

BYRON-BERGEN CENTRAL SCHOOL
Board of Education Meeting
Thursday, September 21, 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.

Page	
	1. Call to Order/Pledge of Allegiance <u>New Employee Reception</u>
	2. President’s Report
	3. Academic Focus - None
	4. Student Council Report - None
	5. Principals’ Comments
	6. Director of Instructional Services Comments
	7. Director of Technology and Assessment Comments
	8. Business Administrator Comments
	9. Superintendent’s Comments and Agenda Review
	10. Consent Agenda (unless Board member requests removal of any item)
1-8	a. Approval of Previous Minutes August 24, 2023
9-17	b. Financial Matters General Fund Bills
18	School Lunch Fund Bills
19	Capital Fund Bills
20-21	Trust & Agency Fund Bills
22-46	Monthly Treasurer’s Report – July and August 2023 Donation – Power & Construction Group, Inc. - \$1,000.00
	c. Personnel Matters Resignations/Retirement/Termination: Resignation – Teacher Aide – Gina Perkins (Eff. 8/31/23) Approvals:
47	Substitute Food Service Worker – Maryann Badame
48	School Monitor – Jennifer Butcher (Eff. 8/30/23)
49	Summer Hours Faculty– UPK/Kindergarten Orientation
50	Summer Hours Teacher Aides – UPK/Kindergarten and Copy Room
51	Summer Hours Faculty – 6 th Grade Orientation
52	Summer Hours Teacher Aide – Locker/Chromebook Assistance
53	Permanent Appointment – Building Maintenance Mechanic – Kevin Bruton (Eff. 10/3/23)
54	Permanent Appointment – Food Service Worker – Annie Sheard (Eff. 10/3/23)
55	Substitute Teacher (UPK-12) – Karen Herron
56	School Monitor – BobbiSue Butler (Eff. 9/18/23)

- d. Miscellaneous Matters
Field Trip – Cross-Country – Marathon, NY– 10/13-14/23
- e. CSE/CPSE Review

11. Board Reports/Comments

REPORTS: School Opening Report
Staff Audit Review – Tom Ramming

12. Old Business
- + 12.1 Policy Committee Update – Set Date
 - + 12.2 Facilities Committee Update
 - 12.3 Budget Committee Update
 - + 12.4 Audit Committee Update – 9/21/23 5:00 p.m.
 - 12.5 SOAR Update
 - + 12.6 Positive Recognition
- + Designates Board will address issue at this meeting.

- 57-60 13. New Business
- 13.1 Approval of 2023-2024 Prekindergarten Program Plan
 - 61-70 13.2 Approval of 2023-2024 Electric Bid Results

14. Public Comment
15. Information/Announcements/Reports
16. Requests Requiring Board Consideration
17. Review of Next Meeting's Agenda

DATES TO REMEMBER:

9/23/23 – Homecoming Dance
 10/6/23 – Superintendent's Conference Day – No School for Students
 10/9/23 – Columbus Day – No School
 10/19/23 – Board of Education Meeting at 6:00 p.m. – Elementary Cafetorium

**BYRON-BERGEN CENTRAL SCHOOL
BOARD OF EDUCATION MEETING
Thursday, August 24, 2023
6:00 p.m. – Professional Development Room**

- Call to Order:** The meeting was called to order at 5:31 p.m. by President D. List.
- Members Present:** D. List, H. Ball, K. Carlson, J. Cook, L. Forsyth, C. Matthews
- Members Absent:** L. Smith
- Also Present:** P. McGee, L. Prinz, C. Stehm, K. Loftus, R. Stevens, B. Brown, K. Grattan, K. Kaercher, J. Back, R. Caldwell and 1 member of the audience.
- Executive Session:** It was moved by H. Ball and seconded by K. Carlson to enter executive session at 5:31 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.
The motion passed 6 Yes, 0 No.
- Return to Public Session:** It was moved by H. Ball and seconded by K. Carlson to return to public session at 5:41 p.m.
The motion passed 6 Yes, 0 No
- President's Report:** D. List stated GVSBA had their reorganizational meeting on August 15th. The Al Hawk Awards dinner will be on November 1st, and the Legislative Breakfast will be on January 20, 2024. She thanked P. McGee for setting up the BOE retreat the other night. She will not be here for Opening Day, but K. Carlson will be taking her place.
- Academic Focus:** There was one student who was a summer graduate.
- Student Council Report:** None
- Principals' Comments:** K. Loftus reported:
- The Elementary School looks great! A big thank you to R. Caldwell and his crew.
 - After the Superintendent Conference on August 30th, UPK and Kindergarten will have an orientation for the incoming students to meet their teacher and find their classroom.
 - On August 31st you can stop by the Elementary School for Popsicles with the Principal.

- The Bergen Business and Civic Association hosted a school supply drop-off and donated school supplies to the school for students in need.

C. Stehm/K. Grattan reported:

- Thanked everyone for their support.
- Meeting with all faculty on August 30th during the conference day.
- Next Tuesday is the 6th Grade orientation and students will be given a tour, handed their Chromebook and shown to their lockers.
- Code of Conduct meetings will be held within the first weeks of school.

Director of
Instructional
Services
Comments:

B. Brown stated that the Consent Agenda contains an appointment for the 2023-2024 school year for a Special Education Coordinator. Also up for approval under New Business is the 6th-12th Grade Transition Specialist. Several Administrators attended CSE Chairperson training. A new phonics program is being implemented this year for grades 2-4. Next week substitute teachers/aides will be coming in for their annual training. This year SUNY Geneseo collaborated with Byron-Bergen in the Summer Reading Clinic and had 20 graduate students partner with a student to work one-on-one with them.

Director of
Technology &
Assessment
Comments:

J. Back stated the Summer Learning Program was a success. Approximately 80 students in grades 1-4 attended. Class sizes were small so teachers were able to focus more on ELA and Math with the students individually. It has been a busy summer for the technology department. Chromebooks have been updated and all Board of Education members have been added to ParentSquare. So far ten of the new interactive boards for classrooms have been installed and more are being delivered. There are a lot of opportunities for PD for faculty from Google Classroom to Kami.

Business
Administrator
Comments:

L. Prinz stated the auditors were here last week and so far everything is going well. There will be an Audit Committee meeting on September 21st at 5:00 p.m. The 2023-2024 Tax Warrant is up for approval under New Business. Tax bills are at the printer and should be to residents by September 1st.

Superintendent's
Comments:

P. McGee provided the Board with the "Our Board Focus" sheet which was developed during their retreat. There is an updated Emergency Communication for ParentSquare which will be shared with families shortly. The draft of the Strategic Plan is complete. Byron-Bergen was awarded a plaque from NYSPHSAA because 100% of our sports students were scholar athletes for last school year. There are two additions to New Business: 13.8 Approval of Resignation – Special Education Teacher – Lisa Haller (Eff. 8/21/23) and 13.9 Approval of Additional 2023-2024 Fall Volunteer Recommendation.

Consent Agenda: It was moved by J. Cook and seconded by K. Carlson that the following consent agenda be approved:

Approval of Minutes

July 13, 2023

Financial Matters

General Fund Bills: Warrant A-85, Ck. # 23926, \$1,000.00
 Warrant A-86, Ck. # 23927-23970, \$96,600.52
 Warrant A-2, Wire # 99174, \$339.00
 Warrant A-3, Ck. # 23971-23972, \$251,337.18
 Warrant A-4, Wire # 99176, \$83,477.39
 Warrant A-5, Ck. # 23973-23977, \$3,830.63
 Warrant A-7, Ck. # 23978-24004, \$173,447.53
 Warrant A-8, Ck. # 24005-24006, \$12,402.52
 Warrant A-10, Ck. # 24007-24035, \$291,780.32
 School Lunch Fund Bills: Warrant C-24, Ck. # 201094-201097, \$6,304.83
 Warrant C-1, Ck. # 201098, \$14.31
 Federal Fund Bills: Warrant F-22, Ck. # 400505-400507, \$6,746.95
 Warrant F-1, Ck. # 400508, \$6,096.00
 Capital Fund Bills: Warrant H-15, Ck. # 2679-2690, \$680,082.73
 Warrant H-1, Ck. # 2691-2697, \$837,639.15
 Warrant H-2, Ck. # 2700-2702, \$190,317.38
 Expendable Trust Fund Bills: Warrant TE-3, Ck. # 500252-500256,
 \$1,950.00
 Trust & Agency Fund Bills: Warrant TA-2, Wire # 1638-1642,
 Ck. # 301303-301305, \$99,945.89
 Warrant TE-3, Wire # 1643-1646,
 Ck. # 301306-301308, \$116,663.68

Monthly Treasurer's Report – June 2023

Personnel Matters

Resignations/Retirement/Termination:

Resignation – Bus Driver – Robert Wilkins (Eff. 6/30/23)

Resignation – Modified Volleyball Coach –
 Jessica Golino-Smith (Eff. 8/12/23)

Approvals:

Summer Hours – Strategic Plan Meeting

Alyssa Hancock	Diana Walther
Nicholas Muhlenkamp	Tiffany Luksch
Megan Wahl	Kenneth Gropp
Peter Spence	Michelle Matteson
Colleen Hardenbrook	Jenna Voos
Craig Schroth Jr	Dawn Reed
Kristina Bird	

2023-2024 Mentor Appointments

Robert Kaercher	Michelle Matteson
Kenneth Gropp	Alana Penna
Kenneth Rogoyski	Jessica Golino-Smith
Kelly Stephen	Megan Wahl
Erin Varley	

Summer Hours – Special Education

Evelyn Hunt	Alana Penna
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Summer Hours – Special Education CSE Meetings

Natalie Malick	Heather Young
Jenna Carney	Savannah Vascukynas
Michelle Matteson	Melissa Conaghan
Cayli Carmona	

Additional 2023-2024 Fall Coach/Volunteer Recommendations

Volleyball

Modified – Rebekah Ireland

Volunteer – Amaya Gunther

Probationary Appointment – Bus Driver – Donald Borland (Eff. 9/6/23)

Probationary Appointment – Bus Driver – Matthias Ellis (Eff. 9/6/23)

Probationary Appointment – Teacher Aide – Gina Perkins (Eff. 9/5/23)

Substitute Teacher Aide – Heidi Malin

Substitute Teacher Aide – Jessica Liles

Probationary Appointment – IT Operations Analyst I –

Daniel Lampley (Eff. 8/25/23)

Permanent Appointment – School Monitor – Heidi Malin (Eff. 9/1/23)

Permanent Appointment – School Monitor –

Kathleen Tardy (Eff. 9/16/23)

Permanent Appointment – Cleaner – April Dolph (Eff. 9/19/23)

Substitute Cleaner – Tyler Chapman

Additional 2023 Summer Curriculum Writing Hours

Alyson Tardy	Heather Painting
Katlin Blackburn	Diane Taylor
Lori Engle	

2023-2024 Jr./Sr. High Extra-Curricular Advisors

Sara MacKenzie	Academic Challenge Bowl
Kevin Bleiler	All County Band (7 & 8)
Kevin Bleiler	All County Band (9-12)
Joseph Paris	All County Chorus (7 & 8)
Joseph Paris	All County Chorus (9-12)
Kevin Bleiler	All State - Instrumental
Joseph Paris	All State - Vocal
Heather Painting	Alliance for Equality Club
Janet Williams	Alliance for Equality Club
Sandy Auer	Art Club - Jr. High School (6- 8)
Justine Fritz	Art Club - Sr. High School (9-12)
Sara Mackenzie	Brain/Scholastic Bowl Jr./Sr. High
Briana DelVecchio	Class Advisor - Grade 10

Amy Knell	Class Advisor - Grade 11
Jessica Golino	Class Advisor - Grade 11
Tiffany Luksch	Class Advisor - Grade 12
Nick Muhlenkamp	Class Advisor - Grade 12
Ken Rogoyski	Class Advisor - Grade 6
Ken Gropp	Class Advisor - Grade 7
Kerri Smith	Class Advisor - Grade 7
Aaron Clark	Class Advisor - Grade 8
Evelyn Hunt	Class Advisor - Grade 9
Alyson Tardy	Color Guard Advisor
Alyson Tardy	Drama Club (6-12)
Jeff Parnapy	Future Farmers of America (FFA)
Jessica Golino	ICE English Competition
Ken Rogoyski	Intramural Coach
Jessica Golino	Intramural Coach
Sara MacKenzie	Intramural Coach
Ken Rogoyski	Intramural Coordinator
Kevin Bleiler	Marching Band
Rebecca Logan	Math League - Jr. High School (7 & 8)
Jon DiLaura	Math League - Sr. High School (9-12)
Ken Rogoyski	Mock Trial - Elementary School (K-6)
Aaron Clark	Mock Trial - Jr. High School (7/8)
Ken Gropp	Mock Trial - Jr. High School (7/8)
Evelyn Hunt	Mock Trial - Sr. High School (9-12)
Andrew McNeil	Mock Trial - Sr. High School (9-12)
Alyson Tardy	Musical Staff
Ken Gropp	National Honor Society - Junior High (7-9)
Kerri Smith	National Honor Society - Junior High (7-9)
Laurie Penepent	National Honor Society - Senior High (10-12)
Justine Fritz	National Honor Society - Senior High (10-12)
Peter Spence	Outdoor Adventure Club
Sara MacKenzie	PageTurners (6-8) (Upper Level)
Laurie Penepent	PageTurners (9-12) (Advanced Level)
Alana Penna	S.A.D.D./Reality Check
Terry Vick	Science Olympiad
Shari Dressler	Science Olympiad
Ken Rogoyski	Science Olympiad
Joseph Paris	Singing Silhouettes
Ken Rogoyski	Ski Club
Joseph Paris	Solo Festival - GWMEA
Kevin Bleiler	Solo Festival - GWMEA
Kevin Bleiler	Solo Festival - NYSSMA - Band
Bob Lancia	Solo Festival - NYSSMA - Band (Gr. 5 & 6)
Joseph Paris	Solo Festival - NYSSMA - Chorus
Karen Tischer	Solo Festival - NYSSMA - Chorus (Gr. 5 & 6)
Sue Price	Spanish Club - Jr. High School (7 & 8)
Jeanne Rivera	Spanish Club - Sr. High School (9-12)

Heather Painting	Steppin Up (Builders Club) (7&8)
Kelly Lovell	Steppin Up (Key Club) - (9-12)
Aaron Clark	Strategic Games - Jr. High School (6-8)
Nick Muhlenkamp	Strategic Games - Sr. High School (9-12)
Alana Penna	Student Council - Jr./Sr. High School (6-12)
Sara MacKenzie	Student Council - Jr./Sr. High School (6-12)
Joseph Paris	Talent Show
Chris Wood	Technology Club - Jr. High School (6-8)
Marc Palmer	TESA/Robotics
Tiffany Luksch	Varsity Club
Nick Muhlenkamp	Varsity Club
Briana DelVecchio	Yearbook - Jr./Sr. High School (6-12)
Jenna Benedict	Yearbook - Jr./Sr. High School (6-12)

2023-2024 Jr./Sr. High Content Leaders and Coordinator Appointment

Content Leaders

Diana Walther – English

Tiffany Luksch – Math

Peter Spence – Science

Nicholas Muhlenkamp/Ken Gropp – Social Studies

Coordinator

Kerri Smith – Special Education

Miscellaneous Matters

Field Trip – FFA – National FFA Convention, Indianapolis, IN –
10/29/23-11/4/23

CSE/CPSE Review

CSE cases as presented

The motion passed 6 Yes, 0 No

Reports: Capital Project Update – R. Caldwell/Campus Construction
R. Caldwell and C. Magiera (Campus Construction) gave a Capital Project update. So far \$10.4 million has been completed. Phase 1 of the project is on track. Work on the soccer field, transportation department, elementary mechanical room, and natatorium is underway or complete. The maintenance department has completed work at the JV softball field, trails, dugouts, and track. The COEP project to remove a fuel tank has been completed.

Policy Committee Set Date
Update:

Facilities None
Committee
Update:

Budget Committee None
Update:

Audit Committee Update:	Meeting September 21 st at 5:00 p.m.
SOAR Update:	None
Positive Recognition:	None
Approval – 2023-2024 Tax Warrant	<p>Upon the recommendation of the Superintendent, it was moved by H. Ball and seconded by K. Carlson to approve the 2023-2024 Tax Warrant.</p> <p>The motion passed 6 Yes, 0 No.</p>
Approval – Musco Lighting Contract	<p>Upon the recommendation of the Superintendent, it was moved by J. Cook and seconded by H. Ball to approve the Musco Lighting Contract.</p> <p>The motion passed 6 Yes, 0 No.</p>
Approval – MOA between Byron-Bergen Central School District and the Byron-Bergen Faculty Association – Extracurricular Appointments	<p>Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by H. Ball to approve the MOA between Byron-Bergen Central School District and the Byron-Bergen Faculty Association – Extracurricular Appointments.</p> <p>The motion passed 6 Yes, 0 No.</p>
Approval – MOA between Byron-Bergen Central School District and Byron-Bergen Sports Boosters	<p>Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by J. Cook to approve the MOA between Byron-Bergen Central School District and Byron-Bergen Sports Boosters.</p> <p>The motion passed 6 Yes, 0 No.</p>
Approval – 2023-2024 Code of Conduct	<p>Upon the recommendation of the Superintendent, it was moved by H. Ball and seconded by L. Forsyth to approve the 2023-2024 Code of Conduct.</p> <p>The motion passed 6 Yes, 0 No.</p>
Approval – 2023-2024 District-Wide School Safety Plan	<p>Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by J. Cook to approve the 2023-2024 District-Wide School Safety Plan.</p> <p>The motion passed 6 Yes, 0 No.</p>

Approval –
MOA between
Byron-Bergen
Central School
District and the
Byron-Bergen
Faculty
Association –
2023-2024
6th-12th Grade
Transition
Specialist –
Nichole Whiteford

Upon the recommendation of the Superintendent, it was moved by H. Ball and seconded by L. Forsyth to approve the MOA between Byron-Bergen Central School District and the Byron-Bergen Faculty Association – 2023-2024 6th-12th Grade Transition Specialist - Nichole Whiteford.

The motion passed 6 Yes, 0 No.

Approval –
Resignation –
Special Education
Teacher – Lisa
Haller (Eff. 8/21/23)

Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by L. Forsyth to approve the Resignation – Special Education Teacher – Lisa Haller (Eff. 8/21/23).

The motion passed 6 Yes, 0 No.

Approval –
2023-2024 Fall
Volunteer
Recommendation

Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by H. Ball to approve the Additional 2023-2024 Fall Volunteer Recommendation:

Volleyball

Cindy D'Errico

The motion passed 6 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 J. Cook and seconded by C. Matthews to adjourn the meeting at 8:27 p.m.

The motion passed 6 Yes, 0 No.

BYRON BERGEN CSD

Check Warrant Report For A - 11: GENERAL FUND BILLS -08/11/2023 For Dates 8/11/2023 - 8/11/2023



Check #	Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
24036		08/11/2023		6886 EZ PASS			TOLLS BY MAIL PAYMENT PROCESSING CENTER PO BOX 15183, ALBANY NY 12212-5183					
	A 5510 400-00-TOLL			CONTRACT - TOLLS			17912140485	230076			13.90	13.90
24037		08/11/2023		7206 QUADIENT LEASING USA, INC.			478 WHEELERS FARM RD., MILDORD CT 06461				13.90	
	A 1670 450-00-POST			POSTAGE - DISTRICT			07124123	230146			4,000.00	4,000.00
24038		08/11/2023		5208 ROCHESTER GAS AND ELECTRIC			PO BOX 847813, BOSTON MA 02284-7813				4,000.00	
	A 5530 400-00-GAS			CONTRACTUAL - NATURAL GAS			7/1/23 TO 7/31/23	230085			150.09	150.09
24039		08/11/2023		3913 VERIZON WIRELESS			PO BOX 408, NEWARK NJ 07101-0408				150.09	
	A 5530 400-00-TELE			CONTRACTUAL - TELEPHONE			9940893732	230035			75.98	75.98
Number of Transactions: 4												
											Check Total:	75.98
											Warrant Total:	4,239.97
											Vendor Portion:	4,239.97
											Payroll Portion:	0.00

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, \$ 4,239.97 in number, in the total amount of and charge each to the proper fund.

8/17/23 Susan Mendel Chairman

Date

Signature

Title

BYRON BERGEN CSD

Check V ant Report For A - 12: GENERAL FUND BILLS - 08/18/2023 For Dates 8/18/2023 - 8/18/2023



Check #	Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
24040	A 1621.400-00-CONT	08/18/2023		4898 A-VERDI STORAGE CONTAINERS	MAINT - CONTRACT		14150 ROUTE 31, SAVANNAH NY 13146	1624578 ✓	230138		218.00 ✓	218.00
	A 1621.400-00-CONT				MAINT - CONTRACT			1590123 ✓	230138		816.00 ✓	816.00
	A 1621.400-00-CONT				MAINT - CONTRACT			1628054 ✓	230138		109.00 ✓	109.00
	A 1621.400-00-CONT				MAINT - CONTRACT			1625691 ✓	230138		218.00 ✓	218.00
	A 1621.400-00-CONT				MAINT - CONTRACT			1622573 ✓	230138		396.00 ✓	396.00
	A 1621.400-00-CONT				MAINT - CONTRACT			1624579 ✓	230138		144.00 ✓	144.00
	A 1621.400-00-CONT				MAINT - CONTRACT			1622574 ✓	230138		144.00 ✓	144.00
24041		08/18/2023		7211 APPLIED BUSINESS SYSTEMS INC			26 HARVESTER AVENUE, BATAVIA NY 14020			Check Total:	2,045.00	
	A 1330.400-00-0000			TAX COLL - CONTRACTUAL				7/14/23	230335		900.00 ✓	900.00
24042		08/18/2023		101 ATC TAXES			ALLEN TUNNELL CORP 161 ROSEDALE DR, BINGHAMTON NY 13905			Check Total:	900.00	
	A 1330.400-00-0000			TAX COLL - CONTRACTUAL				3637	230002		1,800.00 ✓	1,800.00
24043		08/18/2023		259 BARNES & NOBLE INC			PO BOX 951610, DALLAS TX 75395-1610			Check Total:	1,800.00	
	A 600			ACCOUNTS PAYABLE				4436977			431.40 ✓	
	A 600			ACCOUNTS PAYABLE				4439673			214.80 ✓	
24044		08/18/2023		6624 BENEFIT RESOURCE INC			PO BOX 360995, PITTSBURGH PA 15251-6995			Check Total:	646.20	
	A 9060.800-00-0000			EMPLOYEE BENE - MEDICAL INSURANCE				968670	230005		50.00 ✓	50.00
24045		08/18/2023		328 BENTLEY BROTHERS			13936 ROUTE 31, ALBION NY 14411			Check Total:	50.00	
	A 1622.450-00-0000			GROUNDS - MAT & SUPPLY				28448A	230310		33.56 ✓	33.56
24046		08/18/2023		7666 CASELLA WASTE MANAGEMENT OF NY, INC			PO BOX 1372, WILLISTON VT 05495			Check Total:	33.56	
	A 1620.400-00-WAST			CUST - CONTRACT WASTE REMOVAL				105971	230053		1,295.00 ✓	1,295.00
24047		08/18/2023		4892 CENTRAL WESTERN VOLLEYBALL			ATTN: JIM VANDERHOOF 3490 SANDY BEACH DRIVE, CANANDAIGUA NY 14424			Check Total:	1,295.00	
	A 2855.400-03-0000			ATHLETIC - CONTRACT				8/28/23	230156		300.00 ✓	300.00

BYRON BERGEN CSD

Check # 12: General Fund Bills - 08/18/2023 For Dates 8/18/2023 - 8/18/2023



Check #	Account	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					GIRL'S JV		8/28/23	230156		275.00	275.00
24048		08/18/2023		644 CHASE CARD SERVICES			PO BOX 1423 CHARLOTTE NC 28201-1423					
A 1240.450-00-0000	ADMIN - MAT & SUPPLY							1073	230342		49.72	49.72
A 600	ACCOUNTS PAYABLE							242			169.00	
A 600	ACCOUNTS PAYABLE							240			169.00	
24049		08/18/2023		848 CROCKERS ACE HARDWARE			8457 NORTH STREET ROAD LEROY NY 14482				387.72	
A 1621.450-00-0000	MAINT - MAT & SUPPLY							204101	230043		179.95	179.95
A 5510.450-00-CLEA	MAT & SUPPLY - CLEANING SUPPLIES						INV 204107		230070		19.79	19.79
A 1621.450-00-0000	MAINT - MAT & SUPPLY							204160	230043		52.46	52.46
24050		08/18/2023		6187 ENERGY COOPERATIVE OF AMERICA			1408 SWEET HOME ROAD SUITE 8, AMHERST NY 14228				252.20	
A 1620.400-00-ELEC	CUST - CONTRACT ELECTRIC							1005448	230058		184.20	184.20
24051		08/18/2023		7423 FIRST WESTERN EQUIPMENT			PO BOX 2068, MINOT ND 58701				184.20	
A 1621.400-00-CONT	MAINT - CONTRACT							3343743	230297		1,758.03	1,758.03
24052		08/18/2023		7665 GENESEE COMMUNITY CHARTER SCHOOL			657 EAST AVE, ROCHESTER NY 14607				1,758.03	
A 600	ACCOUNTS PAYABLE										1,758.03	
24053		08/18/2023		1378 GENESEE REGION ATHLETIC ASSOC			% TOM DOOLING 86 WEST FOREST DRIVE, ROCHESTER NY 14624				2,080.17	
A 2855.400-03-0000	ATHLETIC - CONTRACT										2,080.17	
24054		08/18/2023		4401 GENESEE VALLEY FORD			1675 INTERSTATE DRIVE, AVON NY 14414				1,600.00	
A 5510.450-00-PART	MAT & SUPPLY - BUS/EQUIP PARTS							230135			1,600.00	
24055		08/18/2023		5575 GENESEE VALLEY PENNY SAVER			PO BOX 340, AVON NY 14414				113.38	
A 1620.400-00-OTHE	CUST - CONTRACT OTHER							J108788	230081		113.38	113.38
08/17/2023 09:50 AM								06/30/2023	230364		110.00	110.00

BYRON BERGEN CSD

Check # ant Report For A - 12: GENERAL FUND BILLS - 08/18/2023 For Dates 8/18/2023 - 8/18/2023



Check #	Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
A 1621.400-00-0000	MAINT - CONTRACT							06/30/2023	230364		110.00	110.00
A 1310.400-00-0000	BUS ADMIN - CONTRACTUAL							06/30/2023	230364		137.72	137.72
24056	08/18/2023	7603 INC GIMKIT					PO BOX 19833 SEATTLE WA 98109			Check Total:	357.72	
A 2630.460-01-0000	TECH - SOFTWARE - ES							C0632C96-0001	230344		500.00	500.00
A 2630.460-03-0000	TECH - SOFTWARE - HS							C0632C96-0001	230344		500.00	500.00
24057	08/18/2023	1476 GRAINGER					DEPT 809218829 PALATINE IL 60038-0001			Check Total:	1,000.00	
A 1620.450-00-0000	CUST - MAT & SUPPLY						9789392777		230041		204.33	204.33
24058	08/18/2023	5361 RICHARD HANNAN					10164 CREEK ROAD PAVILION NY 14525			Check Total:	204.33	
A 600	ACCOUNTS PAYABLE						17903				92.80	
24059	08/18/2023	6927 HARRIS BEACH PLLC					99 GARNSEY ROAD PITTSFORD NY 14534			Check Total:	92.80	
A 1420.400-00-0000	LEGAL - CONTRACTUAL							8928420	230299		80.70	80.70
A 1420.400-00-0000	LEGAL - CONTRACTUAL							8928424	230299		161.40	161.40
24060	08/18/2023	7094 HAUN WELDING SUPPLY					5921 COURT STREET RD SYRACUSE NY 13206			Check Total:	242.10	
A 5510.450-00-WELD	MAT & SUPPLY - TANKS & REFILLS						X685343		230079		83.62	83.62
24061	08/18/2023	6601 HILLYARD INC/NY					PO BOX 843541 KANSAS CITY MO 64184			Check Total:	83.62	
A 1620.450-00-0000	CUST - MAT & SUPPLY							605169357	220099		101.23	101.23
24062	08/18/2023	5300 DR EDMUND C. KOSIOREK III					64 COUNTRY VILLAGE LANE HILTON NY 14468			Check Total:	101.23	
A 1240.400-00-0000	ADMIN - CONTRACTUAL							7/26/23	230305		5,000.00	5,000.00
24063	08/18/2023	2047 LEONARD BUS SALES INC					PO BOX 291 CANAJOHARIE NY 13317			Check Total:	5,000.00	
A 5510.450-00-PART	MAT & SUPPLY - BUS/EQUIP PARTS						INVX1030094200 230084				64.80	64.80
24064	08/18/2023	2233 MATTHEWS BUSES INC					2900 ROUTE 9 - MALTA, BALLSTON SPA NY 12020			Check Total:	64.80	

BYRON BERGEN CSD

Check # 24065 Grant Report For A - 12: GENERAL FUND BILLS - 08/18/2023 For Dates 8/18/2023 - 8/18/2023

VISION

Check #	Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
	A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP PARTS				X600027951:01		230068	40.68 ✓	40.68
	A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP PARTS				X600028130:01		230068	613.27 ✓	613.27
	A 5510.400-00-REPA			CONTRACT - REPAIRS TO BUSES				R600040533:01		230080	201.50 ✓	201.50
	A 5510.400-00-REPA			CONTRACT - REPAIRS TO BUSES				R60039209:02		230080	-55.00 ✓	0.00
	A 5510.400-00-REPA			CONTRACT - REPAIRS TO BUSES				R60039525:02		230080	-30.00 ✓	0.00
	A 5510.400-00-REPA			CONTRACT - REPAIRS TO BUSES				R60039599:02		230080	-30.00 ✓	0.00
	A 5510.400-00-REPA			CONTRACT - REPAIRS TO BUSES				R60039600:02		230080	-50.00 ✓	0.00
	A 5510.400-00-REPA			CONTRACT - REPAIRS TO BUSES				R60039807:02		230080	-35.00 ✓	0.00
24065	08/18/2023	2426 MR ROOTER PLUMBING		2340 BRIGHTON HENRIETTA TOWN LINE RD SUITE 8, ROCHESTER NY 14623				11838775		230304	3,213.68 ✓	3,213.68
	A 1621.400-00-CONT			MAINT - CONTRACT								
											655.45	
24066	08/18/2023	8774 NAPA AUTO PARTS		4630 LAKE RD SOUTH BROOKPORT NY 14420				54236		230092	-165.84 ✓	0.00
	A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP PARTS				6976-054161 ✓		230092	80.56 ✓	80.56
	A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP PARTS				54237		230092	-132.00 ✓	0.00
	A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP PARTS				54510		230092	19.88 ✓	19.88
	A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP PARTS				54565		230092	172.42 ✓	172.42
	A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP PARTS				54712		230092	250.85 ✓	250.85
	A 5510.450-00-PART			MAT & SUPPLY - BUS/EQUIP PARTS				54714		230092	9.81 ✓	9.81
24067	08/18/2023	2589 NOCO ENERGY CORPORATION		DEPARTMENT # 116218 PO BOX 5211, BINGHAMTON NY 13902-5211							235.68	

08/17/2023 09:50 AM

BYRON BERGEN CSD

Check # Vendor Report For A - 12: GENERAL FUND BILLS - 08/18/2023 For Dates 8/18/2023 - 8/18/2023



Check #	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
A 5510.450-00-UNLE	08/18/2023	2666	NYS PHSA	MAT & SUPPLY - UNLEADED GASOLINE		8 AIRPORT PARK BLVD LATHAM NY 12110	SP12624327	230331		226.84	226.84
A 5510.450-00-UNLE	08/18/2023	2666	NYS PHSA	MAT & SUPPLY - UNLEADED GASOLINE			SP12631651	230331		1,191.02	1,191.02
A 5510.450-00-UNLE	08/18/2023	2666	NYS PHSA	MAT & SUPPLY - UNLEADED GASOLINE			SP12639334	230331		1,573.45	1,573.45
Check Total:										2,991.31	
A 2855.400-03-0000	08/18/2023		ATHLETIC - CONTRACT				D20425	230130		1,064.00	1,064.00
Check Total:										1,064.00	
A 1622.450-00-0000	08/18/2023	5993	PIONEER MANUFACTURING COMPANY	5993 PIONEER MANUFACTURING COMPANY		4529 INDUSTRIAL PARKWAY PO BOX 35311, CLEVELAND OH 44135	INV890544	230300		2,450.74	2,450.74
Check Total:										2,450.74	
A 1621.400-00-CONT	08/18/2023	2937	POCOCK'S REPAIR SHOP	MAINT - CONTRACT		6820 POCOCK ROAD , BERGEN NY 14416	15362	230045		21.00	21.00
A 5510.400-00-REPA	08/18/2023		CONTRACT - REPAIRS TO BUSES				15359	230087		26.00	26.00
A 1621.400-00-CONT	08/18/2023		MAINT - CONTRACT				15353	230045		21.00	21.00
A 5510.400-00-REPA	08/18/2023		CONTRACT - REPAIRS TO BUSES				15366	230087		21.00	21.00
A 1621.400-00-CONT	08/18/2023		MAINT - CONTRACT				15358	230045		26.00	26.00
A 5510.400-00-REPA	08/18/2023		CONTRACT - REPAIRS TO BUSES				15436	230087		374.24	374.24
A 1621.400-00-CONT	08/18/2023		MAINT - CONTRACT				15377	230045		26.00	26.00
A 1621.400-00-CONT	08/18/2023		MAINT - CONTRACT				15401	230045		21.00	21.00
Check Total:										536.24	
A 2815.400-01-0000	08/18/2023	3164	ROCHESTER CITY SCHOOL DISTRICT	HLTH - CONTRACT ELEM		131 WEST BROAD STREET , ROCHESTER NY 14614-1187	GR2303	230360		1,034.69	1,034.69
Check Total:										1,034.69	
A 1620.400-00-GAS	08/18/2023	5208	ROCHESTER GAS AND ELECTRIC	CUST - CONTRACT GAS		PO BOX 847813 , BOSTON MA 02284-7813	7/1/23-7/31/23	230057		2,351.48	2,351.48
Check Total:										2,351.48	
A 2855.400-03-0000	08/18/2023	3349	SECTION V	ATHLETIC - CONTRACT		CARRIE VIERHILE, TREASURER 131 DRUMMLIN COURT MAPLE BLDG, NEWARK NY 14513	1362	230314		42.00	42.00
Check Total:										42.00	

BYRON BERGEN CSD

Check # 24074 24075 24076 24077

Grant Report For A - 12: GENERAL FUND BILLS - 08/18/2023 For Dates 8/18/2023 - 8/18/2023



Check #	Account	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
	A 600			ACCOUNTS PAYABLE				1301			511.66	
24074		08/18/2023		6300 SITEONE LANDSCAPE SUPPLY LLC		24110 NETWORK PLACE CHICAGO IL 60673					553.66	
	A 1622.450-00-0000			GROUNDS - MAT & SUPPLY				132805986-001	230303		95.59	95.59
	A 1622.450-00-0000			GROUNDS - MAT & SUPPLY				13327629-001	230303		2,759.61	2,759.61
24075		08/18/2023		3962 WASTE MANAGEMENT OF NY LLC		100 RANSIER DR WEST SENECA NY 14224					2,855.20	
	A 1620.400-00-WAST			CUST - CONTRACT WASTE REMOVAL				1015351-2225-9	230060		275.94	275.94
	A 5530.400-00-WAST			CONTRACTUAL - WASTE DISPOSAL				1015352-2225-7	230063		103.68	103.68
	A 1620.400-00-WAST			CUST - CONTRACT WASTE REMOVAL				1015353-2225-5	230060		371.90	371.90
	A 1620.400-00-WAST			CUST - CONTRACT WASTE REMOVAL				1015350-2225-1	230060		470.34	470.34
24076		08/18/2023		6627 WB MASON CO INC		PO BOX 981101 BOSTON MA 02298-1101					1,221.36	
	A 2110.450-01-CURR			MAT'L & SUPPLIES - INSTRUCTIONAL SVCS				239915597	230127		441.10	441.10
	A 2110.450-01-CURR			MAT'L & SUPPLIES - INSTRUCTIONAL SVCS				239980339	230127		1,059.80	1,059.80
24077		08/18/2023		5736 WEBSTER SZANYI LLP		1400 LIBERTY BUILDING, BUFFALO NY 14202					1,500.90	
	A 1420.400-00-0000			LEGAL - CONTRACTUAL				52625	230036		605.00	605.00
											605.00	

BYRON BERGEN CSD

Warrant Report For A - 12: GENERAL FUND BILLS - 08/18/2023 For Dates 8/18/2023 - 8/18/2023



Check #	Account	Check Date	Vendor ID	Vendor Name	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
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Number of Transactions: 38

Warrant Total:	42,136.95
Vendor Portion:	42,136.95
Payroll Portion:	0.00

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 38 in number, in the total amount of \$42,136.95. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/17/23 Date Susan Mendenhall Signature claims auditor Title

BYRON BERGEN CSD

Check V^olume 17
 nt Report For A - 14: HSA funding (July to Dec) for 2023-24 year for Dates 8/1/2023 - 8/31/2023



Check #	Check Date	Vendor ID	Vendor Name	Account Description	Payment Address	Invoice Number	Check Description	Check Amount	Liquidated
99177	08/18/2023	6624	BENEFIT RESOURCE INC	EMPLOYEE BENE - MEDICAL INSURANCE	PO BOX 360995, PITTSBURGH PA 15251-6995	JULY TO DEC 2023	HSA FUNDING FOR JULY TO DEC 2023-FIRST HALF FOR THE 23-24 SCHOOL YEAR	7,687.50	

Number of Transactions: 1

Check Total:	7,687.50
Warrant Total:	7,687.50
Vendor Portion:	7,687.50

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 7,687.50 in number, in the total amount of \$ 7,687.50. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/17/23 [Signature] Claims Auditor
 Date Signature Title

BYRON ERGEN CSD

Check Warrant Report For C - 2: SCHOOL LUNCH FUND BILLS - 8/18/2023 For Dates 8/18/2023 - 8/18/2023



Check #	Check Date	Vendor ID	Vendor Name	Account Description	Payment Address	Explanation	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
201099	08/18/2023		5912 AMERICAN FRUIT & VEGETABLE CO	205 MUSHROOM BLVD PO BOX 20613, ROCHESTER NY 14602							
C 2860.410-00-0000			FOOD PURCHASE - LUNCH				0875217-IN		230113	231.00	231.00
								Check Total:		231.00	
201100	08/18/2023		6990 HOUSEMAN REFRIGERATION LLC	P.O. BOX 213, OAKFIELD NY 14125							
C 2860.400-00-0000			CONTRACTUAL EXPENSE				8837		230109	1,043.97	1,043.97
								Check Total:		1,043.97	
201101	08/18/2023		5357 JOHN BENNETT CREATIVE SERVICES	PO BOX 363, PHOENIX MD 21131							
C 2860.400-00-0000			CONTRACTUAL EXPENSE				29066-1163		230116	297.50	297.50
								Check Total:		297.50	
201102	08/18/2023		3870 UPSTATE NIAGARA COOPERATIVE	PO BOX 269, LANCASTER NY 14086-316							
C 2860.410-00-0000			FOOD PURCHASE - LUNCH				456367		230104	225.87	225.87
C 2860.410-00-0000			FOOD PURCHASE - LUNCH				427453		230104	468.16	468.16
C 2860.410-00-0000			FOOD PURCHASE - LUNCH				412996		230104	45.00	0.00
C 2860.410-00-0000			FOOD PURCHASE - LUNCH				412995		230104	51.00	0.00
								Check Total:		598.03	
								Warrant Total:		2,170.50	
								Vendor Portion:		2,170.50	
								Payroll Portion:		0.00	

Number of Transactions: 4

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 4 in number, in the total amount of \$ 2,170.50. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/17/23 [Signature]
Date Signature

Title

YLP 18

BYRON ERGEN CSD

Check Warrant Report For H - 3: CAPITAL FUND BILLS - 8/18/2023 For Dates 8/18/2023 - 8/18/2023



Check #	Check Date	Vendor ID	Vendor Name	Account Description	Explanation	Payment Address	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
2703	08/18/2023		6300 SITEONE LANDSCAPE SUPPLY LLC			24110 NETWORK PLACE, CHICAGO IL 60673-1241					

H:2021 265-00-2023			FURNITURE, FIXTURES & EQUIP				132106268-001	220983		25,597.18	25,597.18
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Number of Transactions: 1

Check Total: 25,597.18
Warrant Total: 25,597.18
Vendor Portion: 25,597.18
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 \$ 25,597.18. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/18/23 Date Sandra Acuña Signature g claims Auditor Title

Check #	Account	Check Date	Vendor ID	Vendor Name	Explanation	Payment Address	Invoice Number	PO Number	Check Description	Check Amount	Liquidated
1647	TA 021	08/17/2023	2559	NEW YORK STATE INCOME TAX	PO BOX 1414, NEW YORK NY 10008-1414				Trust & Agency Payment	3,907.52	
Check Total:										3,907.52	
1648		08/17/2023	4247	OMNI GROUP	220 ALEXANDER STREET, SUITE 400 ROCHESTER NY 14607				Trust & Agency Payment		
TA 029					Trust & Agency Payment					140.00	
TA 029					Trust & Agency Payment					155.00	
TA 029					Trust & Agency Payment					325.00	
TA 029					Trust & Agency Payment					625.00	
Check Total:										1,245.00	
1649		08/17/2023	5839	DEPARTMENT OF THE TREASURY	INTERNAL REVENUE SERVICE, CINCINNATI OH 45999-0009				Trust & Agency Payment		
TA 026					Trust & Agency Payment					6,174.71	
TA 026					Trust & Agency Payment					6,174.71	
TA 022					Trust & Agency Payment					7,751.49	
TA 026					Trust & Agency Payment					1,444.06	
TA 026					Trust & Agency Payment					1,444.06	
Check Total:										22,989.03	
1650		08/17/2023	6585	BANK OF CASTILE	29 MAIN STREET, LEROY NY 14482				Trust & Agency Payment		
TA 010					Trust & Agency Payment					77,174.97	
Check Total:										77,174.97	
301309		08/17/2023	6472	NYS CHILD SUPPORT PROCESSING CENTER	PO BOX 15363, ALBANY NY 12212-5363				Trust & Agency Payment - GENSCU		
TA 023					Trust & Agency Payment - GENSCU	CA91969Q1 - DOLPH, APRIL M				23.07	
Check Total:										23.07	
301310		08/17/2023	6472	NYS CHILD SUPPORT PROCESSING CENTER	PO BOX 15363, ALBANY NY 12212-5363				Trust & Agency Payment - STLAWSCU		
TA 023					Trust & Agency Payment - STLAWSCU	BU40670J1 - RADEL, TINA M				40.00	
Check Total:										40.00	
301311		08/17/2023	3356	SEIU 200 UNITED	PO BOX 1130 , SYRACUSE NY 13201				Trust & Agency Payment - UNIONDUE		
TA 024					Trust & Agency Payment - UNIONDUE					100.00	
Check Total:										100.00	

Check #	Account	Check Date	Vendor ID	Vendor Name	Explanation	Payment Address	Invoice Number	Check Description	PO Number	Check Amount	Liquidated
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Number of Transactions: 7

Warrant Total: 105,479.59
Vendor Portion: 105,479.59
Payroll Portion: 0.00

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 7 in number, in the total amount of \$105,479.59. 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.

8/17/23 Jessie Newblake claim auditor
Date Signature Title

BYRON BERGEN CSD

Bank Reconciliation for period ending on 7/31/2023



Account: General Fund
Cash Account(s): A 200

Ending Bank Balance		803,464.79
Outstanding Checks (See listing below)	-	160,177.84
Deposits in Transit	+	0.00
Other Credits:	+	78.75 <i>ERS</i>
Other Debits:	-	339.00 <i>PCORI</i>

Adjusted Ending Bank Balance 643,026.70

Cash Account Balance: 643,026.70

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/10/2022	22283	CADENCE MUSIC	450.00
09/09/2022	22620	RATSA MELISSA MANCUSO GATES CHILI CSD	60.00
02/16/2023	23402	VICTOR CENTRAL SCHOOL DISTRICT	350.00
03/02/2023	23442	ROCHESTER REGIONAL HEALTH WESTERN NEW YORK MEDICAL PRACTICE PC	2,461.63
05/11/2023	23705	RALPH AND ROSIES DELI	60.85
05/25/2023	23757	MARK MAZZATTI	125.70
05/25/2023	23767	RALPH AND ROSIES DELI	35.59
06/08/2023	23799	BRIGHTON RUNNERS BOOSTER CLUB	300.00
06/08/2023	23801	ROGER CALDWELL JR	800.00
06/08/2023	23829	MARK MAZZATTI	97.25
06/08/2023	23843	JACOB PROSPERO	184.05
06/08/2023	23857	LUANN M TIERNEY	101.90
06/22/2023	23871	CADENCE MUSIC	450.00
06/30/2023	23933	BYRON BERGEN CSD-EXTRACURRICLR	55.00
06/30/2023	23949	JOES AWARDS & TROPHIES	612.00
07/14/2023	23973	JMCC DBA CARMEN CHAVEZ	2,400.00
07/21/2023	23978	ASBO NEW YORK	150.00
07/21/2023	23980	BOND, SCHOENECK & KING PLLC	79.50
07/21/2023	23987	HONEOYE FALLS-LIMA CENTRAL SCHOOL DISTRICT	200.00
07/21/2023	23988	AARON ROBERT JOHNSON	5,000.00
07/21/2023	23991	NORTHERN STAR MEDICAL BILLING AND COLLECTIONS	395.00
07/21/2023	23993	RALPH AND ROSIES DELI	93.72
07/21/2023	23994	REALLY GREAT READING COMPANY, LLC	3,498.60
07/21/2023	23998	WAYNE-FINGER LAKES BOCES	500.00
07/21/2023	23999	GILLETTS HARDWARE	118.77
07/21/2023	24000	LINEAGE	253.09
07/21/2023	24001	SUCCESS BY DESIGN, INC	386.67
07/21/2023	24002	WEBSTER SZANYI LLP	594.00
07/21/2023	24004	UTICA NATIONAL INSURANCE	127,962.00
07/28/2023	24005	ENERGY COOPERATIVE OF AMERICA	5,971.87
07/28/2023	24006	NATIONAL GRID	6,430.65

BYRON BERGEN CSD

Bank Reconciliation for period ending on 7/31/2023



Check Date

Check Number

Payee

Amount

Outstanding Check Total:

160,177.84

Whale

Prepared By

[Signature]

Approved By

BYRON BERGEN CSD

Bank Reconciliation for period ending on 7/31/2023



Account: Gov't Premier Money Market
Cash Account(s): A 202

Ending Bank Balance		2,095,267.49
Outstanding Checks (See listing below)	-	0.00
Deposits in Transit	+	0.00
Other Credits	+	0.00
Other Debits	-	0.00

Adjusted Ending Bank Balance: 2,095,267.49

Cash Account Balance: 2,095,267.49

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
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Outstanding Check Total: 0.00

Prepared By

Approved By

Account: General Svgs - Non BB
Cash Account(s): A 201

Ending Bank Balance		482,540.16
Outstanding Checks (See listing below)	-	0.00
Deposits in Transit	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance 482,540.16

Cash Account Balance: 482,540.16

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
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Outstanding Check Total: 0.00

Ushale

Prepared By

Approved By

BYRON BERGEN CSD

Bank Reconciliation for period ending on 7/31/2023

**Account: Capital Fund****Cash Account(s): H 200**

Ending Bank Balance:		664,441.65
Outstanding Checks (See listing below):	-	570,289.79
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

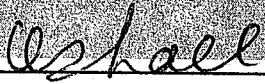
Adjusted Ending Bank Balance:	94,151.86
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Cash Account Balance:	94,151.86
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Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/30/2023	2686	KIRCHER CONSTRUCTION INC	78,065.81
06/30/2023	2690	KIRCHER CONSTRUCTION INC	8,673.98
07/21/2023	2695	KIRCHER CONSTRUCTION INC	89,300.00
07/21/2023	2697	T.BELL CONSTRUCTION CORPORATION	394,250.00

Outstanding Check Total:	570,289.79
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Prepared By


Approved By

BYRON BERGEN CSD

Bank Reconciliation for period ending on 7/31/2023



Account: Trust & Agency

Cash Account(s): TA 200

Ending Bank Balance		2,444.46
Outstanding Checks (See listing below)	-	2,704.71
Deposits in Transit	+	339.00 <i>PCOK</i>
Other Credits:	+	0.00
Other Debits:	-	78.75 <i>ERS</i>

Adjusted Ending Bank Balance	0.00
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Cash Account Balance:	0.00
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Outstanding Check Listing

Check Date	Check Number	Payee	Amount
07/20/2023	1639	NYS EMPLOYEE RETIREMENT SYSTEM	2,704.71

Outstanding Check Total	2,704.71
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W. Hall
Prepared By

J. P. [Signature]
Approved By

BYRON BERGEN CSD

Bank Reconciliation for period ending on 7/31/2023



Account: School Lunch
Cash Account(s): C 200

Ending Bank Balance:	585,446.88
Outstanding Checks (See listing below):	- 149.95
Deposits in Transit:	+ 0.00
Other Credits:	+ 0.00
Other Debits:	- 0.00

Adjusted Ending Bank Balance: 585,296.93

Cash Account Balance: 585,296.93

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/30/2022	200921	MARK ROBBINS	6.65
06/30/2022	200924	DANIELLE THOM	17.55
08/19/2022	200932	HEATHER HILL	9.85
03/16/2023	201035	GARY HERMANN	7.05
06/22/2023	201075	LEWIS BLUE	6.85
06/22/2023	201076	WENDY COOPENBERG	18.25
06/22/2023	201079	JAMES KUNKEL	13.25
06/22/2023	201087	TRACY STEWART	32.20
06/22/2023	201089	CONNIE TIEFEL	16.30
06/22/2023	201092	LEON WAGNER	7.10
06/22/2023	201093	ERIC WIES	14.90

Outstanding Check Total: 149.95

Prepared By

Approved By

BYRON BERGEN CSD

Bank Reconciliation for period ending on 7/31/2023



Account: Federal Fund
Cash Account(s): F 200

Ending Bank Balance		391,170.69
Outstanding Checks (See listing below)	-	4,480.00
Deposits in Transit	+	0.00
Other Credits	+	0.00
Other Debits	-	0.00

Adjusted Ending Bank Balance: 386,690.69

Cash Account Balance: 386,690.69

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/08/2023	400491	C & F TRANSPORTATION INC.	4,480.00

Outstanding Check Total: 4,480.00

Prepared By

Approved By

BYRON BERGEN CSD

Bank Reconciliation for period ending on 7/31/2023



Account: Payroll
Cash Account(s): TA 200PP

Ending Bank Balance:		481.06
Outstanding Checks (See listing below)	-	481.06
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance: 0.00

Cash Account Balance: 0.00

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/08/2023	1645	HELEN HULBURT	481.06

Outstanding Check Total: 481.06


Prepared By


Approved By

BYRON BERGEN CSD

Bank Reconciliation for period ending on 7/31/2023



Account: Tax Lockbox
Cash Account(s): A 203

Ending Bank Balance		0.00
Outstanding Checks (See listing below)	-	0.00
Deposits in Transit	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance:	0.00
Cash Account Balance:	0.00

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
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Outstanding Check Total: 0.00

Prepared By

Approved By

Account: Expendable Trust
Cash Account(s): TE 200

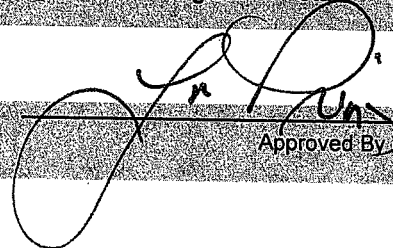
Ending Bank Balance		10,040.09
Outstanding Checks (See listing below)	-	1,400.00
Deposits in Transit	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance	8,640.09
Cash Account Balance:	8,640.09

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
05/27/2022	500200	DANYEL NOWATCHIK	150.00
06/08/2023	500223	DAYANARA CABALLERO	500.00
06/08/2023	500224	CAMERON CARLSON	200.00
06/08/2023	500249	AVA WAGONER	50.00
06/22/2023	500252	OLIVIA BEST	400.00
06/22/2023	500255	JOSHUA TARDY	100.00
Outstanding Check Total:			1,400.00

ushae
Prepared By


Approved By

Account: Extra-Curricular
Cash Account(s): TC 200

Ending Bank Balance:	24,790.03
Outstanding Checks (See listing below):	- 1,727.41
Deposits in Transit:	+ 0.00
Other Credits:	+ 0.00
Other Debits:	- 0.00

Adjusted Ending Bank Balance: 23,062.62

Cash Account Balance: 23,062.62

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/24/2021	600594	EMILY HOFFMAN	322.41
06/24/2021	600619	ALLSION SUTTON	100.00
06/24/2021	600636	JOANNE CZACHOROWSKI	605.00
05/05/2022	600769	GRACE SHEPARD	50.00
04/13/2023	600931	TWO HAMS PRODUCTIONS LLC	400.00
06/07/2023	600957	DAYANARA CABALLERO	100.00
06/22/2023	600983	AVA WAGONER	100.00
07/28/2023	600996	KENNETH ROGOYSKI	50.00

Outstanding Check Total: 1,727.41

os hall

Prepared By

[Signature]

Approved By

Account: Debt Service Fund
Cash Account(s): V 200

Ending Bank Balance:	976,877.46
Outstanding Checks (See listing below):	- 0.00
Deposits in Transit:	+ 0.00
Other Credits:	+ 0.00
Other Debits:	- 0.00

Adjusted Ending Bank Balance:	976,877.46
Cash Account Balance:	976,877.46

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
Outstanding Check Total:			0.00

Ushale
Prepared By

J. P. Pina
Approved By

BYRON BERGEN CSD

Bank Reconciliation for period ending on 8/31/2023



Account: General Fund
Cash Account(s): A 200

Ending Bank Balance	515,227.18
Outstanding Checks (See listing below)	19,878.61
Deposits in Transit	0.00
Other Credits	22.34 <i>ers</i>
Other Debits	0.00

Adjusted Ending Bank Balance 495,370.91

Cash Account Balance: 495,370.91

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/10/2022	22283	CADENCE MUSIC	450.00
09/09/2022	22620	RATSA MELISSA MANCUSO GATES CHILI CSD	60.00
02/16/2023	23402	VICTOR CENTRAL SCHOOL DISTRICT	350.00
03/02/2023	23442	ROCHESTER REGIONAL HEALTH WESTERN NEW YORK MEDICAL PRACTICE PC	2,461.63
05/11/2023	23705	RALPH AND ROSIES DELI	60.85
05/25/2023	23767	RALPH AND ROSIES DELI	35.59
06/08/2023	23801	ROGER CALDWELL JR	800.00
06/08/2023	23843	JACOB PROSPERO	184.05
06/08/2023	23857	LUANN M TIERNEY	101.90
06/22/2023	23871	CADENCE MUSIC	450.00
06/30/2023	23933	BYRON BERGEN CSD-EXTRACURRICLR	55.00
07/14/2023	23973	JMCC DBA CARMEN CHAVEZ	2,400.00
07/21/2023	23993	RALPH AND ROSIES DELI	93.72
08/04/2023	24007	A-VERDI STORAGE CONTAINERS	0.00
08/04/2023	24029	ROCHESTER REGIONAL HEALTH WESTERN NEW YORK MEDICAL PRACTICE PC	3,431.00
08/18/2023	24056	INC GIMKIT	1,000.00
08/18/2023	99177	BENEFIT RESOURCE INC	7,687.50
08/25/2023	24086	NATIONAL GRID	238.15
08/25/2023	24087	UGI ENERGY SERVICES LLC	19.22

Outstanding Check Total: 19,878.61


Prepared By


Approved By

Account: Gov't Premier Money Market
Cash Account(s): A 202

Ending Bank Balance		2,030,554.60
Outstanding Checks (See listing below)	-	0.00
Deposits in Transit	+	0.00
Other Credits	+	0.00
Other Debits	-	0.00

Adjusted Ending Bank Balance 2,030,554.60

Cash Account Balance: 2,030,554.60

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
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Outstanding Check Total: 0.00

Ushale

Prepared By

[Signature]

Approved By

BYRON BERGEN CSD

Bank Reconciliation for period ending on 8/31/2023



Account: General Svgs - Non BB

Cash Account(s): A 201

Ending Bank Balance		586,458.39
Outstanding Checks (See listing below)	-	0.00
Deposits in Transit	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance:	586,458.39
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Cash Account Balance:	586,458.39
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Outstanding Check Listing

Check Date	Check Number	Payee	Amount
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Outstanding Check Total:	0.00
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Prepared By

Approved By

BYRON BERGEN CSD

Bank Reconciliation for period ending on 8/31/2023



Account: Capital Fund
Cash Account(s): H 200

Ending Bank Balance:		1,056,186.05
Outstanding Checks (See listing below):	-	176,039.79
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance: 880,146.26

Cash Account Balance: 880,146.26

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/30/2023	2686	KIRCHER CONSTRUCTION INC	78,065.81
06/30/2023	2690	KIRCHER CONSTRUCTION INC	8,673.98
07/21/2023	2695	KIRCHER CONSTRUCTION INC	89,300.00
Outstanding Check Total:			176,039.79


Prepared By


Approved By

Account: Trust & Agency
Cash Account(s): TA 200

Ending Bank Balance:		36,272.43
Outstanding Checks (See listing below):	-	36,250.09
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	22.34

Adjusted Ending Bank Balance: 0.00

Cash Account Balance: 0.00

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
08/31/2023	1651	NEW YORK STATE INCOME TAX	4,537.99
08/31/2023	1652	NYS EMPLOYEE RETIREMENT SYSTEM	4,022.31
08/31/2023	1654	DEPARTMENT OF THE TREASURY	27,626.72
08/31/2023	301312	NYS CHILD SUPPORT PROCESSING CENTER	23.07
08/31/2023	301313	NYS CHILD SUPPORT PROCESSING CENTER	40.00
Outstanding Check Total:			36,250.09

Ushale

Prepared By

[Signature]

Approved By

Account: School Lunch
Cash Account(s): C 200

Ending Bank Balance		581,451.09
Outstanding Checks (See listing below)	-	640.15
Deposits in Transit	+	20.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance	580,830.94
Cash Account Balance:	580,830.94

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/30/2022	200921	MARK ROBBINS	6.65
06/30/2022	200924	DANIELLE THOM	17.55
08/19/2022	200932	HEATHER HILL	9.85
03/16/2023	201035	GARY HERMANN	7.05
06/22/2023	201075	LEWIS BLUE	6.85
06/22/2023	201076	WENDY COOPENBERG	18.25
06/22/2023	201079	JAMES KUNKEL	13.25
06/22/2023	201087	TRACY STEWART	32.20
08/18/2023	201099	AMERICAN FRUIT & VEGETABLE CO	231.00
08/18/2023	201101	JOHN BENNETT CREATIVE SERVICES	297.50
Outstanding Check Total:			640.15


Prepared By


Approved By

Account: Federal Fund
Cash Account(s): F 200

Ending Bank Balance	362,727.76
Outstanding Checks (See listing below)	0.00
Deposits in Transit	0.00
Other Credits	0.00
Other Debits	0.00

Adjusted Ending Bank Balance	362,727.76
Cash Account Balance:	362,727.76

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
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Outstanding Check Total:	0.00
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W. Shale

Prepared By

[Signature]

Approved By

Account: Payroll
Cash Account(s): TA 200PP

Ending Bank Balance:		481.06
Outstanding Checks (See listing below)	-	481.06
Deposits in Transit:	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance:	0.00
Cash Account Balance:	0.00

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/08/2023	1645	HELEN HULBURT	481.06
Outstanding Check Total:			481.06

ashall
Prepared By

[Signature]
Approved By

Account: Tax Lockbox
Cash Account(s): A 203

Ending Bank Balance		0.00
Outstanding Checks (See listing below)	-	0.00
Deposits in Transit	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance	0.00
Cash Account Balance:	0.00

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
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Outstanding Check Total: 0.00

ashlee

Prepared By

[Signature]

Approved By

Account: Expendable Trust
Cash Account(s): TE 200

Ending Bank Balance	9,290.09
Outstanding Checks (See listing below)	-
Deposits in Transit	650.00
Other Credits	+
Other Debits	-
	0.00
	0.00
	0.00

Adjusted Ending Bank Balance	8,640.09
Cash Account Balance:	8,640.09

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/08/2023	500224	CAMERON CARLSON	
06/08/2023	500249	AVA WAGONER	200.00
06/22/2023	500252	OLIVIA BEST	50.00
			400.00
		Outstanding Check Total:	650.00

Prepared By

Approved By

Account: Extra-Curricular
Cash Account(s): TC 200

Ending Bank Balance:	24,740.03
Outstanding Checks (See listing below):	- 1,917.29
Deposits in Transit:	+ 0.00
Other Credits:	+ 0.00
Other Debits:	- 0.00

Adjusted Ending Bank Balance: 22,822.74

Cash Account Balance: 22,822.74

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
06/24/2021	600594	EMILY HOFFMAN	
06/24/2021	600619	ALLSION SUTTON	322.41
06/24/2021	600636	JOANNE CZACHOROWSKI	100.00
05/05/2022	600769	GRACE SHEPARD	605.00
04/13/2023	600931	TWO HAMS PRODUCTIONS LLC	50.00
06/22/2023	600983	AVA WAGONER	400.00
08/29/2023	600997	TIFFANY RAE LUKSCH	100.00
			339.88
		Outstanding Check Total:	1,917.29

U. Hall

Prepared By

J. P. Rin

Approved By

BYRON BERGEN CSD

Bank Reconciliation for period ending on 8/31/2023



Account: Debt Service Fund
Cash Account(s): V 200

Ending Bank Balance		978,619.65
Outstanding Checks (See listing below)	-	0.00
Deposits in Transit	+	0.00
Other Credits:	+	0.00
Other Debits:	-	0.00

Adjusted Ending Bank Balance: 978,619.65

Cash Account Balance: 978,619.65

Outstanding Check Listing

Check Date	Check Number	Payee	Amount
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Outstanding Check Total: 0.00

Prepared By

Approved By

CIVIL SERVICE POSITION RECOMMENDATION

Upon my recommendation, Mary Ann Badaway (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 Food Service Worker (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 _____ weeks (max. 52 weeks).

The rate of pay will be \$ 14.20 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):

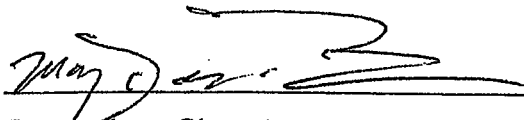
☐ Office Personnel & Teachers' Aides Association

☐ Bus Driver's Association

☐ Service Employees International Union Local 200 United

☒ None Applicable

Additional Information/Comments: _____


Supervisor Signature

8-28-2023
Date

FOR BUSINESS/DISTRICT OFFICE USE ONLY

For BOE Meeting on: _____ Candidate Start Date: _____

Replaces: _____ Payroll Budget Code: _____

Attachments Required for Board Recommendation:

☐ Civil Service Application

☐ Reference Information

☐ Civil Service Approval

☐ Fingerprint Clearance

CIVIL SERVICE POSITION RECOMMENDATION

Upon my recommendation, Jenn Butcher (candidate name) is hereby recommended to be appointed to the ☐ provisional* ☒ probationary** ☐ permanent (check one) Civil Service ☐ substitute ☒ parttime ☐ full-time (check one) position of School monitor (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 \$ 16 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 200 United

☒ None Applicable

Additional Information/Comments: ebb 8/30/23

Jenn
Supervisor Signature

9/11/23
Date

FOR BUSINESS/DISTRICT OFFICE USE ONLY

For BOE Meeting on: _____ Candidate Start Date: _____

Replaces: _____ Payroll Budget Code: _____

Attachments Required for Board Recommendation:

- ☐ Civil Service Application
☐ Civil Service Approval

- ☐ Reference Information
☐ Fingerprint Clearance



INTEROFFICE MEMORANDUM

TO: PATRICK MCGEE, SUPERINTENDENT
 FROM: KRISTIN LOFTUS, ELEMENTARY PRINCIPAL
 SUBJECT: SUMMER HOURS
 DATE: SEPTEMBER 6, 2023

Pat,

I am recommending the following teachers to be provided summer hours to facilitate the UPK and Kindergarten orientation for the 2023-24 school year. Teachers will be paid at the professional rate per BBFA contract.

Beth Overhoff	Kindergarten Teacher	2 hours
Ayn Gardner	Kindergarten Teacher	2 hours
Charity Kinkelaar	Kindergarten Teacher	2 hours
Shana Feissner	Kindergarten Teacher	2 hours
Diana Meier	Kindergarten Teacher	2 hours



INTEROFFICE MEMORANDUM

TO: PATRICK MCGEE, SUPERINTENDENT
FROM: KRISTIN LOFTUS, ELEMENTARY PRINCIPAL
SUBJECT: SUMMER HOURS
DATE: SEPTEMBER 6, 2023

Pat,

I am recommending the following teacher aides to be provided summer hours to assist with UPK and Kindergarten Orientation and to provide laminating service for teachers for the 2023-24 school year. Teacher Aides will be paid at the rate of pay per the support staff contract.

Michelle Wood	K Teacher Aide	Up to 5 hours
Robyn Gunther	UPK Teacher Aide	Up to 5 hours
Karie Langer	Teacher Aide	Up to 9 hours

BYRON-BERGEN CENTRAL SCHOOL DISTRICT
OFFICE OF THE JR./SR. HIGH SCHOOL PRINCIPAL



INTEROFFICE MEMORANDUM

To: Patrick McGee
From: Katie Grattan
Date: September 8, 2023
Re: 6th Grade/New Student Orientation

I would like to recommend the following faculty members to be paid their professional rate of the BBFA Contract for attending the 6th Grade and New Student Orientation on August 29, 2023. They helped present material and give tours of the building to the incoming students as part of the transition process.

Faculty	Time
Ashley Hill	2 hours
Kristie Holler	2 hours
Alyson Tardy	2 hours
Kenneth Rogoyski	2 hours
Heather Painting	2 hours
Kerri Smith	2 hours
Brooke Partridge	2 hours

xc: Board of Education

BYRON-BERGEN CENTRAL SCHOOL DISTRICT
OFFICE OF THE JR./SR. HIGH SCHOOL PRINCIPAL



INTEROFFICE MEMORANDUM

To: Patrick McGee
From: Katie Grattan
Date: September 8, 2023
Re: Locker & Chromebook Assistance

I would like to recommend the following teacher aide to be paid their hourly rate for extra assistance in locker preparation and chromebook distribution. They helped building administration and secretaries prepare for a smooth opening to the school year above and beyond their usual hours and duties.

Employee	Time
Paula Hohn	15 hours

xc: Board of Education

CIVIL SERVICE POSITION RECOMMENDATION

Upon my recommendation, KEVIN BRUTON (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 Building Maintenance Mechanic (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 _____ weeks (max. 52 weeks).

The rate of pay will be \$ SAME 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 200 United

☐ None Applicable

Additional Information/Comments: Kevin's permanent status will be 10/3/23

[Signature]
Supervisor Signature

9/4/23
Date

FOR BUSINESS/DISTRICT OFFICE USE ONLY

For BOE Meeting on: _____ Candidate Start Date: _____

Replaces: _____ Payroll Budget Code: _____

Attachments Required for Board Recommendation:

☐ Civil Service Application

☐ Reference Information

☐ Civil Service Approval

☐ Fingerprint Clearance

CIVIL SERVICE POSITION RECOMMENDATION

Upon my recommendation, Annie L. Sheard (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 Food Service Worker (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 _____ weeks (max. 52 weeks).

The rate of pay will be \$ same 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):

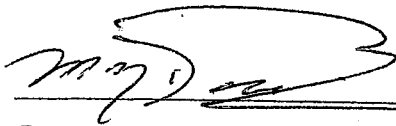
☐ Office Personnel & Teachers' Aides Association

☐ Bus Driver's Association

☐ Service Employees International Union Local 200 United

☐ None Applicable

Additional Information/Comments: eff 10/3/23



Supervisor Signature

9-14-2023

Date

FOR BUSINESS/DISTRICT OFFICE USE ONLY

For BOE Meeting on: _____ Candidate Start Date: _____

Replaces: _____ Payroll Budget Code: _____

Attachments Required for Board Recommendation:

☐ Civil Service Application

☐ Reference Information

☐ Civil Service Approval

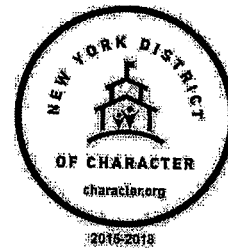
☐ Fingerprint Clearance



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 Elementary Special Education Teacher

Date: September 14, 2023

I am recommending Karen Herron for the position of Elementary Substitute Teacher at Byron-Bergen Central School effective upon board approval. Mrs. Herron is a retired elementary teacher and will be a nice addition to our substitute teacher list!

Kristin Loftus

Elementary Principal
KL/kb



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

CIVIL SERVICE POSITION RECOMMENDATION

Upon my recommendation, Bobbi Sue Butler (candidate name) is hereby recommended to be appointed to the ☐ provisional* ☒ probationary** ☐ permanent (check one) Civil Service ☐ substitute ☒ parttime ☐ full-time (check one) position of School Monitor (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 \$ 16 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 200 United

☒ None Applicable

Additional Information/Comments: efb Sept. 18, 2023

Jaime Winder
Supervisor Signature

9/15/23
Date

FOR BUSINESS/DISTRICT OFFICE USE ONLY

For BOE Meeting on: _____ Candidate Start Date: _____

Replaces: _____ Payroll Budget Code: _____

Attachments Required for Board Recommendation:

- ☐ Civil Service Application
☐ Civil Service Approval

- ☐ Reference Information
☐ Fingerprint Clearance



Byron-Bergen Central School

Prekindergarten Program Plan

2023-2024

Presented to the Byron-Bergen Board of Education on September 21, 2023

INTRODUCTION

Ed Law 3602-e(8) requires State Administered prekindergarten programs to provide a prekindergarten program plan identifying specific goals, including how the district will expand its program to assure that all eligible children may be served, and a proposed timetable for the implementation and achievement of such goals. Byron-Bergen Central School is committed to serving eligible students in our UPK program. The following plan details eligibility, curriculum, inclusion, and staffing.

UNIVERSAL PRE-KINDERGARTEN PROGRAM - ELIGIBLE CHILDREN

For the 2023-24 school year, the district will provide a half day, five days per week program for four year olds for at least 180 days. We will collaborate with Gillam Grant Community Center that offers a half day, five days per week program for four year olds for at least 180 days. Students in the Gillam Grant Program can also enroll in Byron-Bergen's UPK to provide a full day UPK program.

All eligible and selected students must register with the district following acceptance into the program. Any family that does not complete the registration process will be deferred to the waitlist until registration is complete and a spot is available for placement.

SELECTION OF ELIGIBLE CHILDREN

In late winter, communication is sent out to families of eligible children and the greater community through multiple modes (including social media, flyers, school website, etc.). Parents are asked to complete a form indicating their interest in the program. There is a deadline for submission. A date in early spring is selected to determine how many families are interested in participating in our UPK program. If there are more interested families than spots available in the UPK program, a lottery will be scheduled. The lottery is developed using a random number generator. Numbers are given to families based on the order of when their form of interest was submitted to the district. Any child that is not guaranteed a placement spot in the UPK program after the lottery is completed will be put on a waitlist. The order of the waitlist is determined by when the family expresses interest in the program (i.e. completed the form of interest and submitted it to the district).

PLAN FOR EXPANSION:

The district will explore options for expansion of the prekindergarten program during the 2023-24 school year. This could include exploring additional half day sections to accommodate all 4 year olds in the community. The district will also explore options for full day programming starting in the 2025-26 school year. This will include surveying families to determine interest in full day programming. We will also develop a protocol for determining a more accurate number of four year olds living in the district.

	Goals
2023-25	<ul style="list-style-type: none"> • Survey families to determine district need for UPK Programming • Determine protocol for identifying all 4 year olds living in the district • Meet with local preschool agencies to discuss future programming • Determine funding and facility use needed to expand programming
2025-26	<ul style="list-style-type: none"> • Expand to full day UPK programming to assure all eligible children may be served

AGE AND DEVELOPMENTALLY APPROPRIATE CURRICULUM

The UPK program will be aligned with all Byron Bergen Central School District policies and will meet the requirements set forth by New York State Universal Prekindergarten Program Laws and Regulations. All curriculum is taught through learner centered and play based approaches. Curriculum materials will be selected and approved by the district.

Byron-Bergen's Prekindergarten ELA curriculum has been developed using the NYS Next Generation English Language Arts Learning Standards and Engage NY modules. For the reading and foundational standards (including phonemic awareness, phonological awareness, and phonics), the Byron-Bergen UPK students will be taught using the Really Great Reading Launchpad program. The Inspire Science program is used for science instruction. The math curriculum is based upon the Engage NY modules supplemented by TangMath resources, which follow the NYS Next Generation Learning Standards for pre-kindergarten. Social Emotional Learning is taught throughout the day, specifically using Second Step Curriculum and Zones of Regulation resources.

SCREENING and ASSESSMENT

The District will administer the approved screening assessments to each student at the beginning of the school year. The results of this screening assessment will be used to determine if a referral to the Committee for PreSchool Special Education ("CPSE") is appropriate and to identify if additional support is necessary. In addition to screening, the district will administer the district approved curriculum based progress monitoring assessments throughout the school year to monitor student progress.

CONTINUITY WITH ELEMENTARY INSTRUCTIONAL PROGRAM

The Universal Prekindergarten Program will help the transition of Pre-Kindergarten students to Kindergarten by providing the following:

- Strengthening students' cognitive skills.
- Increase early literacy skills (reading, writing, speaking, listening and information processing).
- Increase their creative and artistic abilities.
- Improve interpersonal and intrapersonal skills, feelings of self-worth, and become independent at a developmentally appropriate level.
- Increase appreciation of diversity and improve understanding of their own heritage and its relationship to self-image and interactions with others.
- Integrate preschool children with disabilities.
- Enhance personal, physical, and emotional wellness following the components of NYSED Social Emotional Learning Benchmarks. <http://www.p12.nysed.gov/ssss/sel.html>
- Increase physical skills including fine and gross motor movement
- Encourage parental involvement in their child's education.
 - UPK/Kindergarten Orientation will take place each year providing parents opportunities to learn more about the UPK program and the transition to school age program
 - Parent/Teacher conferences will take place twice a year to allow opportunities for parents and teachers to meet about student progress.
 - The district will utilize communication platforms (email, phone, ParentSquare, etc.) to engage parents with their child's education.

IDENTIFICATION, INCLUSION, and SUPPORT OF STUDENTS WITH SPECIAL NEEDS:

The Byron-Bergen Central School District Universal Prekindergarten Program enrolls students regardless of their needs. The District will assure that students with disabilities participate in regular education activities unless otherwise indicated in the student's Individualized Education Program (IEP) and that accommodations are made if needed. The District will use the results of the screening assessment, classroom observations, and teacher or parent concerns to identify children who may require a referral to the Committee on Preschool Special Education (CPSE). There is a Coordinator of Student Services that serves as the CPSE chairperson. In this role, we ensure that students' needs are being met and services (Special Education or ENL) can be provided at school. The Coordinator of Student Services serves as a liaison between the county, school, and families to make referrals for testing and determining eligibility for services.

INCLUSION, INSTRUCTION, and SUPPORT OF ENGLISH LANGUAGE LEARNERS:

The District will support diversity, parent involvement and the retention/promotion of a student's home language as he/she progresses toward English learning. As much as is practicable, the District will provide oral and written communication to parents/families in their preferred language. The District will provide opportunities for students' literacy development in the home language, while also promoting acquisition of English in an inclusive classroom setting. The District will ensure that the developmental and social emotional screening processes, and the provision of special services for students, are inclusive and respectful of their language and culture.

QUALIFICATIONS OF STAFF

Byron-Bergen UPK teachers must possess a teaching license or certificate valid for services in the early childhood grades or be in compliance with the NYSED section 151-1.3 regulation. Furthermore, the district must have at least one teacher and one teacher aide working in each UPK classroom. If there are more than 18 children in a UPK classroom, there must be one additional teacher assistant or teacher aide working in that classroom. No UPK classroom will have more than 20 children.

PROFESSIONAL DEVELOPMENT

To ensure continuity from Pre-K to school age program (Kindergarten-3rd grade), all Byron-Bergen UPK teachers will be able to attend relevant professional development activities. The District will provide pre-K specific professional development each year. The Coordinator of Student Services will be required to pursue professional development dedicated to implementing and sustaining effective language instruction educational programs designed to assist in teaching English Language Learners including immigrant children and youth.

PARTNERSHIPS with COMMUNITY, NON-PROFIT, and EDUCATIONAL INSTITUTIONS

Efforts will be made with various community/non-profit organizations and educational institutions to form partnerships that will result in field trips and guest speakers/events to benefit the academic, social and emotional needs of Pre-K students.

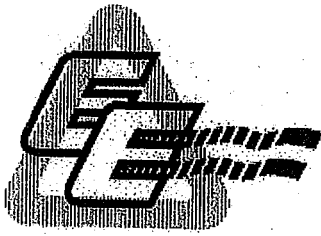
BYRON-BERGEN CENTRAL SCHOOL DISTRICT



TO: PATRICK MCGEE, SUPERINTENDENT
FROM: LORI PRINZ
SUBJECT: 2023-24 ELECTRIC BID RESULTS
DATE: SEPTEMBER 15, 2023
CC: ROGER CALDWELL, RACHEL STEVENS

I am recommending that the Board of Education accept the recommendation of Energy Enterprises, Inc. and agree to purchase electricity through Energy Coop of America for the period of December 1, 2023 through November 30, 2024. The co-operative electricity bid results are attached.

The School needs Board of Education approval to "lock in" the bid rate quoted by Energy Coop of America's bid. Please add this to the September 21, 2023 agenda as new business. Once approved a purchase order will be sent to the vendor in accordance with their contract requirements. If you have any questions please let me know.



Energy Enterprises, Inc.

10 Mill Street, PO Box 182, Mt. Morris, NY 14510

Phone: (585) 658-4820 • Fax: (585) 658-4833

"We don't sell power – We give it!"

September 14, 2023

Ms. Lori Prinz
Business Administrator
Byron-Bergen Central SD
6917 West Bergen Road
Bergen, NY 14416

RE: 2023/2024 GY-BOCES COOP Electric Bid Review and Recommendation

Dear Ms. Prinz,

We have examined the responses to the invitation to bid for electricity received on 9/13/2023 at 1:00:00 PM.

The bid was initiated for the following schools: Alden CSD, Attica CSD, Belfast CSD, Byron-Bergen CSD, Clymer CSD, Friendship CSD, Honeoye Falls-Lima CSD, Perry CSD, Genesee Valley BOCES, and the Village of Geneseo. The following bidders submitted replies suitable for consideration: Energy Coop of America.

Below is a brief overview of our process for review and the evaluation which seeks to identify the bidder and the specific pricing method that combine to produce the lowest estimated annual cost for you while minimizing the potential risks.

Our approach to bidding is directed toward reducing subjective evaluation to a minimum, while emphasizing objective criteria by which to measure prices and pricing techniques. The specifications are designed to combine low price with low risk and ultimately to provide you with the most suitable fit of price and risk.

The bid documents requested two pricing options, an Index based adder option for each of the service classes at your facilities plus a cap rate on CES charges, and an Indexed Adder that would be fixed which included any potential CES charges. See below:

Option 1 - Index Based Adder Option with cap on CES Charges. The index adder is the fee charged by the marketer to cover all ancillary and capacity charges, as well as their profit for providing the electricity. The CES cap is a charge that has been passed through on invoices in the past, but we requested a rate as to what the cap would be for budgeting purposes. We have included a letter discussing CES for your information. The actual amount that will be charged for the commodity will be the index-based adder, the current months CES charges, plus the current market price as established by the NYISO/LBMP Index Price.

Option 2 - Index Based TOTAL Adder Option. The index adder is the fee charged by the marketer to cover all ancillary and capacity charges, their profit for providing the electricity, as well as any CES charges. The actual amount that will be charged for the commodity will be the index TOTAL adder, plus the current market price as established by the NYISO/LBMP Index Price.

As an organization we decided it was in the best interest to start tracking CES fees because they are beginning to really affect budgets. As you can see from some of the additional pieces attached, the Clean Energy Standard is amounting to nearly half of what the index rate is currently and is projected to continue to increase getting NYS closer to their Green Initiatives by 2030.

The attached spreadsheets quantify estimates for each bidder utilizing your group's historical average consumption and the estimated NYISO/LBMP index price based on the bid opening date for the utility that serves your district. The utility of record serving your facilities is National Grid and the Service Classes located within your facilities are SC3 and SC2D.

Each of the invited bidders has been pre-qualified through a uniform requirement for financial information, trade references and through historical working relationships.

Recommendation:

After careful analytical review and consideration of the received bid documents, our recommendation for Board Approval is to choose Option 1 and award the purchase of electricity to Energy Coop of America at the indexed adder rate of \$0.02189 per kwh used.

As noted above, the actual amount that will be charged for the commodity will be the index-based adder, the current months actual CES charges, and the current market price as established by the NYISO/LBMP Day Ahead Market Price.

We have been in contact with various marketers and are finding that the bids received are in fact very favorable. In most cases, the bids have been running between \$.005 to \$.01 higher. Due to the fact that this rate is multiplied by the number of kwh the district uses, which in most cases is well over 1,000,000 kwh, this amounts to a significant difference. As a result, we do not recommend rebidding.

For your information when this was bid last year the rates received were indexed at \$0.01690 compared to the rates above. As we all know there have been rather large increases within the energy market recently, but these bid rates are still well below what the market is currently demanding. For additional information, the estimated dollars are being impacted by the bid rate only minimally, but more so with changes in the usage of 1,725,769 to 1,659,357 in kwh and the ever-increasing Clean Energy Services charges. For a total change as estimated with all factors, the total estimate without any recommended additional set-aside, the 23/24 estimated commodity cost would be \$145,218.63 compared to last year's total of \$161,186.82.

Overall, we feel the bid result is quite favorable based on where the energy market stands today!

An individualized spreadsheet is also attached that illustrates your estimated electricity commodity cost as a result of the bid which can be used for generating your district's purchase order. Note: The RATE listed on the sheet is calculated as adding the awarded applicable index adder plus an estimated NYISO/LBMP price of \$.0600 per kwh. We would recommend that you add some additional percentage to this amount due to the fact that the estimated commodity rate being used is the current rate. Typically we would recommend adding an additional 20% as a set aside.

We have also attached various pieces of additional information that we used in evaluating the bid analysis, information for generating purchases orders, and most importantly any information that is needed to be completed for the winning bidder, Energy Coop of America.

If you have any additional questions regarding this matter, please do not hesitate to contact me.

Sincerely,

Amy M. Ceronie, Energy Analyst
Attachments

New York Clean Energy Standard

Article by Britt Lyons

New York has introduced the Clean Energy Standard (CES) in an effort to increase the development of clean energy technology and decrease greenhouse gas emissions from the power sector.

On January 25th, the Department of Public Service (DPS) Staff filed a CES White Paper in response to Governor Andrew Cuomo's directive last year. This would convert New York's environmental goals into enforceable requirements.

On August 1st, the New York Public Service Commission (NYPSC) issued an order adopting the CES. The CES will reduce carbon emissions by 40% below 1990 levels and adhere to the state mandate of sourcing fifty percent of power from renewables by 2030. Increasing renewable resources will help New York meet the "50 by 30" mandate. It will also aid in an overall decline of air pollutants from fossil fuel combustion by cutting thousands of tons of nitrogen oxide, sulfur dioxide, and particulate matter a year. The CES will work in conjunction with other regulatory and retail market design changes being pursued by New York, such as Reforming the Energy Vision (REV).

The CES order includes three tiers outlined below.

- Tier 1: New Renewable Generation
- Tier 2: Existing Renewable Generation
- Tier 3: Maintenance of Existing Eligible Nuclear Facilities

Two new programs will implement the three tiers listed above:

- Renewable Energy Standard (RES)
- Zero Emission Credits (ZEC)

Renewable Energy Standard (RES)

Under Tier 1, all Load Serving Entities (LSEs) statewide will be required to procure and integrate renewable energy as a certain percentage of total electricity load beginning in 2017. The total percentage required will increase as time goes on. Eligible resource categories for Tier 1 will include Biogas, Biomass, Liquid Biofuels, Fuel Cells, Hydroelectric, Solar, Tidal/Ocean and Wind, with an in-service date on or after January 1, 2015.

Tier 2 will include resources that already exist to support continued contribution to meeting New York goals. As part of this process, the New York State Energy Research and Development Authority (NYSERDA) will manage the sale of Renewable Energy Certificates (RECs) or Alternative Compliance Payments (ACPs) directly with LSEs. By this December, NYSERDA will publish the REC price and estimated REC quantity that it will offer for the 2017 compliance period.

on its website. LSEs will be required to purchase a certain number of RECs or make Alternative Compliance Payments to NYSERDA.

Below are the compliance percentages for the first five years.

Year	RES Amount
2017	0.60%
2018	1.10%
2019	2.00%
2020	3.40%
2021	4.80%

Zero Emission Credits (ZEC)

The PSC's order provides compensation to eligible nuclear facilities for their production of Zero Emission Credits (ZECs). The ZEC price is calculated using a formula based on the federal government's projected social cost of carbon (in nominal dollars per short ton of CO₂).

Over a period of 12 years, NYSERDA will manage ZEC contracts with eligible nuclear facilities. Effective April 2017, LSEs will be required to purchase a percentage of ZECs based on their load share in relation to total load served by all LSEs. LSEs will be permitted to recover these costs as part of their commodity bill. The ZEC price for the first two-year tranche has been set at \$17.48/MWh. The ZEC value will be adjusted every two years based on the formula mentioned above.

What Does This Mean for Your Business?

The CES order adopted by the PSC earlier this month requires implementation plans to be filed for the PSC's review following a public comment period. Over the next few months, the DPS Staff, NYSERDA and other stakeholders will discuss the programs mentioned above and will outline LSEs' duties under the CES. They will also discuss NYSERDA's role in the administration of the procurement process for RECs and ZECs.

New York State has outlined aggressive environmental goals; and it's important to develop an energy strategy that incorporates the clean energy, climate initiatives. Reach out to your Business Development Manager to discuss the best option for your business.



Energy Cooperative of America

The Energy Cooperative of America, Inc.
1408 Sweet Home Road, Suite 8
Amherst, New York 14228
Tel: (716) 580-3506
Fax: (716) 932-7337
www.ecamerica.org

Customer Disclosure Statement

Commodity Type

	Electricity	Natural Gas
<u>Price</u>		
Variable Price	Weighted average NYISO commodity price, plus an administrative fee of \$0.0012 per kWh, and any applicable taxes and/or agent fees.	Weighted average NYMEX commodity price, plus an administrative fee of \$0.11 per mcf, and any applicable taxes and/or agent fees.
Fixed Price	Fixed price inclusive of the commodity price, administrative fee and any applicable taxes and/or agent fees.	Fixed price inclusive of the commodity price, administrative fee and any applicable taxes and/or agent fees.
<u>Length of Contract</u>		
Variable Price	Month-to-month commencing on the first meter read date.	Month-to-month commencing on the first meter read date.
Fixed Price	Fixed term as indicated in an Addendum signed by the parties.	Fixed term as indicated in an Addendum signed by the parties.
<u>Terms of Renewal</u>		
Variable Price	Month-to-month until terminated upon 30 days prior notice.	Month-to-month until terminated upon 30 days prior notice.
Fixed Price	Month-to-month after conclusion of fixed term.	Month-to-month after conclusion of fixed term.
<u>Process Customer May Rescind Agreement without Penalty</u>	Residential customers have right to cancel within three business days of receipt of the utility switch letter.	
<u>Termination Fees</u>		
Variable Price	None	None
Fixed Price	The account usage for the remainder of the fixed term multiplied by the fixed price as per the Addendum.	The account usage for the remainder of the fixed term multiplied by the fixed price as per the Addendum.
<u>Late Payment Fees</u>		
Variable Price	1.5% of any unpaid amount, including latest charges, any prior past due balances and outstanding late fees.	1.5% of any unpaid amount, including latest charges, any prior past due balances and outstanding late fees.
Fixed Price	Same as Variable Price terms.	Same as Variable Price terms.
<u>Savings Calculation</u>		
Variable Price	While not guaranteed, a report will be provided each month that shows ECA's commodity price compared to the utility's rate.	While not guaranteed, a report will be provided each month that shows ECA's commodity price compared to the utility's rate.
Fixed Price	Not applicable.	Not applicable.

ENERGY SUPPLY DISCLOSURE STATEMENT

This Disclosure Statement has important information you need to know before you commit to electric and/or natural gas service from the Energy Cooperative of America, Inc. (ECA). ECA is a Not-for-Profit corporation whose members include a variety of electricity and natural gas end users. ECA's purpose is to provide to its members the lowest cost alternative for reliable supplies of electricity and natural gas. This is accomplished by purchasing wholesale energy supplies and services and then disaggregating those supplies and services to ECA members, with the only added cost being its administrative fee to cover its overhead. ECA welcomes new members upon credit qualification and acceptance by its Board of Directors. New members will be required to sign a Membership Form and Billing/Payment History Form. You may terminate your membership by providing thirty (30) days' written notice (this is effectively a month-to-month contract), unless you have entered into an Addendum with a fixed contract term. ECA will provide electricity and/or natural gas to your facilities on a monthly basis. ECA's energy supplies will be delivered to your facilities via the local electric utility's wires or the local natural gas utility's pipelines.

Service Arrangements

Electricity

Electricity supply will be provided to your facilities by ECA on a cost per KWh basis. This price shall be ECA's weighted average commodity price for a given month plus an administrative fee of \$0.0012 per Kwh together with any applicable taxes or agent fees, if any. In the alternative, negotiated rates may be set forth in the attached Addendum A (these are considered fixed term contracts). The local electric utility will provide transmission and distribution of that electricity at rates approved by the New York State Public Service Commission and any other applicable state governing body. The local electrical utility is also required by law to serve as provider of last resort for commercial electricity supply use, and respond to service calls as set forth hereafter. The provisions of the Home Energy Fair Practices Act protect residential electric members. ECA is required to provide Environmental Disclosure Label information to its electric customers twice a year inserted in their supply bills.

Natural Gas

Natural gas supply will be provided to your facilities by ECA on a cost per Mcf basis. This price shall be ECA's weighted average commodity price for a given month plus an administrative fee of \$0.11 per Mcf together with any applicable taxes or agent fees, if any. In the alternative, negotiated rates may be set forth in the attached Addendum A (these are considered fixed term contracts). The local natural gas utility will provide transportation of that natural gas at rates approved by the New York State Public Service Commission and any other applicable state governing body. The local natural gas utility is also required by law to serve as provider of last resort for commercial natural gas supply use, and respond to service calls as set forth hereafter. The provisions of the Home Energy Fair Practices Act protect residential natural gas members.

Policies

Office Locations and Hours

ECA's offices are located at 1408 Sweet Home Road Suite 8 Amherst, New York 14228, and are open from 8:00 AM to 4:30 PM Monday through Friday. ECA can be reached by telephone at (716) 580-3506. Telephone service hours are from 8:00 AM to 4:30 PM Monday through Friday, and a voice mail directory is in operation at all times.

Bill Payment Process

For electricity: ECA will bill directly for electricity supply and the local electric utility will bill directly for its delivery services. ECA bills will be issued monthly and the local electric utility's bills will be issued per their normal practice, with the exception of those utilities that offer a single bill option, which currently includes National Grid, NYSEG and Rochester Gas & Electric.

For natural gas: ECA will bill for both natural gas supply and the local natural gas utility's delivery services, with the exception of the NYSEG, RG&E, National Grid and National Fuel Residential programs. ECA bills will be issued monthly and payment is due as indicated on the bill.

The local electric and/or natural gas utility will read your electric/gas meter monthly to calculate your monthly usage. The utility will then assess charges to your account based upon those usages and ECA will use the usages to calculate your monthly charges for energy supply. Should the utility's usage information not be available in a timely fashion, ECA reserves the right to issue a prebill (in lieu of a security deposit) based on estimated usages each month and then adjust a subsequent bill to correct for actual usage shown by meter readings. ECA reserves the right to charge a late payment fee of 1.5% of the amount due for payments along with any past due balances and unpaid late payment fees not made by their due date. Returned checks and failed ACH payments will be assessed a \$25.00 returned check/failed ACH payment charge. If the member defaults, to the extent permitted by law, ECA will pursue formal collection of any balance owed, together with the expenses of enforcement and collection of said balance, including, without limitation, reasonable attorney's fees and related costs associated with the formal collection of any balance due.

Complaint and Dispute Resolution

If you have any complaints regarding your electric or natural gas service or your monthly bill, please contact us at (716) 580-3506. If ECA's staff cannot resolve your dispute, you will have the opportunity to present your dispute to ECA's Board of Directors at their next scheduled Board meeting. In the mean time, you are obligated to pay any disputed invoice in full, with the exception of any obvious errors, until said dispute can be resolved to the satisfaction of yourself and ECA. If the dispute cannot be resolved within forty-five (45) days, the dispute shall be submitted to binding arbitration conducted pursuant to the rules, regulations and procedures of the American Arbitration Association.

Amendment, Cancellation or Expiration of Agreement

ECA's Membership Agreement may be amended from time to time upon approval of the ECA Board of Directors. Any amendment does not take effect until thirty (30) days after its approval by the Board of Directors. As set forth hereafter, membership in ECA may be terminated upon thirty (30) days' prior written notice, at which time the member may choose another provider of electricity and/or natural gas, or return to the local utility for its commodity supply. ECA will similarly give the member, as well as the applicable local electric or natural gas utility, a minimum of thirty (30) days' advance written notice prior to a termination of membership in ECA. ECA will follow the New York State Department of Public Service rules and the Home Energy Fair Practices Act to terminate Residential members from the cooperative.

Financial Obligations of the Cooperative

In the event of a default by a cooperative member, the existing members shall not assume any obligation of the cooperative either to the surety that provides any bond or bonds to the cooperative or the supplier of the commodity and/or services. The cooperative would take appropriate action to recover the amount from the defaulting member and return any amount recovered to the reserves of cooperative.

Allocation of Partial Payments

If a member does not pay its monthly bill in full, ECA will first credit the amount received to the outstanding balance, including any late fees, and then apply any remainder to current charges. Delinquencies of thirty (30) days or more are cause for termination of membership in ECA upon thirty (30) days' prior written notice. There is no preset termination fee for cancellation of this contract.

Historic Billing Information

ECA will consider a member's billing information to be confidential. If a member wishes for the billing information to be provided to the member or to be released to a third party, the member must notify ECA in writing.

Calls for Service Problems

If a member becomes aware of an electrical or gas emergency condition, experiences an unanticipated loss of electricity or gas service or experiences poor power quality, the member should contact its electric or natural gas utility at:

National Fuel Gas Corporation 1-800-444-3130
 New York State Electric & Gas 1-800-572-1131
 National Grid Power Corporation 1-800-932-0301
 Rochester Gas & Electric 1-716-546-1100
 Consolidated Edison Corp. 1-800-752-6633

Credit Checks

We may verify a member's credit history with either the utility or a credit reporting company upon the member's application for membership in ECA. Determination of credit worthiness will be at ECA's sole discretion in accordance with generally accepted business practices.

Customers' Rights and Obligations

Amendment of Agreement or Change of Electricity Providers

If a member wishes to terminate its membership in ECA and change electricity or natural gas providers, it must provide ECA with thirty (30) days' prior written notice. ECA will notify the local utility of the change of electricity or natural gas supplier. Any such change of energy supplier must take place at a scheduled meter reading date; otherwise there will be a meter reading charge as determined by the local utility. If ECA terminates the membership, the electricity or natural gas supply will automatically be provided by the local utility under its standard tariff, unless or until the former member chooses another supplier. Residential customers have right to cancel within three business days of receipt of the utility switch letter. Electricity or natural gas may only be shut off by the local utility under procedures approved by the Public Service Commission.

Third Party Notification

A member may direct that its bills be sent to a third party. Such requests must be provided in writing to ECA.

Department of Public Service Complaint Number

You may contact the NYSDPS at its toll-free number (1-888-697-7728) for information about, or questions regarding, energy service providers (ESCOs/Marketers) and the competitive energy market. The Department of Public Service is monitoring complaints against energy service companies. It will not resolve complaints, but an excessive number of complaints may result in an energy supply company no longer being allowed to supply electricity or natural gas. The Department of Public Service toll-free telephone number *for residential complaints* is 1-800-342-3377. Non-residential (or residential, should they so choose) customers may write the Department of Public Service at: Office of Consumer Services, Delmar Annex, Three Empire State Plaza, Albany, NY 12223-1350 or contact them by e-mail at <http://www.dps.state.ny.us>.