

BYRON-BERGEN CENTRAL SCHOOL
Board of Education Meeting
Thursday, June 15, 2023
6:00 p.m. – Professional Development Room
GOVERNANCE TEAM NORMS

No surprises * We are prepared, on time, and on task *
We support each other to express our thoughts in a cohesive environment *
We are objective and open minded * We always “check in”

Our MISSION at Byron-Bergen is to...

inspire, prepare, and support using the VALUES of compassion, humility, kindness, and persistence with the VISION to change the world.

<u>Page</u>	
	1. Call to Order/Pledge of Allegiance
	2. President’s Report
	3. Academic Focus – Top 10 Student Recognition
	4. Student Council Report – Elementary and Jr./Sr. High
	5. Principals’ Comments
	6. Director of Instructional Services Comments
	7. Business Administrator Comments
	8. Superintendent’s Comments and Agenda Review
	9. Consent Agenda (unless Board member requests removal of any item)
1	a. Approval of Previous Minutes
2-6	May 18, 2023
	May 25, 2023
	b. Financial Matters
7-16	General Fund Bills
17-18	School Lunch Fund Bills
19-20	Federal Fund Bills
21-22	Capital Fund Bills
23	Expendable Trust Fund Bills
24-26	Trust & Agency Fund Bills
	c. Personnel Matters
	Resignations/Retirement/Termination:
	Retirement – Technology Teacher – Jay Wolcott (Eff. 10/1/23)
	Resignation – School District Clerk – Rebekah Ireland (Eff. 6/30/23)
	Approvals:
27	Substitute Teacher (UPK-12) – Jay Wolcott (Eff. 10/1/23)
28	2023-2024 Fall Sport Coaches/Advisors
29	2023-2024 Elementary School Extracurricular Appointments
30	2023-2024 Elementary Grade Level Team Leaders
	Tenure Appointments:
31	Clare Underwood
32	Kristie Holler
33	Kelly Lovell
34	Ashley Hill
35	Jenna Voos
36-37	2023-2024 Summer Curriculum Writing Hours
38	School District Clerk – Emily Willard (Eff. 7/1/23)
	2023-2024 Non-Affiliated Salary Increases

- d. Miscellaneous Matters
None
- e. CSE/CPSE Review

10. Board Reports/Comments

**REPORTS: Instructional Services Report – Director of Instructional Services
Elementary & Jr./Sr. High Goals – Principals
Winter/Spring Athletic Report – Athletic Director
Maintenance Report – Director of Facilities
Public Hearing – 2023-2024 District-Wide School Safety Plan**

11. Old Business

- 11.1 Policy Committee Update
- + 11.2 Facilities Committee Update – June 15, 2023 at 5:00 p.m.
- + 11.3 Budget Committee Update – June 13, 2023 5:00 p.m.
- 11.4 Audit Committee Update – June 13, 2023 4:30 p.m.
- 11.5 SOAR Update
- + 11.6 Positive Recognition
- + Designates Board will address issue at this meeting.

12. New Business

- 39 12.1 Approval of 2022-2023 Funding of Reserves
- 40 12.2 Approval of Board of Education Re-Organizational Meeting to be held on
July 13, 2023 at 4:00 p.m. in the Board of Education Conference Room
- 41-48 12.3 Approval of 2023-2024 Response to Intervention Plan
- 49-63 12.4 Approval of 2023-2024 Professional Learning Plan

13. Public Comment

14. Information/Announcements/Reports

15. Requests Requiring Board Consideration

16. Review of Next Meeting's Agenda

DATES TO REMEMBER:

06/13/23 – 4th Grade Band & Chorus Concert at 7:00 p.m. – Jr./Sr. High School Auditorium
06/15/23 – Olympics/ Fun in the Sun Day
06/15/23 – Board of Education Meeting at 6:00 p.m. – Professional Development Room
06/19/23 – Juneteenth – No School
06/23/23 – Class of 2023 Graduation at 6:30 p.m. – Roberts Wesleyan
06/23/23 – Last Day of School
07/04/23 – Independence Day – District Closed
07/13/23 – Re-Organizational meeting at 4:00 p.m. – BOE Conference Room

**BYRON-BERGEN CENTRAL SCHOOL
SPECIAL BOARD OF EDUCATION MEETING
Thursday, May 18, 2023
6:00 p.m. – Board of Education Conference Room**

Call to Order: The meeting was called to order at 6:00 p.m. by D. List.

Members Present: D. List, H. Ball, K. Carlson, J. Cook, T. Menzie, A. Phillips, J. VanValkenburg

Members Absent: None

Executive Session: It was moved by J. Cook and seconded by T. Menzie to enter executive session at 6:01 p.m. to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. There will not be any new business transacted after executive session.
The motion passed 7 Yes, 0 No.

Return to Public Session: It was moved by A. Phillips and seconded by H. Ball to return to public session at 6:53 p.m.
The motion passed 7 Yes, 0 No

Adjournment: It was moved by J. VanValkenburg and seconded by J. Cook to adjourn the meeting at 6:54 p.m.
The motion passed 7 Yes, 0 No.

**BYRON-BERGEN CENTRAL SCHOOL
BOARD OF EDUCATION MEETING
Thursday, May 25, 2023
6:00 p.m. – Professional Development Room**

**Top 10 Student Recognition
Public Hearing – 2023-2024 Professional Learning Plan
Public Hearing – 2023-2024 Code of Conduct**

Call to Order: The meeting was called to order at 6:01 p.m. by President D. List.

Members Present: D. List, H. Ball, K. Carlson, T. Menzie, J. VanValkenburg

Members Absent: J. Cook, A. Phillips

Also Present: P. McGee, L. Prinz, A. Grillo, K. Loftus, R. Stevens, B. Brown, K. Grattan, K. Kaercher, J. Back and 23 members of the audience.

In accordance with New York State Education Law, the Board Clerk, Rachel Stevens, administered the Oath of Office to newly-appointed board member, Lynn Smith.

President's Report: D. List said this is one of her favorite Board of Education meetings to recognize the Top 10 students. She welcomed all the family members of the students being recognized. She was, as always, amazed at the talent that was showcased at the Buzzin' Bistro. She can't wait until graduation day. On June 12th at 6:00 p.m. David Little will be presenting about Rural Schools Issues.

Academic Focus: Top 10 Student Recognition
A. Grillo presented the Class of 2023 Top 10 Students

1. Kendall Phillips
2. Zoey Shepard
3. Ava Wagoner
4. Frank Hersom
5. Matthew Tanner
6. Cassidy Ball
7. Austin Salmonds
8. Valerie Pastore
9. Dayanara Caballero
10. Brianna Salmonds

Student Council Report: None

**Principals'
Comments:**

K. Loftus reported:

- Farm Day was a huge success. Thanks to the FFA for helping to organize this event.
- The final SEL assembly was today.
- There are a lot of field trips coming up before the end of the year.
- Kindergarten Parents Day is June 2nd at 2:15 p.m.
- STEAM Day is June 9th.
- Placement meetings will be June 13th-14th.
- The Olympics/Fun in the Sun Day is June 15th.

A. Grillo reported:

- The senior trip to Boston, Massachusetts is next week May 30th-31st.
- Senior Exit Projects are June 5th-9th.
- The Senior Breakfast is June 13th and the seniors will get their cap and gowns and do their final walkthrough of the school.
- Graduation rehearsal is June 22nd at 1:30 p.m.
- Graduation is June 23rd at 6:30 p.m. at Roberts Wesleyan.

**Director of
Instructional
Services
Comments:**

B. Brown said there is a posting out on the website for a new School Psychologist; N. Whiteford took a job closer to home. The Summer Learning Program is now open to grades 1-4. On June 12th the nature trail will have its official opening.

**Business
Administrator
Comments:**

L. Prinz thanked all the District residents who came out to vote and approving the budget for the 2023-2024 school year. A Notice of Sale will close on June 1st to borrow money for the capital project. A Budget Committee meeting will need to be scheduled to go over the Reserve Plan and the resolution for the funding of the reserves. The Audit Committee also will need a meeting for the pre-audit.

**Superintendent's
Comments:**

P. McGee thanked the District residents for passing the budget for next year. He said that our district had the fifth highest votes in our area. The Buzzin' Bistro and Wrestling Chicken BBQ had a great turnout. There was a great turnout for Farm Day as well, we had a lot of people in the community come out to help make it happen. He and A. Grillo attended a luncheon for GCASA where Valerie Pastore was recognized. He congratulated the Top 10 Students again on their achievements.

Consent Agenda:

It was moved by H. Ball and seconded by T. Menzie that the following consent agenda be approved:

Approval of Minutes

May 9, 2023

Financial Matters

General Fund Bills: Warrant A-73, Ck. # 23644, \$400.77

Warrant A-74, Ck. # 23645-23720, \$539,960.51

School Lunch Fund Bills: Warrant C-20, Ck. # 201053-201062, \$29,360.93

Federal Fund Bills: Warrant F-18, Ck. # 400481-400484, \$4,522.39

Trust & Agency Fund Bills: Warrant TA-21, Wire # 1602-1606,

Ck. # 301234-301243, \$450,215.46

Warrant TA-24, Wire # 1616-1619,

Ck. # 301264-301272, \$434,368.19

Monthly Treasurer's Report – April 2023

Personnel Matters

Resignations/Retirement/Termination:

None

Approvals:

Substitute Teacher (UPK-12) – Danielle Lopez

Substitute Teacher (UPK-12) – Bronson Perry

Bus Driver – Joanne Lum (Eff. 5/9/23)

Permanent Appointment – Secretary – Michelle Clare (Eff. 6/15/23)

Permanent Appointment – Secretary – Karen Brown (Eff. 6/15/23)

Technology Teacher – Chris Wood (Eff. 9/6/23)

Chris Wood, who has his Initial certification in Technology Education certification areas in the public schools of New York State, is hereby appointed to the position of Technology Teacher in the Technology Education tenure area for a probationary period of four (4) years to commence on September 6, 2023 and to end at the end of the day on the first day of the school year in September, 2027. The salary during the first year of this appointment will be paid in accordance with the salary schedule as outlined in the collective bargaining agreement between the Byron-Bergen Faculty Association (BBFA) and the Board of Education, and will be based upon Step 15.

2023-2024 Social Emotional Learning Coordinator – Megan Wahl

2023-2024 Content and RTI Specialist – Diane Taylor

2023-2024 Instructional Coaches – Deborah Slocum and Diana Walther

Secretary – Rebekah Ireland (Eff. 7/1/23)

Additional 2022-2023 Elementary School Extracurricular Advisor

5th Grade Advisor

Erin Varley

2023 Summer Learning Program Recommendations

Teachers

Meaghan Reihs

Heather Painting

Cayli Carmona

Megan Wahl

Grace Campbell

Alyson Tardy

Ken Rogoyski

Michael Conine

Katlin Blackburn

Kristie Holler

Debbie Slocum

Darlene Sommerfeldt

Sara MacKenzie

Bus Drivers/School Monitors (Bus)

Lori Henry

Richard Harter

Shandra Webster

Chris Mattison

Tina Radel

Noma Evans

Jennifer Zastrocky

Allen Leach

Robert Wilkins
 Gregory Humphrey
 Ashley Yerdon
 Joanne Lum
 Teal Langmaid

Dawn Davalos
 Don Borland
 John Johnson
 Catherine MacConnell

Permanent Appointment – Confidential Secretary – Schools –
 Rachel Stevens (Eff. 6/15/23)

Miscellaneous Matters

Field Trip – Senior Class – Boston, MA – 5/30-31/23

CSE/CPSE Review

CSE cases as presented

CPSE cases as presented

The motion passed 5 Yes, 0 No

Reports:

Public Hearing – 2023-2024 Professional Learning Plan

B. Brown went through the Professional Learning Plan and there were minor updates to it for this year.

Public Hearing – 2023-2024 Code of Conduct

A. Grillo went through the minor changes to the Code of Conduct for next school year. Most of the changes were to remove antiquated technology terms.

Policy Committee
 Update:

None

Facilities
 Committee
 Update:

Meeting will be set for June 15, 2023 at 5:00 p.m.

Budget Committee
 Update:

Date to be set

Audit Committee
 Update:

Date to be set

SOAR Update:

None

Positive
 Recognition:

None

Approval –
Byron-Bergen
Administrators
and Supervisors
Association
Contract
July 1, 2023 –
June 30, 2027

Upon the recommendation of the Superintendent, it was moved by H. Ball and seconded by K. Carlson to approve the Byron-Bergen Administrators and Supervisors Association Contract from July 1, 2023 through June 30, 2027.

The motion passed 5 Yes, 0 No.

Approval –
Byron-Bergen
Office
Personnel
and Teachers'
Aides Association
Contract
July 1, 2023 –
June 30, 2026

Upon the recommendation of the Superintendent, it was moved by T. Menzie and seconded by H. Ball to approve the Byron-Bergen Office Personnel and Teachers' Aides Association Contract from July 1, 2023 through June 30, 2026.

The motion passed 5 Yes, 0 No.

Approval –
Fire and EMS
Services Award
Scholarship

Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by H. Ball to approve the Fire and EMS Services Award Scholarship.

The motion passed 5 Yes, 0 No.

Public Comment: None

Information/Announcements/Reports: None

Requests Requiring Board Consideration: None

Review of Next Meeting's Agenda:

Policy Committee Update
Facilities Committee Update
Budget Committee Update
Audit Committee Update
SOAR Committee Update
Positive Recognition

Adjournment:

It was moved by T. Menzie and seconded by H. Ball to adjourn the meeting at 7:24 p.m.
The motion passed 5 Yes, 0 No.

BYRON RYAN CSD

Check Warrant Report For A - 72: NONELECTIVE EMPLOYER CONTRIB - JUNE 2023 For Dates 6/1/2023 - 6/30/2023



Check #	Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
99171		06/09/2023		4247 OMNI GROUP					2022-23 EMPLOYER NONELECTIVE CONTRIBUTION		
	A 1310.400-00-0000			BUS ADMIN - CONTRACTUAL		NONELECT CONTRIB - L PRINZ	22-23 NONELECT			1,600.00	✓
	A 1621.400-00-0000			MAINT - CONTRACT		NONELECT CONTRIB - R CALDWELL	22-23 NONELECT CONTRIB			1,000.00	✓
	A 1240.400-00-0000			ADMIN - CONTRACTUAL		NONELECT CONTRIB - P MCGEE	22-23 NONELECTIVE CONTRIB			2,500.00	✓
Number of Transactions: 1											
										Check Total:	5,100.00
										Warrant Total:	5,100.00
										Vendor Portion:	5,100.00

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 5,100.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/25/23 Laura Wehrhahn Claims Auditor
 Date Signature Title

wire-setup
5/30/23

BYRON P. GEN CSD

Check Warrant Report For A - 76: GENERAL FUND BILLS - 5/19/23 For Dates 5/19/2023 - 5/19/2023



Check #	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
23721	05/19/2023		7666 CASELLA WASTE MANAGEMENT OF NY, INC			PO BOX 1372, WILLISTON VT 05495					
A 1620.400-00-WAST			CUST - CONTRACT WASTE				94476		220071	1,072.00	1,072.00
A 5530.400-00-WAST			REMOVAL								
			CONTRACTUAL - WASTE				94476		220049	112.00	112.00
			DISPOSAL								
Check Total:										1,184.00	
23722	05/19/2023		5208 ROCHESTER GAS AND ELECTRIC			PO BOX 847813 BOSTON MA 02284-7813					
A 1620.400-00-GAS			CUST - CONTRACT GAS				04.01.23-04.30.23		220076	2,434.04	2,434.04
A 5530.400-00-GAS			CONTRACTUAL - NATURAL GAS				04.01.23-04.30.23		220047	155.36	155.36
Check Total:										2,589.40	
23723	05/19/2023		3913 VERIZON WIRELESS			PO BOX 408 NEWARK NJ 07101-0408					
A 5530.400-00-TELE			CONTRACTUAL - TELEPHONE				9933778337		220030	75.98	75.98
Check Total:										75.98	
Warrant Total:										3,849.38	
Vendor Portion:										3,849.38	
Payroll Portion:										0.00	
Number of Transactions:										3	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims 3 in number, in the total amount of \$ 3,849.38. 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.

5/25/23 Lorena M. Miller Claims Auditor
 Date Signature Title

BYRON PERGEN CSD

Check Warrant Report For A - 77: GENERAL FUND BILLS - 5/25/23 For Dates 5/25/2023 - 5/25/2023



Check # Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
23248	05/25/2023		3305 **VOID** SCHOOL SPECIALTY INC			PO BOX 825640 , PHILADELPHIA PA 19182-5640			**VOID**		
A 2250.450-01-0000			SPEC ED - MAT & SUPPLY	ELEM	**VOID**		208130773314	220411		-47.15	-47.15
A 2250.450-01-0000			SPEC ED - MAT & SUPPLY	ELEM	**VOID**		208131155988	220411		-11.99	-11.99
A 2250.450-01-0000			SPEC ED - MAT & SUPPLY	ELEM	**VOID**		208131636366	220411		-5.32	-5.32
23724	05/25/2023		4898 A-VERDI STORAGE CONTAINERS			14150 ROUTE 31 , SAVANNAH NY 13146			Check Total:	-64.46	
A 1621.400-00-CONT			MAINT - CONTRACT				1591219	220068		144.00	144.00
A 1621.400-00-CONT			MAINT - CONTRACT				1593325	220068		218.00	218.00
A 1621.400-00-CONT			MAINT - CONTRACT				1592742	220068		218.00	218.00
A 1621.400-00-CONT			MAINT - CONTRACT				1592743	220068		144.00	144.00
23725	05/25/2023		5797 ASBO NEW YORK			5 SOUTHSIDE DRIVE SUITE 11-206 CLIFTON PARK NY 12065-3870			Check Total:	724.00	
A 1310.400-00-0000			BUS ADMIN - CONTRACTUAL				200017515	220015		185.00	185.00
A 1310.400-00-0000			BUS ADMIN - CONTRACTUAL				300007501	220015		412.00	412.00
23726	05/25/2023		5775 NORM AUGELLO JR			24 CHAPEL STREET ELBA NY 14058			Check Total:	597.00	
A 2855.400-03-0000			ATHLETIC - CONTRACT				5/15/23 BOYS MOD BASEBALL			111.15	
23727	05/25/2023		278 BATAVIA CITY SCHOOL DISTRICT			ATT MIKE BROMLEY AD 260 STATE STREET BATAVIA NY 14020			Check Total:	111.15	
A 2855.400-03-0000			ATHLETIC - CONTRACT				SATURDAY MAY 6, 2023	220806		300.00	300.00
23728	05/25/2023		5964 MICHAEL BONANZA			89 COLLEGE AVENUE PO BOX 130 NORTH GREECE NY 14515			Check Total:	300.00	
A 2855.400-03-0000			ATHLETIC - CONTRACT				5/11/23 GIRLS VAR SOFTBALL			103.25	
23729	05/25/2023		8829 BOOKWORM CENTRAL			12193 LIVINGSTON RD MANASSAS VA 20109			Check Total:	103.25	
A 2610.450-01-0000			LIBRARY MAT & SUPPLIES - ELEM				10000442	220855		171.53	171.53

BYRON BERGEN CSD

Check Warrant Report For A - 77: GENERAL FUND BILLS - 5/25/23 For Dates 5/25/2023 - 5/25/2023



Check #	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
23730	05/25/2023	440	JACK W BRENNAN	ATHLETIC - CONTRACT		44 HOLLEY STREET, BROCKPORT NY 14420				171.53	
A 2855.400-03-0000											
						5623 GIRLS VAR SOFTBALL				103.25	
23731	05/25/2023	471	BSN SPORTS INC			PO BOX 841393, DALLAS TX 75284-1393				103.25	
A 2855.450-03-0000											
							921485018	220816		95.90	95.90
							921609843	220854		64.45	64.45
23732	05/25/2023	521	BYRON BERGEN CSD- EXTRACURRICULAR			6917 WEST BERGEN ROAD, BERGEN NY 14416				160.35	
A 1240.450-00-0000											
							Y191808976	220509		55.00	50.00
A 2610.450-03-0000											
							Y191808883	220531		55.00	54.00
23733	05/25/2023	545	CALEDONIA MUMFORD CSD			99 NORTH STREET, CALEDONIA NY 14423				110.00	
A 2855.400-03-0000											
							44-2223	220506		30,000.00	30,000.00
23734	05/25/2023	644	CHASE CARD SERVICES			PO BOX 1423, CHARLOTTE NC 28201-1423				30,000.00	
A 2110.450-03-0000											
							25-APR-2023	220842		943.50	943.50
A 2110.450-03-0000											
							99/31286	220185		119.88	119.88
23735	05/25/2023	5241	COLLEGE BOARD			PO BOX 30171, NEW YORK NY 10087-0171				1,063.38	
A 2810.400-03-0000											
							A241195001	220694		5,123.00	5,123.00
23736	05/25/2023	838	CREEKSIDE INC			PO BOX 288, EAST PEMBROKE NY 14056				5,123.00	
A 2855.450-03-0000											
							X50247	220438		330.00	330.00
23737	05/25/2023	1153	ENCORE PIANO SERVICE			2557 STEWART RD, PAVILION NY 14525				330.00	
A 2110.450-03-MUSI											
							265	220273		100.00	100.00
23738	05/25/2023	6187	ENERGY COOPERATIVE OF AMERICA			1408 SWEET HOME ROAD SUITE 8, AMHERST NY 14228				100.00	
A 5530.400-00-ELEC											
							1000713	220052		240.83	240.83
23739	05/25/2023	8830	KYLE FARMER			929 NORTH STANLEY AVE, WEST				240.83	
05/25/2023 09:48 AM											

BYRON PERGEN CSD

Check Warfaint Report For A - 77: GENERAL FUND BILLS - 5/25/23 For Dates 5/25/2023 - 5/25/2023



Check # Account	Check Date	Vendor ID	Vendor Name Account Description	Explanation	Payment Address	Invoice Number	Check Description PO Number	Check Amount	Liquidated
A 1010.400-00-0000			BOARD OF ED CONTRACTUAL		HOLLYWOOD CA 90046	007	220894	875.00	875.00
23740	05/25/2023		1256 ROBERT FITCH		106 EAST AVENUE, ATTICA NY 14014		Check Total:	875.00	
A 2855.400-03-0000			ATHLETIC - CONTRACT		5/6/23 GIRLS VAR SOFTBALL			103.25	
23741	05/25/2023		1268 FLINN SCIENTIFIC		PO BOX 71721, CHICAGO IL 60694-1721		Check Total:	103.25	
A 2110.450-03-SCIE			MAT & SUPPLY - SCIENCE		2752098		220322	1,896.27	1,896.27
A 2110.450-03-SCIE			MAT & SUPPLY - SCIENCE		2773452		220322	2,800.00	1,968.92
A 2110.450-03-SCIE			MAT & SUPPLY - SCIENCE		2770776		220322	64.52	0.00
A 2110.450-03-SCIE			MAT & SUPPLY - SCIENCE		2819615		220322	32.20	0.00
A 2110.450-03-SCIE			MAT & SUPPLY - SCIENCE		2869113		220322	23.38	0.00
23742	05/25/2023		7583 GATES CHIL HIGH SCHOOL		1 SPARTAN WAY, ROCHESTER NY 14624		Check Total:	4,816.37	
A 2855.400-03-0000			ATHLETIC - CONTRACT		SATURDAY MAY 13, 2023		220807	250.00	250.00
23743	05/25/2023		6208 GENESEE COUNTY SHERIFF OFFICE		ATTN: MARGARET SHEELAR 165 PARK ROAD, BATAVIA NY 14020		Check Total:	250.00	
A 2110.400-00-0000			CONTRACTUAL		BBSRO-MAY23		220013	8,628.63	8,628.63
23744	05/25/2023		5226 GERALD E GOLDEN		60 FALLESON ROAD, ROCHESTER NY 14612		Check Total:	8,628.63	
A 2855.400-03-0000			ATHLETIC - CONTRACT		5/11/23 GIRLS VAR SOFTBALL			103.25	
23745	05/25/2023		7691 ASHLEY GRILLO		6775 LYMAN RD, BYRON NY 14422		Check Total:	103.25	
A 2110.450-03-0000			MAT & SUPPLY - HS		112-2279950- 1925845		220899	109.98	109.98
23746	05/25/2023		7653 DAVID HALL		4685 NORTH BYRON RD, ELBA NY 14058		Check Total:	109.98	
A 2855.400-03-0000			ATHLETIC - CONTRACT		5/11/23 VAR BASEBALL			103.25	
23747	05/25/2023		8746 HEARING EVALUATION SERVICES OF BUFFALO INC.		2733 WEHRLE DRIVE SUITE 200, WILLIAMSVILLE NY 14221		Check Total:	103.25	

BYRON BERGEN CSD

Check Worksheet Report For A - 77: GENERAL FUND BILLS - 5/25/23 For Dates 5/1/2023 - 5/25/2023



Check #	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
A 2250.400-01-0000				SPEC ED - CONTRACT ELEM			191624	220572		415.39	415.39
A 2250.400-03-0000				SPEC ED - CONTRACT HS			191624	220572		415.39	415.39
23748	05/25/2023	8833	HEIDELBERG MATERIALS NORTHEAST-NY LLC			15620 COLLECTION CENTER DRIVE CHICAGO IL 60693-0156			Check Total:	830.78	
A 5510.400-00-REPA				CONTRACT - REPAIRS TO BUSES			678675	220898		931.50	931.50
A 5510.400-00-REPA				CONTRACT - REPAIRS TO BUSES			4280877	220898		1,978.00	1,978.00
A 5510.400-00-REPA				CONTRACT - REPAIRS TO BUSES			4280243	220898		449.80	449.80
23749	05/25/2023	7624	HILLSIDE CHILDREN'S CENTER			1163 MONROE AVE ROCHESTER NY 14620			Check Total:	3,359.30	
A 2250.472-01-0000				SPEC ED TUITION - PRIVATE - ELEM			04/03/23-04/28/23	220383		5,167.56	5,167.56
23750	05/25/2023	1694	HOME DEPOT CREDIT SERVICES			DEPT 32 - 2129147397 PO BOX 9001030 LOUISVILLE KY 40290-1030			Check Total:	5,167.56	
A 2280.450-03-0000				OCC ED MAT & SUPPLY HS			12470125393	220289		255.36	255.36
23751	05/25/2023	1740	HURTUBISE TIRE			63 OLIVER STREET NORTH TONAWANDA NY 14120			Check Total:	255.36	
A 5510.450-00-TIRE				MAT & SUPPLY - TIRES	#54 TIRES		1036411	220248		533.48	533.48
23752	05/25/2023	1782	INTEGRATED THERAPY SERVICES			25 LIBERTY STREET SUITE 5 BATAVIA NY 14020			Check Total:	533.48	
A 2250.400-01-0000				SPEC ED - CONTRACT ELEM			BB 4.2023	220381		14,598.31	14,598.31
A 2250.400-03-0000				SPEC ED - CONTRACT HS			BB 4.2023	220381		2,344.69	2,344.69
23753	05/25/2023	8810	JMCC DBA CARMEN CHAVEZ			19 NORTH MAIN STREET ELBA NY 14058			Check Total:	16,943.00	
A 1620.400-00-OTHE				CUST - CONTRACT OTHER			APRIL 7 2023	220794		3,000.00	3,000.00
23754	05/25/2023	6674	LAKE STREET FLORIST & GIFT SHOP			d/b/a JOYCE E. COOK 110 LAKE STREET LEROY NY 14482			Check Total:	3,000.00	
A 2855.450-03-0000				ATHLETIC - MAT & SUPPLY			2627	220253		56.96	56.96
A 2855.450-03-0000				ATHLETIC - MAT & SUPPLY			2615	220253		97.00	97.00
A 2855.450-03-0000				ATHLETIC - MAT & SUPPLY			2642	220253		19.00	19.00

BYRON FORD GEN CSD

Check Warrant Report For A - 77: GENERAL FUND BILLS - 5/25/23 For Dates 5/25/2023 - 5/25/2023



Check #	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
A 2855.450-03-0000			ATHLETIC - MAT & SUPPLY				2628		220253	26.00	26.00
23755	05/25/2023		2228 MASTER TEACHER			LEADERSHIP LANE PO BOX 1207 MANHATTAN KS 66505-1207				198.96	
A 1010.450-00-0000			BOARD OF ED MAT / SUPP				116796967		220900	769.25	739.25
23756	05/25/2023		2233 MATTHEWS BUSES INC			2900 ROUTE 9 MALTA BALLSTON SPANY 12020				769.25	
A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP		#86 HEATER DEF		X600026608:01		220236	1,077.20	1,077.20
A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP		#89 VBAND CLAMP		X600027047:01		220236	124.17	124.17
A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP		OIL FILTERS STOCK		X600027273:01		220236	81.04	81.04
A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP		#83 COOLANT TANK		X600027319:01		220236	213.39	213.39
23757	05/25/2023		5227 MARK MAZZATTA			1333 HILTON PARMA ROAD HILTON NY 14468				1,495.80	
A 2855.400-03-0000			ATHLETIC - CONTRACT			5/11/23 BOYS JV BASEBALL				125.70	
23758	05/25/2023		4625 MUSIC AND ARTS			5295 Westview Drive Suite 300, FREDERICK MD 21703				125.70	
A 2110.450-03-MUSI			MAT & SUPPLY - MUSIC				INV037422262		220275	123.00	123.00
23759	05/25/2023		5408 MUSIC THERAPY PATHWAYS			80 SOUTH MAIN STREET OAKFIELD NY 14125				123.00	
A 2250.400-01-0000			SPEC ED - CONTRACT ELEM				23-APR		220380	306.00	306.00
23760	05/25/2023		8774 NAPA AUTO PARTS			4630 LAKE RD SOUTH BROCKPORT NY 14420				305.00	
A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP		#90 A/C REPAIR		6976-048766		220670	97.98	97.98
A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP		#908#95 OIL FILTERS		6976-048289		220670	19.88	19.88
23761	05/25/2023		2488 NATIONAL GRID			PO BOX 371376, PITTSBURGH PA 15250-7376				117.86	
A 5530.400-00-ELEC			CONTRACTUAL - ELECTRIC				04/11/23-05/10/23		220055	330.19	330.19

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BYRON FORD GEN CSD

Check Warrant Report For A - 77: GENERAL FUND BILLS - 5/25/23 For Dates 5/25/2023 - 5/25/2023



Check # Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description PO Number	Check Amount	Liquidated
23762	05/25/2023	2589	NOCO ENERGY CORPORATION			DEPARTMENT # 116218 PO BOX 5211, BINGHAMTON NY 13902-9211			330.19	
A 5510 450-00-UNLE			MAT & SUPPLY - UNLEADED GASOLINE				SP12565577	220054	992.38	992.38
A 5510 450-00-UNLE			MAT & SUPPLY - UNLEADED GASOLINE				SP125689049	220054	1,098.95	1,098.95
A 5510 450-00-DIES			MAT & SUPPLY - DIESEL FUEL				SP12594965	220046	3,849.56	3,849.56
A 5510 450-00-UNLE			MAT & SUPPLY - UNLEADED GASOLINE				SP12593116	220054	1,436.53	1,436.53
23763	05/25/2023	8855	COLIN NOETH			5563 COCKRAM RD, BYRON NY 14422			7,377.42	
A 2855 400-03-0000			ATHLETIC - CONTRACT			5/8/23 JV BASEBALL			125.70	
23764	05/25/2023	2591	NORMAN HOWARD SCHOOL			4 LAKEVIEW PARK, ROCHESTER NY 14613			125.70	
A 2250 472-03-0000			SPEC'D TUITION - PRIVATE HS			2023-503		220382	6,711.00	6,711.00
23765	05/25/2023	8828	OUR LADY MERCY SCHOOL FOR YOUNG WOMEN			1437 BLOSSOM RD, ROCHESTER NY 14610			6,711.00	
A 2855 400-03-0000			ATHLETIC - CONTRACT			APRIL 15, 2023		220829	150.00	150.00
23766	05/25/2023	8791	TODD PETERSON			9247 SOUTH LAKE RD, CORFU NY 14036			150.00	
A 2855 400-03-0000			ATHLETIC - CONTRACT			WRESTLING CERTIFICATION		220713	72.00	72.00
23767	05/25/2023	3041	RALPH AND ROSIES DELI			19 NORTH LAKE STREET PO BOX 10, BERGEN NY 14416			72.00	
A 2110 450-03-0000			MAT & SUPPLY - HS				167415	220159	35.59	35.59
23768	05/25/2023	8858	ALLEN ROBBINS			55 MEIGS ST APT 2, ROCHESTER NY 14607			35.59	
A 2855 400-03-0000			ATHLETIC - CONTRACT			5/11/23 BOYS VAR BASEBALL			103.25	
23769	05/25/2023	7024	ROCHESTER REGIONAL HEALTH, WESTERN NEW YORK MEDICAL PRACTICE PC			PO BOX 10757, ROCHESTER NY 14610-0757			103.25	

BYRON BERGEN CSD

Check Warrant Report For A - 77: GENERAL FUND BILLS - 5/25/23 For Dates 5/25/2023 - 5/25/2023



Check #	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
A 2855.400-03-0000			ATHLETIC - CONTRACT				2454	220499		2,508.63	2,508.63
23770	05/25/2023		3220 RUFFELL REIMBURSEMENTS			ATTENTION: JOY RUFFELL 926 MARIS RUN, WEBSTER NY 14580			Check Total:	2,508.63	
A 2250.400-01-0000			SPEC ED - CONTRACT ELEM				3565	220033		155.00	155.00
A 2250.400-03-0000			SPEC ED - CONTRACT HS				3565	220033		155.00	155.00
23771	05/25/2023		4508 RUSH HENRIETTA CENTRAL SCHOOL			ROYAL COMET INVITATIONAL 1799 LEHIGH STATION ROAD, HENRIETTA NY 14467			Check Total:	310.00	
A 2855.400-03-0000			ATHLETIC - CONTRACT				SATURDAY APRIL 22, 2023	220804		250.00	250.00
23772	05/25/2023		3305 SCHOOL SPECIALTY INC			PO BOX 825640, PHILADELPHIA PA 19182- 5640			Check Total:	250.00	
A 2250.450-01-0000			SPEC ED - MAT & SUPPLY ELEM				208130773314	220411		47.15	1.59
A 2250.450-01-0000			SPEC ED - MAT & SUPPLY ELEM				208131155988	220411		11.99	0.00
A 2250.450-01-0000			SPEC ED - MAT & SUPPLY ELEM				208131636366	220411		5.32	0.00
23773	05/25/2023		4608 VICKY SHALLENBERGER			PETTY CASH, BERGEN NY 14416			Check Total:	64.46	
A 1670.450-00-POST			POSTAGE - DISTRICT				POSTAGE			169.19	
23774	05/25/2023		8847 MICHAEL-STOUGHTON			5060-FREEMAN RD, MIDDLEPORT NY 14105			Check Total:	169.19	
A 2855.400-03-0000			ATHLETIC - CONTRACT				5/10/23 VAR TRACK			114.00	
23775	05/25/2023		3767 TOSHIBA BUSINESS SOLUTIONS			PO BOX 927, BUFFALO NY 14240-0927			Check Total:	114.00	
A 2630.200-01-0000			TECH COMPUTER EQUIP - ES				6021993	220012		70.38	70.38
A 2630.200-03-0000			TECH COMPUTER EQUIP - HS				6021993	220012		70.38	70.38
23776	05/25/2023		6095 UGI ENERGY SERVICES LLC			835 KNITTING MILLS WAY, WYOMISSING PA 19610			Check Total:	140.76	
A 5530.400-00-GAS			CONTRACTUAL - NATURAL GAS				G5654086	220523		110.01	110.01
A 1620.400-00-GAS			CUST - CONTRACT GAS				G5654086	220563		1,723.55	1,723.55

BYRON BERGEN CSD

Check Warrant Report For A - 77: GENERAL FUND BILLS - 5/25/23 For Dates 5/25/2023 - 5/25/2023



Check #	Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
23777	A 5510.400-00-INS	05/25/2023	3885	UTICA NATIONAL INSURANCE	CONTRACT VEHICLE INSURANCE		PO BOX 6532, UTICA NY 13504-6532	1080338		220906	1,833.56	
									Check Total:		1,833.56	
23778	A 2250.472-03-0000	05/25/2023	7323	VILLA OF HOPE	SPECIED TUITION - PRIVATE HS		3300 DEWEY AVENUE, ROCHESTER NY 14616	5488		220379	2,500.00	
									Check Total:		2,500.00	
23779	A 1620.400-00-SEWE	05/25/2023	4989	VILLAGE OF BERGEN	CUST - CONTRACT SEWE		11 NORTH LAKE AVENUE PO BOX 100, BERGEN NY 14416	5488		220057	7,906.50	
									Check Total:		7,906.50	
23780	A 2855.400-03-0000	05/25/2023	7279	RENE VURRARO	ATHLETIC - CONTRACT		16 MCKENZIE STREET, BERGEN NY 14416					
									Check Total:		22,167.42	
23781	A 2855.400-03-0000	05/25/2023	4117	JEF YOUNGS	ATHLETIC - CONTRACT		36 MONTCLAIR AVENUE, BATAVIA NY 14020					
									Check Total:		111.15	
									Check Total:		111.15	
									Warrant Total:		140,481.03	
									Vendor Portion:		140,481.03	
									Payroll Portion:		0.00	

Number of Transactions: 59

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 59 in number, in the total amount of \$ 140,481.03. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/25/23 Denise Martin Denise Martin
 Date Signature Title

Check #	Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
201063		05/25/2023		5912 AMERICAN FRUIT & VEGETABLE CO			205 MUSHROOM BLVD PO BOX 20613, ROCHESTER NY 14602					
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				0870014-IN		220108	161.25	✓
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				0870018-IN		220108	74.00	✓
										Check Total:	235.25	
201064		05/25/2023		5909 HERSHEY'S ICE CREAM			8220 PARK ROAD , BATAVIA NY 14020					
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				INVE0019050579		220115	237.62	✓
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				INVE0019112146		220115	356.53	✓
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				INVE0019108611		220115	300.76	✓
										Check Total:	894.91	
201065		05/25/2023		6990 HOUSEMAN REFRIGERATION LLC			P.O. BOX 213, OAKFIELD NY 14125					
	C 2860.400-00-0000			CONTRACTUAL EXPENSE				8658		220116	181.23	✓
										Check Total:	181.23	
201066		05/25/2023		6698 LATINA FOODS			LATINA BOULEVARD FOODS, LLC 1 SCRIBNER DR. SUITE #1, CHEEKTOWAGAN NY 14227					
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				1571863C		220118	996.36	✓
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				1573180B		220118	984.62	✓
										Check Total:	1,980.98	
201067		05/25/2023		2178 MAID-RIE SPECIALTY FOODS INC			PO BOX 780931, PHILADELPHIA PA 19178-0931					
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				28327836		220120	159.60	✓
										Check Total:	159.60	
201068		05/25/2023		6748 MAIN FORD GENERAL SUPPLY INC			366 LYELL AVE ROCHESTER NY 14606					
	C 2860.450-00-0000			MATERIALS & SUPPLIES				16364		220732	3,991.68	✓
										Check Total:	3,991.68	
201069		05/25/2023		3634 SYSCO FOOD SVCS OF SYRACUSE			PO BOX 80 , WARNERS NY 13164					
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				427262698		220127	2,565.17	✓
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				427240001		220127	2,499.23	✓
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				427262697		220127	2,134.49	✓
										Check Total:	7,198.89	
201070		05/25/2023		3870 UPSTATE NIAGARA COOPERATIVE			PO BOX 269, LANCASTER NY 14086-316					
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				266386		220130	269.60	✓
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				280839		220130	615.73	✓
	C 2860.410-00-0000			FOOD PURCHASE - LUNCH				295981		220130	531.90	✓
										Check Total:	1,417.23	

BYRON P. BOGEN CSD

Check Warrant Report For C - 21: SCHOOL LUNCH FUND BILLS - 5/25/23 For Dates 5/25/2023 - 5/25/2023



Check #	Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
	C 2860.410-00-0000				FOOD PURCHASE - LUNCH			266389	220130		287.45	287.45
	C 2860.410-00-0000				FOOD PURCHASE - LUNCH			280840	220130		336.94	336.94
	C 2860.410-00-0000				FOOD PURCHASE - LUNCH			295982	220130		225.15	225.15
201071		05/25/2023	4095 C H WRIGHT				PO BOX 10, LEROY NY 14482-0010			Check Total:	2,266.77	
	C 2860.410-00-0000				FOOD PURCHASE - LUNCH			4952351	220132		583.40	583.40
										Check Total:	583.40	
										Warrant Total:	17,492.71	
										Vendor Portion:	17,492.71	
										Payroll Portion:	0.00	

Number of Transactions: 9

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 9 in number, in the total amount of \$ 17,492.71. 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.

5/25/23 Clarence Henderson Clarence Henderson
 Date Signature Title



Check # Account	Check Date	Vendor ID	Vendor Name Account Description	Explanation	Payment Address	Invoice Number	Check Description PO Number	Check Amount	Liquidated
400485	05/25/2023	6127	BARNES & NOBLE @ GCC		PO BOX 713660 , PHILADELPHIA PA 19171-3660				
F 2115-450-03-PTEC			PTECH MATERIALS & SUPPLIES - HS		131296		220886	59.39	59.39
400486	05/25/2023	4486	CP ROCHESTER		3395 WINTON ROAD SOUTH , ROCHESTER NY 14623		Check Total:	59.39	
F 2250-400-01-611			IDEA 611 CONTRACTUAL ELEM		JULY 29, 2022		220431	797.25	797.25
F 2251-400-01-619			IDEA 619 CONTRACTUAL - ELEM		JULY 29, 2022		220431	410.25	410.25
400487	05/25/2023	1383	GV EDUCATIONAL PARTNERSHIP		80 MUNSON STREET LEROY NY 14482		Check Total:	1,207.50	
F 2115-490-03-PTEC			PTECH BOCES SERVICES - HS		567-23F		220773	118,544.50	118,544.50
400488	05/25/2023	8756	IRISH PROPANE CORP		1444 CLINTON ST PO BOX 408, BUFFALO NY 14212-0409		Check Total:	118,544.50	
F 2115-400-03-PTEC			PTECH CONTRACTUAL - HS		02513407		220602	141.65	141.65
400489	05/25/2023	2221	MARY CARIOLA CHILDREN'S CENTER		1000 ELMWOOD AVENUE , ROCHESTER NY 14620		Check Total:	141.65	
F 2330-470-00-4408			NYS4408 TUITION		SA 7-1+4 (ESY)		220895	488.00	103.00
400490	05/25/2023	2591	NORMAN HOWARD SCHOOL		4 LAKEVIEW PARK , ROCHESTER NY 14613		Check Total:	488.00	
F 2250-400-03-611			IDEA 611 CONTRACTUAL - HS		12022-1303		220432	3,189.00	3,189.00
							Check Total:	3,189.00	

BYRON P. JENSEN CSD

Check Warrant Report For F - 19: FEDERAL FUND BILLS - 5/25/23 For Dates 5/25/2023 - 5/25/2023



Check #	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
Number of Transactions: 6											

Warrant Total: 123,550.04
Vendor Portion: 123,550.04
Payroll Portion: 0.00

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 6 in number, in the total amount of \$ 123,550.04. 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.

5/25/23 Date
Sharon M. Mullen Signature
claims auditor Title

BYRON P GEN CSD

Check Warrant Report For H - 13: CAPITAL FUND BILLS - 5/25/23 For Dates 5/25/2023 - 5/25/2023



Check #	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
2669	05/25/2023		383 BLACKMON-FARRELL ELECTRIC INC			57 HALSTEAD STREET, ROCHESTER NY 14610					
	H 2021.292-01-2023		ELECTRICAL - PHASE 1 - ELEM				APPLICATION NO. 1	220890	376.23	376.23	376.23
	H 2021.292-03-2023		ELECTRICAL - PHASE 1 - HS				APPLICATION NO. 1	220890	12,193.87	12,193.87	12,193.87
	H 2021.292-04-2023		ELECTRICAL - PHASE 1 - NATATORIUM				APPLICATION NO. 1	220890	289.72	289.72	289.72
	H 2021.292-05-2023		ELECTRICAL - PHASE 1 - BUS GARAGE				APPLICATION NO. 1	220890	440.18	440.18	440.18
Check Total:										13,300.00	
2670	05/25/2023		7629 CAMPUS CONSTRUCTION MANAGEMENT GROUP INC			1241 PITTSFORD-VICTOR RD #104, PITTSFORD NY 14534					
	H 2021.204-00-2023		CONSTRUCTION MGMT - PHASE 1				APP-00014	210740	28,778.00	28,778.00	28,778.00
Check Total:										28,778.00	
2671	05/25/2023		695 CLARK PATTERSON ENGINEERS, SUR			GPL ACCOUNTING DEPARTMENT 255 WOODCLIFF DRIVE, SUITE 200, FAIRPORT NY 14450					
	H 2021.201-00-2023		ARCHITECTS-PHASE 1				R21.14100.11	210739	12,790.87	12,790.87	12,790.87
	H 2021.202-00-2023		ARCHITECTS REIMBURSEABLES - PHASE 1				R21.14100.11	210739	150.00	150.00	0.00
Check Total:										12,940.87	
2672	05/25/2023		8836 EARTHTech DEVELOPERS LLC			85 FAYETTE STREET, BROCKPORT NY 14420					
	H 2021.299-03-2023		SITE - PHASE 1 - HS				PAY APP #1	220893	15,101.95	15,101.95	15,101.95
	H 2021.299-05-2023		SITE - PHASE 1 - BUS GARAGE				PAY APP #1	220893	4,373.05	4,373.05	4,373.05
Check Total:										19,475.00	
2673	05/25/2023		7027 KIRCHER CONSTRUCTION INC			3090 MT. MORRIS GENESEO ROAD, MT. MORRIS NY 14510					
	H 2021.290-01-2023		GENERAL CONST - PHASE 1 - ELEM				APPLICATION NO. 1	220887	1,323.56	1,323.56	1,323.56
	H 2021.290-03-2023		GENERAL CONST - PHASE 1 - HS				APPLICATION NO. 1	220887	73,760.71	73,760.71	73,760.71
	H 2021.290-04-2023		GENERAL CONST - PHASE 1 - NATATORIUM				APPLICATION NO. 1	220887	12,081.43	12,081.43	12,081.43
	H 2021.290-05-2023		GENERAL CONST - PHASE 1 - BUS GARAGE				APPLICATION NO. 1	220887	2,609.30	2,609.30	2,609.30
Check Total:										89,775.00	

BYRON FORDGEN CSD

Check Warrant Report For H - 13: CAPITAL FUND BILLS - 5/25/23 For Dates 5/25/2023 - 5/25/2023



Check #	Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
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Number of Transactions: 5

Warrant Total: 164,268.87
 Vendor Portion: 164,268.87
 Payroll Portion: 0.00

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 5 in number, in the total amount of \$ 164,268.87. 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.

5/25/23 Jason Mendenhall Claim Auditor
 Date Signature Title

Check #	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
500219	05/25/2023	8856	KAYLEEN RUFFIN			18 1/2 SOUTH LAKE AVE , BERGEN NY 14416					
TE 2989.47			TOOLEY, STEPHANIE	MEMORIAL							
						S TOOLEY CHEERLEADING				100.00	

Number of Transactions: 1

Check Total: 100.00
Warrant Total: 100.00
Vendor Portion: 100.00
Payroll Portion: 0.00

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 100.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

5/25/23

Date

[Signature]

Signature

claim leader

Title

BYRON PERGEN CSD

Check Warrant Report For TA - 25: PAYROLL 24 - 5/25/23 TA For Dates 5/25/2023 - 5/25/2023

Check #	Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
1620	TA 021	05/25/2023		2559 NEW YORK STATE INCOME TAX	NYS WITHHOLDING TAX	Trust & Agency Payment	PO BOX 1414, NEW YORK NY 10008-1414			Trust & Agency Payment	16,638.80	
1621		05/25/2023		2641 NYS EMPLOYEE RETIREMENT SYSTEM	NYS EMPLOYEES' RETIREMENT	Trust & Agency Payment	110 STATE STREET ALBANY NY 12244-0001			Trust & Agency Payment	16,638.80	
1622	TA 018	05/25/2023		4247 OMNI GROUP	NYS EMPLOYEES' RETIREMENT	Trust & Agency Payment	220 ALEXANDER STREET, SUITE 400, ROCHESTER NY 14607			Trust & Agency Payment	3,776.98	
TA 029				EMPLOYEE TAX SHELTER ANNUITIES		Trust & Agency Payment					125.00	
TA 029				EMPLOYEE TAX SHELTER ANNUITIES		Trust & Agency Payment					830.00	
TA 029				EMPLOYEE TAX SHELTER ANNUITIES		Trust & Agency Payment					4,268.34	
TA 029				EMPLOYEE TAX SHELTER ANNUITIES		Trust & Agency Payment					1,966.00	
TA 029				EMPLOYEE TAX SHELTER ANNUITIES		Trust & Agency Payment					400.00	
TA 029				EMPLOYEE TAX SHELTER ANNUITIES		Trust & Agency Payment					4,959.19	
TA 029				EMPLOYEE TAX SHELTER ANNUITIES		Trust & Agency Payment					2,620.48	
TA 029				EMPLOYEE TAX SHELTER ANNUITIES		Trust & Agency Payment					175.00	
TA 029				EMPLOYEE TAX SHELTER ANNUITIES		Trust & Agency Payment					1,050.00	
1623		05/25/2023		5839 DEPARTMENT OF THE TREASURY	SOCIAL SECURITY WITHHOLDING	Trust & Agency Payment	INTERNAL REVENUE SERVICE, CINCINNATI OH 45999-0009			Trust & Agency Payment	16,394.01	
TA 026				SOCIAL SECURITY WITHHOLDING		Trust & Agency Payment					25,260.02	
TA 026				SOCIAL SECURITY WITHHOLDING		Trust & Agency Payment					25,260.02	
TA 022				FEDERAL WITHHOLDING TAX		Trust & Agency Payment					34,359.02	
TA 026				SOCIAL SECURITY WITHHOLDING		Trust & Agency Payment					5,907.63	

BYRON BERGEN CSD

Check Warrant Report For TA - 25: PAYROLL 24 - 5/25/23 TA For Dates 5/25/2023 - 5/25/2023



Check # Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
TA 026			SOCIAL SECURITY WITHHOLDING		Trust & Agency Payment					5,907.63	
1624	05/25/2023	6585	BANK OF CASTILE		29 MAIN STREET, LEROY NY 14882			Check Total: Trust & Agency Payment		96,694.32	
TA 010			CONSOLIDATED PAYROLL		Trust & Agency Payment					297,380.53	
301273	05/25/2023	4420	AFLAC NEW YORK		REMITTANCE PROCESSING 1932 WYNNTON ROAD, COLUMBUS GA 31999-6005			Check Total:		297,380.53	
TA 050			AFLAC		Trust & Agency Payment - AFLAC-AF					490.44	
TA 050			AFLAC		Trust & Agency Payment - AFLAC-PR					695.44	
301274	05/25/2023	305	BB FACULTY ASSOCIATION		NY			Check Total:		1,185.88	
TA 024			DUES		Trust & Agency Payment - TEACHDUE					3,851.17	
301275	05/25/2023	1422	GILLAM GRANT COMMUNITY CENTER		6966 WEST BERGEN ROAD, BERGEN NY 14416			Check Total:		3,851.17	
TA 096			DONATION - GILLAM GRANT CENTER		Trust & Agency Payment - G-GRANT					30.00	
301276	05/25/2023	6472	NYS CHILD SUPPORT PROCESSING CENTER		PO BOX 15363, ALBANY NY 12212-5363			Check Total:		30.00	
TA 023			GARNISHMENTS		Trust & Agency Payment - GENSCU		CA91969Q1 - DOLPH, APRIL M			23.07	
301277	05/25/2023	6472	NYS CHILD SUPPORT PROCESSING CENTER		PO BOX 15363, ALBANY NY 12212-5363			Check Total:		23.07	
TA 023			GARNISHMENTS		Trust & Agency Payment - GENSCU		BM44842G5 - ANDERSON, CHRISTOP			50.00	
301278	05/25/2023	6472	NYS CHILD SUPPORT PROCESSING CENTER		PO BOX 15363, ALBANY NY 12212-5363			Check Total:		50.00	
TA 023			GARNISHMENTS		Trust & Agency Payment - STLAWSCU		BU40670J1 - RADEL, TINA M			40.00	
301279	05/25/2023	2651	NYS TEACHER RETIREMENT SYSTEM		PO BOX 5522, BINGHAMTON NY 13902-5522			Check Total:		40.00	
TA 027			TEACHERS' RETIREMENT SYSTEM LOAN		Trust & Agency Payment - TRSLN					2,788.00	

05/23/2023 08:30 AM

BYRON PARGEN CSD

Check Warrant Report For TA - 25: PAYROLL 24 - 5/25/23 TA For Dates 5/25/2023 - 5/25/2023



Check # Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
301280	05/25/2023	2690	NYSUT BENEFIT TRUST		TRUST & AGENCY PAYMENT - NYSUT	800 TROY-SCHENECTADY ROAD LATHAM NY 12110-2455		Check Total: Trust & Agency Payment - NYSUT		2,788.00	
TA 033			NYSUT BENEFIT TRUST		Trust & Agency Payment - NYSUT					232.56	✓
301281	05/25/2023	4177	SAANYS		TRUST & AGENCY PAYMENT - SAANYS	8 AIRPORT PARK BLVD ALBANY AIRPORT PARK LATHAM NY 12110		Check Total: Trust & Agency Payment - SAANYS		232.56	
TA 024			DUES		Trust & Agency Payment - SAANYS					157.97	✓
301282	05/25/2023	3356	SEIU 200 UNITED		TRUST & AGENCY PAYMENT - UNIONDUE	PO BOX 1130, SYRACUSE NY 13201		Check Total: Trust & Agency Payment - UNIONDUE		157.97	
TA 024			DUES		Trust & Agency Payment - UNIONDUE					117.50	✓
301283	05/25/2023	3936	VOTE - COPE		TRUST & AGENCY PAYMENT - V-COPE	VOTE-COPE 800 TROY-SCHENECTADY ROAD, LATHAM NY 12110-2455		Check Total: Trust & Agency Payment - V-COPE		117.50	
TA 034			VOTE/COPE DEDUCTION		Trust & Agency Payment - V-COPE					194.80	✓
								Check Total:		194.80	
								Warrant Total:		439,555.59	
								Vendor Portion:		439,555.59	
								Payroll Portion:		0.00	

Number of Transactions: 16

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 16 in number, in the total amount of \$ 439,555.59. 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.

5/25/23

Date

Susan M. M... ..

Signature

Charles A.

Title

BYRON-BERGEN CENTRAL SCHOOL DISTRICT**INTEROFFICE MEMORANDUM**

TO: Patrick McGee, Superintendent
FROM: Ashley John Grillo, Jr/Sr High School Principal *ajg*
SUBJECT: Recommendation for Jay Wolcott
DATE: June 1, 2023
CC: Personnel File, Board of Education

I recommend Jay Wolcott as a substitute teacher for grades UPK-12 beginning on October 1, 2023. He is a certified teacher.

BYRON-BERGEN CENTRAL SCHOOL DISTRICT
DEPARTMENT OF ATHLETICS



INTEROFFICE MEMORANDUM

TO: PATRICK MCGEE; BOARD OF EDUCATION
FROM: RICH HANNAN, ATHLETIC DIRECTOR; ASHLEY GRILLO HS PRINCIPAL *aghs*
SUBJECT: RECOMMENDATION MEMO
DATE: MAY 24, 2023
cc: Ashley Grillo

I would like to recommend the following people serve as Coach / Advisor for the 2023-24 School year.

Girls Soccer:

V – Wayne Hill

JV – Gina Gray

Mod – Grace Campbell

Boys Soccer:

V - Ken Rogoyski

JV - Matt Ellis

Mod - Elliot Flint

Cross Country:

V - Dave Bateman

Mod - Mike Conine

Volleyball

V - Mary Bochicchio

JV - Jason Blom

Mod - Jess Golino-Smith

Football:

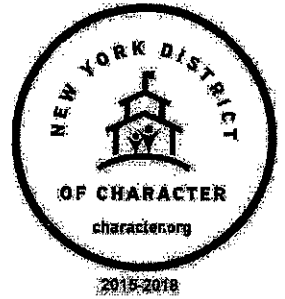
V - Mike Yokopovich



BYRON-BERGEN CENTRAL SCHOOL DISTRICT

Elementary School

6917 West Bergen Road
Bergen, NY 14416-9747
(585) 494-1220



Superintendent – Patrick McGee
Business Administrator – Lori Prinz
Director of Instructional Services – Betsy Brown
Principal – Kristin Loftus

To: Patrick McGee
Superintendent

From: Kristin Loftus
Principal

Re: Recommendation for 2023-2024 Extracurricular Positions

Date: June 6, 2023

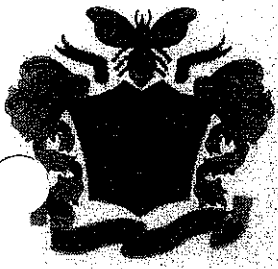
I am recommending the positions below for Extracurricular Positions for the 2023-2024 school year.

Name	Position
Erin Varley	5th grade Class Advisor
Erin Varley	Elementary School Safety Patrol
Colleen Hardenbrook	Yearbook PK-5
Debbie Slocum	Student Council PK-5
Jenna Voos	Student Council PK-5
Craig Schroth	Page Turners Gr. 5
Marielle Follaco	Page Turners Gr. 4
Craig Schroth	Science Fair Coordinator
Karen Tischer	Gr. 4 Chorus
Bob Lancia	GWMEA Solo Fest
Bob Lancia	All County Band 5/6
Bob Lancia	Grade 4 Band

Kristin Loftus

L/kb

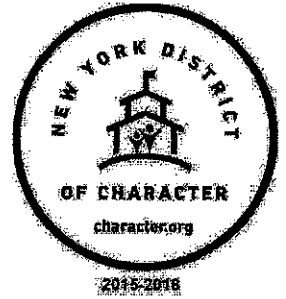




BYRON-BERGEN CENTRAL SCHOOL DISTRICT

Elementary School

6917 West Bergen Road
Bergen, NY 14416-9747
(585) 494-1220



Superintendent – Patrick McGee
Business Administrator – Lori Prinz
Director of Instructional Services – Betsy Brown
Principal – Kristin Loftus

To: Patrick McGee
Superintendent

From: Kristin Loftus
Principal

Re: Recommendation for 2023-2024 Grade Level Leaders

Date: June 6, 2023

I am recommending the positions below for Grade Level Leaders for the 2023-2024 school year.

NAME	Position
Ayn Gardner	K Grade Level Leader
Michelle Matteson	Gr. 1 Grade Level Leader
Daneen Williams	Gr. 2 Grade Level Leader
Colleen Hardenbrook	Gr. 3 Grade Level Leader
Jenna Carney	Gr. 4 Grade Level Leader
Erin Varley	Gr. 5 Grade Level Leader

Kristin Loftus

KL/kb



TEACHER TENURE APPOINTMENT
June 15, 2023

Upon the recommendation of the Superintendent and on motion of _____
and seconded by _____, **Clare Underwood**, who is certified in the
Social Studies 7-12 area, is hereby appointed on tenure in the **Social Studies** tenure area to
be effective on **September 6, 2023**.

Aye: _____

Nay: _____

TEACHER TENURE APPOINTMENT
June 15, 2023

Upon the recommendation of the Superintendent and on motion of _____
and seconded by _____, **Kristie Holler**, who is certified in the **School**
Counselor area, is hereby appointed on tenure in the **School Counselor** tenure area to be
effective on **September 6, 2023**.

Aye: _____

Nay: _____

TEACHER TENURE APPOINTMENT
June 15, 2023

Upon the recommendation of the Superintendent and on motion of _____
and seconded by _____, **Kelly Lovell**, who is certified in the **Students
with Disabilities 7-12** area, is hereby appointed on tenure in the **Special Education** tenure
area to be effective on **September 6, 2023**.

Aye: _____

Nay: _____

TEACHER TENURE APPOINTMENT
June 15, 2023

Upon the recommendation of the Superintendent and on motion of _____
and seconded by _____, **Ashley Hill**, who is certified in the **School**
Counselor area, is hereby appointed on tenure in the **School Counselor** tenure area to be
effective on **September 6, 2023**.

Aye: _____

Nay: _____

TEACHER TENURE APPOINTMENT
June 15, 2023

Upon the recommendation of the Superintendent and on motion of _____
and seconded by _____, **Jenna Voos**, who is certified in the **School**
Counselor area, is hereby appointed on tenure in the **School Counselor** tenure area to be
effective on **October 11, 2023**.

Aye: _____

Nay: _____



INTEROFFICE MEMORANDUM

TO: PATRICK MCGEE, SUPERINTENDENT

FROM: BETSY BROWN, DIRECTOR OF INSTRUCTIONAL SERVICES *bb*

SUBJECT: SUMMER 2023 CURRICULUM WRITING

DATE: JUNE 6, 2023

Pat,

I am recommending the following teachers to work on curriculum this summer with a focus on developing curriculum and assessments, as well as, continuing to identify areas of learning loss from the 2020-22 School Years. For the Social Worker, Instructional Coaches, and SEL Coordinator, time will be spent preparing for the upcoming school year. For the Advanced Placement courses, teachers will use the time to meet with students prior to the start of the school. For the Science Teachers, we are looking to align science lab practices in the high school. Teachers will be paid at the professional rate per BBFA contract.

Name	Grade/Position	Time (hours)
Daneen Williams	2nd Grade	6
Lori Engle	2nd Grade	6
Kelly Morriss	2nd Grade	6
Melissa Conaghan	2nd Grade	6
Colleen Hardenbrook	3rd Grade	6
Cayli Carmona	3rd Grade	6
Savannah Vascukynas	3rd Grade	6
Jenna Carney	4th Grade	6
Darlene Sommerfeldt	4th Grade	6
Leah Lyons	4th Grade	6
Grace Campbell	Health/PE	6
Amber Taylor-Burns	ELA/SS	12
Diane Taylor	TOSA - Math/Sci	18
Megan Wahl	TOSA - SEL Coordinator	8
Debbie Slocum	Instructional Coach	6
Diana Walther	Instructional Coach	6
Courtney Babst	ES Social Worker	12
Alyssa Hancock	Jr/Sr HS Social Worker	12
Kelly Lovell	Advanced Placement Class	2
Pete Spence	Advanced Placement Class	2

Jon DiLaura	Advanced Placement Class	2
Andrew McNeil	Advanced Placement Class	4
Nicholas Muhlenkamp	Advanced Placement Class	4
Mike Conine	Advanced Placement Class	6
Pete Spence	Science - Lab Reports	6
Mike Conine	Science - Lab Reports	6
Briana DelVecchio	Science - Lab Reports	6
Elliot Flint	Science - Lab Reports	6
Pete Spence	Science - New Course	6
Kelly Lovell	Social Studies - New Course	12
Alana Penna	Special Ed - New Course	6
Jenna Benedict	Math - Geometry	9
Kathy Merritt	Math - Geometry	9

K-12 Writing Project - Vertical Alignment		
Grade/Position	Teacher	Time (hours)
K	Beth Overhoff	9
1	Nicole Gayton	9
2	Kelly Morriss	9
3	Cayli Carmona	9
4	Jenna Carney	9
5	Mary Bernadette Bochicchio	9
6	Alyson Tardy	9
7/8	Jess Golino-Smith	9
9th-12th Grade Rep	Andrew McNeil	9
Reading Teacher	Katlin Blackburn	9
ENL	Pam Johnson	9
Instructional Coach	Diana Walther	10

CIVIL SERVICE POSITION RECOMMENDATION

Upon my recommendation, Emily Willard (candidate name) is hereby recommended to be appointed to the ☐ provisional* ☒ probationary** ☐ permanent (check one) Civil Service ☐ substitute ☐ part-time ☒ full-time (check one) position of School District Clerk (Civil Service job title).

* The position is considered provisional if it is a Civil Service tested position and we did not hire from the list of eligibles. The candidate must take the test as soon as it is offered and be reachable on the eligible list to become a probationary employee.

** If the position is probationary, please state what the probationary period will be. Probationary period is 52 weeks (max. 52 weeks).

The rate of pay will be \$ per contract per ☐ hour ☐ annum (will be pro-rated if hired after start of fiscal school year) (check one). All other terms and conditions are per the below applicable employment contract (check one):

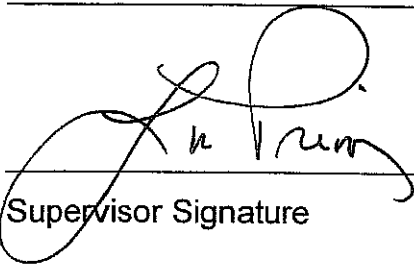
☐ Office Personnel & Teachers' Aides Association

☐ Bus Driver's Association

☐ Service Employees International Union Local 200United

☒ None Applicable

Additional Information/Comments: non-affiliated contract



Supervisor Signature

June 9, 2023

Date

FOR BUSINESS/DISTRICT OFFICE USE ONLY

For BOE Meeting on: June 15th 2023 Candidate Start Date: June 12, 2023

Replaces: Rebekah Ireland Payroll Budget Code: A1310.160.00.0000

Attachments Required for Board Recommendation:

☐ Civil Service Application

☐ Reference Information

☐ Civil Service Approval

☐ Fingerprint Clearance

☒ CONTRACT

**BYRON-BERGEN CENTRAL SCHOOL DISTRICT
OFFICE OF THE SCHOOL BUSINESS OFFICIAL**



TO: PATRICK MCGEE, SUPERINTENDENT
FROM: LORI PRINZ
SUBJECT: FUNDING OF RESERVES
DATE: JUNE 1, 2023
CC: RACHEL STEVENS

Based on 2022-23 projected year end revenue and expenditures, review with budget committee and the Board of Education; I am requesting approval to fund the following reserves in the amounts as noted for the 2022-23 school year.

Proposed Funding to Reserves:

Unemployment Reserve	Increase in an amount not to exceed	\$ 120,000
Workers Compensation Reserve	Increase in an amount not to exceed	\$ 70,000
Reserve for Liability	Increase in an amount not to exceed	\$ 500,000
Reserve for Insurance Recovery	Increase in an amount not to exceed	\$ 700,000
Employee Benefit Reserve	Increase in an amount not to exceed	\$ 500,000
NYS Retirement Reserve	Increase in an amount not to exceed	\$ 1,000,000
TRS Retirement Reserve	Increase in an amount not to exceed	\$ 160,000
Capital Reserve - 2023	Increase in an amount not to exceed	\$ 1,000,000
Equipment & Technology Reserve	Increase in an amount not to exceed	\$ 1,000,000

This proposed funding is in accordance with the 3rd quarter projection previously provided.

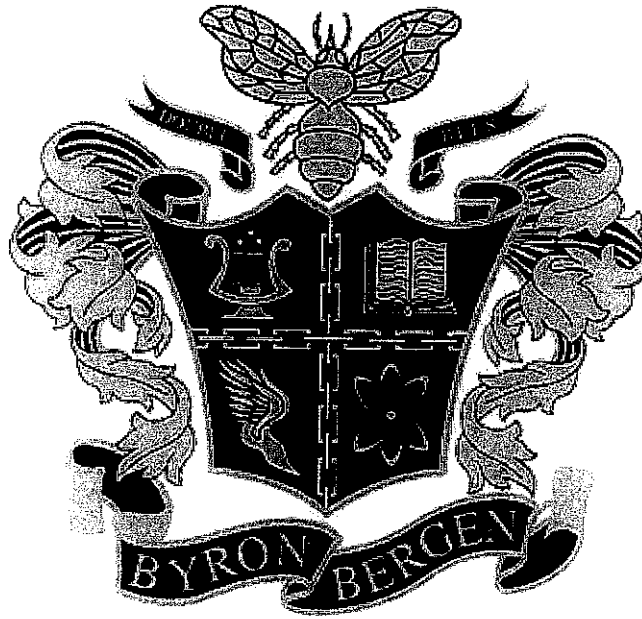
RESOLUTION
BOARD OF EDUCATION RE-ORGANIZATIONAL MEETING

June 15, 2023

Upon the recommendation of the Superintendent and on motion of _____
and seconded by _____, the Board of Education will hold their
annual Re-Organizational Meeting on Thursday, July 13, 2023.

Aye _____

Nay _____



Byron-Bergen Central School
Response to Intervention Plan
2023-2024

Introduction

Response to Intervention (RTI) represents an important educational strategy to close achievement gaps for all students. This includes students at risk, students with disabilities, and English language learners. Each day, educators make important data-driven decisions about students' educational programs, including decisions as to whether a student who is struggling to meet the standards set for all children might need changes in the nature of early intervention and instruction. Response to Intervention (RTI) is an effective and instructionally relevant process to make informed decisions as to whether a student has a learning disability. This must be based on extensive and accurate information that leads to the determination that the student's learning difficulties are not the result of the instructional program and/or attendance.

RTI begins with high quality evidence-based instruction in the general education setting provided by the general education teacher (Tier 1). Evidence-based interventions are programs/interventions that have been proven effective for the targeted group of students through outcome evaluations or studies. Instruction is matched to a student's need through provision of differentiated instruction in the core curriculum and supplemental intervention delivered in a multi-tier format with increasing levels of intensity and a targeted focus of instruction. As a result of school-wide screenings of all students and progress monitoring, students who have not mastered critical skills or who have not made adequate progress can be identified for supplemental intervention (Tier 2). If the student continues to make less than adequate progress after receiving intensive intervention (Tier 3), it *may* be determined that a referral for a comprehensive evaluation is needed.

RTI includes the following

- **Appropriate Instruction** – delivered to all students in the general education or special education class by qualified personnel.
- **Screenings** - applied to all students to identify those students who are not making academic progress at expected rates.
- **Instruction Matched to Student Need** – arranged as tiers with increasingly intensive levels of targeted intervention. This includes instruction for students who do not make satisfactory progress in their present levels of performance and/or in their rate of learning to meet age or grade level standards.
- **Repeated Assessments** – of student achievement which should include curriculum based measures to determine if interventions are resulting in student progress toward age or grade level standards.
- **Application of Information** – reflect on the student's response to intervention to make educational decisions about changes in goals, instruction and/or services. This could then determine the possibility of a referral for further evaluations.
- **Written Notification to the Parents** – when the student requires an intervention beyond that provided to all students in the general education classroom a parent must be notified of the following:
 - Amount and nature of student performance data that will be collected and the general education services that will be provided
 - Strategies for increasing the student's rate of learning

Byron-Bergen Central School District RTI/MTSS Committee Members

School Psychologist	School Counselor	Instructional Coach
Parent/Guardian	General Education Teacher(s)	Administrator
Math Content Specialist	ELA Content Specialist	SEL Coordinator (as needed)
Nurse (as needed)	Intervention Teacher (as needed)	Special Education Teacher (as needed)
Speech Therapist (as needed)	Physical Therapist (as needed)	Occupational Therapist (as needed)

Components of an RTI Model

According to the New York State Education Department, Response to Intervention (RTI) is a multi-tiered, problem-solving approach that identifies students struggling in academic and behavioral areas early and provides them with systematically applied strategies and targeted instruction at varying levels of intervention. Response to Intervention is a school-wide system of organizing instruction and support resources to deliver high quality instruction to meet the diverse needs of learners.

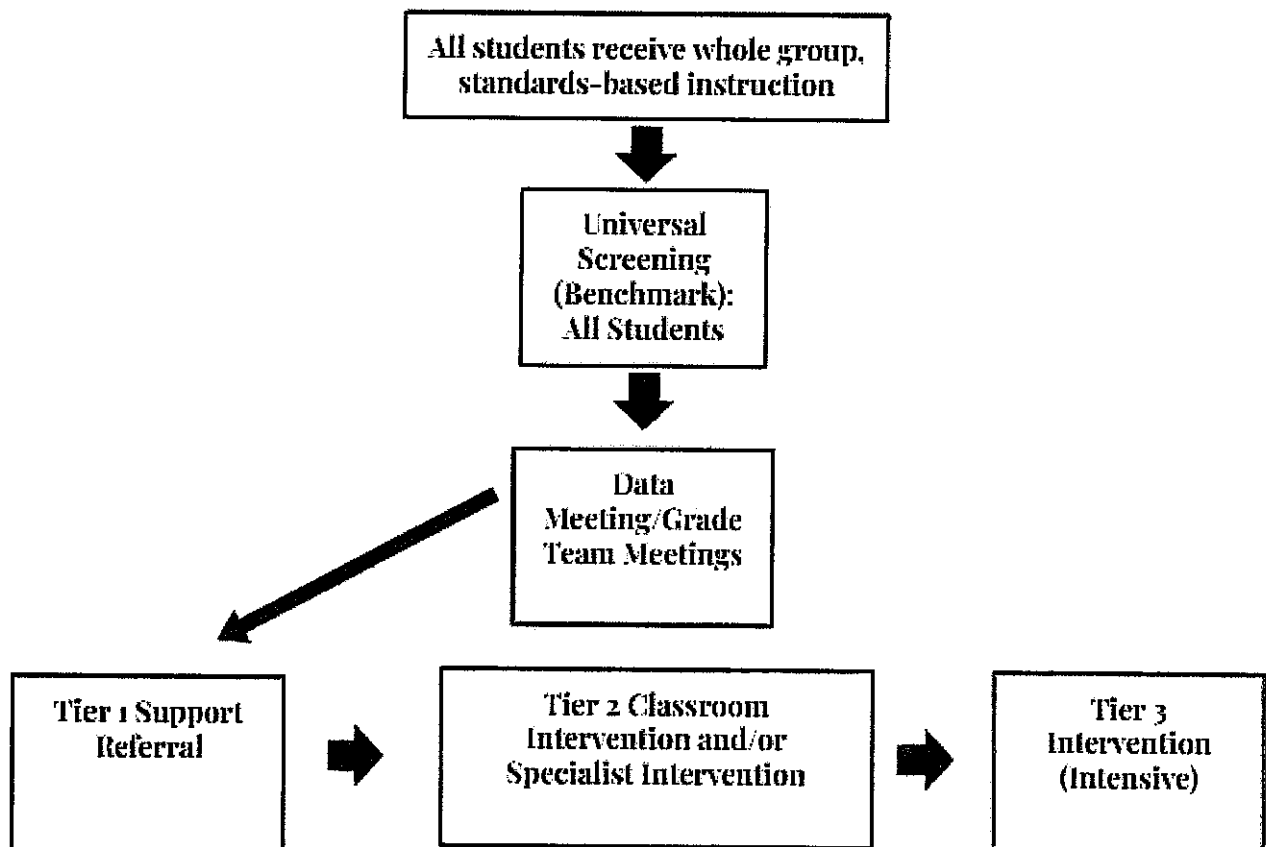
Byron-Bergen Central School has developed an RTI plan with the following components:

1. Universal Screening:

- Screening assessments are administered to all students, beginning in pre-kindergarten. Universal screening is used to pinpoint early academic difficulties. (See Appendix A).

2. Data Driven Decision Making:

- Baseline data will be used to formulate ongoing decision making. The decision making process is represented in the visual display below:
- Baseline data will be disseminated to grade level teams for appropriate action



3. Progress Monitoring

- Frequent, multiple, and regular assessments of student performance will be administered and analyzed. Academic, social, and behavioral data will be considered. In a Tier 1 model for academic intervention, student growth in all areas will determine future action plans. In a Tier 2 or Tier 3 model, regularly scheduled data team meetings will be held to analyze the success of intervention and guide further decision making.
- Lack of adequate progress on assessments or progress monitoring tools may lead to an Multi-Tiered Support System referral

4. Who is referred to the Multi-Tiered Support System (MTSS) Team:

- Referrals would be made for:
 - Students not making adequate progress in interventions or assessments
 - Students who may have behavior/attentional issues or social emotional concerns interfering with academic progress

5. Making a Referral to the Multi-Tiered Support System Team:

Elementary School	Jr./ Sr. High School
<ol style="list-style-type: none"> 1. The classroom teacher has concerns about a student and contacts the family to inform them of what they are observing in class to gather input and/or suggestions from family member(s). The teacher completes the Student Concern Tier 1 form. 2. A Tier 1 Support meeting will be scheduled so current Tier 1 interventions can be reviewed. Additional Tier 1 interventions are discussed and progress monitor tools are created. Implementation of interventions and progress monitoring will take place for at least 4 weeks. 3. If adequate progress has not been made after 4 weeks of intervention implementation, a referral may be made to the Multi-Tiered Support System by the teacher, counselor, or an administrator. 4. The MTSS Chair, in collaboration with the teacher, will complete the MTSS referral form. 5. The MTSS Chair will schedule the meeting and invite the student's parent/guardian. The parent/guardian will be asked to complete a Parent Information Form sharing information about their child for the meeting. 6. The MTSS Chair will notify faculty members of the meeting date and share completed MTSS referral form prior to meeting. Faculty members may include various providers (counselor, intervention teacher, service providers, etc.) 	<ol style="list-style-type: none"> 1. The classroom teacher has concerns about a student and contacts the family to inform them of what they are observing in class to gather input and/or suggestions from family member(s). The teacher completes the Student Concern Tier 1 form. 2. A Tier 1 Support meeting will be scheduled so current Tier 1 interventions can be reviewed. Additional Tier 1 interventions are discussed and progress monitor tools are created. Implementation of interventions and progress monitoring will take place for at least 4 weeks. 3. The teacher may also bring student concerns to grade level meetings to discuss with the team. The teacher will share the Tier 1 strategies that have been implemented and their effectiveness. 4. If adequate progress has not been made after 4 weeks of intervention implementation, a referral may be made to the Multi-Tiered Support System by the teacher, counselor, or an administrator. 5. The MTSS Chair, in collaboration with the teacher, will complete the MTSS referral form. 6. The MTSS Chair will schedule the meeting and invite the student's parent/guardian. The parent/guardian will be asked to complete a Parent Information Form sharing information about their child for the meeting. 7. The MTSS Chair will notify faculty members of the meeting date and share completed MTSS referral form (Tier 2/3) prior to meeting. Faculty members may include various providers (counselor, intervention teacher, service providers, etc.)

6. Write an Action Plan

Once the problem is identified, an intervention plan must be written that includes:

- Tier of intervention
- Duration, schedule and start of the intervention
- Measurable outcomes relative to grade level expectations in terms of student growth, achievement or skill level
- Description of skill measurement and recording techniques
- Person responsible for implementation of the intervention
- Follow Up MTSS meeting every 6-10 weeks to monitor student progress with the MTSS team

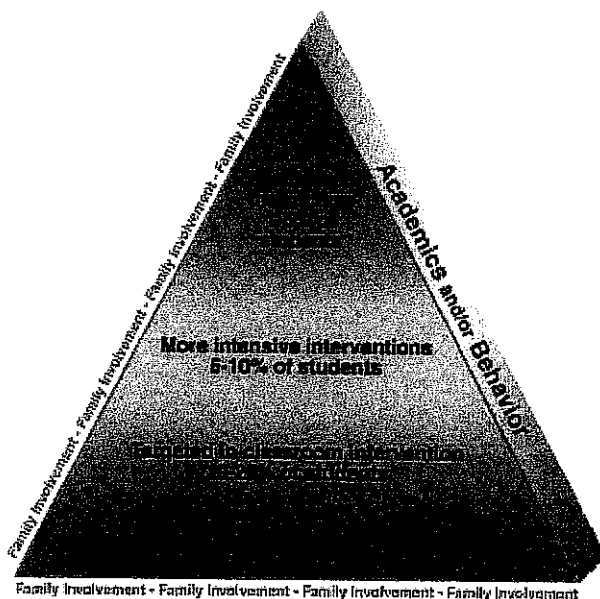
7. Regular Scheduled Meetings

- The Multi-Tiered Support Systems Team (MTSS) will be led by a chairperson. This person may designate other members to fulfill necessary roles (chair/recorder, time keeper, etc.).
 - The Coordinator of Student Services will serve as MTSS Chairperson at Elementary School.
 - The Jr/Sr HS Assistant Principal will serve as MTSS Chairperson at Elementary School.
- The MTSS Facilitator will share the schedule of meetings and the referral for each student with MTSS team members at least 1 week before the meeting. The agenda will be developed based on new referrals received or follow up needed.
 - *For new referrals:* time will be spent reviewing documentation/data, creating goals, and development of plan/interventions.
 - *For Follow Up meeting (approx 6-10 weeks after original MTSS meeting):* Time will be spent reviewing MTSS plan, goals, intervention data, and current assessment/benchmark data.

Criteria for Determining the Appropriate Levels of Intervention

Levels of Intervention

MTI serves as a multi-tiered prevention/intervention model with increasing levels or tiers of instructional support. It is expected that use of the tier level of instruction be specific to each student's needs and will be an ongoing process. Students will enter and exit tiers of intervention according to the analysis of student performance data and progress monitoring.



Tier 1

Tier 1 is commonly identified as the core instructional program provided to all students by the general education or special education teacher in the classroom. The students at this tier have been found to be meeting expectations or are on grade level through benchmark and classroom assessments. Research-based instruction and positive behavior intervention and supports are part of the core program. A school district's core program (Tier 1) should meet the academic needs of at least 80 % of all learners and should minimally include:

- Core curriculum aligned to the NYS/Next Generation learning standards
- Universal screening administered to all students in the general education classroom
- Differentiated instruction utilizing a balanced literacy/mathematics framework and the abilities and needs of all students in the core program
- Clear behavioral expectations

Tier 2

Tier 2 is typically small group (3-5 students) supplemental instruction. This supplemental instructional intervention is provided in addition to, and not in place of, the core instruction provided in Tier 1. The students at this tier are approaching expectations on benchmark assessments, and/or fall below the recommended cut scores on the NYS Assessments. These students may receive supplemental support from a classroom teacher in the classroom, or an intervention specialist. These students should be progress monitored a minimum of once a month. Tier 2 interventions focus on the areas of student need or weakness that are identified in the screening, assessment or progress monitoring reports from Tier 1. Therefore, students are often grouped according to instructional needs. Approximately 10%-15% of students in a grade level receive Tier 2 intervention. Tier 2 interventions should minimally include:

- Academic Intervention Services in reading and/or math (Push-in or Pull-out as prescribed)
- Progress monitoring minimally once every month
- Teacher/intervention specialist provided intervention

Tier 3

Tier 3 is designed for those students who demonstrate insufficient progress in Tier 2. The students in this tier continue to fall well below grade level expectations on benchmark assessments or another progress monitoring tool that shows lack of response to prescribed supplemental intervention. Tier 3 is typically reserved for approximately one to five percent (1 - 5%) of students in a grade level. These students will receive more intensive instruction in addition to their core instruction. Tier 3 differs from Tier 2 instruction in terms of such factors as type of intensive **research-based instruction** that targets academic area(s) of **greatest** need, time, duration, group size, and frequency of individualized instruction. Tier 3 interventions should minimally include:

- Additional individualized, targeted research based interventions
- Progress monitoring at least bi-weekly utilizing Curriculum-Based Measurement or prescribed measurements in an intervention

Following intensive targeted intervention, if the student continues to demonstrate inadequate growth, consideration will be given to additional assessments and/or referral to CSE/504 Committee.

LD Determination

Effective as of July 1, 2012, a school district must have an RTI process in place as it may no longer solely use the severe discrepancy between achievement and intellectual ability to determine that a student in kindergarten through grade four is a learning disability in the area of reading. In making a determination of eligibility for special education under the classification of Learning Disabled, the Committee on Special Education must determine that a student's academic underachievement is not due to the lack of appropriate instruction.

Byron-Bergen Central School District is committed to utilizing best practices in all areas of education. Response to Intervention data will be used to identify students kindergarten through grade eight with a learning disability in the areas of reading and/or math.

Parent Notification

Regular communication with families is a vital component in developing the relationships necessary to support student success. Throughout the RTI process, regular communication with families will include but are not limited to:

- Regular contact from the classroom teacher: agenda, notes, phone calls, emails, etc.
- Notification of initial concerns (teacher calls parent before completing **Student Concern Tier 1 form**)
- Notification of MTSS referral - invitation letter and parent input form
- Attendance at meetings
- Follow up from all meetings
- Notification of movement between Tiers of Intervention
- Notification of their rights for further evaluation if they suspect their child has a disability.

Additionally, families will be routinely informed of:

- The amount and nature of data that will be collected and the general education services that will be provided
- Strategies to increase the students' rate of learning
- Ongoing meetings. These meetings provide ample opportunity to discuss additional services that may be necessary.

Structure of Byron-Bergen CSD Response to Intervention Process

When the Multi Tiered Support System (MTSS) meets in an effort to prescribe individualized interventions aimed at improving student achievement, the following structure will be utilized and maintained:

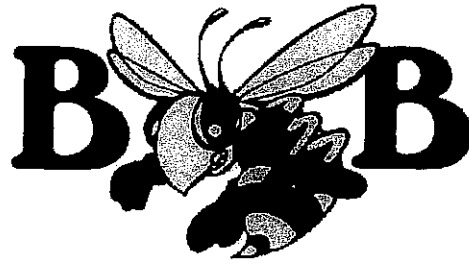
1. Team members will be prepared, having pre-read student data
2. The MTSS team will conduct a brief discussion reviewing the current status of the designated student
3. No more than 2 goals will be established for the designated student
4. Specific interventions will be outlined for the designated student.
5. Additional support will be discussed as needed.
6. Establish follow up meeting on master calendar

Appendix A

Data Sources Table

ELA	Math	SEL	Attendance
<u>Universal Screener</u> NYS TEST DIAL 4 (Kindergarten) Benchmark Assessments - Nov, March, June <u>Tier 1 Assessments</u> Common End of Unit Assessments - throughout the year Fountas & Pinnell BAS & Running Records - throughout the year Sight Word Assessments - throughout the year	<u>Universal Screener</u> NYS TEST DIAL 4 (Kindergarten) Benchmark Assessments - Nov, March, June <u>Tier 1 Assessments</u> Common End of Unit Assessments - throughout the year Numeracy Fluency Assessments - Sept, Nov, March, June	<u>Universal Screener</u> SECA (Grades 5-12) DESSA Mini (UPK-4th grade) DIAL 4 (Kindergarten) <u>Tier 1 Assessments</u> Zones of Regulation Data Collection Tools Second Step Unit Performance Assessments Branching Minds Insight Survey	<u>Universal Screener</u> SchoolTool Attendance Reports

Researched Based Intervention/Tier 1, 2, 3/Intervention Name/Grade level/Area of Academic deficit/method of delivery/frequency and length of sessions



Byron-Bergen

Central School District

Professional Learning Plan

2023-2024

Approved by the
Byron-Bergen CSD
Board of Education:
June 15, 2023

Byron-Bergen Central School District Contact Information:

BEDS Code: 18-07-01-04-0000

Superintendent: Mr. Patrick McGee

Address: 6917 West Bergen Road Bergen, NY 14416

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This plan was developed by the Byron-Bergen Professional Development Committee:

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 Jennifer Back, Director of Technology and Assessment
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 Debbie Slocum, Instructional Coach
 Diana Walther, Instructional Coach
 Nicholas Muhlenkamp, Teacher
 Chianne Crea-Powers, Speech Pathologist
 Anne Rivera, Teacher
 Kerri Smith, Teacher/Special Education Teacher
 Megan Wahl, Teacher/SEL Coordinator
 Bob Lancia, Teacher
 Betsy Brown, Director of Instructional Services
 Ashley John Grillo, Junior/Senior High School Principal
 Kristin Loftus, Elementary School Principal
 Patrick McGee, Superintendent

Advisory Members:

Katie Kearcher, Parent Representative
 Betsy Brown, Higher Education Representative

This plan was reviewed and updated on June 1, 2023 by the Professional Development Committee.

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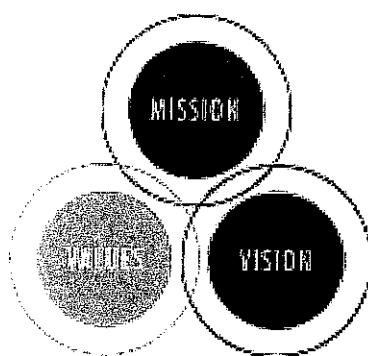
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Purpose of the Professional Learning Plan

This plan meets the requirements of the part 100.2 (dd) Regulations of the State of New York. The purpose of this plan is to improve student outcomes through ongoing professional development opportunities for the Byron-Bergen Learning Community. This community includes students, faculty (including long-term substitutes), staff, and administration. These learning opportunities will be connected to the overall mission and vision of Byron-Bergen Central School District.

The Professional Learning Plan (PLP) describes the process by which the Byron-Bergen school district will plan, facilitate, and review professional learning opportunities for its teachers, long-term substitutes, staff and administrators that allows these professional certificate holders to maintain their certificates in good standing. The Professional Learning Plan shall follow the guidelines set forth by New York State Commissioner of Education and be aligned with the NYS standards for High Quality Professional Development (Appendix A)

Our Mission



Byron-Bergen Central School
District's **MISSION** is to inspire,
prepare, and support using the
VALUES of compassion, humility,
kindness, and persistence with
the **VISION** to change the world.

District Goals

The Byron-Bergen learning community will...

- Provide a school environment that is proactive in maintaining an individual's physical and emotional safety.
- Produce graduates who are responsible, well-rounded, goal-oriented life-long learners who are prepared for the future. The District will ensure high learning standards by utilizing researched-based curriculum and instructional strategies to create opportunities for all students to become college and career ready.
- Provide ongoing professional development for District staff, administration and the Board of Education in an effort to promote high-quality educational opportunities.
- Promote cost effectiveness by developing a transparent budget that provides a quality education in a fiscally responsible manner that is accomplished through multi-year planning. Continue to explore opportunities to sustain a viable district through collaboration and shared services, as well as revenue generating opportunities.
- Provide quality buildings, infrastructure and facilities that are well maintained and efficient.

Anchored in the mission and goals of the learning community, Byron-Bergen Central School District believe the following tenets are important to guide decision making around professional learning offerings as well as those providing or facilitating the learning:

- Successful professional learning is supported through a continuous improvement process and reinforced through coaching, learning communities (i.e. grade level and content focused teams), and information repositories that are accessible by all faculty.
- Professional development needs to be student centered and continuous to maximize the integration of the new learning into practice.
- Taking students' needs into account when deciding on professional learning offerings ensure that our professional staff are able to best meet student needs.
- Effective classroom pedagogical practices are the primary focus of professional learning offerings.
- Understanding how technology can be useful to enhance pedagogy practice is more important than the act of mastering instructional technology.
- Learning resources that are shared online and accessible by all faculty can further professional learning and knowledge creation.

Professional Learning Standards

In accordance with the National Staff Development Council's standards for professional development, the Byron-Bergen Central School District believes that high-quality professional development demonstrates the following characteristics:

- It is substantial and continuous.
- It leads to growth in teacher effectiveness and increased student achievement.
- It enables teachers to be reflective.
- It provides opportunities for collaboration and team building.
- It is delivered in a flexible manner in order to best meet the needs of individual teachers or teams of teachers.
- It is relevant to the needs of teachers and students as indicated by performance data and quality indicators (data-driven).

In addition to national standards, Byron-Bergen Central School District aligns its professional learning to New York State's standards and attributes that contribute to high quality professional learning (Also found in Appendix A):

1. **Designing Professional Development:** Professional development design is based on data; is derived from the experience, expertise and needs of the recipients; reflects best practices in sustained job-embedded learning; and incorporates knowledge of how adults learn.
2. **Content Knowledge and Quality Teaching:** Professional development expands educators' content knowledge and the knowledge and skills necessary to provide developmentally appropriate instructional strategies and assess student progress.
3. **Research-based Professional Learning:** Professional development is research-based and provides educators with opportunities to analyze, apply and engage in research.

4. **Collaboration:** Professional development ensures that educators have the knowledge, skill and opportunity to collaborate in a respectful and trusting environment.
5. **Diverse Learning:** Professional development ensures that educators have the knowledge and skills to meet the diverse learning needs of all students.
6. **Student Learning Environments:** Professional development ensures that educators are able to create a safe, secure, supportive, and equitable learning environments for all students.
7. **Parent, Family and Community Engagement:** Professional development ensures that educators have the knowledge, skill, and opportunity to engage and collaborate with parents, families, and other community members as active partners in children's education.
8. **Data-driven Professional Practice:** Professional development uses disaggregated student data and other evidence of student learning to determine professional development learning needs and priorities, to monitor student progress, and help sustain continuous professional growth.
9. **Technology:** Professional development promotes technological literacy and facilitates the effective use of all appropriate technology.
10. **Evaluation:** Professional development is evaluated using multiple sources of information to assess its effectiveness in improving professional practice and student learning.

Professional Learning Plan Review Process

In an effort to measure the plan's effectiveness, the following methods will be utilized during the timeframe of the plan:

- Annual PD survey provided to professional staff
- Post session surveys provided to participants
- Quarterly PD team meetings to evaluate future PD offerings

Student achievement data and teacher input will be used to identify student learning needs and plan for professional development. The following data sources will be used:

- Regents' Passing Rate on the following exams:
 - Global, US History and Government, ELA, Algebra I, Earth Science, Physics
- Grades 3-8 ELA and Math Assessments
- Grades 5 and 8 Science Assessments
- Common Grade Level/Subject Assessments (Benchmark Assessments)
- Observation Data
- Coaching Cycle Observation and Data
- Technology Surveys and Implementation Plans
- Student Surveys (SEL, Strategic Plan Survey, etc)

This data will serve as a touchstone for the team to reflect on. The District's professional development team will work collaboratively with faculty and administration to analyze all data sources for common themes and patterns which will guide professional learning opportunities.

Methods of Delivery and Annual Time Devoted to Professional Development

All teachers have opportunities to participate in various professional development activities, which include but are not limited to: instructional coaching, conferences, workshops, summer curriculum work, summer workshops, and faculty/department/grade level meetings.

All Byron-Bergen teachers will participate in four Superintendent Conference Days each year. Three of these days are planned jointly by the Byron-Bergen Faculty Association and the District through the Professional Development Team. Faculty meetings throughout the year will be utilized to continue the work started on conference days to allow teachers opportunities to continue to learn, reflect on their practice, and share with their peers as well as gather ideas for further implementation in their instruction. Each grade level and/or department will devote time to continuing the work begun during conference days (i.e. curriculum development, honing instructional practices, etc.) and moving forward with grade level/department goals.

Additional professional development may be provided by the following: Genesee Valley Educational Partnership (BOCES) regional workshops, BOCES (Midwest Joint Management Team (JMT), Regional Information Center (RIC), Mid-West Regional Bilingual Resource Network (RBERN), Mid-West Regional Partnership Center (RPC), Teacher Centers, and other NYS approved CTLE provider.

Continuing Teacher and Leader Education (CTLE):

Individuals holding a professional teaching/administrative certificate and those holders of a Level III Teaching Assistant certificate must complete 100 hours every five years in order to maintain certification. Participation in district and regional professional development opportunities will provide the educator the opportunity to log 100+ hours over a period of 5 years.

CTLE Requirement Overview:

<http://www.highered.nysed.gov/tcert/reteachers/ctle.html>.

Registration and CTLE Requirements Chart:

<http://www.highered.nysed.gov/tcert/pdf/registrationtable.pdf>.

Number of CTLE Clock Hours:

<http://www.highered.nysed.gov/tcert/reteachers/ctle-hours>

All staff that hold a professional certificate have the responsibility to maintain records of their professional development activities and hours by using Frontline Professional Growth (Byron-Bergen's Professional Learning Management System) or using the Recommended Individual Record Template (Appendix B) from New York State.

Educators must maintain personal records that include: The title of the activities; Total number of hours completed; Number of hours completed in content, pedagogy, language acquisition addressing the needs of English language learners; Approved CTLE sponsor's name and number; Educators' identifying information listed on the activities; Attendance verification; and Date and location of the activities. An example of Certificate of Completion Form can be found here: <http://www.highered.nysed.gov/tcert/pdf/ctle-certificate-completion-form.pdf> (Appendix C).

CTLE certificate holders are required to maintain records of their own CTLE hours for eight years.

Byron-Bergen Central School District uses Frontline Professional Growth to maintain CTLE certificates (Appendix C). Attendance records for professional development sessions are also available in Frontline Professional Growth. These certificates and records will be maintained for eight years.

CR Part 154 Professional Development Waiver

According to CR Section 154-2.3(k) districts may “seek permission from the Commissioner on an annual basis for an exemption from the professional development requirements” and such request must include evidence that: “All teachers, level III teaching assistants, and administrators receive training sufficient to meet the needs of the district’s or BOCES’ ELLs, in language acquisition, including a focus on best practices for co-teaching strategies and integrating language and content instruction for ELLs” and that “All Bilingual and English to Speakers of Other Languages (ESOL) certified teachers receive training, sufficient to meet the needs of the district’s ELLs, in language acquisition in alignment with core content area instruction, including a focus on best practices for co-teaching strategies and integrating language and content instruction for ELLs.”

Each year, Byron Bergen Central School will use BEDs data to determine if the student population has fewer than thirty (30) ELLs enrolled or in which ELLs make up less than five percent (5%) of the district’s total student population. The Professional Development Waiver online form will be completed. This waiver does not exempt Byron-Bergen from providing professional development sufficient to meet the needs of its ELLs. It exempts teachers from the minimum number of professional development hours required by CR Part 154. The school districts and BOCES that received an exemption from the CTLE language acquisition requirement for each year are listed on this website: <https://www.highered.nysed.gov/tcarr/teachers/ctle-lang-acquisition-exempt.html>

Goal 1: Curriculum Development and Review

Create professional development opportunities that will allow the Byron-Bergen faculty to develop and maintain local curriculum based on national and state standards. A comprehensive local curriculum will include content standards, SEL education, technology integration, interdisciplinary connections, and assessment of learning.

- Revisit and continue the process of prioritizing and unpacking the New York State standards.
- Revisit and continue the process of creating a viable local curriculum in all subject areas.

Strategies	Evidence
Provide training regarding prioritizing and unpacking standards for new teachers and faculty in need.	Agendas of meetings Professional Learning Registrations Curriculum Templates/documents Curriculum Maps Scopes and Sequences Cloud-based collection of curriculum maps and digital resources TOSA, Grade Level Leaders, and Content Leader Positions to support the work
Provide opportunities and time to vertically align standards and skills among grade level/departments.	
Provide opportunities and time to create and refine curriculum maps.	
Faculty will be able to locate and utilize curriculum documents on the shared platform.	
Curriculum maps will follow a consistent format district wide.	

NYS Standards Addressed:

Standard 2: Content Knowledge and Quality Teaching
 Standard 3: Research-based Professional Learning
 Standard 4: Collaboration
 Standard 5: Diverse Learning
 Standard 6: Student Learning Environments
 Standard 8: Data-Driven Professional Practice
 Standard 9: Technology
 Standard 10: Evaluation

Goal 2: Teaching and Learning Practices

Facilitate ongoing professional development around research based practices of teaching and learning. This will include the effective integration of technology as outlined by the BBCSD Instructional Technology Plan. The Professional Development Team will develop professional learning opportunities on Superintendent Conference Days for faculty that target best practices for teaching and learning. Focus areas for this goal will include:

- Instructional Strategies
- Differentiation of Instruction and Teaching Models
- Data Driven Instruction
- Technology Integration

Strategies	Evidence
Provide ongoing learning opportunities using research from Fisher, Frey, Marzano, Hattie, etc.	Professional learning course registration Meeting agendas and notes APPR post conferences and Coaching Reflection meetings Learning Walks Teachers earn CTLE hours for participating in Superintendent Conference Days and faculty meetings.
Expand professional literature resources within each building (including library and faculty's personal collections).	Library Catalog System Purchase Orders Book Talks/Book Clubs
Instructional coaching cycles with goal setting used for individualized professional growth.	Video recorded lessons submitted to coaches and administrators Percentage of staff participating in instructional coaching Teachers earn CTLE hours for participating in Instructional Coaching Cycles - Teacher Reflection/Data forms
All staff will participate in ongoing Professional Development to better utilize technology to fulfill their professional duties	Identify needs using surveys and technology committee observations. Use faculty (teacher experts) to facilitate training in house to teach best practices with instructional technology in the classroom.
All staff will participate in ongoing Professional Development to better understand Trauma Informed Teaching Practices and Teacher/Student Relationship Norms	Non-Tenured teachers will create classroom management matrix within the first 3 weeks of school. All staff will participate in sessions to learn best practices Observations and APPR post conferences Coaching Cycles

NYS Standards Addressed:

Standard 1: Designing Professional Development
Standard 3: Research-based Professional Learning
Standard 5: Diverse Learning
Standard 8: Data-Driven Professional Practice

Standard 2: Content Knowledge and Quality Teaching
Standard 4: Collaboration
Standard 6: Student Learning Environments
Standard 9: Technology

Goal 3: New Teacher and Administrator Mentor Program

The Byron-Bergen Central School District is a professional learning community that believes all educators are continuously growing and developing their craft. The District believes in the importance of providing support for new educators through a mentoring process where experienced teachers will provide assistance to new teachers to help ensure their success. Comprehensive details are outlined in the Byron-Bergen Mentor Handbook ([LINK](#)).

Effective December 31, 2019, teachers who provide mentoring may earn CTLE clock hours.

- Teachers acting as a mentor to a new classroom teacher as part of Byron-Bergen's mentoring program may earn up to 30 hours towards their CTLE requirement in each five-year registration period.
- Teachers acting as a mentor to a teacher candidate may earn up to 25 hours towards their CTLE requirement in each five-year registration period.

Objectives of the Mentor Teacher and Administrator Program:

- Provide support for new teachers and administrators to the district;
- Provide an opportunity for goal setting and development and reflection on practices
- Promote professional growth and assist teachers in developing new strategies;
- Communicate district information and expectations; and
- Facilitate collegial relationships among staff.

Mentor Program Outline

	Year 1	Year 2
Teacher Orientation	2 days prior to the start of the school year planned by the district.	2 days prior to the start of the school year (1 district planned day and 1 additional day)
Goal Setting with Mentor	2 goals - one per semester (focus on domains 2 and 3 from Danielson)	1 goal for the year (may focus on any domain from Danielson)
Mentor Observation	Mentor observes Mentee: 2 times per school year (one may be video)	Mentor observes Mentee: 2 times per school year (one may be video)
Mentee Observation	Mentee observes Mentor or other Teacher: 2 times per school year	Mentee observes Mentor or other Teacher: 1 time per school year
Formal Meetings	4 times per school year (once quarterly)	2 times per school year (once per semester)
Professional Development	Mentees will receive instructional coaching PD and New Teacher Check Ins with Administration and Instructional Coaches Mentors will participate in a yearly professional Development session focused on mentoring skills.	Mentees will receive instructional coaching PD and New Teacher Check Ins with Administration and Instructional Coaches Mentors will participate in a yearly professional Development session focused on mentoring skills.

NYS Standards Addressed:

Standard 1: Designing Professional Development

Standard 3: Research-based Professional Learning

Standard 5: Diverse Learning

Standard 7: Parent, Family, and Community Engagement

Standard 9: Technology

Standard 2: Content Knowledge and Quality Teaching

Standard 4: Collaboration

Standard 6: Student Learning Environments

Standard 8: Data-Driven Professional Practice

Standard 10: Evaluation

Goal 4: SafeSchools - Mandatory NYS Trainings

Byron-Bergen's faculty and staff will participate in mandated training to satisfy the SAVE legislation requirements and NYS mandated training. Examples of these sessions include the following:

- Ed-Law 2d, Blood Borne Pathogens, Sexual Harassment with Staff and Students, Hazard communication, School Violence, Student Mental Health Awareness
- Support staff will receive mandated training through an initial staff meeting and at ongoing staff meetings during the year.

NYS Standards Addressed:

Standard 1: Designing Professional Development

Standard 6: Student Learning Environments

Standard 7: Parent, Family, and Community Engagement

Standard 9: Technology

APPENDIX A

New York State Standards for High Quality Professional Development

Standard 1: Designing Professional Development

Professional development design is based on data; is derived from the experience, expertise and needs of the recipients; reflects best practices in sustained job-embedded learning; and incorporates knowledge of how adults learn.

Standard 2: Content Knowledge and Quality Teaching

Professional development expands educators' content knowledge and the knowledge and skills necessary to provide developmentally appropriate instructional strategies and assess student progress.

Standard 3: Research-based Professional Learning

Professional development is research-based and provides educators opportunities to analyze, apply and engage in research.

Standard 4: Collaboration

Professional development ensures that educators have the knowledge, skill and opportunity to collaborate in a respectful and trusting environment.

Standard 5: Diverse Learning

Professional development ensures that educators have the knowledge and skills to meet the diverse learning needs of all students.

Standard 6: Student Learning Environments

Professional development ensures that educators are able to create a safe, secure, supportive, and equitable learning environment for all students.

Standard 7: Parent, Family and Community Engagement

Professional development ensures that educators have the knowledge, skill, and opportunity to engage and collaborate with parents, families, and other community members as active partners in childrens' education.

Standard 8: Data-driven Professional Practice

Professional development uses disaggregated student data and other evidence of student learning to determine professional development learning needs and priorities, to monitor student progress, and help sustain continuous professional growth.

Standard 9: Technology

Professional development promotes technological literacy and facilitates the effective use of all appropriate technology.

Standard 10: Evaluation

Professional development is evaluated using multiple sources of information to assess its effectiveness in improving professional practice and student learning

Continuing Teacher and Leader Education (CTLE) Individual Record

1. Document activities in the table below.
2. Keep "Certificate of Completion" forms and/or other documentation with this record. Documentation must be retained for 8 years.
3. DO NOT submit this form or other CTLE documentation to the Office of Teaching Initiatives, unless it is requested. At the end of your Registration period, you will be asked to attest to meeting or not having met CTLE requirements. This document will assist you with making the proper determination.

[illegible]

DO NOT SUBMIT THIS FORM. PLEASE KEEP FOR YOUR OWN RECORDS.

Office of Teaching Initiatives Web site: www.highered.nysed.gov/tcitr/ E-Mail: CTLE@nysed.gov

APPENDIX C

Example of Certificate for Completion of Continuing Teacher and Leader Education (CTLE) Hours

The University of the State of New York
THE STATE EDUCATION DEPARTMENT
Office of Teaching Initiatives
www.highered.nysed.gov/tcert

Completion of Approved Continuing Teacher and Leader Education (CTLE) Hour(s) Certificate

All CTLE must be completed with Approved Sponsors and be reported using this form, or an alternative form/format that captures the same information that is requested on this form, in addition to any electronic reporting requirements.

Instructions for the Trainee:

Please complete Section I and retain your copy for at least three years from the end of the registration period in which you completed the CTLE. It is not necessary to send a copy of this form to the Office of Teaching Initiatives unless it is requested by the State Education Department or for use in obtaining an Initial Reissuance. A separate form must be completed for each training.

Instructions for the Approved CTLE Sponsor:

Please complete Sections II and III. These sections must be completed by the Approved CTLE Sponsor authorized individual. Sponsors must verify that the trainee completed the activity, the title, date(s) and number of hours awarded. Records must be retained for a period of eight years. You may use an alternative form or format, however that alternative must capture the same information that is requested on this form.

Section I			
First Name:		Last Name:	
		Middle Initial:	
Date of Birth:		Last 4 Digits of the Social Security Number:	
Section II			
Name of Venue:			
Street Address:		City:	State: Zip Code:
CTLE Activity Title: _____ (Indicate title/subject/grade level, etc.)			
Select One or More Areas of Activity: _____ Pedagogy _____ Content _____ English Language Learning			
CTLE Date(s): from: ____/____/____ to ____/____/____		Number of hours awarded _____	
(mm) (dd) (yyyy)		(mm) (dd) (yyyy)	
Section III			
I certify that the individual listed in Section I completed the CTLE cited above pursuant to Subpart 80-6 of the Regulations of the Commissioner of Education.			
Approved Sponsor Name:			
Print Name of Authorized Certifying Officer:			
Signature of Authorized Certifying Officer:			
Approved Sponsor Identification Number:		Date:	
Email:		Phone Number:	

(Rev. 06/2020)