

AGENDA

Board of Education Regular Meeting
Monday, February 13, 2012
Community Room: Thomas A. Edison High School

A. Call to Order

B. Roll Call

C. Approval of Agenda/Minutes

C-1 a. Approve the agenda of the February 13, 2012 Regular Board of Education Meeting.

Motion _____ Second _____ VOTE _____

b. Recommendation to suspend the regular order of business to accommodate guests, special discussion topics and presentations in an order of business as deemed appropriate.

Motion _____ Second _____ VOTE _____

C-2 a. Approve the minutes from the January 23, 2012 Board of Education Meeting. SEE ATTACHED

Motion _____ Second _____ VOTE _____

D. Executive Session

D-1 Personnel

D-2 Negotiations

E. Comments from the Public and Staff

E-1 Superintendent

E-2 Elementary Principal

E-3 Middle School Principal/CSE Chair

E-4 High School Principal

E-4 Business Manager

E-5 Other Staff

E-6 Public Comments

F. Personnel

**At this point the Board will consider whether to proceed with personnel
Items F-1a – F-3a**

Recommendation to approve the following consent items F-1a through F-3a

Motion _____ Second _____ VOTE _____

F-1 Appointments

Recommendation to approve the following personnel. Be it further resolved that upon receipt of final clearance from the State Education Department, any conditional appointments shall be changed to regular appointments, reflecting the effective date of said Board meeting.

a.) Substitutes

Recommendation to approve the following substitutes for the 2011-12 school year.

Substitute Support Staff	George Keith	Elizabeth Sowell
Substitute Teacher	Elizabeth Sowell	

b.) Substitutes- conditional

Recommendation to approve the following conditional substitute pending fingerprint clearance for the 2011-12 school year.

Substitute Support Staff:	Phyllis Hatfield
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c.) Long Term Substitute

Recommendation to approve Ms. Laura Carozza as a long term substitute in Grade 4 on or about April 18 through June 22, 2012. Ms. Carozza shall be paid a pro-rated salary equivalent to step 1: \$35,955 of the current EHTA contract with credit for 24 graduate hours at \$74.00 per hour. Ms. Carozza's per diem rate shall be \$188.66. Ms. Carozza shall be limited to additional benefits in accordance with BOE Policy 6221: Long Term Substitutes.

d. Coach

Recommendation to appoint Mr. Cory Tremaine as the Modified Track Coach for the 2011-12 school year pending coaching license requirements at a stipend for level 2 year 2 of \$1,905.62.

e. Volunteers

Recommendation to approve the following volunteers to work with our athletic programs for the 2011-12 school year pending completion of required paperwork:

Zack Brown - Baseball	Callie Black – softball
Andy Pesesky - Baseball	Connie Warren – Softball
Rob Cannavino - Baseball	Mike Storch - Softball
Tom Menechella – Tennis	
Kevin Weber – Tennis	

F-2 Tenure Recommendations

- a.) Recommendation to grant tenure to Ms. Becky Arthur, as a Teacher Assistant, effective February 24, 2012.
- b.) Recommendation to grant tenure to Ms. Mary Rae Bahantka, as a Teacher Assistant, effective February 24, 2012.
- c.) Recommendation to grant tenure to Ms. Donna Brayton, as a Teacher Assistant, effective February 24, 2012.
- d.) Recommendation to grant tenure to Ms. Barbara Day, as a Teacher Assistant, effective February 24, 2012.
- e.) Recommendation to grant tenure to Ms. Connie Gleason, as a Teacher Assistant, effective February 24, 2012.
- f.) Recommendation to grant tenure to Ms. Lynne Hatch, as a Teacher Assistant, effective February 24, 2012.
- g.) Recommendation to grant tenure to Ms. Bobbi Roote, as a Teacher Assistant, effective February 24, 2012.
- h.) Recommendation to grant tenure to Ms. Debra Sherman, as a Teacher Assistant, effective February 24, 2012.
- i.) Recommendation to grant tenure to Ms. Christine Skinkle, as a Teacher Assistant, effective February 24, 2012.

F-3 Parental Leave

- a.) Recommendation to approve the parental leave of Ms. Leslie Tremblay, effective on or about July 28, 2012 with an anticipated return on or about September 10, 2012.

G. Financial

G-1 Budget Status Report

Recommendation to acknowledge the Budget Status Report as of February 6, 2012

SEE ATTACHED

Motion _____ Second _____ VOTE _____

G-2 Treasurer's Report

Recommendation to acknowledge the Treasurer's Report for the month of December, 2011. SEE ATTACHED

Motion _____ Second _____ VOTE _____

G-3 Investment Report

No Investments

G-4 Claims Auditor Report

Recommendation to acknowledge the Claims Auditor Report for the month of December, 2011. SEE ATTACHED

Motion _____ Second _____ VOTE _____

G-5 Extra Classroom Report

Recommendation to acknowledge the Extra classroom Report for the month of December 2011. SEE ATTACHED

Motion _____ Second _____ VOTE _____

G-6 Recommendation to approve the resolution as per the attached court order:

RESOLVED, That the Winchester Optical Company be refunded taxes for property at 1935-1945 Lake Street (79.11-1-43.1), in the amount of \$8,024.08. This reflects a reduction in the assessed valuation for that year as decided by the Supreme Court of the State New York, County of Chemung on January 11, 2012 and filed with the County Clerk of Chemung on January 19, 2012. This represents an assessment reduction from \$1,192,000 to \$810,000 and a tax reduction from \$25,038.49 to \$17,014.41 for the 2010-11 tax year. SEE ATTACHED

Such refund shall be paid by the transfer of funds from the Tax Certiorari Reserve.

Motion _____ Second _____ VOTE _____

G-7 Recommendation to approve the following gas and electric resolutions and agreements

- a. Electricity Cooperative Energy Purchasing Service Billing Schedule and Agreement
- b. Resolution Authorizing Participation in Cooperative Energy Purchasing Service(NYSMEC) for Electricity.
- c. Natural Gas Cooperative Energy Purchasing Service Billing Schedule and Agreement
- d. Resolution Authorizing Participation in Cooperative Energy Purchasing Service(NYSMEC) for Natural Gas.

SEE ATTACHED

Motion _____ Second _____ VOTE _____

G-8 Recommendation to approve the Sieba Bancorp Account Agreement to fund the Sieba "Benny" account purchases by a direct debit from Bancorp to our bank account.

SEE ATTACHED

Motion _____ Second _____ VOTE _____

H. Facilities

H-1 Capital Project Update

I. Old Business

I-a Volunteers and Hold Harmless Documentation

J. New Business

No report

K. Consent

At this point the Board will consider whether to precede with consent agenda items

K-1 through K-3

Recommendation to approve the following consent items, K-1 through K-3

Motion _____ Second _____ VOTE _____

K-1 Recommendation to approve the student placement determinations from the January 26,30 and February 1,2,3, 2012 CSE meetings and the funds to support such recommendations.

K-2 Recommendation to approve the contractual services agreement between the School board of the Elmira Heights Central School District and the Club Z! In-Home Tutoring Services, Inc., for the purpose of accomplishing the supplemental educational instructional mandates of *No Child Left Behind*. SEE ATTACHED

K-3 Recommendation to accept the donation of \$500.00 from the Elmira Heights Rotary Club, with thanks and appreciation. Such funds shall be used to support Family Literacy Nights at Cohen Elementary School. SEE ATTACHED

L. Awards/Honors/Achievements

L-1 Middle School Responsibility Awards

L-2 Ms. Jamie Shaw, WETM Golden Apple Teacher of the Month

L-3 School Board U: Board Achievement Award:

Lisa Benedict, Harry Blish, William Brewer, Harvey Harris, Joe Sullivan :

M. Communications

N. Discussion Topic

N-1 Budget Development Calendar Update

N-2 Projected Budget/Next steps

N-3 Transportation Study

N-4 Policy 6221 – Part-Time & Substitute Professional Staff Employment

N-5 Legislative Event - March 8, 2012 6:00 pm Campbell-Savona HS

O. Next Meeting

**Monday, February 27, 2012 Regular Board of Education Meeting
7pm Community Room**

P. Adjournment

Motion _____ Second _____ VOTE _____ Time _____

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
ELMIRA HEIGHTS, NEW YORK

C-2

Board of Education Meeting
January 23, 2012

CALL TO ORDER: The Board of Education Meeting was called to order at 7:00 p.m. by President, Harry Blish, followed by the pledge of allegiance.

MEMBERS PRESENT Lisa Benedict, Harry Blish, William Brewer, Christopher Callas, Harvey Harris, Andrew Willard

OTHERS PRESENT Mary Beth Fiore, Debra Palmer, Dawn Hanrahan, Andy Lutz, Joe Robinson, Mike Coghlan, Mike Bennett, Carol Cady, Barb Day, YNN news

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by William Brewer seconded by Andrew Willard and carried 6-0 to approve the January 23, 2012 agenda with additions to discussion items.

Order of Business:

A motion was made by Christopher Callas seconded by Andrew Willard and carried 6-0 to suspend the regular order of business to accommodate guests, special discussion topics and presentations in an order of business as deemed appropriate.

Minutes:

January 9, 2012 Regular Meeting- A motion was made by Lisa Benedict seconded by Christopher Callas and carried 6-0 to approve the minutes of the January 9, 2012 Regular Meeting.

COMMENTS FROM THE PUBLIC AND STAFF

Mary Beth Fiore - Superintendent ♦Updates from Albany –still trying to resolve the APPR process, it's a triangular relationship between Governor, Commission of Education and NYSUT – competitive grants money is of concern – high performing schools could be hurt by some of the NCLB requirements ♦Our APPR team met and has done a phenomenal job – Governor will withhold funds if not in place

Andy Lutz –Elementary School Principal ♦Busy week, it is the end of the marking period ♦4th graders did a walk-a-thon to donate to Arctic League - \$1819 donated ♦District Staff Fitness Challenge has 95 participants on 16 teams ♦students eating breakfast has increased this year from approximately 30 to 120

Dawn Hanrahan - Middle School Principal/CSE/CPSE Chair ♦Mr. Nelson, technology teacher has returned from a medical leave, substitute Ms. Sabatini did a great job ♦End of the marking period – the week will be busy ♦Actively working on benchmarks ♦8th grade formal is Feb 11

Joe Robinson – High School Principal ♦January Regents begin tomorrow – local exams are complete ♦Special Education staff and Mrs. Sheets did a great job arranging special accommodations where needed ♦Benchmark analysis will take place Friday afternoon ♦many meetings scheduled for the full conference day next Monday ♦Snowball was Saturday night

Debra Palmer – Business Manager ♦NP1 Medicaid on-line registration complete ♦Winchester Optical Tax Certieri approved ♦STAC verifying information for State Aid, working on this years & next years budget/requisitions.

PERSONNEL

A motion was made by Harvey Harris seconded by William Brewer and carried 6-0 to approve the following recommended personnel items F-1a through F-5a as presented, and being further resolved that upon receipt of final clearance from the State Education Department, any conditional appointments shall be changed to regular appointments, reflecting the effective date of said Board meeting.

F-1 Appointments

a. Substitutes – for the 2011-12 school - approved

Substitute Teachers Elissa Bond Devin Burch Hannah Coon Stephanie Evertts Maureen Harris
Substitute Support Staff Elissa Bond Devin Burch Sharon Cosgrove David Drake Stephanie Evertts

b. Food Service Helper - approved

Shirley Cheplick

The Board approved the recommendation to appoint Ms. Shirley Cheplick for a 3-hour per day Food Service Helper position, effective March 5, 2012. Ms. Cheplick shall serve up to a one-year probationary period, effective March 5, 2012 in accordance with Civil Service Regulation. Mrs. Cheplick shall be placed on Step 1 of the current EHessa contract at a pay rate of \$9.74 per hour.

F-2 Resignations - approved

a. **Cleaner/Sub Bus Driver**

David Drake

With thanks and appreciation of service, the Board accepted the resignation of cleaner/sub bus driver Mr. David Drake, effective January 28, 2012.

F-3 Elimination of Position - approved

a. **Cleaner/Substitute Driver**

The Board approved the recommendation to eliminate a 1.0 FTE Cleaner/Substitute Driver position effective January 28, 2012

F-4 Change of Status - approved

a. **John Townson** - Bus Driver

Having successfully completed his probationary period in accordance with current Civil Service Regulations, the Board approved the permanent status of John Townson as a *Bus Driver*, effective January 10, 2012.

F-5 Tenure - approved

a. **Michael Bennett**

The Board approved the recommendation to grant tenure status to Michael Bennett in the area of Dean of Students, effective February 2, 2012

FINANCIAL

G-1 Visa Business Card – new account – Chemung Canal - approved

A motion was made by Andrew Willard, seconded by William Brewer and carried 6-0 to approve the application for a Visa Business Card through Chemung Canal Trust Company with a total credit limit of \$15,000 to be divided between each Card, with no cash advance allowed.

G-2 MasterCard – close account - change

A motion was made by William Brewer, seconded by Christopher Callas and carried 6-0 to cancel the Chase MasterCard once the Chemung Canal Visa is activated and all MasterCard charges have been processed.

FACILITIES

Capital Project – update – Mike Coghlan

◆Punch List is done with change orders ◆Cafeteria project ready to be closed out ◆recommendations for remaining funds – Cohen sound equipment to be wired for sound board in back of stage for \$1900. Remaining funds will be used to purchase cameras as prioritized and looking at purchasing AEDs.

OLD BUSINESS

See calendar change action under discussion

NEW BUSINESS

None

CONSENT

A motion was made by Lisa Benedict seconded by Harry Blish and carried 6-0 to approve the following consent agenda items K-1 through K-5.

K-1 CSE Recommendations and Funding - approved

Approved recommendations and funds to support placements for determinations made at the January 6,9,10,12,13, 2012 CSE meetings.

K-2 CPSE Recommendations and Funding - approved

Approved recommendations and funds to support placements for determinations made at the January 3, 2012 CPSE meetings.

K-3 Donation approximately \$800.00 – Class of 2011 - accepted

Accepted with thanks and appreciation, a donation of approximately \$800.00 from the Class of 2011 to be used to purchase a scanner to be used in preparing the TAE Yearbook.

K-5 Donation \$10.00 –Bread for School Run - accepted

Accepted with thanks and appreciation, a donation of \$10.00 from the Bread for Schools Run to be used by the cross country program.

K-4 Donation \$300.00 - PFO - accepted

Accepted with thanks and appreciation, a donation of \$300.00 from the Elmira Heights PFO to be used to purchase incentive gifts for students that participate in the High School Tutoring Program.

AWARDS / HONORS / ACHIEVEMENTS

None

COMMUNICATIONS

◆ None

DISCUSSION

- ◆ Anticipated Board Agenda Changes
Effective February 2, 2012 a new law requires that all materials that the board receives in advance must be available to the public and posted on the website
- ◆ Budget forecast assumptions
Presentation relative to the executive budget and its impact
- ◆ Continued Shared Services Exploration
Wednesday evening is the regional transportation study meeting presentation and discussion with Superintendents, Board Presidents and BOCES
- ◆ Volunteer Guidelines
Recommendation to consult with our attorney regarding people signing a hold harmless form (such circumstances would be photographers that are on court or the field and the chain gang at football games)
- ◆ School Calendar Change
The State has changed some of the grade 3-8 testing dates and they fall on our April 27 conference day. The regional calendar has changed this April 27 conference day to March 16 and it is recommended by the Superintendent to coincide with this change. Recommendation to leave the April 25 early release day as scheduled, students will test in the morning prior to dismissal that day.

A motion was made by Harvey Harris, seconded by Andrew Willard and carried 6-0 to adopt the revised 2011-12 school calendar to align with the GST BOCES revised approved calendar to accommodate the change in NYS testing. This change will move the conference day from April 27 to March 16.

EXECUTIVE SESSION:

At 8:55pm a motion was made by Christopher Callas, seconded by Lisa Benedict and carried 6-0 to enter executive session to discuss personnel & negotiations

ADJOURN EXECUTIVE SESSION:

At 9:18pm a motion was made by William Brewer, seconded by Andrew Willard and carried 6-0 to adjourn executive session

NEXT MEETING

Mon February 13, 2012 7:00 pm -Regular Meeting TAE Community Room

ADJOURNMENT – At 9:19pm a motion was made Lisa Benedict, seconded by Christopher Callas and carried 6-0 to adjourn the meeting.

Clerk

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 02/06/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

G-1

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
1010 Board Of Education							
160 Noninstructional Salaries		445.00	0.00	445.00	261.28	181.52	2.20
400 Contractual Services		10,000.00	-1,927.92	8,072.08	7,597.64	0.00	474.44
450 Materials & Supplies		400.00	0.00	400.00	0.00	0.00	400.00
490 BOCES Services		1,197.00	0.00	1,197.00	0.00	1,197.00	0.00
Subtotal of 1010 Board Of Education		12,042.00	-1,927.92	10,114.08	7,858.92	1,378.52	876.64
1040 District Clerk							
160 Noninstructional Salaries		590.00	0.00	590.00	408.00	178.00	4.00
400 Contractual Services		0.00	791.42	791.42	470.29	51.13	270.00
450 Materials & Supplies		45.00	0.00	45.00	0.00	0.00	45.00
Subtotal of 1040 District Clerk		635.00	791.42	1,426.42	878.29	228.13	319.00
1060 District Meeting							
160 Noninstructional Salaries		445.00	0.00	445.00	261.28	181.52	2.20
400 Contractual Services		330.00	500.00	830.00	201.18	273.82	355.00
450 Materials & Supplies		650.00	0.00	650.00	0.00	0.00	650.00
Subtotal of 1060 District Meeting		1,425.00	500.00	1,925.00	462.46	455.34	1,007.20
1240 Chief School Administrator							
150 Instructional Salaries		149,615.00	-4.31	149,610.69	87,557.28	62,011.38	42.03
160 Noninstructional Salaries		39,645.00	0.00	39,645.00	23,432.16	16,208.09	4.75
161 Noninstruct Salary-Subs		2,000.00	-1,881.73	118.27	118.27	0.00	0.00
400 Contractual Services		4,610.00	3,212.20	7,822.20	5,219.23	1,692.59	910.38
450 Materials & Supplies		1,175.00	21.78	1,196.78	1,159.31	37.47	0.00
Subtotal of 1240 Chief School Administrator		197,045.00	1,347.94	198,392.94	117,486.25	79,949.53	957.16
1310 Business Administration							
150 Instructional Salaries		62,405.00	-1.70	62,403.30	36,979.68	25,423.62	0.00
160 Noninstructional Salaries		31,510.00	-2.08	31,507.92	18,671.36	12,836.56	0.00
161 Noninstruct Salary-Subs		0.00	178.90	178.90	178.90	0.00	0.00
400 Contractual Services		2,000.00	-181.75	1,818.25	732.35	0.00	1,085.90
450 Materials & Supplies		1,050.00	-9.01	1,040.99	849.75	0.00	191.24
490 BOCES Services		320,516.00	138.84	320,654.84	2,598.91	318,055.93	0.00
Subtotal of 1310 Business Administration		417,481.00	123.20	417,604.20	60,010.95	356,316.11	1,277.14
1320 Auditing							
400 Contractual Services		16,600.00	75.00	16,675.00	16,669.15	5.85	0.00
Subtotal of 1320 Auditing		16,600.00	75.00	16,675.00	16,669.15	5.85	0.00
1330 Tax Collector							
160 Noninstructional Salaries		860.00	0.00	860.00	507.52	349.11	3.37
400 Contractual Services		500.00	-42.26	457.74	246.22	59.74	151.74
450 Materials & Supplies		100.00	42.26	142.26	142.26	0.00	0.00
Subtotal of 1330 Tax Collector		1,460.00	0.00	1,460.00	896.00	408.89	155.11
1420 Legal							

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 02/06/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
400 Contractual Services		10,000.00	-25.00	9,975.00	7,371.00	0.00	2,604.00
450 Materials & Supplies		500.00	0.00	500.00	0.00	0.00	500.00
Subtotal of 1420 Legal		10,500.00	-25.00	10,475.00	7,371.00	0.00	3,104.00
1430 Personnel							
160 Noninstructional Salaries		32,075.00	0.00	32,075.00	19,005.44	13,066.24	3.32
161 Noninstruct Salary-Subs		0.00	89.45	89.45	89.45	0.00	0.00
400 Contractual Services		400.00	132.90	532.90	421.72	14.98	96.20
450 Materials & Supplies		400.00	-357.45	42.55	42.55	0.00	0.00
Subtotal of 1430 Personnel		32,875.00	-135.10	32,739.90	19,559.16	13,081.22	99.52
1460 Records Management Officer							
150 Instructional Salaries		3,470.00	0.00	3,470.00	2,054.40	1,412.45	3.15
400 Contractual Services		500.00	0.00	500.00	0.00	0.00	500.00
450 Materials & Supplies		150.00	0.00	150.00	32.97	0.00	117.03
Subtotal of 1460 Records Management Officer		4,120.00	0.00	4,120.00	2,087.37	1,412.45	620.18
1480 Public Information and Services							
150 Instructional Salaries		3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
400 Contractual Services		2,800.00	0.00	2,800.00	0.00	0.00	2,800.00
450 Materials & Supplies		1,800.00	-110.70	1,689.30	0.00	0.00	1,689.30
Subtotal of 1480 Public Information and Services		7,600.00	-110.70	7,489.30	0.00	0.00	7,489.30
1620 Operation of Plant							
160 Noninstructional Salaries		354,845.00	0.00	354,845.00	209,938.48	135,896.48	9,010.04
161 Noninstruct Salary-Subs		10,000.00	0.00	10,000.00	1,557.85	0.00	8,442.15
169 Noninstruct Salaries-OT		3,000.00	0.00	3,000.00	592.91	0.00	2,407.09
200 Equipment		5,000.00	3,734.23	8,734.23	6,255.29	0.00	2,478.94
400 Contractual Services		374,800.00	-951.49	373,848.51	168,477.28	128,882.25	76,488.98
450 Materials & Supplies		31,000.00	7,647.83	38,647.83	23,005.07	2,871.75	12,771.01
Subtotal of 1620 Operation of Plant		778,645.00	10,430.57	789,075.57	409,826.88	267,650.48	111,598.21
1621 Maintenance of Plant							
160 Noninstructional Salaries		140,580.00	0.00	140,580.00	83,304.48	57,271.80	3.72
169 Noninstruct Salaries-OT		3,000.00	0.00	3,000.00	172.84	0.00	2,827.16
400 Contractual Services		118,925.00	4,051.00	122,976.00	39,552.14	13,272.78	70,151.08
450 Materials & Supplies		58,605.00	84.05	58,689.05	23,350.20	17,009.58	18,329.27
Subtotal of 1621 Maintenance of Plant		321,110.00	4,135.05	325,245.05	146,379.66	87,554.16	91,311.23
1670 Central Printing & Mailing							
160 Noninstructional Salaries		5,030.00	24.67	5,054.67	2,138.51	2,916.16	0.00
161 Noninstruct Salary-Subs		500.00	-24.67	475.33	0.00	0.00	475.33
400 Contractual Services		25,000.00	705.00	25,705.00	6,180.14	15,211.00	4,313.86
450 Materials & Supplies		500.00	0.00	500.00	0.00	142.85	357.15
Subtotal of 1670 Central Printing & Mailing		31,030.00	705.00	31,735.00	8,318.65	18,270.01	5,146.34
1680 Central Data Processing							

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 02/06/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
490 BOCES Services		547,226.00	358.00	547,584.00	0.00	547,584.00	0.00
Subtotal of 1680 Central Data Processing		547,226.00	358.00	547,584.00	0.00	547,584.00	0.00
1910 Unallocated Insurance							
400 Contractual Services		54,500.00	4,095.00	58,595.00	55,258.00	0.00	3,337.00
Subtotal of 1910 Unallocated Insurance		54,500.00	4,095.00	58,595.00	55,258.00	0.00	3,337.00
1920 School Association Dues							
400 Contractual Services		7,000.00	0.00	7,000.00	6,115.00	0.00	885.00
Subtotal of 1920 School Association Dues		7,000.00	0.00	7,000.00	6,115.00	0.00	885.00
1930 Judgments and Claims							
400 Contractual Services		450.00	0.00	450.00	0.00	0.00	450.00
Subtotal of 1930 Judgments and Claims		450.00	0.00	450.00	0.00	0.00	450.00
1950 Assessments on School Property							
400 Contractual Services		15,625.00	0.00	15,625.00	5,347.52	10,000.00	277.48
Subtotal of 1950 Assessments on School Property		15,625.00	0.00	15,625.00	5,347.52	10,000.00	277.48
1981 BOCES Administrative Costs							
490 BOCES Services		296,286.00	0.00	296,286.00	0.00	296,286.00	0.00
Subtotal of 1981 BOCES Administrative Costs		296,286.00	0.00	296,286.00	0.00	296,286.00	0.00
1989 Unclassified							
400 Contractual Services		10,000.00	-758.15	9,241.85	150.00	3,836.85	5,255.00
Subtotal of 1989 Unclassified		10,000.00	-758.15	9,241.85	150.00	3,836.85	5,255.00
2020 Supervision-Regular School							
150 Instructional Salaries		212,465.00	-16,519.57	195,945.43	110,058.46	85,746.06	140.91
160 Noninstructional Salaries		80,820.00	0.00	80,820.00	47,889.08	32,923.60	7.32
161 Noninstruct Salary-Subs		1,500.00	222.71	1,722.71	1,471.22	0.00	251.49
169 Noninstruct Salaries-OT		0.00	28.77	28.77	28.77	0.00	0.00
400 Contractual Services		2,995.00	-279.40	2,715.60	0.00	185.00	2,530.60
450 Materials & Supplies		5,530.00	324.80	5,854.80	3,216.94	28.35	2,609.51
490 BOCES Services		4,244.00	0.00	4,244.00	0.00	4,239.00	5.00
Subtotal of 2020 Supervision-Regular School		307,554.00	-16,222.69	291,331.31	162,664.47	123,122.01	5,544.83
2060 Research, Planning & Evaluation							
490 BOCES Services		29,999.00	2,883.00	32,882.00	0.00	32,882.00	0.00
Subtotal of 2060 Research, Planning & Evaluation		29,999.00	2,883.00	32,882.00	0.00	32,882.00	0.00
2070 Inservice Training-Instruction							
150 Instructional Salaries		9,998.00	-4,152.91	5,845.09	96.25	0.00	5,748.84
400 Contractual Services		0.00	3,402.91	3,402.91	348.91	1,224.00	1,832.00
490 BOCES Services		35,029.00	750.00	35,779.00	0.00	35,779.00	0.00
Subtotal of 2070 Inservice Training-Instruction		45,027.00	0.00	45,027.00	443.16	37,003.00	7,580.84
2110 Teaching-Regular School							
120 Teacher Salaries, K-6		1,722,905.00	-6,890.41	1,716,014.59	793,573.54	899,507.84	22,933.21

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 02/06/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
129 Teacher Salaries, K-6-OT		2,000.00	0.00	2,000.00	809.13	0.00	1,190.87
130 Teacher Salaries, 7-12		1,982,365.00	-30,237.40	1,952,127.60	902,713.06	1,027,419.65	21,994.89
139 Teacher Salary 7-12- OT		5,000.00	0.00	5,000.00	1,215.86	0.00	3,784.14
140 Sub Teacher Salaries		101,335.00	22,052.81	123,387.81	81,097.52	23,587.16	18,703.13
150 Instructional Salaries		2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
160 Noninstructional Salaries		252,335.00	21,476.48	273,811.48	129,329.42	144,482.06	0.00
161 Noninstruct Salary-Subs		10,000.00	-2,830.53	7,169.47	4,748.73	0.00	2,420.74
169 Noninstruct Salaries-OT		0.00	426.50	426.50	0.00	0.00	0.00
200 Equipment		9,005.00	-240.00	8,765.00	1,098.28	284.90	7,381.82
400 Contractual Services		19,450.00	666.52	20,116.52	6,600.68	3,977.50	9,538.34
450 Materials & Supplies		61,816.00	15,265.92	77,081.92	42,124.05	9,042.10	25,915.77
471 Tuition Pd to NYS Pub Sch		15,000.00	0.00	15,000.00	0.00	0.00	15,000.00
480 Textbooks		64,285.00	1,421.26	65,706.26	60,379.40	2,672.93	2,653.93
490 BOCES Services		288,605.00	-15,038.09	273,566.91	128.06	273,153.35	285.50
Subtotal of 2110 Teaching-Regular School		4,536,101.00	6,073.06	4,542,174.06	2,024,244.23	2,384,127.49	133,802.34
2250 Prg For Students w/Disabilities							
150 Instructional Salaries		519,316.00	-9,533.74	509,782.26	243,820.95	260,147.05	5,814.26
159 Prof Staff Salaries_OT		500.00	0.00	500.00	0.00	0.00	500.00
160 Noninstructional Salaries		96,033.00	-18,706.06	77,326.94	41,924.55	35,402.39	0.00
161 Noninstruct Salary-Subs		1,000.00	958.72	1,958.72	1,958.72	0.00	0.00
162 CSE Office Subs		500.00	505.75	1,005.75	0.00	0.00	0.00
169 Noninstruct Salaries-OT		500.00	-146.09	353.91	108.92	0.00	244.99
200 Equipment		3,000.00	-1,087.90	1,912.10	0.00	0.00	1,912.10
400 Contractual Services		31,950.00	8,216.32	40,166.32	4,800.07	35,183.60	182.65
450 Materials & Supplies		1,518.00	0.00	1,518.00	1,002.99	0.00	515.01
471 Tuition Pd to NYS Pub Sch		0.00	90.42	90.42	90.42	0.00	0.00
472 Tuition-All Other		0.00	32,000.00	32,000.00	12,904.48	19,095.52	0.00
480 Textbooks		1,000.00	-866.46	133.54	38.31	0.00	95.23
490 BOCES Services		1,919,913.00	-21,544.91	1,898,368.09	0.00	1,930,614.00	-32,245.91
Subtotal of 2250 Prg For Students w/Disabilities		2,575,230.00	-10,113.95	2,565,116.05	307,655.16	2,280,442.56	-22,981.67
2280 Occupational Education(Grades 9-12)							
490 BOCES Services		729,659.00	0.00	729,659.00	0.00	729,659.00	0.00
Subtotal of 2280 Occupational Education(Grades 9-12)		729,659.00	0.00	729,659.00	0.00	729,659.00	0.00
2330 Teaching-Special Schools							
490 BOCES Services		126,286.00	1,203.07	127,489.07	1,203.07	126,286.00	0.00
Subtotal of 2330 Teaching-Special Schools		126,286.00	1,203.07	127,489.07	1,203.07	126,286.00	0.00
2610 School Library & AV							
160 Noninstructional Salaries		25,916.00	129.24	26,045.24	13,642.75	12,402.49	0.00
169 Noninstruct Salaries-OT		0.00	83.26	83.26	83.26	0.00	0.00
450 Materials & Supplies		7,881.00	887.25	8,768.25	2,561.21	5,650.13	556.91

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 02/06/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
460 State Aid-Libr-Software		7,020.00	161.66	7,181.66	333.67	4,639.65	2,208.34
Subtotal of 2610 School Library & AV		40,817.00	1,261.41	42,078.41	16,620.89	22,692.27	2,765.25
2630 Computer Assisted Instruction							
220 State Aided Comp Hardware		18,000.00	20,938.00	38,938.00	27,471.50	0.00	11,466.50
450 Materials & Supplies		3,559.00	0.00	3,559.00	1,151.31	901.00	1,506.69
460 State Aid-Libr-Software		17,400.00	6,106.50	23,506.50	8,315.95	0.00	15,190.55
Subtotal of 2630 Computer Assisted Instruction		38,959.00	27,044.50	66,003.50	36,938.76	901.00	28,163.74
2810 Guidance-Regular School							
150 Instructional Salaries		101,670.00	580.13	102,250.13	46,512.20	55,737.93	0.00
159 Prof Staff Salaries_OT		0.00	1,433.04	1,433.04	1,433.04	0.00	0.00
400 Contractual Services		800.00	49.85	849.85	834.00	0.00	15.85
450 Materials & Supplies		1,341.00	512.34	1,853.34	768.77	185.00	899.57
490 BOCES Services		19,300.00	0.00	19,300.00	0.00	19,300.00	0.00
Subtotal of 2810 Guidance-Regular School		123,111.00	2,575.36	125,686.36	49,548.01	75,222.93	915.42
2815 Health Svcs-Regular School							
160 Noninstructional Salaries		75,814.00	389.66	76,203.66	34,359.38	41,844.28	0.00
161 Noninstruct Salary-Subs		0.00	105.30	105.30	105.30	0.00	0.00
169 Noninstruct Salaries-OT		0.00	286.95	286.95	286.95	0.00	0.00
400 Contractual Services		30,315.00	3,038.53	33,353.53	13,448.66	9,051.79	10,853.08
450 Materials & Supplies		2,439.00	-234.48	2,204.52	1,797.77	0.00	406.75
Subtotal of 2815 Health Svcs-Regular School		108,568.00	3,585.96	112,153.96	49,998.06	50,896.07	11,259.83
2850 Co-Curricular Activ-Reg Schi							
150 Instructional Salaries		27,000.00	679.76	27,679.76	13,629.82	14,049.94	0.00
200 Equipment		0.00	1,087.90	1,087.90	0.00	1,087.90	0.00
400 Contractual Services		5,600.00	-1,624.00	3,976.00	1,040.00	702.00	2,234.00
450 Materials & Supplies		675.00	2,624.00	3,299.00	282.53	2,472.16	544.31
Subtotal of 2850 Co-Curricular Activ-Reg Schi		33,275.00	2,767.66	36,042.66	14,952.35	18,312.00	2,778.31
2855 Interscholastic Athletics-Reg Schi							
150 Instructional Salaries		102,986.00	0.00	102,986.00	52,515.96	45,228.89	5,241.15
160 Noninstructional Salaries		22,000.00	-887.25	21,112.75	7,872.03	0.00	13,240.72
161 Noninstruct Salary-Subs		14,500.00	-1,422.00	13,078.00	7,612.80	0.00	5,465.20
169 Noninstruct Salaries-OT		0.00	887.25	887.25	887.25	0.00	0.00
200 Equipment		0.00	7,962.54	7,962.54	2,523.54	0.00	5,439.00
400 Contractual Services		44,797.00	-652.34	44,144.66	41,527.21	1,500.00	1,117.45
450 Materials & Supplies		19,276.00	2,074.34	21,350.34	15,604.83	3,059.95	2,685.56
Subtotal of 2855 Interscholastic Athletics-Reg Schi		203,559.00	7,962.54	211,521.54	128,543.62	49,788.84	33,189.08
5510 District Transportation Services							
150 Instructional Salaries		3,467.00	0.00	3,467.00	2,054.56	1,412.29	0.15
160 Noninstructional Salaries		223,413.00	0.00	223,413.00	106,935.53	107,769.75	8,707.72
161 Noninstruct Salary-Subs		10,000.00	-1,500.00	8,500.00	3,938.29	0.00	4,561.71

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 02/06/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
169 Noninstruct Salaries-OT		10,000.00	0.00	10,000.00	6,422.96	0.00	3,577.04
400 Contractual Services		19,092.00	7,406.28	26,498.28	17,971.36	7,789.98	736.94
450 Materials & Supplies		116,650.00	10,180.19	126,830.19	38,007.33	56,438.22	32,384.64
490 BOCES Services		1,740.00	0.00	1,740.00	0.00	1,740.00	0.00
Subtotal of 5510 District Transportation Services		384,362.00	16,086.47	400,448.47	175,330.03	175,150.24	49,968.20
5530 Garage Building							
160 Noninstructional Salaries		42,972.00	0.00	42,972.00	25,464.32	17,506.72	0.96
169 Noninstruct Salaries-OT		500.00	0.00	500.00	0.00	0.00	500.00
400 Contractual Services		1,057.00	1,330.05	2,387.05	1,274.54	1,108.51	4.00
450 Materials & Supplies		1,600.00	3,303.23	4,903.23	1,116.65	3,171.58	615.00
Subtotal of 5530 Garage Building		46,129.00	4,633.28	50,762.28	27,855.51	21,786.81	1,119.96
5540 Contract Transportation							
400 Contractual Services		32,000.00	8,000.00	40,000.00	20,000.00	20,000.00	0.00
Subtotal of 5540 Contract Transportation		32,000.00	8,000.00	40,000.00	20,000.00	20,000.00	0.00
9010 ERS State Retirement							
800 Employee Benefits		247,000.00	-54,179.17	192,820.83	107,764.51	82,496.63	2,559.69
Subtotal of 9010 ERS State Retirement		247,000.00	-54,179.17	192,820.83	107,764.51	82,496.63	2,559.69
9020 Teachers' Retirement							
800 Employee Benefits		549,726.00	104,380.82	654,106.82	293,523.96	344,188.04	16,394.82
Subtotal of 9020 Teachers' Retirement		549,726.00	104,380.82	654,106.82	293,523.96	344,188.04	16,394.82
9030 Social Security							
800 Employee Benefits		501,487.00	35,188.70	536,675.70	242,772.53	278,282.98	15,620.19
Subtotal of 9030 Social Security		501,487.00	35,188.70	536,675.70	242,772.53	278,282.98	15,620.19
9040 Workers' Compensation							
800 Employee Benefits		91,065.00	-241.15	90,823.85	58,462.85	30,350.00	2,011.00
Subtotal of 9040 Workers' Compensation		91,065.00	-241.15	90,823.85	58,462.85	30,350.00	2,011.00
9050 Unemployment Insurance							
800 Employee Benefits		25,000.00	20,000.00	45,000.00	32,675.54	12,324.46	0.00
Subtotal of 9050 Unemployment Insurance		25,000.00	20,000.00	45,000.00	32,675.54	12,324.46	0.00
9055 Disability Insurance							
800 Employee Benefits		1,000.00	-46.36	953.64	635.76	317.88	0.00
Subtotal of 9055 Disability Insurance		1,000.00	-46.36	953.64	635.76	317.88	0.00
9060 Hospital, Medical, Dental Insurance							
800 Employee Benefits		2,273,324.00	-57,857.35	2,215,466.65	1,649,803.82	503,694.81	61,968.02
Subtotal of 9060 Hospital, Medical, Dental Insurance		2,273,324.00	-57,857.35	2,215,466.65	1,649,803.82	503,694.81	61,968.02
9089 Other (specify)							
800 Employee Benefits		33,259.00	-838.18	32,420.82	5,518.57	25,627.81	1,274.44
Subtotal of 9089 Other (specify)		33,259.00	-838.18	32,420.82	5,518.57	25,627.81	1,274.44
9710 Serial Bonds-Refunding Bonds							

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 02/06/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
600 Principal-Debt Service		640,000.00	0.00	640,000.00	0.00	640,000.00	0.00
700 Interest-Debt Service		83,619.00	0.00	83,619.00	41,809.38	41,809.38	0.24
Subtotal of 9710 Serial Bonds-Refunding Bonds		723,619.00	0.00	723,619.00	41,809.38	681,809.38	0.24
9711 Serial Bonds-School Construction							
600 Principal-Debt Service		1,465,000.00	0.00	1,465,000.00	0.00	1,465,000.00	0.00
700 Interest-Debt Service		329,294.00	0.00	329,294.00	84,646.89	244,646.87	0.24
Subtotal of 9711 Serial Bonds-School Construction		1,794,294.00	0.00	1,794,294.00	84,646.89	1,709,646.87	0.24
9732 Bond Antic Notes-Bus Purchases							
600 Principal-Debt Service		169,611.00	0.00	169,611.00	0.00	0.00	169,611.00
700 Interest-Debt Service		16,089.00	0.00	16,089.00	0.00	0.00	16,089.00
Subtotal of 9732 Bond Antic Notes-Bus Purchases		185,700.00	0.00	185,700.00	0.00	0.00	185,700.00
9901 Transfer to Other Funds							
950 Trf-Special Aid Fund		25,000.00	0.00	25,000.00	0.00	0.00	25,000.00
Subtotal of 9901 Transfer to Other Funds		25,000.00	0.00	25,000.00	0.00	0.00	25,000.00
9950 Transfer to Capital Fund							
900 Trf to Capital Funds		19,635.00	0.00	19,635.00	9,817.50	0.00	9,817.50
Subtotal of 9950 Transfer to Capital Fund		19,635.00	0.00	19,635.00	9,817.50	0.00	9,817.50
Total GENERAL FUND		18,594,400.00	123,751.29	18,718,151.29	6,408,103.89	11,501,429.62	808,617.78

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 02/06/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

Selection Criteria

Criteria Name: Shared: GF YTD BOE Report Modified
Fund: A

Budget type: Current Year

As Of Date: 02/06/2012

Suppress budgetcodes with no activity

Print Summary Only

Sort by: Fund/Function/Object

Printed by Deb Palmer

ELMIRA HEIGHTS CSD
December 30, 2011


	GEN WORKERS COMP RESERVE CHASE	GENERAL CHECKING CHASE	GENERAL PREMIER CHASE	GENERAL TAX CHASE	GENERAL SIEBA BANGORP	GENERAL MMA CCTC	GENERAL TAX CCTC	GENERAL FUND SUMMARY
BALANCE PRIOR MONTH	\$256,022.69	\$418,356.91	\$3,519,905.10	\$868.05	\$3,932.30	\$4,824,994.54	\$2,069.48	\$9,026,048.97
CURRENT MONTH RECEIPTS	\$126.26	\$370,575.63	\$970,095.46	\$0.07	\$2,187.73	\$1,366.41	\$0.00	\$1,344,331.56
TOTAL	\$256,148.95	\$788,932.54	\$4,490,000.56	\$868.12	\$6,100.03	\$4,826,260.95	\$2,069.48	\$10,370,380.53
DISBURSEMENTS CURRENT MONTH	\$0.00	-\$648,841.83	-\$1,134,460.31	\$0.00	-\$2,167.73	-\$75,000.00	\$0.00	-\$1,860,469.87
BALANCE PER BOOKS	<u>\$256,148.95</u>	<u>\$140,090.71</u>	<u>\$3,356,640.25</u>	<u>\$868.12</u>	<u>\$3,932.30</u>	<u>\$4,751,260.95</u>	<u>\$2,069.48</u>	<u>\$8,509,910.66</u>
BALANCE PER BANK STATEMENT	\$256,148.95	\$139,770.94	\$3,555,544.99	\$868.12	\$1,220.01	\$4,751,260.95	\$2,069.48	\$8,706,883.34
LESS OUTSTANDING CHECKS	\$0.00	-\$3,853.59	\$0.00	\$0.00	-\$562.00	\$0.00	\$0.00	-\$4,415.59
DEPOSITS IN TRANSIT	\$0.00	\$4,173.36	\$0.00	\$0.00	\$3,274.29	\$0.00	\$0.00	\$7,447.65
RECONCILING ITEMS	\$0.00	\$0.00	-\$4.74	\$0.00	\$0.00	\$0.00	\$0.00	-\$4.74
BALANCE IN BANK	<u>\$256,148.95</u>	<u>\$140,090.71</u>	<u>\$3,555,540.25</u>	<u>\$868.12</u>	<u>\$3,932.30</u>	<u>\$4,751,260.95</u>	<u>\$2,069.48</u>	<u>\$8,709,910.66</u>


	SCH LUNCH PAYSCHOOLS CHASE	SCHL LUNCH SAVINGS M&T	SCHL LUNCH CKING CHASE	SCHOOL LUNCH FUND SUMMARY	FED CHECKING CCTC
BALANCE PRIOR MONTH	\$1,858.25	\$101,128.61	\$54,260.14	\$157,247.00	\$98,009.16
CURRENT MONTH RECEIPTS	\$1,703.48	\$21.48	\$9,896.89	\$11,621.86	\$75,000.00
TOTAL	\$3,561.74	\$101,150.09	\$64,157.03	\$168,868.86	\$173,009.16
DISBURSEMENTS CURRENT MONTH	-\$89.60	\$0.00	-\$29,331.71	-\$29,331.71	-\$77,868.46
BALANCE PER BOOKS	<u>\$3,472.14</u>	<u>\$101,150.09</u>	<u>\$34,914.92</u>	<u>\$139,537.15</u>	<u>\$95,140.70</u>
BALANCE PER BANK STATEMENT	\$3,382.14	\$101,150.09	\$34,916.97	\$0.00	\$95,140.70
LESS OUTSTANDING CHECKS	\$0.00	\$0.00	-\$2.05	\$0.00	\$0.00
DEPOSITS IN TRANSIT	\$90.00	\$0.00	\$0.00	\$90.00	\$0.00
RECONCILING ITEMS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BALANCE IN BANK	<u>\$3,472.14</u>	<u>\$101,150.09</u>	<u>\$34,914.92</u>	<u>\$139,537.15</u>	<u>\$95,140.70</u>

	CAP CHECKING	CAP PREMIER	CAPITAL FUND
	<u>CHASE</u>	<u>CHASE</u>	<u>SUMMARY</u>
BALANCE PRIOR MONTH	\$211,360.33	\$318,676.08	\$530,036.41
TOTAL	\$160,016.88	\$56.16	\$160,073.04
DISBURSEMENTS CURRENT MONTH	\$371,377.21	\$318,734.24	\$690,111.45
BALANCE PER BOOKS	<u>-\$189,066.03</u>	<u>-\$160,000.00</u>	<u>-\$328,066.03</u>
	\$203,311.18	\$158,734.24	\$362,045.42
BALANCE PER BANK STATEMENT	\$203,311.18	\$158,734.24	\$362,045.42
LESS OUTSTANDING CHECKS	\$0.00	\$0.00	\$0.00
DEPOSITS IN TRANSIT	\$0.00	\$0.00	\$0.00
RECONCILING ITEMS	\$0.00	\$0.00	\$0.00
BALANCE IN BANK	<u>\$203,311.18</u>	<u>\$158,734.24</u>	<u>\$362,045.42</u>

	TRUST & AGENCY	PAYROLL	TRUST & AGENCY
	<u>CHASE</u>	<u>CHASE</u>	<u>SUMMARY</u>
BALANCE PRIOR MONTH	\$81,779.54	\$0.00	\$31,779.54
CURRENT MONTH RECEIPTS	\$1,074,980.58	\$430,979.03	\$1,505,959.61
TOTAL	\$1,106,760.12	\$430,979.03	\$1,537,739.15
DISBURSEMENTS CURRENT MONTH	<u>-\$1,074,784.70</u>	<u>-\$430,979.03</u>	<u>-\$1,505,763.73</u>
BALANCE PER BOOKS	\$31,975.42	\$0.00	\$31,975.42
BALANCE PER BANK STATEMENT	\$33,601.14	\$3,575.80	\$37,176.94
LESS OUTSTANDING CHECKS	<u>-\$1,694.97</u>	<u>-\$3,575.80</u>	<u>-\$5,270.77</u>
DEPOSITS IN TRANSIT	\$72.75	\$0.00	\$72.75
RECONCILING ITEMS	<u>-\$3.50</u>	<u>\$0.00</u>	<u>-\$3.50</u>
BALANCE IN BANK	<u>\$31,975.42</u>	<u>\$0.00</u>	<u>\$31,975.42</u>

	SCHOLARSHIP
	<u>CHASE</u>
BALANCE PRIOR MONTH	\$30,400.59
CURRENT MONTH RECEIPTS	\$2.49
TOTAL	\$30,403.08
DISBURSEMENTS CURRENT MONTH	<u>\$0.00</u>
BALANCE PER BOOKS	<u>\$30,403.08</u>
BALANCE PER BANK STATEMENT	\$30,453.08
LESS OUTSTANDING CHECKS	<u>-\$50.00</u>
DEPOSITS IN TRANSIT	\$0.00
RECONCILING ITEMS	<u>\$0.00</u>
BALANCE IN BANK	<u>\$30,403.08</u>



 DANA BUSMAN
 TREASURER


 JANE BRADLEY
 CBC MANAGEMENT

Claims Auditor Report
Claims Audit For Elmira Heights
Check Run Dated - December 2011

Fund	# of Invoices	Dollar Amount	Audit Date	Exceptions	Check Numbers	Check Date	Dollar Amount
Gen	36	18,500.53	11/30/11		18626-18647	12/01/11	18,500.53
Gen	26	15,356.15	12/06/11		18648-18660	12/08/11	15,356.15
Gen	47	52,289.36	12/08-12/14/11	A	18661-18684	12/15/11	52,289.36
Gen	3	331,725.27	12/14/11	B	ET	12/15/11	331,725.27
Gen	7	319.54	12/14/11		ET	12/15/11	319.54
Gen	40	7,108.40	12/20/11		ET	12/21/11	7,108.40
Gen	47	39,735.68	12/19-12/20/11		18685-18708	12/22/11	39,735.68
General Fund Total:		465,034.93					465,034.93
Sch	40	14,619.55	11/30/11		3568-3586	12/01/11	14,619.55
Sch	1	135.00	12/14/11		3587	12/15/11	135.00
School Lunch Total:		14,754.55					14,754.55
Fed	4	13,600.00	12/14/11		3713	12/15/11	13,600.00
Federal Fund Total:		13,600.00					13,600.00
Cap	3	5,890.50	11/30/11		1858	12/01/11	5,890.50
Cap	1	212.03	12/14/11		1859	12/15/11	212.03
Cap	1	160,000.00	12/14/11		ET	12/15/11	160,000.00
Cap	1	1,963.50	12/20/11		1860	12/22/11	1,963.50
Capital Fund Total:		168,066.03					168,066.03
T/A	2	205,883.50	11/30/11		13553-13554	12/01/11	205,883.50
T/A	1	1,694.97	12/06/11		13555	12/08/11	1,694.97
T/A	2	127.50	12/14/11		13564	12/15/11	127.50
T/A	2	214,511.32	12/20/11		13565-13566	12/22/11	214,511.32
Trust & Agency Total		422,217.29					422,217.29
Total All Funds:		1,083,672.80					1,083,672.80
<p>To the District Treasurer:</p> <p>I hereby certify that the claims encompassing the warrant noted above have been audited in the total amount of \$1,083,672.80</p> <p>You are hereby authorized and directed to pay the claimants the amount allowed and charge to the proper fund.</p> <p><i>Susan Byrner</i> Claims Auditor</p>							

**ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
TREASURER'S MONTHLY REPORT**

ACCOUNT # [REDACTED] **12/31/2011**
EXTRA CLASSROOM CHECKING **DATE**

Total Available Balance **\$94,801.59**

Deposits for Month:

Cash Receipts **\$14,062.53**
Other- Transfer from Savings, Void Checks **\$0.00**

Total Receipts **\$108,864.12**

Disbursements made during the month:

By check
From check #5988 to check #6006 **\$13,527.94**
Other- Wire transfers/withdrawal, NSF checks **\$90.00**

Cash shown by records **\$95,246.18**

Reconciliation with Bank Statements

Balance as shown on bank statement @ end of month **\$97,638.38**

Add: Deposits in Transit **\$0.00**

Less: Outstanding checks **\$2,392.20**

Reconciling item **\$0.00**

Net balance in bank **\$95,246.18**

Total available balance **\$95,246.18**

Reviewed by Leta Hussmann

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Outstanding Check Listing

Bank Account: OT Checking - OT Checking HSBC

Check Number	Check Date	Remit To	Warrant	Fund	Recorded	Statement Date	Check Amount	Check Number	
05920	06/23/2011	ROBERTS, BRYAN, SR	0147	OT	No		\$10.00	005920	
05930*	07/11/2011	SUTTON/LASHANA	0006	OT	No		\$10.00	005930	
05983*	11/21/2011	SAM'S CLUB DIRECT	0073	OT	No		\$131.44	005983	
05995*	12/13/2011	BARRY EDWARD & FRANCES	0081	OT	No		\$175.00	005995	
06004*	12/27/2011	FOOD BANK OF THE SOUTHERN TIER	0089	OT	No		\$75.00	006004	
06005	12/27/2011	SAM'S CLUB DIRECT	0089	OT	No		\$205.76	006005	
06006	12/27/2011	TERPS ENTERPRISES INC.	0089	OT	No		\$1,785.00	006006	
Subtotal for Bank Account: OT Checking - OT Checking HSBC							Grand Total	\$2,392.20	
							Net	\$2,392.20	

Grand Total
Net

\$2,392.20
\$2,392.20

Selection Criteria

Bank Account: OT Checking
Check date is thru 12/30/2011
Checks Cleared/Voided Thru: 12/30/2011
Sort by: Check Number
Printed by Kelly Buckley (OT Fund)

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

OTHER FUND Trial Balance for Fiscal Year 2012

Cycle 06

Post Dates From 07/01/2011 To 12/31/2011

G-5

G/L Account	Description	Debits	Credits
Assets			
200.00	Cash	95,246.18	
200.01	Cash - Stu Council Savings	14,566.04	
Liabilities and Fund Balance			
203.00	Sales Tax Holding Account		2,368.15
800.09	Class of 2009		1,797.62
800.10	Class of 2010		5,177.02
800.11	Class of 2011		8,243.22
800.12	Class of 2012		19,429.39
800.13	Class of 2013		11,673.09
800.14	Class of 2014		4,478.03
800.15	Class of 2015		5,886.00
801.00	TAE Band		4,688.86
801.02	Key Club		2,323.17
801.03	Ski Club		8,832.81
801.04	TAE Student Council		635.22
801.07	TAE Yearbook Fund		8,100.00
801.08	Medieval Festival Club		1,887.46
801.09	TAE Art Club		100.00
802.00	Student Council Savings		14,566.04
803.00	8th Grade Class		1,290.78
803.01	Middle School Store		450.61
803.02	Middle School Build'rs		1,008.44
803.03	Middle School Yearbook		1,991.08
803.05	Middle School Student Council		2,003.30
803.06	7th Grade Class		2,881.93
Grand Totals		109,812.22	109,812.22



Dis **6-6**

2083 College Avenue
Elmira Heights, NY 14903
Mary Beth Fiore, Superintendent

Phone: (607) 734-7114
Fax: (607) 734-7134
CSE: (607) 733-8039
Transportation: (607) 739-1358
www.heightschools.com

To: Mary Beth Fiore
Elmira Heights' Board of Education
From: Debra L Palmer
Date: January 30, 2012
Subject: Resolution for Tax Refund to Winchester Optical

Please approve the following resolution as per the attached court order:

RESOLVED,

That the Winchester Optical Company be refunded taxes for property at 1935-1945 Lake Street (79.11-1-43.1), in the amount of \$8,024.08. This reflects a reduction in the assessed valuation for that year as decided by the Supreme Court of the State New York, County of Chemung on January 11, 2012 and filed with the County Clerk of Chemung on January 19, 2012. This represents an assessment reduction from \$1,192,000 to \$810,000 and a tax reduction from \$25,038.49 to \$17,014.41 for the 2010-11 tax year.

Such refund shall be paid by the transfer of funds from the Tax Certiorari Reserve.

Approved BOE _____

**Winchester Optical Company
TAX REFUND CALCULATION
2010-11**

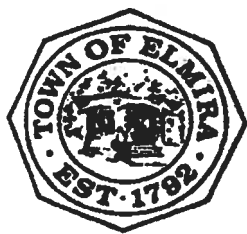
**Town of Elmira
79.11-1-43.1**

Current Assessed Valuation	1,192,000.00
Reduction Requested	<u>382,000.00</u>
Approved Assessed Valuation	<u><u>810,000.00</u></u>

Tax Rate	21.00544
Uniform %	100.00

Original Tax Due	25,038.49
Revised Tax Due	<u>17,014.41</u>
Refund Calculation	<u><u>8,024.08</u></u>

Date Approved **1/19/2012**



TOWN OF ELMIRA

ESTABLISHED 1792

1255 West Water Street

Elmira, New York 14905

Phone: (607) 734-2031

January 19, 2012

Elmira Heights Central School District
Attn: Business Office
2083 College Avenue
Elmira Heights, NY 14903

RE: Winchester Optical Company v. The Assessor and Board of
Assessment Review of the Town of Elmira, et al.
Tax Parcel No.: 79.11-1-43.1

Gentlemen:

Enclosed herein is a time-stamped copy of the Order of Settlement in the above-referenced matter. Please retain this copy in your file.

If you have any questions, please feel free to contact me. Thank you for your attention to this matter.

Sincerely,


Scott D. Moore

SDM:seb

At a Special Term of the Supreme Court of the State of New York, held in and for the County of Chemung, Elmira, New York on the 11 day of Jan., 2012.

PRESENT: HON. JUDITH F. O'SHEA

~~HON. ROBERT C. MULVEY,~~

Justice

STATE OF NEW YORK
SUPREME COURT: COUNTY OF CHEMUNG

COUNTY OF CHEMUNG
COUNTY CLERK'S OFFICE
2012 JAN 19 A 10:09

In the Matter of the Petition of

WINCHESTER OPTICAL COMPANY,

Petitioner

ORDER OF SETTLEMENT

-against-

Index No.: 2010-2010
RJI No.: 2010-0466-M

THE ASSESSOR AND BOARD OF ASSESSMENT
REVIEW OF THE TOWN OF ELMIRA, THE TOWN
OF ELMIRA, AND COUNTY OF CHEMUNG,

Respondents.

On the Notice of Application and Petition and all other proceedings herein, on the annexed Stipulation of Settlement, and on motion of Sayles & Evans, LLP, attorneys for petitioner, it is

ORDERED, that the assessment of petitioner's property, designated as Tax Map No. 79.11-1-43.1 (hereinafter "Subject Property") on the 2010 assessment roll of the Town of Elmira, County of Chemung, be corrected and reduced as follows:

<u>Parcel</u>	<u>Assessment</u>
79.11-1-43.1	\$810,000.00 (Land \$90,000.00, total \$810,000.00); and

it is further

ORDERED, ADJUDGED AND DECREED, that the officer or officers having custody of the 2010 assessment roll upon which the above-mentioned assessment and taxes levied thereon are entered, shall correct the said entries in conformity with this judgment and shall note upon the margin of said roll, opposite said entries, that the same has been corrected by the authorization of this judgment, and it is further

ORDERED AND DIRECTED, in the event petitioner has paid any real property taxes during the tax year 2010 based on the original 2010 assessments, the Town of Elmira and its Treasurer is authorized and directed to make and pay to Winchester Optical Company, the amounts, if any, paid by said petitioner, its agents or representatives as taxes and special assessments against the said erroneous assessments in excess of what the 2010 taxes should have been if the said assessments had been as determined by this judgment, without interest provided payment is made within sixty (60) days from service of a copy of this Order of Settlement with Notice of Entry, and in the event payment is not so made, with interest in accordance with statute, together with the amounts of interest, if any, paid on such excess by reason of any delinquent payment, and it is further


ORDERED AND DIRECTED, , in the event petitioner has paid any real property taxes during the school tax year 2010/11 based on the original 2010 assessments, the Elmira Heights School District, and its Finance Director is authorized and directed to make and to pay to Winchester Optical Company, the amounts, if any, paid by said petitioner, its agents or representatives as taxes and special assessments against the said erroneous assessments in excess of what the 2010/2011 taxes should have been if the said assessments had been as determined by this judgment, without interest provided payment is made within sixty (60) days from service of a copy of this Order of Settlement with Notice of Entry, and in the event payment is not so made, with interest in

accordance with statute, together with the amounts of interest, if any, paid on such excess by reason of any delinquent payment, and it is further

ORDERED AND DIRECTED, , in the event petitioner has paid any real property taxes during the tax year 2010 based on the original 2010 assessments, that the County Treasurer of the County of Chemung, State of New York , be and is hereby authorized and directed to make and to pay to Winchester Optical Company, the amounts, if any, of state, county, sewer district and any special taxes and assessments paid by the petitioner as taxes and special assessments against said erroneous assessment in excess of what the 2010 taxes should have been if said assessments had been as determined by this judgment, without interest provided payment is made within sixty (60) days from service of a copy of this Order of Settlement with Notice of Entry, and in the event payment is not so made, with interest in accordance with statute, together with the amounts of interest, if any, paid on such excess by reason of any delinquent payment, and it is further,

ORDERED, that these proceeds are discontinued with prejudice, without costs or disbursements against either party.

ENTER



Hon. Judith F. O'Shea
Justice of the Supreme Court 1/11/12

Kathy L. Stokes
Coordinator of Energy Services
Phone: (315) 431-8430
Fax: (315) 433-2633
kstokes@ocmboces.org

February 3, 2012

To All NYSMEC Participants,

Attached please find documentation that requires Board action.

As you are aware, our current contracts for both natural gas and electricity expire on April 30, 2012. We have been working with a consultant who is preparing bid documents to be sent to Energy Service Companies (ESCO's).

In an effort to obtain the best possible prices without sacrificing security and predictability of pricing, we are implementing some changes in the process of confirming your continued participation in the program. We are asking you to authorize NYSMEC to conduct the cooperative public bid process and to award binding purchase contracts as long as the price does not exceed the amount stated in the resolutions. Our consultant and NYSMEC believe that we will get better pricing from the ESCO's if we have firm commitments from our participants prior to completion of the bid process.

Attached you will find the following documents:

- "Electricity Cooperative Energy Purchasing Service Billing Schedule And Agreement"
- "Resolution Authorizing Participation In Cooperative Energy Purchasing Service (NYSMEC) For Electricity"
- "Natural Gas Cooperative Energy Purchasing Service Billing Schedule And Agreement"
- "Resolution Authorizing Participation In Cooperative Energy Purchasing Service (NYSMEC) For Natural Gas"

Our consultant has run some pricing scenarios based on the following criteria:

- Current Market Conditions
- Future Market Predictions
- Various Contract Terms (1, 2, and 3 years)
- Service Classifications
- Zone areas (for electric)
- Balancing Options (for natural gas)

Because the bids will not be opened and awarded until late March, we have put in the documents a "Not to Exceed" price per kWh for electric and per therm for natural gas. These "not to exceed" prices are a result of the consultant's findings based on the factors listed above. The actual prices will be determined by the market at the time of bid opening. While we expect pricing to come in lower than the "not to exceed" price, this is the absolute cap you are allowing us to award on either bid, and for a term not to exceed 3 years.

The price listed on each resolution is the highest price we would accept in the most expensive electric zone and in the most expensive balancing option for natural gas. For example, Zone C electric is less expensive than Zone H electric. The price listed on the resolution is the highest price acceptable in the highest priced zone. We expect that lower priced zones would be locked in at a lower price.

Please note that these figures are for the commodity only and do not include the utility "transportation" charges.

I will need all signed documents returned to me no later than 12:00 noon on Friday, March 16th. If your intent is to discontinue your participation in the program, I will need a letter in writing stating that intention as soon as possible, but no later than 12:00 noon on Friday, March 16th.

We are confident this change in procedure will bring more competitive pricing to our bid process.

If you have any questions, please feel free to contact myself or Deb Ayers.

Sincerely,



Kathy Stokes
Coordinator of Energy Services

**RESOLUTION AUTHORIZING PARTICIPATION IN
COOPERATIVE ENERGY PURCHASING SERVICE
(NYSMEC) FOR ELECTRICITY**

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, _____ (*Insert name of school district, town, village, etc.*) (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

NOW THEREFORE, BE IT RESOLVED that this Board hereby determines that it is in the interests of the this municipal corporation to participate in the NYSMEC, and authorizes and directs _____ (*insert name or title of Participant representative*) to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

BE IT FURTHER RESOLVED that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a commodity price not to exceed \$0.085 per kWh for a term of at least one year and no more than three years commencing May 1, 2012, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

I certify that the foregoing resolution was duly adopted by the governing body of the municipal corporation named therein at a duly convened meeting thereof, held upon due notice and in accordance with all applicable laws, charters, by-laws and ordinances, including but not limited to the Open Meetings Law, as follows:

Date of Meeting: _____

Vote: Yes _____ No _____ Abstaining/Absent _____

Clerk of governing body
of municipal Participant

Date

SEAL

ELECTRICITY COOPERATIVE ENERGY PURCHASING SERVICE

BILLING SCHEDULE AND AGREEMENT

Participation Period

The term of the energy purchasing contracts entered into with one or more energy suppliers pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") will be determined by NYSMEC and/or the Administrative Participant based on its good faith determination of the best interests of the Participants as a whole. The term will be at least 1 year and no more than 3 years.

National Grid

Electricity May 1, 2012 – for 1 to 3 years, in six month increments

NYSEG

Electricity May 1, 2012 – for 1 to 3 years, in six month increments

Billing Period – Electricity Consumption

Each Participant's electric bills are estimated, based upon a three-year consumption average, factoring in other variables such as, but not limited to, previous weather patterns, energy improvements at sites and construction. The Participant will be billed in six (6) installments invoiced on or about the following dates:

Installment 1	June 1	Installment 4	December 1
Installment 2	August 1	Installment 5	February 1
Installment 3	October 1	Installment 6	April 1

Billing Period - Energy Services Coordination

For school districts, the billing period for the participation/coordination of energy services is ten (10) relatively equal monthly installments from September through June.

For all other municipalities, the billing period for the participation/coordination of energy services is one (1) initial lump sum payment due on or about January 1 or within thirty (30) days of the invoice date, whichever is later.

Reconciliation

Reconciliation is the balancing between the amount paid based on estimates and the amount due based on actual costs and consumption. The Administrative Participant performs an annual reconciliation, balancing the amount paid for the six (6) installments and the amount of actual electricity consumed based upon the Participant's actual bills.

The reconciliation balance also reflects any unpaid prior balances and losses to the NYSMEC due to unpaid or uncollectable accounts payable, termination costs and/or other costs or liabilities under the Agreement. Except as provided otherwise in the Agreement or this Billing Schedule and Agreement all gains or losses to the NYSMEC are prorated to the Participants in proportion to the relative costs of each Participant's purchases of electricity in the year during which such services are rendered, or in accordance with any other reasonable formula.

The reconciliation for the previous year occurs in September of the next year. If the Participant has overpaid, then the Participant will receive a refund of the credit balance. If the Participant has underpaid, then the Participant will be invoiced for the balance due.

Payments for Electricity Consumption and Installment Billing

The Participant agrees to pay all installment and other invoices within thirty (30) days of the invoice date. The Participant's bill is prepared and mailed through the NYSMEC. Payments must be made payable to the "New York School and Municipal Energy Consortium" or "NYSMEC". A 0.75% per month late charge will be assessed on the outstanding balance of any unpaid invoices exceeding thirty (30) days from the original invoice date. Late payments may affect the Participant's share of NYSMEC's year-end surplus, if any. The Administrative Participant may calculate and impose any necessary assessment on the Participants for additional payments if actual costs (e.g., due to energy consumed, administrative expenses and/or other liabilities or expenses) exceed amounts held on behalf of the Participants and will refund amounts in excess of amounts required.

Termination

If a Participant voluntarily terminates its participation in a multi-year energy purchasing contract in accordance with such contract's terms, it will be liable for and will pay to the NYSMEC or directly to the energy supplier as may be directed by the NYSMEC any termination charges or other expense determined in accordance with the energy purchasing contract.

The Agreement and NYSMEC's services to an individual Participant may be terminated with respect to such Participant at the discretion of the Administrative Participant, after consultation with the Advisory Council, for non-payment exceeding sixty (60) days from the original invoice date. If a Participant is in jeopardy of being terminated, it will be given written notice and ten (10) days to pay in full. Upon termination, the Participant will be given written notice. In such event, all outstanding balances owed by the Participant to the NYSMEC remain due and payable and the terminated Participant shall be directly liable to the energy supplier for all payment due for energy provided to it pursuant to the energy purchasing contract. In the event of termination, the Administrative Participant may in its discretion refuse future requests for participation from the Participant.

By signing below, the Participant agrees to all of the terms and conditions of the Agreement and of this Electricity Billing Schedule and Agreement for the service period determined as described above. Furthermore, it authorizes the Administrative Participant to act on its behalf to prepare, advertise, disseminate and open bids and award contracts for the purchase and delivery of electricity as is more fully set forth in the Resolution adopted by its governing body, a certified copy of which is attached.

Signature of Authorized Representative

Date

Representative's Name: _____

Name of the School District or Municipality

Address of School District or Municipality

**RESOLUTION AUTHORIZING PARTICIPATION IN
COOPERATIVE ENERGY PURCHASING SERVICE
(NYSMEC) FOR NATURAL GAS**

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, _____ (*Insert name of school district, town, village, etc.*) (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

NOW THEREFORE, BE IT RESOLVED that this Board hereby determines that it is in the interests of the this municipal corporation to participate in the NYSMEC, and authorizes and directs _____ (*insert name or title of Participant representative*) to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

BE IT FURTHER RESOLVED that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a commodity price not to exceed \$0.8160 per therm for a term of at least one year and no more than three years commencing May 1, 2012, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

I certify that the foregoing resolution was duly adopted by the governing body of the municipal corporation named therein at a duly convened meeting thereof, held upon due notice and in accordance with all applicable laws, charters, by-laws and ordinances, including but not limited to the Open Meetings Law, as follows:

Date of Meeting: _____

Vote: Yes _____ No _____ Abstaining/Absent _____

Clerk of governing body
of municipal Participant

Date

SEAL

NATURAL GAS COOPERATIVE ENERGY PURCHASING SERVICE
BILLING SCHEDULE AND AGREEMENT

Participation Period

The term of the energy purchasing contracts entered into with one or more energy suppliers pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") will be determined by NYSMEC and/or the Administrative Participant based on its good faith determination of the best interests of the Participants as a whole. The term will be at least 1 year and no more than 3 years.

National Grid

Natural Gas May 1, 2012 – for 1 to 3 years, in six month increments

NYSEG

Natural Gas May 1, 2012 – for 1 to 3 years, in six month increments

Billing Period - Natural Gas Consumption

Each Participant's natural gas bills are estimated, based upon a three-year consumption average, factoring in other variables such as, but not limited to, previous weather patterns, energy improvements at sites and construction. The Participant will be billed in six (6) installments invoiced on or about the following dates:

Installment 1	June 1	Installment 4	December 1
Installment 2	August 1	Installment 5	February 1
Installment 3	October 1	Installment 6	April 1

Billing Period - Energy Services Coordination

For school districts, the billing period for the participation/coordination of energy services is ten (10) relatively equal monthly installments from September through June.

For all other municipalities, the billing period for the participation/coordination of energy services is one (1) initial lump sum payment due on or about January 1 or within thirty (30) days of the invoice date, whichever is later.

Reconciliation

Reconciliation is the balancing between the amount paid based on estimates and the amount due based on actual costs and consumption. The Administrative Participant performs an annual reconciliation, balancing the amount paid for the six (6) installments and the amount of actual natural gas consumed based upon the Participant's actual bills.

The reconciliation balance also reflects any unpaid prior balances and losses to the NYSMEC due to unpaid or uncollectable accounts payable, termination costs and/or other costs or liabilities under the Agreement. Except as provided otherwise in the Agreement or this Billing Schedule and Agreement all gains or losses to the NYSMEC are prorated to the Participants in proportion to the relative costs of each Participant's purchases of natural gas in the year during which such services are rendered, or in accordance with any other reasonable formula.

The reconciliation for the previous year occurs in September of the next year. If the Participant has overpaid, then the Participant will receive a refund of the credit balance. If the Participant has underpaid, then the Participant will be invoiced for the balance due.

Payments for Natural Gas Consumption and Installment Billing

The Participant agrees to pay all installment and other invoices within thirty (30) days of the invoice date. The Participant's bill is prepared and mailed through the NYSMEC. Payments must be made payable to the "New York School and Municipal Energy Consortium" or "NYSMEC". A 0.75% per month late charge will be assessed on the outstanding balance of any unpaid invoices exceeding thirty (30) days from the original invoice date. Late payments may affect the Participant's share of NYSMEC's year-end surplus, if any. The Administrative Participant may calculate and impose any necessary assessment on the Participants for additional payments if actual costs (e.g., due to energy consumed, administrative expenses and/or other liabilities or expenses) exceed amounts held on behalf of the Participants and will refund amounts in excess of amounts required.

Termination

If a Participant voluntarily terminates its participation in a multi-year energy purchasing contract in accordance with such contract's terms, it will be liable for and will pay to the NYSMEC or directly to the energy supplier as may be directed by the NYSMEC any termination charges or other expense determined in accordance with the energy purchasing contract.

The Agreement and NYSMEC's services to an individual Participant may be terminated with respect to such Participant at the discretion of the Administrative Participant, after consultation with the Advisory Council, for non-payment exceeding sixty (60) days from the original invoice date. If a Participant is in jeopardy of being terminated, it will be given written notice and ten (10) days to pay in full. Upon termination, the Participant will be given written notice. In such event, all outstanding balances owed by the Participant to the NYSMEC remain due and payable and the terminated Participant shall be directly liable to the energy supplier for all payment due for energy provided to it pursuant to the energy purchasing contract. In the event of termination, the Administrative Participant may in its discretion refuse future requests for participation from the Participant.

By signing below, the Participant agrees to all of the terms and conditions of the Agreement and of this Natural Gas Billing Schedule and Agreement for the service period determined as described above. Furthermore, it authorizes the Administrative Participant to act on its behalf to prepare, advertise, disseminate and open bids and award contracts for the purchase and delivery of natural gas as is more fully set forth in the Resolution adopted by its governing body, a certified copy of which is attached.

Signature of Authorized Representative

Date

Representative's Name: _____

Name of the School District or Municipality

Address of School District or Municipality



G-8

District Office
2063 College Ave
Elmira Heights, NY 14903
Mary Beth Fiore, Superintendent

Phone: (607) 734-7114
Fax: (607) 734-7134
CSE: (607) 733-8099
Transportation: (607) 739-1358
www.heightschools.com

**To: Mary Beth Fiore
Board of Education**
From: Debra L. Palmer
Date: February 1, 2012
Subject: Sieba Bancorp Deposit Account Agreement

I am recommending that the attached agreement be approved. This agreement is to fund the Sieba "Benny" account purchases by a direct debit from Bancorp to our bank account.

Each week we receive an email with the detail visa debit card payments that have been made by employees and we wire the money to them. We currently have an agreement with them however this procedure is cumbersome both in time and accounting for it.

If we update the agreement the Bank will give us a special transaction code that will be used by Bancorp to debit our account. We also will have a lower initial collateral rate (5% instead of 7%) that we have to keep in our account with them.

There are other districts at the CBO that are doing it this way, Sieba has had no issues with Bancorp doing it by debit and have many clients doing it that way & we have taxes that are direct debit also that we have no issues with.

Thank you for your consideration.

Enter with high expectations – leave with confidence and pride.



The Bancorp Bank Payment Solutions Group

Deposit Account Agreement

This Deposit Account Agreement, dated as of 1/17/12, is between The Bancorp Bank, with its headquarters located at 6100 S. Old Village Place, Sioux Falls, South Dakota ("Bank") and Elmira Heights Central School District located at 2083 College Ave Elmira Heights, NY 14903 ("Client").

Recitals

Client provides employee benefit plan participants the ability to access their benefit accounts electronically through a stored value card ("Card") similar to a debit card transaction. Bank is a member of Visa / MasterCard and is in the business of issuing cards and establishing accounts for the settlement of card transactions.

Client is establishing a non-interest bearing deposit account (the "Collateral Account") for the purpose of enabling Bank to settle Card transactions in a timely manner.

Evolution I and Sieba (Partner) have entered into an agreement to provide Card services to employers such as Client.

Purpose

Bank and Client enter into this Deposit Account Agreement to provide the following:

- 1. The Client will have no access to the funds deposited into the Collateral Account until their return by the Bank pursuant to the terms of Paragraph 3 or 4 below.
2. The Client authorizes the Bank to use funds in the Collateral Account only for the purposes of settling Card transactions and paying fees debited from cardholders' accounts, both further limited to Cards issued to Client participants.
3. 120 days following the deactivation of all Cards associated with Client, Bank will return all remaining Client funds in the Collateral Account.
4. As collateral for the Client's obligations to the Bank, the Client hereby grants to the Bank a first priority security interest in all funds held in the Collateral Account.
5. View-only access to the Collateral Account information is granted to Evolution I and Partner for the purpose of assisting the Bank and Client in resolving any relevant banking questions that may arise.
6. Bank will provide Client monthly statements of Collateral Account activity.
7. This Agreement shall be interpreted and governed in accordance with the laws of Delaware.
8. Client agrees to fund the Collateral Account in an amount reasonably required by Bank (the "Funding Amount"), as indicated by the following table, by applying the initial collateral rate to the annual aggregate election amount that will be loaded onto the Cards. Client will maintain the Funding Amount by periodically transferring additional funds as necessary to replace amounts settled by Bank. Please select one of the following:

Table with 3 columns: Select one, Replenishment Option, Initial Collateral Rate. Rows include Daily ACH Debit (3%), Weekly ACH Debit (5%), Weekly ACH Credit (7%), and Weekly Wire (6%).

If utilizing Weekly ACH Credit or Wire replenishment, funds are required to be deposited into the Collateral Account by end of business each Tuesday for the previous Monday through Sunday settlement week.

SMALL CASE CLIENT SET UP: In the event that calculated Funding Amount (based on the annual benefit account elections) for the desired replenishment option is less than the required minimum \$2,500, the Funding Amount will be the lesser of \$500 or \$100 per participant for clients with 1-5 cardholders or the greater of \$500 or 3% for clients with 6 or more cardholders; however, the Client must use Daily ACH Debit replenishment.

WEEKLY REPLENISHMENT: The minimum funding for weekly replenishment is the greater of \$2,500 or the calculated amount associated with the selected replenishment option.

Client agrees that its failure to maintain the Funding Amount as required may result in Cards being suspended until the account is properly funded. If using one of the ACH Debit replenishment options, the attached Authorization for ACH Debits / Credits must be completed and returned with a copy of a voided check or spec sheet.

9. Client may request that the Funding Amount be reduced to take into account events such as a reduction in workforce resulting in a significant decrease in the number of Client's Cards. Bank will not unreasonably refuse to adjust the Funding Amount and return any difference to Client.
10. Additional authorized account signors, if necessary:

Signature: Lesla Bussmann

Signature: _____

Printed Name: Lesla Bussmann

Printed Name: Debi Palmer

Title: Treasurer

Title: Business Manager

The parties have executed this Agreement as of the date written above.

Client

The Bancorp Bank

By: _____

By: _____

Printed Name: MaryBeth Fiore

Name: _____

Title: Superintendent

Title: _____

Telephone Number: 607-734-7114

Fax Number: 607-734-7135

Email Address: mbfiore@_____

Company Tax ID Number: [REDACTED]

I-a

**NYSIR
SPECIAL SCHOOL POLICY**

Add "Volunteer" to Policy Definitions

SSP 217 07 07

This endorsement changes the policy. Please read it carefully.

This endorsement modifies insurance provided under the following:

Commercial General Liability Coverage Form

The following definition is added to SECTION V -DEFINITIONS

16. "Volunteer" means:

- a. a person who is not your "employee", and who donates his or her work and acts at the direction of you and within the scope of duties determined by you, and is not paid a fee, salary or other compensation by you, or anyone else for their work performed for you.

All other policy terms and conditions remain unchanged.



Authorized NYSIR Representative

**NYSIR
SPECIAL SCHOOL POLICY**

**Include Volunteers and School Board Members for Medical Payments
Coverage**

SSP 216 07 07

This endorsement changes the policy. Please read it carefully.

This endorsement modifies insurance provided under the following:

Commercial General Liability Coverage Form

COVERAGE C. Medical Payments is amended as follows:

Part 2. Exclusions

We will not pay expenses for "bodily injury":

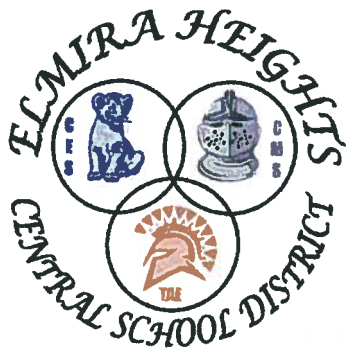
- a. To any insured.**

For purposes of this endorsement only, insured does not include a "volunteer" or a School Board member.

All other policy terms and conditions remain unchanged.



Authorized NYSIR Representative



District Office
2083 College Avenue
Elmira Heights, NY 14903
Mary Beth Fiore, Superintendent

Phone: (607) 734-7114
Fax: (607) 734-7134
CSE: (607) 733-8039
Transportation: (607) 739-1358
www.heightschools.com

Hold Harmless Agreement

_____ (insert name of participant) does hereby covenant and agree to release and hold harmless the Elmira Heights Central School District from and against any and all liability, loss, damages, claims or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of being a volunteer for the District.

I understand the activities I may be involved in as a volunteer may carry the risk of physical injury, and I assume these risks. I hereby consent to emergency transportation and treatment in the event of illness or injury. I hereby accept responsibility for the payment of any emergency transportation or treatment. I further certify that I am in good physical condition, and I have no medical or physical conditions that would restrict my participation in this activity.

Participant

Date

Enter with high expectations – leave with confidence and pride.

K-2

Elmira Heights Central School District CONTRACTUAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered into at 2083 College Avenue, Elmira Heights, NY this 30th day of January, 2012, by and between the School Board of Elmira Heights Central School District, hereafter referred to as the "Board," and Club Z! In-Home Tutoring Services, Inc., hereafter referred to as the "Provider."

WITNESSETH:

WHEREAS, the Board requires certain professional services to assist in accomplishing the supplemental educational instructional mandates of *No Child Left Behind*, and

WHEREAS, the Provider is qualified as determined by the New York State Department of Education to perform these services for students,

NOW, THEREFORE, for the consideration hereinafter named, the parties agree as follows:

1. The Provider will perform the professional services described in the attached scope of work, specifications, and/or proposal dated _____, and attached hereto and made a part of this agreement as Attachments A, B, and C.
2. The Provider shall perform these services described on Attachments A, B, and C, according to the schedule indicated therein.
3. The price and consideration for which this agreement is made shall be in the amount of \$1389.00 per student who is provided Supplemental Educational Services.
4. The Board's representative for purposes of administration of this agreement shall be Mary Beth Fiore, whose position is Superintendent of Schools.
5. The Provider acknowledges that its relationship to the Board is that of an independent contractor and that no employer-employee relationship is created by virtue of this agreement.

6. The Provider acknowledges and agrees that the responsibility for payment of taxes, employees' salaries/contracts, or other expenses of the Provider shall be said Provider's obligation.
7. The Provider shall not assign any interest in this agreement and shall not transfer any interest by assignment or novation.
8. The Provider agrees to make available upon request, during normal working hours at the 2083 College Avenue, Elmira Heights, NY 14903, to the Board, the Board's auditors, the New York State Department of Education, New York State Legislative Auditors, and/or the Office of the Governor or Division of Administration auditors, records and documents relating to the conduct of this agreement.
9. The Provider shall indemnify and hold harmless the Board and its representatives against any and all claims, demands, suits, and judgments of sums of money to any party for loss of life, injury, or damage to person or property resulting from, or by reason of, any negligent act or omission, operation or work of the Provider, its agents or employees while engaged upon or in connection with the services required or performed by the Provider hereunder.

To the extent allowed by the law, the Board shall indemnify and hold harmless the Provider against any and all claims, demands, suits, and judgments of sums of money to any party for loss of life, injury, or damage to person or property resulting from, or by reason of, any negligent act or omission, operation or work of the Board, its agents or employees while engaged upon or in connection with the services required or performed by the Board hereunder.

10. The Provider agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education amendments of 1972, the Age Act of 1972, and the Americans with Disabilities Act of 1990.

The Provider agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion,

gender, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by Provider or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

11. Provider will not receive reimbursement for travel expenses.
12. This agreement may be amended or extended by mutual written consent of the parties.
13. The Board reserves the right to cancel this agreement upon a thirty (30)-day written notice should funds no longer be available due to budget reductions imposed by the federal government, if the New York State Department of Education revokes approval of the Supplemental Educational Services Provider, or if the Board determines that the Provider is unable to meet the specified goals and timetables.
14. The Board reserves the right to cancel this agreement upon a thirty (30) day written notice if the determination is made by the Board that the Provider disclosed to the public the identity of any student who is eligible for, or receiving educational services, without the written permission of the parents/legal guardians of the student.
15. The Board may cancel this agreement due to non-performance of work described in Attachments B and C, upon giving seven (7) days' written notice.
16. Any claim or controversy arising out of this contract shall be resolved by the provisions of LSA-R.S. 39:1524 and 1526.
17. All records, reports, documents, and other material delivered to or transmitted to the Board, its agent, or the New York State Department of Education by the Provider shall remain the property of the Board/State.
18. This agreement shall be effective on the day and the date first above written and shall expire on June 30, 2012, unless extended or canceled as provided herein.

IN WITNESS WHEREOF, the parties have executed this act in the presence of the undersigned competent witnesses.

Witnesses:

Board of Education, Elmira Heights CSD

A handwritten signature in blue ink, consisting of a large, stylized 'A' followed by a 'B' and a 'C' with a flourish, written over a horizontal line.

By _____

Title: Superintendent

By David L. Jordy
(Signature of Provider)

Type Name: David Jordy

Type Title: Regional Director

ATTACHMENT A

SCHOOL BOARD OF Elmira Heights Central School District

GENERAL CONTRACTOR INFORMATION

CONTRACTOR: Club Z! In-Home Tutoring Services, Inc.
15310 Amberly Drive, Suite 110
Tampa, FL 33647
(888) 434-2582

If the contractor is a company, print the name and title of the person authorized to sign contract:

TIME PERIOD: Start Date: February 14, 2012 Completion Date: June 21, 2012

PAYMENT AMOUNT: \$ _____

PAYMENT TERMS:

Payment shall be completed on a monthly basis. The payment will be calculated by dividing the total amount for the student(s) whom the Provider is serving by the number of months in the contract. Payment shall be due by the 15th of the month following the progress reporting to the district for each student on the 15th of the month prior. If a student has a partial month in the contract, the amount will be prorated for the partial month. If a student is absent and no services are provided, the district may deny payment for that time.

SOURCE OF FUNDS: Title I

SCHOOL RECEIVING SERVICES: Cohen Middle School

BOARD REPRESENTATIVE: Mary Beth Fiore

I certify that the above taxpayer identification number is true and correct.

David L. Jacoby
(Signature of Provider)

Regional Director
Title

ATTACHMENT B

SCOPE OF SERVICES

(Attach a separate sheet if necessary.)

1. Statement of Work:

The Provider will meet with parents and district personnel to develop statements of specific achievement goals for the student who will receive services from the Provider through the Supplemental Educational Services program.

The Provider will provide Supplemental Educational Services on a regular basis for the duration of the contractual period.

The Provider will follow the Individual Learning Plan as developed with parents and district personnel. The Provider will measure student progress using pre- and post-testing which is consistent with state content standards and the objectives set in the Individual Learning Plan documents.

An objective will not be considered “met” until at least an 80% mastery rate is demonstrated by the student. All objectives for a goal must be met for the goal to be met.

Where applicable, the Provider will provide services that are aligned with the student’s Individual Learning Plan.

The Provider will provide services that will allow the timetable written in the Individual Learning Plan to be met.

The Provider will provide progress reports to parents and teachers/schools on a monthly basis. The parent’s copy of the report will be mailed to the parents by the 15th of each month of the contract. The school’s copy can be mailed or hand-delivered by the 15th of each month. (In the event that the 15th of the month falls on a weekend or holiday, the prior work day will be the report day.) The Provider will send one copy of the Progress Report and the student’s sign-in sheet as documentation to the district representative so that Provider contract payment can be made. If parents or teachers desire more frequent reporting to them, the Provider may agree to provide additional reports as a part of the Individual Learning Plan.

2. Key Personnel:

The Provider will employ individuals in keeping with the non-discrimination clause of the contract.

The individuals who will serve the students for Supplemental Educational Services must meet all of the criteria for the District's volunteers in the schools, including a criminal background check through the New York State Education Department. The cost of the background check will be the expense of the Provider or the individual, not of the Board.

The District volunteer policy (#3150) can be found at <http://heightsschools.com/uploadeddocs/policymanual.pdf>

ATTACHMENT C MONITORING PLAN

(Attach a separate sheet if necessary.)

1. Goals and Objectives:

The goal of this program is the demonstration of increased student achievement. The Provider will use strategies consistent with objectives as written in the Individual Learning Plan and will use assessment to verify student achievement.

The monthly student progress reports and the final summary report will be used to determine the effectiveness of the Provider in increasing student achievement.

The Individual Learning Plan and the Final Summary Report will be signed by the parent, the school representative, and the Provider so that consultation is evident.

2. Delivery or Performance Schedule:

The Provider will determine with the school and the parent the time requirement for meeting the goals within the budget of the district as determined in the *No Child Left Behind Act of 2001*.

3. Plan for Performance Measurement:

The Provider will complete assessments to determine objective completion. Reporting to parents and schools will include the results of assessments with strengths and weaknesses being stressed.

4. Contract Monitoring Plan:

The district representative will provide monitoring duties as monthly and final reports are submitted from the Provider.

K-3

February 1, 2012

To the Elmira Heights Board of Education,

Please accept this donation of \$ 500.00 from the Elmira Heights Rotary Club to fund the Family Literacy Nights at Cohen Elementary School.

Sincerely,

Andy Lutz, Principal

Cohen Elementary School

**ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
SCHOOL BUDGET TIMETABLE - DEADLINES AND ACTIONS
2012-13**

N-1

DEADLINE	BUDGETARY ACTION	PERSON(S) RESPONSIBLE
November 2011		
	Superintendent, Administrators, Business Manager, Purchasing agent meet to review procedures	
Mon 21	BOCES Department Meetings	
December 2011		
Mon 12	District-wide Budget Meeting	Mary Beth/Deb
January 2012		
	Administrators/Grant Writers/BOCES/Maintenance/ Bus Garage/Athletic Director/Other meetings as needed	Mary Beth/Deb
Monday 9	All Staff Budget requests due to their Building Administrators	Administrators
Mon 9	Regular BOE Meeting	
Fri 13	Prelim Admins/Athletics/Maintenance/Transportation budgets due	Andy/Dawn/Joe/ Mike C/Todd/Mike B
Mon 23	Regular BOE Meeting - Budget Forecast & Assumptions	Mary Beth/Deb
Wed 25	Final Admins/Athletics/Maintenance/Transportation Budgets due	Andy/Dawn/Joe/ Mike C/Todd/Mike B
February 2012		
Mon 13	Regular BOE Meeting - Expenditures & Revenue Review	Mary Beth/Deb
Mon 27	Regular BOE Meeting - Review Projected Cuts to get to Tax Levy Cap	Mary Beth/Deb
March 2012		
Thurs 1	Submit Tax Levy Limit Info on State Comptroller's website	Deb
* Mon 5	Budget Workshop (if needed) <i>[Suggested deletion of this date]</i>	
Mon 12	Regular BOE Meeting-Continued Budget Review	Mary Beth/Deb
Mon 19	Budget Workshop (if needed)	
Mon 26	Regular BOE Meeting-Continued Budget Review	Mary Beth/Deb

**ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
SCHOOL BUDGET TIMETABLE - DEADLINES AND ACTIONS
2012-13**

DEADLINE	BUDGETARY ACTION	PERSON(S) RESPONSIBLE
April 2012		
Sat 2	Legal Notice Published - 1st time	Deb
Mon 2	Regular BOE Meeting - Final Budget Review	Mary Beth/Deb
Tues 12	GST BOCES Annual Meeting	
Sat 14	Legal Notice Published - 2nd time	Deb
Mon 16	Deadline for submission of Petitions for Propositions to be placed on the Ballot.	Mary Beth/Deb
Mon 16	Deadline for submission of Board of Education Candidate Petitions	Colleen
Mon 16	First day Absentee Ballots Can Be Mailed	Colleen
Wed 18	Regular BOE Meeting - Budget Adoption (BOCES Admin Vote)	Mary Beth/Deb
Thurs 19	Mail Budget DID	MB/Deb/Colleen
Thurs 19	Property Tax Report Card submitted to SED & the Star-Gazette (within 24 hours of budget adoption)	Deb
Tues 24	Budget Statement & Required Attachments Made Available	Deb
Sat 28	Legal Notice Published -3rd time	Deb
May 2012		
Mon 7	Regular BOE Meeting - Public Budget Hearing	Mary Beth/Deb
Tues 8	Mail Budget Notice	Deb/Colleen
Tues 8	Last day absentee ballots can be mailed	Colleen
Tues 8	Legal Notice Published - 4th time	Deb
Tues 15	Budget Vote & BOE Member Election	

Publish - March 31, April 14, April 28, May 8, 2012

Petitions Due - Monday, April 16, 2012.

**** Additional Meetings to be scheduled as needed.**

***** Budget must be adopted by April 20, 2012**

last updated 2/6/2012

POLICY

2006

N-4
6221

1 of 2

Personnel

SUBJECT: Part Time and Substitute Professional Staff Employment

The primary responsibility of a substitute teacher is to provide for the continuity of instruction during an absence of the primary classroom teacher. A substitute is a teacher that assumes all the responsibilities of leadership in order to achieve effective classroom organization, management and discipline. We are most willing and anxious to provide whatever help a substitute may desire in areas of materials or general information.

All substitute teachers are employed as itinerant teachers and are paid per diem rates or as provided by this policy and the salary schedule for substitute teachers.

Substitute teachers are expected to serve a usual day that follows the same schedule of as the regular classroom teacher they are replacing. Any variations shall be approved by the Building Principal.

On the twenty-sixth (26th) day of any continuous long-term substitution for the same teacher, an itinerant substitute will be placed, retroactively, on the annual salary he/she would have received as a regular teacher. The Superintendent in his/her discretion, may waive the twenty-five (25) day waiting period if it is known up front that the teacher being replaced shall be out more than twenty-five days and less than ninety (90) days. In the event that the teacher is exceeded in June and is subsequently hired as a long-term substitute in September of the following year, the twenty-five 25 day per diem rate may be waived and such teacher will commence with his/her long-term substituting at the appropriate salary. In the event that a long-term substitute subsequently is hired the following school year, the twenty-five (25) day itinerant per diem rate will be waived and such teacher will commence his/her long term substituting at the appropriate rate.

Long term substitutes who continue in the same position as described above, beyond the twenty-five (25) days will also, on the twenty-sixth (26th) day, be granted one (1) sick leave day for each thirty (30) substitute days. Such sick leave days are cumulative within any single position and may be used as long as the substitute remains in the same position. At the time that such specific position is terminated for the substitute, any accumulated sick leave days are void, and may not be carried over to a different position.

There are no other fringe benefits available to long-term substitutes.

(continued)

POLICY

2006

6221
2 of 2

Personnel

SUBJECT: Part Time and Substitute Professional Staff Employment (cont'd)

Long-term substitutes who will be teaching ninety or more days in the same position will be entitled to a waiver of the twenty-five (25) day per diem rate and will be entitled to a single health insurance plan.

In the event that a long-term substitute is subsequently hired as a regular teacher in the district, such teacher shall be entitled to one year of experience credit for each long-term substitute position that was held at least seven (7) months of the ten (10) month school year. Such experience credit will be granted only for long-term substituting, not through the accumulation of seven (7) months of itinerant substituting. The final decision governing the granting of experience credit shall rest with the Superintendent.

Adopted: July 24, 2006