and all limitations of the Architect's liability and indemnifications by the Owner to the Architect shall include and extend to those individuals and entities the Architect retains for performance of the services under this Agreement, including but not limited to the Architect's officers, partners and employees and their heirs and assigns, as well as the Architect's subconsultants and their officers, employees, heirs and assigns.

§ 10.15 It is recognized that the Owner faces certain obligations under the Americans with Disabilities Act (ADA) that could affect the design of the project. It is further recognized that the ADA is federal civil rights legislation that is not part of, or necessarily compatible with, state or local laws, codes, and regulations governing construction. The Architect will endeavor to design for accessibility by persons with disabilities in conformance with applicable provisions and references in applicable state or local building codes. The Architect further agrees to include in the design such provisions for persons with disabilities as the Owner may request in response to the ADA, provided such requests are timely made, technically achievable and in conformance with all other pertinent codes and regulations.

§ 10.16 The Architect shall be named as additional insured on all Owner's insurance policies associated with the project.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation.)

Compensation for Architectural Services shall be a lump sum fee of **Nine Thousand Six Hundred Dollars and No Cents (\$9,600.00)**.

§ 11.2 For Additional Services designated in Section 4.1, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

Hourly, as per SEI Design Group hourly billing rates. Reference Attachment "A"; services shall not be provided without prior written authorization.

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.3, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation.)

Hourly, as per SEI Design Group hourly billing rates. Reference Attachment "A"; services shall not be provided without prior written authorization.

§ 11.4 Compensation for Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus fifteen percent (15%), or as otherwise stated below:

N/A

§ 11.5 Where compensation for Basic Services is based on a stipulated sum or percentage of the Cost of the Work, the compensation for each phase of services shall be as follows:

| | | | | |
|------------------------------|-------------|-----------|-----|----|
| Schematic Design Phase | Twenty | percent (| 20 | %) |
| Design Development Phase | Twenty | percent (| 20 | %) |
| Construction Documents Phase | Thirty-Five | percent (| 35 | %) |
| Bidding or Negotiation Phase | Five | percent (| 5 | %) |
| Construction Phase | Twenty | percent (| 20 | %) |
| Total Basic Compensation | one hundred | percent (| 100 | %) |

§ 11.6 When compensation is based on a percentage of the Cost of the Work and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions, in accordance with the schedule set forth in Section 11.5 based on (1) the lowest bona fide bid or negotiated proposal, or (2) if no such bid or proposal is received, the most recent estimate of the Cost of the

Work for such portions of the Project. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants, if any, are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices. *(If applicable, attach an exhibit of hourly billing rates or insert them below.)*

Reference Exhibit "A" - Hourly Billing Rates.

| Employee or Category | Rate |
|----------------------|------|
|----------------------|------|

§ 11.8 COMPENSATION FOR REIMBURSABLE EXPENSES

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets;
- .3 Fees paid for securing approval of authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, standard form documents;
- .5 Postage, handling and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, models, mock-ups, professional photography, and presentation materials requested by the Owner;
- .8 Architect's Consultant's expense of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits if the Owner requests such insurance in excess of that normally carried by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses; and
- .11 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus twenty-five percent (25 %) of the expenses incurred.

§ 11.9 COMPENSATION FOR USE OF ARCHITECT'S INSTRUMENTS OF SERVICE

If the Owner terminates the Architect for its convenience under Section 9.5, or the Architect terminates this Agreement under Section 9.3, the Owner shall pay a licensing fee as compensation for the Owner's continued use of the Architect's Instruments of Service solely for purposes of completing, using and maintaining the Project as follows:

As negotiated at time of termination.

§ 11.10 PAYMENTS TO THE ARCHITECT

§ 11.10.1 An initial payment of zero (\$0) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 11.10.2 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.
(Insert rate of monthly or annual interest agreed upon.)

One and one-half percent (1.5%) of the past due amount per month, which shall be calculated from the invoice due date. Payment thereafter, shall be first applied to accrued interest and then to unpaid principal.

§ 11.10.3 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.4 Records of Reimbursable Expenses, expenses pertaining to Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:

N/A

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents listed below:

- .1 AIA Document B101™-2017, Standard Form Agreement Between Owner and Architect
- .2 Other documents:

(List other documents, if any, including Exhibit A, Initial Information, and additional scopes of service, if any, forming part of the Agreement.)

Exhibit "A": SEI Hourly Billing Rates

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

Eric Burke, Superintendent of Schools
(Printed name and title)

ARCHITECT (Signature)

Michael J. Ebertz, AIA, Senior Principal
(Printed name, title, and license number, if required)



Hourly Billing Rates

Effective rates through December 2022

| | |
|--|-----------------|
| Senior Principal | \$245.00 |
| Principal | \$206.00 |
| Associate Principal | \$183.00 |
| Senior Project Manager | \$171.00 |
| Project Manager | \$165.00 |
| Senior Architect | \$144.00 |
| Architect | \$131.00 |
| Graphics | \$124.00 |
| Senior Designer | \$124.00 |
| Marketing | \$114.00 |
| Designer | \$95.00 |
| Draftsperson/CAD Operator | \$85.00 |
| Senior Construction Administrator | \$181.00 |
| Construction Administrator | \$137.00 |
| Clerical | \$78.00 |
| Intern | \$45.00 |

Madrid-Waddington Central School District

Instructional Technology Plan

2022-2025



Approved by the Madrid-Waddington Central School District Board of Education

***** , 2022

I. District LEA

1. What is the name of the district administrator responsible for entering the Instructional Technology Plan data? Eric Burke
 2. What is the title of the district administrator responsible for entering the Instructional Technology Plan data? Superintendent
-

II. Strategic Technology Planning

1. What is the overall district mission?

The Madrid-Waddington Central School District, in partnership with home and community, within a safe environment of empathy, compassion and respect commits to maximizing each student's achievement in all domains regardless of learning style or ability.

2. What is the vision statement that guides instructional technology use in the district?

Madrid-Waddington Central School, with the intent to allow all students to meet or exceed standards, will: Develop collaborative and communicative skills, Prepare students for productive employment and lifelong learning, Accept the responsibility to set and monitor attainable goals for staff and students.

3. Summarize the planning process used to develop answers to the Instructional Technology Plan questions and/or your district comprehensive Instructional Technology Plan. Please include the stakeholder groups participating and the outcomes of the instructional technology plan development meetings.

The planning process for the Madrid-Waddington instructional technology plan included members of the following stakeholder groups: Elementary and Secondary Teachers; administrators; community/parent representatives, and school board members, as well as BOCES and NERIC staff. The goals of the stakeholder groups focused on technology literacy for students and faculty; the effective use of technology as an instructional tool; access to internet, device, and software; maintaining compliant software and hardware; implementation of the NYSED Computer Science and Digital Fluency standards; upgrades to technical infrastructure; and researching and reviewing developing technology for possible future District implementation.

4. How does the district's Instructional Technology Plan build upon, continue the work of, and improve upon the previous three-year plan?

The District's Instructional Technology Plan builds upon the previous plan's goals by including an emphasis on the Computer Science and Digital Fluency skills and developing professional development of these new

Standards. It also includes provisions for home internet and device access at all times to allow for instructional flexibility. The Plan also focuses on infrastructure upgrades. The planning committee focused on strengths and areas of improvement based upon not only the implementation of the previous three-year plan, but the results of the global pandemic and current needs of the district. The district has met, or is in the process of meeting, all of the goals from the previous plan.

5. How does the district Instructional Technology Plan reflect experiences during the COVID pandemic?

This district Instructional Technology Plan reflects the experiences during the COVID pandemic by creating a plan to ensure every student has a viable internet connection at their place of residence for remote learning access. Additionally, the district shifted from a "cart" model of device access to a model of 1:1 for students in grades 6-12, and a 2:1 model for students in grades K-5 (one device in school and one at home). Our device deployment changed to a rotation where each year new devices will be given to students entering grades 1, 4, 7, & 10; as well as all teachers and teacher assistants. That three-year cycle allows for a rotation that ensures the lifespan of each device does not exceed four years.

The district has employed an Instructional Technology Specialist for eight years, which allowed teachers to be familiar with platforms that would help during remote learning, such as Google Classroom as a Learning Management System, as well as its suite of tools. During the onset of the pandemic, the District Technology Coordinator/Instructional Technology Specialist provided daily Professional Development from March 16th Through June of 2020. These training sessions revolved around remote learning teaching strategies, and technology integration that was standards-based and accessible by all devices. Two new tools were implemented and teachers were provided instruction on how to manipulate PDFs for students to make them interactive, as well as video software that allowed for a more "flipped" learning opportunity. The summer of 2020 provided more training with educational technologies, including a district-wide English Reading/Language Arts and Math local assessment benchmarking program, as well as a parent communication tool implemented district-wide. The addition of these programs were all based on results from teacher, parent, and community surveys that were, and continue to be, sent to all stakeholders involved.

6. Is your district currently fully 1:1? Yes

7. Please describe the professional development plan for building the capacity of educators and administrators in the attainment of the instructional technology vision as stated in response to question 2.

The professional development plan for building capacity of educators and administrators in the attainment of the instructional technology vision is included in the district's annual Professional Learning Plan. The Madrid-Waddington Central School District's Professional Learning Plan for 2021-2022 can be found here: <https://www.mwck12.org/Downloads/Professional%20Learning%20Plan%202021-2022.pdf>

The technology professional development for the district will be rooted in curricular programs and the tools the district has adopted to meet the needs of all students. The district will provide targeted, needs-based, personalized professional development upon implementation of new curricular resources, new softwares, teacher usage, teachers' responses to educational technology needs surveys. The educational technology needs of the students and staff will be continuously monitored and evaluated, creating professional

development opportunities on a continual basis.

III. Goal Attainment

Overview: In this new section, the District is asked to outline the extent to which they have achieved, at the local level, goals put forth in the 2010 Statewide Learning Technology Plan.

1. Digital Content – The District uses standards-based, accessible digital content that supports all curricula for all learners.

The district has met this goal: Significantly

2. Digital Use – The District’s learners, teachers, and administrators are proficient in the use of technology for learning.

The district has met this goal: Significantly

3. Digital Capacity and Access – The District’s technology infrastructure supports learning and teaching in all of the District’s environments.

The district has met this goal: Fully

4. Leadership – The District Instructional Technology Plan is in alignment with the Statewide Learning Technology Plan vision.

The district has met this goal: Significantly

5. Accountability – District-level information is posted on the District website, is easy to access, and is easily understood. Information provided includes the results achieved by the District in their efforts to enable students to build knowledge, master skills, and grasp opportunities for a better life.

The district has met this goal: Significantly

IV. Action Plan

A. Goal 1: Teaching and learning will improve by continuing and broadening existing practices, maintaining and improving instructional flexibility, and the incorporation of a Computer Science and Digital Fluency certified teacher.

1. In remote instruction situations, students will continue to be able to connect remotely. This will be observed through attendance collection in these situations. Adjustments will be made by the district according to attendance results.
2. The usage of digital platforms will be monitored through software programs to determine access time, location, and duration.
3. Once hired, the CSDF certified teacher will teach a curriculum that addresses the New York State Computer Science and Digital Fluency Standards. This teacher will also collaborate with other teachers to implement the new standards in each classroom.

| | Action Step | Action Step Description | Responsible Stakeholder | "Other" Responsible Stakeholder | Anticipated Date of Completion | Anticipated Cost |
|---------------|------------------------|---|---------------------------------------|--|--------------------------------|------------------|
| Action Step 1 | Planning | Research funding options for a CSDF certified teacher | Technology Planning Committee (other) | Technology Planning Committee | 07/01/2023 | 0 |
| Action Step 2 | Community Partnerships | Coordinate with local education entities regarding partnership opportunities for CSDF certified personnel | Technology Coordinator | Technology Coordinator | 01/01/2023 | 0 |
| Action Step 3 | Budgeting | Hire a CSDF certified teacher | Superintendent | MWCS Board of Education | 09/01/2023 | 300,000 |
| Action Step 4 | Implementation | Implementation of CSDF standards within K-12 curriculum | Classroom Teacher | Computer Science and Digital Fluency certified Teacher | 06/30/2025 | 75,000 |

B. Goal 2: Create, maintain, and update an inventory of compliant learning hardware and software to be used by teachers to enhance and diversify their instructional practices so as to meet district curriculum goals.

1. The district will purchase subscriptions of Education Law 2§d-compliant hardware and software utilized in classrooms. A list of this software will be maintained and shared with instructional staff, and be posted to the district website. The list will be reviewed frequently by stakeholders, including the Technology Committee and teachers, to identify programs that are being successfully integrated into the curriculum. This goal will be evaluated using a variety of formal and informal measures, including the following formative data:
 - a) Edmentum ExactPath progress monitoring
 - b) New York State 3-8 ELA, Math, and Science tests
 - c) New York State Regents exams
 - d) Usage data from digital curriculum resources
2. Successful completion of this goal will be measured based upon the data from these reports, as well as feedback generated from more informal data gathered in the classrooms. Teachers will meet in grade level and department data meetings to identify strengths and weaknesses that will drive planning and curriculum development through the lens of educational hardware and software.

| | Action Step | Action Step Description | Responsible Stakeholder | "Other" Responsible Stakeholder | Anticipated Date of Completion | Anticipated Cost |
|---------------|-------------|---|-------------------------|---------------------------------|--------------------------------|------------------|
| Action Step 1 | Planning | A committee will meet to review, evaluate, and approve educational software and hardware. | Other | Technology Coordinator | 6/30/2025 | 0 |

| | | | | | | |
|---------------|----------------|---|-------------------|------------------------|------------|-----------|
| Action Step 2 | Budgeting | The district will procure and maintain Education Law 2§d-compliant hardware and software while remaining within the district budget | Business Official | Technology Coordinator | 6/30/2025 | 1,500,000 |
| Action Step 3 | Data Privacy | Software and hardware will be evaluated for compliance with Data Privacy and NIST Standards and district contracts will be secured. | Superintendent | Technology Coordinator | 06/30/2025 | 0 |
| Action Step 4 | Implementation | The district will publish the list of available hardware and software to faculty and encourage its implementation in the classroom through training sessions and other support. | Other | Technology Coordinator | 06/30/2025 | 0 |
| Action Step 5 | Evaluation | Identify standards where improvement is necessary using state and local assessments and the ExactPath program. Quarterly grade level (vertical and horizontal) & department meetings will evaluate student growth in grades K-12. Classroom teachers will inform the Technology Committee of software and hardware needs that will help student growth. | Principal | Classroom Teacher | 06/30/2025 | 0 |

C. Goal 3: The district will continue to develop practices to ensure learning will continue without interruption based on device and internet access.

1. The district will continually administer Needs Assessments of families and constant communication that notifies the school of lack of internet service and/or functioning devices.
2. The district will continually administer Needs Assessments of staff to ensure their home internet access and device needs are being met.
3. The district will keep a surplus inventory of devices to account for a 1:1 implementation that takes into account accidents and breakage.
4. The district will monitor the home situations of families to ensure there is internet access available at all times.

The district will know if these goals have been met based on the frequency issues are brought up and addressed in regards to access and devices.

| | Action Step | Action Step Description | Responsible Stakeholder | "Other" Responsible Stakeholder | Anticipated Date of Completion | Anticipated Cost |
|---------------|-------------------|---|-------------------------|---------------------------------|--------------------------------|------------------|
| Action Step 1 | Evaluation | Evaluate the need for access and devices continually | Other | Technology Coordinator | 07/01/2021 | |
| Action Step 2 | Budgeting | Maintain a 1:1 environment with home device and internet access. | Other | Technology Coordinator | 07/01/2021 | 290,000 |
| Action Step 3 | Communications | Communicate to families that internet and device access is accessible for all students. | Superintendent | Superintendent | 07/01/2021 | 10,000 |
| Action Step 4 | Policy/ Protocols | Creation of a Responsible Use Agreement | Other | Technology Planning Committee | 12/01/2021 | 4,800 |

D. Goal 4: The district will continue to sustain a robust, secure network to ensure sufficient, reliable high-speed connectivity for learners, educators, and leaders, focusing on the following areas:

- 1. Increasing outdoor wireless access throughout the campus**
- 2. Update security camera coverage and devices**
- 3. Update Cat5 runs with Cat6 or newer**
- 4. Maintain all district network switches, servers, uninterrupted power supplies, and access points**

This instructional technology goal will be measured and evaluated on an ongoing basis as the district continues to upgrade infrastructure and networking. As new areas of need are identified and communicated to the district and Technology Committee, plans will be made to address the needs and move forward with a budgeting and implementation plan.

| | Action Step | Action Step Description | Responsible Stakeholder | "Other" Responsible Stakeholder | Anticipated Date of Completion | Anticipated Cost |
|---------------|----------------|--|-------------------------|---------------------------------|--------------------------------|------------------|
| Action Step 1 | Infrastructure | The district will monitor the campus wireless, security camera, access point, switch, ethernet, and UPS structure to propose updates | Other | Technology Coordinator | 06/30/2025 | 0 |
| Action Step 2 | Planning | The district will, upon evaluation of the current life cycle replacement plan, determine necessary upgrades. | Other | Technology Coordinator | 06/30/2025 | 0 |
| Action Step 3 | Budgeting | Identified upgrades will be incorporated into annual budgets. | Business Official | Technology Coordinator | 06/23/2025 | 0 |
| Action Step 4 | Purchasing | Annual budgeting will prioritize purchases on a yearly basis. | Other | Technology Coordinator | 06/23/2025 | 1,500,000 |

E. Goal 5: The district will provide access to relevant and rigorous professional development to ensure educators and leaders are proficient in the integration of learning technologies through the following practices:

- 1. Staff training of the New York State Computer Science and Digital Fluency Standards**
- 2. Continued Professional Development of all technologies, including hardware and software.**
 - a) Provide turnkey training for staff members throughout the school year**

The District will offer Professional Development on the New York State Computer Science and Digital Fluency Standards. The utilization of Building Leadership Teams at the Elementary and High Schools will help identify areas where teachers are requesting Professional Development. Shared Decision Making Teams and the Technology Committee will also meet and discuss Professional Development requests. The Technology Committee and its subcommittees will evaluate usage metrics from instructional technology software programs to drive Professional Development needs.

The ongoing goal will be accomplished when the district meets the needs and requests delineated by staff members in surveys and meetings.

| | Action Step | Action Step Description | Responsible Stakeholder | "Other" Responsible Stakeholder | Anticipated Date of Completion | Anticipated Cost |
|---------------|-------------|--|-------------------------|---------------------------------|--------------------------------|------------------|
| Action Step 1 | Planning | Relevant stakeholders will identify how to properly implement the CSDF standards into lessons and curricula. | Classroom Teachers | Principals | 06/30/2025 | 0 |
| Action Step 2 | Curriculum | CSDF standards will be incorporated into classroom lesson plans as well as a stand alone curriculum where CSDF standards are taught by a CSDF certified teacher. | Classroom Teachers | Principals | 06/30/2025 | 0 |
| Action Step 3 | Budgeting | Annual budgets will consider professional development needs for classroom teachers | Business Official | Technology Coordinator | 06/30/2025 | 0 |

| | | | | | | |
|---------------|--------------------------|--|--------------------|---------------------|------------|--------|
| | | to learn about and how to incorporate the CSDF standards into their lessons and curricula. | | | | |
| Action Step 4 | Professional Development | In-house and regional professional development opportunities will be provided for district staff. | Superintendent | Building Principals | 06/30/2025 | 50,000 |
| Action Step 5 | Collaboration | In-house professional development will be provided by district turnkey trainers (teachers) to help implement the New York State Digital Fluency Standards into classroom curriculum and instruction. | Building Principal | Classroom Teachers | 6/30/2025 | 50,000 |

V. NYSED Initiatives Alignment

- A. The Madrid-Waddington District plans to continue to support enhanced and flexible educational opportunities in a blended learning environment through the use of compliant educational hardware and software. The district will provide 1:1 device allocation. However, the district is committed to supporting “BYOD” instruction. To maintain the safety and security of our students, as well as provide the most robust wireless connections, the district plans to continuously update ethernet runs, switches, servers, uninterruptible power supplies, outdoor wireless connections, security camera coverage, and hardware. All of these updates will ensure the wellbeing of our teachers and students by providing a safe and secure learning environment.
- B. The Madrid-Waddington District will provide every student with a device that allows them to connect to their curriculum content. In instances of inaccessible internet access at home, the district will provide high internet access for all students. The district will employ a Technology Coordinator to make sure all families’ connection and device needs are met by the District. While on-campus, students, staff, and committee members will experience robust connections and access to devices.
- C. Students with Disabilities: the needs of these students will be addressed ensuring equitable access to instruction, materials, and assessments by providing Special Education teachers and assistants access and related appropriate training to any hardware or software programs that will benefit the students on an individualized need basis. Each year, the goal of the Special Education Department is to build on existing technology and provide new assistive technological opportunities for our students with special needs as appropriate. The purchase of equipment and support are based on the current needs of each individual student at the time needed. The district has funded and implemented interactive touchscreens in each classroom that will be kept updated. All future Chromebook purchases will be touchscreen to accommodate various learning styles. The education of staff

and students in these programs is paramount for effectiveness, and Professional Development in this area is supported.

D. How does the district utilize technology to address the needs of students with disabilities to ensure equitable access to instruction, materials, and assessments? Please check all that apply from the provided options and/or check 'Other' for options not available on the list.

- Class lesson plans, materials, and assignment instructions are available to students and families for
- Direct instruction is recorded and provided for students to access asynchronously (such as through a learning management system or private online video channel).
- Technology is used to provide additional ways to access key content, such as providing videos or other visuals to supplement verbal or written instruction or content.
- Text to speech and/or speech to text software is utilized to provide increased support for comprehension of written or verbal language.
- Assistive technology is utilized.
- Technology is used to increase options for students to demonstrate knowledge and skill.
- Learning games and other interactive software are used to supplement instruction.
- Other (please identify in Question 4a, below)
 - For physically disabled students, the District will provide alternate seating furniture and assistive devices to make access to all technologies accessible for each student's need.

E. Please select the professional development that will be offered to teachers of students with disabilities that will enable them to differentiate learning and to increase student language and content learning through the use of technology. Please check all that apply from the provided options and/or check 'Other' for options not available on the list.

- Technology to support writers in the elementary classroom

- Technology to support writers in the secondary classroom
- Research, writing and technology in a digital world
- Enhancing children's vocabulary development with technology
- Reading strategies through technology for students with disabilities
- Choosing assistive technology for instructional purposes in the special education classroom
- Using technology to differentiate instruction in the special education classroom
- Using technology as a way for students with disabilities to demonstrate their knowledge and skills
- Multiple ways of assessing student learning through technology
- Electronic communication and collaboration
- Promotion of model digital citizenship and responsibility
- Integrating technology and curriculum across core content areas
- Helping students with disabilities to connect with the world
- Other (please identify in Question 5a, below)

F. How does the district utilize technology to address the needs of English Language Learners to ensure equitable access to instruction, materials, and assessments? Please check all that apply from the provided options and/or check 'Other' for options not available on the list.

- Class lesson plans, materials, and assignment instructions are available to students and families for
- Direct instruction is recorded and provided for students to access asynchronously (such as through a learning management system or private online video channel).
- Technology is used to provide additional ways to access key content, such as providing videos or other visuals to supplement verbal or written instruction or content.
- Text to speech and/or speech to text software is utilized to provide increased support for comprehension of written or verbal language.
- Home language dictionaries and translation programs are provided through technology.

- Hardware that supports ELL student learning, such as home-language keyboards, translation pens, and/or interactive whiteboards, is utilized.
- Technology is used to increase options for students to demonstrate knowledge and skill, such as through the creation of a product or recording of an oral response.
- Learning games and other interactive software are used to supplement instruction.
- Other (Please identify in Question 6a, below):
 - The District currently utilizes alternative placements for ELL students as we do not have a need that warrants a full time ELL instructor in-house. The district continues to monitor the need for an ELL instructor and resources, and would meet these needs in the event they arise in the future.

G. The district's Instructional Technology Plan addresses the needs of English Language Learners to ensure equitable access to instruction, materials, and assessments in multiple languages. (This is a yes or no question)

1. Yes

a) In the 5 most commonly spoken languages in the district.

H. Please select the professional development that will be offered to teachers of English Language Learners that will enable them to differentiate learning and to increase their student language development and content learning with the use of technology. Please check all that apply from the provided options and/or check 'Other' for options not available on the list.

- ☐ Class lesson plans, materials, and assignment instructions are available to students and families for
- ☐ Direct instruction is recorded and provided for students to access asynchronously (such as through a learning management system or private online video channel).
- ☐ Technology is used to provide additional ways to access key content, such as providing videos or other visuals to supplement verbal or written instruction or content.
- ☐ Text to speech and/or speech to text software is utilized to provide increased support for comprehension of written or verbal language.
- ☐ Home language dictionaries and translation programs are provided through technology.
- ☐ Hardware that supports ELL student learning, such as home-language keyboards, translation pens, and/or interactive whiteboards, is utilized.
- ☐ Technology is used to increase options for students to demonstrate knowledge and skill, such as through the creation of a product or recording of an oral response.
- ☐ Learning games and other interactive software are used to supplement instruction.
- ☒ Other (Please identify in Question 6a, below)

6a. The District currently utilizes alternative placements for ELL students as we do not have a need that warrants a full time ELL instructor in-house. The district continues to monitor the need for an ELL instructor and resources, and would meet these needs in the event they arise in the future.

I. 9. How does the district utilize technology to address the needs of students experiencing homelessness and/or housing insecurity to ensure equitable access to instruction and learning? Please check all that apply from the provided options and/or check 'Other' for options not available on the list.

- ☒ McKinney-Vento information is prominently located on individual school websites, as well as the district website.
- ☒ If available, online/enrollment is easily accessible, written in an understandable manner, available in multiple languages and accessible from a phone.
- ☒ Offer/phone/enrollment as an alternative to/in-person/enrollment.
- ☒ Set enrollment forms to automatically provide the McKinney-Vento liaison with contact information for students who indicate possible homelessness and/or housing insecurity
- ☒ Create a survey to obtain information/about students' living situations,/contact information,/access to internet and devices for/all/students in/the/enrollment processes/so the district can/communicate effectively and/evaluate their needs.
- ☐ Create simple videos in multiple languages, and with subtitles, that explain McKinney-Vento rights and services, identify the McKinney-Vento liaison, and clarify enrollment instructions.
- ☒ Create mobile enrollment stations by equipping buses with laptops, internet, and staff at peak enrollment periods
- ☒ Provide/students/experiencing homelessness/and/or housing insecurity with tablets or laptops, mobile hotspots, prepaid cell phones, and other devices and connectivity.
- ☒ Provide students a way to protect and charge any devices they are provided/with/by the district.
- ☒ Replace devices that are damaged or stolen/as needed.
- ☒ Assess readiness-to-use technology/skills/before disseminating devices to students experiencing homelessness and/or housing insecurity
- ☒ Create individualized plans for providing access to technology and internet on a case-by-case basis for any student experiencing homelessness and/or housing insecurity.
- ☒ Have/resources/available to/get/families and students step-by-step instructions on how to/set-up and/use/their districts Learning Management System or website.
- ☒ Class lesson plans, materials, and assignment instructions are available to students and families for
- ☒ Direct instruction is recorded and provided for students to access asynchronously (such as through a learning management system, DVD/ or private online video channel)/
- ☒ Technology is used to provide additional ways to access key content, such as providing videos or other visuals to supplement verbal or written instruction or content.
- ☒ Conduct regular educational check-ins with all students experiencing homelessness and/or housing insecurity and secure any help needed to keep up with course work.
- ☒ Adjust assignments/to be completed successfully using/only/the/resources students have available./
- ☒ Provide online mentoring programs.
- ☒ Create in-person and web-based tutoring/programs/spaces/and/or live chats/to assist with assignments and technology/issues.
- ☒ Offer a technology/support hotline during flexible hours.
- ☐ Make sure technology/support is offered in multiple languages.
- ☐ Other (Please identify in Question 9a, below)

J. 10. How does the district use instructional technology to facilitate culturally responsive instruction and learning environments? Please check all that apply from the provided options and/or check 'Other' for options not available on the list.

- ☒ The district uses instructional technology to strengthen relationships and connections with families to assist in building a culturally responsive learning environment to enhance student learning.
- ☒ The district uses instructional technology to facilitate classroom projects that involve the community.
- ☒ The district uses instructional technology to develop and organize coherent and relevant units, lessons, and learning tasks that build upon students' cultural backgrounds and experiences.
- ☒ The district uses instructional technology to assist in varying teaching approaches to accommodate diverse learning styles and language proficiencies.
- ☒ The district uses instructional technology to enable students to communicate and collaborate with students in different schools or districts in New York State, the United States, or with different countries.
- ☒ The district uses instructional technology to facilitate collaborative classroom projects among heterogeneous student groups.
- ☐ Other (please identify in Question 10a, below)

This question is required.

VI. Administrative Management Plan

A. Staff Plan

- a. The Full-Time Equivalent count of Technology Leadership = 0.5 FTE
- b. Instructional Support = 0.5 FTE
- c. Technical Support = 1.20 FTE

The Total FTE for staff whose primary responsibility is delivering technology integration training and support and/or technical support is 2.20 FTE.

B. Investment Plan:

| Investment Plan | Anticipated Item or Service | "Other" Anticipated Item or Service | Estimated Cost | Is cost one-time, annual, or both? | Potential Funding Source | "Other" Funding Source |
|-----------------|---|-------------------------------------|----------------|------------------------------------|--|------------------------|
| 1. | End User Computing Devices | Computers/ Chromebooks | 150,000 | Annual | - BOCES Co-Ser purchase - District Operating Budget - Grants - Instructional Materials Aid - Instructional Resources Aid | N/A |
| 2. | Instructional and Administrative Software | Software | 200,000 | Annual | - BOCES Co-Ser purchase - District Operating Budget - Grants - Instructional Materials Aid - Instructional Resources Aid | N/A |
| 3. | Peripheral Devices | Interactive Display Boards | 500,000 | Both | - District Operating Budget - Grants - Instructional Materials Aid - Instructional Resources Aid - Smart Schools Bond Act | N/A |
| 4. | Network and Infrastructure | Upgrade Cat 5 to Cat 6 | 250,000 | One-Time | - BOCES Co-Ser purchase - District Operating Budget - E-Rate - Grants - Instructional Materials Aid - Instructional Resources Aid - Smart Schools Bond Act | N/A |

C. The School district has provided for the loan of instructional computer hardware to students legally attending nonpublic schools pursuant to Education Law, section 754

D. The website where the Madrid-Waddington District Technology Plan can be accessed is: <https://www.mwcsk12.org/DistrictFormsDocuments.aspx>

VII. Sharing Innovative Educational Technology Plans

A. Topics that reflect an innovative/educational technology program that has been implemented for at least two years at a building or district level:

1. 1:1 Device Program
2. Active Learning Spaces/Makerspaces
3. Blended and/or Flipped Classrooms
4. Data Privacy and Security
5. Digital Equity Initiatives
6. Engaging School Community through Technology
7. Instruction and Learning with Technology
8. Infrastructure
9. Personalized Learning
10. Other Topic A: Implementation of an Esports Program
11. Other Topic B: Implementation of a Live Event Broadcasting Program

B. The contact information of the person to be contacted in order to obtain more information about the above listed Innovative Program(s) at our district is:

Michelle Burke, Technology Coordinator, mburke@mwcsk12.org

Role of the Technology Committee

- Communications to staff regarding District technology
- Provision of input to District administration regarding technology
- Assistance with long-range technology planning
- Direction and facilitation of staff technology requests

2021-2022 Technology Committee Members

- Allison Barkley - NERIC Technician
- Joe Binion - HS Principal
- Eric Burke - Superintendent
- Michelle Burke – Technology Coordinator/Instructional Technology Specialist
- Conner Eldridge - Middle/High School Teacher
- Laura Finnegan - Elementary Teacher
- William Gotsch – Elementary Teacher
- Katie Logan - Board of Education Representative
- Sandra Ruddy – HS Social Studies Teacher
- Ted Schulz - HS Special Education Teacher
- Nicole Weakfall - Elementary Principal

MWCS Technology Policies

The following Regulations, Policies and Procedures have been adopted by the Madrid-Waddington Central School Board of Education are available for inspection upon request at the District Office and on the District website: <https://www.mwcsk12.org/DistrictPolicyManual.aspx>

MWCS Technology-Related Policies

| Policy # | Subject | Year Adopted/ Revised |
|----------|--|--------------------------|
| 3160 | School District Standards and Guidelines for Web Page Publishing: https://www.mwcsk12.org/downloads/P%20-%203160.pdf | 2011 |
| 3320 | Confidentiality of Computerized Information: https://www.mwcsk12.org/%5Cdownloads%5CP%20-%203320.pdf | 1999 |
| 5671 | Information Security Breach and Notification: https://www.mwcsk12.org/%5Cdownloads%5CP%20-%205671.pdf | 2007 |
| 5676 | Privacy and Security for Student Data and Teacher and Principal Data: https://filecabinet10.eschoolview.com/71C44F9A-65EC-4A21-8584-B2F3198F6781/018ac80a-1d48-4b28-97aa-1a2727a0c82d.pdf | 2020 |
| 6470 | Staff Use of Computerized Information Resources: https://www.mwcsk12.org/%5Cdownloads%5CP%20-%206470.pdf | 2011 |
| N/A | Parents Bill of Rights for Data Privacy and Security: https://docs.google.com/document/d/1px2UgOKdU4ks7ZoscPKKf-oxYwYnxe6INTyOg6br3M/edit?usp=sharing | 2021 |
| 6471 | Social Networking Sites (SNS) Guideline: https://www.mwcsk12.org/%5Cdownloads%5CP%20-%206471.pdf | 2011 |
| 6480 | Use of District Cell Phones: https://www.mwcsk12.org/%5Cdownloads%5CP%20-%206480.pdf | 2006 |
| 6490 | Use of Email in the School District: https://filecabinet10.eschoolview.com/71C44F9A-65EC-4A21-8584-B2F3198F6781/82ea1141-3795-4a00-bc12-85beff7561fc.pdf | 2011 |
| 7314 | Student Use of Computerized Information Resources (Acceptable Use Policy): https://www.mwcsk12.org/%5Cdownloads%5CP%202015%20Review%20-%207314.pdf | 2022 |
| 7316 | Student Use of Personal Technology: | 2022 |
| 7551 | Dignity for All Students Act: https://filecabinet10.eschoolview.com/71C44F9A-65EC-4A21-8584-B2F3198F6781/Policy7551_DignityforallStudents.pdf | 2020 |
| 8270 | Instructional Technology: https://www.mwcsk12.org/%5Cdownloads%5CP%20-%208270.pdf | 2009 |
| 8271 | Children's Internet Protection Act: Internet Content Filtering/Safety Policy: https://www.mwcsk12.org/%5Cdownloads%5CP%20-%208271.pdf | 2022 |

**Recommended
PERSONNEL ACTIONS
January 18, 2022**

| Name | Tenure Area | Assignment | Type of Appointment | Effective Date | Salary |
|----------------------------|--------------------|--|------------------------------|--------------------------------|---------------|
| <u>Appointment</u> | | | | | |
| Caitlin Beeson | | Substitute Teacher & Teaching Asst | Annual | January 3, 2022 | \$100/day |
| Sarah Weaver | | Substitute Teacher & Teaching Asst | Annual | January 12, 2022 | \$100/day |
| Cheryl Ashley | | Substitute Cleaner | Annual | January 10, 2022 | \$13.20/hr |
| Kyle Burgess | | LTS Custodian | Annual | January 10, 2022 | \$15.11/hr |
| <u>Tenure</u> | | | | | |
| Katherine Hayes | School Counselor | School Counselor | Tenure | February 16, 2022 | |
| Morgan Curtis | Teaching Assistant | Teaching Assistant | Tenure | February 12, 2022 | |
| <u>Medical</u> | | | | | |
| Lisa Maskell | | Elementary Teacher | FMLA | Approx. Jan. 7 - Feb. 18, 2022 | |
| Conner Eldridge | | English Teacher | FMLA | Approx. May 2 - May 27, 2022 | |
| <u>Resignations</u> | | | | | |
| Lori MacIntosh | | District Treasurer | Retirement | June 30, 2022 | |
| Bryan Harmer | | Social Studies Teacher/Athletic Director | Retirement | June 30, 2022 | |
| <u>Sick Leave</u> | | | | | |
| Garnet Beckstead | | <u>Committee Date Approval</u> | <u>Number of Days</u> | <u>Date</u> | |
| | | December 20, 2021 | 24 | 1/19/2022 - 2/28/2022 | |

I recommend the foregoing personnel actions:

January 14, 2022

Eric Burke

Community Relations

SUBJECT: PUBLIC ACCESS TO RECORDS

Access to District records will be consistent with the rules and regulations established by the New York State Committee on Open Government and will comply with all the requirements of the New York State Freedom of Information Law (FOIL).

Records Access Officer

The Superintendent, subject to the approval of the Board, will designate a Records Access Officer who will have the duty of coordinating the District's response to public requests for access to records.

Fulfilling FOIL Requests

The District will provide copies of records in the format and on the medium requested by the person filing the FOIL request if the District can reasonably do so regardless of burden, volume, or cost of the request. The District may charge a fee for copies as permitted by law and regulation.

The District may require a person requesting lists of names and addresses to provide a written certification that they will not use the lists of names and addresses for solicitation or fundraising purposes and will not sell, give, or otherwise make available the lists of names and addresses to any other person for the purpose of allowing that person to use the lists of names and addresses for solicitation or fundraising purposes.

Requests for Records via Email

If the District has the capability to retrieve or extract electronic records with reasonable effort, it will provide the records electronically upon request. The District will accept requests for records submitted in the form of email and respond to those requests by email using the forms supplied by the District. This information will be posted on the District website, clearly designating the email address for purposes of receiving requests for records via this format.

When the District maintains requested records on the internet, the response will inform the requester that the records are accessible via the internet and in printed form either on paper or other information storage medium.

Notification

The District will post in a conspicuous location wherever records are kept and/or publish in a local newspaper of general circulation a notice which contains: the locations where records will be made available for inspection and copying; the name, title, business address, and business telephone

Community Relations

SUBJECT: PUBLIC ACCESS TO RECORDS

number of the Records Access Officer; and the right to appeal a denial of access to records with the name and business address of the person or body to whom the appeal should be directed.

Additional Provisions

Regulations and/or procedures governing access to District records in relation to FOIL requests will be developed.

Education Law § 2116
Public Officers Law Article 6
21 NYCRR Part 1401

NOTE: Refer also to Policy #1510 -- Regular Board Meetings and Rules (Quorum and Parliamentary Procedure)

Adoption Date

**Non-Instructional/Business
Operations****SUBJECT: SMOKING, TOBACCO, AND CANNABIS (MARIJUANA) USE**

The following actions are prohibited on school grounds and at school functions: smoking; vaping; using tobacco products; and/or using or ingesting any form of cannabis.

Smoking and vaping are prohibited within 100 feet of the entrances, exits, or outdoor areas of any of the District's schools. However, this prohibition does not apply to smoking or vaping in a residence, or within the real property boundary lines of residential real property.

Exceptions may exist for authorized medical cannabis use.

Definitions

For purposes of this policy, the following definitions apply:

- a) "Electronic cigarette" (or "e-cigarette") means an electronic device delivering vapor inhaled by an individual user, and includes any refill, cartridge, and any other component of such a device.
- b) "School function" means a school-sponsored or school-authorized extracurricular event or activity regardless of where the event or activity takes place, including any event or activity that may take place virtually or in another state.
- c) "School grounds" means any building, structure, and surrounding outdoor grounds, including entrances or exits, contained within the District's preschool, nursery school, elementary, or secondary school's legally defined property boundaries as registered in the County Clerk's Office, as well as any vehicles used to transport children or school personnel.
- d) "Smoking" means the burning of a lighted cigar, cigarette, pipe, or any other matter or substance containing tobacco, cannabis, or cannabinoid hemp.
- e) "Tobacco products" means cigarettes or cigars, bidis, chewing tobacco, powdered tobacco, nicotine water, or any other tobacco products.
- f) "Vaping" means the use of an electronic cigarette.

Non-Instructional/Business
Operations**SUBJECT: SMOKING, TOBACCO, AND CANNABIS (MARIJUANA) USE (Cont'd.)****Notification**

The District will prominently post signs prohibiting smoking and vaping on school grounds in accordance with applicable law. Appropriate District officials will inform individuals smoking or vaping in a non-smoking area that they are in violation of law and/or District policy.

The District will communicate this policy to staff, students, parents/guardians, volunteers, visitors, contractors, and outside groups through means such as the District's *Code of Conduct*, student handbooks, newsletters, announcements, facilities use forms/agreements, and/or the prominent display of this policy in appropriate locations.

Prohibition of Tobacco Promotional Items/Tobacco Advertising

Tobacco promotional items (e.g., brand names, logos, and other identifiers) are prohibited:

- a) On school grounds;
- b) In any vehicles used to transport students or school personnel;
- c) At school functions;
- d) In school publications;
- e) On clothing, shoes, accessories, gear, and school supplies in accordance with the District's *Code of Conduct* and applicable collective bargaining agreements.

This prohibition of tobacco promotional items will be enforced in accordance with the District's *Code of Conduct* and applicable collective bargaining agreements.

The District will request, whenever possible, tobacco free editions of periodical publications for school libraries and classroom use.

20 USC §§ 6081-6084 and 7971-7974

41 USC § 8101 et seq.

Education Law § 409

Penal Law § 222.10

Public Health Law §§ 1399-n, 1399-o, 1399-p, and 1399-aa

8 NYCRR §§ 155.5 and 156.3

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**Non-Instructional/Business
Operations**

SUBJECT: SMOKING, TOBACCO, AND CANNABIS (MARIJUANA) USE (Cont'd.)

NOTE: Refer also to Policies #3280 -- Use of School Facilities, Materials, and Equipment
#6150 -- Alcohol, Tobacco, Drugs, and Other Substances (Staff)
#7320 -- Alcohol, Tobacco, Drugs, and Other Substances (Students)
#8240 -- Instruction in Certain Subjects
District *Code of Conduct*

Adoption Date

Personnel

SUBJECT: ALCOHOL, TOBACCO, DRUGS, AND OTHER SUBSTANCES (STAFF)**Prohibited Conduct**

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

Accordingly, when in the workplace or when the effects of these actions may impair job performance, staff are prohibited from consuming, sharing, selling, using, and/or possessing:

- a) Illegal drugs;
- b) Cannabis (marijuana) or any other controlled substance in schedules I through V of the Controlled Substances Act;
- c) Counterfeit and designer drugs;
- d) Drug paraphernalia; or
- e) Alcohol.

Exceptions may exist for authorized medical cannabis use.

Additionally, the misuse and/or unprescribed use of prescription and over-the-counter drugs is prohibited in the workplace or when the effects of these actions may impair job performance.

Further, all staff are bound by the conduct prohibitions contained in District policy #5640 -- Smoking, Tobacco, and Cannabis (Marijuana) Use.

Disciplinary Measures

Staff will be informed of the range of penalties or consequences, up to and including termination of employment, that may be imposed for engaging in prohibited conduct. Penalties and consequences will be in accordance with any applicable law, District policy, collective bargaining agreement, and/or other similar document.

Information on Substance Use Related Services

The Superintendent has designated one or more individuals to provide information regarding where and how to find available substance use related services to students, parents, and staff.

The designated individual(s) for the District is/are guidance counselors and school nurse.

Personnel

**SUBJECT: ALCOHOL, TOBACCO, DRUGS, AND OTHER SUBSTANCES (STAFF)
(Cont'd.)**

Any information provided by a student, parent, or staff member to the designated individual(s) will not be used in any school disciplinary proceeding and will, in addition to any other applicable privilege, be considered confidential in accordance with law.

20 USC §§ 6083(a), 7118, and 7973(a)
41 USC § 8101 et seq.
Cannabis Law § 127
Civil Service Law § 75
Education Law §§ 409, 2801, 3020-a, and 3038
Labor Law § 201-d
Penal Law § 222.10
Public Health Law §§ 1399-n and 1399-o

NOTE: Refer also to Policies #3410 -- Code of Conduct
#5641 -- Smoking, Tobacco, and Cannabis (Marijuana) Use
#7320 -- Alcohol, Tobacco, Drugs, and Other Substances (Students)
District Code of Conduct

Adoption Date

Personnel

SUBJECT: PROFESSIONAL GROWTH/STAFF DEVELOPMENT

The District will work to provide staff with professional learning opportunities. These opportunities will be designed to foster the professional growth of staff, help staff remain current with their profession, and meet the learning needs of students. Opportunities that may be provided for, include, but are not limited to:

- a) Planned in-service programs, courses, seminars, and workshops offered both within and outside the District.
- b) Videoconferences, prerecorded videos, and/or online discussion boards.
- c) Visits to other classrooms and schools, as well as attendance at professional meetings, for the purpose of improving instruction and/or educational services.
- d) Orientation or re-orientation of staff members to program and/or organizational changes, as well as District expectations.

Attendance at professional learning programs must be directly related to the duties and responsibilities of the staff member. Consequently, staff members are encouraged to participate in the planning of staff development programs designed to meet their specific needs.

Staff members are also encouraged to continue their formal education, as well as to attend work-related workshops, conferences, and meetings.

Funds for participating in conferences, conventions, and other similar professional learning programs will be budgeted for by the Board on an annual basis. Reimbursement to staff members for all actual and necessary registration fees, expenses of travel, meals and lodging, as well as all necessary tuition fees incurred in connection with attendance at conferences, will be in accordance with District documents which address conference attendance and expense reimbursement.

Professional Learning Plans

By September 1 of each school year, the District will adopt or, in the case of multi-year plans, readopt a professional learning plan that meets the content requirements specified in the Commissioner's regulations. The professional learning plan will be structured in a format consistent with the Commissioner's guidelines and will include, among other things, a description of:

- a) The professional learning activities provided to all professional staff and supplementary school personnel who work with students with exceptional learning needs, particularly students with disabilities, English language learners, students who are gifted and talented, and students with low literacy levels, to enable them to identify these students and provide instruction based on the needs of these students.

Personnel

SUBJECT: PROFESSIONAL GROWTH/STAFF DEVELOPMENT (Cont'd.)

- b) How professional learning related to educator practice and curriculum development are culturally responsive and reflect the needs of the community that the District serves.
- c) Expected participation in continuing teacher and leader education (CTLE), as well as other professional learning opportunities provided by the District.

The professional learning plan will be developed through collaboration with a professional learning team. The Board will appoint the members of this team in accordance with the Commissioner's regulations.

Mentoring Program

The District's professional learning plan will include a provision for a mentoring program. The purpose of the mentoring program is to provide guidance and support for educators who hold an initial certificate in the classroom teaching service or as a school building leader to ease the transition from teacher and school building leader preparation to practice in order to increase retention of teachers and school building leaders. Additionally, the mentoring program is intended to increase the skills of new teachers and school building leaders in order to improve student achievement.

The mentoring program will be developed and implemented consistent with any collective bargaining agreement.

Education Law §§ 1604, 1608, 1716, 1950, 2118, and 2601-a
General Municipal Law §§ 77-b and 77-c
8 NYCRR § 100.2(dd)

NOTE: Refer also to Policies #6217 -- Registration and Professional Learning

Adoption Date

Personnel

SUBJECT: REGISTRATION AND PROFESSIONAL LEARNING**Registration**

All employees who are certificate holders must register with the State Education Department (SED) every five years through the TEACH system. An employee is a certificate holder if they hold a permanent or professional certificate in the classroom teaching service, a permanent or professional certificate in the educational leadership service (i.e., school building leader, school district leader, or school district business leader), or a Level III Teaching Assistant certificate. Only registered employees may teach or supervise in the District.

Employees who were certificate holders prior to July 1, 2016 had to apply for initial registration during the 2016-2017 school year and each subsequent five-year period thereafter.

Any individual who is issued a new certificate is automatically registered with SED. These certificate holders must renew their registration every five years during their birth month.

Any certificate holder who fails to register by the beginning of the appropriate registration period may be subject to late filing penalties.

Certificate holders must notify SED of any change of name or mailing address within 30 days of such change through the TEACH system. Any certificate holder who willfully fails to inform SED of changes to their name and/or address within 180 days of such change may be subject to moral character review.

Continuing Teacher and Leader Education (CTLE) Credit Hours

All continuing teacher and leader education certificate holders (CTLE certificate holders) must successfully complete a minimum of 100 hours of acceptable CTLE hours during each five-year registration period to maintain a valid certificate. An employee is a CTLE certificate holder if they hold a professional certificate in the classroom teaching service, a professional certificate in educational leadership service, or a Level III Teaching Assistant certificate. This requirement may be completed at any time over the course of a five-year period. Credit hours cannot carry over to subsequent registration periods.

SED sets high standards for courses, programs, and activities that qualify for CTLE credit, and it must approve all CTLE sponsors. Generally, acceptable CTLE will be in the content area of any certificate title held by an individual or in pedagogy.

Personnel

SUBJECT: REGISTRATION AND PROFESSIONAL LEARNING (Cont'd.)

The District will describe opportunities for teachers and administrators to engage in CTLE in its professional learning plan. The District will annually certify, in a format and on a timetable prescribed by the Commissioner of Education, that the requirements to have a professional learning plan for the succeeding school year have been met and that it has complied with the professional learning plan for the current school year.

The District will provide CTLE opportunities that are designed to improve the teacher or leader's pedagogical and/or leadership skills and are targeted at improving student performance, among other things. A peer-review teacher or principal acting as an independent trained evaluator who conducts a classroom observation as part of a teacher evaluation under relevant sections of the Education Law may apply the observation time to fulfilling CTLE requirements. Time spent mentoring may also be counted toward required CTLE credit hours.

Language Acquisition CTLE and Exemption

Employees holding an English to speakers of other languages (all grades) certificate or a bilingual extension are required to complete a minimum of 50% of the required CTLE hours in language acquisition aligned with the core content area of instruction taught, including a focus on best practices for co-teaching strategies, and integrating language and content instruction for English Language Learner (ELL) students. All other certificate holders must complete a minimum of 15% of the required CTLE hours dedicated to language acquisition addressing the needs of ELLs, including a focus on best practices for co-teaching strategies and integrating language and content instruction for ELLs. A minimum of 15% of the required CTLE hours for employees holding a Level III Teaching Assistant certificate will be dedicated to language acquisition addressing the needs of ELLs and integrating language and content instruction for ELLs.

Employees holding school district business leader certificates are exempt from the language acquisition CTLE requirements for each year that they are employed in the District. Instead, they must complete a minimum of 15% of the required CTLE hours dedicated to the needs of ELLs and federal, state, and local mandates for ELLs.

Employees may be eligible for a waiver of language acquisition CTLE requirements. Each school year when there are fewer than 30 ELLs enrolled in the District or ELLs make up less than 5% of the total student population, the District may obtain an exemption. If the District obtains this exemption, employees would be exempt from the language acquisition CTLE requirement for each year that they are employed in the District.

Personnel**SUBJECT: REGISTRATION AND PROFESSIONAL LEARNING (Cont'd.)****CTLE Adjustments**

The Commissioner may adjust an employee's number of CTLE hours and/or time to complete them due to poor health, as certified by a health-care provider; extended active duty in the Armed Forces; or other acceptable good cause.

Any employee holding a certificate in the classroom teaching service who obtains certification from the National Board for Professional Teaching Standards will be considered CTLE-compliant for the registration period in which they obtain this certification. However, the employee must still meet any language acquisition requirements.

Recordkeeping and Reporting Requirements

Employees must maintain a record of completed CTLE hours for at least three years from the end of the applicable registration period. The record must include the title of the program, the total number of hours completed, the number of hours completed in language acquisition addressing the need of ELLs, the sponsor's name, any identifying number, attendance verification, and the date and location of the program.

The District will maintain a record of any professional learning it conducts or provides for educators for at least seven years from the date of completion. These records will be available for review by SED.

Education Law §§ 3006, 3006-a, and 3012-d
8 NYCRR Subpart 80-6
8 NYCRR §§ 100.2(dd) and 154-2.3(k)

NOTE: Refer also to Policy #6160 -- Professional Growth/Staff Development

Adoption Date

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING

The Board recognizes the unique challenges that face students in temporary housing (i.e., homeless children and youth) and will provide these students with access to the same free and appropriate public education, including public preschool education, as other students, as well as access to educational and other services necessary to be successful in school. The District will ensure that these students are not separated from the mainstream school environment. The Board is also committed to eliminating barriers to the identification, enrollment, attendance, and success of students in temporary housing.

Identification of Students in Temporary Housing

All districts are obligated to affirmatively identify all students in temporary housing. Therefore, the District will determine whether there are students in temporary housing within the District by using a housing questionnaire to determine the nighttime residence of all newly enrolled students and all students whose address changes during the school year. Not all students in temporary housing can be identified through social service agencies or shelters, as children may be sharing the housing of other persons, such as family or friends, due to loss of housing, economic hardship, or other similar reason. For this reason, the District uses a housing questionnaire that asks for a description of the current living arrangements of the child or youth to determine whether the child or youth meets the definition of a homeless child.

In addition to using the housing questionnaire, the District will also contact the local department of social services (LDSS) (i.e., the social services district) to identify students in temporary housing, as well as the local runaway and homeless youth shelter, and any other shelters located within District boundaries to ensure all students in temporary housing are properly identified and served.

Definitions**a) "Feeder school" means:**

1. A preschool whose students are entitled to attend a specified elementary school or group of elementary schools upon completion of that preschool;
2. A school whose students are entitled to attend a specified elementary, middle, intermediate, or high school or group of specified elementary, middle, intermediate, or high schools upon completion of the terminal grade of such school; or
3. A school that sends its students to a receiving school in a neighboring school district.

b) "Homeless child" means:

1. A child or youth who lacks a fixed, regular, and adequate nighttime residence, including a child or youth who is:

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)

- (a) Sharing the housing of other persons due to a loss of housing, economic hardship, or a similar reason (sometimes referred to as "doubled-up");
 - (b) Living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations;
 - (c) Abandoned in hospitals;
 - (d) A migratory child who qualifies as homeless under (a), (b), or (c) of this subparagraph or item 2) below; or
 - (e) An unaccompanied youth; or
2. A child or youth who has a primary nighttime location that is:
- (a) A supervised, publicly, or privately operated shelter designed to provide temporary living accommodations, including, but not limited to, shelters operated or approved by the state or LDSS, and residential programs for runaway and homeless youth established in accordance with applicable law; or
 - (b) A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, including a child or youth who is living in a car, park, public space, abandoned building, substandard housing, bus or train station, or similar setting.
- c) "Migratory child" means a child or youth who made a qualifying move in the preceding 36 months:
- 1. As a migratory agricultural worker or a migratory fisher; or
 - 2. With, or to join, a parent or spouse who is a migratory agricultural worker or a migratory fisher.
- d) "Preschool" means a publicly funded prekindergarten program or a Head Start program administered by the District and/or services under the Individuals with Disabilities Act administered by the District.
- e) "Receiving school" means:
- 1. A school that enrolls students from a specified or group of preschools, elementary schools, middle schools, intermediate schools, or high schools; or

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)

2. A school that enrolls students from a feeder school in a neighboring local educational agency.
- f) "Regional placement plan" means a comprehensive regional approach to the provision of educational placements for homeless children that has been approved by the Commissioner of Education.
- g) "School district of current location" means the public school district within New York State in which the hotel, motel, shelter or other temporary housing arrangement of a homeless child, or the residential program for runaway and homeless youth, is located, which is different from the school district of origin.
- h) "School district of origin" means the school district within New York State in which:
 1. The homeless child was attending a public school or preschool on a tuition-free basis or was entitled to attend when circumstances arose that caused the child to become homeless, which is different from the school district of current location;
 2. The child was residing when circumstances arose that caused the child to become homeless if the child was eligible to apply, register, or enroll in public preschool or kindergarten at the time the child became homeless; or
 3. The homeless child has a sibling who attends a school in the school district in which the child was residing when circumstances arose that caused the child to become homeless.
- i) "School of origin" means:
 1. The public school that the child or youth attended when permanently housed or the school in which the child or youth was last enrolled, including a preschool or a charter school;
 2. The designated receiving school at the next grade level for all feeder schools for a student in temporary housing who completes the final grade level served by the school of origin; and
 3. The public school or preschool in which the child would have been entitled or eligible to attend based on the child's last residence before the circumstances arose which caused the child to become homeless if the child becomes homeless after the child is eligible to apply, register, or enroll in the public preschool or kindergarten or if the child is living with a school-age sibling who attends school in the school district of origin.
- j) "Unaccompanied youth" means a homeless child or youth who is not in the physical custody of a parent or legal guardian.

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)**The McKinney-Vento Liaison for Students in Temporary Housing**

The District will designate an appropriate staff person, who may also be a coordinator for other federal programs, as the District liaison for students in temporary housing (otherwise referred to as the McKinney-Vento liaison). The District's McKinney-Vento liaison serves as one of the primary contacts between families experiencing homelessness and school staff, district personnel, shelter workers, and other service providers. The McKinney-Vento liaison coordinates services to ensure that homeless children and youth enroll in school and have the opportunity to succeed.

The District's McKinney-Vento liaison must ensure that:

- a) Students in temporary housing are identified by school personnel and through coordination activities with other entities and agencies;
- b) Students in temporary housing enroll in, and have full and equal opportunity to succeed in, the District's schools;
- c) Students in temporary housing and their families receive educational services for which they are eligible, including Head Start programs administered by a local educational agency, Early Head Start, early intervention services under part C of the Individuals with Disabilities Education Act, and other preschool programs administered by the District;
- d) Students and parents in temporary housing receive referrals to health care services, dental services, mental health and substance abuse services, housing services and other appropriate services;
- e) Parents or guardians of students in temporary housing are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;
- f) Parents and guardians of students in temporary housing, and unaccompanied youth, are fully informed of all transportation services, including transportation to and from the school district of origin and are assisted in accessing transportation services;
- g) Disputes regarding eligibility, school selection, enrollment and/or transportation are mediated in accordance with applicable laws and regulations;

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)

- h) Assistance in commencing an appeal, in accordance with applicable law, of a final determination regarding eligibility, enrollment, school selection, and/or transportation is provided to the student in temporary housing's parent or guardian or the unaccompanied youth;
- i) A record is maintained of all appeals of enrollment, school selection, and transportation;
- j) Public notice of the educational rights of students in temporary housing is posted in locations where these students receive services, such as schools, shelters, public libraries, and soup kitchens, in a manner and form understandable to the parents and guardians of students in temporary housing, and unaccompanied youth;
- k) School personnel providing services to students in temporary housing receive professional learning and other support;
- l) Unaccompanied youths:
 - 1. Are enrolled in school;
 - 2. Have opportunities to meet the same challenging state academic standards as the state establishes for other children and youth, including receiving credit for full or partial coursework earned in a prior school pursuant to Commissioner's regulations; and
 - 3. Are informed of their status as independent students under section 480 of the Higher Education Act of 1965 and that the youths may obtain assistance from the McKinney-Vento liaison to receive verification of this status for purposes of the Free Application for Federal Student Aid (FAFSA);
- m) School personnel, service providers, advocates working with students in temporary housing, parents and guardians of students in temporary housing, and students in temporary housing are informed of the duties of the McKinney-Vento liaison; and
- n) Assistance with obtaining any necessary immunizations or screenings, or immunization or other required health records is provided to the parents or guardians of the students in temporary housing.

School District and School Designations

A designator will make the initial decision about which school district and school a student in temporary housing will attend. A designator is:

- a) The parent or person in parental relation (guardian) to a student in temporary housing;

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)

- b) The student in temporary housing, together with the McKinney-Vento liaison, in the case of an unaccompanied youth; or
- c) The director of a residential program for runaway and homeless youth, in consultation with the student in temporary housing, where the student is living in that program.

The District will ask the designator to designate one of the following as the school district of attendance for the student in temporary housing:

- a) The school district of current location;
- b) The school district of origin; or
- c) A school district participating in a regional placement plan.

The District will also ask the designator to designate one of the following as the school where a student in temporary housing seeks to attend:

- a) The school of origin; or
- b) Any school that permanent housed children and youth who live in the attendance area in which the child or youth is actually living are eligible to attend, including a preschool.

A student in temporary housing is entitled to attend the schools of the school district of origin without the payment of tuition for the duration of their homelessness and through the remainder of the school year in which the student becomes permanently housed and for one additional year if that year constitutes the student's terminal year in that school building, subject to a best interest determination.

Designation/STAC 202 Form

The District will identify all students in temporary housing, and a designation form will be completed by the designator for all these students and any other student who claims homelessness. Designations must be made on the STAC 202 form provided by the Commissioner.

The appropriate designator must complete the designation form. The District makes designation forms available to a student in temporary housing who seeks admission to school or to the parent or person in parental relation who seeks to enroll the child in school.

The District will provide completed designation forms to the McKinney-Vento liaison immediately, but no later than two business days from the earlier date on which the child or youth either:

- a) Sought enrollment in school; or

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)

- b) Was placed in a temporary housing facility or residential facility for runaway and homeless youth.

Where a parent or person in parental relation or a child who is neither placed in a temporary housing facility by the LDSS nor housed in a residential program for runaway homeless youth, designates the District as the school district of current location, the District will forward to the State Education Department a completed designation form and a statement of the basis for its determination that the child is a homeless child entitled to attend the District's schools.

Immediate Enrollment and Best Interest Determinations

Upon identification of a child who is in temporary housing and/or receipt of a completed designation/STAC 202 form, the District will:

- a) Immediately review the designation form to ensure that it has been completed and admit the student in temporary housing even if the child or youth is unable to produce records normally required for enrollment, such as previous academic records, medical records, immunization records, proof of residency or other documentation and even if the child or youth has missed application deadlines;
- b) Determine whether the designation made by the designator is consistent with the best interests of the student in temporary housing. In making best interests decisions the District will:
 - 1. Presume that keeping the child in the school of origin is in the child's best interest, except when doing so is contrary to the wishes of the parent or guardian (or youth in the case of an unaccompanied youth); and
 - 2. Consider student-centered factors such as the effect of mobility on student achievement, education, health, and safety of the child, giving priority to the wishes of the child's parent or guardian (or the youth, if a homeless unaccompanied youth). If the District determines that it is in the best interest of the student in temporary housing to attend a school other than the school of origin or the designated school, the District will provide the parent or guardian (or youth, if an unaccompanied youth) with a written explanation of its determination, including information about the right to appeal.
- c) Provide the child with access to all of the District's programs, activities and services to the same extent as they are provided to resident students;
- d) Immediately contact the school district where the child's records are located in order to obtain a copy of these records and coordinate the transmittal of records for students with disabilities pursuant to applicable laws and regulations;

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)

- e) Immediately refer the parent or guardian of the student in temporary housing to the McKinney-Vento liaison who must assist in obtaining necessary immunizations or immunization or medical records if the child or youth needs to obtain immunizations or immunization or medical records;
- f) Forward the STAC 202 form to the Commissioner and the school district of origin, where applicable. In all cases, the District will give a copy of the completed STAC 202 form to the designator and keep a copy of the STAC 202 form for the District's records;
- g) Arrange for transportation in accordance with applicable laws and regulations; and
- h) Arrange for the child to receive free school meals.

Request for Records

Within five days of receipt of a request for school records from a new school, the District will forward, in a manner consistent with state and federal law, a complete copy of the student in temporary housing's records, including, but not limited to, proof of age, academic records, evaluations, immunization records, and guardianship papers, if applicable.

Tuition Reimbursement

The District is eligible to request reimbursement from the State Education Department for the direct costs of educational services to students in temporary housing that are not otherwise reimbursed under special federal programs, when:

- a) The District is either the school district of current location or a school district participating in a regional placement plan;
- b) The District is designated as the school district of attendance; and
- c) The school district of origin for the student in temporary housing is within New York State.

All claims for reimbursement will be made on the STAC 202 form prescribed by the Commissioner of the State Education Department.

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)

In addition, the District is eligible for reimbursement for the direct costs of educational services, including transportation costs for students who continue enrollment in the District schools after finding permanent housing midyear in a different school district within New York State. In these cases, the District will directly bill the new district where the student permanently resides for all direct costs of educational services, including transportation, that are not otherwise reimbursed under special federal programs.

Transportation Responsibilities

The LDSS is responsible for providing transportation to students in temporary housing, including preschool students and students with disabilities who are eligible for benefits under Social Services Law §350-j and placed in temporary housing arrangements outside their designated districts. Where the LDSS requests that the District provide or arrange for transportation for a student in temporary housing in the circumstances above, the District will provide or arrange for the transportation and directly bill the LDSS so that the district will be fully and promptly reimbursed for the cost of the transportation.

If the District is the designated school district of attendance, the District will provide for the transportation of each student in temporary housing who is living in a residential program for runaway and homeless youth, including if the temporary housing is located outside the school district. The costs for transportation for each student in temporary housing who lives in a residential program for runaway youth and homeless youth located outside of the designated school district will be reimbursed by the State Education Department, to the extent funds are provided for the purpose, with the submission of a Runaway and Homeless Youth Act Transportation Program Form. Where the District provides transportation for a student living in a Runaway and Homeless Youth facility, the District will promptly request reimbursement using the Runaway and Homeless Youth Act Transportation Form.

The District will transport any student in temporary housing to their school of origin, including preschools and charter schools, where it is the designated district of attendance and the student in temporary housing is not entitled to receive transportation from the Department of Social Services.

When the District is designated as the school district of current location for a student in temporary housing and the student does not attend the school of origin, the District will provide transportation on the same basis as it is provided to resident students, unless the local transportation policy represents a barrier to the student's attendance in school.

If the student in temporary housing designates the District as the school district of attendance, transportation will not exceed 50 miles each way, unless the Commissioner determines that it is in the best interest of the child.

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)

Where the District is designated as the school district of attendance and it has recommended the student in temporary housing attend a summer educational program, the district of attendance will provide transportation services to students in temporary housing for summer educational programs if the lack of transportation poses a barrier to the student's participation in the program.

Where the District is designated as the school district of attendance, it will provide transportation services to students in temporary housing for extracurricular or academic activities when:

- a) The student participates in or would like to participate in an extracurricular or academic activity, including an after-school activity, at the school;
- b) The student meets the eligibility criteria for the activity; and
- c) The lack of transportation poses a barrier to the student's participation in the activity.

Where the District is designated as the school district of attendance, it will provide transportation as described above for the duration of homelessness, unless the LDSS is responsible for providing transportation. After the student becomes permanently housed, the District will provide transportation to the school of origin until the end of the school year and for one additional year if that year constitutes the child's terminal year in the school building.

Dispute Resolution Process

The District has established the following procedures for the prompt resolution of disputes regarding school selection or enrollment of a homeless child or youth:

- a) The District will provide a written explanation, including a statement regarding the right to appeal, to the parent or guardian of a student in temporary housing, or to an unaccompanied youth, if the District determines that the District is not required to either enroll and/or transport the child or youth to the school of origin or a school requested by the parent or guardian or unaccompanied youth, or if there is a disagreement about a child's or youth's status as a homeless child or unaccompanied youth. The written explanation will be in a

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)

manner and form understandable to the parent, guardian, or unaccompanied youth and will include a statement regarding the McKinney-Vento liaison's availability to help the parent, guardian, or unaccompanied youth with any appeal and the contact information for the liaison.

- b) The District will immediately enroll the student in the school in which enrollment is sought by the parent or guardian or unaccompanied youth, provide transportation to the school, and will delay for 30 days the implementation of a final determination to decline to either enroll in and/or transport the student in temporary housing to the school of origin or a school requested by the parent or guardian or unaccompanied youth.
- c) If the parent or guardian of a student in temporary housing or unaccompanied youth commences an appeal to the Commissioner within 30 days of such final determination, the student will be permitted to continue to attend the school they are enrolled in at the time of the appeal and/or receive transportation to that school pending the resolution of all available appeals.

The McKinney-Vento Liaison's Dispute Resolution Responsibilities

The District's McKinney-Vento liaison must assist the student in temporary housing's parent or guardian or unaccompanied youth in bringing an appeal to the Commissioner of a final school district decision regarding enrollment, school selection and/or transportation. In the event of a dispute regarding eligibility, enrollment, school selection, and/or transportation, the District's McKinney-Vento liaison will:

- a) Provide the parent or guardian or unaccompanied youth with a copy of the form petition;
- b) Assist the parent or guardian or unaccompanied youth in completing the form petition;
- c) Arrange for the copying of the form petition and supporting documents for the parent or guardian or unaccompanied youth, without cost to the parent or guardian or unaccompanied youth;
- d) Accept service of the form petition and supporting papers on behalf of any District employee or officer named as a party, or the District if it is named as a party, or arrange for service by mail by mailing the form petition and supporting documents to any District employee or officer named as a party, and, if the District is named as a party, to a person in the office of the Superintendent who has been designated by the Board to accept service on behalf of the District;
- e) Provide the parent or guardian or unaccompanied youth with a signed and dated acknowledgment verifying that they have received the form petition and supporting documents, and will either accept service of these documents on behalf of the District

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)

employee or officer of District, or effect service by mail by mailing the form petition and supporting documents to any District employee or officer named as a party, and, if the District is named as a party, to a person in the office of the Superintendent who has been designated by the Board to accept service on behalf of the District;

- f) Transmit on behalf of the parent or guardian or unaccompanied youth, within five days after the service of, the form petition or any pleading or paper to the Office of Counsel, New York State Education Department, State Education Building, Albany, New York 12234;
- g) Provide the parent or guardian or unaccompanied youth with a signed and dated acknowledgement verifying that they have received the form petition and supporting documents and will transmit these documents on behalf of the parent, guardian or unaccompanied youth to the Office of Counsel, New York State Education Department, State Education Building, Albany, New York 12234;
- h) Accept service of any subsequent pleadings or papers, including any correspondence related to the appeal, if the parent or guardian or unaccompanied youth so elects. They will also make this correspondence available to the parent or guardian or unaccompanied youth; and
- i) Maintain a record of all appeals of enrollment, school selection, and transportation determinations.

Coordination

The District will coordinate the provision of services described in this policy with local social services agencies, housing providers and other agencies or programs providing services to students in temporary housing and their families, including services and programs funded under the Runaway and Homeless Youth Act.

The District will coordinate with other school districts on inter-district issues, such as transportation or transfer of school records.

The District will coordinate implementation of the above provision of services with the requirements of the Individuals with Disabilities Education Act (IDEA) for students with disabilities.

Coordination with Title I

The District acknowledges that students in temporary housing are eligible for services under Title I, Part A whether or not they live in a Title I school attendance area or meet the academic requirements required of other children. The District will ensure that:

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)

- a) Title I, Part A funds are set aside as are necessary to provide students in temporary housing, who may have unique needs that differ from their permanently housed peers, with educationally related support services;
- b) Its local plan includes a description of how the plan is coordinated with McKinney-Vento;
- c) Its local plan describes the services provided to students in temporary housing;
- d) Its local plan describes the efforts it made to identify students in temporary housing, including unaccompanied youth, if the District reports that there are no students in temporary housing enrolled in the District. These efforts will include contacting the LDSS or Office of Children and Family Services (OCFS) to verify that there are no students in temporary housing in the District; and
- e) Its housing questionnaire asks about the living arrangements of the child or unaccompanied youth, including asking if they are living in a shelter; with relatives or others due to loss of housing or economic hardship; in an abandoned apartment/building; in a motel/hotel, camping ground, car, train/bus station or other similar situation due to the lack of alternative, adequate housing. Documentation of the District's efforts to identify students in temporary housing will be maintained on file and a copy of the housing questionnaire will also be kept on file.

Reporting Requirements

The District will collect and transmit to the Commissioner of Education, at the time and in the manner as the Commissioner may require, a report containing information as the Commissioner determines is necessary, including the numbers of homeless students, their grade, and their nighttime residence.

Access to Free Meals

The District will provide free meals to all children identified as homeless. They do not have to complete a free or reduced-price meal application. When the McKinney-Vento liaison or a shelter director provides a child's name to the District's school food service office, free school meals will commence immediately.

Removal of Barriers

The District will review and revise its policies that may act as barriers to the identification of students in temporary housing and their enrollment and retention in school, including barriers to enrollment and retention due to outstanding fees or fines, or absences.

Students

SUBJECT: EDUCATION OF STUDENTS IN TEMPORARY HOUSING (Cont'd.)**Comparable Services**

The District will provide services to students in temporary housing comparable to those offered to other students in the District, including: transportation services; educational services for which the child or youth meets the relevant criteria, such as services provided under Title I or similar state or local programs; educational programs for students with disabilities; educational programs for English learners; programs in career and technical education; programs for gifted and talented students; and school nutrition programs.

Student Privacy

Information about a student in temporary housing's living situation will be treated as a student education record and will not be deemed to be directory information under the Family Educational Rights and Privacy Act (FERPA). A parent or guardian or unaccompanied youth may consent to the release of a student's address information in the same way they would for other student education records under FERPA.

Training

All school enrollment staff, secretaries, school counselors, school social workers, and principals will be trained on the requirements for enrollment of students in temporary housing. Other staff members including school nutrition staff, school registered professional nurses, teachers, and bus drivers will receive training on homelessness that is specific to their field.

McKinney-Vento Homeless Assistance Act, as amended by the Every Student Succeeds Act (ESSA) of 2015, 42 USC § 11431 et seq.

Education Law § 3209

Executive Law Article 19-H

8 NYCRR § 100.2(x)

Adoption Date

Students

SUBJECT: STUDENT ACCEPTABLE USE POLICY (AUP)

The Board will provide access to various computerized information resources through the District's computer system ("DCS") consisting of software, hardware, computer networks, and electronic communications systems. This may include access to email, on-line services, and the Internet. It may include the opportunity for some students to have independent access to the DCS from their home or other remote locations. All use of the DCS, including independent use off school premises, will be subject to this policy. Further, all DCS use must be in support of education or research and consistent with the goals and purposes of the District.

Access to Inappropriate Content/Material and Use of Personal Technology or Electronic Devices

This policy is intended to establish general guidelines for the acceptable student use of the DCS and also to give students and parents or guardians notice that student use of the DCS will provide student access to external computer networks not controlled by the District. The District cannot screen or review all of the available content or materials on these external computer networks, thus, some of the available content or materials on these external networks may be deemed unsuitable for student use or access by parents or guardians.

It is impossible to completely prevent access to content or material that may be considered inappropriate for students. Students may have the ability to access this content or material from their home, other locations off school premises and/or with a student's own personal technology or electronic device on school grounds or at school events. Parents and guardians should establish boundaries and standards for the appropriate and acceptable use of technology and communicate these boundaries and standards to their children. The acceptable use standards outlined in this policy apply to student use of technology via the DCS or any other electronic media or communications, including by means of a student's own personal technology or electronic device on school grounds or at school events.

Standards of Acceptable Use

Generally, the same standards of acceptable student conduct which apply to any school activity apply to use of the DCS. This policy does not attempt to articulate all required and/or acceptable uses of the DCS; nor is it the intention of this policy to define all inappropriate usage.

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

Students who engage in unacceptable use of the DCS may lose access in accordance with applicable due process procedures, and may be subject to further discipline in accordance with the *District Code of Conduct*.

Students

SUBJECT: STUDENT ACCEPTABLE USE POLICY (AUP) (Cont'd.)

Student data files and other electronic storage areas are considered District property subject to control and inspection. The Computer Coordinator may access all files and communications without prior notice to ensure system integrity and that users are complying with the requirements of this policy. There should be no expectation of privacy while using any part of the DCS.

Notification

The District's AUP will be disseminated to parents and students in order to provide notice of the school's requirements, expectations, and students' obligations when accessing the DCS.

General Obligations Law § 3-112

NOTE: Refer also to Policy #8271 -- Internet Safety/Internet Content Filtering
District *Code of Conduct*

Adoption Date

Students

SUBJECT: STUDENT USE OF PERSONAL TECHNOLOGY

The Board seeks to maintain a safe and secure environment for students and staff. Advances in technology have made it possible to expand the learning environment beyond traditional classroom boundaries. Using personal electronic devices during instructional time can enable students to explore new concepts, personalize their learning experience, and expand their global learning opportunities. Additionally, the use of personal technology devices is ubiquitous in today's society and standards for student use during non-instructional time should adapt to this change. This policy defines the use of personal technology during instructional and non-instructional times and reinforces the standard that all use, regardless of its purpose, must follow the guidelines outlined in the Student Acceptable Use Policy (AUP), the District's *Code of Conduct*, and the Dignity for All Students Act.

Personal technology includes all existing and emerging technology devices that can take photographs; record or play audio or video; input text; upload and download media; connect to or receive information from the internet; and transmit or receive messages, telephone calls, or images. Examples of personal technology include, but are not limited to, iPods and MP3 players; iPad, Nook, Kindle, and other tablet PCs; laptop, chromebooks, personal digital assistants (PDAs), cell phones and smart phones such as iPhone, or Android, such as Smartwatches and bluetooth devices. Unacceptable devices include, but are not limited to, gaming devices or consoles, modems or routers, and televisions, or any device void of instructional purpose.

Instructional Purposes

Personal technology use by students is permitted during the school day for instructional purposes and/or in approved locations only. Teachers will indicate when and if classroom use is acceptable. Students are expected to act responsibly and thoughtfully when using technology resources. Students must first inquire with school administrators or teachers when they are unsure of the permissibility of a particular use of technology.

Instructional purposes include, but are not limited to, approved classroom activities, research, college admissions activities, career development, communication with experts, homework, and other activities as deemed appropriate by school staff.

Non-Instructional Uses

Appropriate use of personal technology during non-instructional time is also allowed if students follow the guidelines in the AUP and *Code of Conduct*. Non-instructional use includes texting, calling, and otherwise communicating with others during free periods and in common areas of the school building such as the hallways, cafeteria, study halls, buses, and student lounges. Other non-instructional uses include Internet searches, reading, listening to music, and watching videos. Use during non-instructional time must be conducted in a safe and unobtrusive manner. Devices must also be in silent mode to avoid disrupting others.

Students

SUBJECT: STUDENT USE OF PERSONAL TECHNOLOGY (Cont'd.)**Liability**

The District will not be liable for the loss, damage, misuse, or theft of any personal technology brought to any of its schools. The District reserves the right to monitor, inspect, and/or confiscate personal technology when the administration has reasonable suspicion to believe that a violation of school policy or criminal law has occurred.

The Board expressly prohibits use of personal technology in locker rooms, restrooms, Health Offices, and any other areas where a person would reasonably expect some degree of personal privacy.

Prohibition During State Assessments

All students are prohibited from bringing electronic devices into a classroom or other location where a New York State assessment is being administered. Test proctors, test monitors, and school officials have the right to collect prohibited electronic devices prior to the start of the test and hold them while the test is being administered, including break periods. Admission to any assessment will be denied to any student who refuses to relinquish a prohibited device.

Students with disabilities may use certain devices if the device is specified in that student's IEP or 504 plan or a student has provided medical documentation that they require the device during testing.

Permission

Students will not be permitted to use personal technology devices in school or at school functions until they have reviewed the AUP, the applicable sections of the *Code of Conduct* and associated technology guidelines, and signed the Student Use of Personal Technology Permission Form with their parents. The District reserves the right to restrict student use of District-owned technologies and personal technology on school property or at school-sponsored events.

Students must follow the guidelines for use set out in the District *Code of Conduct* and the AUP at all times. Consequences for misuse are set forth in the District's *Code of Conduct*.

NOTE: Refer also to Policies #7315 -- Student Acceptable Use Policy (AUP)
#7551 -- Dignity for All Students
#8271 -- Internet Safety/Internet Content Filtering

Adoption Date

Students

SUBJECT: ALCOHOL, TOBACCO, DRUGS, AND OTHER SUBSTANCES (STUDENTS)**Prohibited Conduct**

The Board recognizes that the misuse of alcohol, tobacco, electronic cigarettes (e-cigarettes), cannabis (marijuana), drugs, counterfeit and designer drugs, over-the-counter drugs, prescription drugs, vitamins, supplements, herbs, and other similar substances is a serious problem with legal, physical, emotional, and social implications for our students, as well as the entire community. Therefore, the consumption, sharing, selling, use, and/or possession of these and similar substances, as well as tobacco products and drug paraphernalia are prohibited in accordance with law and regulation, District policy, the District *Code of Conduct*, and/or other similar documents.

Students are not permitted to be under the influence of alcohol, cannabis (marijuana), drugs, or other prohibited substances on school grounds or at school functions. "School function" means a school-sponsored or school-authorized extracurricular event or activity regardless of where the event or activity takes place, including any event or activity that may take place virtually or in another state.

Exceptions may exist for authorized medical cannabis use.

Disciplinary Measures

Students will be disciplined in accordance with District policy, the District *Code of Conduct*, and/or other similar documents for the consumption, sharing, selling, use, and/or possession of alcohol, tobacco, e-cigarettes, cannabis (marijuana), drugs, counterfeit and designer drugs, over-the-counter drugs, prescription drugs, vitamins, supplements, herbs, and other similar substances, as well as tobacco products and drug paraphernalia.

Information on Substance Use Related Services

The Superintendent has designated one or more individuals to provide information regarding where and how to find available substance use related services to students, parents, and staff.

The designated individual(s) for the District is/are guidance counselors and school nurse.

Any information provided by a student, parent, or staff member to the designated individual(s) will not be used in any school disciplinary proceeding and will, in addition to any other applicable privilege, be considered confidential in accordance with law.

Students

SUBJECT: ALCOHOL, TOBACCO, DRUGS, AND OTHER SUBSTANCES (STUDENTS)
(Cont'd.)

20 USC §§ 6083(a), 7118, and 7973(a)

Cannabis Law § 127

Education Law §§ 409, 2801, and 3038

Penal Law § 222.10

Public Health Law §§ 1399-n and 1399-o

NOTE: Refer also to Policies #3280 -- Use of School Facilities, Materials, and Equipment
#5641 -- Smoking, Tobacco, and Cannabis (Marijuana) Use
#6150 -- Alcohol, Tobacco, Drugs, and Other Substances (Staff)
#8240 -- Instruction in Certain Subjects
District Code of Conduct

Adoption Date

SUBJECT: SEXUAL HARASSMENT OF STUDENTS**Overview**

The District is committed to creating and maintaining an environment which is free from discrimination and harassment. This policy addresses sexual harassment of students. It is just one component of the District's overall commitment to maintaining a discrimination and harassment-free educational and work environment.

Consistent with this commitment and in accordance with law and regulation, the District prohibits all forms of sexual harassment of students by any individual on school property and at school functions which, for purposes of this policy, means a school-sponsored or school-authorized extracurricular event or activity regardless of where the event or activity takes place, including any event or activity that may take place virtually or in another state.

The District adopts this policy as part of its effort to provide for the prompt and equitable resolution of complaints of sexual harassment of students. The District will promptly respond to reports of sexual harassment of students, ensure that all investigations are conducted within a reasonably prompt time frame and under a predictable fair grievance process that provides due process protections, and impose disciplinary measures and implement remedies when warranted.

Inquiries about this policy may be directed to the District's Civil Rights Compliance Officer(s) (CRCO(s)), Title IX Coordinator(s), and/or the Dignity Act Coordinator(s) (DAC(s)).

What Constitutes Sexual Harassment

Sexual harassment is a form of sex discrimination and is unlawful. It includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity, and the status of being transgender. Sexual harassment can occur between any individuals, regardless of their sex or gender.

Generally stated, sexual harassment consists of subjecting an individual to unwelcome conduct which is either of a sexual nature or which is directed at an individual because of that individual's sex.

This conduct may, among other things, have the purpose or effect of: creating an intimidating, hostile, or offensive environment; substantially or unreasonably interfering with a student's educational performance, opportunities, benefits, or well-being; or otherwise adversely affecting a student's educational opportunities. Petty slights or trivial inconveniences generally do not constitute harassing conduct.

Determinations as to whether conduct or an incident constitutes sexual harassment will be made consistent with applicable law and regulation, as well as any applicable District policy, regulation, procedure, or other document such as the District's *Code of Conduct*. The examples below are intended to serve as a general guide for individuals in determining what may constitute

SUBJECT: SEXUAL HARASSMENT OF STUDENTS (Cont'd.)

sexual harassment. These examples should not be construed to add or limit the rights that students possess as a matter of law.

Examples of Sexual Harassment

Sexual harassment can be verbal, non-verbal, or physical. Examples of this conduct may include, but are not limited to, the following:

- a) Unwanted physical acts of a sexual nature, such as:
 - 1. Touching, pinching, patting, kissing, hugging, grabbing, brushing against another person's body, or poking another person's body; and
 - 2. Rape, sexual battery, molestation, or attempts to commit these assaults.
- b) Engaging in sexual conduct with an individual who is unable to consent due to age, use of drugs or alcohol, intellectual disability, or other disability.
- c) Unwanted sexual advances or propositions, such as:
 - 1. Demanding sexual favors of a student, insinuating that refusal to acquiesce to such favors will adversely affect a student's grades, references, academic or scholastic placement, and/or participation in extracurricular activities; and
 - 2. Subtle or obvious pressure for unwelcome sexual activities.
- d) Verbal abuse or ridicule, including profanity, innuendoes, stories, and jokes that are sexual in nature and/or gender-related. This might include inappropriate sex-oriented comments on appearance, including dress or physical features.
- e) Asking or commenting about an individual's sexual activities.
- f) Hostile actions taken against an individual because of that individual's sex, sexual orientation, gender identity, and the status of being transgender.
- g) Displaying or distributing pornographic or other sexually explicit materials (print or digital) such as magazines, pictures, cartoons, etc.
- h) Unwelcome staring, leering, or gesturing which is sexually suggestive in nature.
- i) Unwelcome and/or offensive public displays of sexual or physical affection.

SUBJECT: SEXUAL HARASSMENT OF STUDENTS (Cont'd.)

- j) Clothing that reflects sexually obscene and/or sexually explicit messages, slogans, or pictures.
- k) Any other unwelcome and unwanted sexually oriented and/or gender-based behavior which is sexually demeaning, belittling, intimidating, or perpetrates sexual stereotypes and attitudes.

Reporting Allegations of Sexual Harassment

In order for the District to enforce this policy, and to take corrective action as warranted, it is essential that students who believe that they have been a victim of sexual harassment in the school environment, as well as any other person who has knowledge of or witnesses any possible sexual harassment, immediately report the alleged conduct or incident. Reports of sexual harassment may be made orally or in writing to any District employee including, but not limited to, a teacher, building principal, CRCO, Title IX Coordinator, or DAC.

All District employees who witness or receive an oral or written report of sexual harassment must immediately inform the CRCO. Failure to immediately inform the CRCO may subject the employee to discipline up to and including termination. If the CRCO is unavailable, including due to a conflict of interest or other disqualifying reason, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity. If the District has not designated another CRCO, the Superintendent will ensure that another person with the appropriate training and qualifications is appointed to act as the CRCO.

Additionally, District employees must comply with reporting requirements in any other applicable District policy or document. Applicable policies or documents may include: Policy #3420 -- Non-Discrimination and Anti-Harassment in the District; Policy #3421 -- Title IX and Sex Discrimination; Policy #7550 -- Dignity for All Students; and the District's *Code of Conduct*.

Grievance Process for Complaints of Sexual Harassment

The District will act to promptly, thoroughly, and equitably investigate all complaints, whether oral or written, of sexual harassment of students and will promptly take appropriate action to protect students from further sexual harassment.

Various District policies and documents address sexual harassment of students. These policies and documents may include: Policy #3420 -- Non-Discrimination and Anti-Harassment in the District; Policy #3421 -- Title IX and Sex Discrimination; Policy #7550 -- Dignity for All Students; and the District's *Code of Conduct*. All complaints will be handled in accordance with the applicable District policies and/or documents.

SUBJECT: SEXUAL HARASSMENT OF STUDENTS (Cont'd.)

The determination as to which District policies and/or documents are applicable is fact specific, and the CRCO may work with other District staff such as the District's Title IX Coordinator(s) and/or DAC(s) to determine which District policies and/or documents are applicable to the specific facts of the complaint.

If an investigation reveals that sexual harassment has occurred, the District will take immediate corrective action as warranted. This action will be taken in accordance with applicable law and regulation, as well as any applicable District policy, regulation, procedure, collective bargaining agreement, third-party contract, or other document such as the District's *Code of Conduct*.

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

The District prohibits retaliation against any individual because the individual made a report or complaint, testified, assisted, or participated or refused to participate in an investigation, proceeding, or hearing related to a complaint of sexual harassment.

Complaints of retaliation may be directed to the CRCO. If the CRCO is unavailable, including due to a conflict of interest or other disqualifying reason, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity. If the District has not designated another CRCO, the Superintendent will ensure that another person with the appropriate training and qualifications is appointed to act as the CRCO.

Where appropriate, follow-up inquiries will be made to ensure that the sexual harassment has not resumed and that those involved in the investigation have not suffered retaliation.

Equal Educational Opportunities Act of 1974, 20 USC § 1701 et seq.

Title IV of the Civil Rights Act of 1964, 42 USC § 2000c et seq.

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

34 CFR Parts 106 and 270

45 CFR Part 86

Civil Rights Law § 40-c

Education Law §§ 10-18, 313, 2801, and 3201-a

New York State Human Rights Law, Executive Law § 290 et seq.

8 NYCRR § 100.2

9 NYCRR § 466 et seq.

NOTE: Refer also to Policies #3420 -- Non-Discrimination and Anti-Harassment in the District

#3421 -- Title IX and Sex Discrimination

#7551 -- Dignity for All Students

#7553 -- Hazing of Students

District Code of Conduct

Adoption Date

Instruction

SUBJECT: INTERNET SAFETY/INTERNET CONTENT FILTERING

In compliance with the Children's Internet Protection Act (CIPA) and Regulations of the Federal Communications Commission (FCC), the District will ensure the use of technology protection measures (i.e., filtering or blocking of access to certain material on the Internet) on all District computers with Internet access. These technology protection measures apply to Internet access by both adults and minors with regard to visual depictions that are obscene, pornographic, or, with respect to the use of computers by minors, considered harmful to students. The District will provide for the education of students regarding appropriate online behavior including interacting with other individuals on social networking websites and in chat rooms and regarding cyberbullying awareness and response. Further, appropriate monitoring of online activities of minors, as determined by the building or program supervisor, will also be enforced to ensure the safety of students when accessing the Internet.

Further, the Board's decision to utilize technology protection measures and other safety procedures for staff and students when accessing the Internet fosters the educational mission of the District, including the selection of appropriate instructional materials and activities to enhance the schools' programs and to help ensure the safety of personnel and students while online.

However, no filtering technology can guarantee that staff and students will be prevented from accessing any inappropriate sites. Proper safety procedures, as deemed appropriate by the applicable administrator or program supervisor, will be provided to ensure compliance with the CIPA.

In addition to the use of technology protection measures, the monitoring of online activities and access by minors to inappropriate matter on the Internet may include, but will not be limited to, the following guidelines:

- a) Ensuring the presence of a teacher, appropriate District personnel, and/or appropriate monitoring software when students are accessing the Internet including, but not limited to, the supervision of minors when using email, chat rooms, instant messaging, and other forms of direct electronic communications. As determined by the appropriate building administrator, the use of email, chat rooms, as well as social networking websites, may be blocked as deemed necessary to ensure the safety of students;
- b) Monitoring logs of access in order to keep track of the websites visited by students as a measure to restrict access to materials harmful to minors;
- c) In compliance with this Internet Safety Policy as well as the District's Acceptable Use Policy (AUP), unauthorized access, and other unlawful activities by minors are prohibited by the District and student violations of these policies may result in disciplinary action; and
- d) Appropriate supervision and notification to minors regarding the prohibition as to unauthorized disclosure, use, and dissemination of personal identification information regarding students.

Instruction

SUBJECT: INTERNET SAFETY/INTERNET CONTENT FILTERING (Cont'd.)

The determination of what is "inappropriate" for minors will be determined by the District and/or designated school official(s), the definition of which may vary depending on the circumstances of the situation and the age of the students involved in online research.

The terms "minor," "child pornography," "harmful to minors," "obscene," "technology protection measure," "sexual act," and "sexual contact" will be as defined in accordance with CIPA and other applicable laws or regulations.

Under certain specified circumstances, the blocking or filtering technology measure(s) may be disabled for adults engaged in bona fide research or other lawful purposes. The power to disable can only be exercised by an administrator, supervisor, or other person authorized by the District.

The District will provide certification, in accordance with the requirements of CIPA, to document the District's adoption and enforcement of its Internet Safety Policy, including the operation and enforcement of technology protection measures (i.e., blocking or filtering of access to certain material on the Internet) for all District computers with Internet access.

Internet Safety Instruction

In accordance with New York State Education Law, the District may provide to students in grades K through 12 instruction designed to promote the proper and safe use of the Internet. The Commissioner will provide technical assistance in the development of curricula for this course of study which will be age appropriate and developed according to the needs and abilities of students at successive grade levels in order to provide awareness, skills, information, and support to aid in the safe usage of the Internet.

Additionally, students will be educated on appropriate interactions with other individuals on social networking websites and in chat rooms, as well as cyberbullying awareness and response.

Access to Inappropriate Content/Material and Use of Personal Technology or Electronic Devices

Despite the existence of District policy, regulations, and guidelines, it is not impossible to completely prevent access to content or material that may be considered inappropriate for students. Students may have the ability to access this content or material from their home, other locations off school premises, and/or with a student's own personal technology or electronic device on school grounds or at school events.

The District is not responsible for inappropriate content or material accessed via a student's own personal technology or electronic device or via an unfiltered Internet connection received through a student's own personal technology or electronic device.

Instruction

SUBJECT: INTERNET SAFETY/INTERNET CONTENT FILTERING (Cont'd.)**Notification/Authorization**

The District's AUP will be disseminated to parents and students in order to provide notice of the school's requirements, expectations, and student's obligations when accessing the Internet.

The District has provided reasonable public notice and has held at least one public hearing or meeting to address this policy prior to Board adoption. Additional public notice and a hearing or meeting is not necessary if and when amendments are made to this policy.

This policy must be made available to the FCC upon request. Furthermore, appropriate actions will be taken to ensure the ready availability to the public of this policy as well as any other District policies relating to the use of technology.

This policy is required to be retained by the school for at least five years after the funding year in which the policy was relied upon to obtain E-rate funding.

20 USC § 7131
47 USC §§ 254(h) and 254(l)
47 CFR Part 54
Education Law § 814

NOTE: Refer also to Policies #7314 -- Student Acceptable Use Policy (AUP)
#7316 -- Student Use of Personal Technology
District Code of Conduct

Adoption Date

Instruction

SUBJECT: INSTRUCTION FOR ENGLISH LANGUAGE LEARNERS

The Board recognizes its responsibility to ensure that students of foreign birth or ancestry who are identified as English Language Learners (ELLs) are provided with an appropriate bilingual education or English as a New Language (ENL) program.

The District has developed a comprehensive plan to meet the educational needs of ELLs. The plan will be kept on file in the District and submitted to the Commissioner of Education prior to the start of each school year. The plan includes:

- a) The District's philosophy regarding the education of ELLs;
- b) The District's administrative practices and procedures to screen, identify, and place ELLs in appropriate programs;
- c) The District's plan to provide parents and other persons in parental relation with information about all bilingual education and ENL programs available in the District and notices regarding program placement and the rights of parents or persons in parental relation in the language or mode of communication they best understand;
- d) The District's system to annually measure and track the academic progress and English language proficiency of ELLs and use of data to drive instruction;
- e) A description of the District's curricular and extracurricular services provided to ELLs;
- f) The District's administrative practices to annually evaluate ELLs;
- g) The District's procedure to identify support services for ELLs;
- h) The District's policies and procedures regarding ELLs who are students with disabilities;
- i) The District's procedures to exit ELLs including those students with inconsistent/interrupted formal education;
- j) The District's services to support former ELLs.

Additionally, the District will provide professional learning to all teachers, level III teaching assistants, and administrators that specifically addresses the needs of ELLs. For school business leaders, the District will provide professional learning related to the needs of ELLs and the federal, state, and local mandates for ELLs. We currently do not have to do this due to low numbers of ELL students.

The Superintendent will ensure that all data, including plans, assurances, and reports as required by the Commissioner's regulations, is submitted to the State Education Department in a timely manner.

2021

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Instruction

SUBJECT: INSTRUCTION FOR ENGLISH LANGUAGE LEARNERS (Cont'd.)

Education Law § 3204

8 NYCRR Parts 117 and 154 and § 100.2(g)

Adoption Date