

# Board of Education Meeting

November 13, 2023

Canisteo-Greenwood High School  
6:00 PM

**CANISTEO-GREENWOOD CENTRAL SCHOOL  
BOARD OF EDUCATION  
PUBLIC AGENDA  
MONDAY, NOVEMBER 13, 2023**

**REGULAR MEETING**

**High School Conference Room**

**6:00 PM**

**BOARD OF EDUCATION**

**Opening of the Meeting**

President, **Mike Nisbet** calls the Regular Board of Education meeting to order.  
President advises where the fire exits are.

**Pledge of Allegiance**

**I. CONSENSUS ITEMS**

**Routine Actions**

Appoint Thomas Crook as Deputy District Clerk for the November 13, 2023 Canisteo Greenwood Board of Education Meeting.

Approve the following:

- a) November 13, 2023 agenda, consensus, and personnel items as presented
- b) Minutes of the Regular Meeting of October 10, 2023
- c) Minutes of the Special Meeting of October 16, 2023
- d) Appropriation Status Report, Revenue Report, Treasurers Report, Warrants

**II. COMMUNICATIONS**

**Superintendent's Report**

- a) Indoor Track Presentation from Gerry Amidon
- b) Recognize Noah Drouin for his completion of Army National Guard bootcamp
- c) Senior Chorus Song
- d) Wrap up of Club GO DC trip and proposed NYS overnight trip in December 2023
- e) Regents Results presented by Pete Reynolds
- f) Tree Update

**III. CORRESPONDENCE**

- a) SRO Monthly Reports
- b) Athletic Trainer Monthly Report
- c) Thank you note from Wildwood BOCES Cosmetology Students

**IV. OLD BUSINESS** - None

**VII. RECOMMENDATIONS** –

a) Approve three overnight competitions for the CG Wrestling Team on December 8<sup>th</sup>, January 12<sup>th</sup> and the State Qualifiers date TBD.

b) Approve all Redskins uniforms as surplus and available for purchase.

c) Adjust the following support staff hours for the 2023-2024 school year based on needs:

Employee	Current Hours	Proposed Hours
Luke Stevens	7.00 hours	7.50 hours
Kim Cavalletti	7.00 hours	7.50 hours

d) Second reading and adoption of policy #6121 Sexual Harassment in the Workplace.

REGULAR BOARD MEETING – NOVEMBER 13, 2023

e) Appoint Linda O'Rourke (Northern Voting District) and Kim Marvin (Southern Voting District) as chief election inspectors for the Tuesday, December 5, 2023 Capital Project Vote.

f) Appoint the following election inspectors for the Tuesday, December 5, 2023 Capital Project Vote at a rate of \$15.00 per hour:

Bev Bertram	Jennifer Dewey	Kim Marvin
Misty Moore	Linda O'Rourke	Sherry Pierce
Mary Smyth		

**VII. PUBLIC COMMENTS**

COMMENTS FROM THE PUBLIC ARE WELCOME, HOWEVER, THE CONTEXT AND TIMING ARE AT THE DISCRETION OF THE PRESEIDEN OF TH EBOARD OF EDUCATION.

**IV. ANTICIPARED EXECUTIVE SESSION**

Enter into Executive Session, for matters pertaining to personal matter.

**V. ANTICIPATED OUT OF EXECUTIVE SESSION**

Move out of Executive Session.

**VI. CONSENSUS AND PERSONNEL**

**1. Special Education**

- a) \* Recommendations of the Special Education committee for action taken on October 3, 11, 12, 13, 17, 24, 2023.
- b) \* Recommendations of the 504 Committee for action taken on October 3, 17, 24, 2023.
- c) \* Recommendations of the CPSE Committee for action taken on October 11, 17, 2023.

**2. Personnel**

**A. Leave of Absence - None**

**B. Resignations –**

- a) \* Accept the resignation of Jaime Sawyer, ES ski club advisor, effective Nov 14, 2023

**C. Appointments**

- a) \* Approve the following additions to the 2023-2024 Substitute list pending fingerprint clearance:

Jeanette Lehman	Food Service Worker
Joanne Ordiway	Aide, Food Service Worker
Erin Freberg	Uncertified Teacher, Aide
Heather Shaw	Uncertified Teacher, Aide
Matthew Legro	Uncertified Teacher, Aide
John Weitzel	Uncertified Teacher, Aide
Sarah Ervay	Food Service Worker
Tyler Jackson	Food Service Worker

- b) \* Approve the following Winter coaches for the 23-24 season:

Frank Garrigues	Modified Swim Coach	\$2490
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REGULAR BOARD MEETING – NOVEMBER 13, 2023

John Weitzel	Indoor Track Coach Assistant	\$4136
Allyson Hayes	Volunteer Assistant Girls Basketball	Unpaid
Jaiden Weitzel	Modified Indoor Track Coach	\$1850

c) \* Approve the following extracurricular appointments for 23-24 school year:

Emily Fawley	ES Ski Club Advisor	\$770
Jason Cole, Brandon Mills, Jason Hoyt, Meghan Hoyt, Jenna Knapp, Carla Brown, Jaiden Weitzel, Don Lewis, Carrie Button	Proctors	

**VII. ADJOURNMENT**

Adjourn the Board Meeting.

**CANISTEO-GREENWOOD CENTRAL SCHOOL  
BOARD OF EDUCATION  
MINUTES  
TUESDAY, OCTOBER 10, 2023**

**REGULAR MEETING**

**High School Conference Room**

**6:00 PM**

**Board Members Present:**

Michael Nisbet          X    
Marcy Bradley          X    
Fred Thompson         X    
Michael Lehman         X    
Bruce MacKellar         X    
Heather Cox             0    
Joe Pacanowski         X  

**Administration & Others Present:**

Tom Crook               X    
Peter Reynolds          X      6:42PM  
Colleen Brownell         X    
Paul Cone                X    
Tricia Dodge             X    
Teffenie Stuckey         X    
Heidi Beecher            0  

**District Clerk:**

Deborah Ambuski        X  

**Community Members Present:**     10 

**I. BOARD OF EDUCATION**

OPEN MEETING

**Opening of the Meeting**

President, **Mike Nisbet** calls the Regular Board of Education meeting to order at 6:00 P.M.  
President advises where the fire exits are.

**Pledge of Allegiance**

**II, CONSENSUS ITEMS**

**Routine Actions**

Motion was made by Bruce MacKellar and seconded by **Joe Pacanowski** to approve the following:

6-0 CARRIED

- a) October 10, 2023 agenda, consensus, and personnel items as presented
- b) Minutes of the Regular Meeting of September 11, 2023
- c) Minutes of the Special Meeting of September 25, 2023
- d) Appropriation Status Report, Revenue Report, Treasurers Report, Warrants

Reception and Introduction of New Teachers for the 23-24 school year

**III. COMMUNICATIONS**

**Superintendent's Report**

- a) Recognition of Reilly Bloom for her design of the mascot.
- b) Introduction of New Teachers by Collen Brownell, Pete Reynolds, Tricia Dodge
- c) Trees in front of high school
- d) 23-24 Enrollment Update
- e) First reading of following policy:
  - #1621 Sexual Harassment in the Workplace
- f) Proposed Turf on Athletics Fields

REILLY BLOOM

NEW TEACHER  
RECOGNITION

1<sup>ST</sup> READING  
POLICY #1621

**Administrator's Report**

- a) Pete Reynolds – Students honored by NYS Archives

**IV. CORRESPONDENCE**

- a) SRO Monthly Report
- b) Athletic Trainer Monthly Report

## **V. OLD BUSINESS**

None

## **VI. RECOMMENDATIONS**

- a) Motion was made by **Fred Thompson** and seconded by **Marcy Bradley** to approve the 2022-23 External Audit and corrective action plan from Dresher & Malecki, L.L.P. **6-0 CARRIED**

APPROVE  
EXTERNAL AUDIT

- b) Motion was made by **Marcy Bradley** and seconded by **Bruce MacKellar** to adjust the following support staff hours for the 2023-24 school year based on needs. **6-0 CARRIED**

ADJUST AIDE  
HOURS

<b>Elementary School Teacher Aides</b>		
<b>Employees</b>	<b>Current Hours</b>	<b>Proposed Hours</b>
Mary Lou Ayers	7.0 hours	7.25 hours
Beverly Butler	7.0 hours	7.25 hours
Jami Cobin	7.0 hours	8.00 hours
Audra Drake	7.0 hours	7.25 hours
Tracey Ellis	7.0 hours	7.25 hours
Amy Heckman	5.0 hours	5.25 hours
Yvette Henry	7.0 hours	7.25 hours
Robin Jankowski	7.0 hours	7.25 hours
Brooklyn Mullen	7.0 hours	7.25 hours
April Nichols	7.0 hours	7.50 hours
Jaime Sawyer	7.0 hours	7.25 hours
Lindsey Smith	7.0 hours	7.25 hours
Jessica Williamson	7.0 hours	7.25 hours
Ann Zeltwanger	7.0 hours	7.25 hours

<b>High School</b>		
<b>Employee</b>	<b>Current Hours</b>	<b>Proposed hours</b>
Karlie Askins	7.0 hours	7.50 hours
Carla Brown	7.0 hours	7.50 hours
Shelly Brown	7.0 hours	8.00 hours
Connie Cotton	7.0 hours	7.50 hours
Cathy Freitag	7.0 hours	7.50 hours
Dianne Heckel	7.0 hours	7.50 hours

**STEPHEN LEWIS**  
ADJUST WAGE MOU

- c) Motion was made by **Joe Pacanowski** and seconded by **Marcy Bradley** to approve the Hourly Wage MOU for Stephen Lewis for 2023-2023 School Year. **6-0 CARRIED**
- d) Motion was made by **Bruce MacKellar** and seconded by **Mike Lehman** to approve the Addendum to Tentative Agreement for 2023-2026 Successor CBA – work clothing reimbursement MOU for Maintenance department employees. **6-0 CARRIED**
- e) Motion was made by **Fred Thompson** and seconded by **Mike Lehman** to

WORK CLOTHING  
REIMBURSEMENT  
FOR CGESPA  
MOU

QUARANTINE  
LEARNING PLAN  
MOU

approve the Quarantine Learning Plan MOU 23-24 school year only.  
6-0 CARRIED

HS COUNSELOR  
FLEX DAYS MOU

- f) Motion was made by **Bruce MacKellar** and seconded by **Marcy Bradley** to approve the flex days for High School Counselors MOU. 6-0 CARRIED

AFTER SCHOOL  
TUTORING TITLE  
CHANGE MOU

- g) Motion was made by **Bruce MacKellar** and seconded by **Fred Thompson** to approve the After School Tutoring Coordinator Title Change MOU. 6-0 CARRIED

NEW CHINA  
\$500 DONATION

- h) Motion was made by **Fred Thompson** and seconded by **Mike Lehman** to accept the donation from New China Restaurant, 21 Main Street, Canisteo, NY 14823, for 50 individual \$10 gift certificates totaling \$500 worth of value to use as incentives for our students. 6-0 CARRIED

YAG OVERNIGHT  
TRIP

- i) Motion was made by Mike Lehman and seconded by Bruce MacKellar to approve the YAG overnight trip to Albany, NY November 19-21st, 2023. 6-0 CARRIED

## **VII. PUBLIC COMMENTS**

COMMENTS FROM THE PUBLIC ARE WELCOME, HOWEVER, THE CONTEXT AND TIMING ARE AT THE DISCRETION OF THE PRESIDENT OF THE BOARD OF EDUCATION.

ENTER EXECUTIVE  
SESSION

## **IV. ANTICIPATED EXECUTIVE SESSION**

Motion was made by **Fred Thompson** and seconded by **Joe Pacanowski** to enter into Executive Session at 7:32PM, for matters pertaining to personal matter. 6-0 CARRIED

OUT OF EXECUTIVE  
SESSION

## **IV. ANTICIPATED OUT OF EXECUTIVE SESSION**

Motion was made by **Marcy Bradley** and seconded by **Mike Lehman** to move out of Executive Session at 7:58PM. 6-0 CARRIED

## **V. CONSENSUS AND PERSONNEL**

### **1. Special Education**

- a) \* Recommendation for the Special Education committee for action taken on September 26 and October 3, 2023.
- b) \* Recommendation of the 504 Committee for action taken on October 3, 2023.
- c) \* Recommendation of the CPSE Committee for action taken on October 4, 2023.

**SCOTT CHAPMAN**  
LEAVE OF ABS.

### **2. \* Personnel**

#### **A. Leave of Absence**

- a) \* Approve the unpaid Leave of Absence of Scott Chapman, from approximately September 22, 2023 to December 22, 2023.

**EMILY FAWLEY**  
RESIGN HS SKI CLUB

#### **B. Resignations**

- a) \* Accept the resignation of Emily Fawley, HS Ski Club Advisor, effective October 11, 2023.

**ROSE MULLEN**  
1.5 HR BOCES RUN

#### **C. Appointments**

- a) \*Rose Mullen to 1.5-hour Mid-day BOCES run, effective October 17, 2023.
- b) \* Appoint Jen Bown to 3-hour Bus aide for Pre-K Columbian Run #63,

**JEN BOWN**  
3-HR BUS AIDE RUN

**BRETT WHITE**  
APPOINT DRIVER

effective October 17, 2023

- c) \* Appoint Brett White to Bus #60, Rexville Route at 3.75 hours a day, effective October 17, 2023.

**WILLIAM DIDAS**  
APPOINT DRIVER

- d) \* Appoint Wiliam Didas to Bus #61 Hammercreek Route at 3.0 hours a day, effective October 17, 2023.

**LUKE STEVENS**  
APPOINT AIDE

- e) \* Appoint Luke Stevens, teacher aide at 7 hours per day, effective October 17, 2023.

- f) \*Approve the following winter coaches for the 2023-24 school year:

Position	Name/Coach	Salary
Varsity Swimming Coach	Meghan Franclemont	\$4097.00
Varsity Wrestling Coach	Geoff Havens	\$4357.00
Varsity Wrestling Assistant	Phil Stewart	\$2900.00
Modified Wrestling Coach	Andrew Dennis	\$2100.00
Volunteer Assistant Wrestling	Chris Graham	00.00
Boys' Varsity Basketball Coach	Brad Hoyt	\$4747.00
Boys' Varsity Volunteer Assistant	Henter McCaffrey	00.00
Boy's JV Basketball Coach	Bobbi Morgan	\$3314.00
Boys' JV Volunteer Assistant	Derrick Mitchell	00.00
Boys' Modified Basketball Coaches	Brandon Beers	\$1775.00
Boys' Modified Basketball Coaches	Todd Gardner	\$1775.00
Girls' Varsity Basketball Coach	Lester York	\$4422.00
Girls' Varsity Volunteer Assistant	Mack Mullen	00.00
Girls' JV Basketball Coach	Collin Button	\$4094.00
Girls' JV Volunteer Assistant	Luke Mullen	00.00
Girls' Modified Basketball Coach	Breana Gleaton	\$1775.00
Winter Varsity Cheerleading	Brooke Remchuk	\$4357.00
Volunteer Assistant Cheerleading	Kiersten Gerbes	00.00
Modified Cheerleading	Megan Dineen	\$1905.00
Indoor Track Coach	Gerry Amidon	\$4292.00
Ski Team	Jaime Sawyer	\$3967.00

APPROVE WINTER  
COACHES 23-24

- g) \* Appoint the following proctors for the 2023-24 school year:

Kyle Hosmer, Mitchell Hosmer, Shannon Havens, Karlie Askins, Gerry Amidon, Melynda Douin, Robert (Foster) Hinds, Marcy Morling, Mindy Perry, Dave Thompson, Bill Zeltwanger, Deb Ambuski	Proctors
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APPROVE PROCTORS

- h) \* Approve the following additions to the 2023-24 Substitute list pending fingerprint clearance and A19 certification:

Jennifer Bixby	Uncertified Teacher, Aide, Clerical
Rachael McGregor	Uncertified Teacher, Aide
Ann Farkas	Uncertified Teacher, Aide
Blythe Snyder	Uncertified Teacher, Aide
Luke Mullen	Sub Bus Driver

APPROVE  
SUBSTITUTES



James Button	Cleaner
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**VI. ADJOURNMENT**

Motion was made by **Bruce MacKellar** and seconded by **Joe Pacanowski**  
to adjourn the Board Meeting at 7:59PM. **6-0 CARRIED**

ADJOURN MEETING

\_\_\_\_\_  
Deborah Ambuski, District Clerk

\_\_\_\_\_  
Date

**CANISTEO-GREENWOOD CENTRAL SCHOOL  
BOARD OF EDUCATION  
MINUTES  
MONDAY, OCTOBER 16, 2023**

**SPECIAL MEETING**

**Conference Room**

**6:00 PM**

**Board Members Present:**

Michael Nisbet	<u>  X  </u>
Marcy Bradley	<u>  X  </u>
Fred Thompson	<u>  X  </u>
Michael Lehman	<u>  X  </u>
Bruce MacKellar	<u>  X  </u>
Heather Cox	<u>  0  </u>
Joe Pacanowski	<u>  X  </u>

**Administration & Others Present:**

Tom Crook	<u>  X  </u>
Peter Reynolds	<u>  0  </u>
Colleen Brownell	<u>  0  </u>
Paul Cone	<u>  0  </u>
Tricia Dodge	<u>  0  </u>
Teffenie Stuckey	<u>  0  </u>
Heidi Beecher	<u>  0  </u>

**District Clerk:**

Deborah Ambuski   X  

**Community Members Present:**   0  

**BOARD OF EDUCATION**

**Opening of the Meeting**

President, **Mike Nisbet** calls the Regular Board of Education meeting to order at 6:00 P.M. President advises where the fire exits are.

**Pledge of Allegiance**

OPEN  
MEETING

**RECOMMENDATIONS**

a) Motion was made by **Bruce MacKellar** and seconded by **Marcy Bradley** to BE IT RESOLVED, that in accordance with the New York State Environmental Quality Review Act regulations the Canisteo-Greenwood School Board hereby declares itself Lead Agency for the environmental review of the Canisteo-Greenwood Central School District 2023 Capital Improvement Project.

**WHEREAS**, the Canisteo-Greenwood Central School District (hereinafter the "District") maintains the Elementary, High School and Transportation facilities along with associated site features; and

**WHEREAS**, the District is proposing to conduct a capital improvement project at the Canisteo-Greenwood Elementary School, the Canisteo-Greenwood High School, and the Canisteo-Greenwood Bus Garage and to include: improvement of roofing, existing roof drains and gutters, exterior building envelop renovations, masonry renovations, installation of an emergency generator at the bus garage, addition of a new intermediate playground, additional exterior and parking lot lighting, sidewalk replacement, perimeter security fencing, track resurfacing and replacement of approximately 2.5 acres of natural athletic field turf with artificial turf, renovations in areas of the auditorium, gymnasium, cafeteria, classrooms, toilet rooms, offices, concession stand, secure entrance location and other interior renovations including associated structural, mechanical, plumbing, electrical, technology, security, and hardware upgrades (collectively, the "Project"); and

APPROVE  
SEQRA

**WHEREAS**, the District is obligated under SEQRA and corresponding regulations to review the Project, and if necessary, undertake a review of the potential environmental impacts associated with the Project before undertaking the same; and

## **2- REGULAR MEETING- October 16, 2023**

**WHEREAS**, the District is the appropriate agency to be the lead agency to undertake the project review under SEQRA; and

**WHEREAS**, based upon an examination of 6 NYCRR § 617.4, the District classified the Project as a Type I Action under § 617.4(b)(9) Project includes a building eligible for listing on the State Register of Historic Places and exceeds 25% of the physical alteration threshold stated in § 617.4(b)(6)(i). A Full Environmental Assessment Form was prepared for the Project, and pursuant to 6 NYCRR § 617.6(b)(3), a coordinated review was undertaken by the District and no objections were received regarding the District serving as lead agency.

### **NOW, THEREFORE, BE IT:**

**RESOLVED**, that the Canisteo-Greenwood Central School District School Board hereby makes the following findings:

The Project consists of light, medium, and heavy renovations at the Canisteo-Greenwood Elementary School at 120 Greenwood St., Canisteo NY, the Canisteo-Greenwood High School at 84 Greenwood St. Canisteo NY, and the Canisteo-Greenwood Bus Garage at 22 Fifth St Canisteo NY. Activities include the improvement of roof drains and gutters, installation of an emergency generator at the bus garage, addition of a new intermediate playground, exterior and parking lot lighting, sidewalk replacement, and replacement of approximately 2.5 acres of athletic field turf with artificial turf.

### **IT IS FURTHER RESOLVED**, that:

The Canisteo-Greenwood Central School District School Board hereby designates itself lead agency pursuant to 6 NYCRR § 617.6(b)(2) and § 617.6(b)(3) with respect to the Project.

### **IT IS FURTHER RESOLVED**, that:

Based upon an examination of the components of the Project, the Full Environmental Assessment Form, and the criteria contained in 6 NYCRR § 617.7(c), and based upon its knowledge of the areas including and surrounding the Project site, and discussions with professionals retained by the District, the Canisteo-Greenwood Central School District Board, as lead agency, hereby makes the following determinations with respect to the Project pursuant to SEQRA:

- A. The Project constitutes a Type I Action.
- B. Based upon the Canisteo-Greenwood Central School District Board's review of the Full Environmental Assessment Form, any input provided by other involved agencies, and other necessary criteria set forth in SEQRA, the Canisteo-Greenwood Central School District

### 3- REGULAR MEETING- October 16, 2023

Board hereby finds and determines that the Project will result in no significant impacts and, therefore, (a) the action is not one which “may include the potential for at least one significant adverse environmental impact,” (b) “there will be no significant adverse environmental impacts,” and (c) no “environmental impact statement” need be prepared, as such quoted terms are defined in SEQRA. This determination constitutes a negative declaration for purposes of SEQRA and it has been prepared in accordance with Article 8 of the Environmental Conservation Law.

C. A copy of this resolution, together with notice of negative declaration, shall be placed on file in the office of the Canisteo-Greenwood Central School District’s Business Manager where the same shall be available for public inspection during school hours and such notice of negative declaration shall be filed in such offices, posted in such places and published in the New York State Department of Environmental Conservation’s Environmental News Bulletin.

This resolution shall take effect immediately.

**6-0 CARRIED**

APPROVED  
CAPITAL  
PROJECT

b) Motion was made by **Mike Lehman** and seconded by **Bruce MacKellar**

BE IT RESOLVED BY THE BOARD OF EDUCATION AS FOLLOWS:

#### NOTICE OF SPECIAL MEETING OF THE QUALIFIED VOTERS OF CANISTEO-GREENWOOD CENTRAL SCHOOL DISTRICT

NOTICE IS HEREBY GIVEN that a special meeting of the qualified voters of the Canisteo-Greenwood Central School District shall be held at Somers Hall in Canisteo and at the Greenwood Fire Hall in Greenwood in said District, on Tuesday, December 5, 2023, between the hours of 12:00 Noon and 8:00 PM The following propositions will be submitted for voter approval at said meeting:

#### PROPOSITION #1

Shall the following resolution be adopted to wit:

Resolved that the Board of Education of the Canisteo-Greenwood Central School District is hereby authorized to undertake certain capital improvements consisting of construction and reconstruction of existing school buildings and facilities, various site improvements and the acquisition of certain original furnishings, equipment, and apparatus and other incidental improvements required in connection therewith for such construction and school use, all at an estimated maximum aggregate cost of \$21,961,055; and to appropriate and expend from the existing capital reserve fund \$2,600,000 for such costs, and that the balance of such cost, or so much thereof as may be necessary, shall be raised by the levy of a tax to be collected in annual installments, with such tax to be offset by state aid available therefor; and, in anticipation of such tax, debt obligations of the school district as may be necessary not to exceed \$19,361,055 shall be issued.

#### 4- REGULAR MEETING- October 16, 2023

##### PROPOSITION #2

Shall the following resolution be adopted to wit:

Resolved that the Board of Education of the Canisteo-Greenwood Central School District is hereby authorized to undertake certain additional capital improvements consisting of various site and athletic field improvements, to include, without limitation, track resurfacing and replacement of approximately 2.5 acres of natural athletic field turf with artificial turf within the running track, at an estimated maximum aggregate cost of \$2,148,945; and that such cost, or so much thereof as may be necessary, shall be raised by the levy of a tax to be collected in annual installments, with such tax to be offset by state aid available therefor; and, in anticipation of such tax, additional debt obligations of the school district as may be necessary not to exceed such estimated maximum cost shall be issued.

The School District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA"), has completed its environmental review and, on October 16, 2023, has duly issued a negative declaration and has determined that the implementation of the type I action as proposed will not result in any significant adverse environmental impacts.

AND NOTICE IS GIVEN that qualified military voters may apply for a military ballot by requesting an application from the District Clerk at (607) 698-4225 Ext. 2406 or [DAmbuski@cgsd.org](mailto:DAmbuski@cgsd.org). For a military voter to be issued a military ballot, the District Clerk must have received a valid ballot application no later than 5:00 PM on November 9, 2023. In a request for a military ballot application or ballot, the military voter may indicate their preference for receiving the application or ballot by mail, facsimile transmission or email.

AND NOTICE IS GIVEN, that applications for absentee ballots shall be obtainable during school business hours from the District Clerk; completed applications must be received by the District Clerk at least seven (7) days before the vote and election if the ballot is to be mailed to the voter, or the day before the vote and election if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the District Clerk not later than 5:00 PM on December 5, 2023.

A list of persons to whom absentee and military ballots are issued will be available for inspection to qualified voters of the District in the office of the District Clerk on and after November 21, 2023, between the hours of 8:00 AM and 4:00 PM on weekdays prior to the Election; and on December 5, 2023, the day set for the Election, said list will be posted at the polling place.

The District Clerk is authorized to amend or modify this notice to comply with applicable legal requirements.

6-0 CARRIED

## II. ADJOURNMENT

Motion was made by **Joe Pacanowski** and seconded by **Fred Thompson** to adjourn the Board Meeting at 6:36PM.

6-0 CARRIED

ADJOURN  
MEETING

**5- REGULAR MEETING- October 16, 2023**

\_\_\_\_\_  
Deborah Ambuski, District Clerk

\_\_\_\_\_  
Date Approved

# CANISTEO-GREENWOOD CSD

Appropriation Status Summary Report By Function From 7/1/2023 To 6/30/2024



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1010	BOARD OF EDUCATION	*	19,619.00	0.00	19,619.00	4,696.30	12,323.23	2,599.47
1040	DISTRICT CLERK	*	24,000.00	-23,000.00	1,000.00	126.50	0.00	873.50
1060	DISTRICT MEETING	*	1,700.00	44,211.54	45,911.54	16,489.10	26,526.94	2,895.50
1240	CHIEF SCHOOL ADMINISTRATOR	*	186,000.00	-20,916.54	165,083.46	51,052.51	83,114.96	30,915.99
1310	BUSINESS ADMINISTRATION	*	300,252.00	55,538.20	355,790.20	149,107.48	194,690.97	11,991.75
1320	AUDITING	*	32,836.00	5,000.00	37,836.00	22,485.57	12,619.67	2,730.76
1330	TAX COLLECTOR	*	10,212.00	0.00	10,212.00	936.20	3,529.60	5,746.20
1380	FISCAL AGENT FEE	*	1,000.00	0.00	1,000.00	712.00	0.00	288.00
1420	LEGAL	*	22,000.00	0.00	22,000.00	3,100.00	18,900.00	0.00
1430	PERSONNEL	*	40,429.00	0.00	40,429.00	8,085.80	32,343.20	0.00
1460	RECORDS MANAGEMENT OFFICER	*	4,560.00	0.00	4,560.00	28.96	0.00	4,531.04
1620	OPERATION OF PLANT	*	974,904.00	109,594.34	1,084,498.34	317,089.68	524,472.65	242,936.01
1621	MAINTENANCE OF PLANT	*	383,784.00	237,590.11	621,374.11	240,672.76	169,037.89	211,663.46
1670	CENTRAL PRINTING & MAILING	*	87,000.00	3,200.00	90,200.00	3,805.38	9,075.91	77,318.71
1910	UNALLOCATED INSURANCE	*	103,000.00	0.00	103,000.00	7,125.72	0.00	95,874.28
1920	SCHOOL ASSOCIATION DUES	*	9,000.00	0.00	9,000.00	0.00	0.00	9,000.00
1964	REFUND ON REAL PROPERTY TAXES	*	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
1989	UNCLASSIFIED	*	526,111.00	0.00	526,111.00	92,821.00	371,284.00	62,006.00
2010	CURRICULUM DEVEL & SUPERVISION	*	88,565.00	0.00	88,565.00	21,724.84	37,574.69	29,265.47
2020	SUPERVISION-REGULAR SCHOOL	*	382,875.00	30,283.41	413,158.41	151,823.36	230,035.31	31,299.74
2060	RESEARCH, PLANNING & EVALUAT	*	32,100.00	0.00	32,100.00	2,010.75	6,368.00	23,721.25
2070	INSERVICE TRAINING-INSTRUCTION	*	98,960.00	140,781.00	239,741.00	39,278.30	149,184.80	51,277.90
2110	TEACHING-REGULAR SCHOOL	*	6,174,562.00	127,912.39	6,302,474.39	1,204,056.37	4,132,924.77	965,493.25
2250	PROGRAMS-STUDENTS W/ DISABIL	*	3,230,865.00	104,260.86	3,335,125.86	499,448.90	2,124,321.80	711,355.16
2280	OCCUPATIONAL EDUCATION	*	1,234,000.00	614.65	1,234,614.65	235,444.25	932,005.46	67,164.94
2610	SCHOOL LIBRARY & AUDIOVISUAL	*	183,393.00	14,914.76	198,307.76	43,676.62	147,493.04	7,138.10
2630	COMPUTER ASSISTED INSTRUCTION	*	612,950.00	257,846.20	870,796.20	186,109.97	652,001.99	32,684.24
2805	ATTENDANCE-REGULAR SCHOOL	*	39,150.00	0.00	39,150.00	11,155.96	18,420.90	9,573.14
2810	GUIDANCE-REGULAR SCHOOL	*	431,651.00	3,082.00	434,733.00	102,090.86	307,968.13	24,674.01
2815	HEALTH SERVICES-REGULAR SCHOOL	*	197,650.00	3,595.87	201,245.87	31,051.19	104,953.91	65,240.77
2820	PSYCHOLOGICAL SRVC-REG SCHOOL	*	70,480.00	0.00	70,480.00	13,655.05	50,944.94	5,880.01
2850	CO-CURRICULAR ACTIV-REG SCHL	*	97,000.00	0.00	97,000.00	5,824.75	0.00	91,175.25
2855	INTERSCHOL ATHLETICS-REG SCHL	*	401,475.00	142,343.07	543,818.07	113,878.77	151,750.54	278,188.76

# CANISTEO-GREENWOOD CSD

Appropriation Status Summary Report By Function From 7/1/2023 To 6/30/2024



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
5510	DISTRICT TRANSPORT-MEDICAID	*	1,411,764.00	179,561.18	1,591,325.18	295,780.33	547,283.94	748,260.91
5530	GARAGE BUILDING	*	52,600.00	15,595.58	68,195.58	6,675.89	31,462.00	30,057.69
9010	STATE RETIREMENT	*	447,925.00	0.00	447,925.00	14,097.04	0.00	433,827.96
9020	TEACHERS' RETIREMENT	*	880,736.00	0.00	880,736.00	17,366.50	0.00	863,369.50
9030	SOCIAL SECURITY	*	875,572.00	0.00	875,572.00	201,582.66	573,350.73	100,638.61
9040	WORKERS' COMPENSATION	*	53,542.00	1,458.00	55,000.00	0.00	55,000.00	0.00
9050	UNEMPLOYMENT INSURANCE	*	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
9060	HOSPITAL, MEDICAL & DENTAL INS	*	6,073,935.00	-334,957.04	5,738,977.96	1,836,438.69	3,738,641.44	163,897.83
9070	UNION WELFARE BENEFITS	*	285,750.00	202,419.05	488,169.05	104,496.93	238,148.72	145,523.40
9721		*	2,553,656.00	0.00	2,553,656.00	0.00	0.00	2,553,656.00
9760	DEBT SERVICE-TAX ANTICIP NOT	*	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
9950	TRANSFER TO CAPITAL	*	100,000.00	0.00	100,000.00	0.00	0.00	100,000.00
Fund ATotals:			28,748,063.00	1,300,928.63	30,048,991.63	6,056,002.94	15,687,754.13	8,305,234.56
Grand Totals:			28,748,063.00	1,300,928.63	30,048,991.63	6,056,002.94	15,687,754.13	8,305,234.56



# CANISTEO-GREENWOOD CSD

Revenue Status Report By Function From 7/1/2023 To 6/30/2024



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>A 1001</u>	REAL PROPERTY TAXES	4,609,542.00	0.00	4,609,542.00	4,503,529.64	106,012.36
<u>A 1040</u>	APPROPRIATION OF PLANNED BALANCE	500,301.00	0.00	500,301.00	0.00	500,301.00
<u>A 1081</u>	OTHER PAYMENTS IN LIEU OF TAXES	77,725.00	0.00	77,725.00	0.00	77,725.00
<u>A 1083</u>	WIND POWER PILOTS	182,924.00	0.00	182,924.00	0.00	182,924.00
<u>A 1085</u>	SCHOOL TAX RELIEF REIMBURSEMENT	897,987.00	0.00	897,987.00	0.00	897,987.00
<u>A 1090</u>	INT & PENALTIES ON REAL PROP TAXES	5,000.00	0.00	5,000.00	8,873.46	-3,873.46
<u>A 1335</u>	OTHER STUDENT FEES & CHARGES	0.00	0.00	0.00	6,082.45	-6,082.45
<u>A 1489</u>	OTHER CHARGES FOR SERVICES	0.00	0.00	0.00	53,054.00	-53,054.00
<u>A 2401</u>	INTEREST & EARNINGS	20,000.00	0.00	20,000.00	61,782.52	-41,782.52
<u>A 2440</u>	RENTAL, OTHER (FACILITIES USE)	1,000.00	0.00	1,000.00	700.00	300.00
<u>A 2650</u>	SALE OF SCRAP & EXCESS MATERIALS	0.00	0.00	0.00	83.96	-83.96
<u>A 2701</u>	REFUNDS FOR BOCES AIDED SERVICES	270,000.00	0.00	270,000.00	0.00	270,000.00
<u>A 2703</u>	REFUNDS FOR PRIOR YEARS EXPENDITURE	0.00	0.00	0.00	12,122.00	-12,122.00
<u>A 3101.A</u>	BASIC FORMULA AID	15,517,322.00	0.00	15,517,322.00	1,780,158.33	13,737,163.67
<u>A 3101.B</u>	EXCESS COST AID	232,777.00	0.00	232,777.00	0.00	232,777.00
<u>A 3101.C</u>	Building AID	2,709,024.00	0.00	2,709,024.00	0.00	2,709,024.00
<u>A 3101.T</u>	BASIC FORMULA AID (TRANSPORTATION)	1,253,278.00	0.00	1,253,278.00	0.00	1,253,278.00
<u>A 3102</u>	LOTTERY AID	0.00	0.00	0.00	1,274,314.29	-1,274,314.29
<u>A 3102..1</u>	LOTTERY AID VLT	0.00	0.00	0.00	166,423.56	-166,423.56
<u>A 3103</u>	BOCES AID	1,778,342.00	0.00	1,778,342.00	0.00	1,778,342.00
<u>A 3104</u>	HARDWARE AID	18,875.00	0.00	18,875.00	0.00	18,875.00
<u>A 3260</u>	TEXTBOOKS	71,591.00	0.00	71,591.00	0.00	71,591.00
<u>A 3289</u>	OTHER STATE AID,SPECIFY	5,967.00	0.00	5,967.00	0.00	5,967.00
<u>A 4601</u>	MEDICAID REIMBURSEMENT	146,408.00	0.00	146,408.00	24,043.27	122,364.73
<u>A 5997</u>	APPROPRIATE RESERVES	450,000.00	0.00	450,000.00	0.00	450,000.00
<b>A Totals:</b>		<b>28,748,063.00</b>	<b>0.00</b>	<b>28,748,063.00</b>	<b>7,891,167.48</b>	<b>20,856,895.52</b>
<b>Grand Totals:</b>		<b>28,748,063.00</b>	<b>0.00</b>	<b>28,748,063.00</b>	<b>7,891,167.48</b>	<b>20,856,895.52</b>

**CANISTEO-GREENWOOD CENTRAL SCHOOL**  
**CASH RECONCILIATIONS REPORT**  
**For October 2023**

ACCOUNT NAME	ACCOUNT NUMBER		BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	INTEREST EARNINGS	ENDING BALANCE
GENERAL FUND							
CHECKING C&N	xxxx031	A200.1	\$ 160,834.80	\$ 2,648.00		\$ 30.02	\$ 163,512.82
SAVINGS	xxxx6799	A201.3	\$ 245,589.36			\$ 166.81	\$ 245,756.17
CHECKING	xxx7952	A200	\$ 3,368,311.36	\$ 2,552,970.77	\$ 2,077,032.63	\$ 7,684.53	\$ 3,851,934.03
SAVINGS - C&N Tax	xx7002	A200.1T	\$ 2,298,477.57	\$ 1,336,780.31	\$ 1,451,710.23	\$ 387.19	\$ 2,183,934.84
LUNCH FUND							
SAVINGS - Chase	xxx6764	C201	\$ 168,517.30		\$ 13,713.04	\$ 109.71	\$ 154,913.97
C&N Lunch Checking	xxx1809	C201.1	\$ 77,618.21				\$ 77,618.21
FEDERAL FUND							
CHECKING	xxxx772	F200	\$ 268,753.64	\$ 1,000,000.00	\$ 729,537.31	\$ 431.25	\$ 539,647.58
CAPITAL FUND							
CHECKING	xxxx533	H200	\$ 332,718.30			\$ 227.72	\$ 332,946.02
STUDENT ACTIVITIES							
CHECKING	xxxx646	SA200	\$ 116,522.05	\$ 28,114.50	\$ 13,013.22	\$ 20.27	\$ 131,643.60
TRUST & AGENCY FUND							
CHECKING	xxxx0799	TA200	\$ 390,567.91	\$ 966,402.40	\$ 905,219.48	\$ 297.50	\$ 452,048.33
DEBT SERVICE							
SAVINGS	xxxx810	V200	\$ 6,016.54			\$ 4.09	\$ 6,020.63
CAPITAL RESERVE							
SAVINGS - Bus	xxx2083	A230.2	\$ 713,565.29			\$ 484.66	\$ 714,049.95

INSURANCE RESERVE							
SAVINGS	xxx6829	A201.4	\$ 374,323.56			\$ 254.24	\$ 374,577.80
LIABILITY RESERVE							
SAVINGS	xxx6837	A201.2	\$ 401,026.06			\$ 272.38	\$ 401,298.44
Capital Reserve							
SAVINGS	xxxx0880	A230.3	\$ 3,935,841.81			\$ 8,356.54	\$ 3,944,198.35
RETIREMENT RESERVE							
SAVINGS	xxx9265	A201.6	\$ 1,297,060.40			\$ 2,753.91	\$ 1,299,814.31
EBLAR							
SAVINGS	xxx2505	A201.11	\$ 354,413.23			\$ 240.72	\$ 354,653.95
UNEMPLOYMENT RESERVE							
SAVINGS	xxx398	A201.12	\$ 205,219.07			\$ 139.39	\$ 205,358.46
WORKERS COMP RESERVE							
SAVINGS	xxx2380	A201.10	\$ 316,136.93			\$ 214.72	\$ 316,351.65
REPAIR RESERVE							
SAVINGS	xxx6917	A201.13	\$ 710,004.09			\$ 482.24	\$ 710,486.33

Check #	Check Date	Vendor ID	Vendor Name	Check Description	Invoice Number	PO Number	Check Amount	Liquidated
Account	Account Description	Explanation						
4169	09/11/2023	2885 EMILY SCHULTHEIS						
F 2110.400-AR-2123	21-23 Contractual Grant	CRRSA	SUMMER CONFERENCE-TEXAS	CONFERENCE MEALS			83.44	✓
							<b>Check Total:</b>	<b>83.44</b>
4170	09/11/2023	3799 DELIA BLOUGH						
F 2110.400-AR-2123	21-23 Contractual Grant	CRRSA	REIMBURSEMENT	MEALS @ CONF IN TEXAS			85.48	✓
							<b>Check Total:</b>	<b>85.48</b>
							<b>Warrant Total:</b>	<b>168.92</b>
							<b>Vendor Portion:</b>	<b>168.92</b>

Number of Transactions: 2

## Certification of Warrant

9/11/23      Kimberly Marun      Accounts Payable  
 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 \$ 168.92. 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.

9/11/2023      Shelia Beach      Claims Auditor  
 Date                      Auditor's Signature                      Title

## Approval of Officer Giving Rise to Claims

I hereby certify that each claim numbered \_\_\_\_\_, to \_\_\_\_\_, inclusive, has been rendered in accordance with the respective contract, agreement, or accepted estimate and that the work has been completed and/or the materials delivered satisfactorily in each case.

\_\_\_\_\_  
 Date                      Officer's Signature                      Title

# CANISTO GREENWOOD CSD

Check Warrant Report For F - 3: FEDERAL FUND #3 For Dates 9/1/2023 - 9/30/2023



Check #	Check Date	Vendor ID	Vendor Name	Account	Account Description	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
4169	09/11/2023	2885	EMILY SCHULTHEIS	F 2110.400-AR-2123	21-23 Contractual CRRSA Grant	SUMMER CONFERENCE-TEXAS	CONFERENCE MEALS		83.44	
								<b>Check Total:</b>	<b>83.44</b>	
4170	09/11/2023	3799	DELIA BLOUGH	F 2110.400-AR-2123	21-23 Contractual CRRSA Grant	REIMBURSEMENT	MEALS @ CONF IN TEXAS		85.48	
								<b>Check Total:</b>	<b>85.48</b>	
4171	09/15/2023	43	VISA	F 2110.400-5P-2123	21-23 Contractual Learning Loss 5%		1427-WPY*GET YOUR TEACH ON	2495	9,584.00	9,584.00
								<b>Check Total:</b>	<b>9,584.00</b>	
4172	09/25/2023	3376	KRUEGER INTERNATIONAL, INC.	F 2110.450-5P-2123	21-23 Supplies and Materials Learning Loss 5%		14545183	1388	654,295.15	654,295.15
								<b>Check Total:</b>	<b>654,295.15</b>	

*Closed*  
*Jim Marven*

Check # Account	Check Date Account Description	Vendor ID Vendor Name	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
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Number of Transactions: 4

Warrant Total: 664,048.07

Vendor Portion: 664,048.07

## Certification of Warrant

10/12/23 Kimberly Moran Accounts Payable  
 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 \$664,048.07 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.

10/02/2023 Shirley Leach Claim Auditor  
 Date Auditor's Signature Title

## Approval of Officer Giving Rise to Claims

I hereby certify that each claim numbered \_\_\_\_\_, to \_\_\_\_\_, inclusive, has been rendered in accordance with the respective contract, agreement, or accepted estimate and that the work has been completed and/or the materials delivered satisfactorily in each case.

10/2/23 Paul E. Connelley Director of IR  
 Date Officer's Signature Title

## CANISTO GREENWOOD CSD

Check Warrant Report For C - ~~B LUNCH FUND #3~~ For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Check Description	Invoice Number	PO Number	Check Amount	Liquidated
Account	Account Description	Explanation						
4000	09/11/2023	2656 GST BOCES						
C 2860.490-01		BOCES - FOOD SERVICE			C0035-024	2515	10,701.40	✓ 10,701.40
Check Total:							10,701.40	
Warrant Total:							10,701.40	
Vendor Portion:							10,701.40	

Number of Transactions: 1

## Certification of Warrant

9/11/23      Kimberly Marun      Accounts Payable  
 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 \$ 10,701.40. 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.

9/11/2023      Shelia Leach      Claims Auditor  
 Date                      Auditor's Signature                      Title

## Approval of Officer Giving Rise to Claims

I hereby certify that each claim numbered \_\_\_\_\_, to \_\_\_\_\_, inclusive, has been rendered in accordance with the respective contract, agreement, or accepted estimate and that the work has been completed and/or the materials delivered satisfactorily in each case.

9/11/23      Paul E. Conif      Director of HR  
 Date                      Officer's Signature                      Title

Closed Kimberly Marun

## CANISTO GREENWOOD CSD

Check Warrant Report For A - 5 GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Explanation	Invoice Number	Check Description	Check Amount	Liquidated
Account	Account Description					PO Number		
38357	09/11/2023	3696	JENNIFER A. BOWIE					
A 2855.400-01	OFFICIALS		MOD FOOTBALL VS LeROY	9/7/23			84.70	✓
						Check Total:	84.70	
38358	09/11/2023	3313	DAMON B. COUNTERMAN					
A 2855.400-01	OFFICIALS		JV VOLLEYBALL VS B-R	9/6/23, JV REF			88.40	✓
A 2855.400-01	OFFICIALS		VAR VOLLEYBALL VS B-R	9/6/23, 1ST REF VAR			116.00	✓
						Check Total:	204.40	
38359	09/11/2023	3718	COREY W. DAVIS					
A 2855.400-01	OFFICIALS		MOD FOOTBALL VS LeROY	9/7/23			84.70	✓
						Check Total:	84.70	
38360	09/11/2023	3831	ROBERT J. FINSTER					
A 2855.400-01	OFFICIALS		JV GIRLS SOCCER VS HORNELL	9/2/23-TOURNEY			92.55	✓
						Check Total:	92.55	
38361	09/11/2023	882	GILBERT GREEN					
A 2855.400-01	OFFICIALS		JV FOOTBALL VS LeROY	9/5/23			96.80	✓
						Check Total:	96.80	
38362	09/11/2023	2034	RANDY HARMON					
A 2855.400-01	OFFICIALS		VAR GIRLS SOCCER VS YORK	9/2/23			115.70	✓
						Check Total:	115.70	
38363	09/11/2023	3581	JAMES M. LUCEY					
A 2855.400-01	OFFICIALS		VAR BOYS SOCCER VS WAY-CO	8/31/23			115.70	✓
						Check Total:	115.70	
38364	09/11/2023	1148	Joel Martin					
A 2855.400-01	OFFICIALS		VAR BOYS SOCCER VS WAY-CO	8/31/23			115.70	✓
						Check Total:	115.70	
38365	09/11/2023	506	DOUGLAS REMCHUK					
A 2855.400-01	OFFICIALS		JV VOLLEYBALL VS B-R	9/6/23, JV REF			88.40	✓
A 2855.400-01	OFFICIALS		VAR VOLLEYBALL VS B-R	9/6/23, VAR 2ND REF			102.00	✓
						Check Total:	190.40	
38366	09/11/2023	2003	BRYAN PUTNAM					
A 2855.400-01	OFFICIALS		JV GIRLS SOCCER VS HORNELL	8/31/23- TOURNEY			92.55	✓

09/11/2023 09:22 AM

Closed Kim Martin

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Check #	Check Date	Vendor ID	Vendor Name	Explanation	Invoice Number	Check Description	Check Amount	Liquidated
Account	Account Description					PO Number		
38367	09/11/2023	3694	LAWRENCE N. TETA			Check Total:	92.55	
A 2855.400-01	OFFICIALS		MOD FOOTBALL VS LeROY	9/7/23			84.70	✓
						Check Total:	84.70	
38368	09/11/2023	574	Milton VonHagn					
A 2855.400-01	OFFICIALS		VAR GIRLS SOCCER VS YORK	9/2/23			115.70	✓
						Check Total:	115.70	
38369	09/11/2023	3784	JOHN C. WALSH					
A 2855.400-01	OFFICIALS		JV FOOTBALL VS LeROY	9/5/23			96.80	✓
						Check Total:	96.80	
38370	09/11/2023	60	B&B Repair					
A 1620.453-05	OPERATIONS SUPPLIES			903582	2429		79.99	✓
						Check Total:	79.99	
38371	09/11/2023	515	Bernard P. Donegan, Inc.					
A 1310.400-01	CONTRACTUAL		LEGAL SERVICE	██████████ 8/25/23			6,089.31	✓
						Check Total:	6,089.31	
38372	09/11/2023	1620	BSN SPORTS			PO #1336		
A 2855.451-43	MAT & SUPP-WRESTLING		WRESTLING	922748560			1,533.53	✓
						Check Total:	1,533.53	
38373	09/11/2023	2070	Energy Cooperative of America					
A 5530.403-04	ELECTRICITY		7/18/23 TO 8/14/23	1005708, A ██████████ ██████████	2430		31.04	✓
						Check Total:	31.04	
38374	09/11/2023	27	FRONTIER			GREENWOOD BUILDING		
A 1620.418-05	TELEPHONE		8/25/23 TO 9/24/23	██████████ ██████████	2441		159.60	✓
						Check Total:	159.60	
38375	09/11/2023	214	Grainger					
A 1621.453-06	GROUNDS SUPPLIES			9828646811	2432		167.43	✓
						Check Total:	167.43	
38376	09/11/2023	2656	**CONTINUED** GST BOCES			Voided During Printing		
						Check Total:	0.00	
38377	09/11/2023	2656	**CONTINUED** GST BOCES			Voided During Printing		

Check #	Check Date	Vendor ID	Vendor Name	Check Description	Invoice Number	PO Number	Check Amount	Liquidated
Account	Account Description	Explanation						
38378	09/11/2023	2656 GST BOCES		Check Total:			0.00	
A 1010.495-01	BOCES: 623 RECRUITMENT		C0035-24	2515		106.00 ✓	106.00	
A 1010.496-01	BOCES: 614 PUBLIC INFORMATION		C0035-24	2515		900.90 ✓	900.90	
A 1010.497-01	BOCES: 624 STAFF DEV		C0035-24	2515		100.00 ✓	100.00	
A 1310.491-01	BOCES: 602 EMPL BEN COORD-WORKERS COMP		C0035-24	2515		483.20 ✓	483.20	
A 1310.492-01	BOCES: 650.601 FINANCE MANAGER		C0035-24	2515		2,454.60 ✓	2,454.60	
A 1310.494-01	BOCES: 615 STATE AID PLNG W/QUESTAR III		C0035-24	2515		847.40 ✓	847.40	
A 1310.495-01	BOCES: 650.658 CAFE POS		C0035-24	2515		664.90 ✓	664.90	
A 1320.490-01	BOCES: 328 INTERNAL CONTROL AUDITOR		C0035-24	2515		433.60 ✓	433.60	
A 1430.490-01	BOCES: 608 LABOR RELATIONS		C0035-24	2515		4,042.90 ✓	4,042.90	
A 1620.495-01	BOCES: 609 & 638 HLTH,SAFTY,&RISK MGMT W/GV		C0035-24	2515		2,000.00 ✓	2,000.00	
A 1670.491-01	BOCES: 511 PRINTING		C0035-24	2515		811.50 ✓	811.50	
A 1989.491-01	BOCES-001 ADMINISTRATION-A		C0035-24	2515		30,068.10 ✓	30,068.10	
A 1989.491-02	BOCES-002 ADMINISTRATION RENTED FACILIT		C0035-24	2515		16,342.40 ✓	16,342.40	
A 2060.492-04	BOCES: SUB COORDINATION		C0035-24	2515		796.00 ✓	796.00	
A 2070.491-01	BOCES: 525 STAFF DEVELOPMENT		C0035-24	2515		18,648.10 ✓	18,648.10	
A 2110.491-01	BOCES: 401 ARTS IN EDUCATION BASE		C0035-24	2515		43,735.49 ✓	43,735.49	
A 2110.491-09	BOCES: 518 Home Instruction		C0035-24	2515		461.80 ✓	461.80	
A 2250.491-01	BOCES: Speical Education Expenses		C0035-24	2515		66,807.10 ✓	66,807.10	
A 2280.491-01	BOCES: 101 OCCUPATIONAL EDUCATION		C0035-24	2515		99,771.90 ✓	99,771.90	
A 2610.491-01	BOCES: 508 LIBRARY SERVICES		C0035-24	2515		2,939.30 ✓	2,939.30	
A 2810.492-01	BOCES: SCHOOL TOOL		C0035-24	2515		5,062.00 ✓	5,062.00	

Check #	Check Date	Vendor ID	Vendor Name	Account	Account Description	Explanation	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
				A 2855.491-01	BOCES: 507 COORD INTERSCHLATHL		C0035-24	2515		123.10 ✓	123.10
				A 1330.490-01	BOCES: 605 CSC Financial Tax Bills		C0035-24	2515		441.20 ✓	441.20
				A 1010.490-02	BOCES: 659 Policy Manual		C0035-24	2515		185.00 ✓	185.00
				A 2630.491-01	BOCES: COMPUTER SERVICES		C0035-24	2515		80,150.91 ✓	80,150.91
38379	09/11/2023	32	HOPKINS AUDIOMETER CALIBRATION							<b>Check Total:</b>	<b>378,377.40</b>
				A 2815.400-03	CONTRACTUAL	MICROSCOPE CLEANING	19834			372.00 ✓	
38380	09/11/2023	6	Legend Employee Benefit							<b>Check Total:</b>	<b>372.00</b>
				A 9070.813-01	PERFECT ATTENDANCE	10@50EA. EXTRA SICK DAYS				500.00 ✓	
38381	09/11/2023	6	Legend Employee Benefit							<b>Check Total:</b>	<b>500.00</b>
				A 9070.813-01	PERFECT ATTENDANCE	2.31@50EA, EXTRA SICK DAYS				115.50 ✓	
38382	09/11/2023	6	Legend Employee Benefit							<b>Check Total:</b>	<b>115.50</b>
				A 9070.813-01	PERFECT ATTENDANCE	13@50EA. EXTRA SICK DAYS				650.00 ✓	
38383	09/11/2023	6	Legend Employee Benefit							<b>Check Total:</b>	<b>650.00</b>
				A 9070.813-01	PERFECT ATTENDANCE	6.32@50EA. EXTRA SICK DAYS				316.00 ✓	
38384	09/11/2023	2986	LINEAGE							<b>Check Total:</b>	<b>316.00</b>
				A 1310.400-01	CONTRACTUAL	FOLDING MACHINE	293540			696.00 ✓	
38385	09/11/2023	192	LOWES							<b>Check Total:</b>	<b>696.00</b>
				A 1621.453-06	GROUNDS SUPPLIES		998143	2434		164.30 ✓	164.30
				A 1621.453-06	GROUNDS SUPPLIES		977954	2434		229.44 ✓	229.44
38386	09/11/2023	37	Mobiletech Communications Corp							<b>Check Total:</b>	<b>393.74</b>

Check #	Check Date	Vendor ID	Vendor Name	Check Description	Invoice Number	PO Number	Check Amount	Liquidated
Account	Account Description	Explanation						
A 5510.403-04	OTHER CONTRACTUAL				21875	2435	1,520.00 ✓	1,520.00
38387	09/11/2023	3829 NATIONAL CENTER FOR YOUTH ISSUES				Check Total:	1,520.00	
A 2810.407-03	CONTRACTUAL 9-12				CI0203324	2486	220.00 ✓	220.00
38388	09/11/2023	29 NATIONAL FUEL & GAS CORP.				Check Total:	220.00	
A 1620.417-05	GAS	7/31/23 TO 8/31/23				2436	83.23 ✓	83.23
38389	09/11/2023	29 NATIONAL FUEL & GAS CORP.				Check Total:	83.23	
A 1620.417-05	GAS	7/31/23 to 8/31/23				2436	418.91 ✓	418.91
38390	09/11/2023	29 NATIONAL FUEL & GAS CORP.				Check Total:	418.91	
A 1620.417-05	GAS	7/31/23 TO 8/31/23				2436	461.51 ✓	461.51
38391	09/11/2023	334 NORTH MAIN LUMBER				Check Total:	461.51	
A 1621.460-06	BUILDING & GROUNDS MATERIALS				08-082823-0034	2413	11.99 ✓	11.99
38392	09/11/2023	30 NYSEG				Check Total:	11.99	
A 1620.419-05	ELECTRICITY	7/29/23 TO 8/28/23				2440	1,363.45 ✓	1,363.45
38393	09/11/2023	30 NYSEG				Check Total:	1,363.45	
A 1620.419-05	ELECTRICITY	7/269/23 TO 8/28/23				2440	2,932.53 ✓	2,932.53
38394	09/11/2023	30 NYSEG				Check Total:	2,932.53	
A 1620.419-05	ELECTRICITY	7/29/23 TO 8/28/23				2440	21.38 ✓	21.38
38395	09/11/2023	30 NYSEG				Check Total:	21.38	
A 5530.403-04	ELECTRICITY	7/29/23 TO 8/28/23				2440	231.11 ✓	231.11

# CANISTEO-GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023



Check #	Check Date	Vendor ID	Vendor Name	Explanation	Invoice Number	Check Description PO Number	Check Amount	Liquidated
Account	Account Description							
38396	09/11/2023	30	NYSEG			Check Total:	231.11	
						GREENWOOD BUILDING		
A 1620.419-05	ELECTRICITY			7/29/23 TO 8/28/23		2440	1,005.40	1,005.40
						Check Total:	1,005.40	
38397	09/11/2023	1303	TEFFENIE STUCKEY					
A 2020.450-01	SUPPLIES FOR TEACHERS			8/24/23	BREAKFAST FOR TECH SUMMIT		171.72	
						Check Total:	171.72	
38398	09/11/2023	9	SA Health Care Plan					
A 9060.811-01	HOSPITAL & MEDICAL INSURANCE				SA-SEPTEMBER 2023	2416	8,790.69	8,790.69
						Check Total:	8,790.69	
38399	09/11/2023	1864	SCHSAA					
A 2855.400-03	FEES				CG-FP-23	2516	50.00	50.00
						Check Total:	50.00	
38400	09/11/2023	10	Sieba, Ltd.					
A 9070.812-01	FLEX PLAN EMPLOYEE			HRA CLAIMS	0981-23240	2417	83.50	83.50
						Check Total:	83.50	
38401	09/11/2023	2809	SOCCER.COM					
A 2855.450-63	MAT & SUPP-SOCCER,GIRLS			PO #1356	9403040114		37.78	
						Check Total:	37.78	
38402	09/11/2023	3562	VIOLA STORAGE					
A 1621.405-06	OTHER CONTRACTUAL EXPENSES				53420	2447	140.00	140.00
						Check Total:	140.00	
38403	09/11/2023	3830	CHRISTIANNA WALTER					
A 2855.400-03	FEES			TRAINING	8/16 & 8/17/23	2498	358.00	358.00
						Check Total:	358.00	
38404	09/19/2023	3696	JENNIFER A. BOWIE					
A 2855.400-01	OFFICIALS			JV FOOTBALL VS ALEXANDER	9/11/23, LINES JUDGE		96.80	
A 2855.400-01	OFFICIALS			MOD FOOTBALL VS ATTICA	9/13/23, LINES JUDGE		84.70	
						Check Total:	181.50	

Check # Account	Check Date Account Description	Vendor ID Explanation	Vendor Name	Invoice Number	Check Description PO Number	Check Amount	Liquidated
Number of Transactions: 47						Warrant Total:	408,873.14
						Vendor Portion:	408,873.14

## Certification of Warrant

9/11/23      Kimberly Warner      Accounts Payable  
 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 \$ 408,873.14. 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.

9/11/2023      Shula Lead      Claims Auditor  
 Date                      Auditor's Signature                      Title

## Approval of Officer Giving Rise to Claims

I hereby certify that each claim numbered \_\_\_\_\_, to \_\_\_\_\_, inclusive, has been rendered in accordance with the respective contract, agreement, or accepted estimate and that the work has been completed and/or the materials delivered satisfactorily in each case.

9/11/23      Paul E. Conroy      Director of HR  
 Date                      Officer's Signature                      Title

## CANISTOTA GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Account	Account Description	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
38405	09/19/2023	3699	MATTHEW L. BUCKLEY	A 2855.400-01	OFFICIALS	JV GIRLS SOCCER VS C-S	9/12/23		92.55	✓
								<b>Check Total:</b>	<b>92.55</b>	
38406	09/19/2023	1267	Giles Churchman	A 2855.400-01	OFFICIALS	VAR BOYS SOCCER VS FRIENDSHIP-SCIO	9/11/23		115.70	✓
								<b>Check Total:</b>	<b>115.70</b>	
38407	09/19/2023	3718	COREY W. DAVIS	A 2855.400-01	OFFICIALS	VAR FOOTBALL VS GENESEO-MT. MORRIS	9/8/23		121.00	✓
								<b>Check Total:</b>	<b>121.00</b>	
38408	09/19/2023	449	TOM DIMURO	A 2855.400-01	OFFICIALS	VAR BOYS SOCCER VS AVOCA-PRATTS	9/9/23		115.70	✓
				A 2855.400-01	OFFICIALS	JV BOYS SOCCER VS ARK-CANA	9/13/23		92.55	✓
				A 2855.400-01	OFFICIALS	VAR BOYS SOCCER VS GV-BELFAST	9/16/23		115.70	✓
				A 2855.400-01	OFFICIALS	WORKED ALONE			46.28	
								<b>Check Total:</b>	<b>370.23</b>	
38409	09/19/2023	1497	Dennis Erdmann	A 2855.400-01	OFFICIALS	VAR GIRLS SOCCER VS C-S	9/12/23		115.70	✓
								<b>Check Total:</b>	<b>115.70</b>	
38410	09/19/2023	882	GILBERT GREEN	A 2855.400-01	OFFICIALS	VAR FOOTBALL VS GENESEO-MT. MORRIS	9/8/23		121.00	✓
								<b>Check Total:</b>	<b>121.00</b>	
38411	09/19/2023	3834	LLOYD B. KINNICUTT	A 2855.400-01	OFFICIALS	JV FOOTBALL VS LeROY	9/5/23		96.80	✓
				A 2855.400-01	OFFICIALS	JV FOOTBALL VS ALEXANDER	9/11/23		96.80	✓
				A 2855.400-01	OFFICIALS	MOD FOOTBALL VS ATTICA	9/13/23		84.70	✓
								<b>Check Total:</b>	<b>278.30</b>	
38412	09/19/2023	3581	JAMES M. LUCEY	A 2855.400-01	OFFICIALS	VAR BOYS SOCCER VS ARK-CANA	9/13/23		115.70	✓
								<b>Check Total:</b>	<b>115.70</b>	
38413	09/19/2023	2988	ROBERT J MARTELL	A 2855.400-01	OFFICIALS	VAR BOYS SOCCER VS GV-BELFAST	9/16/23		115.70	✓

## CANISTOTA GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Account	Account Description	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
38414	09/19/2023	3833	LINDA M. MAURO						Check Total: 115.70	
		A 2855.400-01	OFFICIALS		JV VOLLEYBALL VS AVOCA-PRATTS	9/8/23, 1ST REF JV			88.40	✓
		A 2855.400-01	OFFICIALS		VAR VOLLEYBALL VS AVOCA-PRATTS	9/8/23, 2ND REF VAR			102.00	✓
									Check Total: 190.40	
38415	09/19/2023	3014	TERRANCE McCORMICK							
		A 2855.400-01	OFFICIALS		JV GIRLS SOCCER VS C-S	9/12/23			92.55	✓
									Check Total: 92.55	
38416	09/19/2023	452	CHRISTINA MEAD							
		A 2855.400-01	OFFICIALS		JV VOLLEYBALL VS AVOCA-PRATTS	9/8/23, 2ND REF JV			88.40	✓
		A 2855.400-01	OFFICIALS		VAR VOLLEYBALL VS AVOCA-PRATTS	9/8/23, 1ST REF VAR			116.00	✓
									Check Total: 204.40	
38417	09/19/2023	550	BRAD ORDWAY							
		A 2855.400-01	OFFICIALS		VAR BOYS SOCCER VS FRIENDSHIP-SCIO	9/11/23			115.70	✓
									Check Total: 115.70	
38418	09/19/2023	2003	BRYAN PUTNAM							
		A 2855.400-01	OFFICIALS		VAR GIRLS SOCCER VS C-S	9/12/23			115.70	✓
									Check Total: 115.70	
38419	09/19/2023	2004	RAMIREZ, MICHAEL, Z							
		A 2855.400-01	OFFICIALS		POSTPONED DUE TO STORMS	9/7/23, POSTPONED			92.55	✓
		A 2855.400-01	OFFICIALS		VAR GIRLS SOCCER VS B-R	9/18/23			115.70	✓
									Check Total: 208.25	
38420	09/19/2023	2675	MICHAEL J. RAPAN							
		A 2855.400-01	OFFICIALS		JV FOOTBALL VS ALEXANDER	9/11/23			96.80	✓
		A 2855.400-01	OFFICIALS		MOD FOOTBALL VS ATTICA	9/13/23			84.70	✓
									Check Total: 181.50	
38421	09/19/2023	506	DOUGLAS REMCHUK							
		A 2855.400-01	OFFICIALS		MOD VOLLEYBALL VS H'SPORT	9/16/23			101.80	✓
									Check Total: 101.80	



## CANISTE GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
Account	Account Description							
38422	09/19/2023	3836	ROBERT W. RICHMOND					
A 2855.400-01	OFFICIALS			VAR BOYS SOCCER VS ARK-CANA	9/13/23		115.70 ✓	
							<b>Check Total:</b>	<b>115.70</b>
38423	09/19/2023	1145	Leo Stermole					
A 2855.400-01	OFFICIALS			VAR BOYS SOCCER VS AVOCA-PRATTS	9/9/23		115.70 ✓	
							<b>Check Total:</b>	<b>115.70</b>
38424	09/19/2023	3574	GRAYDON VANRY					
A 2855.400-01	OFFICIALS			VAR FOOTBALL VS GENESEO-MR. MORRIS	9/8/23, LINEMAN		121.00 ✓	
							<b>Check Total:</b>	<b>121.00</b>
38425	09/19/2023	1519	Marty Wester					
A 2855.400-01	OFFICIALS			VAR FOOTBALL VS GENESEO-MR. MORRIS	9/8/23		121.00 ✓	
							<b>Check Total:</b>	<b>121.00</b>
38426	09/19/2023	592	Bruce Zito					
A 2855.400-01	OFFICIALS			VAR FOOTBALL VS GENESEO-MR. MORRIS	9/8/23		121.00 ✓	
							<b>Check Total:</b>	<b>121.00</b>
38427	09/19/2023	3695	LOUIS S. ZVER					
A 2855.400-01	OFFICIALS			MOD BOYS SOCCER VS A-A	9/16/23, 10AM		81.00 ✓	
A 2855.400-01	OFFICIALS			JV BOYS SOCCER VS GV-BELFAST	9/16/23, 1PM		92.55 ✓	
A 2855.400-01	OFFICIALS			WORKED ALONE			40.50 ✓	
A 2855.400-01	OFFICIALS			WORKED ALONE			46.28 ✓	
							<b>Check Total:</b>	<b>260.33</b>
38428	09/19/2023	3837	CARLEIGH C. FOLTS					
A 2855.400-01	OFFICIALS			MOD GIRLS SOCCER VS A-A	9/16/23		81.00 ✓	
A 2855.400-01	OFFICIALS			WORKED ALONE			40.50 ✓	
							<b>Check Total:</b>	<b>121.50</b>
38429	09/19/2023	501	BARBARA FRIES					
A 2855.400-01	OFFICIALS			VAR GIRLS SOCCER VS B-R	9/18/23		115.70 ✓	
							<b>Check Total:</b>	<b>115.70</b>
38430	09/19/2023	3107	ASBO (ASSOCIATION OF SCHOOL					
A 1310.400-01	CONTRACTUAL			P. CONE	200018606	2523	300.00 ✓	300.00
A 1310.400-01	CONTRACTUAL			D. AMBUSKI	200018628	2523	360.00 ✓	360.00

## CANISTOTA GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Invoice Number	PO Number	Check Amount	Liquidated
Account	Account Description	Explanation					
38431	09/19/2023	3728 Biggie's Burritos, Bowls, and Taco				Check Total: 660.00	
A 2020.450-01	SUPPLIES FOR TEACHERS		8/10/23	2484	3,570.00	✓	3,570.00
					Check Total: 3,570.00		
38432	09/19/2023	3141 Delta Dental					
A 9060.811-03	DENTAL INSURANCE	SEPTEMBER 2023	BE005668786	2427	14,494.09	✓	14,494.09
					Check Total: 14,494.09		
38433	09/19/2023	3140 Guardian					
A 9060.811-02	VISION INSURANCE	SEPTEMBER 2023	GROUP ID #00 552839	2414	2,572.97	✓	2,572.97
					Check Total: 2,572.97		
38434	09/19/2023	94 GateHouse MEDIA NEW YORK HOLDINGS, INC					
A 1310.400-01	CONTRACTUAL	AD'S	5826591		369.86	✓	
					Check Total: 369.86		
38435	09/19/2023	1868 MVP HEALTH CARE, INC					
A 9060.811-01	HOSPITAL & MEDICAL INSURANCE	OCTOBER 2023	18629006	2411	67,197.57	✓	67,197.57
					Check Total: 67,197.57		
38436	09/19/2023	1868 MVP HEALTH CARE, INC					
A 9060.811-01	HOSPITAL & MEDICAL INSURANCE	OCTOBER 2023	18648362	2411	365,056.38	✓	365,056.38
					Check Total: 365,056.38		
38437	09/19/2023	189 NYSSMA					
A 2110.407-03	CONTRACTUAL: MUSIC 7-12		REG FEE-O. BUCHHOLZ	2525	175.00	✓	175.00
A 2110.407-03	CONTRACTUAL: MUSIC 7-12	O. BUCHHOLZ	HOUSING FEE	2525	525.00	✓	525.00
					Check Total: 700.00		
38438	09/19/2023	3530 SOUTHERN TIER PROPERTY MANAGEMENT					
A 1621.405-06	OTHER CONTRACTUAL EXPENSES		5, 9/19/23	1349	1,400.00	✓	1,400.00
					Check Total: 1,400.00		
38439	09/19/2023	2349 SUPER TEACHER WORKSHEETS					
A 2630.450-02	SOFTWARE PRE K-4		9-11-2023	2543	375.00	✓	375.00
					Check Total: 375.00		

Check #	Check Date	Vendor ID	Vendor Name	Invoice Number	PO Number	Check Amount	Liquidated
Account	Account Description	Explanation					
38440	09/19/2023	365 MCCAFFREY, BRIAN					
A 2855.400-01	OFFICIALS	JV GIRLS SOCCER VS MT. MORRIS	9/18/23		92.55 ✓		
A 2855.400-01	OFFICIALS	WORKED ALONE			46.28 ✓		
					<b>Check Total:</b>	<b>138.83</b>	
38441	09/19/2023	550 BRAD ORDWAY					
A 2855.400-01	OFFICIALS	JV BOYS SOCCER VS WAY-CO	9/19/23		92.55 ✓		
					<b>Check Total:</b>	<b>92.55</b>	
38442	09/19/2023	422 ALLEGANY COUNTY TREASURER					
A 1330.400-01	CONTRACTUAL	2023-2024 TAXES	9/11/23, SCHOOL TAXES		53.80 ✓		
					<b>Check Total:</b>	<b>53.80</b>	
38443	09/19/2023	3526 ANDOVER HARDWARE & HOME CENTER LLC					
A 1621.453-06	GROUNDS SUPPLIES		455690	2455	259.96 ✓	259.96	
					<b>Check Total:</b>	<b>259.96</b>	
38444	09/19/2023	1459 BLICK ART MATERIALS					
A 2110.459-33	MAT & SUPP: ART 7-12		1336067	2490	410.27 ✓	410.27	
					<b>Check Total:</b>	<b>410.27</b>	
38445	09/19/2023	299 BRADLEY SUPPLY					
A 1621.453-06	GROUNDS SUPPLIES		498772	2425	10.50 ✓	10.50	
A 5510.457-04	BODY PARTS		495473	2467	109.51 ✓	109.51	
A 5510.457-04	BODY PARTS		496781	2467	19.84	19.84	
					<b>Check Total:</b>	<b>139.85</b>	
38446	09/19/2023	1620 BSN SPORTS					
A 2855.230-03	UNIFORMS		922414980	1170	805.91 ✓	805.91	
A 2855.230-03	UNIFORMS		922539816	1170	185.66 ✓	185.66	
					<b>Check Total:</b>	<b>991.57</b>	
38447	09/19/2023	493 BUS PARTS WAREHOUSE					
A 5510.457-04	BODY PARTS		164566	2468	27.75 ✓	27.75	
					<b>Check Total:</b>	<b>27.75</b>	
38448	09/19/2023	321 CDW-G					
A 2630.451-03	MATERIALS & SUPPLIES 9-12		LM10667	2494	583.81 ✓	583.81	
A 2630.451-03	MATERIALS & SUPPLIES 9-12		LM78441	2494	279.86 ✓	279.86	
					<b>Check Total:</b>	<b>863.67</b>	

## CANISTOTA GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Account	Account Description	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
38449	09/19/2023	3471	CASELLA WASTE SYSTEMS, INC.							
				A 1620.413-05	TRASH REMOVAL	HS & ELEM	2240459	2426	970.00	970.00
				A 5530.404-04	TRASH REMOVAL	BUS GARAGE	2240459	2426	168.00	168.00
				A 1620.413-05	TRASH REMOVAL	SHREDDING	2240459	2426	675.00	675.00
								Check Total:	1,813.00	
38450	09/19/2023	2733	CHEERSOUNDS, LLC.							
				A 2855.452-63	MAT & SUPP- CHEERLEADING,FALL	MUSIC FOR CHEER	20230908-12958		729.00	
								Check Total:	729.00	
38451	09/19/2023	3502	DAYFERTS TRUCK & AUDIO REPAIR							
				A 5510.457-04	BODY PARTS	REPAIR BUS #57	54282-D		1,000.00	
								Check Total:	1,000.00	
38452	09/19/2023	2070	Energy Cooperative of America							
				A 5530.403-04	ELECTRICITY	7/29/23 TO 8/30/23	10016397, [REDACTED]	2430	1.33	1.33
								Check Total:	1.33	
38453	09/19/2023	2070	Energy Cooperative of America							
				A 5530.403-04	ELECTRICITY	7/29/23 TO 8/28/23	1006399, [REDACTED]	2430	239.74	239.74
								Check Total:	239.74	
38454	09/19/2023	2070	Energy Cooperative of America							
				A 1620.419-05	ELECTRICITY	7/29/23 TO 8/28/23	10066400, [REDACTED]	2430	1,715.56	1,715.56
								Check Total:	1,715.56	
38455	09/19/2023	2070	Energy Cooperative of America							
				A 1620.419-05	ELECTRICITY	7/29/23 TO 8/28/23	1006401, [REDACTED]	2430	3,663.19	3,663.19
								Check Total:	3,663.19	
38456	09/19/2023	2070	Energy Cooperative of America							
				A 1620.419-05	ELECTRICITY	7/29/23 TO 8/28/23	1006402, [REDACTED]	2430	1,128.54	1,128.54
								Check Total:	1,128.54	
38457	09/19/2023	62	FACTORY MOTOR PARTS							
				A 5510.451-54	VEHICLE HARDWARE		263-000893	2470	129.07	129.07
				A 5510.451-54	VEHICLE HARDWARE		263-000962	2470	13.52	13.52

## CANISTOTA GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Account	Account Description	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
				A 5510.451-54	VEHICLE HARDWARE		264-001035	2470	129.07 ✓	129.07
				A 5510.451-54	VEHICLE HARDWARE		354-007584	2470	27.04 ✓	27.04
				A 5510.451-54	VEHICLE HARDWARE		263-001237	2470	147.01 ✓	147.01
				A 5510.451-54	VEHICLE HARDWARE		264-001390	2470	147.01 ✓	147.01
				A 5510.451-54	VEHICLE HARDWARE		263-001444	2470	13.88	13.88
								<b>Check Total:</b>	<b>606.60</b>	
38458	09/19/2023	3720	FERRARA FIORENZA PC	A 1420.400-01	LEGAL SERVICES		STATEMENT 9/6/23	2483	775.00 ✓	775.00
								<b>Check Total:</b>	<b>775.00</b>	
38459	09/19/2023	2711	FILTREC CORP	A 5530.406-04	REPAIR BUILDING & SITES		28141		1,471.00 ✓	
								<b>Check Total:</b>	<b>1,471.00</b>	
38460	09/19/2023	214	Grainger	A 5510.454-04	DIAGNOSTIC TOOLS		9812882844	2471	504.27 ✓	504.27
								<b>Check Total:</b>	<b>504.27</b>	
38461	09/19/2023	3708	IMPERIAL SUPPLIES, LLC	A 5510.457-04	BODY PARTS		I0017E0109	987	244.08 ✓	244.08
								<b>Check Total:</b>	<b>244.08</b>	
38462	09/19/2023	3823	Chevrolet of Smithtown	A 5510.210-04	PURCHASES OF BUSES		51995	1451	35,150.68 ✓	35,150.68
				A 5510.210-04	PURCHASES OF BUSES		51996	1451	35,150.68 ✓	35,150.68
								<b>Check Total:</b>	<b>70,301.36</b>	
38463	09/27/2023	3699	MATTHEW L. BUCKLEY	A 2855.400-01	OFFICIALS	MOD GIRLS SOCCER VS H'SPORT	9/21/23		81.00 ✓	
								<b>Check Total:</b>	<b>81.00</b>	
38464	09/27/2023	449	TOM DIMURO	A 2855.400-01	OFFICIALS	JV BOYS SOCCER VS JT	9/25/23		92.55 ✓	
								<b>Check Total:</b>	<b>92.55</b>	
38465	09/27/2023	3839	GREGORY A. GILLISPIE	A 2855.400-01	OFFICIALS	MOD VOLLEYBALL VS GV	9/21/23		78.10 ✓	
								<b>Check Total:</b>	<b>78.10</b>	
38466	09/27/2023	3833	LINDA M. MAURO	A 2855.400-01	OFFICIALS	JV VOLLEYBALL VS ADDISON	9/22/23, 1ST REF		88.40 ✓	

## CANISTOTA GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Account	Account Description	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
				A 2855.400-01	OFFICIALS	VAR VOLLYBALL VS ADDISON	9/22/23, 2ND REF		102.00	✓
38467	09/27/2023	3014	TERRANCE McCORMICK						<b>Check Total:</b> 190.40	
				A 2855.400-01	OFFICIALS	MOD GIRLS SOCCER VS H'SPORT	9/21/23		81.00	✓
38468	09/27/2023	3734	ADAM D. NEVOL						<b>Check Total:</b> 81.00	
				A 2855.400-01	OFFICIALS	MOD BOYS SOCCER VS H'SPORT	9/21/23		81.00	✓
				A 2855.400-01	OFFICIALS	WORKED ALONE			40.50	✓
38469	09/27/2023	550	BRAD ORDWAY						<b>Check Total:</b> 121.50	
				A 2855.400-01	OFFICIALS	JV BOYS SOCCER VS JT	9/25/23		92.55	✓
38470	09/27/2023	632	Stephen Shattuck						<b>Check Total:</b> 92.55	
				A 2855.400-01	OFFICIALS	JV VOLLEYBALL VS ADDISON	9/22/23, 2ND REF		88.40	✓
				A 2855.400-01	OFFICIALS	VAR VOLLEYBALL VS ADDISON	9/22/23, 1ST REF		116.00	✓
38471	09/27/2023	1642	ALEXANDER VARSITY TRACK CLUB						<b>Check Total:</b> 204.40	
				A 2855.400-03	FEES		10/20/23	2563	175.00	✓ 175.00
38472	09/27/2023	214	Grainger						<b>Check Total:</b> 175.00	
				A 5510.454-04	DIAGNOSTIC TOOLS		ORDER #6605188797	2471	144.58	✓ 144.58
38473	09/27/2023	302	CORR DISTRIBUTORS, INC.						<b>Check Total:</b> 144.58	
				A 1621.453-06	GROUNDS SUPPLIES		099204	1453	8,092.45	✓ 8,092.45
38474	09/27/2023	331	EMPIRE NATURAL GAS CORP.						<b>Check Total:</b> 8,092.45	
				A 1620.417-05	GAS	7/31/23 TO 8/31/23	WCANIEL-0277767, [REDACTED]	2428	280.26	✓ 280.26
38475	09/27/2023	331	EMPIRE NATURAL GAS CORP.						<b>Check Total:</b> 280.26	
				A 1620.417-05	GAS	7/31/23 TO 8/31/23	WGREE-0277773, [REDACTED]	2428	74.83	✓ 74.83

## CANISTE GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
Account	Account Description							
38476	09/27/2023	331	EMPIRE NATURAL GAS CORP.				Check Total: 74.83	
A 1620.417-05	GAS		7/31/23 TO 8/31/23	WCANI-0277804, A [REDACTED]	2428		208.36 ✓	208.36
							Check Total: 208.36	
38477	09/27/2023	329	LSI/TELESYSTEM					
A 1620.418-05	TELEPHONE		SEPTEMBER 2023	1050201	2433		237.04	237.04
A 5530.402-04	TELEPHONE		SEPTEMBER 2023	1050201	2433		138.32	138.32
							Check Total: 375.36	
38478	09/27/2023	827	J.W. PEPPER & SON					
A 2110.480-01	TEXTBOOKS-		SHEET MUSIC	365561537			508.99 ✓	
							Check Total: 508.99	
38479	09/27/2023	2502	KIEFER SWIM SHOP					
A 2110.458-02	MAT & SUPP: PHYS ED K-6		FOR ELEM SWIM CLASS	1352335			471.65 ✓	
							Check Total: 471.65	
38480	09/27/2023	28	KURTZ BROTHERS					
A 2110.457-03	MAT & SUPP: MUSIC 7-12			19275.00	1295		2,187.00 ✓	2,187.00
A 2110.451-02	MAT & SUPP: K-3		RIGAS #2	58727.00	1135		87.36 ✓	87.36
							Check Total: 2,274.36	
38481	09/27/2023	2481	LARRY'S LATRINES					
A 1621.402-06	REPAIR BUILDINGS & SITES			L071163B	1256		525.00 ✓	525.00
							Check Total: 525.00	
38482	09/27/2023	2896	MAIN STREET AMERICA GROUP					
A 5530.405-04	INSURANCE		10/22/23 TO 10/22/24	SURETY BOND S 434391			250.00 ✓	
							Check Total: 250.00	
38483	09/27/2023	3838	MARCUS WHITMAN HIGH SCHOOL					
A 2855.400-03	FEES			10/7/23	2564		175.00 ✓	175.00
							Check Total: 175.00	
38484	09/27/2023	146	MATTHEWS BUSES INC					
A 5510.457-04	BODY PARTS			X600027969:01	2475		618.64 ✓	618.64
A 5510.457-04	BODY PARTS			X600027690:02	2475		85.96 ✓	85.96
A 5510.457-04	BODY PARTS			X600027969:02	2475		1,918.46 ✓	1,918.46
A 5510.457-04	BODY PARTS			X600028012:01	2475		165.54 ✓	165.54

## CANISTOTA GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Account	Account Description	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
				A 5510.457-04	BODY PARTS		X600028012:02	2475	165.54 ✓	165.54
				A 5510.457-04	BODY PARTS		X600028124:01	2475	315.13 ✓	315.13
				A 5510.457-04	BODY PARTS		X600028296:01	2475	9.55 ✓	9.55
				A 5510.457-04	BODY PARTS		X600028688:01	2475	236.23 ✓	236.23
							Check Total:		3,515.05	
38485	09/27/2023	1351	McGRAW-HILL COMPANIES	A 2630.450-03	SOFTWARE 9-12		129496549001	2513	592.20 ✓	592.20
							Check Total:		592.20	
38486	09/27/2023	114	Nasco Arts & Crafts	A 2110.459-33	MAT & SUPP: ART 7-12		507537	2401	599.76 ✓	599.76
							Check Total:		599.76	
38487	09/27/2023	317	NAPA AUTO PARTS	A 5510.457-04	BODY PARTS		958576	2476	17.09 ✓	17.09
							Check Total:		17.09	
38488	09/27/2023	1610	NYS DEPT OF ENVIRONMENTAL CON.	A 1620.405-05	OTHER CONTRACTUAL	ANNUAL PERMIT	9990000601934		110.00 ✓	
							Check Total:		110.00	
38489	09/27/2023	387	OCCUSTAR INC.	A 5510.405-04	DRUG TESTING - OCCUMED		10240	2511	85.00 ✓	85.00
				A 5510.405-04	DRUG TESTING - OCCUMED		10468	2511	1,404.00 ✓	1,404.00
							Check Total:		1,489.00	
38490	09/27/2023	3105	PERK'S AUTO CARE	A 5510.402-04	VEHICLE REPAIRS		20560	2504	162.58 ✓	162.58
				A 5510.402-04	VEHICLE REPAIRS		21045	2504	936.00 ✓	936.00
							Check Total:		1,098.58	
38491	09/27/2023	2081	POINT SPRING CO.	A 5510.451-24	BRAKE PARTS		11725	2477	1,430.73 ✓	1,430.73
				A 5510.451-24	BRAKE PARTS		12210	2477	564.88 ✓	564.88
							Check Total:		1,995.61	
38492	09/27/2023	150	PUPIL BENEFITS PLAN, INC	A 1910.423-01	STUDENT ACCIDENT INSURANCE		2023428		7,125.72 ✓	
							Check Total:		7,125.72	



## CANISTO GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023



Check #	Check Date	Vendor ID	Vendor Name	Account	Account Description	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
38493	09/27/2023	1194	RIDDELL SPORTS							
				A 2855.220-03	EQUIPMENT		60492880	1205	4,029.95 ✓	4,029.95
				A 2855.220-03	EQUIPMENT		60490329	1367	4,256.94 ✓	4,256.94
								<b>Check Total:</b>	<b>8,286.89</b>	
38494	09/27/2023	2371	SAFELITE AUTO GLASS							
				A 5510.402-04	VEHICLE REPAIRS		04095-074500	2509	1,159.83 ✓	1,159.83
								<b>Check Total:</b>	<b>1,159.83</b>	
38495	09/28/2023	2277	SHORTS OIL CO.							
				A 5510.452-04	OIL PRODUCTS		880511	2508	175.00 ✓	175.00
								<b>Check Total:</b>	<b>175.00</b>	
38496	09/28/2023	10	Sieba, Ltd.							
				A 9070.812-01	FLEX PLAN EMPLOYEE		0981-23254	2417	160.80 ✓	160.80
				A 9070.812-01	FLEX PLAN EMPLOYEE		0981-23254	2417	1,668.48 ✓	1,668.48
								<b>Check Total:</b>	<b>1,829.28</b>	
38497	09/28/2023	10	Sieba, Ltd.							
				A 9070.811-01	UNION WELFARE (FLEX PLAN ADMIN.)	AUGUST 2023	34911	2417	1,082.90 ✓	1,082.90
								<b>Check Total:</b>	<b>1,082.90</b>	
38498	09/28/2023	134	STAPLES, INC. & SUBSIDIARIES							
				A 2250.450-09	MATERIALS AND SUPPLIES	BURDICK	3535982868	1174	236.87 ✓	176.25
								<b>Check Total:</b>	<b>236.87</b>	
38499	09/28/2023	1295	TRANE U.S. INC.							
				A 1621.402-06	REPAIR BUILDINGS & SITES		313937834	2538	3,264.00 ✓	3,264.00
								<b>Check Total:</b>	<b>3,264.00</b>	
38500	09/28/2023	3151	SUNOCO, LLC							
				A 5510.451-04	GASOLINE & DIESEL		30937261	2418	895.39 ✓	895.39
								<b>Check Total:</b>	<b>895.39</b>	
38501	09/28/2023	149	STEPHEN AUTO INC.							
				A 5510.457-04	BODY PARTS		118049-1	2480	97.68 ✓	97.68
				A 5510.457-04	BODY PARTS		118149-1	2480	249.18 ✓	249.18
				A 5510.457-04	BODY PARTS		118208-1	2480	160.68 ✓	160.68
				A 5510.457-04	BODY PARTS		118247-1	2480	329.46 ✓	329.46
				A 5510.457-04	BODY PARTS		118249-1	2480	37.32 ✓	37.32
				A 5510.457-04	BODY PARTS		118311-1	2480	306.60 ✓	306.60

## CANISTOTA GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023



Check #	Check Date	Vendor ID	Vendor Name	Account	Account Description	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
38502	09/28/2023	2926	TOLLS BY MAIL						Check Total: 1,180.92	
		A 5510.403-04	OTHER CONTRACTUAL	8/13 to 8/16/23			17965674837		19.34	✓
38503	09/28/2023	3092	**CONTINUED** UNIFIRST CORPORATION						Check Total: 19.34	
38504	09/28/2023	3092	UNIFIRST CORPORATION						Check Total: 0.00	
		A 5510.403-04	OTHER CONTRACTUAL				1150133113	2505	85.34	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150134473	2505	85.34	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150140398	2505	85.34	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150149428	2505	132.31	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150151239	2505	85.34	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150152551	2505	85.34	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150153937	2505	85.34	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150155432	2505	132.31	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150156893	2505	98.89	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150158451	2505	98.89	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150159836	2505	98.89	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150161232	2505	152.42	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150163054	2505	98.89	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150164632	2505	98.89	✓
		A 5510.403-04	OTHER CONTRACTUAL				1150166172	2505	98.89	✓
38505	09/28/2023	3289	YMCA NYS						Check Total: 1,522.42	
		A 2110.400-01	CONTRACTUAL:				2023090701	2527	6,150.00	✓
38506	09/28/2023	136	WAL-MART						Check Total: 6,150.00	
		A 2110.459-22	MAT & SUPP: ART K-6	SUPPLIES			9/12/23		6.68	✓
		A 2110.459-22	MAT & SUPP: ART K-6	SUPPLIES			9/12/23		272.56	✓
		A 2110.459-22	MAT & SUPP: ART K-6	SUPPLIES			9/13/23		117.10	✓
38507	09/28/2023	2064	ZEMER DISTRIBUTING CO.						Check Total: 396.34	

## CANISTOTA GREENWOOD CSD

Check Warrant Report For A - 5: GENERAL FUND #5 For Dates 9/1/2023 - 9/30/2023

NVISION

Check #	Check Date	Vendor ID	Vendor Name	Account	Account Description	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
A 5510.451-14					CLEANING PRODUCTS		59632	2482	2,174.40	2,174.40 ✓
A 5510.451-14					CLEANING PRODUCTS		59674	2482	104.80	104.80 ✓
A 5510.451-14					CLEANING PRODUCTS		59744	2482	339.00	339.00 ✓
A 5510.451-14					CLEANING PRODUCTS		59854	2482	565.18	565.18 ✓
Check Total:									3,183.38	
38508	09/28/2023	1708	Jeff Harmon	A 2855.400-01	OFFICIALS	JV GIRLS SOCCER VS ADDISON	9/26/23		92.55	✓
Check Total:									92.55	
38509	09/28/2023	2034	RANDY HARMON	A 2855.400-01	OFFICIALS	JV GIRLS SOCCER VS ADDISON	9/26/23		92.55	✓
Check Total:									92.55	
38510	09/28/2023	1808	JUSTIN HENRY	A 2855.400-01	OFFICIALS	VAR GIRLS SOCCER VS ADDISON	9/26/23		115.70	✓
Check Total:									115.70	
38511	09/28/2023	3833	LINDA M. MAURO	A 2855.400-01	OFFICIALS	MOD VOLLEYBALL VS C-S	9/26/23		78.10	✓
Check Total:									78.10	
38512	09/28/2023	2003	BRYAN PUTNAM	A 2855.400-01	OFFICIALS	VAR GIRLS SOCCER VS ADDISON	9/26/23		115.70	✓
Check Total:									115.70	
38513	09/28/2023	2350	MATHBITS.COM	A 2630.450-03	SOFTWARE 9-12		23134	2551	39.95	39.95
Check Total:									39.95	✓
38514	09/28/2023	29	NATIONAL FUEL & GAS CORP.	A 5530.401-04	GAS	8/18/23 TO 9/15/23		2436	19.25	19.25
Check Total:									19.25	
38515	09/28/2023	30	NYSEG	A 5530.403-04	ELECTRICITY	8/15/23 to 9/15/23		2440	82.30	82.30
Check Total:									82.30	

Check # Account	Check Date Account Description	Vendor ID Vendor Name	Explanation	Invoice Number	PO Number	Check Amount	Liquidated
Number of Transactions: 159						Warrant Total:	1,017,428.55
						Vendor Portion:	1,017,428.55

## Certification of Warrant

10/2/23 Kimberly Mann Accounts Payable  
 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 \$ 1,017,428.55. 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.

10/02/2023 Shirley Beach Claims Auditor  
 Date Auditor's Signature Title

## Approval of Officer Giving Rise to Claims

I hereby certify that each claim numbered \_\_\_\_\_, to \_\_\_\_\_, inclusive, has been rendered in accordance with the respective contract, agreement, or accepted estimate and that the work has been completed and/or the materials delivered satisfactorily in each case.

10/4/23 Paula Cant Director of HR  
 Date Officer's Signature Title

## 65+

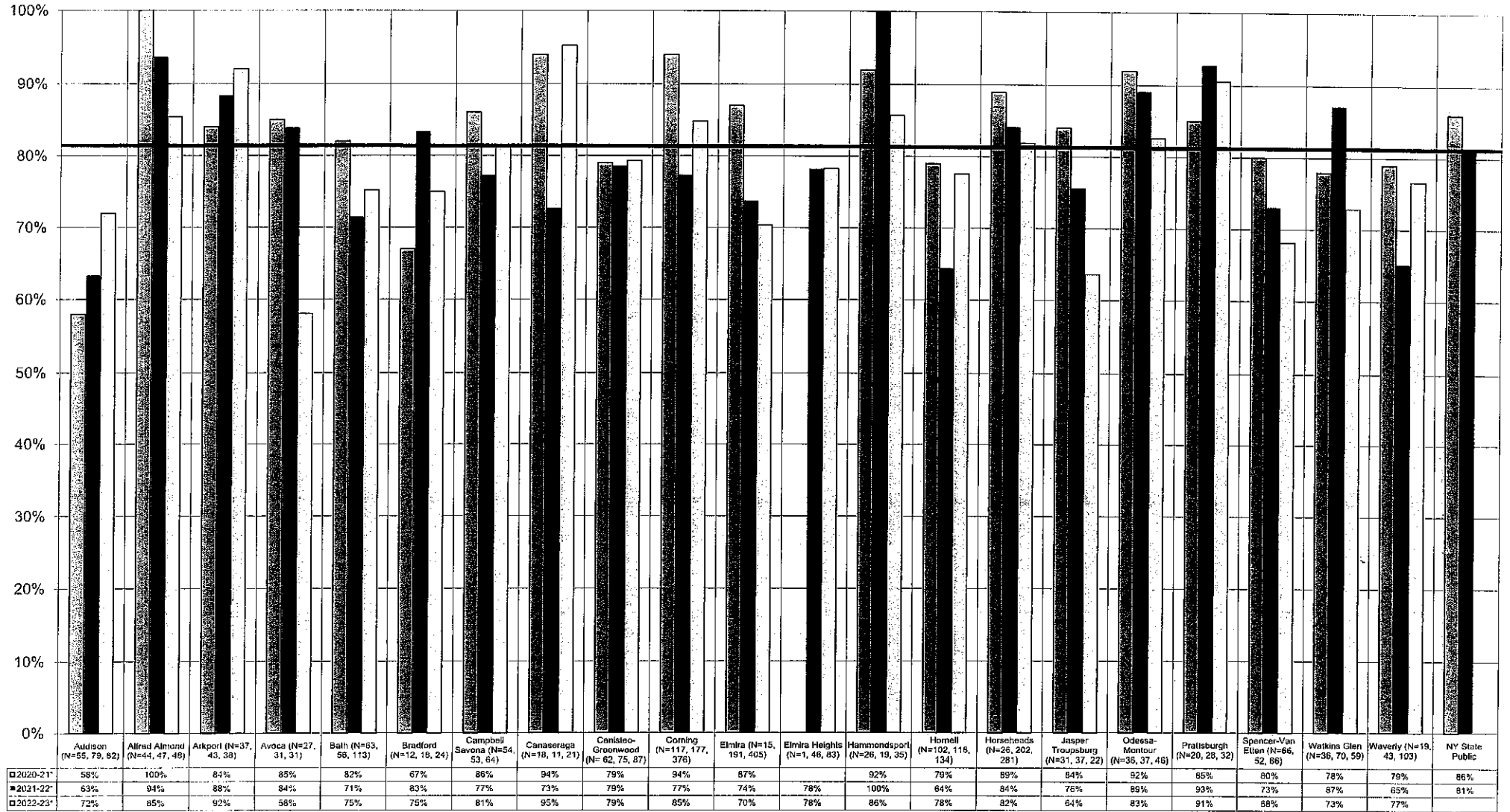
### Mastery Percentage on Regents Exams

## 85+

MEAN																						
YEAR	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	WITHOUT 2021	STD DEV	+1	-1
SUBJECT																						
Chemistry	17	11	14	14	10	19	6	8	38	27	32	38	22	15			11.8	7.9	18.6	10.29475	28.9	8.3
English	40	37	44	42	41	40	29	12	37	27	61	63	66	51		51.8	64.6	47.9	43.9	14.36887	58.3	29.5
Earth Science	22	11	31	25	22	20	32	12	30	46	34	34	15	25		7.9	28.3	32.1	26.2	8.869814	35.1	17.3
Global	22	26	36	24	24	34	27	24	27	34	40	27	44	45			5	25	29.0	9.480243	38.5	19.5
LE	12	24	18	33	29	35	35	38	35	37	27	27	35	35		11.7	18.1	16.4	28.4	8.123767	36.5	20.3
Physics	30		7	13	47	31	60	14	28	33	50	44	75	32			44	33.3	36.1	17.42255	53.5	18.7
Spanish	59	39	76	49	52	25	11												44.4	20.04179	64.5	24.4
US History	50	31	57	59	38	40	35	59	32	36	59	50	49	44				12.5	43.4	12.74999	56.2	30.7
Algebra			19	7	9	3	12	15	21	4	21	36	39	33		0	12.8	4.4	16.9	11.56092	28.4	5.3
Geometry				14	13	2	11	12	21	21	0	12	8	24			6.3	11.4	12.0	6.821026	18.8	5.2
Algebra 2/ Trig					25	18	9	13	28	35	0	15	44	26			28.3	22.2	22.0	11.37508	33.3	10.6

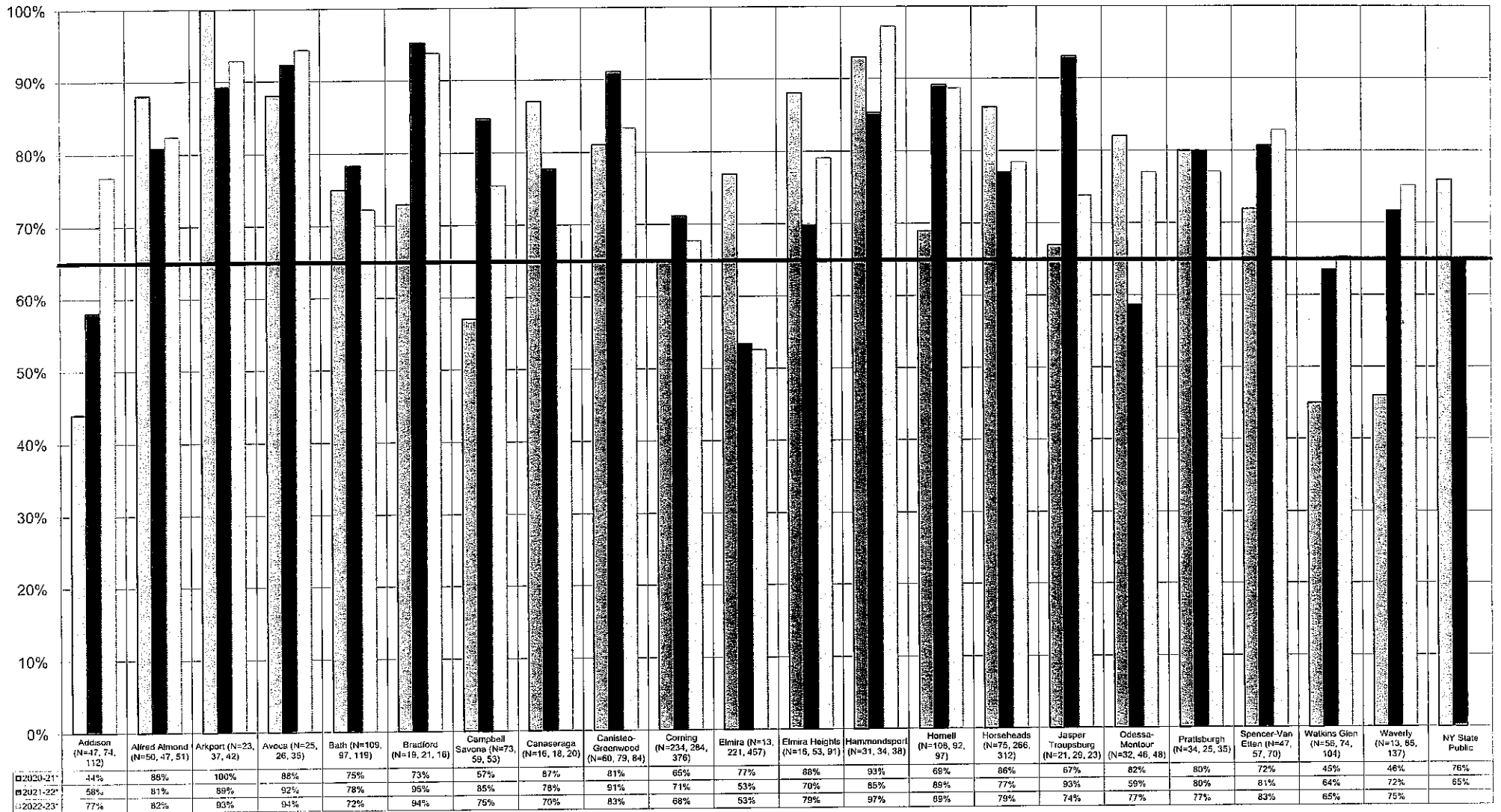
SUBJECT	YEAR	MEAN SCORES																	MEAN	STD DEV	+1	-1	
		2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023				WITHOUT 2021
Chemistry											77.4	80.1	79.8	74.9	71.6			67.3	72.7	76.1	3.281979	79.4	72.8
English											78.1	83.1	86.1	80.4	82.8		81.3	83.3	79.5	81.9	2.515665	84.4	79.4
Earth Science											79.9	78.5	78.7	73.9	76		63.7	63.7	77.5	75.5	5.135829	80.6	70.3
Global											74.4	76.7	76.4	78.8	78.6			69.5	71.8	75.2	3.226991	78.4	71.9
LE											77.9	81	78.7	81.7	78.8		73.2	73.12	71.8	77.6	3.480882	81.1	74.1
Physics											77.2	82	83.8	87	78.8			83.2	78.7	81.5	3.213682	84.7	78.3
Spanish																							
US History											78.2	85	81.6	81.3	80.8					81.4	2.172924	83.6	79.2
Algebra											71	79.8	83.2	80.5	82.2		70.5	75.5	74.8	78.1	4.132055	82.3	74.0
Geometry											75.2	69.3	78.4	76.24	77.39			68.2	76.9	74.5	3.771458	78.3	70.7
Algebra 2/ Trig											76.8	78.1	69.1	76.8	83.9			80.5	78.1	77.6	4.176953	81.8	73.4

## GST BOCES English 65-100



\*The number of students reported tested in June for 2020-21, 2021-22 and August, January and June for 2022-23 school years.

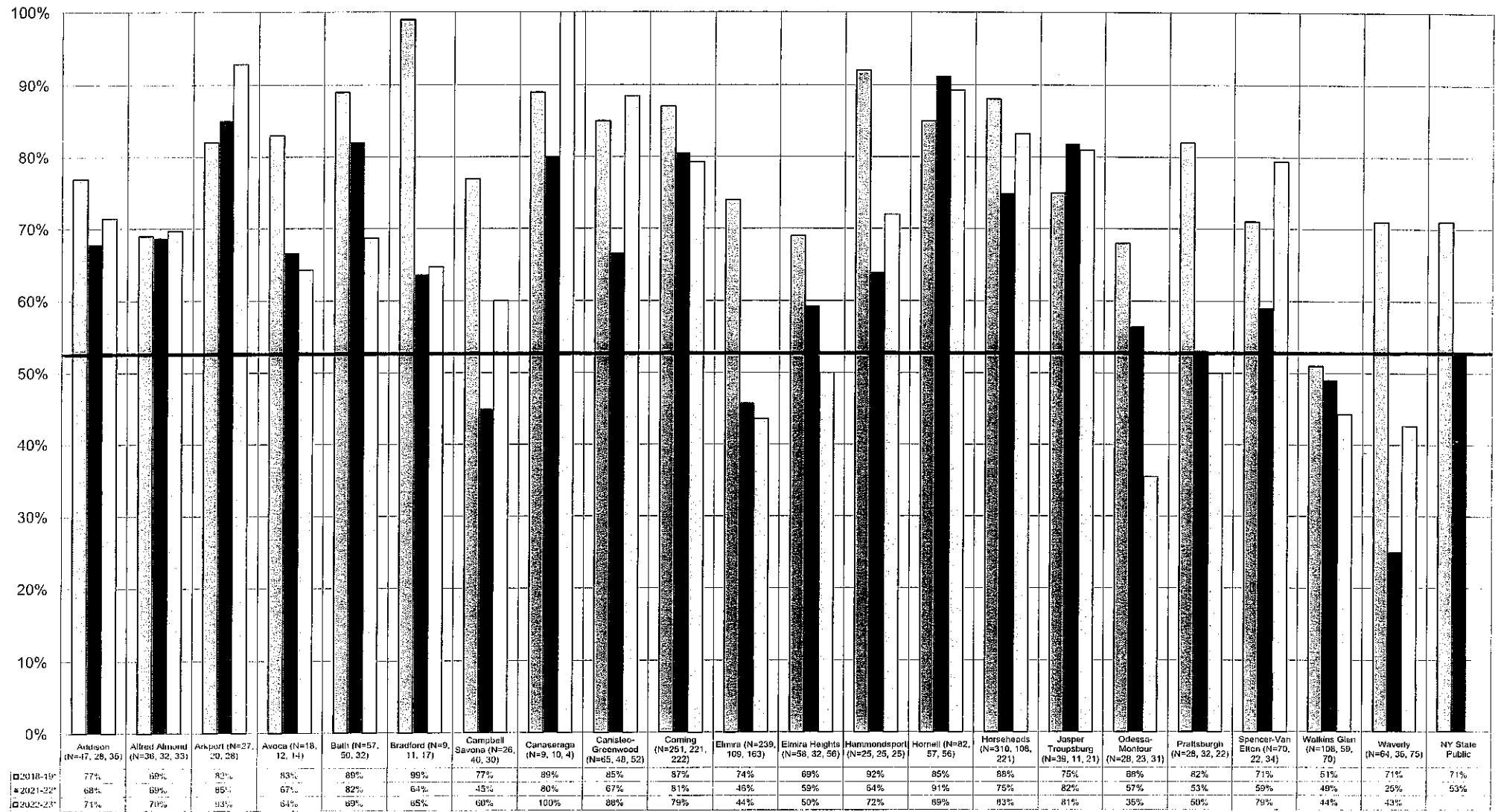
## GST BOCES Algebra I 65-100



\*The number of students reported tested in June for 2020-21, 2021-22 and August, January and June for 2022-23 school years.

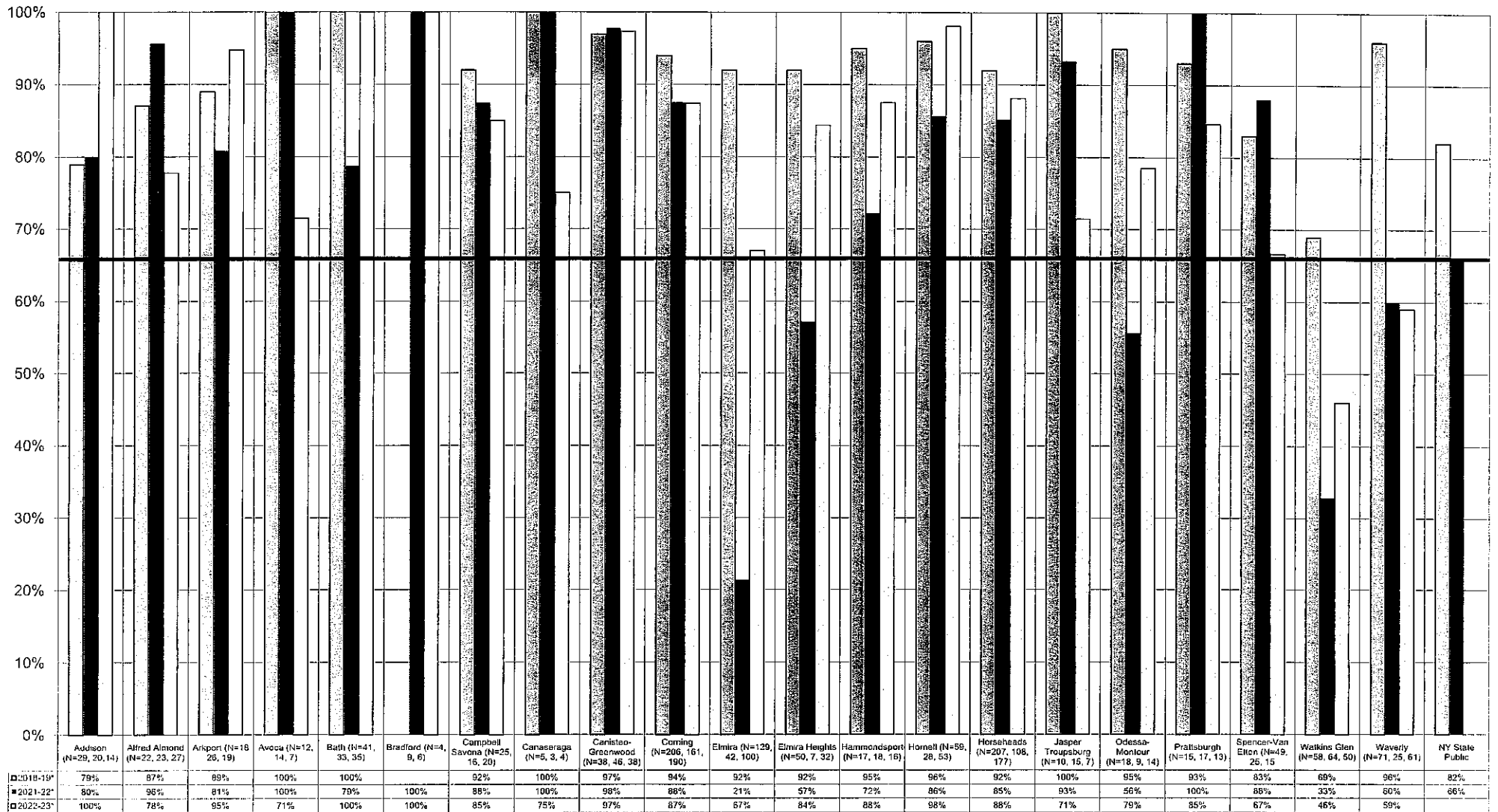


## GST BOCES Geometry 65-100



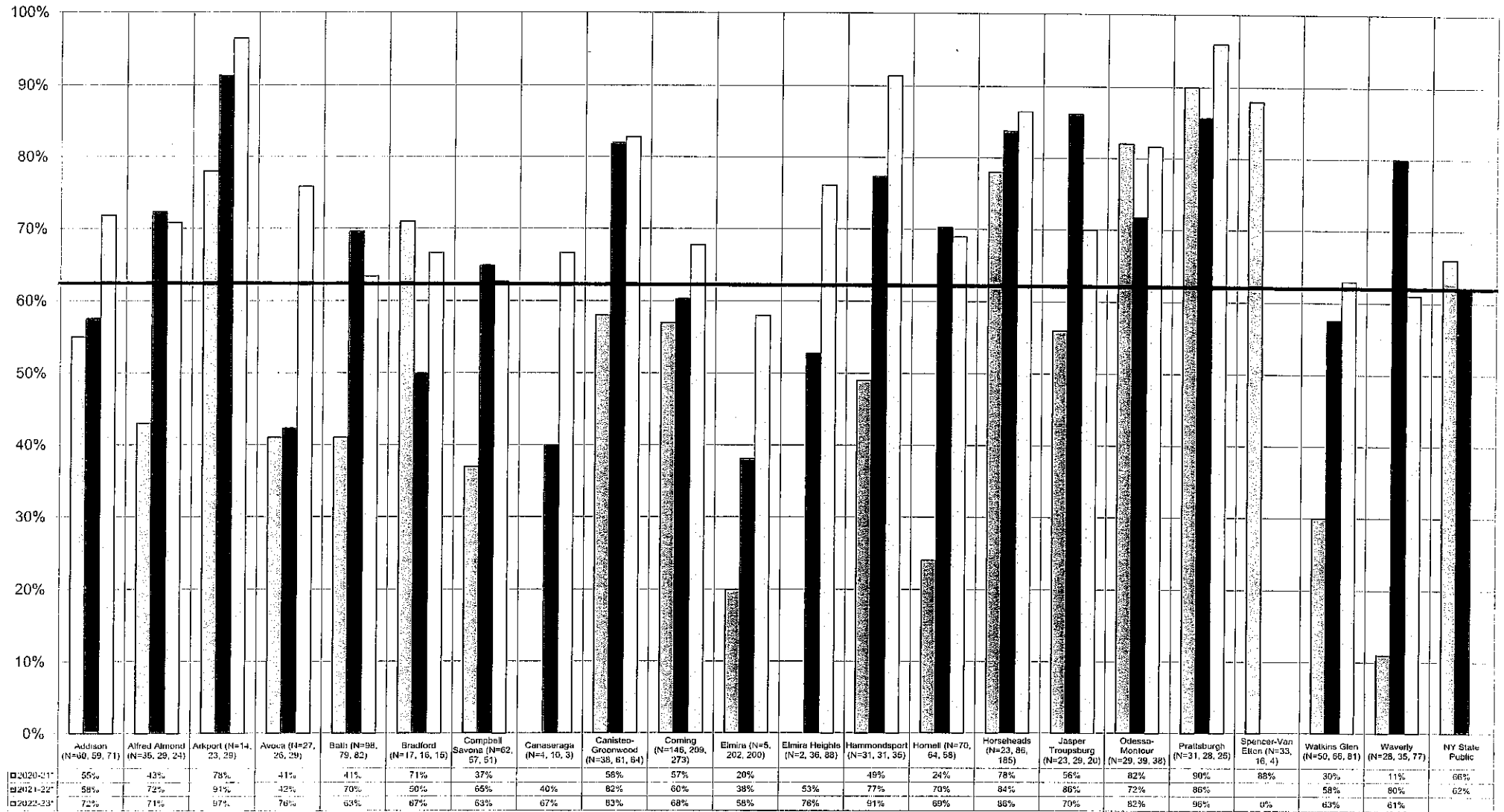
\*The number of students reported tested in August, January and June for 2018-19, June for 2021-22 and August, January and June for 2022-23 school years.

## GST BOCES Algebra II 65-100



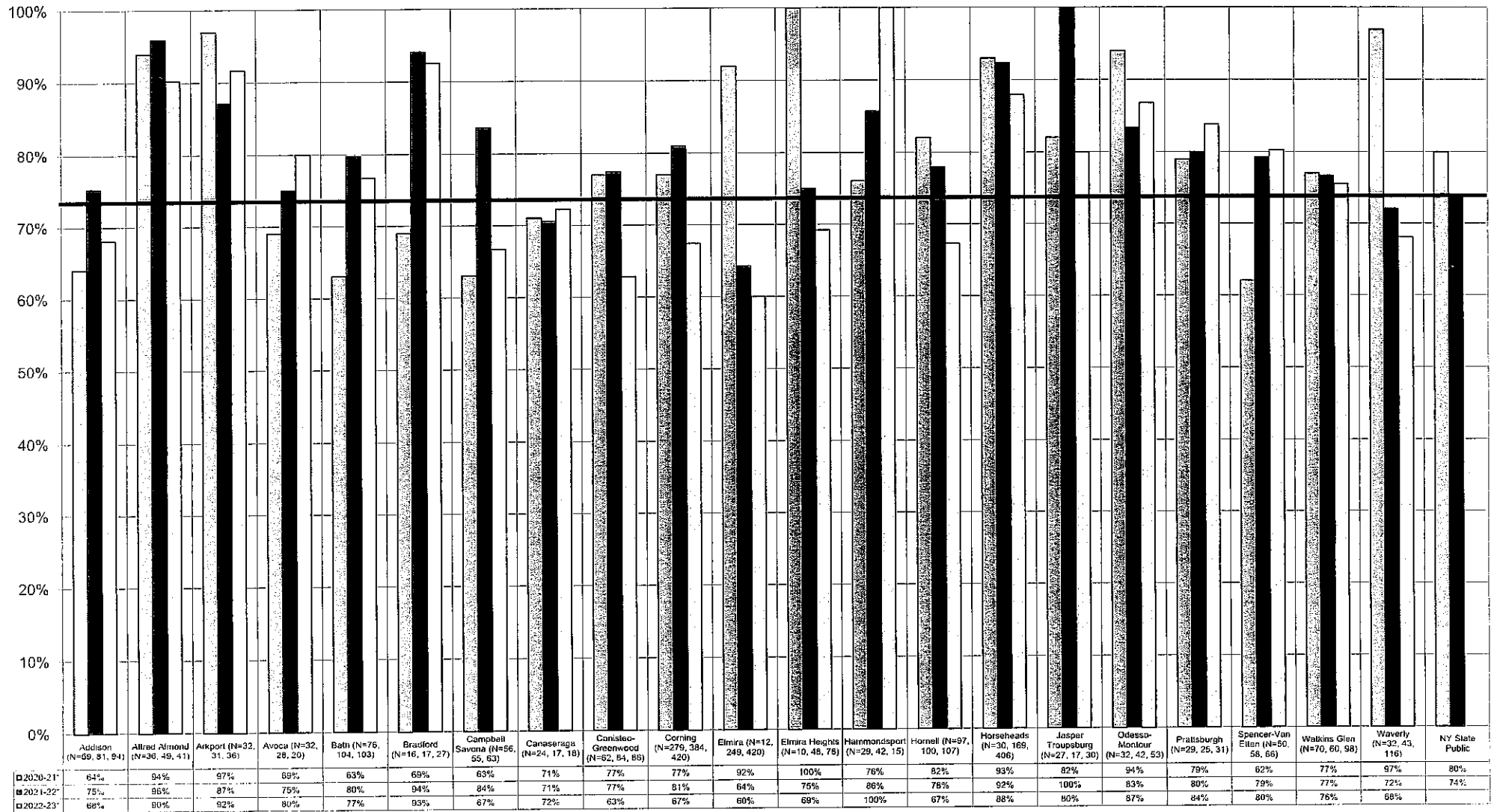
\*The number of students reported tested in August, January and June for 2018-19, June for 2021-22 and August, January and June for 2022-23 school years.

## GST BOCES Regents Earth Science 65-100



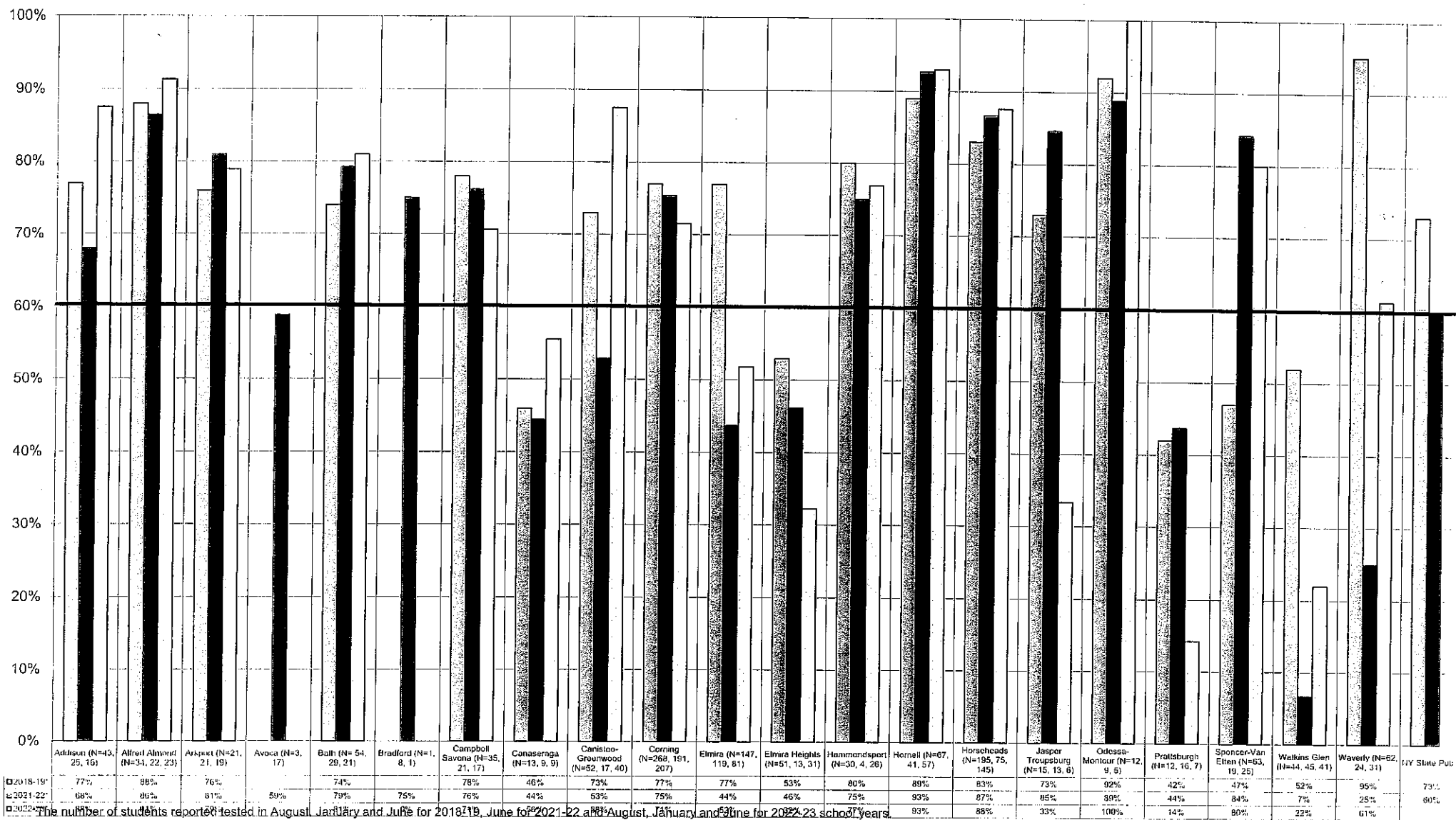
\*The number of students reported tested in June for 2020-21, 2021-22 and August, January and June for 2022-23 school years.

## GST BOCES Regents Living Environment 65-100

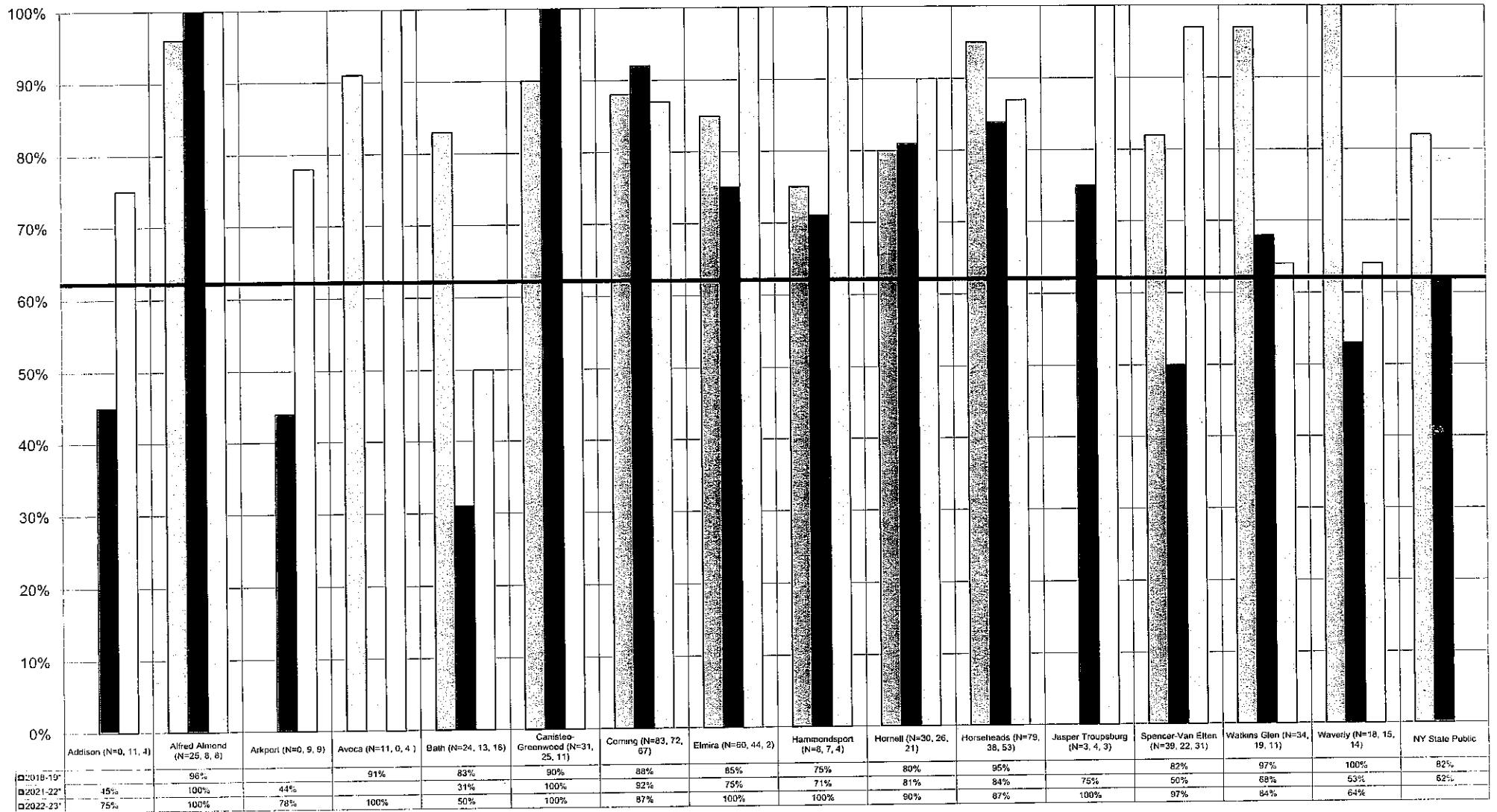


\*The number of students reported tested in June for 2020-21, 2021-22 and August, January and June for 2022-23 school years.

## GST BOCES Regents Chemistry 65-100

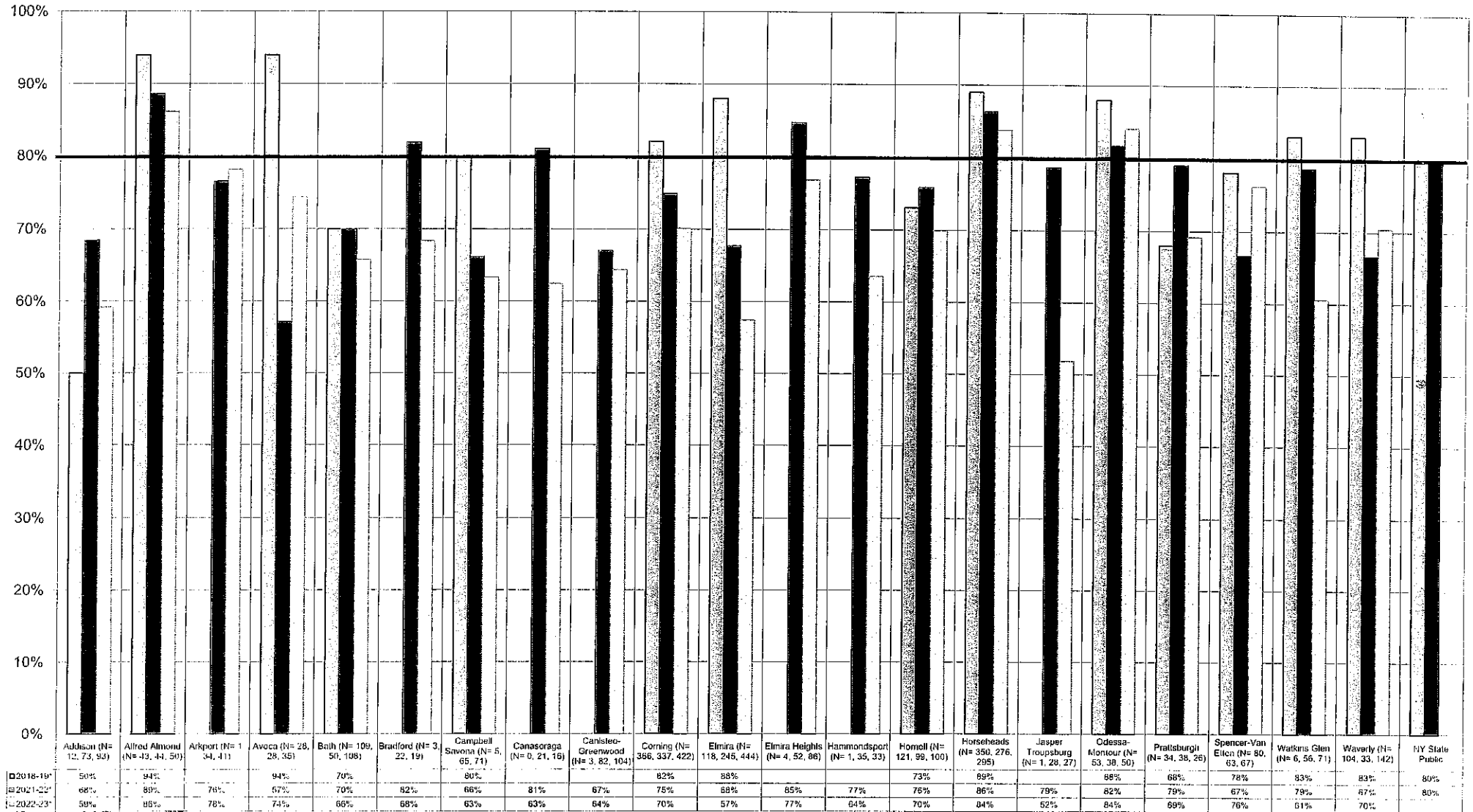


## GST BOCES Regents Physics 65-100



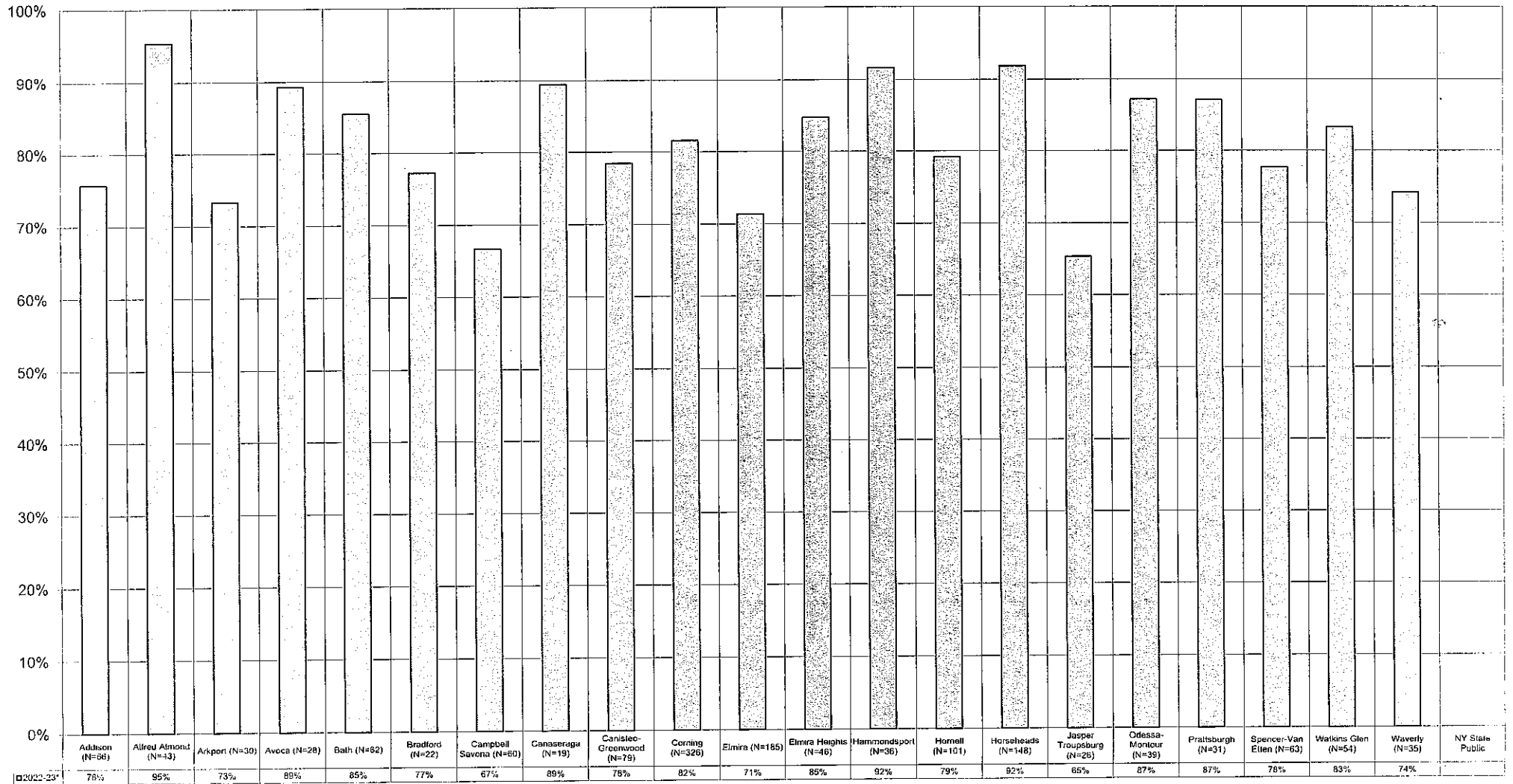
\*The number of students reported tested in June for 2018-19, 2021-22 and 2022-23 school years.

## GST BOCES Regents Global History New Framework 65-100



\*The number of students reported tested in August, January and June for 2018-19, June for 2021-22 and August, January and June for 2022-23 school years.

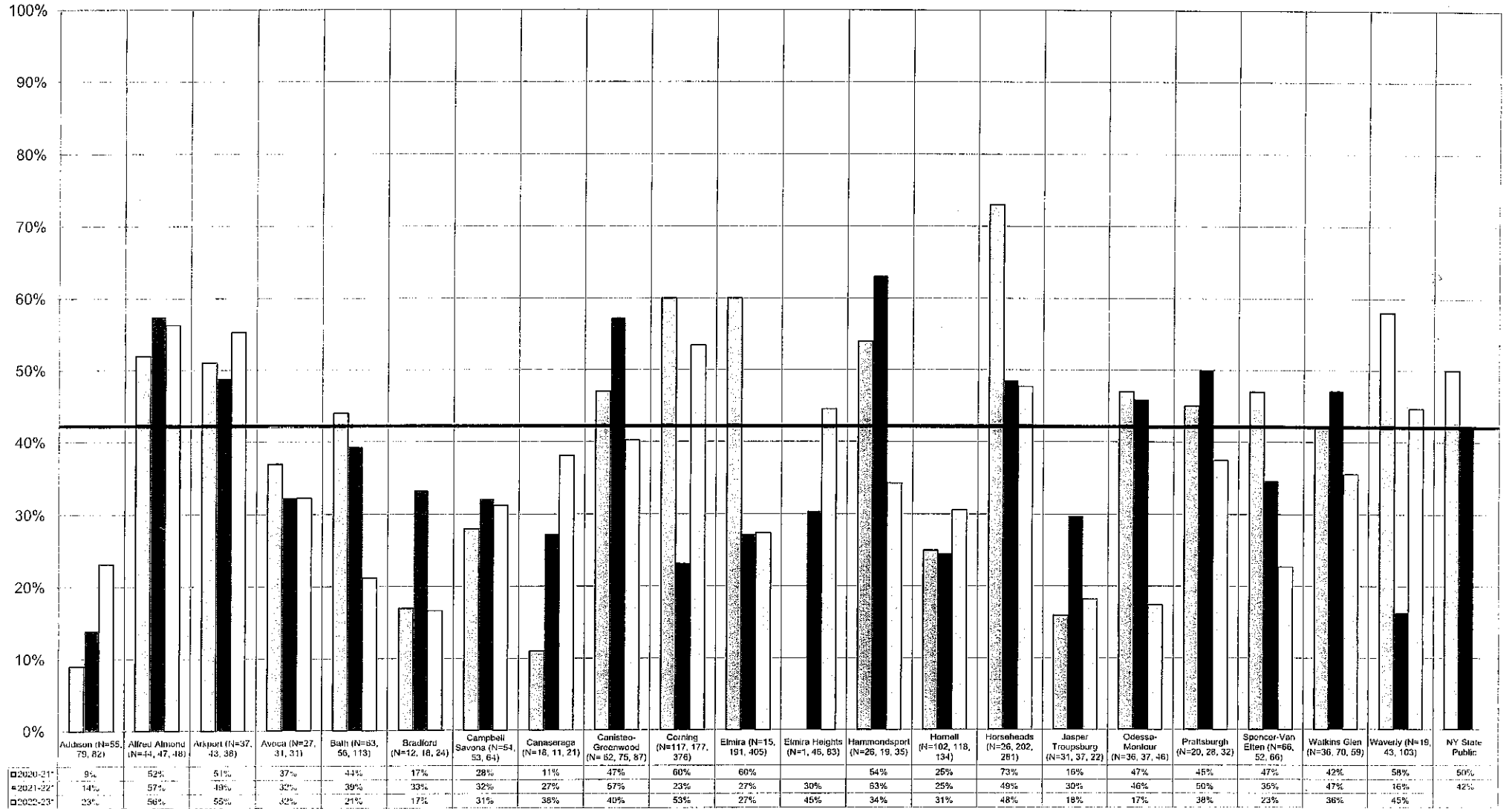
## GST BOCES Regents U.S. History and Government New Framework 65-100



\*The number of students reported tested in June for the 2022-23 school year.

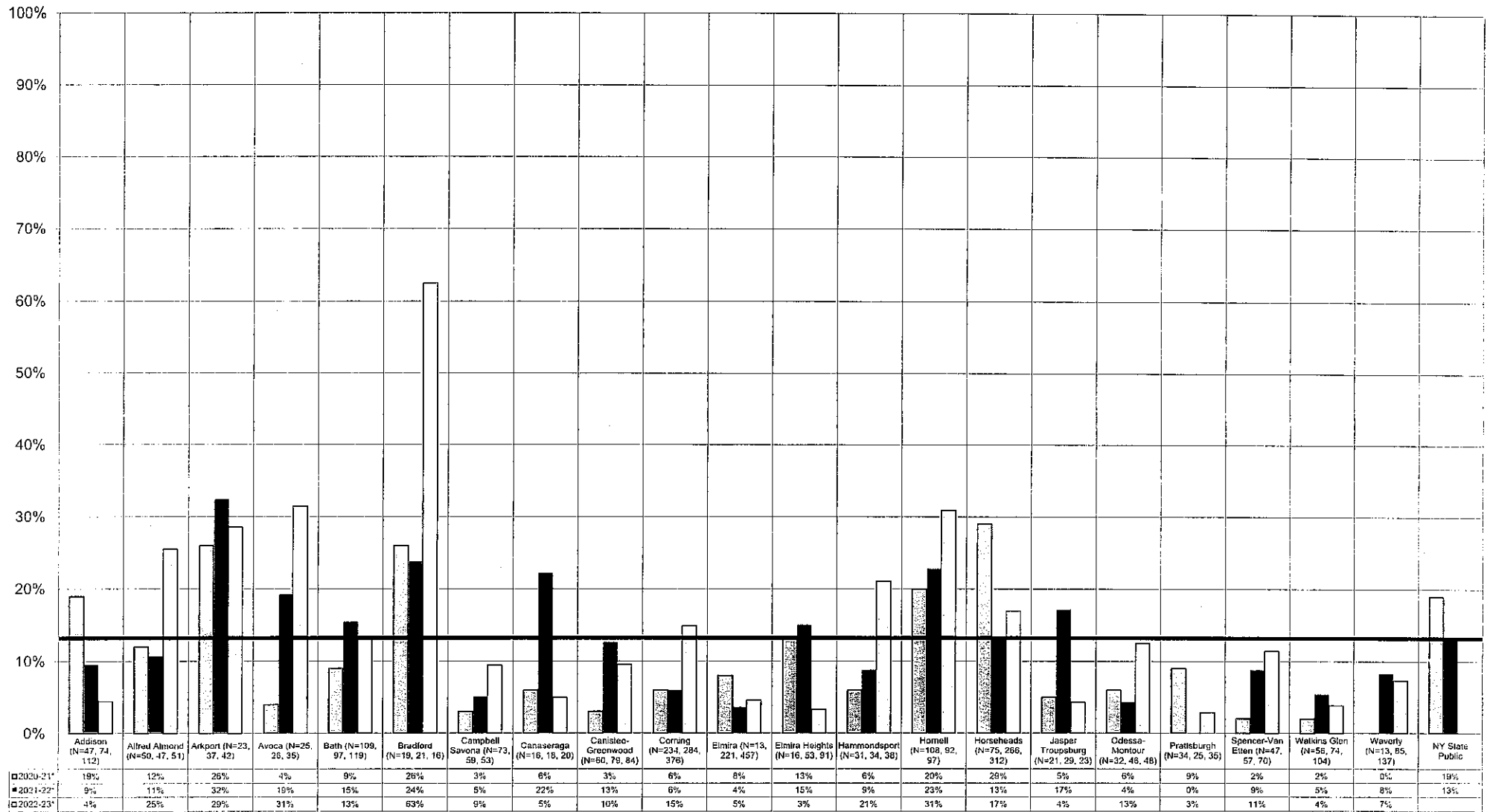


## GST BOCES English 85-100



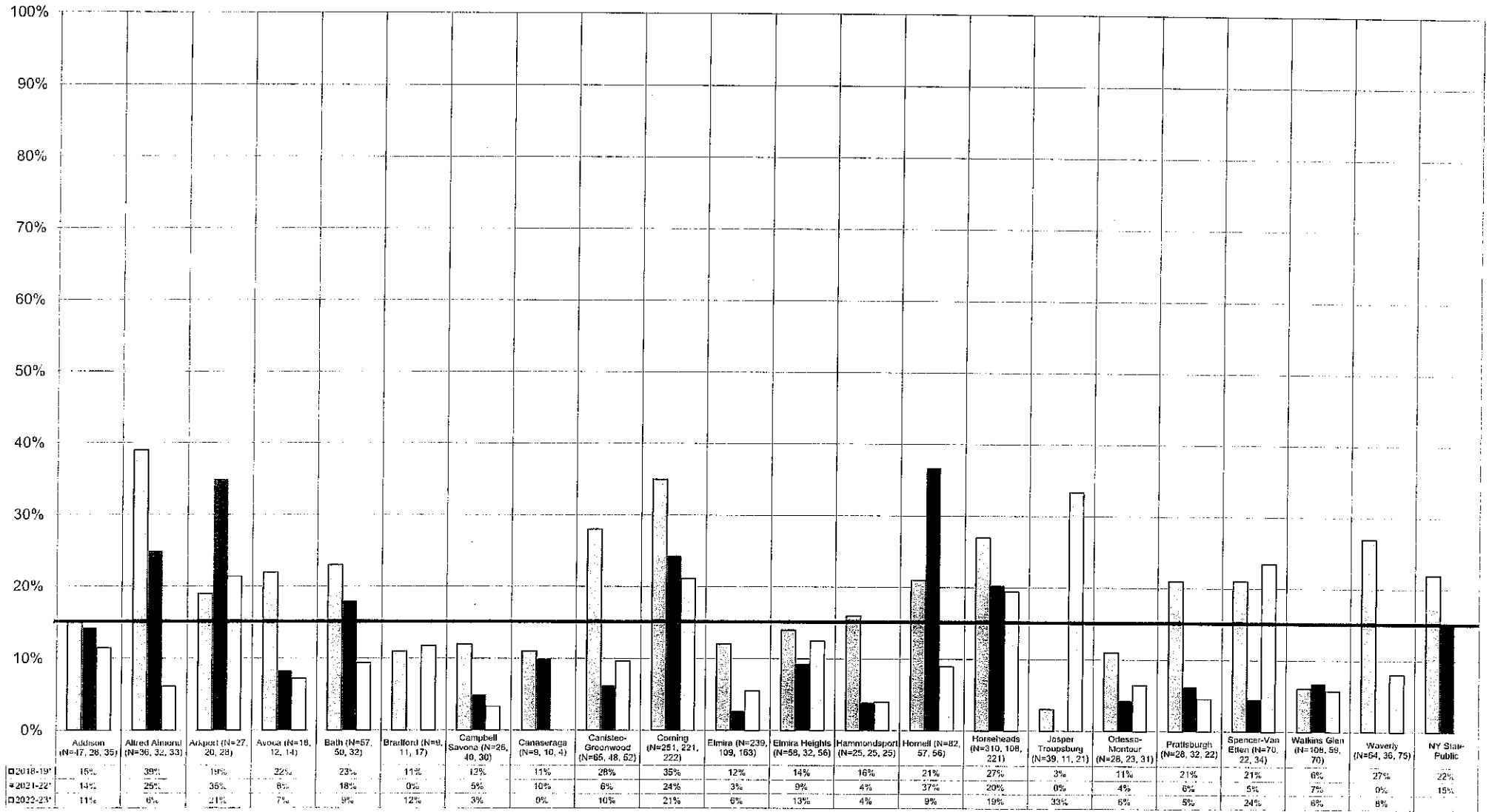
\*The number of students reported tested in June for 2020-21, 2021-22 and August, January and June for 2022-23 school years.

## GST BOCES Algebra I 85-100



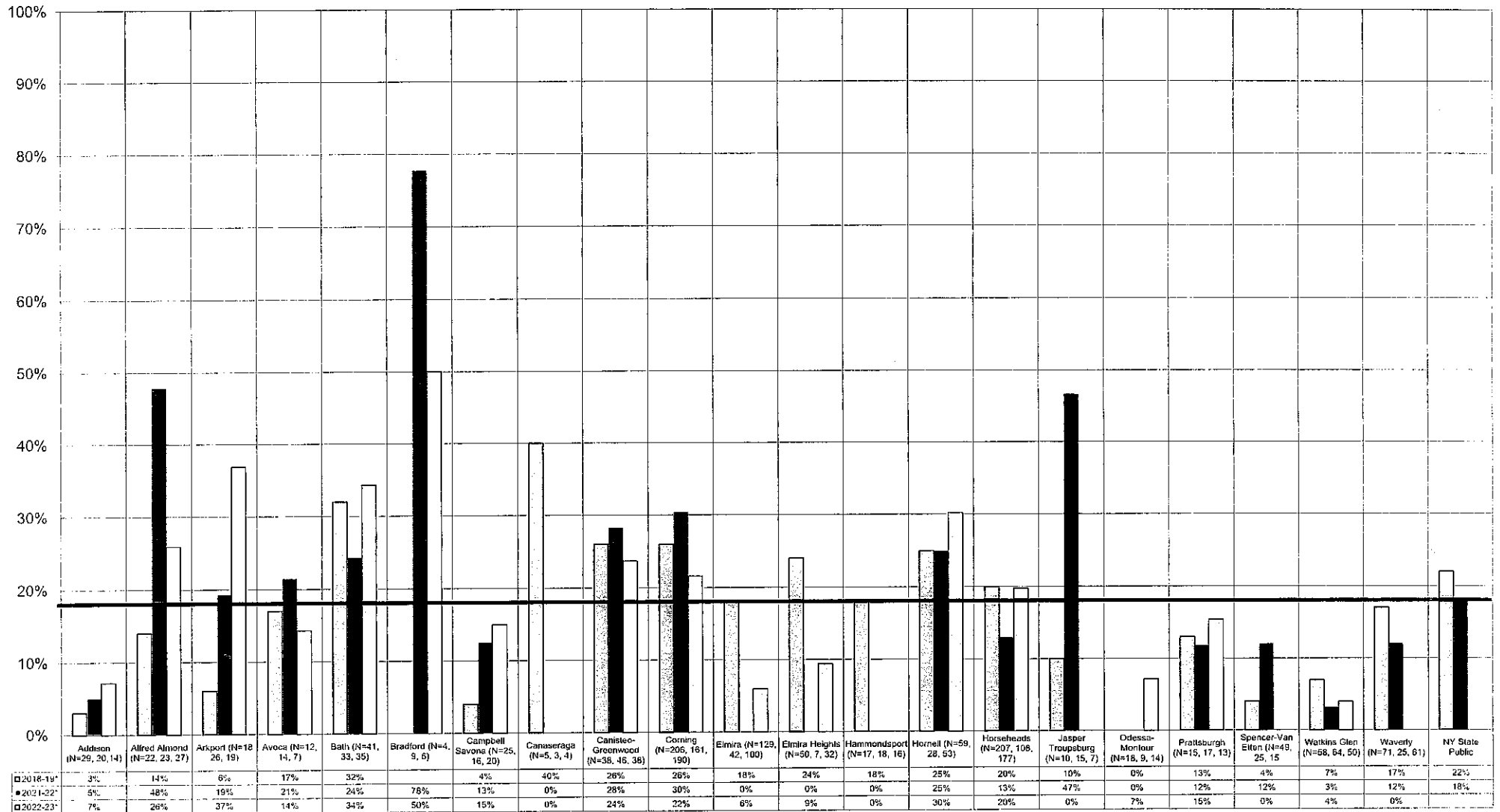
\*The number of students reported tested in June for 2020-21, 2021-22 and August, January and June for 2022-23 school years.

## GST BOCES Geometry 85-100



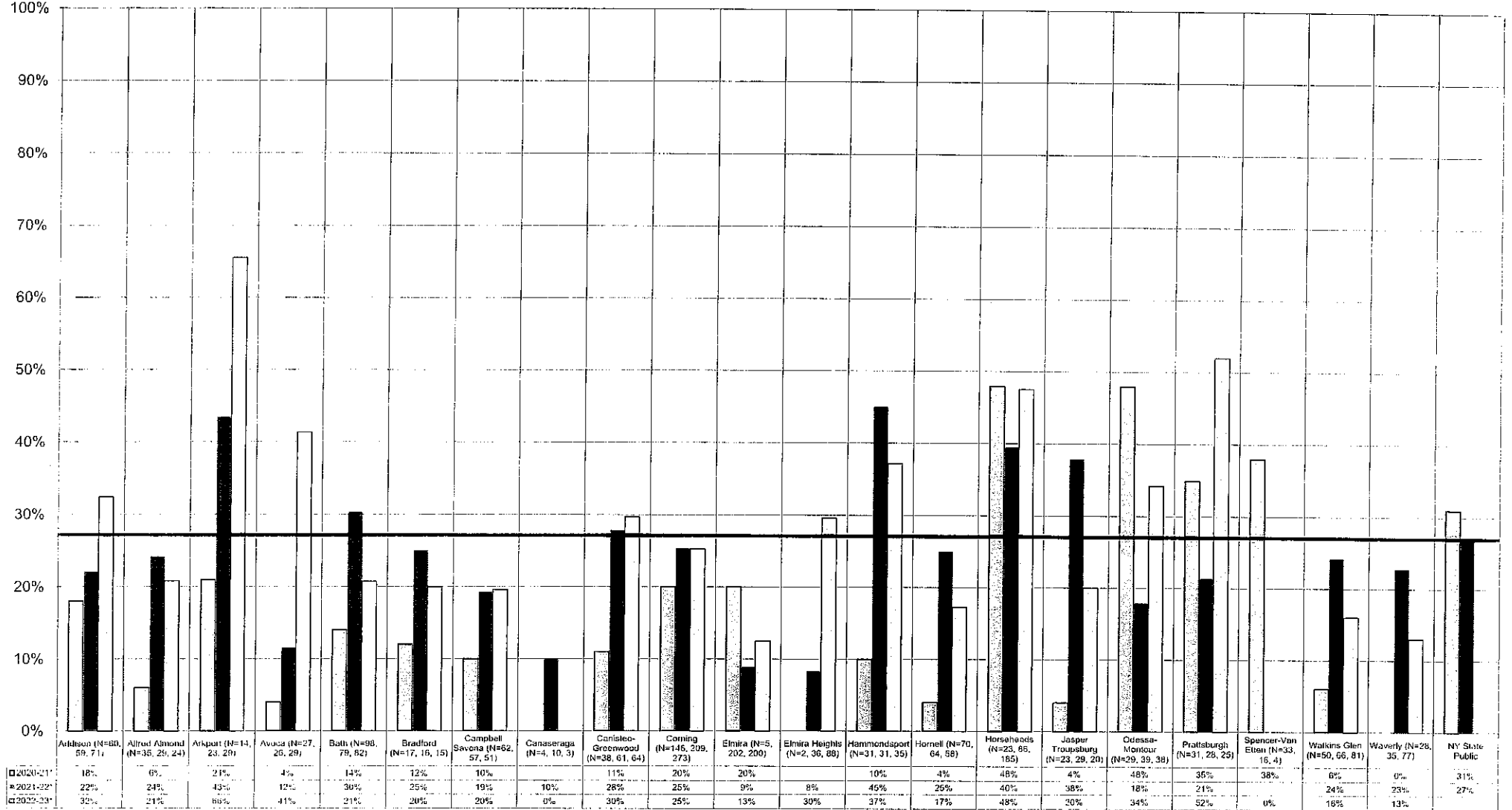
\*The number of students reported tested in August, January and June for 2018-19, June for 2021-22 and August, January and June for 2022-23 school years.

## GST BOCES Algebra II 85-100



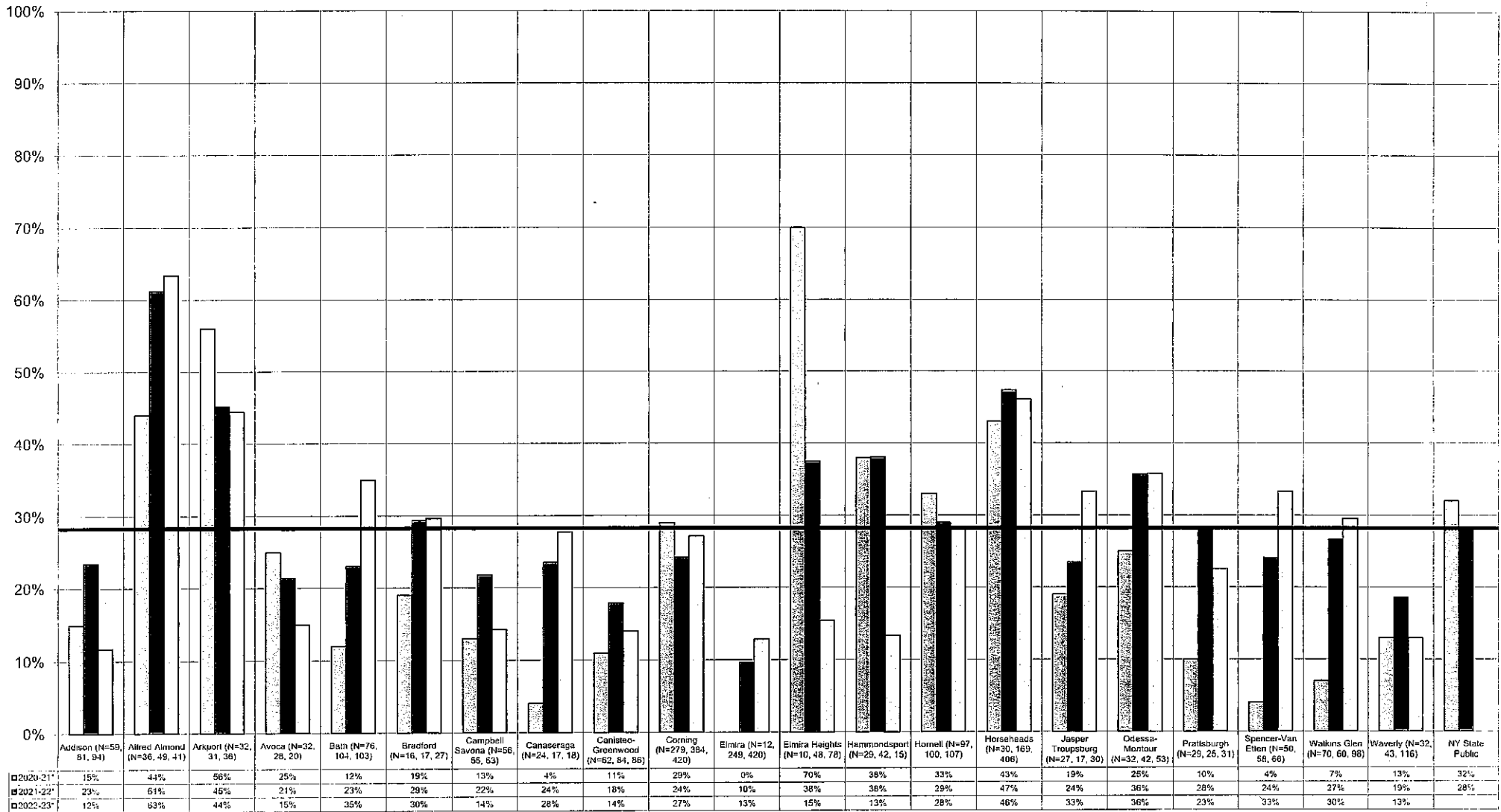
\*The number of students reported tested in August, January and June for 2018-19, June for 2021-22 and August, January and June for 2022-23 school years.

## GST BOCES Regents Earth Science 85-100



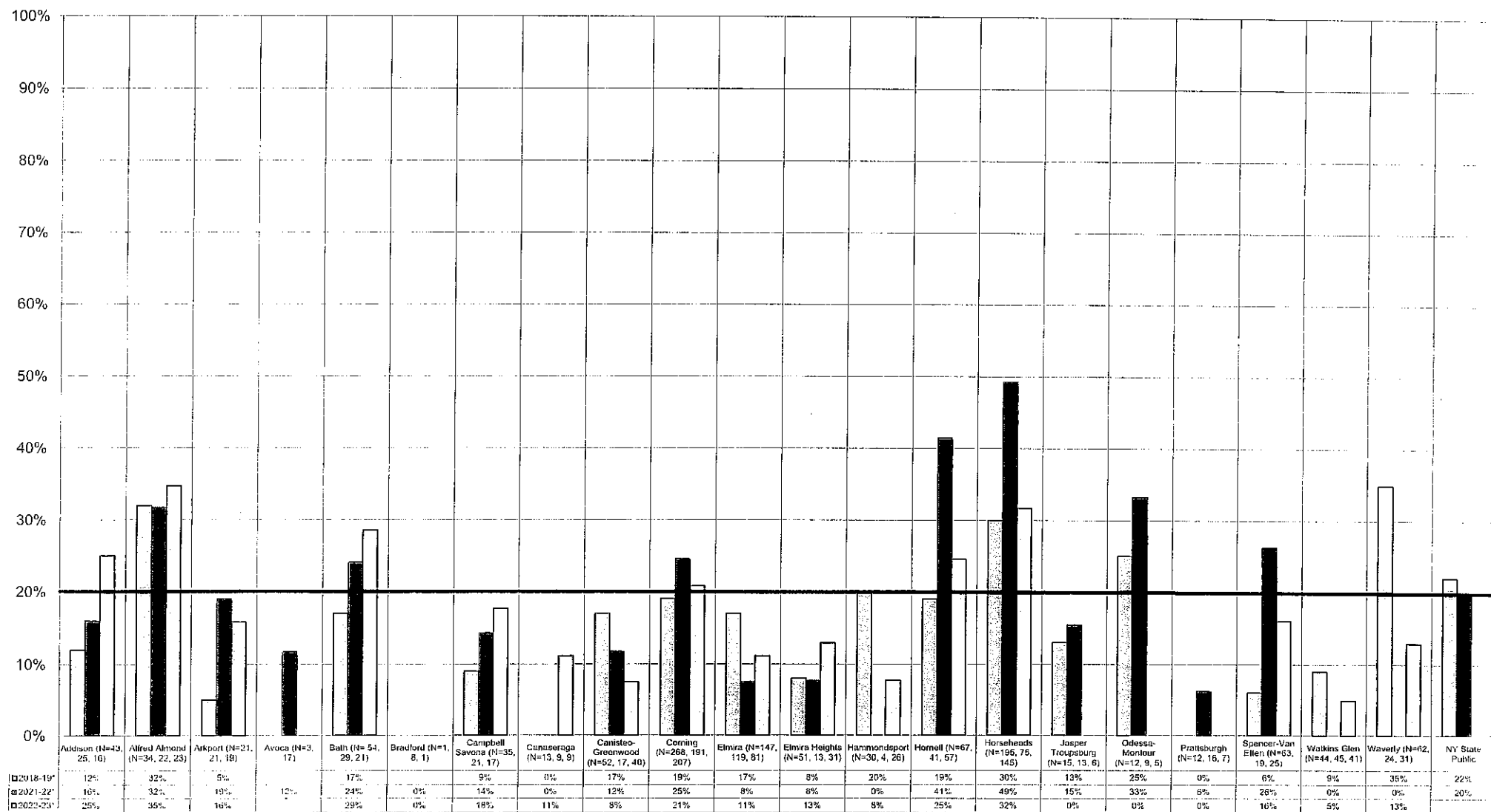
\*The number of students reported tested in June for 2020-21, 2021-22 and August, January and June for 2022-23 school years.

## GST BOCES Regents Living Environment 85-100



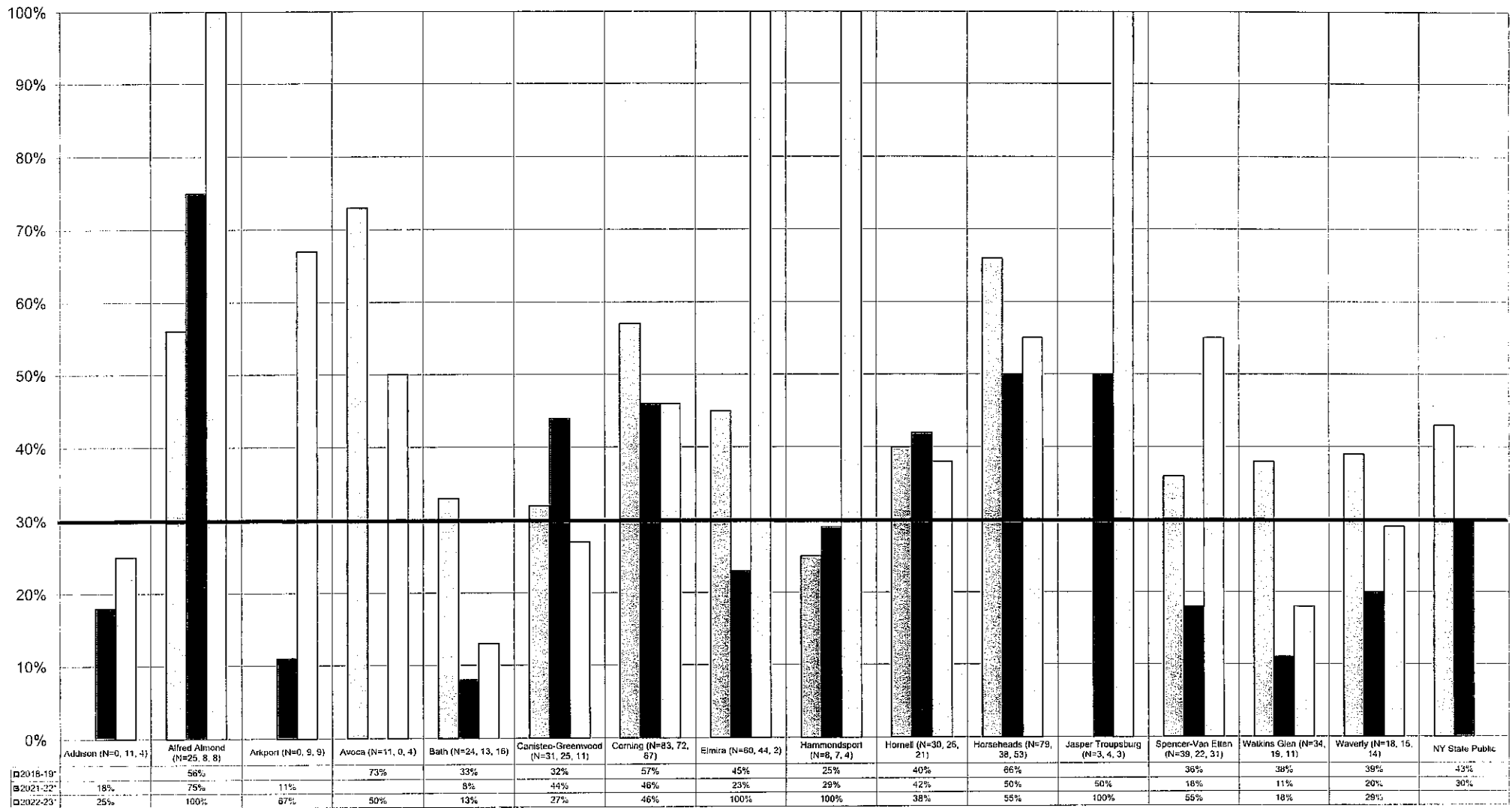
\*The number of students reported tested in June for 2020-21, 2021-22 and August, January and June for 2022-23 school years.

## GST BOCES Regents Chemistry 85-100



\*The number of students reported tested in August, January and June for 2018-19, June for 2021-22 and August, January and June for 2022-23 school years.

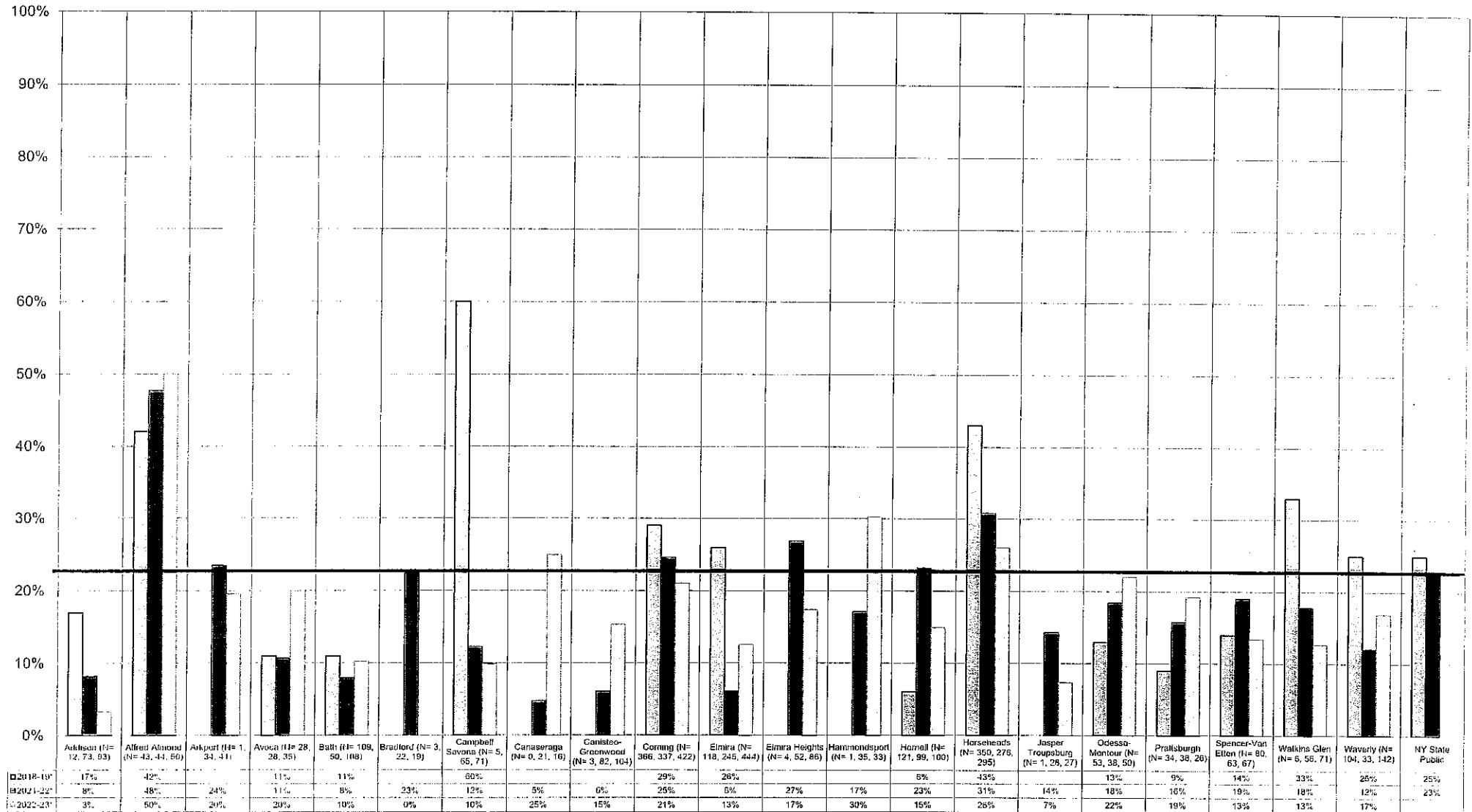
## GST BOCES Regents Physics 85-100



\*The number of students reported tested in June for 2018-19, 2021-22 and 2022-23 school years.

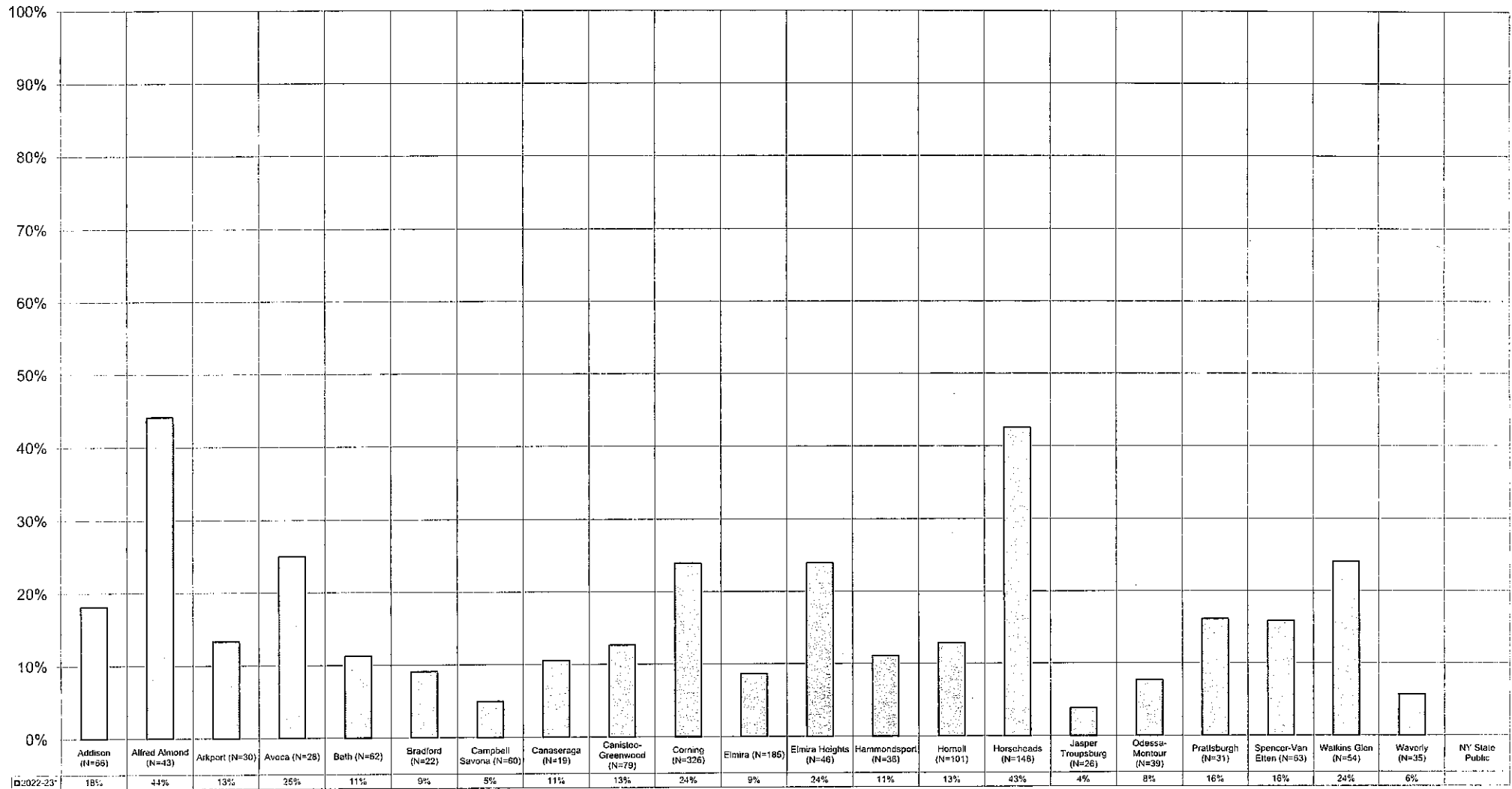


## GST BOCES Regents Global History New Framework 85-100



\*The number of students reported tested in August, January and June for 2018-19, June for 2021-22 and August, January and June for 2022-23 school years.

## GST BOCES Regents U.S. History and Government New Framework 85-100



\*The number of students reported tested in June for the 2022-23 school year.



Rayton  
Palmer

Amanda  
Moose

Thank you for giving us the funding  
for our kits, it means so much. Now we  
can practice more when we aren't in  
BOCES. It will open more doors of  
opportunities to get better at the skills  
we learned.

Cosmetology Student

# POLICY

2023 6121  
1 of 16

Personnel

## SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE

### Overview

The District is committed to creating and maintaining an environment which is free from harassment and discrimination. This policy addresses sexual harassment and gender discrimination in the workplace. It is intended to inform covered individuals of: their right to work in an environment that is free from sexual harassment and discrimination; what sexual harassment and discrimination look like; how they can prevent and report sexual harassment and discrimination; how they are protected from retaliation after taking action; and the general process for investigating a claim of sexual harassment and discrimination that falls under this policy. This policy is just one component of the District's overall commitment to maintaining a harassment and discrimination-free educational and work environment.

Under New York State Human Rights Law (NYSHRL), it is illegal for an employer to discriminate based on age, race, creed, color, national origin, citizenship or immigration status, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, status as a victim of domestic violence, or criminal history. These different identities impact an individual's perception and understanding of the world. For example, an individual's race, ability, or immigration status may impact their experience with gender discrimination in the workplace. While this policy is focused on sexual harassment and gender discrimination, the process for reporting and investigating discrimination based on other protected classes is generally the same. However, the exact process may vary depending on a number of factors including, but not limited to, who is involved. Other District policies and documents such as regulations, procedures, collective bargaining agreements, and the District's *Code of Conduct* detail the specific process for reporting and investigating discrimination based on other protected identities.

Sexual harassment is a form of workplace discrimination that subjects individuals to inferior conditions of employment due to their gender, gender identity, gender expression (perceived or actual), and/or sexual orientation. Sexual harassment is often viewed simply as a form of gender-based discrimination, but the District recognizes that discrimination can be related to or affected by other identities beyond gender.

Discrimination of any kind, including sexual harassment, is unlawful, a violation of District policy, and may subject the District to liability for the harm experienced by targets of discrimination. All individuals are required to work in a manner designed to prevent sexual harassment and discrimination in the workplace.

Harassers may also be individually subject to liability and supervisors who fail to report or act on harassment may be liable for aiding and abetting sexual harassment and discrimination. Employees at every level who engage in harassment or discrimination, including supervisory personnel who engage in harassment or discrimination or who allow such behavior to continue, will be subject to remedial and/or disciplinary action by the District.

(Continued)

**SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

The District adopts this policy as part of its effort to provide for the prompt and equitable resolution of complaints of sexual harassment in the workplace. The District will promptly respond to reports of sexual harassment in the workplace, ensure that all investigations are conducted within a reasonably prompt time frame and under a predictable fair grievance process that provides due process protections, and impose disciplinary measures and implement remedies when warranted.

Inquiries about this policy may be directed to the District's Civil Rights Compliance Officer(s) (CRCO(s)) and/or Title IX Coordinator(s).

Scope and Application

This policy applies to all instances of sexual harassment and gender discrimination perpetrated against a "covered individual" by anyone in the workplace, including a co-worker, supervisor, or third-party such as a non-employee, paid or unpaid intern, vendor, building security, visitor, volunteer, parent, or student. For purposes of this policy, a "covered individual" includes:

- a) Employees;
- b) Applicants for employment;
- c) Paid or unpaid interns; and
- d) Non-employees, which include anyone who is (or is employed by) a contractor, subcontractor, vendor, consultant, or other person providing services pursuant to a contract in the workplace. These non-employees include persons commonly referred to as independent contractors, gig workers, and temporary workers. Also included are non-employees providing equipment repair, cleaning services, or any other service through a contract with the District.

Other District policies and documents such as regulations, procedures, collective bargaining agreements, and the District's *Code of Conduct* may address misconduct related to sexual harassment and may provide for additional, different, or more specific grievance procedures depending on a number of factors including, but not limited to, who is involved and where the alleged sexual harassment occurred. These documents must be read in conjunction with this policy.

The dismissal of a complaint under one policy or document does not preclude action under another related District policy or document.

(Continued)

## **SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

### **What Constitutes Sexual Harassment**

Sexual harassment is a form of gender-based discrimination that is unlawful under federal, state, and (where applicable) local law. Sexual harassment includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity, and the status of being transgender. Sexual harassment is not limited to sexual contact, touching, or expressions of a sexually suggestive nature. Sexual harassment includes all forms of gender discrimination including gender role stereotyping and treating individuals differently because of their gender.

Understanding gender diversity is essential to recognizing sexual harassment because discrimination based on sex stereotypes, gender expression, and perceived identity are all forms of sexual harassment. The gender spectrum is nuanced, but the three most common ways people identify are cisgender, transgender, and non-binary. A cisgender person is someone whose gender aligns with the sex they were assigned at birth. Generally, this gender will align with the binary of male or female. A transgender person is someone whose gender is different than the sex they were assigned at birth. A non-binary person does not identify exclusively as a man or a woman. They might identify as both, somewhere in between, or completely outside the gender binary. Some may identify as transgender, but not all do. Respecting an individual's gender identity is a necessary first step in establishing a safe workplace.

Under NYSHRL, sexual harassment is unlawful when it subjects an individual to inferior terms, conditions, or privileges of employment. Harassment does not need to be severe or pervasive to be illegal. It can be any harassing behavior that rises above petty slights or trivial inconveniences. Every instance of harassment is unique to those experiencing it, and there is no single boundary between petty slights and harassing behavior. However, NYSHRL specifies that whether harassing conduct is considered petty or trivial is to be viewed from the standpoint of a reasonable victim of discrimination with the same protected characteristics. Generally, any behavior in which a covered individual is treated worse because of their gender (perceived or actual), sexual orientation, or gender expression is considered a violation of District policy. The intent of the behavior, for example, making a joke, does not neutralize a harassment claim. Not intending to harass is not a defense. The impact of the behavior on a person is what counts.

Sexual harassment includes any unwelcome conduct which is either directed at an individual because of that individual's gender identity or expression (perceived or actual), or is of a sexual nature when:

- a) The purpose or effect of this behavior unreasonably interferes with an individual's work performance or creates an intimidating, hostile, or offensive work environment. The impacted individual does not need to be the intended target of the sexual harassment;
- b) Employment depends implicitly or explicitly on accepting such unwelcome behavior; or

(Continued)

**SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

- c) Decisions regarding an individual's employment are based on an individual's acceptance to or rejection of the behavior. These decisions can include what shifts and how many hours an employee might work, project assignments, as well as salary and promotion decisions.

There are two main types of sexual harassment:

- a) Hostile work environment which includes, but is not limited to, words, signs, jokes, pranks, intimidation, or physical violence which are of a sexual nature, or which are directed at an individual because of that individual's sex, gender identity, or gender expression. Sexual harassment also consists of any unwanted verbal or physical advances, sexually explicit derogatory, or discriminatory statements which an employee finds offensive or objectionable, causes an employee discomfort or humiliation, or interferes with the employee's job performance.
- b) Quid pro quo harassment which occurs when a person in authority tries to trade job benefits for sexual favors. This can include hiring, promotion, continued employment or any other terms, conditions, or privileges of employment.

Any covered individual who feels harassed is encouraged to report the behavior so that any violation of this policy can be corrected promptly. Any harassing conduct, even a single incident, can be discrimination and is covered by this policy.

Examples of Sexual Harassment

The following describes some actions that may constitute unlawful sexual harassment and that are strictly prohibited. This list is just a sample of behaviors and should not be considered exhaustive. Any covered individual who believes they have experienced sexual harassment, even if it does not appear on this list, should feel encouraged to report it:

- a) Physical acts of a sexual nature, such as:
  - 1. Touching, pinching, patting, kissing, hugging, grabbing, brushing against another individual's body, or poking another individual's body; or
  - 2. Rape, sexual battery, molestation, or attempts to commit these assaults, which may be considered criminal conduct outside the scope of this policy.
- b) Unwanted sexual comments, advances, or propositions, such as:
  - 1. Requests for sexual favors accompanied by implied or overt threats concerning the target's job performance evaluation, a promotion, or other job benefits;

(Continued)

**SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

2. Subtle or obvious pressure for unwelcome sexual activities; or
3. Repeated requests for dates or romantic gestures, including gift-giving.
- c) Sexually oriented gestures, noises, remarks or jokes, or questions and comments about a person's sexuality, sexual experience, or romantic history which create a hostile work environment. This is not limited to interactions in person. Remarks made over virtual platforms and in messaging apps when employees are working remotely can create a similarly hostile work environment.
- d) Sex stereotyping, which occurs when someone's conduct or personality traits are judged based on other people's ideas or perceptions about how individuals of a particular sex should act or look:
  1. Remarks regarding an employee's gender expression, such as wearing a garment typically associated with a different gender identity; or
  2. Asking employees to take on traditionally gendered roles, such as asking a woman to serve meeting refreshments when it is not part of, or appropriate to, her job duties.
- e) Sexual or discriminatory displays or publications anywhere in the workplace, such as:
  1. 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;
  2. This also extends to the virtual or remote workspace and can include having such materials visible in the background of one's home during a virtual meeting.
- f) Hostile actions taken against an individual because of that individual's sex, sexual orientation, gender identity, or gender expression, such as:
  1. Interfering with, destroying, or damaging a person's workstation, tools or equipment, or otherwise interfering with the individual's ability to perform the job;
  2. Sabotaging an individual's work;
  3. Bullying, yelling, or name-calling;
  4. Intentional misuse of an individual's preferred pronouns; or

(Continued)



**SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

5. Creating different expectations for individuals based on their perceived identities:
  - (a) Dress codes that place more emphasis on women's attire;
  - (b) Leaving parents/caregivers out of meetings.

**Who Can be a Target of Sexual Harassment?**

Sexual harassment can occur between any individuals, regardless of their sex or gender. Harassment does not have to be between members of the opposite sex or gender. This policy applies to all instances of sexual harassment perpetrated against a "covered individual" by anyone in the workplace, including a co-worker, supervisor, or third-party such as a non-employee, paid or unpaid intern, vendor, building security, visitor, volunteer, parent, or student.

Sexual harassment does not happen in a vacuum and discrimination experienced by an individual can be impacted by biases and identities beyond an individual's gender. For example:

- a) Placing different demands or expectations on black women employees than white women employees can be both racial and gender discrimination;
- b) An individual's immigration status may lead to perceptions of vulnerability and increased concerns around illegal retaliation for reporting sexual harassment; or
- c) Past experiences as a survivor of domestic or sexual violence may lead an individual to feel re-traumatized by someone's behaviors in the workplace.

Individuals bring personal history with them to the workplace that might impact how they interact with certain behavior. It is especially important for all employees to be aware of how words or actions might impact someone with a different experience than their own in the interest of creating a safe and equitable workplace.

**Where Can Sexual Harassment Occur?**

Unlawful sexual harassment is not limited to the physical workplace itself. Sexual harassment can occur on school property and at school functions which, for purposes of this policy, means a school-sponsored or school-authorized extracurricular event or activity regardless of where the event or activity takes place, including any event or activity that may take place virtually or in another state. It can occur while covered individuals are traveling for District business or at District or industry-sponsored events or parties. Calls, texts, emails, and social media usage by covered individuals can constitute unlawful workplace harassment, even if they occur away from school property, on personal devices, or during non-work hours. Accordingly, conduct or incidents of sexual harassment that create or foreseeably create a disruption within the District may be subject to this policy in certain circumstances.

(Continued)

**SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

Sexual harassment can occur when covered individuals are working remotely. Any behaviors outlined above that leave a covered individual feeling uncomfortable, humiliated, or unable to meet their job requirements constitute harassment even if the covered individual is working remotely when the harassment occurs. Harassment can happen on virtual meeting platforms, in messaging apps, and after working hours between personal cell phones.

**Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)**

Retaliation is unlawful and is any action by an employer or supervisor that punishes an individual upon learning of a harassment claim, that seeks to discourage a covered individual from making a formal complaint or supporting a sexual harassment or discrimination claim, or that punishes those who have come forward. Adverse actions need not be job-related or occur in the workplace to constitute unlawful retaliation. For example, threats of physical violence outside of work hours or disparaging someone on social media would be covered as retaliation under this policy.

Examples of retaliation may include, but are not limited to:

- a) Demotion, termination, denying accommodations, reduced hours, or the assignment of less desirable shifts;
- b) Publicly releasing personnel files;
- c) Refusing to provide a reference or providing an unwarranted negative reference;
- d) Labeling an employee as "difficult" and excluding them from projects to avoid "drama";
- e) Undermining an individual's immigration status; or
- f) Reducing work responsibilities, passing over for a promotion, or moving an individual's desk to a less desirable office location.

Retaliation is unlawful under federal, state, and (where applicable) local law. The NYSHRL protects any individual who has engaged in "protected activity." Protected activity occurs when a person has:

- a) Made a complaint of sexual harassment or discrimination, either internally or with any government agency;
- b) Testified or assisted in a proceeding involving sexual harassment or discrimination under the NYSHRL or any other anti-discrimination law;

(Continued)

**SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

- c) Opposed sexual harassment or discrimination by making a verbal or informal complaint, or by simply informing a supervisor, building principal, other administrator, or the CRCO of suspected harassment;
- d) Reported that a covered individual has been sexually harassed or discriminated against; or
- e) Encouraged a covered individual to report harassment.

The District prohibits all retaliation. Any individual that reports an incident of sexual harassment or discrimination, provides information, or otherwise assists in any investigation of a sexual harassment or discrimination complaint is protected from retaliation. No one should fear reporting sexual harassment or discrimination if they believe it has occurred. Even if the alleged harassment does not turn out to rise to the level of a violation of law, the individual is protected from retaliation if the person had a good faith belief that the practices were unlawful. However, the retaliation provision is not intended to protect persons making intentionally false charges of sexual harassment or discrimination.

Any District employee who retaliates against anyone involved in a sexual harassment or discrimination investigation will face disciplinary action, up to and including termination. All covered individuals who believe they have been subject to retaliation should inform a supervisor, building principal, other administrator, or the CRCO.

All employees and covered individuals who believe they have been a target of retaliation may also seek relief from government agencies, as explained in this policy.

**Reporting Allegations of Sexual Harassment**

Anyone who experiences, witnesses, or becomes aware of potential instances of sexual harassment is encouraged to report the behavior to a supervisor, building principal, other administrator, or the CRCO. Covered individuals should not feel discouraged from reporting harassment because they do not believe it is bad enough or conversely because they do not want to see someone fired over less severe behavior. Just as harassment can happen in different degrees, potential discipline for engaging in sexual harassment will depend on the degree of harassment and could include education counseling, suspension, or termination.

Reports of sexual harassment may be made verbally or in writing. A written complaint form is posted on the District's website if a covered individual would like to use it, but the complaint form is not required. Individuals who are reporting sexual harassment on behalf of another individual may use the complaint form and note that it is being submitted on another individual's behalf. A verbal or otherwise written complaint (such as an email) on behalf of oneself or another individual is also acceptable.

(Continued)

# POLICY

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Personnel

## **SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

Reports may be made to a CRCO in person, by using the contact information for a CRCO, or by any other means that results in a CRCO receiving the person's verbal or written report. This report may be made at any time (including during non-business hours) by using the telephone number or email address, or by mail to the office address, listed for a CRCO.

Reports of sexual harassment may also be made to any other District employee including a supervisor or building principal. All reports of discrimination and/or harassment must be immediately forwarded to the CRCO. Reports may also be forwarded to other District employees depending on the allegations.

District employees must comply with reporting requirements in any other applicable District policy or document.

Covered individuals who believe they have been a target of sexual harassment may at any time seek assistance in additional available forums, as explained in this policy.

### **Supervisory Responsibilities**

Everyone must work toward preventing sexual harassment, but leadership matters. Supervisors, building principals, other administrators, and the CRCOs have a special responsibility to make sure employees feel safe at work and that workplaces are free from harassment and discrimination. All supervisors, building principals, and other administrators who receive a complaint or information about suspected sexual harassment, observe what may be sexually harassing or discriminatory behavior, or for any reason suspect that sexual harassment or discrimination is occurring, are required to report the suspected sexual harassment to the CRCO. If the CRCO is unavailable, including due to a conflict of interest or other disqualifying reason, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity. If the District has not designated another CRCO, the Superintendent will ensure that another person with the appropriate training and qualifications is appointed to act as the CRCO.

Supervisors, building principals, and other administrators should not be passive and wait for a covered individual to make a claim of harassment. If they observe such behavior, they must act.

Supervisors, building principals, and other administrators can be disciplined if they engage in sexually harassing or discriminatory behavior themselves. Supervisors, building principals, and other administrators, can also be disciplined for failing to report suspected sexual harassment or allowing sexual harassment to continue after they know about it.

While supervisors, building principals, and other administrators have a responsibility to report harassment and discrimination, they must be mindful of the impact that harassment and a subsequent investigation has on victims. Being identified as a possible victim of harassment and questioned about

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## **SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

harassment and discrimination can be intimidating, uncomfortable and re-traumatizing for individuals. Supervisors, building principals, and other administrators must accommodate the needs of individuals who have experienced harassment to ensure the workplace is safe, supportive, and free from retaliation for them during and after any investigation.

### **Bystander Intervention**

Any individual witnessing harassment as a bystander is encouraged to report it. A supervisor, building principal, or other administrator that is a bystander to harassment is **required** to report it. There are five standard methods of bystander intervention that can be used when anyone witnesses harassment or discrimination and wants to help.

- a) A bystander can interrupt the harassment by engaging with the individual being harassed and distracting them from the harassing behavior;
- b) A bystander who feels unsafe interrupting on their own can ask a third-party to help intervene in the harassment;
- c) A bystander can record or take notes on the harassment incident to benefit a future investigation;
- d) A bystander might check in with the person who has been harassed after the incident, see how they are feeling and let them know the behavior was not ok; and
- e) If a bystander feels safe, they can confront the harassers and name the behavior as inappropriate. When confronting harassment, physically assaulting an individual is never an appropriate response.

Though not exhaustive, and dependent on the circumstances, the guidelines above can serve as a brief guide of how to react when witnessing harassment in the workplace.

### **Grievance Process for Complaints of Sexual Harassment in the Workplace**

All complaints or information about sexual harassment will be investigated, whether that information was reported in verbal or written form. An investigation of any complaint, information, or knowledge of suspected sexual harassment will be prompt, thorough, equitable, and started and completed as soon as possible. Investigations will be kept confidential to the extent possible. Disclosure may, however, be necessary to complete a thorough investigation of the charges and/or notify law enforcement officials. All individuals involved, including those making a harassment claim, witnesses, and alleged harassers deserve a fair and impartial investigation.

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**SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

The CRCO will generally oversee the District's investigation of all complaints of discrimination and/or harassment. In the event an anonymous complaint is filed, the District will respond to the extent possible.

District employees may be required to cooperate as needed in an investigation of suspected sexual harassment. The District recognizes that participating in a harassment investigation can be uncomfortable and has the potential to retraumatize a covered individual. Individuals receiving claims and leading investigations will handle complaints and questions with sensitivity toward participants.

While the process may vary from case to case, investigations will be done in accordance with the following steps. Upon receipt of a complaint, the CRCO:

- a) Will conduct a prompt review of the allegations, assess the appropriate scope of the investigation, and take any interim actions (for example, instructing the individual(s) about whom the complaint was made to refrain from communications with the individual(s) who reported the harassment), as appropriate.

If the CRCO is unavailable, including due to a conflict of interest or other disqualifying reason, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity. If the District has not designated another CRCO, the Superintendent will ensure that another person with the appropriate training and qualifications is appointed to act as the CRCO.

- b) Will investigate all complaints of sexual harassment regardless of how those complaints are reported and treat all complaints with equal priority. For verbal complaints, the individual will be encouraged to complete, in writing, the complaint form. If the individual reporting prefers not to fill out the complaint form, a complaint form or equivalent documentation based on the verbal reporting will be prepared. The individual reporting the harassment will be provided a copy of the completed complaint form.
- c) Will take steps to obtain, review, and preserve documents sufficient to assess the allegations, including documents, emails, or phone records that may be relevant to the investigation. The CRCO will consider and implement appropriate document request, review, and preservation measures, including for electronic communications.
- d) Will seek to interview all parties involved, including any relevant witnesses. If a student is involved, the District will follow all applicable District policies and procedures regarding questioning students.
- e) Will create written documentation of the investigation (such as a letter, memo, or email), which contains the following:

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1. A list of all documents reviewed, along with a detailed summary of relevant documents;
  2. A list of names of those interviewed, along with a detailed summary of their statements;
  3. A timeline of events;
  4. A summary of any prior relevant incidents disclosed in the investigation, reported or unreported; and
  5. The basis for the decision and final resolution of the complaint, together with any corrective action(s).
- f) Will keep the written documentation and associated documents in a secure and confidential location.
- g) Will promptly notify the individual(s) who reported the harassment and the individual(s) about whom the complaint was made that the investigation has been completed and implement any corrective actions identified in the written document. Any corrective action taken will be in accordance with applicable law and regulation, as well as any applicable District policy, regulation, procedure, collective bargaining agreement, third-party contract, or other document such as the District's *Code of Conduct*.
- h) Will inform the individual(s) who reported the harassment of the right to file a complaint or charge externally as outlined in this policy.

Other District policies and documents address sexual harassment. All complaints will be handled in accordance with the applicable District policies and/or documents.

The determination as to which District policies and/or documents are applicable is fact specific, and the CRCO may work with other District staff such as the District's Title IX Coordinator(s) to determine which District policies and/or documents are applicable to the specific facts of the complaint.

### **Annual Training**

The District will provide a sexual harassment prevention training program to all employees on an annual basis. The training will be interactive and will include:

- a) An explanation of sexual harassment consistent with guidance issued by the Department of Labor in consultation with the Division of Human Rights;
- b) Examples of conduct that would constitute unlawful sexual harassment;

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- c) Information concerning the federal and state statutory provisions concerning sexual harassment and remedies available to victims of sexual harassment;
- d) Information concerning employees' rights of redress and all available forums for adjudicating complaints; and
- e) Information addressing conduct by supervisors and any additional responsibilities for such supervisors.

### **Notification**

The District will provide this policy to all employees in-person or digitally through email upon hiring and will be posted prominently in all work locations. In addition to sending the policy through email, this policy will also be available on the District's website.

At the time of hiring and at every annual sexual harassment prevention training program, the District will provide each employee a notice containing this policy and the information presented at the District's sexual harassment prevention training program.

This notice will be provided in English and in the language identified by the employee as their primary language, provided that the New York State Department of Labor Commissioner has published a template of the model materials in that language.

The notice will be delivered in writing, either in print or digitally. The notice will either link to or include, as an attachment or printed copy, the policy and training materials.

### **Legal Protections and External Remedies**

Sexual harassment is not only prohibited by the District, but it is also prohibited by state, federal, and, where applicable, local law.

The District's internal process outlined in the policy above is one way for covered individuals to report sexual harassment. Covered individuals may also choose to pursue legal remedies with the following governmental entities. While a private attorney is not required to file a complaint with a governmental agency, covered individuals may also seek the legal advice of an attorney.

In addition to those outlined below, individuals may have other legal protections.

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## SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

### New York State Division of Human Rights (NYSDHR)

The NYSHRL, NY Executive Law, Art. 15, Section 290 et seq., applies to all employers in New York State and protects covered individuals, regardless of immigration status. A complaint alleging violation of the NYSHRL may be filed either with the NYSDHR or in New York State Supreme Court.

Complaints of sexual harassment filed with NYSDHR may be submitted any time **within three years** of the harassment. If an individual does not file a complaint with NYSDHR, they can bring a lawsuit directly in state court under the NYSHRL, **within three years** of the alleged sexual harassment. An individual may not file with NYSDHR if they have already filed a NYSHRL complaint in state court.

Complaining internally to the District does not extend the time to file with NYSDHR or in court. The three years are counted from the date of the most recent incident of harassment.

Individuals do not need an attorney to file a complaint with NYSDHR, and there is no cost to file with NYSDHR.

NYSDHR will investigate the complaint and determine whether there is probable cause to believe that sexual harassment has occurred. Probable cause cases receive a public hearing before an administrative law judge. If sexual harassment is found at the hearing, NYSDHR has the power to award relief. Relief varies, but it may include requiring the employer to take action to stop the harassment, or repair the damage caused by the harassment, including paying of monetary damages, punitive damages, attorney's fees, and civil fines.

NYSDHR's main office contact information is: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458. Individuals may call (718) 741-8400 or visit: [www.dhr.ny.gov](http://www.dhr.ny.gov).

Go to [dhr.ny.gov/complaint](http://dhr.ny.gov/complaint) for more information about filing a complaint with NYSDHR. The website has a digital complaint process that can be completed on a computer or mobile device from start to finish. The website has a complaint form that can be downloaded, filled out, and mailed to NYSDHR. The website also contains contact information for NYSDHR's regional offices across New York State.

Call the NYSDHR sexual harassment hotline at **1-800-HARASS-3 (1-800-427-2773)** for more information about filing a sexual harassment complaint. This hotline can also provide a referral to a volunteer attorney experienced in sexual harassment matters who can provide limited free assistance and counsel over the phone.

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## **SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

### The United States Equal Employment Opportunity Commission

The United States Equal Employment Opportunity Commission (EEOC) enforces federal anti-discrimination laws, including Title VII of the 1964 federal Civil Rights Act, 42 USC Section 2000e et seq. An individual can file a complaint with the EEOC anytime within 300 calendar days from the most recent incident of harassment. There is no cost to file a complaint with the EEOC. The EEOC will investigate the complaint and determine whether there is reasonable cause to believe that discrimination has occurred. If the EEOC determines that the law may have been violated, the EEOC will try to reach a voluntary settlement with the employer. If the EEOC cannot reach a settlement, the EEOC (or the Department of Justice in certain cases) will decide whether to file a lawsuit. The EEOC will issue a Notice of Right to Sue permitting workers to file a lawsuit in federal court if the EEOC closes the charge, is unable to determine if federal employment discrimination laws may have been violated or believes that unlawful discrimination occurred but does not file a lawsuit.

Individuals may obtain relief in mediation, settlement, or conciliation. In addition, federal courts may award remedies if discrimination is found to have occurred. In general, private employers must have at least 15 employees to come within the jurisdiction of the EEOC.

An individual alleging discrimination at work can file a "Charge of Discrimination." The EEOC has district, area, and field offices where complaints can be filed. Contact the EEOC by calling 1-800-669-4000 (TTY: 1-800-669-6820), visiting their website at [www.eeoc.gov](http://www.eeoc.gov), or via email at [info@eeoc.gov](mailto:info@eeoc.gov). To file a complaint with the United States Equal Employment Opportunity Commission, please visit <https://www.eeoc.gov/filing-charge-discrimination>.

If an individual filed an administrative complaint with the NYSDHR, then NYSDHR will automatically file the complaint with the EEOC to preserve the right to proceed in federal court.

### Title IX

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex in education programs and activities that receive federal financial assistance. The United States Department of Education's Office for Civil Rights (OCR) enforces Title IX of the Education Amendments Act of 1972.

For more information about how to file a complaint, contact OCR at 800-421-3481 (TDD 800-877-8339) or visit: <https://www2.ed.gov/about/offices/list/ocr/docs/howto.html>. The website contains information about filing the complaint online, by mail, or by email.

### Local Protections

Many localities enforce laws protecting individuals from sexual harassment and discrimination. An individual should contact the county, city, or town in which they live to find out if a law exists.

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## **SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)**

### Contact the Local Police Department

If the harassment involves unwanted physical touching, coerced physical confinement, or coerced sex acts, the conduct may constitute a crime. Those wishing to pursue criminal charges are encouraged to contact their local police department.

Title VII of the Civil Rights Act of 1964, 42 USC Section 2000e et seq.  
Title IX of the Education Amendments Act of 1972, 20 USC Section 1681 et seq.  
29 CFR Section 1604.11(a)  
34 CFR Subtitle B, Chapter I  
Civil Service Law Section 75-b  
New York State Human Rights Law, Executive Law Section 290 et seq.  
Labor Law Sections 201-g and 740

NOTE: Refer also to Policies #3420 -- Non-Discrimination and Anti-Harassment in the District  
#3421 -- Title IX and Sex Discrimination  
#6122 -- Employee Grievances  
#7551 -- Sexual Harassment of Students

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