



Long Lake
CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION MEETING

Tuesday, May 14, 2019

5:30 p.m. Executive Session, LLCS Cafeteria

6:00 p.m. Regular Meeting, LLCS Cafeteria

7:00 p.m. Budget Hearing, LLCS Gymnasium

- I. Call to Order – President of the Board
 - a. Pledge of Allegiance
- II. Executive Session
 - a. Employment History of five particular people and Collective Negotiations pursuant to Article 14 of the Civil Service Law relating to the CSEA Local 821.
- III. Call to Order
 - a. *Approval of the April 10, 2019 Regular Meeting Minutes
 - b. *Approval of the April 30, 2019 Special Meeting Minutes
 - c. *Approval of the May 1, 2019 Capital Project Hearing Minutes
 - d. Next Regular Meeting Date, Thursday, June 13, 2019 6:00 p.m. in Cafeteria, Budget Vote Tuesday, May 21, 2019 2:00 p.m.-8:00 p.m.
- IV. Public Participation
 - a. Presentations: Class of 2019 Trip to New York City
- V. Superintendent's Update
- VI. Business Affairs
 - a. *Approval of March 2019 Treasurer's Report
 - b. Comprehensive Budget and Revenue Status Reports
 - c. Warrants
- VII. Recommendations for Approval
 - a. *Approval of Policies #5673 Employee Personal Identifying Information, #7221 Participation in Graduation Ceremonies and Activities, #7530 Child Abuse and Maltreatment, # 7616 Pre-Referral Intervention Strategies, and #7630 Committee on Special Education (CSE) / Committee on Preschool Special Education (CPSE)
 - b. * Appointment of Hayden LaMere as Technology Education Teacher effective September 1, 2019
 - c. *Approval of Health Insurance for Hayden LaMere from July 1, 2019 through August 31, 2019
 - d. *Approval of Amanda Smith as a Substitute Teacher

- e. *Approval of Elizabeth Noonan for Tenure in Elementary Education effective September 1, 2019
- f. *Approval of Megan Nevins for Tenure in General Special Education effective September 1, 2019
- g. *Approval of Shared Decision Making Committee Plan
- h. *Approval of Overnight Envirothon Field Trip, May 22, 2019-May 23, 2019 to Geneva

VIII. General Discussion

IX. 2nd Public Participation

X. Adjourn

**LONG LAKE CENTRAL SCHOOL DISTRICT
DRAFT BOARD MEETING MINUTES**

Date: April 10, 2019

Time: 6:00 p.m.

Type of Meeting: Regular Meeting

Place: Cafeteria

Members Present: Alexandria Harris
Trisha Hosley
Brian Penrose
Frederick Short

Members Absent: Michael Farrell

Others Present: Noelle Short-Principal/Superintendent, Victoria Snide-Clerk of the Board

Call to Order: The President called the meeting to order at 6:00 p.m. and followed with the Pledge of Allegiance.

Approved: On Motion by Frederick Short, seconded by Alexandria Harris, with all in favor, the **minutes of the March 14, 2019 meeting.**

The next regular meeting date is **Tuesday, May 14, 2019** at 6 p.m. in the cafeteria followed by the Budget Hearing at 7 p.m. in the gymnasium. There will be a **special meeting on Tuesday, April 30, 2019 at 5:30 p.m.** in Room 206 to vote on the BOCES budget and board election.

Public Participation: None

Presentations: None

Superintendent Update: The third marking period ends this week and **report cards will be sent out next week.**

Grades 3-8 ELA testing was last week. We increased participation from 40% to 91%. Elisha Pylman, Trisha Hosley, Michelle Billings, Joan Paula and Noelle Short all worked to increase participation in these tests. Math testing will be early May and Science at the end of May.

The seniors will present on their **New York City field trip** at next month's board meeting.

Grade 9 traveled to Albany for a field trip last week. They met Senator James Tedisco, toured the Capital Building and the NYS Museum.

Eleven of our students participated in the **CASMA** performance at Warrensburg CSD last weekend.

The **Spring Concert** will be held on May 21, 2019 as well as our budget vote, board of education election and capital project proposition.

The **Memorial Day Parade** and the County Parade will be combined as one event this year in Long Lake.

Senior **Karmen Howe** has chosen to attend the **University of Hartford** in the fall.

PreK and Kindergarten Screening will be held the first week in June.

We have received five **applications** for the high school math position and more than twenty applications for the high school social studies position.

The **Drama Club performance** will be held June 1st. The Club consists mostly of students from grades 5-8.

We are planning on holding a **middle school orientation** for students moving up from grade 6 to grade 7.

Our **BOCES program at Adirondack Education Center** has chosen a two week break in April next school year with only two days off during February break.

The first meeting of the **CTSO** was held on April 2nd with 22 attendees. The next meeting will be April 30. The first priority is to obtain liability insurance.

Michael Nerney presented on adolescent brain development in regards to substance abuse and technology to Grades 6-8, Grades 9-12, and to adults at an evening event.

Noelle Short recapped the history of the **Harold and Albina Klue Scholarship** and posted on Facebook in the hopes that someone from the Klue Family would see our note of appreciation.

Sheriff Karl Abrams wrote the Board with some details of a **School Resource Officer position**. The current budget does not include funding for a School Resource Officer.

The Board was reminded that they need to tell Noelle Short if they are attending the **Academic Excellence Awards Banquet**.

Business Affairs:

Approved: On Motion by Trisha Hosley, seconded by Alexandria Harris, with all in favor, the February 2019 **Treasurer Reports**.

Comprehensive **Budget and Revenue Status** Reports for the General and Lunch Funds, and Warrants A-17, C-9, and TA-9 were reviewed.

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, **Budget Transfer Schedule A-6**.

Recommendations for Approval

Approved: On Motion by Frederick Short, seconded by Alexandria Harris, with all in favor, the **2019-2020 School Calendar**.

Approved: On Motion by Alexandria Harris, seconded by Frederick Short, with all in favor, the **2019-2020 School Budget** for presentation to the voters May 21, 2019.

Approved: On Motion by Trisha Hosley, seconded by Alexandria Harris, with all in favor, the **2019-2020 Property Tax Report Card**.

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, **Carol Turner and Stephanie Wells as Election Inspectors** for the May 21, 2019 vote with a \$100 stipend.

Approved: On Motion by Alexandria Harris, seconded by Trisha Hosley, with all in favor, **Victoria Snide as Alternate Election Inspector** for the May 21, 2019 vote, no stipend.

Approved: On Motion by Trisha Hosley, seconded by Alexandria Harris, with all in favor, **Joseph Koehring as Elementary Tennis Coach** for the 2018-2019 season.

Approved: On Motion by Frederick Short, seconded by Trisha Hosley, with all in favor, **Sherilea Cook-Keller as Clay Target Club Co-Advisor** for the 2018-2019 season.

Approved: On Motion by Trisha Hosley, seconded by Alexandria Harris, **Brian Penrose as unpaid Clay Target Club Co-Advisor** for the 2018-2019 season. Alexandria Harris, Trisha Hosley and Frederick Short approved the Motion. Brian Penrose abstained.

Policy Readings: A first reading of Policy #5673 Employee Personal Identifying Information, #7221 Participation in Graduation Ceremonies and Activities, #7530 Child Abuse and Maltreatment, #7616 PreReferral Intervention Strategies and #7630 Committee on Special Education (CSE)/Committee on PreSchool Special Education (CPSE) was held.

General Discussion

There will be a **Capital Project Informational Meeting** held in the gymnasium on Wednesday, May 1, 2019 at 6 p.m. An information flyer and invitation to attend will be mailed to residents approximately April 17, 2019.

2nd Public Participation: None

Executive Session: On Motion by Frederick Short, seconded by Alexandria Harris, with all in favor, to enter Executive Session at 7:13 p.m. to discuss Collective Negotiations Pursuant to Article 14 of the Civil Service Law relating to CSEA Local 821 and the Employment History of Five Particular People.

Approved: On Motion by Brian Penrose, seconded by Trisha Hosley, with all in favor, to come out of Executive Session at 7:42 p.m.

Approved: On Motion by Trisha Hosley, seconded by Alexandria Harris, with all in favor, the **Conditions of Employment for Lisa Walker** for the period July 1, 2019 through June 30, 2021.

Adjournment: On Motion by Alexandria Harris, seconded by Brian Penrose, with all in favor, the Board adjourned at 7:43 p.m.

Clerk of the Board

Victoria J. Snide

**LONG LAKE CENTRAL SCHOOL DISTRICT
DRAFT BOARD MEETING MINUTES**

Date: April 30, 2019
Time: 5:30 p.m.
Type of Meeting: Special Meeting
Place: Room 206
Members Present: Michael Farrell
Alexandria Harris
Trisha Hosley
Brian Penrose
Frederick Short

Others Present: Noelle Short-Principal/Superintendent, Victoria Snide-Clerk of the Board

Call to Order: The President called the meeting to order at 5:30 p.m.

Approved: On Motion by Michael Farrell, seconded by Frederick Short, with all in favor, to **dispense with the Pledge of Allegiance.**

Recommendations for Approval

Approved: On Motion by Alexandria Harris, seconded by Frederick Short, with all in favor, the **tentative administrative budget for the Board of Cooperative Educational Services** of the Sole Supervisory District of Franklin, Essex, and Hamilton Counties in the amount of \$2,418,265 for the school year 2019-2020.

- **Approved:** On Motion by Trisha Hosley, seconded by Alexandria Harris, with all in favor, to cast it's votes in the **annual election of members of the Franklin, Essex, and Hamilton Counties Board of Cooperative Educational Services** for Christine Crossman-Dumas, Elizabeth Forsell, and Thomas O'Bryan for three year terms.

Approved: On Motion by Alexandria Harris, seconded by Michael Farrell, with all in favor, the **resignation of Hayden LaMere as Clay Target Club Advisor** for the 2018-2019 school year.

Adjournment: On Motion by Frederick Short, seconded by Alexandria Harris, with all in favor, the Board adjourned at 5:32 p.m.

Clerk of the Board

Victoria J. Snide

**LONG LAKE CENTRAL SCHOOL DISTRICT
DRAFT CAPITAL PROJECT HEARING MINUTES**

Date: May 1, 2019

Time: 6:00 p.m.

Type of Meeting: Capital Project Hearing

Place: LLCS Gymnasium

Members Present: Michael Farrell
Trisha Hosley
Brian Penrose
Frederick Short

Members Absent: Alexandria Harris

Others Present: Noelle Short - Superintendent, Victoria Snide-Clerk of the Board, Charles Bastian-Bernard P. Donegan, Inc., John JoJo-Mosaic Associates Architects, Eric Robert, James Bateman, David Snide, Jules Comeau, Michelle and Tom Donnelly, Liz Hosley, Glen and Karen Ruane, Jack Carney, Rick and Joan Paula, Nadine Jennings, Clay Arsenault, Michael Small, Bob Roche, Hallie Bond

The Meeting came to order at 6:02 p.m.

Capital Project Comments:

Noelle Short welcomed the audience and introduced the board members and representatives from the architects and municipal finance.

A power point presentation was shared that included the school mission statement, a preliminary project schedule, the project focus, the project cost and financing, the cost to the taxpayer, the background of previous capital projects, the scope of work, floor plans, and pictures of affected areas.

A question and answer period was held.

The meeting adjourned at 7:40 p.m.

Clerk of the Board

Victoria J. Snide

TREASURER'S MONTHLY REPORT**FUND: EXTRACURRICULAR ACCT.**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 8,713.34

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	\$ 1,311.88
	Interest	\$ 0.07

Total Receipts \$ 1,311.95

Total receipts, including balance \$ 10,025.29

Disbursements made during the month:

By Check-From Check :#1309-1310	\$ 428.25
EFT Transfers	\$1,229.86
By Debit Charge	\$ -

Total amount of checks issued and debit charges \$ 1,658.11

Cash balance as shown by records \$ 8,367.18

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 8,367.18

Less outstanding checks

See attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 8,367.18

Amount of receipts undeposited (See attached schedules)

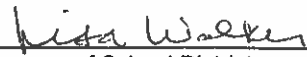
Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 8,367.18

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

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: TRUST & AGENCY**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 1,057.74

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	\$ 144,152.86

Total Receipts \$ 144,152.86

Total receipts, including balance \$ 145,210.60

Disbursements made during the month:

By Check-from check #3003-3007 \$ 2,502.77

EFT Transfers 141,805.06

By Debit Charge

Total amount of checks issued and debit charges \$ 144,307.83

Cash balance as shown by records \$ 902.77

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 3,412.19

less outstanding checks # See Attached \$ 2,509.42

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

\$ 902.77

Amount of receipts undeposited (See attached schedules)

-

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 902.77

Received by the Board of Education and entered
as a part of the minutes of the Board meeting heldThis is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.

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Clerk of the Board of Education

Treasurer of School District

Lisa Walker

TREASURER'S MONTHLY REPORT**FUND: LUNCH FUND**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 12,286.58

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	\$ 26,670.80
	Interest	<u>0.22</u>

Total Receipts \$ 26,671.02

Total receipts, including balance \$ 38,957.60

Disbursements made during the month:

By Check-From Check #2170-2178	\$ 4,083.05
EFT Transfers	<u>4,670.47</u>

Total amount of checks issued and debit charges \$ 8,753.52

Cash balance as shown by records \$ 30,204.08**RECONCILIATION WITH BANK STATEMENT**

Balance as given on bank statement, end of month \$ 30,217.53

Less outstanding checks see attached \$ 13.45

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 30,204.08

Amount of receipts undeposited -Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 30,204.08

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

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Lisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: PAYROLL FUND**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 1,000.00

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	93,345.06

Total Receipts \$ 93,345.06

Total receipts, including balance \$ 94,345.06

Disbursements made during the month:

By Check: #15566-15641	\$ 2,086.64
EFT Transfers	\$ 91,258.42
	\$ -

Total amount of checks issued and debit charges: \$ 93,345.06

Cash balance as shown by records \$ 1,000.00

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 2,352.82

Less Outstanding Checks - See Attached \$ 1,352.82

\$ 1,000.00

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands)

Amount of receipts undeposited-

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 1,000.00

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

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Hita Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: GENERAL FUND**

For Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 42,501.32

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	\$ 253,000.00
	Interest	0.54

Total Receipts \$ 253,000.54

Total receipts, including balance \$ 295,501.86

Disbursements made during the month:

By Check-From Check #15404-15450	\$ 112,762.01
EFT Transfers	139,579.21
	\$ -

Total amount of checks issued and debit charges \$ 252,341.22

Cash balance as shown by records \$ 43,160.64

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 50,890.42

Less outstanding checks see attached \$ 7,729.78

Net balance in bank (Should agree with Cash Balance above unless there are undeposited funds in treasurer's hands) \$ 43,160.64

Amount of receipts undeposited (See attached schedules) \$ -

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 43,160.64

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

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.


Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: SCHOLARSHIP FUND**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 2,272.71

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	\$ -
	Interest	\$ 0.02

Total Receipts \$ 0.02

Total receipts, including balance \$ 2,272.73

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 2,272.73

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 2,272.73

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 2,272.73

Amount of receipts undeposited (See attached schedules) -

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 2,272.73

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

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Clerk of the Board of Education

This is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.Neta Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: MONEY MARKET ACCOUNT**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 1,057,355.83

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	\$ 302,689.24
	Interest	\$ 17.05
	Total Receipts	\$ 302,706.29
	Total receipts, including balance	\$ 1,360,062.12

Disbursements made during the month:

By Check:	
EFT Transfers	\$ 278,000.00
By Debit	\$ -

Total amount of checks issued and debit charges \$ 278,000.00

Cash balance as shown by records \$ 1,082,062.12

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 1,082,062.12

Less outstanding checks

Net balance in bank (Should agree with Cash Balance above unless \$ 1,082,062.12

there are undeposited funds in treasurer's hands)

Amount of receipts undeposited \$ -

Total available balance (must agree with Cash Balance above if there is a true reconciliation) \$ 1,082,062.12

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

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Clerk of the Board of EducationThis is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.Hisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: MONEY MARKET-NY CLASS**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 1,209,452.25

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	\$ -
	Interest	\$ 2,350.76
	Total Receipts	\$ 2,350.76
	Total receipts, including balance	\$ 1,211,803.01

Disbursements made during the month:

By Check:	
EFT Transfers	\$ -
By Debit	\$ -

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 1,211,803.01

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 1,211,803.01

Less outstanding checks

Net balance in bank (Should agree with Cash Balance above unless there are undeposited funds in treasurer's hands)	\$ 1,211,803.01
Amount of receipts undeposited	\$ -
Total available balance (must agree with Cash Balance above if there is a true reconciliation)	\$ 1,211,803.01

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

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Wira Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: CAPITAL RESERVE-NY CLASS**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 336,316.69

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

Date	Source	
March	Deposits	-
	Interest	\$ 653.66

Total Receipts \$ 653.66

Total receipts, including balance \$ 336,970.35

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 336,970.35

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 336,970.35

less outstanding checks

see attached	\$ -
	\$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)

\$ 336,970.35

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 336,970.35

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

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Hisa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: REPAIR RESERVE-NY CLASS**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 52,379.15

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	-
	Interest	\$ 101.80

Total Receipts \$ 101.80

Total receipts, including balance \$ 52,480.95

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 52,480.95

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 52,480.95

less outstanding checks
see attached
\$ -
\$ -Net balance in bank (Should agree with Cash Balance above unless
There are undeposited funds in treasurer's hands)

\$ 52,480.95

Amount of receipts undeposited (See attached schedules)


Total available balance (must agree with Cash Balance above if there is a
true reconciliation)

\$ 52,480.95

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

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Clerk of the Board of Education

This is to certify that the
above cash balance is
in agreement with my
bank statement, as reconciled.
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: TAX RESERVE-NY CLASS**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 33,057.92

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	-
	Interest	\$ 64.26

Total Receipts \$ 64.26

Total receipts, including balance \$ 33,122.18

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 33,122.18

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 33,122.18

less outstanding checks

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)

\$ 33,122.18

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 33,122.18

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

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Wesa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: SCHOLARSHIP FUND-NY CLASS**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 70,699.78

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	\$ -
	Interest	\$ 137.42

Total Receipts \$ 137.42

Total receipts, including balance \$ 70,837.20

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-
	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 70,837.20

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 70,837.20

less outstanding checks \$ -
see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 70,837.20

Amount of receipts undeposited (See attached schedules) -

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 70,837.20

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

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Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Wita Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: TED ABER SCHOLARSHIP-NY CLASS**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 9,387.06

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	\$ -
	Interest	\$ 18.28

Total Receipts \$ 18.28

Total receipts, including balance \$ 9,405.34

Disbursements made during the month:

By Check-from Check #	\$ -
EFT Transfers	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 9,405.34

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 9,405.34

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 9,405.34

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 9,405.34

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

20

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Hita Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: COURTNEY SCHOLARSHIP-NY CLASS**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 2,034.38

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	\$ -
	Interest	\$ 3.99

Total Receipts \$ 3.99

Total receipts, including balance \$ 2,038.37

Disbursements made during the month:

By Check-from Check # \$ -

EFT Transfers -

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 2,038.37

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 2,038.37

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 2,038.37

Amount of receipts undeposited (See attached schedules) -

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 2,038.37

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

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

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Clerk of the Board of Education

Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: VARTULI SCHOLARSHIP-NY CLASS**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 7,118.04

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	\$ -
	Interest	\$ 13.83

Total Receipts \$ 13.83

Total receipts, including balance \$ 7,131.87

Disbursements made during the month:

By Check-from Check # \$ -

EFT Transfers -

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 7,131.87

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 7,131.87

less outstanding checks \$ -

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless

There are undeposited funds in treasurer's hands) \$ 7,131.87

Amount of receipts undeposited (See attached schedules) -

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 7,131.87

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

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

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Clerk of the Board of Education

Wissa Walker
Treasurer of School District

TREASURER'S MONTHLY REPORT**FUND: BUS RESERVE-NY CLASS**

For the Period from March 1, 2019 thru March 31, 2019

Total available balance as reported at the end of preceding period \$ 2,917.01

Receipts during the month: (with breakdown of source including full amount of all short-term loans)

<u>Date</u>	<u>Source</u>	
March	Deposits	-
	Interest	\$ 5.63

Total Receipts \$ 5.63

Total receipts, including balance \$ 2,922.64

Disbursements made during the month:

By Check-from check #	\$ -
EFT Transfers	-
By Debit Charge	-

Total amount of checks issued and debit charges \$ -

Cash balance as shown by records \$ 2,922.64

RECONCILIATION WITH BANK STATEMENT

Balance as given on bank statement, end of month \$ 2,922.64

less outstanding checks

see attached \$ -

Net balance in bank (Should agree with Cash Balance above unless There are undeposited funds in treasurer's hands)

\$ 2,922.64

Amount of receipts undeposited (See attached schedules)

Total available balance (must agree with Cash Balance above if there is a true reconciliation)

\$ 2,922.64

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

20

Clerk of the Board of Education

This is to certify that the above cash balance is in agreement with my bank statement, as reconciled.

Heta Walker
Treasurer of School District

Appropriation Status Detail Report By Function From 7/1/2018 To 6/30/2019

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
C 2860.160-0000	Cafeteria Salaries	57,778.00	0.00	57,778.00	44,113.21	0.00	13,664.79
C 2860.200-0000	Cafeteria Equipment	0.00	1,900.00	1,900.00	1,900.00	0.00	0.00
C 2860.400-0000	Cafeteria Contractual	3,000.00	0.00	3,000.00	986.50	0.00	2,013.50
C 2860.410-0000	Cafeteria Food	30,000.00	-1,900.00	28,100.00	19,212.43	5,685.36	3,202.21
C 2860.450-0000	Cafeteria Materials & Supplies	2,500.00	0.00	2,500.00	1,312.93	836.31	350.76
2860	SCHOOL FOOD SERVICE	93,278.00	0.00	93,278.00	67,525.07	6,521.67	19,231.26
28		93,278.00	0.00	93,278.00	67,525.07	6,521.67	19,231.26
2		93,278.00	0.00	93,278.00	67,525.07	6,521.67	19,231.26
C 9010.800-0000	Cafeteria Employees Retirement	9,500.00	0.00	9,500.00	-2,000.00	0.00	11,500.00
9010	STATE RETIREMENT	9,500.00	0.00	9,500.00	-2,000.00	0.00	11,500.00
C 9030.800-0000	Cafeteria Social Security	4,420.00	0.00	4,420.00	0.00	0.00	4,420.00
9030	SOCIAL SECURITY	4,420.00	0.00	4,420.00	0.00	0.00	4,420.00
C 9060.800-0000	Cafeteria Health Insurance	30,107.00	0.00	30,107.00	0.00	0.00	30,107.00
9060	HOSPITAL, MEDICAL & DENTAL INSURANCE	30,107.00	0.00	30,107.00	0.00	0.00	30,107.00
90		44,027.00	0.00	44,027.00	-2,000.00	0.00	46,027.00
9		44,027.00	0.00	44,027.00	-2,000.00	0.00	46,027.00
Fund CTotals:		137,305.00	0.00	137,305.00	65,525.07	6,521.67	65,258.26
Grand Totals:		137,305.00	0.00	137,305.00	65,525.07	6,521.67	65,258.26

Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
C.1440.B	Breakfast - Student Sale of Meals	2,500.00	0.00	2,500.00	2,354.45	145.55
C.1440.L	Lunch - Student Sale of Meals	9,500.00	0.00	9,500.00	8,577.30	922.70
C.1445.L	A La Carte Sales	2,000.00	0.00	2,000.00	711.42	1,288.58
C.2401	Interest and Earnings	0.00	0.00	0.00	1.64	-1.64
C.2770	Misc. Revenues	0.00	0.00	0.00	5.05	-5.05
C.3190.FB	Breakfast - Federal Reimbursement	5,500.00	0.00	5,500.00	4,251.00	1,249.00
C.3190.FL	Lunch - Federal Reimbursement	12,000.00	0.00	12,000.00	11,620.00	380.00
C.3190.FS	Snack - Federal Reimbursement	750.00	0.00	750.00	520.00	230.00
C.3190.SB	Breakfast - State Reimbursement	250.00	0.00	250.00	798.00	-548.00
C.3190.SL	Lunch - State Reimbursement	400.00	0.00	400.00	426.00	-26.00
C.4190	USDA Surplus Food	1,800.00	0.00	1,800.00	0.00	1,800.00
C.5031	Interfund Transfer	102,605.00	0.00	102,605.00	50,000.00	52,605.00
C Totals:		137,305.00	0.00	137,305.00	79,264.86	58,040.14
Grand Totals:		137,305.00	0.00	137,305.00	79,264.86	58,040.14



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	Real Property Taxes	2,813,826.42	0.00	2,813,826.42	2,813,826.42	0.00
A 1081	Other Payments in Lieu of Taxes	0.00	0.00	0.00	3,625.27	-3,625.27
A 1085	School Tax Relief Reimb (STAR)	35,173.58	0.00	35,173.58	35,173.58	0.00
A 1090	Penalty on Taxes	3,000.00	0.00	3,000.00	3,078.64	-78.64
A 1310	Day School Tuition	3,300.00	0.00	3,300.00	5,162.00	-1,862.00
A 1335	Other Student Fees/Charges	1,000.00	0.00	1,000.00	1,143.00	-143.00
A 2401	Interest on Earnings	400.00	0.00	400.00	17,020.51	-16,620.51
A 2650	Sale of Excess Materials	0.00	0.00	0.00	8,600.00	-8,600.00
A 2701	Refunds of Prior Years Expenditures	0.00	0.00	0.00	7,378.13	-7,378.13
A 2770	Other Unclassified Revenues	0.00	0.00	0.00	518.48	-518.48
A 3101.A	General Aid	475,000.00	0.00	475,000.00	374,660.07	100,339.93
A 3101.B	Excess Cost Aid	0.00	0.00	0.00	26,974.13	-26,974.13
A 3102	VLT Lottery Aid	0.00	0.00	0.00	21,707.92	-21,707.92
A 3103	BOCES Aid	59,000.00	0.00	59,000.00	13,276.79	45,723.21
A 3260	Textbook Aid	4,000.00	0.00	4,000.00	3,146.00	854.00
A 3262	Computer Software Aid	0.00	0.00	0.00	914.00	-914.00
A 3263	Library Material Aid	0.00	0.00	0.00	381.00	-381.00
A 3265	Small Government Assistance	0.00	0.00	0.00	158,956.00	-158,956.00
A 3289	Other State Aid	0.00	0.00	0.00	2,000.00	-2,000.00
A 4601	Medicaid Assistance, HRSS	0.00	0.00	0.00	6,434.20	-6,434.20
A Totals:		3,394,700.00	0.00	3,394,700.00	3,503,976.14	-109,276.14
Grand Totals:		3,394,700.00	0.00	3,394,700.00	3,503,976.14	-109,276.14

Appropriation Status Detail Report By Function From 7/1/2018 To 6/30/2019

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1010.400-0000	BOE Contractual Expense	10,720.00	400.00	11,120.00	1,087.83	0.00	10,032.17
A 1010.450-0000	BOE Materials and Supplies	2,500.00	-400.00	2,100.00	1,809.45	145.83	144.72
A 1010.490-0000	BOE BOCES Services	9,000.00	0.00	9,000.00	4,620.10	0.00	4,379.90
1010	BOARD OF EDUCATION	22,220.00	0.00	22,220.00	7,517.38	145.83	14,556.79
A 1040.160-0000	BOE District Clerk Salaries	2,217.00	0.00	2,217.00	1,961.21	0.00	255.79
A 1040.400-0000	BOE District Clerk Contractual	3,000.00	0.00	3,000.00	695.66	0.00	2,304.34
1040	DISTRICT CLERK	5,217.00	0.00	5,217.00	2,656.87	0.00	2,560.13
10	Support Staff Salaries	27,437.00	0.00	27,437.00	10,174.25	145.83	17,116.92
A 1240.160-0000	Central Admin Equipment	112,282.00	0.00	112,282.00	97,644.00	0.00	14,638.00
A 1240.200-0000	Central Admin Contractual	1,500.00	0.00	1,500.00	1,458.83	0.00	41.17
A 1240.400-0000	Central Admin Materials & Supplies	14,430.00	320.00	14,750.00	12,445.48	0.00	2,304.52
A 1240.450-0000		2,500.00	116.86	2,616.86	1,407.43	41.98	1,167.45
1240	CHIEF SCHOOL ADMINISTRATOR	130,712.00	436.86	131,148.86	112,955.74	41.98	18,151.14
12	Finance Business Admin Salaries	130,712.00	436.86	131,148.86	112,955.74	41.98	18,151.14
A 1310.160-0000	Finance BOCES Services	74,557.00	0.00	74,557.00	68,293.46	0.00	6,263.54
A 1310.490-0000		27,500.00	0.00	27,500.00	15,450.40	0.00	12,049.60
1310	BUSINESS ADMINISTRATION	102,057.00	0.00	102,057.00	83,743.86	0.00	18,313.14
A 1320.160-0000	Finance Auditing Salaries	518.00	0.00	518.00	196.66	0.00	321.34
A 1320.400-0000	Finance Auditor Contractual	8,600.00	0.00	8,600.00	8,600.00	0.00	0.00
1320	AUDITING	9,118.00	0.00	9,118.00	8,796.66	0.00	321.34
A 1325.160-0000	Finance District Treasurer	19,791.00	0.00	19,791.00	17,476.80	0.00	2,314.20
A 1325.450-0000	Finance District Treasurer Supplies	250.00	0.00	250.00	190.74	0.00	59.26
1325	TREASURER	20,041.00	0.00	20,041.00	17,667.54	0.00	2,373.46
A 1330.160-0000	Finance Tax Collector Salary	3,824.00	0.00	3,824.00	3,824.00	0.00	0.00
A 1330.400-0000	Finance Tax Collector Contractual	1,500.00	0.00	1,500.00	1,165.35	0.00	334.65
A 1330.450-0000	Finance Tax Collector Materials & Supplies	100.00	0.00	100.00	0.00	0.00	100.00
1330	TAX COLLECTOR	5,424.00	0.00	5,424.00	4,989.35	0.00	434.65
13	Legal Contractual	136,640.00	0.00	136,640.00	115,197.41	0.00	21,442.59
A 1420.400-0000		14,000.00	0.00	14,000.00	5,655.00	0.00	8,345.00
1420	LEGAL	14,000.00	0.00	14,000.00	5,655.00	0.00	8,345.00
A 1430.490-0000	Personnel - BOCES Services	1,950.00	0.00	1,950.00	1,328.00	0.00	622.00
1430	PERSONNEL	1,950.00	0.00	1,950.00	1,328.00	0.00	622.00
A 1480.400-0000	Public Info Contractual	20,200.00	0.00	20,200.00	206.00	257.00	19,737.00

Appropriation Status Detail Report By Function From 7/1/2018 To 6/30/2019

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 1480.450-0000	Public Info/Printing Charges	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
1480	PUBLIC INFORMATION & SERVICES	21,200.00	0.00	21,200.00	206.00	257.00	20,737.00
14		37,150.00	0.00	37,150.00	7,189.00	257.00	29,704.00
A 1620.160-0000	Central Services Support Staff Salaries	90,396.00	0.00	90,396.00	76,741.64	0.00	13,654.36
A 1620.200-0000	Central Services Equipment	1,200.00	0.00	1,200.00	741.26	0.00	458.74
A 1620.400-0000	Central Services Contractual	61,500.00	0.00	61,500.00	46,694.58	0.00	14,805.42
A 1620.410-0000	Central Services Fuel Oil	72,000.00	0.00	72,000.00	71,760.04	0.00	239.96
A 1620.420-0000	Central Services Television	1,500.00	100.00	1,600.00	1,301.20	0.00	298.80
A 1620.430-0000	Central Services Electricity	30,000.00	-100.00	29,900.00	11,140.65	0.00	18,759.35
A 1620.440-0000	Central Services Water Rent	1,000.00	0.00	1,000.00	1,000.00	0.00	0.00
A 1620.450-0000	Central Services Materials & Supplies	20,000.00	328.70	20,328.70	18,046.27	2,005.10	277.33
A 1620.460-0000	Central Services Telephone	8,500.00	0.00	8,500.00	7,855.09	0.00	644.91
A 1620.480-0000	Central Services LP Gas	100.00	0.00	100.00	27.77	0.00	72.23
A 1620.490-0000	Central Services BOCES	1,000.00	0.00	1,000.00	542.40	0.00	457.60
1620	OPERATION OF PLANT	287,196.00	328.70	287,524.70	235,850.90	2,005.10	49,668.70
A 1621.160-0000	Mainten Support Staff Salaries	13,759.00	0.00	13,759.00	11,948.00	0.00	1,811.00
A 1621.400-0000	Maintenance Contractual Exp	17,500.00	0.00	17,500.00	7,221.88	9,500.00	778.12
1621	MAINTENANCE OF PLANT	31,259.00	0.00	31,259.00	19,169.88	9,500.00	2,589.12
A 1670.400-0000	Contractual	1,200.00	0.00	1,200.00	1,099.16	0.00	100.84
A 1670.450-0000	Postage	3,500.00	0.00	3,500.00	2,125.97	0.00	1,374.03
A 1670.490-0000	Printing - BOCES Services	2,000.00	0.00	2,000.00	70.00	0.00	1,930.00
1670	CENTRAL PRINTING & MAILING	6,700.00	0.00	6,700.00	3,295.13	0.00	3,404.87
A 1680.490-0000	Central DP - BOCES Services	37,500.00	-4,763.00	32,737.00	25,702.60	0.00	7,034.40
1680	CENTRAL DATA PROCESSING	37,500.00	-4,763.00	32,737.00	25,702.60	0.00	7,034.40
16		362,655.00	-4,434.30	358,220.70	284,018.51	11,505.10	62,697.09
A 1910.400-0000	Unallocated Insurance	3,000.00	0.00	3,000.00	803.88	0.00	2,196.12
1910	UNALLOCATED INSURANCE	3,000.00	0.00	3,000.00	803.88	0.00	2,196.12
A 1920.400-0000	School Association Dues	6,200.00	0.00	6,200.00	4,120.00	0.00	2,080.00
1920	SCHOOL ASSOCIATION DUES	6,200.00	0.00	6,200.00	4,120.00	0.00	2,080.00
A 1981.490-0000	BOCES Administrative Costs	19,500.00	0.00	19,500.00	15,233.60	0.00	4,266.40
1981	BOCES ADMINISTRATIVE COSTS	19,500.00	0.00	19,500.00	15,233.60	0.00	4,266.40
A 1983.490-0000	BOCES Capital Expenses	2,650.00	0.00	2,650.00	20,248.00	0.00	-17,598.00
1983	BOCES CAPITAL EXPENSE	2,650.00	0.00	2,650.00	20,248.00	0.00	-17,598.00

Appropriation Status Detail Report By Function From 7/1/2018 To 6/30/2019

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
19		31,350.00	0.00	31,350.00	40,405.48	0.00	-9,055.48
1		725,940.00	-3,997.44	721,942.56	569,940.39	11,949.91	140,056.26
A 2020.150-0000	Supervision Instructional	25,000.00	0.00	25,000.00	22,115.42	0.00	2,884.58
2020	SUPERVISION - REGULAR SCHOOL	25,000.00	0.00	25,000.00	22,115.42	0.00	2,884.58
A 2070.150-0000	Instructional Salaries	10,440.00	0.00	10,440.00	3,634.00	0.00	6,806.00
A 2070.490-0000	Inservices - BOCES Services	24,500.00	3,000.00	27,500.00	11,821.58	0.00	15,678.42
2070	INSERVICE TRAINING - INSTRUCTION	34,940.00	3,000.00	37,940.00	15,455.58	0.00	22,484.42
20		59,940.00	3,000.00	62,940.00	37,571.00	0.00	25,369.00
A 2110.120-0000	Teaching K-6 Salaries	451,441.00	0.00	451,441.00	348,253.61	0.00	103,187.39
A 2110.130-0000	Teaching 7-12 Salaries	476,763.00	-6,575.00	470,188.00	307,171.63	0.00	163,016.37
A 2110.140-0000	Substitute Teachers	18,000.00	7,500.00	25,500.00	22,988.65	0.00	2,511.35
A 2110.160-0000	Support Staff Salaries	24,336.00	0.00	24,336.00	17,436.96	0.00	6,899.04
A 2110.170-0000	Payment in Lieu of Health Insurance	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
A 2110.180-0000	Leave Sellback	0.00	6,575.00	6,575.00	6,575.00	0.00	0.00
A 2110.200-0000	Teaching Equipment	4,000.00	0.00	4,000.00	3,088.37	0.00	911.63
A 2110.400-0000	Teaching Contractual	17,100.00	-1,643.00	15,457.00	10,805.05	0.00	4,651.95
A 2110.410-0000	Field Trips	20,000.00	129.00	20,129.00	15,663.41	0.00	4,465.59
A 2110.411-0000	Conference Attendance	8,500.00	0.00	8,500.00	1,910.45	369.15	6,220.40
A 2110.412-0000	Mileage Reimbursement	2,500.00	0.00	2,500.00	572.03	0.00	1,927.97
A 2110.450-0000	Teaching Materials & Supplies	8,200.00	-83.06	8,116.94	5,963.89	0.00	2,153.05
A 2110.451-0000	Elementary - Grade 1	1,540.00	0.00	1,540.00	1,058.25	0.00	481.75
A 2110.451-1000	Summer School	78.00	0.00	78.00	0.00	0.00	78.00
A 2110.451-2000	Art Program	2,836.00	352.46	3,188.46	2,082.70	353.58	752.18
A 2110.451-3000	Computer Literacy	0.00	345.18	345.18	345.18	0.00	0.00
A 2110.451-4000	Teachers Assistant	250.00	0.00	250.00	142.56	0.00	107.44
A 2110.451-5000	English	1,175.00	0.00	1,175.00	206.24	0.00	968.76
A 2110.451-6000	French	200.00	0.00	200.00	0.00	0.00	200.00
A 2110.451-7000	Family Consumer Science	675.00	0.00	675.00	0.00	0.00	675.00
A 2110.451-8000	Health Education	350.00	0.00	350.00	107.58	0.00	242.42
A 2110.451-9000	Math	75.00	85.00	160.00	157.99	0.00	2.01
A 2110.452-1000	Elementary - Conboy/SPED	550.00	0.00	550.00	257.84	0.00	292.16
A 2110.452-2000	Music	1,585.00	0.00	1,585.00	645.01	0.00	939.99
A 2110.452-3000	Phys Ed	715.00	0.00	715.00	268.76	0.00	446.24

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2110.452-0000	Science	808.00	0.00	808.00	713.05	0.00	94.95
A 2110.452-6000	Technology	1,700.00	0.00	1,700.00	422.82	1,669.00	-391.82
A 2110.452-7000	Elementary - PreK	650.00	0.00	650.00	541.22	0.00	108.78
A 2110.453-0000	Elementary - Harkness	250.00	0.00	250.00	241.48	0.00	8.52
A 2110.454-0000	Elementary - Grade 2	776.00	0.00	776.00	599.53	0.00	176.47
A 2110.455-0000	Elementary - Grade 3/4	1,050.00	0.00	1,050.00	333.00	96.71	620.29
A 2110.456-0000	Elementary - Grade 5/6	914.00	85.00	999.00	931.54	0.00	67.46
A 2110.458-0000	Elementary - Grade K	1,274.00	0.00	1,274.00	888.83	29.24	355.93
A 2110.459-1000	Ace Committee	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
A 2110.459-2000	STEM	1,000.00	0.00	1,000.00	451.22	278.20	270.58
A 2110.480-0000	Teaching Textbooks	5,000.00	0.00	5,000.00	2,107.84	0.00	2,892.16
A 2110.490-0000	Teaching BOCES	11,000.00	3,190.06	14,190.06	10,498.50	0.00	3,691.56
2110	TEACHING - REGULAR SCHOOL	1,068,791.00	9,960.64	1,078,751.64	763,430.19	2,795.88	312,525.57
21		1,068,791.00	9,960.64	1,078,751.64	763,430.19	2,795.88	312,525.57
A 2250.150-0000	Instructional Salaries	0.00	17,400.00	17,400.00	11,713.95	0.00	5,686.05
A 2250.160-0000	Non Instructional Salaries	3,800.00	0.00	3,800.00	0.39	0.00	3,799.61
A 2250.400-0000	Students w/Disab Contractual	610.00	0.00	610.00	605.60	0.00	4.40
A 2250.450-0000	Special Ed Materials & Supplies	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
A 2250.470-0000	Special Tuition	85,000.00	-17,400.00	67,600.00	16,823.00	0.00	50,777.00
A 2250.490-0000	BOCES Services	175,879.00	0.00	175,879.00	68,303.21	0.00	107,575.79
2250	PROGRAM FOR STUDENTS W/DISABILITIES SCHOOL AGE - SCHOOL YEAR	175,879.00	0.00	175,879.00	68,303.21	0.00	107,575.79
A 2280.490-0000	BOCES Services	30,000.00	0.00	30,000.00	12,793.60	0.00	17,206.40
2280	OCCUPATIONAL EDUCATION (GRADES 9-12)	30,000.00	0.00	30,000.00	12,793.60	0.00	17,206.40
22		205,879.00	0.00	205,879.00	81,096.81	0.00	124,782.19
A 2330.150-0000	Adult Education Salary	12,407.00	0.00	12,407.00	2,632.80	0.00	9,774.20
A 2330.151-0000	Special Schools Salary	18,720.00	0.00	18,720.00	15,237.00	0.00	3,483.00
A 2330.400-0000	Special Schools Contractual	3,197.00	0.00	3,197.00	284.40	0.00	2,912.60
A 2330.450-0000	Special Schools Materials & Supplies	1,000.00	0.00	1,000.00	551.63	0.00	448.37
2330	TEACHING - SPECIAL SCHOOLS	35,324.00	0.00	35,324.00	18,705.83	0.00	16,618.17
23		35,324.00	0.00	35,324.00	18,705.83	0.00	16,618.17
A 2610.150-0000	Library Salaries	55,808.00	-7,500.00	48,308.00	0.00	0.00	48,308.00

Appropriation Status Detail Report By Function From 7/1/2018 To 6/30/2019

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2610.450-0000	Library Materials & Supplies	900.00	0.00	900.00	540.41	0.00	359.59
A 2610.460-0000	Library Collections	7,400.00	0.00	7,400.00	5,741.80	0.00	1,658.20
2610	SCHOOL LIBRARY & AUDIOVISUAL	64,108.00	-7,500.00	56,608.00	6,282.21	0.00	50,325.79
A 2630.220-0000	Computer Hardware	21,000.00	0.00	21,000.00	1,581.60	0.00	19,418.40
A 2630.450-0000	Computer Materials & Supplies	1,000.00	0.00	1,000.00	273.70	328.68	397.62
A 2630.460-0000	Computer Software	7,000.00	0.00	7,000.00	5,608.71	0.00	1,391.29
A 2630.490-0000	Computer BOCES	70,200.00	0.00	70,200.00	51,820.60	0.00	18,379.40
2630	COMPUTER ASSISTED INSTRUCTION	99,200.00	0.00	99,200.00	59,284.61	328.68	39,586.71
26	Attendance	163,308.00	-7,500.00	155,808.00	65,566.82	328.68	89,912.50
A 2805.160-0000	Attendance	4,500.00	0.00	4,500.00	3,857.22	0.00	642.78
2805	ATTENDANCE - REGULAR SCHOOL	4,500.00	0.00	4,500.00	3,857.22	0.00	642.78
A 2810.150-0000	Guidance Instructional Salaries	58,135.00	0.00	58,135.00	43,030.69	0.00	15,104.31
A 2810.450-0000	Guidance Materials & Supplies	1,219.00	0.00	1,219.00	162.34	0.00	1,056.66
A 2810.451-0000	Guidance Testing and Materials	1,195.00	964.00	2,159.00	579.00	779.00	801.00
2810	GUIDANCE - REGULAR SCHOOL	60,549.00	964.00	61,513.00	43,772.03	779.00	16,961.97
A 2815.160-0000	Support Staff Salaries	30,380.00	0.00	30,380.00	24,656.20	0.00	5,723.80
A 2815.400-0000	Health Contractual	6,800.00	0.00	6,800.00	3,085.00	0.00	3,715.00
A 2815.450-0000	Health Materials & Supplies	1,828.00	0.00	1,828.00	882.87	0.00	945.13
2815	HEALTH SERVICES - REGULAR SCHOOL	39,008.00	0.00	39,008.00	28,624.07	0.00	10,383.93
A 2820.400-0000	Psychologist Contractual	40,000.00	0.00	40,000.00	18,180.30	0.00	21,819.70
A 2820.450-0000	Psychologist Materials & Supplies	1,150.00	0.00	1,150.00	1,030.16	0.00	119.84
2820	PSYCHOLOGICAL SERVICES - REGULAR SCHOOL	41,150.00	0.00	41,150.00	19,210.46	0.00	21,939.54
A 2825.400-0000	Contractual	6,000.00	0.00	6,000.00	5,450.00	0.00	550.00
2825	SOCIAL WORK SERVICES - REGULAR SCHOOL	6,000.00	0.00	6,000.00	5,450.00	0.00	550.00
A 2850.150-0000	Co-curricular Salaries	21,394.00	0.00	21,394.00	6,964.00	0.00	14,430.00
A 2850.450-0000	Co-curricular Materials & Supplies	1,000.00	0.00	1,000.00	344.28	0.00	655.72
2850	CO-CURRICULAR ACTIVITIES - REGULAR SCHOOL	22,394.00	0.00	22,394.00	7,308.28	0.00	15,085.72
A 2855.150-0000	Interscholastic Salaries	20,000.00	-12,000.00	8,000.00	3,834.71	0.00	4,165.29
A 2855.200-0000	Interscholastic Equipment	10,000.00	0.00	10,000.00	7,754.40	0.00	2,245.60
A 2855.400-0000	Interscholastic Contractual	10,500.00	12,000.00	22,500.00	17,170.84	0.00	5,329.16
A 2855.450-0000	Interscholastic Materials & Supplies	3,000.00	0.00	3,000.00	622.48	0.00	2,377.52

Appropriation Status Detail Report By Function From 7/1/2018 To 6/30/2019

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 2855.490-0000	BOCES Interscholastic	500.00	0.00	500.00	346.40	0.00	153.60
2855	INTERSCHOLASTIC ATHLETICS - REGULAR SCHOOL	44,000.00	0.00	44,000.00	29,728.83	0.00	14,271.17
28		217,601.00	964.00	218,565.00	137,950.89	779.00	79,835.11
2		1,750,843.00	6,424.64	1,757,267.64	1,104,321.54	3,903.56	649,042.54
A 5510.160-0000	Transportation Salaries	78,399.00	0.00	78,399.00	59,730.65	0.00	18,668.35
A 5510.210-0000	Purchase of Buses	0.00	0.00	0.00	112,375.72	0.00	-112,375.72
A 5510.400-0000	Transportation Contractual	14,000.00	-2,146.00	11,854.00	8,857.76	0.00	2,996.24
A 5510.450-0000	Transportation Materials & Supplies Misc	500.00	0.00	500.00	134.74	0.00	365.26
A 5510.451-0000	Diesel/Gasoline	18,000.00	0.00	18,000.00	8,716.80	0.00	9,283.20
A 5510.452-0000	Tires	2,500.00	3,000.00	5,500.00	4,783.90	0.00	716.10
A 5510.453-0000	Parts	7,500.00	-1,000.00	6,500.00	3,831.20	0.00	2,668.80
A 5510.454-0000	Labor	13,000.00	0.00	13,000.00	5,904.36	0.00	7,095.64
A 5510.455-0000	Oil	0.00	0.00	0.00	0.00	0.00	0.00
A 5510.490-0000	BOCES Contractual	1,300.00	146.00	1,446.00	833.50	0.00	612.50
5510	DISTRICT TRANSPORTATION SERVICES	135,199.00	0.00	135,199.00	205,168.63	0.00	-69,969.63
55		135,199.00	0.00	135,199.00	205,168.63	0.00	-69,969.63
5		135,199.00	0.00	135,199.00	205,168.63	0.00	-69,969.63
A 9010.800-0000	NYS Retirement	56,000.00	0.00	56,000.00	42,227.00	0.00	13,773.00
9010	STATE RETIREMENT	56,000.00	0.00	56,000.00	42,227.00	0.00	13,773.00
A 9020.800-0000	Teacher Retirement	145,000.00	0.00	145,000.00	3,544.64	0.00	141,455.36
9020	TEACHERS' RETIREMENT	145,000.00	0.00	145,000.00	3,544.64	0.00	141,455.36
A 9030.800-0000	Social Security	130,741.00	0.00	130,741.00	89,411.56	0.00	41,329.44
9030	SOCIAL SECURITY	130,741.00	0.00	130,741.00	89,411.56	0.00	41,329.44
A 9040.800-0000	Worker Compensation	13,000.00	0.00	13,000.00	12,078.00	0.00	922.00
9040	WORKERS' COMPENSATION	13,000.00	0.00	13,000.00	12,078.00	0.00	922.00
A 9050.800-0000	Unemployment	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
9050	UNEMPLOYMENT INSURANCE	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
A 9055.800-0000	Disability Plan	4,000.00	0.00	4,000.00	2,442.12	0.00	1,557.88
9055	DISABILITY INSURANCE	4,000.00	0.00	4,000.00	2,442.12	0.00	1,557.88
A 9060.800-0000	Hospitalization	984,540.00	0.00	984,540.00	837,932.39	0.00	146,607.61
9060	HOSPITAL, MEDICAL & DENTAL INSURANCE	984,540.00	0.00	984,540.00	837,932.39	0.00	146,607.61
90		1,353,281.00	0.00	1,353,281.00	987,635.71	0.00	365,645.29

Appropriation Status Detail Report By Function From 7/1/2018 To 6/30/2019

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
A 9901 930-0000	Transfer to School Food Svc Fund	102,605.00	0.00	102,605.00	50,000.00	0.00	52,605.00
9901	TRANSFERS TO FUNDS	*	0.00	102,605.00	50,000.00	0.00	52,605.00
99		**	0.00	102,605.00	50,000.00	0.00	52,605.00
9		***	0.00	1,455,886.00	1,037,635.71	0.00	418,250.29
	Fund A Totals:	4,067,872.00	2,427.20	4,070,299.20	2,917,066.27	15,853.47	1,137,379.46
	Grand Totals:	4,067,872.00	2,427.20	4,070,299.20	2,917,066.27	15,853.47	1,137,379.46

LONG LAKE CSD

Check Warrant Report For A - 19: Cash Disbursement For Dates 4/1/2019 - 4/30/2019



Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
	04/01/2019	4605	XEROX FINANCIAL SERVICES	COPIER LEASE		210.00
15452	04/01/2019	3017	MICHAEL NERNEY AND ASSOCIATES	STUDENT & PARENT PRESENTATION		400.00
15453	04/01/2019	3557	MERIDIAN IT	TELE SYSTEM MTNCE 4/1/19-6/30/19		360.00
15454	04/01/2019	3259	FIRST UNUM LIFE INSURANCE CO.	APRIL DISABILITY INSURANCE		243.25
15455	04/01/2019	3387	MICHELE GANNON	FIELD TRIP MEAL ADVANCE		135.00
15456	04/05/2019	4605	XEROX FINANCIAL SERVICES	COPIER LEASE		132.00
15457	04/12/2019	4166	CVW LONG LAKE PUBLIC LIBRARY	BALANCE OF LIBRARY TAX LEVY		3,837.02
15458	04/12/2019	2742	TUPPER LAKE CENTRAL SCHOOL			1,981.09
15459	04/12/2019	4520	BOUCHEY, MILLET & SCHAFER BENEFIT CONSULTING, LLC	ACA ADMIN FEES 18-19 S/Y		2,750.00
15460	04/12/2019	4658	ANDREW ARSENAULT	ASP ASSISTANT		22.20
15461	04/12/2019	4285	STACKED GRAPHICS	25/30 YEAR EMPLOYEE AWARD/VESTS		144.00
15462	04/12/2019	3639	INDIAN LAKE CENTRAL SCHOOL	BASKETBALL MERGER SPLIT		7,644.62
15463	04/12/2019	2754	FALLS FARM & GARDEN EQUIPMENT	TRACTOR TIRE		182.08
15464	04/12/2019	4246	ADK TRADING POST	SUP'T CONFERENCE DAY LUNCH		436.80
15465	04/12/2019	2279	**CONTINUED** F-E-H BOCES TREASURER	Voided During Printing		0.00
15466	04/12/2019	2279	**CONTINUED** F-E-H BOCES TREASURER	Voided During Printing		0.00
15467	04/12/2019	2279	F-E-H BOCES TREASURER			36,980.38
15468	04/12/2019	3934	THERMAL ENVIRONMENT SALES, INC.	CUSTODIAL SUPPLIES	190240	192.25
15469	04/12/2019	1360	HAMILTON COUNTY TREASURER	MARCH GAS/DIESEL		1,068.54
15470	04/12/2019	4604	DOCUMENT SOLUTIONS OF THE NORTH COUNTRY	COPIER USAGE		401.16
15471	04/12/2019	3856	PESI HEALTHCARE	CONBOY-WEBCAST SEMINARS	190244	399.98
15472	04/12/2019	4525	SLIC NETWORK SOLUTIONS	APRIL CABLE TV		147.55
15473	04/12/2019	2622	NYSSCA	PYLMAN REGISTRATION		15.00
15474	04/12/2019	2988	GIRVIN & FERLAZZO, P.C.	MARCH LEGAL RETAINER		600.00
15475	04/12/2019	1296	U.S. POSTAL SERVICE			135.69
15476	04/12/2019	3931	ROBERT C. REYNOLDS	WASH DC 7/8TH GRADE FIELD TRIP MEALS		975.00
15477	04/12/2019	3217	FRONTIER	TELEPHONE LINE CHARGES		399.41
15478	04/12/2019	1913	TUPPER LAKE SUPPLY CO.	TECH SUPPLIES		57.99
15479	04/12/2019	2137	PTSI	FLANAGAN BUS REFRESHER		135.00

LONG LAKE CSD

Check Warrant Report For A - 19: Cash Disbursement For Dates 4/1/2019 - 4/30/2019



Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
	04/12/2019	4661	SPRUCE & HEMLOCK COUNTRY STORE	RECOGNITION PLAQUES - WALKER/GEIGER		70.00
15481	04/12/2019	4066	TOTALFUNDS	POSTAGE		250.00
15482	04/12/2019	4141	NOELLE SHORT			131.17
15483	04/12/2019	2551	LELAND PAPER CO.	CUSTODIAL SUPPLIES	190238	584.40
15484	04/12/2019	2004	FORTUNE'S HARDWARE	CUSTODIAL SUPPLIES	190015	244.61
15485	04/18/2019	4352	CASDA	CONFERENCE REGISTRATION-NEVINS		120.00
15486	04/18/2019	2511	SCHOLASTIC BOOK FAIRS	BOOK FAIR		936.72
15487	04/18/2019	4425	VERIZON	CELL PHONE		27.80
15488	04/18/2019	3825	AMAZON		190225	497.47
15489	04/30/2019	4398	ADIRONDACK EXTREME ADVENTURE COURSE	50 % DEPOSIT FIELD TRIP		240.00
15490	04/30/2019	4662	ELIZABETH NOONAN	TPT REIMBURSEMENT		100.00
15491	04/30/2019	4658	ANDREW ARSENAULT	ASP ASSISTANT		60.60
15492	04/30/2019	3292	DAY WHOLESALE INC.	WATER	190045	51.00
15493	04/30/2019	2551	W.B. MASON CO. INC.	CUSTODIAL SUPPLIES	190238	809.94
15494	04/30/2019	4199	NYS EMPLOYEES' HEALTH INSURANCE	MAY HEALTH INSURANCE		72,978.07

Number of Transactions: 44

Warrant Total: 137,087.79

Vendor Portion: 137,087.79

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 44 in number, in the total amount of \$ 137,087.79. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/3/19 Date
Noelle J. Short SUPERINTENDENT

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 137,087.79. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5-8-19 Date
James S. Flanagan CLAIMS AUDITOR

LONG LAKE CSD

Check Warrant Report For TA - 10: Cash Disbursement-Trust & Agency For Dates 4/1/2019 - 4/30/2019



Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
488	04/11/2019	3407	NYS INCOME TAX	Trust & Agency Payment		2,838.35
489	04/11/2019	3411	VOYA INSTITUTIONAL TRUST COMPANY	Trust & Agency Payment		1,965.00
490	04/11/2019	4340	LLCS GENERAL FUND	Trust & Agency Payment		47,618.72
491	04/11/2019	4375	EFTPS Enrollment Processing	Trust & Agency Payment		16,205.67
492	04/25/2019	3407	NYS INCOME TAX	Trust & Agency Payment		2,612.24
493	04/25/2019	3411	VOYA INSTITUTIONAL TRUST COMPANY	Trust & Agency Payment		2,040.00
494	04/25/2019	3413	NYS EMPLOYEES RETIREMENT SYSTEM	Trust & Agency Payment		362.75
495	04/25/2019	4340	LLCS GENERAL FUND	Trust & Agency Payment		43,562.93
496	04/25/2019	4375	EFTPS Enrollment Processing	Trust & Agency Payment		14,856.04
3008	04/11/2019	3406	C.S.E.A., INC.	Trust & Agency Payment - DUES-CSEA		132.50
3009	04/11/2019	3591	NEW YORK STATE DEFERRED COMP PLAN	Trust & Agency Payment - T-NYSDEF		210.00
3010	04/29/2019	3406	C.S.E.A., INC.	Trust & Agency Payment - DUES-CSEA		132.50
3011	04/29/2019	3408	C.S.E.A. EMPLOYEE BENEFIT FUND	Trust & Agency Payment - F-EBF		1,723.32
3012	04/29/2019	3591	NEW YORK STATE DEFERRED COMP PLAN	Trust & Agency Payment - T-NYSDEF		210.00

Automatic Pymt's

Number of Transactions: 14

Warrant Total: 134,470.02
Vendor Portion: 134,470.02

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 14 in number, in the total amount of \$134,470.02. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

4/29/19 Date
Noelle J. Short Superintendent

04/29/2019 02
04/29/2019 02

LONG LAKE CSD



Check Warrant Report For C - 10: Cash Disbursement - LUNCH FUND For Dates 4/1/2019 - 4/30/2019

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
179	04/12/2019	4371	CAPITAL CANDY CO. INC.	CAFETERIA FOOD	190164	492.30
2180	04/12/2019	4204	BIMBO FOODS BAKERIES	CAFETERIA FOOD	190101	108.78
2181	04/12/2019	3652	U.S. FOODSERVICE, INC.	CAFETERIA FOOD	190236	542.90
2182	04/12/2019	4358	SHAHEEN'S MARKET	CAFETERIA FOOD	190232	74.01
2183	04/12/2019	2496	SYSCO FOOD SERVICES	CAFETERIA FOOD	190228	1,026.50
2184	04/12/2019	2861	HUFF ICE CREAM	CAFETERIA ICE CREAM	190218	161.04
2185	04/30/2019	4371	CAPITAL CANDY CO. INC.	CAFETERIA FOOD	190164	320.18
2186	04/30/2019	2551	W.B. MASON CO. INC.	CAFETERIA SUPPLIES	190100	80.31

Number of Transactions: 8

Warrant Total: 2,806.02

Vendor Portion: 2,806.02

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 2,806.02 in number, in the total amount of \$ 2,806.02. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/3/19 Noelle J. Shat
Date SUPERINTENDENT

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 2,806.02. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5-8-19 Jerome T. Flanagan
Date CLAIMS AUDITOR

SUBJECT: EMPLOYEE PERSONAL IDENTIFYING INFORMATION

The District will restrict the use and access to employee personal identifying information. As defined in law, "personal identifying information" includes social security number, home address or telephone number, personal electronic mail address, Internet identification name or password, parent's surname prior to marriage, or driver's license number.

The District will not unless otherwise required by law:

- a) Publicly post or display an employee's social security number;
- b) Visibly print a social security number on any identification badge or card, including any time card;
- c) Place a social security number in files with unrestricted access; or
- d) Communicate an employee's personal identifying information to the general public.

A social security number will not be used as an identification number for purposes of any occupational licensing.

District staff will have access to this policy, informing them of their rights and responsibilities in accordance with Labor Law Section 203-d. District procedures for safeguarding employee "personal identifying information" will be evaluated; and employees who have access to this information as part of their job responsibilities will be advised as to the restrictions on release of this information in accordance with law.

Labor Law § 203-d

Adoption Date

Proposed New Policy

2018

7221

Students

POLICY

SUBJECT: PARTICIPATION IN GRADUATION CEREMONIES AND ACTIVITIES

Any student who has satisfactorily completed all graduation requirements will be permitted to participate in the graduation ceremony and all related graduation activities.

The District permits any student to participate in the graduation ceremony and all related graduation activities of his or her high school graduating class, if the student has been awarded a Skills and Achievement Commencement Credential or a Career Development and Occupational Studies (CDOS) Commencement Credential, but has not otherwise qualified to receive a Regents or local diploma. While permitted to participate, these students are not required to participate in the graduation ceremony or related graduation activities of his or her high school graduating class. For purposes of this policy, a student's high school graduating class is the twelfth grade class with which he or she entered into ninth grade.

The District will provide annual written notice of this policy and any related procedures to all students and their parents or guardians.

Education Law § 3204(4-b)

Adoption Date

SUBJECT: CHILD ABUSE AND MALTREATMENT

The District takes seriously the obligations of its officers and employees to report cases of child abuse or maltreatment. To this end, regulations will be developed, maintained, and disseminated by administration regarding the:

- a) Mandatory reporting of suspected child abuse or maltreatment;
- b) Reporting procedures and obligations of persons required to report;
- c) Provisions for taking a child into protective custody;
- d) Mandatory reporting of deaths;
- e) Immunity from liability and penalties for failure to report;
- f) Obligations for provision of services and procedures necessary to safeguard the life or health of a child; and
- g) Provision of information in recognizing signs of unlawful methamphetamine laboratories for all current and new school officials (i.e., "mandated reporters") who, as part of their usual responsibilities, visit children's homes.

Additionally, an ongoing training program for all current and new school officials will be established and implemented to enable such the staff to carry out their reporting responsibilities.

Reporting Information

The District will post the child abuse hotline telephone number and directions for accessing the Office of Children and Family Services (OCFS) website in English and Spanish on its website and in clearly and highly visible areas of school buildings. The District will also make this information available from its administrative offices; provide it to parents and persons in parental relation at least once per school year by electronic communication, sending the information home with students, or otherwise; and provide it to each teacher and administrator. The District may post and provide this information in other, common languages used by the school community.

Persons Required to Report

Persons required to report cases of child abuse or maltreatment to the State Central Register (SCR) in accordance with Social Services Law Section 413(1) include, but are not limited to, school teachers, school guidance counselors, school psychologists, school social workers, school nurses, school administrators or other school personnel required to hold a teaching or administrative license or certificate, and full- or part-time compensated school employees required to hold a temporary coaching license or professional coaching certificate.

(Continued)

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

All mandated reporters must make the report themselves and then immediately notify the building principal or designee. The building principal or designee will be responsible for all subsequent administration necessitated by the report. Any report must include the name, title, and contact information for every staff member who is believed to have direct knowledge of the allegations in the report.

Prohibition of Retaliatory Personnel Action

The District will not take any retaliatory personnel action against an employee because the employee believes that he or she has reasonable cause to suspect that a child is an abused or maltreated child and that employee makes a report to SCR. Further, no school official will impose any conditions, including prior approval or prior notification, upon any staff member specifically designated a mandated reporter.

"Retaliatory personnel action" means the discharge, suspension, or demotion of an employee, or other adverse employment action taken against an employee in the terms and conditions of employment.

Report Form

The "Report of Suspected Child Abuse or Maltreatment" Form LDSS-2221A may be accessed at the OCFS website.

Child Abuse in an Educational Setting

The District is committed to the protection of students in educational settings from abuse and maltreatment by employees or volunteers.

"**Child abuse**" means any of the following acts committed in an educational setting by an employee or volunteer against a child:(defined as a person under the age of 21 years enrolled in a school):

- a) Intentionally or recklessly inflicting physical injury, serious physical injury, or death; or
- b) Intentionally or recklessly engaging in conduct which creates a substantial risk of physical injury, serious physical injury, or death; or
- c) Any child sexual abuse, defined as conduct prohibited by Penal Law Articles 130 or 263; or
- d) The commission or attempted commission against a child of the crime of disseminating indecent materials to minors in accordance with Penal Law Article 235.

Administrator or school administrator means a principal, or the equivalent title, in a school, or other chief school officer.

(Continued)

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

"Educational setting" means the building(s) and grounds of the District; the vehicles provided directly or by contract by the District for the transportation of students to and from school buildings, field trips, co-curricular and extracurricular activities both on and off District grounds; all co-curricular and extracurricular activity sites; and any other location where direct contact between an employee or volunteer and a child has allegedly occurred.

In any case where an oral or written allegation is made to a teacher, school ~~registered professional nurse, school guidance counselor, school psychologist, school social worker, school administrator, Board member, or other school personnel required to hold a teaching or administrative license or certificate, that a child (defined as a person under the age of 21 years enrolled in a school district in this state)~~ as well as a licensed and registered physical therapist, licensed and registered occupational therapist, licensed and registered speech-language pathologist, teacher aide or school resource officer that a child has been subjected to child abuse by an employee or volunteer in an educational setting, that person will upon receipt of the allegation:

- a) Promptly complete a written report of the allegation including the full name of the child alleged to be abused; the name of the child's parent; the identity of the person making the allegation and their relationship to the alleged child victim; the name of the employee or volunteer against whom the allegation was made; and a listing of the specific allegations of child abuse in an educational setting. This written report will be completed on a form as prescribed by the Commissioner of Education.
- b) Except where the school administrator is the person receiving the oral or written allegation, the employee completing the written report must promptly personally deliver a copy of that written report to the school administrator of the school in which the child abuse allegedly occurred.

In any case where an oral or written allegation is made to a school bus driver employed by a person or entity that contracts with the District to provide transportation services to children that a child has been subjected to child abuse by an employee or volunteer in an educational setting, that school bus driver will upon receipt of the allegation, promptly report or cause a report to be made to his or her supervisor employed by the contracting person or entity.

In any case where an oral or written report or allegation is made to a supervisor who is employed by a person or entity that contracts with the District to provide transportation services to children from a person employed by the contracted person or entity that a child has been subjected to child abuse by an employee or volunteer in an educational setting, the supervisor must, upon receipt of an allegation:

- a) Promptly complete a written report of the allegation including the full name of the child alleged to be abused; the name of the child's parent or guardian; the identity of the person making the allegation and their relationship to the alleged child victim; the name of the employee or volunteer against whom the allegation was made; and a listing of the specific

(Continued)

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

allegations of child abuse in an educational setting. This report must be completed on a form prescribed by the Commissioner.

- b) Ensure that the written report is personally delivered to the Superintendent employed by the school district where the child abuse occurred or, for a school other than a school district or public school, the school administrator employed by the school where the child abuse occurred.

In any case where it is alleged ~~the~~ a child was abused by an employee or volunteer of a school other than a school within the District, the report of these allegations will be promptly forwarded to the Superintendent of the District and the Superintendent of the school district where the abuse of the child allegedly occurred. If a case involves a school that is not a school district or public school, the appropriate school administrator or administrators, in addition to any appropriate Superintendent, must be notified of the allegations of abuse.

If it is alleged the child was abused by the Superintendent or administrator, the report of the allegations will be made to another designated administrator.

Any employee ~~or~~, volunteer, or supervisor who is employed by a person or entity that contracts with the District to provide transportation services to children who reasonably and in good faith makes a report of allegations of child abuse in an educational setting in accordance with the reporting requirements of the law will have immunity from civil liability which might otherwise result by reason of those actions.

Upon receipt of a written report alleging child abuse in an educational setting, ~~the~~ a school administrator or the Superintendent must then determine whether there is "reasonable suspicion" to believe that an act of child abuse has occurred. Where there has been a determination as to the existence of reasonable suspicion, the school administrator or Superintendent must follow the ~~notification or reporting~~ procedures mandated in law and further described in administrative regulations including parental notification. When the school administrator receives a written report, he or she must promptly provide a copy of the report to the Superintendent and promptly forward the report to appropriate law enforcement. In no event will reporting to law enforcement be delayed by an inability to contact the Superintendent.

Where the Superintendent or, in a school other than a school district or public school, the school administrator ~~or Superintendent~~ has forwarded a written report of child abuse in an educational setting to law enforcement authorities, the Superintendent will also refer the report to the Commissioner of Education ~~whereif~~ the employee or volunteer alleged to have committed an act of child abuse holds a certification or license issued by the State Education Department.

Any school administrator or Superintendent who reasonably and in good faith makes a report of allegations of child abuse in an educational setting, or reasonably and in good faith transmits a report to

(Continued)

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

a person or agency as required by law, will have immunity from civil liability which might otherwise result by reason of those actions.

Reports and other written material submitted in accordance with law with regard to allegations of child abuse in an educational setting, and photographs taken concerning those reports that are in the possession of any person legally authorized to receive that information, will be confidential and will not be redisclosed except to law enforcement authorities involved in an investigation of child abuse in an educational setting or as expressly authorized by law or in accordance with a court-ordered subpoena. School administrators and the Superintendent will exercise reasonable care in preventing unauthorized disclosure.

Additionally, teachers and all other school officials will be provided an annual written explanation concerning the reporting of child abuse in an educational setting, including the immunity provisions as set forth in law. Further, ~~The Commissioner of Education~~ will furnish the District with required information, including rules and regulations for training necessary to implement District and staff responsibilities under the law.

All persons employed by the District, in titles equivalent to teacher or administrator, and any school bus drivers employed by a person or entity that contracts with the District to provide transportation services to children, are required to complete coursework or training regarding the identification and reporting of child abuse and maltreatment in accordance with law and Commissioner's regulations.

Prohibition of "Silent" (Unreported) Resignations

The Superintendent and other school administrators are prohibited from withholding from law enforcement authorities, the Superintendent, or the ~~Commissioner of Education~~, as appropriate, information concerning allegations of child abuse in an educational setting against an employee or volunteer in exchange for that individual's resignation or voluntary suspension from his or her position.

The Superintendents ~~(or a designated~~ other school administrator) who reasonably and in good faith reports to law enforcement officials information regarding allegations of child abuse or a resignation as required by law will have immunity from any liability, civil or criminal, which might otherwise result by reason of those actions.

Prohibition on Aiding and Abetting Sexual Abuse

Unless exempted by law, no District employee, contractor, or agent of the District will assist another District employee, contractor, or agent in obtaining a new job, apart from the routine transmission of administrative and personnel files, if the individual or agency knows or has probable cause to believe, that the individual engaged in sexual misconduct regarding a minor or student in violation of the law.

(Continued)

2019

7530
6 of 6

Students

SUBJECT: CHILD ABUSE AND MALTREATMENT (Cont'd.)

Education Law Article 23-B and §§ 409-1, 902(b), 3028-b and 3209-a

Family Court Act § 1012

Labor Law § 740(1)(e)

Penal Law Articles 130, 235 and 263

Social Services Law §§ 411-428

8 NYCRR Part 83, § 100.2(nm)

20 USC § 7926

Adoption Date

POLICY

2016
2019
Students

7616
1 of 3

SUBJECT: PREREFERRAL INTERVENTION STRATEGIES

The District will implement school-wide approaches and prereferral interventions in order to remediate a student's performance within the general education setting prior to referral to the Committee on Special Education (CSE) for special education. The determination of prevention and prereferral intervention strategies or services will take into consideration the student's strengths, environment, social history, language, and cultural diversity, in addition to the teacher's concerns. The District may also provide a Response to Intervention (RtI) program to eligible students that is developed in accordance with Commissioner's regulations as part of its school-wide approach to improve a student's academic performance prior to a referral for special education.

The provision of programs and/or services for students starts with consideration and implementation of instruction in the general education curriculum, with appropriate supports, or modifications as may be necessary. In implementing prereferral intervention strategies, the District may utilize resources or strategies already in place for qualified students including, but not limited to, services available through Section 504 of the Rehabilitation Act of 1973 and Academic Intervention Services (AIS) as defined in Education Law and/or Commissioner's regulations. The District will ensure that there is a system in place, with qualified, appropriately certified personnel, for developing, implementing, and evaluating prereferral intervention strategies.

If a student is identified as needing additional instructional support, the District will establish formal Instructional Support Teams (ISTs) in accordance with law, regulations, and District guidelines, as may be applicable, to review information from the student's work, screenings, and assessments. The IST will include representatives from general and special education as well as other disciplines and include individuals with classroom experience, who may then recommend which type of instructional support the student requires and the frequency with which he or she should receive these services or supports. The building administrator will further ensure that all staff are familiar with intervention procedures and procedures for operating an IST. Parents or persons in parental relation to students will be involved in developing prereferral strategies to address the educational needs of the child. Additionally, the District will seek collaboration between outside agencies and the school prior to a referral of the student to the CSE in order to address necessary student support services.

District administration will also ensure that opportunities exist for collaboration between general educators and special educators, and that consultation and support are available to teachers and other school personnel to assist parents or persons in parental relation to students and teachers in exploring alternative approaches for meeting the individual needs of any student prior to formal referral for special education.

Prereferral/Intervention Instructional Support Plans will be designed so as to set forth proactive strategies to meet the broad range of individual student needs and to improve student performance. Prereferral/Intervention strategies and/or Instructional Support Plans will be reviewed and evaluated to determine their effectiveness and modified as appropriate. Appropriate documentation of the prevention and/or intervention strategies implemented will be maintained.

(Continued)

POLICY

2016

7616

2 of 3

Students

SUBJECT: PREREFERRAL INTERVENTION STRATEGIES (Cont'd.)

If a referral is made to the CSE during the course of implementing prereferral/intervention instructional support services, the CSE is obligated to fulfill its duties and functions, and must meet mandatory time lines in evaluating the student for special education services and implementation of an individualized education program (IEP), if applicable.

Academic Intervention Services

The Board will provide to students at risk of not achieving state standards with AIS. AIS means additional instruction which supplements the instruction provided in the general education curriculum and assists students in meeting those state learning standards as defined in Commissioner's regulations and/or student support services which may include guidance, counseling, attendance, and study skills which are needed to support improved academic performance. The District will identify students to receive AIS through a two-step identification process set forth in Commissioner's regulations.

The District will provide AIS to students who are limited English proficient (LEP) and are determined, through uniformly applied District-developed procedures, to be at risk of not achieving state learning standards in English language arts, mathematics, social studies and/or science, through English or the student's native language.

The District has developed a description of the AIS offered to grades K through 12 students in need of these services. The description includes any variations in services in schools within the District and specifically sets forth:

- a) The District-wide procedure(s) used to determine the need for AIS;
- b) Academic intervention instructional and/or student support services to be provided;
- c) Whether instructional services and/or student support services are offered during the regular school day or during an extended school day or year; and
- d) The criteria for ending services, including, if appropriate, performance levels that students must obtain on District-selected assessments.

The District will review and revise this description every two years based on student performance results.

Parental Notification

- a) **Commencement of Services:** Parents or persons in parental relation to a student who has been determined to need AIS will be notified in writing by the building principal. This notice will be provided in English and translated into the parent's native language or mode of communication, as necessary. The notice will also include a summary of the AIS to be provided to the student, why the student requires these services, and the consequences of not achieving expected performance levels.

(Continued)

POLICY

2016

7616
3 of 3

Students

SUBJECT: PREREFERRAL INTERVENTION STRATEGIES (Cont'd.)

- b) Ending of AIS: Parents or persons in parental relation will be notified in writing when AIS is no longer needed. This notice will be provided in English and translated to the parent's native language or mode of communication, as necessary.

Parents will be provided with ongoing opportunities to consult with the student's teachers and other professional staff providing AIS, receive reports on the student's progress, and information on ways to work with their child to improve achievement.

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

Education Law §§ 3602, 4401, and 4401-a

8 NYCRR §§ 100.1(g), 100.1(p), 100.1(r), 100.1(s), 100.1(t), 100.2(v), 100.2(dd)(4), 100.2(ee), 200.2(b)(7), 200.4(a)(2), 200.4(a)(9); 200.4(c), and Part 154

NOTE: Refer also to Policy #7212 -- Response to Intervention (RtI) Process

Adoption Date

**SUBJECT: COMMITTEE ON SPECIAL EDUCATION (CSE)/COMMITTEE ON
PRESCHOOL SPECIAL EDUCATION (CPSE)**

Committee on Special Education (CSE) Membership

The Board will appoint a CSE in accordance with relevant law and regulations, whose membership will include, but not be limited to, the following members:

- a) The parent(s) or persons in parental relation of the student;
- b) At least one regular education teacher of the student (if the student is, or may be, participating in the regular education environment);
- c) At least one special education teacher of the student, or, if appropriate, at least one special education provider (i.e., related service provider) of the student;
- d) A school psychologist;
- e) A District representative who is qualified to provide or supervise special education and who is knowledgeable about the general education curriculum and the availability of District resources. This individual may also be the same individual appointed as the special education teacher or special education provider of the student or the school psychologist. The District representative will serve as the chairperson of the Committee;
- f) An individual who can interpret the instructional implications of evaluation results, who may also be the CSE member appointed as the regular education teacher, the special education teacher, or special education provider, the school psychologist, the District representative described above, or a person having knowledge or special expertise regarding the student as determined by the District;
- g) A school physician, if specifically requested in writing by the parent or by the District at least 72 hours prior to the meeting;
- h) An additional parent member of a student with a disability residing in the District or a neighboring school district, provided that this parent's child has been declassified less than five years' prior or the child has graduated less than five years' prior, if specifically requested in writing by the parent of the student, the student, or member of the CSE at least 72 hours prior to the meeting;
- i) Other persons having knowledge or special expertise regarding the student as designated by either the parent or District;
- j) The student, if appropriate.

(Continued)

SUBJECT: COMMITTEE ON SPECIAL EDUCATION (CSE)/COMMITTEE ON PRESCHOOL SPECIAL EDUCATION (CPSE) (Cont'd.)**Subcommittee on Special Education Membership**

The Board may appoint, as necessary, Subcommittees on Special Education to assist in the timely evaluation and placement of students with disabilities in accordance with applicable law and Commissioner's regulations. The Board will determine the number of subcommittees to be appointed upon the recommendation of the CSE.

Committee on Preschool Special Education (CPSE) Membership

The Board will appoint a CPSE whose membership and purpose varies slightly from the membership of the CSE. The CPSE must include those same individuals as the CSE as set forth within this policy and also include the following members:

- a) For a child in transition from early intervention programs and services, at the request of the parent or person in parental relation, the appropriate professional designated by the agency that has been charged with the responsibility for the preschool child; and
- b) A representative of the municipality of the preschool child's residence.

Member Attendance

All members of the CSE or CPSE must attend committee meetings except that the parent and District may agree in writing prior to the meeting date that the attendance of a member or members is not necessary or impossible in accordance with applicable Commissioner's regulations and, as a result, may be excused from the meeting.

Training

The training of qualified personnel is essential to the effective implementation of Commissioner's regulations regarding the education of all students with disabilities.

The Director of Special Education will establish administrative practices and procedures for training all District personnel responsible for carrying out the provisions of Part 200 of the Commissioner's regulations as well as members of the CSE and CPSE.

Alternative Means of Meeting

When conducting a meeting of the CSE or CPSE, the parent and the representative of the District appointed to the CSE or CPSE may agree to use alternative means of meeting participation, such as videoconferences and conference calls.

(Continued)

**SUBJECT: COMMITTEE ON SPECIAL EDUCATION (CSE)/COMMITTEE ON
PRESCHOOL SPECIAL EDUCATION (CPSE) (Cont'd.)**

Individuals with Disabilities Education Act (IDEA) 20 USC § 1400 et seq.
34 CFR Part 300 and § 300.321
Education Law § 4402, 4410
8 NYCRR §§ 200.2(b)(3), 200.3, and 200.4(d)(4)(i)(d)

NOTE: Refer also to Policies #7613 -- The Role of the Board in Implementing a Student's
Individualized Education Program
#7614 -- Preschool Special Education Program

Adoption Date

Board Resolution

BE IT RESOLVED, that the Board of Education of the Long Lake Central School District hereby accepts the recommendation of the Superintendent to appoint Hayden LaMere for a four (4) year probationary appointment as a Technology Education Teacher in the Industrial Arts-General tenure area, commencing September 1, 2019 and ending August 31, 2023 contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout his probationary period, consistent with the requirements of Education Law Sections 3012², 3012-c, and/or 3012-d. This offer is pending Initial Certification in Industrial Arts-General.

Board Resolution

BE IT RESOLVED, that the Board of Education of the Long Lake Central School District hereby accepts the recommendation of the Superintendent that Ms. Noonan has successfully completed her probationary period and, effective September 1, 2019, shall be conferred with tenure in the Elementary Education tenure area.

Board Resolution

BE IT RESOLVED, that the Board of Education of the Long Lake Central School district hereby corrects the appointment of Megan Nevins to confirm that she has, since September 1, 2015 served, and continues to serve, in the tenure area of General Special Education.

This resolution corrects all previous appointments whereby Ms. Nevins was appointed to the tenure area of Pre-K-6 General Special Education, instead of General Special Education, and all time served will be credited to the General Special Education tenure area.

BE IT FURTHER RESOLVED, that the Board of Education of the Long Lake Central School District hereby accepts the recommendation of the Superintendent that Ms. Nevins has successfully completed her probationary period and, effective September 1, 2019, shall be conferred with tenure in the General Special Education tenure area.

SHARED DECISION-MAKING PLAN FOR THE LONG LAKE CENTRAL SCHOOL

Long Lake Central School Mission Statement

Long Lake Central School, with the support of families and communities, will provide a safe and challenging environment which will enable students to achieve academic success and realize their full potential as creative and responsible citizens in the Adirondacks and the wider world.

Approved by the Long Lake Central School Board of Education
Date _____

DEFINITION OF SHARED DECISION-MAKING

Shared decision-making is a process that allows for input and participation from all stakeholders to bring about improvements in student performance. A stakeholder is any person or group with an interest and investment in the success of our students, and our school. In this process, stakeholders agree to identify educational issues, define goals, develop action plans, and evaluate results. This plan meets the Regulations of the Commissioner of Education Part 100.11.

PURPOSE

The purpose of shared decision making shall be to improve the educational performance of all students in the school, regardless of such factors as socioeconomic status, race, sex, language background, or disability.

BELIEFS

We believe that the shared decision-making process will result in:

- improved educational performance and personal growth for all students;
- a learning process that stimulates creativity, organization, and diversity as reflected in the community; and
- better communication and working relationships between the school, community, parents and other stakeholders.

COMPOSITION AND TERMS OF OFFICE OF THE LONG LAKE CENTRAL SCHOOL SHARED DECISION-MAKING COMMITTEE

Minimum Number	Stakeholder Group	Term of Office
1	Superintendent	1 year
2	Teachers	1 year
1	Parent	1 year
Total Minimum Membership: 4		Term Runs September – September

METHOD OF SELECTION FOR MEMBERSHIP ON THE LLCS SHARED DECISION-MAKING COMMITTEE

Parent representative(s) will be a volunteer(s) from the community and/or nominated by a parent organization, if one exists.

Teacher representatives are volunteers as approved by the Long Lake Central School Faculty Association.

The Administrator (Superintendent) will serve by the position held.

CRITERIA FOR ISSUES SUBJECT TO SHARED DECISION- MAKING

Issues subject to shared decision-making should meet the following criteria:

- Relate to student performance, achievement, or personal growth
- Directly support the Long Lake Central School District's mission and/or goals

ROLES AND RESPONSIBILITIES OF THE SHARED DECISION-MAKING COMMITTEE

Responsibilities:

1. To encourage the development of plans which will meet the district mission and goals through the shared decision-making process
2. To gather and communicate ideas of the representative groups
3. To ensure involvement of parents per State and Federal requirements
4. To assess the functioning and the outcomes of the Shared Decision-Making Committee on an annual basis

Roles:

1. Chairperson: responsible for calling meetings, setting agendas, running meetings, and delegating responsibilities to other members.
2. Recorder: responsible for taking, distributing and publishing minutes, and contributing to the school newsletter and/or school website.
3. Other roles to be determined by the committee as needs arise.

ACCOUNTABILITY OF THE SHARED DECISION-MAKING COMMITTEE

1. Attendance at meetings is expected.
2. Each member is expected to work toward full and successful implementation of the decisions of the committee; to be available to explain the decisions and their implications, in a positive manner, to all stakeholders.
3. Minutes will be available to the public via the school website.

AUTHORITY OF THE SHARED DECISION-MAKING COMMITTEE

The LLCS Shared Decision-Making Committee may make recommendations to the administration and the Board of Education that are within budgetary limitations, and consistent with state and education law and Board of Education policy.

SHARED DECISION-MAKING COMMITTEE DECISIONS

1. All decisions will be made after each member has had an opportunity to influence the decision. All decisions will be made by committee consensus.
2. No major decisions will be made unless a majority of membership is present.
3. Decisions shall be made at regularly scheduled meetings in the months from September to June.

RESOLVING DISPUTES

The LLCs Shared Decision-Making Committee will make every effort to resolve disputes and reach consensus. If a dispute cannot be resolved by consensus, the Shared Decision-Making Committee will request that the Board of Education assign an Ad Hoc committee to investigate and make recommendations to resolve the dispute.

METHODS OF ASSESSMENT/EVALUATION

The Shared Decision-Making Committee may employ or consult the following methods of assessment to evaluate program and student outcomes:

1. State tests and measures
2. Norm-referenced tests
3. Locally-designed tests
4. Authentic assessment
5. Post-high school placements
6. Other appropriate methods

PROCESS OF ALTERING AND SUBMITTING THIS DOCUMENT

1. Written recommendations will be received from any stakeholder and presented to the Shared Decision-Making Committee.
2. The Shared Decision-Making Committee has the authority to reach consensus and alter this document.
3. The Shared Decision-Making Committee will review and make revisions as needed to the Shared Decision-Making Plan at least once every two years as required.
4. This Plan must be approved by the Long Lake Central School Board of Education every two years and submitted to New York State as required.

PROCESS FOR SUBMITTING ISSUES

Issues to be considered by the LLCs Shared Decision Making Committee must:

1. Be presented in writing or orally to the committee and delivered to the chairperson;
2. Define the issue;
3. Provide background on the issue and any previous action taken; and
4. State the purpose and the expected results.

LONG LAKE CENTRAL SCHOOL
FIELD TRIP REQUEST FORM

Please submit these forms to the office at least (2) weeks before the trip. Overnight field trips must be submitted in advance of two board meetings, unless approved as an exception by the Superintendent. After approval, you must see Business Office for Purchase Orders or Checks.

Field Trip Request For: NYS Envirothon

Date(s) Of Trip: May 22-23 2019 Place: Hobart & William Smith Colleges
Month Day(s) Year

Times: Leave: 8:00 AM May 22 Return: 5:00 PM May 23

Transportation Availability ☒ YES ☐ NO

Jony Clark

Vickie Snide
Business Manager Signature

Substitute Needed: ☒ YES ☐ NO

Number of Students: 5

(Attach List of Names)

Names of Chaperones (Must have approval): Nicole Curtin

EXPENSES:

Budget Area: _____

Fees/Registration Expenses (If Any): \$ _____

Chaperone Stipend(s) (If Applicable) \$ 200

Lodging/Meals (If Applicable) \$ 39 meals

Miscellaneous: _____

TOTAL COST

\$ 200
\$ 39
\$ 239

Estimated Round Trip Mileage

380

for bus driver + @ \$100 bus driver hotel

Attachments: the trip will not be approved without all of the following:

1. Copy of letter to parents/permission form.
2. Names of Students Attending
3. Lesson plans (pre and post) and teacher guides.
4. Justification.

Field Trip approved by Superintendent: ☒ YES ☐ NO

Noelle J. Short
Superintendent

Overnight trip approved by the Board of Education: ☐ YES ☐ NO

COPY: Business Manager, Originator, Cafeteria, Nurse



Website Calendar



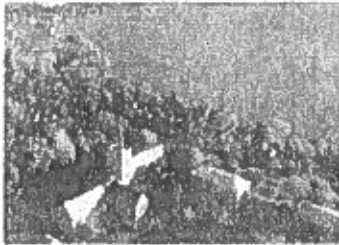
AESOP Calendar, confirmation #: _____

INTRODUCTION

Congratulations! We welcome you to the Environmental Tournament of Champions, the twenty-eight Annual New York State Envirothon. This year's competition will be held at Hobart & William Smith Colleges, Geneva, NY on May 22 & 23, 2019.

Enclosed, please find a copy of the rules and regulations, tentative schedule of events, registration forms, a release form, and directions on how to get to Hobart & William Smith Colleges, and other valuable pieces of information that you should read carefully. **The release form must be completed and mailed, scan, or emailed in advance for each team member and advisor along with the front & back of everyone's medical insurance card.**

Hobart & William Smith Colleges



Visiting Hobart and William Smith's 188-acre campus is the best way to experience the unparalleled beauty and extraordinary educational experiences available to our students.

Located at the shore of Seneca Lake in the heart of the Finger Lakes Region, the campus and surrounding community provide an ideal setting for exploring ideas and establishing close and lasting friendships with students, faculty and staff.

The phone number for emergencies at Hobart & William Smith Colleges College is (*University Police (315-781-3656)*).

NYS Envirothon: Students Attending

Karmen Howe
Madison Tallon
Colin Bienvenue
Annalise Penrose
Hannah Keller

Dear Parents/ Guardians;

On Wednesday and Thursday, May 22-23 the Envirothon team which competed at the county level is invited to participate in the state level Envirothon competition. Students will compete against teams from the other counties in New York State. The team which wins at the state level competition will be invited to participate against students from other states/ provinces at the North American Envirothon.

This year's state Envirothon will be held at Hobart and William Smith Colleges in Geneva, New York. We will be leaving at 8:00 a.m. on the morning of the 22nd and returning to Long Lake around 5:00 p.m. on the 23rd. All meals will be provided except lunch on the first day. Students should bring a bag lunch to eat on our way there. On the first day, students will present a poster which they created ahead of time outlining a scenario they have been presented with. On the second day, students will answer questions about the fields of aquatics, soils, forestry, wildlife and the current issue.

We will be spending the night in the dorms. Students may be housed with students from other schools. Students will need to bring either sheets and a blanket or a sleeping bag and a pillow. On the second day, students will spend much of the morning outside for the competition and should bring clothes for any weather. Please see the attached list of materials which students should pack.

This is a great opportunity for our students to compete with and meet other students from around our state. Students will be representing Hamilton County and Long Lake Central School and as such are expected to be on their best behavior at all times.

Please contact the school if you do not want your child to attend.



This year's envirothon team at the Hamilton County competition.

WHAT TO BRING

Dress accordingly, and plan to bring layers of clothes. You never know what the weather will be like. **Wear proper foot attire!** It may be muddy or wet on the trails, and cold feet feel miserable! The program will be outside **rain or shine**, so be prepared. Here's a list of things you will want to bring:

- ☐ Rain gear
- ☐ Jackets and sweatshirts
- ☐ Pillow, pillowcase, two sheets, and a blanket or a sleeping bag
- ☐ Bath towels and wash cloths
- ☐ Boots
- ☐ Soap and all toiletries
- ☐ Outdoor clothing appropriate for the weather
- ☐ Flashlight
- ☐ Any medicines, which will be kept by the team advisor
- ☐ Insect repellent
- ☐ Refillable water bottle ***Remember to bring a refillable water bottle!
- ☐ Alarm clock
- ☐ Good sense of humor!!

Optional:

- ☐ Camera
- ☐ iPod
- ☐ Spending money for souvenirs
- ☐ Fishing pole w/fishing license
- ☐ SWIM SUIT

DON'T FORGET YOUR LINEN!!!!

DON'T FORGET TO BRING A REFILLABLE WATER BOTTLE!!!!

SCHEDULE 2019 NEW YORK STATE ENVIRONMENT

Wednesday, May 22, 2019	Event	Time	Location
	Volunteer Registration	8:00 am - 5:00 pm	Rees Hall
	Team Registration	11:00 am - 4:00 pm	Rees Hall
	Day Judges Registration	8:00 am - 8:30 am	Rees Hall
	Judges, Escorts, & Timers Training	8:30 am - 11:00 am	Sanford Room - Smith Library
	Judges, Escorts, & Timers Lunch	11:00 am - 11:45am	Scandling
	Oral Presentations Team	12:30 noon - 4:30 pm	Staging at Smith Library - OP at Stern
	Photos	12:30 noon - 4:30 pm	Outside Stern
	Educational/Recreational Activities	1:00 pm - 5:00 pm	Bristol Gym/Smith Library/Smith Quad
	Tanglewoods	1:00pm-3:00 pm	Smith Library/Smith Quad
	Dinner	5:00 pm - 6:45 pm	Scandling-Vandervort Building
	Trail Guide & OP Escort Training	6:00 pm	Vandervort Auditorium
	Evening Judges Training	6:30 pm - 7:00 pm	Vandervort Auditorium
	Group Photo	6:45 pm	Steps Cox Hall <i>Mandatory (NYS T-shirt)</i>
	Opening Ceremony	7:30 PM	Vandervort Auditorium (No Hats)
	Oral Presentations (top 3)	8:00 pm - 9:15 pm	Vandervort Auditorium <i>Mandatory Attendance (No Hats)</i>
	Ice Cream Social & Movie	9:30 pm	Rees Hall
	Free Time & Swimming	9:30 pm - 10:30 pm	Bristol Hall
	Return to Dorms	11:00 pm	
	Lights out	11:30 pm	
Thursday, May 23, 2019	Event	Time	Location
	Breakfast	6:00 am - 7:00 am	Scandling-Vandervort Building
	Volunteer Registration	6:15 am - 6:30 am	Rees Hall
	Orientation	7:15 am - 7:35 am	Vandervort Auditorium
	Travel to Testing Sites	7:35 am - 7:50 am	
	Station #1	7:50 am - 8:30 am	
	Travel to Test Site 2	8:30 am - 8:35 am	
	Station #2	8:35 am - 9:15 am	
	Travel to Test Site #3	9:15 am - 9:20 am	
	Station #3	9:20 am - 10:00 am	
	Travel to Test Site #4	10:00 am - 10:05 am	
	Station #4	10:05 am - 10:45 am	
	Travel to Test Site #5	10:45 am - 10:50 am	
	Station #5	10:50 am - 11:30 am	
	Travel to Test #6	11:30 am - 11:35 am	
	Station #6	11:35 am - 12:15 am	
	Advisor Activities	8:00 am - 11:30 am	Bus leaves from Rees Hall at 8:45 a.m.
	Professional Training - Advisors	8:15 am - 11:15 am	Smith Library
	Lunch & Key Return	12:30 pm - 1:45 pm	Scandling-Vandervort Building
	Awards Ceremony	2:00 pm - 3:00 pm	Vandervort Auditorium
	Return Room Keys	Directly After Closing	Rees Hall

**** Please arrive 15 minutes before your scheduled oral presentation time so competition officials may review your materials.
NOTE: This schedule is subject to change. If necessary, announcements will be made.**

NYS Envirothon: Justification

Students have been invited to participate in the NYS Envirothon as a result of having received second place in the county level competition (the first place team was unable to attend). This competition reinforces content covered in my Earth science, chemistry and environmental science curricula. Students will be completing a project which presents them with a real life problem which they must solve. They will be presenting this solution to a panel of judges. Students will also complete tests in forestry, wildlife, soils, aquatics and the current issue. Along with real life inquiry application, students will have the opportunity to represent our county and school in a competition against students from other schools throughout our state and to compete and interact with a wider group of students than that with which they are accustomed. Overall, reasons for this field trip include:

- Reinforcement of curricula in Earth science, environmental science and chemistry
- Experience with problem solving in a real life application in science
- Exposure to and competition with other high achieving students from throughout the state
- Representation of Long Lake Central School at a state-wide event

Envirothon: Assessment

For your participation in the NYS Envirothon, you will be assessed based on the following rubric.

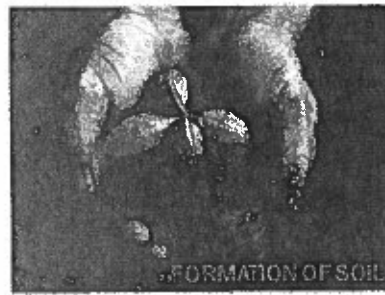
	Effort	Behavior	Teamwork	Preparation
0	Student did not put forth adequate effort in competition	Student was a poor representative of LLCS and exhibited poor behavior	Student did not contribute to team effort or was disrespectful of other students input	Student made no effort to prepare ahead of time
1	Student put forth weak effort in competition	Student was not consistently a good representative of LLCS and did not consistently exhibit good behavior	Student contributed little to team effort/ was not willing to listen to input of others	Student made little effort to prepare ahead of time
2	Student put forth good effort in competition	Student was a good representative of LLCS and exhibited good behavior	Student contributed to team effort but did not value all team members input	Student made some effort to prepare ahead of time
3	Student put forth excellent effort in competition	Student was an excellent representative of LLCS and exhibited excellent behavior	Student contributed to team effort without overpowering other team members ideas/ input	Student made a clear effort to prepare ahead of time

Envirothon Lesson Plans

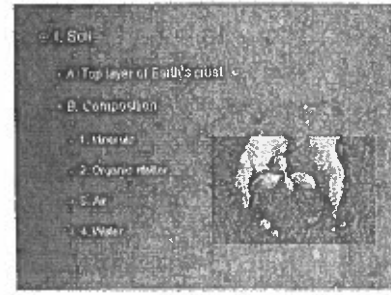
- Numerous lessons we have covered throughout the year have prepared them for this event. One such lesson is shown below. More are available upon request.



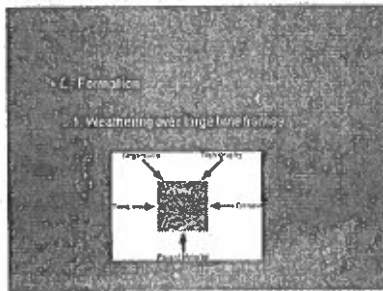
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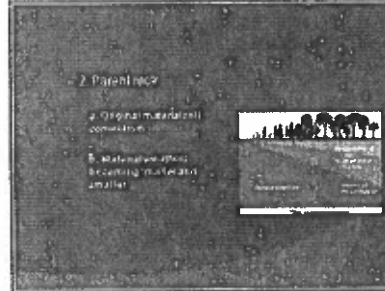
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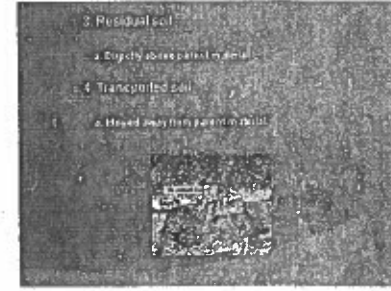
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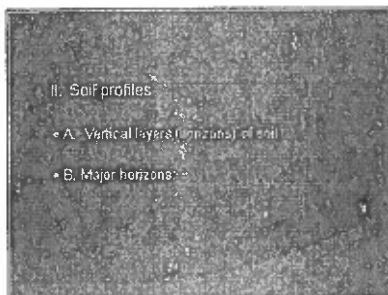
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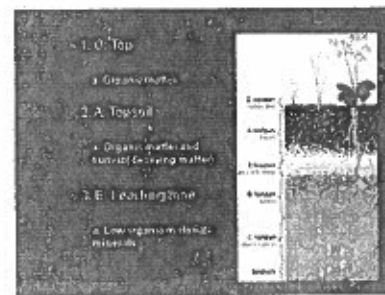
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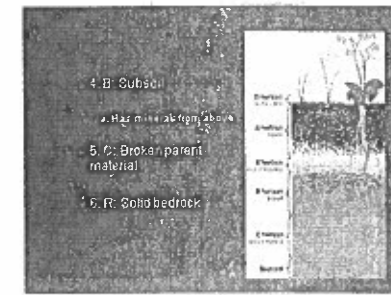
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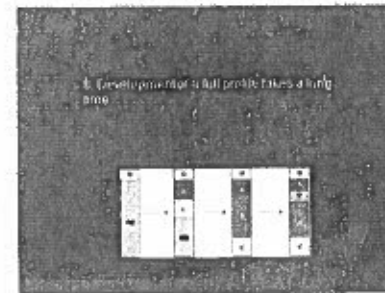
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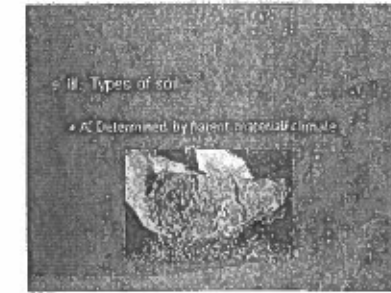
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