

The Gilbertsville-Mt. Upton Central School District is committed to an educational environment that assures equitable opportunity for individuals to become College and Career Ready and ultimately, responsible, productive members of society. We will encourage all individuals to do their personal best, that they may gain a lifelong enthusiasm for work and learning.

## **GILBERTSVILLE-MT. UPTON CENTRAL SCHOOL DISTRICT**

693 State Highway 51  
Gilbertsville, New York 13776  
Wednesday, February 13, 2019  
Regular Meeting, 5:30 pm, D131  
AGENDA

### **CALL TO ORDER & PLEDGE OF ALLEGIANCE**

### **EXECUTIVE SESSION**

### **COMMUNICATIONS / POSITIVE HIGHLIGHTS**

### **INFORMATION FOR MEMBERS**

- Mandatory Drug Testing for Drivers Board Policy (BP6152) Updates: Sheila Nolan, District Clerk  
First Reading. **(Enclosure 2)**
- Update on BOE Scholarship Fundraiser-Sheila Nolan, District Clerk

### **PUBLIC COMMENT**

### **EXECUTIVE SESSION**

### **REPORTS**

- Bus Vote Results: Sheila Nolan, District Clerk **(Enclosure 3)**
- Regents Results: Heather Wilcox, Acting Pk-12 Principal **(Enclosure 4)**
- Budget Review: Annette Hammond, Superintendent & Dorothy Iannello, District Treasurer
- District Goals Update: Annette Hammond, Superintendent

### **BOARD DISCUSSION**

#### **I. RECOMMENDED ACTIONS – ROUTINE MATTERS**

##### **APPROVE MINUTES**

RESOLVED, to approve the minutes from the Regular Board of Education Meeting on 16 January 2019. **(Enclosure 5)**

##### **APPROVE AGENDA**

RESOLVED, to approve the 13 February 2019, consent agenda. **(Enclosure 1)**

#### **II. RECOMMENDED ACTIONS-NEW BUSINESS**

##### **COMMITTEE ON SPECIAL EDUCATION/COMMITTEE ON PRESCHOOL SPECIAL EDUCATION CONSENT AGENDA (Enclosure 6)**

RESOLVED, upon the recommendation of the Superintendent of Schools, to accept/approve the 13 February 2019, Committee on Special Education/Committee on Preschool Special Education Consent Agenda. The meeting dates include 11, 17, 24 & 31 January 2019 & 6 February 2019.

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**FINANCIAL CONSENT AGENDA**

RESOLVED, upon the recommendation of the Superintendent of Schools, to accept/approve the 13 February 2019, Financial Consent Agenda.

**PERSONNEL CONSENT AGENDA**

RESOLVED, upon the recommendation of the Superintendent of Schools, to accept/approve the 13 February 2019, Personnel Consent Agenda.

**NEW ITEMS CONSENT AGENDA**

RESOLVED, upon the recommendation of the Superintendent of Schools, to accept/approve the 13 February 2019, New Items Consent Agenda.

**NEW ITEMS PROPOSAL AGENDA**

RESOLVED, upon the recommendation of the Superintendent of Schools, to accept/approve the 13 February 2019, New Items Proposal Agenda.

**EXECUTIVE SESSION**

-Superintendent Evaluation

**SECOND PUBLIC COMMENT**

**ADJOURNMENT**

Hogan, Sarzynski,  
Lynch, DeWind & Gregory, LLP

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Number 554

LEGALGRAM

December 21, 2018

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**CHANGES TO ALCOHOL AND DRUG TESTING  
FOR SCHOOL BUS DRIVERS**

The New York State Legislature recently amended the Education Law and Vehicle and Traffic Law regarding the requirements for drug and alcohol testing of bus drivers<sup>1</sup>. The amendment makes it so that the pre-employment and random drug testing requirements now apply to all drivers, rather than just those who drive large buses and those who have a Commercial Driver's License (CDL). It also extends the pre-shift ban on consumption of alcohol for drivers from six hours to eight. The law now requires that all individuals who are employed or contracted by a school district and who transport children to and from school must be included in the pool for random drug and alcohol testing and must be required to conduct pre-employment testing. This includes drivers of small buses as well as employees who drive students in other district-owned vehicles. Previously the law only required such testing for drivers with a commercial license and who drove buses with 16 or more passengers.

Due to the new broad language, the law may effect occasional drivers such as coaches and teachers who drive students for school events. If you have questions about a specific situation and the impact of the new law, we recommend seeking counsel.

The law becomes effective on December 22, 2018. As drug and alcohol testing of drivers is a required Board policy, we recommend that you check your current policy and, if necessary, contact your current service provider in order to make any appropriate changes.

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<sup>1</sup> L 2018, Ch. 207, § 1

# POLICY

1995

6152

Personnel

**SUBJECT: MANDATORY DRUG TESTING FOR DRIVERS**

## **Purpose**

To establish a District-based alcohol and drug testing program to prevent accidents and injuries resulting from the misuse of alcohol and drugs by covered drivers of commercial motor vehicles in compliance with the Federal Department of Transportation Regulations promulgated in Rule 49 CFR Part 40, and 49 CFR Part 382, and promulgated under The Omnibus Transportation Employee Testing Act of 1991, enacted October 28, 1991.

## **Applicability**

This policy applies to all District employees who operate commercial motor vehicles and are subject to the commercial drivers license (CDL) requirements of the Code of Federal Regulations promulgated under the Omnibus Transportation Act.

The Superintendent of Schools shall promulgate appropriate administrative procedures that will fulfill the following objectives:

## **Objectives**

1. To establish rules and procedures to deter all illegal drug use, and deter on-duty, pre-duty and post-accident alcohol use, as well as on-duty alcohol impairment stemming from pre-duty use, for all covered drivers who perform safety sensitive functions;
2. To detect and eliminate the possibility that District covered drivers will perform safety-sensitive functions after testing positive for alcohol or drugs use;
3. To comply with applicable federal and state laws, including the Omnibus Transportation Employee Testing Act of 1991;
4. To provide reasonable measures for the early detection of personnel not fit to perform activities with the scope of this policy;
5. To maintain a workplace free of drugs and alcohol:

## **Mandatory Drug Testing for Drivers (cont.)**

6. To inform employees through education, in service training and other appropriate forums, about illegal drugs, and alcohol abuse, their use, possession, distribution and the effects of such substances.

The Board of Education shall designate the Medical Review Officer (MRO) on an annual basis at the Reorganization Meeting.

Any violation of the policy or procedures will result in removal from any safety-sensitive functions in accordance with the Department of Transportation requirements and other discipline may be imposed.

Adopted 12/19/95

# ADMINISTRATIVE PROCEDURES ON DRUG AND ALCOHOL TESTING

## **I. Purpose**

To establish a District based alcohol and drug testing program to help prevent accidents and injuries resulting from the misuse of alcohol and drugs by covered drivers of commercial motor vehicles in compliance with the Federal Department of Transportation Regulations promulgated in Rule 49 CFR Part 40, and 49 CFR Part 382, and promulgated under The Omnibus Transportation Employee Testing Act of 1991, enacted October 28, 1991.

## **II. Applicability**

These procedures apply to all current and/or prospective District employees who operate commercial motor vehicles and are subject to the commercial drivers license (CDL) requirements of the Code of Federal Regulations promulgated under The Omnibus Transportation Act. Districts who employ independent contractors shall ensure the independent contractor complies with the Omnibus Transportation Employee Testing Act of 1991.

## **III. Objectives**

To establish rules and procedures to deter all illegal drug use, and deter on-duty, pre-duty and post-accident alcohol use, as well as on-duty alcohol impairment stemming from pre-duty use, for all covered drivers who perform safety sensitive functions;

To detect and eliminate the possibility that District covered drivers will perform safety-sensitive functions after testing positive for alcohol or drugs;

To comply with applicable federal and state laws, including the Omnibus Transportation Employee Testing Act of 1991;

To provide reasonable measures for the early detection of personnel not fit to perform activities within the scope of these procedures;

To maintain a workplace free of drugs and alcohol;

To inform employees through education, in service training and other appropriate forums, about illegal drugs, and alcohol abuse, their use, possession, distribution, and the effects of such substances.

## **IV. Testing**

There are several occasions when an individual will be subject to drug and alcohol screening tests pursuant to these procedures. Prior to the administration of the following tests, the District or its testing agent will notify the covered driver that the test is required under the Code of Federal Regulations. The testing occasions shall include:

a. **Pre-duty Testing**

Pre-duty testing is testing for drugs that the District will administer after a conditional offer of employment has been extended and prior to any covered driver's initial assignment requiring the performance of a safety-sensitive function. **If the pre-duty drug testing reveals a presence of drugs, it will result in the revocation of the conditional offer of employment.** The District may, in its sole discretion, forego pre-duty testing where the exceptions promulgated at Department of Transportation 49 CFR §382.301 (b) or (c), relating to drug testing of covered drivers by their previous employers, are satisfied.

b. **Reasonable Suspicion Testing**

Reasonable suspicion testing is alcohol and drug testing that the District will conduct when it has reasonable suspicion to believe that a covered driver has engaged in conduct prohibited by these procedures. (Reasonable suspicion testing will not be conducted based upon the suspicion that a covered driver has violated the provision of these procedures prohibiting covered drivers from being on-duty or operating commercial motor vehicles while the driver possesses unmanifested alcohol). Reasonable suspicion must be based upon specific, observations concerning the appearance, behavior, speech, or body odors of a covered driver by a District supervisor who is specifically trained to recognize alcohol misuse or drug use.

The District shall not administer a reasonable suspicion alcohol test more than eight (8) hours following a determination that reasonable suspicion exists to believe that the alcohol prohibitions of these procedures have been violated. Notwithstanding the absence of a reasonable suspicion alcohol test, the District will not permit any covered driver to report for duty or remain on duty requiring the performance of a safety-sensitive function while the driver is under the influence of, or impaired by, alcohol as shown by the behavioral, speech, and performance indicators of alcohol misuse, until an alcohol test is administered and the driver's blood alcohol concentration measures < .02 or 24 hours have elapsed following a determination that reasonable suspicion exists to believe that the alcohol prohibitions of these procedures have been violated. A written record shall be made of observations leading to reasonable suspicion, signed by the supervisor or person who made the observations, within twenty-four (24) hours of the observed behavior or before the results of drugs are released, whichever is earlier.

Drivers covered by this paragraph are subject to alcohol testing as follows: Immediately prior to the start of duty in a safety sensitive function, or during duty hours in a safety sensitive function, or immediately following completion of duty in a safety sensitive function. Reasonable suspicion drug testing may be conducted at any time the covered driver is on duty for the District.

c. **Random Testing**

Random testing is unannounced testing for alcohol and drugs administered in a statistically random manner throughout the year to covered drivers employed by the District so that all covered drivers have an equal probability of selection each time said random pool is created for selection.

Drivers covered by this paragraph are subject to alcohol testing as follows: Immediately prior to the start of duty in a safety sensitive function, or during duty hours in a safety sensitive function. Random drug testing may be conducted at any time the covered driver is on duty for the District. Drivers who test positive or refuse to submit to a random test may not perform any safety sensitive function and may be subject to discipline.

**d. Post Accident Testing**

A post-accident test is a test for alcohol and drugs administered following an accident involving a commercial motor vehicle to each surviving covered driver:

- (i) who was performing safety sensitive functions with respect to the vehicle, if the accident involved the loss of human life;
- (ii) who receives a citation under state or local law for a moving violation arising from the accident, if the accident resulted in bodily injury to a person who as a result of the injury immediately receives medical treatment away from the scene of the accident; or
- (iii) who receives a citation under state or local law for a moving violation arising from the accident, if the accident resulted in one or more motor vehicles incurring disabling damages as a result of the accident requiring the vehicle(s) to be transported away from the scene by a tow truck or other vehicle;

The District should administer a post-accident alcohol test within two hours of the accident. The District will not administer a post-accident alcohol test more than eight hours following the accident and will not administer a post-accident drug test more than 32 hours following the accident. A covered driver who is subject to post-accident testing shall remain readily available for such testing or may be deemed by the District to have refused to submit to testing. This shall not be construed to require the delay of necessary medical attention for injured individuals following an accident or to prohibit a covered driver from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

The results of a breath or blood test for the use of alcohol or a urine test for the use of drugs, conducted by a federal, state, or local officials having independent authority for the test, shall be considered to meet the requirements of the procedure concerning post-accident testing, provided such tests conform to applicable federal, state, or local requirements and that the results of the test are obtained by the District.

Whenever such a test is conducted, the driver shall notify the District of the same as soon as possible.

A driver who is required to take a post-accident drug and/or alcohol test may be temporarily assigned to perform non-safety functions, or placed on temporary leave or otherwise relieved of duties pending the test results.

**e. Return to Duty Testing**

Return to duty testing is alcohol and drug testing conducted after a covered driver has engaged in prohibited conduct under these procedures, completed counseling prescribed by a substance abuse professional, if any, and prior to his return to the performance of a safety-sensitive function. Before a covered driver may return to the performance of safety sensitive functions, he/she must undergo return to duty testing with an alcohol test result indicating a Blood Alcohol Content of less than .02 and a drug test indicating a verified negative result for illegal drugs.



**f. Follow-up Testing**

Follow-up tests are given following a driver's return to duty for a violation of these procedures. This is an unannounced test, given at least six (6) times within the first twelve (12) months with the actual frequency and number of tests determined by the Substance Abuse Professional (SAP), but in no event may the follow up testing continue for a period beyond 60 months from the covered driver's return to duty. The Substance Abuse Professional may terminate the requirement of follow up testing at any time after the first six (6) tests have been administered if (s)he determines that follow-up testing is no longer necessary. This testing is separate from and in addition to random testing. Employees who are subject to follow up testing will remain in the pool for random testing.

Drivers covered by this paragraph are subject to alcohol testing as follows:

Immediately prior to the start of duty in a safety sensitive function, or during duty hours in a safety sensitive function, or immediately following completion of duty in a safety sensitive function.

Follow-up drug testing may be conducted at any time the covered driver is on duty for the District.

**V. Definitions**

See Appendix A.

**VI. Drug & Alcohol Testing Procedures**

**Alcohol:**

Alcohol testing will be administered by a Breath Alcohol Technician (BAT) certified by the completion of a NHTSA model course, trained in utilizing an evidential breath testing device (EBT) that conforms to the requirements promulgated at The Department of Transportation 49 CFR part 40.51. The EBT used for testing shall meet the standards promulgated at The Department of Transportation 49 CFR part 40.53 and have a quality assurance plan (QAP) developed by the manufacturer to insure proper calibration. Testing will be conducted in a location that affords visual and aural privacy to individuals being tested.

If the initial test reveals a blood alcohol concentration of .02 or greater a confirmatory test must be performed. The confirmatory test will produce the only result from which disciplinary action may be taken. If the blood alcohol concentration is .02 or greater, but less than .04 the covered driver will be suspended from performing safety-sensitive functions for 24 hours. Disciplinary action may be taken for any test results of .02 or greater. If the blood alcohol concentration is .04 or greater the covered driver will be suspended from the performance of safety sensitive functions for an indefinite period.

**Drugs:**

A Department of Health and Human Services certified laboratory will perform drug testing on urine samples provided by covered drivers. The drugs for which tests will be conducted are:

- a. Marijuana (THC)
- b. Cocaine
- c. phencyclidine (PCP)
- d. Opiates
- e. Amphetamines
- f. Any other drug for which Department of Transportation authorizes or requires may be a subject of these tests.

The cutoff levels for these drugs will conform to those promulgated at The Department of Transportation 49 CFR Part 40.

The District and the certified laboratory will conduct the collection, shipment, testing and chain-of-custody in a manner promulgated under The Department of Transportation Rule 49 CFR Part 40 to insure the integrity of the testing process.

The split urine specimen methods of testing will be utilized providing one sample for preliminary screening and initial confirmation, and a second sample for a second confirmation test if needed at a later date. If the first specimen is verified as positive, the driver may, at his or her option, have a second sample sent for a confirmation test. Notice of the driver's intent to exercise this option shall be sent to the Medical Review Officer within 72 hours. **The cost for testing this split sample will be the employee's responsibility.** The Medical Review Officer will conduct a final review of all positive test results to assess possible alternative medical explanations for the results. A positive drug test may be deemed negative by the Medical Review Officer upon clear and convincing evidence that the drug was prescribed by a licensed physician familiar with the driver's medical history and job duties.

#### **Alcohol and Drug:**

1. The District will ensure that alcohol and drug test information is maintained in a confidential manner in conformity with the Department of Transportation Rule 49 CFR Part 40.
2. The District will ensure that all contracts between the District and any other entity involved in the alcohol and drug testing program will comply with the procedures set forth in the Department of Transportation Rule 49 CFR Part 40.
3. The District will conform to the requirements in the Department of Transportation Rule 49 CFR Part 40 in all aspects.

#### **Uncompleted Testing:**

If a screening or confirmation test cannot be completed, or if an event occurs that would invalidate the test, the Breath Alcohol Technician, shall, if practicable begin a new screening or confirmation test, as applicable, e.g., using a new breath alcohol testing form with a new sequential test number (in the case of a screening test conducted on an EBT that meets the requirements of 40.53(b) or in the case of a confirmation test.)

## **VII. Refusal to Submit to Testing**

A covered driver shall not refuse to submit to a post-accident alcohol or drugs test required under these procedures, a random alcohol or drugs test required under these procedures, a reasonable suspicion alcohol or drugs test required under these procedures, or a follow-up alcohol or drugs test required under these procedures. The District will not permit any covered driver to perform safety sensitive functions subsequent to a refusal to submit to a test required under these procedures until the individual is evaluated by a substance abuse professional and completes a substance abuse program designed by a substance abuse professional, if any, and undergoes a return to duty alcohol test revealing a Blood Alcohol Content of less than .02 and a drug test with a verified negative result. In other words, a refusal to submit to testing is the equivalent of an alcohol test revealing a Blood Alcohol Content of .04 or greater or a controlled substances test with a positive result. A refusal to be tested shall be defined as a refusal by an employee to complete and sign the breath alcohol testing form or to complete the drug screening chain of custody form, to provide breath, to provide an adequate amount of breath, to provide an adequate amount of urine or otherwise to cooperate with the testing process in a way that prevents the completion of the test. The Breath Alcohol Technician or collector shall record such refusal in the remarks section of the form. The testing process shall then be terminated and the Breath Alcohol Technician or collector shall immediately notify the District.

## **VIII. Prohibited Conduct**

### **A. Alcohol:**

1. No covered driver shall report for duty or remain on duty requiring the performance of safety sensitive functions while having an alcohol concentration of 0.04 or greater. The District shall not permit the covered driver to perform or continue to perform safety-sensitive functions if it has actual knowledge that a driver has an alcohol concentration of 0.04 or greater.
2. A covered driver shall not be on duty or operate a commercial motor vehicle while the covered driver possesses alcohol. The District shall not permit the covered driver to drive or continue to drive a commercial motor vehicle if it has actual knowledge that a driver possesses alcohol.
3. A covered driver shall not use alcohol while performing safety sensitive functions. The District shall not permit the driver to perform or continue to perform safety-sensitive functions if it has actual knowledge that a driver is using alcohol while performing safety-sensitive functions.
4. No covered driver shall perform safety-sensitive functions within four (4) hours after using alcohol. The District shall not permit the driver to perform or continue to perform safety-sensitive functions if it has actual knowledge that a driver has used alcohol within four (4) hours.<sup>1</sup>
5. A covered driver required to take a post accident alcohol test shall not use alcohol for eight (8) hours following the accident, or until he/she undergoes a post accident alcohol test, whichever is first.

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<sup>1</sup>The State of New York Department of Motor Vehicles Commissioner's Regulations Part 6 Article 19-A 509-1(1a) No person shall consume a drug, controlled substance, or an intoxicating liquor, regardless of its alcoholic content, or be under the influence of an intoxicating liquor or drug, within six hours before going on duty or operating, or having physical control of a bus.

**B. Drugs:**

1. The District will not permit a covered driver to perform safety-sensitive functions who has used, any illegal drug or controlled substance *except when the use is pursuant to the instructions of a physician who has advised the District that the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle. It is the driver's responsibility to notify the District if this situation is applicable.*
2. Independent of the requirements of the Omnibus Transportation Employee Testing Act of 1991 and the regulations promulgated thereunder, the covered driver must notify the District that he/she is using controlled substances pursuant to the instructions of the physician who has advised the driver that the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle.

A covered driver shall not refuse to submit to either test

**IX. Referral, Evaluation and Treatment:**

1. The District shall make available to the covered driver information regarding the resources available for evaluating and resolving problems associated with the misuse of alcohol and use of drugs, including the names, addresses, and telephone numbers of Substances Abuse Professionals and counseling and treatment programs.
2. The District shall ensure that each covered driver who engages in conduct prohibited by these procedures shall be evaluated by a Substance Abuse Professional who shall determine what assistance, if any, the employee needs in resolving problems associated with alcohol misuse and drug use. **The costs associated with this evaluation shall, to the extent available, be covered by the District's health insurance plan.**
3. Before a covered driver returns to duty requiring the performance of a safety-sensitive function after engaging in conduct prohibited by these procedures, the covered driver shall undergo a return to duty alcohol test with a result indicating an alcohol concentration of less than 0.02 if the conduct involved alcohol, or a drug test with a verified negative result if the conduct involved a controlled substance. (See below for conduct involving use of a controlled substance).
4. Each covered driver identified as needing assistance in resolving problems associated with alcohol misuse or drug use shall;
  - a. be evaluated by a Substance Abuse Professional to determine if the covered driver has properly followed any rehabilitation program prescribed under paragraph 2 of these procedures.
  - b. shall be subjected to unannounced follow-up alcohol and drug tests administered by the District following the covered driver's return to duty. The number and frequency of such follow-up tests shall be as directed by the Substance Abuse Professional, and consist of at least six (6) tests in the first twelve (12) months following the covered driver's return to duty. The District may direct the covered driver to undergo return-to-duty and follow-up testing for both alcohol and drug, if the substance abuse professional determines that return-to-duty and follow-up testing for both alcohol and drugs is necessary for that particular covered driver. Such testing shall be in conformance with these procedures and the requirements of 49 CFR Part 40. Follow-up testing shall not exceed sixty (60) months from the date of the covered driver's return to duty. The Substance Abuse Professional may terminate the requirement at any time after the first six (6) tests have been administered, if the Substance Abuse Professional determines that such testing is no longer necessary.

- c. the evaluation and rehabilitation may be provided by the District, by a Substance Abuse Professional under contract with the District or by a Substance Abuse Professional not affiliated with the District. **The costs associated with this evaluation shall, to the extent available, be covered by the District's health insurance plan**
- d. The District shall take efforts to insure that a Substance Abuse Professional who determines that a covered driver requires assistance in resolving problems with alcohol misuse or drug use does not refer the covered driver to the Substance Abuse Professional's private practice, or to a person or organization from which the Substance Abuse Professional receives remuneration, or in which the Substance Abuse Professional has a financial interest.
- e. the requirements of this section with respect to referral, evaluation and rehabilitation do not apply to applicants who refuse to submit to a **pre-duty** drug test or who have a **pre-duty** drug test with a verified positive test result.

**X. Consequences for Covered Drivers:**

A covered driver shall not perform safety-sensitive functions, including driving a commercial motor vehicle, if the covered driver has engaged in conduct prohibited by these procedures or an alcohol or drug rule of any Department of Transportation agency.

The District will not permit any driver to perform safety-sensitive functions, including driving a commercial motor vehicle, if said driver has tested positive for alcohol and/or drugs. The District will not permit any covered driver found to have a blood alcohol concentration of at least .02 and less than .04 to perform a safety-sensitive functions for 24 hours following the administration of the test. A covered driver found to have a blood alcohol concentration of .02 or greater but less than .04 shall receive a 24-hour suspension from the performance of safety-sensitive functions.

Consequences for violating these procedures will include: suspension from the performance of safety-sensitive functions, referral to a Substance Abuse Professional, the requirement that a Substance Abuse Professional certify the covered driver's completion of a prescribed substance abuse program, if any, and the requirement that the covered driver pass an alcohol test with a Blood Alcohol Content of less than .02 or controlled substance test prior to the return to the performance of a safety-sensitive functions.

Independent of the requirements of the Omnibus Transportation Employee Testing Act of 1991 and the regulations promulgated thereunder, covered drivers who have been found to have violated the prohibited conduct under these procedures:

1. Will be immediately **suspended** from their safety-sensitive function **with or without pay**;
2. If the violation is for the illegal use or possession of **drugs** in accordance with these procedures and after a review of all pertinent facts leading to the suspension, the covered driver **may be terminated**.
3. If, a covered driver refuses to participate in a post-accident drug test, a reasonable suspicion drug test, a random drug test or a follow-up drug test, the covered driver **may be terminated**.
4. If, the use of **alcohol** registers on the EBT with an alcohol **content of 0.02 to 0.0399 (but less than 0.04)**, the covered driver shall be advised to **seek assistance** and/or counseling through the District's EAP or other similar service agency. Covered drivers may be subject to discipline, including discharge, in addition to or in lieu of being advised or directed to seek assistance. A **second violation** for the use of alcohol under these procedures may result in a suspension with or without pay pending a review of the employee's work record for disciplinary action, **up to and including discharge**.
5. If, the use of **alcohol** registers on the EBT with an alcohol **content 0.04 or greater**, the covered driver shall be **directed to seek assistance** and/or counseling through District's EAP or other similar service agency. Covered drivers may be subject to discipline, including discharge, in addition to or in lieu of being advised or directed to seek assistance. A **second violation** for the use of alcohol under these procedures may result in a suspension with or without pay pending a review of the employee's work record for disciplinary action, **up to and including discharge** pursuant to Section IX herein.
6. The above actions shall be taken in accordance with the provisions of the employee's collective bargaining agreement, or §75 of the Civil Service Law, where applicable.

#### **XI. Employee Notification:**

The District shall provide a copy of these procedures to each covered driver and to his/her collective bargaining agent. Each covered driver is required to sign and date a statement certifying that (s)he has received this information and that (s)he understands that violation of the procedures and/or regulations may be grounds for termination of employment, in a manner consistent with applicable law, procedures and/or bargaining agreements. The District shall maintain the original signed certification for a minimum of two (2) years and shall provide a copy of the certification to the covered driver. The District will provide a copy of the regulation to any covered driver upon their request.

#### **XII. Savings Clause:**

If any provision of these procedures is determined in a tribunal of competent jurisdiction to be inconsistent with any superseding legal requirements, that provision shall be considered modified or deleted so as to comply with the superseding legal requirements, without any effect on the remaining procedure provisions.

## APPENDIX A

### DEFINITIONS

- a. **Alcohol**  
The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohol, including methyl and isopropyl alcohol.
- b. **Alcohol Use**  
The consumption of any beverage, mixture, or preparation, including any medication containing alcohol.
- c. **Breath Alcohol Technician (BAT)**  
An individual who operates an evidential breath testing device and instructs and assists individuals in the alcohol testing process.
- d. **Blood Alcohol Content**  
Blood Alcohol Concentration (Blood Alcohol Content) is the content of alcohol in an individual's blood.
- e. **Commercial Motor Vehicle**  
A motor vehicle or a combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle:
  - 1. has a gross combination weight of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight rating of more than 10,000 pounds; or
  - 2. has a gross vehicle weight rating of 26,001 or more pounds; or
  - 3. is designed to transport 16 or more passengers, including the driver; or
  - 4. is of any size and is used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act and which require the motor vehicle to be placarded under the Hazardous Material Regulations. (49 CFR Part 172, Subpart F).
- f. **Confirmation Test**  
In drug testing, a second analytical procedure to identify the presence of a specific drug or metabolite that is independent of the screening test and that uses a different technique and chemical principle from that of a screening test in order to ensure reliability and accuracy. Gas chromatography/mass spectrometry (GC/MS) is the only authorized confirmation method for cocaine, marijuana, opiates, amphetamines, and phencyclidine. In alcohol testing a second test following a screening test with a result of .02 or greater, that provides quantitative data of alcohol concentration.
- g. **Covered Driver**  
District employees who operate commercial motor vehicles and applicants for employment with the District who are applying for positions as drivers of commercial motor vehicles (for the purposes of pre-duty testing only).
- h. **Drug and Alcohol Coordinator**  
The Drug and Alcohol Coordinator shall be the BOCES Drug and Alcohol Coordinator - Richard Shaw, who shall be located at East River Road, Norwich NY 13815 and may be reached at (607) 335-1249.
- i. **Evidential Breath Testing Device (EBT)**  
A device approved by the National Highway Traffic Safety Administration (NHTSA) for the evidential testing of breath and placed on NHTSA's Conforming Product's List of Evidential Breath Measurement Devices (CPL).

j. **Medical Review Officer (MRO)**

A licensed physician responsible for receiving laboratory results generated by the District's drug test program, who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual's positive test result together with his or her medical history and any other relevant biomedical information.

k. **Refusal to Submit**

A covered driver who (1) fails to provide adequate breath for testing without a valid medical explanation after he or she has received a notice of the requirement for the breath testing; (2) fails to provide adequate urine for drugs testing without a valid medical explanation after he or she has received notice of the requirement for urine testing; (3) engages in conduct that clearly obstructs the testing process; or (4) otherwise refuses to submit, will be classified as having refused to submit to an alcohol or drug test. A refusal to submit to either an alcohol or drug test will carry the same consequences as a failure of a required test.

l. **Screening Test**

An alcohol testing, means an analytical procedure to determine whether a driver may have a prohibited concentration of alcohol in his or her system. In drug testing, an immunoassay procedure to eliminate "negative" urine specimens from further consideration.

m. **Safety Sensitive Function**

Any of those on-duty functions (promulgated at 49 CFR §395.2 On-Duty time) as listed below:

1. All time at a carrier or shipper plant, terminal, facility, or other property, waiting to be dispatched, unless the driver had been relieved from duty by the District.
2. All time inspecting equipment as required by the Federal Motor Carrier Safety Regulations (FMCSR's), or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at any time.
3. All time spent at the driving controls of a commercial motor vehicle in operation.
4. All time, other than driving time, spent on or in a commercial motor vehicle (except for time spent resting in the sleeper berth).
5. All time spent loading or unloading a commercial motor vehicle, supervising, or assisting in the loading or unloading, attending a vehicle, or in giving or receiving receipts for shipments loaded or unloaded.
6. All time spent performing the driver's requirements associated with an accident promulgated at 49 CFR §§392.40 and 392.41.
7. All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

n. **Substance Abuse Professional**

A substance abuse professional means a licensed physician (Medical Doctor or Doctor of Osteopathy), or a licensed or certified psychologist, social worker, employee assistance professional, or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and drugs-related disorders.



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**SUBJECT: MANDATORY DRUG TESTING FOR DRIVERS**

**Purpose**

To establish a District-based alcohol and drug testing program to prevent accidents and injuries resulting from the misuse of alcohol and drugs by covered drivers of commercial motor vehicles in compliance with the Federal Department of Transportation Regulations promulgated in Rule 9 CFR Part 40, and 49 CFR Part 382, and promulgated under The Omnibus Transportation Employee Testing Act of 1991, enacted October 28, 1991. "New York State Education Law and New York State Vehicle and Traffic Law".

**Applicability**

This policy applies to all District employees or contractors who transport children on behalf of the District.

The Superintendent of Schools shall promulgate appropriate administrative procedures that will fulfill the following objectives:

**Objectives**

1. To establish rules and procedures to deter all illegal drug use, and deter on-duty, pre-duty and post-accident alcohol use, as well as on-duty alcohol impairment stemming from pre-duty use, for all covered drivers who perform safety sensitive functions ;
2. To detect and eliminate the possibility that District covered drivers will perform safety-sensitive functions after testing positive for alcohol or drugs use;
3. To comply with applicable federal and state laws, including the Omnibus Transportation Employee Testing Act of 1991;
4. To provide reasonable measures for the early detection of personnel not fit to perform activities with the scope of this policy;
5. To maintain a workplace free of drugs and alcohol:
6. To inform employees through education, in service training and other appropriate forums, about illegal drugs, and alcohol abuse, their use, possession, distribution and the effects of such substances.

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## **Mandatory Drug Testing for Drivers (cont.)**

The Board of Education shall designate the Medical Review Officer (MRO) on an annual basis at the Reorganization Meeting.

Any violation of the policy or procedures will result in removal from any safety-sensitive functions in accordance with the Department of Transportation requirements and other discipline may be imposed.

Adopted 12/19/95

Revised 01/16/19

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## ADMINISTRATIVE PROCEDURES ON DRUG AND ALCOHOL TESTING

### **I. Purpose**

To establish a District based alcohol and drug testing program to help prevent accidents and injuries resulting from the misuse of alcohol and drugs by covered drivers of commercial motor vehicles in compliance with the Federal Department of Transportation Regulations promulgated in Rule 49 CFR Part 40, and 49 CFR Part 382, and promulgated under The Omnibus Transportation Employee Testing Act of 1991, enacted October 28, 1991. "New York State Education Law and New York State Vehicle and Traffic Law".

### **II. Applicability**

These procedures apply to all current and/or prospective District employees or contractors who drive children on behalf of the District.

### **III. Objectives**

To establish rules and procedures to deter all illegal drug use, and deter on-duty, pre-duty and post-accident alcohol use, as well as on-duty alcohol impairment stemming from pre-duty use, for all covered drivers who perform safety sensitive functions;

To detect and eliminate the possibility that District covered drivers will perform safety-sensitive functions after testing positive for alcohol or drugs;

To comply with applicable federal and state laws, including the Omnibus Transportation Employee Testing Act of 1991;

To provide reasonable measures for the early detection of personnel not fit to perform activities within the scope of these procedures;

To maintain a workplace free of drugs and alcohol;

To inform employees through education, in service training and other appropriate forums, about illegal drugs, and alcohol abuse, their use, possession, distribution, and the effects of such substances.

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## **IV. Testing**

There are several occasions when an individual will be subject to drug and alcohol screening tests pursuant to these procedures. Prior to the administration of the following tests, the District or its testing agent will notify the covered driver that the test is required under the Code of Federal Regulations. The testing occasions shall include:

### **a. Pre-duty Testing**

Pre-duty testing is testing for drugs that the District will administer after a conditional offer of employment has been extended and prior to any covered driver's initial assignment requiring the performance of a safety-sensitive function. **If the pre-duty drug testing reveals a presence of drugs, it will result in the revocation of the conditional offer of employment.** The District may, in its sole discretion, forego pre-duty testing where the exceptions promulgated at Department of Transportation 49 CFR §382.301 (b) or (c), relating to drug testing of covered drivers by their previous employers, are satisfied.

### **b. Reasonable Suspicion Testing**

Reasonable suspicion testing is alcohol and drug testing that the District will conduct when it has reasonable suspicion to believe that a covered driver has engaged in conduct prohibited by these procedures. (Reasonable suspicion testing will not be conducted based upon the suspicion that a covered driver has violated the provision of these procedures prohibiting covered drivers from being on-duty or operating commercial motor vehicles while the driver possesses unmanifested alcohol). Reasonable suspicion must be based upon specific, observations concerning the appearance, behavior, speech, or body odors of a covered driver by a District supervisor who is specifically trained to recognize alcohol misuse or drug use.

The District shall not administer a reasonable suspicion alcohol test more than eight (8) hours following a determination that reasonable suspicion exists to believe that the alcohol prohibitions of these procedures have been violated. Notwithstanding the absence of a reasonable suspicion alcohol test, the District will not permit any covered driver to report for duty or remain on duty requiring the performance of a safety-sensitive function while the driver is under the influence of, or impaired by, alcohol as shown by the behavioral, speech, and performance indicators of alcohol misuse, until an alcohol test is administered and the driver's blood alcohol concentration measures  $< .02$  or 24 hours have elapsed following a determination that reasonable suspicion exists to believe that the alcohol prohibitions of these procedures have been violated. A written record shall be made of observations leading to reasonable suspicion, signed by the supervisor or person who made the observations, within twenty-four (24) hours of the observed behavior or before the results of drugs are released, whichever is earlier.

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Drivers covered by this paragraph are subject to alcohol testing as follows: Immediately prior to the start of duty in a safety sensitive function, or during duty hours in a safety sensitive function, immediately following completion of duty in a safety sensitive function. Reasonable suspicion drug testing may be conducted at any time the covered driver is on duty for the District.

## **c. Random Testing**

Random testing is unannounced testing for alcohol and drugs administered in a statistically random manner throughout the year to covered drivers employed by the District so that all covered drivers have an equal probability of selection each time said random pool is created for selection.

Drivers covered by this paragraph are subject to alcohol testing as follows: Immediately prior to the start of duty in a safety sensitive function, or during duty hours in a safety sensitive function. Random drug testing may be conducted at any time the covered driver is on duty for the District. Drivers who test positive or refuse to submit to a random test may not perform any safety sensitive function and may be subject to discipline.

## **d Post-Accident Testing**

A post-accident test is a test for alcohol and drugs administered following an accident involving a commercial motor vehicle to each surviving covered driver:

- (i) Who was performing safety sensitive functions with respect to the vehicle, if the accident involved the loss of human life;
- (ii) who receives a citation under state or local law for a moving violation arising from the accident, if the accident resulted in bodily injury to a person who as a result of the injury immediately receives medical treatment away from the scene of the accident; or
- (iii) who receives a citation under state or local law for a moving violation arising from the accident, if the accident resulted in one or more motor vehicles incurring disabling damages as a result of the accident requiring the vehicle(s) to be transported away from the scene by a tow truck or other vehicle;

The District should administer a post-accident alcohol test within two hours of the accident. The District will not administer a post-accident alcohol test more than eight hours following the accident and will not administer a post-accident drug test more than 32 hours following the accident. A covered driver who is subject to post-accident testing shall remain readily available for such testing or may be deemed by the District to have refused to submit to testing. This shall not be construed to require the delay of necessary medical attention for injured individuals following an accident or to prohibit a covered driver from leaving the scene of an accident for

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the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

The results of a breath or blood test for the use of alcohol or a urine test for the use of drugs, conducted by a federal, state, or local officials having independent authority for the test, shall be considered to meet the requirements of the procedure concerning post-accident testing, provided such tests conform to applicable federal, state, or local requirements and that the results of the test are obtained by the District.

Whenever such a test is conducted, the driver shall notify the District of the same as soon as possible.

A driver who is required to take a post-accident drug and/or alcohol test may be temporarily assigned to perform non-safety functions, or placed on temporary leave or otherwise relieved of duties pending the test results.

## **e. Return to Duty Testing**

Return to duty testing is alcohol and drug testing conducted after a covered driver has engaged in prohibited conduct under these procedures, completed counseling prescribed by a substance abuse professional, if any, and prior to his return to the performance of a safety-sensitive function. Before a covered driver may return to the performance of safety sensitive functions, he/she must undergo return to duty testing with an alcohol test result indicating a Blood Alcohol Content of less than .02 and a drug test indicating a verified negative result for illegal drugs.

## **f. Follow-up Testing**

Follow-up tests are given following a driver's return to duty for a violation of these procedures. This is an unannounced test, given at least six (6) times within the first twelve (12) months with the actual frequency and number of tests determined by the Substance Abuse Professional (SAP), but in no event may the follow up testing continue for a period beyond 60 months from the covered driver's return to duty. The Substance Abuse Professional may terminate the requirement of follow up testing at any time after the first six (6) tests have been administered if (s) he determines that follow-up testing is no longer necessary. This testing is separate from and in addition to random testing. Employees who are subject to follow up testing will remain in the pool for random testing.

Drivers covered by this paragraph are subject to alcohol testing as follows:

Immediately prior to the start of duty in a safety sensitive function, or during duty hours in a safety sensitive function, or immediately following completion of duty in a safety sensitive function. Follow-up drug testing may be conducted at any time the covered driver is on duty for the District.

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## **V. Definitions**

See Appendix A.

## **VI. Drug & Alcohol Testing Procedures**

### **Alcohol:**

Alcohol testing will be administered by a Breath Alcohol Technician (BAT) certified by the completion of a NHTSA model course, trained in utilizing an evidential breath testing device (EBT) that conforms to the requirements promulgated at The Department of Transportation 49 CFR part 40.51. The EBT used for testing shall meet the standards promulgated at The Department of Transportation 49 CFR part 40.53 and have a quality assurance plan (QAP) developed by the manufacturer to insure proper calibration. Testing will be conducted in a location that affords visual and aural privacy to individuals being tested. If the initial test reveals a blood alcohol concentration of .02 or greater a confirmatory test must be performed. The confirmatory test will produce the only result from which disciplinary action may be taken. If the blood alcohol concentration is .02 or greater, but less than .04 the covered driver will be suspended from performing safety-sensitive functions for 24 hours. Disciplinary action may be taken for any test results of .02 or greater. If the blood alcohol concentration is .04 or greater the covered driver will be suspended from the performance of safety sensitive functions for an indefinite period.

### **Drugs:**

A Department of Health and Human Services certified laboratory will perform drug testing on urine samples provided by covered drivers. The drugs for which tests will be conducted are:

- a. Marijuana (THC)
- b. Cocaine
- c. phencyclidine (PCP)
- d. Opiates
- e. Amphetamines
- f. Any other drug for which Department of Transportation authorizes or requires may be a subject of these tests.

The cutoff levels for these drugs will conform to those promulgated at The Department of Transportation 49 CFR Part 40.

The District and the certified laboratory will conduct the collection, shipment, testing and chain-of-custody in a manner promulgated under The Department of Transportation Rule 49 CFR Part 40 to insure the integrity of the testing process. The split urine specimen methods of testing will

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be utilized providing one sample for preliminary screening and initial confirmation, and a second sample for a second confirmation test if needed at a later date. If the first specimen is verified as positive, the driver may, at his or her option, have a second sample sent for a confirmation test. Notice of the driver's intent to exercise this option shall be sent to the Medical Review Officer within 72 hours. **The cost for testing this split sample will be the employee's responsibility.** The Medical Review Officer will conduct a final review of all positive test results to assess possible alternative medical explanations for the results. A positive drug test may be deemed negative by the Medical Review Officer upon clear and convincing evidence that the drug was prescribed by a licensed physician familiar with the driver's medical history and job duties.

## **Alcohol and Drugs:**

1. The District will ensure that alcohol and drug test information is maintained in a confidential manner in conformity with the Department of Transportation Rule 49 CFR Part 40.
2. The District will ensure that all contracts between the District and any other entity involved in the alcohol and drug testing program will comply with the procedures set forth in the Department of Transportation Rule 49 CFR Part 40.
3. The District will conform to the requirements in the Department of Transportation Rule 49 CFR Part 40 in all aspects.

## **Uncompleted Testing:**

If a screening or confirmation test cannot be completed, or if an event occurs that would invalidate the test, the Breath Alcohol Technician, shall, if practicable begin a new screening or confirmation test, as applicable, e.g., using a new breath alcohol testing form with a new sequential test number (in the case of a screening test conducted on an EBT that meets the requirements of 40.53(b) or in the case of a confirmation test.)

## **VII. Refusal to Submit to Testing:**

A covered driver shall not refuse to submit to a post-accident alcohol or drugs test required under these procedures, a random alcohol or drugs test required under these procedures, a reasonable suspicion alcohol or drugs test required under these procedures, or a follow-up alcohol or drugs test required under these procedures. The District will not permit any covered driver to perform safety sensitive functions subsequent to a refusal to submit to a test required under these procedures until the individual is evaluated by a substance abuse professional and completes a substance abuse program designed by a substance abuse professional, if any, and undergoes a return to duty alcohol test revealing a Blood Alcohol Content of less than .02 and a drug test with a verified negative result. In other words, a refusal to submit to testing is the equivalent of an alcohol test revealing a Blood Alcohol Content of .04 or greater or a controlled substances test with a positive result. A refusal to be tested shall be defined as a refusal by an employee to



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complete and sign the breath alcohol testing form or to complete the drug screening chain of custody form, to provide breath, to provide an adequate amount of breath, to provide an adequate amount of urine or otherwise to cooperate with the testing process in a way that prevents the completion of the test. The Breath Alcohol Technician or collector shall record such refusal in the remarks section of the form. The testing process shall then be terminated and the Breath Alcohol Technician or collector shall immediately notify the District.

## **VIII. Prohibited Conduct**

### **A. Alcohol:**

1. No covered driver shall report for duty or remain on duty requiring the performance of safety sensitive functions while having an alcohol concentration of 0.04 or greater. The District shall not permit the covered driver to perform or continue to perform safety sensitive functions if it has actual knowledge that a driver has an alcohol concentration of 0.04 or greater.
2. A covered driver shall not be on duty or operate a commercial motor vehicle while the covered driver possesses alcohol. The District shall not permit the covered driver to drive or continue to drive a commercial motor vehicle if it has actual knowledge that a driver possesses alcohol.
3. A covered driver shall not use alcohol while performing safety sensitive functions. The District shall not permit the driver to perform or continue to perform safety-sensitive functions if it has actual knowledge that a driver is using alcohol while performing safety-sensitive functions.
4. No covered driver shall perform safety-sensitive functions within eight (8) hours after using alcohol. The District shall not permit the driver to perform or continue to perform safety-sensitive functions if it has actual knowledge that a driver has used alcohol within eight (8) hours.<sup>1</sup>
5. A covered driver required to take a post-accident alcohol test shall not use alcohol for eight (8) hours following the accident, or until he/she undergoes a post-accident alcohol test, whichever is first.

<sup>1</sup> The State of New York Department of Motor Vehicles Commissioner's Regulations Part 6 Article 19-A 509-1 (1a) No person shall consume a drug, controlled substance, or an intoxicating liquor, regardless of its alcoholic content, or be under the influence of an intoxicating liquor or drug, within eight hours before going on duty or operating, or having physical control of a bus.

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## **B. Drugs:**

1. The District will not permit a covered driver to perform safety-sensitive functions who has used, any illegal drug or controlled substance *except when the use is pursuant to the instructions of a physician who has advised the District that the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle. It is the driver's responsibility to notify the District if this situation is applicable.*
2. Independent of the requirements of the Omnibus Transportation Employee Testing Act of 1991 and the regulations promulgated thereunder, the covered driver must notify the District that he/she is using controlled substances pursuant to the instructions of the physician who has advised the driver that the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle.

A covered driver shall not refuse to submit to either test

## **IX. Referral, Evaluation and Treatment:**

1. The District shall make available to the covered driver information regarding the resources available for evaluating and resolving problems associated with the misuse of alcohol and use of drugs, including the names, addresses, and telephone numbers of Substances Abuse Professionals and counseling and treatment programs.
2. The District shall ensure that each covered driver who engages in conduct prohibited by these procedures shall be evaluated by a Substance Abuse Professional who shall determine what assistance, if any, the employee needs in resolving problems associated with alcohol misuse and drug use. **The costs associated with this evaluation shall, to the extent available, be covered by the District's health insurance plan.**
3. Before a covered driver returns to duty requiring the performance of a safety-sensitive function after engaging in conduct prohibited by these procedures, the covered driver shall undergo a return to duty alcohol test with a result indicating an alcohol concentration of less than 0.02 if the conduct involved alcohol, or a drug test with a verified negative result if the conduct involved a controlled substance. (See below for conduct involving use of a controlled substance).
4. Each covered driver identified as needing assistance in resolving problems associated with alcohol misuse or drug use shall;

a.be evaluated by a Substance Abuse Professional to determine if the covered driver has properly followed any rehabilitation program prescribed under paragraph 2 of these procedures.

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b. shall be subjected to unannounced follow-up alcohol and drug tests administered by the District following the covered driver's return to duty. The number and frequency of such follow-up tests shall be as directed by the Substance Abuse Professional, and consist of at least six (6) tests in the first twelve (12) months following the covered driver's return to duty. The District may direct the covered driver to undergo return-to duty and follow-up testing for both alcohol and drug, if the substance abuse professional determines that return-to-duty and follow-up testing for both alcohol and drugs is necessary for that particular covered driver. Such testing shall be in conformance with these procedures and the requirements of 49 CFR Part 40. Follow up testing shall not exceed sixty (60) months from the date of the covered driver's return to duty. The Substance Abuse Professional may terminate the requirement at any time after the first six (6) tests have been administered, if the Substance Abuse Professional determines that such testing is no longer necessary.

c. the evaluation and rehabilitation may be provided by the District. by a Substance Abuse Professional under contract with the District or by a Substance Abuse Professional not affiliated with the District. **The costs associated with this evaluation shall, to the extent available, be covered by the District's health insurance plan.**

d. The District shall take efforts to insure that a Substance Abuse Professional who determines that a covered driver requires assistance in resolving problems with alcohol misuse or drug use does not refer the covered driver to the Substance Abuse Professional's private practice, or to a person or organization from which the Substance Abuse Professional receives remuneration, or in which the Substance Abuse Professional has a financial interest.

e. the requirements of this section with respect to referral, evaluation and rehabilitation do not apply to applicants who refuse to submit to a **pre-duty** drug test or who have a **pre-duty** drug test with a verified positive test result.

## **X. Consequences for Covered Drivers:**

A covered driver shall not perform safety-sensitive functions, including driving a commercial motor vehicle, if the covered driver has engaged in conduct prohibited by these procedures or an alcohol or drug rule of any Department of Transportation agency.

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The District will not permit any driver to perform safety-sensitive functions, including driving a commercial motor vehicle, if said driver has tested positive for alcohol and/or drugs. The District will not permit any covered driver found to have a blood alcohol concentration of at least .02 and less than .04 to perform a safety-sensitive functions for 24 hours following the administration of the test. A covered driver found to have a blood alcohol concentration of .02 or greater but less than .04 shall receive a 24-hour suspension from the performance of safety-sensitive functions.

Consequences for violating these procedures will include: suspension from the performance of safety-sensitive functions; "discipline up to and including termination may be assessed". Referral to a Substance Abuse Professional, the requirement that a Substance Abuse Professional certify the covered driver's completion of a prescribed substance abuse program, if any, and the requirement that the covered driver pass an alcohol test with a Blood Alcohol Content of less than .02 or controlled substance test prior to the return to the performance of a safety-sensitive functions.

Independent of the requirements of the Omnibus Transportation Employee Testing Act of 1991 and the regulations promulgated thereunder, covered drivers who have been found to have violated the prohibited conduct under these procedures:

1. Will be immediately **suspended** from their safety-sensitive function **with or without pay**;
2. If the violation is for the illegal use or possession of **drugs** in accordance with these procedures and after a review of all pertinent facts leading to the suspension, the covered driver **may be terminated**.
3. If, a covered driver refuses to participate in a post-accident drug test, a reasonable suspicion drug test, a random drug test or a follow-up drug test, the covered driver may be terminated.
4. If, the use of alcohol registers on the EBT with an alcohol content of 0.02 to 0.0399 (but less than 0.04), the covered driver shall be advised to seek assistance and/or counseling through the District's EAP or other similar service agency. Covered drivers may be subject to discipline, including discharge, in addition to or in lieu of being advised or directed to seek assistance. A second violation for the use of alcohol under these procedures may result in a suspension with or without pay pending a review of the employee's work record for disciplinary action, up to and including discharge.

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5. If, the use of alcohol registers on the EBT with an alcohol content 0.04 or greater, the covered driver shall be directed to seek assistance and/or counseling through District's EAP or other similar service agency. Covered drivers may be subject to discipline, including discharge, in addition to or in lieu of being advised or directed to seek assistance. A second violation for the use of alcohol under these procedures may result in a suspension with or without pay pending a review of the employee's work record for disciplinary action, up to and including discharge pursuant to Section IX herein.
6. The above actions shall be taken in accordance with the provisions of the employee's collective bargaining agreement, or §75 of the Civil Service Law, where applicable.

## **XI. Employee Notification:**

The District shall provide a copy of these procedures to each covered driver and to his/her collective bargaining agent. Each covered driver is required to sign and date a statement certifying that (s)he has received this information and that (s)he understands that violation of the procedures and/or regulations may be grounds for termination of employment, in a manner consistent with applicable law, procedures and/or bargaining agreements. The District shall maintain the original signed certification for a minimum of two (2) years and shall provide a copy of the certification to the covered driver. The District will provide a copy of the regulation to any covered driver upon their request.

## **XII. Savings Clause:**

If any provision of these procedures is determined in a tribunal of competent jurisdiction to be inconsistent with any superseding legal requirements, that provision shall be considered modified or deleted so as to comply with the superseding legal requirements, without any effect on the remaining procedure provisions.

## **APPENDIX A**

### **DEFINITIONS**

#### **a. Alcohol**

The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohol, including methyl and isopropyl alcohol.

**b. Alcohol Use** The consumption of any beverage, mixture, or preparation, including any medication containing alcohol.

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**c. Breath Alcohol Technician (BAT)**

An individual who operates an evidential breath testing device and instructs and assists individuals in the alcohol testing process.

**d. Blood Alcohol Content**

Blood Alcohol Concentration (Blood Alcohol Content) is the content of alcohol in an individual's blood.

**e. Commercial Motor Vehicle**

A motor vehicle or a combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle:

1. has a gross combination weight of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight rating of more than 10,000 pounds; or
2. has a gross vehicle weight rating of 26,001 or more pounds; or
3. is designed to transport 16 or more passengers, including the driver; or
4. is of any size and is used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act and which require the motor vehicle to be placarded under the Hazardous Material Regulations. (49 CFR Part 172, Subpart F).

**f. Confirmation Test**

In drug testing, a second analytical procedure to identify the presence of a specific drug or metabolite that is independent of the screening test and that uses a different technique and chemical principle from that of a screening test in order to ensure reliability and accuracy. Gas chromatography/mass spectrometry (GC/MS) is the only authorized confirmation method for cocaine, marijuana, opiates, amphetamines, and phencyclidine. In alcohol testing a second test following a screening test with a result of .02 or greater, that provides quantitative data of alcohol concentration.

**g. Covered Driver**

District employees or contractors who drive children on behalf of the District and applicants for employment with the District who are applying to positions which may require children to be driven on behalf of the District (for the purpose of pre-duty testing only).

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## **h. Drug and Alcohol Coordinator**

The Drug and Alcohol Coordinator shall be the BOCES Drug and Alcohol Coordinator - Richard Shaw, who shall be located at East River Road, Norwich NY 13815 and may be reached at (607) 335-1249.

## **i. Evidential Breath Testing Device (EBT)**

A device approved by the National Highway Traffic Safety Administration (NHTSA) for the evidential testing of breath and placed on NHTSA's Conforming Product's List of Evidential Breath Measurement Devices (CPL).

## **j Medical Review Officer (MRO)**

A licensed physician responsible for receiving laboratory results generated by the District's drug test program, who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual's positive test result together with his or her medical history and any other relevant biomedical information.

## **k. Refusal to Submit**

A covered driver who (1) fails to provide adequate breath for testing without a valid medical explanation after he or she has received a notice of the requirement for the breath testing; (2) fails to provide adequate urine for drugs testing without a valid medical explanation after he or she has received notice of the requirement for urine testing; (3) engages in conduct that clearly obstructs the testing process; or (4) otherwise refuses to submit, will be classified as having refused to submit to an alcohol or drug test. A refusal to submit to either an alcohol or drug test will carry the same consequences as a failure of a required test.

## **l. Screening Test**

An alcohol testing, means an analytical procedure to determine whether a driver may have a prohibited concentration of alcohol in his or her system. In drug testing, an immunoassay procedure to eliminate "negative" urine specimens from further consideration.

## **m. Safety Sensitive Function**

Any of those on-duty functions (promulgated at 49 CFR §395.2 On-Duty time) as listed below:

1. All time at a carrier or shipper plant, terminal, facility, or other property, waiting to be dispatched, unless the driver had been relieved from duty by the District.

2. All time inspecting equipment as required by the Federal Motor Carrier Safety Regulations (FMCSR's), or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at anytime

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3. All time spent at the driving controls of a commercial motor vehicle in operation.
4. All time, other than driving time, spent on or in a commercial motor vehicle (except for time spent resting in the sleeper berth).
5. All time spent loading or unloading a commercial motor vehicle, supervising, or assisting in the loading or unloading, attending a vehicle, or in giving or receiving receipts for shipments loaded or unloaded.
6. All time spent performing the driver's requirements associated with an accident promulgated at 49 CFR §§392.40 and 392.41.
7. All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

## **n. Substance Abuse Professional**

A substance abuse professional means a licensed physician (Medical Doctor or Doctor of Osteopathy), or a licensed or certified psychologist, social worker, employee assistance professional, or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and drugs-related disorders.





# GILBERTSVILLE-MOUNT UPTON CENTRAL SCHOOL

Office of the Superintendent

## MEMORANDUM

**Annette D. Hammond**  
Superintendent

**Sheila Nolan**  
District Clerk  
Administrative Assistant  
to the Superintendent

**Heather Wilcox**  
Acting PK-12 Principal

**Dorothy Iannello**  
District Treasurer

**Joe Zaczek**  
Transportation Supervisor

**Alan Digsby**  
Buildings and Grounds  
Supervisor

**Susan Sebeck**  
Food Service Manager

**Eric Voorhees**  
Technology Director  
CIO

To: GMU Board of Education  
Annette Hammond *Sheila Nolan*  
From: Sheila Nolan, District Clerk  
Date: February 6, 2019  
Re: Result of the Special School District Meeting (Bus Vote)  
5 February 2019

The result of the election held at the 5 February 2019 Special District Meeting is as follows:

### PROPOSITION 1

Shall the following resolution be adopted, to-wit: RESOLVED, shall the Gilbertsville-Mount Upton Central School District, Otsego County, New York, be authorized to purchase two 66-passenger school buses and to expend therefore a maximum estimated cost not to exceed two hundred forty nine thousand five hundred dollars (\$249,500.00), including incidental expenses in connection therewith, and that \$249,500.00 Capital Reserve Fund monies shall be used to pay the cost thereof

YES Votes 57

NO Votes 12

The **PROPOSITION** was approved.

### PROPOSITION 2

Shall the following resolution be adopted to-wit: RESOLVED, shall the Board of Education of the Gilbertsville-Mount Upton Central School District be authorized to establish a capital reserve fund pursuant to Section 3651 of the Education Law to be designated "Vehicle and Equipment Reserve Fund" in order to pay costs of the purchase of the school transportation vehicles and maintenance equipment, and, in order to accomplish the same, said Board is hereby authorized to establish the ultimate amount of such Reserve Fund not to exceed \$500,000, plus accrued interest and other investment earnings thereon, with a probable term of ten years and, to appropriate annually from available fund balance and/or other legally available funds of the School District to such Reserve Fund.

YES Votes 55

NO Votes 14

The **PROPOSITION** was approved.

<b>January 2019 Regents Results</b>
-------------------------------------

**Test:** Common Core ELA **Total Students Tested:** 3

Grade Range	Regular Education				Special Education				Total Students				Percentage	
	M	F	T	%	M	F	T	%	M	F	T	%	65 +	55 +
85 - 100	1	1	2	66%					1	1	2	66%	100%	100%
65 - 84						1	1	33%		1	1	33%		
55 - 64														
54 and Below														
<b>Retakes:</b>	<b>3</b>			<b>No Show(s):</b>	<b>0</b>									

**Test:** Global History **Total Students Tested:** 3

Grade Range	Regular Education				Special Education				Total Students				Percentage	
	M	F	T	%	M	F	T	%	M	F	T	%	65 +	55 +
85 - 100													33%	33%
65 - 84														
55 - 64		1	1	33%						1	1	33%		
54 and Below		2	2	66%						2	2	66%		
<b>Retakes:</b>	<b>3</b>			<b>No Show(s):</b>										

**Test:** US History **Total Students Tested:** 1

Grade Range	Regular Education				Special Education				Total Students				Percentage	
	M	F	T	%	M	F	T	%	M	F	T	%	65 +	55 +
85 - 100	1		1	100%					1		1	100%	100%	
65 - 84														
55 - 64														
54 and Below														
<b>Retakes:</b>	<b>1</b>			<b>No Show(s):</b>										

<b>January 2019 Regents Results</b>
-------------------------------------

Test: **Earth Science** Total Students Tested: **0**

Grade Range	Regular Education				Special Education				Total Students				Percentage	
	M	F	T	%	M	F	T	%	M	F	T	%	65 +	55 +
85 - 100														
65 - 84														
55 - 64														
54 and Below														
<b>Retakes:</b>	0			<b>No Show(s):</b>	0									

Test: **Living Environment** Total Students Tested: **1**

Grade Range	Regular Education				Special Education				Total Students				Percentage	
	M	F	T	%	M	F	T	%	M	F	T	%	65 +	55 +
85 - 100														
65 - 84		1	1	100%						1	1	100%	100%	100%
55 - 64														
54 and Below														
<b>Retakes:</b>	1			<b>No Show(s):</b>										

Test: **Chemistry** Total Students Tested: **0**

Grade Range	Regular Education				Special Education				Total Students				Percentage	
	M	F	T	%	M	F	T	%	M	F	T	%	65 +	55 +
85 - 100														
65 - 84														
55 - 64														
54 and Below														
<b>Retakes:</b>				<b>No Show(s):</b>										

Test: **Physics** Total Students Tested: **0**

Grade Range	Regular Education				Special Education				Total Students				Percentage	
	M	F	T	%	M	F	T	%	M	F	T	%	65 +	55 +
85 - 100														
65 - 84														
55 - 64														
54 and Below														
<b>Retakes:</b>				<b>No Show(s):</b>										

Gilbertsville-Mt. Upton Central School

**January 2019 Regents Results**

Test: **Geometry**

Total Students Tested: **0**

Grade Range	Regular Education				Special Education				Total Students				Percentage		
	M	F	T	%	M	F	T	%	M	F	T	%	65 +	55 +	
85 - 100															
65 - 84															
55 - 64															
54 and Below															
Retakes:				No Show(s):											

Test: **Algebra I**

Total Students Tested: **3**

Grade Range	Regular Education				Special Education				Total Students				Percentage		
	M	F	T	%	M	F	T	%	M	F	T	%	65 +	55 +	
85 - 100													33%	66%	
65 - 84	1		1	33%					1		1	33%			
55 - 64					1		1	33%	1		1	33%			
54 and Below						1	1	33%		1	1	33%			
Retakes:		3		No Show(s):											

Test: **Algebra II**

Total Students Tested: **4**

Grade Range	Regular Education				Special Education				Total Students				Percentage		
	M	F	T	%	M	F	T	%	M	F	T	%	65 +	55 +	
85 - 100													75%	100%	
65 - 84	1	1	2	50%		1	1	25%	1	2	3	75%			
55 - 64		1	1	25%						1	1	25%			
54 and Below															
Retakes:		4		No Show(s):											

Gilbertsville-Mount Upton Central School Board of Education

Regular Meeting

16 January 2019

Board Room D131

Members present at the start of the meeting were President, Jeremy Pain, Vice-President Ethan Eberly, Patricia Dunham, Mark Muller, Larry Smith and two guests.

Member Hillary Giuda-Philpott arrived at 6:34 pm.

Member Barbara Hill was absent.

Others present were Superintendent Annette Hammond, District Clerk Sheila Nolan and District Treasurer Dorothy Iannello.

The meeting was called to order at 6:30 P.M. by President Pain, who led the Pledge of Allegiance. ORDER

-The board acknowledged a thank you card from Nancy Parshall for the Holiday Luncheon. COMMUNICATIONS

-The board acknowledged a letter of resignation from board member Mark Muller. The board was in consent to move forward with filling the vacant board seat.

The Superintendent provided the following Positive Highlights: POSITIVE HIGHLIGHTS

-The Healthy Kids Extended Day Program is moving forward with licensing and putting together staffing.

-PK-2 students were honored at the December Award Ceremony that was held on December 7.

-Vice-President, Ethan Eberly presented at our Career Presentation Day.

-January 25 was the end of a successful first semester.

-Reminder that the 5-7 Junior Musical of "Doo Wop Wed Widing Hood" will be held on January 18 & 19.

-GMU is participating in a Plastic Film Recycling Program.

-Construction on the School based Health Center will begin over Spring Break. The District plans to have the Health Center open for the start of the 2019-20 school year.

-GMU launched their release on January 16 of the new redesigned website.

-The GMU Clay Target League is showing positive interest from parents & students.

The board received information on the following: INFO FOR MEMBERS

-The board was updated on the cancelation of an upcoming board retreat until further notice due to the resignation of Member Mark Muller.

No topics were raised from the floor. PUBLIC COMMENT

-District Treasurer Dorothy Iannello informed the Board of the Executive State Aid Proposal. REPORTS, Executive State Aid Proposal

The board discussed the following: BOARD DISCUSSION

-Fundraiser ideas for the BOE Scholarship.

Minutes from the 12 December 2018 regular meeting were unanimously approved on a motion by Giuda-Philpott, seconded by Dunham. For the motion five, opposed none. Motion carried.

MINUTES

Minutes from the 21 December 2018 special meeting were unanimously approved on a motion by Dunham, seconded by Eberly. For the motion five, opposed none. Motion carried.

The proposed 16 January 2019 Regular Consent Agenda was unanimously adopted as amended on a motion by Smith, seconded by Eberly. For the motion five, opposed none. Motion carried.

AGENDA

Board Member Dunham made the motion, seconded by Board Member Eberly, RESOLVED: Upon the recommendation of the Superintendent of Schools, to accept/approve the 16 January 2019 CSE/CPSE Consent Agenda. The meeting dates include December 19 & 20, 2018 and January 4, 2019. For the motion five, opposed none. Motion carried.

CSE/CPSE CONSENT  
AGENDA

Board Member Eberly made the motion, seconded by Board Member Dunham, RESOLVED: Upon the recommendation of the Superintendent of Schools, to accept/approve the 16 January 2019, Financial Consent Agenda. For the motion five, opposed none. Motion carried.

FINANCIAL CONSENT  
AGENDA

#### **Financial Reports**

To accept the financial reports for December 2018.

#### **Fuel Bids**

To approve the following fuel bids for the 2019-20 school year:

- #2 Fuel Oil – Buell Fuels – Fixed Price - \$2.0063/gallon
- Unleaded Gas – Mirabito – Market plus Escalator Rate = \$.1950
- Ultra Low Sulfur Diesel Fuel – Fixed Price – Mirabito - \$2.2273
- Blended Fuel (30/70) – Fixed Price – Mirabito - \$2.3193
- Blended Fuel (50/50) – Fixed Price – Mirabito - \$2.3806
- Propane Bid – Fixed Price – Mirabito - \$1.3910

#### **Lowe's Grant**

To accept the 2018 Lowe's Toolbox for Education grant in the amount of \$5,000 for the Math & Movement Family Night project from the Lowe's Charitable and Educational Foundation.

#### **Unit Cost Methodology**

To approve the 2019-2020 Unit Cost Methodology for DCMO BOCES Shared Services as indicated in the DCMO BOCES Services Guide.

Board Member Giuda-Philpott made the motion, seconded by Board Member Dunham, RESOLVED: Upon the recommendation of the Superintendent of Schools, to accept/approve the 16 January 2019, Personnel Consent Agenda. For the motion five, opposed none. Motion carried.

PERSONNEL CONSENT  
AGENDA

**Retirement**

To accept the retirement of Gerrit Bakhuizen, Jr. effective June 30, 2019 with regret and gratitude for his years of service.

**Maternity Leave**

To approve a maternity leave for Cierra Stafford beginning on or about June 9, 2019 with an expected return date of November 4, 2019.

**FMLA**

To approve a family medical leave for Cierra Stafford for the months of September & October 2019, with an expected return date of November 4, 2019.

**Maternity Leave**

To approve a maternity leave for Lauren Weidman beginning on or about March 8, 2019, with an expected return date of May 31, 2019.

**FMLA**

To approve a family medical leave for Lauren Weidman beginning on or about April 23, 2019, with an expected return date of May 31, 2019.

**Resignation**

To accept the resignation of Nathan Cutting as the MS/HS Science Teacher, effective February 6, 2019.

**Rescind Trap Shooting Co-Advisor Appointment**

To rescind the appointment of Nathan Cutting as the in-district co-advisor for the Trapshooting Team for the 2018-19 school year.

**Co-Advisors**

To appoint Larisa Waghorn as our in-district co-advisor for the Trapshooting Team for the 2018-19 school year.

**Termination of Bus Monitor**

To approve the termination of Katie Gross as bus monitor for the 2018-19 school year, effective immediately.

**Bus Monitor**

To appoint Charles Seha as bus monitor for the 2018-19 school year. His effective date is January 17, 2019.

**Mentor Appointment**

To appoint Jaime Sherwood as mentor for Jacqueline Marsh for the second semester of the 2018-19 school year.

**Girls on the Run Volunteer Coaching**

**Recommendation**

To appoint Jennifer Keuhn and Sarah Eberly as volunteer coaches for the 2018-19 Girls on the Run.

**Substitute**

To approve Felicia Musson as a non-certified substitute for the 2018-19 school year, effective January 22, 2019.

Board Member Eberly made the motion, seconded by Board Member Dunham, RESOLVED: Upon the recommendation of the Superintendent of Schools, to accept/approve the 16 January 2019 New Items Consent Agenda. For the motion five, opposed none. Motion carried.

NEW ITEMS CONSENT  
AGENDA

**Small Capital Outlay Project Agreement**

To approve the small capital outlay project agreement with A. Treffeisen & Son, Inc. for the 2018-2019 school year.

**Abolishment of Board Policies Section 4000-**

**Administration**

To approve the abolishment of the listed Board Policies as unnecessary or restating law on behalf of the Superintendent and Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP

**Administration**

4110-School Administration  
4120-Administrative Personnel

**Administrative Operations**

4210-Administrative Organization and Operation  
4211-Line Responsibility  
4212-Organizational Chart  
4220-Abolishing an Administration Position  
4230-Administrative Authority during Absence of Superintendent of Schools  
4240-Administrative Latitude in Absence of Board Policy  
4250-Use of Committees  
4260-Evaluation of the Superintendent and other Administrative Staff

**Central Office and Building Administration**

4310-Superintendent of Schools  
4320-Superintendent-Board of Education Relations  
4330-Administrative Staff

**Compensation and Related Benefits**

4410-Professional Development Opportunities  
4420-Compensation and Related Benefits

**Sports Merger**

To approve the following sports merger for the 2018-19 school year:  
Modified & Varsity Baseball-GMU & Unadilla Valley

**Sports Merger**

To approve the following sports merger for the 2018-19 school year:  
Modified & Varsity Track & Field-GMU & Morris

**Surplus**

To approve the following surplus of two machines: a Milwaukee Sander and a Milwaukee Compound Miter Saw.

The board convened in executive session at 6:50 p.m. to discuss concerns of a teacher, transportation personnel and CSEA negotiations on a motion by Smith, seconded by Giuda-Philpott and passed unanimously.

EXECUTIVE SESSION

The board reconvened in open session at 7:23 p.m. on a motion by Eberly, seconded by Dunham and passed unanimously.

No topics raised from the floor.

PUBLIC COMMENT

The meeting adjourned at 7:23 p.m. on a motion by Eberly, seconded by Dunham, and passed unanimously.

ADJOURNMENT



**GILBERTSVILLE-MT. UPTON CENTRAL SCHOOL**  
**693 STATE HIGHWAY 51**  
**GILBERTSVILLE, NEW YORK 13776**  
**(607)783-2207**

TO: Board of Education

FROM: Kimberly A.P.Degear  
Director of Special Education

RE: Recommendations Regarding Students with Disabilities

DATE: February 7, 2019

The following were reviewed by the CSE/CPSE Committee(s) at its meeting of January 11<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup>, 31<sup>st</sup>, and February 6<sup>th</sup>, 2019. The CSE/CPSE Committee's recommendations regarding each student are set forth here. The tests, reports or other information upon which the recommendations are based, and a summary of the discussions, deliberations, and rationale for the recommendations are available upon request.

We hope that this information assists the Board in preparing its agenda to review these recommendations. If there is any further information, which may be needed regarding any of these recommendations, please let me know.

**Gilbertsville-Mt. Upton Board of Education**  
**Regular Meeting**  
**Wednesday, February 13, 2019**

**Financial Consent Agenda**

The Board of Education will be asked to accept/approve the following Financial Consent Agenda as recommended by the Superintendent of Schools:

**Financial Reports (encl F1)**

To accept the financial reports for January 2019.

**Gilbertsville-Mt. Upton CSD**

**Check Warrant Report For A - 14: Cash Disbursement For Dates 1/1/2019 - 1/31/2019**



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
27292	01/02/2019	2209	BLUEOX ENERGY	238	209.33
27293	01/02/2019	248	DOUG EXLEY		268.00
27294	01/02/2019	206	DROGEN ELECTRIC SUPPLY	318	314.28
27295	01/02/2019	2109	MICROBAC LABORATORIES, INC	278	119.36
27296	01/02/2019	1460	PRICE CHOPPER OPER. CO. INC	329	44.36
27297	01/02/2019	1552	REINHARDT HOME HEATING	281	2,765.08
27298	01/02/2019	72	THE BLAKE GROUP	495	84.36
27299	01/03/2019	1608	ASHLEY HUGHES		23.09
27300	01/03/2019	2495	BIG APPLE MUSIC	223	40.00
27301	01/03/2019	350	J.W. PEPPER & SON INC	474	63.99
27302	01/03/2019	948	MARY IMOGENE BASSETT HOSPITAL	255	987.48
27303	01/03/2019	437	MODULAR MECHANICAL SERVICE	384	120.00
27304	01/03/2019	1552	REINHARDT HOME HEATING	280	14,244.31
27305	01/03/2019	1885	RURAL SCHOOLS ASSOCIATION	480	150.00
27306	01/03/2019	677	SCHOOL HEALTH CORPORATION	391	219.95
27307	01/03/2019	2254	US BANK EQUIPMENT FINANCE	333	656.00
27308	01/03/2019	830	VASCO BRAND INC	373	72.36
27309	01/04/2019	2196	PITNEY BOWES INC	265	2,500.00
27310	01/08/2019	2629	BROWN & BROWN OF GARDEN CITY INC	276	5,765.84
27311	01/08/2019	2031	COOK BROS. TRUCK PARTS	241	4.51
27312	01/08/2019	3109	DORIS MOENNICH		967.60
27313	01/08/2019	206	DROGEN ELECTRIC SUPPLY	318	16.34
27314	01/08/2019	2782	EASTERN	274	121.00
27315	01/08/2019	265	FOUR WINDS HOSPITAL		512.00
27316	01/08/2019	272	FRONTIER COMMUNICATIONS	334	704.71
27317	01/08/2019	1834	Gillee's Auto Truck & Marine	233	219.56
27318	01/08/2019	327	HOGAN & SARZYNSKI LYNCH, DEWIND & GREGORY, LLP	353	817.77
27319	01/08/2019	407	MATTHEWS BUSES INC	248	72.80
27320	01/08/2019	495	NYS ENVIRONMENTAL CONSERVATION		110.45
27321	01/08/2019	1665	OVERHEAD DOOR CO OF BINGHAMTON		290.00
27322	01/08/2019	560	PASCO INC.	502	916.92
27323	01/08/2019	607	PUTNAM PEST CONTROL INC	345	55.00
27324	01/08/2019	1685	SCOVILLE-MENO CHEVROLET INC.	249	26.00
27325	01/08/2019	817	UPS		46.80
27326	01/08/2019	830	VASCO BRAND INC	373	75.02
27327	01/08/2019	1025	VOLO'S AUTO SUPPLY	250	53.15
27328	01/11/2019	2209	BLUEOX ENERGY	238	201.06
27329	01/11/2019	2635	Excellus Health Plan - Group	231	16,667.90
27330	01/11/2019	2406	HEATHER WILCOX		46.76
27331	01/11/2019	2572	NY44 Health BenefitsPlan Trust	230	141,231.75
27332	01/11/2019	508	NYS UNEMPLOYMENT INSURANCE	307	44.59
27332	01/11/2019	508	**VOID** NYS UNEMPLOYMENT INSURANCE	307	-44.59
27333	01/11/2019	1460	PRICE CHOPPER OPER. CO. INC	329	80.23
27334	01/11/2019	660	SARGENT - WELCH	148	3.76
27335	01/14/2019	188	DCMO BOCES	364	2,493.80

Gilbertsville-Mt. Upton CSD

Check Warrant Report For A - 14: Cash Disbursement For Dates 1/1/2019 - 1/31/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
27336	01/14/2019	318	HILL & MARKES INC.	483	1,014.30
27337	01/14/2019	2518	Hummel's Office Plus	507	40.57
27338	01/14/2019	1809	LOWE'S	235	50.95
27339	01/14/2019	1460	PRICE CHOPPER OPER. CO. INC	299	44.59
27340	01/14/2019	1975	RIFANBURG LAWN & LANDSCAPE	461	1,660.00
27341	01/14/2019	659	SANICO INC.	317	624.35
27342	01/14/2019	817	UPS		22.91
27343	01/15/2019	449	NASCO	462	123.25
27344	01/15/2019	547	OTSEGO ELECTRIC COOP.	336	7,964.54
27345	01/15/2019	680	SCHOOL SPECIALTY	500	55.61
27346	01/16/2019	54	AT & T	363	72.91
27347	01/16/2019	2210	Casella Waste System INC	227	295.66
27348	01/16/2019	971	FISCAL ADVISORS & MARKETING INC		895.00
27349	01/16/2019	1031	HAYES GARAGE DOOR SERVICE	513	340.00
27350	01/16/2019	407	MATTHEWS BUSES INC	248	591.08
27351	01/16/2019	2109	MICROBAC LABORATORIES, INC	278	58.43
27352	01/16/2019	508	NYS UNEMPLOYMENT INSURANCE	307	775.31
27353	01/16/2019	3207	TALK PATH		3,032.50
27354	01/16/2019	830	VASCO BRAND INC	373	313.06
27355	01/16/2019	3208	WILLIAM GILCHREST		208.99
27356	01/17/2019	30	AMAZON.COM	497	400.23
27357	01/23/2019	188	DCMO BOCES		336.60
27358	01/23/2019	188	DCMO BOCES		17,896.00
27359	01/23/2019	350	J.W. PEPPER & SON INC	498	165.99
27360	01/23/2019	1552	REINHARDT HOME HEATING	280	433.07
27361	01/23/2019	1552	REINHARDT HOME HEATING	281	2,290.94
27362	01/23/2019	680	SCHOOL SPECIALTY	485	49.47
27363	01/23/2019	765	THE WATER BOTTLE	282	90.00
27364	01/24/2019	2209	BLUEOX ENERGY	238	330.98
27365	01/24/2019	835	GRAINGER	310	235.14
27366	01/24/2019	350	J.W. PEPPER & SON INC	501	157.24
27367	01/24/2019	2109	MICROBAC LABORATORIES, INC	278	60.93
27368	01/24/2019	609	QUALITY HARDWOODS	288	50.82
27369	01/24/2019	1552	REINHARDT HOME HEATING	280	414.13
27370	01/25/2019	2209	BLUEOX ENERGY	521	99.00
27371	01/25/2019	1583	BUSINESS CARD		91.87
27372	01/25/2019	265	FOUR WINDS HOSPITAL		448.00
27373	01/25/2019	272	FRONTIER COMMUNICATIONS	334	710.73
27374	01/25/2019	659	SANICO INC.	317	785.15
27375	01/25/2019	817	UPS		2.81

Gilbertsville-Mt. Upton CSD

Check Warrant Report For A - 14: Cash Disbursement For Dates 1/1/2019 - 1/31/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
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Number of Transactions: 85

Warrant Total: 237,615.79

Vendor Portion: 237,615.79

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 85 in number, in the total amount of \$237,615.79. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/25/19                      Cindy Ketchum                      Deputy Treas  
 Date                                      Signature                                      Title

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 237,615.79. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1-28                                      Th Zull                                      Internal Claim Auditor  
 Date    Auditor's Signature    Title

Gilbertsville-Mt. Upton CSD

Check Warrant Report For C - 5: Cash Disbursement For Dates 1/1/2019 - 1/31/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
32291	01/11/2019	2062	BIMBO FOODS, INC	374	169.60
32292	01/11/2019	2907	Carlo Masi and Sons Inc.	375	737.50
32293	01/11/2019	280	GINSBERG'S FOODS	376	1,547.58
32294	01/11/2019	3068	HERSHEY'S CREAMERY CO	377	135.60
32295	01/11/2019	3067	INSTANT WHIP-EASTERN NY INC	379	1,145.17
32296	01/11/2019	2371	SYSCO FOOD SVCS OF SYRACUSE	381	981.41
32297	01/14/2019	318	HILL & MARKES INC.	378	777.17
<b>Number of Transactions: 7</b>					
<b>Warrant Total:</b>					<b>5,494.03</b>
<b>Vendor Portion:</b>					<b>5,494.03</b>

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 7 in number, in the total amount of \$ 5,494.03. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/25/19      Cindy Ketchum      Deputy Treas.  
Date    Signature    Title

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 5,494.03. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1-28    [Signature]    Internal Clerk Auditor  
Date    Auditor's Signature    Title

**Gilbertsville-Mt. Upton CSD**

**Check Warrant Report For F - 7: Cash Disbursement For Dates 1/1/2019 - 1/31/2019**



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
40412	01/11/2019	3003	TANYA SCHNABL		800.00
40413	01/18/2019	3003	TANYA SCHNABL		800.00
<b>Number of Transactions: 2</b>					<b>Warrant Total: 1,600.00</b>
					<b>Vendor Portion: 1,600.00</b>

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$ 1,600.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/25/19      Cindy Kitchener      Deputy Treas  
 Date                                  Signature                                  Title

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 1,600.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1-25-19      T. H. Cull      Internal Claims Dept  
 Date                                  Auditor's Signature                                  Title

**Gilbertsville-Mt. Upton CSD**



**Check Warrant Report For H - 6: Cash Disbursement For Dates 1/1/2019 - 1/31/2019**

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
710	01/02/2019	2501	BCK-IBI GROUP A NEW YORK GENERAL PARTNERSHIP	213	740.58
711	01/11/2019	1699	A. TREFFEISEN & SONS	506	3,515.00
712	01/16/2019	2501	BCK-IBI GROUP A NEW YORK GENERAL PARTNERSHIP	334	1,993.55

**Number of Transactions: 3**

**Warrant Total: 6,249.13**  
**Vendor Portion: 6,249.13**

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$ 6,249.13. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/25/19      Cindy Kitchane      Deputy Treas.  
Date                      Signature                      Title

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 6,249.13. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1-25      CPA Conll      Internal Claims Auditor  
Date                      Auditor's Signature                      Title



Gilbertsville-Mt. Upton CSD

Check Warrant Report For TA - 12: Cash Disbursement For Dates 1/1/2019 - 1/31/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
23230	01/17/2019	3152	**VOID** COREY WILSON		-50.00
23233	01/17/2019	3150	**VOID** EATHAN CHARRON		-30.00
23305	01/02/2019	2830	RAQUEL NORTON		105.60
23309	01/08/2019	2650	AFLAC		479.72
23317	01/23/2019	3152	COREY WILSON		50.00
23318	01/23/2019	3150	EATHAN CHARRON		30.00

Number of Transactions: 6

Warrant Total: 585.32  
Vendor Portion: 585.32

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 6 in number, in the total amount of \$ 585.32. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/25/19 Date      Cindy Kistner Signature      Deputy Treasurer Title

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 585.32. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1-25 Date      J.R. Ewell Auditor's Signature      Internal Claims Auditor Title

Gilbertsville-Mt. Upton CSD

Check Warrant Report For TA - 13: January Payroll For Dates 1/1/2019 - 1/31/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
295	01/04/2019	288	GMU PAYROLL ACCOUNT		108,419.38
296	01/04/2019	459	SECURITY BENEFIT LIFE INS		200.00
297	01/04/2019	498	NYS INCOME TAX		5,743.80
298	01/04/2019	810	UNITED STATES TREASURY		34,033.28
299	01/04/2019	873	LEGEND GROUP/ADSERV, THE		2,360.90
300	01/04/2019	2773	MET LIFE		100.00
301	01/18/2019	288	GMU PAYROLL ACCOUNT		101,151.27
302	01/18/2019	459	SECURITY BENEFIT LIFE INS		200.00
303	01/18/2019	496	NYS EMPLOYEES RETIREMENT SYSTE		1,311.79
304	01/18/2019	498	NYS INCOME TAX		5,409.18
305	01/18/2019	810	UNITED STATES TREASURY		32,045.32
306	01/18/2019	873	LEGEND GROUP/ADSERV, THE		2,360.90
307	01/18/2019	2773	MET LIFE		100.00
23306	01/02/2019	188	DCMO BOCES		186.57
23307	01/02/2019	545	OTSEGO COUNTY SHERIFF		9.62
23308	01/02/2019	545	OTSEGO COUNTY SHERIFF		253.26
23310	01/15/2019	1831	ALLSTATE LIFE INS COMP OF NY		36.36
23311	01/15/2019	3079	COMMUNITY BANK		2,827.06
23312	01/15/2019	172	CSEA INC.		1,392.54
23313	01/15/2019	188	DCMO BOCES		186.57
23314	01/15/2019	934	GMU LUNCH FUND		50.00
23315	01/15/2019	507	NYS TEACHERS RETIREMENT SYSTEM		1,249.00
23316	01/15/2019	545	OTSEGO COUNTY SHERIFF		253.26

Number of Transactions: 23

**Warrant Total:** 299,880.06  
**Vendor Portion:** 299,880.06

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 23 in number, in the total amount of \$ 299,880.06 you are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/25/19                      Cindy Kirtzbaum                      Deputy Treas.  
 Date                                      Signature                                      Title

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 299,880.06. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1-18                                      T.A. Cull                                      Internal Claims Director  
 Date                                      Auditor's Signature                                      Title




**Gilbertsville-Mount Upton Central School District**  
**Community Bank and JP Morgan Chase Bank Accounts**  
**Monthly Treasurer's Report**  
**January 1, 2019 through January 31, 2019**

<b>Cash Activity</b>	<b>General Community Interest</b>	<b>Cafeteria Community Interest</b>	<b>T &amp; A Community Interest</b>	<b>Payroll Community Interest</b>	<b>Federal Community Interest</b>	<b>Student Community Interest</b>	<b>General MMA Chase Interest</b>	<b>Capital Res Chase Interest</b>	<b>Debt Res Chase Interest</b>	<b>EBALR Res Chase Interest</b>	<b>ERS Res Chase Interest</b>	<b>Unemploy- ment-Chase Interest</b>	<b>Liability Res Chase Interest</b>	<b>Capi.Savings/Ckg Chase Interest</b>
<b>Beginning Bal.</b>	\$ 245,015.05	\$ 29,042.24	\$ 64,208.67	\$ 609.02	\$ 14,176.82	\$ 64,727.06	\$ 770,941.84	\$ 937,109.67	\$ 213,354.78	\$ 797,402.73	\$ 251,027.32	\$ 100,491.89	\$ 335,891.67	\$ 410,948.30
<b>Cash Receipts</b>	\$ 570,121.80	\$ 19,001.42	\$ 325,251.29	\$ 181,500.58	\$ 64,351.33	\$ 1,259.84	\$ 822,499.56	\$ 79.31	\$ 18.06	\$ 67.48	\$ 21.24	\$ 8.50	\$ 28.43	\$ 34.59
<b>Other Adjust.</b>														
<b>TOTAL BEG BAL &amp; CR</b>	\$ 815,136.85	\$ 48,043.66	\$ 389,459.96	\$ 182,109.60	\$ 78,528.15	\$ 65,986.90	\$ 1,593,441.40	\$ 937,188.98	\$ 213,372.84	\$ 797,470.21	\$ 251,048.56	\$ 100,500.39	\$ 335,920.10	\$ 410,982.89
<b>Cash Disburse.</b>	\$ 605,513.14	\$ 13,045.59	\$ 348,967.29	\$ 181,500.50	\$ 23,194.99	\$ 1,333.62	\$ 500,000.00							\$ 6,249.13
<b>Other Adjust.</b>														
<b>TOTAL CD &amp; ADJ</b>	\$ 605,513.14	\$ 13,045.59	\$ 348,967.29	\$ 181,500.50	\$ 23,194.99	\$ 1,333.62	\$ 500,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,249.13
<b>Cash Balance End of Month</b>	\$ 209,623.71	\$ 34,998.07	\$ 40,492.67	\$ 609.10	\$ 55,333.16	\$ 64,653.28	\$ 1,093,441.40	\$ 937,188.98	\$ 213,372.84	\$ 797,470.21	\$ 251,048.56	\$ 100,500.39	\$ 335,920.10	\$ 404,733.76

<b>Reconciliation W/Bank Records</b>	<b>General Community</b>	<b>Cafeteria Community</b>	<b>T &amp; A Community</b>	<b>Payroll Community</b>	<b>Federal Community</b>	<b>Student Community</b>	<b>General MMA Chase</b>	<b>Capital Res Chase</b>	<b>Debt Res Chase</b>	<b>EBALR Chase</b>	<b>ERS Res Chase</b>	<b>Unemploy- ment-Chase</b>	<b>Liability Res Chase</b>	<b>Cap Savings/Ckg Chase</b>
<b>Balance Per Bank</b>	\$ 215,322.83	\$ 34,998.07	\$ 41,854.46	\$ 2,726.91	\$ 55,333.16	\$ 65,509.65	\$ 1,093,441.40	\$ 937,188.98	\$ 213,372.84	\$ 797,470.21	\$ 251,048.56	\$ 100,500.39	\$ 335,920.10	\$ 406,727.31
<b>Bank Error Outstanding Checks</b>	\$ 5,699.12		\$ 1,361.79	\$ 2,117.81		\$ 856.37								\$ 1,993.55
<b>Other Adjust.</b>														
<b>Available Cash Balance</b>	\$ 209,623.71	\$ 34,998.07	\$ 40,492.67	\$ 609.10	\$ 55,333.16	\$ 64,653.28	\$ 1,093,441.40	\$ 937,188.98	\$ 213,372.84	\$ 797,470.21	\$ 251,048.56	\$ 100,500.39	\$ 335,920.10	\$ 404,733.76

This is to Certify that the above cash balances are in agreement with bank balances.

Received by the Board of Education and Entered as part of the minutes of the Board of  
February 13, 2019.

  
DOROTHY L. IANNELLO, DISTRICT TREASURER

SHEILA NOLAN, CLERK OF THE BOARD OF EDUCATION

Gilbertsville-Mt. Upton CSD

Revenue Status Report From 7/1/2018 To 1/31/2019



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	REAL PROPERTY TAXES	2,019,865.00	0.00	2,019,865.00	2,024,242.45	-4,377.45
A 1085	STAR TAX REIMBURSEMENT	407,500.00	0.00	407,500.00	401,116.81	6,383.19
A 1090	INTEREST AND PENALTY ON TAXES	13,500.00	0.00	13,500.00	5,358.87	8,141.13
A 1489	ADM FEE FOR NON-RESIDENT STUDENTS	0.00	0.00	0.00	4,750.00	-4,750.00
A 2401	INTEREST AND EARNINGS	325.00	0.00	325.00	429.31	-104.31
A 2401.PR	INTEREST PAYROLL ACCOUNT	3.00	0.00	3.00	0.77	2.23
A 2402	INTEREST EARNINGS-CAPITAL RESERVE	325.00	0.00	325.00	549.90	-224.90
A 2403	INTEREST EARNINGS-LIABILITY RESERVE	100.00	0.00	100.00	205.59	-105.59
A 2404	INTEREST EARNINGS-EBALR RESERVE	102.00	0.00	102.00	467.93	-365.93
A 2405	INTEREST EARNINGS-ERS RESERVES	100.00	0.00	100.00	147.30	-47.30
A 2406	INTEREST EARNINGS-UNEMPLOYMENT RES	45.00	0.00	45.00	50.46	-5.46
A 2413	BOCES ROOM RENTAL	12,000.00	0.00	12,000.00	6,000.00	6,000.00
A 2666	SALE OF TRANS EQUIP-BUSES	12,500.00	0.00	12,500.00	0.00	12,500.00
A 2701	BOCES REFUND PRIOR YRS EXP	55,000.00	0.00	55,000.00	101,369.40	-46,369.40
A 2703	REFUND OF PRIOR YEARS EXP	0.00	0.00	0.00	17,981.35	-17,981.35
A 2770	OTHER UNCLASSIFIED REVENUES	20,000.00	0.00	20,000.00	9,424.29	10,575.71
A 3101	BASIC AID GENERAL	3,948,927.00	0.00	3,948,927.00	1,488,715.54	2,460,211.46
A 3101.1	Building Aid	1,073,755.00	0.00	1,073,755.00	0.00	1,073,755.00
A 3101.A	EXCESS COST AID	619,000.00	0.00	619,000.00	128,197.00	490,803.00
A 3102	LOTTERY AID	420,000.00	0.00	420,000.00	396,046.28	23,953.72
A 3102..1	LOTTERY GRANT AID	297,000.00	0.00	297,000.00	179,150.16	117,849.84
A 3103	BOCES AID	598,500.00	0.00	598,500.00	232,810.72	365,689.28
A 3260	TEXTBOOK AID	25,850.00	0.00	25,850.00	5,130.00	20,720.00
A 3262	SOFTWARE AID	5,866.00	0.00	5,866.00	0.00	5,866.00
A 3263	LIBRARY A/V AID	2,237.00	0.00	2,237.00	0.00	2,237.00
A 4601	MEDICAID	17,500.00	0.00	17,500.00	41,379.65	-23,879.65
<b>A Totals:</b>		<b>9,550,000.00</b>	<b>0.00</b>	<b>9,550,000.00</b>	<b>5,043,523.78</b>	<b>4,506,476.22</b>
C 1440	SALE OF REIMBURSABLE MEALS	34,000.00	0.00	34,000.00	24,797.14	9,202.86
C 1445	OTHER CAFETERIA SALES	22,500.00	0.00	22,500.00	7,370.31	15,129.69
C 2401	INTEREST AND EARNINGS	50.00	0.00	50.00	1.15	48.85
C 2701	REFUND OF PRIOR YEARS EXPENDITURES	200.00	0.00	200.00	0.00	200.00
C 2770	MISC REVENUE FROM LOCAL SOURCES	2,500.00	0.00	2,500.00	68.00	2,432.00

Gilbertsville-Mt. Upton CSD

Revenue Status Report From 7/1/2018 To 1/31/2019



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>C 2772</u>	Catering - Internal	5,000.00	0.00	5,000.00	0.00	5,000.00
<u>C 3190</u>	STATE REIMB.-BREAKFAST	3,500.00	0.00	3,500.00	802.00	2,698.00
<u>C 3190.01</u>	STATE REIMB.-LUNCH	3,500.00	0.00	3,500.00	1,200.00	2,300.00
<u>C 3190.1</u>	BOCES AID	500.00	0.00	500.00	541.08	-41.08
<u>C 4190</u>	FEDERAL REIMB.-BREAKFAST	45,000.00	0.00	45,000.00	16,056.00	28,944.00
<u>C 4190.01</u>	FEDERAL REIMB.-LUNCH	95,000.00	0.00	95,000.00	35,360.00	59,640.00
<u>C 4190.02</u>	FEDERAL REIM-AFTER SCHOOL SNACKS	3,585.00	0.00	3,585.00	2,298.00	1,287.00
<u>C 4190.1</u>	SURPLUS FOOD	15,000.00	0.00	15,000.00	0.00	15,000.00
<u>C 909.01</u>	INTERFUND TRANSFER FROM GF	25,000.00	0.00	25,000.00	0.00	25,000.00
<b>C Totals:</b>		<b>255,335.00</b>	<b>0.00</b>	<b>255,335.00</b>	<b>88,493.68</b>	<b>166,841.32</b>
<u>F 2401</u>	INTEREST	0.00	0.00	0.00	1.37	-1.37
<u>F 3289.19</u>	Summer 4408 2018-19 - Tuition	0.00	0.00	0.00	14,082.00	-14,082.00
<u>F 4121.18</u>	17-18 Title I	8,760.09	0.00	8,760.09	7,617.00	1,143.09
<u>F 4121.19</u>	2018-19 Title I	131,831.00	0.00	131,831.00	52,705.00	79,126.00
<u>F 4142.19</u>	2018-19 Title IIA	15,720.00	0.00	15,720.00	4,837.00	10,883.00
<u>F 4143.19</u>	2018-19 Title IV	10,535.00	0.00	10,535.00	2,107.00	8,428.00
<u>F 4242.19</u>	2018-19 IDEA, Section 611	99,279.00	0.00	99,279.00	36,922.00	62,357.00
<u>F 4243.19</u>	18-19 IDEA Section 619	103.00	0.00	103.00	20.00	83.00
<u>F 6119</u>	2018-19 REAP	19,851.00	0.00	19,851.00	12,310.00	7,541.00
<b>F Totals:</b>		<b>286,079.09</b>	<b>0.00</b>	<b>286,079.09</b>	<b>130,601.37</b>	<b>155,477.72</b>
<u>H 2401</u>	INTEREST EARNED	0.00	0.00	0.00	257.92	-257.92
<u>H 3297.S</u>	SMART SCHOOLS BOND ACT	0.00	0.00	0.00	92,392.50	-92,392.50
<u>H 5031</u>	INTERFUND TRANSFERS FROM G.F.	100,000.00	0.00	100,000.00	100,000.00	0.00
<b>H Totals:</b>		<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>192,650.42</b>	<b>-92,650.42</b>
<u>V 2401</u>	INTEREST EARNED	0.00	0.00	0.00	125.20	-125.20
<b>V Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>125.20</b>	<b>-125.20</b>
<b>Grand Totals:</b>		<b>10,191,414.09</b>	<b>0.00</b>	<b>10,191,414.09</b>	<b>5,455,394.45</b>	<b>4,736,019.64</b>

Gilbertsville-Mt. Upton CSD



Appropriation Status Detail Report By Function From 7/1/2018 To 1/31/2019

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 1010.400</u>	BOE - CONTRACTUAL	6,000.00	-500.00	5,500.00	4,997.00	25.00	478.00
<u>A 1010.450</u>	BOE - SUPPLIES	250.00	0.00	250.00	114.22	0.00	135.78
<u>A 1040.400</u>	CONF/ELECTION OFFICIALS	750.00	0.00	750.00	0.00	0.00	750.00
<u>A 1040.450</u>	BOARD CLERK-SUPPLIES	150.00	0.00	150.00	0.00	0.00	150.00
<u>A 1060.400</u>	LEGAL ADVERTISING	2,000.00	2,000.00	4,000.00	2,454.00	488.18	1,057.82
<u>A 1240.150</u>	SUPERINTENDENT-SALARY	134,609.00	0.00	134,609.00	74,290.95	58,487.15	1,830.90
<u>A 1240.160</u>	SUPERINTENDENT SECRETARY	51,000.00	-3,612.43	47,387.57	22,804.31	17,134.64	7,448.62
<u>A 1240.400</u>	DO - CONTRACTUAL	5,000.00	0.00	5,000.00	4,807.43	75.00	117.57
<u>A 1240.450</u>	DO - SUPPLIES	1,000.00	0.00	1,000.00	809.59	0.00	190.41
<u>A 1310.160</u>	BO - NON INSTRUCTIONAL	90,140.00	207.12	90,347.12	58,260.64	32,086.48	0.00
<u>A 1310.400</u>	BO - CONTRACTUAL	3,500.00	3,455.31	6,955.31	6,914.60	0.00	40.71
<u>A 1310.450</u>	SUPPLIES	0.00	100.00	100.00	11.19	0.00	88.81
<u>A 1310.490</u>	BOCES-PAYROLL SERVICE	70,225.00	2,850.00	73,075.00	28,490.19	44,507.81	77.00
<u>A 1320.400</u>	AUDITOR SERVICES	17,500.00	0.00	17,500.00	16,800.00	0.00	700.00
<u>A 1325.160</u>	INTERNAL CLAIMS AUD	1,000.00	0.00	1,000.00	427.50	572.50	0.00
<u>A 1325.400</u>	TREAS - CONTRACTUAL	500.00	0.00	500.00	0.00	0.00	500.00
<u>A 1325.450</u>	TREAS - SUPPLIES	480.00	0.00	480.00	182.91	0.00	297.09
<u>A 1330.160</u>	TAX COLLECTOR-SALARY	3,000.00	0.00	3,000.00	1,942.25	1,057.75	0.00
<u>A 1330.400</u>	TAX COLLECTOR-NOTICES	3,200.00	0.00	3,200.00	2,857.49	0.00	342.51
<u>A 1345.490</u>	BOCES - COOP BID	4,000.00	0.00	4,000.00	1,148.33	1,851.67	1,000.00
<u>A 1420.400</u>	LEGAL SERVICES	15,000.00	-378.71	14,621.29	9,710.54	4,369.46	541.29
<u>A 1430.400</u>	ADVERTISING-PERSONNEL	2,500.00	378.71	2,878.71	2,239.71	639.00	0.00
<u>A 1430.400-01</u>	PERSONNEL-FINGER PRINTING	520.00	0.00	520.00	66.00	0.00	454.00
<u>A 1430.490</u>	BOCES-REC/WC/EPA	32,500.00	0.00	32,500.00	12,863.69	19,518.31	118.00
<u>A 1460.400</u>	RECORDS MANAGEMENT	546.00	0.00	546.00	0.00	0.00	546.00
<u>A 1460.490</u>	BOCES-RECORD MANAGEMENT	9,325.00	925.00	10,250.00	4,063.60	6,186.40	0.00
<u>A 1480.490</u>	BOCES - SAFETY	53,875.00	2,000.00	55,875.00	22,337.68	33,507.32	30.00
<u>A 1620.160</u>	BLDG MAINT MECHANIC-SALARY	69,865.00	0.00	69,865.00	40,505.70	28,858.25	501.05
<u>A 1620.200</u>	MAINT-EQUIPMENT	10,000.00	0.00	10,000.00	2,077.33	0.00	7,922.67
<u>A 1620.400</u>	MAINT-CONTRACTUAL	14,500.00	0.00	14,500.00	2,631.75	2,802.30	9,065.95
<u>A 1620.400-05</u>	MAINT-RUGS/MOPS	2,200.00	0.00	2,200.00	244.95	1,755.05	200.00
<u>A 1620.421</u>	MAINT-FUEL OIL	80,000.00	-5,260.00	74,740.00	22,895.64	48,239.26	3,605.10
<u>A 1620.422</u>	MAINT-PROPANE	200.00	0.00	200.00	0.00	200.00	0.00

**Gilbertsville-Mt. Upton CSD**

**Appropriation Status Detail Report By Function From 7/1/2018 To 1/31/2019**



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 1620.425</u>	MAINT-ELECTRIC	75,000.00	-3,900.00	71,100.00	13,365.21	51,634.79	6,100.00
<u>A 1620.427</u>	MAINT-CLAY/MATERIAL/CRACK	750.00	0.00	750.00	0.00	0.00	750.00
<u>A 1620.428</u>	MAINT-PARTS EQPT.	5,000.00	0.00	5,000.00	613.21	1,886.79	2,500.00
<u>A 1620.431</u>	MAINT-TELEPHONE	3,250.00	3,500.00	6,750.00	3,871.36	2,878.64	0.00
<u>A 1620.450</u>	MAINT-SUPPLIES	26,000.00	0.00	26,000.00	7,427.57	5,092.45	13,479.98
<u>A 1620.450-01</u>	MAINT-SUPPLIES/STAFF/ADVISOR PURCHASES	1,500.00	1,350.00	2,850.00	2,668.50	0.00	181.50
<u>A 1620.470</u>	MAINT-COPIER	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
<u>A 1620.471</u>	MAINT-SEPTIC	3,000.00	0.00	3,000.00	2,100.00	0.00	900.00
<u>A 1620.471-01</u>	MAINT-EXTERMINATOR	1,500.00	0.00	1,500.00	330.00	670.00	500.00
<u>A 1620.472</u>	MAINT-FIRE EXTING	1,000.00	4,213.18	5,213.18	4,887.18	326.00	0.00
<u>A 1620.474</u>	MAINT-GARBAGE	4,950.00	0.00	4,950.00	2,114.62	1,645.38	1,190.00
<u>A 1620.474-01</u>	MAINT-HAZARD WASTE DISP	1,500.00	0.00	1,500.00	2.00	0.00	1,498.00
<u>A 1620.475</u>	MAINT-PORT A FACILITIES	1,800.00	0.00	1,800.00	1,000.00	800.00	0.00
<u>A 1621.160</u>	MAINT-SALARIES	127,500.00	1,864.22	129,364.22	73,455.08	55,909.14	0.00
<u>A 1621.160-21</u>	MAINT-SUMMER HELP	14,220.00	-2,317.40	11,902.60	8,809.20	0.00	3,093.40
<u>A 1621.160-22</u>	MAINT-OVERTIME	5,000.00	0.00	5,000.00	1,725.06	0.00	3,274.94
<u>A 1621.160-LO-NG</u>	NON-INSTRUCTIONAL-LONGEVITY	1,500.00	0.00	1,500.00	0.00	1,400.00	100.00
<u>A 1621.400-01</u>	MAINT-HVAC	5,000.00	1,363.00	6,363.00	1,847.92	2,946.08	1,569.00
<u>A 1621.400-02</u>	MAINT-TEL.REPAIRS	2,600.00	0.00	2,600.00	678.21	1,921.79	0.00
<u>A 1621.400-03</u>	MAINT-BOILER/MAINTENANCE	4,000.00	0.00	4,000.00	1,969.00	0.00	2,031.00
<u>A 1621.400-04</u>	MAINT-WATER SYSTEM	3,000.00	0.00	3,000.00	1,145.41	854.59	1,000.00
<u>A 1621.400-06</u>	MAINT-HARDWARE REPAIRS	1,150.00	0.00	1,150.00	0.00	0.00	1,150.00
<u>A 1621.400-07</u>	MAINT-MECH./ELECTRICAL REPAIR	10,000.00	0.00	10,000.00	955.95	1,101.00	7,943.05
<u>A 1621.400-08</u>	MAINT-ROOF SCAN/GYM FLOOR	6,500.00	0.00	6,500.00	970.00	0.00	5,530.00
<u>A 1621.400-09</u>	MAINT-ROOF MAINT.	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
<u>A 1621.400-10</u>	MAINT-CLOCK MAINT.& REPAIR	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
<u>A 1621.423</u>	MAINT-BUILDING COND SURVEY	10,000.00	0.00	10,000.00	8,218.75	0.00	1,781.25
<u>A 1621.429</u>	MAINT-TURF MAINT.	4,350.00	0.00	4,350.00	0.00	0.00	4,350.00
<u>A 1621.450</u>	MAINT-FIELD PAINTS	2,300.00	0.00	2,300.00	686.00	0.00	1,614.00
<u>A 1621.450-01</u>	MAINT-BASEBALL INFIELD DIRT	1,600.00	0.00	1,600.00	0.00	0.00	1,600.00
<u>A 1621.450-02</u>	MAINT-TOP DRESSING	3,500.00	0.00	3,500.00	0.00	0.00	3,500.00
<u>A 1670.450</u>	POSTAGE/PAPER/PC	24,155.00	0.00	24,155.00	9,594.19	6,088.21	8,472.60
<u>A 1670.490</u>	BOCES-PRINTING/Q-COPY	50,145.00	0.00	50,145.00	16,445.05	26,054.95	7,645.00



**Gilbertsville-Mt. Upton CSD**

**Appropriation Status Detail Report By Function From 7/1/2018 To 1/31/2019**



<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Adjustments</u>	<u>Adj. Budget</u>	<u>Expensed</u>	<u>Encumbered</u>	<u>Available</u>
<u>A 1680.490</u>	BOCES-Central Data Processing	55,500.00	600.00	56,100.00	22,674.13	33,418.87	7.00
<u>A 1910.400</u>	INSURANCE-DISTRICT LIABILITY	49,750.00	0.00	49,750.00	46,934.92	0.00	2,815.08
<u>A 1964.400</u>	REFUND-PROPERTY TAXES	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
<u>A 1981.490</u>	BOCES-ADM CHARGES/CAPITAL EXP	203,750.00	0.00	203,750.00	81,496.35	122,244.65	9.00
<u>A 2010.150</u>	CURRICULUM DEVELOPMENT- STIPENDS	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
<u>A 2010.450</u>	CURRICULUM DEVELOPMENT SUPPLIES	0.00	3,850.00	3,850.00	0.00	3,152.44	697.56
<u>A 2020.150-01</u>	PRINCIPAL-SALARY PRE-K-12	90,000.00	-722.00	89,278.00	46,853.80	32,338.30	10,085.90
<u>A 2020.160</u>	SECRETARIES-HS/ELEM-SALARY	34,015.00	0.00	34,015.00	24,703.00	9,311.20	0.80
<u>A 2020.160-01</u>	SUB CALLING	1,591.00	0.00	1,591.00	0.00	1,591.00	0.00
<u>A 2020.160-LO-NG</u>	NON-INSTRUCTIONAL-LONGEVITY	600.00	400.00	1,000.00	0.00	1,000.00	0.00
<u>A 2020.400</u>	MAIN OFFICE CONTRACTUAL	2,000.00	0.00	2,000.00	1,708.62	0.00	291.38
<u>A 2020.450</u>	MAIN OFFICE SUPPLIES	2,000.00	0.00	2,000.00	1,981.03	0.00	18.97
<u>A 2020.450-00-1</u>	MAIN OFFICE BRIDGING SUPPLIES	500.00	0.00	500.00	0.00	0.00	500.00
<u>A 2020.450-00-2</u>	MAIN OFFICE AWARDS	300.00	0.00	300.00	0.00	0.00	300.00
<u>A 2020.450-00-3</u>	MAIN OFFICE SUMMER SCHOOL	500.00	0.00	500.00	0.00	0.00	500.00
<u>A 2020.451-02</u>	MAIN OFFICE GRADUATION SUPPLIES	1,500.00	0.00	1,500.00	0.00	357.22	1,142.78
<u>A 2020.490</u>	BOCES-STAFF DEVELOPMENT	26,450.00	0.00	26,450.00	7,231.81	17,768.19	1,450.00
<u>A 2060.490</u>	BOCES-Research,Planning & Evaluation	0.00	900.00	900.00	358.16	541.84	0.00
<u>A 2070.400</u>	MENTORING	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
<u>A 2110.120</u>	SALARIES/K-6	819,844.00	-64,258.33	755,585.67	296,181.81	458,634.95	768.91
<u>A 2110.120-01</u>	SALARIES-BRIDGING	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
<u>A 2110.120-02</u>	SALARIES- SUMMER PROGRAM	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
<u>A 2110.130</u>	SALARIES/7-12	850,228.00	-27,788.00	822,440.00	346,791.91	466,959.09	8,689.00
<u>A 2110.130-12</u>	SALARIES-TUTORING	5,000.00	0.00	5,000.00	960.26	4,039.74	0.00
<u>A 2110.130-CS</u>	SALARIES-STEAM SALARY	44,070.00	0.00	44,070.00	16,950.70	27,119.30	0.00
<u>A 2110.140</u>	SALARIES-SUB TEACHERS	46,256.00	-4,489.64	41,766.36	21,895.00	18,781.36	1,090.00
<u>A 2110.160</u>	SALARIES-AIDES	90,000.00	30,667.33	120,667.33	46,405.83	74,261.50	0.00
<u>A 2110.160-01</u>	SALARIES-SUB CLERICAL	10,000.00	0.00	10,000.00	4,026.75	5,973.25	0.00
<u>A 2110.160-LO-NG</u>	NON-INSTRUCTIONAL-LONGEVITY	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00
<u>A 2110.200</u>	EQUIPMENT-PREK-12 BUILDING	6,500.00	0.00	6,500.00	4,735.72	0.00	1,764.28
<u>A 2110.200-06-S</u>	STEM Equipment	10,000.00	0.00	10,000.00	94.07	60.45	9,845.48
<u>A 2110.200-10</u>	EQUIPMENT-HS PE	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
<u>A 2110.220-08</u>	EQUIPMENT-MUSIC	2,400.00	0.00	2,400.00	0.00	0.00	2,400.00

**Gilbertsville-Mt. Upton CSD**

**Appropriation Status Detail Report By Function From 7/1/2018 To 1/31/2019**



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 2110.400-10</u>	CONTRACTUAL - ELEM MUSIC	3,275.00	0.00	3,275.00	200.00	0.00	3,075.00
<u>A 2110.400-11</u>	CONTRACTUAL - PREK-12 BLDG.	10,500.00	5,538.02	16,038.02	11,135.18	4,548.24	354.60
<u>A 2110.401-06-S</u>	STEM - CONTRACTUAL	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
<u>A 2110.401-07</u>	CONTRACTUAL - HOME & CAREERS	500.00	0.00	500.00	0.00	500.00	0.00
<u>A 2110.401-08</u>	CONTRACTUAL - HS MUSIC/BAND	8,920.00	0.00	8,920.00	2,985.00	2,853.25	3,081.75
<u>A 2110.401-09</u>	CONTRACTUAL - HS TECHNOLOGY	1,850.00	0.00	1,850.00	689.06	659.94	501.00
<u>A 2110.401-12</u>	CONTRACTUAL - HS SCIENCE	500.00	20.00	520.00	484.00	0.00	36.00
<u>A 2110.401-18</u>	CONTRACTUAL - HS BLDG.	0.00	0.00	0.00	0.00	0.00	0.00
<u>A 2110.450</u>	SUPPLIES-K	300.00	25.00	325.00	265.70	0.00	59.30
<u>A 2110.450-01</u>	SUPPLIES-1ST GRADE	850.00	250.00	1,100.00	985.87	0.00	114.13
<u>A 2110.450-02</u>	SUPPLIES-2ND GRADE	600.00	237.68	837.68	749.11	0.00	88.57
<u>A 2110.450-03</u>	SUPPLIES-3RD GRADE	670.00	48.56	718.56	689.44	0.00	29.12
<u>A 2110.450-04</u>	SUPPLIES-4TH GRADE	250.00	8.00	258.00	258.00	0.00	0.00
<u>A 2110.450-05</u>	SUPPLIES-5TH GRADE	350.00	0.00	350.00	258.87	0.00	91.13
<u>A 2110.450-06</u>	SUPPLIES-6TH GRADE	750.00	0.00	750.00	617.42	0.00	132.58
<u>A 2110.450-08</u>	SUPPLIES-ELEM ART	2,500.00	0.00	2,500.00	2,121.10	150.63	228.27
<u>A 2110.450-09</u>	SUPPLIES-ELEM PE	950.00	0.00	950.00	687.53	0.00	262.47
<u>A 2110.450-1</u>	SUPPLIES-PREK-12 BLD	2,000.00	-389.98	1,610.02	248.35	1,307.80	53.87
<u>A 2110.450-10</u>	SUPPLIES-ELEM MUSIC	5,865.00	-805.00	5,060.00	3,710.27	161.00	1,188.73
<u>A 2110.450-14</u>	SUPPLIES-ELEM COMPUTER LAB	350.00	0.00	350.00	288.52	0.00	61.48
<u>A 2110.450-19</u>	SUPPLIES-ELEM AGENDAS	1,000.00	-1,000.00	0.00	0.00	0.00	0.00
<u>A 2110.450-20</u>	SUPPLIES-PRE-K	350.00	0.00	350.00	317.38	0.00	32.62
<u>A 2110.450-21</u>	READING	250.00	0.00	250.00	210.06	0.00	39.94
<u>A 2110.451</u>	SUPPLIES- HS ENGLISH	350.00	0.00	350.00	275.60	0.00	74.40
<u>A 2110.451-01</u>	SUPPLIES- HS MATH	650.00	27.81	677.81	674.49	0.00	3.32
<u>A 2110.451-02</u>	SUPPLIES- HS SOCIAL STUDIES	1,350.00	-950.00	400.00	286.59	0.00	113.41
<u>A 2110.451-03</u>	SUPPLIES- HS SCIENCE	3,000.00	1,120.86	4,120.86	4,012.80	14.47	93.59
<u>A 2110.451-04</u>	SUPPLIES - HS ART	1,000.00	875.47	1,875.47	1,450.03	0.00	425.44
<u>A 2110.451-05</u>	SUPPLIES - H.S. TECHNOLOGY	2,500.00	573.01	3,073.01	2,838.43	170.61	63.97
<u>A 2110.451-06</u>	SUPPLIES - H.S. BUSINESS	275.00	0.00	275.00	0.00	0.00	275.00
<u>A 2110.451-06-S</u>	STEM SUPPLIES	1,500.00	0.00	1,500.00	81.78	26.42	1,391.80
<u>A 2110.451-07</u>	SUPPLIES-H.S. FCS	3,000.00	0.00	3,000.00	626.80	1,680.88	692.32
<u>A 2110.451-08</u>	SUPPLIES - HS MUSIC	4,000.00	-84.40	3,915.60	1,726.27	44.00	2,145.33

# Gilbertsville-Mt. Upton CSD

## Appropriation Status Detail Report By Function From 7/1/2018 To 1/31/2019



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 2110.451-09</u>	SUPPLIES- HS LANGUAGE	100.00	211.98	311.98	89.68	0.00	222.30
<u>A 2110.451-10</u>	SUPPLIES - HS PHYS ED.	1,250.00	0.00	1,250.00	858.74	0.00	391.26
<u>A 2110.451-16</u>	SUPPLIES-H.S. HEALTH	200.00	96.60	296.60	292.40	0.00	4.20
<u>A 2110.471</u>	Tuition - Paid to Other Districts	6,000.00	0.00	6,000.00	0.00	6,000.00	0.00
<u>A 2110.480-1</u>	TEXTBOOKS-DISTRICT WIDE	21,105.00	8,169.64	29,274.64	28,797.80	346.40	130.44
<u>A 2110.490</u>	BOCES/REGULAR SCHOOL	198,350.00	0.00	198,350.00	83,316.22	115,033.78	0.00
<u>A 2250.150</u>	SPEC ED-SALARIES	322,752.00	27,788.00	350,540.00	135,377.50	215,162.50	0.00
<u>A 2250.160</u>	SPEC ED-SALARIES	107,500.00	0.00	107,500.00	49,786.25	48,392.59	9,321.16
<u>A 2250.400</u>	SPECIAL ED - CONTRACTUAL	6,000.00	7,586.00	13,586.00	12,707.82	875.41	2.77
<u>A 2250.400-05</u>	SPEC ED-TUITION	55,800.00	54,200.00	110,000.00	17,896.00	110,000.00	-17,896.00
<u>A 2250.450-05</u>	SPEC ED-CSE SUPPLIES	2,000.00	1,800.00	3,800.00	1,721.40	1,799.85	278.75
<u>A 2250.490</u>	BOCES-SPECIAL EDUCATION	457,000.00	0.00	457,000.00	191,702.63	258,297.37	7,000.00
<u>A 2280.490</u>	BOCES-OC ED	230,360.00	0.00	230,360.00	92,105.29	138,159.71	95.00
<u>A 2330.490</u>	BOCES - SUMMER SCHOOL	14,925.00	725.00	15,650.00	5,648.79	10,001.21	0.00
<u>A 2610.150</u>	LIBRARIAN-SALARY	56,458.00	0.00	56,458.00	21,719.70	34,738.30	0.00
<u>A 2610.160</u>	LIBRARY AIDES-SALARIES	14,365.00	0.00	14,365.00	6,023.80	8,341.20	0.00
<u>A 2610.450</u>	LIBRARY-SUPPLIES	500.00	-105.00	395.00	104.84	0.00	290.16
<u>A 2610.460</u>	LIBRARY-BOOKS/PERIODICALS	9,230.00	105.00	9,335.00	4,847.97	4,484.55	2.48
<u>A 2610.490</u>	BOCES-MEDIA SERVICES	40,500.00	0.00	40,500.00	15,182.23	21,145.05	4,172.72
<u>A 2630.150-01</u>	COMPUTER-HS/STIPEND	43,245.00	3,918.00	47,163.00	30,232.30	16,930.70	0.00
<u>A 2630.220</u>	COMPUTER HARDWARE K-12	11,200.00	0.00	11,200.00	11,172.80	0.00	27.20
<u>A 2630.400</u>	COMPUTER-CONTRACTUAL	6,250.00	0.00	6,250.00	2,000.00	0.00	4,250.00
<u>A 2630.450</u>	COMPUTER-SUPPLIES	2,300.00	0.00	2,300.00	2,300.00	0.00	0.00
<u>A 2630.460</u>	COMPUTER-SOFTWARE K-12	8,920.00	0.00	8,920.00	3,783.95	0.00	5,136.05
<u>A 2630.490</u>	BOCES - COMPUTER SERVICES	60,000.00	-38.61	59,961.39	23,932.16	32,317.84	3,711.39
<u>A 2805.450</u>	ATTENDANCE-SUPPLIES	200.00	0.00	200.00	0.00	0.00	200.00
<u>A 2810.150</u>	GUIDANCE-SALARY	51,468.00	-8,128.00	43,340.00	20,212.14	22,045.40	1,082.46
<u>A 2810.150-CS</u>	GUIDANCE SALARY CS	30,930.00	0.00	30,930.00	11,895.30	19,034.70	0.00
<u>A 2810.160</u>	GUIDANCE-SALARY/SECRETARY	5,903.00	-3,100.00	2,803.00	0.00	1,000.00	1,803.00
<u>A 2810.400-01</u>	GUIDANCE CONTRACTUAL/HS	1,500.00	0.00	1,500.00	629.00	0.00	871.00
<u>A 2810.400-02</u>	GUIDANCE-CONTRACTUAL/ES	350.00	0.00	350.00	129.00	0.00	221.00
<u>A 2810.450</u>	GUIDANCE-SUPPLIES/ES	450.00	-17.22	432.78	379.93	0.00	52.85
<u>A 2810.450-01</u>	GUIDANCE-SUPPLIES/HS	350.00	17.22	367.22	250.73	0.30	116.19

**Gilbertsville-Mt. Upton CSD**

**Appropriation Status Detail Report By Function From 7/1/2018 To 1/31/2019**



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 2815.160</u>	HEALTH OFFICE-SALARIES	33,298.00	0.00	33,298.00	1,212.84	32,085.16	0.00
<u>A 2815.400</u>	HEALTH OFFICE-CONTRACTUAL	5,825.00	0.00	5,825.00	2,336.96	2,475.04	1,013.00
<u>A 2815.450</u>	HEALTH OFFICE-SUPPLIES	2,000.00	0.00	2,000.00	977.10	47.80	975.10
<u>A 2816.450</u>	SCREENING-K	215.00	0.00	215.00	0.00	0.00	215.00
<u>A 2820.490</u>	BOCES - PSYCHOLOGIST	66,500.00	0.00	66,500.00	24,719.00	37,079.00	4,702.00
<u>A 2850.150</u>	MARCHING BAND	2,481.00	24.00	2,505.00	0.00	2,505.00	0.00
<u>A 2850.150-01</u>	EXTRA CHORAL	1,085.00	11.00	1,096.00	0.00	1,096.00	0.00
<u>A 2850.150-02</u>	COLOR GUARD	1,025.00	10.00	1,035.00	0.00	1,035.00	0.00
<u>A 2850.150-03</u>	HS STUDENT COUCIL	1,206.00	12.00	1,218.00	0.00	1,218.00	0.00
<u>A 2850.150-03-1</u>	ES STUDENT COUNCIL	580.00	6.00	586.00	0.00	586.00	0.00
<u>A 2850.150-04</u>	YEARBOOK	1,327.00	13.00	1,340.00	0.00	1,340.00	0.00
<u>A 2850.150-05</u>	DRAMA DIRECTOR	1,025.00	10.00	1,035.00	0.00	1,035.00	0.00
<u>A 2850.150-05-1</u>	ASST. DIRECTOR/COREOGRAPHER	595.00	6.00	601.00	601.00	0.00	0.00
<u>A 2850.150-05-2</u>	PIT AND DIRECTOR	595.00	6.00	601.00	601.00	0.00	0.00
<u>A 2850.150-06</u>	MUSICAL DIRECTOR	3,311.00	0.00	3,311.00	1,672.00	0.00	1,639.00
<u>A 2850.150-08</u>	SAFETY PATROL	481.00	5.00	486.00	0.00	486.00	0.00
<u>A 2850.150-09</u>	CHEERLEADING-V/JV	1,327.00	-1,327.00	0.00	0.00	0.00	0.00
<u>A 2850.150-10</u>	HONOR SOCIETY	745.00	7.00	752.00	0.00	752.00	0.00
<u>A 2850.150-12</u>	SADD	481.00	5.00	486.00	0.00	486.00	0.00
<u>A 2850.150-13</u>	7TH GRADE	303.00	3.00	306.00	0.00	306.00	0.00
<u>A 2850.150-14</u>	8TH GRADE	361.00	4.00	365.00	0.00	365.00	0.00
<u>A 2850.150-15</u>	9TH GRADE	421.00	4.00	425.00	0.00	425.00	0.00
<u>A 2850.150-16</u>	10TH GRADE	1,449.00	14.00	1,463.00	0.00	1,463.00	0.00
<u>A 2850.150-17</u>	11TH GRADE	1,686.00	17.00	1,703.00	0.00	1,703.00	0.00
<u>A 2850.150-18</u>	12TH GRADE	1,926.00	19.00	1,945.00	0.00	1,945.00	0.00
<u>A 2850.150-19</u>	NATIONAL JHS	481.00	5.00	486.00	0.00	486.00	0.00
<u>A 2850.150-20</u>	MS STUDENT COUNCIL	643.00	6.00	649.00	0.00	649.00	0.00
<u>A 2850.150-21</u>	JAZZ BAND	1,247.00	13.00	1,260.00	0.00	1,260.00	0.00
<u>A 2850.150-23</u>	SPANISH CLUB	467.00	5.00	472.00	0.00	472.00	0.00
<u>A 2850.150-24</u>	MOCK TRIAL	745.00	7.00	752.00	0.00	752.00	0.00
<u>A 2850.150-26</u>	SKI CLUB	439.00	4.00	443.00	0.00	443.00	0.00
<u>A 2850.160-00</u>	STUDENT ACCT TREAS STIPEND	1,250.00	0.00	1,250.00	0.00	1,250.00	0.00
<u>A 2855.150</u>	SOCCER/VARSITY-1/2 EACH	7,083.00	69.00	7,152.00	7,152.00	0.00	0.00

**Gilbertsville-Mt. Upton CSD**

**Appropriation Status Detail Report By Function From 7/1/2018 To 1/31/2019**



<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Adjustments</u>	<u>Adj. Budget</u>	<u>Expensed</u>	<u>Encumbered</u>	<u>Available</u>
<u>A 2855.150-02</u>	SOCCER/MODIFIED-1/2 EACH	3,403.00	33.00	3,436.00	3,436.00	0.00	0.00
<u>A 2855.150-03</u>	BASKETBALL/VARSITY-1/2 EACH	8,843.00	87.00	8,930.00	0.00	8,930.00	0.00
<u>A 2855.150-04</u>	BASKETBALL/JV-1/2 EACH	6,746.00	66.00	6,812.00	0.00	6,812.00	0.00
<u>A 2855.150-05</u>	BASKETBALL/MODIFIED-1/2 EACH	4,857.00	11.00	4,868.00	0.00	4,868.00	0.00
<u>A 2855.150-07</u>	BASEBALL/SOFTBALL-VSTY-1/2 EACH	6,685.00	67.00	6,752.00	0.00	6,752.00	0.00
<u>A 2855.150-08</u>	BASEBALL/SOFTBALL-MOD 1/2 EACH	3,403.00	33.00	3,436.00	0.00	3,436.00	0.00
<u>A 2855.150-10</u>	ATHLETIC DIRECTOR	4,549.00	45.00	4,594.00	0.00	4,594.00	0.00
<u>A 2855.150-11</u>	CHAPERONES	2,500.00	0.00	2,500.00	1,226.98	1,273.02	0.00
<u>A 2855.150-15</u>	MOD TRACK/ASST VARSITY	1,701.00	17.00	1,718.00	0.00	1,718.00	0.00
<u>A 2855.150-16</u>	VARSITY TRACK	3,343.00	33.00	3,376.00	0.00	3,376.00	0.00
<u>A 2855.150-17</u>	TIMERS	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
<u>A 2855.150-18</u>	Cross Country	3,541.00	35.00	3,576.00	3,576.00	0.00	0.00
<u>A 2855.200</u>	ATHLETIC-EQUIPMENT	5,500.00	0.00	5,500.00	138.66	0.00	5,361.34
<u>A 2855.400</u>	OFFICIALS/CONTRACTUAL	22,250.00	-125.00	22,125.00	7,390.46	14,734.54	0.00
<u>A 2855.450</u>	ATHLETIC-SUPPLIES	10,500.00	-125.00	10,375.00	4,536.54	688.25	5,150.21
<u>A 2855.490</u>	BOCES-SPORTS COORD	2,750.00	16.00	2,766.00	1,106.40	1,659.60	0.00
<u>A 5510.160</u>	TRANS-SALARIES	220,000.00	0.00	220,000.00	116,494.27	103,505.73	0.00
<u>A 5510.160-01</u>	TRANS-OFFICE SALARIES	11,150.00	0.00	11,150.00	0.00	11,150.00	0.00
<u>A 5510.160-22</u>	TRANS-EXTRA RUNS	14,000.00	0.00	14,000.00	3,206.09	10,619.04	174.87
<u>A 5510.160-23</u>	TRANS-SUB RUNS	13,000.00	0.00	13,000.00	3,180.00	9,820.00	0.00
<u>A 5510.160-24</u>	TRANS-SUMMER RUNS	8,320.00	-7,251.59	1,068.41	0.00	0.00	1,068.41
<u>A 5510.160-LO-NG</u>	NON-INSTRUCTIONAL-LONGEVITY	2,500.00	700.00	3,200.00	0.00	3,200.00	0.00
<u>A 5510.400</u>	TRANS-INSURANCE	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00
<u>A 5510.400-01</u>	TRANS-CONF./WKSHOPS/DUES	1,500.00	0.00	1,500.00	723.43	0.00	776.57
<u>A 5510.400-02</u>	TRANS-MILEAGE	500.00	0.00	500.00	0.00	0.00	500.00
<u>A 5510.400-03</u>	TRANS-PAINT/BODY REPAIRS	4,000.00	0.00	4,000.00	20.50	0.00	3,979.50
<u>A 5510.400-04</u>	TRANS-ROUTING SOFTWARE	0.00	2,025.00	2,025.00	2,025.00	0.00	0.00
<u>A 5510.400-05</u>	TRANS-FIRE EXTINGUISHERS	625.00	0.00	625.00	0.00	0.00	625.00
<u>A 5510.400-06</u>	TRANS-DRIVER PHYSICALS	1,250.00	0.00	1,250.00	0.00	0.00	1,250.00
<u>A 5510.400-07</u>	TRANS-COPIER CHARGES	1,470.00	-315.00	1,155.00	0.00	0.00	1,155.00
<u>A 5510.400-08</u>	TRANS-PHONE (NOT REPAIRS)	1,000.00	51.59	1,051.59	1,051.59	0.00	0.00
<u>A 5510.400-09</u>	TRANS-LEGAL FEES	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>A 5510.400-10</u>	TRANS-FINGERPRINTING/HEP.B SHOTS	500.00	0.00	500.00	302.00	0.00	198.00

Gilbertsville-Mt. Upton CSD

Appropriation Status Detail Report By Function From 7/1/2018 To 1/31/2019



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 5510.450</u>	TRANS-DIESEL	60,000.00	-2,025.00	57,975.00	12,733.16	37,266.84	7,975.00
<u>A 5510.450-01</u>	TRANS-RIMS/TIRES	4,000.00	0.00	4,000.00	1,189.00	1,693.00	1,118.00
<u>A 5510.450-02</u>	TRANS-OIL & GREASE	2,400.00	0.00	2,400.00	0.00	0.00	2,400.00
<u>A 5510.450-03</u>	TRANS-OFFICE SUPPLIES	500.00	0.00	500.00	84.85	0.00	415.15
<u>A 5510.450-04</u>	TRANS-CLEANING SUPPLIES	500.00	0.00	500.00	125.96	224.04	150.00
<u>A 5510.450-05</u>	TRANS-POSTAGE	250.00	0.00	250.00	0.00	0.00	250.00
<u>A 5510.450-06</u>	TRANS-JACKETS	700.00	0.00	700.00	700.00	0.00	0.00
<u>A 5510.450-07</u>	TRANS-UNLEADED GASOLINE	28,500.00	0.00	28,500.00	9,715.47	15,284.53	3,500.00
<u>A 5510.450-08</u>	TRANS-PROPANE	6,000.00	0.00	6,000.00	977.92	4,022.08	1,000.00
<u>A 5510.490</u>	BOCES-TRAINING/TESTING/TOWERS	4,500.00	0.00	4,500.00	1,312.04	1,187.96	2,000.00
<u>A 5530.160</u>	MECHANIC/BUS DRIVER-SALARY	41,800.00	0.00	41,800.00	24,058.80	17,643.20	98.00
<u>A 5530.160-01</u>	CLEANER/BUS GARAGE-SALARY	33,750.00	0.00	33,750.00	19,200.00	14,080.00	470.00
<u>A 5530.200</u>	GARAGE-TRANS. EQP'T. SMALL TOOLS	2,000.00	0.00	2,000.00	138.00	0.00	1,862.00
<u>A 5530.200-01</u>	MAINT EQUIP	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
<u>A 5530.400</u>	GARAGE-ELECTRIC	30,000.00	0.00	30,000.00	24,226.47	5,773.53	0.00
<u>A 5530.400-01</u>	GARAGE-INSURANCE, PROP & LIAB.	7,500.00	0.00	7,500.00	6,222.00	0.00	1,278.00
<u>A 5530.400-02</u>	GARAGE-SEALANT/PAVING	14,500.00	15,000.00	29,500.00	19,288.00	0.00	10,212.00
<u>A 5530.400-03</u>	GARAGE-HARDWARE REPAIR	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>A 5530.400-04</u>	GARAGE-GARBAGE REMOVAL/MOSA	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
<u>A 5530.400-05</u>	GARAGE-SNOW REMOVAL/ICE MELT	15,000.00	0.00	15,000.00	2,674.30	11,340.00	985.70
<u>A 5530.400-06</u>	GARAGE - UNIFORMS	1,000.00	0.00	1,000.00	449.90	300.10	250.00
<u>A 5530.400-07</u>	GARAGE - HEAT	5,000.00	0.00	5,000.00	5,000.00	0.00	0.00
<u>A 5530.400-09</u>	GARAGE - HVAC	2,000.00	315.00	2,315.00	1,449.46	863.10	2.44
<u>A 5530.400-10</u>	GARAGE - RUGS/MOPS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>A 5530.400-11</u>	GARAGE - WATER SYSTEM MAINT.	500.00	0.00	500.00	0.00	500.00	0.00
<u>A 5530.400-12</u>	BUS WASH DISCHARGE	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
<u>A 5530.400-13</u>	GARAGE - PHONE REPAIRS	500.00	0.00	500.00	0.00	0.00	500.00
<u>A 5530.400-14</u>	GARAGE-LIFT INSPECTION	400.00	0.00	400.00	0.00	0.00	400.00
<u>A 5530.400-16</u>	GARAGE-GARAGE DOOR MAINT.	1,000.00	0.00	1,000.00	340.00	0.00	660.00
<u>A 5530.450</u>	GARAGE-PARTS	23,124.00	1,000.00	24,124.00	7,263.53	9,844.19	7,016.28
<u>A 5530.450-01</u>	GARAGE-PARTS(EXTRA)	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
<u>A 5530.450-02</u>	GARAGE-MAINT SUPPLIES	11,000.00	0.00	11,000.00	7,388.28	1,276.38	2,335.34
<u>A 5530.450-03</u>	GARAGE-TRANS. SUPPLIES	400.00	0.00	400.00	0.00	0.00	400.00

Gilbertsville-Mt. Upton CSD

Appropriation Status Detail Report By Function From 7/1/2018 To 1/31/2019



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 7140.400</u>	SUMMER RECREATION PROGRAM	1,500.00	0.00	1,500.00	500.00	0.00	1,000.00
<u>A 9010.800</u>	EMPLOYEES RETIREMENT	160,500.00	0.00	160,500.00	154,414.00	0.00	6,086.00
<u>A 9020.800</u>	TEACHERS RETIREMENT	346,457.00	-5,000.00	341,457.00	0.00	0.00	341,457.00
<u>A 9030.800</u>	FICA/MEDICARE-EMPLOYER	272,840.00	0.00	272,840.00	120,806.98	152,033.02	0.00
<u>A 9040.800</u>	WORKERS COMPENSATION	31,700.00	0.00	31,700.00	25,661.00	0.00	6,039.00
<u>A 9050.800</u>	UNEMPLOYMENT BENEFITS	10,000.00	0.00	10,000.00	789.60	4,210.40	5,000.00
<u>A 9060.800</u>	HEALTH INSURANCE	1,728,500.00	-20,268.00	1,708,232.00	1,029,353.72	625,955.40	52,922.88
<u>A 9070.800</u>	DENTAL INSURANCE	41,429.00	-3,591.00	37,838.00	17,569.41	2,178.12	18,090.47
<u>A 9731.600</u>	BONDS - SCHOOL CONSTRUCTION- PRINCIPAL	723,761.00	0.00	723,761.00	0.00	723,761.00	0.00
<u>A 9731.700</u>	BONDS-SCHOOL CONSTRUCTION- INTEREST	302,975.00	-7,200.00	295,775.00	105,893.00	158,674.00	31,208.00
<u>A 9770.700</u>	BAN INTEREST	3,500.00	0.00	3,500.00	0.00	0.00	3,500.00
<u>A 9901.01</u>	INTERFUND TRANSFER TO SLF	25,000.00	0.00	25,000.00	0.00	0.00	25,000.00
<u>A 9950</u>	TRANSFER -CAPITAL FUND	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
<u>A 9950.1</u>	TRANSFER-CAPITAL OUTLAY	100,000.00	0.00	100,000.00	100,000.00	0.00	0.00
<b>Fund ATotals:</b>		<b>9,885,000.00</b>	<b>18,713.00</b>	<b>9,903,713.00</b>	<b>4,194,993.22</b>	<b>4,899,340.86</b>	<b>809,378.92</b>
<u>C 2860.160</u>	SALARIES	80,000.00	0.00	80,000.00	34,989.38	45,010.62	0.00
<u>C 2860.160-LO-NG</u>	NON-INSTRUCTIONAL-LONGEVITY	400.00	0.00	400.00	0.00	400.00	0.00
<u>C 2860.200</u>	EQUIPMENT	5,000.00	0.00	5,000.00	0.00	2,500.00	2,500.00
<u>C 2860.409</u>	CONTRACTUAL	4,000.00	0.00	4,000.00	249.00	0.00	3,751.00
<u>C 2860.410</u>	FOOD PURCHASES	80,500.00	-3,798.00	76,702.00	35,219.98	27,927.53	13,554.49
<u>C 2860.410-1</u>	SURPLUS FOOD	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00
<u>C 2860.450</u>	SUPPLIES	7,500.00	0.00	7,500.00	2,064.99	2,221.27	3,213.74
<u>C 2860.490</u>	BOCES MAINT AGREEMENT	4,250.00	0.00	4,250.00	1,069.76	1,605.24	1,575.00
<u>C 9030.800</u>	SOCIAL SECURITY	7,000.00	0.00	7,000.00	2,459.57	3,984.29	556.14
<u>C 9060.800</u>	HEALTH & DENTAL INSURANCE	51,685.00	3,798.00	55,483.00	55,483.00	0.00	0.00
<b>Fund CTotals:</b>		<b>255,335.00</b>	<b>0.00</b>	<b>255,335.00</b>	<b>131,535.68</b>	<b>83,648.95</b>	<b>40,150.37</b>
<u>F 1419.150</u>	18-19 Title IIA - Instructional Salaries	15,720.00	0.00	15,720.00	6,046.40	9,673.60	0.00
<u>F 1619.150</u>	18-19 Title IV - Instructional Salaries	10,535.00	0.00	10,535.00	4,051.20	6,483.80	0.00
<u>F 2118.150</u>	2017-18 Title I - Instructional	1,753.08	0.00	1,753.08	1,135.40	0.00	617.68
<u>F 2118.160</u>	2017-18 Title I - Non-Instructional	469.73	0.00	469.73	361.00	0.00	108.73

Gilbertsville-Mt. Upton CSD

Appropriation Status Detail Report By Function From 7/1/2018 To 1/31/2019



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>F 2118.400</u>	2017-18 Title I - Purchased Services	5,600.00	0.00	5,600.00	5,600.00	0.00	0.00
<u>F 2118.450</u>	2017-18 Title I - Supplies	937.28	0.00	937.28	520.16	0.00	417.12
<u>F 2119.150</u>	18-19 Title I - Instructional Salaries	88,500.00	0.00	88,500.00	33,237.80	36,885.40	18,376.80
<u>F 2119.160</u>	18-19 Title I - Non-Instructional Salaries	19,231.00	0.00	19,231.00	15,701.91	0.00	3,529.09
<u>F 2119.400</u>	18-19 Title I - Purchased Services	20,000.00	0.00	20,000.00	11,600.00	0.00	8,400.00
<u>F 2119.450</u>	18-19 Title I - Supplies & Materials	4,100.00	0.00	4,100.00	3,783.30	0.00	316.70
<u>F 3219.150</u>	18-19 IDEA Sec 611 - Instructional Salaries	62,243.00	0.00	62,243.00	24,035.33	30,553.84	7,653.83
<u>F 3219.160</u>	18-19 IDEA, Sect 611 - Non-Instructional	34,800.00	0.00	34,800.00	19,500.00	14,300.00	1,000.00
<u>F 3219.450</u>	18-19 IDEA, Sec 611 - Supplies & Materials	2,236.00	0.00	2,236.00	612.60	0.00	1,623.40
<u>F 3319.450</u>	18-19 IDEA, Section 619, Supplies	103.00	0.00	103.00	0.00	0.00	103.00
<u>F 8419.160</u>	18-19 REAP - NON-INSTRUCTIONAL SALARIES	19,851.00	0.00	19,851.00	12,307.20	7,543.80	0.00
<b>Fund FTotals:</b>		<b>286,079.09</b>	<b>0.00</b>	<b>286,079.09</b>	<b>138,492.30</b>	<b>105,440.44</b>	<b>42,146.35</b>
<u>H 1620.295-10</u>	18-19 Small Capital Outlay-Architect	10,500.00	0.00	10,500.00	8,565.32	1,934.68	0.00
<u>H 1620.295-11</u>	18-19 Construction	89,500.00	0.00	89,500.00	3,515.00	66,685.00	19,300.00
<u>H 2110.240</u>	\$3.9M Capital Project-Gen Admin Costs	0.00	0.00	0.00	-440.25	0.00	440.25
<u>H 2110.240-1</u>	General Construction-Murnane Building	0.00	0.00	0.00	114,692.00	0.00	-114,692.00
<u>H 2110.240-10</u>	SMART SCHOOL BOND ACT CONSTRUCTION	0.00	0.00	0.00	57,392.50	0.00	-57,392.50
<u>H 2110.240-1M</u>	General Construction - Moore Wood Flooring	0.00	6,200.00	6,200.00	11,727.05	0.00	-5,527.05
<u>H 2110.240-2</u>	HVAC Construction-HJ Brandeles	0.00	0.00	0.00	8,851.59	0.00	-8,851.59
<u>H 2110.240-3</u>	Electrical Construction-Blanding Electric	0.00	0.00	0.00	20,932.70	0.00	-20,932.70
<u>H 2110.240-5</u>	Theatrical Construction-Syracuse Scenery	0.00	56,773.00	56,773.00	56,773.00	0.00	0.00
<u>H 2110.240-7</u>	\$3.9M CAP PROJ-ARCHITECT,LEGAL,ENG	0.00	0.00	0.00	-1,037.54	0.00	1,037.54
<u>H 2110.240-9</u>	\$3.5M Project - Carpet/Tile	0.00	0.00	0.00	60,304.52	0.00	-60,304.52
<u>H 2110.250-1</u>	SBHC - Architect, Incidentals	0.00	11,081.22	11,081.22	1,920.56	9,160.66	0.00
<b>Fund HTotals:</b>		<b>100,000.00</b>	<b>74,054.22</b>	<b>174,054.22</b>	<b>343,196.45</b>	<b>77,780.34</b>	<b>-246,922.57</b>
<b>Grand Totals:</b>		<b>10,526,414.09</b>	<b>92,767.22</b>	<b>10,619,181.31</b>	<b>4,808,217.65</b>	<b>5,166,210.59</b>	<b>644,753.07</b>



**GILBERTSVILLE-MT. UPTON CENTRAL SCHOOL STUDENT ACCOUNTS**

**01/01/2019 through 01/31/2019**

ACTIVITY	ADVISOR	TREASURER	BEGINNING BALANCE	PAYMENTS	DEPOSITS	ENDING BALANCE
Class of 2019 (Seniors)	Katie Parsons	Natie Pistor	\$ 6,034.65			\$ 6,034.65
Class of 2020 (Juniors)	Kristy Carey	Ethan Newman	\$ 10,639.30			\$ 10,639.30
Class of 2021 (Sophomores)	Raquel Norton	Skyler Norton	\$ 4,511.95			\$ 4,511.95
Class of 2022 (Freshmann)	Molly Toulson	Angelina Correll	\$ 3,992.26		\$ 92.02	\$ 4,084.28
Class of 2023 (8th Grade)	Tresa Titus	Kendra Hammond	\$ 410.65			\$ 410.65
Class of 2024 (7th Grade)	Tina Hall	Mackenzie Barnes	\$ 1,293.00			\$ 1,293.00
Drama Club	Gerrit Bakhuizen	Hunter Christian	\$ 2,514.97			\$ 2,514.97
7-8 Student Council	Kaitlyn Woods, G Bonczkowski	Fiona Held	\$ 2,878.77			\$ 2,878.77
9-12 Student Council	Aimee Piedmonte	Hunter Christian	\$ 766.56	\$ 80.50		\$ 686.06
Elementary Student Council	Alicia Cummings	Emma Peck	\$ 2,724.97			\$ 2,724.97
Language	Maria Sakoulas	Hunter Christian	\$ 488.74			\$ 488.74
Band Fund	William Gilchrest	Olivia Held	\$ 10,190.90	\$ 240.00		\$ 9,950.90
Chorus Fund	Deanna Perkosky	Gavin Bonczkowski	\$ 1,640.39	\$ 691.00	\$ 447.75	\$ 1,397.14
National Honor Society	Cierra Stafford	Ethan Charron	\$ 2,178.11			\$ 2,178.11
SADD	Erica Knowles, Katie Izzo	Hunter Christian	\$ 3,867.06	\$ 322.12	\$ 677.44	\$ 4,222.38
Safey Patrol Special	Gerrit Bakhuizen	Emma Peck	\$ 5.00			\$ 5.00
Safety Patrol	Gerrit Bakhuizen	Emma Peck	\$ 2,313.31			\$ 2,313.31
Women For A Change	Aimee Piedmonte	Maya Farwell	\$ -			
Yearbook	Lynne Talbot	Mara Nolan	\$ 7,807.89		\$ 0.56	\$ 7,808.45
Technology Club	Technology Club		\$ -			\$ -
Cheerleaders	Cheerleaders		\$ 253.13			\$ 253.13
SALES TAX	SALES TAX		\$ 215.45		\$ 42.07	257.52
		<b>TOTALS</b>	\$ 64,727.06	\$ 1,333.62	\$ 1,259.84	\$ 64,653.28
DUE TO OTHER FUNDS		<b>TOTALS</b>				
SUBMITTED BY	<i>C. Ketchum</i>	REVIEWED BY:	<i>Wendy Janelle</i>			

**Gilbertsville-Mt. Upton Board of Education**  
**Regular Meeting**  
**Wednesday, February 13, 2019**

**Personnel Consent Agenda**

The Board of Education will be asked to accept/approve the following Personnel Consent Agenda as recommended by the Superintendent of Schools:

**Paternity Leave (encl P1)**

To approve a paternity leave for Mark Seigers beginning on or about May 10, 2019 with an expected return date of the first day of school in September 2019.

**Resignations (encl P2)**

To accept the resignation of Mark Muller from the Board of Education, effective January 16, 2019, with regret and gratitude.

To accept the resignation of Martha Toulson as the Health and FCS Teacher, effective February 15, 2019, with regret and gratitude. **(encl P3)**

**Substitutes (encl P4)**

To appoint Wyatt Green as a non-certified substitute, effective January 22, 2019 for the 2018-19 school year.

To appoint Andrea Skolnick as a non-certified substitute, effective January 22, 2019 for the 2018-19 school year.

To appoint Kari Stockdale as a non-certified substitute, effective January 22, 2019 for the 2018-19 school year.

To appoint Tyler Lindsley as a non-certified substitute, effective January 22, 2019 for the 2018-19 school year.

**Rescind Class of 2022 Advisor & Leadership Club Advisor Appointments (encl P5)**

To rescind the appointment of Molly Toulson as the Class of 2022 Advisor & the Leadership Club Advisor, effective February 28, 2019.

**Class of 2022 Advisor & Leadership Club Advisor Appointments (encl P5)**

To appoint Aimee Piedmonte as the Class of 2022 Advisor, effective March 1, 2019 for the 2018-19 school year.

To appoint Danielle Rhone as the Leadership Club Advisor, effective March 1, 2019 for the 2018-19 school year.

**1:1 Aide (encl P6)**

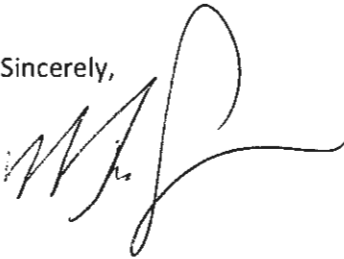
To appoint Demario Reed as a full-time 1:1 aide, effective January 31, 2019 for the 2018-19 school year.

January 14, 2019

To Whom it May Concern,

This letter is intended to inform you that I plan on taking a temporary paternity leave from my position at Gilbertsville Mt. Upton starting on or around May 10<sup>th</sup> 2019. I plan on returning on the first day of day of school in September of 2019.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Seigers', with a large, stylized flourish extending to the right.

Mark Seigers

January 24, 2019

Annette Hammond  
Superintendent  
Gilbertsville-Mount Upton Central School District  
693 State Highway 51  
Gilbertsville, NY 13776

Dear Mrs. Hammond,

Please accept my resignation from my position as a health and FCS teacher at Gilbertsville-Mount Upton school. My last day will be February 15, 2019.

I have thoroughly enjoyed my time here at GMU with my amazing students and wonderful, supportive administration.

I wish you and this school district all the best.

Sincerely Yours,

A handwritten signature in black ink, appearing to read "Martha Toulson". The signature is written in a cursive style and is positioned above the printed name.

Martha Toulson



# GILBERTSVILLE-MOUNT UPTON CENTRAL SCHOOL

PK-12 Main Office

**Annette D. Hammond**  
Superintendent

**Heather Wilcox**  
Acting PK-12 Principal

**Kristy Carey**  
HS Office  
Administrative Asst.  
Registrar

**Deb Ostrander**  
Front Desk  
Clerk

**Issy Clapp**  
Student Support  
Services Administrative  
Asst.

**Tina Hall**  
Elementary School  
Counselor

**Kathryn Parsons**  
MS/HS  
Counselor

January 10, 2019

To: Annette Hammond, Superintendent

CC: Board of Education

From: Heather Wilcox

Re: Substitutes

I am recommending that the following candidates be approved as Substitutes for our district and an effective date of **January 22<sup>nd</sup>, 2019**:

Pk-12 non-certified

Wyatt Green (Nate Cutting's replacement)  
Andrea Skolnick (Molly Toulson's replacement)  
Kari Stockdale  
Tyler Lindsley

Please let me know if you have any questions.

Sincerely,



GILBERTSVILLE-MOUNT UPTON CENTRAL SCHOOL  
PK-12 Main Office

January 28, 2019

**Annette D. Hammond**  
Superintendent

To: Annette Hammond, Superintendent

**Heather Wilcox**  
Acting PK-12 Principal

CC: Board of Education

From: Heather Wilcox

Re: Club Advisors

**Kristy Carey**  
HS Office  
Administrative Asst.  
Registrar

I am recommending that Molly Toulson's appointment of the Class of 2022 Advisor and Leadership Club Advisor be rescinded effective **February 28<sup>th</sup>, 2019**.

**Deb Ostrander**  
Front Desk  
Clerk

I am also recommending that the following staff be approved as club advisors for the second semester with an effective start date of **March 1<sup>st</sup>, 2019**:

Class of 2022 Class Advisor  
Aimee Piedmonte

**Issy Clapp**  
Student Support  
Services Administrative  
Asst.

Leadership Club Advisor  
Danielle Rhone

**Tina Hall**  
Elementary School  
Counselor

Please let me know if you have any questions.

Sincerely,

**Kathryn Parsons**  
MS/HS  
Counselor

## RE: Advisor search

Piedmonte, Aimee

Sun 1/27/2019 9:11 PM

To: Wilcox, Heather <hwilcox@gmucsd.org>;

Dear Mrs. Wilcox,

Please accept this as my letter of intent to be the Class of 2022 Advisor. I was approached by several freshmen on Wednesday after school, and I was asked by class president Anika Christensen on Thursday if I would consider being their advisor.

It would be an honor! I looped with this class this year, and even though they sometimes give me a run for my money, I love them!

Sincerely,

### **Mrs. Aimee Piedmonte**

English Teacher

STUCO Advisor

Gilbertsville-Mt. Upton Central School

607-783-2207

"Darkness cannot drive out darkness; only light can do that. Hate cannot drive out hate; only love can do that." ~Dr. Martin Luther King, Jr.

**From:** Wilcox, Heather

**Sent:** Thursday, January 24, 2019 3:42 PM

**To:** All Staff

**Subject:** Advisor search

Good afternoon,

I am seeking interested applicants for the Class of 2022 Advisor and Leadership Club Advisor. Each position will be compensated a stipend per the GMUTA contract. Please let me know if you are interested in either advisorship.

Thank you,

*Heather Wilcox*

Acting Principal

Gilbertsville-Mt. Upton Central School District

693 State Hwy 51

Gilbertsville, NY 13776

(607) 783-2207 ext. 106

## Leadership Club and Academic Bowl

Rhone, Danielle

Wed 1/30/2019 1:57 PM

To: Wilcox, Heather <[hwilcox@gmucsd.org](mailto:hwilcox@gmucsd.org)>;

Good afternoon, Heather,

I wanted to let you know that I am interested in taking over the Leadership Club upon Molly Toulson's resignation. I am also interested in taking over the Academic Bowl from Gerrit Bakhuizen for the 2019-2020 school year.

Thank you,  
Danielle

Danielle Rhone  
Physical Science Teacher  
Gilbertsville-Mt. Upton CSD  
(607) 783-2207 ext. 294





January 30, 2019

To: Annette Hammond, Superintendent

Cc: The Board of Education

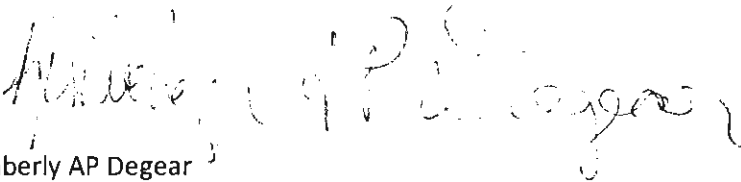
From: Kimberly Degear, Director of Special Education

Re: Special Education 1:1 Aide Position

I am recommending Demario Reed to be appointed as a full-time 1:1 aide in our district and to travel with the student to a CTE program at Unadilla Valley, effective as of January 31, 2019. Mr. Reed is a graduate of the district in 2012 and attended SUNY Potsdam for music. While at GMU, Mr. Reed participated in a variety of sports and benefitted from our individual journey based environment, an experience that will provide him with a strong background for the services he will be providing. Mr. Reed has applied to the district and has a recommendation to support his application from two of our current teachers.

I am recommending Mr. Demario Reed be considered for this position at GMU. Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Kimberly AP Degear". The signature is written in a cursive style and is positioned above the typed name.

Kimberly AP Degear

Director of Special Education

Middle School Learning Lab Teacher

**Gilbertsville-Mt. Upton Board of Education**  
**Regular Meeting**  
**Wednesday, February 13, 2019**

**New Items Consent Agenda**

The Board of Education will be asked to accept/approve the following New Items Consent Agenda as recommended by the Superintendent of Schools:

**Clinic Renovations Agreement (encl N1)**

To approve the clinic renovations agreement with Murnane Building Contractors, Inc. for the 2018-2019 school year.

**Fire Inspection (encl N2)**

To approve the fire inspection effective 01 April 2019 through 01 April 2020.

# AIA<sup>®</sup> Document A101<sup>™</sup> – 2017

## *Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum*

**AGREEMENT** made as of the twenty eighth day of November in the year Two Thousand Eighteen.

**BETWEEN** the Owner:

Gilbertsville Mount Upton CSD  
693 State Highway 51  
Gilbertsville, NY 13776

and the Contractor:

Murnane Building Contractors, Inc.  
15 Wood Road  
Whitesboro, NY 13492

for the following Project:

SED No. 47-02-02-04-0-012-013– K-12 Building

Contract No. 1 – General Construction  
Clinic Renovations  
Gilbertsville Mount Upton CSD  
693 State Highway 51  
Gilbertsville, NY 13776

The Architect:

IBI Group  
59-61 Court Street, Suite 300  
Binghamton, NY 13901

The Owner and Contractor agree as follows.

### **ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101<sup>™</sup>-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201<sup>™</sup>-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

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User Notes:

(1298618478)

**TABLE OF ARTICLES**

- 1 THE CONTRACT DOCUMENTS**
- 2 THE WORK OF THIS CONTRACT**
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**
- 4 CONTRACT SUM**
- 5 PAYMENTS**
- 6 DISPUTE RESOLUTION**
- 7 TERMINATION OR SUSPENSION**
- 8 MISCELLANEOUS PROVISIONS**
- 9 ENUMERATION OF CONTRACT DOCUMENTS**
- 10 INSURANCE AND BONDS**

**ARTICLE 1 THE CONTRACT DOCUMENTS**

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

**ARTICLE 2 THE WORK OF THIS CONTRACT**

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

**ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**

**§ 3.1** The date of commencement of the Work shall be:

*(Paragraph deleted)*

The date of this Agreement.

*(Paragraphs deleted)*

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

**§ 3.2** The Contract Time shall be measured from the date of commencement of the Work.

**§ 3.3 Substantial Completion**

**§ 3.3.1** Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

*(Paragraph deleted)*

By the following date: August 23, 2019.

*(Paragraph deleted)*

*(Table deleted)*

*(Paragraph deleted)*

Init.

**ARTICLE 4 CONTRACT SUM**

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor’s performance of the Contract. The Contract Sum shall be Three Hundred Fifty Nine Thousand and 00/100 Dollars (\$ 359,000.00 ), subject to additions and deductions as provided in the Contract Documents.

**§ 4.2 Alternates**

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
NA	

*(Table deleted)*  
*(Paragraphs deleted)*

§ 4.3 Allowances, if any, included in the Contract Sum:

*(Paragraph deleted)*

Item	Price
Field Directive Allowance	\$5,000

§ 4.4 Unit prices, if any:

*(Paragraph deleted)*

Item	Units and Limitations	Price per Unit (\$0.00)
NA		

*(Paragraphs deleted)*

**ARTICLE 5 PAYMENTS**

**§ 5.1 Progress Payments**

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Refer to Document 00 73 00 – Supplement to General Conditions of the Contract for Construction

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the twenty-fifth day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the thirtieth day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than forty-five (45) days after the Architect receives the Application for Payment.

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor’s Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2007, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;

Init.

- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2007;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2007; and
- .5 Retainage withheld pursuant to Section 5.1.7.

**§ 5.1.7 Retainage**

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

Five percent (5%)

*(Paragraphs deleted)*

**§ 5.1.7.2**

*(Paragraphs deleted)*

Except as set forth in this Section 5.1.7.2, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7.

*(Paragraphs deleted)*

§ 5.1.8 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

*(Paragraph deleted)*

**§ 5.2 Final Payment**

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2007, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment.

*(Paragraphs deleted)*

**ARTICLE 6 DISPUTE RESOLUTION**

**§ 6.1 Initial Decision Maker**

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2007, unless the parties appoint another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

*(Paragraphs deleted)*

Init.

**§ 6.2 Binding Dispute Resolution**

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2007, the method of binding dispute resolution shall be as follows:

*(Paragraph deleted)*

Litigation in a court of competent jurisdiction

*(Paragraph deleted)*

**ARTICLE 7 TERMINATION OR SUSPENSION**

**§ 7.1** The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2007.

*(Paragraphs deleted)*

**§ 7.2** The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2007.

**ARTICLE 8 MISCELLANEOUS PROVISIONS**

**§ 8.1** Where reference is made in this Agreement to a provision of AIA Document A201–2007 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

**§ 8.2** The Owner’s representative:

Ms. Annette Hammond  
Gilbertsville Mount Upton CSD  
693 State Highway 51  
Gilbertsville, NY 13776

**§ 8.3** The Contractor’s representative:

Mr. James R. Hogel  
Murnane Building Contractors, Inc.  
15 Wood Road  
Whitesboro, NY 13492

**§ 8.4** Neither the Owner’s nor the Contractor’s representative shall be changed without ten days’ prior notice to the other party.

**§ 8.5 Insurance and Bonds**

**§ 8.5.1** The Owner and the Contractor shall purchase and maintain insurance as set forth in the Contract Documents.

**§ 8.5.2** The Contractor shall provide bonds as set forth in the Contract Documents.

*(Paragraphs deleted)*

**ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS**

**§ 9.1** This Agreement is comprised of the following documents:

- .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A201™–2007, General Conditions of the Contract for Construction

*(Paragraphs deleted)*

- .3 Drawings

Number	Title	Date
Attachment C		

- .4 Specifications

Section	Title	Date	Pages
Attachment B			

.5 Addenda, if any:

Number	Date	Pages
No. 1	April 5, 2018	AD1-1 – 3, including all attachments.
No. 2	May 11, 2018	AD2-1 – 5, including all attachments.
No. 3	October 19, 2018	AD3-1 – 2
No. 4	October 29, 2018	AD4-1

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

(Paragraph deleted)

.6 Other Exhibits:

[  
(Paragraphs deleted)

X] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Attachment A			

.7 Other documents, if any, listed below:

(Paragraphs deleted)

1. Advertisement to Bid, dated October 23, 2018, shall become part of the Contract Documents.
2. Instructions to Bidders, dated August 31, 2017, shall become part of the Contract Documents.
3. Bid Form from Murnane Building Contractors, Inc., dated November 1, 2018, shall become part of the Contract Documents.

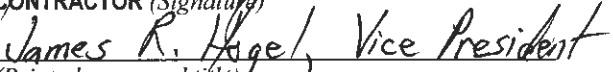
This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
OWNER (Signature)

\_\_\_\_\_  
(Printed name and title)

Gilbertsville Mount Upton CSD

  
\_\_\_\_\_  
CONTRACTOR (Signature)

  
\_\_\_\_\_  
(Printed name and title)

Murnane Building Contractors, Inc.

Init.



**ATTACHMENT A**

**PROJECT MANUAL AND SPECIFICATIONS TABLE OF CONTENTS**

**DATE:** AUGUST 31, 2017

**PROJECT NAME:** GILBERTSVILLE MOUNT UPTON CENTRAL SCHOOL DISTRICT  
CLINIC RENOVATIONS

**ARCHITECT:** BCK-IBI GROUP, a NEW YORK GENERAL PARTNERSHIP  
41 CHENANGO STREET  
BINGHAMTON, NY 13901  
Telephone: 607-772-0007  
Facsimile: 607-723-4121

**DIVISION 00 - BIDDING AND CONTRACT REQUIREMENTS**

00 11 13	Invitation to Bid	00 11 13-1 - 2
00 21 13	Instructions to Bidders	00 21 13-1 - 11
00 31 00	Information Available to Bidders	00 31 00-1
00 41 00	Bid Form: Contract No. 1 – General Construction	00 41 00-GC-1 - 6
00 50 00	Agreement Forms AIA Document A101	00 50 00-1 - 2 1 - 7
00 60 00	Bonds and Certificates AIA Document A312-Performance Bond AIA Document A312-Payment Bond Acord-Certificate of Liability Insurance AIA Document A305	00 60 00-1 1 - 4 1 - 4 1 1 - 4
00 72 00	General Conditions AIA Document A201	00 72 00-1 1 - 39
00 73 00	Supplement to General Conditions of the Contract for Construction	00 73 00-1 - 19
00 82 00	Prevailing Wage Rates	00 82 00-1 - 81

## ATTACHMENT B

### DIVISION 01 - GENERAL REQUIREMENTS

01 10 00	Summary	01 10 00-1 - 4
01 21 00	Price and Payment Procedures	01 21 00-1 - 6
01 30 00	Administrative Requirements	01 30 00-1 - 7
01 33 00	Submittal Procedures	01 33 00-1 - 6
01 40 00	Quality Control	01 40 00-1 - 5
01 41 00	Regulatory Requirements	01 41 00-1 - 6
01 50 00	Temporary Facilities and Controls	01 50 00-1 - 5
01 50 13	Safety Standards	01 50 13-1 - 7
01 50 23	Uniform Safety Standards for School Construction	01 50 23-1 - 4
01 51 00	Temporary Utilities	01 51 00-1 - 2
01 60 00	Product Requirements	01 60 00-1 - 4
01 70 00	Execution Requirements	01 70 00-1 - 10

### DIVISIONS 02 – 03 – NOT APPLICABLE

### DIVISION 04 - MASONRY

04 05 11	Mortar and Masonry Grout	04 05 11-1 - 4
04 20 00	Unit Masonry	04 20 00-1 - 9

### DIVISION 05 - METALS

05 50 00	Metal Fabrications	05 50 00-1 - 2
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### DIVISION 06 – NOT APPLICABLE

### DIVISION 07 - THERMAL AND MOISTURE PROTECTION

07 84 00	Firestopping	07 84 00-1 - 3
07 92 00	Joint Sealants	07 92 00-1 - 6

### DIVISION 08 - OPENINGS

08 12 13	Hollow Metal Frames	08 12 13-1 - 4
08 14 16	Flush Wood Doors	08 14 16-1 - 4
08 71 00	Door Hardware	08 71 00-1 - 21
08 80 00	Glazing	08 80 00-1 - 5

### DIVISION 09 - FINISHES

09 21 16	Gypsum Board Assemblies	09 21 16-1 - 5
09 51 13	Acoustical Panel Ceilings	09 51 13-1 - 8
09 51 23	Acoustical Tile Ceilings	09 51 23-1 - 7
09 65 00	Resilient Flooring	09 65 00-1 - 5
09 90 00	Painting and Coating	09 90 00-1 - 11

### DIVISION 10 - SPECIALTIES

10 11 01	Visual Display Boards	10 11 01-1 - 2
10 21 23	Cubicle Curtains and Track	10 21 23-1 - 5
10 28 00	Toilet, Bath, and Laundry Accessories	10 28 00-1 - 3

**DIVISION 11 – NOT APPLICABLE**

**DIVISION 12 - FURNISHINGS**

12 34 00	Plastic Laminate-Faced Casework	12 34 00-1 - 10
12 36 61.16	Solid Surfacing Countertops	12 36 61.16-1 - 5

**DIVISIONS 13 – 21 – NOT APPLICABLE**

**DIVISION 22 - PLUMBING**

22 00 01	Basic Plumbing Requirements	22 00 01-1 - 3
22 00 05	Site Work for Plumbing	22 00 05-1 - 3
22 05 20	Supports and Anchors	22 05 20-1 - 2
22 05 50	Plumbing Identification	22 05 50-1 - 2
22 07 15	Piping Insualtion	22 07 15-1 - 3
22 09 10	Plumbing Specialties	22 09 10-1
22 10 05	Plumbing Piping	22 10 05-1 - 6
22 40 00	Plumbing Fixtures	22 40 00-1 - 4

**DIVISION 23 – HEATING, VENTILATING, AND AIR CONDITIONING**

23 05 53	Identification for HVAC Piping and Equipment	23 05 53-1 - 3
23 05 93	Testing, Adjusting, and Balancing for HVAC	23 05 93-1 - 6
23 07 00	HVAC Insulation	23 07 00-1 - 12
23 08 00	Commissioning of HVAC	23 08 00-1 - 6
23 21 13	Hydronic Piping	23 21 13-1 - 4
23 21 14	Hydronic Specialties	23 21 14-1 - 2
23 31 00	HVAC Ducts and Casings	23 31 00-1 - 2
23 33 00	Air Duct Accessories	23 33 00-1 - 3
23 36 00	Air Terminal Units	23 36 00-1 - 3
23 37 00	Air Outlets and Inlets	23 37 00-1 - 2
23 74 13	Packaged Outdoor Central-Station Air-Handling Units	23 74 13-1 - 6

**DIVISIONS 24 – 25 – NOT APPLICABLE**

**DIVISION 26 - ELECTRICAL**

26 05 19	Low-Voltage Electrical Power Conductors and Cables	26 05 19-1 - 7
26 05 29	Hangers and Supports for Electrical Systems	26 05 29-1 - 3
26 05 34	Conduit	26 05 34-1 - 6
26 05 35	Surface Raceways	26 05 35-1 - 2
26 05 37	Boxes	26 05 37-1 - 3
26 05 53	Identification for Electrical Systems	26 05 53-1 - 6

**DIVISION 27 - COMMUNICATIONS**

27 10 05	Structured Cabling for Voice and Data – Inside-Plant	27 10 05-1 - 5
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**DIVISION 28 – ELECTRONIC SAFETY AND SECURITY**

28 13 00	Access Control	28 13 00-1 - 5
28 31 00	Fire Alarm Systems	28 31 00-1 - 4

## ATTACHMENT C

### DRAWINGS

#### General:

G000 Cover Sheet

#### Architectural:

A001 ADA Compliance  
A002 Room Finish Schedule, Door Schedule and Door Details  
A100 Code Information and Overall Building Plan  
A101 Enlarged Demolition and Renovation Plan, Reflected Ceiling Plan  
A600 Interior Elevations and Section Details

#### Mechanical:

M000 Legends and Schedules  
M100 First Floor and Roof Mechanical Demolition  
M200 First Floor and Roof Mechanical Renovation  
M400 Mechanical Notes and Details

#### Electrical:

E000 Legend and Schedules  
E100 Partial First Floor Demolition and Renovation Plan  
E200 Partial First Floor and Roof Renovation Plan

#### Plumbing:

P000 Plumbing Legend Details and Schedules  
P100 Plumbing Demolition and Renovation Partial Plans



## Gilbertsville-Mt. Upton Central School

693 State Highway 51

Gilbertsville, New York 13776-1104

Phone: (607) 783-2207 Fax (607) 783-2254

**Annette D. Hammond**  
Superintendent  
Director of Special  
Education

**Amber Birdsall**  
District Clerk  
Administrative Assistant  
to the Superintendent

**Heather Wilcox**  
Acting Pk-12 Principal

**Dorothy Iannello**  
District Treasurer

**Joe Zaczek**  
Director of Transportation

**Alan Digsby**  
Buildings and Grounds  
Supervisor

**Susan Sebeck**  
School Food Service  
Manager

**Eric Voorhees**  
Technology Director  
CIO

To: Board of Education  
Annette Hammond

From: Alan W. Digsby

Date: February 4, 2019

Re: 2019 Fire Inspection

On Monday, January 21, 2019 we conducted our annual Fire Safety Inspection of the PK-12 Building, Bus Garage, and Press Box. The inspection was conducted by Harold Ives, Health and Safety Coordinator.

I am happy to report to the Board of Education that we had only one violation of the three buildings that were inspected. An electrical cover was missing in the ceiling of the tech. shop (C-125), it has been corrected. After Board approval, submission to S.E.D. it will generate our Certificate of Occupancy.

**Gilbertsville-Mt. Upton Board of Education**  
**Regular Meeting**  
**Wednesday, February 13, 2019**

**New Items Proposal Agenda**

RESOLVED, to approve the proposed updated Mandatory Drug Testing for Drivers Board Policy (BP6152). Motion to approve \_\_\_\_\_ second \_\_\_\_\_  
\_\_\_\_\_. All those in favor say I \_\_\_\_ Opposed \_\_\_\_ Motion carried/failed.