

SCHALMONT CENTRAL SCHOOL DISTRICT

MINUTES

**Meeting of the Schalmont Board of Education
Monday, January 10, 2022; 7:00 PM; Middle School LGI**

The January 10, 2022 meeting of the Board of Education was held via conference call as directed in the Governor's Executive Order 202.1.

CALL TO ORDER - The meeting was called to order at 7:03 PM.

ROLL CALL

Members Present

Mr. Angelo Santabarbara, President
Ms. Kate Kruk, Vice President
Ms. Patricia Dowse (*arrived at 7:20 PM*)
Mrs. Jean Hanson
Mr. Kyrish Iyer
Mr. David Lawrence
Mr. Kevin Thompson

Members Excused

None

Others Present

Dr. Thomas Reardon, Superintendent of Schools
Mr. Joseph Karas, Asst. Superintendent for Business
Mr. Merrick Rash, Student Representative
Miss Adriana DiCocco, Student Representative

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion made by Mrs. Hanson, seconded by Mr. Iyer that the agenda for the January 10, 2022 meeting of the Schalmont Board of Education be approved.

Motion carried unanimously.

PRIVILEGE OF THE FLOOR

STUDENT REPRESENTATIVE REPORT

Mr. Rash and Miss DiCocco reported on student events including the high school winter concert being very successful; giving tree and good holiday season; current affairs raised money for Ronald McDonald House with channel 10 doing a news story.

SUPERINTENDENT'S REPORT & PRESENTATIONS

CONSENT AGENDA

Motion made by Mrs. Hanson, seconded by Mr. Lawrence that the consent agenda consisting of the following items be approved:

Board of Education Meeting Minutes
December 13, 2021

CSE/CPSE Recommendations
Recommendations made at meetings held December 2, 13, 14, 15, 16, 21, 2021

Instructional Personnel Matters

Long-Term Substitute Appointment

Jolie Smith, Elementary Teacher-Jefferson School; December 22, 2021-March 31, 2022; Step 1B
Michael Woods, Music Teacher-Middle School; February 3, 2022-May 6, 2022; Step 1B

Substitute Teachers/BOCES Packet #4: Isabella Burnett; Robert Caprara; Justin Chaires; Marie D'Apice; Hannah Fitzsimmons; Jenna Frank; Lori Fraser; Isabel Fry; Michele Hansen; Patrick Houlihan; Shawna LeClair; Jake Litwin; Theresa McTague; Julianna Pasquarella; Jamie Ramirez; Curt Roscoe; Oliva Sciocchetti; Jessica Stewart-Burns; JeriAnn Vincent

Noninstructional Personnel Matters (All hourly pay rates as per SSRPA Agreement)

<u>Appointments</u>	<u>Position</u>	<u>Location</u>	<u>Effective</u>	<u>Hourly Rate</u>
Gary Olsen	Bus Driver Trainee	Transportation	1/4/22	Step 1
Lisa Higgins	Substitute Teacher Aide	Jefferson	1/6/22	Step 1
Julianna Pasquarella	Substitute Teacher Aide	District Wide	1/11/22	Step 1
	Substitute Monitor	District Wide	1/11/22	Step 1
	Substitute Cleaner	District Wide	1/11/22	Step 1

Change of Hours

<u>Employee</u>	<u>Position</u>	<u>Location</u>	<u>Effective</u>	<u>Old Daily Total</u>	<u>New Daily Total</u>
Robert Burgess	Bus Driver	Transportation	12/15/21	5.25 hrs.	4.75 hrs.
Anthony Farina	Bus Driver	Transportation	12/15/21	6.25 hrs.	6.75 hrs.
Pamela Tetlak	Bus Driver	Transportation	12/15/21	5.25 hrs.	7.50 hrs.
Joseph Mastrianni	Bus Driver	Transportation	12/22/21	5.25 hrs.	6.25 hrs.

Motion carried unanimously.

NEW BUSINESS

Board Policies-Adoption: Motion made by Ms. Kruk, seconded by Ms. Dowse, that the Board of Education approve the second read and adoption of the following School Board Policies:

- 5100 Student Attendance
- 5140 Entrance Age
- 5150 School Admissions
- 5151 Homeless Children
- 5152 Admission of Non-Resident Students
- 5210 Student Organizations
- 5252 Student Activities Fund Management
- 5405 Student Wellness
- 5460 Child Abuse, Maltreatment or Neglect in a Domestic Setting
- 5500 Student Records
- 5550 Student Privacy
- 5605 Voter Registration for Students

Motion carried unanimously.

Corrective Action Plan-External Audit: Motion made by Mr. Thompson, seconded by Ms. Dowse, that the Board of Education accept the corrective action plan for the 2020-21 external audit.

Motion carried unanimously.

Retirement Incentive/Instructional: Motion made by Ms. Dowse, seconded by Mr. Lawrence that it is hereby resolved that upon the recommendation of the Superintendent of Schools, the Memorandum of Agreement dated January 11, 2022 between the Schalmont Teachers' Association and the School District establishing a retirement incentive for the 2021-22 school year is hereby approved.

Motion carried unanimously.

BOARD OF EDUCATION COMMENTS

Mr. Iyer: Nice work with Ronald McDonald House; welcome Jolie Smith and Michael Woods; welcome back to school;

Mr. Thompson: Welcome long term substitutes-glad you are coming to Schalmont; thank you Dr. Reardon for keeping kids in class.

Ms. Dowse: Shout out to Jason McCord and communication during vacation; glad to see good news stories/good press.

Mr. Lawrence: Great concerts; January/February-tough months; asking community to be supportive to all of us-we need to be "we are one"; we are a community school district.

Ms. Kruk: Echo thank you to Dr. Reardon and thank you nursing staff; it's a whole team effort with good communication to get the "right" information; echo Pat with the good press and best solution for district.

Mr. Santabarbara: Shout out to teachers, administrators and staff – thank you for continuing and having school as a whole; exciting potential capital project with needs and safety

ADJOURNMENT

Motion made by Ms. Kruk, seconded by Mr. Iyer that the January 10, 2022 meeting of the Board of Education be adjourned at 7:38 PM, not to reconvene.

Motion carried unanimously.

Respectfully submitted,

Joseph Karas
Clerk, Board of Education

SCHALMONT CENTRAL SCHOOL DISTRICT

MINUTES

Meeting of the Schalmont Board of Education
Monday, January 24, 2022; 7:00 PM; Middle School LGI

The January 24, 2022 meeting of the Board of Education was held via conference call as directed in the Governor's Executive Order 202.1.

CALL TO ORDER - The meeting was called to order at 7:09 PM

ROLL CALL

Members Present

Mr. Angelo Santabarbara, President
Ms. Kate Kruk, Vice President (*virtual*)
Ms. Patricia Dowse
Mrs. Jean Hanson
Mr. Kyrish Iyer (*virtual*)
Mr. David Lawrence
Mr. Kevin Thompson

Members Excused

None

Others Present

Dr. Thomas Reardon, Superintendent of Schools
Mr. Joseph Karas, Asst. Superintendent for Business
Miss Adriana DiCocco, Student Representative
Mr. Merrick Rash, Student Representative

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion made by Mr. Lawrence, seconded by Mrs. Hanson, that the agenda for the January 24, 2022 meeting of the Schalmont Board of Education be approved.

Motion carried unanimously.

PRIVILEGE OF THE FLOOR

STUDENT REPRESENTATIVE REPORT

Mr. Rash and Miss DiCocco reported on the upcoming field trips to CTE Programs at the Albany, Mohonasen and Schoharie Campuses. Career drive was last week.

SUPERINTENDENT'S REPORT & PRESENTATIONS

- Preliminary Budget Information

CONSENT AGENDA

Motion made by Mrs. Hanson, seconded by Mr. Thompson, that the consent agenda consisting of the following items be approved:

Financial Reports

Treasurer's Report: December 2021
HS Extracurricular Activities Report: December 2021
MS Extracurricular Activities Report: December 2021

CSE/CPSE Recommendations

Recommendations made at meetings held January 12, 13, 19, 2022

Instructional Personnel Matters

Advisor - Resignations

Anthony Cassale, Ski and Snowboard Club
James Sommer, Ski and Snowboard Club

Advisor – Appointment (Stipends in accordance with STA Agreement)

Ryan Little, Ski and Snowboard Club

Non-Instructional Personnel Matters (All hourly pay rates as per SSRPA Agreement)

<u>Regular Appointment</u>	<u>Position</u>	<u>Location</u>	<u>Effective</u>	<u>Work Day</u>
Theresa Bacchi	Monitor	HS	01/20/22	10:45am – 12:45pm (2 hrs/day)

<u>Substitute Appointment</u>	<u>Position</u>	<u>Location</u>	<u>Effective</u>	<u>Work Day</u>
Sarah Schultz	Teacher Aide	District Wide	01/24/22	As needed

Permanent Appointment

Brandy O'Donnell, Typist, Civil Service, effective January 14, 2022

Motion carried unanimously.

NEW BUSINESS

Budget Calendar: Motion made by Mrs. Hanson, seconded by Ms. Dowse, that the Board of Education approve the 2022-23 budget calendar.

Motion carried unanimously.

Surplus Equipment: Motion made by Mrs. Hanson, seconded by Mr. Lawrence, that the Board of Education declare the following equipment as surplus for the purpose of disposing of it in a way that is most advantageous to the district: Truck Salter (SN: S-16-23-H9152).

Motion carried unanimously.

Creation of Custodian Position: Motion made by Mr. Thompson, seconded by Mrs. Hanson, that the Board of Education accept the recommendation of the Superintendent and create one support staff position of full-time Custodian (1.0 FTE), effective February 1, 2022.

Motion carried unanimously.

CASHIC Trust: Motion made by Mr. Lawrence, seconded by Ms. Doswe, **WHEREAS**, Schalmont Central School District is a member of the Capital Area School Health Insurance Consortium (“CASHIC”); and **WHEREAS**, the Board of Trustees of CASHIC seeks to adopt a revised Trust Agreement, to ensure the continued effective operation of CASHIC; **NOW, THEREFORE**, due deliberation having been had, **BE IT RESOLVED:** That the Schalmont Central School District hereby consents to the adoption of the Trust Agreement proposed by CASHIC’s Board of Trustees. 2. That Joseph Karas be authorized to execute the Written Consent provided by CASHIC’s Board of Trustees. 3. That one (1) certified copy of this Resolution be prepared and sent, along with the executed Written Consent, to CASHIC’s attorneys at the following address: Gleason, Dunn, Walsh & O’Shea, 40 Beaver Street, Albany, NY 12207, Attn: Thomas F. Gleason, Esq.

Motion carried unanimously.

SEQRA Jefferson Parking Lot: Motion made by Mr. Lawrence, seconded by Mrs. Hanson, **WHEREAS**, the Board of Education of the Schalmont Central School District ("Board") is considering to undertake a project involving various traffic and parking improvements largely as a reconfiguration of existing parking/traffic areas on the site of the Jefferson Elementary School campus (located at 100 Princetown Road, Schenectady, New York) which will also include some minor new paving, curbing, sidewalks, landscaping, all of which is on existing space and involves no construction of additions or expansion of existing site facilities or any impacts to traffic to entrance roadways to the campus or any changes to existing drainage patterns/systems, HVAC upgrades to existing classrooms, and any associated work with all areas mentioned ("the Project"); and **WHEREAS**, the Board wishes to fully comply with its obligations under the State Environmental Quality Review Act ("SEQRA") and the regulations thereunder with respect to the proposed action; and **WHEREAS**, the Board of Education has consulted with its Architects and Engineers with respect to the potential for environmental impacts resulting from the Proposed Action and reviewed the completed Short Environmental Assessment Form showing no significant adverse environmental impacts from this Project; and **WHEREAS**, the Board of Education has reviewed the Proposed Action with respect to the Type II criteria set forth in the SEQRA Regulations at 6 NYCRR Part 617.5 and has determined that the Proposed Action is a Type II action pursuant to Section 617.5(c)(1), (2) and/or (8) of the SEQRA Regulations; **WHEREAS**, the Board has carefully considered the nature and scope of the proposed action; and **WHEREAS**, upon review of the foregoing, the Board makes the following determinations: 1. The proposed action involves various traffic and parking improvements largely as a reconfiguration of existing parking/traffic areas on the site of the Jefferson Elementary School campus (located at 100 Princetown Road, Schenectady, New York) which will also include some minor new paving, curbing, sidewalks, landscaping, all of which is on existing space and involves no construction of additions or expansion of existing site facilities or any impacts to traffic to entrance roadways to the campus or any changes to existing drainage patterns/systems various traffic and parking improvements, HVAC upgrades to existing classrooms, and any associated work with all areas mentioned ("the Project"); 2. The Project represents maintenance or repair involving no substantial changes in an existing facility or structure within the meaning of 6 NYCRR 617.5(c)(1) and/or alternatively the replacement, rehabilitation or reconstruction of a structure or facility in kind within the meaning of 6 NYCRR 617.5(c)(2); 3. The proposed action will in no case have a significant adverse impact based on the environment based on the criteria contained in 6 NYCRR § 617.7(c), and is not otherwise a Type I action as defined by 6 NYCRR § 617.4.; 4. The proposed action is a Type II action within the meaning of 6 NYCRR 617.5 and is therefore not subject to review under SEQRA and the regulations thereunder. NOW THEREFORE BE IT RESOLVED, that the Board finds and concludes that the proposed action is a Type II action within the meaning of 6 NYCRR 617.5 and therefore is not subject to review under SEQRA and the regulations thereunder.

Motion carried unanimously.

SEQRA HS/MS Parking Lot: Motion made by Ms. Dowse, seconded by Mr. Lawrence, **WHEREAS**, the Board of Education of the Schalmont Central School District ("Board") is considering undertake a project involving various traffic and parking improvements largely as a reconfiguration of existing parking/traffic areas on the High School/Middle School campus (located at 1 Sabre Drive, Schenectady, New York) which will also include some minor new paving to upgrade an existing driveway to a parent drop off loop and related existing site improvements, all of which is on existing space and involves no construction of additions or expansion of existing site facilities or any impacts to traffic impact to entrance roadways to the campus or any changes to existing drainage patterns/systems, HVAC upgrades to existing classrooms, and any associated work with all areas mentioned ("the Project"); and **WHEREAS**, the Board wishes to fully comply with its obligations under the State Environmental Quality Review Act ("SEQRA") and the regulations thereunder with respect to the proposed action; and **WHEREAS**, the Board of Education has consulted with its Architects and Engineers with respect to the potential for environmental impacts resulting from the Proposed Action and reviewed the completed Short Environmental Assessment Form showing no significant adverse environmental impacts from this Project; and **WHEREAS**, the Board of Education has reviewed the Proposed Action with respect to the Type II criteria set forth in the SEQRA Regulations at 6 NYCRR Part 617.5 and has determined that the Proposed Action is a Type II action pursuant to Section 617.5(c)(1), (2) and/or (8) of the SEQRA Regulations; **WHEREAS**, the Board has carefully considered the nature

and scope of the proposed action; and **WHEREAS**, upon review of the foregoing, the Board makes the following determinations: 1. The proposed action involves various traffic and parking improvements largely as a reconfiguration of existing parking/traffic areas on the High School/Middle School campus (located at 1 Sabre Drive, Schenectady, New York) which will also include some minor new paving to upgrade an existing driveway to a parent drop off loop and related existing site improvements, all of which is on existing space and involves no construction of additions or expansion of existing site facilities or any impacts to traffic to entrance roadways to the campus or any changes to existing drainage patterns/systems, HVAC upgrades to existing classrooms, and any associated work with all areas mentioned ("the Project"); 2. The proposed Project represents maintenance or repair involving no substantial changes in an existing facility or structure within the meaning of 6 NYCRR 617.5(c)(1) and/or alternatively the replacement, rehabilitation or reconstruction of a structure or facility in kind within the meaning of 6 NYCRR 617.5(c)(2); 3. The proposed action will in no case have a significant adverse impact based on the environment based on the criteria contained in 6 NYCRR § 617.7(c), and is not otherwise a Type I action as defined by 6 NYCRR § 617.4; 4. The proposed action is a Type II action within the meaning of 6 NYCRR 617.5 and is therefore not subject to review under SEQRA and the regulations thereunder. **NOW THEREFORE BE IT RESOLVED**, that the Board finds and concludes that the proposed action is a Type II action within the meaning of 6 NYCRR 617.5 and therefore is not subject to review under SEQRA and the regulations thereunder.

Motion carried unanimously.

Bond Counsel Proposition: Motion made by Mrs. Hanson, seconded by Ms. Kruk, **BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE SCHALMONT CENTRAL SCHOOL DISTRICT** (the "School District") that the following proposition be present to the voters at the annual meeting of the School District to be held on Tuesday, May 17, 2022: **PROPOSITION** Shall the Board of Education of the Schalmont Central School District be authorized to (A) improve, reconstruct and renovate various School District buildings, facilities and sites, acquire original furnishings, equipment, machinery or apparatus required for the purpose for which such buildings, facilities and sites are to be used and pay costs incidental thereto, at a maximum aggregate cost of not to exceed \$6,100,000; (B) expend such sum for such purposes, including the expenditure of \$5,000,000 from the Capital Reserve Fund; (C) levy the necessary tax therefore, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education, taking into account state aid, the amount expended from the Capital Reserve Fund and any grant money received; and (D) in anticipation of the collection of such tax, issue bonds and notes of the School District at one time or from time to time in the principal amount not to exceed \$1,100,000 and levy a tax to pay the interest on said obligations when due?

Motion carried unanimously.

BOARD OF EDUCATION COMMENTS

Ms. Kruk: Interested in documents that Jason McCord just put out with pathways. Very excited to hear about it. Jefferson student Turn-Off the TV Event. Excited to see the Capital Project. Keep up the good work.

Mr. Thompson: Budget is coming up. Students can voice their needs and thoughts that we would like to hear about with the budget.

Ms. Dowse: Reinforce the work we do with BOCES, hands-on work with our students may work for some of our students and I am excited for the upcoming BOCES event.

Mr. Lawrence: Credit to Jason and Tom as they were asked to showcase our Communications to other Districts.

Mrs. Hanson: Thank you to Tom and Joe as we continue moving forward.

Mr. Santabarbara: Nice to see the Capital Project/Safety. Nice to see pre-time Budget numbers growing our programs, while budget.

ADJOURNMENT

Motion made by Mrs. Hanson, seconded by Ms. Kruk, that the January 24, 2022 meeting of the Board of Education be adjourned at 8:02 PM, not to reconvene.

Motion carried unanimously.

Respectfully submitted,

Joseph Karas
Clerk, Board of Education

District Office
 4 Sabre Drive
 Schenectady, NY 12306
 (518) 355-9200
 FAX: (518) 355-9203

Superintendent
 of Schools
 Dr. Thomas B. Reardon
 Ext. 4001

Business Office
 Joseph Karas
 Assistant Superintendent
 for Business
 Ext. 4002

Special Education Office
 Shari Rosato
 Director of Pupil
 Personnel Services
 Ext. 4018

High School
 1 Sabre Drive
 Schenectady, NY 12306
 (518) 355-6110
 FAX: (518) 355-8720

Middle School
 2 Sabre Drive
 Schenectady, NY 12306
 (518) 355-6255
 FAX: (518) 355-5329

Jefferson
 Elementary School
 100 Princetown Road
 Schenectady, NY 12306
 (518) 355-1342
 FAX: (518) 357-0293

Transportation Office
 5 Sabre Drive
 Schenectady, NY 12306
 (518) 355-9200 Ext. 4201
 FAX: (518) 355-0972

TO : Board of Education
 FROM : Genienne Bakuzonis, Special Education Program Assistant
 DATE : February 8, 2022
 RE : Agenda Items for February 14, 2022 Board Meeting
 CSE/CPSE Meetings for BOE Approval

Date of CSE/CPSE Meeting	Number of Students
January 19, 2022 (CPSE)	1
January 26, 2022 (SHS)	1
January 27, 2022 (JES)	3
February 1, 2022 (SHS)	3
February 3, 2022 (SMS)	3
February 7, 2022 (CPSE)	1
February 8, 2022 (SHS)	2

TREASURER
REPORT
January
2022

Submitted by:
Brenda Leitt

TREASURER'S MONTHLY REPORT
January 31, 2022

	Capital Fund Checking 4085	Federal Checking 4082	General Checking 4089	General Tax Account 6854	School Lunch Checking 4077	Payroll Account 4107
Available Cash Balance as Reported at the End of Preceding Month	H200	F200	A200	A200TAX	C200	A209
Add:	8,571,279.20	987.21	2,178,291.96	5.00	260,346.07	-
Receipts By Source:						
Real Property Taxes/PLOTS						
Cafeteria Sales					8,926.76	
State & Federal Aid			2,423,549.59		11,566.00	
Transfers In	909.54	30,400.00	32,746.69			1,242,924.72
Interest Earnings			293.39		24.80	
Non Resident Tuition			40,092.00			
Miscellaneous			18,054.18		1,740.34	
Continuing Education						
Insurance (Cobra, Amsure)			35,843.17			
Total Receipts	909.54	30,400.00	2,550,579.02		22,257.90	1,242,924.72
Less:						
Disbursements:						
Debt Payments						
Check	9,691.42	30,243.32	4,114,999.22		20,364.76	1,224,794.29
Wire transfers - Payroll/Other			36,650.00		32,746.69	
Wire transfer - Empire/BS/Sales TX			44,373.02			
Total Disbursements	9,691.42	30,243.32	4,196,022.24		53,111.45	1,224,794.29
Available Cash Balance At EoM	8,562,297.32	1,143.89	532,848.74	5.00	229,492.52	18,130.43
Bank Reconciliation						
Bank Balance	8,562,297.32	8,326.86	1,613,242.47	5.00	229,359.42	31,718.17
Deposits in Transit			8,873.64		894.66	24.88
Outstanding Checks		(7,182.97)	(1,107,422.71)		(761.56)	(13,587.71)
Adjustments			18,155.94			(24.91)
Book Balance	8,562,297.32	1,143.89	532,848.74	5.00	229,492.52	18,130.43
Other Investment Accounts:						
General Fund						
Savings Accounts						
Operating balance		28,601,032.75	379.43		5,215,118.47	
Add:						
Transfers In						
Interest Earnings		3,036.36	0.02		155.52	
Total Receipts		3,036.36	0.02		155.52	
Less:						
Transfers Out						
Available Cash Balance At End of Month		28,604,069.11	379.45	5,215,273.99		
Account Code:		A203F	A203I	(NY CLASS) A203		
I certify that the above balances are in agreement with the bank statements, as reconciled.						
						2/10/2022
						Date

Bonda Scott
District Treasurer

SCHALMONT CSD

Trial Balance Report From 7/1/2021 - 1/31/2022



Account	Description	Debits	Credits	Balance
A 200	CASH IN CHECKING	35,471,959.50	34,939,110.76	532,848.74
A 200-DB	General Fund Debit Card Account	12,119.10	11,820.29	298.81
A 200TAX	CASH TAX ACCOUNT	23,378,478.84	23,378,473.84	5.00
A 203	NYCLASS ACCOUNT	5,215,273.99	0.00	5,215,273.99
A 203F	NBT MMA	33,116,876.24	4,512,807.13	28,604,069.11
A 203I	NBT - ICS Promontory	379.45	0.00	379.45
A 210	PETTY CASH	115.24	0.00	115.24
A 211	EXTRA CLASSROOM CASH	120,552.00	0.00	120,552.00
A 380-AR	ACCOUNTS RECEIVABLE-BILLING	3,928,056.47	3,901,821.26	26,235.21
A 391	DUE FROM OTHER FUNDS	7,322,921.66	474,603.54	6,848,318.12
A 410	STATE & FEDERAL AID RECEIVABLE	519,119.90	211,405.50	307,714.40
A 440	DUE FROM OTHER GOVERNMENTS	682,970.77	718,144.09	35,173.32 CR
A 510	ESTIMATED REVENUE	52,397,377.00	0.00	52,397,377.00
A 521	ENCUMBRANCES	47,202,029.48	24,008,140.74	23,193,888.74
A 522	EXPENDITURES	22,979,171.00	716,769.14	22,262,401.86
A 599	APPROPRIATED FUND BALANCE	545,030.29	0.00	545,030.29
A 601	ACCRUED LIABILITIES	320,172.50	395,506.90	75,334.40 CR
A 630	DUE TO OTHER FUNDS	313,758.84	1,498,601.44	1,184,842.60 CR
A 631	DUE TO OTHER GOVERNMENTS	0.00	11,183.00	11,183.00 CR
A 632	DUE TO TEACHERS RET. SYSTEM	1,730,829.93	1,702,732.72	28,097.21
A 637	DUE TO EMPLOYEES RETIREMENT SYSTEM	624.65	180,931.00	180,306.35 CR
A 691	DEFERRED REVENUE	0.00	33,785.26	33,785.26 CR
A 718ERS	ERS RETIREMENT	33,647.31	31,615.93	2,031.38
A 719	DISABILITY INSURANCE	0.00	91.10	91.10 CR
A 720FLEX	FLEXIBLE SPENDING	0.00	28.34	28.34 CR
A 720H	HEALTH INSURANCE	338,934.19	339,055.35	121.16 CR
A 726FICA	FICA TAX	1,252,495.01	1,242,303.66	10,191.35
A 726MED	MEDICARE TAX	293,596.01	291,212.51	2,383.50
A 727E	ERS LOAN	10,459.90	9,562.90	897.00
A 727T	TRS LOAN	38,460.50	38,060.50	400.00
A 738	STUDENT DEPOSITS	0.00	120,552.00	120,552.00 CR
A 815	RESERVE FOR UNEMPLOYMENT INSURANCE	0.00	300,000.00	300,000.00 CR
A 821	RESERVE FOR ENCUMBRANCES	24,008,140.74	47,202,079.21	23,193,938.47 CR
A 827	RESERVE FOR RETIREMENT CONTRIBUTIONS	0.00	2,752,058.32	2,752,058.32 CR
A 867	RESERVE FOR EE BENEFITS & ACCRUED LIAB	320,172.50	1,732,937.18	1,412,764.68 CR
A 878	RESERVE FOR CAPITAL	0.00	5,000,000.00	5,000,000.00 CR
A 909	FUND BALANCE, UNRESERVED	0.00	14,428,986.99	14,428,986.99 CR
A 914	ASSIGNED APPROPRIATED FUND BALANCE	0.00	1,718,356.00	1,718,356.00 CR
A 915	ASSIGNED UNAPPROPRIATED FUND BALANCE	0.00	486,660.43	486,660.43 CR
A 917	UNASSIGNED FUND BALANCE	1,681,324.34	102,632.00	1,578,692.34
A 960	APPROPRIATIONS	0.00	52,942,406.62	52,942,406.62 CR
A 980	REVENUES	292,241.78	38,092,853.48	37,800,611.70 CR
A Fund Totals:		263,527,289.13	263,527,289.13	0.00
C 200	CASH IN CHECKING	532,891.66	303,399.14	229,492.52
C 210	PETTY CASH	50.00	0.00	50.00
C 211	CASH ON HAND - CHANGE	130.00	0.00	130.00

SCHALMONT CSD

Trial Balance Report From 7/1/2021 - 1/31/2022



Account	Description	Debits	Credits	Balance	
C 380	ACCOUNTS RECEIVABLE	4,457.16	4,487.16	30.00	CR
C 410	STATE & FEDERAL AID RECEIVABLE	514,622.80	371,359.00	143,263.80	
C 445	INVENTORY OF MAT'L & SUPPLIES	1,457.54	0.00	1,457.54	
C 446	FOOD INVENTORY	25,520.84	0.00	25,520.84	
C 510	ESTIMATED REVENUE	772,000.00	0.00	772,000.00	
C 521	ENCUMBRANCES	557,674.43	315,678.79	241,995.64	
C 522	EXPENDITURES	302,974.39	14,473.50	288,500.89	
C 600	ACCOUNTS PAYABLE	1,510.50	65.38	1,445.12	
C 601	ACCRUED LIABILITIES	0.00	14,874.00	14,874.00	CR
C 630	DUE TO OTHER FUNDS	204,484.85	289,802.22	85,317.37	CR
C 631	DUE TO OTHER GOV'TS-SALES TAX	0.00	490.84	490.84	CR
C 806	NONSPENDABLE FUND BALANCE	0.00	36,526.96	36,526.96	CR
C 821	RESERVE FOR ENCUMBRANCES	315,678.79	557,674.43	241,995.64	CR
C 845	RESERVE FOR INVENTORY	9,548.22	0.00	9,548.22	
C 909	FUND BALANCE, UNRESERVED	247,367.97	0.00	247,367.97	
C 915	ASSIGNED UNAPPROPRIATED FUND BALANCE	0.00	349,942.21	349,942.21	CR
C 960	APPROPRIATIONS	0.00	772,000.00	772,000.00	CR
C 980	REVENUES	306.91	459,902.43	459,595.52	CR
C Fund Totals:		3,490,676.06	3,490,676.06	0.00	
F 200	CASH IN CHECKING	41,821.71	40,677.82	1,143.89	
F 391	DUE FROM OTHER FUNDS	1,083,360.49	431,262.48	652,098.01	
F 410	STATE & FEDERAL AID RECEIVABLE	408,354.39	454,619.80	46,265.41	CR
F 510	ESTIMATED REVENUE	817,049.00	0.00	817,049.00	
F 521	ENCUMBRANCES	1,277,057.03	855,058.51	421,998.52	
F 522	EXPENDITURES	447,222.88	26.21	447,196.67	
F 599	APPROPRIATED FUND BALANCE	692.75	0.00	692.75	
F 600	ACCOUNTS PAYABLE	0.00	0.27	0.27	CR
F 630	DUE TO OTHER FUNDS	270,118.69	1,156,011.50	885,892.81	CR
F 631	DUE TO OTHER GOVERNMENTS	0.00	994.99	994.99	CR
F 691	DEFERRED REVENUES	0.00	4,947.00	4,947.00	CR
F 821	RESERVE FOR ENCUMBRANCES	856,977.19	1,276,364.28	419,387.09	CR
F 909	FUND BALANCE, UNRESERVED	44,000.91	692.75	43,308.16	
F 915	ASSIGNED UNAPPROPRIATED FUND BALANCE	0.00	10,805.68	10,805.68	CR
F 960	APPROPRIATIONS	0.00	817,741.75	817,741.75	CR
F 980	REVENUES	0.00	197,452.00	197,452.00	CR
F Fund Totals:		5,246,655.04	5,246,655.04	0.00	
H 200	CASH IN CHECKING	1,839,518.07	1,451,549.69	387,968.38	
H 391	DUE FROM OTHER FUNDS	0.00	824,562.83	824,562.83	CR
H 510	ESTIMATED REVENUE	502,231.04	0.00	502,231.04	
H 522	EXPENDITURES	587,573.48	0.00	587,573.48	
H 599	APPROPRIATED FUND BALANCE	84,800.00	0.00	84,800.00	
H 626	BOND ANTICIPATION NOTES PAYABLE	863,976.21	1,371,480.21	507,504.00	CR
H 909	FUND BALANCE, UNRESERVED	1,701,140.12	84,800.00	1,616,340.12	
H 915	ASSIGNED UNAPPROPRIATED FUND BALANCE	0.00	911,897.15	911,897.15	CR
H 960	APPROPRIATIONS	0.00	587,031.04	587,031.04	CR
H 980	REVENUES	0.00	347,918.00	347,918.00	CR

SCHALMONT CSD

Trial Balance Report From 7/1/2021 - 1/31/2022



Account	Description	Debits	Credits	Balance
H Fund Totals:		5,579,238.92	5,579,238.92	0.00
HA 200	Cash In Checking	26,312,932.96	18,138,604.02	8,174,328.94
HA 391	Due From Other Funds	0.00	5,973,917.78	5,973,917.78 CR
HA 510	Estimated Revenue	21,764,359.00	0.00	21,764,359.00
HA 521	Encumbrances	1,720,512.46	674,929.16	1,045,583.30
HA 522	Expenditures	516,181.43	0.00	516,181.43
HA 599	Appropriated Fund Balance	1,650,368.25	13,076,186.88	11,425,818.63 CR
HA 600	Accounts Payable	0.00	0.28	0.28 CR
HA 626	BOND ANTICIPATION NOTES PAYABLE	17,632,074.98	34,750,000.00	17,117,925.02 CR
HA 630	Due to Other Funds	9,652.39	10,561.93	909.54 CR
HA 821	Reserve for Encumbrances	674,929.16	1,720,512.46	1,045,583.30 CR
HA 909	Fund Balance, Unreserved	16,244,903.10	1,650,368.25	14,594,534.85
HA 960	Appropriations	0.00	10,338,540.37	10,338,540.37 CR
HA 980	Revenues	0.00	192,292.60	192,292.60 CR
HA Fund Totals:		86,525,913.73	86,525,913.73	0.00
K 101	LAND	966,400.00	0.00	966,400.00
K 102	BUILDINGS	28,924,766.30	0.00	28,924,766.30
K 103	IMPROVEMENTS OTHER THAN BUILDINGS	1,414,968.56	0.00	1,414,968.56
K 104	EQUIPMENT	4,437,662.91	0.00	4,437,662.91
K 105	CONSTRUCTION WORK IN PROGRESS	17,696,705.79	0.00	17,696,705.79
K 107	OTHER CAPITAL ASSETS-VEHICLES	4,345,433.46	0.00	4,345,433.46
K 108	NET PENSION ASSET-PROPORTIONATE SHARE	0.00	2,547,778.00	2,547,778.00 CR
K 112	ACCUM DEPRECIATION-BLDGS	0.00	14,239,844.53	14,239,844.53 CR
K 113	ACCUM DEPRECIATION-OTHER THAN BLDG	0.00	1,178,924.82	1,178,924.82 CR
K 114	ACCUM DEPRECIATION-EQUIPMENT	0.00	3,488,084.95	3,488,084.95 CR
K 117	ACCUM DEPRECIATION-OTHER ASSETS	0.00	2,641,021.52	2,641,021.52 CR
K 151	NET CAPITAL ASSETS	0.00	89,472,522.20	89,472,522.20 CR
K 496	DEFERRED OUTFLOWS OF RESOURCES-PENSION	55,782,239.00	0.00	55,782,239.00
K Fund Totals:		113,568,176.02	113,568,176.02	0.00
TE 200	CASH IN CHECKING	25,043.26	0.58	25,042.68
TE 630	DUE TO OTHER FUNDS	1.16	0.00	1.16
TE 909	FUND BALANCE, UNRESERVED	2.50	0.00	2.50
TE 909.12	CLASS 62	0.00	4,637.84	4,637.84 CR
TE 909.14	JANICE DOLHY MEMORIAL SCHOLARSHIP	0.00	1,043.65	1,043.65 CR
TE 909.16	ROTTERDAM KIWANIS SCHOLARSHIP	0.00	4,255.27	4,255.27 CR
TE 909.2	BRUCE BOUCK SCHOLARSHIP	0.00	3,641.41	3,641.41 CR
TE 909.3	PAULA SELKIS SCHOLARSHIP	0.00	7,041.78	7,041.78 CR
TE 909.4	PATSY DELORYE SCHOLARSHIP	0.00	1.16	1.16 CR
TE 909.9	SANDRA STRYJEK SCHOLARSHIP	0.00	4,422.73	4,422.73 CR
TE 980	REVENUES	0.00	2.50	2.50 CR
TE Fund Totals:		25,046.92	25,046.92	0.00
V 391	DUE FROM OTHER FUNDS	1,455,026.80	0.00	1,455,026.80
V 884	RESERVE FOR DEBT	0.00	1,455,026.80	1,455,026.80 CR
V Fund Totals:		1,455,026.80	1,455,026.80	0.00
W 125	AMTS TO BE MADE IN FUTURE BUDGET	220,481,290.43	0.00	220,481,290.43
W 628	BONDS PAYABLE	0.00	3,650,000.00	3,650,000.00 CR

SCHALMONT CSD

Trial Balance Report From 7/1/2021 - 1/31/2022



Account	Description	Debits	Credits	Balance	
W 638	NET PENSION LIABILITY-PROPORTIONATE SH	0.00	2,754,377.00	2,754,377.00	CR
W 683	OTHER POST EMPLOYMET BENEFIT	0.00	164,565,696.00	164,565,696.00	CR
W 686	JUDGEMENTS AND CLAIMS	0.00	102,631.87	102,631.87	CR
W 687	COMPENSATED ABSENCES	0.00	1,732,937.56	1,732,937.56	CR
W 697	DEFERRED INFLOWS OF RESOURCES-PENSION	0.00	47,675,648.00	47,675,648.00	CR
W Fund Totals:		220,481,290.43	220,481,290.43	0.00	
Grand Totals:		699,899,313.05	699,899,313.05	0.00	

SCHALMONT CSD

Cash Disbursement Schedule Report For HSEC - 6: MG January Checks



Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
3526	<input type="checkbox"/>	01/12/2022	6841	SCHALMONT CSD		HSEC 871	**VOID**	-3,689.49	0.00
						HSEC 831		-385.67	0.00
Check Totals:								-4,075.16	0.00
3539	<input type="checkbox"/>	01/05/2022	9301	Jiminy Peak		HSEC 838	trip 1	1,564.00	0.00
Check Totals:								1,564.00	0.00
3540	<input type="checkbox"/>	01/05/2022	5843	WADE TOURS, INC.		HSEC 838	Trip 1	1,300.00	0.00
Check Totals:								1,300.00	0.00
3541	<input type="checkbox"/>	01/12/2022	9301	Jiminy Peak		HSEC 838	trip 2	1,496.00	0.00
Check Totals:								1,496.00	0.00
3542	<input type="checkbox"/>	01/12/2022	5843	WADE TOURS, INC.		HSEC 838	trip 2	1,300.00	0.00
Check Totals:								1,300.00	0.00
3543	<input type="checkbox"/>	01/12/2022	6841	SCHALMONT CSD		HSEC 871	reunion	3,689.49	0.00
						HSEC 831		375.68	0.00
Check Totals:								4,065.17	0.00
3544	<input type="checkbox"/>	01/19/2022	9301	Jiminy Peak		HSEC 838	Ski Trip #3	1,598.00	0.00
Check Totals:								1,598.00	0.00
3545	<input type="checkbox"/>	01/19/2022	5843	WADE TOURS, INC.		HSEC 838	trip #3	1,300.00	0.00
Check Totals:								1,300.00	0.00

SCHALMONT CSD



Cash Disbursement Schedule Report For HSEC - 6: MG January Checks

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
Number of Cash Disbursements: 8								8,548.01	0.00
Account Distribution Totals									
Account	Description	Total Expensed	Total Liquidated						
HSEC 831	STUDENT SPECIAL ACCOUNT	-9.99	0.00						
HSEC 838	SKI CLUB	8,558.00	0.00						
HSEC 871	CLASS OF 2020	0.00	0.00						
Fund HSEC Totals:		8,548.01	0.00						
Grand Totals:		8,548.01	0.00						

General Ledger Summary Postings

Account	Description	Debits	Credits
HSEC 200	CASH IN CHECKING	0.00	8,548.01

SCHALMONT CSD

Trial Balance Report From 7/1/2021 - 1/31/2022



Account	Description	Debits	Credits	Balance
MSEC 200	CASH IN CHECKING	37,278.12	10,045.94	27,232.18
MSEC 831	DUE TO OTHER GOV'T-SALES TAX	0.00	147.18	147.18 CR
MSEC 700	Interest Earned	0.00	49.51	49.51 CR
MSEC 830	SCHOOL STORE	810.68	3,333.98	2,523.30 CR
MSEC 831	YEARBOOK	1,097.30	4,442.68	3,345.38 CR
MSEC 833	SABRE SERVICE CLUB	546.00	603.53	57.53 CR
MSEC 834	STUDENT COUNCIL	3,133.40	8,010.36	4,876.96 CR
MSEC 835	GRADE 6	0.00	49.54	49.54 CR
MSEC 836	GRADE 7	0.00	37.35	37.35 CR
MSEC 838	GRADE 8	0.00	772.36	772.36 CR
MSEC 839	LIFETOUCH	945.74	6,481.36	5,535.62 CR
MSEC 841	LIBRARY	3,512.82	8,034.67	4,521.85 CR
MSEC 842	ENVIRONMENTAL CLUB	0.00	1,921.31	1,921.31 CR
MSEC 843	SABRE NATION - STUDY CIRCLE	0.00	1,129.76	1,129.76 CR
MSEC 844	ENGINEERING CLUB	0.00	710.21	710.21 CR
MSEC 845	SABRE CAFE	0.00	1,554.32	1,554.32 CR
MSEC Fund Totals:		47,324.06	47,324.06	0.00
Grand Totals:		47,324.06	47,324.06	0.00

SCHALMONT CSD

Cash Receipt Schedule Report For MSEC - 6: LG- January Deposits



Receipt	Date	Receipt Description	Customer ID	Customer Name	Amount
<u>3953</u>	01/10/2022	Box Tops for Education Check			21.00
<u>3954</u>	01/10/2022	School Store Deposit			48.00
<u>3955</u>	01/10/2022	Student Council PA Trip Deposit			350.00
<u>3956</u>	01/10/2022	Yearly Donation from Friends of Schalmont Libraries			200.00
1/10/2022 Deposit Total:					619.00
<u>3957</u>	01/20/2022	School Store Deposit			80.00
1/20/2022 Deposit Total:					80.00
<u>3958</u>	01/21/2022	School Store Deposit			55.00
1/21/2022 Deposit Total:					55.00
Schedule Total:					754.00

Number of Cash Receipts: 6

Number of Voided Cash Receipts: 0

SCHALMONT CSD



Cash Disbursement Schedule Report For MSEC - 6: LG- January Checks

Check / Ref #	Manual Check	Date	Vendor ID	Vendor Name	PO Number	Account	Explanation	Paid	Liquidated
1438	<input type="checkbox"/>	01/18/2022	6797	LAURIE MACKEN		MSEC 830	Reimbursement for School Store Supplies	114.02	0.00
Check Totals:								114.02	0.00
Grand Totals:								114.02	0.00

Number of Cash Disbursements: 1

Account Distribution Totals

Account	Description	Total Expensed	Total Liquidated
MSEC 830	SCHOOL STORE	114.02	0.00
Fund MSEC Totals:		114.02	0.00
Grand Totals:		114.02	0.00

General Ledger Summary Postings

Account	Description	Debits	Credits
MSEC 200	CASH IN CHECKING	0.00	114.02

SCHALMONT CENTRAL SCHOOL DISTRICT

5 SABRE DRIVE
SCHENECTADY, NEW YORK 12306

Schalmont CSD
Business Office

TO: Melissa Gemmett
FROM: Joseph Hilts *J. Hilts*
DATE: 12/14/2021

DEC 16 2021

Received by: *o/j/22*

Please note the following change in hours for the Driver / Bus Attendant listed below:

NAME: Burgess, Robert

EFFECTIVE DATE: 12/15/2021

Old Route #	New Route #:	Old Time:	New Time:	Old Total:	Adj:	NEW TOTAL:
AM 26	X	6:00-8:45	X	2.75	X	2.75
X	X			X	X	X
PM 13	PM 25	1:45-4:15	1:45-3:45	2.5	-.5	2
X	LR 3	x	3:45-6:00			
Late Run Pays 3 Days Per Week 2.25 hrs.				Old Daily Total:	Adj:	New Daily Total:
				5.25	-.5	4.75

Schalmont CSD
Business Office

FEB - 8 2022

Received by: *o/j/22*

MEMORANDUM

TO: Dr. Thomas Reardon, Superintendent
FROM: Joseph Karas, Assistant Superintendent for Business
DATE: February 8, 2022
SUBJECT: Recommendation to be made at the February 14, 2022
Board of Education Meeting

I recommend that the Board of Education approve the following *Appointment*:

NAME: Nicholas Castiglia

POSTING #: 2021/22-42

POSITION: Custodian

LOCATION: District Wide

EFFECTIVE DATE: February 14, 2022

RATE: Step 4

HOURS: 3:00 pm – 11:30 pm (8 hrs/day)

Is this person currently employed by the District: YES NO

Lead Cleaner

MEMORANDUM

TO: Dr. Thomas Reardon, Superintendent
FROM: Joseph Karas, Assistant Superintendent for Business
DATE: January 28, 2022
SUBJECT: Recommendation to be made at the February 14, 2022
Board of Education Meeting

I recommend that the Board of Education approve the following *Substitute Appointment*:

NAME: Brielle Bouffier

POSTING #: N/A

POSITION: Substitute Teacher Aide

LOCATION: District Wide

EFFECTIVE DATE: February 14, 2022

RATE: Step 1

HOURS: As Needed

Is this person currently employed by the District: YES NO

MEMORANDUM

TO: Dr. Thomas Reardon, Superintendent
FROM: Joseph Karas, Assistant Superintendent for Business
DATE: February 8, 2022
SUBJECT: Recommendation to be made at the February 14, 2022
Board of Education Meeting

I recommend that the Board of Education approve the following *Substitute Appointment*:

NAME: Ryan Williams

POSTING #: N/A

POSITION: Substitute Cleaner

LOCATION: District Wide

EFFECTIVE DATE: February 14, 2022

RATE: \$16.88/hr.

HOURS: As Needed

Is this person currently employed by the District: YES NO

MEMORANDUM

TO: Dr. Thomas Reardon, Superintendent
FROM: Joseph Karas, Assistant Superintendent for Business
DATE: February 11, 2022
SUBJECT: Recommendation to be made at the March 7, 2022
Board of Education Meeting

I recommend that the Board of Education approve the following *Substitute Appointment*:

NAME: Grenda Donis

POSTING #: N/A

POSITION: Substitute Cleaner

LOCATION: District Wide

EFFECTIVE DATE: February 14, 2022

RATE: \$16.88/hr.

HOURS: As Needed

Is this person currently employed by the District: YES NO

MEMORANDUM

TO: Dr. Thomas Reardon, Superintendent
FROM: Joseph Karas, Assistant Superintendent for Business
DATE: March 1, 2022
SUBJECT: Recommendation to be made at the March 7, 2022
Board of Education Meeting

I recommend that the Board of Education approve the following *Substitute Appointment*:

NAME: Nadia Takechand

POSTING #: N/A

POSITION: Substitute Teacher Aide
Substitute Monitor

LOCATION: District Wide

EFFECTIVE DATE: March 7, 2022

RATE: Per SSRPA Contract

HOURS: As Needed

Is this person currently employed by the District: YES NO

MEMORANDUM

TO: Dr. Thomas Reardon, Superintendent
FROM: Joseph Karas, Assistant Superintendent for Business
DATE: March 1, 2022
SUBJECT: Recommendation to be made at the March 7, 2022
Board of Education Meeting

I recommend that the Board of Education approve the following *Substitute Appointment*:

NAME: Vincent Martell III

POSTING #: N/A

POSITION: Substitute Food Service Worker
Substitute Monitor

LOCATION: District Wide

EFFECTIVE DATE: March 7, 2022

RATE: Per SSRPA Contract

HOURS: As Needed

Is this person currently employed by the District: YES NO

MEMORANDUM

TO: Dr. Thomas Reardon, Superintendent
FROM: Joseph Karas, Assistant Superintendent for Business
DATE: February 11, 2022
SUBJECT: Recommendation to be made at the March 7, 2022
Board of Education Meeting

I recommend that the Board of Education approve the following *Substitute Appointment*:

NAME: Patricia Mahar
POSTING #: N/A
POSITION: Substitute Security Monitor
LOCATION: District Wide
EFFECTIVE DATE: February 14, 2022
RATE: \$15.89/hr.
HOURS: As Needed

Is this person currently employed by the District: YES NO

SCHALMONT CENTRAL SCHOOL

2022-2023

JULY 2022							AUGUST 2022							SEPTEMBER 2022							OCTOBER 2022											
Su	M	T	W	T	F	S	Su	M	T	W	T	F	S	Su	M	T	W	T	F	S	Su	M	T	W	T	F	S					
					1	2		1	2	3	4	5	6					1	2	3							1					
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6*	7	8					
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15					
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22					
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29					
31																										30	31					

NOVEMBER 2022							DECEMBER 2022							JANUARY 2023							FEBRUARY 2023						
Su	M	T	W	T	F	S	Su	M	T	W	T	F	S	Su	M	T	W	T	F	S	Su	M	T	W	T	F	S
			2	3	4	5					1	2	3	1	2	3	4	5	6	7				1	2	3	4
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25
27	28	29	30				25	26	27	28	29	30	31	29	30	31					26	27	28				

MARCH 2023							APRIL 2023							MAY 2023							JUNE 2023											
Su	M	T	W	T	F	S	Su	M	T	W	T	F	S	Su	M	T	W	T	F	S	Su	M	T	W	T	F	S					
			1	2	3	4						1		1	2	3	4	5	6					1	2	3						
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10					
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17					
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24					
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30						
							30																									

School Day Tally	
September	17
October	19
November	19
December	17
January	20
February	15
March	22
April	14
May	22
June	16
Pupil Days	181
Staff Days	4
	185

September 5	No School - Labor Day
September 6-7	Staff Development Days
September 8	First Day of Classes
October 6*	Dismiss 15 minutes early (Drill)
October 10	Columbus Day
October 11	Staff Development Day
October 19	1/2 Day Elem Conferences-1/2 day school K-5
October 24	Full Conference Day-no school K-5
November 1	1/2 Day Elem Conferences-1/2 day school K-5
November 11	Veterans Day
November 23	1/2 Day for All
November 24-25	Thanksgiving Recess
December 23	1/2 Day for All
December 26	Holiday Recess Begins
January 3	Classes Resume
January 16	Martin L. King Jr. Day
January 24-27	Regents Testing
February 20-24	Winter Recess
March 10	Staff Development Day
April 7-14	Spring Recess
May 29	Memorial Day
June 14, 16, 20-23	Regents Testing
June 19	Juneteenth
June 21, 22	1/2 Day for Elementary
June 23	Regents Rating Day and Last Day of Classes

Classes Not in Session	
Staff Development Day	
Conferences All Day (no school Elem only)	
Conferences 1/2 Day (1/2 Day Elem)	
Regents Exam Days	

SCHALMONT CENTRAL SCHOOL DISTRICT

6000

- Required
- Local
- Notice

FISCAL MANAGEMENT

The Board of Education recognizes excellent fiscal planning as a key factor in attaining the district's educational goals and priorities. The Board seeks to engage in thorough advance planning of budgets and to devise expenditures which achieve the greatest educational returns given the district's available resources.

The Board will support sound fiscal management policies.

Adoption date:

SCHALMONT CENTRAL SCHOOL DISTRICT

6240

- Required
- Local
- Notice

INVESTMENTS

Whenever the district has funds (including operating funds, reserve funds and proceeds of obligations) that exceed those necessary to meet current expenses, the Board of Education shall authorize the Assistant Superintendent for Business and Finance to invest such funds in accordance with all applicable laws and regulations and in conformity with the guidelines established by this policy.

The objectives of the district's investment policy are to safeguard district funds and to minimize risk, to ensure that investments mature when cash is required to finance operations and to ensure a competitive rate of return. In accordance with this policy, the Assistant Superintendent for Business and Finance or their designee is authorized to invest and/or deposit all funds, including proceeds of obligations and reserve funds, in time-deposit accounts, certificates of deposit, short-term government securities, repurchase agreements or other investment instruments permitted by law, subject to the investment regulations approved by the Board of Education.

To the extent feasible, investments and deposits shall be made in and through local or regional financial institutions. Concentration of investments in a single financial institution should be avoided. Diversification of investments and deposits is encouraged. Investments may be made either directly from an authorized trading partner, or by participation in a cooperative investment agreement with other authorized municipal corporations pursuant to General Municipal Law Article 5-G and in accordance with General Municipal Law Article 3-A.

Adoption date:

SCHALMONT CENTRAL SCHOOL DISTRICT

6240-R
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INVESTMENTS REGULATION

Authorized Investments

- A. The Treasurer can be authorized to invest all available district funds, including proceeds of obligations and Reserve Funds, in the following types of investment instruments:

Savings Accounts or Money Market Accounts of designated banks;

Certificates of Deposit issued by a bank or trust company located in and authorized to do business in New York State;

Demand Deposit Accounts in a bank or trust company located in and authorized to do business in New York State; Obligations of New York State; Obligations of the United States Government (U.S. Treasury Bills and Notes);

Repurchase Agreements involving the purchase and sale of direct obligations of the United States;

- B. All funds may be invested in Revenue Anticipation Notes or Tax Anticipation Notes of other school districts and municipalities, with the approval of the State Comptroller.
- C. Only Reserve Funds established by section 6-d, 6-j, 6-l, 6-m and 6-n of the General Municipal Law may be invested in obligations of the school district.

Direct or Cooperative Investments

Investments may be made either directly from an authorized trading partner, or by participation in a cooperative investment agreement.

- A. Cooperative investment agreements may be made with certain municipal corporations: any New York State county (outside New York City), city, town, village, BOCES, fire district, or school district, pursuant to General Municipal Law Article 5-G.
- B. Cooperative investment agreements, pursuant to General Municipal Law Article 3-A, must address: the governing board of the cooperative, lead participant, proportional interest, the cooperative's investment policy, contributions and distributions, apportionment of administrative expenses and costs, methodology to determine participants' interest, determination of market value at least monthly, portfolio interest rate testing at least monthly, irrevocable letter of credit, professional services, contribution confirmations, monthly statements, notification of distribution deferrals or unanticipated losses or material adverse events, annual independent audit, annual information statements, annual investment reports, and governing board rating disclosure.

Conditions

All direct investments made pursuant to this investment policy will comply with the following conditions:

- A. Collateral

1. Savings accounts, money market accounts, time deposit accounts and certificates of deposit will be fully secured by insurance of the Federal Deposit Insurance Corporation or by obligations of New York State, the United States, New York State school districts and federal agencies whose principal and interest are guaranteed by the United States. The market value of collateral will at all times exceed the principal amount of the certificate of deposit. Collateral will be monitored no less frequently than on a weekly basis.
2. Collateral will not be required with respect to the direct purchase of obligations of New York State, the United States and federal agencies, the principal and interest of which are guaranteed by the United States Government.

B. Delivery of Securities

1. Payment of funds may only be made upon receipt of collateral or other acceptable form of security, or upon the delivery of government obligations whether such obligations are purchased outright, or pursuant to a repurchase agreement. Written confirmation of delivery will be obtained from the custodial bank.
2. Every Repurchase Agreement will make payment to the seller contingent upon the seller's delivery of obligations of the United States to the Custodial Bank designated by the school district, which will not be the repurchase, or in the case of a book-entry transaction, when the obligations of the United States are credited to the Custodian's Federal Reserve account. The seller will not be entitled to substitute securities. Repurchase agreements will be for periods of 30 days or less. The Custodial Bank will confirm all transactions in writing to insure that the school district's ownership of the securities is properly reflected in the records of the Custodial Bank.

C. Written Contracts

1. Written contracts are required for certificates of deposit and custodial undertakings and Repurchase Agreements. With respect to the purchase of direct obligations of U.S., New York State, or other governmental entities in which monies may be invested, the interests of the school district will be adequately protected by conditioning payment on the physical delivery of purchased securities to the school district or custodian, or in the case of book-entry transactions, on the crediting of purchased securities to the Custodian's Federal Reserve System account. All purchases will be confirmed promptly in writing to the school district.
2. The following written contracts are required:
 - a. Written agreements will be required for the purchase of all certificates of deposit.
 - b. A written contract will be required with the Custodial Bank(s).
 - c. Written contracts will be required for all Repurchase Agreements. Only credit-worthy banks and primary reporting dealers will be qualified to enter into a Repurchase Agreement with the school district.

The written contract will stipulate that only obligations of the United States may be purchased and that the school district will make payment upon delivery of the securities or the appropriate book-entry of the purchased securities. No specific repurchase agreement will be entered into unless a master repurchase agreement has been executed between the school district and the trading partners. While the term of the master repurchase agreement may be for a reasonable length of time, a specific repurchase agreement will not exceed thirty (30) days.

D. Designation of Custodial Bank

1. The Board will designate a commercial bank or trust company authorized to do business in the State of New York to act as Custodial Bank of the school district's investments. However, securities may not be purchased through a Repurchase Agreement with the Custodial Bank.
2. When purchasing eligible securities, the seller will be required to transfer the securities to the district's Custodial Bank.

E. Selection of Financial Institutions

1. The Treasurer will periodically monitor, to the extent practical but not less than annually, the financial strength, credit-worthiness, experience, size and any other criteria of importance to the district, of all institutions and trading partners through which the district's investments are made.
2. Investments in time deposits and certificates of deposit are to be made only with commercial banks or trust companies, as permitted by law.

F. Operations, Audit, and Reporting

1. The Treasurer or designee will authorize the purchase and sale of all securities and execute contracts for investments and deposits on behalf of the school district. Oral directions concerning the purchase or sale of securities will be confirmed in writing. The school district will pay for purchased securities upon the simultaneous delivery or book-entry thereof.
2. The school district will encourage the purchase and sale of securities through a competitive process involving telephone solicitation for at least three quotations.
3. The independent auditors will audit the investment proceeds of the school district for compliance with the provisions of this Investment Regulation.
4. Monthly investment reports will be furnished to the Board of Education.

Adoption date:

SCHALMONT CENTRAL SCHOOL DISTRICT

6600

- Required
- Local
- Notice

FISCAL ACCOUNTING AND REPORTING

The Superintendent is hereby directed to respond to all audit findings and recommendations. Such response is to include a statement of the corrective actions taken or proposed to be taken, or if actions not taken or proposed, an explanation of reasons, as well as a statement on the status of corrective actions taken on findings or recommendations contained in any previous report of examination or external audit, or any management letter for which a response was required. The Superintendent shall also ensure that the provisions contained in the general Municipal Law in regard to audit reports are following.

The Board of Education will expect a clear, complete, and detailed accounting of all financial transactions for the school district.

Adoption date:

SCHALMONT CENTRAL SCHOOL DISTRICT

6650

- Required
- Local
- Notice

CLAIMS AUDITOR

The Board of Education will designate and appoint a claims auditor for the district.

The claims auditor may not be:

- a member of the Board of Education;
- the clerk or treasurer of the Board;
- the Superintendent of Schools or other official of the district responsible for business management;
- the person designated as purchasing agent;
- clerical or professional personnel directly involved in accounting and purchasing functions of the district;
- the individual or entity responsible for the internal audit function;
- the independent auditor responsible for the annual external audit;
- Audit Committee members who are not members of the Board of Education;
- a close or immediate family member of an employee, officer or contractor providing services to the district. For purposes of this policy, a close family member shall be defined as a parent, sibling or nondependent child, and an immediate family member shall be defined as a spouse, spouse equivalent, or dependent (whether or not related but residing in the same household).

Adoption date:

SCHALMONT CENTRAL SCHOOL DISTRICT

6685

- Required
- Local
- Notice

MEDICAID COMPLIANCE

The Board of Education recognizes its obligation to put a plan and program in place to prevent or otherwise detect fraud, waste and abuse in the Medicaid program. In general, the Board expects that its officers and employees will operate with integrity and in conformance with its adopted code of ethics (policy 2160). The Board directs the Superintendent and the Director of Pupil Personnel Services to ensure that the following program elements are in place and are implemented effectively:

1. Compile written procedures;
2. Keep informed regarding Medicaid coverage and any policy changes;
3. Prohibit use of "excluded" providers;
4. Appoint a Compliance Officer for the day-to-day operation of the program;
5. Provide training and education of officers and employees;
6. Provide open lines of communication regarding the Medicaid compliance program;
7. Create a system to routinely identify compliance risk areas;
8. Create a system for responding to compliance issues.

The Superintendent is responsible for developing regulations which will further detail the procedures associated with this policy. The Board will periodically review and update this policy and the associated plan.

Adoption date:

SCHALMONT CENTRAL SCHOOL DISTRICT

6700

Required
 Local
 Notice

PURCHASING

The Board of Education views purchasing as serving the educational program by providing necessary supplies, equipment and related services. Purchasing will be centralized in the business office under the general supervision of the Purchasing Agent designated by the Board. The purchasing process should enhance school operations and educational programs through the procurement of goods and services deemed necessary to meet District needs.

Adoption date:

SCHALMONT CENTRAL SCHOOL DISTRICT

6741

- Required
- Local
- Notice

CONTRACTING FOR PROFESSIONAL SERVICES

The Board of Education will make certain that professional services are secured in a manner that protects the integrity of the process, ensures the prudent use of taxpayer dollars and provides a high quality standard of service, in accordance with law and regulation. Professional services are defined as services requiring special skill and/or training, such as legal services, medical services, auditing services, property appraisals or insurance.

Purchasing professional services does not require competitive bidding. The Board directs the Assistant Superintendent for Finance and Operations to take measures to ensure that a highly qualified professional is secured through the prudent and economical use of public money.

Adoption date: