

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, September 16, 2020

Regular Meeting, 6:30 pm, D131/Zoom

**AGENDA**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS / POSITIVE HIGHLIGHTS**

**INFORMATION FOR MEMBERS**

2020 New Students Registered at GMU-Superintendent Annette Hammond

**PUBLIC COMMENT**

**REPORTS**

**BOARD DISCUSSION**

-Title IX Student Sexual Harassment (BP 5688.1), First Reading (**Enclosure 3**)

**EXECUTIVE SESSION**

**I. RECOMMENDED ACTIONS – ROUTINE MATTERS**

**APPROVE MINUTES**

RESOLVED, to approve the minutes from the Regular Board of Education Meeting on 19 August 2020. (**Enclosure 2**)

**APPROVE AGENDA**

RESOLVED, to approve the 16 September 2020, consent agenda. (**Enclosure 1**)

**II. RECOMMENDED ACTIONS – NEW BUSINESS**

**COMMITTEE ON SPECIAL EDUCATION/COMMITTEE ON PRESCHOOL SPECIAL EDUCATION CONSENT AGENDA (**Enclosure 4**)**

RESOLVED, upon the recommendation of the Superintendent of Schools, to accept/approve the 16 September 2020, Committee on Special Education/Committee on Preschool Special Education Consent Agenda. The meeting date includes 31 August & 2 September 2020.

**FINANCIAL CONSENT AGENDA**

RESOLVED, upon the recommendation of the Superintendent of Schools, to accept/approve the 16 September 2020, Financial Consent Agenda.

**PERSONNEL CONSENT AGENDA**

RESOLVED, upon the recommendation of the Superintendent of Schools, to accept/approve the 16 September 2020, Personnel Consent Agenda.

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.

**NEW ITEMS CONSENT AGENDA**

RESOLVED, upon the recommendation of the Superintendent of Schools, to accept/approve the 16 September 2020, New Item Consent Agenda.

**EXECUTIVE SESSION**

**SECOND PUBLIC COMMENT**

**ADJOURNMENT**

## Gilbertsville-Mount Upton Central School Board of Education

### Regular Meeting

19 August 2020

Board Room D131/Zoom

Members present at the start of the meeting were President, Jeremy Pain, Jed Barnes, Cole Covington and Hillary Giuda-Philpott.

Member Sean Barrows was absent.

Vice-President Larry Smith arrived at 7:39am and Brian Underwood arrived at 7:51am.

Others present were Superintendent Annette Hammond, District Clerk Jarrin Hayen and Principal Heather Wilcox.

The meeting was called to order at 7:32 A.M. by President Pain.

ORDER

The Principal and Superintendent provided the following Positive Highlights:

POSITIVE  
HIGHLIGHTS

-Our School Based Health Center is now open and is seeing their first patient on Thursday!

-Progress is being made on schedules and are close to being finalized. A letter and schedule will go out later this week.

Superintendent Annette Hammond informed the board about the reopening plan and the new information coming from NYSED.

INFORMATION FOR  
MEMBERS

No topics raised from the floor.

PUBLIC COMMENT

Superintendent Annette Hammond updated the board on the 2020-2021 district goals and LINKS plan.

REPORTS, District  
Goals & LINKS Plan

The board discussed going over the Superintendent Evaluation and School Board of Education Evaluation documents and reviewing them further in September.

BOARD  
DISCUSSION

Minutes from the 07 July 2020 reorganizational meeting were unanimously approved on a motion by Giuda-Philpott, seconded by Barnes. For the motion six, opposed none. Motion carried.

MINUTES

Minutes from the 30 July 2020 special meeting were unanimously approved on a motion by Giuda-Philpott, seconded by Barnes. For the motion six, opposed none. Motion carried.

The proposed 19 August 2020 Regular Consent Agenda was unanimously adopted as amended on a motion by Giuda-Philpott, seconded by Covington. For the motion six, opposed none. Motion carried.

AGENDA

Board Member Smith made the motion, seconded by Board Member Covington, RESOLVED: Upon the recommendation of the Superintendent of Schools, to accept/approve the 19 August 2020, Financial Consent Agenda as amended. For the motion six, opposed none. Motion carried.

## FINANCIAL CONSENT AGENDA

### **Financial Report**

To approve the revised Monthly Treasurer's Report from June 2020.

### **Financial Reports**

To accept the financial reports for July 2020.

### **Tax Warrant**

To approve the proposed tax warrant for the 2020-2021 school year.

### **School Meals**

To approve the School Mean and Snack Pricing for the 2020-2021 school year:

Breakfast Pre-K -12	\$1.55
Lunch Pre-K – 6	\$2.25
Lunch 7-12	\$2.40
Milk	\$.55
Adult Breakfast	\$2.75
Adult Lunch	\$4.50
Snacks	\$1.00

### **Donation**

To accept the donation from Leanne Nydam of seven (7) backpacks for students in need.

Board Member Covington made the motion, seconded by Board Member Smith, RESOLVED: Upon the recommendation of the Superintendent of Schools, to accept/approve the 19 August 2020, Personnel Consent Agenda. For the motion six, opposed none. Motion carried.

## PERSONNEL CONSENT AGENDA

### **Resignation**

To accept the resignation of Cathy Hoke-Thatford as the Pre-K teacher, effective end of day, August 31, 2020.

### **Director of Special Education**

To appoint Heather Wilcox as Director of Special Education for the 2020-2021 school year, effective July 1, 2020.

### **Resignation**

To accept the resignation of Karen Hill as an Elementary teacher, effective end of day, August 31, 2020.

**RESOLVED:** Upon the recommendation of the Superintendent of Schools, per the required Commissioner's Regulations Part 200.3, that this Board does hereby appoint the following **CSE/CPSE** Committee Members for the 2020-2021 school year, effective July 1, 2020:



## CSE

- CSE Director Heather Wilcox
- School Psychologist: Theresa Yantz
- Special Education Teacher
- Regular Education Teacher
- Parent Member: Refer to list (Only needed at parent request)
- Parent(s) of Guardian of the Student
- Other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate, as the school district or parent(s) shall designate
- If appropriate, the student

## CPSE

- CPSE Director: Heather Wilcox
- School Psychologist: Theresa Yantz
- Special Education Teacher
- Regular Education Teacher
- Parent Member: Refer to list (Only needed at parent request)
- Parent(s) of Guardian of the Student
- Other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate, as the school district or parent(s) shall designate
- For child in transition from Early Intervention programs and services, at the request of the parent, the appropriate professional designated by the agency that has been charged with the responsibility of the preschool child
- A representative of the Municipality of the preschool child's residence.
- **Co-Chairperson**  
To approve the following Co-Chairperson for the 2020-2021 school year:  
Cierra Stafford, 7-12 Special Education teacher
- **Alternate Chairperson**  
To approve the following Alternate Chairperson for the 2020-2021 school year:  
Theresa Yantz, School Psychologist.

## Rescind Appointment

To rescind the appointment of Shawna DiGirogi as Safety Patrol Advisor.

## Annual Positions/Advisors

### PAID ANNUAL POSITIONS

POSITION	NAME
9-12 Student Council	Shania Speenburgh
Safety Patrol Co-Advisors	Shawna DiGiorgi & Raquel Norton

### NON-PAID ANNUAL POSITIONS

Women For A Change	Jennifer McDowall
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**School Nurse**

To appoint Kelly Ingham RN, as School Nurse, beginning August 31, 2020.

**Resignation**

To accept the resignation of Maria Sakoulas as Spanish Teacher, effective end of day August 31, 2020.

**Elementary Teacher**

To appoint Samantha Wise as a full-time elementary teacher effective 01 September 2020, beginning at a Step 1 of the current GMUTA contract. Upon the recommendation of the Superintendent, the following probationary appointment is hereby made:

Name of appointee: Samantha Wise

Tenure area: Elementary Teacher

Date of commencement of probationary service: 01 September 2020

Expiration date of appointment: 01 September 2024

Certification Status: Birth-2 Elementary Education (Early Childhood) and Birth-2 Special Education

Board Member Giuda-Philpott made the motion, seconded by Board Member Covington, RESOLVED: Upon the recommendation of the Superintendent of Schools, to accept/approve the 19 August 2020 New Items Consent Agenda. For the motion six, opposed none. Motion carried.

NEW ITEMS  
CONSENT AGENDA

**BOCES Transportation Contract**

To approve the BOCES Transportation Contract for bus leasing at \$3.50 per mile, including fuel but not driver's compensation for the 2020-2021 school year.

**TCCC Articulation Agreement**

To approve the Articulation and Service Agreement with Tompkins Cortland Community College for the 2020-2021 school year.

**Athletic Trainer Agreement**

To approve the agreement between Bassett Medical Center and the Gilbertsville-Mount

Upton Central School for Athletic Trainer services commencing 15 August 2020 and ending

26 June 2021. The district will be billed on an annual basis, at a rate of \$450 per year.

**LINKS Plan**

To approve the 2020-2021 LINKS Plan.

**District Goals**

To approve the 2020-21 District Goals.

**Calendar**

To approve the revised proposed Instructional Calendar for the 2020-

2021 school year.

**Records Retention and Disposition Schedule ED-1**

**RESOLVED**, By the Board of Education of Gilbertsville-Mount Upton Central School that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

**FURTHER RESOLVED**, that in accordance with Article 57-1:

- (a) only for those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;
- (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

**Transportation Agreement**

To approve the Transportation Contract between Gilbertsville-Mount Upton Central School District and Edward and Beth Fitch from September 10, 2020 to on or about June 20, 2021.

**COVID-19 Policy Resolution**

**WHEREAS**, on March 16, 2020, the New York State Governor declared, under Executive Order 202.4, all schools within New York State to be closed to students no later than March 18, 2020 for a period of two weeks, ending on April 1, 2020; and

**WHEREAS**, various subsequent executive orders were issued by the New York State Governor resulting in the closure of schools to students for the remainder of the 2019-2020 school year as a result of the COVID-19 pandemic; and

**WHEREAS**, on or about July 13, 2020, the New York State Department of Health issued interim guidance for in-person instruction at Pre-K to Grade 12 schools during the COVID-19 public health emergency for the 2020-2021 school year; and

**WHEREAS**, on or about July 16, 2020, the New York State Education Department released reopening guidance for schools for the 2020-2021 school year.

**NOW, THEREFORE**, the Board of Education resolves as follows:

1. In an effort to comply with reopening requirements, the Board hereby temporarily suspends any Board policy or administrative

regulation/procedure that conflicts with any current or future federal, state, or county law, regulation, executive order, or guidance released for the purpose of reopening of schools during the period of the COVID-19 pandemic.

2. The Superintendent of Schools is authorized to follow the federal, state, or county laws, regulations, executive orders, or guidance and to take such action as reasonably necessary and proper for the purpose of reopening of schools.

No topics raised from the floor.

PUBLIC COMMENT

The meeting adjourned at 8:10 a.m. on a motion by Giuda-Philpott, seconded by Barnes, and passed unanimously.

ADJOURNMENT



## Title IX Student Sexual Harassment

It is the policy of the Gilbertsville-Mount Upton Central School District that no person in the District shall be excluded on the basis of sex from participation in, denied benefits of, or be subjected to discrimination under any education program or activity. This includes the following types of sexual harassment:

**Quid Pro Quo Harassment:** No employee may condition the provision of aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct.

**Hostile Environment Harassment:** No person may engage in unwelcome sexual conduct which a reasonable person would find to be so severe and objectively offensive so as to deny a person's equal access to the District's education program or activity. Sexual assault, domestic violence and stalking are considered hostile environment harassment.

For purposes of this policy, the District's education program or activity is defined as any location, event, or circumstance over which the District exhibits substantial control over both the alleged harasser and the context in which the harassment occurred.

The District will provide notice of this policy and the related grievance procedure on an annual basis and the policy and related procedure will be posted on the District website.

### Reporting Sexual Harassment:

Any person believing they have been a victim of sexual harassment may report the harassment to the District's Title IX Coordinator. District employees who have knowledge of sexual harassment under this policy are required to report the harassment to the District's Title IX Coordinator promptly even if the person reporting is not the victim. The report may be made in person, by email, telephone or in writing.

The following describes some of the types of acts that may be unlawful sexual harassment and that are strictly prohibited:

- Physical acts of a sexual nature, such as:
  - Touching, pinching, patting, kissing, hugging, grabbing, brushing against another employee's body or poking another employee's body;
  - Rape, sexual battery, molestation or attempts to commit these assaults.
- Unwanted sexual advances or propositions, such as:
  - Requests for sexual favors accompanied by implied or overt threats concerning the target's job performance evaluation, a promotion or other job benefits or detriments;
  - Subtle or obvious pressure for unwelcome sexual activities.

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## Non-Instructional/Business Operations

- Sexually oriented gestures, noises, remarks or jokes, or comments about a person's sexuality or sexual experience, which creates a hostile work environment.
- Sex stereotyping occurs when conduct or personality traits are considered inappropriate simply because they may not conform to other people's ideas or perceptions about how individuals of a particular sex should act or look.
- Sexual or discriminatory displays or publications anywhere in the workplace, such as:
  - Displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials or other materials that are sexually demeaning or pornographic. This includes such sexual displays on workplace computers or cell phone and sharing such displays while in the workplace.
- Hostile actions taken against an individual because of that individual's sex, sexual orientation, gender identity and the status of being transgender, such as:
  - Interfering with, destroying or damaging a person's workstation, tools or equipment, or otherwise interfering with the individual's ability to perform the job;
  - Sabotaging an individual's work;
  - Bullying, yelling, name-calling.

Once the Title IX Coordinator has notice of the sexual harassment, the Coordinator must respond promptly to the report of harassment. The Title IX Coordinator will promptly reach out to the victim of the alleged harassment to discuss the formal complaint procedure, availability of supportive measures and to determine the victim's wishes regarding supportive measures. The Title IX Coordinator will treat both parties equitably and will offer supportive measures to both parties. Supportive measures will be designed to restore or preserve equal access to education programs or activities without unreasonably burdening the other party.

The Title IX Coordinator will also conduct an individualized safety and risk analysis to determine whether removal of the respondent is necessary to protect a student or another individual from an immediate threat to physical health and safety. If there is an immediate threat to physical health or safety, the respondent can be removed to an emergency basis. If the respondent is removed, the respondent must be given notice and opportunity to challenge the decision immediately after the removal. Removal for an employee is administrative leave.

For purposes of this policy, the respondent is the individual who has been reported to be the perpetrator of the conduct that could be considered sexual harassment.

### **Formal Complaint:**

A formal complaint may only be filed by the victim of the alleged harassment during the time that the victim is participating in or attempting to participate in the District's education program. Once the victim is no longer participating in the District's education program or attempting to participate, a complaint may no longer be filed. Parties other than the victim, with the exception of the District Title IX Coordinator, may not file a formal complaint on behalf of the victim. The Title IX Coordinator may file a formal



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## Non-Instructional/Business Operations

sexual harassment complaint on behalf of the victim. A formal complaint must be written and signed on the District's Title IX Complaint form.

Once the formal complaint has been filed, the District will ensure that the parties are treated equitably during the grievance procedure, evidence will be evaluated objectively, and the Title IX Coordinator or investigator does not have a conflict of interest against a party. Further, the Title IX Coordinator and the investigator will presume that the respondent is not responsible for the alleged conduct and that the grievance procedure moves forward in a reasonably prompt manner. Both parties will be advised of the procedures and advised about the possible disciplinary outcomes and remedies which may be implemented following a determination of responsibility.

Upon filing of a formal complaint, the Title IX Coordinator will provide both parties with a Notice of Formal Complaint. The Notice of Formal Complaint will include the following:

- a. Supportive measures available
- b. Appeals procedures
- c. Notice of allegations in sufficient detail to allow the respondent to prepare a response
- d. Informal resolution process, if any
- e. A statement that the respondent is presumed not responsible for the conduct and responsibility will be determined at the conclusion of the grievance process
- f. The parties' right to be represented by an attorney or other representative
- g. The right to review and inspect the evidence
- h. Notice of any provision of the Code of Conduct that prohibits making false statements or providing false information during the grievance process
- i. The right to be notified of any new allegations occurring during the grievance process.

The Notice will be provided to the parties prior to the initial interview and early enough to allow the respondent to prepare a response to the complaint.

In evaluating complaints, the District adopts an evidentiary standard of preponderance of the evidence. The Title IX Coordinator may dismiss a complaint if the complaint does not constitute sexual harassment as defined by this policy, if the Title IX Coordinator receives a request for the complaint to be withdrawn, the respondent's employment or enrollment ends, or circumstances exist which prevent the District from gathering evidence.

Once a formal complaint is received, an investigation is triggered. The Title IX Coordinator may, but is not required to, act as investigator as long as no conflict of interest against either party exists. Other investigators may be appointed as needed. In conducting the investigation, the District must:

- a. Bear the responsibility for gathering the evidence and meeting the burden of proof;

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## Non-Instructional/Business Operations

- b. Provide both parties an equal opportunity to present witnesses and evidence;
- c. Refrain from restricting either party's ability to discuss the allegations or gather and present evidence;
- d. Provide both parties the same opportunity to have a representative present during the interview and subsequent hearing, if any;
- e. Provide both parties written notice of date, time, participants, purpose and location of any investigative interview, hearing or other meetings with sufficient time for the party to prepare;
- f. The parties' right to be represented by an attorney or other representative
- g. The right to review and inspect the evidence
- h. Notice of any provision of the Code of Conduct that prohibits making false statements or providing false information during the grievance process
- i. The right to be notified of any new allegations occurring during the grievance process.

The Notice will be provided to the parties prior to the initial interview and early enough to allow the respondent to prepare a response to the complaint.

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Once a formal complaint is received, an investigation is triggered. The Title IX Coordinator may, but is not required to, act as investigator as long as no conflict of interest against either party exists. Other investigators may be appointed as needed. In conducting the investigation, the District must:

- a. Bear the responsibility for gathering the evidence and meeting the burden of proof;
- b. Provide both parties an equal opportunity to present witnesses and evidence;
- c. Refrain from restricting either party's ability to discuss the allegations or gather and present evidence;
- d. Provide both parties the same opportunity to have a representative present during the interview and subsequent hearing, if any;
- e. Provide both parties written notice of date, time, participants, purpose and location of any investigative interview, hearing or other meetings with sufficient time for the party to prepare;
- f. Provide both parties and representatives, if any, equal opportunity to review all the evidence that is directly related to the allegations in the formal complaint, including evidence the District does not rely on and any exculpatory or inculpatory evidence from any source. This evidence is to be



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## Non-Instructional/Business Operations

provided at least 10 days prior to completion of the investigatory report and the parties may submit a written response which will be considered prior to completion of the investigation report.

Once the investigation is complete, the investigator must prepare a written investigative report and provide the report to the parties and representative, if any, for their review and written response. The complaint, evidence, investigation report and any written responses must then go to a Decision maker for a determination regarding responsibility of the respondent for the conduct alleged.

At least 10 days prior to any hearing or other determination of responsibility by the Decision maker, each party has the opportunity to submit to the Decision maker relevant questions to be asked of another party or witness. The Decision maker will provide the answers and the parties will be given a follow-up opportunity for questions.

The Decision maker must be a person who is neither the Title IX Coordinator nor the investigator. Once the Decision maker reviews all the documentation, the Decision maker must issue a written response within 10 days of the last submission of documentation. The written decision must address the allegations, procedural steps taken, finding of facts, application of the Code of Conduct to the facts and a statement of and rationale for each allegation including determination of responsibility, disciplinary sanctions and whether remedies to restore or preserve equal access to the educational program will be provided.

### **Appeal of Decision**

If either party is unhappy with the final determination of the complaint for the following reasons, the party may appeal:

- a. A procedural irregularity existed that affected the outcome of the investigation and final determination;
- b. New evidence has been discovered which was not reasonably available at the time of the determination and which could affect the outcome;
- c. There was a conflict of interest on the part of the Title IX Coordinator, investigator or Decision maker.

The appeal must be filed with the Title IX Coordinator within 10 days of the final written determination. Upon receipt of the written request for appeal, the Title IX Coordinator will notify both parties of the appeal and given them each an equal opportunity to submit in writing a statement in support of or challenging the final determination. Within 10 days of submission of statements, the appeal will be reviewed by a member of the District administration who is not the Title IX Coordinator, investigator or Decision maker and who does not have a conflict of interest. Within 10 days after receipt of the submissions, a written decision will be issued to both parties on the appeal.

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Non-Instructional/Business  
Operations

If a party is not satisfied with the outcome of the appeal, either party may seek further legal remedies. Specifically, the New York State Human Rights Law protect employees, students, and non-employees from sexual harassment. Complaints may be filed with the Division of Human Rights or in New York State Supreme Court. Further, the United States Equal Employment Opportunity Commission enforces federal discrimination laws, including Title VII of the Federal Civil Rights Act. Contact information is provided below.

New York State Division of Human Rights  
1 Fordham Plaza, Fourth Floor  
Bronx, NY 10458  
(888) 392-3644

United States Equal Employment Opportunity Commission (EEOC)  
1-800-669-4000  
[www.eeoc.gov](http://www.eeoc.gov)

U.S. Department of Education  
Office of Civil Rights  
400 Maryland Avenue, SW  
Washington, D.C. 20202  
(800) 872-5327  
[www.ed.gov](http://www.ed.gov)

All records regarding the formal complaint, investigation, remedies, sanctions and appeals must be maintained by the District for at least 7 years.

Any District employee is prohibited from engaging in retaliation against any person involved in the complaint, the grievance process, appeal or investigation.

First Reading: September 16, 2020  
Second Reading & Adoption:

**Gilbertsville-Mt. Upton Board of Education**  
**Regular Meeting**  
**Wednesday, September 16, 2020**

**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 August 2020.

**External Audit (encl F2)**

To approve the external audit, year ending June 30, 2020.

**Tax Correction (encl F3)**

To approve a correction to a change in assessment in the amount of \$71,500 to \$36,500 to Tax Map Number #186.-1-22.1 and to authorize the District Treasurer to make the necessary revision/corrections to the school tax bills effective 16 September 2020. This action in the Town of Guilford, reduces the school levy by \$452.20.

**Financial Report (encl F4)**

To approve the revised Monthly Treasurer's Report from June 2020.

**Donation (encl F5)**

To accept the donation of 400 ear buds from the "Quarenteachers" to assist 7-12<sup>th</sup> grade students with virtual learning.



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

**08/01/2020 through 08/31/2020**

			BEGINNING			ENDING
ACTIVITY	ADVISOR	TREASURER	BALANCE	PAYMENTS	DEPOSITS	BALANCE
Class of 2021 (Seniors)	Raquel Norton	Skyler Norton	\$ 7,628.28	\$ 674.35		\$ 6,953.93
Class of 2022 (Jrs)	Katie Woods	Angelina Correll	\$ 6,607.71			\$ 6,607.71
Class of 2023 (Sophmores)	Teresa Titus	Kendra Hammond	\$ 1,655.62			\$ 1,655.62
Class of 2024 (9th)	Shania Speenburgh	Devon Hartwell	\$ 1,911.94			\$ 1,911.94
Class of 2025 (8th)	Lisa Ruland	Emma Peck	\$ 240.50			\$ 240.50
Class of 2026 (7th)	Clara Tanner					
Drama Club	Jennifer McDowall	Kelly Cole	\$ 3,683.13			\$ 3,683.13
7-8 Student Council	Katie Woods	Emma Peck	\$ 3,237.59			\$ 3,237.59
9-12 Student Council	Shania Speenburgh		\$ 826.30			\$ 826.30
Elementary Student Council	Alicia Cummings	Alivia Plows	\$ 2,820.75			\$ 2,820.75
Language		Marley Labounty	\$ 488.74			\$ 488.74
Band Fund	William Gilchrest	Emily Hammond	\$ 6,660.20			\$ 6,660.20
Chorus Fund	Deanna Perkosky	Gavin Bonzkowski	\$ 2,024.89			\$ 2,024.89
National Honor Society	Cierra Stafford	Ethan Charron	\$ 2,900.32			\$ 2,900.32
SADD	Katie Izzo,	Savanah Bresee	\$ 4,565.47			\$ 4,565.47
Safey Patrol Special	Shawna DiGiorgi/Raquel Norton	Alice Dibble	\$ 2,026.00			\$ 2,026.00
Safety Patrol	Shawna DiGiorgi/Raquel Norton	Alice Dibble	\$ 3,132.45			\$ 3,132.45
Women For A Change	Jennifer McDowall	Angelina Correll	\$ 299.19			\$ 299.19
Yearbook	Mark Seigers		\$ 8,272.71		\$ 0.50	\$ 8,273.21
DUE TO OTHER FUNDS						
Cheerleaders	Cheerleaders		\$ 253.13			\$ 253.13
SALES TAX	SALES TAX		\$ 152.98			\$152.98
		<b>TOTALS</b>	\$ 59,387.90	\$ 674.35	\$ 0.50	\$ 58,714.05
SUBMITTED BY <i>Cindy Kottmann</i>	REVIEWED BY: <i>J. Russell</i>					



# Gilbertsville-Mt. Upton CSD

Check Warrant Report For A - 3: Cash Disbursement For Dates 8/1/2019 - 8/31/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
1	08/05/2019	3252	Lifetime Benefit Solutions	308	5,572.53
2	08/31/2019	3252	Lifetime Benefit Solutions	308	21,940.43
27813	08/01/2019	603	PSAT 10		80.00
27814	08/01/2019	890	BEST PLUMBING SPECIALTIES, INC	298	290.00
27815	08/01/2019	2210	Casella Waste System INC		367.50
27816	08/01/2019	248	DOUG EXLEY		271.00
27817	08/01/2019	272	FRONTIER COMMUNICATIONS	303	873.76
27818	08/01/2019	915	HEINEMANN	39	639.58
27819	08/01/2019	350	J.W. PEPPER & SON INC	25	138.93
27820	08/01/2019	2109	MICROBAC LABORATORIES, INC	300	125.53
27821	08/01/2019	572	PERMABOUND	16	644.93
27822	08/01/2019	607	PUTNAM PEST CONTROL INC	301	55.00
27823	08/01/2019	1970	RICHARD S. SMITH	44	2,640.00
27824	08/01/2019	2289	ROCHESTER 100 INC	70	371.25
27825	08/01/2019	680	SCHOOL SPECIALTY	46	54.97
27826	08/01/2019	3058	TYLER TECH INC		2,025.00
27827	08/01/2019	2254	US BANK EQUIPMENT FINANCE	302	656.00
27828	08/01/2019	830	VASCO BRAND INC	299	133.32
27829	08/05/2019	59	B&H PHOTO	93	52.34
27830	08/05/2019	196	BLICK ART MATERIALS	182	2.79
27831	08/05/2019	2629	BROWN & BROWN OF GARDEN CITY INC	42	6,077.36
27832	08/05/2019	292	GOPHER, SPORT	183	13.45
27833	08/05/2019	1483	ISSY CLAPP		27.72
27834	08/05/2019	3050	LEARNING WITHOUT TEARS	32	1,375.83
27835	08/05/2019	407	MATTHEWS BUSES INC	63	268.73
27835	08/05/2019	407	**VOID** MATTHEWS BUSES INC	63	-268.73
27836	08/05/2019	449	NASCO	200	37.50
27837	08/05/2019	1880	PEARSON EDUCATION INC	45	285.34
27838	08/05/2019	3254	PICK UP PATROL	312	328.00
27839	08/05/2019	653	SAANYS	313	418.00
27840	08/05/2019	660	SARGENT - WELCH	273	16.28
27841	08/05/2019	680	SCHOOL SPECIALTY	268	137.94
27842	08/05/2019	2283	W.B. MASON CO INC	257	308.05
27843	08/07/2019	2782	EASTERN	41	121.00
27844	08/07/2019	2564	Follett School Solutions Inc	15	1,702.84
27845	08/07/2019	426	HENRY SCHEIN INC	82	68.53
27846	08/07/2019	374	LAKE SHORE LEARNING MATERIALS	289	83.86
27847	08/07/2019	417	MEDCO SUPPLY COMPANY	83	34.50
27848	08/07/2019	432	MIRABITO ENERGY PRODUCTS	65	974.88
27849	08/07/2019	449	NASCO	110	39.92
27850	08/07/2019	659	SANICO INC.	321	306.89
27851	08/07/2019	660	SARGENT - WELCH	205	98.62
27852	08/07/2019	680	SCHOOL SPECIALTY	221	874.77
27853	08/07/2019	827	VALIANT NATIONAL AV SUPPLY	239	41.94
27853	08/07/2019	827	**VOID** VALIANT NATIONAL AV SUPPLY	239	-41.94
27854	08/08/2019	1141	CAZENOVIA EQUIPMENT CO	318	139.10

# Gilbertsville-Mt. Upton CSD

Check Warrant Report For A - 3: Cash Disbursement For Dates 8/1/2019 - 8/31/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
27855	08/08/2019	2554	Itsavvy LLC	286	153.45
27856	08/08/2019	374	LAKESHORE LEARNING MATERIALS	104	37.91
27857	08/08/2019	2196	PITNEY BOWES RESERVE ACCOUNT		2,500.00
27858	08/08/2019	677	SCHOOL HEALTH CORPORATION	122	59.14
27859	08/08/2019	3253	SECTIGO	311	139.00
27860	08/08/2019	765	THE WATER BOTTLE	79	20.00
27861	08/12/2019	1809	LOWE'S	50	870.51
27862	08/13/2019	3255	TOOLS BY MAIL	330	8.00
27863	08/13/2019	547	OTSEGO ELECTRIC COOP.	297	4,066.33
27864	08/13/2019	2291	AAP ONEONTA #9508	53	169.08
27865	08/13/2019	186	D'ARCANGELO & CO., LLP	328	8,400.00
27866	08/13/2019	194	DEMCO INC	326	24.33
27867	08/13/2019	1834	Gillee's Auto Truck & Marine	59	16.66
27868	08/13/2019	835	GRAINGER	316	128.65
27869	08/13/2019	327	HOGAN & SARZYNSKI LYNCH, DEWIND & GREGORY, LLP	329	760.00
27870	08/13/2019	3233	JIM SIMPSON CONTRACTING LLC	620	19,173.00
27871	08/13/2019	407	MATTHEWS BUSES INC	63	323.60
27872	08/13/2019	2109	MICROBAC LABORATORIES, INC	300	58.43
27873	08/13/2019	449	NASCO	199	47.00
27874	08/13/2019	477	NORTHEAST UNIFORM SERVICES, INC.	314	766.00
27875	08/13/2019	520	NYSSBA		1,800.00
27876	08/13/2019	2718	PC UNIVERSITY	274	38.00
27877	08/13/2019	660	SARGENT - WELCH	204	319.93
27878	08/13/2019	677	SCHOOL HEALTH CORPORATION	120	32.26
27879	08/13/2019	680	SCHOOL SPECIALTY	213	1,457.36
27879	08/13/2019	680	**VOID** SCHOOL SPECIALTY	213	-1,457.36
27880	08/13/2019	1903	SHERWIN WILLIAMS - NORWICH	323	574.00
27881	08/13/2019	2510	Tri-State Folding Partitions Inc	327	970.00
27882	08/13/2019	827	VALIANT NATIONAL AV SUPPLY	239	54.99
27883	08/13/2019	3249	WASTE RECOVERY ENTERPRISES. LLC	72	320.00
27884	08/13/2019	680	SCHOOL SPECIALTY	213	1,458.24
27885	08/15/2019	1159	PETTY CASH		300.00
27886	08/19/2019	2789	AIMEE PIEDMONTE		273.25
27887	08/19/2019	30	AMAZON.COM	78	756.06
27888	08/19/2019	2016	ANNETTE HAMMOND		64.49
27889	08/19/2019	2639	ATC TAXES	337	1,800.00
27890	08/19/2019	58	B R JOHNSON INC.		1,363.00
27891	08/19/2019	2635	Excellus Health Plan - Group	7	17,095.00
27892	08/19/2019	2564	Follett School Solutions Inc	14	47.18
27893	08/19/2019	426	HENRY SCHEIN INC	185	7.35
27894	08/19/2019	2554	Itsavvy LLC	287	177.49
27895	08/19/2019	3257	JEFF ROSENBERG		100.25
27896	08/19/2019	1985	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS LLC	309	477.96
27897	08/19/2019	674	SCHOLASTIC SPORTS SALES LTD	208	159.70
27898	08/19/2019	677	SCHOOL HEALTH CORPORATION	123	41.93



# Gilbertsville-Mt. Upton CSD

## Check Warrant Report For A - 3: Cash Disbursement For Dates 8/1/2019 - 8/31/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
27899	08/19/2019	680	SCHOOL SPECIALTY	227	130.52
27900	08/19/2019	2440	SMILEMAKERS	30	78.54
27901	08/19/2019	2848	SYRACUSE RETREADERS LLC	339	1,400.00
27902	08/19/2019	752	THE DAILY STAR	336	878.00
27903	08/19/2019	2283	W.B. MASON CO INC	255	599.18
27904	08/19/2019	3060	WASHINGTON MUSIC CENTER	261	43.10
27905	08/22/2019	2230	Cascio Interstate Music	180	95.00
27906	08/22/2019	2946	Cierra Stafford		128.89
27907	08/22/2019	188	DCMO BOCES		161.95
27908	08/22/2019	188	DCMO BOCES		1,689.64
27909	08/22/2019	260	FLINN SCIENTIFIC INC	290	56.95
27910	08/22/2019	3258	JILL O'HARA		287.91
27911	08/22/2019	2870	MASTER LIBRARYCOM LLC		600.00
27912	08/22/2019	2109	MICROBAC LABORATORIES, INC	300	68.10
27913	08/22/2019	449	NASCO	196	32.63
27914	08/22/2019	607	PUTNAM PEST CONTROL INC	301	110.00
27915	08/22/2019	3011	RUG FAIR COMMERCIAL & INDUSTRIAL CO. INC	322	1,261.50
27916	08/22/2019	680	SCHOOL SPECIALTY	264	528.98
27917	08/22/2019	1903	SHERWIN WILLIAMS - NORWICH	323	235.24
27918	08/22/2019	3244	CASEBP	8	91,408.00
27919	08/22/2019	327	HOGAN & SARZYNSKI LYNCH, DEWIND & GREGORY, LLP	350	50.00
27920	08/26/2019	2089	DELAWARE-CHENANGO-OTSEGO ASBO		25.00
27921	08/26/2019	2968	PIRES		83.76

Number of Transactions: 114

Warrant Total: 216,310.30

Vendor Portion: 216,310.30

### Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 114 in number, in the total amount of \$216,310.30. 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.

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 \$216,310.30. 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.

Date

Auditor's Signature

Title

# Gilbertsville-Mt. Upton CSD

Check Warrant Report For TA - 2: August 2020 Payroll For Dates 8/1/2020 - 8/31/2020



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
560	08/13/2020	288	GMU PAYROLL ACCOUNT		30,048.09
561	08/13/2020	498	NYS INCOME TAX		1,661.73
562	08/13/2020	810	UNITED STATES TREASURY		9,702.64
563	08/13/2020	873	LEGEND GROUP		485.00
564	08/27/2020	288	GMU PAYROLL ACCOUNT		27,205.09
565	08/27/2020	496	NYS EMPLOYEES RETIREMENT SYSTE		442.61
566	08/27/2020	498	NYS INCOME TAX		1,633.58
567	08/27/2020	810	UNITED STATES TREASURY		9,194.94
568	08/27/2020	873	LEGEND GROUP		485.00
23540	08/13/2020	545	OTSEGO COUNTY SHERIFF		72.60
23541	08/24/2020	172	CSEA INC.		363.20
23542	08/24/2020	545	OTSEGO COUNTY SHERIFF		94.76

Number of Transactions: 12

Warrant Total: 81,389.24

Vendor Portion: 81,389.24

## Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 12 in number, in the total amount of \$ 81,389.24. 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.

8/27/2020 Cindy Kitchum 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 \$ 81,389.24. 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.

8-28 JH Ewell Internal Claims Auditor  
Date Auditor's Signature Title



## Gilbertsville-Mt. Upton CSD



Check Warrant Report For TA - 3: Cash Disbursement For Dates 8/1/2020 - 8/31/2020

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
23543	08/24/2020	30	AMAZON.COM		1,977.11
Number of Transactions: 1					Warrant Total: 1,977.11
					Vendor Portion: 1,977.11

## Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 1,977.11. 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.

8/27/2020 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 \$ 1,977.11. 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.

8/25/20 Tom Connell Dist. Claims Auditor  
Date Auditor's Signature Title

## Gilbertsville-Mt. Upton CSD

Check Warrant Report For F - 2: Cash Disbursement For Dates 8/1/2020 - 8/31/2020



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
40459	08/19/2020	3003	TANYA SCHNABL		800.00
Number of Transactions: 1					Warrant Total: 800.00
					Vendor Portion: 800.00

## Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 800.00. 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.

8/27/2020 Cindy Ketchum Deputy Treasurer  
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 \$ 800.00. 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.

8-27 T. H. Enall Internal Claims Auditor  
Date Auditor's Signature Title

CLAIMS AUDIT REPORT  
AUGUST, 2020

[illegible]

# Gilbertsville-Mt. Upton CSD

Revenue Status Report From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>A 1001</u>	REAL PROPERTY TAXES	2,138,050.00	0.00	2,138,050.00	2,180,548.65	-42,498.65
<u>A 1085</u>	STAR TAX REIMBURSEMENT	400,000.00	0.00	400,000.00	357,501.35	42,498.65
<u>A 1090</u>	INTEREST AND PENALTY ON TAXES	13,500.00	0.00	13,500.00	0.00	13,500.00
<u>A 2401</u>	INTEREST AND EARNINGS	325.00	0.00	325.00	6.66	318.34
<u>A 2401.PR</u>	INTEREST PAYROLL ACCOUNT	3.00	0.00	3.00	0.29	2.71
<u>A 2402</u>	INTEREST EARNINGS-CAPITAL RESERVE	325.00	0.00	325.00	75,012.59	-74,687.59
<u>A 2403</u>	INTEREST EARNINGS-LIABILITY RESERVE	100.00	0.00	100.00	6.14	93.86
<u>A 2404</u>	INTEREST EARNINGS-EBALR RESERVE	102.00	0.00	102.00	11.96	90.04
<u>A 2405</u>	INTEREST EARNINGS-ERS RESERVES	100.00	0.00	100.00	2.14	97.86
<u>A 2406</u>	INTEREST EARNINGS-UNEMPLOYMENT RES	45.00	0.00	45.00	4.21	40.79
<u>A 2413</u>	BOCES ROOM RENTAL	12,000.00	0.00	12,000.00	0.00	12,000.00
<u>A 2666</u>	SALE OF TRANS EQUIP-BUSES	12,500.00	0.00	12,500.00	0.00	12,500.00
<u>A 2701</u>	BOCES REFUND PRIOR YRS EXP	55,000.00	0.00	55,000.00	0.00	55,000.00
<u>A 2770</u>	OTHER UNCLASSIFIED REVENUES	23,500.00	0.00	23,500.00	7,879.85	15,620.15
<u>A 3101</u>	BASIC AID GENERAL	4,047,743.00	0.00	4,047,743.00	0.00	4,047,743.00
<u>A 3101.1</u>	Building Aid	1,107,320.00	0.00	1,107,320.00	0.00	1,107,320.00
<u>A 3101.A</u>	EXCESS COST AID	672,057.00	0.00	672,057.00	0.00	672,057.00
<u>A 3102</u>	LOTTERY AID	464,400.00	0.00	464,400.00	0.00	464,400.00
<u>A 3102..1</u>	LOTTERY GRANT AID	272,000.00	0.00	272,000.00	0.00	272,000.00
<u>A 3103</u>	BOCES AID	548,211.00	0.00	548,211.00	-134.37	548,345.37
<u>A 3260</u>	TEXTBOOK AID	24,275.00	0.00	24,275.00	0.00	24,275.00
<u>A 3262</u>	SOFTWARE AID	5,862.00	0.00	5,862.00	0.00	5,862.00
<u>A 3263</u>	LIBRARY AV AID	2,237.00	0.00	2,237.00	0.00	2,237.00
<u>A 4601</u>	MEDICAID	17,500.00	0.00	17,500.00	1,312.92	16,187.08
<b>A Totals:</b>		<b>9,817,155.00</b>	<b>0.00</b>	<b>9,817,155.00</b>	<b>2,622,152.39</b>	<b>7,195,002.61</b>
<u>C 1440</u>	SALE OF REIMBURSABLE MEALS	34,000.00	0.00	34,000.00	0.00	34,000.00
<u>C 1445</u>	OTHER CAFETERIA SALES	22,500.00	0.00	22,500.00	-429.46	22,929.46
<u>C 2401</u>	INTEREST AND EARNINGS	50.00	0.00	50.00	0.80	49.20
<u>C 2701</u>	REFUND OF PRIOR YEARS EXPENDITURES	200.00	0.00	200.00	0.00	200.00
<u>C 2770</u>	MISC REVENUE FROM LOCAL SOURCES	2,500.00	0.00	2,500.00	-119.60	2,619.60
<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	0.00	3,500.00



# Gilbertsville-Mt. Upton CSD

Revenue Status Report From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>C 3190.01</u>	STATE REIMB.-LUNCH	3,500.00	0.00	3,500.00	494.40	3,005.60
<u>C 3190.1</u>	BOCES AID	500.00	0.00	500.00	-134.39	634.39
<u>C 4190</u>	FEDERAL REIMB.-BREAKFAST	45,000.00	0.00	45,000.00	0.00	45,000.00
<u>C 4190.01</u>	FEDERAL REIMB.-LUNCH	95,000.00	0.00	95,000.00	17,311.00	77,689.00
<u>C 4190.02</u>	FEDERAL REIM-AFTER SCHOOL SNACKS	3,585.00	0.00	3,585.00	0.00	3,585.00
<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>17,122.75</b>	<b>238,212.25</b>
<u>F 2401</u>	INTEREST	0.00	0.00	0.00	0.66	-0.66
<u>F 4121.20</u>	2019-20 Title I	18,494.03	0.00	18,494.03	0.00	18,494.03
<u>F 4121.21</u>	20-21 Title I	128,766.00	0.00	128,766.00	0.00	128,766.00
<u>F 4142.21</u>	20-21 Title IIA	15,827.00	0.00	15,827.00	0.00	15,827.00
<u>F 4143.21</u>	20-21 Title IV	10,000.00	0.00	10,000.00	0.00	10,000.00
<u>F 4144.21</u>	2020-21 CARES ACT - GEER	20,429.00	0.00	20,429.00	0.00	20,429.00
<u>F 4145.21</u>	2020-21 CARES ACT - ESSER	120,537.00	0.00	120,537.00	0.00	120,537.00
<u>F 4242.21</u>	20-21 IDEA Section 611	101,242.00	0.00	101,242.00	0.00	101,242.00
<u>F 4243.21</u>	20-21 IDEA Section 619	197.00	0.00	197.00	0.00	197.00
<u>F 6120</u>	2019-20 REAP	2,769.00	0.00	2,769.00	0.00	2,769.00
<b>F Totals:</b>		<b>418,261.03</b>	<b>0.00</b>	<b>418,261.03</b>	<b>0.66</b>	<b>418,260.37</b>
<u>H 2401</u>	INTEREST EARNED	0.00	0.00	0.00	0.60	-0.60
<b>H Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.60</b>	<b>-0.60</b>
<u>V 2401</u>	INTEREST EARNED	0.00	0.00	0.00	3.66	-3.66
<b>V Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3.66</b>	<b>-3.66</b>
<b>Grand Totals:</b>		<b>10,490,751.03</b>	<b>0.00</b>	<b>10,490,751.03</b>	<b>2,639,280.06</b>	<b>7,851,470.97</b>

# Gilbertsville-Mt. Upton CSD



## Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 1010.400</u>	BOE - CONTRACTUAL	6,000.00	0.00	6,000.00	0.00	0.00	6,000.00
<u>A 1010.450</u>	BOE - SUPPLIES	250.00	0.00	250.00	17.01	37.49	195.50
<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	2,500.00	0.00	2,500.00	17.78	2,482.22	0.00
<u>A 1240.150</u>	SUPERINTENDENT-SALARY	137,300.00	0.00	137,300.00	28,457.72	0.00	108,842.28
<u>A 1240.160</u>	SUPERINTENDENT SECRETARY	40,000.00	0.00	40,000.00	8,461.53	0.00	31,538.47
<u>A 1240.400</u>	DO - CONTRACTUAL	5,000.00	-120.00	4,880.00	150.00	0.00	4,730.00
<u>A 1240.450</u>	DO - SUPPLIES	1,000.00	0.00	1,000.00	508.15	0.00	491.85
<u>A 1310.160</u>	BO - NON INSTRUCTIONAL	91,058.00	0.00	91,058.00	21,720.55	0.00	69,337.45
<u>A 1310.400</u>	BO - CONTRACTUAL	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
<u>A 1310.450</u>	SUPPLIES	0.00	82.95	82.95	81.65	0.00	1.30
<u>A 1310.490</u>	BOCES-PAYROLL SERVICE	80,702.00	0.00	80,702.00	0.00	0.00	80,702.00
<u>A 1320.400</u>	AUDITOR SERVICES	17,500.00	0.00	17,500.00	8,500.00	8,500.00	500.00
<u>A 1325.160</u>	INTERNAL CLAIMS AUD	1,000.00	0.00	1,000.00	52.50	0.00	947.50
<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	-62.95	417.05	0.00	0.00	417.05
<u>A 1330.160</u>	TAX COLLECTOR-SALARY	3,000.00	0.00	3,000.00	528.83	0.00	2,471.17
<u>A 1330.400</u>	TAX COLLECTOR-NOTICES	3,200.00	0.00	3,200.00	1,800.00	0.00	1,400.00
<u>A 1345.490</u>	BOCES - COOP BID	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
<u>A 1420.400</u>	LEGAL SERVICES	15,000.00	0.00	15,000.00	760.00	9,240.00	5,000.00
<u>A 1430.400</u>	ADVERTISING-PERSONNEL	2,500.00	120.00	2,620.00	138.23	2,481.77	0.00
<u>A 1430.400-01</u>	PERSONNEL-FINGER PRINTING	520.00	0.00	520.00	0.00	0.00	520.00
<u>A 1430.490</u>	BOCES-REC/WC/EPA	31,810.00	0.00	31,810.00	0.00	0.00	31,810.00
<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	11,350.00	0.00	11,350.00	0.00	0.00	11,350.00
<u>A 1480.490</u>	BOCES - SAFETY	49,500.00	0.00	49,500.00	0.00	0.00	49,500.00
<u>A 1620.160</u>	BLDG MAINT MECHANIC-SALARY	71,445.00	0.00	71,445.00	14,822.17	0.00	56,622.83
<u>A 1620.200</u>	MAINT-EQUIPMENT	10,000.00	525.00	10,525.00	525.00	0.00	10,000.00
<u>A 1620.400</u>	MAINT-CONTRACTUAL	24,500.00	6,000.00	30,500.00	270.00	6,390.00	23,840.00
<u>A 1620.400-05</u>	MAINT-RUGS/MOPS	2,200.00	0.00	2,200.00	73.70	926.30	1,200.00
<u>A 1620.421</u>	MAINT-FUEL OIL	73,705.00	-9,565.41	64,139.59	0.00	0.00	64,139.59
<u>A 1620.422</u>	MAINT-PROPANE	200.00	0.00	200.00	0.00	0.00	200.00

# Gilbertsville-Mt. Upton CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 1620.425</u>	MAINT-ELECTRIC	75,000.00	0.00	75,000.00	4,298.88	45,701.12	25,000.00
<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 EQP'T.	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
<u>A 1620.431</u>	MAINT-TELEPHONE	4,500.00	65.41	4,565.41	1,727.72	2,837.69	0.00
<u>A 1620.450</u>	MAINT-SUPPLIES	26,000.00	813.60	26,813.60	1,289.59	2,770.90	22,753.11
<u>A 1620.450-01</u>	MAINT-SUPPLIES/STAFF/ADVISOR PURCHASES	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
<u>A 1620.450-CO-VID</u>	Supplies - COVID-19	0.00	9,500.00	9,500.00	3,790.46	3,241.81	2,467.73
<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	900.00	0.00
<u>A 1620.471-01</u>	MAINT-EXTERMINATOR	1,500.00	0.00	1,500.00	55.00	945.00	500.00
<u>A 1620.472</u>	MAINT-FIRE EXTING	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
<u>A 1620.474</u>	MAINT-GARBAGE	4,950.00	0.00	4,950.00	335.00	1,765.00	2,850.00
<u>A 1620.474-01</u>	MAINT-HAZARD WASTE DISP	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
<u>A 1620.475</u>	MAINT-PORT A FACILITIES	1,800.00	0.00	1,800.00	0.00	1,800.00	0.00
<u>A 1621.160</u>	MAINT-SALARIES	142,560.00	0.00	142,560.00	29,394.40	0.00	113,165.60
<u>A 1621.160-21</u>	MAINT-SUMMER HELP	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00
<u>A 1621.160-22</u>	MAINT-OVERTIME	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
<u>A 1621.160-LO-NG</u>	NON-INSTRUCTIONAL-LONGEVITY	1,600.00	0.00	1,600.00	0.00	0.00	1,600.00
<u>A 1621.400-01</u>	MAINT-HVAC	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
<u>A 1621.400-02</u>	MAINT-TEL REPAIRS	2,600.00	0.00	2,600.00	0.00	0.00	2,600.00
<u>A 1621.400-03</u>	MAINT-BOILER/MAINTENANCE	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
<u>A 1621.400-04</u>	MAINT-WATER SYSTEM	3,000.00	0.00	3,000.00	58.43	1,441.57	1,500.00
<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	0.00	0.00	10,000.00
<u>A 1621.400-08</u>	MAINT-ROOF SCAN/GYM FLOOR	6,500.00	0.00	6,500.00	0.00	1,350.00	5,150.00
<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-PROJECT INCIDENTALS	12,500.00	0.00	12,500.00	0.00	0.00	12,500.00
<u>A 1621.429</u>	MAINT-TURF MAINT.	4,350.00	0.00	4,350.00	0.00	2,500.00	1,850.00
<u>A 1621.450</u>	MAINT-FIELD PAINTS	2,300.00	0.00	2,300.00	0.00	0.00	2,300.00
<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	9,750.00	13,250.00	3,513.27	6,236.73	3,500.00



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## Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 1670.450</u>	POSTAGE/PAPER/PC	24,155.00	0.00	24,155.00	2,608.50	3,391.50	18,155.00
<u>A 1670.490</u>	BOCES-PRINTING/Q-COPY	50,145.00	0.00	50,145.00	0.00	0.00	50,145.00
<u>A 1680.490</u>	BOCES-Central Data Processing	60,895.00	0.00	60,895.00	0.00	0.00	60,895.00
<u>A 1910.400</u>	INSURANCE-DISTRICT LIABILITY	50,745.00	0.00	50,745.00	44,130.50	0.00	6,614.50
<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	210,500.00	0.00	210,500.00	0.00	0.00	210,500.00
<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 2020.150-01</u>	PRINCIPAL-SALARY PRE-K-12	90,000.00	0.00	90,000.00	17,941.88	0.00	72,058.12
<u>A 2020.160</u>	SECRETARIES-HS/ELEM-SALARY	27,500.00	0.00	27,500.00	6,530.93	0.00	20,969.07
<u>A 2020.160-01</u>	SUB CALLING	1,591.00	0.00	1,591.00	0.00	0.00	1,591.00
<u>A 2020.160-LO-NG</u>	NON-INSTRUCTIONAL-LONGEVITY	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>A 2020.400</u>	MAIN OFFICE CONTRACTUAL	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
<u>A 2020.450</u>	MAIN OFFICE SUPPLIES	1,500.00	0.00	1,500.00	194.53	0.00	1,305.47
<u>A 2020.450-00-1</u>	MAIN OFFICE BRIDGING SUPPLIES	500.00	0.00	500.00	38.93	0.00	461.07
<u>A 2020.451-02</u>	MAIN OFFICE GRADUATION SUPPLIES	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
<u>A 2020.490</u>	BOCES-STAFF DEVELOPMENT	28,250.00	0.00	28,250.00	198.22	0.00	28,051.78
<u>A 2110.120</u>	SALARIES/K-6	766,600.00	0.00	766,600.00	25,856.17	0.00	740,743.83
<u>A 2110.120-01</u>	SALARIES-BRIDGING	2,000.00	0.00	2,000.00	919.20	0.00	1,080.80
<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	642,500.00	0.00	642,500.00	27,002.71	0.00	615,497.29
<u>A 2110.130-12</u>	SALARIES-TUTORING	5,000.00	0.00	5,000.00	76.62	0.00	4,923.38
<u>A 2110.130-CS</u>	SALARIES-STEAM SALARY	44,828.00	0.00	44,828.00	1,500.02	0.00	43,327.98
<u>A 2110.140</u>	SALARIES-SUB TEACHERS	39,250.00	0.00	39,250.00	0.00	0.00	39,250.00
<u>A 2110.160</u>	SALARIES-AIDES	132,350.00	0.00	132,350.00	767.00	0.00	131,583.00
<u>A 2110.160-01</u>	SALARIES-SUB CLERICAL	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
<u>A 2110.160-LO-NG</u>	NON-INSTRUCTIONAL-LONGEVITY	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
<u>A 2110.200</u>	EQUIPMENT-PREK-12 BUILDING	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
<u>A 2110.200-06-S</u>	STEM Equipment	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
<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	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
<u>A 2110.400-10</u>	CONTRACTUAL - ELEM MUSIC	5,950.00	1,259.00	7,209.00	0.00	4,199.00	3,010.00
<u>A 2110.400-11</u>	CONTRACTUAL - PREK-12 BLDG.	16,307.00	0.00	16,307.00	2,348.30	7,795.50	6,163.20
<u>A 2110.401-06-S</u>	STEM - CONTRACTUAL	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00



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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 2110.401-07</u>	CONTRACTUAL - HOME & CAREERS	500.00	0.00	500.00	0.00	0.00	500.00
<u>A 2110.401-08</u>	CONTRACTUAL - HS MUSIC/BAND	5,358.00	24.72	5,382.72	794.58	2,162.74	2,425.40
<u>A 2110.401-09</u>	CONTRACTUAL - HS TECHNOLOGY	1,500.00	0.00	1,500.00	0.00	1,450.00	50.00
<u>A 2110.401-12</u>	CONTRACTUAL - HS SCIENCE	691.00	0.00	691.00	0.00	0.00	691.00
<u>A 2110.450</u>	SUPPLIES-K	745.00	121.94	866.94	152.47	135.17	579.30
<u>A 2110.450-01</u>	SUPPLIES-1ST GRADE	700.00	0.00	700.00	37.98	0.00	662.02
<u>A 2110.450-02</u>	SUPPLIES-2ND GRADE	650.00	75.00	725.00	315.35	396.65	13.00
<u>A 2110.450-03</u>	SUPPLIES-3RD GRADE	750.00	0.00	750.00	21.08	474.48	254.44
<u>A 2110.450-04</u>	SUPPLIES-4TH GRADE	660.00	0.00	660.00	0.00	0.00	660.00
<u>A 2110.450-05</u>	SUPPLIES-5TH GRADE	350.00	0.00	350.00	110.58	151.59	87.83
<u>A 2110.450-06</u>	SUPPLIES-6TH GRADE	500.00	175.00	675.00	221.92	448.59	4.49
<u>A 2110.450-08</u>	SUPPLIES-ELEM ART	1,150.00	75.00	1,225.00	935.56	253.52	35.92
<u>A 2110.450-09</u>	SUPPLIES-ELEM PE	650.00	0.00	650.00	65.22	0.00	584.78
<u>A 2110.450-1</u>	SUPPLIES-PREK-12 BLD	1,500.00	-670.00	830.00	136.98	0.00	693.02
<u>A 2110.450-10</u>	SUPPLIES-ELEM MUSIC	1,560.00	0.00	1,560.00	0.00	12.81	1,547.19
<u>A 2110.450-14</u>	SUPPLIES-ELEM COMPUTER LAB	100.00	0.00	100.00	0.00	0.00	100.00
<u>A 2110.450-19</u>	SUPPLIES-ELEM AGENDAS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>A 2110.450-20</u>	SUPPLIES-PRE-K	550.00	-464.20	85.80	0.00	0.00	85.80
<u>A 2110.450-21</u>	READING	200.00	0.00	200.00	86.71	32.47	80.82
<u>A 2110.451</u>	SUPPLIES- HS ENGLISH	300.00	0.00	300.00	51.26	175.58	73.16
<u>A 2110.451-01</u>	SUPPLIES- HS MATH	350.00	0.00	350.00	142.01	125.52	82.47
<u>A 2110.451-02</u>	SUPPLIES- HS SOCIAL STUDIES	100.00	539.20	639.20	6.99	608.15	24.06
<u>A 2110.451-03</u>	SUPPLIES- HS SCIENCE	2,500.00	250.00	2,750.00	2,506.88	225.81	17.31
<u>A 2110.451-04</u>	SUPPLIES - HS ART	650.00	0.00	650.00	42.40	0.00	607.60
<u>A 2110.451-05</u>	SUPPLIES - H.S. TECHNOLOGY	2,000.00	0.00	2,000.00	759.55	679.56	560.89
<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	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
<u>A 2110.451-08</u>	SUPPLIES - HS MUSIC	7,645.00	0.00	7,645.00	92.23	100.75	7,452.02
<u>A 2110.451-09</u>	SUPPLIES- HS LANGUAGE	100.00	0.00	100.00	22.42	0.00	77.58
<u>A 2110.451-10</u>	SUPPLIES - HS PHYS ED.	1,250.00	0.00	1,250.00	478.00	0.00	772.00
<u>A 2110.451-16</u>	SUPPLIES-H.S. HEALTH	100.00	0.00	100.00	0.00	0.00	100.00
<u>A 2110.471</u>	Tuition - Paid to Other Districts	16,000.00	0.00	16,000.00	0.00	0.00	16,000.00
<u>A 2110.480-1</u>	TEXTBOOKS-DISTRICT WIDE	19,500.00	0.00	19,500.00	5,620.86	1,631.39	12,247.75

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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 2110.480-1-CS</u>	TEXTBOOKS FONTAS & PINNELL	0.00	5,404.65	5,404.65	3,527.91	1,713.50	163.24
<u>A 2110.490</u>	BOCES/REGULAR SCHOOL	210,048.00	0.00	210,048.00	0.00	0.00	210,048.00
<u>A 2250.150</u>	SPEC ED-SALARIES	395,270.00	0.00	395,270.00	14,875.48	0.00	380,394.52
<u>A 2250.160</u>	SPEC ED-SALARIES	169,350.00	-1,150.00	168,200.00	2,770.33	0.00	165,429.67
<u>A 2250.400</u>	SPECIAL ED - CONTRACTUAL	6,000.00	0.00	6,000.00	0.00	900.00	5,100.00
<u>A 2250.400-05</u>	SPEC ED-TUITION	340,000.00	0.00	340,000.00	0.00	0.00	340,000.00
<u>A 2250.450</u>	SPEC ED-SUPPLIES ELEMENTARY	0.00	1,600.00	1,600.00	784.61	610.55	204.84
<u>A 2250.450-05</u>	SPEC ED-CSE SUPPLIES	2,060.00	0.00	2,060.00	877.50	658.62	523.88
<u>A 2250.490</u>	BOCES-SPECIAL EDUCATION	567,489.00	0.00	567,489.00	0.00	0.00	567,489.00
<u>A 2280.490</u>	BOCES-OC ED	232,992.00	0.00	232,992.00	0.00	0.00	232,992.00
<u>A 2330.490</u>	BOCES - SUMMER SCHOOL	14,925.00	0.00	14,925.00	0.00	0.00	14,925.00
<u>A 2610.150</u>	LIBRARIAN-SALARY	60,965.00	0.00	60,965.00	2,344.81	0.00	58,620.19
<u>A 2610.160</u>	LIBRARY AIDES-SALARIES	15,600.00	0.00	15,600.00	0.00	0.00	15,600.00
<u>A 2610.450</u>	LIBRARY-SUPPLIES	500.00	0.00	500.00	45.23	0.00	454.77
<u>A 2610.460</u>	LIBRARY-BOOKS/PERIODICALS	9,230.00	0.00	9,230.00	0.00	2,000.00	7,230.00
<u>A 2610.490</u>	BOCES-MEDIA SERVICES	40,500.00	0.00	40,500.00	0.00	0.00	40,500.00
<u>A 2630.150-01</u>	COMPUTER-HS/STIPEND	64,455.00	0.00	64,455.00	13,634.72	0.00	50,820.28
<u>A 2630.220</u>	COMPUTER HARDWARE K-12	9,000.00	0.00	9,000.00	0.00	0.00	9,000.00
<u>A 2630.400</u>	COMPUTER-CONTRACTUAL	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
<u>A 2630.450</u>	COMPUTER-SUPPLIES	2,200.00	0.00	2,200.00	0.00	257.00	1,943.00
<u>A 2630.460</u>	COMPUTER-SOFTWARE K-12	11,612.00	0.00	11,612.00	2,450.00	0.00	9,162.00
<u>A 2630.490</u>	BOCES - COMPUTER SERVICES	60,000.00	0.00	60,000.00	0.00	0.00	60,000.00
<u>A 2810.150</u>	GUIDANCE-SALARY	41,468.00	0.00	41,468.00	1,809.89	0.00	39,658.11
<u>A 2810.150-CS</u>	GUIDANCE SALARY CS	40,930.00	0.00	40,930.00	2,035.65	0.00	38,894.35
<u>A 2810.400-01</u>	GUIDANCE CONTRACTUAL/HS	1,500.00	-70.18	1,429.82	0.00	0.00	1,429.82
<u>A 2810.400-02</u>	GUIDANCE-CONTRACTUAL/ES	350.00	0.00	350.00	0.00	0.00	350.00
<u>A 2810.450</u>	GUIDANCE-SUPPLIES/ES	450.00	70.18	520.18	498.38	21.80	0.00
<u>A 2810.450-01</u>	GUIDANCE-SUPPLIES/HS	350.00	0.00	350.00	313.81	0.00	36.19
<u>A 2815.160</u>	HEALTH OFFICE-SALARIES	34,615.00	0.00	34,615.00	2,186.24	0.00	32,428.76
<u>A 2815.400</u>	HEALTH OFFICE-CONTRACTUAL	8,500.00	0.00	8,500.00	1,027.03	4,707.00	2,765.97
<u>A 2815.450</u>	HEALTH OFFICE-SUPPLIES	2,550.00	0.00	2,550.00	569.61	81.98	1,898.41
<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	30,000.00	0.00	30,000.00	0.00	0.00	30,000.00



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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 2850.150</u>	MARCHING BAND	2,657.00	0.00	2,657.00	0.00	0.00	2,657.00
<u>A 2850.150-01</u>	EXTRA CHORAL	1,163.00	0.00	1,163.00	0.00	0.00	1,163.00
<u>A 2850.150-02</u>	COLOR GUARD	1,098.00	0.00	1,098.00	0.00	0.00	1,098.00
<u>A 2850.150-03</u>	HS STUDENT COUCIL	1,292.00	0.00	1,292.00	0.00	0.00	1,292.00
<u>A 2850.150-03-1</u>	ES STUDENT COUNCIL	622.00	0.00	622.00	0.00	0.00	622.00
<u>A 2850.150-04</u>	YEARBOOK	1,421.00	0.00	1,421.00	0.00	0.00	1,421.00
<u>A 2850.150-05</u>	DRAMA DIRECTOR	1,098.00	0.00	1,098.00	0.00	0.00	1,098.00
<u>A 2850.150-05-1</u>	ASST. DIRECTOR/COREOGRAPHER	638.00	0.00	638.00	0.00	0.00	638.00
<u>A 2850.150-05-2</u>	PIT AND DIRECTOR	638.00	0.00	638.00	0.00	0.00	638.00
<u>A 2850.150-06</u>	MUSICAL DIRECTOR	3,546.00	0.00	3,546.00	0.00	0.00	3,546.00
<u>A 2850.150-08</u>	SAFETY PATROL	516.00	0.00	516.00	0.00	0.00	516.00
<u>A 2850.150-09</u>	CHEERLEADING-V/JV	1,421.00	0.00	1,421.00	0.00	0.00	1,421.00
<u>A 2850.150-10</u>	HONOR SOCIETY	798.00	0.00	798.00	0.00	0.00	798.00
<u>A 2850.150-12</u>	SADD	516.00	0.00	516.00	0.00	0.00	516.00
<u>A 2850.150-13</u>	7TH GRADE	324.00	0.00	324.00	0.00	0.00	324.00
<u>A 2850.150-14</u>	8TH GRADE	387.00	0.00	387.00	0.00	0.00	387.00
<u>A 2850.150-15</u>	9TH GRADE	451.00	0.00	451.00	0.00	0.00	451.00
<u>A 2850.150-16</u>	10TH GRADE	1,553.00	0.00	1,553.00	0.00	0.00	1,553.00
<u>A 2850.150-17</u>	11TH GRADE	1,807.00	0.00	1,807.00	0.00	0.00	1,807.00
<u>A 2850.150-18</u>	12TH GRADE	2,063.00	0.00	2,063.00	0.00	0.00	2,063.00
<u>A 2850.150-19</u>	NATIONAL JHS	516.00	0.00	516.00	0.00	0.00	516.00
<u>A 2850.150-20</u>	MS STUDENT COUNCIL	689.00	0.00	689.00	0.00	0.00	689.00
<u>A 2850.150-21</u>	JAZZ BAND	1,336.00	0.00	1,336.00	0.00	0.00	1,336.00
<u>A 2850.150-23</u>	SPANISH CLUB	500.00	0.00	500.00	0.00	0.00	500.00
<u>A 2850.150-24</u>	MOCK TRIAL	798.00	0.00	798.00	0.00	0.00	798.00
<u>A 2850.150-26</u>	SKI CLUB	470.00	0.00	470.00	0.00	0.00	470.00
<u>A 2850.160-00</u>	STUDENT ACCT TREAS STIPEND	1,250.00	0.00	1,250.00	0.00	0.00	1,250.00
<u>A 2855.150</u>	SOCCER/VARSITY-1/2 EACH	7,588.00	0.00	7,588.00	0.00	0.00	7,588.00
<u>A 2855.150-02</u>	SOCCER/MODIFIED-1/2 EACH	3,644.00	0.00	3,644.00	0.00	0.00	3,644.00
<u>A 2855.150-03</u>	BASKETBALL/VARSITY-1/2 EACH	9,474.00	0.00	9,474.00	0.00	0.00	9,474.00
<u>A 2855.150-04</u>	BASKETBALL/JV-1/2 EACH	7,226.00	0.00	7,226.00	0.00	0.00	7,226.00
<u>A 2855.150-05</u>	BASKETBALL/MODIFIED-1/2 EACH	5,164.00	0.00	5,164.00	0.00	0.00	5,164.00
<u>A 2855.150-07</u>	BASEBALL/SOFTBALL-VSTY-1/2 EACH	7,162.00	0.00	7,162.00	0.00	0.00	7,162.00



# Gilbertsville-Mt. Upton CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 2855.150-08</u>	BASEBALL/SOFTBALL-MOD 1/2 EACH	3,644.00	0.00	3,644.00	0.00	0.00	3,644.00
<u>A 2855.150-10</u>	ATHLETIC DIRECTOR	4,874.00	0.00	4,874.00	0.00	0.00	4,874.00
<u>A 2855.150-11</u>	CHAPERONES	3,500.00	0.00	3,500.00	0.00	0.00	3,500.00
<u>A 2855.150-15</u>	MOD TRACK/ASST VARSITY	1,822.00	0.00	1,822.00	0.00	0.00	1,822.00
<u>A 2855.150-16</u>	VARSITY TRACK	3,581.00	0.00	3,581.00	0.00	0.00	3,581.00
<u>A 2855.150-17</u>	TIMERS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>A 2855.150-18</u>	Cross Country	3,794.00	0.00	3,794.00	0.00	0.00	3,794.00
<u>A 2855.200</u>	ATHLETIC-EQUIPMENT	5,500.00	0.00	5,500.00	0.00	0.00	5,500.00
<u>A 2855.400</u>	OFFICIALS/CONTRACTUAL	20,250.00	0.00	20,250.00	0.00	0.00	20,250.00
<u>A 2855.450</u>	ATHLETIC-SUPPLIES	10,500.00	0.00	10,500.00	0.00	0.00	10,500.00
<u>A 2855.490</u>	BOCES-SPORTS COORD	2,750.00	0.00	2,750.00	0.00	0.00	2,750.00
<u>A 5510.160</u>	TRANS-SALARIES	265,150.00	0.00	265,150.00	13,255.35	0.00	251,894.65
<u>A 5510.160-01</u>	TRANS-OFFICE SALARIES	11,150.00	0.00	11,150.00	0.00	0.00	11,150.00
<u>A 5510.160-22</u>	TRANS-EXTRA RUNS	14,000.00	-8,500.00	5,500.00	0.00	0.00	5,500.00
<u>A 5510.160-23</u>	TRANS-SUB RUNS	17,500.00	0.00	17,500.00	0.00	0.00	17,500.00
<u>A 5510.160-24</u>	TRANS-SUMMER RUNS	8,320.00	0.00	8,320.00	0.00	0.00	8,320.00
<u>A 5510.160-LO-NG</u>	NON-INSTRUCTIONAL-LONGEVITY	2,800.00	0.00	2,800.00	0.00	0.00	2,800.00
<u>A 5510.400</u>	TRANS-INSURANCE	13,500.00	376.00	13,876.00	13,876.00	0.00	0.00
<u>A 5510.400-01</u>	TRANS-CONF./WKSHOPS/DUES	1,500.00	0.00	1,500.00	35.00	0.00	1,465.00
<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	310.00	0.00	3,690.00
<u>A 5510.400-04</u>	TRANS-ROUTING SOFTWARE	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
<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	1,366.00	0.00	1,366.00	0.00	0.00	1,366.00
<u>A 5510.400-08</u>	TRANS-PHONE (NOT REPAIRS)	1,000.00	-976.00	24.00	0.00	0.00	24.00
<u>A 5510.400-09</u>	TRANS-CONTRACTUAL	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	0.00	0.00	500.00
<u>A 5510.450</u>	TRANS-DIESEL	55,000.00	0.00	55,000.00	189.28	50,000.00	4,810.72
<u>A 5510.450-01</u>	TRANS-RIMS/TIRES	4,000.00	0.00	4,000.00	0.00	1,000.00	3,000.00
<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	239.20	739.20	199.96	0.00	539.24
<u>A 5510.450-04</u>	TRANS-CLEANING SUPPLIES	500.00	9,430.91	9,930.91	3,742.36	141.85	6,046.70

# Gilbertsville-Mt. Upton CSD

Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<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	0.00	0.00	700.00
<u>A 5510.450-07</u>	TRANS-UNLEADED GASOLINE	25,000.00	0.00	25,000.00	0.00	25,000.00	0.00
<u>A 5510.450-08</u>	TRANS-PROPANE	6,000.00	0.00	6,000.00	0.00	6,000.00	0.00
<u>A 5510.450-CO-VID</u>	Supplies COVID-19	0.00	7,500.00	7,500.00	5,045.00	651.70	1,803.30
<u>A 5510.490</u>	BOCES-TRAINING/TESTING/TOWERS	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
<u>A 5530.160</u>	MECHANIC/BUS DRIVER-SALARY	43,500.00	0.00	43,500.00	9,086.22	0.00	34,413.78
<u>A 5530.160-01</u>	CLEANER/BUS GARAGE-SALARY	36,800.00	0.00	36,800.00	7,495.52	0.00	29,304.48
<u>A 5530.200</u>	GARAGE-TRANS. EQP'T. SMALL TOOLS	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
<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	0.00	30,000.00	0.00
<u>A 5530.400-01</u>	GARAGE-INSURANCE, PROP & LIAB.	7,500.00	150.00	7,650.00	7,650.00	0.00	0.00
<u>A 5530.400-02</u>	GARAGE-SEALANT/PAVING	10,000.00	10,000.00	20,000.00	10,000.00	0.00	10,000.00
<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	335.00	1,765.00	1,900.00
<u>A 5530.400-05</u>	GARAGE-SNOW REMOVAL/ICE MELT	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00
<u>A 5530.400-06</u>	GARAGE - UNIFORMS	1,000.00	0.00	1,000.00	0.00	700.00	300.00
<u>A 5530.400-07</u>	GARAGE - HEAT	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
<u>A 5530.400-09</u>	GARAGE - HVAC	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
<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	1,000.00	1,500.00	668.96	788.29	42.75
<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	0.00	0.00	1,000.00
<u>A 5530.450</u>	GARAGE-PARTS	23,124.00	0.00	23,124.00	3,374.14	13,831.67	5,918.19
<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	606.63	7,143.37	3,250.00
<u>A 5530.450-03</u>	GARAGE-TRANS. SUPPLIES	400.00	0.00	400.00	0.00	0.00	400.00
<u>A 7140.400</u>	SUMMER RECREATION PROGRAM	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>A 9010.800</u>	EMPLOYEES RETIREMENT	169,770.00	0.00	169,770.00	0.00	0.00	169,770.00
<u>A 9020.800</u>	TEACHERS RETIREMENT	283,880.00	0.00	283,880.00	0.00	0.00	283,880.00
<u>A 9030.800</u>	FICA/MEDICARE-EMPLOYER	280,000.00	0.00	280,000.00	20,594.03	0.00	259,405.97



# Gilbertsville-Mt. Upton CSD



## Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 9040.800</u>	WORKERS COMPENSATION	31,700.00	0.00	31,700.00	26,612.00	0.00	5,088.00
<u>A 9050.800</u>	UNEMPLOYMENT BENEFITS	22,000.00	48,666.05	70,666.05	7,189.13	41,476.92	22,000.00
<u>A 9060.800</u>	HEALTH INSURANCE	1,679,850.00	0.00	1,679,850.00	230,188.27	1,233,778.15	215,883.58
<u>A 9070.800</u>	DENTAL INSURANCE	41,429.00	0.00	41,429.00	10,250.18	29,944.22	1,234.60
<u>A 9731.600</u>	BONDS - SCHOOL CONSTRUCTION- PRINCIPAL	750,000.00	0.00	750,000.00	0.00	750,000.00	0.00
<u>A 9731.700</u>	BONDS-SCHOOL CONSTRUCTION- INTEREST	267,400.00	0.00	267,400.00	0.00	267,400.00	0.00
<u>A 9770.700</u>	REVENUE ANTICIPATION NOTE (RAN)- INTEREST	28,950.00	0.00	28,950.00	0.00	0.00	28,950.00
<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 9950.1</u>	TRANSFER-CAPITAL OUTLAY	100,000.00	0.00	100,000.00	0.00	0.00	100,000.00
<b>Fund ATotals:</b>		<b>10,195,655.00</b>	<b>92,235.07</b>	<b>10,287,890.07</b>	<b>696,616.34</b>	<b>2,596,570.00</b>	<b>6,994,703.73</b>
<u>C 2860.160</u>	SALARIES	80,000.00	0.00	80,000.00	15,414.30	0.00	64,585.70
<u>C 2860.160-LO-NG</u>	NON-INSTRUCTIONAL-LONGEVITY	400.00	0.00	400.00	0.00	0.00	400.00
<u>C 2860.200</u>	EQUIPMENT	5,000.00	0.00	5,000.00	0.00	1,200.00	3,800.00
<u>C 2860.409</u>	CONTRACTUAL	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
<u>C 2860.410</u>	FOOD PURCHASES	80,500.00	0.00	80,500.00	5,437.67	75,062.33	0.00
<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	2,530.41	5,632.73	-663.14
<u>C 2860.490</u>	BOCES MAINT AGREEMENT	4,250.00	0.00	4,250.00	0.00	0.00	4,250.00
<u>C 9030.800</u>	SOCIAL SECURITY	7,000.00	0.00	7,000.00	1,179.21	0.00	5,820.79
<u>C 9060.800</u>	HEALTH & DENTAL INSURANCE	51,685.00	0.00	51,685.00	0.00	0.00	51,685.00
<b>Fund CTotals:</b>		<b>255,335.00</b>	<b>0.00</b>	<b>255,335.00</b>	<b>24,561.59</b>	<b>81,895.06</b>	<b>148,878.35</b>
<u>F 1421.150</u>	20-21 Title IIA - Instructional Salaries	15,827.00	0.00	15,827.00	608.63	0.00	15,218.37
<u>F 1621.150</u>	20-21 Title IV - Instructional	10,000.00	0.00	10,000.00	384.73	0.00	9,615.27
<u>F 2120.150</u>	19-20 Title I - Instructional Salaries	2,120.03	0.00	2,120.03	2,030.00	0.00	90.03
<u>F 2120.400</u>	19-20 - Title I - Purchased Services	2,400.00	0.00	2,400.00	1,600.00	0.00	800.00
<u>F 2120.450</u>	19-20 Title I - Materials and Supplies	13,974.00	0.00	13,974.00	0.00	0.00	13,974.00
<u>F 2121.150</u>	20-21 Title I - Instructional Salaries	93,494.00	0.00	93,494.00	4,225.03	0.00	89,268.97
<u>F 2121.160</u>	20-21 Title I - Non Structional Salaries	19,279.00	0.00	19,279.00	0.00	0.00	19,279.00
<u>F 2121.400</u>	20-21 Title I - Purchased Services	12,000.00	0.00	12,000.00	0.00	12,000.00	0.00



# Gilbertsville-Mt. Upton CSD



## Appropriation Status Detail Report By Function From 7/1/2020 To 6/30/2021

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>F 2121.450</u>	20-21 Title I - Materials and Supplies	3,993.00	0.00	3,993.00	0.00	0.00	3,993.00
<u>F 3220.150</u>	19-20 IDEA Section 611 - Instructional Salaries	0.00	0.00	0.00	-2,000.00	0.00	2,000.00
<u>F 3221.150</u>	20-21 IDEA Section 611 - Instructional Salaries	64,164.00	0.00	64,164.00	2,813.34	0.00	61,350.66
<u>F 3221.160</u>	20-21 IDEA, Section 611 - Non Instructional	36,135.00	0.00	36,135.00	7,614.77	0.00	28,520.23
<u>F 3221.450</u>	20-21 IDEA Section 611 - Materials & Supplies	943.00	0.00	943.00	0.00	0.00	943.00
<u>F 3321.450</u>	20-21 IDEA Section 619 - Materials and Supplies	197.00	0.00	197.00	0.00	0.00	197.00
<u>F 4021.490</u>	2020-2021 CARES ACT - GEERS	20,429.00	0.00	20,429.00	0.00	0.00	20,429.00
<u>F 4521.490</u>	2020-21 CARES ACT - ESSER	120,537.00	0.00	120,537.00	0.00	0.00	120,537.00
<u>F 8420.160</u>	19-20 REAP - Non Instructional Salaries	2,769.00	0.00	2,769.00	0.00	0.00	2,769.00
<b>Fund FTotals:</b>		<b>418,261.03</b>	<b>0.00</b>	<b>418,261.03</b>	<b>17,276.50</b>	<b>12,000.00</b>	<b>388,984.53</b>
<u>H 5510.200</u>	BUS PAYMENTS	0.00	33,965.40	33,965.40	33,965.40	0.00	0.00
<b>Fund HTotals:</b>		<b>0.00</b>	<b>33,965.40</b>	<b>33,965.40</b>	<b>33,965.40</b>	<b>0.00</b>	<b>0.00</b>
<b>Grand Totals:</b>		<b>10,869,251.03</b>	<b>126,200.47</b>	<b>10,995,451.50</b>	<b>772,419.83</b>	<b>2,690,465.06</b>	<b>7,532,566.61</b>

**Gilbertsville-Mount Upton Central School District**  
**Community Bank and JP Morgan Chase Bank Accounts**  
**Monthly Treasurer's Report**  
**August 1, 2020 through August 31, 2020**

Cash Activity	General Community Interest	Cafeteria Community Interest	T & A Community Interest	Payroll Community Interest	Federal Community Interest	Student Community Interest	General MMA Chase Interest	Capital Res Chase Interest	Debt Res Chase Interest	EBALR Res Chase Interest	ERS Res Chase Interest	Unemploy- ment-Chase Interest	Liability Res Chase Interest	Capi.Savings/Ckg Chase Interest
<b>Beginning Bal.</b>	\$ 36,488.14	\$ 47,174.55	\$ 32,902.37	\$ 612.43	\$ 43,370.71	\$ 59,387.90	\$ 235,699.90	\$ 763,081.33	\$ 218,989.72	\$ 713,876.26	\$ 262,358.23	\$ 120,617.31	\$ 366,333.31	\$ 36,057.08
<b>Cash Receipts</b>	\$ 155,186.79	\$ 0.34	\$ 81,370.50	\$ 54,726.53	\$ 0.34	\$ 0.50	\$ 159,106.87	\$ 6.22	\$ 1.83	\$ 5.98	\$ 2.20	\$ 1.01	\$ 3.07	\$ 0.30
<b>Other Adjust.</b>														
<b>TOTAL BEG BAL &amp; CR</b>	\$ 191,674.93	\$ 47,174.89	\$ 114,272.87	\$ 55,338.96	\$ 43,371.05	\$ 59,388.40	\$ 394,806.77	\$ 763,087.55	\$ 218,991.55	\$ 713,882.24	\$ 262,360.43	\$ 120,618.32	\$ 366,336.38	\$ 36,057.38
<b>Cash Disburse.</b>	\$ 155,785.35	\$ 13,635.93	\$ 83,366.35	\$ 54,726.39	\$ 5,069.34	\$ 674.35	\$ 150,000.00	\$ 75,000.00						
<b>Other Adjust.</b>														
<b>TOTAL CD &amp; ADJ</b>	\$ 155,785.35	\$ 13,635.93	\$ 83,366.35	\$ 54,726.39	\$ 5,069.34	\$ 674.35	\$ 150,000.00	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Cash Balance End of Month</b>	\$ 35,889.58	\$ 33,538.96	\$ 30,906.52	\$ 612.57	\$ 38,301.71	\$ 58,714.05	\$ 244,806.77	\$ 688,087.55	\$ 218,991.55	\$ 713,882.24	\$ 262,360.43	\$ 120,618.32	\$ 366,336.38	\$ 36,057.38

Reconciliation W/Bank Records	General Community	Cafeteria Community	T & A Community	Payroll Community	Federal Community	Student Community	General MMA Chase	Capital Res Chase	Debt Res Chase	EBALR Chase	ERS Res Chase	Unemploy- ment-Chase	Liability Res Chase	Cap Savings/Ckg Chase
<b>Balance Per Bank</b>	\$ 64,332.25	\$ 33,538.96	\$ 33,441.59	\$ 1,058.42	\$ 38,301.71	\$ 58,964.05	\$ 244,806.77	\$ 688,087.55	\$ 218,991.55	\$ 713,882.24	\$ 262,360.43	\$ 120,618.32	\$ 366,336.38	\$ 36,057.38
<b>Bank Error Outstanding Checks</b>	\$ 28,442.67		\$ 2,535.07	\$ 445.85		\$ 250.00								
<b>Other Adjust.</b>														
<b>Available Cash Balance</b>	\$ 35,889.58	\$ 33,538.96	\$ 30,906.52	\$ 612.57	\$ 38,301.71	\$ 58,714.05	\$ 244,806.77	\$ 688,087.55	\$ 218,991.55	\$ 713,882.24	\$ 262,360.43	\$ 120,618.32	\$ 366,336.38	\$ 36,057.38

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 Education on September 16, 2020.

DOROTHY L. IANNELLO, DISTRICT TREASURER

JARRIN HAYEN, CLERK OF THE BOARD OF EDUCATION

Date: September 9, 2020

To: Board of Education  
c: Annette Hammond

From: Dorothy Iannello, District Treasurer 

Subject: Tax Corrections for September 16, 2020 Board Agenda – Action Item

I am recommending board approval on the following, and to authorize the District Treasurer to make the necessary corrections to the school tax bills, as attached:

- Change in assessment from \$71,500 to \$36,500 to Tax Map Number #186.-1-22.1. This action in the Town of Guilford, reduces the school levy by \$452.20.



## Chenango County - Recommendation for Correction of Errors

### Correction of Error Calculations

Town Of:	Guilford				
School District:	Gilbertsville-Mt. Upton				
Parcel #:	186.-1-22.1				
Year of Tax:	2020				
Name Of Owner:	John P. Noon, Robert L. Dorber, Kevin L. Browne & Dennis Boccasio				
Reason For Change:	Property was split, assessment was not adjusted to reflect the split.				

	Code	Rate	Tax Roll	Corrected Tax Roll	Amount Of Change
Assessment Total			71,500	36,500	35,000
Less Exemptions					
Enhanced Star	41834				
Basic Star	41854				
Farm Bldg	41700				
Ag Exemption	41720				
*Ag Exemption Including Special Dist					
Sr citizen School Only	41805				
Sr citizen	41800				
Silo/Tank Exemption	42100				
Solar/wind	49500				
Fisher Act	47450				
Total Taxable School District Purposes			71,500	36,500	35,000
Total Taxable Library District Purposes					
	(library district)	Rate			
School Tax		\$ 12.920184	923.79	471.59	(452.20)
Library Tax			0.00	0.00	0.00
Library Tax			0.00	0.00	0.00
Library Tax			0.00	0.00	0.00
Swim Tax			0.00	0.00	0.00
Your tax savings this year resulting from the NYS School Tax Relief (STAR) is:					
Total Tax Due			\$ 923.79	\$ 471.59	\$ (452.20)

STAR amount is deducted after tax calculation.

Taxable value is not adjusted for STAR exemption as in the past due to the 2% cap.

If taxes are paid, issue a refund on correction above. If taxes are unpaid issue a new bill.

**Gilbertsville-Mount Upton Central School District**  
**Community Bank and JP Morgan Chase Bank Accounts**  
**Monthly Treasurer's Report**  
**June 1, 2020 through June 30, 2020**

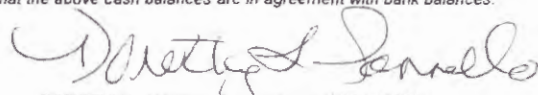
Revised

Cash Activity	General Community Interest	Cafeteria Community Interest	T & A Community Interest	Payroll Community Interest	Federal Community Interest	Student Community Interest	General MMA Chase Interest	Capital Res Chase Interest	Debt Res Chase Interest	EBALR Res Chase Interest	ERS Res Chase Interest	Unemploy- ment-Chase Interest	Liability Res Chase Interest	Capi.Savings/Ckg Chase Interest
<b>Beginning Bal.</b>	\$ 15,366.71	\$ 2,018.33	\$ 30,159.43	\$ 611.34	\$ 12,218.18	\$ 65,885.87	\$ 2,640,033.32	\$ 678,069.45	\$ 218,948.30	\$ 773,364.24	\$ 276,354.07	\$ 100,615.49	\$ 366,327.27	\$ 36,094.31
<b>Cash Receipts</b>	\$ 2,692,402.42	\$ 88,053.95	\$ 833,355.05	\$ 568,826.86	\$ 87,290.23	\$ 2,055.13	\$ 448,984.01	\$ 75,005.51	\$ 1.77	\$ 6.04	\$ 20,002.02	\$ 15,000.82	\$ 2.97	\$ 0.29
<b>Other Adjust.</b>							\$ 35,000.00				\$ 25,000.00	\$ 5,000.00		
<b>TOTAL BEG BAL &amp; CR</b>	\$ 2,707,769.13	\$ 90,072.28	\$ 863,514.48	\$ 569,438.20	\$ 99,508.41	\$ 67,941.00	\$ 3,124,017.33	\$ 753,074.96	\$ 218,950.07	\$ 773,370.28	\$ 321,356.09	\$ 120,616.31	\$ 366,330.24	\$ 36,094.60
<b>Cash Disburse.</b>	\$ 2,564,237.53	\$ 35,658.26	\$ 830,649.49	\$ 568,825.92	\$ 89,335.68	\$ 8,553.60	\$ 2,560,000.00	\$ 65,000.00		\$ 59,500.00	\$ 59,000.00			
<b>Other Adjust.</b>														
<b>TOTAL CD &amp; ADJ</b>	\$ 2,564,237.53	\$ 35,658.26	\$ 830,649.49	\$ 568,825.92	\$ 89,335.68	\$ 8,553.60	\$ 2,560,000.00	\$ 65,000.00	\$ -	\$ 59,500.00	\$ 59,000.00	\$ -	\$ -	\$ -
<b>Cash Balance End of Month</b>	\$ 143,531.60	\$ 54,414.02	\$ 32,864.99	\$ 612.28	\$ 10,172.73	\$ 59,387.40	\$ 564,017.33	\$ 688,074.96	\$ 218,950.07	\$ 713,870.28	\$ 262,356.09	\$ 120,616.31	\$ 366,330.24	\$ 36,094.60

Reconciliation W/Bank Records	General Community	Cafeteria Community	T & A Community	Payroll Community	Federal Community	Student Community	General MMA Chase	Capital Res Chase	Debt Res Chase	EBALR Chase	ERS Res Chase	Unemploy- ment-Chase	Liability Res Chase	Cap Savings/Ckg Chase
<b>Balance Per Bank</b>	\$ 262,370.49	\$ 62,531.25	\$ 24,367.86	\$ 7,187.70	\$ 26,636.89	\$ 59,947.40	\$ 529,017.33	\$ 753,074.96	\$ 218,950.07	\$ 713,870.28	\$ 237,356.09	\$ 115,616.31	\$ 366,330.24	\$ 36,094.60
<b>Bank Error Outstanding Checks</b>	\$ 118,838.89	\$ 8,117.23	\$ 6,367.03	\$ 6,575.42	\$ 1,600.00	\$ 560.00								
<b>Other Adjust.</b>			\$ 14,864.16		\$ 14,864.16		\$ 35,000.00	\$ 65,000.00			\$ 25,000.00	\$ 5,000.00		
<b>Available Cash Balance</b>	\$ 143,531.60	\$ 54,414.02	\$ 32,864.99	\$ 612.28	\$ 10,172.73	\$ 59,387.40	\$ 564,017.33	\$ 688,074.96	\$ 218,950.07	\$ 713,870.28	\$ 262,356.09	\$ 120,616.31	\$ 366,330.24	\$ 36,094.60

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 Education on September 16, 2020

  
DOROTHY L. IANNELLO, DISTRICT TREASURER

JARRIN HAYEN, CLERK OF THE BOARD OF EDUCATION



## GILBERTSVILLE-MT. UPTON CENTRAL SCHOOL

PK-12 Main Office

**Annette D. Hammond**  
Superintendent

**Heather Wilcox**  
PK-12 Principal

**Kristy Carey**  
Main Office  
Administrative Assistant  
Registrar

**Deb Ostrander**  
Front Desk Clerk

**Kimberly Degear**  
Director of  
Special Education

**Issy Clapp**  
Student Support Services  
Administrative Assistant

**Lisa Ruland**  
Elementary School  
Counselor

**Clara Tanner**  
MS/HS Counselor

September 11, 2020

To: Annette Hammond, Superintendent  
CC: Board of Education  
From: Heather Wilcox  
Re: Ear bud donations

Please accept a donation of 400 ear buds from the "Quaranteachers".  
These are meant for 7<sup>th</sup>-12<sup>th</sup> grade students to assist with virtual learning.

Sincerely,

Heather Wilcox  
Principal



**Gilbertsville-Mt. Upton Board of Education  
Regular Meeting  
Wednesday, September 16, 2020**

**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:

**Coaching Recommendations (encl P1)**

To appoint the following coach for the 2020-2021 sports season:

Girl's Varsity Soccer – Tim Deters

Girl's Modified Soccer – Ken Held

Boy's Varsity Soccer – Raquel Norton

Boy's Varsity Soccer Volunteer Assistant Coach – Greg Bonczkowski

All coaches are pending the following requirements: first aid certification, CPR/AED certification, concussion certification, DASA certification, and fingerprint clearance.

**Substitute Bus Drivers (encl P2)**

To appoint the following as substitute bus drivers for the 2020-2021 school year:

Mark Grabo

Bruce Giuda

Jan Ireland

William Ostrander

Jeffrey Rosenberg

Edward Wilson

**Resignation (encl P3)**

To accept the resignation of Mary LaBounty as Bus Driver, effective end of day, August 26, 2020.

**Rescind Annual Appointment (encl P4)**

To rescind the appointment of Mark Seigers as Yearbook Advisor.

**Rescind Annual Appointment (encl P5)**

To rescind the appointment of Maria Sakoulas as SADD, Ski Club and Language Club advisors.

**Mentor (encl P6)**

To appoint Lauren Weidman as a mentor to Samantha Wise for the 2020-2021 school year (Elementary Teacher).



# Gilbertsville-Mount Upton Central School

693 State Highway 51 Gilbertsville, New York 13776-1104

Phone: (607) 783-2207, Ext. 124

Fax (607) 783-2254

cstafford@gmucsd.org

gbonczkowski@gmucsd.org

**Cierra Stafford & Greg Bonczkowski**

Co-Athletic Director's

**TO:** Gilbertsville – Mt. Upton Central School Board of Education  
Annette Hammond, Superintendent

**FROM:** Cierra Stafford & Greg Bonczkowski, Co-Athletic Director's

**DATE:** September 8, 2020

**SUBJECT:** 2020-2021 COACHING RECOMMENDATIONS

As the Co-Athletic Director's at Gilbertsville – Mt. Upton Central School, we would like to recommend the following coaches for the 2020 – 2021 Fall Sports Season:

## Fall Sports Season:

Girl's Varsity Soccer – Tim Diters

Girl's Modified Soccer – Ken Held

Boy's Varsity Soccer – Raquel Norton

Boy's Varsity Soccer (Assistant Coach) – Greg Bonczkowski

\* Pending the following requirements:

- First Aid Certification
- CPR/AED Certification
- Concussion Certification
- DASA Certification
- Fingerprint Clearance

If you have any questions or concerns  
please feel free to contact me.

Thank you for your attention to this matter.

## Hayen, Jarrin

---

**From:** Zaczek, Joe  
**Sent:** Tuesday, September 1, 2020 2:15 PM  
**To:** Hayen, Jarrin  
**Subject:** RE: Bus Subs

I am recommending the following bus drivers as substitutes for the 2020-2021 school year:

Mark Grabo  
Bruce Giuda  
Jan Ireland  
William Ostrander  
Jeffrey Rosenberg  
Edward Wilson

**From:** Hayen, Jarrin  
**Sent:** Tuesday, September 1, 2020 10:56 AM  
**To:** Zaczek, Joe  
**Subject:** Bus Subs

Hi Joe-

For the September BOE meeting, I need a recommendation for Bus subs please.

**Jarrin Hayen**  
**Administrative Assistant to the Superintendent**  
**District Clerk**  
Gilbertsville-Mt. Upton CSD  
693 State Highway 51  
Gilbertsville, NY 13776  
607-783-2207, ext. 140  
607-783-2254, fax







## GILBERTSVILLE-MT. UPTON CENTRAL SCHOOL

PK-12 Main Office

**Annette D. Hammond**  
Superintendent

**Heather Wilcox**  
PK-12 Principal

**Kristy Carey**  
Main Office  
Administrative Assistant  
Registrar

**Deb Ostrander**  
Front Desk Clerk

**Kimberly Degear**  
Director of  
Special Education

**Issy Clapp**  
Student Support Services  
Administrative Assistant

**Lisa Ruland**  
Elementary School  
Counselor

**Clara Tanner**  
MS/HS Counselor

September 1, 2020

To: Annette Hammond, Superintendent  
CC: Board of Education  
From: Heather Wilcox  
Re: Yearbook Advisor

I am recommending that Mark Seigers' appointment as Yearbook Advisor be rescinded based on his request. Thank you for your consideration.

Sincerely,

Heather Wilcox  
Principal



## GILBERTSVILLE-MT. UPTON CENTRAL SCHOOL

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Front Desk Clerk

**Kimberly Degear**  
Director of  
Special Education

**Issy Clapp**  
Student Support Services  
Administrative Assistant

**Lisa Ruland**  
Elementary School  
Counselor

**Clara Tanner**  
MS/HS Counselor

September 2, 2020

To: Annette Hammond, Superintendent  
CC: Board of Education  
From: Heather Wilcox  
Re: Rescindment of club advisors

I am recommending that Maria Sakoulas' appointments as SADD, Ski Club, and Language Club Advisors be rescinded based on her resignation. Thank you for your consideration.

Sincerely,

Heather Wilcox  
Principal



## GILBERTSVILLE-MT. UPTON CENTRAL SCHOOL

PK-12 Main Office

**Annette D. Hammond**  
Superintendent

**Heather Wilcox**  
PK-12 Principal

**Kristy Carey**  
Main Office  
Administrative Assistant  
Registrar

**Deb Ostrander**  
Front Desk Clerk

**Kimberly Degear**  
Director of  
Special Education

**Issy Clapp**  
Student Support Services  
Administrative Assistant

**Lisa Ruland**  
Elementary School  
Counselor

**Clara Tanner**  
MS/HS Counselor

September 3, 2020

To: Annette Hammond, Superintendent  
CC: Board of Education  
From: Heather Wilcox  
Re: Mentor Recommendations

Please consider accepting the following recommendations as mentors for our new hires.

New Hires	Mentors
Samantha Wise	Lauren Weidman

Sincerely,

Heather Wilcox  
Principal



**Gilbertsville-Mt. Upton Board of Education  
Regular Meeting  
Wednesday, September 16, 2020**

**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:

**Safety Plan Updates (N1)**

To approve the district wide and the building level safety plan updates for the 2020-2021 school year.

**BP5687: Non-Discrimination and Anti-Harassment Policy (N2)**

To approve the amended board policy 5687 Non-Discrimination and Anti-Harassment, with an effective date of September 17, 2020.

**BP5688 Sexual Harassment (N3)**

To approve the amended board policy 5688 Sexual Harassment, with an effective date of September 17, 2020.

## **Safety Plan Updates**

### **District-Wide Plan Updates**

Committee and Staff Names

Total Number of Students and Staff

Emergency Skills 2020

### **Building Level Plan Updates**

Committee and Staff Names

School Emergency Response Team

Copy of Master Schedule

Students with Special Needs

Emergency Skills 2020

Due to the State of Emergency (COVID-19 Pandemic), no safety meeting was held.

## **Non-Discrimination and Anti-Harassment**

This policy applies to students, employees, volunteers and visitors.

The Gilbertsville-Mount Upton Central School District does not discriminate in employment or in the education programs and activities which it operates on the basis of race, color, national origin, religion, including attire, clothing or facial hair dictated by race or religion, marital status, military status, sex, age, weight, criminal history, sexual orientation, gender identity or expression, ethnic group, religious practice, disability (including but not limited to gender dysphoria) domestic violence victim status, or predisposing genetic characteristic in violation of Title VI and VII of the Civil Rights Act of 1964, 42 U.S.C. 12111 et seq. known as the Americans With Disabilities Act or § 504 of the Rehabilitation Act of 1973, New York State Human Rights Law, and The Boy Scouts of America Equal Access Act of 2001.

### **Grievance Procedure**

#### **Section 1**

If any person believes that the District or any of the District's staff or any third party has failed to apply or has inadequately applied the principles or regulations of (1) Title VII of the Civil Rights Act of 1964, (2) 504 of the Rehabilitation Act of 1973, or (4) The Boy Scouts of America Equal Access Act of 2001, that person may bring forward a complaint, which shall be referred to as a grievance, to the District's Compliance Officer, Section 504 Coordinator or the United States Office for Civil Rights at <http://www2.ed.gov/about/offices/list/ocr/docs/howto.html>.

The Compliance Officer or Section 504 Coordinator will then investigate the substance of the complaint in a thorough and impartial manner. Alternatively, an outside investigator may be used to conduct the investigation. The Complainant may provide evidence or witnesses to the Compliance Office or Section 504 Coordinator as part of the investigation. If a determination is found that discrimination occurred, the District will take appropriate steps to prevent further harassment from occurring and to correct the effects of said harassment if appropriate.

Further, the District prohibits retaliation against any individual filing a complaint under this policy or participating in any resulting investigation. If you believe you are being retaliated against, you should contact the District's Compliance Officer or Section 504 Coordinator or the United States Office for Civil Rights as noted above.



# POLICY

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The District's Compliance Officer and Section 504 Coordinator is: Annette D. Hammond, Superintendent

Examples of conduct violating this policy include but are not limited to:

- Use of race based language such as the "n" word
- Unwanted touching or groping
- Failure to follow and IEP or 504 Plan
- Making fun of someone because of where they come from or their accent
- Making fun of someone's clothes based on gender bias or religious/ethnic traditions
- Making fun of someone based on their disability

## Section 2

### Step (a):

The complainant shall discuss the grievance informally with the Compliance Officer or Section 504 Coordinator, or may file a written complaint with the Compliance Officer or Section 504 Coordinator. The Compliance Officer or Section 504 Coordinator will then investigate in an impartial and thorough manner the substance of the complaint in a thorough and impartial manner. Alternatively, an outside investigator may be used to investigate the complaint. The Complainant may provide evidence or witnesses to the Compliance Office or Section 504 Coordinator as part of the investigation. The Compliance Office or Section 504 Coordinator will take necessary steps during the investigation to ensure the Complainant's safety. If a determination is found that discrimination occurred, the District will take appropriate steps to prevent further harassment from occurring and to correct the effects of said harassment if appropriate. Discriminatory conduct, including retaliation, is considered misconduct and a violation of this policy. Such steps will include, as appropriate, offering counseling and academic support services to the Complainant and to the person engaging in the harassment.

### Step (b):

If the a party wishes to appeal the decision of the Compliance Officer or Section 504 Coordinator, the appealing party may submit a signed statement of appeal to the Superintendent within seven business days after receipt of the Compliance Officer's or Section 504 Coordinator's response. The Superintendent shall meet with the complainant and any representative and make such other inquiries which the Superintendent deems appropriate. The Superintendent will consider the appeal in an impartial manner. Thereafter, the Superintendent shall set forth a conclusion and respond in writing to the complainant and the person alleged to be engaging in the harassment within 14 business days.

**Step (c):**

If the complainant is not satisfied with the conclusion of the Superintendent, the complainant may appeal through a signed, written statement to the Board within seven business days of receipt of the Superintendent's response in Step (b). In an attempt to resolve the grievance, the Board shall meet with the complainant and any representative within 30 calendar days of receipt of such an appeal. The Board's written disposition of the appeal shall be sent to the complainant within ten business days of this meeting.

**Step (d):**

If the grievance has not been satisfactorily settled at Step (c), further appeal may be made to the Office of Civil Rights, Department of Education, Washington, D.C. 20201, the NYS Division of Human Rights (1 Fordham Plaza, Fourth Floor Bronx, NY 10458), and the EEOC, (131 M Street, NE Washington, DC 20507).

**Section 3**

The compliance officer, on request, will provide a copy of the District's grievance procedure to any employee or student of the District.

A copy of each of the acts and regulations upon which this notice is based will be made available upon written request directed to the District's Compliance Officer and Section 504 Coordinator.

The words *person* and *complainant* shall include anyone covered by this policy.

Inquiries concerning the anti-discriminatory policy may be made to Director, Office for Civil Rights, Department of Education, Washington, D.C. 20201.

**Publication**

The School District shall promulgate this policy and sexual harassment policy as follows:

- A copy of this policy and the sexual harassment policy shall be inserted in the first pay envelope of each employee every school year. In relation to an employee hired during the school year, these policies shall be inserted in the first paycheck paid to the employee.
- These policies shall be published as part of the District's student handbook.
  - These policies shall be published in any recruitment materials or publications containing general information made available to participants, beneficiaries,

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applicants, or employees and shall include the contact information for the Compliance Office and Section 504 Coordinator.

- These policies shall be published annually on the District's website.
- These policies shall be provided annually to the president of each bargaining unit.

Annual publications shall contain the name, business address and telephone number of the District's compliance officer and Section 504 Coordinator.

## **Employment Application**

Each employment application of the District shall contain the following language:

▪ The district does not discriminate in employment or in the education programs and activities which it operates on the basis of race, color, national origin, religion, including attire, clothing or facial hair dictated by race or religion,, marital status, military status, sex, age, weight, sexual orientation, gender identity or expression, domestic violence victim status, criminal history ethnic group, religious practice, disability or predisposing genetic characteristic in violation of 1972, Title VI and VII of the Civil Rights Act of 1964, 42 U.S.C. 12111 et seq. known as the Americans With Disabilities Act or § 504 of the Rehabilitation Act of 1973 and New York State Human Rights Law, and The Boy Scouts of America Equal Access Act of 2001.

The district does not discriminate on the basis of salary history and will make no inquiry into the salary history of an applicant prior to making an offer of employment to the applicant and determining a salary.

Adopted: 05/14/2019

Amended: 09/16/2020



## Sexual Harassment

It is the policy of the District that all employees, students, visitors and volunteers have a right to work or study in an environment free of discrimination on the basis of sex, sexual orientation, or gender identity or gender expression. The District has a zero tolerance policy against sexual harassment of its employees or students in any form, and states that all employees as well as students at all grade levels of the District must avoid offensive or inappropriate sexual or sexually harassing behavior at school, on school grounds, at school functions, and on school transportation and will be held responsible for ensuring that such workplace is free from sexual harassment.

The following describes some of the types of acts that may be unlawful sexual harassment and that are strictly prohibited:

- Physical acts of a sexual nature, such as:
  - Touching, pinching, patting, kissing, hugging, grabbing, brushing against another employee's body or poking another employee's body;
  - Rape, sexual battery, molestation or attempts to commit these assaults.
- Unwanted sexual advances or propositions, such as:
  - Requests for sexual favors accompanied by implied or overt threats concerning the target's job performance evaluation, a promotion or other job benefits or detriments;
  - Subtle or obvious pressure for unwelcome sexual activities.
- Sexually oriented gestures, noises, remarks or jokes, or comments about a person's sexuality or sexual experience, which create a hostile work environment.
- Sex stereotyping occurs when conduct or personality traits are considered inappropriate simply because they may not conform to other people's ideas or perceptions about how individuals of a particular sex should act or look.
- Sexual or discriminatory displays or publications anywhere in the workplace, such as:
  - Displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials or other materials that are sexually demeaning or pornographic. This includes such sexual displays on workplace computers or cell phones and sharing such displays while in the workplace.
- Hostile actions taken against an individual because of that individual's sex, sexual orientation gender identity and the status of being transgender, such as:

- Interfering with, destroying or damaging a person's workstation, tools or equipment, or otherwise interfering with the individual's ability to perform the job;
- Sabotaging an individual's work;
- Bullying, yelling, name-calling.

Sexual harassment may include a range of subtle and not-so-subtle behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering, whistling or touching; insulting or obscene comments or gestures; display in the workplace of sexually suggestive objects or pictures; and other physical, verbal or visual conduct of a sexual nature.

Sexual harassment is considered a form of employee misconduct and sanctions will be enforced against individuals engaging in such harassing conduct and against any supervisor or manager who knowingly allows such behavior to continue.

Harassment on the basis of any other protected characteristic is also strictly prohibited. Under this policy, harassment is verbal, written or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, gender, sexual orientation, national origin, age, disability, marital status, citizenship, genetic information or any other characteristic protected by law or that of his/her relatives, friends or associates, and that a) has the purpose or effect of creating an intimidating, hostile or offensive work environment; b) has the purpose or effect of unreasonably interfering with an individual's work performance; or c) otherwise adversely affects an individual's employment opportunities.

Such conduct is considered misconduct and may result in disciplinary action up to and including dismissal or suspension upon instruction. Employees who are found to have engaged in sexual harassment, and supervisors who knowingly permit such behavior to continue, will be subject to discipline.

Other sexually harassing conduct in the workplace, whether physical or verbal, committed by supervisors or non-supervisory personnel or students is also prohibited. This behavior includes but is not limited to commentary about an individual's body, sexually degrading words to describe an individual, offensive comments, off color language or jokes, innuendos, or displaying sexually suggestive objects, books, magazines, photographs, cartoons or pictures.

Employees or students who have complaints of sexual harassment by anyone in the school environment, including any supervisors, co-employees, students, or visitors are urged to report such conduct to the Compliance Officer so that the District may investigate and resolve the problem. If the complaint involves the Compliance Officer, or if the person for any reason is uncomfortable in dealing with the Compliance

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Officer, the employee or student may go to the Superintendent or a person appointed by the Superintendent to handle the complaint.

The District will endeavor to investigate all complaints as expeditiously and as professionally as possible. Where investigations confirm the allegations, appropriate corrective action will be taken.

The District will endeavor to maintain the information provided to it in the complaint and investigation process as confidentially as possible, consistent with the laws of the State and, if applicable, the collective bargaining agreement.

Managers and supervisors are required to report any complaint that they receive, or any harassment that they observe to the Compliance Officer.

There will be no retaliation against employees or students for reporting sexual harassment or assisting the District in the investigation of a complaint. Engaging in retaliatory behavior will be a violation of this policy.

Consistent with the Anti-Discrimination Policy the procedures for investigating a complaint of sexual harassment are as follows:

## Section 1

All complaints or information about suspected sexual harassment will be investigated in a timely manner. The investigation will be confidential to the extent possible, and all persons involved will be accorded due process to protect their right to a fair and impartial investigation.

The Compliance Officer will investigate the substance of the complaint in a thorough and impartial manner. Alternatively, an outside investigator may be used to conduct the investigation. The Complainant may provide evidence or witnesses to the Compliance Officer as part of the investigation. If a determination is found that sexual harassment occurred, the District will take appropriate steps to prevent further harassment from occurring and to correct the effects of said harassment if appropriate.

Further, the District prohibits retaliation against any individual filing a complaint under this policy or participating in any resulting investigation. If you believe you are being retaliated against, you should contact the District's Compliance Officer or file a complaint with the United States Office for Civil Rights, NYS Division of Human Rights or the EEOC. Contact information for each is at the end of this policy.

The District's Compliance Officer is: Annette D. Hammond, Superintendent



## Section 2

### Step (a):

The Complainant shall discuss the complaint informally with the Compliance Officer, or may file a written complaint with the Compliance Officer. The Compliance Officer will then investigate in an impartial and thorough manner the substance of the complaint. Alternatively, an outside investigator may be used to investigate the complaint. The Complainant and the Respondent shall receive written notice in advance of any interview or hearing. The Complainant or Respondent may provide evidence or witnesses to the Compliance Officer as part of the investigation. The Compliance Officer will take necessary steps during the investigation to ensure the Complainant's safety. The Compliance Officer will reply to the Complainant and person alleged to be engaged in the harassment in writing within seven business days of the initiation of the complaint. If a determination is found that harassment occurred, the District will take appropriate steps to prevent further harassment from occurring and to correct the effects of said harassment if appropriate. If a determination is found that disciplinary action will be taken against a responding party, written notice will be provided to the Respondent containing the allegations constituting a violation.

### Step (b):

If either party wishes to appeal the decision of the Compliance Officer, that party may submit a signed statement of appeal to the Superintendent within seven business days after receipt of the Compliance Officer's response. The Superintendent shall meet with the Complainant or the respondent and any representative, and make such other inquiries which the Superintendent deems appropriate. The Superintendent will consider the appeal in an impartial manner. Thereafter, the Superintendent shall set forth a conclusion and respond in writing to the Complainant and Respondent within 14 business days.

### Step (c):

If the party is not satisfied with the conclusion of the Superintendent, that party may appeal through a signed, written statement to the Board within seven business days of receipt of the Superintendent's response in Step (b). In an attempt to resolve the appeal, the Board shall meet with the Complainant or Respondent and any representative within 30 calendar days of receipt of such an appeal. The Board's written disposition of the appeal shall be sent to the appealing party within ten business days of this meeting.

### Step (d):

If the appeal has not been satisfactorily settled at Step (c), employees and students may seek further legal remedies. Specifically, the New York State Human Rights Law protects employees, students, and non-employees from sexual harassment. Complaints may be filed with the Division of Human Rights or in New York State Supreme Court. Further, the United States Equal Employment Opportunity Commission enforces federal discrimination laws, including Title VII of the Federal Civil Rights Act. Contact information is provided below.

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New York State Division of Human Rights 1 Fordham Plaza, Fourth Floor  
Bronx, NY 10458  
(888) 392-3644

United States Equal Employment Opportunity Commission (EEOC) 1-800-669-4000  
[www.eeoc.gov](http://www.eeoc.gov)

U.S. Department of Education Office of Civil Rights  
400 Maryland Avenue, SW Washington, D.C. 20202  
(800) 872-5327  
[www.ed.gov](http://www.ed.gov)

In addition to the above, local laws, including criminal laws, may also apply.

Adopted by the Board of Education on September 16, 2020.

Adopted: 11/28/2018  
Amended: 09/16/2020

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## SEXUAL HARASSMENT COMPLAINT FORM

### COMPLAINANT INFORMATION

Name: Work Address:

Home Address: Work Phone:

Home Phone: Email:

Job Title:

Select Preferred Communication Method:

### SUPERVISORY INFORMATION

Immediate Supervisor's Name:

Title:

Work Phone: Work Address:

### COMPLAINT INFORMATION

1. Your complaint of Sexual Harassment is made against:

Name: Title:

Work Address: Work Phone:

Relationship to you: ☐ Supervisor ☐ Subordinate ☐ Co-Worker ☐ Other

2. Please describe the conduct or incident(s) that is the basis of this complaint and your reasons for concluding that the conduct is sexual harassment. Please use additional sheets of paper if necessary and attach any relevant documents or evidence.



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3. Date(s) sexual harassment occurred:

Is the sexual harassment continuing? ☐ Yes ☐ No

4. Please list the name and contact information of any witnesses or individuals that may have information related to your complaint:

\_\_\_\_\_  
Signature of Individual Appealing Decision

\_\_\_\_\_  
Date Signed