

*IT IS THE MISSION OF THE SCHODACK CENTRAL SCHOOLS
to develop our students to become "...active, reflective, creative learners. In our schools, they will engage in rewarding work and
practice behaviors that are intelligent in both an academic and a practical sense. Students will develop the attitudes, skills and
understandings that will allow them to fulfill their potential and to function successfully in their individual and social roles."*

SCHODACK CENTRAL SCHOOL DISTRICT
1216 Maple Hill Road, Castleton, New York 12033-1699

April 21, 2016

Maple Hill High School Library

Present: Michael Hiser, Daniel Grandinetti, Paul Puccio, Victoria Adler, Jeanne Strazza and Bruce Romanchak

Absent: Michael Charsky, Christian Olsen and Michael Tuttle

Also Present: Robert Horan, Monica Kim, James Derby, Jason Chevrier, Ron Agostinoni, Michael Bennett and Michele Reickert

BOARD OF EDUCATION MINUTES – REGULAR

1. Meeting called to order by President Hiser at 6:00 p.m.
2. President Hiser asked everyone to stand for the Pledge of Allegiance to the Flag.
3. Bruce Romanchak moved for approval of present agenda, Paul Puccio seconded, all present in favor.
4. Bruce Romanchak moved for approval of minutes of regular meeting: March 17, 2016, Victoria Adler seconded, all present in favor.
5. Reports:
 - a. 2016-17 Superintendent's Recommended Budget – Monica Kim shared that the presented budget is within the tax cap and talked about the recommended revenues and expenses. She expressed that the district will be using 1 million dollars from reserve funds to help minimize the necessary reductions; the district will still have to reduce approximately \$161,000. She discussed the fund balance projection for the remaining reserves. She explained the history of the districts State Aid, and further explained Foundation Aid and why it was so low.
6. Board discussion:
 - Robert Horan discussed the Smart Schools investment Plan and what the next steps.
 - SED Updates – Mr. Horan shared that State Ed is making changes for schools. Standards alone are changing dramatically. Science K – 12 will be much different than what has been taught before. Social studies standard are out and schools are expected to start implementing. He did share that there would be more local control of how kids are taught and that testing will see changes, such as no time limit on state tests and the introduction of online testing. Graduation pathways will be added. Professional Development requirements have changed to include more certifications that are required to complete professional development and report it to the state. APPR will see changes. It will allow the district to look at data and make changes to struggling students. Student scores will not apply to a teacher and principal's score until the year 2019. Our current plan ends before the new rules apply which will give the district time to work on changes. Mr. Horan expressed that the district needs to start pursuing grants and that the

district needs to reevaluate to meet the new requirements.

- Capital Project update - Mr. Horan shared that the district is entering a new phase of the capital project, the architectural portion has been approved by State Ed. and it is now in Engineering review, it is moving much faster. He expressed that construction projects are handled different, they take place while school is in session, which is different than past projects. He talked about reorganization of schools, clerical staff, administrators, custodial staff, support staff and teachers. Employees will be informed of where they will be so they can plan. He shared the plan to move the business office to the middle school and use the current business office space as swing space during the capital project.
- Mr. Horan shared the status of energy costs for the bus garage and the offset by the solar panels. This year, the total energy cost for the bus garage has been approximately \$1,000.
- Utica National Safety Excellence Award was received today, a Titanium excellence award.
- Monica Kim shared the results of a State Audit of the School Lunch program. The district received a very good report and is doing a good job with the lunch program.
- Thank you card was shared with the board from the STEAM Committee

7. Meeting open for public discussion: Jim Farrell stated that he desires the board understand their position on a situation that arose this year. He read and delivered a resolution to the board. President Hiser thanked Mr. Farrell and expressed that it is a legal matter and will be discussed with our attorney and may be taken up in executive session. Tim Ryan, Vice President of the Faculty Association, spoke to his history here at the district and that he likes how the district makes things happen. He wants to see it continue. He talked about the district being a family and helping each other. He asked the board to listen to their hearts and not their attorney.
8. Board discussion: Jeanne Strazza asked for detail on the sick bank, Mr. Hiser expressed that it would not be able to be discussed in open meeting.
9. Bruce Romanchak moved to adopt Policies with one change to policy 1000, that being: adding "*included but not limited to*" to the fourth (4th) sentence,
 - a. 1000 Community Relations Goals
 - b. 1050 Annual District Meeting and Election
 - c. 1120 School District Records
 - d. 1130 News Media Relations
 - e. 1230 Public Participation at Board Meetings
 - f. 1400 Public Concerns
 - g. 1500 Public Use of School Facilities
 - h. 1530 Smoking on School Premises
 - i. 1741 Home-Schooled Students
 - j. 1800 Donations, Gifts and Grants to the District
 - k. 1900 Title I Parent Involvement Policy
 - l. 1925 Interpreters for Hearing-Impaired Parents
 - m. 8121.1 Opioid Overdose Prevention

Paul Puccio seconded, all present in favor. Policies adopted.
10. Consent agenda

- a. Bruce Romanchak moved for acceptance of the Treasurer's Report for the month of February 2016. Paul Puccio seconded, all present in favor.
- b. Bruce Romanchak moved for acceptance of the Claims Auditor's Report for the month of February 2016. Paul Puccio seconded, all present in favor.
- c. Bruce Romanchak moved for approval of recommendations of the district Committee on Preschool Special Education regarding 2015-2016 special education services for student: 000114863. Paul Puccio seconded, all present in favor.
- d. Bruce Romanchak moved for approval of recommendations of the district Committee on Special Education regarding 2015-16 special education services for students: 000114640, 000114000, 000114892, 000114811, 000113261, and 082340007. Paul Puccio seconded, all present in favor.
- e. Bruce Romanchak moved for approval of a health services contract with Averill Park Central School District for the 2015-16 school year at a rate of \$584.42 per student for (1) one non-resident student attending non- public schools. Paul Puccio seconded, all present in favor.
- f. Bruce Romanchak moved for approval of a health services contract with Albany City School District for the 2015-16 school year at a rate of \$726.05 per student for (7) seven non-resident students attending non- public schools. Paul Puccio seconded, all present in favor.
- g. Bruce Romanchak moved for approval of a resolution adopting the 2016-17 school district budget in the amount of \$22,075,681 to be presented to voters on May 17, 2016. Paul Puccio seconded, all present in favor.
- h. Bruce Romanchak moved for approval of a resolution adopting a 2016-17 school bus proposition in an amount not to exceed \$223,800.00 for the purchase of one (1) 66 passenger school bus and two (2) 22 passenger school buses, to be presented to voters on May 17, 2016. Paul Puccio seconded, all present in favor.
- i. Bruce Romanchak moved for approval of the school district calendar for 2016-17. Paul Puccio seconded, all present in favor.
- j. Bruce Romanchak moved for adoption of a resolution for the appointment of Permanent Chairperson, Chief Election Inspector, and Inspectors of Election for the annual district meeting on May 17, 2016. Paul Puccio seconded, all present in favor.
- k. Bruce Romanchak moved for approval of an overnight trip for the Class of 2016 to Ocean City, Maryland from June 10, 2016 through June 12, 2016. Paul Puccio seconded, all present in favor.
- l. Bruce Romanchak moved for acceptance of a donation from Maple Hill Athletic Booster Club in the amount of \$389.70 in support of the purchase of reflective vests for Cross Country and Track runners. Paul Puccio seconded, all present in favor.
- m. Bruce Romanchak moved for approval of a resolution authorizing the District Treasurer to accept a donation in the amount of \$389.70 from Maple Hill Athletic Booster Club and to increase the General Fund Revenue Code A2705 and Expense Code A2855.450.80.0000 by \$389.70. Paul

Puccio seconded, all present in favor.

- n. Bruce Romanchak moved for acceptance of a donation from Monolith Solar in the amount of \$1,900.00 to help offset Smart Kids costs. Paul Puccio seconded, all present in favor.
 - o. Bruce Romanchak moved for approval of a resolution authorizing the District Treasurer to accept a donation in the amount of \$1,900.00 from Monolith Solar and to increase the General Fund Revenue Code A2705 and Expense Code A2110.490.000.0000 by \$1,900.00. Paul Puccio seconded, all present in favor.
 - p. Bruce Romanchak moved for acknowledgement of a donation from Katarzyna Mello in the amount of \$500.00 in support of the CES Student Supplemental Account. Paul Puccio seconded, all present in favor.
 - q. Bruce Romanchak moved for approval of a resolution approving the final Smart Schools Investment Plan. Paul Puccio seconded, all present in favor.
 - r. Bruce Romanchak moved for approval of the 2016-17 Real Property Tax Report Card. Paul Puccio seconded, all present in favor.
 - s. Bruce Romanchak moved for approval of a retainer agreement with Honeywell Law Firm, PLLC to provide legal services from April 20, 2016 through June 30, 2017 at a rate of \$180.00 per. Paul Puccio seconded, all present in favor.
 - t. Bruce Romanchak moved for acknowledgement of a donation from South Schodack Fire Co. LD Aux. in the amount of \$100.00 to support the community charities account. Paul Puccio seconded, all present in favor.
11. Resignations/Appointments:
- a. Bruce Romanchak moved for acceptance of the resignation of Samantha Ayala as Boys Modified Track and Field Coach. Paul Puccio seconded, all present in favor.
 - b. Bruce Romanchak moved for approval of the tenure appointment of Amy Hirschhoff (certification: Pre-Kindergarten, Kindergarten and Grades 1-6 and Mathematics 7-12) to the position of Elementary Education Teacher in the tenure area of Elementary Education, effective September 1, 2016. Paul Puccio seconded, all present in favor.
 - c. Bruce Romanchak moved for approval of the tenure appointment of Kristopher Navratil, (certification: Technology Education) to the position of Technology Teacher in the tenure area of Technology Education, effective September 1, 2016. Paul Puccio seconded, all present in favor.
 - d. Bruce Romanchak moved for approval of the tenure appointment of Erika Pincher (certification: Early Childhood Education (Birth-Grade 2, Students with Disabilities (Grades 1-6) and Childhood Education (Grades 1-6)) to the position of Special Education Teacher in the tenure area of Special Education, effective September 1, 2016. Paul Puccio seconded, all present in favor.

- e. Bruce Romanchak moved for approval of the tenure appointment of Lauren Simon-Friedfel (certification: School Psychologist) to the position of School Psychologist in the tenure area of School Psychologist, effective September 1, 2016. Paul Puccio seconded, all present in favor.
- f. Bruce Romanchak moved for approval of the tenure appointment of Michael Bennett (certification: School Administrator / Supervisor and Special education) to the position of Assistant Superintendent of Curriculum, Instruction and Pupil Personnel Services in the tenure area of Administrator, effective July 1, 2016. Paul Puccio seconded, all present in favor.
- g. Bruce Romanchak moved for approval of the tenure appointment of James Derby (certification: School Building Leader and Social Studies 7-12) to the position of Middle School Principal in the tenure area of Principal, effective July 22, 2016. Paul Puccio seconded, all present in favor.
- h. Bruce Romanchak moved for acceptance of the resignation of Rebekah DeMassio as Special Education Teacher effective August 31, 2016. Paul Puccio seconded, all present in favor.
- i. Bruce Romanchak moved for approval of the a three year probationary term, of Rebekah DeMassio, in the tenure area of Elementary Education, commencing on September 1, 2015 (correcting an appointment from the July 9, 2015 board meeting), provided that, except to the extent required by law, in order to be granted tenure, she shall have received composite or overall annual professional performance review ratings pursuant to Education Law § 3012-c or § 3012-d of either effective or highly effective in at least 3 of the 4 preceding years, and if she receives an ineffective composite or overall rating in the final year of the probationary period, she shall not be eligible for tenure at that time. Paul Puccio seconded, all present in favor.
- j. Bruce Romanchak moved for acceptance of the resignation of Lori Clesceri as Teaching Assistant effective August 31, 2016. Paul Puccio seconded, all present in favor.
- k. Bruce Romanchak moved for approval of the a three year probationary term of Lori Clesceri, in the tenure area of Special Education, which includes a one year Jarema Credit for the 2015-2016 school year, commencing on September 1, 2016, provided that, except to the extent required by law, in order to be granted tenure, she shall have received composite or overall annual professional performance review ratings pursuant to Education Law § 3012-c or § 3012-d of either effective or highly effective in at least 3 of the 4 preceding years, and if she receives an ineffective composite or overall rating in the final year of the probationary period, she shall not be eligible for tenure at that time. Paul Puccio seconded, all present in favor.
- l. Bruce Romanchak moved for approval of the a four year probationary term, of Kaitlyn Castle, in the tenure area of Special Education, commencing on September 1, 2016, provided that, except to the extent required by law, in order to be granted tenure, she shall have received composite or overall annual professional performance review ratings pursuant to Education Law § 3012-c or § 3012-d of either effective or highly effective in at least 3 of the 4 preceding years, and if she receives an ineffective composite or overall rating in the final year of the probationary period, she shall not be eligible for tenure at that time. Paul Puccio seconded, all present in favor.
- m. Bruce Romanchak moved for approval of the distribution of unused 2015-2016 extra-curricular funds for JV Softball Coach as follows:

- i. Patricia Wood – HS Yearbook Photo \$1,247.94
- ii. Renee Egan – MHHS Student of the Month Chair \$207.99
- iii. Kelsey Roman – UN 2030 Initiative \$311.99
- iv. Susan Wollner – MHHS Debate Club Advisor \$311.99

Paul Puccio seconded, all present in favor.

- n. Bruce Romanchak moved for approval of the distribution of unused 2015-2016 extra-curricular funds for Middle School Musical Director as follows:

- i. Adam Streeter – NYSSMA Advisor \$ \$415.98
- ii. Adam Streeter – STEAM Day Advisor \$371.40
- iii. Jacqueline Hill – STEAM Day Advisor \$371.40
- iv. Kristin Bergman-Caulkins – STEAM Day Advisor \$371.40
- v. Kathy Malloy – STEAM Day Advisor \$222.84
- vi. Karen Sweet – STEAM Day Advisor \$371.40
- vii. Kristopher Navratil – Steam Day Advisor \$371.40
- viii. Kristopher Navratil – Open Source Computer Club Advisor \$415.98
- ix. Kristopher Navratil – Maker Club \$623.97
- x. Kristopher Navratil – Robitcs Club Advisor \$207.99
- xi. Allison Streeter – Sunset Scholars Club Advisor \$415.98

Paul Puccio seconded, all present in favor.

- o. Bruce Romanchak moved for acceptance of the resignation of Janel Gregoire as Art Club Advisor effective April 12, 2016. Paul Puccio seconded, all present in favor.
- p. Bruce Romanchak moved for approval of the appointment of the following advisor(s):
 - i. Laura Giorgio – Art Club Advisor April 13, 2016 through June 30, 2016.
 Paul Puccio seconded, all present in favor.

- q. Bruce Romanchak moved for approval of the following substitute teacher(s): Di Zhang and Jarrod Harrison. Paul Puccio seconded, all present in favor.

- 12. Meeting open for public discussion. Chris Fowler expressed that she has some suggestions for a resolution and an explanation of the rational of the thoughts of the people in the union . President Hiser asked for the written information so it could be discussed in executive session. Laura Cook congratulated the teachers getting tenure tonight, and congratulated Kaitlyn Castle on her new position , Mr. Horan recognized Mr. Bennett and Mr. Derby and their tenure appointment.
- 13. Action items. Capital project reorganization, May 5th and May 17th. Evaluation of people and staff that will need to be increased, principal, librarian, physical education and others.
- 14. Executive session to discuss Schodack Faculty Association contract negotiations.
- 15. Paul Puccio moved to exit executive session at 8:50 pm., Bruce Romanchak seconded, all present in favor.
- 16. Adjournment, having no further business before the board, President Hiser adjourned the meeting at 8:51 pm.

Respectfully submitted,

Michele Reickert
District Clerk

DRAFT

() Required
(X) Local
() Notice

COMMUNITY RELATIONS AND COMMUNICATION GOALS

The Board of Education is committed to the following goal: It will establish and maintain two-way communications between community stakeholders and all persons affiliated with the School District.

Community stakeholders include local governments, businesses, volunteer organizations, social organizations, parents, and all other persons with interest in the District and the District's contribution to community life.

Persons affiliated with the District include custodial staff, bus drivers, clerical staff, faculty and teacher assistants, administrators, the Superintendent, and the Board of Education.

The means of communication will include newsletters, websites, email, social networks, and phone calls.

Topics which may be the subject of communications will include, but not be limited to, the following:

- planning for the education of the community's children
- community aspirations and attitudes about the schools
- parent and teacher collaboration in both academic and social school activities
- developing a communitywide spirit of confidence in the schools ability to contribute to the community's quality of life
- the development and deployment of new advancements in educational philosophy, technology, and curriculum; and the impacts of these on children and families
- problems being experienced by individual families or groups of families about academic or other school related matters which need resolution
- community- and /or District-wide initiatives which require broad based information sharing and collaboration and cooperation
- planning and discussions about maintenance, improvement, and the use of the districts grounds and buildings

Schodack Central School

The Board of Education believes that there can never be enough two-way communication on matters affecting the community and the education of its children. As such, the Board's goal is to encourage the fullest possible open communications to this end.

Adoption Date:

(X) Required
() Local
(X) Notice

ANNUAL DISTRICT ELECTION AND BUDGET VOTE

The district shall hold an annual election and budget vote at which the district's authorized voters will elect members of the Board of Education and vote on the district budget for the coming school year. The annual district election and budget vote will be held on the third Tuesday in May, unless, due to a conflict with religious observance, the Board requests that the Commissioner approve changing the election date to the second Tuesday in May. The request is due to the Commissioner by March 1st.

The District Clerk shall publish a notice of the time and place of the annual election and budget vote at least four times within the seven weeks prior to the election, in two newspapers having general circulation within the district. The first publication of the notice shall be at least 45 days prior to the election. The notice shall also contain notice of any other matter required by law.

Copies of the budget to be voted upon at the annual election and budget vote will be available upon request in each district school building, at the school district offices, and at any public library or free association library within the district, for district residents at the time of the annual election and budget vote and the 14 days preceding (other than Saturday, Sunday and holidays), as well as on the school district's internet website.

The Board shall appoint assistant clerks and election inspectors necessary for the annual election and budget vote at a Board meeting held before the annual election and budget vote.

Propositions

The Board has the authority, under the Education Law, to adopt reasonable rules and regulations concerning the submission of petitions to the Board to place propositions on the ballot which may amend the budget. Pursuant to those provisions, the Board establishes the following guidelines:

1. Unless otherwise provided by the Education Law, petitions for the submission of a proposition must contain a minimum of 25 signatures of qualified voters of the district or 5 percent of the eligible

- voters who voted in the previous annual election of the members of the Board of Education, whichever is greater.
2. Petitions must be filed with the District Clerk at least 30 days prior to the annual election, except for petitions relating to a proposition which must be included in the notice of the annual election (e.g., changing the number of board members). Such petitions must be submitted 60 days in advance of the annual election to facilitate the preparation and printing of the ballots.
 3. Propositions must include the specific appropriations necessary for the purposes listed.
 4. Wording of a petition must comply with legal requirements. If the wording does not comply, it may be changed or altered by the Board, or the Board may reject a petition for failure to comply.

Propositions received in accordance with these specifications will be placed on the ballot as amendments and will be voted upon by the voters in the same manner as the proposed budget, except that the Board shall not be required to place any proposition on the ballot which is within the exclusive province of the Board, or otherwise forbidden by law. No proposition involving the budget may be submitted to the voters more than twice within a twelve month period.

The Board may also, on its own motion, submit propositions.

Improper Advocacy

The district may provide informational material to the voters concerning budgets, propositions, or other matters before the electorate. However, school district funds and resources may not be used to exhort voters to support a particular position. For example, the district will not engage in activities including, but not limited to, sending flyers supporting the budget home with students, providing mailing labels for materials supporting a proposition or using the district e-mail to deliver promotional material for candidates.

Ref: Education Law §§416(3); 1608(2); 1716(2) 1804(4); 1906(1); 2002(1); 2003(1)(2); 2004(1)-(7); 2009; 2021;2022(1), (4)-(5); 2035(2); 2601-a(2)
General Construction Law §60
Matter of Hebel, 34 EDR 319 (1994)
Matter of Martin, 32 EDR 567 (1993)
Matter of Como, 30 EDR 214 (1990)

Adoption date:

(X) Required

() Local

() Notice

SCHOOL DISTRICT RECORDS

It is the policy of the Board of Education to inform members of the public about the administration and operation of the public schools in accordance with the Freedom of Information Law of the State of New York.

The Superintendent of Schools or his/her designee shall develop regulations ensuring compliance with the Freedom of Information Law and setting forth the procedures to be followed to obtain access to district records. The Superintendent shall designate, with Board approval, a Records Access and Records Management Officer, pursuant to law.

Retention and Destruction of Records

The Board hereby adopts the Records Retention and Disposition Schedule ED-1 issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, which contains the legal minimum retention periods for district records. In accordance with Article 57-A, the district will dispose of only those records described in the schedule after they have met the minimum retention periods set forth in the schedule. The district will dispose of only those records that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond the established legal minimum periods.

The manner of destruction will be determined by the format of the record (i.e., paper, digital, etc.). In addition, destruction will be appropriately documented.

Litigation-Hold

The Superintendent will establish procedures in the event that the school district is served with legal papers. The Superintendent will communicate with applicable parties, including the school attorney and the records management official, to ensure that, when appropriate, a litigation-hold is properly implemented. The litigation-hold is intended to prevent the destruction or

disposal of records that may need to be produced as part of discovery. It is the intention of the Board of Education to comply with applicable rules and regulations regarding the production of necessary documents, data, files, etc. The Board directs the Superintendent to institute such procedures to implement this policy.

Cross-ref: 8630, Computer Resources and Data Management

Ref: Public Officers Law §84 *et seq.* (Freedom of Information Law)
Education Law §2116
Arts and Cultural Affairs Law §57.11
Local Government Records Law, Article 57-A
Federal Rules of Civil Procedure, 16, 26
8 NYCRR Part 185 (Appendix I) – Records Retention and Disposition
Schedule ED-1

Adoption date:

SCHOOL DISTRICT RECORDS REGULATION

The following comprises the rules and regulations relating to the inspection and production of school district records:

I. Designation of Officers

1. The Records Access Officer shall be the Superintendent. He/She shall:
 - receive requests for records of the Board of Education and make such records available for inspection or copying when such requests are granted; and
 - compile and maintain a detailed current list by subject matter, of all records in the possession of the Board, whether or not available to the public.
2. The Superintendent of Schools, with the Board's approval, shall designate a Records Management Officer for the district. The Records Management Officer will develop and oversee a program for the orderly and efficient management of district records. The Records Management Officer shall ensure proper documentation of the destruction of records, in accordance with the schedule.

II. Definition of Records

1. A record is defined as any information kept, held, filed, produced or reproduced by, with or for the district in any physical form whatsoever, including but not limited to reports, statements, examinations, memoranda, opinions, folders, files, books, manuals, pamphlets, forms, papers, designs, drawings, maps, photos, letters, microfilms, computer tapes or disks, rules, regulations or codes.
2. The Records Access Officer will have the responsibility for compiling and maintaining the following records:
 - a. a record of the final vote of each member of the Board on any proceeding or matter on which the member votes;
 - b. a record setting forth the name, school or office address, title and salary of every officer or employee of the district; and a reasonably detailed current list by subject matter of all records in possession of the district, whether or not available for public inspection and copying.

3. No record for which there is a pending request for access may be destroyed. However, nothing in these regulations shall require the district to prepare any record not possessed or maintained by it except the records specified in II(2), above.

III. Access to Records

1. Time and place records may be inspected: Records may be requested from, and inspected or copied at, the Office of the Records Access Officer, during the hours of 9:00 am and 3:00 pm on any business day on which the district offices are open. Records may also be requested via e-mail at the following address: **records@schodack.k12.ny.us**.
2. Fees: The fee for documents up to 9 x 14 inches is 25 cents per page. For documents larger than 9 x 14 inches, tape or cassette records, or computer printouts, the cost will be based on the cost of reproduction or program utilized. Fees are subject to periodic review and change. However, no fee shall be charged for records sent via e-mail, the search for or inspection of records, certification of documents, or copies of documents which have been printed or reproduced for distribution to the public. The number of such copies given to any one organization or individual may be limited, in the discretion of the Records Access Officer.
3. Procedures: Requests to inspect or secure copies of records shall be submitted in writing, either in person, by mail or via e-mail, to the Records Access Officer.
4. All requests for information shall be responded to within five business days of receipt of the request. If the request cannot be fulfilled within five business days, the Records Access Officer shall acknowledge receipt of the request and provide the approximate date when the request will be granted or denied.
5. If a request cannot be granted within 20 business days from the date of acknowledgement of the request, the district must state in writing both the reason the request cannot be granted within 20 business days, and a date certain within a reasonable period when it will be granted depending on the circumstances of the request.
6. Denial of Access: When a request for access to a public record is denied, the Records Access Officer shall indicate in writing the reasons for such denial, and the right to appeal.

7. Appeal: An applicant denied access to a public record may file an appeal by delivering a copy of the request and a copy of the denial to the Superintendent within 30 days after the denial from which such appeal is taken.
8. The applicant and the New York State Committee on Open Government will be informed of the Superintendent's determination in writing within 10 business days of receipt of an appeal. The Superintendent shall transmit to the Committee on Open Government photocopies of all appeals and determinations.

IV. Records Exempted from Public Access

The provisions of this regulation relating to information available for public inspection and copying shall not apply to records that:

1. are specifically exempted from disclosure by state and/or federal statute;
2. if disclosed would constitute an unwarranted invasion of personal privacy;
3. if disclosed would impair present or imminent contract awards or collective bargaining negotiations;
4. are confidentially disclosed to the Board and compiled and maintained for the regulation of commercial enterprise, including trade secrets, or for the grant or review of a license;
5. are compiled for law enforcement purposes and which, if disclosed, would:
 - a. interfere with law enforcement investigations or judicial proceedings;
 - b. deprive a person of a right to a fair trial or impartial adjudication;
 - c. identify a confidential source or disclose confidential techniques or procedures, except routine techniques or procedures; or
 - d. reveal criminal investigative techniques or procedures, except routine techniques and procedures;
6. records which if disclosed would endanger the life or safety of any person;
7. records which are interagency or intra-agency communications, except to the extent that such materials consist of:
 - a. statistical or factual tabulations or data;
 - b. instructions to staff which affect the public;

- c. final Board policy determinations; or
 - d. external audits, including but not limited to audits performed by the comptroller and the federal government;
- 8. records which are examination questions or answers that are requested prior to the final administration of such questions;
 - 9. records which if disclosed would jeopardize the district's capacity to guarantee the security of its information technology assets (which encompasses both the system and the infrastructure).

V. Prevention of Unwarranted Invasion of Privacy

To prevent an unwarranted invasion of personal privacy, the Records Access Officer may delete identifying details when records are made available. An unwarranted invasion of personal privacy includes but shall not be limited to:

- 1. disclosure of confidential personal matters reported to the Board which are not relevant or essential to the ordinary work of the Board;
- 2. disclosure of employment, medical or credit histories or personal references of applicants for employment, unless the applicant has provided a written release permitting such disclosures;
- 3. sale or release of lists of names and addresses in the possession of the Board if such lists would be used for private, commercial or fund-raising purposes;
- 4. disclosure of information of a personal nature when disclosure would result in economic or personal hardship to the subject party and such records are not relevant or essential to the ordinary work of the Board; or
- 5. disclosure of items involving the medical or personal records of a client or patient in a hospital or medical facility.

Unless otherwise deniable, disclosure shall not be construed to constitute an unwarranted invasion of privacy when identifying details are deleted, when the person to whom records pertain consents in writing to disclosure, or when upon representing reasonable proof of identity, a person seeks access to records pertaining to him or her.

VI. Listing of Records

Pursuant to Section 87(3)(c) of the Public Officers Law, the current records retention schedule for school districts, published by the Commissioner of Education, shall serve as the list by subject matter of all records in the possession of the school district, whether or not available under the law. The Superintendent or his/her designee, in consultation with the Records Management Officer, shall develop and disseminate department-specific guidance so that staff can implement this policy and regulation.

VII. Litigation-Hold

The Superintendent will designate a “discovery” team, comprised of the school attorney, Network System Engineer, the Records Access and Records Management Officer and other personnel as needed. The discovery team will convene in the event that litigation is commenced to plan to respond to the request for records. The Superintendent, with assistance from the Network System Engineer, will ensure that measures are put in place to preserve applicable records.

Adoption date:

() Required
(X) Local
() Notice

NEWS MEDIA RELATIONS

The Board of Education invites and welcomes the active participation of all forms of mass media, print and electronic, in educating the public and improving education within the district and the wider community. The Board and Superintendent will make every reasonable effort to cooperate with the media by providing accurate information about district operations, to the extent permissible by statute and regulation.

The Board President is designated as the spokesperson for the Board when the Board is making a statement on an issue. No other member of the Board individually will speak for, or in the name of, the Board unless by explicit direction of the Board. Board members should emphasize to the media when asked to speak as a Board member that they can only speak as private citizens unless they have been empowered by the Board to speak for it.

The Superintendent of Schools is designated as the spokesperson for the district.

All staff prior to releasing any information to the media should first notify the Superintendent. The Superintendent of Schools shall establish all necessary procedures to govern day-to-day interactions between the schools and the news media.

The Board and the Superintendent agree that a blog (short for weblog), which is a log posted on the World Wide Web which may be accessed from the district's homepage, and a presence on social media sites can be beneficial mechanisms for communicating with the community. All postings to the blog and social media sites will be treated with the same care and consideration as any other communication which the Superintendent or his/her designee generates on behalf of the district. Postings will adhere to the standards set in the Board's "acceptable use of computers" policy.

If Board members choose to blog on their own or if the member maintains a social networking presence, the Board member must ensure that is clear that the postings do not represent the Board as a whole.

Cross-ref: 4526, Computer Use in Instruction
8630, Computer Resources and Data Management

Ref: Arts and Cultural Affairs Law §61.09

Adoption date:

() Required
(X) Local
(X) Notice

PUBLIC PARTICIPATION AT BOARD MEETINGS

All meetings of the Board of Education shall be conducted in public, and the public has the right to attend all such meetings. At its discretion, the Board may invite visitors to its meetings to participate in the Board's discussion of matters on the agenda. To allow for public participation, a period not to exceed 30 minutes shall be set aside during each Board meeting. The period may be extended by a majority vote of the Board.

Persons wishing to speak should first be recognized by the President, then identify themselves, their residence, and/or any organization they may be representing at the meeting and the agenda topic they wish to discuss. Comments should be kept as brief as possible and relate to school matters. Individual comments may be limited to three minutes. Those items brought to the attention of the Board during this time may be taken under consideration for future response or action.

The Board will not permit in public session discussion involving individual district personnel or students. Persons wishing to discuss matters involving individual district personnel or students should present their comments and/or concerns to the Superintendent during regular business hours.

All speakers are to conduct themselves in a civil manner. Obscene language, libelous statements, threats of violence, statements advocating racial, religious, or other forms of prejudice will not be tolerated.

Questions and comments from the public concerning matters which are not on the agenda will be taken under consideration and referred to the Superintendent for appropriate action.

The President is responsible for the orderly conduct of the meeting and shall rule on such matters as the time to be allowed for public discussion and the appropriateness of the subject being presented, as outlined in this policy and applicable provisions of law and regulation, and subject to the Board's parliamentary procedure. The President shall have the right to discontinue any presentation which violates this policy.

Ref: *Matter of Martin*, 32 EDR 381 (1992)
 Appeal of Wittenben, 31 EDR 375 (1992)
 Matter of Kramer, 72 EDR 114 (1951)
 NYS Department of State, Committee on Open Government,
 OML-AO-#2696 (Jan. 8, 1997) and OML-AO-#2717 (Feb. 27, 1997)

Adoption date:

() Required

(X) Local

(X) Notice

PUBLIC CONCERNS

The Board of Education recognizes the right of community members to register individual or group concerns regarding instruction, district programs, materials, operations, and/or staff members. The main goal of the district is to resolve such concerns specifically with the parties involved, whenever possible.

Public complaints about the school district will be directed to the proper administrative personnel. Complaints about specific classroom practices shall be directed to the teacher concerned. If the matter is not settled satisfactorily, the complainant shall then contact the Building Principal; if there is no resolution on this level, the Superintendent of Schools or his/her designee shall be contacted. The Superintendent shall refer the issue to the Board for final resolution, if necessary.

All matters referred to the Superintendent and/or the Board shall be in writing. Concerns registered directly to the Board as a whole or to an individual Board member shall be referred as soon as is reasonably possible to the Superintendent for investigation, report, and/or resolution.

Adoption date:

() Required
(X) Local
(X) Notice

USE OF SCHOOL BUILDINGS, GROUNDS AND ATHLETIC FACILITIES

While the district's school buildings and grounds are maintained primarily for the purpose of educating students within the district, the Board of Education recognizes that the buildings and grounds are a valuable community resource and believes that this resource should be available to the community for specific uses that will not interfere with educational activities. This policy is intended to identify the uses that community groups may make of those facilities.

School buildings and athletic facilities may be used by district residents: (1) for the purpose of instruction in any branch of education, learning or the arts; (2) for holding social, recreational or civic meetings and entertainment and other uses pertaining to the welfare of the community, provided, however, that such meetings, entertainment and uses are nonexclusive and are open to all district residents; and (3) as otherwise required by law. Any such use must be consistent with all applicable state and federal laws and shall not be deemed an endorsement by the district of the activity or the purpose for which the buildings or athletic facilities are used.

Prohibited Uses

- A. Meetings sponsored by political organizations.
- B. Meetings, entertainments and occasions that are under the exclusive control of and the proceeds are to be applied for the benefit of a society, association or organization of a religious sect or denomination or of a fraternal, secret or exclusive society or organization, other than veterans' organizations or volunteer fire fighters or volunteer ambulance workers.

The district's buildings and athletic facilities, including but not limited to, the gymnasiums, auditoriums, classrooms, soccer fields, baseball and softball diamonds, running track, tennis courts, cross country courses, and other resources, are developed, maintained and held in trust by the Board of Education (the "Board") to serve the educational mission of the school district. It is a guiding principle of this Policy that any activity proposed for the district's facilities that would endanger their long-term utility as resources serving this mission should be carefully regulated.

I. Application for Use

- A. Use of School Buildings, Grounds and Athletic Facilities

1. An individual or group must apply for use of a school building or athletic facility by filing an application for such use with the Director of Facilities at least thirty (30) days prior to the requested use date. The Director of Facilities shall have the authority, in his or her sole and unreviewable discretion, to: (a) review and evaluate applications for use of the district's buildings and athletic facilities; (b) approve or deny such applications within the parameters of this Policy; and (c) coordinate and schedule uses of the district's buildings and athletic facilities that are approved. Applicants should not do any formal planning for a proposed use until the application has been approved and the use has been scheduled. Except as otherwise provided by this Policy, no other district staff member, other than the Director of Facilities or his/her designee, has the authority to approve and schedule uses of the district's buildings and athletic facilities.
2. Except as otherwise provided by this Policy, all uses of the school buildings and athletic facilities shall be subject to the use fees and insurance requirements of Section V.
3. The facilities permitted to be used will be based on type of use and be in proportion to the size of the group (e.g., small groups may not use the cafeteria or gymnasium facilities).
4. Casual use can be made of the outdoor athletic facilities, defined as unscheduled use by individuals or groups, (a) must not be in conflict with this Policy, (b) must be consistent with the purpose of such building or facility, and (c) shall be at the users' own risk. Casual use shall be permitted on a first-come-first-serve (unscheduled) basis. Casual use must still have proper supervision at all times.
5. If changes in school-related programs require the use of school buildings or athletic facilities, the Director of Facilities reserves the right to rescind permission granted to any individual or group for use of such building or athletic facility up to one (1) week before the scheduled time of use. The Board considers the rescinding of permission under these circumstances to be an extraordinary event and anticipates that it only will happen on an infrequent basis. Non-school-related programs shall have no "bumping" rights.
6. Unless otherwise approved by the Superintendent, in his or her sole and unreviewable discretion, it is the District's practice that school programs and activities (curricular, co-curricular, interscholastic) are not scheduled on Sundays.
7. The Board reserves the discretion to deny use of district facilities described above, or to terminate use of district facilities; including

but not limited to the following:

- a) By an applicant who has previously misused or abused district facilities or property or who has violated this policy;
- b) For any use which could have the effect of violating the Establishment Clause of the United States Constitution or other provisions of the United States or New York State Constitutions;
- c) For any use which, in the estimation of the Board, could reasonably be expected to or actually does give rise to a riot or public disturbance;
- d) For any use which the Board deems inconsistent with this policy;
- e) For any use by a private for-profit entity that has the direct or indirect effect of promoting the products or services of such entity;
- f) In any instance where alcoholic beverages or unlawful drugs are sold, distributed, consumed, promoted or possessed; or
- g) For any use prohibited by law.

B. Specific Restrictions for Athletic Facilities

1. An athletic field or facility may be restricted for use for health/safety reasons or to maintain the district's field-development program. The Athletic Director and Director of Facilities, are responsible for evaluating the condition of fields and facilities and have the authority to restrict the use. Factors taken into consideration by this administrative committee include, but are not limited to:
 - a) Overall condition of the playing surface;
 - b) Specific wear and tear on high-use sections of the field or playing surface;
 - c) Weather conditions affecting the viability of turf on the field;
 - d) Planned maintenance of the field or playing surface and subsurface; and
 - e) Schedule of events to be played on the field or playing surface in the ensuing season.
 - i. Varsity and JV soccer, baseball and softball competition fields are unavailable for use by community groups. These fields and playing surfaces may only be used by school teams and for district-sponsored events.
2. Fields or playing surfaces that are declared off limits for any

season will be posted and/or fenced to ensure that they are not used.

3. The Director of Facilities may deny or withdraw permission for a previously granted use for good reason, such as deteriorating weather/field or playing surface conditions or violation of district procedure/policy regarding applications, use fees, insurance or approved uses of facilities. Such withdrawal may be made without prior notice by the Director of Facilities. Permission may also be denied or withdrawn without prior notice if the actual use of the facilities is at variance with the intended use as stated on the use application.
4. Fields that are determined by the Director of Facilities (or designee) to be saturated with ground water will be declared off-limits until such time as the area is reassessed. The Director of Facilities will communicate this information to the Athletic Director and Business Administrator for their action.

II. Priority of Use; Eligibility

- A. Priority of use will be given to the following programs and activities in the following order:
 1. Regular K-12 programs
 2. Extracurricular/Interscholastic programs
 3. Continuing/Adult Education programs and alumni activities
 4. School Support group programs
 5. Community group activities

The Board acknowledges that, from time to time, groups or individuals in categories (3), (4) and (5) have utilized the District's building and/or athletic facilities at such duration and frequency so as to exclude or restrict the use of such buildings and/or athletic facilities by other groups or individuals in categories (3), (4) and (5). The Board desires that the use of the District's facilities and athletic facilities by groups or individuals in categories (3), (4) and (5) be administered in a fair and equitable manner. To that end, the Board assigns to the Superintendent (or his or her designee) the authority to restrict the duration and frequency of use by any group or individual in categories (3), (4) or (5) if the Superintendent (or his or her designee) determines, in his or her sole and unreviewable discretion, that such group's or individual's use has the effect of excluding or restricting the use of the District's buildings and/or athletic facilities by others.

- B. Employees or students of the district using school buildings or athletic facilities for approved school programs and activities (curricular, co-curricular, interscholastic, continuing/adult education and alumni activities) shall be exempt from liability insurance requirements and

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building use fees.

C. School support groups whose use of the buildings and athletic facilities are for the purpose of lending direct support to the district's programs through fund-raising and/or volunteer activities shall be exempt from liability insurance requirements and building use fees.

D. Activities sponsored by municipal authorities, charitable organizations, community groups, athletic clubs, youth organization or similar groups shall be permitted to use district buildings and athletic facilities in accordance with this Policy, subject to the assessment of building use fees and the district's liability insurance requirements as outlined in Section V. of this Policy.

E. It is a violation of the Education Law to allow school buildings and athletic facilities to be used by for profit entities. No requests will be honored for uses that principally benefit a profit making enterprise. See N.Y. Education Law §414.

III. General Guidelines

A. An admission fee may be charged by an individual or group authorized to use the school's buildings or athletic facilities provided that: (1) such admission fee has been approved by the Board; and (2) the proceeds of such admission fees will be used for educational or charitable purposes.

B. An admission fee may be charged by Section II for sectional games held on school grounds. The district does not receive any portion of the fees collected.

C. At no time shall any individual or group be permitted in any of the buildings without a member of the staff on duty.

D. SMOKING and the use of alcoholic beverages are prohibited at all times in district buildings or on the grounds.

E. Parking of unauthorized motor vehicles shall not be permitted by any person on the driveways leading to/from Maple Hill High School to South Schodack Road or on the land adjacent to these driveways. Violators of this regulation shall be subject to the penalties provided by Section 1670 the N.Y. Vehicle and Traffic Law, and to revocation of permission to use the district's facilities.

F. On week nights, groups shall vacate the building by 10:00 p.m. so that school buildings may be closed at 10:30 p.m.

IV. Insurance and Fees

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The school district reserves the right to require any individual or group using its buildings or athletic facilities to provide evidence of adequate liability insurance to protect the school district against liability, property damage, personal injuries and damages arising from such individual's or group's use of the school buildings and athletic facilities. The district has complete and unreviewable discretion to determine what constitutes adequate liability insurance for each proposed use. See Board Policy on "Liability Insurance for Users of District Facilities."

The Board of Education shall approve on an annual basis a fee schedule that sets forth the fees, charges and other assessments charged to non-school-related groups or individuals who use the District's buildings and athletic facilities. The Board authorizes the Superintendent to waive any fees or to increase such fees from time to time.

A fee will be assessed to cover any extra expense occasioned by the use of the buildings or athletic facilities at times when school personnel are not normally present. Net costs to the district for custodial salaries, required fringe benefits, heat, light and other utilities will be assessed according to the fee schedule.

A separate charge will be made for use of the cafeterias, gymnasiums and certain equipment based upon duration and intensity of use as outlined in the district's fee schedule.

Additional fees shall be assessed to cover costs to the district for non-routine cleaning, set-up, maintenance, repair or replacement of damaged or missing items, if, in the opinion of the district, such extra services are required as a result of the applicant's activities.

The district retains the right to assign such personnel to such duties as it deems necessary to meet the requirements imposed by the applicant's use of the buildings or athletic facilities.

When the use of the school buildings or athletic facilities is shared by more than one applicant at the same time, an appropriate adjustment will be made to the fees assessed to such applicants to take into account such joint use.

Payment will be made directly to the "Schodack Central School District" for any use fees, upon receipt of a valid district invoice for same. The district retains the right to condition use upon an applicant depositing with the district, ten (10) days in advance of the requested use, a sum equal to the estimated costs and fees associated with the applicant's proposed use.

Ref: Education Law §414

Adoption date:

() Required
(X) Local
(X) Notice

SMOKING AND OTHER TOBACCO USE ON SCHOOL PREMISES

School Grounds

Tobacco use shall not be permitted and no person shall use tobacco on school grounds or within one hundred (100) feet of the entrances, exits, or outdoor areas of any public or private elementary or secondary schools. However, this shall not apply to smoking in a residence, or within the real property boundary lines of such residential real property. For purposes of this policy, "school grounds" means any building, structure, and surrounding outdoor grounds, including entrances or exits, contained within the District's preschool, nursery school, elementary or secondary school's legally defined property boundaries as registered in the County Clerk's Office; as well as all District vehicles, including vehicles used to transport children or school personnel.

For purposes of this policy, tobacco is defined to include any lighted or unlighted cigarette, cigar, cigarillo, pipe, bidi, clove cigarette, spit/spitless tobacco and any other smoking or tobacco product, (smokeless, dip, chew, snus and/or snuff) in any form.

The use of e-cigarettes and any other products containing nicotine, except for current FDA- approved smoking cessation products, are also prohibited.

Off-School Grounds

Tobacco use is prohibited by students at any school-sponsored event or activity off school grounds.

Posting/Notification of Policy

In compliance with the New York State Clean Indoor Air Act, the District will prominently post its Smoking/Tobacco Use_policy and signs prohibiting all forms of tobacco products in District buildings and other appropriate locations; and will supply a copy upon request to any current or prospective employee. The District will also designate a school official to tell individuals who smoke in a non-smoking area that they are in violation

of the New York State Public Health Law, Education Law, the federal Pro-Children Act of 1994 and District policy.

The District shall also ensure that this policy is communicated to staff, students, parents/ guardians, volunteers, and visitors as deemed appropriate in order to orient all persons to the District's "No Smoking" Policy and environment.

Prohibition of Tobacco Promotional Items/Tobacco Advertising

Tobacco promotional items (e.g., brand names, logos and other identifiers) are prohibited:

- a) On school grounds;
- b) In school vehicles;
- c) At school-sponsored events, including those that take place off school premises and in another state;
- d) In school publications;
- e) On clothing, shoes, accessories, gear, and school supplies in accordance with the District Code of Conduct and applicable collective bargaining agreements.

This prohibition of tobacco promotional items shall be implemented in accordance with the Code of Conduct and applicable collective bargaining agreements.

In addition, tobacco advertising is also prohibited in all school-sponsored publications and at all school sponsored events. The District will request, whenever possible, tobacco free editions of periodical publications for school libraries and classroom use.

Ref: Education Law §§409(2)
Public Health Law Article 13-E
Public Health Law §§206; 340; 347
The Pro-Children Act of 2001, 20 U.S.C. §§7181 *et seq.*
The Pro-Children Act of 1994, 20 U.S.C. §§6081 *et seq.*

Adoption date:

() Required
(X) Local
(X) Notice

HOME-SCHOOLED STUDENTS

The Board of Education recognizes that children instructed at home must be taught by a competent instructor and receive an education substantially equivalent to that offered in the district's schools.

Parents/Guardians who wish to educate their children at home must submit to the district an individual home instruction plan (IHIP), outlining the educational goals to be met and the course materials and syllabi to be used each year for the child's learning process. The district may accept or deny an IHIP. Parents/Guardians must submit quarterly reports which will provide the district with the necessary information to make determinations of substantial equivalency and competency of instruction on an ongoing basis.

Parents/Guardians may appeal to the Board a determination by the Superintendent of Schools or designee that an IHIP is not in compliance with the Regulations of the Commissioner of Education. Parents/Guardians shall have the right to appeal the final determination of the Board to the Commissioner of Education within 30 days of receipt of such determination.

Special Education

A student with an IHIP, who is a resident of the school district and has a disability, or is suspected of having a disability, is eligible to receive services from the school district, in accordance with law, regulation and district policy (4321 et. seq.). A parent/guardian must request special education services in writing to the Board by June 1st, unless the child is first identified or moves into the district after June 1st. In that case, the parent/guardian must request the services within 30 days of being identified or of moving into the district.

Special education services will be provided on an equitable basis compared to programs and services provided to other students with disabilities attending public or nonpublic schools within the district. The Board will determine the location where services will be available to home schooled students.

Participation in Extracurricular Activities

Students instructed at home by their parents are not entitled to participate in interscholastic sports. However, the Board shall permit such students to participate in intramural sports and other school-sponsored extracurricular activities. Specifically, the Board can permit home-schooled students to:

- participate in non-credit-bearing organized school activities such as clubs and sports (other than interscholastic sports);
- participate in band and/or receive music lessons only if these activities are considered to be extra-curricular (not credit-bearing or graded or required for class);
- use school facilities such as the library, career information center and gymnasium if there is mutual agreement on the part of all involved parties.

Instructional Materials

The Board authorizes the Superintendent to loan instructional materials, if available, to students receiving home instruction. The Superintendent or his/her designee shall determine the availability of resources and develop appropriate procedures.

Cross-ref: 4321, Programs for Students with Disabilities, *et.seq.*

Ref: Education Law §§ 3204(2); 3210(2)(d); 3602-c (2-c)
8 NYCRR §100.10
Appeal of Ponte, 41 EDR 174 (2001)
Matter of Abookire, 33 EDR 473 (1994)
State Education Department Memorandum, "New Requirements for the Provision of Special Education Services to Home-Instructed ("Home-Schooled") Students, July 2008

Adoption date:

() Required
(X) Local
(X) Notice

DONATIONS, GIFTS, AND GRANTS TO THE DISTRICT

Unsolicited Gifts and Donations from the Public

The Board of Education welcomes and appreciates gifts and donations from the public. Gifts and donations of money, property, equipment and materials may be accepted by the Board, except that the Superintendent of Schools may accept on behalf of the Board gifts and donations having a value less than \$100 dollars. [This policy does not cover personal gifts to staff. See policy 2160, Code of Ethics, for guidance on that issue.]

The Board reserves the right to refuse to accept any gift which does not contribute towards the achievement of the district's goals, or the ownership of which would deplete the resources of the district. In accepting or rejecting gifts and donations, the Board will review the following factors:

1. The terms of the gift must identify:
 - a. the subject of the gift;
 - b. the purpose of the gift;
 - c. the beneficiary or beneficiaries if any; and
 - d. all conditions or restrictions that may apply.
2. The gift must not benefit a particular or named individual or individuals.
3. If the purpose of the gift is an award to a single student, the determination of the recipient of such award shall be made on the basis that all students shall have an equal opportunity to qualify for it in conformance with federal and state law.
4. If the gift is in trust, the obligation of the investment and reinvestment of the principal shall be clearly specified and the application of the income or investment proceeds shall be clearly set forth.
5. No gift or trust will be accepted by the Board unless:

- a. it is in support of and a benefit to all or to a particular public school in the district; or
- b. it is for a purpose for which the school district could legally expend its own funds; or
- c. it is for the purpose of awarding scholarships to students graduating from the district.

Any gift rejected by the Board shall be returned to the donor or his/her estate within 60 days together with a statement indicating the reasons for the rejection of such gift.

Coordinating with Support Organizations

The district encourages independent support organizations (e.g., booster clubs, parent-teacher associations, education foundations) seeking to make a contribution of money or property to first meet with the Superintendent to identify the terms and conditions of the proposed gift and the needs of the district. The Board must approve such gifts and donations prior to any public announcement of the contribution.

Accounting for, and Oversight of, all Donations, Gifts, and Grants

All gifts, donations, grants, funds, property, and materials received by the district become the property of the district. Such items may not be returned without the approval of the Board. All items are subject to the same controls and regulations as other district property, and shall be deposited or inventoried accordingly.

Cross-ref: 2160, School District Officer and Employee Code of Ethics
5251, Student Fund Raising Activities
6640, Inventories

Ref: Education Law §1709(12)

Adoption date:

TITLE I PARENT INVOLVEMENT POLICY

The Board of Education recognizes the rights of parents/persons in parental relation to be fully informed of all information relevant to their children, including children who participate in programs and projects funded by Title I. Therefore, the Board of Education encourages the participation of parents of students eligible for Title I services in all aspects of their child's education, including the development and implementation of district programs, as well as activities and procedures that are designed to carry out No Child Left Behind (NCLB) parent involvement goals.

DISTRICT WIDE PARENT INVOLVEMENT POLICY

In order to facilitate parental participation, in accordance with NCLB requirements, as outlined in the Elementary and Secondary Education Act Section 6318(a)(2), the District will:

- a) Involve parents in the joint development of the Title I Plan. If the plan is not satisfactory to the parents of children participating in Title I programs, the District will submit any parent comments to the State Education Department along with the District's plan;
- b) Provide the coordination, technical assistance, and support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance;
- c) Build the schools' and parents' capacity for strong parental involvement through implementing and encouraging participation in appropriate parental involvement activities. For example:
 - 1. Move events to community locations;
 - 2. Parent Portal;
 - 3. PTA events; and
 - 4. Parent surveys;
- d) Coordinate and integrate parental involvement strategies under Title I with those of other programs including, but not limited to, the local Pre-K Programs, Parent Resource Centers and other programs. For example, these may include parent days and home visits;
- e) Involve parents in the activities of the Title I schools; such involvement may include PTA- sponsored events, special person night, transition night, and parent information night;

School-Level Parent Involvement Policy

In accordance with Section 6318(c), the Board of Education directs each school receiving Title I funds to ensure that a building level parental

involvement plan is developed with the participation of that school's parents.

In addition to the goals stated above, each school building level plan will describe the details to:

- a) Convene an annual meeting, at a convenient time, to inform parents of their school's participation in Title I programs and to explain Title I requirements and the right of the parents to be involved. All parents of children participating in Title I programs will be invited and encouraged to attend the meeting;
- b) Offer a flexible number of meetings, such as meetings in the morning or evening; and may provide (with funds provided under this provision of law) transportation, child care, or home visits, as such services relate to parental involvement;
- c) Involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school parental involvement policy;
- d) Provide parents of participating children with timely information about programs, a description and explanation of the curriculum in use in Title I programs, the forms of academic assessment used to measure student progress, the proficiency levels students are expected to meet, and if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicably possible; and
- e) Develop a school-parent compact jointly with parents that outlines how the parents, school staff and students will share the responsibility for improved student academic achievement and detail the means by which the school and parents will build and develop a partnership to help all children achieve the state's standards.
- f) The compact must include:
 1. A description of the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served in Title I schools to meet the State's student academic achievement standards;
 2. A description of the ways in which each parent will be responsible for supporting their children's learning.
 3. Address the importance of communication between teachers and parents on an ongoing basis including, but not limited to:
 - (a) Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be

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discussed as the compact relates to the individual child's achievement;

- (b) Frequent reports to parents on their children's progress; and
- (c) Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. For example, access to staff may include student agendas, teacher email messages, classroom visits, and classroom events.

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community in order to improve student academic achievement, the District and each school shall:

- a) Provide assistance to parents of children served by the District or school, in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children; such assistance may include conferences, progress reports, newsletters, website, and parent awareness workshops.
- b) Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement; for example, types of materials and training to foster involvement may include "Book in a Bag," newsletters, and parent conferences;
- c) Educate teachers, pupil services personnel, Principals, and other staff, with the assistance of parents, in the value and utility of contribution of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school (for example, annual faculty meeting discussions);
- d) Coordinate and integrate to the extent feasible and appropriate, parent involvement programs and activities with local Pre-K programs, and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children;
- e) Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

In addition to the above activities which are required for the District and each school, the District and each school:

- a) May involve parents in the development of training for teachers, Principals, and other educators to improve the effectiveness of such training;
- b) May provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training;
- c) May pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- d) May train parents to enhance the involvement of other parents;
- e) May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;
- f) May adopt and implement model approaches to improving parental involvement;
- g) May establish a District-wide parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section;
- h) May develop appropriate roles for community-based organizations and businesses in parent involvement activities; and
- I) Provide such other reasonable support for parental involvement activities under this section as parents may request.

In carrying out the parental involvement requirements, the District and schools, to the extent practicable, shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 6311 of the Elementary and Secondary Education Act in a format and, to the extent practicable, in a language such parents understand.

Procedures for Filing Complaints/Appeals

The District will disseminate free of charge to parents of children in Title I programs, and to appropriate private school officials or representatives, adequate information regarding the District's written complaint procedures for resolving issues of violation(s) of a Federal statute or regulation that applies to Title I, Part A programs.

Title I of the Elementary and Secondary Education Act of 1965 (ESEA), as
amended by the No Child Left Behind Act of 2001
20 United States Code (USC) Sections 6318 and 6321
34 Code of Federal Regulations (CFR) Parts 74-86 and 97-99, and 200

Adoption date:

(X) Required**() Local****() Notice****INTERPRETERS FOR HEARING-IMPAIRED PARENTS****Interpreter to be Provided**

The Board of Education recognizes that District parents with hearing impairments that prevent effective participation in their child's educational program must be afforded an opportunity to participate in meetings or activities pertaining to the academic and other aspects of their child's education. Accordingly, and pursuant to law, the District shall provide an interpreter for hearing impaired parents for academic or disciplinary meetings or activities initiated by the district, which shall include but shall not be limited to the following:

- A. Parent-teacher conferences;
- B. Child/study or building level team meetings;
- C. Planning meetings with school counselors regarding educational progress;
- D. Career planning; and
- E. Suspension hearings or other conferences with school officials relating to disciplinary actions involving their child.

Written Request Format

The District shall provide an interpreter for the hearing impaired parent if a written request for the service has been submitted to and received by the District at least two (2) complete business days prior to the scheduled meeting or activity. Hearing impaired parents shall submit their requests for accommodation of their disability on a form provided by the District, or shall use such other written means to request accommodation as shall provide the information requested by the District's form.

Reasonable Accommodations When Interpreter is Unavailable

Whenever an interpreter is unavailable, the District shall make other reasonable accommodations that are agreed to by the parent and the District (e.g., a note taker, transcript, decoder, or telecommunications device for the deaf). These services shall be made available by the District at no cost to the parent.

Administrative Responsibilities

The Superintendent of Schools shall maintain a list of available interpreters and shall develop procedures to notify parents of the availability of interpreter services and the time limitation for requesting these services, and the requirement to make other reasonable accommodations satisfactory to the parent should an interpreter be unavailable. The Superintendent shall develop and make available a request form for requesting services in accordance with this policy.

Ref: Americans with Disabilities Act of 1990, 42 U.S.C. §§12131-12134
Rehabilitation Act of 1973, 29 U.S.C. §794
Education Law §3230
8 NYCRR §100.2(aa)
Rothschild v. Grottenthaler, 907 F.2d 286 (2d Cir. 1990)

Adoption date:

**INTERPRETER FOR HEARING-IMPAIRED PARENTS
REQUEST FORM**

Parents in need of interpreter services are asked to complete this form.

TO: Superintendent of Schools, Schodack Central School District

FROM:

(name)

(address)

Please identify the type of interpreter needed:

☐ Interpreter for the Hearing Impaired

☐ American Sign

☐ Sign English

☐ Other _____

In the event an interpreter is not available, please indicate the type of alternative service you prefer:

___ Written Communication

___ Transcripts

___ Decoder

___ Telecommunication Device for the Deaf (TDD)

___ Other (please specify) _____

This form must be completed and submitted to the Superintendent of Schools, Schodack Central School District, at least two full business days before the interpreter services are needed.

INTERPRETERS FOR HEARING-IMPAIRED PARENTS EXHIBIT

Response to requests for accommodation

FROM: Superintendent of Schools

Schodack Central School District

TO:

Name

Address

The Schodack Central School District hereby:

_____ grants your request for accommodation of a hearing disability in accordance with Board Policy 1925;

_____ denies your request for accommodation of a hearing disability for the following reason: _____

Adoption date:

SCHODACK CENTRAL SCHOOL DISTRICT
The Superintendent of Schools hereby recommends the
Acceptance of the Treasurer's Report
as of February 29, 2016

Available Cash Balance as Reported
as of January 31, 2016

Adjustment to beginning balance

Add:

Receipts Collected During the Month:

Rental of Real Property
Grants
Medicaid
State & Federal Aid
Interest & Earnings on Investments
Gifts & Donations
Tuition & Charges for Services
Admissions
Insurance Reimbursements
Insurance Recovery
Sales
Payroll
Refund of Prior Year
Interfund Transfers
Miscellaneous Receipts

Total:

Less:

Disbursements During the Month:

By Check
By Wire, Payroll, & Interfund Transfer
State & Federal Payroll Taxes
Bond / BAN Payment

Total:

Available Cash Balance as of February 29, 2016
per General Ledger

Reconciliation with Bank Statements:

Balance Per Bank Statements:

Less: Outstanding Checks:

Add: Deposits in Transit:

Less: Other Debits

Add: Other Credits

Adjusted Bank Balance:

Unreconciled Difference:

General		Federal	Key Bank Accounts		School Lunch	Capital	
Savings	Checking		Checking	Payroll	Checking	Checking	Savings
\$ 9,569,520.03	\$ 168,421.01	\$ 247,903.74	\$ 214,531.95	\$ -	\$ 93,035.26	\$ 1,530,839.65	\$ -
-	(3,597.00)	3,597.00	-	-	-	-	-
-	17,438.58	-	-	-	-	-	-
-	42,987.08	89,770.00	-	-	-	-	-
-	23,089.98	-	-	-	-	-	-
-	67,943.27	-	-	-	-	-	-
7.04	-	-	0.23	-	0.06	1.23	-
-	-	-	1,924.29	-	-	-	-
-	1,172.50	-	-	-	-	-	-
-	238.00	-	-	-	-	-	-
-	9,118.12	-	-	-	-	-	-
-	9,000.00	-	-	-	-	-	-
-	-	-	-	-	12,996.15	-	-
-	-	-	858,000.77	45,669.97	-	-	-
-	98,270.13	-	-	-	-	-	-
-	526,444.92	16,738.84	-	-	-	53,101.00	-
225.00	5,347.17	-	8,408.00	-	-	-	-
Total:	232.04	801,025.71	108,508.84	868,333.29	45,669.97	12,996.21	53,102.23
-	635,062.59	22,833.25	21,900.40	-	24,988.51	17,042.16	-
1,356,000.77	89,921.70	26,774.59	591,993.36	45,669.97	-	2,252.21	-
-	-	-	246,871.55	-	-	-	-
Total:	1,356,000.77	704,984.29	49,407.84	860,765.31	45,669.97	24,988.51	19,294.37
\$ 8,213,751.30	\$ 260,865.43	\$ 308,601.54	\$ 220,099.93	\$ -	\$ 81,042.96	\$ 1,564,647.51	\$ -
A202	A200	F200	TA/TE/TN 200	A209	C200	H200	H201
\$ 8,213,751.30		902,183.40	221,876.29	\$ 14,485.18	\$ 80,364.26	\$ 1,564,647.51	\$ -
-		(334,284.59)	(208.20)	(14,485.18)	-	-	-
-		1,568.18	-	-	678.70	-	-
-		-	(1,568.18)	-	-	-	-
-		-	-	-	-	-	-
\$ 8,213,751.30	\$	569,466.97	\$ 220,099.93	\$ -	\$ 81,042.96	\$ 1,564,647.51	\$ -
-	-	-	-	-	-	-	-

I certify that the above balances are in agreement with the bank statements, as reconciled.

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

Clerk of the Board of Education

Prepared By:

Questar CBO

Sarara Hall 3/22/16
Claims Auditor
Mance Kim 3/17/16
Management

Appropriation Status Detail Report By ST3 Format From 7/1/2015 To 6/30/2016

Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A1010.4</u>	Contractual And Other		12,179.00	4,250.00	16,429.00	2,823.84	5,714.49	7,890.67
<u>A1010.45</u>	Materials And Supplies		125.00	0.00	125.00	34.90	81.00	9.10
1010	BOARD OF EDUCATION	*	12,304.00	4,250.00	16,554.00	2,858.74	5,795.49	7,899.77
<u>A1040.16</u>	Noninstructional Salaries		4,400.00	0.00	4,400.00	3,148.49	1,159.91	91.60
<u>A1040.4</u>	Contractual And Other		400.00	0.00	400.00	250.00	0.00	150.00
<u>A1040.45</u>	Materials And Supplies		52.00	0.00	52.00	0.00	0.00	52.00
1040	DISTRICT CLERK	*	4,852.00	0.00	4,852.00	3,398.49	1,159.91	293.60
<u>A1060.4</u>	Contractual And Other		800.00	0.00	800.00	0.00	0.00	800.00
1060	DISTRICT MEETING	*	800.00	0.00	800.00	0.00	0.00	800.00
10		**	17,956.00	4,250.00	22,206.00	6,257.23	6,955.40	8,993.37
<u>A1240.15</u>	Instructional Salaries		162,375.00	0.00	162,375.00	112,588.52	46,011.48	3,775.00
<u>A1240.16</u>	Noninstructional Salaries		54,725.00	0.00	54,725.00	39,525.70	14,557.01	642.29
<u>A1240.4</u>	Contractual And Other		6,262.00	1,100.00	7,362.00	5,981.53	359.00	1,021.47
<u>A1240.45</u>	Materials And Supplies		1,256.00	500.00	1,756.00	1,236.92	53.31	465.77
1240	CHIEF SCHOOL ADMINISTRATOR	*	224,618.00	1,600.00	226,218.00	159,332.67	60,980.80	5,904.53
12		**	224,618.00	1,600.00	226,218.00	159,332.67	60,980.80	5,904.53
<u>A1310.15</u>	Instructional Salaries		115,650.00	0.00	115,650.00	81,287.27	31,935.32	2,427.41
<u>A1310.16</u>	Noninstructional Salaries		94,685.00	-511.50	94,173.50	67,728.48	25,546.26	898.76
<u>A1310.4</u>	Contractual And Other		4,405.00	-562.85	3,842.15	2,718.82	375.00	748.33
<u>A1310.45</u>	Materials And Supplies		1,200.00	1,062.85	2,262.85	2,177.15	0.00	85.70
<u>A1310.49</u>	Boces Services		41,301.00	0.00	41,301.00	25,687.41	15,513.59	100.00
1310	BUSINESS ADMINISTRATION	*	257,241.00	-11.50	257,229.50	179,599.13	73,370.17	4,260.20
<u>A1320.16</u>	Noninstructional Salaries		3,600.00	2,330.88	5,930.88	5,320.29	1,318.11	-707.52
<u>A1320.4</u>	Contractual And Other		19,552.00	0.00	19,552.00	17,850.00	400.00	1,302.00
<u>A1320.45</u>	Materials And Supplies		3,200.00	0.00	3,200.00	1,827.00	1,218.00	155.00
1320	AUDITING	*	26,352.00	2,330.88	28,682.88	24,997.29	2,936.11	749.48
<u>A1325.16</u>	Noninstructional Salaries		4,950.00	-1,824.00	3,126.00	0.00	0.00	3,126.00
<u>A1325.4</u>	Contractual And Other		450.00	0.00	450.00	150.00	0.00	300.00

SCHODACK CSD

Appropriation Status Detail Report By ST3 Format From 7/1/2015 To 6/30/2016



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1325	TREASURER	*	5,400.00	-1,824.00	3,576.00	150.00	0.00	3,426.00
<u>A1330.4</u>	Contractual And Other		3,900.00	4.62	3,904.62	3,904.62	0.00	0.00
1330	TAX COLLECTOR	*	3,900.00	4.62	3,904.62	3,904.62	0.00	0.00
<u>A1345.4</u>	Contractual And Other		300.00	0.00	300.00	0.00	0.00	300.00
<u>A1345.49</u>	Boces Services		510.00	0.00	510.00	306.00	204.00	0.00
1345	PURCHASING	*	810.00	0.00	810.00	306.00	204.00	300.00
<u>A1380.4</u>	Fiscal Agent Fee		7,300.00	0.00	7,300.00	4,748.36	1,251.64	1,300.00
1380	FISCAL AGENT FEE	*	7,300.00	0.00	7,300.00	4,748.36	1,251.64	1,300.00
13		**	301,003.00	500.00	301,503.00	213,705.40	77,761.92	10,035.68
<u>A1420.4</u>	Contractual And Other		46,917.00	0.00	46,917.00	13,866.89	30,797.90	2,252.21
1420	LEGAL	*	46,917.00	0.00	46,917.00	13,866.89	30,797.90	2,252.21
<u>A1430.49</u>	Boces Services		6,785.00	0.00	6,785.00	2,582.90	1,942.10	2,260.00
1430	PERSONNEL	*	6,785.00	0.00	6,785.00	2,582.90	1,942.10	2,260.00
<u>A1480.49</u>	Boces Services		75,010.00	0.00	75,010.00	45,006.00	30,004.00	0.00
1480	PUBLIC INFORMATION & SERVICES	*	75,010.00	0.00	75,010.00	45,006.00	30,004.00	0.00
14		**	128,712.00	0.00	128,712.00	61,455.79	62,744.00	4,512.21
<u>A1620.16</u>	Noninstructional Salaries		626,519.00	1,000.00	627,519.00	438,789.64	147,738.40	40,990.96
<u>A1620.4</u>	Contractual And Other		368,079.00	-26,607.14	341,471.86	182,075.32	84,674.02	74,722.52
<u>A1620.45</u>	Materials And Supplies		50,000.00	4,800.00	54,800.00	47,730.91	4,405.84	2,663.25
<u>A1620.49</u>	Boces Services		3,430.00	0.00	3,430.00	1,905.55	1,524.45	0.00
1620	OPERATION OF PLANT	*	1,048,028.00	-20,807.14	1,027,220.86	670,501.42	238,342.71	118,376.73
<u>A1621.16</u>	Noninstructional Salaries		104,500.00	950.00	105,450.00	63,875.20	25,396.49	16,178.31
<u>A1621.2</u>	Equipment		46,000.00	-9,579.87	36,420.13	36,420.13	0.00	0.00
<u>A1621.4</u>	Contractual And Other		148,960.00	57,657.52	206,617.52	169,095.16	31,031.74	6,490.62
<u>A1621.45</u>	Materials And Supplies		40,000.00	11,079.87	51,079.87	45,268.47	5,419.38	392.02
1621	MAINTENANCE OF PLANT	*	339,460.00	60,107.52	399,567.52	314,658.96	61,847.61	23,060.95
<u>A1670.16</u>	Noninstructional Salaries		15,900.00	0.00	15,900.00	8,376.70	5,713.25	1,810.05

SCHODACK CSD

Appropriation Status Detail Report By ST3 Format From 7/1/2015 To 6/30/2016



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A1670.4</u>	Contractual And Other		40,876.00	-14,853.52	26,022.48	4,607.32	13,829.41	7,585.75
<u>A1670.45</u>	Materials And Supplies		22,450.00	-295.85	22,154.15	13,097.39	0.00	9,056.76
<u>A1670.49</u>	Boces Services		22,172.00	21,061.95	43,233.95	24,378.23	18,779.13	76.59
1670	CENTRAL PRINTING & MAILING	*	101,398.00	5,912.58	107,310.58	50,459.64	38,321.79	18,529.15
<u>A1680.2</u>	Equipment		5,000.00	0.00	5,000.00	0.00	4,993.48	6.52
<u>A1680.45</u>	Materials And Supplies		349.00	0.00	349.00	0.00	0.00	349.00
1680	CENTRAL DATA PROCESSING	*	5,349.00	0.00	5,349.00	0.00	4,993.48	355.52
16		**	1,494,235.00	45,212.96	1,539,447.96	1,035,620.02	343,505.59	160,322.35
<u>A1910.4</u>	Unallocated Insurance		90,800.00	0.00	90,800.00	89,771.62	375.00	653.38
1910	UNALLOCATED INSURANCE	*	90,800.00	0.00	90,800.00	89,771.62	375.00	653.38
<u>A1920.4</u>	School Association Dues		9,050.00	0.00	9,050.00	8,026.00	0.00	1,024.00
1920	SCHOOL ASSOCIATION DUES	*	9,050.00	0.00	9,050.00	8,026.00	0.00	1,024.00
<u>A1950.4</u>	Assessments On School		21,500.00	8,607.14	30,107.14	30,107.14	1,145.71	-1,145.71
1950	ASSESSMENTS ON SCHOOL PROPERTY	*	21,500.00	8,607.14	30,107.14	30,107.14	1,145.71	-1,145.71
<u>A1964.4</u>	Refund On Real Property		3,500.00	0.00	3,500.00	887.68	0.00	2,612.32
1964	REFUND ON REAL PROPERTY TAXES	*	3,500.00	0.00	3,500.00	887.68	0.00	2,612.32
<u>A1981.49</u>	Boces Administrative		79,602.00	-19,500.00	60,102.00	28,519.20	0.00	31,582.80
1981	BOCES ADMINISTRATIVE COSTS	*	79,602.00	-19,500.00	60,102.00	28,519.20	0.00	31,582.80
19		**	204,452.00	-10,892.86	193,559.14	157,311.64	1,520.71	34,726.79
1		***	2,370,976.00	40,670.10	2,411,646.10	1,633,682.75	553,468.42	224,494.93
<u>A2010.15</u>	Instructional Salaries		70,739.00	0.00	70,739.00	41,020.24	16,112.90	13,605.86
<u>A2010.45</u>	Materials And Supplies		800.00	0.00	800.00	0.00	0.00	800.00
2010	CURRICULUM DEVEL & SUPERVISION	*	71,539.00	0.00	71,539.00	41,020.24	16,112.90	14,405.86
<u>A2020.15</u>	Instructional Salaries		331,180.00	3,200.00	334,380.00	231,930.39	92,420.87	10,028.74
<u>A2020.16</u>	Noninstructional Salaries		210,790.00	2,950.00	213,740.00	142,565.76	67,464.34	3,709.90
<u>A2020.4</u>	Contractual And Other		1,000.00	-350.00	650.00	350.00	0.00	300.00

SCHODACK CSD

Appropriation Status Detail Report By ST3 Format From 7/1/2015 To 6/30/2016



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A2020.45</u>	Materials And Supplies		7,690.00	3,013.75	10,703.75	4,104.37	1,883.47	4,715.91
2020	SUPERVISION-REGULAR SCHOOL	*	550,660.00	8,813.75	559,473.75	378,950.52	161,768.68	18,754.55
<u>A2040.15</u>	Instructional Salaries		59,939.00	0.00	59,939.00	41,380.43	16,232.71	2,325.86
<u>A2040.16</u>	Noninstructional Salaries		54,936.00	0.00	54,936.00	28,495.30	18,740.53	7,700.17
2040	SUPERVISION-SPECIAL SCHOOLS	*	114,875.00	0.00	114,875.00	69,875.73	34,973.24	10,026.03
<u>A2060.49</u>	Boces Services		7,036.00	-800.00	6,236.00	3,866.83	1,509.17	860.00
2060	RESEARCH, PLANNING & EVALUAT	*	7,036.00	-800.00	6,236.00	3,866.83	1,509.17	860.00
<u>A2070.15</u>	Instructional Salaries		7,980.00	0.00	7,980.00	0.00	0.00	7,980.00
<u>A2070.4</u>	Contractual And Other		42,500.00	4,000.00	46,500.00	33,876.92	5,804.00	6,819.08
<u>A2070.49</u>	Boces Services		53,290.00	4,000.00	57,290.00	27,996.75	18,378.25	10,915.00
2070	INSERVICE TRAINING-INSTRUCTION	*	103,770.00	8,000.00	111,770.00	61,873.67	24,182.25	25,714.08
20		**	847,880.00	16,013.75	863,893.75	555,586.99	238,546.24	69,760.52
<u>A2110.12b</u>	Teacher Salaries 4-6		489,940.00	-92,574.20	397,365.80	220,154.27	171,151.17	6,060.36
<u>A2110.13</u>	Teacher Salaries, 7-12		2,199,189.00	18,720.08	2,217,909.08	1,270,214.84	983,739.38	-36,045.14
<u>A2110.14</u>	Substitute Teacher		109,752.00	-4,560.52	105,191.48	68,554.03	0.00	36,637.45
<u>A2110.16</u>	Noninstructional Salaries		107,865.00	0.00	107,865.00	59,777.15	42,157.09	5,930.76
<u>A2110.4</u>	Contractual And Other		45,224.00	2,605.00	47,829.00	8,887.83	34,392.78	4,548.39
<u>A2110.45</u>	Materials And Supplies		52,920.00	14,621.46	67,541.46	54,904.36	3,176.95	9,460.15
<u>A2110.471</u>	Tuition Paid To Public Dists In Nys		3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
<u>A2110.48</u>	Textbooks		43,367.00	-4,165.90	39,201.10	30,138.80	3,361.05	5,701.25
2110	TEACHING-REGULAR SCHOOL	*	3,051,257.00	-65,354.08	2,985,902.92	1,712,631.28	1,237,978.42	35,293.22
21		**	3,051,257.00	-65,354.08	2,985,902.92	1,712,631.28	1,237,978.42	35,293.22
<u>A2250.15</u>	Instructional Salaries		1,130,292.00	95,729.35	1,226,021.35	682,084.90	558,159.79	-14,223.34
<u>A2250.16</u>	Noninstructional Salaries		190,451.00	1,486.80	191,937.80	116,485.49	72,184.25	3,268.06
<u>A2250.4</u>	Contractual And Other		4,357.00	0.00	4,357.00	1,009.22	0.00	3,347.78
<u>A2250.45</u>	Materials And Supplies		3,322.00	-828.25	2,493.75	1,113.52	30.62	1,349.61
<u>A2250.471</u>	Tuition Paid To Public		96,539.00	28,325.00	124,864.00	49,962.00	74,902.00	0.00
<u>A2250.472</u>	Tuition - All Other		105,632.00	125,931.00	231,563.00	136,692.01	81,903.53	12,967.46
<u>A2250.49</u>	Boces Services		842,052.00	-206,315.97	635,736.03	335,924.41	234,701.69	65,109.93

SCHODACK CSD

Appropriation Status Detail Report By ST3 Format From 7/1/2015 To 6/30/2016



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2250	PROGRAMS-STUDENTS W/ DISABIL	*	2,372,645.00	44,327.93	2,416,972.93	1,323,271.55	1,021,881.88	71,819.50
<u>A2280.15</u>	Instructional Salaries		188,817.00	40,052.78	228,869.78	140,485.14	88,384.64	0.00
<u>A2280.4</u>	Contractual And Other		200.00	0.00	200.00	0.00	0.00	200.00
<u>A2280.45</u>	Materials And Supplies		1,050.00	-50.00	1,000.00	313.04	686.96	0.00
<u>A2280.49</u>	Boces Services		312,065.00	0.00	312,065.00	187,239.00	124,826.00	0.00
2280	OCCUPATIONAL EDUCATION	*	502,132.00	40,002.78	542,134.78	328,037.18	213,897.60	200.00
22		**	2,874,777.00	84,330.71	2,959,107.71	1,651,308.73	1,235,779.48	72,019.50
<u>A2330.15</u>	Instructional Salaries		44,813.00	-52.60	44,760.40	21,210.11	0.00	23,550.29
<u>A2330.16</u>	Noninstructional Salaries		12,078.00	52.60	12,130.60	8,864.64	3,265.96	0.00
<u>A2330.4</u>	Contractual And Other		51,540.00	0.00	51,540.00	39,768.03	0.00	11,771.97
<u>A2330.45</u>	Materials And Supplies		2,317.00	0.00	2,317.00	745.55	12.80	1,558.65
2330	TEACHING-SPECIAL SCHOOLS	*	110,748.00	0.00	110,748.00	70,588.33	3,278.76	36,880.91
23		**	110,748.00	0.00	110,748.00	70,588.33	3,278.76	36,880.91
<u>A2610.15</u>	Instructional Salaries		106,667.00	-987.44	105,679.56	55,930.96	48,029.45	1,719.15
<u>A2610.4</u>	Contractual And Other		5,300.00	0.00	5,300.00	3,049.00	0.00	2,251.00
<u>A2610.45</u>	Materials And Supplies		4,450.00	-840.17	3,609.83	2,677.98	243.74	688.11
<u>A2610.46</u>	School Library A/V Loan		9,625.00	-2,900.00	6,725.00	3,423.51	0.00	3,301.49
<u>A2610.49</u>	Boces Services		8,200.00	500.00	8,700.00	5,216.40	3,477.60	6.00
2610	SCHOOL LIBRARY & AUDIOVISUAL	*	134,242.00	-4,227.61	130,014.39	70,297.85	51,750.79	7,965.75
<u>A2620.49</u>	Boces Services		3,400.00	300.00	3,700.00	2,220.00	1,480.00	0.00
2620	EDUCATIONAL TELEVISION	*	3,400.00	300.00	3,700.00	2,220.00	1,480.00	0.00
<u>A2630.15</u>	Instructional Salaries		7,600.00	0.00	7,600.00	0.00	7,487.64	112.36
<u>A2630.16</u>	Noninstructional Salaries		125,643.00	4,187.44	129,830.44	94,204.01	34,767.69	858.74
<u>A2630.22</u>	State-Aided Computer Hdware - Purchase		21,075.00	0.00	21,075.00	19,039.50	0.00	2,035.50
<u>A2630.45</u>	Materials And Supplies		12,965.00	5,500.00	18,465.00	16,573.70	635.71	1,255.59
<u>A2630.46</u>	State-Aided Computer Software		7,594.00	2,995.00	10,589.00	7,254.33	2,995.00	339.67
<u>A2630.49</u>	Boces Services		328,402.00	-9,995.00	318,407.00	108,042.40	169,915.37	40,449.23
<u>A2630.4c</u>	Contractual & Other (Not Aide Lease)		53,256.00	13,500.00	66,756.00	20,578.75	17,263.21	28,914.04
2630	COMPUTER ASSISTED INSTRUCTION	*	556,535.00	16,187.44	572,722.44	265,692.69	233,064.62	73,965.13

SCHODACK CSD

Appropriation Status Detail Report By ST3 Format From 7/1/2015 To 6/30/2016



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
26		**	694,177.00	12,259.83	706,436.83	338,210.54	286,295.41	81,930.88
<u>A2810.15</u>	Instructional Salaries		239,426.00	3,476.27	242,902.27	143,428.39	99,052.54	421.34
<u>A2810.16</u>	Noninstructional Salaries		37,178.00	0.00	37,178.00	18,429.10	17,258.20	1,490.70
<u>A2810.4</u>	Contractual And Other		6,080.00	400.00	6,480.00	0.00	0.00	6,480.00
<u>A2810.45</u>	Materials And Supplies		3,255.00	-106.16	3,148.84	1,867.63	665.29	615.92
<u>A2810.49</u>	Boces Services		37,120.00	0.00	37,120.00	14,464.74	9,643.16	13,012.10
2810	GUIDANCE-REGULAR SCHOOL	*	323,059.00	3,770.11	326,829.11	178,189.86	126,619.19	22,020.06
<u>A2815.16</u>	Noninstructional Salaries		110,338.00	-1,262.12	109,075.88	59,062.75	48,543.91	1,469.22
<u>A2815.4</u>	Contractual And Other		39,487.00	5,337.91	44,824.91	9,493.00	34,839.91	492.00
<u>A2815.45</u>	Materials And Supplies		1,400.00	-203.85	1,196.15	496.15	0.00	700.00
2815	HEALTH SERVICES-REGULAR SCHOOL	*	151,225.00	3,871.94	155,096.94	69,051.90	83,383.82	2,661.22
<u>A2820.15</u>	Instructional Salaries		12,053.00	0.00	12,053.00	6,357.12	5,448.88	247.00
2820	PSYCHOLOGICAL SRVC-REG SCHOOL	*	12,053.00	0.00	12,053.00	6,357.12	5,448.88	247.00
<u>A2825.15</u>	Instructional Salaries		144,937.00	6,700.00	151,637.00	80,952.23	70,144.77	540.00
2825	SOCIAL WORK SRVC-REG SCHOOL	*	144,937.00	6,700.00	151,637.00	80,952.23	70,144.77	540.00
<u>A2850.15</u>	Instructional Salaries		59,425.00	0.00	59,425.00	6,156.52	42,986.38	10,282.10
<u>A2850.16</u>	Noninstructional Salaries		0.00	1,247.94	1,247.94	0.00	1,247.94	0.00
<u>A2850.45</u>	Materials And Supplies		1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
2850	CO-CURRICULAR ACTIV-REG SCHL	*	60,925.00	1,247.94	62,172.94	6,156.52	44,234.32	11,782.10
<u>A2855.15</u>	Instructional Salaries		130,133.00	4,667.89	134,800.89	79,970.18	37,292.87	17,537.84
<u>A2855.16</u>	Noninstructional Salaries		4,500.00	89.80	4,589.80	5,013.87	0.00	-424.07
<u>A2855.4</u>	Contractual And Other		51,359.00	-1,000.00	50,359.00	41,024.72	0.00	9,334.28
<u>A2855.45</u>	Materials And Supplies		21,630.00	5,858.00	27,488.00	17,539.16	1,845.48	8,103.36
2855	INTERSCHOL ATHLETICS-REG SCHL	*	207,622.00	9,615.69	217,237.69	143,547.93	39,138.35	34,551.41
28		**	899,821.00	25,205.68	925,026.68	484,255.56	368,969.33	71,801.79
2		***	8,478,660.00	72,455.89	8,551,115.89	4,812,581.43	3,370,847.64	367,686.82
<u>A5510.4</u>	Contractual And Other		68,667.00	26,451.64	95,118.64	74,774.87	16,055.16	4,288.61
<u>A5510.45</u>	Materials And Supplies		158,817.00	-16,402.00	142,415.00	77,289.14	32,294.10	32,831.76

SCHODACK CSD

Appropriation Status Detail Report By ST3 Format From 7/1/2015 To 6/30/2016



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
5510	DISTRICT TRANSPORT-MEDICAID	*	227,484.00	10,049.64	237,533.64	152,064.01	48,349.26	37,120.37
<u>A5530.16</u>	Noninstructional Salaries		5,326.00	0.00	5,326.00	9,608.65	0.00	-4,282.65
<u>A5530.4</u>	Contractual And Other		32,285.00	-8,500.00	23,785.00	15,787.56	5,419.36	2,578.08
<u>A5530.45</u>	Materials And Supplies		1,212.00	4,000.00	5,212.00	4,985.10	0.00	226.90
5530	GARAGE BUILDING	*	38,823.00	-4,500.00	34,323.00	30,381.31	5,419.36	-1,477.67
55		**	266,307.00	5,549.64	271,856.64	182,445.32	53,768.62	35,642.70
5		***	266,307.00	5,549.64	271,856.64	182,445.32	53,768.62	35,642.70
<u>A9010.8</u>	State Retirement		465,814.00	0.00	465,814.00	429,118.25	0.00	36,695.75
9010	STATE RETIREMENT	*	465,814.00	0.00	465,814.00	429,118.25	0.00	36,695.75
<u>A9020.8</u>	Teachers' Retirement		1,118,650.00	0.00	1,118,650.00	-1,738.05	1,015,846.00	104,542.05
9020	TEACHERS' RETIREMENT	*	1,118,650.00	0.00	1,118,650.00	-1,738.05	1,015,846.00	104,542.05
<u>A9030.8</u>	Social Security		763,925.00	0.00	763,925.00	436,253.74	324,207.26	3,464.00
9030	SOCIAL SECURITY	*	763,925.00	0.00	763,925.00	436,253.74	324,207.26	3,464.00
<u>A9040.8</u>	Workers' Compensation		60,000.00	0.00	60,000.00	44,941.13	7,517.28	7,541.59
9040	WORKERS' COMPENSATION	*	60,000.00	0.00	60,000.00	44,941.13	7,517.28	7,541.59
<u>A9045.8</u>	Life Insurance		5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
9045	LIFE INSURANCE	*	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
<u>A9050.8</u>	Unemployment Insurance		25,000.00	0.00	25,000.00	449.88	4,550.12	20,000.00
9050	UNEMPLOYMENT INSURANCE	*	25,000.00	0.00	25,000.00	449.88	4,550.12	20,000.00
<u>A9055.8</u>	Disability Insurance		200.00	0.00	200.00	0.00	60.00	140.00
9055	DISABILITY INSURANCE	*	200.00	0.00	200.00	0.00	60.00	140.00
<u>A9060.8</u>	Hospital, Medical And Dental		3,607,356.00	-129,660.00	3,477,696.00	2,870,180.78	417,923.52	189,591.70
9060	HOSPITAL, MEDICAL & DENTAL INS	*	3,607,356.00	-129,660.00	3,477,696.00	2,870,180.78	417,923.52	189,591.70
<u>A9089.8</u>	Other, (Specify)		18,701.00	0.00	18,701.00	4,239.11	0.00	14,461.89
9089	OTHER	*	18,701.00	0.00	18,701.00	4,239.11	0.00	14,461.89

SCHODACK CSD

Appropriation Status Detail Report By ST3 Format From 7/1/2015 To 6/30/2016



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
90		**	6,064,646.00	-129,660.00	5,934,986.00	3,783,444.84	1,770,104.18	381,436.98
<u>A9710.6</u>	Serial Bonds - Other		1,313,101.00	120,000.00	1,433,101.00	788,101.00	645,000.00	0.00
<u>A9710.7</u>	Serial Bonds - Other		654,536.00	-120,000.00	534,536.00	476,536.47	10,675.00	47,324.53
9710		*	1,967,637.00	0.00	1,967,637.00	1,264,637.47	655,675.00	47,324.53
<u>A9730.6</u>	Bond Anticipation Notes		140,114.00	0.00	140,114.00	140,113.53	0.00	0.47
<u>A9730.7</u>	Bond Anticipation Notes		5,135.00	0.00	5,135.00	5,102.81	0.00	32.19
9730		*	145,249.00	0.00	145,249.00	145,216.34	0.00	32.66
97		**	2,112,886.00	0.00	2,112,886.00	1,409,853.81	655,675.00	47,357.19
<u>A9901.95</u>	Transfer To Special Aid		19,075.00	0.00	19,075.00	16,408.97	0.00	2,666.03
9901	TRANSFER TO SPECIAL AID	*	19,075.00	0.00	19,075.00	16,408.97	0.00	2,666.03
99		**	19,075.00	0.00	19,075.00	16,408.97	0.00	2,666.03
9		***	8,196,607.00	-129,660.00	8,066,947.00	5,209,707.62	2,425,779.18	431,460.20
Fund ATotals:			19,312,550.00	-10,984.37	19,301,565.63	11,838,417.12	6,403,863.86	1,059,284.65
Grand Totals:			19,312,550.00	-10,984.37	19,301,565.63	11,838,417.12	6,403,863.86	1,059,284.65

Revenue Status Report From 7/1/2015 To 2/29/2016

Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	Property Tax	12,785,245.00	-1,365,451.28	11,419,793.72	11,419,793.72	0.00
A 1081	Pilot	103,538.00	0.00	103,538.00	67,478.89	36,059.11
A 1085	Star (State Tax Relief)	0.00	1,365,451.28	1,365,451.28	1,365,451.28	0.00
A 1315	Continuing Education	70,000.00	0.00	70,000.00	44,871.00	25,129.00
A 1320	Tuition - Summer School	0.00	0.00	0.00	1,600.00	-1,600.00
A 1410	Admissions	0.00	0.00	0.00	1,729.00	-1,729.00
A 1489	Other Individual Charges	2,500.00	0.00	2,500.00	0.00	2,500.00
A 2230	Day School Tuition/Other Districts	120,000.00	0.00	120,000.00	0.00	120,000.00
A 2330	Services For Other Districts	5,000.00	0.00	5,000.00	0.00	5,000.00
A 2331	Services For Other Dists - Athletics	0.00	0.00	0.00	2,895.00	-2,895.00
A 2389	Other Services- Other Dist/Govts	157,141.00	0.00	157,141.00	62,234.27	94,906.73
A 2401	Interest	6,000.00	0.00	6,000.00	61.42	5,938.58
A 2410	Rental Of Real Property/Individuals	187,000.00	0.00	187,000.00	143,361.69	43,638.31
A 2680	Insurance Recovery	0.00	9,000.00	9,000.00	9,000.00	0.00
A 2701	Refund Of Prior Year - BOCES	50,000.00	0.00	50,000.00	98,270.13	-48,270.13
A 2703	Refund Of Prior Year - Other	45,000.00	0.00	45,000.00	25,125.26	19,874.74
A 2705	Gifts And Donations	0.00	7,164.70	7,164.70	7,164.70	0.00
A 2770	Miscellaneous	63,000.00	0.00	63,000.00	28,830.63	34,169.37
A 3101.A	Basic Formula Aid	6,510,773.00	0.00	6,510,773.00	1,392,144.02	5,118,628.98
A 3101.B	Excess Cost Aid	215,056.00	0.00	215,056.00	352,216.01	-137,160.01
A 3102	Lottery Aid	0.00	0.00	0.00	886,945.85	-886,945.85
A 3102.A	VLT Lottery Grants	0.00	0.00	0.00	200,512.94	-200,512.94
A 3103	BOCES Aid	490,223.00	0.00	490,223.00	285,066.30	205,156.70
A 3260	Textbook Aid	68,892.00	0.00	68,892.00	0.00	68,892.00
A 3262	Software Aid	13,136.00	0.00	13,136.00	0.00	13,136.00
A 3263	Library Aid	5,250.00	0.00	5,250.00	0.00	5,250.00
A 3289.1	Other State Aid	0.00	0.00	0.00	17,128.01	-17,128.01
A 4289	Other Federal Aid	35,000.00	0.00	35,000.00	14,036.38	20,963.62
A 4330	Homeless Aid	0.00	0.00	0.00	67,943.27	-67,943.27
A 4601	Federal Medicaid Assistance	40,000.00	0.00	40,000.00	52,737.14	-12,737.14
A Totals:		20,972,754.00	16,164.70	20,988,918.70	16,546,596.91	4,442,321.79
Grand Totals:		20,972,754.00	16,164.70	20,988,918.70	16,546,596.91	4,442,321.79

SCHODACK CSD



Trial Balance Report From 7/1/2015 - 2/29/2016

Account	Description	Debits	Credits	Balance	
A 200	Cash In Checking	21,247,156.13	20,986,290.70	260,865.43	
A 202	Cash In Time Deposits	17,236,880.20	9,023,128.90	8,213,751.30	
A 210	Petty Cash	400.00	0.00	400.00	
A 250	Taxes Receivable	11,419,793.72	10,789,615.30	630,178.42	
A 391	Due From Other Funds	202.66	0.00	202.66	
A 391F	Due From Special Aid	151,277.90	409.78	150,868.12	
A 391H	Due From Capital Fund	1,253,711.34	990,000.00	263,711.34	
A 391TA	Due From Trust & Agency	1.59	0.42	1.17	
A 510	Estimated Revenue	20,988,918.70	0.00	20,988,918.70	
A 521	Encumbrances	19,879,431.24	11,300,235.22	8,579,196.02	
A 522	Expenditures	12,327,061.55	398,269.92	11,928,791.63	
A 599	Appropriated Fund Balance	847,699.97	0.00	847,699.97	
A 602	Accrued Liabilities - Health Insurance	172,086.61	230,620.15	-58,533.54	CR
A 603	Accrued Liabilities - Retiree Health	57,196.20	74,188.11	-16,991.91	CR
A 630C	Due To School Lunch	0.00	479.00	-479.00	CR
A 630TA	Due To Trust And Agency	5,228,484.29	4,979,285.44	249,198.85	
A 632	Due To Teachers Retirement System	1,287,480.64	1,350,724.74	-63,244.10	CR
A 637	Due To ERS	0.00	146,152.61	-146,152.61	CR
A 814	Reserve For Workers' Comp	0.00	212,516.00	-212,516.00	CR
A 815	Reserve For Unemployment	0.00	485,430.00	-485,430.00	CR
A 821	Reserve For Encumbrances	11,300,235.22	19,879,431.24	-8,579,196.02	CR
A 825	Reserve For ERS	0.00	482,011.43	-482,011.43	CR
A 863	Reserve For Insurance	0.00	998,339.76	-998,339.76	CR
A 864	Reserve For Tax Certiorari	0.00	111,229.00	-111,229.00	CR
A 878	Reserve For Capital Fund	0.00	500,000.00	-500,000.00	CR
A 889	Reserve For Emp. Benefits	0.00	359,754.69	-359,754.69	CR
A 909	Fund Balance, Unreserved	0.00	964,689.97	-964,689.97	CR
A 910	Fund Balance, Appropriated	0.00	752,000.00	-752,000.00	CR
A 960	Appropriations	0.00	21,836,618.67	-21,836,618.67	CR
A 980	Revenues	18,087.34	16,564,684.25	-16,546,596.91	CR
A Fund Totals:		123,416,105.30	123,416,105.30	0.00	
Grand Totals:		123,416,105.30	123,416,105.30	0.00	

**Schodack Central School District
Claims Auditor - Monthly Report
February 2016**

Treasurer Receipts not accounted for: None

Check number sequences and total disbursements by check:

General Fund:	Checks: 208897-209067	\$657,695.84
Capital Fund:	Checks: 4085-4086	\$17,042.16
Special Aid/Federal Fund:	Checks:	
Trust & Agency Fund:	Checks: 101499-101522	\$21,900.40
School Lunch Fund:	Checks: 4080-4081	\$24,988.51
Student Activities:	Checks: 5585-5598	\$1,529.03

Payroll:

16	226269-226288	8,583.91
Winter	226289-226305	28,592.41
17	226306-226324	<u>8,493.65</u>
		45,669.97

Unclaimed payroll checks: none

Total of 32 individuals were audited

All employee time off was audited for the month of February

Federal Withholding paid through February 29, 2016

NYS Withholding paid through February 29, 2016

FICA Withholding paid through February 29, 2016

Sandra Hall

Sandra Hall - Claims Auditor

3/22/16

Date

Error Reporting and Resolution Report

February-16

Account	Number of Checks	Number of Errors	Types of Errors	Resolution
General Fund	170	1	No initials on invoices	Returned invoices to Accounts Payable Clerk for initialization
		1	Check with wrong vendor address	Address corrected and check mailed with label
		1	Check made out to wrong vendor	Check voided and reissued to correct vendor
		1	Check amount did not match invoice	Check voided and reissued
Payroll	32	1	Time off missed for employee	Payroll clerk corrected in system
		1	Employee paid wrong amount	Payroll clerk corrected in system

SCHODACK CENTRAL SCHOOL DISTRICT
2016-17 CALENDAR (Approved 4/21/16)

September						
M	T	W	Th	F	# days	
			G	2	0	
H	C	7	8	9	3	
12	13	14	15	16	5	
19	20	21	22	23	5	
26	27	28	29	30	5	
TOTAL					18	

October						
M	T	W	Th	F	# days	
C	4	5	6	7	4	
H	11	12	13	14	4	
17	18	19	20	C	4	
24	25	26	27	28	5	
31					1	
TOTAL					18	

November						
M	T	W	Th	F	# days	
	1	2	3	C	3	
7	8	9	10	H	4	
14	15	16	17	18	5	
21	22	C*	H	X	3	
28	29	30			3	
TOTAL					18	

December						
M	T	W	Th	F	# days	
			1	2	2	
5	6	7	8	9	5	
12	13	14	15	16	5	
19	20	21	22	X	4	
H	X	X	X	H	0	
TOTAL					16	

January						
M	T	W	Th	F	# days	
2	3	4	5	6	5	
9	10	11	12	13	5	
H	17	18	19	20	4	
23	R	R	R	R/C	4	
30	31				2	
TOTAL					20	

February						
M	T	W	Th	F	# days	
		1	2	3	3	
6	7	8	9	10	5	
13	14	15	16	C*	5	
H	X	X	X	X	0	
27	28				2	
TOTAL					15	

March						
M	T	W	Th	F	# days	
		1	2	3	3	
6	7	8	9	10	5	
13	14	15	16	17	5	
20	21	22	23	24	5	
27	28	29	30	31	5	
TOTAL					23	

April						
M	T	W	Th	F	# days	
3	4	5	6	7	5	
10	11	12	13	H	4	
X	X	X	X	X	0	
24	25	26	27	28	5	
TOTAL					14	

May						
M	T	W	Th	F	# days	
1	2	3	4	5	5	
8	9	10	11	12	5	
15	16	17	18	19	5	
22	23	24	25	26	5	
H	30	31			2	
TOTAL					22	

Superintendent Conference: **Full Day**- 9/6, 11/4, 1/27
 Superintendent Conference: **Half Day**- 2/17 & 11/23
 Professional Development Days: 9/1, 10/3, 10/21

+ Emergency Closing Drill (15 Min. Early Dismissal):

* K-12 Half Days: 2/17 and 11/23
 ** K-8 Half Days 6/22 & 6/23

September 7 - Students Return

October 10 - Columbus Day

November 11 - Veterans Day

November 23-25 - Thanksgiving

December 23-January 2 - Holiday Recess

January 16 - Martin Luther King Jr. Day

February 20 -24 - Presidents Day/ Winter Recess

April 14 - Good Friday

April 17-21 - Spring Recess

May 29 - Memorial Day

June 23 - Regents Rating Day / Last day of School

Regents (schools in session) - January 24-27, June 14-23

Give Back Days (if all emergency days are not used) May 26

If necessary, snow make up days will be in the following order: April 17, 18, 19, 20

KEY: X - Recess
 H - Holiday
 R - Regents Exams
 C - Conference Day
 E - Go home early drill

GIFTS AND DONATIONS FORM

Donor Name: Katarzyna Mello
Donor Address: 133 Lape Road
Nassau NY 12123-3704

Donation Amount: \$ 500.00

Cash ☒ Check ☐ Other ☐
(Please specify or attach list.)

(Cash and checks should be clearly identified and forwarded promptly to the Business Office for deposit.)

Purpose of Donation:

General Fund ☐ Reimbursement to Account Code A _____
☐ Revenue Account Code A _____
(Business Office will assign Revenue Account Code)

Trust & Agency ☐ Work Study ☐ Scholarship ☐ Other

Comments: Please put it into my library
account that I have been using
for the other books - with the \$1,000
from Morgan Stanley. Thanks

Receiver Stacey Rather
Date Received 3/18/16

(PLEASE SIGN AND FORWARD TO DIRECTOR OF BUSINESS AND SUPPORT SERVICES)

Director of Business and Support Services

BOE Approval Date: _____
Special Notes: _____
Director of Business and Support Services _____
(PLEASE SIGN AND FORWARD ORIGINAL TO DISTRICT TREASURER)

District Treasurer

Checks/Cash will be logged/verified in the Business Office. Store in District Safe until bank deposit.
Goods/Materials will be added to District Inventory.

District Treasurer _____
Date _____

(PLEASE SIGN AND DATE WHEN RECEIPTED.)

Receipt # _____
(ORIGINAL-BUSINESS OFFICE/COPY TO SUPERINTENDENT AND/OR RECIPIENT)

GIFTS AND DONATIONS FORM

Donor Name:	Monolith Solar		
Donor Address:	444 Washington St. Rensselaer, NY 12144		
Donation Amount:	\$ 1,900.00		
Cash <input type="checkbox"/>	Check <input checked="" type="checkbox"/>	Other <input type="checkbox"/>	(Please specify or attach list.)
(Cash and checks should be clearly identified and forwarded promptly to the Business Office for deposit.)			
Purpose of Donation:	to help offset SmartKids costs		
General Fund	<input checked="" type="checkbox"/>	Revenue Account Code A 2110 490 00 0000 (Business Office will assign Revenue Account Code)	
Trust & Agency	<input type="checkbox"/>	Work Study	<input type="checkbox"/> Scholarship <input type="checkbox"/> Other
Comments:			
Receiver	Michael A. Beuchert		
Date Received	3/21/14		
(PLEASE SIGN AND FORWARD TO ASSISTANT SUPERINTENDENT FOR BUSINESS AND SUPPORT SERVICES)			

<u>Director of Business and Support Services</u>	
BOE Approval Date:	
Special Notes:	
Director of Business and Support Services	
(PLEASE SIGN AND FORWARD ORIGINAL TO DISTRICT TREASURER)	

<u>District Treasurer</u>	
Checks/Cash will be logged/verified in the Business Office. Store in District Safe until bank deposit.	
Goods/Materials will be added to District Inventory.	
District Treasurer	
Date	
(PLEASE SIGN AND DATE WHEN RECEIPTED.)	
Receipt #	
(ORIGINAL-BUSINESS OFFICE/COPY TO SUPERINTENDENT AND/OR RECIPIENT)	

GIFTS AND DONATIONS FORM

Donor Name:	<u>Maple Hill Athletic Booster Club</u>		
Donor Address:	 		
Donation Amount:	\$ <u>389.70</u>		
Cash <input type="checkbox"/>	Check <input checked="" type="checkbox"/>	Other <input type="checkbox"/>	(Please specify or attach list.)
(Cash and checks should be clearly identified and forwarded promptly to the Business Office for deposit.)			
Purpose of Donation:	<u>Reflective Vests for Cross Country and Track Runners</u>		
General Fund	<input checked="" type="checkbox"/>	Revenue Account Code A	<u>2855-450-80.0000</u>
(Business Office will assign Revenue Account Code)			
Trust & Agency	<input type="checkbox"/>	Work Study	<input type="checkbox"/>
		Scholarship	<input type="checkbox"/>
		Other	<input type="checkbox"/>
Comments:	 		
Receiver	 		
Date Received	 		
(PLEASE SIGN AND FORWARD TO ASSISTANT SUPERINTENDENT FOR BUSINESS AND SUPPORT SERVICES)			

<u>Director of Business and Support Services</u>	
BOE Approval Date:	
Special Notes:	
Director of Business and Support Services	
(PLEASE SIGN AND FORWARD ORIGINAL TO DISTRICT TREASURER)	

<u>District Treasurer</u>	
Checks/Cash will be logged/verified in the Business Office. Store in District Safe until bank deposit.	
Goods/Materials will be added to District Inventory.	
District Treasurer	
Date	
(PLEASE SIGN AND DATE WHEN RECEIPTED.)	
Receipt #	
(ORIGINAL-BUSINESS OFFICE/COPY TO SUPERINTENDENT AND/OR RECIPIENT)	

Smart Schools Investment Plan -

SSIP Overview

1. Please enter the name of the person to contact regarding this submission.

Robert Horan

- 1a. Please enter their phone number for follow up questions.

518-732-2297

- 1b. Please enter their e-mail address for follow up contact.

rhoran@schodack.k12.ny.us

2. Please indicate below whether this is the first submission, a new submission or an amended submission of a Smart Schools Investment Plan.

First submission

3. All New York State public school districts are required to complete and submit a District Instructional Technology Plan survey to the New York State Education Department in compliance with Section 753 of the Education Law and per Part 100.12 of the Commissioner's Regulations. Districts that include investments in high-speed broadband or wireless connectivity and/or learning technology equipment or facilities as part of their Smart Schools Investment Plan must have a submitted and approved Instructional Technology Plan survey on file with the New York State Education Department.

By checking this box, you certify that the school district has an approved District Instructional Technology Plan survey on file with the New York State Education Department.

☒ District Educational Technology Plan Submitted to SED and Approved

4. Pursuant to the requirements of the Smart Schools Bond Act, the planning process must include consultation with parents, teachers, students, community members, other stakeholders and any nonpublic schools located in the district.

By checking the boxes below, you are certifying that you have engaged with those required stakeholders. Each box must be checked prior to submitting your Smart Schools Investment Plan.

☒ Parents
☒ Teachers
☒ Students
☒ Community members

- 4a. If your district contains non-public schools, have you provided a timely opportunity for consultation with these stakeholders?

☐ Yes
☐ No
☒ N/A

5. Certify that the following required steps have taken place by checking the boxes below: Each box must be checked prior to submitting your Smart Schools Investment Plan.

☒ The district developed and the school board approved a preliminary Smart Schools Investment Plan.
☒ The preliminary plan was posted on the district website for at least 30 days. The district included an address to which any written comments on the plan should be sent.
☒ The school board conducted a hearing that enabled stakeholders to respond to the preliminary plan. This hearing may have occurred as part of a normal Board meeting, but adequate notice of the event must have been provided through local media and the district website for at least two weeks prior to the meeting.
☐ The district prepared a final plan for school board approval and such plan has been approved by the school board.
☐ The final proposed plan that has been submitted has been posted on the district's website.

Smart Schools Investment Plan -

SSIP Overview

- 5a. Please upload the proposed Smart Schools Investment Plan (SSIP) that was posted on the district's website. Note that this should be different than your recently submitted Educational Technology Survey.

(No Response)

6. Please enter an estimate of the total number of students and staff that will benefit from this Smart Schools Investment Plan based on the cumulative projects submitted to date.

1,112

7. An LEA/School District may partner with one or more other LEA/School Districts to form a consortium to pool Smart Schools Bond Act funds for a project that meets all other Smart School Bond Act requirements. Each school district participating in the consortium will need to file an approved Smart Schools Investment Plan for the project and submit a signed Memorandum of Understanding that sets forth the details of the consortium including the roles of each respective district.

☐ The district plans to participate in a consortium, to partner, with other school district(s) to implement a Smart Schools project.

8. Please enter the name and 6-digit SED Code for each LEA/School District participating in the Consortium.

Partner LEA/District	SED BEDS Code
(No Response)	(No Response)

9. Please upload a signed Memorandum of Understanding with all of the participating Consortium partners.

(No Response)

10. Your district's Smart Schools Bond Act Allocation is:

\$673,090

11. Enter the budget sub-allocations by category that you are submitting for approval at this time. If you are not budgeting SSBA funds for a category, please enter 0 (zero.) If the value entered is \$0, you will not be required to complete that survey question.

	Sub-Allocations
School Connectivity	282,000
Connectivity Projects for Communities	0
Classroom Technology	147,050
Pre-Kindergarten Classrooms	0
Replace Transportable Classrooms	0
High-Tech Security Features	94,040
Totals:	523,090.00

Smart Schools Investment Plan -

School Connectivity

1. Briefly describe how you intend to use Smart Schools Bond Act funds for high-speed broadband and/or wireless connectivity projects in school buildings.

At the completion of this project, grades 6 - 8 will be relocated to either Castleton Elementary School (K-6) or Maple Hill High School (7-12). Maple Hill Middle School will be re-purposed as the District Office, there will be no Schodack School District academic programs taking place in the building. Wiring in Castleton Elementary School (CES) to be copper and fiber. Add new CAT6 (or current best technology) cable in old section of the building. Upgrade switches and servers at CES for both the new and old sections of the building. Wiring in Maple Hill High School to be copper and fiber. Remove existing CAT5 wiring and install CAT6 (or current best technology) throughout the entire building. Upgrade all switches and servers at the high school. Currently there is wireless connectivity at all three buildings, 3 years old. An upgraded wireless system will take place at both CES and the Maple Hill High School to meet the demands of a 1:1 environment.

Maple Hill High School - upgrades to classrooms, hallways, cafeteria, gymnasium, auditorium, front and rear entrances. Relocate new server room to current district office area. Outside learning center / classroom.

Castleton Elementary School - upgrades to old section of the building to include hallways, classrooms, special areas. Outside learning center / classroom.

A district goal is to expand high-speed broadband / wireless internet connectivity in district that will allow community access within school buildings and on school grounds by upgrading the existing guest availability. The district will provide the community with scheduled times to access the internet outside of the standard school day schedule. The district will also be looking at the potential of opening schools after hours to allow community members access to the internet. Broadcast of school events - athletics, concerts, graduation...

2. Briefly describe the linkage between the district's District Instructional Technology Plan and the proposed projects. (There should be a link between your response to this question and your response to Question 1 in Part E. Curriculum and Instruction "What are the district's plans to use digital connectivity and technology to improve teaching and learning?")

In order for Schodack School District to be successful in the mission of improving teaching and learning in the classroom, we must be successful in developing a culture that expects digital connectivity and technology in our schools. Implementation of technology that will support all learners in reaching their highest potential is the district's top priority. The technology infrastructure (networking hardware and wiring) must be reliable, dependable, high performance, sustainable, and expandable. The school district started moving into a digital learning environment three years prior with transitioning all faculty to mobile devices - removal of desktops and replaced with laptops. The district has also piloted 1:1 devices with specific student populations. Populations included students at risk as well as students in AP Literature and Physics - both showing academic success and student engagement. The district has and will continue to analyze the needs of the students, teachers, administrators and community. The goal is to address the needs of the stakeholders and provide them with the tools to be successful. The district understands that SSIP funds cannot be used for Professional Development and has committed to design and implement a professional development plan that is comprehensive in its approach to develop opportunities that will achieve improvement in teaching and learning funded through the general fund. The Professional Development Planning Committee is actively researching best practices of instruction in the classroom at all levels, Kindergarten through 12th grade.

The school district is currently doing a pilot with Classbooks and Verizon that allows students to take a digital device home with them just as they would a school library book. There are several locations in the school district that do not have internet connectivity. The digital devices being piloted allow students to connect outside of the school day and perform assignments. The technology will also be available for students that are out of school do to an extended illness or disciplinary reasons. The technology will also allow students to connect while on school buses or at school activities off campus - athletics or club activities.

3. To ensure that districts maximize the return on their investment in education technology and devices, Smart Schools Bond Act funds used for technology infrastructure investments must increase the number of school buildings that meet or exceed the Federal Communications Commission minimum speed standard of 100 Mbps per 1,000 students.

Please describe how you will use SSBA funds to meet this standard.

For our external internet connection, Schodack currently exceeds the recommended speed of the Federal Communications Commission minimum speed standard of 100 Mbps per 1,000 students. We currently have a connection speed of 1,000 Mbps (1Gbps) which is 10x the recommended speed. However, internal wiring and networking equipment fall short of this goal. The plan includes upgrades to internal CAT5 wiring to more current CAT6 (or current best technology) in the High School and increasing capacity of the wired network at the Elementary School. Both buildings will upgrade network switches to more current models that are under service contracts to increase performance and reliability.

Smart Schools Investment Plan -

School Connectivity

- 3a. If a district believes that it will be impossible to meet this standard within 12 months, it may apply for a waiver of this requirement, as described on the Smart Schools website. The waiver must be filed and approved by SED prior to submitting this survey.

☐ By checking this box, you are certifying that the school district has an approved waiver of this requirement on file with the New York State Education Department.

4. If the district wishes to have students and staff access the Internet from wireless devices within the school building, or in close proximity to it, it must first ensure that it has a robust Wi-Fi network in place that has sufficient bandwidth to meet user demand.

Please describe how you have quantified this demand and how you plan to meet this demand.

A major goal of School Connectivity is to provide students and staff access from wireless devices within the school building. We are seeing staff and students that often have not just 1 but sometimes 2 or 3 wireless devices that require connectivity.

Our current wireless technology falls short of being able to provide a robust and reliable wireless experience with sufficient bandwidth to meet ever increasing wireless demands. Additionally, we are unable to provide a simple to use and protected guest network that the public can use while in District Buildings.

Upgrades to our wireless system will help us provide a safe, reliable, and robust wireless network to all students, staff, and public guests while protecting district assets from malicious behavior.

5. As indicated on Page 5 of the guidance, the Office of Facilities Planning will have to conduct a preliminary review of all capital projects, including connectivity projects.

Project Number
HS
MS
CES
Bus

6. Certain high-tech security and connectivity infrastructure projects may be eligible for an expedited review process as determined by the Office of Facilities Planning.

Was your project deemed eligible for streamlined review?

No

7. Include the name and license number of the architect or engineer of record.

Name	License Number
Synthesis LLP	238791

8. If you are submitting an allocation for School Connectivity complete this table.
Note that the calculated Total at the bottom of the table must equal the Total allocation for this category that you entered in the SSIP Overview overall budget.

Smart Schools Investment Plan -

School Connectivity

	Sub-Allocation
Network/Access Costs	(No Response)
Outside Plant Costs	(No Response)
School Internal Connections and Components	228,000
Professional Services	24,000
Testing	(No Response)
Other Upfront Costs	(No Response)
Other Costs	30,000
Totals:	282,000.00

9. To the extent possible, please detail the type, quantity, per unit cost and total cost of the eligible items under each sub-category.

Select the allowable expenditure type. Repeat to add another item under each type.	Item to be purchased	Quantity	Cost per Item	Total Cost
Connections/Components	Network Switches for HS and CES	20	7,000	140,000
Connections/Components	Wireless Access points for HS and CES	80	1,100	88,000
Professional Services	Professional services for configuration and installation	2	12,000	24,000
Other Costs	Misc expenditures (SPF, cross connect cabling, etc)	1	30,000	30,000

Smart Schools Investment Plan -

Community Connectivity (Broadband and Wireless)

1. Briefly describe how you intend to use Smart Schools Bond Act funds for high-speed broadband and/or wireless connectivity projects in the community.

(No Response)

2. Please describe how the proposed project(s) will promote student achievement and increase student and/or staff access to the Internet in a manner that enhances student learning and/or instruction outside of the school day and/or school building.

(No Response)

3. Community connectivity projects must comply with all the necessary local building codes and regulations (building and related permits are not required prior to plan submission).

☐ I certify that we will comply with all the necessary local building codes and regulations.

4. Please describe the physical location of the proposed investment.

(No Response)

5. Please provide the initial list of partners participating in the Community Connectivity Broadband Project, along with their Federal Tax Identification (Employer Identification) number.

Project Partners	Federal ID #
(No Response)	(No Response)

6. If you are submitting an allocation for Community Connectivity, complete this table.

Note that the calculated Total at the bottom of the table must equal the Total allocation for this category that you entered in the SSIP Overview overall budget.

	Sub-Allocation
Network/Access Costs	(No Response)
Outside Plant Costs	(No Response)
Tower Costs	(No Response)
Customer Premises Equipment	(No Response)
Professional Services	(No Response)
Testing	(No Response)
Other Upfront Costs	(No Response)
Other Costs	(No Response)
Totals:	

7. To the extent possible, please detail the type, quantity, per unit cost and total cost of the eligible items under each sub-category.

Select the allowable expenditure type. Repeat to add another item under each type.	Item to be purchased	Quantity	Cost per Item	Total Cost
(No Response)	(No Response)	(No Response)	(No Response)	(No Response)

Smart Schools Investment Plan -

Classroom Learning Technology

1. As a precondition to any purchase of devices using a Smart Schools allocation, a district must increase the number of school buildings that meet or exceed the Federal Communications Commission minimum speed standard of 100 Mbps per 1,000 students.

Please describe how your district already meets or is planning to meet this standard within 12 months of plan submission.

Schodack currently exceeds the recommended speed of the Federal Communications Commission minimum speed standard of 100 Mbps per 1,000 students.

We currently have a connection speed of 1,000 Mbps (1Gbps) which is 10x the recommended speed.

We continuously monitor this connection in order to maintain speed and reliability.

- 1a. If a district believes that it will be impossible to meet this standard within 12 months, it may apply for a waiver of this requirement, as described on the Smart Schools website. The waiver must be filed and approved by SED prior to submitting this survey.

☐ By checking this box, you are certifying that the school district has an approved waiver of this requirement on file with the New York State Education Department.

2. If the district wishes to have students and staff access the Internet from wireless devices within the school building, or in close proximity to it, it must first ensure that it has a robust Wi-Fi network in place that has sufficient bandwidth to meet user demand.

Please describe how you have quantified this demand and how you plan to meet this demand.

The School Connectivity plans will address any necessary upgrades to the Wireless System. From the School Connectivity plan:

A major goal of School Connectivity is to provide students and staff access from wireless devices within the school building. We are seeing staff and students that often have not just 1 but sometimes 2 or 3 wireless devices that require connectivity.

Upgrades to our wireless system will help us provide a safe, reliable, and robust wireless network to all students, staff, and public guests while protecting district assets from malicious behavior.

3. All New York State public school districts are required to complete and submit an Instructional Technology Plan survey to the New York State Education Department in compliance with Section 753 of the Education Law and per Part 100.12 of the Commissioner's Regulations.

Districts that include educational technology purchases as part of their Smart Schools Investment Plan must have a submitted and approved Instructional Technology Plan survey on file with the New York State Education Department.

☒ By checking this box, you are certifying that the school district has an approved Instructional Technology Plan survey on file with the New York State Education Department.

4. Describe the devices you intend to purchase and their compatibility with existing or planned platforms or systems. Specifically address the adequacy of each facility's electrical, HVAC and other infrastructure necessary to install and support the operation of the planned technology.

The district plans to continue to provide technology that improves teaching and learning. Chrome books are currently the focus of the district's proposed 1:1 initiative but tablets (both Android and Apple) and Windows based machines are still deployed and utilized to run applications and programs. In addition, other mobile devices such as i-pods and smartphones are used daily. Interactive technologies that support teaching and learning are also used on a daily basis as well. These include, but are not limited to, such things as interactive white boards, interactive panel displays, interactive projectors, and video conferencing equipment.

Future portable devices (laptop, Chromebook, etc) for 6 grade levels. This will complete the districts plan of providing each student in grades 7-12 with a portable device.

Fixed interactive flat panel devices to replace aging smartboards and projectors in existing and upgraded classrooms.

Fixed flat panel (non-interactive) monitors or new projectors to replace aging smartboards and projectors in existing and upgraded classrooms.

All devices (both portable and fixed) will be fully compatible with the proposed network upgrades of both the wired and wireless network. This will be addressed in the approved Capital Project to begin construction fall of 2016 with an expected completion date of late fall 2017. Maple Hill High School infrastructure has been identified as a top priority for the project. Electrical upgrades to 95% of the building will take place as well as a new server room with HVAC upgrades.

Smart Schools Investment Plan -**Classroom Learning Technology**

5. Describe how the proposed technology purchases will:
- > enhance differentiated instruction;
 - > expand student learning inside and outside the classroom;
 - > benefit students with disabilities and English language learners; and
 - > contribute to the reduction of other learning gaps that have been identified within the district.

The expectation is that districts will place a priority on addressing the needs of students who struggle to succeed in a rigorous curriculum. Responses in this section should specifically address this concern and align with the district's Instructional Technology Plan (in particular Question 2 of E. Curriculum and Instruction: "Does the district's instructional technology plan address the needs of students with disabilities to ensure equitable access to instruction, materials and assessments?" and Question 3 of the same section: "Does the district's instructional technology plan address the provision of assistive technology specifically for students with disabilities to ensure access to and participation in the general curriculum?"

The Universal Design for Learning model was used in addressing this aspect of our technology plan. The proper use of technology allows our teachers to collaborate and work to differentiate instruction, both in the classroom and across the grade level. With the use of technology, teachers are able to create center based instruction that allows students, with varying degrees of academic skills, to work on curriculum that matches their abilities. Technology has allowed teachers and students to work within the curriculum but to also tap into resources that are web based. This flexibility allows for the creation of lessons that get at the rigor of the curriculum. The technology allows our students with disabilities and our English Language Learners population to get access to the support they need. This can be done through the use of web resources or applications that can be downloaded to the different devices. Technology will also allow students to recover credits needed for graduation. Through different online programs, students may work on classes inside or outside their prescribed schedule.

6. Where appropriate, briefly describe how the proposed technology purchases will enhance ongoing communication with parents and other stakeholders and help the district facilitate technology-based regional partnerships, including distance learning and other efforts.

The Schodack Central School District takes pride in our communication with all stakeholders. We currently communicate academic information, attendance information, and general announcements through the portal in our SIS. We share announcements, updates, and information about our programs through social media avenues such as Twitter and Facebook. As we move into a 1 to 1 environment all of our teachers will be housing information on Google Classroom. We have an extensive PD plan as we move forward including how parents are included in the sharing of both curricular and logistical information. The technology infrastructure upgrades allow us to expand on our successful business incubator program which has had a decidedly positive impact on our students, faculty, and community at large. Technology upgrades will have a significant positive impact on our distance learning program. We currently use our distance learning to the fullest extent of its capability. Not only do we host and receive classes for students during the school day we also have hosted college classes in the evenings that were received by other communities. With our purchases we are going to be able to expand into our science classrooms with portable units. Being able to host and receive science classes via distance learning is going to open up many opportunities for us. Additionally we serve as the hub of our community. Our wireless network will be available for community use during events and at times in the evenings. We are currently putting outdoor seating on areas of our campus that will also provide the community access to the robust wireless network we intend to build.

Smart Schools Investment Plan -**Classroom Learning Technology**

7. Describe the district's plan to provide professional development to ensure that administrators, teachers and staff can employ the technology purchased to enhance instruction successfully.

Note: This response should be aligned and expanded upon in accordance with your district's response to Question 1 of F. Professional Development of your Instructional Technology Plan: "Please provide a summary of professional development offered to teachers and staff, for the time period covered by this plan, to support technology to enhance teaching and learning. Please include topics, audience and method of delivery within your summary."

The Schodack Central School District has embarked on an aggressive professional development plan that looks to expand our faculty and staff's skills and comfort level in using technology. We have participated in local and global learning communities to discover new and innovative ways to expand the educational experience for our students. We have accomplished this by the use of webinars, blended on-line learning communities both within the school district and collaboratively with other school districts, and through hands on presentations from outside educational trainers during PD days as well as supported in service opportunities. We have used district faculty to provide hands on training and to share best practices that are being implemented in their classrooms. We have accomplished this through "tech slams" and "tech days". "Tech slams" have been designed to give teachers a peek inside their colleagues classrooms and what they are doing with technology to enrich the educational experiences for students. "Tech days" were designed for teachers to get together after school to discuss and share technology ideas. As part of the PD support, the district has created a position called Educational Technology Specialist. This person works in k-12 classrooms with teachers to help use and share educational technology practice. To further utilize our faculty in the training process we have created a small group of Super Users at the high school. These are teacher leaders in terms of technology and instructional practice that have the respect of their colleagues. This small group meets with the building administrator and Education Technology Specialist regularly to discuss, plan, and implement professional development. They are instrumental in helping to prepare for a number of advances we will have with future technology purchases. Currently, in conjunction with the building principal, this group delivers professional development geared toward ability level during faculty meetings. Additionally this group has been tasked with offering summer professional development for both staff and students.

8. Districts must contact the SUNY/CUNY teacher preparation program that supplies the largest number of the district's new teachers to request advice on innovative uses and best practices at the intersection of pedagogy and educational technology.

☒ By checking this box, you certify that you have contacted the SUNY/CUNY teacher preparation program that supplies the largest number of your new teachers to request advice on these issues.

9. The Smart Schools Bond Act provides that any district hardware purchases made using Smart Schools funds shall be lent, upon request, to nonpublic schools in the district. However, no school district shall be required to loan technology in amounts greater than the total obtained and spent on technology pursuant to the Smart Schools Bond Act and the value of such loan may not exceed the total of \$250 multiplied by the nonpublic school enrollment in the base year at the time of enactment. Accordingly, a district Smart Schools Investment Plan that proposes the purchase of technology devices and other hardware must account for nonpublic schools in the district.

Are there nonpublic schools within your school district?

- ☐ Yes
☒ No

Smart Schools Investment Plan -

Classroom Learning Technology

10. To ensure the sustainability of technology purchases made with Smart Schools funds, districts must demonstrate a long-term plan to maintain and replace technology purchases supported by Smart Schools Bond Act funds. This sustainability plan shall demonstrate a district's capacity to support recurring costs of use that are ineligible for Smart Schools Bond Act funding such as device maintenance, technical support, Internet and wireless fees, maintenance of hotspots, staff professional development, building maintenance and the replacement of incidental items. Further, such a sustainability plan shall include a long-term plan for the replacement of purchased devices and equipment at the end of their useful life with other funding sources.

☒ By checking this box, you certify that the district has a sustainability plan as described above.

11. Districts must ensure that devices purchased with Smart Schools Bond funds will be distributed, prepared for use, maintained and supported appropriately. Districts must maintain detailed device inventories in accordance with generally accepted accounting principles.

☒ By checking this box, you certify that the district has a distribution and inventory management plan and system in place.

12. If you are submitting an allocation for Classroom Learning Technology complete this table.
Note that the calculated Total at the bottom of the table must equal the Total allocation for this category that you entered in the SSIP Overview overall budget.

	Sub-Allocation
Interactive Whiteboards	42,000
Computer Servers	(No Response)
Desktop Computers	(No Response)
Laptop Computers	97,500
Tablet Computers	(No Response)
Other Costs	7,550
Totals:	147,050.00

13. To the extent possible, please detail the type, quantity, per unit cost and total cost of the eligible items under each sub-category.

Select the allowable expenditure type. Repeat to add another item under each type.	Item to be purchased	Quantity	Cost per Item	Total Cost
Laptop Computers	Chromebooks for 4 grade levels to complete 1:1 devices for grade 7-12	300	325	97,500
Interactive Whiteboards	Interactive Display	12	2,800	33,600
Other Costs	Projectors and/or large screen monitors	11	1,450	15,950

Smart Schools Investment Plan -

Pre-Kindergarten Classrooms

1. Provide information regarding how and where the district is currently serving pre-kindergarten students and justify the need for additional space with enrollment projections over 3 years.

(No Response)

2. Describe the district's plan to construct, enhance or modernize education facilities to accommodate pre-kindergarten programs. Such plans must include:

- Specific descriptions of what the district intends to do to each space;
- An affirmation that pre-kindergarten classrooms will contain a minimum of 900 square feet per classroom;
- The number of classrooms involved;
- The approximate construction costs per classroom; and
- Confirmation that the space is district-owned or has a long-term lease that exceeds the probable useful life of the improvements.

(No Response)

3. Smart Schools Bond Act funds may only be used for capital construction costs. Describe the type and amount of additional funds that will be required to support ineligible ongoing costs (e.g. instruction, supplies) associated with any additional pre-kindergarten classrooms that the district plans to add.

(No Response)

4. All plans and specifications for the erection, repair, enlargement or remodeling of school buildings in any public school district in the State must be reviewed and approved by the Commissioner. Districts that plan capital projects using their Smart Schools Bond Act funds will undergo a Preliminary Review Process by the Office of Facilities Planning.

Project Number

(No Response)

5. If you have made an allocation for Pre-Kindergarten Classrooms, complete this table.
Note that the calculated Total at the bottom of the table must equal the Total allocation for this category that you entered in the SSIP Overview overall budget.

	Sub-Allocation
Construct Pre-K Classrooms	(No Response)
Enhance/Modernize Educational Facilities	(No Response)
Other Costs	(No Response)
Totals:	

6. To the extent possible, please detail the type, quantity, per unit cost and total cost of the eligible items under each sub-category.

Select the allowable expenditure type. Repeat to add another item under each type.	Item to be purchased	Quantity	Cost per Item	Total Cost
(No Response)	(No Response)	(No Response)	(No Response)	(No Response)

Smart Schools Investment Plan -**Replace Transportable Classrooms**

1. Describe the district's plan to construct, enhance or modernize education facilities to provide high-quality instructional space by replacing transportable classrooms.

(No Response)

2. All plans and specifications for the erection, repair, enlargement or remodeling of school buildings in any public school district in the State must be reviewed and approved by the Commissioner. Districts that plan capital projects using their Smart Schools Bond Act funds will undergo a Preliminary Review Process by the Office of Facilities Planning.

Project Number

(No Response)

3. For large projects that seek to blend Smart Schools Bond Act dollars with other funds, please note that Smart Schools Bond Act funds can be allocated on a pro rata basis depending on the number of new classrooms built that directly replace transportable classroom units.

If a district seeks to blend Smart Schools Bond Act dollars with other funds describe below what other funds are being used and what portion of the money will be Smart Schools Bond Act funds.

(No Response)

4. If you have made an allocation for Replace Transportable Classrooms, complete this table.
Note that the calculated Total at the bottom of the table must equal the Total allocation for this category that you entered in the SSIP Overview overall budget.

	Sub-Allocation
Construct New Instructional Space	(No Response)
Enhance/Modernize Existing Instructional Space	(No Response)
Other Costs	(No Response)
Totals:	

5. To the extent possible, please detail the type, quantity, per unit cost and total cost of the eligible items under each sub-category.

Select the allowable expenditure type. Repeat to add another item under each type.	Item to be purchased	Quantity	Cost per Item	Total Cost
(No Response)	(No Response)	(No Response)	(No Response)	(No Response)

Smart Schools Investment Plan -

High-Tech Security Features

1. Describe how you intend to use Smart Schools Bond Act funds to install high-tech security features in school buildings and on school campuses.

Installation of high tech security in school buildings with the addition of security cameras at all exits, parking lots, student play grounds and other outside large group gathering locations.

Visitor Management System: Installation at both CES and Maple Hill High School of personal ID swipes at secured main entrance locations. Example - scanning of drivers license to identify important information about the visitor.

2. All plans and specifications for the erection, repair, enlargement or remodeling of school buildings in any public school district in the State must be reviewed and approved by the Commissioner. Districts that plan capital projects using their Smart Schools Bond Act funds will undergo a Preliminary Review Process by the Office of Facilities Planning.

Project Number
HS
MS
CES
Bus Garage

3. Was your project deemed eligible for streamlined Review?

☐ Yes
☒ No

4. Include the name and license number of the architect or engineer of record.

Name	License Number
Synthesis	238791

5. If you have made an allocation for High-Tech Security Features, complete this table.

Note that the calculated Total at the bottom of the table must equal the Total allocation for this category that you entered in the SSIP Overview overall budget.

	Sub-Allocation
Capital-Intensive Security Project (Standard Review)	94,040
Main Entrance Electronic Security System (Streamlined Review)	(No Response)
Main Entrance Entry Control System (Streamlined Review)	(No Response)
Approved Door Hardening Project (Streamlined Review)	(No Response)
Other Costs	(No Response)
Totals:	94,040.00

6. To the extent possible, please detail the type, quantity, per unit cost and total cost of the eligible items under each sub-category.

Smart Schools Investment Plan -High-Tech Security Features

Select the allowable expenditure type. Repeat to add another item under each type.	Item to be purchased	Quantity	Cost per Item	Total Cost
Capital-Intensive Security Project	Security Camera	22	2,000	44,000
Capital-Intensive Security Project	Visitor Management System	2	25,020	50,040
(No Response)	(No Response)	(No Response)	(No Response)	(No Response)

2016-17 Property Tax Report Card

491501 - SCHODACK CENTRAL SCHOOL DISTRICT

Contact Person:	Monica Kim	Budgeted 2015-16 (A)	Proposed Budget 2016-17 (B)	Percent Change (C)
Telephone Number:	518-732-2124			
Total Budgeted Amount, not Including Separate Propositions		21,724,754	22,075,681	2.39%
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹		12,785,245	12,747,084	-0.30%
B. Tax Levy to Support Library Debt, if Applicable				
C. Tax Levy for Non-Excludable Propositions, if Applicable ²				
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable				
E. Total Proposed School Year Tax Levy (A + B + C - D)		12,785,245	12,747,084	-0.30%
F. Permissible Exclusions to the School Tax Levy Limit		605,775	422,840	
G. School Tax Levy Limit , <u>Excluding</u> Levy for Permissible Exclusions ³		12,206,773	12,324,244	
H. Total Proposed Tax Levy for School Purposes, <u>Excluding</u> Permissible Exclusions and Levy for Library Debt, Plus Prior Year Tax Cap Reserve (E - B - F + D)		12,141,309	12,324,244	
I. Difference: (G - H); (negative value requires 60.0% voter approval) ²		65,464	0	
Public School Enrollment		927	911	-1.73%
Consumer Price Index				0.12%

¹ Include any prior year reserve for excess tax levy, including interest.

² Tax levy associated with educational or transportation services propositions are not eligible for exclusion under the School Tax Levy Limit and may affect voter approval requirements.

³ For 2016-17, includes any carryover from 2015-16 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.

	Actual	Estimated
	2015-16	2016-17
	(D)	(E)
Adjusted Restricted Fund Balance	3,149,281	2,975,791
Assigned Appropriated Fund Balance	752,000	1,000,000
Adjusted Unrestricted Fund Balance	868,990	883,027
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	4.00%	4.00%