

**Owen D. Young Central School District
Board of Education Meeting
February 13, 2023
6:30 PM**

The mission of the Owen D. Young Central School is to provide an excellent educational environment in which all students can achieve success and become contributing citizens.

AGENDA

I. Call to Order - 6:30 p.m. – Library

II. Pledge to the Flag

III. Agenda:

a. Review February 13, 2023 agenda

IV. Minutes:

a. Review January 9, 2023 minutes

V. Privilege of the floor

Persons wishing to speak should first be recognized by the President, then identify themselves, any organization they may be representing at the meeting, and the agenda topic that they wish to discuss. Multiple persons addressing similar comments are required to be addressed by one spokesperson.

Topics must be addressed one at a time with each individual's comments limited to three (3) minutes for a total of twelve (12) minutes designated for the first public comment session limited to topics listed on the agenda. Such limits may be reduced or expanded for a particular meeting by a simple majority of the Board.

The Board of Education and administration will consider all comments and will not comment or answer any questions before examining and evaluating relevant information. Once the Board of Education and administration have examined relevant information they may so choose to provide comment/response at the subsequent meeting during Routine Business, entitled "*Response to Privilege of the Floor*".

VI. Executive Session –Personnel

To discuss items related to the medical, financial, credit or employment history of a particular person, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person; and to discuss student issues.

VII. Routine Business

a. Approval of the Treasurer's Report for December 2022

VIII. New Business

a. Approve 2023-24 District Calendar

b. Approve Owen D. Young students participating in the Richfield Clay Targeting Club with Richfield Springs for Spring 2023.

- c. Approve Resolution authorizing district to participate in Oswego County BOCES Cooperative Purchasing Program.
- d. Approve items for disposal dated 2-13-23

IX. Policies

Approve 1st Reading Policy Numbers 4300 – Borrowing Funds, 4301 – Investments Policy, 4302 – Insurance, 4303 – Reserve Funds, 4400 – Audit Committee, 4401 – Annual Audit, 4402 – Auditing Claims for Payment, 4403 – Medicaid Billing Compliance, 4500 – General Procurement Standards, 4501 Competitive Bidding, 4502 – Non-Bidding Purchasing, 4503 – Sale of Surplus Property, 4504 – Purchase Orders, 4505 – Accounting of Fixed Assets, Inventory and Tracking, 4506 – Use of Federal Funds for Political Expenditures, 4507 – Procurement – Uniform Grant Guidance for Federal Awards, 8500 – Special Education Programs and Services

X. Board Forum

- a. President's Report
- b. Round Table

XI. Administrative Reports and Recommendations

- a. Superintendent/Building Principal's Report
 - a. Transportation
 - i. Driver shortage
 - Using Richfield transportation for sports runs
 - Contracting with Birnie Bus for 1 regular run
 - ii. Should ODY contract with outside company for 2023-24 and beyond
 - b. Capital project & Capital Outlay update
 - c. Instructional Coach - BOCES
 - d. Discipline report – January 2023
 - e. Budget transfers – January 2023
- b. Department updates
 - a. Guidance
 - b. Athletics & Curriculum
 - c. Technology
 - d. Communications
 - e. Maintenance
 - f. Library/Media Center
- c. Business Official's Report
 - a. Review preliminary Budget

XII. CSE/CPSE Recommendations: Dated 2/13/23

XIII. Personnel Actions: Dated 2/13/23

XIV. Adjournment

Monthly Activities 2022-2023

February

- 10 11:30 Dismissal Superintendent Conference Day
- 11 Semi Formal Dance sponsored by Student Council
- 13 Board of Education Meeting 6:30 Library
- 17 Elementary Sweet Heart Dance 6:00 – 8:00 pm sponsored by Yearbook
- 20-24 NO SCHOOL Mid Winter Recess

March

- 8 Honor Society Induction Ceremonies
- 10 11:30 Dismissal Parent Conferences
- 13 Board of Education Meeting 6:30 pm Library
- 16 Dance sponsored by Student Council
- 17 NO SCHOOL Superintendent's Conference Day
- 17-18 All County II Music Festival at Poland Central School
- 31& 1 School Musical 7:30 pm Willie Wonka Jr.

**Owen D. Young Central School District
Board of Education Meeting
January 9, 2023**

The mission of the Owen D. Young Central School is to provide an excellent educational environment in which all students can achieve success and become contributing citizens.

Minutes

President Marshall called the meeting to order at 6:33pm. Those present were led in the Pledge of Allegiance.

Present: Quendryth Marshall; President	Holly Pullis; Vice President	Ethan Durham; Trustee
Paul Kennerknecht; Trustee	George Mower; Trustee	Brennan Fahey; Superintendent
Fred Seifried; Treasurer	Jenn Jones; District Clerk	Jessica Pollak; Teacher
Charley Fricke; Teacher	Evan Davis; Student	Jaycie Ingerham; Student
Steven Teleki; Student	Trinity Darling; Student	Andrew Bryceland; Student
Cooper Reynolds; Student	Bella Valenta; Student	Arseniy Korol; Student

The Board reviewed the January 9, 2023 Agenda and the December 12, 2022 Minutes and found both to be correct.

Senior, Jaycie Ingerham, shared her post-graduation plans with the Board. She plans to work in retail for a year and possibly college at that point. She plans to stay in the area.

Senior, Evan Davis, shared his post-graduation plans with the Board. He plans to study Criminal Justice at Alfred University for 4 years and earn his Bachelors of Science. After that he plans to join the state police.

The Junior Class presented their plans for the 2023 Spring Prom. They plan to hold it on May 27th at Beardsley Castle. They walked the Board through the menu and that the venue is included if the catering would be done in house. They presented projected costs for dinner, DJ, photographer, decorations, and the projected number of guests. Photographs of the venue were shared and the Prom will be a masquerade theme of Phantom of the Opera.

The Senior Class presented their plans for the annual Senior Trip in June. There are 2 plans, one for a day trip and one for an overnight. The overnight would involve a day at Darien Lake Park, an overnight at a hotel, then Niagara Falls the next day. The back up plan is to do a day trip to Buffalo which would still involve a stop at Niagara Falls, and an afternoon at Darien Lake, returning to the school the same day. They walked through costs for each option and answered questions from the Board.

Upon a motion by Vice President Pullis, seconded by Trustee Mower, the Board entered into Executive Session at 7:00pm for the purpose of discussing transportation and a personnel matter.

The Board exited Executive Session at 7:17pm.

MOTION CARRIED 5:0

Upon a motion by Trustee Kennerknecht, seconded by Trustee Mower, the Board approved the November 2022 Treasurer's Report.

MOTION CARRIED 5:0

Vice President Pullis asked about budgeting and adjustments as well as sports budgeting for the year.

President Marshall asked about particular line items.

Upon a motion by Vice President Pullis, seconded by Trustee Kennerknecht, the Board approved the January 9, 2023 Disposal List

MOTION CARRIED 5:0

Vice President Pullis asked if any of the items are in good enough shape to be used by non-profit organizations. It was discussed that some of the items are still in good shape, just outdated and less practical than newer systems.

Upon a motion by Vice President Pullis, seconded by Trustee Kennerknecht, the Board approved the Service Unit Association of Owen D. Young Central School Contract Resolution for 2023-2026.

MOTION CARRIED 5:0

Resolution

Ratifying Tentative Three (3) Year Agreement with The Service Unit Association of Owen D. Young CSD

Whereas, the negotiating teams for the District and the Service Unit Association of the Owen D. Young CSD (the "Association") reached a tentative collective bargaining agreement (the "Tentative Agreement") which covers the three (3) year period including school years 2023-2024 through and including 2025-2026; and

Whereas, the Board has been fully briefed regarding the terms of the Tentative Agreement, and has received the recommendation of the Superintendent; and

Whereas, the Board desires to formally enter its approval into the record and fully ratify the Tentative Agreement and all actions take thereunder; there therefor, it is hereby

Resolved, that the Board hereby fully approves and ratifies the Tentative Agreement reached between the Owen D. Young Central School District for the three (3) year period from July 1, 2023 through June 30, 2026 dated December 22, 2022 and be it further

Resolved, that this resolution shall take effect immediately.

Upon a motion by Vice President Pullis, seconded by Trustee Kennerknecht, the Board approved items b-g listed below.

b. Approval of ODY students participating in Boys and Girls Track with Richfield Springs CS during the 2022-23 school year.

- c. Approve recommendation to accept Capital Project 2023/24 bid of \$1,167,000 for General Contractor services from Bast Hatfield Construction LLC.
- d. Approve recommendation to accept Capital Project 2023/24 bid of \$125,000 for Plumbing services from H.J. Brandeles Corporation.
- e. Approve recommendation to accept Capital Project 2023/24 bid of \$1,106,000 for HVAC services from H.J. Brandeles Corporation.
- f. Approve recommendation to accept Capital Project 2023/24 bid of \$275,200 for Electrical services from Mid-State Electrical Contracting.
- g. Approve recommendation to accept Capital Project 2023-24 TIPS purchase order of \$145,000 for roofing services from Pulver Roofing.

MOTION CARRIED 5:0

Superintendent Fahey discussed alternates that had to be considered and which would not be accepted. To avoid the process of possibly going through a re-bid, other options on how to accomplish the alternates were discussed. Trustee Mower asked if any members of the Board had heard opposition to the spending. He was answered that there isn't much, that most community members are ok with it as long as taxes aren't increased to cover it.

President Marshall shared with the Board that Andy LaLonde has retired, the Board wishes him well.

President Marshall shared that Mike Clements from the Herkimer BOCES Board has passed away. The Board sends their condolences to his family and friends.

It was announced that Vice President Pullis will be assuming the role of Herkimer BOCES Board President. The Board congratulates her.

President Marshall updated the Board with regards to the ODY Boosters Club and that they are working closely with the Richfield Springs Booster Club. She also updated the Board on the indoor girl's soccer team that is being started by Mr. Seifried. The Annual Sport Banquet was also discussed; since Richfield hosted last year ODY will be hosting this year.

The Board discussed the continued combined sports with Richfield, noting how well the students are working together.

Vice President Pullis updated the Board regarding BOCES business. The Board discussed the timeframe for the new superintendent search and that they are optimistic there will be a candidate in time for Sandy Sherwood's retirement in September. The Board also discussed the need for volunteers for the Facility Committee and that BOCES Budget presentations are beginning in February. The Board agreed they would like to have a presentation in April.

Vice President Pullis shared materials that have been put together by BOCES regarding the role of education; reminded the Board about the SBI Showcase at Herkimer BOCES on March 16th, as well as the annual review of the CTE Program, sharing that last year the ITA Program was reviewed and updated to now include 28 college credits.

Trustee Kennerknecht asked if social media platforms are being required for assignments, specifically mentioning TicToc. The Board discussed the balance of using social media platforms to engage students and teaching them skills versus opening the door to abuse of the programs.

Trustee Durham asked for follow up information regarding the mental health program, The Expertise Project, that was discussed at the last meeting. Superintendent Fahey shared Ms. Soper has reached out and is waiting for a response.

Mr. Seifried presented the new IRS Mileage rate that was issued, the Cafeteria balance, an update on the Free Lunch Threshold, and the Electric Bus grant (ODY has not been denied yet, but is not listed in the approvals that were released recently). He went on to review the 2022-23 school year budget regarding where the school currently is versus where it is projected to be by the end of the year. He also discussed the preliminary projections for the 2023-24 school year.

Upon a motion by Trustee Kennerknecht, seconded by Vice President Pullis, the Board accepted the Cornell Agricultural Grant for \$5,000.

MOTION CARRIED 5:0

Lastly, Mr. Seifried reviewed the Federal Grants that the school received, including how money has already been spent and what the remaining money will be spent on.

Mr. Seifried presented the Management Letter from Cwynar & Company issued after the 2021-2022 audit as well as the Corrective Action Plan drafted in response.

Upon a motion by Trustee Kennerknecht, seconded by Vice President Pullis, the Board approved the Management Letter from, and Audit conducted by, Cwynar & Company for the 2021-2022 audit.

MOTION CARRIED 5:0

Upon a motion by Trustee Mower, seconded by Trustee Kennerknecht, the Board approved the Corrective Action Plan for the 2021-2022 Audit.

MOTION CARRIED 5:0

Upon a motion by Trustee Kennerknecht, seconded by Trustee Mower, the Board entered into Executive Session at 9:47pm for the purpose of discussing personnel matters.

The Board exited Executive Session at 10:16pm.

MOTION CARRIED 5:0

Upon a motion by Trustee Kennerknecht, seconded by Vice President Pullis, the Board approved the CSE/CPSE Recommendations dated January 9, 2023.

MOTION CARRIED 5:0

Upon a motion by Trustee Mower, seconded by Vice President Pullis, the Board approved the Personnel Report dated January 9, 2023.

MOTION CARRIED 5:0

Upon a motion by Vice President Pullis, seconded by Trustee Mower, the Board adjourned the January 9, 2023 meeting at 10:18pm

MOTION CARRIED 5:0

Respectfully submitted,

Jenn Jones; District Clerk

PERSONNEL REPORT; January 9, 2023

As recommended by Superintendent Brennan Fahey, the Board approve the appointments and accept the resignations, as listed in the Personnel Report, noting the salary, certification, and tenure status of all appointees, as appropriate.

1. Appointments:

a. Name: Luke Doxtater
Position: Long-term Aide substitute
Effective Date: January 9, 2023
Salary: \$120/day

b. Name: Michael Oldick
Position: Night Cleaner
Effective Date: January 9, 2023
Salary: \$16/hr

c. Name: Michael Oldick
Position: substitute bus driver
Effective Date: January 9, 2023
Salary: \$18/hr

2. Resignations:

a. Elaine Frasier - bus driver effective January 17, 2023. Thank you, Ms. Frasier, for your many years of service to the Owen D. Young students!

3. Substitutes:

- a. Debra Kuehnle
- b. Diane Wells
- c. Rebecca Wheelock
- d. Sofia Randazzo
- e. Tyler Steele
- f. Wesley Clarke

OWEN D. YOUNG CENTRAL SCHOOL DISTRICT

BOARD MEETING

DECEMBER

PERIOD COVERING
(12/1/2022) – (12/31/2022)

TREASURER'S REPORT

1. GENERAL FUND (4) - DECEMBER
2. SCHOOL LUNCH (2) – DECEMBER
3. FEDERAL (2) - DECEMBER
4. TRUST AND AGENCY (2) - DECEMBER
5. ACTIVITY (1) - DECEMBER
6. EXPENDABLE (0) – DECEMBER
7. CAPITAL (1) – DECEMBER

P.O. BOX 125, VAN HORNSVILLE, NY 13475

TREASURER'S REPORT

2022 DECEMBER

CHECKING ACCOUNTS

	GENERAL FUND	SPECIAL AID FUND	SCHOOL LUNCH	T & A FUND	CAPITAL FUND	EXPEND TRUST	DEBT SERVICE	ACTIVITY FUND
CASH BALANCE:								
BEGINNING OF THE MONTH	\$ 56,067.58	\$ 3,482.23	\$ 37,418.01	\$ 175,616.60	\$ 0.19	\$ 73,770.17	\$ 713,169.71	\$ 11,973.00
ADD:								
RECEIPTS FOR THE MONTH	\$ 733,798.91	\$ 50,000.46	\$ 0.61	\$ 217,802.80	\$ 3,080.07	\$ 1.21	\$ 11.91	\$ 2,896.22
TOTAL BEGINNING BALANCE & RECEIPTS	\$ 789,866.49	\$ 53,482.69	\$ 37,418.62	\$ 393,419.40	\$ 3,080.26	\$ 73,771.38	\$ 713,181.62	\$ 14,869.22
DISBURSEMENTS FOR MONTH	\$ 430,493.20	\$ 51,812.69	\$ 2,291.60	\$ 225,403.29	\$ 3,080.19	\$ -	\$ -	\$ 1,719.50
CASH BALANCE: END OF THE MONTH	\$ 359,373.29	\$ 1,670.00	\$ 35,127.02	\$ 168,016.11	\$ 0.07	\$ 73,771.38	\$ 713,181.62	\$ 13,149.72
BANK RECONCILIATIONS								
BANK BALANCE AS PER STATEMENT:	\$ 372,952.16	\$ 1,699.99	\$ 35,127.02	\$ 204,324.00	\$ 0.07	\$ 73,771.38	\$ 713,181.62	\$ 13,299.72
LESS:								
OUTSTANDING CHECKS	\$ 13,578.87	\$ 29.99	\$ -	\$ 36,307.89	\$ -	\$ -	\$ -	\$ 150.00
ADD:								
BANK ERROR***			-	\$ -				
ADD:								
OUTSTANDING DEPOSITS	-	-		\$ -		-	-	
SUBTRACT:				\$ -				
CASH BALANCE: END OF THE MONTH	\$ 359,373.29	\$ 1,670.00	\$ 35,127.02	\$ 168,016.11	\$ 0.07	\$ 73,771.38	\$ 713,181.62	\$ 13,149.72

***cont. error

OWEN D. YOUNG CENTRAL SCHOOL DISTRICT
P.O. BOX 125, VAN HORNESVILLE, NY 13475

TREASURER'S REPORT

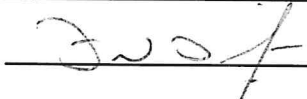
2022 DECEMBER

		SAVINGS				
		SAVINGS		SAVINGS		
	PAYROLL ACCOUNT		EXPENDABLE TRUST	NON-EXPENDABLE TRUST	VAN HORNE SCH TRUST	WATER FUND ACCT
BANK BALANCE: PER STATEMENT	\$ 74,798.67	BEGINNING	\$ 7,010.89	\$ 4,758.08	\$ 547,590.98	\$ 3,336.88
LESS: OUTSTANDING CHECKS	\$ 74,796.43	INTEREST	\$ 0.06	\$ 0.04	\$ -	\$ 11.15
INTEREST ADD	\$ 2.24	RECEIPTS	\$ 0.06	\$ 0.04	\$ -	\$ -
OUTSTANDING DEPOSITS		DISBURSEMENTS	\$ -	\$ -	\$ 12,554.51	\$ -
BANK ERROR ADD: IN TRANSIT	-	BANK ERROR ADD				
CASH BALANCE:		CASH BALANCE				
END OF THE MONTH	\$ 0.00	END OF MONTH	\$ 7,010.95	\$ 4,758.12	\$ 535,036.47	\$ 3,348.03

TREASURER'S REPORT

2022 DECEMBER

INTEREST ACCOUNTS						
	CAPITAL RESERVE	LIABILITY RESERVE	ACTIVITY FUND	CAPITAL SAVINGS	GENERAL SAVINGS	GENERAL FUND TAX ACCOUNT
CASH BALANCE:						
BEGINNING OF THE MONTH	\$ 951,607.33		\$ 15,550.24	\$ -	\$ 909,675.21	\$ 1,585,327.81
ADD:						
INTEREST	7.82		0.13	-	6.79	100.40
ADD:						
RECEIPTS FOR THE MONTH	7.82		0.13	-	282,256.24	100.40
TOTAL:						
BEGINNING BALANCE & RECEIPTS	951,615.15		15,550.37	-	1,191,931.45	1,585,428.21
LESS:						
DISBURSEMENTS FOR THE MONTH	-		-	-	239,380.23	500,000.00
ADD						
BANK ERROR						-
CASH BALANCE:						
END OF THE MONTH	\$ 951,615.15	\$ -	\$ 15,550.37	\$ -	\$ 952,551.22	\$ 1,085,428.21



 TREASURER

OWEN D. YOUNG CSD

Check Warrant Report For A - 45: General Fund 12/7/2022 For Dates 12/1/2022 - 12/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
30966	12/08/2022	2020	BIG APPLE MUSIC, LLC	23099	34.00
30967	12/08/2022	3591	BROWN + BROWN OF GARDEN CITY, INC.	23005	4,052.65
30968	12/08/2022	3372	BRENNAN FAHEY		417.00
30969	12/08/2022	421	GRAINGER, INC.	23026	293.66
30970	12/08/2022	1297	HERKIMER COUNTY MUSIC EDUCATOR		250.00
30971	12/08/2022	3642	SOCIAL STUDIES SCHOOL SERVICE		67.14
30972	12/08/2022	1555	STB ENTERPRISES INC.	23045	317.50
Number of Transactions: 7					
					Warrant Total: 5,431.95
					Vendor Portion: 5,431.95

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 7 in number, in the total amount of \$5,431.95. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

12/20/22
Date

Debbie Miller
Signature

claims Auditor
Title

OWEN D. YOUNG CSD

Check Warrant Report For A - 46: General Fund 12/10/2022 For Dates 12/1/2022 - 12/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
30973	12/12/2022	54	ARMSTRONG, WANDA	23145	2,041.20
30974	12/12/2022	3380	DOUGLAS COLEMAN		208.40
30975	12/12/2022	3840	DORANTES, FRANCES	23132	1,782.00
30976	12/12/2022	2200	DSP IMAGES		432.00
30977	12/12/2022	3486	GECRB/AMAZON	*See Detail Report	1,251.90
30978	12/12/2022	1123	**CONTINUED** HERKIMER COUNTY BOCES, TREAS.		0.00
30979	12/12/2022	1123	**CONTINUED** HERKIMER COUNTY BOCES, TREAS.		0.00
30980	12/12/2022	1123	HERKIMER COUNTY BOCES, TREAS.	*See Detail Report	57,920.32
30981	12/12/2022	1747	HILLYARD/NEW YORK	23149	975.00
30982	12/12/2022	509	HUNT, MARIANNE	23143	891.00
30983	12/12/2022	563	JORDAN, SUSAN	23133	2,041.20
30984	12/12/2022	4073	LIFETIME BENEFIT SOLUTIONS, INC	23013	99.00
30985	12/12/2022	646	MADISON-ONEIDA-HERKIMER CNSRTM	23014	280.80
30986	12/12/2022	4066	NORTHLAND COMMUNICATIONS	23031	1,159.12
30987	12/12/2022	2378	ORKIN	23029	62.99
30988	12/12/2022	3053	DALE PEARSON		188.40
30989	12/12/2022	1322	PAUL H. PUTMAN		188.40
30990	12/12/2022	1809	SCHOLASTIC BOOK FAIRS		1,725.51
30991	12/12/2022	979	SCHOOL HEALTH CORP	23146	115.94
30992	12/12/2022	3743	SEIFRIED IV, FREDERICK		67.60
30993	12/12/2022	4116	SERVICE, GEORGE		214.40

Number of Transactions: 21

Warrant Total: 71,645.18

Vendor Portion: 71,645.18

*See Detail Report denotes that multiple purchase orders are referenced on this check. Run the Detail report to view the purchase order information

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 21 in number, in the total amount of \$71,645.18. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

12/20/22 Debbie Miller claims Auditor
 Date Signature Title

OWEN D. YOUNG CSD

Check Warrant Report For A - 49: General Fund 12/17/2022 For Dates 12/1/2022 - 12/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
30994	12/18/2022	4162	BILLITTIER, BECKY		208.40
30995	12/18/2022	964	ELFREDA SCHINELLER	23139	1,020.60
30996	12/18/2022	1815	ERIC MOREAU		188.40
30997	12/18/2022	3372	BRENNAN FAHEY		140.00
30998	12/18/2022	2116	JPJ ELECTRONIC COMMUNICATIONS		71.52
30999	12/18/2022	194	KAY COLLINS	23142	1,020.60
31000	12/18/2022	3444	LUKE, CAROL	23144	891.00
31001	12/18/2022	642	MAC MILLAN, THOMAS	23134	2,041.20
31002	12/18/2022	1550	MATTHEWS BUS	23047	2,057.31
31003	12/18/2022	727	M DOUGLAS MORRIS	23135	1,020.60
31004	12/18/2022	728	SUSAN MORRIS	23136	1,020.60
31005	12/18/2022	769	BONNIE NESTLE	23137	1,020.60
31006	12/18/2022	1384	NYSASBO		140.00
31007	12/18/2022	1276	NYSMEC	23046	7,956.57
31008	12/18/2022	2595	PIKE, CORY		116.00
31009	12/18/2022	1322	PAUL H. PUTMAN		188.40
31010	12/18/2022	930	RICHFIELD SPRINGS CENTRAL SC	23043	4,161.18
31011	12/18/2022	948	ROOF, LYNN	23138	1,020.60
31012	12/18/2022	3743	SEIFRIED IV, FREDERICK		140.00
31013	12/18/2022	3266	ALICIA SOPER		132.80
31014	12/18/2022	1986	SYWETZ, STEPHEN	23141	1,782.00
31015	12/18/2022	3447	WB MASON CO	23001	1.00

Number of Transactions: 22

Warrant Total: 26,339.38
Vendor Portion: 26,339.38

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 22 in number, in the total amount of \$26,339.38. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/31/23 Debbie Miller claims auditor
 Date Signature Title

OWEN D. YOUNG CSD



Check Warrant Report For A - 50: General fund 12/22/2022 For Dates 12/1/2022 - 12/31/2022

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount	
31016	12/21/2022	3675	BUELL FUELS	23040	6,841.48	
31017	12/21/2022	3486	GECRB/AMAZON	23152	1,333.01	
31018	12/21/2022	421	GRAINGER, INC.	23026	84.92	
31019	12/21/2022	4073	LIFETIME BENEFIT SOLUTIONS, INC	23013	99.00	
Number of Transactions: 4					Warrant Total:	8,358.41
					Vendor Portion:	8,358.41

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 4 in number, in the total amount of \$8,358.41. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/3/23 Debbie Miller claims Auditor
Date Signature Title



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
3748	12/08/2022	3687	AMY DINEEN TRUCKING SERVICE	23004	1,045.00
Number of Transactions: 1				Warrant Total:	1,045.00
				Vendor Portion:	1,045.00

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$1,045.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

12/20/22 Debbie Miller Claims Auditor
Date Signature Title



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
3749	12/12/2022	1123	HERKIMER COUNTY BOCES, TREAS.	23118	1,246.60
Number of Transactions: 1				Warrant Total:	1,246.60
				Vendor Portion:	1,246.60

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$1,246.60. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

12/20/22
Date

Debbin Miller
Signature

Claims Auditor
Title

OWEN D. YOUNG CSD

Check Warrant Report For F - 7: Federal Fund 12/17/2022 For Dates 12/1/2022 - 12/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
4594	12/18/2022	4163	AMERICAN DINING CREATIONS		80.00
4595	12/18/2022	1699	HERKIMER COUNTY SHERIFF	23042	4,275.76
4596	12/18/2022	3936	POLLAK, JESSICA		374.24
Number of Transactions: 3				Warrant Total:	4,730.00
				Vendor Portion:	4,730.00

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$4,730.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/3/23 Debbie Miller claims Auditor
Date Signature Title



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
4597	12/21/2022	3486	GECRB/AMAZON	23151	29.99
Number of Transactions: 1				Warrant Total:	29.99
				Vendor Portion:	29.99

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$29.99. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/3/23 Debbi Miller claims Auditor
Date Signature Title

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
906	12/08/2022	1697	ODY - PAYROLL ACCOUNT		66,550.83
907	12/08/2022	1698	NYS INCOME TAX BUREAU		4,055.12
908	12/08/2022	1705	ODY - GENERAL FUND		1,200.99
909	12/08/2022	2664	US FEDERAL GOVERNMENT		21,405.42
910	12/08/2022	3170	THE OMNI GROUP		1,985.00
6599	12/08/2022	3280	NBT BANK - DUES		727.04
6600	12/08/2022	2780	SERVICE UNIT TREASURER		200.37
Number of Transactions: 7				Warrant Total:	96,124.77
				Vendor Portion:	96,124.77

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 7 in number, in the total amount of \$96,124.77. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

12/14/22
Date

Debbi Milli
Signature

Claims Auditor
Title



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
911	12/22/2022	795	NYS EMPLOYEES' RETIREMENT SYST		1,010.40
912	12/22/2022	1475	OWEN D. YOUNG CSD		7,938.46
913	12/22/2022	1697	ODY - PAYROLL ACCOUNT		67,952.05
914	12/22/2022	1698	NYS INCOME TAX BUREAU		4,074.01
915	12/22/2022	1705	ODY - GENERAL FUND		1,090.79
916	12/22/2022	2664	US FEDERAL GOVERNMENT		21,539.29
917	12/22/2022	3170	THE OMNI GROUP		1,995.50
6601	12/22/2022	4076	AFLAC		540.16
6602	12/22/2022	3280	NBT BANK - DUES		759.93
6603	12/22/2022	800	NYS TEACHERS' RETIREMENT SYS		1,053.00
6604	12/22/2022	1705	ODY - GENERAL FUND		600.00
6605	12/22/2022	2780	SERVICE UNIT TREASURER		200.37

Number of Transactions: 12

Warrant Total:	108,753.96
Vendor Portion:	108,753.96

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 12 in number, in the total amount of \$108,753.96. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/3/23 Debbu MILL claims Auditor
 Date Signature Title



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
2912	12/14/2022	2323	GARD'N GATE TREE FARM		1,569.50
2913	12/22/2022	4083	ROYAL MOUNTAIN SKI AREA		150.00
Number of Transactions: 2				Warrant Total:	1,719.50
				Vendor Portion:	1,719.50

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$1,719.50. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/3/23 Debbie Miller Claims Auditor
Date Signature Title

OWEN D. YOUNG CSD



Budget Transfer Schedule Report For A - 6: DECEMBER BUDGET TRANSFER

Ref Number	Date	Budget Transfer Description	Approval Status	Transfer Out	Transfer In
Account	Account Description	Detail Description			
317	12/31/2022	END OF MONTH TRANSFER (DECEMBER)	Not Required		
A 1010.450-00	BD OF EDUC SUPPLIES			50.00	
A 1310.450-00	BUS OFFICE SUPPLIES				50.00
A 1310.490-00	BUS OFFICE BOCES SERVICES				18,854.65
A 2250.490-00	HC CHILD BOCES SERVICES			18,854.65	
A 5510.163-05	TRANS ACAD LATE SALARY				4,000.00
A 7310.160-00	SUMMER YOUTH SALARY			4,000.00	
Grand Totals:				22,904.65	22,904.65
Net Amount:				0.00	

Number of Budget Transfers: 1

Account Distribution Totals

Account	Description	Debits	Credits
A 1010.450-00	BD OF EDUC SUPPLIES	50.00	0.00
A 1310.450-00	BUS OFFICE SUPPLIES	0.00	50.00
A 1310.490-00	BUS OFFICE BOCES SERVICES	0.00	18,854.65
A 2250.490-00	HC CHILD BOCES SERVICES	18,854.65	0.00
A 5510.163-05	TRANS ACAD LATE SALARY	0.00	4,000.00
A 7310.160-00	SUMMER YOUTH SALARY	4,000.00	0.00
Fund A Totals:		22,904.65	22,904.65
Grand Totals:		22,904.65	22,904.65

OWEN D. YOUNG CSD

Budget Transfer Query From 12/1/2022 - 12/31/2022 In Between \$0.00 And \$999,999,999.99



Reference #	Date	Transfer Explanation	Account	Detail Description	Debits	Credits
317	12/31/2022	END OF MONTH TRANSFER (DECEMBER)	A 1310.450-00		0.00	50.00
			A 1310.490-00		0.00	18,854.65
			A 5510.163-05		0.00	4,000.00
			A 1010.450-00		50.00	0.00
			A 2250.490-00		18,854.65	0.00
			A 7310.160-00		4,000.00	0.00
Transfer Totals:					22,904.65	22,904.65
Grand Totals:					22,904.65	22,904.65

OWEN D. YOUNG CSD

Appropriation Status Detail Report By Function From 7/1/2022 To 12/31/2022



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 1010.400-00</u>	BD OF EDUC CONTRACTUAL	5,000.00	0.00	5,000.00	1,992.15	0.00	3,007.85
<u>A 1010.450-00</u>	BD OF EDUC SUPPLIES	400.00	-50.00	350.00	53.37	0.00	296.63
<u>A 1010.490-00</u>	BD OF EDUC BOCES	11,376.00	0.00	11,376.00	4,070.40	7,305.60	0.00
1010		16,776.00	-50.00	16,726.00	6,115.92	7,305.60	3,304.48
<u>A 1040.160-00</u>	DIST CLERK NON INST SALARY	4,400.00	0.00	4,400.00	2,200.00	0.00	2,200.00
<u>A 1040.400-00</u>	DIST CLERK CONTRACTUAL	200.00	200.00	400.00	330.00	0.00	70.00
<u>A 1040.450-00</u>	DIST CLERK SUPPLIES	100.00	0.00	100.00	0.00	0.00	100.00
1040		4,700.00	200.00	4,900.00	2,530.00	0.00	2,370.00
<u>A 1060.400-00</u>	DIST MTG CONTRACTUAL	1,200.00	-200.00	1,000.00	0.00	0.00	1,000.00
1060		1,200.00	-200.00	1,000.00	0.00	0.00	1,000.00
10		22,676.00	-50.00	22,626.00	8,645.92	7,305.60	6,674.48
<u>A 1240.150-00</u>	CS ADMIN INST SALARY	75,920.00	0.00	75,920.00	37,960.00	32,232.31	5,727.69
<u>A 1240.160-00</u>	CS ADMIN NON INST SALARY	31,908.40	0.00	31,908.40	16,062.54	14,826.88	1,018.98
<u>A 1240.400-00</u>	CS ADMIN CONTRACTUAL	3,000.00	0.00	3,000.00	1,820.00	0.00	1,180.00
<u>A 1240.450-00</u>	CS ADMIN SUPPLIES	500.00	3.20	503.20	92.61	3.20	407.39
1240		111,328.40	3.20	111,331.60	55,935.15	47,062.39	8,334.06
12		111,328.40	3.20	111,331.60	55,935.15	47,062.39	8,334.06
<u>A 1310.160-00</u>	BUS OFFICE SALARY	49,574.50	0.00	49,574.50	25,796.20	13,146.11	10,632.19
<u>A 1310.400-00</u>	BUS OFFICE CONTRACTUAL	3,800.00	0.00	3,800.00	2,160.88	0.00	1,639.12
<u>A 1310.450-00</u>	BUS OFFICE SUPPLIES	200.00	100.00	300.00	244.59	29.97	25.44
<u>A 1310.490-00</u>	BUS OFFICE BOCES SERVICES	52,481.25	18,854.65	71,335.90	13,386.43	39,094.82	18,854.65
1310		106,055.75	18,954.65	125,010.40	41,588.10	52,270.90	31,151.40
<u>A 1320.160-00</u>	CLAIMS AUDIT NON-INSTRUCTIONAL STIPEND	2,500.00	0.00	2,500.00	1,250.00	0.00	1,250.00
<u>A 1320.400-00</u>	AUDIT CONTRACTUAL	12,000.00	0.00	12,000.00	9,000.00	3,000.00	0.00
1320		14,500.00	0.00	14,500.00	10,250.00	3,000.00	1,250.00
<u>A 1325.160-00</u>	TREAS SALARY	42,500.00	800.00	43,300.00	22,500.01	20,769.22	30.77
<u>A 1325.400-00</u>	TREAS CONTRACTUAL	300.00	0.00	300.00	0.00	0.00	300.00
<u>A 1325.450-00</u>	TREAS SUPPLIES	100.00	0.00	100.00	83.28	0.00	16.72
1325		42,900.00	800.00	43,700.00	22,583.29	20,769.22	347.49
<u>A 1330.400-00</u>	TAX COLLECTOR CONTRACTUAL	5,200.00	0.00	5,200.00	2,570.29	0.00	2,629.71
<u>A 1330.450-00</u>	TAX COLLECTOR SUPPLIES	100.00	0.00	100.00	71.28	0.00	28.72
1330		5,300.00	0.00	5,300.00	2,641.57	0.00	2,658.43
<u>A 1345.490-00</u>	COOPERATIVE PURCHASING BOCES	4,111.25	0.00	4,111.25	207.60	3,903.65	0.00

OWEN D. YOUNG CSD

Appropriation Status Detail Report By Function From 7/1/2022 To 12/31/2022



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1345		*	4,111.25	0.00	4,111.25	207.60	3,903.65	0.00
<u>A 1380.400-00</u>	FISCAL AGENT CONTRACTUAL		3,600.00	0.00	3,600.00	1,030.50	2,012.50	557.00
1380		*	3,600.00	0.00	3,600.00	1,030.50	2,012.50	557.00
13		**	176,467.00	19,754.65	196,221.65	78,301.06	81,956.27	35,964.32
<u>A 1420.400-00</u>	LEGAL CONTRACTUAL		6,000.00	26,000.00	32,000.00	21,963.51	10,036.49	0.00
1420		*	6,000.00	26,000.00	32,000.00	21,963.51	10,036.49	0.00
<u>A 1430.490-00</u>	PERSONEL BOCES SERVICES		32,908.07	0.00	32,908.07	13,163.22	19,744.85	0.00
1430		*	32,908.07	0.00	32,908.07	13,163.22	19,744.85	0.00
<u>A 1460.490-00</u>	RECORDS MANAGEMENT BOCES		3,159.00	0.00	3,159.00	1,263.60	1,895.40	0.00
1460		*	3,159.00	0.00	3,159.00	1,263.60	1,895.40	0.00
<u>A 1480.490-00</u>	PUBLIC INFORMATION SERVICES BOCES		21,863.41	0.00	21,863.41	8,745.36	13,118.05	0.00
1480		*	21,863.41	0.00	21,863.41	8,745.36	13,118.05	0.00
14		**	63,930.48	26,000.00	89,930.48	45,135.69	44,794.79	0.00
<u>A 1620.160-00</u>	OP PLANT SALARY		37,224.00	0.00	37,224.00	0.00	0.00	37,224.00
<u>A 1620.162-00</u>	OP PLANT NON INST OVERTIME		4,200.00	0.00	4,200.00	1,680.00	0.00	2,520.00
<u>A 1620.163-00</u>	OP PLANT NON INST HRLY/DAILY		1,500.00	0.00	1,500.00	117.08	0.00	1,382.92
<u>A 1620.200-31</u>	OP PLANT EQUIPMENT MAIN		25,000.00	-3,000.00	22,000.00	0.00	0.00	22,000.00
<u>A 1620.400-31</u>	OP PLANT CONTRACTUAL MAIN		40,000.00	28,375.50	68,375.50	56,385.78	1,572.60	10,417.12
<u>A 1620.400-32</u>	OP PLANT CONTRACTUAL TEACHER		10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
<u>A 1620.401-31</u>	OP PLANT LIGHT & POWER MAIN		39,000.00	3,900.00	42,900.00	28,574.68	14,287.34	37.98
<u>A 1620.401-32</u>	OP PLANT LIGHT & POWER TEACHER		5,000.00	0.00	5,000.00	3,251.60	1,625.80	122.60
<u>A 1620.401-34</u>	LC POWER - LEARNING CENTER		1,000.00	0.00	1,000.00	123.31	236.69	640.00
<u>A 1620.402-00</u>	OP PLANT PHONE		11,000.00	0.00	11,000.00	4,346.09	2,853.91	3,800.00
<u>A 1620.403-31</u>	OP PLANT WATER MAIN		19,000.00	0.00	19,000.00	51.10	0.00	18,948.90
<u>A 1620.403-32</u>	OP PLANT WATER TEACHER		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>A 1620.404-31</u>	OP PLANT FUEL OIL MAIN		70,000.00	0.00	70,000.00	0.00	65,000.00	5,000.00
<u>A 1620.404-32</u>	OP PLANT FUEL OIL TEACHER		10,000.00	0.00	10,000.00	0.00	10,000.00	0.00
<u>A 1620.450-31</u>	OP PLANT SUPPLIES MAIN		15,000.00	0.00	15,000.00	4,686.33	1,353.74	8,959.93
<u>A 1620.490-00</u>	OP PLANT BOCES SERVICES		56,017.58	0.00	56,017.58	21,754.40	34,263.18	0.00
1620		*	344,941.58	29,275.50	374,217.08	120,970.37	131,193.26	122,053.45
<u>A 1621.160-00</u>	MAINT SALARY		42,216.00	0.00	42,216.00	21,107.97	19,484.34	1,623.69
<u>A 1621.160-03</u>	MAINT. CLEANER		66,144.00	0.00	66,144.00	27,049.10	36,550.90	2,544.00
<u>A 1621.162-00</u>	MAINT OVERTIME		1,500.00	0.00	1,500.00	768.96	0.00	731.04

OWEN D. YOUNG CSD

Appropriation Status Detail Report By Function From 7/1/2022 To 12/31/2022



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 1621.163-22</u>	POOL NON-INSTRUCTIONAL HR/DAILY	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>A 1621.200-00</u>	MAINT EQUIPMENT	25,000.00	22,100.25	47,100.25	22,140.24	0.00	24,960.01
<u>A 1621.400-31</u>	MAINT CONTRACTUAL MAIN	20,000.00	2,755.25	22,755.25	5,389.51	2,351.62	15,014.12
<u>A 1621.450-00</u>	MAINT SUPPLIES	20,000.00	7,689.00	27,689.00	11,310.85	14,342.99	2,035.16
<u>A 1621.450-22</u>	MAINT. POOL SUPPLIES	3,000.00	0.00	3,000.00	1,599.49	715.00	685.51
<u>A 1621.490-00</u>	MAINT BOCES SERVICES	7,710.00	0.00	7,710.00	3,084.00	4,626.00	0.00
1621	*	186,570.00	32,544.50	219,114.50	92,450.12	78,070.85	48,593.53
<u>A 1670.400-00</u>	CENTRAL PRINTING + MAILING	6,500.00	0.00	6,500.00	2,508.17	1,358.24	2,633.59
<u>A 1670.490-00</u>	CENTRAL PRINTING BOCES SERVICES	5,152.00	0.00	5,152.00	1,260.80	3,891.20	0.00
1670	*	11,652.00	0.00	11,652.00	3,768.97	5,249.44	2,633.59
<u>A 1680.490-00</u>	BOCES DATA PROCESSING	859.00	0.00	859.00	343.60	515.40	0.00
1680	*	859.00	0.00	859.00	343.60	515.40	0.00
16	**	544,022.58	61,820.00	605,842.58	217,533.06	215,028.95	173,280.57
<u>A 1910.421-00</u>	LIABILITY INSURANCE	54,000.00	0.00	54,000.00	44,214.00	0.00	9,786.00
<u>A 1910.422-00</u>	STUDENT ACCIDENT INSURANCE	5,000.00	0.00	5,000.00	1,677.20	0.00	3,322.80
1910	*	59,000.00	0.00	59,000.00	45,891.20	0.00	13,108.80
<u>A 1920.400-00</u>	SCHOOL ASSOC DUES CONTRACTUAL	4,262.00	0.00	4,262.00	3,591.00	0.00	671.00
1920	*	4,262.00	0.00	4,262.00	3,591.00	0.00	671.00
<u>A 1964.400-00</u>	REFUND PROPERTY TAX CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00
1964	*	0.00	0.00	0.00	0.00	0.00	0.00
<u>A 1981.490-00</u>	BOCES ADMIN	69,488.91	0.00	69,488.91	27,795.56	41,693.35	0.00
<u>A 1981.493-00</u>	BOCES CAPITAL CONS	37,583.09	0.00	37,583.09	4,004.60	33,578.49	0.00
1981	*	107,072.00	0.00	107,072.00	31,800.16	75,271.84	0.00
19	**	170,334.00	0.00	170,334.00	81,282.36	75,271.84	13,779.80
1	***	1,088,758.46	107,527.85	1,196,286.31	486,833.24	471,419.84	238,033.23
<u>A 2010.490-00</u>	BOCES-CURRICULUM DEVELOPMENT	15,817.38	0.00	15,817.38	4,971.77	10,845.61	0.00
2010	*	15,817.38	0.00	15,817.38	4,971.77	10,845.61	0.00
<u>A 2020.150-00</u>	SUPERVISION SALARY	147,435.08	0.00	147,435.08	73,803.60	72,910.50	720.98
<u>A 2020.160-00</u>	SUPERVISION NON INST SALARY	24,937.98	0.00	24,937.98	10,851.15	1,504.62	12,582.21
<u>A 2020.400-00</u>	SUPERVISION CONTRACTUAL	5,000.00	0.00	5,000.00	2,875.02	0.00	2,124.98
<u>A 2020.450-00</u>	SUPERVISION SUPPLIES	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
2020	*	180,373.06	0.00	180,373.06	87,529.77	74,415.12	18,428.17
<u>A 2070.490-00</u>	INSERVICE BOCES SERVICES	10,293.00	0.00	10,293.00	4,117.20	6,175.80	0.00

OWEN D. YOUNG CSD

Appropriation Status Detail Report By Function From 7/1/2022 To 12/31/2022



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2070	*	10,293.00	0.00	10,293.00	4,117.20	6,175.80	0.00
20	**	206,483.44	0.00	206,483.44	96,618.74	91,436.53	18,428.17
<u>A 2110.120-00</u>	REG SCHOOL SALARY K-6	411,715.05	0.00	411,715.05	115,302.06	0.00	296,412.99
<u>A 2110.130-00</u>	REG SCHOOL SALARY 7-12	604,522.96	0.00	604,522.96	188,763.71	0.00	415,759.25
<u>A 2110.131-00</u>	INSTRUCTIONAL EARNINGS ADJUSTMENT	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
<u>A 2110.140-00</u>	REG SCHOOL SALARY SUBS	35,000.00	0.00	35,000.00	12,562.50	0.00	22,437.50
<u>A 2110.163-00</u>	REG SCHOOL HRLY/DAILY	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
<u>A 2110.200-00</u>	REG SCHOOL EQUIPMENT	2,000.00	3,000.00	5,000.00	441.74	3,650.00	908.26
<u>A 2110.400-00</u>	REG SCHOOL CONTRACTUAL	10,000.00	0.00	10,000.00	5,243.28	0.00	4,756.72
<u>A 2110.400-64</u>	REG SCHOOL CONTRACTUAL CHORUS	1,000.00	0.00	1,000.00	200.00	0.00	800.00
<u>A 2110.400-65</u>	REG SCHOOL CONTRACTUAL BAND	1,000.00	0.00	1,000.00	50.00	0.00	950.00
<u>A 2110.450-00</u>	REG SCHOOL SUPPLIES	6,000.00	0.00	6,000.00	2,181.75	0.00	3,818.25
<u>A 2110.450-40</u>	REG SCHOOL SUPPLIES KINDERGATEN	300.00	0.00	300.00	252.42	7.65	39.93
<u>A 2110.450-41</u>	REG SCHOOL SUPPLIES FIRST	300.00	0.00	300.00	54.68	40.70	204.62
<u>A 2110.450-42</u>	REG SCHOOL SUPPLIES SECOND	300.00	0.00	300.00	0.00	0.00	300.00
<u>A 2110.450-43</u>	REG SCHOOL SUPPLIES THIRD	300.00	0.00	300.00	123.77	9.36	166.87
<u>A 2110.450-44</u>	REG SCHOOL SUPPLIES FOURTH	300.00	0.00	300.00	215.90	20.22	63.88
<u>A 2110.450-45</u>	REG SCHOOL SUPPLIES FIFTH	300.00	0.00	300.00	0.00	0.00	300.00
<u>A 2110.450-46</u>	REG SCHOOL SUPPLIES SIXTH	300.00	0.00	300.00	204.80	8.66	86.54
<u>A 2110.450-47</u>	REG SCHOOL SUPPLIES HS SCIENCE	2,500.00	0.00	2,500.00	2,011.68	21.10	467.22
<u>A 2110.450-48</u>	REG SCHOOL SUPPLIES HS MATH	1,000.00	239.85	1,239.85	136.07	103.78	1,000.00
<u>A 2110.450-49</u>	REG SCHOOL SUPPLIES 7&8 MATH	300.00	47.94	347.94	47.94	0.00	300.00
<u>A 2110.450-50</u>	REG SCHOOL SUPPLIES 7&8 SCIENCE	1,000.00	0.00	1,000.00	441.54	0.00	558.46
<u>A 2110.450-51</u>	REG SCHOOL SUPPLIES 7&8 SOCIAL STUDIES	300.00	219.89	519.89	208.91	10.98	300.00
<u>A 2110.450-52</u>	REG SCHOOL SUPPLIES HS SOCIAL STUDIES	500.00	84.93	584.93	62.19	22.74	500.00
<u>A 2110.450-53</u>	REG SCHOOL SUPPLEIS 7&8 ENGLISH	300.00	0.00	300.00	54.03	0.00	245.97
<u>A 2110.450-54</u>	REG SCHOOL SUPPLIES HS ENGLISH	500.00	91.05	591.05	40.64	50.41	500.00
<u>A 2110.450-55</u>	REG SCHOOL SUPPLIES ART	1,800.00	278.85	2,078.85	243.17	124.63	1,711.05
<u>A 2110.450-57</u>	REG SCHOOL SUPPLIES SPANISH	500.00	0.00	500.00	0.00	81.55	418.45
<u>A 2110.450-59</u>	REG SCHOOL SUPPLIES TECHNOLOGY	3,000.00	0.00	3,000.00	1,238.37	0.00	1,761.63
<u>A 2110.450-60</u>	REG SCHOOL SUPPLIES REMEDIATION	350.00	0.00	350.00	261.27	0.00	88.73
<u>A 2110.450-61</u>	REG SCHOOL SUPPLIES PHYS ED	700.00	0.00	700.00	344.68	38.00	317.32

OWEN D. YOUNG CSD

Appropriation Status Detail Report By Function From 7/1/2022 To 12/31/2022



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 2110.450-62</u>	REG SCHOOL SUPPLIES MUSIC	2,000.00	1,000.00	3,000.00	2,153.70	846.30	0.00
<u>A 2110.480-00</u>	REG SCHOOL TEXTBOOKS	12,000.00	5,134.74	17,134.74	6,134.74	0.00	11,000.00
<u>A 2110.480-12</u>	REG SCHOOL TEXTBOOKS -ELEMENTARY	1,600.00	0.00	1,600.00	21.51	0.00	1,578.49
<u>A 2110.480-13</u>	REG SCHOOL TEXTBOOKS - HIGH SCHOOL	3,000.00	612.00	3,612.00	1,584.05	0.00	2,027.95
<u>A 2110.490-00</u>	REG SCHOOL BOCES SERVICES	327,283.00	-17,030.00	310,253.00	72,194.66	238,058.34	0.00
2110		1,436,971.01	-6,320.75	1,430,650.26	412,775.76	243,094.42	774,780.08
21		1,436,971.01	-6,320.75	1,430,650.26	412,775.76	243,094.42	774,780.08
<u>A 2250.150-00</u>	HC CHILD INST SALARY	30,856.45	0.00	30,856.45	-18,269.08	0.00	49,125.53
<u>A 2250.160-00</u>	HC CHILD NON INST SALARY	70,454.00	0.00	70,454.00	1,201.44	0.00	69,252.56
<u>A 2250.400-00</u>	HC CHILD CONTRACTUAL	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
<u>A 2250.450-00</u>	HC CHILD SUPPLIES	500.00	0.00	500.00	155.62	0.00	344.38
<u>A 2250.470-00</u>	HC CHILD TUITION	40,000.00	0.00	40,000.00	0.00	0.00	40,000.00
<u>A 2250.490-00</u>	HC CHILD BOCES SERVICES	415,883.00	-36,854.65	379,028.35	70,105.32	300,752.57	8,170.46
2250		562,693.45	-36,854.65	525,838.80	53,193.30	300,752.57	171,892.93
<u>A 2280.490-00</u>	OCC ED 10-12 BOCES	112,923.00	0.00	112,923.00	45,169.20	67,753.80	0.00
2280		112,923.00	0.00	112,923.00	45,169.20	67,753.80	0.00
22		675,616.45	-36,854.65	638,761.80	98,362.50	368,506.37	171,892.93
<u>A 2330.400-00</u>	PRE-K CONTRACTUAL	37,000.00	0.00	37,000.00	0.00	37,000.00	0.00
<u>A 2330.490-00</u>	SP SCHOOL BOCES SERVICES	2,900.00	0.00	2,900.00	884.00	2,016.00	0.00
2330		39,900.00	0.00	39,900.00	884.00	39,016.00	0.00
23		39,900.00	0.00	39,900.00	884.00	39,016.00	0.00
<u>A 2610.150-00</u>	LIBRARY INSTRUCTIONAL SALARY	68,527.15	0.00	68,527.15	25,280.00	0.00	43,247.15
<u>A 2610.400-00</u>	LIBRARY CONTRACTUAL	350.00	0.00	350.00	0.00	0.00	350.00
<u>A 2610.450-00</u>	LIBRARY SUPPLIES	1,300.00	434.71	1,734.71	434.71	0.00	1,300.00
<u>A 2610.460-00</u>	LIBRARY LOAN PROGRAM	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
<u>A 2610.490-00</u>	LIBRARY BOCES SERVICES	18,051.00	0.00	18,051.00	8,387.76	9,663.24	0.00
2610		90,228.15	434.71	90,662.86	34,102.47	9,663.24	46,897.15
<u>A 2630.200-00</u>	INSTRUCTIONAL EQUIPMENT	5,000.00	0.00	5,000.00	388.98	0.00	4,611.02
<u>A 2630.220-00</u>	INSTRUCTIONAL COMP	10,000.00	0.00	10,000.00	1,333.01	600.15	8,066.84
<u>A 2630.400-00</u>	COMPUTER CONTRACTUAL	2,000.00	0.00	2,000.00	1,000.00	0.00	1,000.00
<u>A 2630.450-00</u>	INSTRUCTIONAL SUPPLIES	6,000.00	0.00	6,000.00	253.07	0.00	5,746.93
<u>A 2630.460-00</u>	INSTRUCTIONAL COMP	3,500.00	0.00	3,500.00	900.00	0.00	2,600.00
<u>A 2630.490-00</u>	COMPUTER ASSIST BOCES SERVICES	280,673.00	0.00	280,673.00	123,518.20	157,154.80	0.00

OWEN D. YOUNG CSD

Appropriation Status Detail Report By Function From 7/1/2022 To 12/31/2022



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2630		*	307,173.00	0.00	307,173.00	127,393.26	157,754.95	22,024.79
26		**	397,401.15	434.71	397,835.86	161,495.73	167,418.19	68,921.94
<u>A 2805.490-00</u>	ATTENDANCE REG SCHOOL		1,108.00	0.00	1,108.00	443.35	664.65	0.00
2805		*	1,108.00	0.00	1,108.00	443.35	664.65	0.00
<u>A 2810.150-00</u>	GUIDANCE INST SALARIES		54,501.79	0.00	54,501.79	19,297.52	0.00	35,204.27
<u>A 2810.160-00</u>	GUIDANCE NON INST SALARY		24,407.32	0.00	24,407.32	9,849.51	0.00	14,557.81
<u>A 2810.400-00</u>	GUIDANCE CONTRACTUAL		350.00	0.00	350.00	160.08	72.72	117.20
<u>A 2810.450-00</u>	GUIDANCE SUPPLIES		1,200.00	0.00	1,200.00	133.54	6.00	1,060.46
<u>A 2810.490-00</u>	GUIDANCE BOCES SERVICES		32,334.00	0.00	32,334.00	9,050.14	23,283.86	0.00
2810		*	112,793.11	0.00	112,793.11	38,490.79	23,362.58	50,939.74
<u>A 2815.160-00</u>	HLTH SERVICES NON INST SALARY		40,772.00	0.00	40,772.00	12,960.20	0.00	27,811.80
<u>A 2815.400-00</u>	HEALTH SERVICES CONTRACTUAL		4,500.00	1,241.98	5,741.98	115.75	4,561.90	1,064.33
<u>A 2815.450-00</u>	HEALTH SERVICES SUPPLIES		2,500.00	5.64	2,505.64	1,039.78	5.64	1,460.22
2815		*	47,772.00	1,247.62	49,019.62	14,115.73	4,567.54	30,336.35
<u>A 2820.400-00</u>	PSYCH SERVICES		10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
2820		*	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
<u>A 2850.150-00</u>	COCURRICULAR SALARY		17,500.00	0.00	17,500.00	0.00	0.00	17,500.00
2850		*	17,500.00	0.00	17,500.00	0.00	0.00	17,500.00
<u>A 2855.150-00</u>	INTER ATHLETIC SALARY		30,000.00	0.00	30,000.00	8,707.15	0.00	21,292.85
<u>A 2855.160-00</u>	NON-INSTRUCTIONAL INTER-ATHLETIC SALARY		2,200.00	0.00	2,200.00	0.00	0.00	2,200.00
<u>A 2855.400-00</u>	INT ATHLETIC CONTRACTUAL		17,800.00	0.00	17,800.00	6,186.93	0.00	11,613.07
<u>A 2855.450-00</u>	INT ATHLETIC SUPPLIES		4,000.00	348.11	4,348.11	3,589.22	348.11	410.78
2855		*	54,000.00	348.11	54,348.11	18,483.30	348.11	35,516.70
28		**	243,173.11	1,595.73	244,768.84	71,533.17	28,942.88	144,292.79
2		***	2,999,545.16	-41,144.96	2,958,400.20	841,669.90	938,414.39	1,178,315.91
<u>A 5510.150-00</u>	TRANSPORTATION DIRECTOR		4,250.00	80.00	4,330.00	2,250.04	2,076.88	3.08
<u>A 5510.160-00</u>	TRANS NON INST SALARY		87,018.80	0.00	87,018.80	30,600.78	0.00	56,418.02
<u>A 5510.161-00</u>	TRANS SALARY FULL TIME		45,032.00	0.00	45,032.00	22,516.00	20,784.00	1,732.00
<u>A 5510.162-00</u>	TRANS SALARY - OVERTIME		18,000.00	0.00	18,000.00	11,680.94	0.00	6,319.06
<u>A 5510.163-00</u>	TRANS REG. ROUTE HOURLY/DAILY		4,000.00	0.00	4,000.00	911.25	0.00	3,088.75
<u>A 5510.163-01</u>	TRANS SALARY		9,950.51	0.00	9,950.51	4,818.71	4,448.12	683.68
<u>A 5510.163-02</u>	TRANS MONITOR SALARY		9,950.51	0.00	9,950.51	3,645.56	0.00	6,304.95
<u>A 5510.163-03</u>	TRANS SPORTS SALARY		6,500.00	0.00	6,500.00	2,710.71	0.00	3,789.29

OWEN D. YOUNG CSD

Appropriation Status Detail Report By Function From 7/1/2022 To 12/31/2022



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 5510.163-04</u>	TRANS FIELD TRIP SALARY	3,000.00	0.00	3,000.00	1,193.67	0.00	1,806.33
<u>A 5510.163-05</u>	TRANS ACAD LATE SALARY	4,000.00	4,000.00	8,000.00	4,243.49	0.00	3,756.51
<u>A 5510.163-06</u>	TRANS SUMMER SCHOOL SALARY	4,000.00	800.00	4,800.00	4,781.64	0.00	18.36
<u>A 5510.210-00</u>	TRANS BUS PURCHASE	189,289.92	0.00	189,289.92	0.00	189,289.92	0.00
<u>A 5510.400-00</u>	TRANS CONTRACTUAL	64,400.00	-452.23	63,947.77	30,435.69	20,478.03	13,034.05
<u>A 5510.411-00</u>	TRASH REMOVAL SERVICE	600.00	70.00	670.00	332.40	332.40	5.20
<u>A 5510.450-00</u>	TRANS SUPPLIES	0.00	100.00	100.00	10.08	0.00	89.92
<u>A 5510.490-00</u>	TRANS BOCES SERVICES	1,370.00	0.00	1,370.00	567.00	803.00	0.00
<u>A 5510.510-00</u>	TRANS BUS PARTS	40,000.00	3,600.00	43,600.00	15,565.10	27,994.78	40.12
<u>A 5510.520-00</u>	TRANS GASOLINE	15,000.00	0.00	15,000.00	2,900.45	12,098.70	0.85
<u>A 5510.530-00</u>	TRANS DIESEL FUEL	45,000.00	0.00	45,000.00	21,412.59	18,587.41	5,000.00
5510		551,361.74	8,197.77	559,559.51	160,576.10	296,893.24	102,090.17
55		551,361.74	8,197.77	559,559.51	160,576.10	296,893.24	102,090.17
5		551,361.74	8,197.77	559,559.51	160,576.10	296,893.24	102,090.17
<u>A 7140.400-00</u>	COMM REC CONTRACTUAL	70,000.00	0.00	70,000.00	0.00	15,000.00	55,000.00
<u>A 7140.450-00</u>	COMM REC SUPPLIES	2,600.00	845.60	3,445.60	948.93	845.60	1,651.07
7140		72,600.00	845.60	73,445.60	948.93	15,845.60	56,651.07
71		72,600.00	845.60	73,445.60	948.93	15,845.60	56,651.07
<u>A 7310.150-00</u>	SUMMER PROGRAM INST SALARY	12,700.00	0.00	12,700.00	7,201.01	0.00	5,498.99
<u>A 7310.160-00</u>	SUMMER YOUTH SALARY	12,200.00	-4,000.00	8,200.00	2,112.65	0.00	6,087.35
<u>A 7310.400-00</u>	YOUTH PROGRAM CONTRACTUAL	2,500.00	0.00	2,500.00	232.00	0.00	2,268.00
7310		27,400.00	-4,000.00	23,400.00	9,545.66	0.00	13,854.34
73		27,400.00	-4,000.00	23,400.00	9,545.66	0.00	13,854.34
7		100,000.00	-3,154.40	96,845.60	10,494.59	15,845.60	70,505.41
<u>A 9010.800-00</u>	STATE RETIREMENT EMP BENEFIT	69,988.00	0.00	69,988.00	60,289.00	0.00	9,699.00
9010		69,988.00	0.00	69,988.00	60,289.00	0.00	9,699.00
<u>A 9020.800-00</u>	TEACHER RETIREMENT EMP BENEFIT	185,919.00	0.00	185,919.00	140,000.00	0.00	45,919.00
9020		185,919.00	0.00	185,919.00	140,000.00	0.00	45,919.00
<u>A 9030.800-00</u>	SOCIAL SECURITY EMP BENEFIT	164,400.00	0.00	164,400.00	53,938.19	163.37	110,298.44
9030		164,400.00	0.00	164,400.00	53,938.19	163.37	110,298.44
<u>A 9040.800-00</u>	WORKERS COMP EMP BENEFIT	16,000.00	600.00	16,600.00	16,600.00	0.00	0.00
9040		16,000.00	600.00	16,600.00	16,600.00	0.00	0.00
<u>A 9050.800-00</u>	UNEMPLOYMENT INSURANCE	10,000.00	0.00	10,000.00	7.12	1,992.88	8,000.00

OWEN D. YOUNG CSD

Appropriation Status Detail Report By Function From 7/1/2022 To 12/31/2022



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
9050	*	10,000.00	0.00	10,000.00	7.12	1,992.88	8,000.00
<u>A 9055.800-00</u>	DISABILITY INSURANCE EMP BENEFIT	1,300.00	0.00	1,300.00	250.02	409.98	640.00
9055	*	1,300.00	0.00	1,300.00	250.02	409.98	640.00
<u>A 9060.800-00</u>	HEALTH INSURANCE EMP BENEFIT	882,521.38	0.00	882,521.38	286,217.11	638,569.47	-42,265.20
9060	*	882,521.38	0.00	882,521.38	286,217.11	638,569.47	-42,265.20
90	**	1,330,128.38	600.00	1,330,728.38	557,301.44	641,135.70	132,291.24
<u>A 9711.600-00</u>	SERIAL BOND PRINCIPAL	265,000.00	0.00	265,000.00	265,000.00	0.00	0.00
<u>A 9711.700-00</u>	SERIAL BOND INTEREST	78,206.26	0.00	78,206.26	78,206.26	0.00	0.00
9711	*	343,206.26	0.00	343,206.26	343,206.26	0.00	0.00
97	**	343,206.26	0.00	343,206.26	343,206.26	0.00	0.00
<u>A 9901.901-00</u>	INTERFUND TRANSFER TO CAFETERIA FUND	15,000.00	0.00	15,000.00	15,000.00	0.00	0.00
9901	*	15,000.00	0.00	15,000.00	15,000.00	0.00	0.00
<u>A 9950.000</u>	TRANSFER TO CAPITAL	100,000.00	0.00	100,000.00	3,109.17	0.00	96,890.83
9950	*	100,000.00	0.00	100,000.00	3,109.17	0.00	96,890.83
99	**	115,000.00	0.00	115,000.00	18,109.17	0.00	96,890.83
9	***	1,788,334.64	600.00	1,788,934.64	918,616.87	641,135.70	229,182.07
Fund ATotals:		6,528,000.00	72,026.26	6,600,026.26	2,418,190.70	2,363,708.77	1,818,126.79
Grand Totals:		6,528,000.00	72,026.26	6,600,026.26	2,418,190.70	2,363,708.77	1,818,126.79

OWEN D. YOUNG CSD

Revenue Status Report By Function From 7/1/2022 To 12/31/2022



<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Adjustments</u>	<u>Revised Budget</u>	<u>Revenue Earned</u>	<u>Unearned Revenue</u>
<u>A 1001.00</u>	REAL PROPERTY TAXES	1,719,105.78	0.00	1,719,105.78	1,580,459.63	138,646.15
<u>A 1085.00</u>	STATE TAX RELIEF PROGRAM	224,445.22	0.00	224,445.22	0.00	224,445.22
<u>A 1090.00</u>	INTEREST AND PENALTIES	6,000.00	0.00	6,000.00	2,780.90	3,219.10
<u>A 2401</u>	INTEREST	500.00	0.00	500.00	23.32	476.68
<u>A 2401.00</u>	INTEREST AND EARNINGS	1,000.00	0.00	1,000.00	491.15	508.85
<u>A 2410.00</u>	RENTAL OF REAL PROPERTY	7,800.00	0.00	7,800.00	3,900.00	3,900.00
<u>A 2413.00</u>	RENTAL OF REAL PROPERTY, BOCES	6,500.00	0.00	6,500.00	3,250.00	3,250.00
<u>A 2665.00</u>	SALE OF EQUIPMENT	0.00	0.00	0.00	8,745.85	-8,745.85
<u>A 2666.00</u>	SALE OF TRANSPORTATION EQUIPMENT	30,000.00	0.00	30,000.00	0.00	30,000.00
<u>A 2680.00</u>	INSURANCE RECOVERIES	1,700.00	0.00	1,700.00	0.00	1,700.00
<u>A 2700</u>	REIMBURSEMENT OF MEDICARE PART D	0.00	0.00	0.00	1,159.54	-1,159.54
<u>A 2701.00</u>	REFUND OF PRIOR YR EXP, BOCES	70,000.00	0.00	70,000.00	0.00	70,000.00
<u>A 2703</u>	REFUND OF PRIOR YEAR EXPENSE	0.00	0.00	0.00	9,814.85	-9,814.85
<u>A 2770.00</u>	UNCLASSIFIED REVENUES	2,500.00	0.00	2,500.00	293.50	2,206.50
<u>A 3101.00</u>	BASIC FORMULA	3,012,170.00	0.00	3,012,170.00	653,925.81	2,358,244.19
<u>A 3101.01</u>	BASIC FORMULA, EXCESS	408,417.00	0.00	408,417.00	70,952.00	337,465.00
<u>A 3102.00</u>	LOTTERY AID	0.00	0.00	0.00	304,120.75	-304,120.75
<u>A 3103.00</u>	BOCES AID	505,743.00	0.00	505,743.00	-27,032.91	532,775.91
<u>A 3260.00</u>	TEXBOOK AID	10,695.00	0.00	10,695.00	2,280.00	8,415.00
<u>A 3262.00</u>	COMPUTER SOFTWARE AID	4,454.00	0.00	4,454.00	0.00	4,454.00
<u>A 3263.00</u>	LIBRARY AID	839.00	0.00	839.00	0.00	839.00
<u>A 4601.00</u>	MEDICAID ASSISTANCE AID	2,500.00	0.00	2,500.00	338.27	2,161.73
<u>A 5050.00</u>	interfund transfer for debt service	36,000.00	0.00	36,000.00	0.00	36,000.00
A Totals:		6,050,369.00	0.00	6,050,369.00	2,615,502.66	3,434,866.34
Grand Totals:		6,050,369.00	0.00	6,050,369.00	2,615,502.66	3,434,866.34

OWEN D. YOUNG CSD

General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022



Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z ART	Art Club							
07/01/2022	16			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	1,083.81	1,083.81
Z ART Totals:						0.00	1,083.81	1,083.81

OWEN D. YOUNG CSD



General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z C22	CLASS OF 2022							
07/01/2022	<u>16</u>			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	540.77	540.77
07/14/2022	<u>2903</u>		3193	SENIOR FLOWERS - GRADUATION FLOWERS	CD-1	62.50	0.00	478.27
10/31/2022	<u>110</u>			TOTTRANSFER LEFTOVER FUNDS FROM CLASS OF 2002 TO THE CLASS OF 2024 AS PER REQUEST AND BOARD APPROVAL	JE-4	478.27	0.00	0.00
Z C22 Totals:						540.77	540.77	0.00

OWEN D. YOUNG CSD



General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z C23	CLASS OF 2023							
07/01/2022	<u>16</u>			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	3,407.11	3,407.11
10/03/2022	<u>895351</u>			OWEN D YOUNG CSD (CLASS OF 2023) / WELCOME BACK DANCE	CR-4	0.00	521.00	3,928.11
10/12/2022	<u>895385</u>			OWEN D YOUNG (CLASS OF 2023) / HEIDELBERG BREAD FUNDRAISER (COLD PRE-PACKAGED)	CR-4	0.00	801.00	4,729.11
10/17/2022	<u>76</u>			TO MOVE FUNDS CREDITED TO THE WRONG ACCOUNT	JE-4	208.00	0.00	4,521.11
10/25/2022	<u>2906</u>		4111	CLASS OF 2023 / BREAD FUNDRAISER - CLASS OF 2023	CD-3	256.00	0.00	4,265.11
10/31/2022	<u>895437</u>			OWEN D YOUNG CSD/ CLASS OF 2023	CR-4	0.00	45.00	4,310.11
Z C23 Totals:						464.00	4,774.11	4,310.11

OWEN D. YOUNG CSD



General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022

Account	Account Name							
Date	Ref Number	PO Number	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Z C24	CLASS OF 2024							
07/01/2022	<u>16</u>			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	1,421.00	1,421.00
10/31/2022	<u>110</u>			TOTTRANSFER LEFTOVER FUNDS FROM CLASS OF 2002 TO THE CLASS OF 2024 AS PER REQUEST AND BOARD APPROVAL	JE-4	0.00	478.27	1,899.27
11/02/2022	<u>895442</u>			ODY CLASS OF 2024 / UTICA COFFEE FUNDRAISER TAX EXEMPT PRE-PPACKAGED COLD	CR-5	0.00	1,763.00	3,662.27
11/02/2022	<u>895443</u>			ODY CLASS OF 2024 / DANCE DONATIONS	CR-5	0.00	522.90	4,185.17
11/16/2022	<u>2910</u>		3815	CLASS OF 2024 FUNDRAISER - CLASS OF 2024 COFFEE FUNDRAISER	CD-4	1,318.00	0.00	2,867.17
Z C24 Totals:						1,318.00	4,185.17	2,867.17

OWEN D. YOUNG CSD



General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z C25	CLASS OF 2025							
07/01/2022	16			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	1,429.27	1,429.27
Z C25 Totals:						0.00	1,429.27	1,429.27

OWEN D. YOUNG CSD

General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022



Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z C26	CLASS OF 2026							
07/01/2022	16			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	715.28	715.28
Z C26 Totals:						0.00	715.28	715.28

OWEN D. YOUNG CSD

General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022



Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z C27	CLASS OF 2027							
07/01/2022	16			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	481.26	481.26
Z C27 Totals:						0.00	481.26	481.26

OWEN D. YOUNG CSD



General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z C28	CLASS OF 2028							
12/06/2022	<u>895495</u>			CLASS OF 2028 / CLASS DONATION	CR-6	0.00	194.00	194.00
12/06/2022	<u>895496</u>			CLASS OF 2028 / POPCORN FUNDRAISER	CR-6	0.00	1,481.76	1,675.76
Z C28 Totals:						0.00	1,675.76	1,675.76

OWEN D. YOUNG CSD



General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z DRM	Drama Club							
07/01/2022	16			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	3,667.31	3,667.31
Z DRM Totals:						0.00	3,667.31	3,667.31

OWEN D. YOUNG CSD



General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022

Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z INL	Internation Club							
07/01/2022	16			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	2,010.65	2,010.65
Z INL Totals:						0.00	2,010.65	2,010.65

OWEN D. YOUNG CSD

General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022



Account Date	Account Name Ref Number PO Number	Vendor ID Explanation	Schedule	Debits	Credits	Balance
Z JNHS	Junior National Honor Society					
07/01/2022	<u>16</u>	Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	2,040.64	2,040.64
11/09/2022	<u>2909</u>	2634 NATIONAL JUNIOR HONOR SOCIETY - ODY JUNIOR HONOR SOCIETY	CD-4	385.00	0.00	1,655.64
11/16/2022	<u>895473</u>	OWEN D YOUNG CSD JUNIOR NATIONAL HONOR SOCIETY / WREATH SALE	CR-5	0.00	1,815.24	3,470.88
11/30/2022	<u>104</u>	TO SHARE JNHS MONEY WITH NHS FOR PROFIT SHARE ON WREATH SALE	JE-5	227.00	0.00	3,243.88
12/01/2022	<u>895485</u>	OWEN D YOUNG JNHS / WREATH SALES	CR-6	0.00	192.15	3,436.03
12/14/2022	<u>2912</u>	2323 HONOR SOCIETY WREATH SALE - HONOR SOCIETY FUNDRAISER	CD-5	1,569.50	0.00	1,866.53
Z JNHS Totals:				2,181.50	4,048.03	1,866.53

OWEN D. YOUNG CSD

General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022



Account	Account Name	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number					
Z LSC	LEARN AND SERVE COMMUNITY CLUB						
07/01/2022	16		Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	48.40	48.40
Z LSC Totals:					0.00	48.40	48.40

OWEN D. YOUNG CSD

General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022



Account Date	Account Name Ref Number PO Number	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Z NHS	Senior National Honor Society						
07/01/2022	<u>16</u>		Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	1,036.05	1,036.05
10/25/2022	<u>2907</u>	2634	NHS MEMBERSHIP DUES - ODY NHS DUES	CD-3	385.00	0.00	651.05
11/30/2022	<u>104</u>		TO SHARE JNHS MONEY WITH NHS FOR PROFIT SHARE ON WREATH SALE	JE-5	0.00	227.00	878.05
12/02/2022	<u>895490</u>		OWEN D YOUNG HONOR SOCIETY / WREATH SALE	CR-6	0.00	18.48	896.53
Z NHS Totals:					385.00	1,281.53	896.53

OWEN D. YOUNG CSD

General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022



Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z SCI	Science & Outing Club							
07/01/2022	16			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	1,632.85	1,632.85
Z SCI Totals:						0.00	1,632.85	1,632.85

OWEN D. YOUNG CSD

General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022



Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z SKI	Ski Club							
07/01/2022	<u>16</u>			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	771.90	771.90
12/13/2022	<u>895504</u>			OWEN D YOUNG SKI CLUB / STUDENT PAID LIFT TICKET	CR-6	0.00	150.00	921.90
12/22/2022	<u>2913</u>		4083	STUDENT MADE CHECK OUT TO ODY SHOULD HAVE BEEN ROYAL - SKI CLUB STUDENT WRONG VENDOR	CD-5	150.00	0.00	771.90
Z SKI Totals:						150.00	921.90	771.90

OWEN D. YOUNG CSD

General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022



Account	Account Name	Ref Number	PO Number	Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Z STC	Student Council (Juice)								
07/01/2022		<u>16</u>			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	1,122.79	1,122.79
07/31/2022		<u>895259</u>			ADIRONDACK BANK / ACTIVITY FUNDS CHECKING INTEREST	CR-1	0.00	0.17	1,122.96
07/31/2022		<u>895273</u>			ADIRONDACK BANK / ACTIVITY FUNDS SAVINGS INTEREST	CR-1	0.00	0.12	1,123.08
08/31/2022		<u>895283</u>			ADIRONDACK BANK / ACTIVITY FUNDS SAVINGS INTEREST	CR-2	0.00	0.14	1,123.22
08/31/2022		<u>895287</u>			ADIRONDACK BANK / ACTIVITY FUND CHECKING INTEREST	CR-2	0.00	0.19	1,123.41
09/30/2022		<u>895390</u>			ADIRONDACK BANK / ACTIVITY FUNDS INTEREST	CR-3	0.00	0.17	1,123.58
09/30/2022		<u>895394</u>			ADIRONDACK BANK / ACTIVITY FUNDS SAVINGS INTEREST	CR-3	0.00	0.13	1,123.71
10/31/2022		<u>895463</u>			ADIRONDACK BANK / ACTIVITY FUNDS CHECKING INTEREST	CR-4	0.00	0.19	1,123.90
10/31/2022		<u>895468</u>			ADIRONDACK BANK / ACTIVITY SAVINGS INTEREST	CR-4	0.00	0.13	1,124.03
11/30/2022		<u>895497</u>			ADIRONDACK BANK / ACTIVITY SAVINGS INTEREST	CR-5	0.00	0.13	1,124.16
11/30/2022		<u>895505</u>			ADIRONDACK BANK / ACTIVITY FUND CHECKING INTEREST	CR-5	0.00	0.20	1,124.36
12/31/2022		<u>895544</u>			ADIRONDACK BANK / ACTIVITY CHECKING INTEREST	CR-6	0.00	0.22	1,124.58
12/31/2022		<u>895552</u>			ADIRONDACK BANK / ACTIVITY SAVINGS INTEREST	CR-6	0.00	0.13	1,124.71
Z STC Totals:							0.00	1,124.71	1,124.71

OWEN D. YOUNG CSD

General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022



Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z TECH	TECHNOLOGY CLUB							
07/01/2022	16			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	325.40	325.40
Z TECH Totals:						0.00	325.40	325.40

OWEN D. YOUNG CSD

General Ledger Account Transactions Detail Report From 7/1/2022 To 12/31/2022



Account	Account Name		Vendor ID	Explanation	Schedule	Debits	Credits	Balance
Date	Ref Number	PO Number						
Z YRB	Otsquagan Yearbook							
07/01/2022	<u>16</u>			Opening Ledger Entries Opening Ledger Entries	JE-1	0.00	4,092.02	4,092.02
07/14/2022	<u>2904</u>		3262	YEARBOOK FUNDRAISER - YEARBOOK FUNDRAISER	CD-1	153.00	0.00	3,939.02
08/02/2022	<u>895250</u>			YEARBOOK CLUB / YEARBOOK ADS	CR-2	0.00	470.00	4,409.02
08/11/2022	<u>2905</u>		2289	YEARBOOK BALANCE - YEARBOOK BALANCE	CD-2	357.00	0.00	4,052.02
09/21/2022	<u>895320</u>			YEAR BOOK CLUB / YEAR BOOK ADS (CASH)	CR-3	0.00	65.00	4,117.02
10/17/2022	<u>76</u>			TO MOVE FUNDS CREDITed TO THE WRONG ACCOUNT	JE-4	0.00	208.00	4,325.02
10/21/2022	<u>895418</u>			OWEN D YOUNG YEARBOOK / CHOCOLATE FUNDRAISER	CR-4	0.00	434.94	4,759.96
10/27/2022	<u>895433</u>			ODY YEARBOOK CLUB / YEARBOOK ADS	CR-4	0.00	85.50	4,845.46
11/09/2022	<u>2908</u>		2289	INITIAL DEPOSIT - ODY YEARBOOK	CD-4	1,990.00	0.00	2,855.46
11/30/2022	<u>2911</u>		3262	CHOCOLATE FUNDRAISER - YEARBOOK FUNDRAISER	CD-4	301.00	0.00	2,554.46
12/01/2022	<u>895486</u>			OWEN D YOUNG YEARBOOK / YEARBOOK ADS	CR-6	0.00	375.00	2,929.46
12/20/2022	<u>895516</u>			OWEN D YOUNG YEAR BOOK / YEARBOOK ADS	CR-6	0.00	345.00	3,274.46
Z YRB Totals:						2,801.00	6,075.46	3,274.46

Discard List - Room 122
February 13, 2023

Title	Publisher	Publish Date	Author	Copyright Date	Number of Books
Our World	MacMillan/McGraw-Hill School D	2003	Banks, James A.	2003	23
Our World - Vocab	MacMillan/McGraw-Hill	2002	M/Mhss2003	2002	6
Our World - Teachers Edition	MacMillan / McGraw-Hill	2002	MacMillan / McGraw-Hill	2002	2
The American Heritage Dictionary of the English Language	Houghton Mifflin Harcourt	1975	Houghton Mifflin Harcourt	1975	5
Merriam-Webster's Collegiate Dictionary	Merriam Webster	1993	Webster	1993	3
Scott, Foresman beginning dictionary	Scott, Foresman	1979	Edward Lee Thorndike	1979	1
Webster's intermediate dictionary: A new school dictionary	Merriam	1977	Merriam	1986	1
Thorndike Barnhart Children's Dictionary	Scott Foresman	2000	Scott Foresman	2000	1
Websters Ninth New Collegiate Dictionary	Merriam-webster	1991	Merriam-webster	1991	2
A First Thesaurus	Golden Books	2001	Wittels, Harriet	2001	1
Student Thesaurus	Troll Communications Llc	1989	Ryan, Elizabeth A.	1989	1
Webster's Dictionary of the English Language	Thomas Nelson Inc	1988	Thomas Nelson Inc	1988	1
A Student's Dictionary	The Dictionary Project	2005	The Dictionary Project	2005	1
Websters New World Dictionary of the American Language, College Edition	The World Publishing Company	1968	Webster	1968	1
English Grammar and Composition: 2nd Course Grade 8	Harcourt School	1982	Warriner, John E.	1982	1
English Grammar and Composition: First Course Grade 7	Harcourt College Pub	1982	Warriner, John E.	1982	1
Random House Webster's Dictionary : Second Edition	Ballantine Books	1996	Webster	1996	2
The Merriam-Webster Dictionary	Merriam-Webster Mass Market	2004	Webster	2004	4
Webster's Pocket Dictionary and Thesaurus	Nichols	1999	Webster	1999	1
The Merriam Webster Thesaurus	Merriam Webster Mass Market	1989	Webster	1989	1
Roget's II Thesaurus: Thumb Index	Houghton Mifflin Harcourt	1980	Masters, Robert	1980	2
DIGITS ENHANCED STUDENT COMPANION GRADE 6	Savas Learning Co	2013	Savas Learning Co	2013	16

Owen D. Young 2023-24 Calendar

September, 2022						
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
Students: 18 Staff: 19						

October, 2023						
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				
Students: 20 Staff: 21						

November, 2023						
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		
Students: 18 Staff: 18						

December, 2023						
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
Students: 16 Staff: 16						

January, 2024						
S	M	T	W	T	F	S
31	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			
Students: 20 Staff: 20						

February, 2024						
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		
Students: 16 Staff: 16						

March, 2024						
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
Students: 19 Staff: 20						

April, 2024						
S	M	T	W	T	F	S
31	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				
Students: 17 Staff: 17						

May, 2024						
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	
Students: 21 Staff: 21						

June, 2024						
	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
Students: 16 Staff: 17						
	Off/first snow day takeback					
	First day of classes					
	School Not in Session					
	Supt. Conference Days					
	Regents Examinations					
	Half Day dismiss at 11:30am					
	3-8 assessments					
	Parent Conferences					

Dates Students Not in Session	
Sept 5: Supt. Conf. Day	March 15: Supt. Conf. Day
Sept. 6: First day for students	April 1-5: Spring Recess
Sept. 26: Open House 5:30-7pm	April 5 - First snow day take back
Oct. 9: Columbus Day	April 19-21 - ELA assessments
Oct. 25: Supt. Conf. Day	May 2-4- Math assessments
Nov. 10: Veteran's Day ob.	May 17 - 1/2 Parent Conf. day
Nov. 20 & 21: 1/2 day Parent Conf.	May 24 - off/first snowday takeback
Nov. 22-24: Thanksgiving	May 27: Memorial Day
Dec. 22: 1/2 day Supt. Conf. Day	June 3: Science Assessment
Dec. 25-Jan 2: Winter Recess	June 13-25: Regents exams
Jan. 15: Martin Luther King Day	June 19: Juneteenth - no school
Jan. 23-26: Regents/local exams	June 25: 1/2 day elem only
Jan. 26: 1/2 Supt. Conf. Day	June 30: Commencement @ 1pm
March 8: 1/2 Parent Conf/PD	Total Student Days: 181
Feb. 19-23: Midwinter Recess	Total Staff Days: 185

	Student	Staff
Sept	18	19
Oct	20	21
Nov	18	18
Dec	16	16
Jan	20	20
Feb	16	16
March	19	20
April	17	17
May	21	21
June	16	17
	181	185



RESOLUTION AUTHORIZING PARTICPATION IN OSWEGO COUNTY BOCES'
COOPERATIVE PURCHASING PROGRAM

WHEREAS,

The Cooperative Purchasing Service is a plan of a number of public school districts in the Oswego County Board of Cooperative Educational Services Area in New York (known as the Center for Instruction, Technology & Innovation [CiTi]), to bid jointly for water testing and sampling services, and

WHEREAS,

Owen D Young-Van Hornesville CS (hereinafter the "Participant") is desirous of participating with Oswego County Board of Cooperative Educational Services/CiTi and other Boards of Cooperative Educational Services and public school districts in the joint bidding of the services mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The participant wishes to appoint the Oswego County Board of Cooperative Educational Services/CiTi to advertise for bids, accept bids, tabulate bids and award bids on their behalf; therefore

BE IT RESOLVED,

The participant hereby appoints Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters relating above, and designates the Oswego County Board of Cooperative Educational Services/CiTi designated newspaper(s) as the legal publication(s) for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED,

The participant authorizes the Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned services, and,

BE IT FURTHER RESOLVED,

The participant agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the Oswego County Board of Cooperative Educational Services/CiTi; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

CERTIFICATION OF DISTRICT CLERK

I, _____, District Clerk of the
_____ Central School Board of
Education, hereby certify that the above resolution was adopted by the required majority vote of the
Board of Education meeting held on _____.

Signature of District Clerk

Date

FISCAL MANAGEMENT

BORROWING FUNDS

I. Borrowing Purposes and Debt Instruments

- A. The Local Finance Law authorizes operating borrowing to cover cash-flow shortfalls including Revenue Anticipation Notes, Tax Anticipation Notes, or Budget Notes. These types of borrowing must be authorized by the Board of Education (the Board) through the adoption of a formal Borrowing Resolution.
- B. Capital Borrowings may include Bond Anticipation Notes, Statutory Installment Bonds, and Serial Bonds. These borrowings are only authorized for items for which a period of probable usefulness has been established in Section 11.00 of the Local Finance Law. Generally, these borrowings may only be undertaken after a positive public majority vote at the Annual Meeting or special election. The Board must formalize the authority for the indebtedness by adopting a legally complete formal bond resolution prior to any borrowing. The text of the Bond Resolution, vote and legal notices should be prepared by a recognized bond counsel. The Board hereby delegates its authority to set the terms and conditions of any borrowing to the President of the Board, as Chief Fiscal Officer of the Owen D. Young Central School District (the District), in consultation with the Superintendent and legal counsel.

II. Borrowing Procedures

The Superintendent, assisted by District staff, makes recommendations to the Board on the timing, bidding, terms and conditions of, placement, and reporting on any borrowings. Operating borrowing recommendations must be supported by a monthly cash flow estimate covering the time thereof and establishing the amount of such borrowing. The Superintendent is authorized to solicit and use the services of a financial consultant and bond counsel in planning and completing any borrowing to optimize the number of potential bids and obtain lower market interest rates.

III. Written Reports

All borrowings shall be documented in written reports outlining the details of each borrowing and the interest rate bids received. The written report shall first be presented to the Superintendent who shall report thereon quarterly.

IV. Legal Opinion

The Board approves the use of the services of a recognized bond counsel to draft the legal notices, resolutions, and borrowing instruments and to render the approving Legal Opinion on the legality and tax status of the debt instrument.

POLICY

FISCAL MANAGEMENT

Draft
4300

BORROWING FUNDS

FISCAL MANAGEMENT

Policy is Required
INVESTMENTS

I. Investment Objectives

Funds held by the Owen D. Young Central School District (the District) that are in excess of the amount required to meet short term cash flow needs, and are not otherwise encumbered, shall be invested to provide the District with the best rate of return available without exposing the principal to an unreasonable risk of loss.

All investments made on behalf of the District shall comply with the requirements of all applicable federal and state laws, including the Education Law, General Municipal Law, and Local Finance Law.

II. Authority to Invest District Funds

As permitted by Section 11 of the General Municipal Law, the Board of Education (the Board) authorizes the Superintendent or designee, as an officer having custody of the District's funds, to invest the District's funds in a manner consistent with this Policy.

III. Standards for Selecting Investments

A. Prudence

All participants in the investment process shall act as custodians of the public trust and shall avoid any transaction that might impair public confidence in the District. They shall make investment decisions with the judgment and care exercised by a reasonably prudent person in the conduct of their own affairs.

B. Conflict Avoidance

All participants in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program or impair their ability to make impartial investment decisions.

C. Diversification

Investments of District funds, including bank deposits, are to be diversified in terms of the type of investments made, the maturity dates of investments, and the choice of a financial institution or broker to place or hold the investment.

Policy is Required
INVESTMENTS

D. Permitted Investments

Consistent with the other provisions of this Policy, the Superintendent or designee may invest funds in the following ways:

1. special time deposit accounts;
2. certificates of deposit;
3. obligations of the United States of America;
4. obligations guaranteed by agencies of the United States of America where the payment of principal and interest is guaranteed by the United States of America;
5. obligations of the State of New York;
6. certificates of deposits purchased by a bank or trust company in the manner described in, and meeting all the conditions of, Section 11(2)(a)(2) of the General Municipal Law; and
7. obligations of this local government, but only with any moneys in a reserve fund established pursuant to General Municipal Law Section 6-c, 6-d, 6-e, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n.

E. Assured Availability

All investment obligations shall be payable or redeemable at the option of the District within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the District within two (2) years of the date of purchase.

IV. Collateralization of Certain Investments

Investments in the form of special time deposits and certificates of deposit shall be collateralized as provided in the policy governing District deposits.

V. Purchase and Custody of Investments

A. Purchase of Investment Assets

The Superintendent or designee is authorized to contract for the purchase of investments

POLICY

Draft 11/30/2022
4301

FISCAL MANAGEMENT

Policy is Required
INVESTMENTS

1. directly, including through a repurchase agreement, from an authorized trading partner;
2. by participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 88-46, and the specific program has been authorized by the Board; or
3. by using an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the Board.

B. Custody of Investment Assets

All purchased obligations, unless registered or inscribed in the name of the District, shall be purchased through, delivered to, and held in the custody of a bank or trust company. Such obligations shall be purchased, sold, or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the District by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, Section 10.

C. Segregation of Investment Assets

The custodial agreement shall provide that securities held by the bank or trust company, as an agent of and custodian for the District, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the District a perfected interest in the securities.

VI. Repurchase Agreements

Repurchase agreements are authorized subject to the following restrictions:

1. All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
2. Trading partners are limited to banks or trust companies that are authorized to do business in New York State and primary reporting dealers.

POLICY

Draft 11/30/2022
4301

FISCAL MANAGEMENT

Policy is Required
INVESTMENTS

3. Obligations shall be limited to obligations of the United States of America and obligations guaranteed by agencies of the United States of America.
4. No substitution of securities will be allowed.
5. The custodian shall be a party other than the trading partner.

VII. Authorized Financial Institutions and Dealers

A. Preparation and Review of List

The Superintendent or designee is responsible for maintaining a list of depositories, trading partners, and custodians whose financial position and record of operations warrant their use by the District. At least once each year, the Board shall review the list with the Superintendent to adopt a list of approved financial institutions and firms, and designate a limit to the amount of investment to be made with each one.

B. Requirements

All financial institutions with which the District does business must be creditworthy. Banks must agree to provide their most recent Consolidated Report of Condition (Call Report) at the request of the District. Security dealers not affiliated with a bank must be classified as reporting dealers affiliated with the New York Federal Reserve Bank as primary dealers.

VIII. Annual Board Review of Policy

The Board shall review this Policy each year and note that review in the minutes of the meeting at which it occurs.

Owen D. Young Central School District

Legal Ref: NYS Education Law §§ 1709, 3652; General Municipal Law §§10, 11, 39

Adopted: 02/03/14

Revised: 01/09/17, _____

Policy

Draft 10/18/22
4302

FISCAL MANAGEMENT

INSURANCE

I. Statement of Policy

The objective of the Board of Education (the Board) is to obtain the best possible insurance at the lowest possible cost and to seek advice from an Insurance Appraisal Service to determine that adequate coverage is being provided regarding fire, boiler, general liability, bus, and student accident insurance.

II. Insurance

- A. The Board shall carry insurance to protect the Owen D. Young Central School District's (the District) real and personal property against loss or damage. This property includes school buildings, and their contents, school grounds, and vehicles.
- B. The Board may also purchase liability insurance to pay damages that are assessed against Board members and District employees acting in the discharge of their duties within the scope of their employment or under the direction of the Board.

III. Policy and Inventory

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

Owen D. Young Central School District

Legal Ref: NYS Education Law §§ 1709(8), 1709(34-b), 2503(10), 2503(10-a), 2503(10-b), 3023, 3028, 3811; General Municipal Law §§ 6-n, 52; Public Officers Law §18

Adopted: 02/03/2014

Revised: 01/09/17, _____

Policy

Draft 10/18/22
4303

FISCAL MANAGEMENT

Required by Auditors RESERVE FUNDS

I. Establishment and Use of Funds

- A. Reserve funds (essentially a legally authorized savings account designated for a specific purpose) are an important component in the Owen D. Young Central School District's (the District) financial planning for future projects, acquisitions and other lawful purposes.
- B. The District ~~may~~ will establish and maintain reserve funds in accordance with New York State Laws, Commissioner's Regulations, and the rules and opinions issued by the Office of the New York State Comptroller.
- C. The District shall comply with the reporting requirements of Article 3 of the General Municipal Law of the State of New York and the Governmental Accounting Standards Board (GASB) Statement Number 54, Fund Balance Reporting, and Governmental Fund Type Definitions.
- D. The expenditures from reserves funds will only be used for the specific purpose(s) for which the fund was established.
- E. Any and all District reserve funds shall be properly established and maintained to promote the goals of creating an open, transparent and accountable use of public funds. The District may engage independent experts and professionals, including but not limited to auditors, accountants and other financial and legal counsel, as necessary, to monitor all reserve fund activity and prepare any and all reports that the Board of Education (the Board) may require.

II. Periodic Review and Annual Report

- A. ~~The Board of Education~~ will periodically review all reserve funds. The District's (**CHOOSE: Assistant Superintendent for Business/Business Manager/Director of Business, etc**) will ~~also~~ prepare and submit an annual report of all reserve funds to the ~~Board of Education~~. The annual report shall include the following information for each reserve fund:
 - 1. the type and description of the reserve fund;
 - 2. the date the reserve fund was established and the amount of each sum paid into the fund;
 - 3. the interest earned by the reserve fund;

POLICY

Draft 10/18/22
4303

FISCAL MANAGEMENT

Required by Auditors
RESERVE FUNDS

4. the capital gains or losses resulting from the sale of investments of the reserve fund;
 5. the total amount and date of each withdrawal from the reserve fund;
 6. the total assets of the reserve fund showing cash balance and a schedule of investments; and
 7. an analysis of the projected needs for the reserve fund in the upcoming fiscal year and a recommendation regarding funding those projected needs.
- B. The Board shall ~~utilize~~ use the information in the annual report to ~~make necessary decisions~~ adequately maintain and manage the District's reserve fund balances while mindful of its role and responsibility as a fiduciary of public funds.
- C. The Superintendent shall develop any necessary and appropriate regulations to implement the terms of the Board's Policy.
- D. The Board will act as appropriate to authorize the creation, funding, and utilization of reserves.
- E. A summary of reserves will be published in the Annual Meeting documentation provided to stakeholders each spring.

III. Duty of an External Auditor

On an annual basis, the external auditors will be asked to review and audit the reserve funds to ensure appropriate levels of funding and appropriate use of the reserves.

Owen D. Young Central School District
Legal Ref: NYS Education Law §§3651, 3653, 1604(36)
Adopted: 02/03/14
Revised: 01/09/17, _____

FISCAL MANAGEMENT

AUDIT COMMITTEE

I. Designation of Audit Committee

The Audit Committee is established by a subcommittee of the Board of Education (the Board), Board resolution, and comprised of one or more members of the Board of Education and members of the Owen D. Young Central School District (the District) community who have been appointed in this role.

II. Role of the Audit Committee

A. The Audit Committee operates in an advisory capacity to the Board. The responsibility for reviewing Audit Committee recommendations and deciding what, if any, action is appropriate, remains with the Board. ~~shall hold regularly scheduled meetings and report to the Board on the activities of the Committee on an as needed basis, but not less than annually.~~

B. ~~The audit report will address or include at a minimum~~ Specific duties of the audit committee include the following:

1. ~~The activities of the Audit Committee~~ Recommend external auditors;
2. ~~A summary of the minutes of the Audit Committee's meetings~~ Meet with the external auditors prior to the start of the annual audit;
3. ~~Significant findings brought to the attention of the Audit Review and discuss with the external auditor any risk assessment of the District's fiscal situation;~~
4. ~~Any indications of suspected fraud, waste, or abuse~~ Receive and review the draft annual audit report and management letter and assist the Board in interpreting those documents;
5. ~~Significant internal control findings; and~~ Make a recommendation to the Board on whether to accept annual audit report;
6. ~~Activities of the internal audit function.~~ Review corrective action plans developed by the District and assist the Board with implementation of those plans; and
7. Assist in the oversight of the internal audit function (see Policy 4402), including making recommendations regarding the appointment of the internal auditor, reviewing significant findings and recommendations of the internal auditor, monitoring the implementation of such recommendations, and

AUDIT COMMITTEE

participating in the evaluation of the internal auditor.

- C. The Audit Committee shall hold regularly scheduled meetings, and report to the Board annually. responsibilities of The Audit Committee's report must include, at least, the following include the following:
1. ~~provide recommendations regarding the appointment of the External (Independent) Auditor for the District~~ The activities of the Audit Committee;
 2. ~~Meet with External (Indeocendent) Auditor prior to the commencement of the audit~~ A summary of the minutes of the Audit Committee's meetings;
 3. ~~Review and discuss with the external auditor any risk assessment of the District's fiscal operations developed as part of the Auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards if applicable~~ Significant findings brought to the attention of the Audit Committee;
 4. ~~Receive and review the draft annual audit report and management letter and working directly with the External (Independent) Auditor, assist the Board in interpreting those documents~~ Any indications of suspected fraud, waste, or abuse;
 5. ~~Make a recommendation to the Board on whether to accept the annual audit report~~ Activities of the internal audit function;
 6. ~~Review corrective action plans developed by the District and assist the Board in implementation of those plans; and~~
 7. ~~Assist in the oversight of the internal audit function (Policy 4402), including making recommendations regarding the appointment of the internal auditor, reviewing significant findings and recommendations of the internal auditor, monitoring the implementation of such recommendations, and participating in the evaluation of the internal auditor.~~

III. ~~Corrective Action Plan~~

- A. ~~Within ninety (90) days of receipt of the report or management letter, the Superintendent shall prepare a corrective action plan approved by the Board in response to any findings contained in:~~
1. ~~the annual external audit report or management letter;~~
 2. ~~final audit report issued by the District's internal auditor;~~

FISCAL MANAGEMENT

AUDIT COMMITTEE

3. ~~final report issued by the State Comptroller;~~
 4. ~~final audit report issued by the State Education Department; or~~
 5. ~~final audit report issued by the United States or an office, agency, or department thereof.~~
- B. ~~The corrective action plan must be filed with the State Education Department and if appropriate, must include the expected date(s) of implementation. To the extent practicable, implementation of the corrective action plan should begin no later than the end of the next fiscal year.~~
- C. ~~The Audit Committee also assists in the oversight of the Internal Audit Function including, but not limited to, providing recommendations regarding the appointment of the Internal Auditor, reviewing significant findings and recommendations of the Internal Auditor, monitoring the District's implementation of such recommendations, and participating in the evaluation of the performance of the Internal Audit Function.~~
- D. ~~The Audit Committee may conduct an Executive Session pursuant to Public Officers Law Section 105 pertaining to the following matters:~~
1. ~~To meet with the External (Independent) Auditor prior to commencement of the audit;~~
 2. ~~To review and discuss with the External (Independent) Auditor any risk assessment of the District's fiscal operations developed as part of the Auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards if applicable; and~~
 3. ~~To receive and review the draft annual audit report and accompanying draft management letter and, working directly with the External (Independent) Auditor, assist the Board of Education in interpreting such documents.~~
- E. ~~Any Board member who is not a member of the Audit Committee may be allowed to attend an Audit Committee Meeting, including an executive session of the Audit Committee if authorized by a Board resolution. If such Board member's attendance results in a meeting of a quorum of the full Board, any action taken by formal vote may constitute official Board action.~~

Owen D. Young Central School District

Legal Ref: NYS Education Law §§ 2116-c, ~~3811-3813~~; 8 NYCRR § 170.12;

Adopted: 02/03/14

Revised: 01/09/17, _____

FISCAL MANAGEMENT

ANNUAL AUDIT

I. External Audit

An audit of the accounts of the Owen D. Young Central School District shall be made annually by an independent certified public accounting firm selected by the Board of Education (the Board) after receiving the recommendation of the Audit Committee. The audit examination shall be conducted in accordance with generally accepted government accounting standards and shall include all funds over which the Board has direct or supervisory control.

II. Engagement of Auditor

The Board shall engage an independent auditor for purposes of conducting the annual audit after conducting a competitive request-for-proposals (RFP) process. No engagement of an external auditor shall be for a period of more than five (5) years.

Owen D. Young Central School District

Legal Ref: NYS Education Law §§ 2116-a(3); 8 NYCRR §170.12

Adopted: 10/07/13

Revised: 01/09/17, _____

FISCAL MANAGEMENT

AUDITING CLAIMS FOR PAYMENT

I. ~~Purpose and Board Responsibility~~ Statement of Policy

This Policy governs the payment of claims against the Owen D. Young Central School District (the District) of any sort, including payment for goods, services, payroll, and reimbursement of expenses. The claims audit process confirms that the purchase was authorized, the product was received, the amount claimed is accurate, and is supported by documentation. A warrant compiling approved claims is prepared and submitted to the Treasurer for payment.

The Board of Education (the Board) may appoint, by resolution, a Claims Auditor to perform this function. If the Board creates the Office of Claims Auditor, its operation shall be governed by the provisions of Part II of this Policy. If the Board does not appoint a Claims Auditor or abolishes the office, the Board is responsible for performing the claims audit function.

II. Office of Claims Auditor

A. Reporting

1. The Claims Auditor shall report directly to the Board of Education and the performance of the duties of the Claim Auditor shall be evaluated by the Board.
2. The Claims Auditor shall report to the Audit Committee semi-annually or more frequently if requested by the Audit Committee.

B. Authority

The Claims Auditor is invested with and shall exercise, the full powers of the Board to audit, allow, or reject any account, charge, claim, or demand against the District.

C. Duties

1. The Board shall review the duties of the Claims Auditor position with the Claims Auditor at least annually.
2. The Claims Auditor shall be responsible for performing all of the duties imposed by law on the Board with respect to the claims auditing process, including
 - a. Examining demands against the District

AUDITING CLAIMS FOR PAYMENT

- b. Determining that the proposed payment is for a valid and legal purpose
 - c. Determining that the obligation was approved by an authorized District official
 - d. Determining that the product or service for which payment is demanded was received
 - e. Determining that the payment demanded does not exceed the available appropriation
 - f. Determining that the voucher is in proper form, is mathematically correct, does not duplicate previously paid charges, and is in agreement with the purchase order; and
 - g. Meeting other requirements established by regulations of the State Education Department and the Office of State Comptroller.
3. The Claims Auditor shall be alert to any indications of fraud, abuse, or illegal acts. If the Claims Auditor detects apparent violations of law or apparent instances of abuse by an employee or other vendor, or information that such behavior may occur, the Claims Auditor shall report directly to the Board.

D. Eligibility

1. The Claims Auditor is not be required to be a resident of the District.
2. The Claims Auditor is classified as an exempt civil service position.
3. The following persons are prohibited from holding the position of Claims Auditor:
 - a. a member of the Board;
 - b. the clerk or treasurer of the Board;
 - c. the Superintendent or other official responsible for business management;
 - d. the person designated as purchasing agent;

POLICY

Draft
4402

FISCAL MANAGEMENT

AUDITING CLAIMS FOR PAYMENT

- e. clerical or professional personnel directly involved in accounting and purchasing functions of the school district.
- f. the individual or entity responsible for the internal audit function;
- g. the independent auditor responsible for the annual external audit of the financial statements; and
- h. a close family member (parent/person(s) in parental relation, sibling, or nondependent child) or an immediate family member (spouse, spouse equivalent, or dependent (whether or not related)) of an employee, officer, or contractor providing services to the District.

Owen D. Young Central School District

Legal Ref: NYS Education Law §§1604, 1709, 1724, 2524

Adopted: 10/07/13

Revised: 01/09/17, _____

Policy is Required
MEDICAID BILLING COMPLIANCE PROGRAM

I. Introduction

- A. This Program is an integral part of the Owen D. Young Central School District's (the District) ongoing efforts to achieve compliance with federal and state laws relating to Medicaid billing for School Supportive Health Services ("SSHS") and other school programs. The Program creates a comprehensive system of oversight for Medicaid billing, reporting and practices.
- B. The goal of this Program is to ensure that Medicaid eligible services are properly documented and accurately billed and that services rendered but not properly documented are not billed. Moreover, the program establishes systematic checks and balances to detect and prevent inaccurate billings and inappropriate practices in the Medicaid Program.
- C. The Program shall be overseen by the District's Medicaid Compliance Officer who shall report directly to the Superintendent. It remains, however, the responsibility of each individual involved in the provision of services and the billing process to comply with the provisions of the law.

II. Medicaid Compliance Officer

- A. The District shall designate a Medicaid Compliance Officer each year. The Compliance officer shall be responsible for:
 - 1. Day to day operations of the Compliance Program;
 - 2. Providing guidance to District employees to ensure Medicaid billing compliance;
 - 3. Development and delivery of District in-service training on compliance issues, expectations, and maintenance of documentation for the same;
 - 4. The coordination of system-wide and department-specific audits of records on an ongoing basis;
 - 5. Communications to District employees and to service providers on any changes to the laws and regulations regarding Medicaid billing and this Program; and
 - 6. Investigating and reporting allegations of improper billing practices.

Policy is Required

MEDICAID BILLING COMPLIANCE PROGRAM

- B. The Compliance Officer reports directly to the ~~District's Superintendent of Schools~~ and shall periodically report to the Board of Education (the Board) on the District's Compliance Program.

III. Compliance

- A. Billing for Medicaid eligible school services will be done in compliance with all applicable state and federal laws and regulations. Specifically, no bill for reimbursement shall be submitted unless it was actually performed and documented by the service provider.
- B. The District is committed to maintaining the accuracy of every claim it processes and submits. Any false, inaccurate, or questionable claim should be reported immediately to the District Medicaid Compliance Officer.
- C. False billing is a serious offense. Federal and State rules prohibit knowingly and willfully making or causing to be made any false statement or representation of a material fact in an application for benefits or payment. It is also unlawful to conceal or fail to disclose the occurrence of an event affecting the right to payment with the intent to secure payment that is not due.
- D. In addition to criminal penalties, the Federal False Claims Act permits substantial civil monetary penalties against any person who submits false claims. The Act provides a penalty of triple damages as well as fines up to ten thousand dollars (\$10,000.00) for each false claim submitted. The persons involved in submitting false claims (as well as the District) may be excluded from participating in the Medicaid programs.
- E. Numerous other federal laws prohibit false statements or inadequate disclosure to the government and mandate exclusion from Medicaid programs. It is illegal to make any false statement to the federal government, including statements on Medicaid claim forms. It is illegal to use the U.S. mail to scheme to defraud the government. Any agreement between two or more people to submit false claims may be prosecuted as a conspiracy to defraud the government.
- F. The District promotes full compliance with each of the relevant laws by maintaining a strict policy of ethics, integrity and accuracy in all its financial dealings. Each employee and professional, including outside consultants, who is involved in submitting charges, preparing claims, billing, and documenting services is expected to maintain the highest standards of personal, professional and institutional responsibility. Individuals who fail to report suspected problems, participate in non-compliance behavior or encourage, direct or facilitate non-compliance behavior may

FISCAL MANAGEMENT

Policy is Required

MEDICAID BILLING COMPLIANCE PROGRAM

be subject to disciplinary action in accordance with the provisions of New York law and any applicable collective bargaining agreement.

IV. Education and Training

- A. It is the Compliance Officer's responsibility to ensure that every employee involved with the Medicaid service and billing process is educated about the applicable laws and regulations governing provider billing and documentation. Moreover, the District Compliance Program must be shared with all employees, made available for inspection, and published on the District website.
- B. The Compliance Officer shall also develop, oversee and/or provide in-service training on Medicaid billing and documentation requirements for all staff involved in providing and/or billing for Medicaid services periodically and at other times, including initial employment or assignment. Such training shall be mandatory and the District shall maintain records of all trainings.

V. Reporting and Investigation

A. Reporting

- 1. Every employee in the District has the responsibility not only to comply with the laws and regulations but to ensure that others do as well.
- 2. Employees must report non-compliance to their immediate supervisors or the District Compliance Officer. Supervisors are required to report these issues through established channels in Human Resources/Personnel or directly to the District Medicaid Compliance Officer. Calls may be made anonymously, although the District encourages employees to provide a name and telephone number so that reports may be more effectively investigated.
- 3. Every attempt will be made to preserve the confidentiality of reports of non-compliance. All employees must understand, however, that circumstances may arise in which it is necessary or appropriate to disclose information. In such cases, disclosures will be on a "need to know" basis only.

B. Investigation

- 1. The Compliance Officer ~~personally~~ or ~~through his/her~~ designee will investigate every report of non-compliance as soon as practicable. Investigations may include interviewing employees and/or reviewing documentation. Each employee must cooperate with such investigations.

Policy is Required**MEDICAID BILLING COMPLIANCE PROGRAM**

2. Upon completion of the investigation, the Compliance Officer will make a report to the Superintendent. The report will be the basis for the Compliance Officer's Program or recommendation of corrective action and/or discipline. Reports will be retained for a period of six (6) years.

C. Non-Retaliation

It is District policy that no person shall retaliate in any form against a person who reports in good faith an act or suspected act of non-compliance (although employees may be disciplined for making intentionally false reports of non-compliance). Any person who is found to have retaliated for such a report shall be subject to discipline. In addition, the Federal False Claims Act and New York State Law provide certain protections to individuals who are discharged, demoted, suspended or threatened, harassed or discriminated against by their employer in retaliation for assisting in the investigation, initiation, or prosecution of a False Claims Act violation ~~which constitutes health care fraud under the New York State Penal Law.~~

D. Corrective Action/Sanctions

1. To make this Compliance Program effective, the Compliance Officer will have authority to impose corrective action.
2. If a service provider or employee is found to be non-compliant in a single instance or relatively insignificant percentage of cases over a short period, the Compliance Officer may require that person to undergo a session of education or training.
3. If a provider or other employee fails to comply with billing or documentation requirements repeatedly, sanctions may be more severe.
4. Plans of correction and discipline may include, but are not limited to:
 - a. A requirement to undergo training;
 - b. A period of required supervision or approval of documentation before bills can be issued;
 - c. Expanded auditing, internal or external, for some period of time until compliance improves;
 - d. Self-reporting of violations; and
 - e. In sufficiently egregious cases, discipline.
5. In addition, the Compliance Officer may recommend some other appropriate course of action to correct non-compliance.

FISCAL MANAGEMENT

Policy is Required
MEDICAID BILLING COMPLIANCE PROGRAM

VI. Auditing/Review

- A. Monitoring of compliance with billing rules is essential. The Compliance Officer must be able to ensure compliance through an understanding of current regulations and overall levels of compliance throughout the District at any given time.
- B. Under this Plan, there will be both internal and external (i.e., by an independent consultant or other professional) auditing of Medicaid billing documentation. Internal auditing is done by the professional staff of the Compliance Officer, who will conduct periodic reviews.
- C. The Compliance Officer may engage an external auditing firm as deemed necessary to assess the District overall compliance. All employees must cooperate fully with this effort by making themselves ~~and~~ or any pertinent documents available.
- D. The external auditor will report to the Compliance Officer concerning the results of its investigation. The Compliance Officer will report, in turn, to the Superintendent and the Board ~~of Education~~.

VII. Ongoing Assessments

- A. The Compliance Officer will make an annual assessment of the success of this Compliance Program. That assessment will be based on the examination of results of internal audits and investigations, reports of any outside audits that may have been conducted, and the Compliance Officer's personal experience with the functioning of the Program over the previous year.
- B. A summary of this assessment shall be provided to the Superintendent and the Board ~~of Education~~.

Owen D. Young Central School District

Legal Ref: Social Services Law Section 363-d; 18 NYCRR Part 521

Adopted: 02/03/14

Revised: 01/09/17, _____

GENERAL PROCUREMENT STANDARDS

I. Competitive Bidding

The District must complete a competitive bidding process that complies with General Municipal Law Section 103 before it enters into a contract for public work that involves spending more than thirty-five thousand dollars (\$35,000.00) enters into a purchase contract for goods or services that involves spending more than twenty thousand dollars (\$20,000.00) or enters into a lease of personal property. The bidding process shall be conducted in accordance with Policy 4501.

- A. If the total purchases of a commodity, service, or technology during the twelve (12) month period following the date of the first purchase is reasonably expected to total more than the threshold amounts described above, then the purchase shall be made through the competitive bidding process.
- B. If a commodity, service, or technology is potentially subject to the bidding requirements of Section 103 of the General Municipal Law, but it has been purchased without competitive bidding in an amount less than the threshold amounts described above, then additional purchases of that commodity, service, or technology from the same provider are not permitted if the additional purchase would cause the total value of the reasonably expected purchases of that commodity, service, or technology over a twelve month period to exceed the threshold amounts for competitive bidding.
- C. Pursuant to the Iran Divestment Act of 2012, each bidder or offeror must certify that they are not on the list created and maintained by the State Office of General Services (OGS).

II. Purchasing Without Competitive Bidding

Where a purchase is permitted by law to be made without competitive bidding, District personnel must make purchase decisions so as to assure the prudent and economical use of public moneys in the best interest of the taxpayers of the District facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances and guard against favoritism, improvidence, extravagance, fraud and corruption. The non-bid purchase process shall be conducted in accordance with Policy 4502.

III. Standardization

The Board of Education (the Board) may determine that reasons of efficiency or economy support standardization on a particular kind of equipment, material or supplies. The Board's determination shall be adopted by a resolution that is approved by a three-fifths (3/5) vote of the full Board membership and that explains the reasons for the standardization.

FISCAL MANAGEMENT

GENERAL PROCUREMENT STANDARDS

IV. Instructional Materials

Pursuant to Section 200.2 of the Commissioner's Regulations, the District shall give preference in the purchase of instructional materials to those vendors who agree to provide such instructional materials in alternative formats for students with disabilities.

V. Responsibilities

- A. The Superintendent and the School Business Official may develop more specific procurement procedures for the guidance of District employees that are consistent with these Policies. They shall insure that all District employees involved in purchasing and business functions are familiar with these Policies and that all District employees follow these Policies.
- B. The Purchasing Agent designated by the Board is responsible for operating the purchasing program in compliance with these procedures.
- C. Each employee involved in the procurement process is responsible to become familiar with these procedures and to follow their requirements, to seek clarification and direction from the Purchasing Agent whenever they are unsure how to proceed in compliance with these Policies and to inform the Purchasing Agent of any concerns regarding compliance.
- D. The District will follow the applicable requirements in the Federal Uniform Grant Guidance (2 CFR Part 200) whenever it procures goods or services using Federal grant funds awarded through formulas or discretionary grants, including funds awarded by the United States Department of Education as grant or funds to a pass-through entity, such as the New York State Education Department, for subgrants.

VI. Personal Purchasing Prohibited

No goods or services shall be purchased in the name of the District or through the District's procedures other than goods or services purchased for use in conducting the District's business. No one may purchase goods or services for personal use or on behalf of any organization other than the District through the District's purchasing procedures.

VII. Contracting with Small and Minority Businesses, Women's' Business Enterprises (SMWBEE) and Labor Surplus Area Firms

The District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises and labor surplus area firms are used when possible. Affirmative steps will include:

- A. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

GENERAL PROCUREMENT STANDARDS

- B. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- C. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;
- D. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises;
- E. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- F. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

VIII. Unintentional Non-Compliance

Any unintentional failure to comply with the provisions of section 104-b of the General Municipal Law or the District's policies regarding procurement shall not be grounds to void any action taken or give rise to a cause of action against the District, or any officer or employee of the District.

IX. Notice and Annual Review

The Board shall review these Policies and any supplemental procurement procedures adopted by the Superintendent or School Business Official on an annual basis. Comments regarding these Policies and any supplemental procurement procedures shall be solicited from the District's officers who are involved in the procurement process at least every third year.

Owen D. Young Central School District

Legal Ref: NY General Municipal Law §§102, 103, 103-g 104-b, 109-a; 800 et seq., NY Education Law §§ 207, 305 (14), 2053, 3602, 4403; NY Finance Law §163; 8 NYCRR §200.2

Cross Ref: 4501, Competitive Bidding; 4502, Non-bid Purchasing

Adopted: 02/07/14

Revised: 01/09/17, _____

COMPETITIVE BIDDING

I. Competitive Bidding Required

- A. The Purchasing Agent shall insure that a competitive bidding process compliant with the General Municipal Law and these Policies is conducted prior to entering into:
1. a public works contract involving an expenditure of more than thirty-five thousand dollars (\$35,000.00), including contracts for the purchase of labor, construction, and some services;
 2. a purchase contract involving an expenditure of more than twenty thousand dollars (\$20,000.00), including contracts for the purchase of materials, equipment, and supplies; or
 3. a lease of personal property for a period of time not to exceed the current school year.
- B. In the event that a contract combines the provision of professional services not subject to the bidding requirement and a purchase that is otherwise subject to the bidding requirement, the Owen D. Young Central School District (the District) will determine whether the professional service or the purchase is the predominant part of the transaction, and proceed with the bidding process if the purchase component is predominant and is in excess of the applicable monetary threshold.

II. Competitive Bidding Not Required

- A. Contracts for public work or the purchase of supplies, material, or equipment may be entered into without competitive bidding in the case of a public emergency arising out of an accident or other unforeseen occurrence that creates circumstances that require immediate action to preserve public property or the life, health, safety, or property of District residents, employees or students.
- B. Surplus and second-hand supplies, materials, and equipment may be purchased without competitive bidding from the federal government, the State of New York, or another political subdivision or district within the State.
- C. Competitive bidding is not required when there is, in fact, only one source for the product or service being purchased. This exception includes monopoly markets, such as public utilities.
- D. Competitive bidding is not required for the procurement of professional services which, because of the specialized or confidential nature of the services, do not lend themselves to procurement through competitive bidding.

COMPETITIVE BIDDING

III. The Bidding Process

- A. The Purchasing Agent has the authority to prepare, advertise, and open bids for all purchase contracts and contracts for public work.
- B. A Notice to Bidders shall be published in the officially designated newspaper commencing not less than five (5) days prior to the bid opening date. Notices may also be mailed to potential bidders sufficiently in advance of the scheduled bid opening date to permit timely preparation and submission of bids.
- C. Bids shall be received until the opening time designated in the official notice. All bids shall be dated stamped upon receipt and shall be kept in a safe, locked location until the time of opening.
- D. Bids may be received through electronic format where the Purchasing Agent has confirmed that the District's hardware and software enable it to;
1. comply with Article Three of the State Technology Law and related regulation
 2. document the time and date of receipt
 3. authenticate the identity of the sender
 4. maintain the security of the information transmitted, and
 5. maintain the confidentiality of the information of the bid or offer until the date and time of bid opening.
- E. Bids shall be opened at the time and place set forth in the Notice to Bidders. There will be at least three (3) District employees present at each bid opening, including the Purchasing Agent or the Purchasing Agent's designee. All interested parties may also attend the opening of bids.
- F. After being opened, all bids shall be recorded and analyzed. The Purchasing Agent shall make a recommendation to the Board of Education (the Board) regarding an award on the basis of best value (as defined in Section 163 of the State Finance Law) to a responsible and responsive bidder. Alternatively, the Purchasing Agent may recommend that all bids be rejected.
- In the event there are two (2) or more bona fide low responsible bidders, the Board may make an award to one of the low bidders or, in its discretion, it may reject all the bids and re-advertise the purchase.
- G. Bid bonds, deposits or performance bonds may be required, at the discretion of the Purchasing Agent. The need for such security can be determined on a case-by-case basis.

POLICY

Draft
4501

FISCAL MANAGEMENT

COMPETITIVE BIDDING

- H. Every bid shall contain the certification, properly executed by the bidder, required by Section 103-d of the General Municipal Law.
- I. Minor deviations from specifications or compliance with bidding requirements may be waived by the Board upon the recommendation of the Purchasing Agent. The Purchasing Agent shall determine all questions of comparability or equivalency.
- J. State contracts and group bids through the BOCES Cooperative Purchasing may be used to fulfill bid requirements.

Owen D. Young Central School District

Legal Ref: NY Education Law §§207, 305 (14), 2053, 3602, 4403; 1725; NY General Municipal Law §§102, 103, 104-b, 109-a; 800 et seq.; NY Finance Law §163; 8 NYCRR §200.2

Adopted: 04/07/14

Revised: 01/09/17, _____

NON-BID PURCHASING

I. Objective

Goods and services which are not required by law to be procured by the District through competitive bidding will be procured in a manner so as to ensure the prudent and economical use of public monies in the best interests of the taxpayers. It is the Policy of the District to “shop around” and to maintain accurate records of the efforts made by the Owen D. Young Central School District (the District) staff to buy wisely. Alternative proposals or quotations will be secured by requests for proposals, written quotations, or verbal quotations, as set forth below.

II. Methods of Solicitation and Documentation

A. Verbal Quotations

1. Verbal quotations may be solicited by telephone.
2. A log shall be maintained by each District employee or officer who solicits a verbal quotation. The Purchasing Agent is responsible for maintaining a master log by periodically consolidating all logs kept by District employees and officers.
3. Each log of verbal quotations shall record the name of the vendor and date and time the vendor was solicited; whether contact was made with the vendor; and, if so, who the contact person was; what the vendor was told about the good or service being solicited; and the vendor’s response.

B. Written Quotations

1. A standard “request for quotation” shall be used to solicit written quotations (Regulation 4502.1). All vendors sent a “request for quotation” for a particular good or service shall be provided with an identical written description of the good or service being solicited.
2. Written quotations may be solicited and received electronically, provided all documentation is preserved either physically or electronically.
3. The Purchasing Agent shall maintain a master file of all written solicitations and all written responses.

C. Requests for Proposals (RFP)

POLICY

FISCAL MANAGEMENT

4502

NON-BID PURCHASING

1. Written Requests for Proposals are generally used to obtain comparable quotations for the provision of professional and other specialized services. A Request for Proposals will contain critical details of the engagement, including the methods which the District will use in selecting the service provider, and set a deadline for the submission of written Proposals.
2. A particular Request for Proposals shall be sent to a representative sample of individuals and firms known to offer the service being purchased (e.g., architects, engineers, accountants, lawyers, underwriters, fiscal consultants, etc.). To develop a pool of candidates, the District may advertise in professional journals, canvass directories of professionals in a particular field, and make inquiries of other school districts or users of the service being sought.
3. The evaluation of responses to a Request for Proposals will consider the price quoted, any special knowledge or expertise of the service provider, the quality of the service, the staffing of the service and the suitability for the District's needs.

D. List of Vendors

The Purchasing Agent shall maintain a list of known and acceptable vendors, grouped by category of good or service provided. Any District officer or employee initiating a purchase may consult this list.

III. Comparable Proposals Required

A. General Categories

1. Prior to entering into a purchase contract involving an expenditure of less than one thousand dollars (\$1,000.00), the responsible officer or employee shall solicit and document three (3) verbal quotes.
2. Prior to entering into a purchase contract involving an expenditure of between one thousand dollars (\$1,000.00) and twenty thousand dollars (\$20,000.00), the responsible officer or employee shall solicit and document three (3) written quotes.
3. Prior to entering into a public works contract involving an expenditure of less than twenty-thousand dollars (\$20,000.00), the responsible officer or employee shall solicit and document three (3) verbal quotes.
4. Prior to entering into a public works contract involving an expenditure

POLICY

FISCAL MANAGEMENT

4502

NON-BID PURCHASING

between twenty thousand dollars (\$20,000.00) and thirty-five thousand dollars (\$35,000.00), the responsible officer or employee shall solicit and document three (3) written quotes.

B. Specific Categories

1. Insurance: written quotes are needed
2. Professional services: Requests for Proposals shall be issued periodically, as determined by the Board of Education (the Board)
3. Lease of personal property: written quotations are required. Before a proposed lease of personal property is presented to the Board for consideration, an analysis of the relative costs and benefits of leasing rather than purchasing, and an analysis of whether the proposed arrangement is a true lease rather than an installment purchase agreement shall be prepared and presented to the Board.
4. Surplus or second-hand government equipment: written quotes for comparable equipment in the market are needed
5. Certain food and milk purchases: written quotes and documentation sufficient to satisfy Sections 114.3 and 114.4 of the Commissioner's Regulations are needed.

IV. Comparable Proposals Not Required

A. Emergencies

When the Board passes a resolution that an emergency situation exists, the District will make purchases at the lowest possible costs, seeking competition by informal solicitation of quotes or otherwise, to the extent practicable under the circumstances.

B. Sole Source Situations

Whenever the Purchasing Agent determines that a good or service is available only from a "sole source" supplier, the Purchasing Agent shall document, before making the purchase, the unique benefits of the patented items as compared to other items available in the marketplace, that no other item provides substantially equivalent or similar benefits, and that, considering the benefits received, the cost of the item is reasonable, when compared to conventional methods.

C. Professional Services

POLICY

FISCAL MANAGEMENT

4502

NON-BID PURCHASING

When feasible, professional services should be retained after considering information about the prices charged by alternative service providers. ~~However, the specialized and confidential nature of some professional services makes them unsuitable for purchase through competitive proposals. For that reason,~~ The Board shall monitor the District's use of professional services and periodically issue Requests for Proposals to assess the cost effectiveness of the services being used by the District.

D. Minor Purchases

Quotations need not be obtained prior to a purchase that is so small that the use of District resources to solicit and document the quotations would not be cost effective.

E. Purchases Through County

The procedures set forth above need not be followed when a purchase is made through any county of New York State. However, a purchase shall not be made in that manner unless the Purchasing Agent has documented that the purchase may be made upon the same terms, conditions, and specifications at a lower cost by purchasing through the county.

F. Other Special Source Purchases

1. The procedures set forth above need not be followed when a purchase is made from or through the state Office of General Services, from individuals with severe handicapping conditions as defined under the state Finance Law, or from correctional institutions pursuant to the Corrections Law.
2. The procedures set forth above need not be followed when a purchase is made of an apparatus, materials, equipment or supplies, or to contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies through the use of a contract let by the United States of America or any agency, state or any other county, or political subdivision or district, if such contract was let in a manner that constitutes competitive bidding with state law and made available for use by other governmental entities.

V. Purchasing

A. Tie Quotations

In the event of tie quotations, the Purchasing Agent may award the purchase to one (1) of the low quotations or reject all quotations and resolicit quotations.

POLICY

FISCAL MANAGEMENT

4502

NON-BID PURCHASING

B. Purchase Order

After three (3) quotations have been gathered, they shall be compared to available State contracts. If the same product or service is not available at a lower price through a State contract, the Principal, Director or Program Supervisor will issue a purchase order for materials from the vendor with the lowest price. The Purchasing Agent shall certify that the quotations required by this Policy have been received. Quotations or information on telephone quotes received should be attached to the purchase order submitted to the Purchasing Agent.

C. Purchase Other than for Lowest Quoted Price

When a purchase is made from other than the lowest responsible dollar offeror, the documentation of the quotations shall be supplemented with a statement justifying such award. Such justification must demonstrate that the award provides for the prudent and economical use of public moneys in the best interests of the taxpayers of the District.

D. No Quotes Received

When no quotations are received despite solicitation by the means of either mail or telephone above, the Purchasing Agent should attempt to broaden the District's solicitation, if at all feasible. However, where the District has taken steps to obtain quotations, the Purchasing Agent may make purchases in the open market until conditions change.

Owen D. Young Central School District

Legal Ref: NY Education Law §§ 305(14), 409(i), 3602, 4403; NY Finance Law § 163; 8 NYCRR § 200.2; NY General Municipal Law §§ 102, 103, 104-b, 109-a; 119-n, 119-o

Cross Ref: 4502.1, Procurement of Goods and Services Quote Form

Adopted: 2008

Revised: 01/09/17, _____

FISCAL MANAGEMENT

SALE OF SURPLUS PROPERTY

I. Statement of Policy

The Building Administrators are responsible for identifying obsolete or surplus materials, equipment or other personal property of the Owen D. Young Central School District (the District). Such materials, equipment, and supplies that are obsolete and cannot be salvaged or utilized effectively shall be sold through bid procedures, if possible, for the highest possible price.

II. Annual Determination

Each year, a determination shall be made of equipment, supplies, and materials that are obsolete and cannot be salvaged or utilized effectively by the respective program administrator and reported to the School Business Official. The School Business Official shall consider disposal of such equipment or supplies by:

- A. Reassigning the items, as needed, to other locations within the School District;
- B. Centralizing the storage of items of potential usefulness; or
- C. Discarding or selling as surplus those items determined to be of no further use or worthless.

III. Following approval by the Board of Education (the Board), items may be sold in the following manner:

- A. Offering to sell the items to local municipalities or local nonprofit organizations;
- B. Selling the items at a public sale. In the event of a public sale, notice of availability of such equipment, supplies, and materials and requests for bids shall be disseminated through announcements in local newspapers, internet sales and auction sites and such other appropriate means at least one (1) week before the sale. The ~~general~~ public, as well as staff members who are not Board members, officers or involved in the purchasing function, shall be eligible to bid on the equipment, supplies, and materials; and
- C. Selling the remaining items as scrap for the best obtainable amount or discarding in the safest, least expensive manner.

IV. Textbooks

Textbooks may lose their value to the educational program because of changes in the curriculum or they contain outdated material or are in poor condition. If textbooks are no longer useful or usable, the procedures for disposal shall adhere to the following order of preference:

- A. Sale of textbooks. If reasonable attempts to dispose of surplus textbooks fail to produce monetary return to the School District; then

FISCAL MANAGEMENT

SALE OF SURPLUS PROPERTY

- B. Donation to charitable organizations.
- C. Disposal as trash or recycling

Policy

FISCAL MANAGEMENT

Draft 1.24.23
4503

SALE OF SURPLUS PROPERTY

Legal Ref: NYS Constitution, Article VIII, NY General Municipal Law §§ 51. op. St.
Comptroller, 58-120
Adopted: 02/03/14
Revised: 01/09/17, _____

FISCAL MANAGEMENT

PURCHASE ORDERS

I. Statement of Policy

The Purchasing Agent shall be authorized to issue pre-numbered purchase orders for all goods and services where a budgetary appropriation has been made. When formal bidding procedures are required by law, the purchase order will be issued after the Board of Education (the Board) award of the bid and will refer to the bid submitted, to the specifications attached as part of the contract, and the price or prices indicated by the bidder in the bid.

II. Blanket Purchase Orders

Blanket purchase orders issued yearly to local dealers shall be used only for day-to-day custodial needs or minor repairs.

III. Purchase Orders

Purchase orders shall also indicate the address for delivery. All goods received must be accepted by an authorized Owen D. Young Central School District (the District) employee who shall certify that the goods were received in good condition before payment can be approved.

IV. Invoices

No payment for goods or services shall be made unless both an itemized invoice showing the name of the person or firm to whom payment is due, and a receiving copy of the purchase order bearing the signature of an authorized school employee are present. The invoice must have been issued in response to an approved purchase order.

Owen D. Young Central School District

Adopted: 2008

Revised: 01/09/17, _____

Policy

Draft 1.24.23

4505

FISCAL MANAGEMENT

ACCOUNTING OF FIXED ASSETS, INVENTORY AND TRACKING

I. Statement of Policy

The Superintendent or ~~his/her~~ their designee shall be responsible for maintaining a continuous and accurate inventory of equipment owned by the Owen D. Young Central School District (the District) in accordance with "The Uniform System of Accounts for School Districts." All supplies and equipment purchased and received by the ~~School~~ District shall be checked, logged, and stored through an established procedure.

II. Duty of the School Business Official

A. The School Business Official shall be responsible for accounting for general fixed assets according to the procedures outlined by the Uniform System of Accounts for School Districts and GASB Statement 34 Regulations. These accounts will serve to

1. maintain a physical inventory of assets
2. establish accountability
3. determine replacement costs, and
4. provide appropriate insurance coverage.

B. The School Business Official shall arrange for the annual inventory and appraisal of District property, equipment and material. Any discrepancies between an inventory and District property records on file should be traced and explained.

C. An inventory of equipment including instructional equipment shall be maintained. All items that have a life expectancy of five (5) years or longer shall be included in the inventory, with the exception of equipment permanently fixed in a building such as heaters or lockers. A property record will be maintained for each asset and will contain, where possible, the following information:

1. date of acquisition
2. description
3. cost or value
4. location
5. asset type
6. estimated useful life
7. replacement cost
8. current value
9. salvage value
10. date and method of disposition, and

FISCAL MANAGEMENT

ACCOUNTING OF FIXED ASSETS, INVENTORY AND TRACKING

11. responsible official.

D. An inventory of supplies which are warehoused shall be maintained separately for instructional, cafeteria, maintenance, and transportation departments.

III. Fixed Assets

A. Fixed assets with a minimum value established by the District that have a useful life of one (1) year or more and physical characteristics not appreciably affected by the use of consumption shall be inventoried and recorded on an annual basis. Fixed assets shall include land, buildings, equipment and materials.

B. The Board of Education (the Board) shall establish a dollar threshold as a basis for considering which fixed assets are to be depreciated. Such threshold shall ensure that at least ~~80~~ eighty percent (80%) of the value of all assets is reported. However, it is recommended that such threshold shall not be greater than five thousand dollars (\$5,000.00). A standardized depreciation method and averaging convention shall also be established for depreciation calculations. Assets shall be recorded at initial cost or, if not available, at estimated initial costs; gifts or fixed assets shall be recorded at estimated fair value at the time of the gift.

C. Fixed assets acquired having a value equal to or greater than the established threshold are considered depreciable assets and shall be inventoried for the purposes of GASB 34 accounting practices and placed on a depreciation schedule according to its asset class and estimated useful life as stipulated by the New York State Comptroller's Office or the IRS.

~~IV. Assets shall be recorded at initial cost or, if not available, at estimated initial costs; gifts or fixed assets shall be recorded at estimated fair value at the time of the gift. A property record will be maintained for each asset and will contain, where possible, the following information:~~

- ~~a. date of acquisition~~
- ~~b. description~~
- ~~c. cost or value~~
- ~~d. location~~
- ~~e. asset type~~
- ~~f. estimated useful life~~
- ~~g. replacement cost~~
- ~~h. current value~~
- ~~i. salvage value~~
- ~~j. date and method of disposition, and~~
- ~~k. responsible official.~~

FISCAL MANAGEMENT

ACCOUNTING OF FIXED ASSETS, INVENTORY AND TRACKING

IV. ~~The School Business Official shall arrange for the annual inventory and appraisal of District property, equipment and material. Any discrepancies between an inventory and District property records on file should be traced and explained.~~

~~A. An inventory of equipment including instructional equipment shall be maintained. All items that have a life expectancy of five (5) years or longer shall be included in the inventory, with the exception of equipment permanently fixed in a building such as heaters or lockers.~~

~~B. An inventory of supplies which are warehoused shall be maintained separately for instructional, cafeteria, maintenance, and transportation departments.~~

V. Disposition of Federal Grant to include Title I Equipment

When original or replacement equipment acquired under a Federal grant or sub-grant is no longer needed for the original project or program or for other activities currently or previously supported by a federal agency, disposition of the equipment will be made.

A. Items of equipment with a current unit fair market value of less than five thousand dollars (\$5,000.00) may be retained, sold or otherwise disposed of with no further obligation to the awarding agency.

B. Items of equipment with a current per unit fair market value in excess of than five thousand dollars (\$5,000.00) may be retained or sold and the awarding agency shall have a right to an amount calculated by multiplying the current market value or proceeds from sale by the awarding agency's share of the equipment.

C. In cases where the District fails to take appropriate disposition actions, the awarding agency may direct the grantee or sub-grantee to take excess and disposition actions. No federal approval is necessary to dispose of equipment costing over five thousand dollars (\$5,000.00) but for sub-grantees, NYSED approval is necessary. Once NYSED has determined that it has no other need for the use of the equipment, sub-grantees are free to proceed with the sale of the equipment.

~~VI. Equipment Purchased with Extra-classroom Funds~~

D. Title to all equipment acquired with extra-classroom activity funds shall reside with the District and be carried as an insurable asset on its list of insurable values. Such equipment shall be tagged as District property but is available for exclusive use by the extra-classroom activity club acquiring the item.

VII. Leases

FISCAL MANAGEMENT

ACCOUNTING OF FIXED ASSETS, INVENTORY AND TRACKING

- A. GASB 87 establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset.
- B. GASB 87 defines a lease as a contract that conveys control or the right to use another entity's nonfinancial asset as specified in the contract for a period of time in an exchange or exchange-like transaction. This can include, but is not limited to, buildings, land, vehicles, and equipment.
- C. Any contract meeting the definition of a lease in which the District is either a Lessee or Lessor shall be accounted for under the applicable rules and guidance of GASB 87, unless specifically excluded.

VIII. Borrowing of Assets

District property, supplies, equipment and tools may not be borrowed or used for personal projects or private gains.

POLICY

Draft
4505

FISCAL MANAGEMENT

ACCOUNTING OF FIXED ASSETS, INVENTORY AND TRACKING

Adopted: Districts, EDGAR Part 800.32 and 80.36
02/03/14
Revised: 01/09/17, _____

Policy

Draft 1.24.23
4506

FISCAL MANAGEMENT

USE OF FEDERAL FUNDS FOR POLITICAL EXPENDITURES

I. Statement of Policy

The Board of Education (the Board) prohibits the use of any federal funds for partisan political purposes or expenditures of any kind by any person or organization involved in the administration of federally assisted programs.

This Policy refers generally, but is not limited to, lobbying activities, publications, or other materials intended for influencing legislation or other partisan political activities.

II. The Purchasing Agent

In recognition of this structure, the Board of Education assigns the Purchasing Agent the responsibility of monitoring expenditures of federal funds so that said funds are not used for partisan political purposes by any person or organization involved in the administration of any federally-assisted programs.

Owen D. Young Central School District
Adopted: 02/03/14
Revised: 01/09/17, _____

FISCAL MANAGEMENT

PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS

I. Statement of Policy

The Owen D. Young Central School District (the District) will follow all applicable requirements in the Uniform Grant Guidance and the Code of Federal Regulations (2 C.F.R Part 200) whenever it procures goods or services using federal grant funds awarded through formula and/or discretionary grants, including funds awarded by the United States Department of Education as grants or funds awarded to a pass-through entity, such as the New York State Education Department, for subgrants.

II. Uniform Grant Guidance Requirements

Under Uniform Grant Guidance, the District will implement policies and procedures, including but not limited to:

- A. Using its own documented procurement procedures which reflect applicable state, local and tribal laws and regulations, provided that the procurements conform to applicable federal law and the standards identified in the Uniform Grant Guidance. As such, District/ procurements related to Federal grants will be subject to New York State General Municipal Law, this policy, and Uniform Guidance Requirements.
- B. Establishing and maintaining effective internal controls that provide reasonable assurance that the District is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. Internal controls means a process implemented by the District designed to provide reasonable assurance regarding the achievement of objectives in the following categories:
 - 1. Effectiveness and efficiency of operations;
 - 2. Reliability of reporting for internal and external use; and
 - 3. Compliance with applicable laws and regulations
- C. Complying with federal statutes, regulations, and the terms and conditions of the federal awards.
- D. Evaluating and monitoring the District's compliance with statutes, regulations, and the terms and conditions of federal awards.

PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS

- E. Taking prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.
- F. Taking reasonable measures to safeguard protected personally identifiable information and other information that the federal awarding agency or pass-through entity designates as sensitive or that District considers sensitive consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.
- G. Maintaining oversight to ensure contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- H. Maintaining standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.
- I. Not allowing any employee, officer or agent to participate in the selection, awarding or administration of a contract supported by a Federal Award if ~~he or she~~ has they have a real or apparent conflict of interest.
- J. Having procurement procedures in place to avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical procurement approach, including analyzing other means described in §200.318 of the Uniform Guidance to ensure appropriate and economical acquisitions.
- K. Awarding contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to matters such as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- L. Maintaining records that sufficiently detail the history of the procurement including, but not limited to:
 - 1. Rationale for the method of procurement;

PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS

2. Selection of contract type;
 3. Contractor selection or rejection; and
 4. The basis for the contract price.
- M. Using time and material contracts, only after a determination, in writing, that no other contract is suitable.
- N. Conducting all procurement transactions in a manner providing full and open competition consistent with the standards of the Uniform Grant Guidance, or state and local procurement thresholds, whichever is most restrictive.
- O. Conducting procurements in a manner that prohibits the use of statutorily or administratively imposed state, local or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference.
- P. Having written procedures for procurement to ensure that all solicitations:
1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured; and
 2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids.
- Q. Ensuring that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition.
- R. Using one of the five acceptable procurement methodologies detailed in 2 CFR § 200.320 which include:
1. Micro-purchases;
 2. Small purchase procedures;
 3. Sealed bids;
 4. Competitive proposals; and
 5. Noncompetitive proposals.
- S. Having a written method for conducting technical evaluations of the proposals received and for selecting recipients. The District will make available, upon

PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS

request of the federal awarding agency or pass-through entity, technical specifications on proposed procurements where the federal awarding agency or pass-through entity believes such review is needed.

- T. Taking all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- U. Including in all contracts made by the District the applicable provisions contained in Appendix II of the Uniform Grant Guidance -- Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.
- V. Performing a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications.
- W. Negotiating profit as a separate element of the price for each contract in which there is not price competition and in all cases where an analysis is performed.
- X. Complying with the non-procurement debarment and suspension standards which prohibit awarding contracts to parties listed on the government-wide exclusions in the System for Award Management (SAM).

- § 200.60 [Reserved by 86 FR 10439]
- § 200.61 [Reserved by 86 FR 10439]
- § 200.62 [Reserved by 86 FR 10439]

There appears to be no 2 CFR 200.61....

Owen D. Young Central School District

Legal Ref: 2 CFR §§ 200.61, 200.303, 200.318, 200.319, 200.320, 200.321, 200.323, 200.326, and 200.331; 2 CFR Part 200, App. II

Adopted: 04/15/20

Revised: _____

INSTRUCTION

SPECIAL EDUCATION PROGRAMS AND SERVICES

I. Statement of Policy

The Owen D. Young Central School District (the District) shall make available to all students who are eligible under the Individuals with Disabilities Education Act (IDEA) and Article 89 of the New York State Education Law and implementing regulations a free appropriate public education in the least restrictive environment appropriate to meet individual needs.

II. Duties of the District

- A. The ~~School~~ District accepts its responsibility to ensure that pupils with disabilities have the same opportunity to participate in district programs including extra-curricular programs and activities which are available to all other pupils enrolled in the District.
- B. The District, in accordance with Section 200.2(b)(4) of the Commissioner's Regulations, shall ensure that a continuum of alternative placements will be available to meet the needs of students with disabilities for special education and related services. To enable students with disabilities to be educated with nondisabled students to the maximum extent appropriate, specially designed instruction and supplementary services may be provided in the regular class. Such services may include, but are not limited to, consultant teacher services and other group or individual supplemental or direct special education instruction.

III. Duties of the Board

Consistent with the requirements of federal and state laws and regulations, the Board of Education (the Board) will:

- A. appoint a committee on special education and, as appropriate, CSE subcommittees to assure the identification and placement of eligible students with disabilities. The Board ~~of Education~~ authorizes the Superintendent to recruit and recommend for hiring individuals who possess the certification, education and experience necessary.
- B. based upon the recommendation of the CSE, arrange for special education programs within legally prescribed timeframes. Should it disagree with the recommendation of the CSE, the Board, upon notice to the parents involved, and in accordance with the procedures set forth in the Regulations of the Commissioner of Education, may forward its concerns to the CSE or reconvene a

INSTRUCTION

SPECIAL EDUCATION PROGRAMS AND SERVICES

second CSE for review of and revisions to the original recommendations as appropriate.

IV. Duties of the Superintendent

To ensure the appropriate delivery of services to students with disabilities who reside in the District, the Superintendent shall ensure that:

- A. all children with disabilities residing in the ~~School~~ District including those attending private school are identified, located and evaluated. A register of students eligible to attend the public schools or to attend a preschool program in accordance with Section 4410 of the Education Law shall be maintained and revised annually by the CSE or CPSE as appropriate.
- B. school-wide approaches and pre-referral interventions including, but not limited to, academic intervention services in order to remediate a student's performance prior to referral for special education are implemented.
- C. personally identifiable data and information or records pertaining to students with disabilities remain confidential as required by law and regulations.
- D. the Board shall develop and implement a plan as part of the professional development plan pursuant to section 100.2(dd) of the Commissioner's Regulations. Such plan shall include, but is not limited to, a description of the professional development activities provided to all professional staff and supplementary school personnel who work with students with disabilities to assure that they have the skills and knowledge necessary to meet the needs of students with disabilities.
- E. the District plan governing the provision of special education programs and services will provide detailed information on how appropriate space for the provision of special education programs and services will be allocated.

IV. Instructional Materials

- A. The District will establish a plan to ensure that all instructional materials used in the schools of the ~~Owen D. Young Central School~~ District are available in a usable alternative format which shall meet the National Instructional Materials Accessibility Standard for each student with a disability in accordance with the student's educational needs and course selection at the same time that such materials are available to nondisabled students.

INSTRUCTION

SPECIAL EDUCATION PROGRAMS AND SERVICES

- B. Alternative format includes, but is not limited to, Braille large print, open and closed captioned, audio or an electronic file. An electronic file must be compatible with at least one alternative format conversion software program that is appropriate to meet the needs of the individual student.
- C. The plan shall:
1. give preference in the purchase of instructional materials to those vendors who agree to provide such instructional materials in alternative formats for students with disabilities;
 2. specify, when an electronic file is provided, how the format will be accessed by students and/or how the District will convert to an accessible format;
 3. specify the process to be used when ordering materials to identify the needs of students with disabilities residing in the District for alternate format materials;
 4. specify ordering timelines to ensure that alternative format materials are available at the same time as regular format materials are available; and
 5. include procedures so that when students with disabilities move into the ~~school~~ District during the school year, the process to obtain needed materials is without delay.
- V. Duties of the Committee on Special Education

The Committee on Special Education (CSE) is responsible for making recommendations to the Board of ~~Education~~ regarding the identification and placement of students with disabilities.

- A. The CSE will convene periodically in accordance with federal laws and regulations to identify and review each student's IEP and, if necessary, to make further recommendations to the Board of ~~Education~~.
- B. The CSE will develop strategies to ensure the successful application of a student's IEP and to ensure that the student's IEP remains confidential and is not disclosed to any person except in accordance with the Family Educational Rights and Privacy Act and the Individuals with Disabilities Education Act, and applicable regulations.

INSTRUCTION

SPECIAL EDUCATION PROGRAMS AND SERVICES

1. The CSE shall ensure that each regular education teacher, special education teacher, related service provider, and other service provider who is responsible for the implementation of a student's Individualized Education Program (IEP) is given a copy of such student's IEP prior to the implementation of such program.
2. Other service providers (such as certain teachers, assistants, and support staff persons) who will not receive a copy of the IEP, but who have direct contact with a disabled student shall be given information of the specific accommodations relevant to their contact with such student.
3. The Chairperson of the CSE shall designate a professional employee of the district with knowledge of the student's disability and the education program to, prior to the implementation of the student's IEP, inform each such teacher, assistant and support staff person of his or her responsibility relating to the implementation of the IEP and the specific accommodations, modifications and support that must be provided.

VI. Notice of the Procedural Safeguards

~~Parents of students with disabilities and their children shall be provided with notice of the procedural safeguards available to them and their children.~~ The District will use the procedural safeguard notice prescribed by the Commissioner of Education and make the notice available in the manner prescribed by the Commissioner's Regulations. Students with disabilities and their parents will be afforded the procedural safeguard rights set forth in the notice.

VII. Notice of Enrollment or Attendance

Each parent or person in parental relation shall be notified upon enrollment or attendance of their child that state and federal law provides them with rights regarding referral and evaluation of their child for the purposes of special education services or programs. The District will notify the parent or person in parental relations to obtain the information through the website of the State Education Department. The notification will also include the name and contact information of the Committee on Special Education chairperson or other appropriate special education administrator.

VIII. Notice of Physical or Mechanical Restraint or Use of Time Out Room

- A. The District shall ensure that parent(s) or person(s) in parental relation of a student with a disability are notified on the same day any physical or mechanical restraint is applied to their child or if their child is placed in a time out room.

POLICY

Draft
8500

INSTRUCTION

SPECIAL EDUCATION PROGRAMS AND SERVICES

- B. The Superintendent or designee shall develop internal procedures to ensure such notifications to parents or persons in parental relation occur on the same day.
- C. If the parent or person in parental relation cannot be contacted after reasonable attempts are made, the principal shall record and report such attempts to the committee on special education.

Owen D. Young Central School District

Legal Ref: 8 NYCRR 200.2, 200.4, 200.6; 34 CFR 300, 20 U.S.C. Section 14 et seq. (IDEA);
NYS Education Law §§4001, 4401; ~~Chapter 408 of the Laws of 2002.~~

Cross Ref: 8502, Programs for Students with Disabilities Under Section 504 of the Federal
Rehabilitation Act of 1973 Policy; 7500, Family Educational Rights and Privacy
Act of 1974 (FERPA) Policy.

Adopted: 04/07/14

Revised: 02/11/19, _____

Discipline Report

January 2019-2023

	January 2019	2020	2021	2022	2023
Did not abide with school rules	6	5	2	10	11
Inappropriate behavior	3	1	0	6	5
Disruption of Education	6	7	1	2	2
Disrespectful to Staff Member	5	2	0	2	4
Insubordination	2	1	0	0	3
Missed or skipped class	0	0	0	10	0
Inappropriate Language	0	2	1	0	2
Uncooperative	0	0	2	0	0
Misuse of computer account	3	0	0	0	0
Destruction or damage to school property	0	0	0	0	1
Violation of COVID-19 safety protocols	0	0	0	4	0
Late to Class	0	0	0	0	0
Inappropriate use of cell or electronic device	0	0	0	0	0
Uncooperative	0	0	1	1	0
Left class without permission	0	0	3	1	0
Excessive Talking	4	0	0	0	0
Threats	1	0	0	0	0
Lying	0	0	0	0	1
Profanity or Gestures	0	0	0	0	2
Fighting	0	0	0	0	0
Unexcused absences	0	0	0	0	0
Frequently Late to Class	0	0	0	0	0
Threatening to harm staff	0	0	0	0	0
8. Use, Possession, or Sale of Drugs	0	0	0	0	0
Driving/Riding/Parking infraction	0	0	0	0	1
Inappropriate attire	0	0	0	0	0
Smoking	0	0	0	0	0
Theft	0	1	0	0	0
Inappropriate display of affection	0	0	0	0	0
Pass abuse	0	0	0	0	0
Sexual Harassment	0	0	0	0	0
Skipped or missed detention	0	0	0	0	0
Threatening property of staff	1	0	0	0	0
Total Offenses:	31	19	10	36	32



Reference #	Date	Transfer Explanation	Account	Detail Description	Debits	Credits
318	01/31/2023	End of Month Transfer (January)	A 2250.470-00		8,700.00	0.00
			A 1621.200-00		2,200.00	0.00
			A 2110.400-00		0.00	8,700.00
			A 5510.210-00		0.00	2,200.00
Transfer Totals:					10,900.00	10,900.00
Grand Totals:					10,900.00	10,900.00

OWEN D. YOUNG CSD

Budget Transfer Schedule Report For A - 7: January Budget Transfer



Ref Number	Date	Budget Transfer Description	Approval Status	Transfer Out	Transfer In
Account	Account Description	Detail Description			
318	01/31/2023	End of Month Transfer (January)	Not Required		
A 1621.200-00	MAINT EQUIPMENT			2,200.00	
A 2110.400-00	REG SCHOOL CONTRACTUAL				8,700.00
A 2250.470-00	HC CHILD TUITION			8,700.00	
A 5510.210-00	TRANS BUS PURCHASE				2,200.00
Grand Totals:				10,900.00	10,900.00
Number of Budget Transfers: 1				Net Amount:	0.00

Account Distribution Totals

Account	Description	Debits	Credits
A 1621.200-00	MAINT EQUIPMENT	2,200.00	0.00
A 2110.400-00	REG SCHOOL CONTRACTUAL	0.00	8,700.00
A 2250.470-00	HC CHILD TUITION	8,700.00	0.00
A 5510.210-00	TRANS BUS PURCHASE	0.00	2,200.00
Fund A Totals:		10,900.00	10,900.00
Grand Totals:		10,900.00	10,900.00

**Owen D. Young CSD; BOE Activity Report
Guidance & CSE/CPSE: January 2023 / February 2023**

Alicia Soper

ODY School Counseling	ODY CSE/CPSE
BOCES Career Tech Information Session with 10th graders- Students learned about CTE programs available at Herkimer BOCES and selected three programs to visit (in person visit coming up on March 1st)	Processed re-evaluation consent forms for upcoming evaluations
Regents Exams, Mid Terms, 2nd Quarter Report Card Processing and review of honor roll, course failures	Coordinated meetings with highschool students and ACCES-VR (Vocational Counseling services for students with disabilities). Assisted students and families with the application process, and arranged intake meetings for students and ACCES-VR Vocational Counselor
Counselor Meeting: HCCC Feb.1 2023 Collaboration with Herkimer County Counselors, and presentation from HCCC Deans, Provost and Admissions staff regarding college programing	Outreach to state ed rep for clarification and documentation pertaining to special education continuum of services
Outreach to teachers regarding scheduling and possible new elective course offerings for the coming year- Revise and update student course selection forms	IST Meeting Participation/weekly team meetings: meeting beginning to be scheduled during the month of October to discuss student needs
Meetings with students to address social/emotional/academic concerns	CSE Chairpersons Meeting (zoom meeting) Jan 5, 2023 & Feb 2, 2023
CFES/Sophomore Symposium planning Committee meeting Feb. 9 The symposium is a career expo designed for 10th graders throughout the CFES Leatherstocking schools and will take place in March 2023.	Shared resources with ODY Special Education teachers and related service providers regarding programs and services during the 2022-2023 School year
CFES Mentor Training/activity day with Richfield Springs CFES students and advisors. ODY's peer mentors learned new skills and activities to bring to their classroom mentoring sessions. Topics included CFES Essential Skills, Leadership and mentoring skills. We currently have 5-10 students working with elementary classrooms and students in a peer mentoring capacity.	Weekly IEP Counseling with Elementary students
Clark Foundation Scholarships- follow up with students completing applications/submitted school guidance data.	Review of current sped students and preparing recommendations for the 2023-2024 school year
Classroom Activity with Mrs. Tucker's 5th grade students...See description below*	Scheduled CSE meetings to review results of recent evaluations/Approaching Annual Review Meeting season

* Activity/lesson with Mrs. Tucker and the 5th grade class.

I shared with Mrs. Tucker that I have a close family friend from the Middle East State of Palestine, and this friend has a daughter in 5th grade. She attends a dual language school...The Modern English School, located in the West Bank city of Nablus. Students at this school learn in their native language, Arabic as well as English. I realized that both Mrs. Tucker's class and the 5th grade students in Palestine were both learning public speaking skills and how to present information in the form of a persuasive speech or "Elevator Speech". The students at the Modern English School presented their sales pitch presentations in English and were filmed by the teacher, and the class video was posted to Youtube...I contacted the teacher at the Modern English School for permission to to share the videos with the 5th graders at ODY, and she was fully supportive of this activity! On February 7th I presented a short lesson with Mrs. Tucker to "introduce" our 5th graders to the 5th graders who attend The Modern English School. We discussed time-zones (a recent classroom topic), speaking and learning language, and how it feels to do a presentation in front of classmates. ODY 5th graders watched a short video clip of the students at The Modern English School giving their presentation. Students seemed to enjoy the lesson and were excited to learn that a 5th grade class in a different time zone was doing the same assignment! ODY students were impressed with the students' English speaking skills, and we talked about what they liked about the presentations and we looked at The Modern English School Website and photos of the school.

Coming up!

- Course Selection-grades 6-11!
- CFES Sophomore Symposium @ the Otesaga- March 22-23rd
- Middle School event at SUNY Cobleskill? Waiting on more details from the college.
- Herkimer BOCES Visit 3/1/2023

Owen D. Young CSD BOE Activity Report

Assistant Principal / Athletic Director

December 2022

Cory Pike

Athletic Director

- Boys Basketball still playing. Last round of the TLV tournament. Sectional seeding 2/15
- Varsity Volleyball ended with an 8-8 record. Hosted Sectional game on 2/8
 - Reflection/Preparation with coaches will be on going
- Sign ups on going for Spring sports
 - Spring sports will be Softball/Baseball/Track & Field/Golf
 - All are combined with Richfield
 - We are reinstating a Golf team through CSC/Section 3
- Spring Sign Up Numbers
 - Modified Baseball - 13
 - Varsity Baseball - 15
 - Modified Softball - 24
 - Varsity Softball - 21
 - Track & Field - 40
 - Golf - 15 9-12th grade (we will offer a club to coincide for 7/8th graders)
- Starting to plan the sports banquet which will be hosted by ODY this year
 - Looking into local venues that could handle the size of the banquet

Assistant Principal

- Review for ELA program (Into Reading or Wonders)
 - Shared resources with teachers and gathering samples from publisher
- CBT Simulation was conducted on January 17th for grades 3rd-8th
 - The simulation is a great practice for proctors and students
 - Simulation tests our network capacities and server capacities on the State end.
 - Continued practice with provided resources occurring in class
- New Title/Role: Diversity/Equity/Inclusion Coordinator for NYSED
- January ELA Regents and Mid-Terms
- Coordinating with BOCES for a virtual book reading and meet the author
 - A Day to be Brave Live Book Tour (K-5th grade classes)
- Meeting with Mr. Fahey/Sam/Oleg regarding tech/curriculum purchases for next year
- Superintendent's Days planning and coordinating
 - Feb 3rd Presenters: Kellie Maxwell: Staff Resiliency & BOCES: Co-teaching

- Feb 10th Presenters: BOCES (Kelly Cave: Co-teaching and program for beginning teachers) and collaboration time for teachers.
- March 10th: Data Collection and Analyzing (with Sam:RIC)
- March 17th: Continued Data Analyses and Curriculum Mapping Modification and Adjustments per Data (with Sam:RIC)
 - Sam will also be presenting/sharing Computer Science and Digital Fluency Standards.
- Data meeting topics
 - STAR phonics usage, Report Card discussions, MobyMax usage
- Day to day support for teachers and students
- Disciplinary concerns and write-ups
- Coordinating with Guidance and Mrs. Dieffenbacher in regard to student needs

Upcoming

- Monthly AD meetings
- Registering students for Student Athlete Leadership Conference
- Continued conversations with Richfield regarding the future of combinations.
- Prep/Planning regarding Sports Banquet
- Spring Sports planning
- CBT (3-8 Computer Based Testing Prep/Setup)
- Planning for Superintendent's Days, Faculty Meetings and Data Meetings
 - Next faculty meetings: PBIS Coordinator Kellie Maxwell regarding de-escalation, boundaries, power struggles, student interaction, etc.
- Continue Announced Observations (finishing up first round)

Owen D. Young CSD; BOE Activity Report
IT Department
February 2023
Oleg Verenich

Student Updates

Addressed Device Repair Requests
Supported Student Password Resets

Teacher Updates

Created New Teacher Accounts
Supported Teacher Password Resets
Supported Instructional Software
Supported ClassLink Launchpad for Students and Teachers

Classroom Updates

Excised Antiquated Equipment

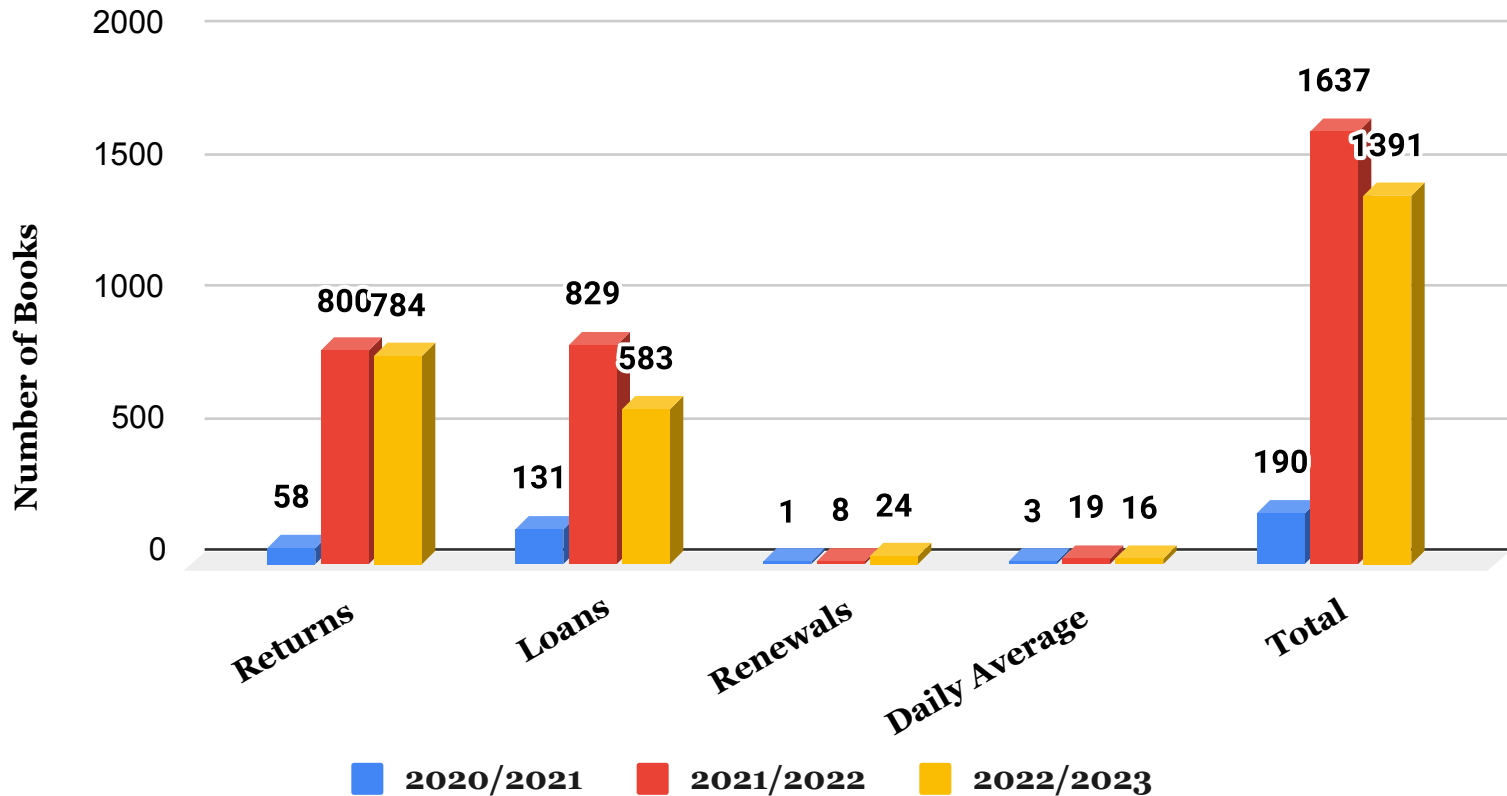
District Updates

Supported Athletics Streaming

**Owen D. Young CSD;
BOE Activity Report
Facilities - Robert Walker
January 2023**

- **Monthly fire extinguisher Check/ Extinguishers annual inspect & Charge**
- **Plow and salt as needed**
- **Discuss Building controls with Day Automation**
- **Start new Cleaner and Train**
- **Coordinate with contractors for site visits Capital Project**
- **Zoom meeting with architect and CM on bids and Alternates**
- **Fire alarm Inspection**
- **DAY Automation fix PA system**
- **Fix teacherage Boiler -No heat**
- **Receive New Scorers Table**
- **Start to Clean Boiler room For upcoming Project**
- **Change Locker Combinations 1954 hall**
- **Receive Quote for replacement lockers**
- **Receive quote for Electrical receptacles**
- **Fix Gym PA system**
- **Assemble weight room equipment**
- **Elevator inspection**
- **Snow blower fixed & serviced**
- **Service Unit Ventilators- oil bearings, clean & change filters**
- **Assemble new chair racks**
-

Library Usage for the Months of December & January







Your Kids, Your BOCES

Table of Contents

Click on any of the listings below to jump directly to that page.

- ▶ Dedication in loving memory to Michael Clements.....Page 3
- ▶ A note from BOCES District Superintendent Sandra Sherwood.....Page 4
- ▶ Herkimer BOCES Board of Education recognitions, oaths of office....Page 5
- ▶ Automotive Technology graduate featured in 1st video episode of CTE Alumni Series.....Page 6
- ▶ Pathways Academy students make volleyball stand for Proctor teams.....Page 6
- ▶ New CNC lathe puts the ‘advanced’ in BOCES Advanced Manufacturing program.....Pages 7-8
- ▶ Welding students tour Feldmeier facility as part of potential career path.....Pages 9-10
- ▶ A BOCES-to-school connection.....Page 10
- ▶ Building Construction students learn about apprenticeship opportunities.....Page 11
- ▶ Visual Communications student’s pin design a finalist in regional contest.....Page 11

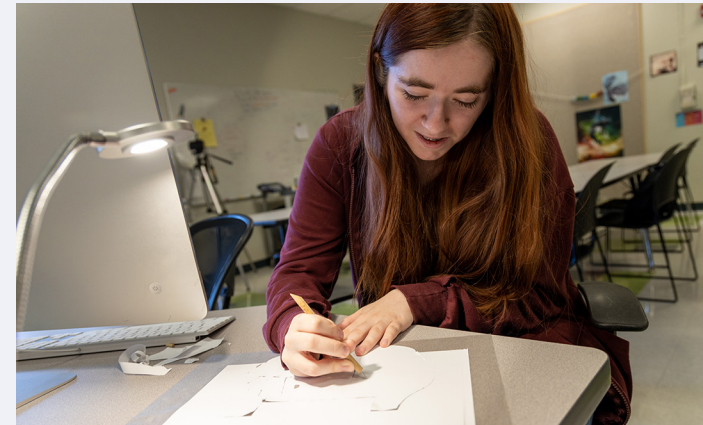


Table of Contents continued...

Click on any of the listings below to jump directly to that page.

- ▶ ACIE’s Rising Seniors Internship Program helps Herkimer senior determine career path.....Page 12
- ▶ Herkimer BOCES ceremony honors veterans, provides positive experience for students.....Page 13
- ▶ VP-TECH students support Stuff the Bus.....Page 14
- ▶ VP-TECH students tour Gehring-Tricot.....Page 14
- ▶ Herkimer BOCES Safety Services welcome Donald Maxwell as school facilities advisor.....Page 15
- ▶ Mary Kline recognized with Genesis Group Outstanding Educator Award.....Page 16
- ▶ Capital project and facilities plans advancing.....Pages 17-20
- ▶ More Herkimer BOCES news online.....Pages 21-22



This issue of "Your Kids, Your BOCES" is dedicated in loving memory to Michael Clements



Mike Clements, our beloved Herkimer BOCES Board of Education president and member of the Frankfort-Schuyler Board of Education, will be remembered for his strong advocacy for students and the great pride he had in the work that we do at Herkimer BOCES, as well as the work in Frankfort-Schuyler. Mike was a tremendous leader with the loving heart of a teddy bear. We will all miss his humor, his smile, his kind way of handling difficult situations and his tremendous pride in the work we all do.

We are so grateful for the time he shared with us and the ways that he helped to build a better tomorrow for all children in this region.

Mike was an excellent leader, worker and friend – he will be missed tremendously by all.



A note from Herkimer BOCES District Superintendent Sandra Sherwood...

Dear board members in the Herkimer BOCES region,

January brings all the excitement and promise of a new year while also representing the challenges of building new budgets and calendars for the next school year! I look forward to coming out to all your districts to present the BOCES administrative budget and the tentative capital budget to your boards. You will note that the capital budget shows a tremendous increase because the first payment for the capital project will be due in the 2023-2024 school year. On that front, the architects and engineers are completing the building condition survey, which is the baseline needed for the project to be submitted to the New York State Education Department. Thank you to all who have agreed to be on the BOCES Facilities Committee – they met once to walk through the buildings with the architects and engineers and will be meeting again to review the BCS, as this helps with the prioritization of the parts of the project.

Aside from these big projects, it is exciting to see the work beginning on the new space at 420 E. German St. that will house the BOCES Instructional Support Services as well as most of our adult programs. Not only will this new facility provide state of the art presentation tools and the ability to serve more people, but this will also free up space at both the WEB and Remington in order to serve more P-12 students based on district requests. Let's hope that the teacher shortage doesn't continue so that we can staff the classes that are needed.

Winter may seem long and dreary, but keep in mind the beauty of the four seasons and that every snowflake is different... just like all the students we serve. Thank you for your continued support and all you do for our students and our communities.

-Sandy



Herkimer BOCES Board of Education recognitions, oaths of office



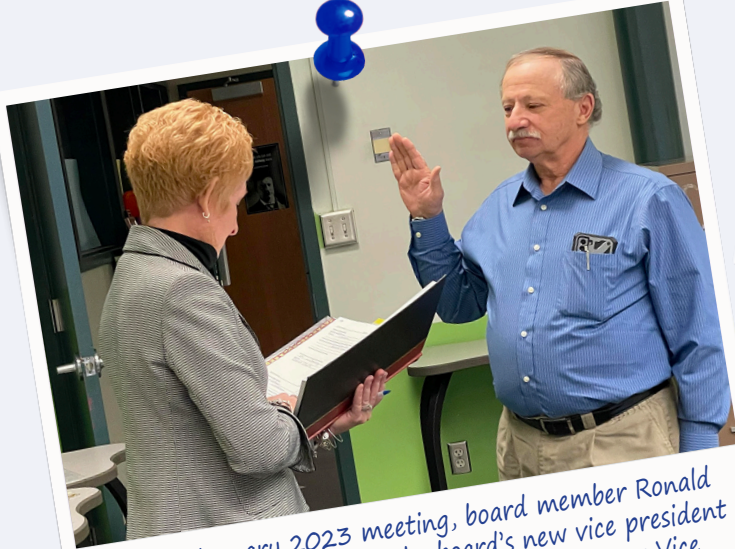
During the November 2022 meeting, Michele Szarek was sworn into the seat on the Herkimer BOCES Board of Education representing Poland Central School District by Herkimer BOCES District Clerk Shawn Maxson.



At the November 2022 meeting, former Board President Thomas Shypski was honored for serving as president for three years (from 2019-2022) and was presented with a plaque by then-Board President Michael Clements.



At the January 2023 meeting, board member Holly Pullis was sworn in as the new Herkimer BOCES board president by Herkimer BOCES District Clerk Shawn Maxson to fill the position left vacant after Michael Clements passed away.



At the January 2023 meeting, board member Ronald Loiacono was sworn in as the board's new vice president by District Clerk Shawn Maxson, after former Vice President Holly Pullis was elected board president.

To view the Herkimer BOCES Board of Education minutes online, click here.

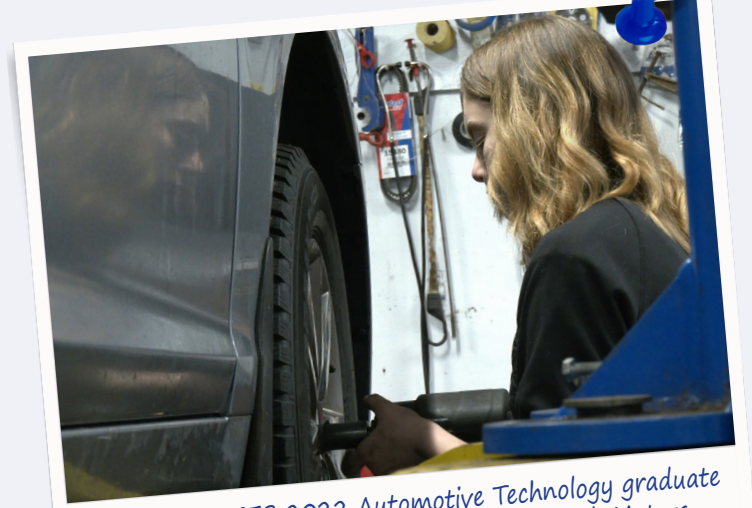
Automotive Technology graduate featured in 1st video episode of CTE Alumni Series

Herkimer BOCES is happy to introduce the first episode of our CTE Alumni Series – featuring Herkimer BOCES 2022 Automotive Technology graduate Alexia Jaiken, who started working as a mechanic at Mohawk Motors right after graduation!

We're proud to call Jaiken one of our Herkimer BOCES alumni!

She is also a graduate of Dolgeville Central School District.

You can view the video on our website, YouTube, Facebook, Instagram or Twitter – or by clicking here.



Herkimer BOCES 2022 Automotive Technology graduate Alexia Jaiken works on a vehicle at Mohawk Motors, where she gained employment as a mechanic right after high school. Click here to view the video featuring her.

Pathways Academy students make volleyball stand for Proctor teams

Students in Herkimer BOCES Pathways Academy Trade Industries teacher Adam Spatto's class made a volleyball stand for the Thomas R. Proctor High School girls varsity volleyball team, which is coached by Herkimer BOCES teacher Glenn Manning.

In volleyball, you are required to have two game balls ready to use, and the stand will be used to hold the game balls for the girls varsity and junior varsity teams - and for boys teams if they're added in the future.



Herkimer BOCES Pathways Academy Trade Industries students made this volleyball stand for the girls varsity and junior varsity teams at Thomas R. Proctor High School.

New CNC lathe puts the 'advanced' in BOCES Advanced Manufacturing program

Students in the Herkimer BOCES Advanced Manufacturing program have already been creating chess sets with the Haas Automation computer numerical control lathe the program added just before the end of 2022.

"We jumped into a real project as soon as we got the machine running," Advanced Manufacturing instructor Peter Stone said.

Advanced Manufacturing students are gaining experience with how to program and operate the CNC lathe and conduct quality assurance checks on the items they develop.

"It adds capabilities that are unbelievable," Stone said. We're advanced now."

Students are using the machine to not only create the chess pieces themselves, but also to make tools and fixtures they are using in the process – such as clamps, holders and weights.

The control panel for the Haas Automation CNC lathe is the same control panel used on much larger Haas machines, so students would be able to operate those machines in a job setting, Stone said. The



Herkimer BOCES Advanced Manufacturing program senior Cole Dowling, of Central Valley, explains how the Haas Automation CNC lathe he's standing next to works. Dowling is also in the Herkimer BOCES VP-TECH program.

CNC lathe also uses G-Code, so the programming they are learning could also be used on other brand machines that use G-Code with just some tweaks, he said.

"The jewel of the shop is this machine," he said.

Advanced Manufacturing students are making a total of 50 chess sets. Some of the sets will be gifts to Herkimer BOCES Board of Education members, and others will be sold for a fundraiser.



Herkimer BOCES Advanced Manufacturing instructor Peter Stone shows how some of the tools and fixtures students created in class using a Haas Automation CNC lathe are utilized to help put materials together to make chess sets.

Stone hopes to raise funds to take Advanced Manufacturing students to the Eastec manufacturing trade show in Massachusetts next year. If interested in purchasing a chess set to support the fundraiser, contact Stone at Herkimer BOCES at 315-867-3006.

The next project Stone has in mind for using the CNC lathe is creating trophies for the 20th annual Herkimer Region College and Career Scholarship Foundation Golf Tournament, which takes place on Aug. 14 at the Cedar Lake Club in Clayville.

During class on Thursday, Jan. 26, Advanced Manufacturing seniors worked on the chess sets. All of the seniors in the program are also VP-TECH students.

Advanced Manufacturing senior Cole Dowling, of Central Valley Central School District, explained how the CNC lathe works, how it cuts the shape of the chess pieces, how he operates the control panel and how he runs the machine on slow the first time he uses it each day to make sure it's working properly, before speeding it up.

"I love it," Dowling said, of getting to work with the CNC lathe in class. "What I really like the most about it is learning to do many different things. We have the opportunity to learn many skills for this class – not just how to operate but to program the machine."

Advanced Manufacturing senior MK David, of Dolgeville Central School District, explained how students conduct quality assurance on the items created with the CNC lathe. Students measure the pieces to make



From left, Herkimer BOCES Advanced Manufacturing program and VP-TECH seniors MK David, of Dolgeville; Ilesha Deuvel, of Herkimer, and Ariana Ellis, of Central Valley, conduct quality assurance work in class.

sure they are within the guidelines, and if anything is off, they identify that it needs to be fixed, David said.

Students benefit from learning various aspects of the process in a professional environment, David said.

"It was a big change," they said. "We're given so much responsibility here, and our teacher, Mr. Stone, has been in the workforce, so he's more like a boss than a teacher sometimes. I'm really grateful for the experience of getting to do things like this."



An in-progress chess set being created by Herkimer BOCES Advanced Manufacturing program students is displayed in class on Thursday, Jan. 26.

Welding students tour Feldmeier facility as part of potential career path

Herkimer BOCES Welding and Metal Fabrication Technology program seniors took a tour this school year of the Feldmeier Equipment facility at 245 Riverside Industrial Parkway in Little Falls.

The tour served not only as a way to learn more about a local business, but also as an introduction to a place where the students will be doing a work-study internship program in April 2023. Students also could have the opportunity to work professionally at Feldmeier after graduation.

Students saw during the tour that Feldmeier employs many Herkimer BOCES alumni – including a few from just the last three graduating classes, Herkimer BOCES Welding instructor Mason Fisher said.

“It’s great for the students,” he said. “They can see a possible path for themselves through former students working there and enjoying it. It is work, but it is a great opportunity right in our own backyard.”

The Welding program’s tour took place on Oct. 6 with Feldmeier Equipment Plant Manager Elroy Moore.

Students got to see welding practices being put to work, robotic machines, several-



Herkimer BOCES Welding students pose with Welding instructor Mason Fisher and Feldmeier Equipment Plant Manager Elroy Moore during a tour of Feldmeier Equipment in Little Falls.

hundred-thousand-gallon tanks and more.

In class, students practice various welding skills or work on small project, but the tour allowed students to see how various aspects of welding come together as part of a business, Fisher said.

“They enjoyed it,” Fisher said. “It was good for them to see everything we do kind of put into fruition.”

Feldmeier is one of the largest manufacturers of stainless steel tanks in the country and ships tanks all across the world. The company employs several

hundred welders and fabricators all around the country and nearly 100 welders in Little Falls, Fisher said.

The large size of the facility, the tanks and the overall operation can be intimidating for students to see, but taking the tour helps alleviate those concerns before the internship opportunity, Fisher said.

Senior students in the Herkimer BOCES Welding program are encouraged to attend the work-study program at Feldmeier for a week or two in April each year. During the internship experience, students go through a safety training and work directly with the Feldmeier crew, Fisher said.

“It opens up that employment avenue,” Fisher said. “It opens up the door where they have that line of communication already established, and Feldmeier will hire them right out of high school.”

A BOCES-to-school connection

Visual Communications Media Arts students recently designed and pressed shirts for a Mount Markham High School Drama Club play called “The Play That Goes Wrong.”

The play took place on Dec. 9 and 10.

As seen in the photo to the right, Mount Markham seniors Leah Coffin and Jacob Patterson pressed shirts for the play.

Leah Coffin also worked on the design during her Visual Communications Media Arts class.



Mount Markham students Leah Coffin and Jacob Patterson press shirts for a Mount Markham Drama Club show called “The Play That Goes Wrong.”

Building Construction students learn about apprenticeship opportunities

Students in the Herkimer BOCES Building Construction class with instructor John Martin recently learned about the career possibilities that await them once they complete the program.

Representatives from the North Atlantic States Regional Council of Carpenters presented to students about the benefits of entering their apprenticeship program.

Representatives explained the five-year paid apprenticeship program that allows students to earn an associate degree while learning the skills of the carpentry trade.

The representatives said that at the end of the five-year apprenticeship program, students will be in a position to make a minimum of \$101,000 per year.



Visual Communications student's pin design a finalist in regional contest

Herkimer BOCES Visual Communications Media Arts student Gianni Luce created a pin design that is a finalist in the SkillsUSA regional pin contest.

Luce, a senior from Frankfort-Schuyler Central School District, has been learning about design in the Visual Communications Media Arts program with instructor Melinda Maycock.

Luce's design is pictured to the right.



ACIE's Rising Seniors Internship Program helps Herkimer senior determine career path

It was once said, "Be brave. Take risks. Nothing can substitute experience." That's exactly what Herkimer Jr./Sr. High School senior Izabella Vredenburg did this past summer, through the School to Careers Rising Seniors Internship Program, a subsidiary of the Advanced Career Immersion Experience (ACIE). For as long as Vredenburg can remember, she's wanted to pursue a career in the medical field, but exactly which career path was something that needed to be explored.

With science being the crucial foundation of medicine, Vredenburg decided that research was going to begin her internship journey. That's where Masonic Medical Research Institute or MMRI came into the picture and where she spent the entire month of August: all day long, Monday-Friday. This experience was not done in vain, and all internship experiences, whether good or bad, prove to be beneficial in many ways. Vredenburg's excitement grew with each day and each scientific procedure – such as watching and assisting in surgeries on lab animals to help them and advance in medicine. Using microscopes to image different tissues and computer programs to measure abnormalities were also common tasks for Vredenburg's hands-on internship. Although this experience was truly amazing, Vredenburg has set her goals further than the laboratory and would like to pursue a career as a medical doctor.



Herkimer Jr./Sr. High School senior Izabella Vredenburg completed an internship over the summer with Masonic Medical Research Institute through the Herkimer BOCES Rising Seniors Internship Program.



Dr. Jason McCarthy and Dr. Chase Kessinger, Masonic Medical Research Institute scientists and internship mentors.

Herkimer BOCES ceremony honors veterans, provides positive experience for students

Herkimer BOCES Special Programs hosted a Veterans Day Ceremony for local veterans and staff members who are veterans on Thursday, Nov. 10, at the William E. Busacker Complex in Herkimer.

At the end of a patriotic ceremony that included many students reading messages to veterans on stage along with readings and videos for each branch of the military, Herkimer BOCES Supervisor of Special Education Tim Johnston delivered a closing message to veterans.

“Thank you for your service,” Johnston said. “Thank you for coming today to celebrate with us as we celebrate you.”

The event was just the second Herkimer BOCES Special Programs Veterans Day Ceremony. It was previously started before COVID-19 and brought back for the first time this year. Johnston said the teachers and staff put in some amazing work in preparing students for the opportunities presented by the event.

In addition to celebrating veterans and thanking them for their service, the ceremony was also held to provide an experience for Special Programs students similar to what students in school districts have with their Veterans Day events, Johnston said. Having the students present readings on stage gives them public speaking experience and an equal chance to participate in thanking veterans, he said.



Herkimer BOCES Special Programs students who presented on stage during the Veterans Day Ceremony in November pose for a photo at the William E. Busacker Complex.



Herkimer BOCES Special Programs students in teacher Crystal Rey's class sing a song for veterans on stage during the Veterans Day Ceremony in November at the William E. Busacker Complex.

VP-TECH students support Stuff the Bus

Students in the Valley Pathways in Technology Early College High School at Herkimer BOCES participated in donating to Stuff the Bus during the 2022 holiday season.

The VP-TECH Student Council spearheaded the effort to support Stuff the Bus this year. The students wanted to help provide a great holiday season for kids within our community.

Stuff the Bus is an annual toy drive created to help the less fortunate in the Mohawk Valley have a happy holiday season despite any financial circumstances their families might have.

It was started in 2008 by Roser Communications Network and its stations: 97.9/105.5 KISS FM, BUG Country 99.7 and 101.1 and TALK! 100.7 in conjunction with WKTV News Channel 2. Over the last 15



VP-TECH students help load donated items for Stuff the Bus, when the bus visited the Herkimer BOCES William E. Busacker Complex to pick up the items.

years, more than 100,000 toys have been collected. Every one of those toys has stayed in the Mohawk Valley and has been given to kids in Oneida, Herkimer, Madison, Otsego, Fulton and Montgomery counties.

VP-TECH students tour Gehring-Tricot

The whole VP-TECH program participated in a business tour on Nov. 18, 2022, at Gehring-Tricot Corp.

Students were able to visit both the Dolgeville and St. Johnsville manufacturing facilities and learned about all areas of the operations there.

Gehring-Tricot is a locally owned and operated business that develops and produces textiles.



Gehring-Tricot Corp. Vice President of Manufacturing Gary Farquhar Jr. looks into a dyeing tank while giving a different tour of the Dolgeville facility in 2020.



Herkimer BOCES Safety Services welcome Donald Maxwell as school facilities advisor

Herkimer BOCES Safety Services recently created a new school facilities advisor position to help keep schools in the region safer.

Donald Maxwell, of Fairfield, started as school safety advisor on Tuesday, Jan. 24.

“I’m looking forward to working with the local schools and supporting them in the maintenance and facilities challenges that schools deal with,” Maxwell said.

Maxwell comes to the Herkimer BOCES Safety Services with a background working with various local maintenance departments and driving buses for West Canada Valley Central School District.

Maxwell will be working with component districts’ maintenance crews with inspections, trainings and walkthroughs. He will also focus on troubleshooting facilities issues to make sure the buildings are safe for students and staff, Herkimer BOCES Safety Services Coordinator Adam Hutchinson said.

“This gives maintenance and facilities staff in districts a point of contact and a specialist in terms of the rules and regulations they have to face,” Hutchinson said.

Maxwell started out on his first day by visiting BOCES facilities and going through some required trainings.

“Everything has been going well,” Maxwell said. “I’m excited to get out and visit the schools and let them know I’m here to help.”



Donald Maxwell joined the Herkimer BOCES Safety Services on Tuesday, Jan. 24, in the newly created school facilities advisor position.

Mary Kline recognized with Genesis Group Outstanding Educator Award

Herkimer BOCES Director of Adult, Early Childhood and Outreach Education Mary Kline recently received an Outstanding Educator Award at the Genesis Group’s annual Celebration of Education.

As of this month, Kline has been at Herkimer BOCES for 44 years and nears her retirement in June. She recently reflected on going to college with plans to become a reading teacher, starting out doing substitute teaching, working as a teacher aide, joining Herkimer BOCES as a migrant tutor in January 1979, becoming the migrant coordinator and taking on additional administrative roles over the years.

Kline, who also was a recipient of the School Administrators Association of New York State Leadership and Support Award in 2016, said she is happy with the path her career took. She has enjoyed the job because her involvement with multiple programs provided her with a variety of experiences and kept each day feeling unique.

“You have so many different programs to work with, and they all help people – which I like,” she said. “And I’ve worked with wonderful staff – some of them worked with me for more than 30 years.”

Herkimer BOCES Director of Special Education and Alternative Education Roberta Matthews and Herkimer BOCES Assistant Superintendent of Instructional Services Kati Ferguson nominated Kline for the award for her leadership and devotion.



Herkimer BOCES Director of Adult, Early Childhood and Outreach Education Mary Kline receives an Outstanding Educator Award from Maria Smith, co-chair of the Genesis Group Education Committee. [Click here to view a video.](#)

“Her title does not capture the enormity of her role at Herkimer BOCES and how valuable she is in supporting not only the students of the Herkimer region but also students in over 14 New York state counties,” Matthews and Ferguson wrote in the nomination letter. “Mary has implemented countless new initiatives and educational programs for our region, including a very successful migrant education program, prekindergarten programs housed in five school districts, support services for students who are homeless, adult and continuing education programming and a nursing preparation program.”

Kline said she enjoyed the awards ceremony because she was joined by family and supporters from Herkimer BOCES.



Capital project and facilities plans advancing

Capital project and facilities work is advancing on multiple fronts to ensure safe and secure classroom spaces for Herkimer BOCES students for years to come.

Changes are in the works for the Herkimer BOCES William E. Busacker Complex at 352 Gros Blvd. in Herkimer, the Herkimer BOCES Remington Educational Complex at 77 E. North St. in Ilion and the Arc Herkimer Business Park building at 420 E. German St. in Herkimer that Herkimer BOCES rents space in.

Overall, the projects are expected to result in at least six new classrooms and improved essential systems at the facilities.

The following are updates about the various facilities work taking place:

Capital project

The school boards of all 10 Herkimer BOCES component school districts voted in September 2022 to approve a \$50 million capital project for the WEB Complex and Remington Educational Complex.

“For the WEB, this is all about health, safety and life systems and bringing them up to code and modernizing them,” Herkimer BOCES Assistant Superintendent for Administrative Services James Picolla said. “Most of what we are doing deals with the safety and security of students and staff – and life systems.”

Examples of the systems and updates that are planned include fire alarms, clocks, the public address (PA) system,



WEB Complex.

the kitchen and heating, ventilation and air conditioning (HVAC).

Although the project is still in the design phase, the anticipated plan for the WEB Complex also includes turning the Leatherstocking Conference Rooms and the offices and rooms on one side of the nearby hallway into classrooms.

At Remington, all of the same health, safety and life systems will be updated, but less work is required. For example, the HVAC work at the WEB Complex will be a total rebuild, but at Remington there are just some rooms that need updates.

Additional work at Remington will be conducted to make the former elementary school more suitable for high school students – including some programmatic updates such as a new science lab and updating classrooms for older students.

The Building Condition Survey (BCS) for each building has been completed by architects and engineers, Picolla said. Herkimer BOCES representatives will meet with the architects and engineers in February to review the surveys before submitting them to the New York State Education Department (NYSED). The BCS is conducted every five years, and it was helpful that it fell on this year to assist with capital project planning, Picolla said.

Capital project contracts are in development with King + King Architects to be the architects and C&S Construction Management to be the construction management firm, Picolla said.

The BOCES team is in preliminary conversations about refining the needs assessment and adjusting design plans, he said.

The project is planned to be



German Street building.

completed through two phases.

The Phase One timeline includes submission to NYSED in June 2023, construction taking place from January 2024 through September 2025 and the phase closing out in December 2025.

The Phase Two timeline

includes submission to SED in January 2025, construction taking place from January 2026 to September 2027 and the phase closing out in December 2027.

Remington exterior doors

Three exterior doors at the Remington Educational Complex are in need

of repair and were originally in the capital project plans, but were pulled out of the capital project because they need to be repaired sooner than would be possible through the capital project, Picolla said.

continued on the next page...



Remington Educational Complex.

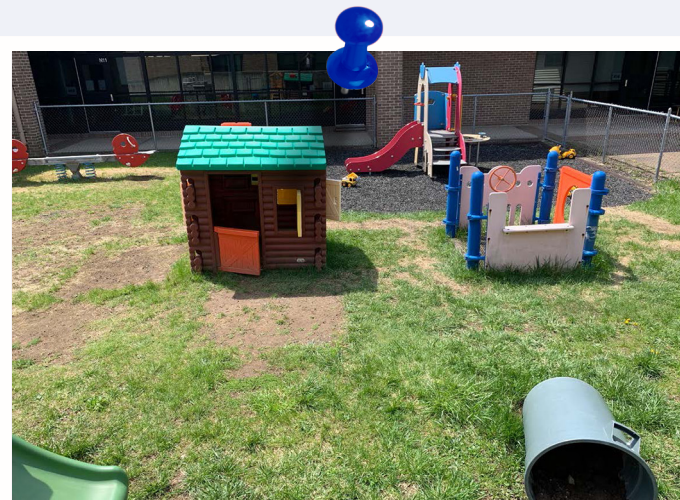


Capital project and facilities plans advancing continued...

The cost of repairing the doors will be covered by money that was budgeted for lease payments at German Street that were expected to begin six months earlier than they are. That funding will more than cover the cost of the door repairs, Picolla said.

The design plan for the door repairs has been completed and submitted to NYSED, and Herkimer BOCES is waiting for approval. Picolla also said he was told there is also a 20-week lead time on construction materials.

It's anticipated that BOCES will be under contract for the work on the doors before the end of June 2023 and that construction will be completed in fall 2023, Picolla said.



This WEB Complex playground is one area identified by the Facilities Committee for a future construction project.

capital project were discussed during the walk-throughs, and committee members began identifying other facilities needs in the buildings.

The need for the \$50 million capital project arose because BOCES has not completed smaller annual projects to maintain its buildings. Districts have the ability to conduct capital outlay projects, but a BOCES does not have that option. BOCES, however, does

have a mechanism to conduct smaller projects through program and facilities work. In the past, BOCES was not exercising this option in order to help maintain lower tuition costs. Regular facilities updates weren't being conducted, Picolla said.

Coming out of the planning for the capital project

and the creation of the Facilities Committee, there seems to be a consensus and recognition that moving forward it would be more cost effective if BOCES conducts smaller facilities projects on a regular basis, Picolla said.

Beginning with next school year, funding will be budgeted for these smaller projects, and they are now part of long-term facilities planning, he said.

Facilities Committee members have already been identifying ideas for smaller projects – such as improvements at the WEB Complex to exterior drainage, the playgrounds and acoustics in the lobby, Picolla said.

“I'm also hoping and anticipating that the Facilities Committee will work in tandem with programmatic developments that are being made going forward,” he said.

For example, as the nation shifts toward electric automobiles, if the Automotive Technology program needs to be adjusted to meet new needs, the Facilities Committee could review and make recommendations about related facilities updates, Picolla said.

The next Facilities Committee meeting will include reviewing the Building Condition Surveys and continuing to identify smaller projects. As the capital project advances, committee members also will help review and prioritize outstanding aspects of the project, with final decisions being made by the Herkimer BOCES Board of Education.

German Street

At German Street, in addition to the Business Office and administrative offices

Herkimer BOCES has on the third floor, other Herkimer BOCES programs and operations will soon be moving to the second floor.

These include Instructional Support Services, the Adult Practical Nursing Program, the Copy Center and operations and maintenance functions.

Herkimer BOCES signed a 10-year lease with Arc Herkimer that covers both floors, and the lease has an option for Herkimer BOCES to extend it for another 10 years.

Arc Herkimer began construction on the second floor on Jan. 16 to alter the space to fit what Herkimer BOCES needs it for. It's anticipated that construction will be complete in April and that the Herkimer BOCES programs and operations moving there will be able to take occupancy in April or May if all goes well, Picolla said.

The relocation of programs and offices that are currently at the WEB Complex and Remington Educational Complex to German Street will assist with the creation of more classroom space to fit the demand for more BOCES classrooms for students from component school districts.



This is the “before” picture of the Herkimer BOCES location on the second floor of 420 E. German St. in Herkimer. Arc Herkimer began construction here on Jan. 16, and the work is expected to be completed in April..

More Herkimer BOCES news online...

Click on any of the photos in this section to view the full stories online.



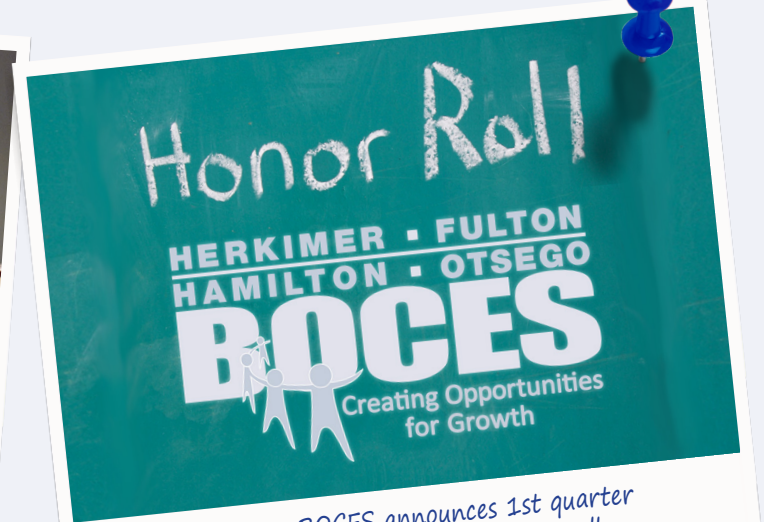
Pathways Academy students receive awards, family support in return to in-person ceremony.



CTE seniors benefiting from 'Diversity, Equity and Inclusion in the Workplace' workshops.



Students at 2022 Herkimer County Youth Summit focus on 'building a better tomorrow.'



Herkimer BOCES announces 1st quarter CTE high honor roll and honor roll.



Herkimer BOCES Adult Practical Nursing Program student Rebecca Chol, who immigrated to Utica 22 years ago, receives the Jodi Connor Memorial Scholarship from David Connor at Christmastime.



VP-TECH students develop soft skills during Engineering Wars.



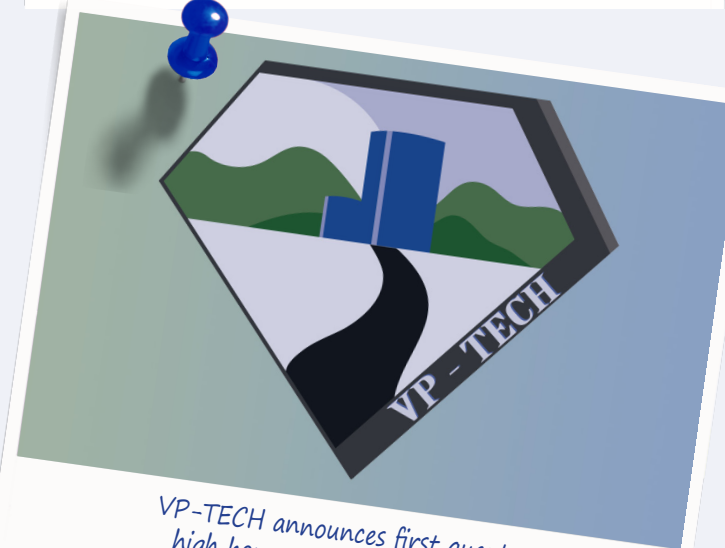
Local school DASA coordinators get 'refresher' at Safety Services workshop.



Pathways Academy gets in holiday spirit with wall-decorating contest.



READiTEC students learn culinary skills, develop business plans.



VP-TECH announces first quarter high honor roll and honor roll.



Students gain hands-on experience through Herkimer BOCES Cosmetology clinic.



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“Your Kids, Your BOCES!”***