

AGENDA

Board of Education Regular Meeting / Public Hearing
Monday May 7, 2012
7:00pm

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 May 7, 2012 Regular Board of Education Meeting / Pubic Hearing

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 April 18, 2012 Board of Education Meeting. SEE ATTACHED

Motion _____ Second _____ VOTE _____

D. Executive Session

If Needed

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 through F-4a.

Recommendation to approve the following consent items F-1a through F-4a

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 Teacher Brittany Ann Bennett

Substitute Support Staff Brittany Ann Bennett

b. Poll-worker – substitute

Recommendation to approve Maria Turic as a substitute poll-worker for the May 15, 2012 Annual Meeting.

c. Long Term Substitute

Recommendation to approve Ms. Amber Dildine as a long term substitute in Health on or about May 11 through June 22, 2012. Ms. Dildine shall be paid a pro-rated salary equivalent to step 1: \$35,955 of the current EHTA contract with credit for 30 masters hours at \$74.00 per hour and 7 masters hours at \$45.00 per hour. Ms. Dildine's per diem rate shall be \$192.45. Ms. Dildine shall be limited to additional benefits in accordance with BOE Policy 6221: Long Term Substitutes.

F-2 Change in FTE's/Elimination of positions

- a. Recommendation to diminish a full time Secretary position in the District Office from a twelve month employee to an eleven (11) month employee, effective July 1, 2012. This diminishment will result in the employment status of Christa Johnson from a twelve (12) month employee to an eleven (11) month employee.
- b. Recommendation to diminish a full time Secretary position in the Elementary Office from a twelve (12) month employee to an eleven (11) month employee, effective July 1, 2012. This diminishment will result in the employment status of Kathleen Willis from a twelve (12) month employee to an eleven (11) month employee.
- c. Recommendation to diminish a Senior Clerk Typist position from a twelve (12) month employee to an eleven (11) month employee, effective July 1, 2012. This diminishment will result in the employment status of Janice Lagonegro from a twelve (12) month employee to an eleven (11) month employee.

- d. Recommendation to diminish a Clerk Typist position from a twelve (12) month employee to an eleven (11) month employee, effective July 1, 2012. This diminishment will result in the employment status of Sheri May from a twelve (12) month employee to an eleven (11) month employee.
- e. Recommendation to eliminate one (1) full time FTE cleaner position, effective May 8, 2012. This position will not affect any current employee, as it is an unencumbered position.
- f. Recommendation to eliminate two (2) elementary teaching positions, effective July 1, 2012. The position eliminations will not affect any current employees as the eliminations will be realized through retirements.
- g. Recommendation to eliminate a part-time 4 hour per day courier position, effective July 1, 2012. This elimination will effectively terminate the employment of Mr. Edward Gryska as part-time courier, effective July 1, 2012.

F-3 Parental Leave

- a. Recommendation to approve the parental leave of Ms. Lisa Morley, on or about August 31, 2012 with an anticipated return on or about December 3, 2012.

F-4 Resignation

- a. Recommendation to accept with best wishes, the resignation of Bus Driver Glenn Smith effective April 30, 2012.

G. Financial

G-1 Budget Status Report

Recommendation to acknowledge the Budget Status Report as of April 30, 2012
SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-2 Treasurer's Report

Recommendation to acknowledge the Treasurer's Report for the month of March 2012. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-3 Investment Report

No Investment Report

G-4 Claims Auditor Report

Recommendation to acknowledge the Claims Auditor Report for the month of March 2012. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-5 Extra Classroom Report

Recommendation to acknowledge the Extra-classroom Report for the month of March 2012. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

H. Facilities

I. Old Business

J. New Business

J-1 Recommendation to eliminate the boys and girls soccer programs, due to low enrollment and budget constraints.

Motion _____ **Second** _____ **VOTE** _____

K. Consent

At this point the Board will consider whether to precede with consent agenda items K-1 through K-10

Motion _____ **Second** _____ **VOTE** _____

- K-1 Recommendation to approve the student placement determinations from the April 20, 24, 27, 2012 CSE meetings and the funds to support such recommendations.
- K-2 Recommendation to approve the continuation of contracted service with Johnson Controls, effective 7/1/2012, for the annual sum of \$34,542.00. SEE ATTACHED
- K-3 Recommendation to accept the donation of \$400.00 from the Elmira Heights Parent Faculty Organization, with thanks and appreciation. Such funds shall be used to purchase K-5 QAR chapter books. SEE ATTACHED
- K-4 Recommendation to accept the donation of \$400.00 from the Elmira Heights Parent Faculty Organization, with thanks and appreciation. Such funds shall be used to transport Grade 6 to the Planetarium at CCC. SEE ATTACHED
- K-5 Recommendation to accept the donation of \$400.00 from the Elmira Heights Parent Faculty Organization, with thanks and appreciation. Such funds shall be used to transport Grade 3 to the Rockwell Museum. SEE ATTACHED
- K-6 Recommendation to accept the donation of \$150.00 from the Elmira Heights Parent Faculty Organization, with thanks and appreciation. Such funds shall be used to purchase the Discovery for Kids series to be used in Grade 7 Science class. SEE ATTACHED
- K-7 Recommendation to accept the donation of \$300.00 from the Elmira Heights Parent Faculty Organization, with thanks and appreciation. Such funds shall be used to transport Grade 8 Regents science students to collect water samples to analyze. SEE ATTACHED
- K-8 Recommendation to accept the donation of \$200.00 from the Elmira Heights Parent Faculty Organization, with thanks and appreciation. Such funds shall be used to transport Kindergarten to the Steele Memorial Library. SEE ATTACHED
- K-9 Recommendation to accept the donation of \$100.00 from Crowd Control DJ Service, with thanks and appreciation. Such funds shall be used to support the College Fair. SEE ATTACHED
- K-10 Recommendation to approve the Elmira Heights CSD school calendar for the 2012-13 school year. SEE ATTACHED

L. Awards/Honors/Achievements

- L-1 Fitness Challenge Awards
- L-2 Cohen Middle School Trustworthiness Award

M. Communications

N. Discussion Topic

- N-1 District Safety Plan
- N-2 Plan for Participation
- N-3 AIS/RTI Plan
- N-4 Public Hearing - Budget Presentation
- N-5 Board Self-Evaluation Retreat
- N-6 Town and Country Fire Department Interagency Communication Plan

O. Next Meeting

- | | |
|-----------------------------|-----------------------------------------------------|
| Tuesday May 15, 2012 | Annual Meeting – Budget Vote/Board Elections |
| | 7:00am – 9:00pm TAE Gymnasium |
| Monday June 11, 2012 | Regular Board of Education Meeting |
| | 7:00pm TAE Community Room |

P. Adjournment

Motion _____ Second _____ VOTE _____ Time _____

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
ELMIRA HEIGHTS, NEW YORK

Board of Education Meeting
April 18, 2012

02

04/18/2012 minutes

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 Calles, Harvey Harris, Andrew Willard

MEMBERS ABSENT: Joseph Sullivan,

OTHERS PRESENT: Mary Beth Fiore, Debra Palmer, Dawn Hannahan, Andy Lutz, Joe Robinson, Carol Cady, Barb Day, Carol Sullivan, Christian Pelchar, Kevin Orsak

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by William Brewer seconded by Christopher Calles and carried 6-0 to approve the April 18, 2012 agenda with additions.

Order of Business:

A motion was made by Lisa Benedict 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:

April 2, 2012 Regular Meeting- A motion was made by William Brewer seconded by Lisa Benedict and carried 6-0 to approve the minutes of the April 2, 2012 Regular Meeting.

COMMENTS FROM THE PUBLIC AND STAFF

Mary Beth Fiore - Superintendent ♦Contracts – both unions have ratified their contracts ♦Labor/Management Summit – with US Dept. of Education is in May ♦RTTT(Race to the Top) 5 Superintendents participated in a taping on the RTTT effect on school districts – WENY to air in May ♦900 education jobs lost in the last two years in our area

Andy Lutz -Elementary School Principal ♦NYS Testing has begun – Sara Day rises to the occasion to keep the testing on task and organized – attendance rates have been excellent ♦Brad Sanford Race – 1st Sunday in June

Dawn Hannahan - Middle School Principal/CSE/CPSE Chair ♦Testing, testing and more testing ♦Marzano Rubrics – all teachers have their evidence binders so they can plan for next year ♦Spencer Henry – motivational speaker will be here May 3-4 – funded by a SES grant ♦CPSE- Preschool Evaluations – state has lengthened the timeline – this is an improvement since there are few evaluators in our area.

Joe Robinson – High School Principal ♦Faculty, Staff & students have transitioned back to school after the spring break ♦Rotary exchange student - information night seeking family for a student from Argentina and promote TAE student Anna Hoyl on her exchange to Italy next year ♦Spring sports in full swing ♦WETM athlete of the week – Tyler Ungerland is a nominee – please vote

Debra Palmer – Business Manager ♦IPADS – part of budget aid grant ♦Electric/Gas – new pricing for next 3 years could show a substantial savings ♦Quarter fact sheets distributed relative to pensions, mandate relief and budget vote process ♦Refunding Bonds – received state comptroller approval

PERSONNEL

A motion was made by William Brewer seconded by Lisa Benedict and carried 6-0 to approve the following recommended personnel items F-1a through F-1c 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. Substitute – for the 2011-12 school year pending fingerprint clearance - approved

Substitute Teacher

Alissa Faber

b. Poll Workers & Substitute Workers – May 15, 2012 Annual Meeting/Budget Vote - approved

Approved the following poll workers and substitute poll worker for the May 15, 2012 Annual Meeting/Budget Vote:

Chairman: Kenneth Erickson Chief Inspectors - Pat Huffman, Patricia Smarsh

Inspectors and Clerks- Bonnie Baker, Bonnie Campbell, Judy Clark, Charles Clemens, Jan Clemens, Pam Coghlan,

Mills Cheplik, Connie Gleason, Gal Legge, Kathy Menweither, Mary Moore, Liz O'Brien, Marian Oldroyd, Barbara Shaw

, Lois Sherman, Sharon Shutt, Beverly Spencer, Caroleen Vaughan, Substitute- Sue Blish

c. Tutor - approved

Approved the following tutor for the 2011-12 school year at a rate of \$22.50 per hour.

Jennifer Belle

FINANCIAL

No Business

FACILITIES

Cadillac Project – update –

♦Cafeteria air is working – too well – adjustments need to be made because it is blowing everything around – Mike is working with the architects.

NEW BUSINESS

Proposition Number 1 – (Budget)

A motion was made by Andrew Willard, seconded by Harvey Harris and carried 6-0 to approve the following resolution:
Shall the following proposition be adopted, to wit:

BE IT RESOLVED, that the proposed budget of \$19,391,774 of the Elmira Heights Central School District for 2012-2013 be approved in accordance with Section 2022 of the Education Law and that the balance of said budget after applying available public moneys thereto be raised by a tax upon the taxable property of said District.

J-2 Proposition Number 2 – (School Buses)

A motion was made by Lisa Benedict, seconded by Harry Blish and carried 6-0 to approve the following resolution:
Shall the following resolution be adopted, to wit:

BE IT RESOLVED, that the Board of Education of the Elmira Heights Central School District, Towne of Horseheads, Big Flats and Elmira, County of Chemung, is hereby authorized and directed to purchase ten school buses, one 65 passenger bus and one 34 passenger bus and expend therefor a sum not to exceed \$230,000, which said total sum of \$230,000, or so much thereof as may be necessary shall be raised by tax on the taxable property of the School District to be collected in the annual installments, and to issue obligations of the District therefor in accordance with the Education Law and Local Finance Law.

J-3 BOCES Administrative Budget

A motion was made by Harvey Harris, seconded by Andrew Willard and carried 7-0 to approve the following resolution:
BE IT RESOLVED that the Elmira Heights Central School District Board of Education approve the 2012-2013 Schuyler-Stauben-Chenung Toga-Allegany BOCES Board of Cooperative Educational Services Administrative Budget as proposed in the amount of \$6,601,374.

J-4 BOCES Election of Board Members

A motion was made by William Brewer, seconded by Lisa Benedict and carried 6-0 to approve the following resolution:
BE IT RESOLVED that the Elmira Heights Central School District Board of Education cast one ballot for each of the following candidates for membership on the Schuyler-Stauben-Chenung Toga-Allegany BOCES Board of Cooperative Educational Services:

William Pospisils, Jr. - Addison Gary Szabo - Campbell-Seyona Neil Bubbler - Corning
Alisa Leann - Odessa-Montour Robert Everett - Watkins Glen

CONSENT

A motion was made by Andrew Willard seconded by Harvey Harris and carried 6-0 to approve the following consent agenda items K-1 through K-2.

K-1 CSE Recommendations and Funding - approved
Approved recommendations and funds to support placements for determinations made at the March 30 and April 2, 2012 CSE meetings.

K-2 Cafeteria Supplies Joint Bidding for 2012-13 - approved

Approved the following resolution for participation in the joint bidding of commodities for cafeteria supplies for the 2012-13 school year as authorized by General Municipal Law, Section 119-0, with the Greater Southern Tier BOCES as the lead agency representing us in these matters:
RESOLUTION - ALL CAFETERIA SUPPLY BIDS
SCHOOL YEAR 2012-13

WHEREAS, it is a plan of a number of public school districts in the Greater Southern Tier (GST) BOCES Area in New York, to bid jointly, Cafeteria supplies including the following items on the following dates:
Meat and Grocery - July 11, 2012, September 5, 2012, November 28, 2012, January 20, 2013, April 3, 2013 and May 30, 2012
Equipment - February 20, 2013
Produce - weekly throughout the school year
Paper - July 11, 2012, October 31, 2012, February 27, 2013
Ice Cream - May 1, 2013
Milk - May 1, 2013

Board - June 5, 2013
WHEREAS, The School District named below (Elmira Heights Central School District) is desirous of participating with other districts in the GST BOCES area in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0, and

WHEREAS, The School District named below (Elmira Heights Central School District) wishes to appoint a committee made up of participating schools to assume responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding bids to the lowest bidder who meets the specifications and reporting the results to the schools; **WHEREAS**, **BE IT RESOLVED**, That the Board of Education of the School District listed below (Elmira Heights Central School District) hereby approves the GST BOCES to represent it in all matters relating above; and **BE IT FURTHER RESOLVED**, That the Board of Education of the School District listed below (Elmira Heights Central School District) authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities; and, **BE IT FURTHER RESOLVED**, That the Board of Education of the School District listed below (Elmira Heights Central School District) agrees to (1) assume its equitable share of the costs of Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) that it will award contracts according to the recommendation of the committee.

AWARDS / HONORS / ACHIEVEMENTS

Name

COMMUNICATIONS

None

DISCUSSION

♦ Proposed Regional Calendar 2012-2013 -

NEXT MEETING

Mon May 7, 2012

7:00 pm -Public Hearing/Regular Meeting

TAE Community Room

ADJOURNMENT - At 8:26pm a motion was made Harvey Harris, seconded by Lisa Benedict and carried 6-0 to adjourn the meeting.

Clerk _____

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 04/30/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

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	359.26	83.54	2.20
	450 Materials & Supplies	10,000.00	-1,927.22	8,072.78	7,597.64	0.00	474.44
	400 Contractual Services	400.00	0.00	400.00	0.00	0.00	400.00
	197 BOCCS Services	400.00	0.00	400.00	1,197.00	1,280.54	0.00
	Subtotal of 1010 Board Of Education	12,045.00	-1,927.22	10,117.78	7,597.64	1,280.54	876.64
	160 Noninstructional Salaries	590.00	0.00	590.00	561.00	25.00	4.00
	450 Materials & Supplies	45.00	791.42	791.42	710.28	0.00	81.13
	400 Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal of 1040 District Clerk	635.00	791.42	1,426.42	1,271.28	25.00	150.13
	1060 District Meeting	445.00	0.00	445.00	359.26	83.54	2.20
	400 Contractual Services	330.00	0.00	330.00	444.29	30.71	355.00
	450 Materials & Supplies	650.00	0.00	650.00	0.00	0.00	650.00
	Subtotal of 1050 District Meeting	1,425.00	0.00	1,425.00	803.55	114.25	1,007.20
	1240 Chief School Administrator	149,615.00	-46.34	149,568.66	120,862.06	28,706.60	0.00
	160 Noninstructional Salaries	39,645.00	0.00	39,645.00	32,219.22	7,421.03	0.00
	400 Contractual Services	2,000.00	-1,881.73	118.27	118.27	0.00	4.75
	450 Materials & Supplies	4,610.00	3,860.07	8,470.07	6,233.16	1,142.56	1,994.35
	Subtotal of 1240 Chief School Administrator	187,045.00	2,089.74	189,134.74	160,730.89	37,304.75	1,994.10
	1310 Business Administration	62,405.00	-1.70	62,403.30	50,947.06	11,156.24	0.00
	160 Noninstructional Salaries	31,510.00	-2.08	31,507.92	25,673.12	5,834.80	0.00
	400 Contractual Services	0.00	178.90	178.90	178.90	0.00	0.00
	450 Materials & Supplies	2,000.00	-813.29	1,186.71	655.15	0.00	331.56
	490 BOCCS Services	1,050.00	-9.01	1,040.99	2,598.91	3,180.55	125.67
	Subtotal of 1310 Business Administration	417,481.00	-508.34	416,972.66	335,446.87	9,168.28	457.43
	1320 Auditing	16,600.00	80.00	16,680.00	16,675.55	4.45	0.00
	Subtotal of 1320 Auditing	16,600.00	80.00	16,680.00	16,675.55	4.45	0.00
	1330 Tax Collector	650.00	0.00	650.00	687.84	158.79	3.37
	400 Contractual Services	500.00	-42.26	457.74	254.22	51.76	151.74
	450 Materials & Supplies	100.00	42.26	142.26	142.26	0.00	0.00
	Subtotal of 1330 Tax Collector	1,450.00	0.00	1,460.00	1,094.32	210.67	155.11
1420 Legal		10,000.00	-25.00	9,975.00	7,371.00	0.00	2,604.00
	400 Contractual Services	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
	161 Noninstructional Salary-Subs	32,075.00	0.00	32,075.00	28,132.48	5,939.20	3.32
	400 Contractual Services	400.00	89.45	489.45	89.45	0.00	0.00
	450 Materials & Supplies	400.00	-37.45	362.55	421.72	0.00	11.18
	Subtotal of 1430 Personnel	32,875.00	-136.10	32,738.90	28,668.20	5,939.20	114.50
	1450 Instructional Salaries	3,470.00	0.00	3,470.00	2,824.80	642.05	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	32.87	0.00	117.03
	Subtotal of 1450 Public Information and Services	4,120.00	0.00	4,120.00	2,857.77	642.05	620.18
	1480 Public Information and Services	3,000.00	0.00	3,000.00	2,040.00	960.00	0.00
	400 Contractual Services	2,600.00	0.00	2,600.00	189.55	601.00	2,029.45
	450 Materials & Supplies	1,800.00	-110.70	1,689.30	1,689.30	0.00	1,689.30
	Subtotal of 1480 Public Information and Services	7,600.00	-110.70	7,489.30	2,209.55	1,681.00	3,718.75
	1620 Operation of Plant	354,845.00	0.00	354,845.00	284,094.34	61,770.62	9,010.04
	169 Noninstructional Salary-Subs	10,000.00	0.00	10,000.00	2,800.28	0.00	7,199.72
	200 Equipment	3,000.00	0.00	3,000.00	779.83	0.00	2,220.17
	400 Contractual Services	5,000.00	3,734.23	8,734.23	6,235.28	1,632.75	648.19
	450 Materials & Supplies	374,800.00	-851.48	373,948.51	214,420.86	93,609.86	65,817.79
	Subtotal of 1620 Operation of Plant	374,800.00	38,647.83	373,948.51	31,188.71	2,747.30	47,111.82
	1621 Maintenance of Plant	778,645.00	10,430.87	789,075.87	539,508.31	159,766.53	89,803.73
	169 Noninstructional Salaries-OT	140,580.00	0.00	140,580.00	114,543.86	28,032.62	3.72
	400 Contractual Services	3,000.00	0.00	3,000.00	678.94	0.00	2,321.06
	450 Materials & Supplies	118,225.00	4,051.00	122,876.00	92,154.03	4,524.13	66,297.84
	Subtotal of 1621 Maintenance of Plant	321,110.00	4,135.05	325,245.05	195,661.81	45,012.99	44,570.55
	1670 Central Printing & Mailing	5,030.00	24.67	5,054.67	3,034.87	1,749.70	0.00
	400 Contractual Services	500.00	-24.67	475.33	0.00	0.00	475.33
	450 Materials & Supplies	25,000.00	705.00	25,705.00	11,245.82	12,506.00	1,953.38
	Subtotal of 1670 Central Printing & Mailing	31,030.00	780.00	31,739.80	14,683.44	14,256.70	2,785.66

5-1

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 04/30/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

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	359.26	83.54	2.20
	450 Materials & Supplies	10,000.00	-1,927.22	8,072.78	7,597.64	0.00	474.44
	400 Contractual Services	400.00	0.00	400.00	0.00	0.00	400.00
	197 BOCCS Services	400.00	0.00	400.00	1,197.00	1,280.54	0.00
	Subtotal of 1010 Board Of Education	12,045.00	-1,927.22	10,117.78	7,597.64	1,280.54	876.64

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 04/30/2012

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 1980 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
1964 Refund on Real Property Taxes							
400 Contractual Services		0.00	8,024.08	8,024.08	0.00	0.00	8,024.08
Subtotal of 1964 Refund on Real Property Taxes		0.00	8,024.08	8,024.08	0.00	0.00	8,024.08
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	2,072.55	3,836.85	3,332.45
Subtotal of 1989 Unclassified		10,000.00	-758.15	9,241.85	2,072.55	3,836.85	3,332.45
2020 Supervision-Regular School							
150 Instructional Salaries		212,465.00	-16,654.98	195,810.02	156,829.00	36,975.52	5.50
160 Noninstructional Salaries		80,820.00	248.60	81,068.60	65,847.50	15,215.18	3.92
161 Noninstruct Salary-Subs		1,500.00	2,233.73	3,733.73	3,733.73	0.00	0.00
169 Noninstruct Salaries-OT		0.00	39.39	39.39	39.39	0.00	0.00
400 Contractual Services		2,995.00	-1,956.56	1,038.44	0.00	185.00	853.44
450 Materials & Supplies		5,530.00	324.80	5,854.80	4,017.18	421.53	1,416.11
490 BOCES Services		4,244.00	0.00	4,244.00	0.00	4,239.00	5.00
Subtotal of 2020 Supervision-Regular School		307,564.00	-15,767.02	291,796.98	230,466.78	60,036.23	2,283.97
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	-5,558.58	4,439.42	86.25	0.00	4,343.17
400 Contractual Services		0.00	3,381.41	3,381.41	1,220.71	345.36	1,795.34
450 Materials & Supplies		0.00	991.50	991.50	972.50	0.00	19.00

WinCap Ver: 12.04.27.6

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 04/30/2012

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		35,029.00	750.00	35,779.00	0.00	35,779.00	0.00
Subtotal of 2070 Inservice Training-Instruction		45,027.00	-455.67	44,571.33	2,289.46	36,124.36	6,157.51
2110 Teaching-Regular School							
120 Teacher Salaries, K-6		1,722,905.00	7,205.51	1,730,110.51	1,258,548.98	472,645.46	916.07
129 Teacher Salaries, K-6-OT		2,000.00	-1,190.87	809.13	809.13	0.00	0.00
130 Teacher Salaries, 7-12		1,982,365.00	-52,272.29	1,930,092.71	1,395,279.90	534,812.81	0.00
139 Teacher Salary 7-12- OT		5,000.00	-1,533.29	3,466.71	1,764.21	0.00	1,702.50
140 Sub Teacher Salaries		101,335.00	35,698.08	137,033.08	127,596.12	9,434.96	0.00
150 Instructional Salaries		2,000.00	-1,356.59	643.41	67.50	0.00	575.91
160 Noninstructional Salaries		252,335.00	21,476.48	273,811.48	199,872.74	73,938.74	0.00
161 Noninstruct Salary-Subs		10,000.00	-2,554.47	7,445.53	7,445.53	0.00	0.00
169 Noninstruct Salaries-OT		0.00	601.60	601.60	601.60	0.00	0.00
200 Equipment		9,005.00	-240.00	8,765.00	2,386.17	0.00	6,378.83
400 Contractual Services		19,450.00	666.52	20,116.52	7,960.90	4,855.50	7,300.12
450 Materials & Supplies		61,818.00	18,090.24	79,908.24	48,601.67	10,106.72	21,197.85
471 Tuition Pd to NYS Pub Sch		15,000.00	0.00	15,000.00	377.48	0.00	14,622.52
480 Textbooks		64,285.00	1,421.26	65,706.26	61,718.01	2,616.77	1,171.48
490 BOCES Services		288,605.00	-15,038.09	273,566.91	24.06	273,153.35	389.50
Subtotal of 2110 Teaching-Regular School		4,536,101.00	10,972.09	4,547,073.09	3,111,054.00	1,381,764.31	54,254.78
2250 Prg For Students w/Disabilities							
150 Instructional Salaries		519,316.00	-13,469.76	505,846.24	371,719.05	132,248.95	1,878.24
159 Prof Staff Salaries_OT		500.00	-500.00	0.00	0.00	0.00	0.00
160 Noninstructional Salaries		96,033.00	-19,035.55	76,997.45	62,175.48	14,468.97	353.00
161 Noninstruct Salary-Subs		1,000.00	2,198.65	3,198.65	3,198.65	0.00	0.00
162 CSE Office Subs		500.00	690.41	1,190.41	1,190.41	0.00	0.00
169 Noninstruct Salaries-OT		500.00	-356.35	143.65	143.65	0.00	0.00
200 Equipment		3,000.00	-1,067.90	1,912.10	0.00	0.00	1,912.10
400 Contractual Services		31,950.00	8,216.32	40,166.32	17,594.91	22,398.76	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	22,582.84	9,417.16	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	-13,665.13	2,561,564.87	479,726.71	2,109,147.84	-27,309.68
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	2,559.66	128,845.66	1,203.07	127,642.59	0.00
Subtotal of 2330 Teaching-Special Schools		126,286.00	2,559.66	128,845.66	1,203.07	127,642.59	0.00

WinCap Ver: 12.04.27.6

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances	Unencumbered Balance
5510 District Salaries	150 Instructional Salaries	3,467.00	0.00	3,467.00	2,825.02	641.83	0.15
	160 Noninstructional Salaries	223,413.00	0.00	223,413.00	159,372.37	54,834.45	9,208.18
	181 Nonstruct Salary-Subs	10,000.00	-1,500.00	8,500.00	9,385.74	0.00	114.26
	189 Nonstruct Salary-CT	10,000.00	0.00	10,351.60	10,351.60	0.00	0.00
	400 Contractual Services	1,057.00	1,380.05	2,437.05	1,927.79	484.26	15.00
	450 Materials & Supplies	1,600.00	3,303.23	4,903.23	2,140.19	2,133.04	630.00
5540 Contractual Transportation	5540 Contractual Transportation	49,129.00	4,683.28	50,812.28	39,390.12	10,584.80	837.26
	400 Contractual Services	32,000.00	8,000.00	40,000.00	28,000.00	12,000.00	0.00
	9010 ER9 State Retirement	247,000.00	-54,179.17	192,820.83	141,467.07	46,689.52	4,664.24
	9020 Teachers' Retirement	549,726.00	104,380.82	654,106.82	462,105.99	179,261.70	13,739.13
	9030 Social Security	501,487.00	34,188.70	535,675.70	374,204.21	144,990.24	18,481.25
9040 Workers' Compensation	800 Employee Benefits	91,065.00	-241.15	90,823.85	73,411.63	15,172.00	2,240.22
	9060 Unemployment Insurance	25,000.00	21,000.00	46,000.00	45,030.05	969.95	0.00
	9065 Disability Insurance	1,000.00	-48.36	953.64	794.70	158.94	0.00
	9060 Hospital, Medical, Dental Insurance	1,000.00	-48.36	953.64	794.70	158.94	0.00
	800 Employee Benefits	2,273,324.00	-60,108.03	2,213,215.97	2,147,485.40	5,305.23	59,425.34

Fund: A GENERAL FUND
 Fiscal Year: 2012
 Budget Status Report As Of: 04/30/2012

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances	Unencumbered Balance
2810 School Library & AV	160 Noninstructional Salaries	25,916.00	129.24	26,045.24	21,084.25	4,960.99	0.00
	169 Nonstruct Salary-CT	0.00	122.44	122.44	122.44	0.00	0.00
	400 Contractual Services	0.00	49.92	49.92	49.92	0.00	0.00
	450 Materials & Supplies	7,881.00	974.59	8,855.59	8,175.36	47.00	633.23
	450 State Aid-Lbr-Software	7,000.00	161.66	7,161.66	6,428.75	3.03	749.88
2830 Computer Assisted Instruction	220 State Aided Comp Hardware	49,817.00	1,437.88	42,254.85	35,880.72	5,011.02	1,383.11
	220 State Aided Assisted Instruction	18,000.00	20,938.00	38,938.00	27,981.88	17.84	10,939.28
	450 Materials & Supplies	3,559.00	0.00	3,559.00	3,559.00	901.00	1,432.04
	450 State Aid-Lbr-Software	17,400.00	6,106.50	23,506.50	9,890.85	2,938.00	10,617.55
Subtotal of 2830 Computer Assisted Instruction		39,959.00	27,044.50	60,003.50	39,098.79	3,918.84	22,987.87
150 Instructional Salaries	150 Instructional Salaries	101,670.00	580.13	102,250.13	69,440.60	22,809.53	0.00
	159 Part Shift Salaries-CT	0.00	1,594.92	1,594.92	1,594.92	0.00	0.00
	400 Contractual Services	800.00	849.85	1,649.85	1,594.92	0.00	0.00
	450 Materials & Supplies	1,341.00	444.33	1,785.33	834.00	0.00	15.85
490 BCCES Services	490 BCCES 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	2,889.23	125,780.23	72,707.29	52,437.68	635.25
160 Noninstructional Salaries	160 Noninstructional Salaries	75,814.00	388.66	76,202.66	53,100.66	23,102.80	0.00
	169 Nonstruct Salary-Subs	0.00	572.40	572.40	572.40	0.00	0.00
	400 Contractual Services	30,315.00	2,671.43	32,986.43	286.95	0.00	0.00
	450 Materials & Supplies	2,439.00	-234.48	2,204.52	1,797.77	13,339.77	2,764.68
Subtotal of 2815 Health Brvc-Regular School		108,568.00	3,885.86	112,153.86	72,539.98	36,442.67	3,171.41
2850 Co-Curricular Active-Reg Schtl	150 Instructional Salaries	27,000.00	679.76	27,679.76	12,429.82	12,249.84	3,000.00
	400 Contractual Services	0.00	1,070.05	1,070.05	1,002.75	0.00	67.30
	450 Materials & Supplies	5,800.00	1,067.75	6,867.75	3,662.00	2,965.75	1,000.00
Subtotal of 2850 Co-Curricular Active-Reg Schtl		33,275.00	6,879.95	39,945.95	19,243.78	16,934.87	4,067.30
160 Noninstructional Salaries	150 Instructional Salaries	102,986.00	0.00	102,986.00	75,089.58	24,908.22	2,888.20
	161 Nonstruct Salary-Subs	22,000.00	-1,422.00	21,112.75	11,512.69	0.00	9,600.06
	169 Nonstruct Salary-CT	14,500.00	-987.25	13,079.00	9,695.38	0.00	3,382.62
	200 Equipment	0.00	887.25	887.25	887.25	0.00	0.00
	400 Contractual Services	0.00	7,862.54	7,862.54	2,523.54	0.00	5,339.00
	450 Materials & Supplies	44,797.00	-652.34	44,144.66	41,798.17	1,500.00	646.49
Subtotal of 2860 Health Brvc-Regular School		18,276.00	2,074.34	21,350.34	16,079.82	2,709.96	2,560.56

Fund: A GENERAL FUND
 Fiscal Year: 2012
 Budget Status Report As Of: 04/30/2012

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 04/30/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances Outstanding	Unencumbered Balance
Subtotal of 9060 Hospital, Medical, Dental Insurance		2,273,324.00	-60,108.03	2,213,215.97	2,147,485.40	6,305.23	69,425.34
9089 Other (specify)							
800 Employee Benefits		33,259.00	1,412.50	34,671.50	11,115.19	23,556.31	0.00
Subtotal of 9089 Other (specify)		33,259.00	1,412.50	34,671.50	11,115.19	23,556.31	0.00
9710 Serial Bonds-Refunding Bonds							
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	244,646.89	244,646.87	-159,999.76 ②
Subtotal of 9711 Serial Bonds-School Construction		1,794,294.00	0.00	1,794,294.00	244,646.89	1,709,646.87	-159,999.76
9732 Bond Antic Notes-Bus Purchases							
600 Principal-Debt Service		169,611.00	0.00	169,611.00	169,605.00	0.00	6.00
700 Interest-Debt Service		18,089.00	0.00	18,089.00	8,866.43	0.00	7,222.57
Subtotal of 9732 Bond Antic Notes-Bus Purchases		185,700.00	0.00	185,700.00	178,471.43	0.00	7,228.57
9901 Transfer to Other Funds							
950 Txd-Special Aid Fund		25,000.00	0.00	25,000.00	44,080.11	0.00	-19,080.11 ③
Subtotal of 9901 Transfer to Other Funds		25,000.00	0.00	25,000.00	44,080.11	0.00	-19,080.11
9950 Transfer to Capital Fund							
900 Txd 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		16,594,400.00	138,768.67	16,733,168.67	9,450,426.48	9,006,354.50	276,387.69

- ① Increase in special ed costs. Will need to recommend an increase in BOCES contract from fund balance.
- ② was to be paid from Capital Fund however B. Donegan's office had revised budget and not included capitalized interest in budget so have to pay from local funds. Debt service fund transfer of \$95,346 offsets expenditure. Also less final debt service due to refunding
- ③ Preliminary BOCES extended school year charge exceeds budget.

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 04/30/2012

Fiscal Year: 2012

Fund: A GENERAL FUND

Selection Criteria

Criteria Name: Shared: GF YTD BOE Report
Fund: A
Budget type: Current Year
As Of Date: 04/30/2012
Suppress budgetcodes with no activity
Print Summary Only
Sort by: Fund/Function/Object
Printed by Deb Palmer

Criteria Name: Shared GF YTD BOE Report Modified
Fund: C
Budget Type: Current Year
As Of Date: 04/30/2012
Suppress budgetcodes with no activity
Print Summary Only
Sort by: Fund/Function/Object
Printed by Deb Palmer

Selection Criteria

Fund: C SCHOOL LUNCH FUND
Fiscal Year: 2012

Budget Status Report As Of: 04/30/2012

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Account	Description	Initial Budget	Adjustments	Current Budget	Year-to-Date Expenditures	Encumbrances Outstanding	Unencumbered Balances
2860 School Food Service Programs	160 Nonfunctional Salaries	152,982.00	-5,665.11	147,293.89	111,550.69	35,259.85	483.25
	161 Support Staff Subs	0.00	2,112.20	2,112.20	2,575.91	0.00	0.00
	169 Nonfunctional Salaries	0.00	3,575.91	3,575.91	3,575.91	0.00	22,401.63
	200 Equipment	25,000.00	0.00	25,000.00	2,598.37	0.00	0.00
	400 Contractual and Other	10,119.00	4,000.00	14,119.00	10,309.35	3,069.45	740.20
	410 Contractual and Other	175,460.00	-10,442.13	165,017.87	139,987.57	3.06	26,027.22
	420 M&S	11,928.00	4,025.00	15,953.00	9,440.78	2,925.05	3,967.17
	430 BOCES Services	25,863.00	0.00	25,863.00	276,574.87	41,257.53	25,863.00
	9010 ERS F/B	17,593.00	2,442.13	20,035.13	14,762.01	5,273.12	0.00
	Subtotal of 9010 ERS F/B	17,593.00	2,442.13	20,035.13	14,762.01	5,273.12	0.00
	9030 Social Security F/B	11,703.00	0.00	11,703.00	8,874.90	2,697.39	130.71
	Subtotal of 9030 Social Security F/B	11,703.00	0.00	11,703.00	8,874.90	2,697.39	130.71
	9040 Workers' Compensation	1,254.00	0.00	1,254.00	0.00	0.00	1,254.00
	Subtotal of 9040 Workers' Compensation	1,254.00	0.00	1,254.00	0.00	0.00	1,254.00
	9060 Health & Medical Insurance	10,122.00	0.00	10,122.00	0.00	0.00	10,122.00
	Subtotal of 9060 Health & Medical Insurance	10,122.00	0.00	10,122.00	0.00	0.00	10,122.00
	9901 Transfer to General Fund	0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal of 9901 Transfer to General Fund	0.00	0.00	0.00	0.00	0.00	0.00
	9903 Other Interfund Transfers	15,750.00	0.00	15,750.00	7,875.00	0.00	7,875.00
	Subtotal of 9903 Other Interfund Transfers	15,750.00	0.00	15,750.00	7,875.00	0.00	7,875.00
	Total SCHOOL LUNCH FUND	457,774.00	25.80	457,799.80	319,098.78	49,228.04	98,484.18

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

Budget Status Report As Of: 04/30/2012

Fiscal Year: 2012

Fund: C SCHOOL LUNCH FUND

ELMIRA HEIGHTS CSD

March 31, 2012

	GEN WORKERS COMP RESERVE CHASE	GENERAL CHECKING CHASE	GENERAL PREMIER CHASE	GENERAL TAX CHASE	GENERAL MMA CITY	GENERAL TAX CITY	GENERAL FUND SUMMARY
BALANCE PRIOR MONTH	\$258,148.85	\$48,172.81	\$3,783,885.80	\$888.27	\$4,574,874.99	\$2,089.48	\$8,948,830.10
CURRENT MONTH RECEIPTS	\$88.80	\$183,743.43	\$3,254,733.51	\$2.07	\$1,510.84	\$0.00	\$3,419,898.65
TOTAL	\$258,247.45	\$212,819.04	\$7,019,328.41	\$890.34	\$4,576,385.83	\$2,089.48	\$12,266,418.23
DISBURSEMENTS CURRENT MONTH	\$0.00	-\$178,188.34	-\$1,208,882.04	\$0.00	-\$132,012.00	\$0.00	-\$1,519,072.28
BALANCE PER BOOKS	<u>\$258,247.45</u>	<u>\$34,749.90</u>	<u>\$5,809,437.37</u>	<u>\$890.34</u>	<u>\$4,444,373.83</u>	<u>\$2,089.48</u>	<u>\$10,882,248.37</u>
BALANCE PER BANK STATEMENT	\$258,247.45	\$64,773.05	\$5,809,437.37	\$888.34	\$4,443,973.89	\$2,089.48	\$10,887,269.82
LESS OUTSTANDING CHECKS	\$0.00	-\$18,023.35	\$0.00	\$0.00	\$0.00	\$0.00	-\$18,023.35
DEPOSITS IN TRANSIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
RECONCILING ITEMS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BALANCE IN BANK	<u>\$258,247.45</u>	<u>\$39,749.90</u>	<u>\$5,809,437.37</u>	<u>\$888.34</u>	<u>\$4,443,973.83</u>	<u>\$2,089.48</u>	<u>\$10,882,248.37</u>

	SCH LUNCH PAYCHECKS CHASE	SCH LUNCH SAVINGS MAY	SCH LUNCH CORG CHASE	SCHOOL LUNCH FUND SUMMARY	FED CHECKING CITY
BALANCE PRIOR MONTH	\$9,214.88	\$101,191.00	\$63,588.38	\$178,874.73	\$128,998.48
CURRENT MONTH RECEIPTS	\$2,787.70	\$21.49	\$83,441.06	\$98,230.24	\$108,251.42
TOTAL	\$11,992.58	\$101,212.15	\$147,009.43	\$280,204.97	\$286,247.90
DISBURSEMENTS CURRENT MONTH	-\$9,862.77	\$0.00	-\$53,488.43	-\$82,882.20	-\$88,048.30
BALANCE PER BOOKS	<u>\$2,129.81</u>	<u>\$101,212.15</u>	<u>\$93,521.00</u>	<u>\$197,322.77</u>	<u>\$198,199.60</u>
BALANCE PER BANK STATEMENT	\$2,129.81	\$101,212.15	\$93,521.00	\$197,322.77	\$198,199.60
LESS OUTSTANDING CHECKS	\$0.00	\$0.00	-\$32.38	-\$32.38	-\$0.00
DEPOSITS IN TRANSIT	\$443.00	\$0.00	\$1,742.01	\$2,185.01	\$0.00
RECONCILING ITEMS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BALANCE IN BANK	<u>\$2,129.81</u>	<u>\$101,212.15</u>	<u>\$93,521.00</u>	<u>\$197,322.77</u>	<u>\$198,199.60</u>

	CAP CHECKING CHASE	CAP PREMIER CHASE	CAPITAL FUND SUMMARY
BALANCE PRIOR MONTH	\$77,828.02	\$168,891.34	\$236,329.36
CURRENT MONTH RECEIPTS	\$0.00	\$32.89	\$32.89
TOTAL	\$77,828.02	\$168,924.23	\$236,362.25
DISBURSEMENTS CURRENT MONTH	-\$14,484.88	\$0.00	-\$14,484.88
BALANCE PER BOOKS	<u>\$63,343.14</u>	<u>\$168,924.23</u>	<u>\$221,877.37</u>
BALANCE PER BANK STATEMENT	\$72,085.18	\$168,924.23	\$230,989.11
LESS OUTSTANDING CHECKS	-\$8,018.84	\$0.00	-\$8,018.84
DEPOSITS IN TRANSIT	\$0.00	\$0.00	\$0.00
RECONCILING ITEMS	\$0.00	\$0.00	\$0.00
BALANCE IN BANK	<u>\$63,343.14</u>	<u>\$168,924.23</u>	<u>\$221,877.37</u>

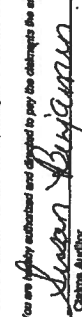
	TRUST & AGENCY CHASE	SEBA BANCORP	PAYROLL CHASE	TRUST & AGENCY SUMMARY	SCHOLARSHIP CHASE
BALANCE PRIOR MONTH	\$28,097.22	\$3,932.30	\$0.00	\$32,029.52	\$30,328.88
CURRENT MONTH RECEIPTS	\$1,148,182.18	\$1,321.22	\$827,022.89	\$1,776,806.29	\$38,888.34
TOTAL	\$1,176,279.40	\$5,253.52	\$827,022.89	\$1,808,835.81	\$30,888.30
DISBURSEMENTS CURRENT MONTH	-\$1,141,348.33	-\$1,321.22	-\$827,022.89	-\$1,769,692.44	\$0.00
BALANCE PER BOOKS	<u>\$34,931.07</u>	<u>\$3,932.30</u>	<u>\$0.00</u>	<u>\$32,029.52</u>	<u>\$30,888.30</u>
BALANCE PER BANK STATEMENT	\$41,482.19	\$3,932.30	\$28,634.07	\$71,638.06	\$30,718.20
LESS OUTSTANDING CHECKS	-\$8,088.88	\$0.00	-\$27,098.18	-\$33,187.06	-\$80.00
DEPOSITS IN TRANSIT	\$0.00	\$398.50	\$0.00	\$398.50	\$0.00
RECONCILING ITEMS	-\$472.12	\$0.00	\$472.12	\$0.00	\$0.00
BALANCE IN BANK	<u>\$34,931.07</u>	<u>\$3,932.30</u>	<u>\$0.00</u>	<u>\$32,029.52</u>	<u>\$30,888.30</u>

Joe Bussman
TREASURER
Jane Bradley
CFO MANAGEMENT

Claims Auditor Report
Claims Audit For Elmira Heights
Check Run Dated - April

Fund	# of Invoices	Dollar Amount	Audit Date	Exceptions	Check Numbers	Check Date	Dollar Amount
Gen	20	3,016.70	4/2-4/3/12		18970-18984	4/6/12	3,016.70
Gen	37	30,738.52	4/9-4/10/12	A-C	18985-19002	4/12/12	30,738.52
Gen	18	2,133.38	4/10/12		ET	4/12/12	2,133.38
Gen	19	15,800.88	4/16-4/17/12		19003-19018	4/18/12	15,800.88
Gen	1	180.00	4/20/12		19019	4/20/12	180.00
Gen	32	6,572.14	4/24-4/25/12		19020-19030	4/26/12	6,572.14
General Fund Total:		68,251.63					68,251.63
Sch	2	312.00	4/9/12		3654	4/4/12	312.00
Sch	57	20,837.19	4/9/12		3655-3674	4/6/12	20,837.19
Sch	1	7.88	4/9/12		3675	4/12/12	7.88
Sch	1	43.75	4/18/12		3678	4/18/12	43.75
School Lunch Total:		21,200.80					21,200.80
Fed	1	1,636.60	4/2/12		3725	4/4/12	1,636.60
Fed	3	6,939.87	4/9/12		3728-3727	4/12/12	6,939.87
Fed	1	121,802.00	4/16/12		3728	4/18/12	121,802.00
Fed	2	5,398.00	4/24-4/25/12		3729-3730	4/26/12	5,398.00
Federal Fund Total:		135,876.47					135,876.47
Cap	1	1,863.50	4/6/12		1875	4/12/12	1,863.50
Cap	1	1,863.50	4/16/12		1878	4/18/12	1,863.50
Capital Fund Total:		3,827.00					3,827.00
TIA	1	206,776.00	4/5/12		13636	4/6/12	206,776.00
TIA	11	376.10	4/11/12		13637-13647	4/12/12	376.10
TIA	7	175,810.98	4/24-4/25/12		13656-13659	4/26/12	175,810.98
Trust & Agency Total:		384,963.08					384,963.08
Total All Funds:		604,225.09					604,225.09

To the check Treasurer:
 I hereby certify that the claims encompassing the amount noted above have been audited to the total amount of \$ 604,225.09.
 You are highly authorized and directed to pay the checks to the amount allowed and charge to the proper fund.


 Susan Biggs
 Claims Auditor

Claims Audit Exception Report

Claims Audit Exception Report for Elmira Heights
 Check Run Dated - April 2012

Exception Reference	Check Date	PO#	PO Date	Invoice Date	Amount	Vendor	Items/Services Purchased	Issue with Purchase or Cause for Exception/Comment	Resolution
A	4/12/12	12-00749	4/3/12	3/10/12	\$142.00	Hard Fit Productions	Charts for football for wireless	Confirming PO	Paid With Exception
B	4/12/12	12-00740	4/2/12	12/1/11	\$82.80	Section IV Athletic	Wrestling Assessment Charges	Confirming PO	Paid With Exception

G-5

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT TREASURER'S MONTHLY REPORT	
EXTRA CLASSROOM CHECKING ACCOUNT	3/31/2012 DATE
Total Available Balance	\$91,214.04
Deposits for Month:	
Cash Receipts	\$4,973.79
Other- Transfer from Savings, Void Checks	\$1,000.00
Total Receipts	\$97,187.83
Disbursements made during the month:	
By check	\$12,585.54
From check #8057 to check #8088	\$0.00
Other- Wire transfers/Withdrawal, NSF checks	\$94,602.29
Cash shown by records	\$94,602.29
Reconciliation with Bank Statements	
Balance as shown on bank statement @ end of month	\$88,429.27
Add: Deposits in Transit	\$0.00
Less: Outstanding checks	\$1,826.98
Reconciling item	\$0.00
Net balance in bank	\$94,602.29
Total available balance	\$94,602.29

Approved by Lisa Baumann

April 02, 2012
12:53:16 pm

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
Outstanding Check Listing
Bank Account: OT Checking - OT Checking HSBC

Page 1

Check Number	Check Date	Remit To	Warrant	Fund	Recorded	Statement Date	Check Amount	Check Number	
008046	02/29/2012	CICORALORI	0114	OT	No		\$87.00	008046	
008080*	03/13/2012	SAM'S CLUB DIRECT	0121	OT	No		\$135.43	008080	
008083*	03/21/2012	BOBBY K ENTERTAINMENT	0127	OT	No		\$1,085.00	008083	
008085*	03/21/2012	PIZZA PICK-UP	0127	OT	No		\$72.00	008085	
008088	03/21/2012	SAM'S CLUB DIRECT	0127	OT	No		\$487.55	008088	
Subtotal for Bank Account: OT Checking - OT Checking HSBC							Grand Total	\$1,826.98	
							Net	\$1,826.98	
							Grand Total	\$1,826.98	
							Net	\$1,826.98	

Selection Criteria
Bank Account: OT Checking
Check date is thru 03/30/2012
Checks Cleared/Voided Thru: 03/30/2012
Sort by: Check Number
Printed by Kelly Buckley (OT Fund)

G-5

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
OTHER FUND Trial Balance for Fiscal Year 2012
Cycle 09
Post Dates From 07/01/2011 To 03/31/2012

G-5

GL Account	Description	Debits	Credits
Assets			
200.00	Cash	84,602.26	
200.01	Cash - St. Council Savings	13,671.50	
Liabilities and Fund Balance			
200.00	Sales Tax Holding Account		106.29
800.08	Class of 2009		1,797.82
800.10	Class of 2010		5,177.02
800.11	Class of 2011		8,243.22
800.12	Class of 2012		8,288.85
800.13	Class of 2013		13,933.99
800.14	Class of 2014		3,744.83
800.15	Class of 2015		8,318.14
801.00	TAE Band		4,868.85
801.01	Key Club		1,876.23
801.02	SKI Club		8,663.61
801.03	TAE Student Council		1,704.85
801.04	TAE Yearbook Fund		8,180.00
801.05	Medieval Festival Club		1,793.02
801.06	TAE Art Club		100.00
801.09	Student Council Savings		13,671.50
802.00	8th Grade Class		2,672.86
803.00	Middle School Store		738.26
803.01	Middle School Bulb/7th		1,161.02
803.02	Middle School Yearbook		2,073.08
803.03	Middle School Student Council		2,021.48
803.05	7th Grade Class		3,278.93
803.06			98,173.78
Grand Totals		98,173.79	



MIKE COGGIN
ELMIRA HEIGHTS SCHOOL DISTRICT 2
100 ROBINWOOD AVE,
ELMIRA HEIGHTS, NY, 14903-1549

Contract Continuation Notice
Your Contract # 1-3273217121
Your PO/Requisition # signed agreement

04/12/2012

Dear MIKE :

Thank you for choosing Johnson Controls, Inc. to service your facility this past year. We appreciate your business and look forward to another year in our partnership.

Your Service Agreement is scheduled to renew on 07/01/2012. As stated in our agreement, we are providing a one-year continuation for the annual sum of \$34,542.00.

At Johnson Controls, our core values revolve around customer satisfaction. As part of our effort to provide you with the ultimate service experience, we survey our customers on a regular basis to obtain measurements of our performance. We strive for service excellence and work to continuously improve based on your feedback. Our agents, technicians and leaders will continue to make every effort to:

- Deliver technical expertise and resources
- Be a solid business partner
- Respond quickly to your needs
- Keep you informed
- Be professional and committed

We appreciate your business and remain committed to providing you with the best possible service experience. Please do not hesitate to call if we can assist you in any way.

Sincerely,
JOHNSON CONTROLS, INC.

7612 MAIN STREET FISHERS
VICTOR, NY 145649601
Phone: 5859248346
FAX: 5859247086

Location(s) ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT, 100 ROBINWOOD AVE, ELMIRA HEIGHTS,
NY
Covered: ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT, 2083 COLLEGE AVE, ELMIRA HEIGHTS, NY

* If you do not want to continue your contract, please contact us in writing no later than 05/17/2014

Elmira Heights PFO
100 Robinwood Ave
Elmira Heights, NY 14903

Elmira Heights PFO
100 Robinwood Ave
Elmira Heights, NY 14903

April 19, 2012

April 19, 2012

The Board Of Education
Elmira Heights CSD
100 Robinwood Avenue
Elmira Heights, NY 14903

The Board Of Education
Elmira Heights CSD
100 Robinwood Avenue
Elmira Heights, NY 14903

Dear Members of the Elmira Heights Board of Education:

Dear Members of the Elmira Heights Board of Education:

The Elmira Heights PFO would like to donate up to \$400.00 for k-5 QAR chapter books for use by Michelle Mitchell.

The Elmira Heights PFO would like to donate up to \$400.00 for transportation for the 6th grade to visit the Planetarium at CCC, per Mrs. Allison.

We hope you will accept this gift from the Parent Faculty Organization of Elmira Heights. Thank you.

We hope you will accept this gift from the Parent Faculty Organization of Elmira Heights. Thank you.

Sincerely,

Sincerely,

The Elmira Heights PFO

The Elmira Heights PFO

Elise Root
Treasurer

Elise Root
Treasurer

Elmira Heights PFO
100 Robinwood Ave
Elmira Heights, NY 14903

April 19, 2012

The Board Of Education
Elmira Heights CSD
100 Robinwood Avenue
Elmira Heights, NY 14903

Dear Members of the Elmira Heights Board of Education:

The Elmira Heights PFO would like to donate up to \$400.00 for bussing for the third grade to attend the Rockwell Museum as requested by Monica Forte.

We hope you will accept this gift from the Parent Faculty Organization of Elmira Heights. Thank you.

Sincerely,

The Elmira Heights PFO

Elise Root
Treasurer

Elmira Heights PFO
100 Robinwood Ave
Elmira Heights, NY 14903

April 19, 2012

The Board Of Education
Elmira Heights CSD
100 Robinwood Avenue
Elmira Heights, NY 14903

Dear Members of the Elmira Heights Board of Education:

The Elmira Heights PFO would like to donate up to \$150.00 for Jason Howe to purchase the Discovery for Kids series to be used as reference for the state exams.

We hope you will accept this gift from the Parent Faculty Organization of Elmira Heights. Thank you.

Sincerely,

The Elmira Heights PFO

Elise Root
Treasurer

Elmira Heights PFO
100 Robinwood Ave
Elmira Heights, NY 14903

Elmira Heights PFO
100 Robinwood Ave
Elmira Heights, NY 14903

April 19, 2012

April 19, 2012

The Board Of Education
Elmira Heights CSD
100 Robinwood Avenue
Elmira Heights, NY 14903

The Board Of Education
Elmira Heights CSD
100 Robinwood Avenue
Elmira Heights, NY 14903

Dear Members of the Elmira Heights Board of Education:

Dear Members of the Elmira Heights Board of Education:

The Elmira Heights PFO would like to donate up to \$300.00 for transportation for Jason Howe to take his 8th grade regents students to collect water samples to analyze.

The Elmira Heights PFO would like to donate up to \$200.00 for transportation for the kindergarten to go to the Steele Memorial Library.

We hope you will accept this gift from the Parent Faculty Organization of Elmira Heights. Thank you.

We hope you will accept this gift from the Parent Faculty Organization of Elmira Heights. Thank you.

Sincerely,

Sincerely,

The Elmira Heights PFO

The Elmira Heights PFO


Elise Root
Treasurer

Elise Root
Treasurer

GREGG MANOS
CROWD CONTROL DJ SERVICE
P O Box 126
Pine City, NY 14871-0126

4580
10-2/220

4-28-12 Date

Pay to the Order of Elmhattigh CSD \$ 100.⁰⁰
One Hundred and 00/100 Dollars 

For TAG COLLEGE FAIR DONATION Gregg Manos



Music for
All Occasions

Crowd Control
DJ Services

P.O. Box 126
Pine City, NY 14871

GREGG MANOS
(607) 738-7977

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
SCHOOL CALENDAR
2012-2013

No school	
Labor Day	09/03/12
Columbus Day	10/08/12
Veterans' Day	11/12/12
Thanksgiving Recess	11/21-23/12
Winter Recess	12/24-1/4/13
Martin Luther King Day	1/21/13
Presidents' Day	2/18/13
Good Friday	3/29/13
Spring Recess	4/1-5/13
Memorial Day	5/27/13

Number of Days School is in Session	
Sept.	18 + 1
Oct.	22
Nov.	18
Dec.	15
Jan.	17 + 1
Feb.	19
March	20
April	16 + 1
May	21 + 1
June	15
90+ 2	91 + 2
Total number of days: 181 + 4 = 185	

Early Release Days	
10/5/12	K-12 Early Dismissal
11/16/12	K-12 Early Dismissal
01/17/13	K-12 Early Dismissal
04/17/13	K-12 Early Dismissal
06/19/13	K-12 Early Dismissal

Holiday	
Conference Day	
First Day of School for Students	
TAE Students Last Day of Regular Classes 6/10/13	
PK-8 Last Day of School; Early Dismissal 6/19/13	
REGENTS & FINALS (No classes) 6/11-6/21	
Make up Days for Local Requirements	
6:30 Hall Day, 4/5, 4/4, 4/6, 4/2, 4/1	

September 2012						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October 2012						
S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2012						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

December 2012						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January 2013						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2013						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

March 2013						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2013						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May 2013						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2013						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Oct 19 - Emergency Release Drill: Students will be released 15 minutes early

Grade 3-8 Testing/Scoring dates are not yet confirmed may impact 4/29 & 5/6 Conference Days

TOWN & COUNTRY FIRE DEPT. INC

130 Gardner Road
Horseneads, New York 14845
Phone (607) 739-7134

N-6

April 27, 2012

Elmira Heights Central School District
2083 College Ave.
Elmira Heights, NY 14903
Attn. Debra Palmer

The Town and Country Fire Department has obtained a grant to improve its ability to maintain radio contact within the area protected and to establish an Interoperability capacity within the fire service and with outside agencies. We are obtaining a group of High Band (450 MHz range with both Analog and Digital capabilities) portable radios for on scene use.

As part of the program, we are looking to establish interagency communications with various agencies and services that would improve our ability to operate on any incident we are called to respond to. In this effort we are looking to include radio frequencies of agencies within and outside the fire service in the radios when they are set up. In this effort we are requesting your agencies permission to include any high band frequencies assigned to your organization in our radios. With this capability we would be able to establish on scene contact with your personal during an incident we are both responding to.

Our intent at this time is for you to formally respond with a letter of permission for us to have high band frequencies assigned to you installed on our radios. We would need the letter to indicate what frequencies we can use, with both Transmit and Receive frequencies, with any controls needed. Your assistance in our attempts to provide this interoperability capability will be appreciated. Please send your response to this request to the above address attention Ray Colwell by June 1st.


Ray Colwell, President BOD

Plan For Participation Document Developed/Reviewed By:

May Beth Flare, Superintendent of Schools

Joe Robinson, High School Principal

Dawn Hanahan, Middle School Principal

Andy Lutz, Elementary Principal

Melanie Beach, Teacher Representative (Cohen ES)

Carol Cady, Teacher Representative (District)

Dawn Call, Teacher Representative (Cohen ES)

Courtney Perez, Teacher Representative (Cohen MS)

Andi Rice, Teacher Representative (Cohen MS)

Pauli Richmond, Teacher Representative (Edison HS)

Wendy Watkins, Parent Representative

Dab Palmer, Parent Representative

In collaboration with the Elmira Heights Central School District Board of Education

President Harry Blush

Vice-President Chris Callas

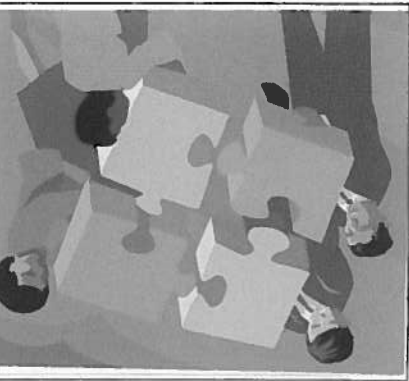
Lisa Benedict

William Brewer

Harvey Harms

Joseph Sullivan

Andrew Willard



PLAN FOR PARTICIPATION

Revised April, 2012

Table of Contents

Section I:	Definition—Shared Decision Making Purpose—Shared Decision Making
Section II:	The District Leadership Team Purpose/Responsibilities Areas For Team Decision Making Limitations of Authority Composition of team Election Process Procedural Guidelines
Section III:	The Building Leadership Teams Purpose/Responsibilities Areas For Team Decision Making Limitations of Authority Composition of team Election Process Procedural Guidelines
Section IV:	Action Teams Purpose/Responsibilities
Section V:	Means and Standards—Student Achievement New York State and Standardized Tests Performance-Based Assessment Other Data and Information Sources
Section VI:	Accountability
Section VII:	Review and Resolution
Section VIII:	State/Federal Guidelines for Parental Involvement

Section I**Definition— Shared Decision Making**

Shared decision making is a collaborative process that actively involves stakeholders in discussion and decision-making in areas that relate to student achievement.

Purpose— Shared Decision Making

The purpose of Shared Decision Making is to follow a structured process that focuses on improving teaching and learning.

Section II**The District Leadership Team (DLT)****Purpose/Responsibilities**

- > Lead and implement the Shared Decision Making Plan
- > Review the Shared Decision Making Plan biennially
- > Facilitate district-wide communication
- > Plan staff development activities
- > Review building plans to ensure alignment with district goals
- > Review critical student achievement data
- > Implement goals established by the Board of Education that support the District Mission

Areas of Shared Decision Making

- > Educational issues within the context of the Mission of the District
- > Building plans that impact student achievement
- > District created plans that focus on instruction and staff development
- > Data and information relating to student achievement

SECTION VI

Review and Resolution

Purpose/Responsibilities

Implementation of the Review and Resolution procedures shall be the responsibility of the DLT. The DLT shall serve to:

- > Review BLT plans to ensure alignment with district goals
- > Identify areas of misalignment between BLTs and mediate a solution
- > Resolve any conflicts that may arise

SECTION VII

Accountability

The DLT and BLT teams are charged with carrying out the purpose/responsibilities as outlined for the year. This shall include information as provided by each BLT.

SECTION VIII

State/Federal Guidelines for Parental Involvement

The Shared Decision Making Plan shall be implemented in accordance with all state and federal regulations. The plan shall be reviewed and recertified biennially.

Election Process

Each stakeholder group will elect its representatives based upon a fair and equitable process that is designed by each constituency (administrators, teachers, support staff, PFO, Project Graduation). Teacher representatives shall include a minimum of one member from each building. DLT community representatives will be selected by the standing Community representatives from a list of people expressing an interest in being involved with the DLT. New team members shall be elected to the DLT by September of each year. Terms of service will be two years. Members can be re-elected to successive terms.

Procedural Guidelines for DLT

The following are the guidelines for the operation of the DLT. These guidelines shall be revised yearly and revised, if necessary, at the October meeting of the DLT.

Team Roles

The DLT will assign the following roles among its members. These roles shall rotate monthly.

- > Committee Chairperson/Facilitator
- > Note-taker
- > Time keeper

The Superintendent of Schools or designee shall be responsible for assisting the note taker by disseminating minutes to all constituency groups following each meeting.

The DLT will share the responsibility for maintaining effectiveness and productivity of the team.

Operation Principles/Ground Rules

The DLT will develop and implement operational principles or "ground rules." These shall be reviewed and revised as necessary in the September meeting of the DLT.

Structures/Procedures/Practices

The DLT will establish agendas for each meeting to be shared with all stakeholder groups. Minutes/Highlights will be distributed after each meeting to all groups as well.

Limitations of Authority

- > Mandated subjects of bargaining
- > Assignment of personnel
- > Hiring personnel
- > Discipline/discharge of employees
- > Other duties of the Board of Education established by law

Composition of DLT

Members	Stakeholders	Superintendent of Schools	Administrators	Teachers	Parents	Support Staff	Community	Others
1		3	6	2		2 (minimum of 1)	2 (minimum of 1)	4

* Ad-hoc committee members by invitation. Members will have no voting authorities.

Other Data/Sources of Evidence

- ◆ School interim reports and reports cards
 - ◆ Attendance Rates
 - ◆ Disciplinary Reports
 - ◆ Graduation Rates
 - ◆ Retention Rates
 - ◆ Free and Reduced Lunch Rates
 - ◆ Failure Rates
 - ◆ Honor Roll Lists
 - ◆ Drop Out Rates
- OTHER
- ◆ Parent Input
 - ◆ Teacher recommendations/feedback
 - ◆ Community Based Surveys

SECTION V

Means and Standards

Data will be used to assess the effectiveness of plans developed to increase student achievement. Some examples of data to be examined include:

- ◆ Grades 3-8 ELA, Math Tests
- ◆ Grades 4 & 8 Science Tests
- ◆ NYS Regents Exams
- ◆ NYSESLAT, LAB-R
- ◆ NYSAA
- ◆ DIBELS, AIMSWeb
- ◆ Locally developed benchmark assessments
- ◆ Locally developed pre/post tests
- ◆ BMI

Performance Based Assessments:

- ◆ Portfolios and/or Profiles
- ◆ Student demonstration
- ◆ ACT, PSAT, SAT, SAT II
- ◆ Student performance in Art, Music, Drama and Athletics
- ◆ Career Development and Occupational Studies Performance
- ◆ Involvement in Co-curricular and Interscholastic Athletic events
- ◆ NYS Physical Fitness Test

SECTION III

The Building Leadership Teams (BLT)

Purpose/Responsibilities

- > To prepare, lead and implement building goals that align with the district goals focused on site-based issues that relate to student achievement.
- > To communicate with the DLT and constituency groups regarding issues, actions, plan and results.
- > To build teamwork, ownership and support the decisions made at the building level.
- > To assist with the budgetary process and set priorities within the building level.
- > To annually assess the effectiveness of decisions made on improving student achievement.

Areas of Team Decision Making

- > Educational issues within the context of the Mission of the District
- > Selection of textbooks
- > Development of grade level curriculum and instructional programs
- > Budgetary decisions that align with building priorities

Areas Not Subject To Shared Decision Making

- > Mandated subjects of bargaining
- > Assignment of personnel
- > Hiring personnel
- > Discipline/discharge of employees
- > Other duties of the Board of Education established by law

Schedule

The DLT will create a schedule that will accommodate its members and foster the greatest amount of participation. The team will meet on a monthly basis, with additional meetings if necessary and agreed upon by DLT members. The schedule for the upcoming academic year will be set at the June meeting.

Training

The DLT will receive the necessary training to function as a group.

Quorum

The DLT will designate its own quorum requirements at the meeting in September.

Budget

The DLT will adhere to standard district budgetary procedures.

Model for Decision Making

The DLT will operate with a consensus model for all decision making. The consensus model is defined as:

I believe I understand others' point of view; I believe others understand my point of view. I am willing to implement the decision that I helped make and will support it publicly and privately in words and action.

Composition of the Team

The composition of the BLT will be defined and implemented at each building level but must include all representatives mandated by regulations. The DLT will receive building level team composition and operating procedures annually.

Election Process

The election process will be established at each Building Level Team.

Procedural Guidelines

The procedural guidelines will be established at each Building Level Team. All procedural guidelines will be submitted to the DLT.

SECTION IV

Action teams

Purpose

From time to time it may be necessary to create action teams to address specific tasks identified by the BLT. Action teams must report directly to the BLT and must operate within the guidelines established by the district and building level teams.

Composition

The composition will be determined by the BLT.

Obligation

The action teams will be charged with preparing an action plan that addresses the specific issue identified by the BLT. The completed plan will be submitted to the BLT for review, modification and implementation.

Action teams must work within the established budgetary procedures in the district.

**Response to Intervention Model including
Academic Intervention Services**

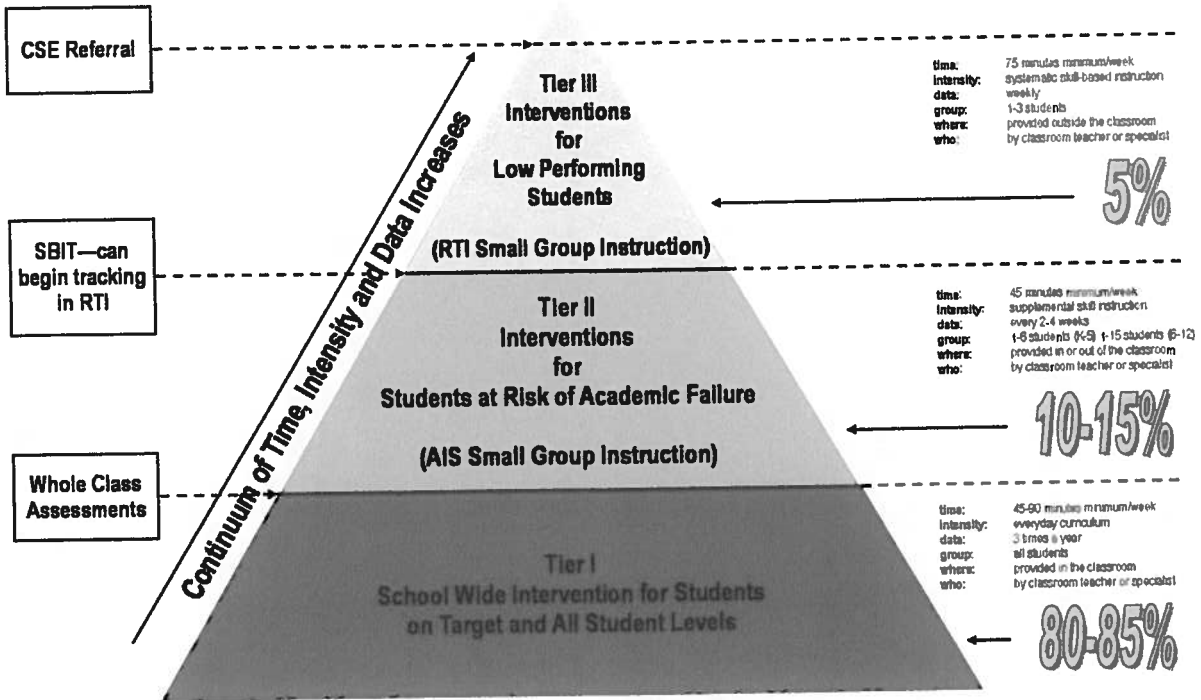
Developed by the
Elmira Heights Central School District

2012-2013

Revised: April 2012

Revised: April 2012

Elmira Heights Central School District RTI Plan



RESPONSE TO INTERVENTION (RTI) PROCESS

In accordance with Commissioner's Regulations, the School District has established administrative practices and procedures for implementing District-wide initiatives that address a Response to Intervention (RTI) process applicable to all students. For students suspected of having a potential learning disability, the District will provide appropriate RTI services pursuant to Commissioner's Regulations prior to a referral to the Committee on Special Education (CSE) for evaluation.

MINIMUM REQUIREMENTS OF RTI PROGRAM

The District's RTI process shall include the following minimum requirements:

- Scientific, research-based instruction in reading and mathematics provided to all students in the general education class by qualified personnel. Instruction in reading, per Commissioner's Regulations, shall mean scientific, research-based reading programs that include explicit and systematic instruction in phonemic awareness, phonics, vocabulary development, reading fluency (including oral reading skills) and reading comprehension strategies;
- Screenings shall be provided to all students in the class to identify those students who are not making academic progress at expected rates;
- Scientific, research-based instruction matched to student need with increasingly intensive levels of targeted interventions for those students who do not make satisfactory progress in their levels of performance and/or in their rate of learning to meet age or grade level standards;
- Repeated assessments of student achievement which should include curriculum based measures to determine if interventions are resulting in student progress toward age or grade level standards;
- The application of information about the student's response to intervention to make educational decisions about changes in goals [i.e., goals for all students, not just Individualized Education Program (IEP) goals], instruction and/or services and the decision to make a referral for special education programs and/or services; and
- Written notification to the parents when the student requires an intervention beyond that provided to all students in the general education classroom.

STRUCTURE OF RTI PROGRAM

The District's RTI program will consist of three tiers of instruction/assessments to address increasingly intensive levels of targeted intervention to promote early identification of student performance needs and/or rate of learning, and to help raise achievement levels for all students.

School Based Tiered Teams, whose members may include, but are not limited to, general education teachers, special education teachers, the school psychologist, reading and math coordinators, designated administrators, and other individuals deemed appropriate by the District, will be available for each building/grade level classification to address the implementation of the District's RTI process.

The School Based Tiered Team's responsibilities shall include, but are not limited to, the following:

- a) Determining the level of interventions/student performance criteria appropriate for each tier of the RTI model;
- b) Analyzing information/assessments concerning a student's response to intervention and making educational decisions about changes in goals, instruction and/or services;
- c) Determining whether to make a referral for special education programs and/or services.

TIERED INSTRUCTION

The District will provide three tiers of increasingly intensive levels of targeted intervention and instruction for those students who do not make satisfactory progress in their levels of performance and/or in their rate of learning to meet age or grade level standards.

It is expected that use of the Tier Level of instruction will be specific to each student's needs and will be an ongoing process, with students entering and exiting tiers of intervention according to the analysis of student performance data and progress monitoring.

Tier One Instruction

Tier One instruction is provided to all students in the general education setting. The use of scientific, research based instruction in the areas of reading and math will be provided by the general education teacher and/or other qualified personnel as appropriate, and will emphasize proactive, preventative core instructional strategies in the classroom setting. Group and/or individualized instruction, assessment and reinforcement activities will be provided as deemed appropriate by the classroom teacher.

The analysis of Tier One student performance data will be used to identify those students who need additional intervention at the Tier Two Level of instruction.

Tier Two Instruction

In general, Tier Two instruction will consist of small group, targeted interventions for those students identified as being "at risk" who fail to make adequate progress in the general education classroom. Tier Two instruction will include programs and intervention strategies (i.e. AIS services) designed to supplement Tier One interventions provided to all students in the general education setting.

Tier Two instruction may be provided by specialized staff such as reading and math teachers, tutors, speech therapists, school psychologists and/or school counselors as determined by the School Based Intervention Team.

At the conclusion of Tier Two instruction, the School Based Tiered Team will review the student's progress and make a determination as to whether Tier Two interventions should be maintained; the student returned to the general education classroom if satisfactory progress is shown; or referred for Tier Three instruction.

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Tier Three Instruction

Tier Three instruction is the provision of more intensive instructional interventions, tailored to the needs of the individual student; and is provided to those students who do not achieve adequate progress after receiving interventions at the Tier Two level. Tier Three instruction may include longer periods of intervention program and services than those provided in the first two Tiers based upon the significant needs of the student.

Tier Three instruction will be provided by those specialists, as determined by the School Based Intervention Team, best qualified to address the individual student's targeted area(s) of need. If deemed appropriate by the Team, and in accordance with applicable law and regulation, a referral of the student may be made to the Committee on Special Education.

Progress monitoring on a continuous basis is an integral part of Tier Three; and the student's response to the intervention process will determine the need/level of further intervention services and/or educational placement.

ACADEMIC INTERVENTION SERVICES

INTRODUCTION

The Elmira Heights School District, located in Chemung County, has a student enrollment of 1200 pupils. The district believes that all students should be afforded appropriate and targeted opportunities for academic assistance and intervention, based on root cause analysis and multiple measures, so that all students may be successful in meeting the New York State Learning Standards.

Academic Intervention Services means additional instruction and/or student support services which supplements instruction provided in the general curriculum and assists students in meeting State learning standards. Academic Intervention Services are intended to assist students who are *at risk* of not achieving the State learning standards in English language arts, mathematics, social studies and/or science, or who are at risk of not gaining the knowledge and skills needed to meet or exceed designated performance levels on State assessments. Academic Intervention Services shall be made available to students with disabilities on the same basis as non-disabled students. Services for students with disabilities shall be consistent with their individualized education program.

In accordance with Part 100 of Commissioner's Regulations, the following plan has been developed to implement comprehensive Academic Intervention Services that will address the following components:

- additional instruction that supplements the general curriculum (regular classroom instruction) and/or
- student support services needed to address barriers to improve academic performance

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The intensity of such services may vary, but must be designed to respond to student needs as indicated through the State assessments results and/or the district-adopted procedures that are consistently applied throughout the district at each grade level.

Academic Intervention Services are required for students in kindergarten to grade three when students:

- lack reading readiness based on an appraisal of the student, including his/her knowledge of sounds and letters

- or
- are *at risk* of not meeting the State designated performance level in English language arts and/or mathematics

Academic Intervention Services are required for students in grade four to eight

when students:

- score below the State designated performance level on one or more of the State assessments in English language arts, mathematics, social studies or science
- or
- are limited English proficient (LEP) or are *at risk* of not achieving State learning standards in English language arts, mathematics, social studies and/or science through English or the student's native language
- or
- are *at risk* of not achieving State standards in English language arts, mathematics, social studies and/or science

Academic Intervention Services are required for students in grade nine through twelve when students:

- score below the State designated performance level on one or more of the State assessments in English language arts, mathematics, social studies or science, or score below the State designated performance level on any of the State examinations required for graduation
- or
- are limited English proficient (LEP) or are *at risk* of not achieving State learning standards in English language arts, mathematics, social studies and/or science through English or the student's native language
- or
- are *at risk* of not achieving State standards in English language arts, mathematics, social studies and/or science

ELIGIBILITY FOR ACADEMIC INTERVENTION SERVICES

Students eligible for AIS will be determined by performance on the State assessments and/or uniform district adopted procedures for the identification of students at risk.

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STATE ASSESSMENTS

Each year the Grade 3-8 State assessments will have four designated performance levels on each assessment. All students that score below level 3 (in levels 1 and 2) are eligible to receive academic intervention services.

At the high school level, all students that score below the approved local passing grade on State assessments required for graduation are eligible to receive intervention services.

NOTE: The *level of service* for students failing to meet the designated performance levels on State assessments or for students that fall below passing standards on the high school State assessments required for graduation will be determined by verification of student performance using additional multiple assessments/sources of evidence.

DISTRICT ADOPTED PROCEDURES

The Elmira Heights District will review additional assessments/sources of evidence to determine AIS eligibility. Such assessments are not limited to, but may include:

- Developmentally appropriate measures such as:
- > diagnostic assessments
 - > early literacy profiles
 - > reading assessments
 - > portfolio assessments
 - > performance demonstrations
 - > assessment of skills, concepts and knowledge

- Test of demonstrated technical quality such as:
- > standardized, norm references tests (above grade three)
 - > standardized, criterion referenced tests
 - > other commercially prepared assessments
 - > other measures that meet the standards contained in the *Standards for Education and Psychological Testing* (American Psychological Association)

Sources of evidence are not limited to, but may include:

- Review of:
- > classroom performance (i.e., participation, student work/portfolios/homework completion)
 - > review of report card grades
 - > review of student records (i.e., attendance, discipline, health related, family related, mobility related)
 - > software based assessments
- Recommendation from:
- > teachers, administrators, counselors, other school staff, parents
 - > Part 154 performance standards for LEIP/ELL

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District procedures will also be used to evaluate students that were absent from all or part of a required assessment, or when a student transfers into the district from out-of-state or the country.

More prescribed procedures in the various grade levels are identified in the following sections:
District Procedures Grades K-5, District Procedures Grades 6-8 and
District Procedures Grades 9-12.

District Procedures Grades K-5

Students are identified for lack of reading readiness, mathematic proficiency and/or being at risk of not achieving the State designated performance levels on the English language arts and/or mathematics exam to be administered in grade 3,4, and 5.

The district adopted process shall be:

- 1.) students are evaluated for reading readiness using developmentally appropriate measures through the use of an ELA profile. See *Appendix A* for specific sources of evidence and designated performance levels.
- 2.) students are evaluated for reading readiness and math using any of the following tests of demonstrated quality:
 - a. CBA
 - b. State Assessments
 - c. Running Records
 - d. Woodcock
 - e. Key Math
 - f. WIAT
 - g. District developed benchmark assessments

Sources of evidence

- ✓ student falls below the designated performance level
- ✓ student scored at or below the appropriate grade level equivalent
- ✓ student meets minimal competency level but has not yet met mastery level

h. DIBELS

i. ERDA (Early Reading Diagnostic Assessment)

j. Program assessments

3.) Students are evaluated for reading readiness and math by reviewing the following sources of evidence:

- a. classroom performance
Sources of evidence
 - ✓ Responsible Citizen section on report card is below satisfactory
 - ✓ Interim Reports
- b. review of report card grades
Sources of evidence
 - ✓ Language Arts and Math sections on report card fall below satisfactory or 70%
 - ✓ Interim Reports
- c. review of student records
Sources of evidence
 - ✓ Student Placement Cards:
 - attendance/tardiness
 - SBIT Meetings
 - current services
 - behavioral status
- d. AIS Quarterly Progress Report: See Appendix B

4.) Additional sources of evidence will be reviewed by the SBIT team to determine both academic services needed and support services needed. An individual AIS plan will be outlined for the child using the form in *Appendix C*

District Procedures Grades 6-8

Students failing to meet the designated performance levels on an state assessments will receive AIS (all Level 1 & 2). In addition, students that are at risk of not meeting the State designated performance levels on the English language arts, mathematics, science of social studies intermediate assessments will be referred to the grade level academic core teams for further evaluation.

The district adopted process shall be:

Academic Core Teams will review student progress and make recommendations for appropriate Academic Intervention Services.

1) Elementary state assessment results shall be reviewed with all students scoring at levels 1 or 2 referred to the Academic Core Team. Additional sources of evidence will be reviewed by the team to determine both academic services needed and support services needed. An individual AIS plan will be outlined for the child using the form in *Appendix C*.

2.) Students will be scheduled to receive extra time for focused instruction and increased teacher instructional contact time designated to help students achieve the learning standards in the areas requiring AIS. Teachers will diagnose identified students' skills using state assessment results and/or locally developed measures, and/or other standardized tests.

Sources of evidence for the prescribed tests will be:

- ✓ student falls below the designated performance level
- ✓ student scored at or below the appropriate grade level equivalent
- ✓ student meets minimal competency level but has not yet met mastery level

Other sources of evidence include:

- a. Report Card Grades
 - ✓ Sources of evidence
 - ✓ students failing a class with <65
 - ✓ students passing between 65-75 and have not yet met mastery level
 - ✓ lack of consistency of performance on specific components of course content

b. Classroom Performance

- ✓ Sources of Evidence
- ✓ Classroom performance including participation, class work, homework
- ✓ Subject skills measured through content and knowledge assessments
- ✓ Assessment portfolios
- ✓ demonstrations

Teachers will develop an instructional program designed to lead toward success on future NYS assessments required for graduation. Identified students will receive AIS until performance indicates they have met or are likely to meet, NYS learning standards and no longer are in need of academic intervention services.

3.) In addition to students who evidence need for AIS, other students exhibit behavioral or social problems that put them at risk of not meeting NYS learning standards in the future. These students will be referred by the teachers to the guidance counselors and principal who will determine and arrange for student support services.

District Procedures Grades 9-12

Students failing to meet the designated performance levels on the state assessments will receive AIS (all Level 1 & 2) or score below the State designated performance level on any exam required for graduation. In addition, students that are at risk of not meeting the State designated performance levels on any examination required for graduation will be referred to the guidance counselors and principal for further evaluation.

Process for Referral:

1.) All students scoring at levels 1 and 2 of the NYS assessments shall be referred to the guidance counselors and principal for review. Additional sources of evidence will be considered by the guidance counselor and principal to determine both academic and support services needed. An individual AIS plan will be outlined for the child using the form in *Appendix C*.

2.) Regents examination results for all examinations required for graduation will be reviewed. Any students failing to pass a required examination will be referred to the guidance counselors and principal to determine the level of services needed. An individual AIS plan will be outlined for the student using the form in *Appendix C*.

3.) Students will be scheduled to receive extra time for focused instruction and increased teacher instructional contact time designated to help students achieve the learning standards in the areas requiring AIS. Teachers will diagnose identified students' skills using immediate assessment results and/or locally developed measures, and/or standardized tests.

Sources of evidence for the prescribed tests will be:

- ✓ student falls below the designated performance level
- ✓ student scored at or below the appropriate grade level equivalent
- ✓ student meets minimal competency level but has not yet met mastery level

Other sources of evidence include:

- a. Report Card Grades
 - ✓ Sources of evidence
 - ✓ students failing a class with <65
 - ✓ students passing between 65-75 and have not yet met mastery level
 - ✓ lack of consistency of performance on specific components of course content

b. Classroom Performance

- ✓ Sources of Evidence
- ✓ Classroom performance including participation, class work, homework
- ✓ Subject skills measured through content and knowledge assessments
- ✓ Assessment portfolios
- ✓ demonstrations

Teachers will develop an instructional program designed to lead toward success on future NYS assessments required for graduation. Identified students will receive AIS until performance indicates they have met or are likely to meet, NYS learning standards and no longer are in need of academic intervention services.

4.) In addition to students who evidence need for AIS, other students exhibit behavioral or social problems that put them at risk of not meeting NYS learning standards in the future. These students will be referred by the teachers to the guidance counselors and principal who will determine and arrange for student support services.

RANGE OF SERVICES THAT MAY BE PROVIDED

The range of services provided for students in need of AIS will be based on the level of their needs as determined by reviewing multiple measures and sources of evidence. The range of services include, but are not limited to:

ACADEMIC Services

- Close monitoring of progress
- After school teacher assistance based on class performance and progress
- Scheduling options including additional class time
- Computer assisted instruction
- Individualized instruction
- Small group instruction
- Stretch courses
- Summer school
- Placement in a co-teaching setting
- Core subject learning centers/labs
- Alternative education placement
- Out of district special education placement (deaf and blind)

SUPPORT SERVICES

- Counseling
 - a. Social Worker
 - b. Guidance Counselor
 - c. Dean of Students
 - d. School Nurse
- e. Speech Pathologist
- f. Out of district appropriately certified staff
- Mentoring
 - a. Lunch buddies/special friends
 - b. Special Education teacher
 - c. Peer tutor
 - d. Classroom teacher
 - e. Out of district programs

COMMENCEMENT OF SERVICES PROVIDED

AIS instructional and/or support services must commence no later than the semester following a determination that such services are needed. At the high school level, services can not be postponed until students are scheduled for a course in which AIS is needed.

In grades K-4, and in grades 5-8, all 28 Learning standards must be included in a student's program of instruction. Such instruction must be adequate to meet the elementary level standards at the end of grade 4 and the intermediate level standards at the end of grade 8 in each of the 28 areas.

In grades 7-8, AIS must be provided in a manner that does not diminish instructional time to a degree that may prevent a student from achieving the State learning standards in any area required for graduation or for meeting local standards of promotion. It is permissible to reduce, but not eliminate some instructional time in areas other than the core subjects in order to provide AIS.

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In grades 9-12, in order to provide required AIS, the school may postpone, but not eliminate, particular courses required for graduation.

STUDENT PROGRESS REPORTS

Student reports will document progress to determine when the academic achievement warrants a student being discontinued from academic intervention services. Parents must minimally receive quarterly reports that indicate student progress. Reporting to parents will be done on the report cards at regular intervals.

PARENTAL NOTIFICATION and INVOLVEMENT

The building principal or principal designee will be responsible for parental notification indicating a need for Academic Intervention Services. The notification will be made in writing and will include:

- a summary of the academic services to be provided
- the reason the student needs such services; and
- consequences for not achieving expected performance levels

If a parent objects to having his/her child receive academic intervention services the district should, in a timely manner, listen to parental concerns, share evidence of the student's need for academic intervention services, and work with the parent(s) to assure the provision of appropriate academic intervention services. Placement in educational programs during the regular school day, however, remains the responsibility of the district and school.

On going communication must be provided to parents. Parents to students receiving AIS shall be provided with:

- an opportunity to consult with the student's regular classroom teacher(s) and other professional staff providing AIS services at least once per semester during the regular school year
- quarterly reports on the student's progress during the regular school year by mail, telephone, or other telecommunications
- information on ways to work with their child to improve achievement; monitor their child's progress; and work with educators to improve their child's achievement

The parent(s) shall be notified by the principal or principal designee that Academic Intervention Services will be discontinued. (Appendix D) Such notice must:

- include the criteria for ending service;
- include the performance levels obtained on district-selected assessments, is appropriate

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SAMPLE

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
ACADEMIC INTERVENTION SERVICES
CONTINUATION LETTER
SCHOOL YEAR: 2012-2013

Student: %[Name] ID: %[ID] Grade: %[Grade]
School: %[School]

Dear Parent/Guardian,
Your child, %[name], will continue to receive Academic Intervention Services in:

Intervention	Duration/Degree	Entry Criteria	Provider	Standard Area	Start Date
%[1a]	%[2]	%[3]	%[4]	%[5]	%[6]

In addition to services provided in school, we are asking for your support at home. Parent support in the form of reading with your child each night, helping with and checking over homework, studying for tests, and having daily discussions about school activities are all positive ways to help your child be successful.
If you wish to discuss the Academic Intervention Services being provided for your child, please contact the Elementary office at 734-7132, the Middle School office at 734-5078 or the High School office at 733-5604. Thank you for supporting your child's academic career.

Sincerely,

Andy Lutz
Cohen Elementary Principal

Dawn Hanrahan
Cohen Middle Principal

Joe Robinson
TAE High School Principal

.....
I have read and understand the above Academic Intervention Plan. (Please sign and return this part of the form)

(student name)

(parent signature) _____
(date)

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SAMPLE

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
ACADEMIC INTERVENTION SERVICES
EXIT LETTER
SCHOOL YEAR: 2012-2013

Student: %[Name] ID: %[ID] Grade: %[Grade]
School: %[School] Start Date: %[AIS_Start]
Completion Date: %[AIS_End_Date]

Dear Parent/Guardian:

This letter is to inform you that your child will no longer require Academic Intervention Services. It has been determined that your child is currently meeting the NYS Standards based on:

- %[AIS_Criteria_Exit]

It is our goal for all children to be successful during their upcoming school years. Your child's progress will be closely monitored and if at any time we feel he/she is at risk of not meeting the New York State Standards, additional services will be provided.

Thank you for your continuing support.

Sincerely,

Andy Lutz
Cohen Elementary Principal

Dawn Hanrahan
Cohen Middle Principal

Joe Robinson
TAE High School Principal

.....
I understand that my child will no longer require Academic Intervention Services at this time. (Please sign and return this part of the form.)

(student name)

(parent signature) _____
(date)

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SAMPLE
AIS Progress Report
Assigned From: 09/01/2008 To 06/30/2009
Elmira Heights Central School District

Name:

Student ID:

Grade:

School:

Intervention:

Standard Area:

Service Provider:

Quarter Progress:
